

COMMON COUNCIL
of the
CITY OF SYRACUSE

(11/22)

REGULAR MEETING – NOVEMBER 22, 2021
1:00 P.M.

1. *Pledge of Allegiance to the Flag - (Led by the Hon. Helen Hudson, President of the Syracuse Common Council)*
2. *Invocation – (Delivered by Reverend Chardlie Hudson, Gethsemane Church of Syracuse, New York)*
3. *Roll Call – (Adopted 9-0)*
4. *Minutes – November 8, 2021 – (Adopted 9-0)*
5. *Petitions – (none)*
6. *Committee Reports – (none)*
7. *Communications – (From Empire State Development, the general project plans for United Auto Supply's remediation and construction of a warehouse)*

NEW BUSINESS

BY PRESIDENT HUDSON:

- WD** 8. *Resolution - Approving the Appointment of Various Persons as Commissioners of Deeds for 2021/2022.*

WD

BY COUNCILOR BEY:

- 9-0** 9. *Special Permit - To expand for a Care Home located at 102 and 104-114 (aka 108) Michaels Avenue. No one spoke in favor or in opposition to the proposal. No waivers were granted. Francis House, Inc., owner/applicant.*
- 9-0** 10. *Special Permit - To approve a Restaurant located at 746 South Crouse Avenue. No one spoke in favor or in opposition to the proposal. There were three (3) waivers in regard to off-street parking, on-site curbing, and street line treatment area regulations. Luke Nicolette, applicant. DB Real Estate Crouse, LLC/owner.*

**GEN.
#33**

**GEN.
#34**

- 9-0** 11. *Special Permit - To approve a Restaurant located at 1331 West Fayette Street and 1216-1230 West Fayette Street. One (1) person spoke in favor and no one spoke in opposition to the proposal. There were five (5) waivers in regard to off-street parking, landscape treatment area, and rear yard treatment, parking location, and parking distance regulations. Michele Roesch/Tim Donohue, owner/applicant.* **GEN. #35**

BY COUNCILOR GREENE:

- H** 12. *Appropriate Funds - From the American Rescue Plan Act of 2021 (ARPA) in an amount not to exceed \$532,000 and enter into an agreement with Microsoft, on behalf of Information Technology, for the term of three (3) years, for a modernization project that will migrate approximately 750 network users to Microsoft 365, included is a cloud hosted email solution along with access to the latest Microsoft Office applications.* **H**
- H** 13. *Agreement – With Syracuse University, to maintain in-kind services, to include maintaining a portion of Thornden Park and the replacement and maintenance of sidewalks along Ostrum Avenue near the park. The City will agree to accept current and additional University sidewalk maintenance in lieu of assessing new sidewalks fees; to stripe crosswalks on Ostrum Avenue near Thornden Park; provide assistance and coaching related to the permitting process, hire an additional code inspector to be assigned to the university area; and add Schine Student Center and South Campus as training rotations for Police Cadets (pre-Academy CSOs.) The University will also increase payments to the City from \$1 million to \$2 million over four years (FY22-FY26), as detailed in the legislation, to be deposited in Account #01.425910.* **H**
- 9-0** 14. *Transfer Funds - From various years Water Cash Capital Accounts in the amount of \$70,200, as detailed in the legislation, to the 2021-2022 Water Capital Equipment Account #501557021.05.599805.83405.* **691**
- 7-2** 15. *Agreement – With New York Census & Redistricting Institute, for the Syracuse City Redistricting Commission to assist in the redrawing of Common Council District lines, providing overall guidance and direction in the process, along with completing the task of drawing the plans and assisting in drafting a final redistricting report for the Commission, to expire June 30, 2022. Total cost not to exceed \$75,600 charged to Account 13200.01.541500. The Mayor waived the RFP process.* **692**
Carni Hogan
- 9-0** 16. *Appropriate Funds - From the American Rescue Plan Act of 2021 (ARPA) in an amount not to exceed \$277,185, for an increase of the Cherry Road Technologies professional services agreement.* **693**
- 9-0** 17. *Amend – Ord. #240 (05/24/2021), “Contract – With Cherry Road Technologies (CRT), to complete the four phases of the Payroll Modernization Program, as detailed in the ordinance, for the period of 18 months. The project will be funded by a New York State Financial Review Board Grant in the amount of \$1,500,000 to upgrade payroll systems. The balance of \$419,817 to be charged to the 2022/2023 Capital Budget. Total cost not to exceed \$1,921,455”. Amend to include additional professional services and increase cost by \$277,185. Total cost not to exceed 2,198,640.* **694**

- 9-0** 18. *Appropriate Funds - From Special Object Account #594500.01.90000 in the amount of \$15,000 to the Onondaga Historical Association, which serves as the City Archivist and curator of City Historic documents and assists the Landmark Preservation Board.* **695**
- 9-0** 19. *Authorize - Intermunicipal Agreement with Onondaga County, for the processing of the City of Syracuse's U.S. Mail, for a period of five (5) years effective September 1, 2020, on behalf of the Department of Finance. Total annual cost not to exceed \$30,240 plus any postage or handling fees charged to Account #01.596700.90000.* **696**

BY COUNCILOR CARNI:

- 9-0** 20. *Agreement - With Syracuse Industrial Development Agency (SIDA) for the City to be responsible for the maintenance and management of the Center Armory Parking Garage located at 218 West Jefferson, for the period of three (3) years. The City will pay SIDA the sum of \$1 per year.* **697**
- 9-0** 21. *Contract - With Energy Automation, Inc. for energy consulting services, on behalf of the City and the City School District for the period of three (3) years with two (2) one-year renewal options with the approval of the Mayor and the Common Council. Total cost not to exceed \$38,000 annually, from Accounts #01.14900.541500 and 01.81800.541500.* **698**
- 9-0** 22. *Approve - Participation in the Central New York (CNY) Regional Planning and Development Board's Proposal for the CNY Stormwater Coalition Staff Services and Education Compliance Assistance Program Year 14 (2022). Total cost not to exceed \$3,600 from Account #541500.06.81100.* **699**
- 9-0** 23. *Bond Ordinance - Authorizing the issuance and sale of bonds of the City of Syracuse to defray the cost of the Scoping & Preliminary Design Phases of the East Colvin Street Paving Project (Comstock Avenue to the City Line), PIN 3756.81. Total amount not to exceed \$256,000.* **700**
- 9-0** 24. *Agreement - With New York Department of Transportation for the Scoping, Preliminary Design Phases of the East Colvin Street Paving Project (Comstock Avenue to the City Line), PIN 3756.81, in an amount not to exceed \$256,000. Total project cost not to exceed \$5,148,000. The City will incur all initial costs with subsequent 80% reimbursement from Federal funds through TIP and 15% Marchiselli funds.* **701**
- 9-0** 25. *Authorize – The Scoping & Preliminary Design Phases of the East Colvin Street Paving Project (Comstock Avenue to the City Line), PIN 3756.81, in an amount not to exceed \$256,000. Total project cost not to exceed \$5,148,000. The City will incur all initial costs with subsequent 80% reimbursement from Federal funds through TIP and 15% Marchiselli funds.* **702**
- 9-0** 26. *Bond Ordinance - Authorizing the issuance and sale of bonds of the City of Syracuse to defray the cost of the Scoping & Preliminary Design Phases of the East Brighton Avenue Paving Project (Thurber Street to East Seneca Turnpike), PIN 3756.80. Total amount not to exceed \$426,000.* **703**

- 9-0** 27. *Agreement - With New York Department of Transportation for the Scoping, Preliminary Design Phases of the East Brighton Avenue Paving Project (Thurber Street to East Seneca Turnpike), PIN 3756.80, in an amount not to exceed \$426,000. Total project cost not to exceed \$7,428,000. The City will incur all initial costs with subsequent 80% reimbursement from Federal funds through TIP and 15% Marchiselli funds.* **704**
- 9-0** 28. *Authorize – The Scoping, Preliminary Design Phases of the East Brighton Avenue Paving Project (Thurber Street to East Seneca Turnpike), PIN 3756.80, in an amount not to exceed \$426,000. Total project cost not to exceed \$7,428,000. The City will incur all costs with subsequent 80% reimbursement from Federal funds through TIP and 15% Marchiselli funds.* **705**
- 9-0** 29. *Bond Ordinance – Authorizing the issuance and sale of bonds of the City of Syracuse to defray the cost of the Scoping, Preliminary & Detailed Design Phases, the Pedestrian Safety Action Plan–Phase 2, PIN 3756.79. Total amount not to exceed \$319,000.* **706**
- 9-0** 30. *Agreement - With New York Department of Transportation for the Scoping, Preliminary & Detailed Design Phases of the Pedestrian Safety Action Plan – Phase 2, PIN 3756.79. Total amount not to exceed \$319,000. . Total project cost not to exceed \$1,837,000. The City will incur all costs with subsequent 90% reimbursement from Federal funds through TIP and 5.6% Marchiselli funds.* **707**
- 9-0** 31. *Authorize – The Scoping, Preliminary & Detailed Design Phases of the Pedestrian Safety Action Plan – Phase 2, PIN 3756.79. Total amount not to exceed \$319,000. . Total project cost not to exceed \$1,837,000. The City will incur all costs with 90% reimbursement from Federal funds through TIP and 5.6% Marchiselli funds.* **708**
- 9-0** 32. *Permission – (revocable) To 444 East Genesee Street, LLC, to construct, own, operate and maintain a trench drain, drywell and a drive aisle (including but not limited to curbing, asphalt pavement, concrete sidewalk, bollards and signs) along the South Townsend Street (400 Block).* **709**

BY COUNCILOR HOGAN:

- 9-0** 33. *Agreement – With Its About Childhood and Family, Inc., for services related to a Mindfulness and Yoga program for youth and families, instructors will deliver up to 50 hours of instruction, at a rate of \$10 per instructor hour, between December 1, 2021 and June 30, 2022, on behalf of the Department of Parks, Recreation & Youth Programs. Total cost not to exceed \$500 charged to Account #71400.01.541500.* **710**
- 9-0** 34. *Purchase – w/c/b - Agreement - With Allen Associates, to provide a mini melt vending machine at the Clinton Square Ice Rink, Sunnycrest Ice Rink and other Parks facilities, from November 20, 2021-June 30, 2022, with two (2) one-year renewal options with the approval of the Mayor and the Common Council. The City will receive 25% of the gross monthly sales from each machine, to be deposited in Account #01.420000.* **711**

BY COUNCILOR MAJOK:

- 9-0** 35. *Agreement – With ImageTrend Inc., to provide software on behalf of the Fire Department, to manage emergency response records, effective August 31, 2021, for a one-year period. Total cost not to exceed \$40,000, from Account #540530.01.341000.* **712**

BY COUNCILOR ALLEN:

- 9-0** 36. *Permission – To Stephen Skinner, owner of the property located at 2384 James Street to encroach approximately 9” for an exterior masonry wall into the James Street right of way.* **713**
- 9-0** 37. *Permission – To True Storage, owner of the property located at 405 Hiawatha Boulevard to encroach approximately 10’, 9.7’ and 12.7’ for an entrance canopy, parking space, and curbing/driveway into the Hiawatha Boulevard right of way.* **714**

Syracuse Common Council
Adjourned at 1:10 P.M.

**ORDINANCE APPROVING A MODIFICATION
TO A SPECIAL PERMIT FOR A CARE HOME
ON PROPERTY SITUATED AT 104-114 (AKA 108)
MICHAELS AVENUE, SYRACUSE, NEW YORK
TO EXPAND THE SPECIAL PERMIT USE TO
INCLUDE THE PROPERTY SITUATED AT 102
MICHAELS AVENUE FOR AN ADDITIONAL
PARKING AREA**

BE IT ORDAINED, that the following resolution adopted by the City Planning Commission of the City of Syracuse on October 12, 2021, pursuant to Article V, Chapter 13, of the Charter of the City of Syracuse-1960, as amended, approving the application of Francis House Inc. owner/applicant for a modification to a Special Permit for a Care Home on property situated at 104-114 (aka 108) Michaels Avenue to expand the special permit use to include the property situated at 102 Michaels Avenue, Syracuse, New York for an additional parking area, pursuant to Part B, Section I, Article 9, 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 A SPECIAL PERMMIT MODIFICATION
TO EXPAND A SPECIAL PERMIT FOR A CARE HOME
ON PROPERTIES SITUATED AT 102 AND 104-114 MICHAELS AVENUE

We, the duly appointed members of the City Planning Commission of the City of Syracuse, do this 12th day of October, 2021, adopt the following resolution:

- WHEREAS, the applicant, Francis House, Inc., is requesting to modify a Special Permit for a Care Home on property situated at 104-114 (aka 108) Michaels Avenue in order to expand the Special Permit use to include 102 Michaels Avenue for an additional parking area pursuant to Part B, Section I, Article 9 and Part C, Section IV, Articles 1 and 2 of the City of Syracuse Zoning Rules and Regulations, as amended; and
- WHEREAS, the proposal includes the demolition of a single-family dwelling and installation of an asphalt parking area on property situated at 102 Michaels Avenue; and
- WHEREAS, the City Planning Commission held a Public Hearing on the request on October 12, 2021, 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-21-47) to combine the two subject properties into one new Lot; and
- WHEREAS, the subject property is a proposed, irregular-shaped lot with a lot width of 296.72 feet with 290 feet of frontage on Michaels Avenue, and a lot depth of approximately 213 feet; and
- WHEREAS, the proposed Lot lies within a Residential, Class C zoning district, as do the adjacent and neighboring properties to the south and southwest; adjacent and neighboring properties to the northwest, northeast, and southeast lie within a Residential, Class A zoning district; adjacent and neighboring properties to the west and east lie within a Residential, Class B-1 zoning district; and
- WHEREAS, land use in the area consists primarily of residential uses; and
- WHEREAS, the "Syracuse Land Use and Development Plan" designates the character of this site, which lies in the Northside neighborhood, as Traditional Residential; and
- WHEREAS, the City Planning Commission approved a Special Permit for a Care Home (SP-98-22) on July 6, 1998, on property situated at 108 Michaels Avenue; and
- WHEREAS, the City Planning Commission approved a Special Permit Modification (SP-02-32) on October 28, 2002, to expand the Care Home to include property situated at 104-114 Michaels Avenue and to construct an addition; and

WHEREAS, the proposal was submitted to the City of Syracuse Departments of Engineering and Public Works for review; and

WHEREAS, per the City Transportation Planner, the proposed plans to remove the existing housing unit to expand the parking lot do not address the significant loss of mature tree canopy, properly screen the new parking area from the street and other residential properties, replace the non-compliant asphalt sidewalks, or remove the curb-cut associated with 102 Michaels Avenue; the site plans require updating to include the following:

- mitigate canopy loss and identify size and species of proposed tree replacement;
- screen new parking area with fencing and perennial plant materials;
- curb parking area, or incorporate fixed vertical objects to prevent errant parking;
- replace asphalt and/or any other non-compliant or damaged sidewalks to City specifications;
- illustrate existing curb-cut associated with 102 Michaels Avenue to be abandoned and replaced with full reveal granite curbing;
- incorporate street trees into the plans; and

WHEREAS, the applicant submitted revised plans on October 20, 2021, illustrating 12 proposed off-street parking spaces located along the northwest end of the site, landscaping, and screening; and

WHEREAS, the applicant submitted a site survey plan (Sheet L1) for 102 Michaels Avenue and 104-114 (aka 108) Michaels Avenue, dated April 23, 2021, and last revised on October 18, 2021, which illustrates two, connected buildings known as Francis House, an existing (single-family dwelling) frame house (No. 102; to be demolished), an existing parking lot with 35 off-street parking spaces and four driveways on Michaels Avenue, one of which services the front of Francis House; and

WHEREAS, the survey does not appear to accurately illustrate existing conditions as shown in available photography with respect to:

- the existence of an approximately six-foot high, modular retaining wall located on the adjacent property to the south, along the south, southeast corner of the site;
- the extent and location of asphalt at the south, southeast corner of the site that extends to the existing retaining wall and encroaches onto the adjacent property to the south;
- the number and layout of existing, off-street parking spaces (the survey illustrates 35 spaces; photography shows 34 spaces);
- the layout of the southwest lot line; and

WHEREAS, the applicant submitted a partial site preparation, grading and drainage, layout, and planting plans (Sheets L2, L3, and L4) dated April 23, 2021, and last revised on October 18, 2021, which illustrate 12 proposed off-street parking spaces located along the northwest end of the site; and

WHEREAS, combined, the site plans and the site survey plan (Sheet L1) illustrate a total of 47 off-street parking spaces; and

WHEREAS, the site survey plan illustrates a structural coverage of approximately 22%, and a parking surface coverage of approximately 37%; and

WHEREAS, the application included an undated main floor plan that illustrates the Old House 108 with eight bedrooms, four offices and a conference room, a staff kitchen, a great room, a reception area, and a chapel, and the New House 104 with eight bedrooms, a great room, and a reception area; and

WHEREAS, no signage is included with this application; and

WHEREAS, the proposal appears to comply with the City of Syracuse Zoning Rules and Regulations, as amended, and does not necessitate any waivers; and

WHEREAS, pursuant to the New York State Environmental Quality Review Act, the City Planning Commission has reviewed the subject proposal, which is an Unlisted Action and has determined that it will have no significant environmental impact based on the limited magnitude of the proposal, and therefore has issued a negative declaration; and

NOW THEREFORE BE IT RESOLVED that We, the duly appointed members of the City Planning Commission of the City of Syracuse, do this 12th day of October, 2021, APPROVE the application of Francis House, Inc. to modify a Special Permit for a Care Home on property situated at 104-114 (aka 108) Michaels Avenue in order to expand the Special Permit use to include 102 Michaels Avenue for an additional parking area pursuant to Part B, Section I, Article 9 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 no waivers from the City of Syracuse Zoning Rules and Regulations, as amended were granted as part of this approval;

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;
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 Survey Plan (Sheet L1); Francis House, 108 Michaels Ave; prepared by: appel osborne landscape architecture; dated: 4-23-2021; last revised: 10/18/21; scaled: as shown;

- Site Preparation, Grading and Drainage Plans (Sheet L2); Francis House, 108 Michaels Ave; prepared by: appel osborne landscape architecture; dated: 4-23-2121; last revised: 10/18/21; scaled: as shown;
- Site Layout Plan (Sheet L3); Francis House, 108 Michaels Ave; prepared by: appel osborne landscape architecture; dated: 4-23-2121; last revised: 10/18/21; scaled: as shown
- Site Planting Plan (Sheet L4); Francis House, 108 Michaels Ave; prepared by: appel osborne landscape architecture; dated: 4-23-2121; last revised: 10/18/21; scaled: as shown
- Francis House-Main Floor Plan; undated; no scale;
- Francis House-Basement Plan; undated; no scale;

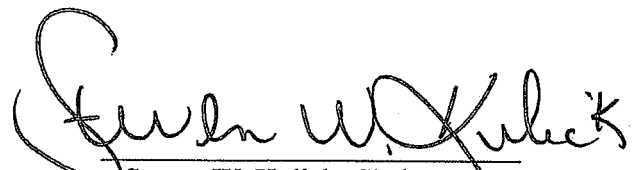
4. No signage was approved as part of this application; proposed signage must be submitted to the City of Syracuse Office of Zoning Administration for review and approval;

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 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.

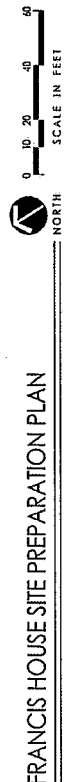

Steven W. Kulick, Chairperson
City Planning Commission

1. EXISTING LAWN AREA REMAINS. PROTECT.
2. SHAP EXISTING BODICE AND HOOKLINE FOR BULGE OVERHANG AREA. AT EXISTING EXTERIOR WALL. TURNPOINTER TO BE LOCATED AT EXISTING EXTERIOR WALL AND BODICE WITHIN EXISTENCE.
3. EXISTING VEGETATION REMAINS. PROTECT AT ALL TIMES AS SHOWN ON THE PLANS AND AS SPECIFIED. DO NOT HAVE VEHICLE/EQUIPMENT OR TOE MATERIALS WITHIN ONE' OF TREE.
4. REMOVE EXISTING VEGETATION, INCLUDING ALL STUMPS AND ROOTS AND DEPOSE OF IN THE EXISTING UNPAVED DRIVEWAY. EXISTING CONCRETE SHOULD BE COMPACTED TO ORIGINAL OR PLACE TOP DRAINAGE.
5. EXISTING PAVEMENT REMAINS. MOVE/IT. REPLACE ANY PAVEMENT DAMAGED DURING CONSTRUCTION.

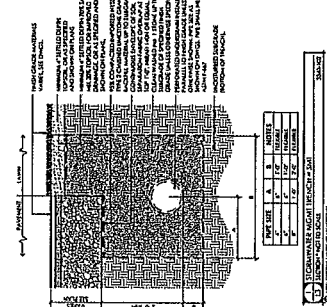
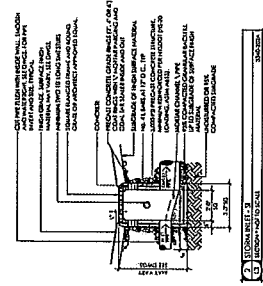
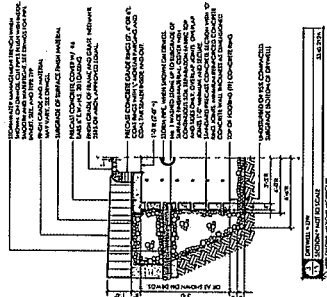
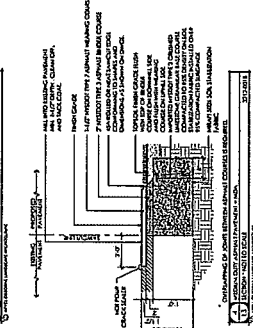
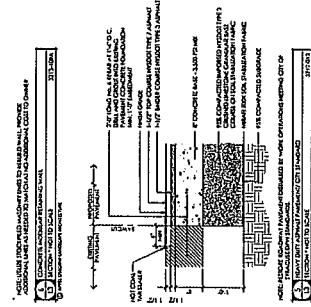
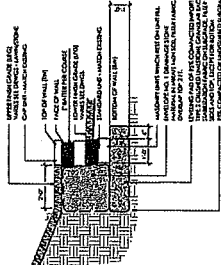
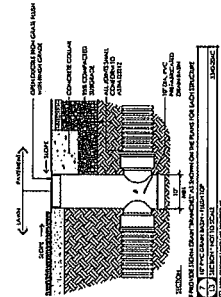
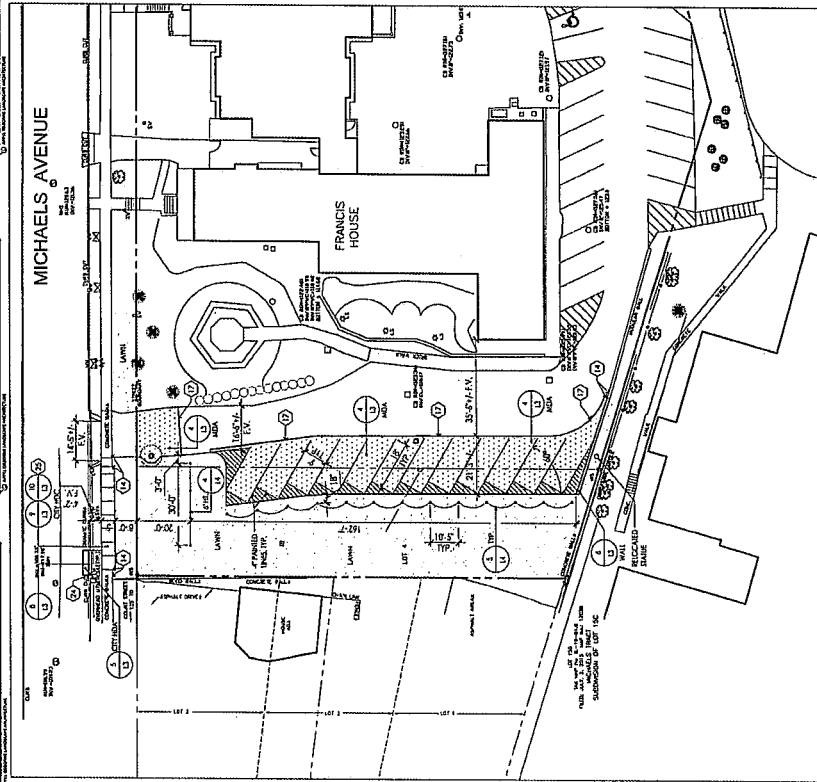
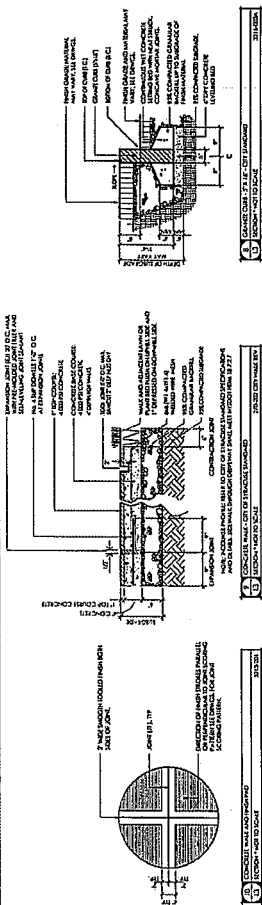
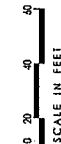
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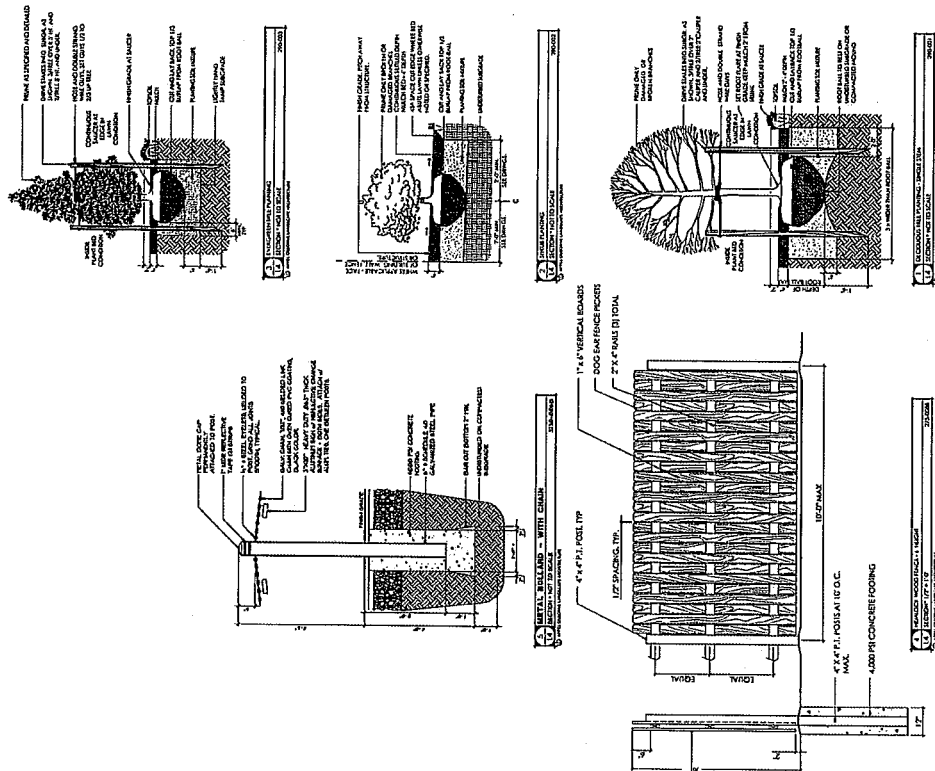
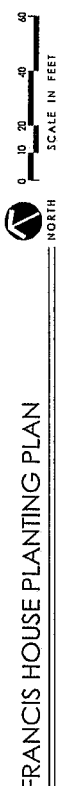
1. EXISTING LAWN AREA REMAINS. PROTECT.
2. SHIP EXISTING DOCK AND HOOK-UP FOR FUEL OIL ON AN AREA AT EXISTING DOCK. TURN-POWERS TO BE REMOVED AND RELOCATED WITHIN EXISTING VEGETATION REMAINS. PROTECT AT ALL TIMES AS SHOWN ON THE PLANS AND AS SPECIFIED. DO NOT HAVE VEHICLE/EQUIPMENT OR TOE MATERIALS WITHIN 10' OF TREE.
3. REMOVE EXISTING VEGETATION, INCLUDING ALL STUMPS AND DEBRIS OF EXISTING VEGETATION. EXISTING REPORTED GUMMAGE BROCKEN COMPARED TO ANIMALS ON PLANT LOG. DISPOST.
4. EXISTING POND/SLURRY REMAINS. MOVING. REPLACE ANY PLANTS/DAMAGED EXISTING CONSTRUCTION.

- 10 SAW CUT A STRAIGHT EDGE FROM TO FINISH, AT DESIRED HEIGHT TO SCORE JOINT.
- 11 VERIFY CORNER, ELEVATION, INCHES, AND TYPE OF FINISHING FIRM PRIOR TO CONSTRUCTION, NOTIFY ARCHITECT OF ANY DIFFERENCES IMMEDIATELY.
- 12 MEAS NEW EDGE WITH FINISHING.
- 13 MEAS EXISTING LINE AND CRACK.
- 14 CAP END FIRM FOR.
- 15 REMOVE EXISTING MODULAR BLOCK WALL, AND DISCLOSE FOR REUSE, PROTECT.
- 16 CONSTRUCT MODULAR WALL INCLUDING FINISHING BLOCK, FINISHING, ADDRESSING, AND CRACKING, AS REQUIRED TO MAKE UP DISCLOSED AREA, OR ADDITIONAL, COURT TO BE COVERED.



FRANCIS HOUSE SITE LAYOUT PLAN



[illegible]

Project: SP-02-32M3
 Date: 10/12/2021

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:		
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: SP-02-32 M3Date: 10/12/2021

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

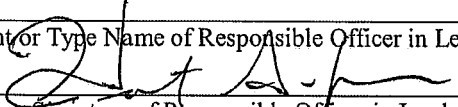
 Name of Lead Agency
 Heather A. Lamendola

10/12/2021
 Date

Zoning Administrator

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)



Office of Zoning Administration

CITY OF SYRACUSE, MAYOR BEN WALSH

Heather Lamendola
Zoning Administrator

October 18, 2021

Mr. John P. Copanas
City Clerk
230 City Hall
Syracuse, New York 13202

Re: SP-02-32M3 Expand a Special Permit for a Care Home to include properties situated at 102 and 104-114 (aka 108) Michaels Avenue

Dear Mr. Copanas;

On October 12, 2021, 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.

No waivers from the City of Syracuse Zoning Rules and Regulations, as amended, were necessary as part of this approval.

The City Planning Commission requests that the resolution be forwarded to the entire Common Council for consideration.

Sincerely,

Heather A. Lamendola
Zoning Administrator

Ends: (6)

Owner/Applicant: Francis House, Inc.
Mary Anne Hankins, Executive Director
108 Michaels Avenue
Syracuse, New York 13208

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

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

General Ordinance No.

2021

**ORDINANCE APPROVING A SPECIAL PERMIT
FOR A RESTAURANT ON PROPERTY
SITUATED AT 746 SOUTH CROUSE AVENUE,
SYRACUSE, NEW YORK**

BE IT ORDAINED, that the following resolution adopted by the City Planning Commission of the City of Syracuse on October 12, 2021, pursuant to Article V, Chapter 13, of the Charter of the City of Syracuse-1960, as amended, approving the application of DB Real Estate Crouse, LLC, owner and Luke Nicolette, applicant, for a special permit for a restaurant on property situated at 746 South Crouse Avenue, 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 A SPECIAL PERMIT FOR A RESTAURANT
ON PROPERTY SITUATED AT 746 SOUTH CROUSE AVENUE

We, the duly appointed members of the City Planning Commission of the City of Syracuse, do this 1st day of November, 2021, adopt the following resolution:

- WHEREAS, the applicant, Luke Nicolette, is requesting a Special Permit for a Restaurant on property situated at 746 South Crouse Avenue 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 November 1, 2021, 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 a mostly regular-shaped lot with a lot width of 58 feet with 58 feet fronting on South Crouse Avenue, a lot depth of approximately 126.5 feet, and a lot area of approximately 7,304 square feet; and
- WHEREAS, the property lies within a Business, Class A zoning district, as do the adjacent and neighboring properties to the north, south, and east; neighboring properties to the south, east, and west lie within a Planned Institutional District; neighboring properties to the west also lie within a Residential, Class B zoning district; and
- WHEREAS, land use in the area consists primarily of office, retail, and high-density residential uses; medical uses lie to the west and educational uses lie to the south; and
- WHEREAS, the "Syracuse Land Use and Development Plan" designates the character of this site, which lies within the Eastside neighborhood, as Institutional; and
- WHEREAS, the City Planning Commission approved a Special Permit for a (Dunkin' Donuts) Restaurant (SP-04-03) on March 22, 2004, with a customer area of approximately 540 square feet and a 20-square foot wall sign, and granting four waivers from the City of Syracuse Zoning Rules and Regulations, as amended, with respect to the off-street parking, on-site curbing, screening of outside storage, and driveway location regulations;
- the City Planning Commission approved a modification to the Special Permit (SP-04-03M1) on February 21, 2012, to modify the floor plan and signage; no new or expanded waivers were necessary as part of the approval;
 - the City Planning Commission approved another modification to the Special Permit (SP-04-03M2) on June 26, 2017, to modify the uses within the building to include an office use on the first floor with a mock dwelling unit for display purposes, and 1,600 square feet of office space on the second floor; and
- WHEREAS, additional land uses on the site include another restaurant on the first floor and 1,600 square feet of vacant office use on the second floor (SP-04-03M2); and
- WHEREAS, the hours of operation will be from 7:00 a.m. until 9:00 p.m., Sunday through Saturday, with a maximum of four employees on premises at one time; and

- WHEREAS, the applicant submitted a site plan with an existing second floor plan and an existing basement floor plan (Sheet EX-0) dated September 10, 2021:
- the site plan (Dwg 1) illustrates an existing parking area with approximately 3,132 square feet of tarvia and five off-street parking spaces; the site plan does not illustrate five other existing off-street parking spaces;
 - the existing second floor plan (Dwg 2) illustrates approximately 1,100 square feet of vacant tenant space and a toilet space;
 - the existing basement floor plan (Dwg 3) illustrates four rooms containing a grease trap, electrical panels, and gas meters; and
- WHEREAS, the applicant submitted an existing floor plan and demo plan for the existing first-floor rental office (Sheets EX-1 and D-1); and
- WHEREAS, the applicant submitted a proposed floor plan for the restaurant (Sheet A-1) dated September 10, 2021, which illustrates a customer area of approximately 544 square feet; and
- WHEREAS, the site requires a minimum of 23 off-street parking spaces;
- the existing (Dunkin' Donuts) restaurant requires two off-street parking spaces pursuant to SP-04-03;
 - the second-floor office space requires three off-street parking spaces;
 - the proposed restaurant requires 18 off-street parking spaces; the applicant is proposing zero spaces and is requesting a waiver from the off-street parking requirement; and
- WHEREAS, the applicant is proposing to install a 33.3" x 93" (21.5-square foot) wall sign; and
- WHEREAS, the applicant submitted an exterior elevation (Sheet C-1, Dwg 4) dated September 10, 2021, and last revised on September 21, 2021, which illustrates the proposed 33.3' x 93' (21.5-square foot) wall sign for the proposed restaurant; and
- WHEREAS, the proposal deviates from Part C, Section IV, Article 2-8.1, paragraph d.(1) of the City of Syracuse Zoning Rules and Regulations, as amended, in that the proposed restaurant requires 18 off-street parking spaces and the applicant is proposing zero off-street parking spaces; and
- WHEREAS, the proposal deviates from Part C, Section IV, Article 2-8.1, paragraph d.(5)(c) of the City of Syracuse Zoning Rules and Regulations, as amended, in that curbs shall be provided along the edge of all areas accessible to motor vehicles to prevent the encroachment of vehicles or any portions thereof, upon adjacent property or the street right-of-way; the site plan does not show the required curbing behind the building; and
- WHEREAS, the proposal deviates from Part C, Section IV, Article 2-8.1, paragraph d.(9) of the City of Syracuse Zoning Rules and Regulations, as amended, in that the proposed restaurant shall comply with the provisions of Part C, Section I, Article 5 of the City of Syracuse Zoning Rules and Regulations, as amended, wherein pursuant to paragraph 2, a minimum of eight feet in width, measured inward from the street line for the entire length of the sidewalk, exclusive of approach drives, shall be reserved for landscape treatment; the site does not facilitate compliance with this requirement as the existing building has a zero-foot setback; and

WHEREAS, the proposal necessitates three waivers from the City of Syracuse Zoning Rules and Regulations, as amended, with respect to the off-street parking, on-site curbing, and street line treatment area regulations; and

WHEREAS, the proposal was submitted to the City of Syracuse Departments of Engineering and Public Works for review; and

WEHEREAS, the proposal was reviewed by the Onondaga County Planning Board pursuant to GML §239-l, m and n; and

WHEREAS, pursuant to the New York State Environmental Quality Review Act, the City Planning Commission has reviewed the subject proposal, which is an Unlisted Action and has determined that it will have no significant environmental impact based on the limited magnitude of the proposal, and therefore has issued a negative declaration; 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;

NOW THEREFORE BE IT RESOLVED that We, the duly appointed members of the City Planning Commission of the City of Syracuse, do this 1st day of November, 2021, APPROVE the application of Luke Nicolette for a Special Permit for a Restaurant on property situated at 746 South Crouse Avenue 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 this Commission GRANTS the requested waivers 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 off-street parking, on-site curbing, and street line treatment area regulations as identified in the preamble to this resolution;

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;

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:

- Cover Sheet (Sheet C-1); Project: Purple Banana; 746/754 S Crouse Ave; Project Number: 21044; prepared by: Craig Polhamus, Registered Architect; dated: 9-10-2021; scaled: as indicated;
- Existing Building Key Plans (Sheet EX-0); Project: Purple Banana; 746/754 S Crouse Ave; Project Number: 21044; prepared by: Craig Polhamus, Registered Architect; dated: 9-10-2021; scaled: 1/8"=1'-0";
- Existing Plans (Sheet EX-1); Project: Purple Banana; 746/754 S Crouse Ave; Project Number: 21044; prepared by: Craig Polhamus, Registered Architect; dated: 9-10-2021; scaled: as indicated;
- Demolition Plans (Sheet D-1); Project: Purple Banana; 746/754 S Crouse Ave; Project Number: 21044; prepared by: Craig Polhamus, Registered Architect; dated: 9-10-2021; scaled: as indicated;
- Proposed Plans (Sheet A-1); Project: Purple Banana; 746/754 S Crouse Ave; Project Number: 21044; prepared by: Craig Polhamus, Registered Architect; dated: 9-10-2021; scaled: as indicated;

4. Signage for the proposal is limited to a 33.3" x 93" (21.5-square foot) wall sign, as noted in condition number three above;

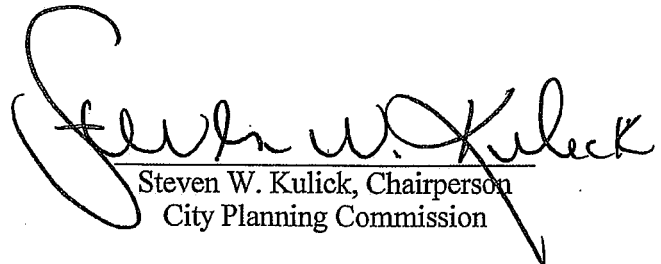
5. Any exterior lighting of the subject proposal shall be designed, located and maintained so as to prevent any direct rays of light from shining beyond the boundaries of the subject property;

BE IT FURTHER RESOLVED that the applicant shall abide by the hours of operation as identified in the preamble to this resolution;

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.

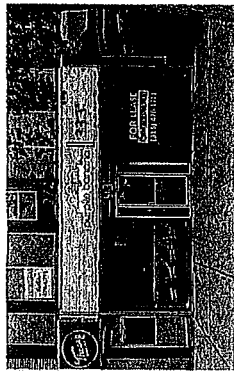

Steven W. Kulick, Chairperson
City Planning Commission



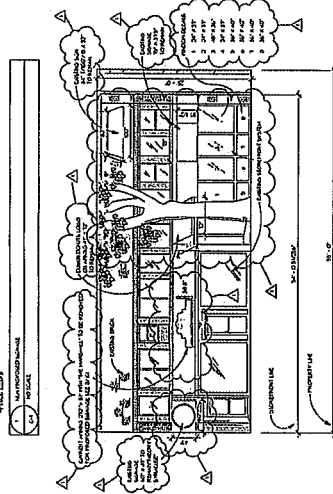
purple banana

smoothie bowls & healthy eats

REVISIONS		DATE	BY	DESCRIPTION
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Exterior Elevation
Architectural rendering of the building's exterior elevation, showing a modern structure with large windows and a flat roof.



Exterior Elevation
Architectural drawing of the building's exterior elevation, showing a modern structure with large windows and a flat roof.

BUILDING OWNER
DB REAL ESTATE GROUSE LLC
802 S GROUSE AVE, SYRACUSE, N.Y. 13210

CLIENT
PURPLE BANANA BIE,
LUKE NIGORETZ, OWNER

CONTRACTOR
Zaunier-Frisch, Scruton & Aggarwal - Designers/Builders
214 Burnett Ave, Syracuse, N.Y. 13205

ARCHITECT
GREG BARNHART, R.A.
Zaunier-Frisch, Scruton & Aggarwal - Designers/Builders
214 Burnett Ave, Syracuse, N.Y. 13205

KITCHEN EQUIPMENT SUPPLIER
GERHARTZ EQUIPMENT, INC.
220 Teall Avenue, Syracuse, N.Y. 13210

DRAWING LIST	
Sheet Number	Sheet Name
C-1	COVER SHEET
C-2	GENERAL NOTES
C-3	GENERAL REQUIREMENTS
C-4	GENERAL REQUIREMENTS
C-5	GENERAL REQUIREMENTS
C-6	GENERAL REQUIREMENTS
C-7	GENERAL REQUIREMENTS
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C-100	GENERAL REQUIREMENTS

PURPLE BANANA
746/754 S. GROUSE AVE.
SYRACUSE, NY 13210

DESIGNERS / BUILDERS
ZAUSMER FRISCH
SCRUTON AGGARWAL

COVER SHEET

PROFESSIONAL SEAL

REGISTERED ARCHITECT
GREG BARNHART
No. 13205
State of New York

DATE
5-10-2021

PROJECT NUMBER
13205

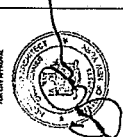
SHEET NUMBER
C-1

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1
EX-1

ZAUSMER-FRISCH
DESIGNERS / BUILDERS

PURPLE BANANA
purple banana
746754 S. CROUSE AVE.
SYRACUSE, NY 13210



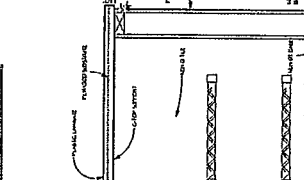
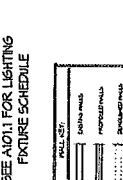
PROPOSED PLANS
DATE: 01/15/2021
PROJECT: PURPLE BANANA
SHEET: A-1

REGISTERED ARCHITECT
DAVID J. ZAUSMER
NO. 13210
STATE OF NEW YORK

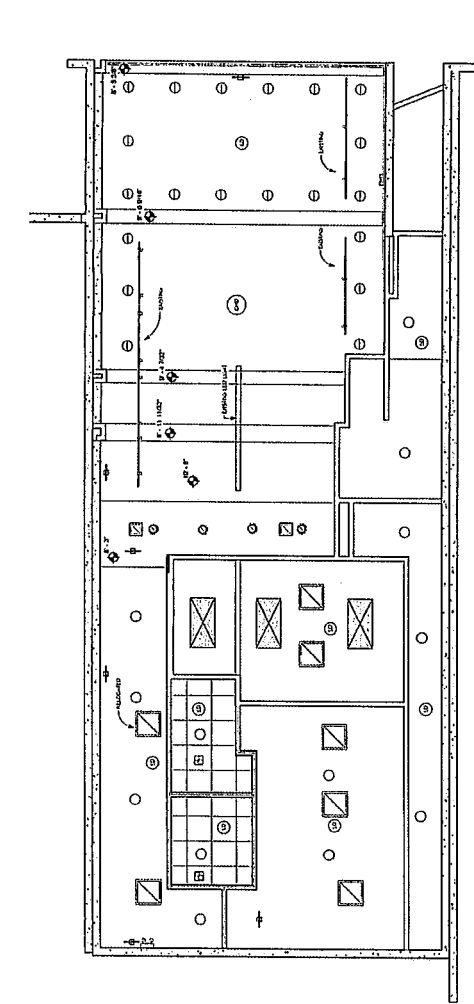
DATE	01/15/2021
PROJECT	PURPLE BANANA
SHEET	A-1
DESIGNED BY	DAVID J. ZAUSMER
CHECKED BY	DAVID J. ZAUSMER

CEILING LEGEND	
	4' x 4' GRID
	2' x 2' GRID
	1' x 1' GRID
	6' x 6' GRID
	8' x 8' GRID
	10' x 10' GRID
	12' x 12' GRID
	14' x 14' GRID
	16' x 16' GRID
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	42' x 42' GRID
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	50' x 50' GRID
	52' x 52' GRID
	54' x 54' GRID
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	58' x 58' GRID
	60' x 60' GRID
	62' x 62' GRID
	64' x 64' GRID
	66' x 66' GRID
	68' x 68' GRID
	70' x 70' GRID
	72' x 72' GRID
	74' x 74' GRID
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	80' x 80' GRID
	82' x 82' GRID
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	88' x 88' GRID
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	92' x 92' GRID
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	98' x 98' GRID
	100' x 100' GRID

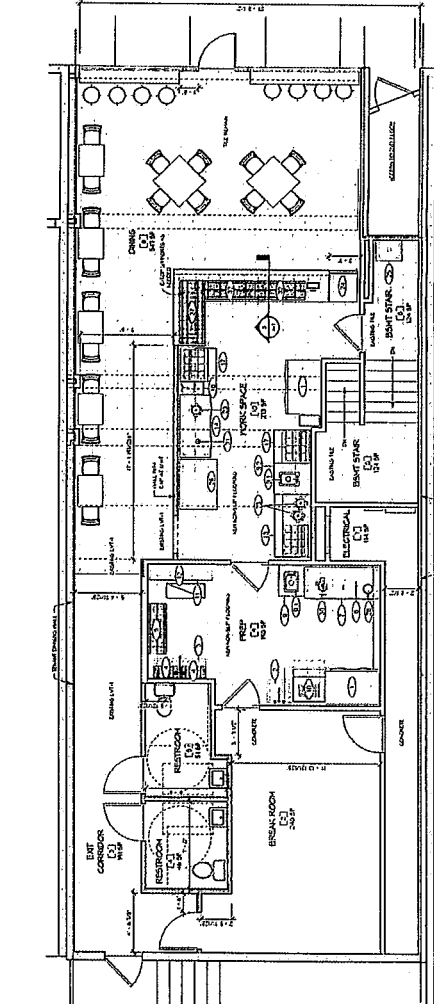
SEE A10.1 FOR LIGHTING
FIXTURE SCHEDULE



First Floor Plan
SCALE: 1/8" = 1'-0"



First Floor RCP
SCALE: 1/8" = 1'-0"



First Floor Plan
SCALE: 1/8" = 1'-0"

1
DATE: 01/15/2021



10

Office of Zoning Administration

CITY OF SYRACUSE, MAYOR BEN WALSH

Heather Lamendola
Zoning Administrator

November 3, 2021

Mr. John P. Copanas
City Clerk
230 City Hall
Syracuse, New York 13202

Re: SP-21-11 Special Permit for a Restaurant on Property Situated at 746 South Crouse Avenue

Dear Mr. Copanas;

On November 1, 2021, 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 Commission granted three waivers from the City of Syracuse Zoning Rules and Regulations, as amended, as they pertain to the off-street parking, on-site curbing, and street line treatment area regulations as part of this approval.

The City Planning Commission requests that the resolution be forwarded to the entire Common Council for consideration.

Sincerely,

Heather A. Lamendola
Zoning Administrator

Ends: (6)

Owner: DB Real Estate Crouse, LLC
802 South Crouse Avenue
Syracuse, New York 13210

Applicant: Luke Nicolette
4937 Driftwood Drive
Liverpool, New York 13088

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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2

**ORDINANCE APPROVING WITH CONDITIONS
A MODIFICATION TO A SPECIAL PERMIT FOR
A RESTAURANT ON PROPERTY SITUATED AT
1331 WEST FAYETTE STREET, SYRACUSE,
NEW YORK TO EXPAND AN EXISTING
RESTAURANT AND TO ESTABLISH A
SATELLITE PARKING AREA ON PROPERTY
SITUATED AT 1216-1230 WEST FAYETTE
STREET, SYRACUSE, NEW YORK**

BE IT ORDAINED, that the following resolution adopted by the City Planning Commission of the City of Syracuse on October 12, 2021, pursuant to Article V, Chapter 13, of the Charter of the City of Syracuse-1960, as amended, approving the application of Michelle Roesch, President of Roeco, Inc. and Tim Donohue, owners/applicants for a modification to a Special Permit for a Restaurant to expand the customer area in the restaurant on the property situated at 1331 West Fayette Street, Syracuse, New York and to expand the special permit use to include the property situated at 1216-1230 West Fayette Street, Syracuse, New York to establish a satellite parking area, pursuant to Part B, Section III, Article 2, Part B, Section VI, Article 1 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 MODIFICATION TO EXPAND AN EXISTING RESTAURANT
ON PROPERTY SITUATED AT 1331 WEST FAYETTE STREET AND
1216-1230 WEST FAYETTE STREET

We, the duly appointed members of the City Planning Commission of the City of Syracuse, do this 1st day of November, 2021, adopt the following resolution:

- WHEREAS, the applicant, Michele Roesch, is requesting to modify a Special Permit for a Restaurant in order to expand the customer area on property situated at 1331 West Fayette Street and to establish a satellite parking area on property situated at 1216-1230 West Fayette Street pursuant to Part B, Section III, Article 2, Part B, Section VI, Article 1, 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 November 1, 2021, 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 scope of work includes interior and exterior renovations to 1331 West Fayette Street in order to expand an existing first-floor restaurant to include the second floor and roof-top, and establishing off-street parking on property situated at 1216-1230 West Fayette Street; and
- WHEREAS, the proposal includes two properties situated at 1331 West Fayette Street and 1216-1230 West Fayette Street:
- 1331 West Fayette Street, owned by Roeco, Inc., is an irregular-shaped, three-sided, corner lot situated at the intersection of West Fayette Street and South Wilbur Avenue with 145.63 feet of frontage on West Fayette Street and 129.66 feet of frontage on South Wilbur Avenue;
 - 1216-1230 West Fayette Street, owned by Donohue Enterprises, LLC, is an irregular-shaped, corner lot situated at the intersection of West Fayette Street and Syracuse Street with approximately 190 feet of frontage on West Fayette Street and 101 feet of frontage on Syracuse Street; and
- WHEREAS, 1331 West Fayette Street lies within a Business, Class A zoning district, as do the adjacent and neighboring properties to the southeast; neighboring properties to the west and southwest lie within Residential, Class B and Residential, Class A zoning districts; neighboring properties to the north and northeast lie within an Industrial, Class A zoning district; and
- WHEREAS, 1216-1230 West Fayette Street lies within an Industrial, Class A zoning district, as do the adjacent and neighboring properties to the north, northwest, and east; neighboring properties to the south and west lie within a Business, Class A zoning district; and

- WHEREAS, land use in the area consists primarily of residential uses south of West Fayette Street, and commercial and industrial uses between West Fayette Street and Erie Boulevard West; and
- WHEREAS, the "Syracuse Land Use and Development Plan" designates the character of this site, which lies within the Westside neighborhood, as Neighborhood Center and Industrial Legacy; and
- WHEREAS, there are no additional land uses on property situated at 1331 West Fayette Street; 1216-1230 West Fayette Street has an existing motor vehicle repair shop on-site; and
- WHEREAS, the hours of operation for the restaurant will be from 11:00 a.m. until 2:00 a.m., Sunday through Saturday; the hours of operation for the roof-top customer area will be seasonal from 11:00 a.m. until 10:00 p.m.; and
- WHEREAS, the proposal includes the following special permit functions: restaurant, dining room, and bar service; the proposal does not include live and/or electronically amplified entertainment; and
- WHEREAS, the applicant submitted a site plan for 1331 West Fayette Street (Sheet A200) dated October 25, 2021, which illustrates the existing building situated at 1331 West Fayette Street with two roof patios, an outdoor patio and a wood deck situated within the West Fayette Street right-of-way, and a proposed dumpster/trash area situated within the South Wilbur Avenue right-of-way; and
- WHEREAS, the applicant submitted floor plans and a roof plan (Sheets A202 thru A205) dated October 25, 2021;
- the ground floor plans (Sheets A202 and A003) illustrate a total interior customer area of approximately 990 square feet consisting of a to-go restaurant with approximately 325 square feet of customer area, and a bar with approximately 665 square feet of customer area; the floor plans illustrate two outdoor patios of approximately 875 square feet situated within the City right-of-way;
 - the second floor plans (Sheets A203 and A003) illustrate a total customer area of approximately 780 square feet consisting of two lounge areas in addition to two offices and a meeting area, and a storage area.
 - the roof plans (Sheets A204 and A003) illustrate a total customer area of approximately 2,163 square feet with a rooftop bar; and
- WHEREAS, the proposal requires 131 off-street parking spaces; the applicant is proposing to lease 28 off-street parking spaces on property situated at 1216-1230 (aka 1224) West Fayette Street; to that end, the applicant submitted:
- a letter of intent to lease 28 parking spaces on property situated at 1224 West Fayette Street for a period of five years;
 - a parking site plan for 1216-1230 West Fayette Street (Sheet A201) dated October 25, 2021, which illustrates two, existing one-story buildings, 34 off-street parking spaces (28, of which, are designated within a lease agreement), a 100-foot wide recessed curb on West Fayette Street, and a 28-foot recessed curb on Syracuse Street; the property line illustrated on the parking site plan appears to differ from City Tax Records and the application did not include a property survey for 1216-1230 West Fayette Street; and

WHEREAS, the applicant submitted exterior elevations (Sheet A301) dated October 25, 2021, which illustrate fenestration patterns and finishing materials; and

WHEREAS, the applicant is not proposing any signage at this time; pursuant to Part C, Section IV, Article 2-8.1 of the City of Syracuse Zoning Rules and Regulations, as amended, the proposed restaurant is allowed one wall sign and one ground sign, neither to exceed 40 square feet; and

WHEREAS, the proposal deviates from Part C, Section IV, Article 2-8.1, paragraph d.(1) of the City of Syracuse Zoning Rules and Regulations, as amended, in that the proposal requires 131 off-street parking spaces and the applicant is proposing 28 off-street parking spaces; and

WHEREAS, the proposal deviates from Part C, Section IV, Article 2-8.1, paragraph d.(9) of the City of Syracuse Zoning Rules and Regulations, as amended, in that the proposed restaurant shall comply with the provisions of Part C, Section I, Article 5 of the City of Syracuse Zoning Rules and Regulations, as amended, wherein:

- pursuant to paragraph 2, a minimum of eight feet in width, measured inward from the street line for the entire length of the sidewalk, exclusive of approach drives, shall be reserved for landscape treatment; the property appears to have a structural coverage in excess of 95% and does not have space available for the required landscape treatment;
- pursuant to paragraph 3, a screen shall be provided adjacent to either residential or office districts or uses so as to protect these areas from unreasonable disturbance; the property abuts two properties to the southeast situated at 219 Wilbur Avenue and 1327-1329 West Fayette Street that are occupied by residential uses; the site plan does not show the required screening along the southeast property line; and

WHEREAS, the proposal deviates from Part C, Section IV, Article 2-8.1, paragraph f.(2) of the City of Syracuse Zoning Rules and Regulations, as amended, in that parking must be available on-site, adjacent to or directly across the street from the establishment; the applicant is proposing to establish 28 off-street parking spaces on property situated at 1216-1230 West Fayette Street, which is neither adjacent to or directly across the street from the proposed restaurant; and

WHEREAS, the proposal deviates from Part C, Section III, Article 1, paragraph 1.u.(4)(c) of the City of Syracuse Zoning Rules and Regulations, as amended, in that the required parking may be located on the lot or within 500 feet of the building they are intended to serve; the applicant is proposing to establish 28 off-street parking spaces on property situated at 1216-1230 West Fayette Street, which is approximately 560 feet from the restaurant, as measured pursuant to Part C, Section III, Article 1, paragraph 1.u.(4)(e) of the City of Syracuse Zoning Rules and Regulations, as amended; and

WHEREAS, the proposal necessitates five waivers from the City of Syracuse Zoning Rules and Regulations, as amended, with respect to the off-street parking, landscape treatment area, rear yard treatment, parking location, and parking distance regulations; and

WHEREAS, the proposal was submitted to the City of Syracuse Departments of Engineering and Public Works for review; and

WEHEREAS, the proposal was reviewed by the Onondaga County Planning Board pursuant to GML §239-l, m and n; and

WHEREAS, pursuant to the New York State Environmental Quality Review Act, the City Planning Commission has reviewed the subject proposal, which is an Unlisted Action and has determined that it will have no significant environmental impact based on the limited magnitude of the proposal, and therefore has issued a negative declaration; 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;

NOW THEREFORE BE IT RESOLVED that We, the duly appointed members of the City Planning Commission of the City of Syracuse, do this 1st day of November, 2021, APPROVE WITH CONDITION(S) the application of Michele Roesch to modify a Special Permit for a Restaurant in order to expand the customer area on property situated at 1331 West Fayette Street and to establish a satellite parking area on property situated at 1216-1230 West Fayette Street pursuant to Part B, Section III, Article 2, Part B, Section VI, Article 1, 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 this Commission GRANTS the requested waivers from Part C, Section IV, Article 2-8.1 and Part C, Section III, Article 1 of the City of Syracuse Zoning Rules and Regulations, as amended, as they pertain to the off-street parking, landscape treatment area, rear yard treatment, parking location, and parking distance regulations as identified in the preamble to this resolution;

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;

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 (Sheet A200); 1331 West Fayette St. Renovation; prepared by: in Architects; Project Number: 21013; dated: 10/25/2021; scaled: 1/8"=1'-0";
- Site Plan-Parking (Sheet A201, 1224 W Fayette Street); 1331 West Fayette St. Renovation; prepared by: in Architects; Project Number: 21013; dated: 10/25/2021; scaled: 1"=30';
- Ground Floor Plan (Sheet A202); 1331 West Fayette St. Renovation; prepared by: in Architects; Project Number: 21013; dated: 10/25/2021; scaled: 1/4"=1'-0";
- Second Floor Plan (Sheet A203); 1331 West Fayette St. Renovation; prepared by: in Architects; Project Number: 21013; dated: 10/25/2021; scaled: 1/4"=1'-0";
- Roof Plan (Sheet A204); 1331 West Fayette St. Renovation; prepared by: in Architects; Project Number: 21013; dated: 10/25/2021; scaled: 1/4"=1'-0";
- Exterior Elevations (Sheet A301); 1331 West Fayette St. Renovation; prepared by: in Architects; Project Number: 21013; dated: 10/25/2021; scaled: 1/8"=1'-0";

4. No signage was approved as part of this application; allowed signage consists of one wall sign and one ground sign, neither to exceed 40 square feet; any deviations would necessitate review by the City Planning Commission;

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 the applicant shall abide by the hours of operation as identified in the preamble to this resolution;

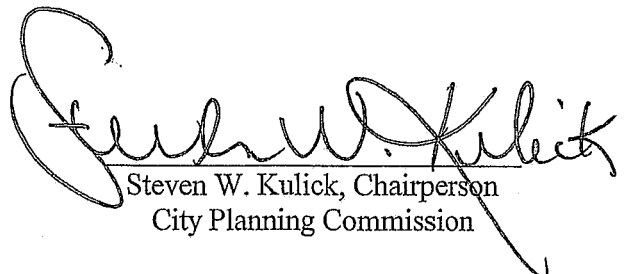
BE IT FURTHER RESOLVED that this approval is subject to the following **CONDITION(S)**:

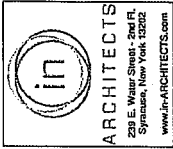
- any proposed signage that is not in compliance with Part C, Section IV, Article 2-8.1 of the City of Syracuse Zoning Rules and Regulations, as amended, must be reviewed by the City Planning Commission;
- the applicant shall comply with the requirements of the City Transportation Planner;
- the applicant shall obtain approval from the City of Syracuse to encroach into the City rights-of-way;

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

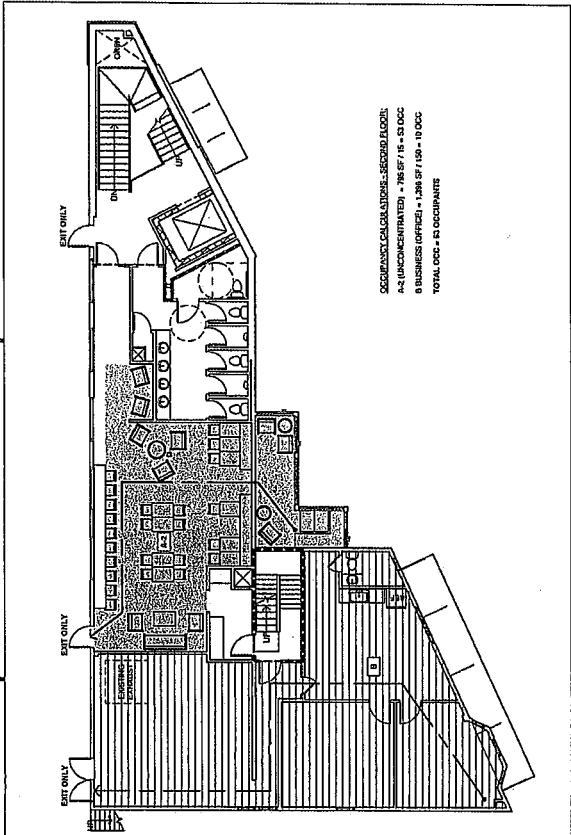


SYRACUSE, NEW YORK
1331 WEST FAYETTE ST.
SYRACUSE, NEW YORK

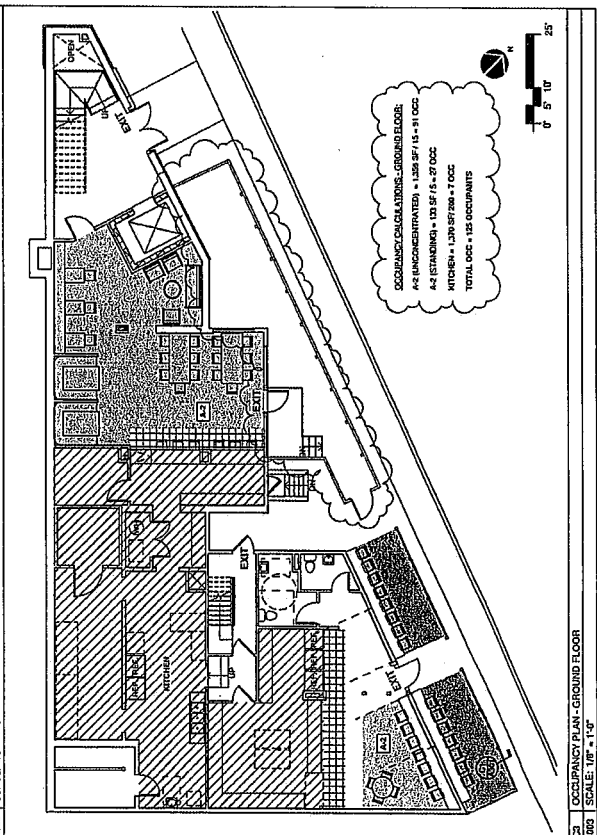
1331 WEST FAYETTE ST.
SYRACUSE, NEW YORK

NO.	DESCRIPTION	DATE
1	PRELIMINARY	10/22/2021
2	REVISED	10/22/2021
3	REVISED	10/22/2021
4	REVISED	10/22/2021
5	REVISED	10/22/2021

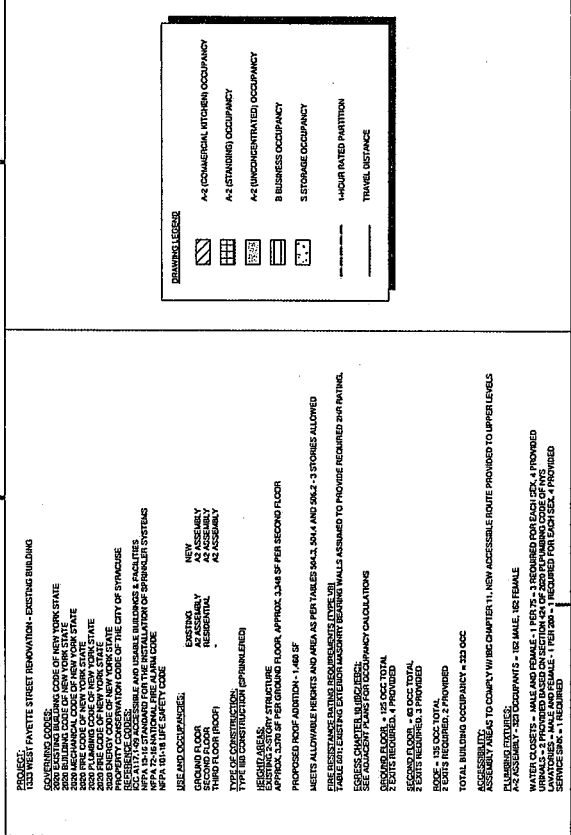
CODE SUMMARY & OCCUPANCY PLANS
STATUS: ZONING
Date: 10/22/2021
Project Number: 21013
Drawn By: KDA
Checked By: AER
A003



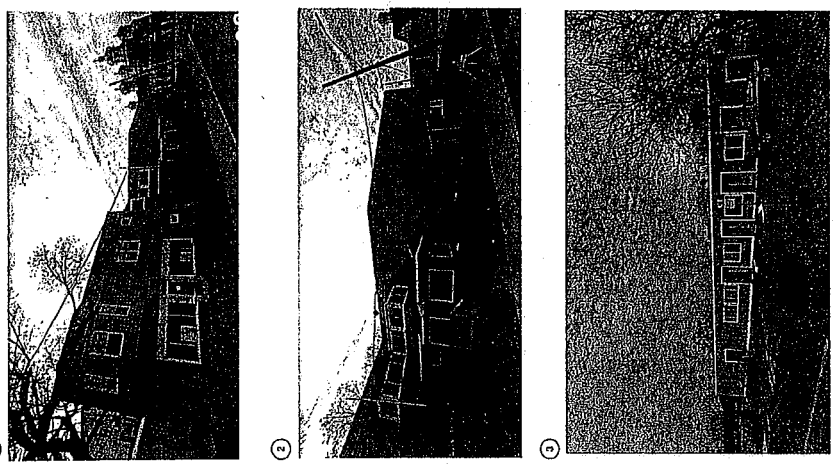
OCCUPANCY CALCULATIONS - SECOND FLOOR
A2 (UNCONCENTRATED) = 785 SF / 15 = 52 OCC
B (BUSINESS OFFICE) = 1,285 SF / 100 = 10 OCC
TOTAL OCC = 62 OCCUPANTS



OCCUPANCY CALCULATIONS - GROUND FLOOR
A2 (UNCONCENTRATED) = 1,285 SF / 15 = 85 OCC
KITCHEN = 130 SF / 25 = 5 OCC
TOTAL OCC = 90 OCCUPANTS

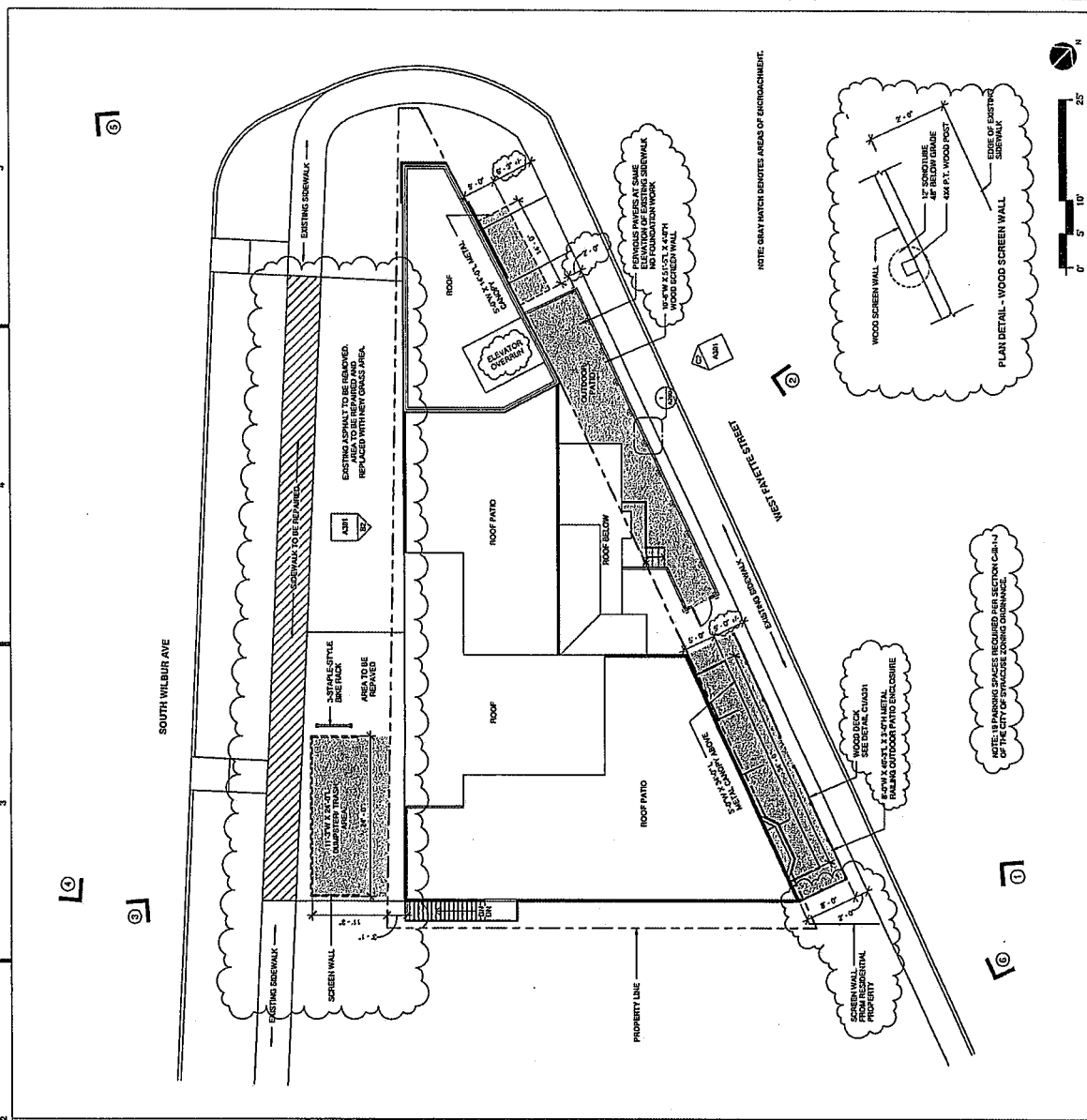


OCCUPANCY CALCULATIONS - ROOF
A2 (UNCONCENTRATED) = 1,285 SF / 15 = 85 OCC
KITCHEN = 130 SF / 25 = 5 OCC
TOTAL OCC = 90 OCCUPANTS



EXISTING SITE IMAGES (KEYED)

C1	EXISTING SITE IMAGES	C2	SITE PLAN
A200	SCALE: 1/4" = 1'-0"	A200	SCALE: 1/8" = 1'-0"



REVISIONS		
NO.	DESCRIPTION	DATE
1	Revision 1	June 1
2	Revision 2	June 2

ENCROACHMENT PLAN	
Status	ZONING
Date	102560321
Project Number	21013
Drawn By	KDA
Checked By	AER
A200	

1331 WEST FAYETTE ST.
RENOVATION
SYRACUSE, NEW YORK

REPLY TO: 241 2406000731
SUBJECT: THE CONSTITUTIONAL RIGHT TO LIFE AND DEATH
RECEIVED: 241 2406000731
DATE: 241 2406000731
FROM: 241 2406000731
TO: 241 2406000731
INFO: 241 2406000731
REF: 241 2406000731
SUBJECT: THE CONSTITUTIONAL RIGHT TO LIFE AND DEATH
RECEIVED: 241 2406000731
DATE: 241 2406000731
FROM: 241 2406000731
TO: 241 2406000731
INFO: 241 2406000731
REF: 241 2406000731





ARCHITECTS
200 E. Major Street, 2nd Fl.
Syracuse, New York 13202
www.in-architects.com

ALL WORK SHALL BE IN ACCORDANCE WITH THE SYRACUSE CITY ZONING ORDINANCES AND THE SYRACUSE CITY DEPARTMENT OF PLANNING AND ZONING. THE ARCHITECT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

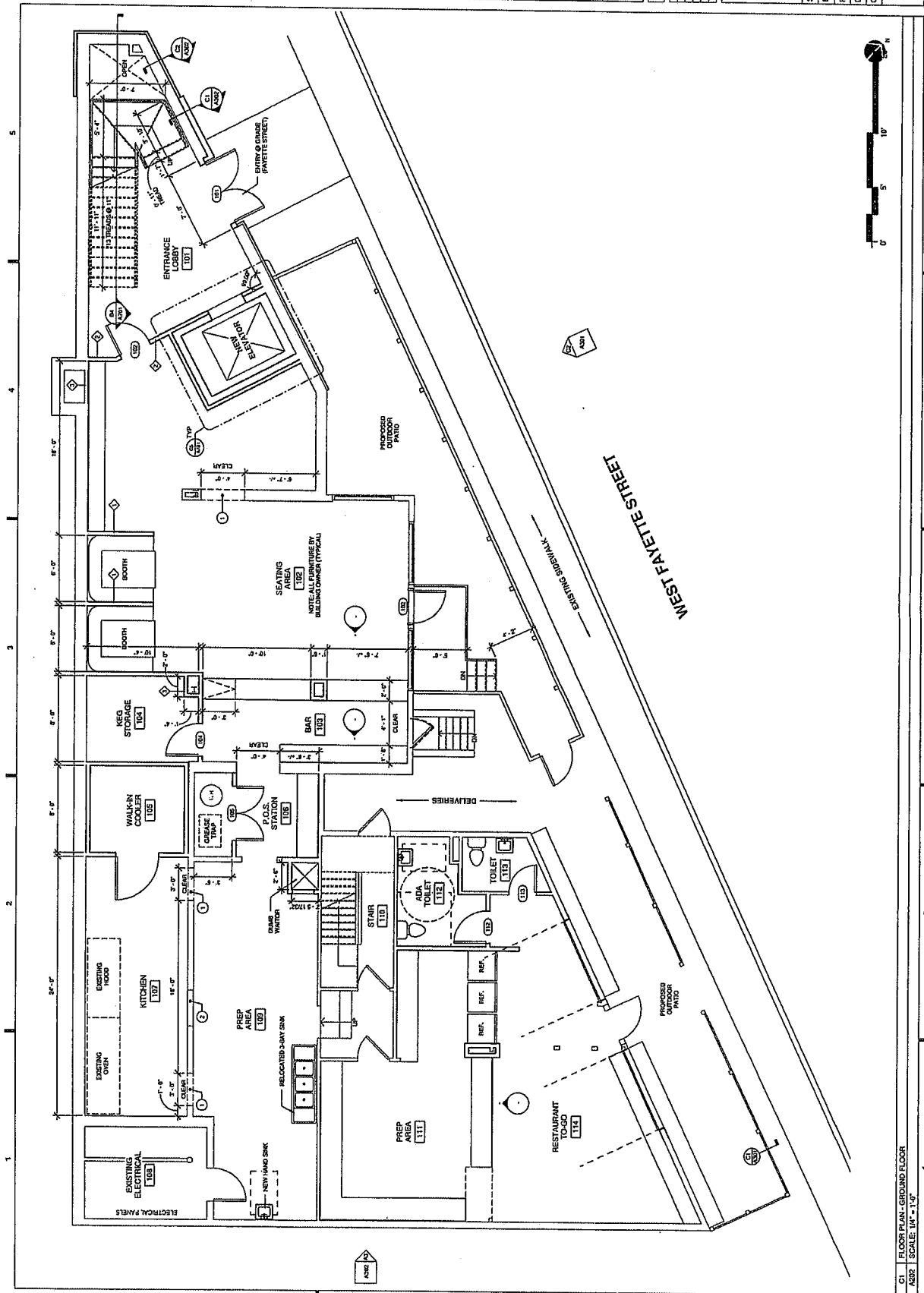
1331 WEST FAYETTE ST. RENOVATION SYRACUSE, NEW YORK

NO.	DESCRIPTION	DATE

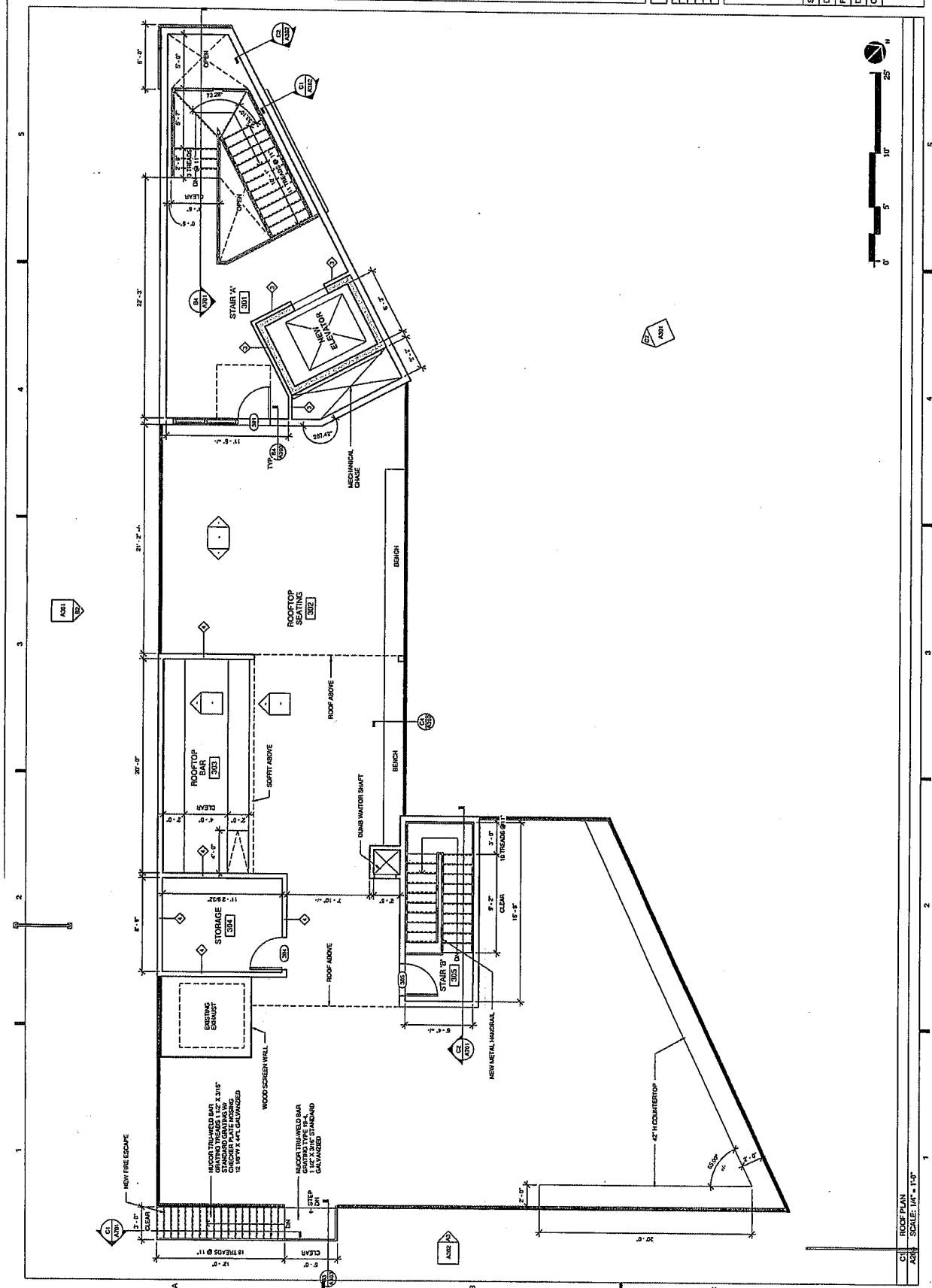
GROUND FLOOR PLAN

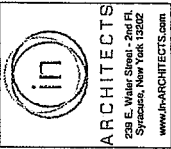
STATUS	ZONING
Date	10/25/2021
Project Number	21013
Drawn By	NOA
Checked By	AER

A202



C1 FLOOR PLAN - GROUND FLOOR
A202 SCALE: 1/4" = 1'-0"





SYRACUSE, NEW YORK

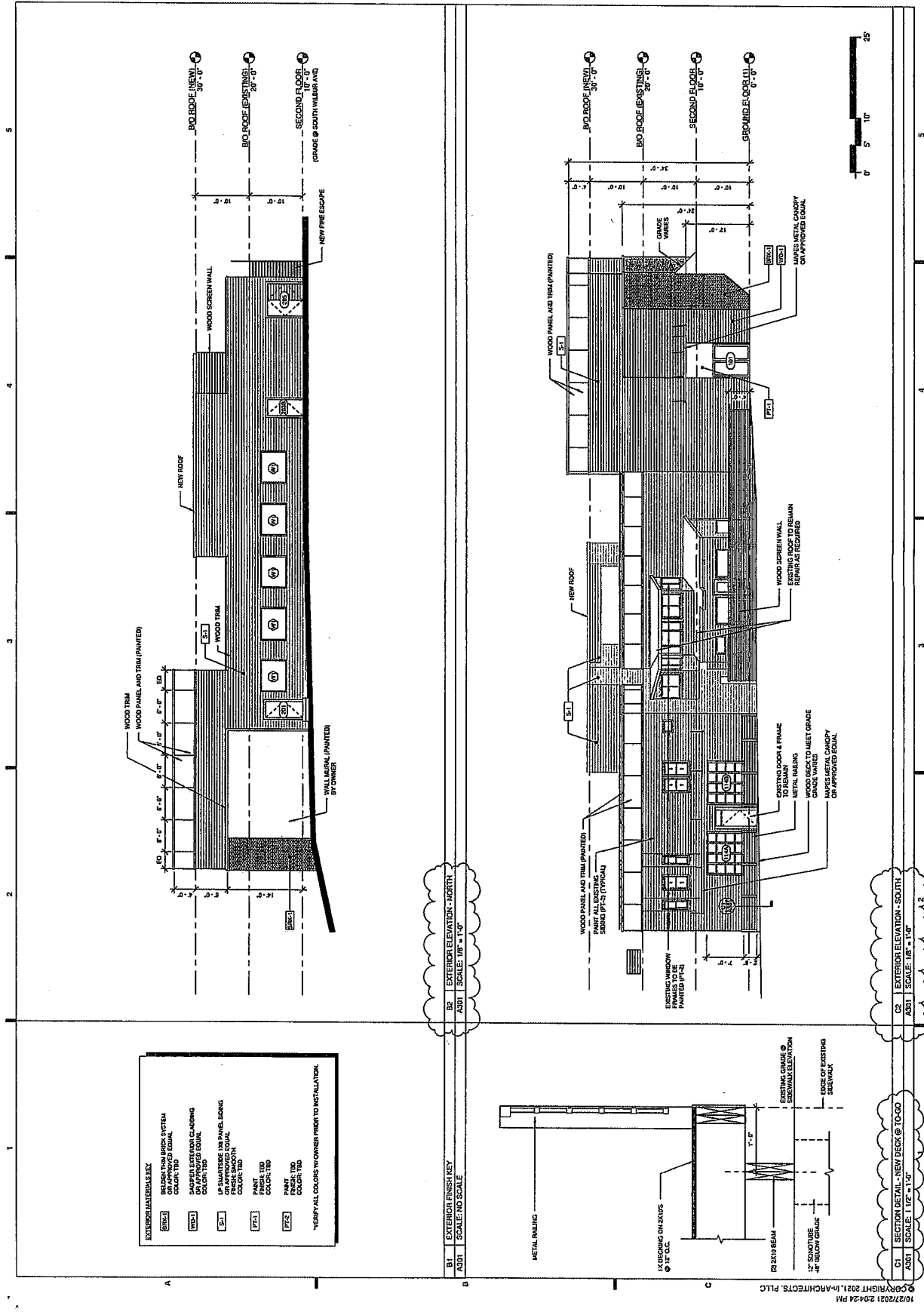
1331 WEST FAYETTE ST. RENOVATION

NO.	REVISION	DATE
1	ISSUED FOR PERMIT	08/27
2	REVISED	09/07

EXTERIOR ELEVATIONS

Scale	1/8" = 1'-0"
Date	10/25/2021
Project Number	21013
Drawn By	KDA
Checked By	AER

A301





11

Office of Zoning Administration

CITY OF SYRACUSE, MAYOR BEN WALSH

Heather Lamendola
Zoning Administrator

November 3, 2021

Mr. John P. Copanas
City Clerk
230 City Hall
Syracuse, New York 13202

Re: SP-07-13M1 Special Permit Modification to Expand an Existing Restaurant on Property
Situated at 1331 West Fayette Street and 1216-1230 West Fayette Street

Dear Mr. Copanas;

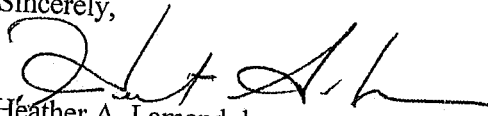
On November 1, 2021, the City Planning Commission adopted the above noted resolution.
Copies of the resolution are attached.

One person spoke in favor of the proposal. No one spoke in opposition to the proposal.

The Commission granted five waivers from the City of Syracuse Zoning Rules and Regulations, as amended, as they pertain to the off-street parking, landscape treatment area, rear yard treatment, parking location, and parking distance regulations as part of this approval.

The City Planning Commission requests that the resolution be forwarded to the entire Common Council for consideration.

Sincerely,



Heather A. Lamendola
Zoning Administrator

Ends: (6)

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

Owners/Applicants: Michele Roesch,
President, Roeco Inc.
1333 West Fayette Street
Syracuse, New York 13204

Tim Donohue
1224 West Fayette Street
Syracuse, New York 13204

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3

12 13 to 15

Ordinance No.

2021

**ORDINANCE AUTHORIZING THE
APPROPRIATION OF AN AMOUNT NOT TO
EXCEED \$532,000 OF THE AMERICAN RESCUE
PLAN ACT OF 2021 (ARPA) FUNDS RECEIVED
BY THE CITY OF SYRACUSE TO BE USED BY
THE BUREAU OF INFORMATION
TECHNOLOGY OVER THE NEXT THREE (3)
YEARS FOR COSTS ASSOCIATED WITH AN
INFORMATION TECHNOLOGY (I.T.)
MODERNIZATION PROJECT TO MIGRATE TO
MICROSOFT 365 AND AUTHORIZE THE
MAYOR TO EXECUTE AN AGREEMENT WITH
MICROSOFT FOR SERVICES RELATIVE TO
THE I.T. MODERNIZATION PROJECT**

BE IT ORDAINED, that this Common Council hereby appropriates a sum not to exceed \$532,000 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 Bureau of Information Technology; said funds are to be used over the next three (3) years to fund a Bureau of Information Technology Modernization Project to migrate to Microsoft 365, which will include a cloud hosted email solution along with access to the latest Office applications. The migration to Microsoft 365 will be for approximately seven hundred fifty (750) network user; and

BE IT FURTHER ORDAINED, that the Mayor be and he hereby is authorized to enter into an agreement with Microsoft for an amount not to exceed \$532,000.00 for the Information Technology Modernization Project; and

BE IT FURTHER ORDAINED, that this agreement shall be for a three (3) year term effective as of the date the agreement is fully executed by both parties; and

BE IT FURTHER ORDAINED, that such agreement shall be subject to the approval of the

Corporation Counsel as to terms, form and content.



Office of Information Technology

CITY OF SYRACUSE, MAYOR BEN WALSH

12/13/13

September 09, 2021

David Prowak
Director

Mr. John Copanas
City Clerk
231 City Hall
Syracuse, NY 13202

Re: REQUEST FOR LEGISLATION

Dear Mr. Copanas

Please prepare legislation for the next meeting of the Common Council to appropriate \$532,000 of the American Rescue Plan Act (ARPA) 2021 fund an I.T. modernization project to migrate to Microsoft 365, to include a cloud hosted Email solution along with access to the latest Office applications.

Funds will be placed in an account to be designated by the Commissioner of Finance. Upon approval the City will execute an agreement with Microsoft and begin migrating approximately 750 network users. The agreement will be for a term of 3 years.

Sincerely,

X

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

David Prowak
Director of Information Technology

Office 315 448-8431

www.syr.gov.net

6

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget
DATE: September 13, 2021
SUBJECT: Agreement with Microsoft

Julie Castellitto
Assistant Director

On behalf of the Office of Information Technology, I am requesting to appropriate funds in an amount not to exceed \$532,000 from the American Rescue Plan Act (ARPA) of 2021 fund balance and enter an agreement with **Microsoft**. The funds will be placed in an account to be designated by the Commissioner of Finance for the purposes specified below:

Funds will be used for an I.T. modernization project to migrate to Microsoft 365, to include a cloud hosted Email solution along with access to the latest Office applications. Once an agreement is approved the City will begin migrating approximately 750 network users. The agreement will be for a term of 3 years.

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

Date 9/15/21

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

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

13 14 15

Ordinance No.

2021

**ORDINANCE AUTHORIZING THE MAYOR TO
ENTER INTO A SERVICE AGREEMENT WITH
SYRACUSE UNIVERSITY**

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, be and he hereby is authorized to execute an agreement with Syracuse University, whereby the City is willing to address the special impacts upon neighborhoods impacted by and impacting on Syracuse University and the outer Comstock area and whereby Syracuse University is willing to provide a portion of the financial support for that service and assistance; and

BE IT FURTHER ORDAINED, that said agreement shall have a five year term effective as of July 1, 2021 through June 30, 2026; and

BE IT FURTHER ORDAINED, that the terms of this Agreement shall be substantially the same as the terms contained in draft agreement attached hereto as Exhibit "A"; and

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

SERVICES AND NEIGHBORHOOD SUPPORT AGREEMENT

This Services and Neighborhood Support Agreement (this "Agreement") is made as of July 1, 2021 (the "Effective Date"), by and between SYRACUSE UNIVERSITY, a not-for-profit educational corporation chartered by a special act of the New York State Legislature, with an office at 900 South Crouse Avenue, Syracuse, New York 13244 (the "University") and the CITY OF SYRACUSE, a municipal corporation with offices at 233 East Washington Street, Syracuse, New York 13202 (the "City").

RECITALS

A. The University is an important institution in and for the City, providing many educational, cultural, financial and other benefits to the City and its residents. A number of these benefits are set forth in Exhibit "A" attached hereto.

B. In recent years, the University has expanded on and from the University Hill neighborhood into many areas of the City. The University and the City expect that the University will continue to expand on the Hill and throughout the City. The City recognizes that existing and future projects have benefited and will continue to benefit the City and the businesses, organizations, and residents of the City and the City will support those efforts.

C. The University recognizes that its presence in the City and future expansion may require additional City resources, infrastructure, and services. As such, the University voluntarily agrees to provide funds to support the City.

D. The University recognizes that its activities have an impact on the City neighborhoods surrounding the University (the "Neighborhood(s)"), which uniquely benefit from their close proximity to the University and other large institutions. The City and the University

also recognize the University's operations and student populations are concentrated in the Neighborhoods, which has an impact on service needs in these areas.

E. In furtherance of the parties' mutual interest in enhancing the health, safety and welfare of the Neighborhoods, the University voluntarily agrees to provide financial and other support to assist the City in addressing the services and assistance required by Neighborhoods.

F. Both parties acknowledge that the benefits from the University's expansion on and from the Hill can best be achieved by cooperating on the University's projects, whether located on the Hill or elsewhere in the City, so that they can be accomplished fully and expeditiously and in full compliance with all applicable legal requirements. Thus, each of them wishes to further its commitment to the other to continue to collaborate and cooperate with each other on University projects.

G. The University's commitment to support the City and the Neighborhoods has been memorialized in written agreements, including (1) the Services Agreement between the University and the City that addressed the funding to support the City services (effective July 1, 2016 through June 30, 2021); (2) the Services Agreement between the University and the City that addressed the funding to support the City services (effective June 20, 2011 through June 30, 2016); and (3) the Service Agreement between the University and the City that addressed the neighborhood impacts (effective July 21, 1994 through July 21, 2014 amended to be extended until June 20, 2016). The parties intend for these agreements together with any amendments or extensions thereto to be superseded by this Agreement.

H. Both parties recognize the historical, environmental, economic, and cultural significance of the parks located throughout the City of Syracuse and adjacent to the University's campus, including Walnut Park and Thornden Park, and the parties desire to maintain, protect, preserve, and improve such parks.

I. The City agrees to permit the University to perform certain park maintenance and operations (as set forth in more detail in paragraph 6 of this Agreement), and the University has the necessary skills, capabilities, and experience to perform such park maintenance and operations upon terms more fully set forth below.

NOW, THEREFORE, the parties agree as follows:

1. Term of Agreement. The parties agree that the term of this Agreement shall begin on the Effective Date (July 1, 2021) and expire on June 30, 2026 (the "Term"). This Agreement may only be terminated by the University or the City prior to the expiration of the Term if the other party breaches a material term or condition of this Agreement and such breach is not cured within thirty (30) days from receipt of written notice of the breach.

2. Financial Support for City Services. The University shall make annual payments to the City according to the schedule set forth in Exhibit "B" attached hereto and made a part hereof. Each annual payment shall be made on or before August 31 of each year commencing on August 31, 2021, with the last payment due on August 31, 2025. When the City implements a municipal sidewalk maintenance program, the University may hold back Fifty Thousand Dollars (\$50,000) from each annual payment due hereunder to cover any sidewalk assessments for University parcels that are included in the program during the Term (the "Hold Back"). The University shall remit the balance of the Hold Back (if any) within thirty (30) days of the payment of the municipal sidewalk assessment.

3. Financial Support for City Neighborhoods. In recognition of the fact that the University's activities have a direct impact on the surrounding City Neighborhoods, in addition to the payments described in paragraph 2 above, the University shall make to the City annual payments of Five Hundred Thousand Dollars (\$500,000) to provide financial support for the Neighborhoods. The annual Neighborhood support payments will be made on or before

August 31 of each year commencing on August 31, 2021, with the last payment due on August 31, 2025.

4. Application of Neighborhood Payments. The City agrees to apply the payments from the University pursuant to paragraph 3 above as follows:

- a. Out of each \$500,000 annual payment, \$125,000 shall be allocated to the City of Syracuse Police Department and applied to the cost of maintaining safety and security in the Neighborhoods; and
- b. The remaining balance of each annual payment (\$375,000) will be used for Neighborhood projects and services that are in the mutual interest of the Neighborhoods, their residents (including University students) and the University. The specific projects and services for which these funds will be used shall be decided pursuant to the University Neighborhood Services Agreement Advisory Committee (the "UNSAAC") process. The Neighborhood area for which these funds shall be eligible is set forth in the map attached as Exhibit "C." During the Term of this Agreement, one (1) representative of the University will serve on the UNSAAC as a voting member. The City will ensure that the UNSAAC adopts a conflicts of interest policy governing all voting members.

5. Prior Service Agreements. This Agreement supersedes the Prior Service Agreements, and the parties agree that the Prior Service Agreements have no force and effect as of July 1, 2021.

6. Support Services for City Parks. The City agrees to permit the University to perform certain maintenance and improvements at Walnut Park and Thornden Park, subject to the written approval (not to be unreasonably withheld or delayed) of the Commissioner of Parks

as to the scope of work as more fully set forth below. Unless otherwise mutually agreed to by the City and the University, the Commissioner of Parks shall review and approve or deny (in writing) all requests to perform maintenance or improvements within five (5) business days from receipt of the request from the University (the "Review Period"). Notwithstanding anything to the contrary in this Agreement, any request that is not approved or denied in writing within the Review Period is deemed approved.

- a. Walnut Park. Walnut Park refers to the three-block linear green space in Syracuse, New York, located to the immediate northeast of the University, and bordered on the north end by Harrison Street, the south by Waverly Avenue, the east by Walnut Avenue, and the west by Walnut Place. During the Term, the University shall provide certain maintenance, development, and security services for Walnut Park, including (i) general maintenance of the grounds at the park to the extent they affect the University's use and enjoyment of the park, including, without limitation, snow removal, mowing, weeding, tree trimming and litter pickup; (ii) the right to repair and improve areas of the park that affect the University's use and enjoyment of the park; and (iii) reasonable security and patrols. The University shall enjoy the right to determine, subject to the written approval of the Commissioner of Parks (as outlined above), whether such repairs and improvements to Walnut Park shall be performed and the right to schedule and perform such repairs and improvements once the University has secured the proper City approvals and permits, which approvals and permits the City shall make best efforts to expedite. The University's Department of Public Safety shall provide reasonable security and public safety patrols at Walnut Park, consistent with

the existing Memorandum of Understanding between the Syracuse Police Department and the Syracuse University Department of Public Safety, the terms of which are incorporated by reference herein. The University shall be responsible for all costs and expenses associated with maintenance, repairs, and improvements performed by the University at Walnut Park. The University and its students, faculty, staff, and other members, shall be free to use the park for educational, recreational, or ceremonial activities, subject to securing the proper City approvals and permits, which approvals and permits the City shall make best efforts to expedite.

- b. Thornden Park. Thornden Park refers to the 76-acre park space in Syracuse, New York, located to the northeast of the University, and bordered on the north end by Madison Street, the south by Clarendon Street, the east by Ostrom Avenue, and the west by S. Beech Street. During the Term of this Agreement, the University shall enjoy the right to determine, subject to the written approval of the Commissioner of Parks (as outlined above), whether maintenance, repairs and temporary and permanent improvements affecting the University's use and enjoyment of a certain portion of Thornden Park, as set forth in Exhibit "D" attached hereto and made a part hereof and including entrances into Thornden Park from Ostrom Avenue, shall be performed and the right to schedule and perform such maintenance, repairs and improvements once the University has secured the proper City approvals and permits, which approvals and permits the City shall make best efforts to expedite. Such maintenance, repairs and improvements may include, without limitation, snow removal, mowing, weeding, tree trimming and litter pickup.

The University shall be responsible for all costs and expenses associated with such maintenance, repairs, and improvements performed by the University at Thornden Park. The University and its students, faculty, staff, and other members, shall be free to use the park for educational, recreational, or ceremonial activities, subject to securing the proper City approvals and permits, which approvals and permits the City shall make best efforts to expedite. In addition to any maintenance, repairs or improvements the University may elect to make at Thornden Park, the City agrees to install new crosswalks in the following locations to ensure the safety of pedestrians entering Thornden Park and other property owned by the City: Ostrom Avenue and University Place; Ostrom Avenue and Waverly Avenue; Ostrom Avenue and Adams Street; Ostrom Avenue and Harrison Street; Ostrom Avenue and Madison Street.

- c. Insurance and Limitation of Liability. The University shall maintain (a) general liability insurance coverage sufficient to protect it from claims for death, personal injury or property damage arising from or resulting out of the negligence of the University in the performance of its operations pursuant to this paragraph 6 provided that as a minimum the policy shall provide for Two Million Dollars (\$2,000,000) in general liability coverage naming the City of Syracuse as an additional insured, and (b) workers compensation coverage (statutory limits). The University shall defend, indemnify and hold harmless the City of Syracuse, its officers and employees, from any and all claims, actions, suits, judgments, or proceedings that arise from the University's negligent acts or omissions in conducting activities on City property pursuant

to paragraph 6. For the avoidance of doubt, the University shall have no obligation to exercise any of the rights granted to it under this paragraph 6 and shall have no liability to the City or any third party for choosing not to exercise any such rights.

7. Cooperation. In recognition of the benefits the City, its residents and visitors will receive from University projects developed or maintained within the City, whether on the Hill or elsewhere in the City, the City will maintain appropriate levels of staffing, including without limitation a senior project review position that will serve as the University's primary point of contact, and will use best efforts to review and improve its permitting processes and expedite the consideration, approval, and development of University projects within the City in compliance with applicable law. The City will also use best efforts to expedite completion of required inspections of University properties. The City and the University shall designate representatives (including at least one (1) senior executive) who will meet on a quarterly basis throughout the Term (within thirty (30) days of the conclusion of each calendar quarter) to discuss any concerns arising out of any of the matters set forth in this paragraph 7.

8. Community Policing. In recognition of the fact that the University's operations and student populations are concentrated in the Neighborhoods and the benefits of community policing, the City agrees to dedicate at least two (2) sworn, non-probationary officers from the City police department to act as community service officers and work with the Community Policing Services Unit of the University's Department of Public Safety ("DPS") to engage students (and their parents) and student groups in the Neighborhoods alongside DPS' other partners. Such officers will be stationed full time on a Tuesday through Saturday schedule (hours to be mutually agreed upon by the parties, but shall include evening hours on a consistent basis)

at the following locations: (a) the University's Hildegard and J. Myer Schine Student Center, and (b) a mutually agreed upon location on the University's south campus.

9. No Obligation to Extend. During the final year of this Agreement, the parties shall engage in good faith discussions regarding an extension of this Agreement. Neither party has an obligation of any kind to extend or supplement this Agreement, or enter into a new services agreement after the expiration of this Agreement.

10. Governing Law. This Agreement shall be governed by the laws of the State of New York. It is agreed that this Agreement does not waive or dispense with the requirements of any law, rule, or regulation applicable hereto, including the Charter of the City of Syracuse.

11. Third Party Beneficiaries. The obligations under this Agreement are for the sole benefit of the parties, and neither this Agreement nor anything performed pursuant to it shall give rise to, or shall be deemed or be construed to confer, any right, claim, or cause of action on any other party as a third party beneficiary or otherwise.

12. Modifications. This Agreement shall not be modified except in writing executed by both parties.

13. Severability. If any section or provision of this Agreement, or any portion of any section or provision, shall for any reason be held to be void, illegal, or otherwise unenforceable, all other portions of this Agreement shall nevertheless remain in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their proper officers.

Attest:

CITY OF SYRACUSE

City Clerk

By: _____
Benjamin R. Walsh
Mayor

SYRACUSE UNIVERSITY

By: _____
Kent D. Syverud
Chancellor and President

STATE OF NEW YORK)
COUNTY OF ONONDAGA) ss.:
CITY OF SYRACUSE)

On this ____ day of _____, 2021 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 he resides in the City of Syracuse, New York; that he is Mayor of the City of Syracuse, the corporation described in and which executed the within instrument; that he knows the corporate seal of said City of Syracuse and it was so affixed pursuant to the Charter of the City and that he signed said instrument as Mayor of said City of Syracuse by like authority; and the said Benjamin R. Walsh further says that he is acquainted with John P. Copanas and knows him to be the City Clerk of said City of Syracuse and that the signature of John P. Copanas was hereto subscribed pursuant to said Charter and in the presence of him, the said Benjamin R. Walsh, Mayor.

Notary Public

STATE OF NEW YORK)
COUNTY OF ONONDAGA) ss.:
CITY OF SYRACUSE)

On this ____ day of _____, 2021 before me personally came Kent Syverud, Chancellor and President for Syracuse University with whom I am personally acquainted; who, being by me duly sworn did depose and say: he is the Chancellor and President for Syracuse University, the educational institution described herein, and which executed the within instrument; and that he is duly authorized to execute this Agreement on behalf of the University.

Notary Public

EXHIBIT A

<u>Operational Services</u>	
Facilities/ Physical Plant	Walnut Avenue and Walnut Park Maintenance (mowing, plowing, litter and trash removal)
	<u>Dome and surrounding areas (assist with plowing of City streets and sidewalks on an as needed basis)</u>
	<u>Comstock Avenue from Colvin Street to East Genesee Street (plow City streets and sidewalks on both sides of the street)</u>
	<u>East Adams to East Genesee Street (plow the road and sidewalks on the west side of the road only)</u>
	<u>Euclid Avenue from Comstock to Westcott (plow the roads and sidewalks on both sides of the street; maintain eight flower pots in Westcott Commons area)</u>
	<u>Assist with City streets/snow removal as needed during snow storms</u>
	<u>Euclid Avenue from Comstock to Ostrom Avenue (sidewalk replacement)</u>
	<u>Improvements and maintenance of designated section of Thornden Park (map)</u>
	<ul style="list-style-type: none"> o staff on an annual basis o equipment

¹ This Exhibit A contains a historical and current sample of the educational, cultural, financial and other benefits the University has provided or currently provides to the City and its residents. The information herein is not an exhaustive list of all support and services the University has rendered or currently renders to the City.

Design and Construction	Construction of Walnut Park retaining wall
	Marshall Street curb replacement
	Euclid Ave curb replacement
	University Place curb replacement
	Water main improvement on Sims Drive
	Water main replacement on Euclid Avenue
	Water Main replacement on University Place (2016)
	University Place sewer slip-lining (2016)
	University area crime control initiatives (equipment and labor)
	Department of Public Safety ("DPS") support to City Police related to campus crimes
Public Safety	Orange Watch: regular DPS patrols of nearby city streets and campus perimeters
	DPS traffic enforcement and accident reports
	Joint investigations between DPS and City Police
	Academy training

	Conduct fire safety inspections on campus
	Respond to fire alarms on campus
	Respond to medical calls on campus
	Permitting assistance: review of fire and safety specifications for new construction
	Daily reporting of on-campus incidents to City Police
	Weekly reporting on campus fire safety inspections and projects
	<u>Meeting support and space for in-service training for Syracuse Police</u>
	<u>Funding for installation of Syracuse Police Department video security cameras in off campus neighborhood area (8 cameras)</u>
	<u>Three camera installment for additional security (Comstock and Stratford, Walnut Park areas)</u>
	<u>Walking uniformed security officer patrols and safety escorts in the off-campus neighborhood during the academic year (east of campus/Euclid Lancaster/Wescott region).</u>
Traffic Control	Joint DPS and City Police traffic control during major events
	<u>Increased payment to City of Syracuse for Dome/Stadium Traffic agreement.</u>
Information Technology Services	Host five WiFi hotspots for City Police on patrol (equipment, installation, and maintenance)

	Near Westside Initiative: network support for La Casita and 601 Tully
	Say Yes to Education Computer Lab: Developed and Maintained computer lab for students
	Peoplesoft analysis and implementation: assist and advise City and County on conversion to and use of Peoplesoft System
	Support and IT consultation services to Mayor's Broadband Initiative
	<u>Access to select on-campus Department of Public Safety video security cameras.</u>
	Bi-directional radio antenna equipment installed in various University building basements for improved Syracuse Fire Department and Syracuse Police Department radio operability.
Key Initiatives	
Procurement and Investment of Public and Private Funds	Connective Corridor: various transportation enhancements to the City's right of way, facade improvements to properties along the Corridor, and transit investments
	Nancy Cantor Warehouse: transformative renovation of vacant warehouse sparked wave of downtown renaissance
	Near Westside Initiative: leveraging resources of the University to invest in and develop neighborhood
	Syracuse Center of Excellence: construction of world-class research facility to develop and grow businesses working in green and clean technology
	Lerner Center for Public Health Promotion: established to promote healthy lifestyles throughout Syracuse community
	Say Yes to Education: responsible for creating the first local chapter of Say Yes to Education, Inc. that provides free tuition to students of the City of Syracuse to attend the University

	Southside Innovation Center: former carpet showroom is now home to an incubator for small businesses
	Shaw Center for Public and Community Service: providing tutoring, programming and other community engagement services for city schools, nonprofit organizations and public agencies
	Syracuse Student Sandbox: incubator for student entrepreneurs located in downtown Syracuse
	<u>Provided free Teachers Online training certificate program in August/September 2020 for Syracuse City School District teachers</u>
Academic Services	
College of Arts & Sciences	Community Folk Art Center: University-sponsored cultural venue that promotes art and artists of the African Diaspora through community events, programs, and exhibitions.
	La Casita Cultural Center: University-sponsored center located in the Near Westside neighborhood that celebrates Hispanic culture throughout the region
	Point of Contact: downtown Syracuse gallery for contemporary verbal and visual arts in Central New York
	Janklow Arts Leadership Program: supplies interns, advice, and programming to local arts organizations
College of Education	Teacher Education Placements in Syracuse City School District ("SCSD")
	Syracuse Urban Inclusive Teacher Residency
	Next Big Thing: collaboration between SCSD and administrators at College of Education
	4A Arts & Creative Literacies Academy: grant to Dr. Weeks Elementary School

	Taishoff Center OnCampus program: brings SCSD students with intellectual disabilities to the University for inclusive higher education
	Art & Nutrition Curriculum
	Teachers of Color recruitment pipeline plan
	Schools of Promise: supports inclusive schools in the community
	SU Psychological Teaching Lab: diagnoses and develops plans for SCSD students with unique learning disorders
	Professional Development for SCSD teachers and administrators
	Liberty Partnerships Program: NYS-funded program implemented at Danforth, Clary, Roberts, Corcoran, and Fowler schools, encourages staying in school
	Board memberships on CNY Community Foundation and LiteracyCNY, ARC
College of Engineering and Computer Science	Senior engineering projects: students work with NYSDOT and other agencies to solve real-world engineering and transportation problems
	SCSD-targeted programming: educational programs at local science museum
	Board and committee membership at Red House, United Way
	Project ENGAGE: attracting female students to the field of engineering
College of Law	Legal externship placement in City's Office of Corporation Counsel
	Assistance with grant applications for the City Department of Neighborhood Planning and Business Development

	Seat on Advisory Committee of City Police Department
	Bankruptcy Clinic
	Children's Rights & Family Law Clinic
	Community Development Law Clinic
	Criminal Defense Clinic
	Disability Rights Clinic
	Elder Law Clinic
	Low Income Taxpayer Clinic
	Securities Arbitration & Consumer Law Clinic
	Veterans Legal Clinic
Falk College	Designed training modules for the Aging Studies Institute for SCSD Foster Grandparenting Program
	Sport and Human Development Institute: put on UNICEF's Kid Power Program in SCSD
	Marriage and Family Therapy & Center for Couple and Family Therapy: free counseling and clinical visits for children and families
	Neighborhood Trauma due to Violence Project: no-cost therapy for residents of Syracuse gunshot clusters who are experiencing trauma

	Various community placements of University students through courses
	Board membership at Syracuse City Ballet
Maxwell School	<p>Research and grant writing: students and faculty assist the City and local organizations with grant writing and related projects</p> <p>Participation in Mayor's Summit on Municipal Finance</p> <p>Community Geographer: helps the City and local non-profits to make planning and programming decisions through mapping and analysis of social, economic and cultural conditions within the City</p> <p>The Maxwell Program in Citizenship and Civic Engagement</p> <p>Campbell Public Affairs Institute: home to numerous programs including Campbell Conversations interviews on public radio; Campbell Debates; State of Democracy Lecture Series; Tanner Lecture Series</p> <p>Student capstone projects</p> <p>Policy proposals and research study projects</p> <p>Symposia and lectures on current issues open to the public</p> <p>Faculty as board members or advisors to government or not-for-profit corporations</p> <p>Comm.UNITY student agency developed to help non-profits</p> <p>The Newhouse: student advertising club with local restaurants, hotels, and companies as clients</p>
Newhouse School	

	Golding Arts Journalism program: placement of interns at local arts organizations
	Connecting local non-profits with news media to increase news coverage of such entities
	Production of training video for community relations officer in City Police Department
	Sponsor of MIND Labs downtown
	Business analyses and website optimization reports by students
	Journalism and Magazine students work with school groups and community organizations
	Journalism Camp for SCSD students
	Publication of <i>The Stand</i> newspaper for residents of the South Side of the City
	Public relations students work on various campaigns for local orgs and businesses, and visit local schools
	Syracuse Acoustic Blues Festival founded by faculty member
	Faculty work on grant applications for the City
	Students and faculty serve as consultants and planners for various community groups and non-profits
	Startupcuse.com: independent website reporting on innovation, entrepreneurship and startups in and around Syracuse
	Create guest content for Syracuse.com

	Leadership of Syracuse Ad Club, a professional development organization
	Faculty member serves as Chair of CenterState CEO's Government Relations Committee
Whitman School of Management	WISE Women's Business Center (in Technology Garden)
	WISE Symposium (one-day event with large number of community members in attendance)
	D'Aniello Internship program (full-semester paid and for-credit internship)
	Syracuse Entrepreneurship Bootcamp (six Saturday training sessions)
	Partnerships with IVMF on military programming
	Faculty member serves as Director at CenterState CEO
	Entrepreneurship course engagements with specific client deliverables as part of assignments
School of Architecture	UPSTATE: A Center for Design, Research and Real Estate worked with City departments on architecture projects for Connective Corridor and Near Westside Initiative
	Movement on Main: Designing the Healthy Main Street: competition to design healthy neighborhoods for Near Westside Initiative
	Onondaga Creek Waterfront Redevelopment Strategy work with Division of City Planning, including demonstration projects for Onondaga Creek and Onondaga Lake areas
	Ongoing partnerships with SCSD and professional organizations
	Volunteer board membership at local non-profits

University College	Thursday Morning Roundtable: weekly civic forum to learn about and discuss community issues
	Talent & Education Development Center: develop and deliver professional development programs for employers and individuals
	English Language Institute: providing English language courses for academic and business purposes
	Part-time study available for community members
	Onondaga Citizens League: organization open to all citizens that studies issues that affect the community's economic health and quality of life
	Institute for Retired People: provides programming for retired individuals to promote intellectual activity and discovery of new interests
	Bristol-Myers Squibb Science Horizons: week-long science camp for local seventh and eighth grade students
	Shadow Day: brings fifth grade students from Seymour Magnet School to campus for a day where they experience college life first-hand
	Citizens Academy: program that educates citizens of Onondaga County about the organization and operations of local governments
	Women of the University Community: open membership group offering social programs, interest groups, and educational programs about the Syracuse community
	Community Music Division (Sethor School of Music): provides opportunities for Syracuse residents of all musical skill levels to learn about and perform music
	The Alexander N. Charters Library of Resources for Educators of Adults: library dedicated to adult and continuing education
	Service on boards of organizations throughout the City
	Corporate Volunteer Council: collection of businesses, organizations, institutions, and other entities that promote and coordinate volunteerism in Central New York

	<u>Provided 20 spaces for SU Summer College for Syracuse City Schools (2018)</u>
	<u>Provided 25 spaces for SU Summer College for Syracuse City Schools (2021)</u>

EXHIBIT "B"

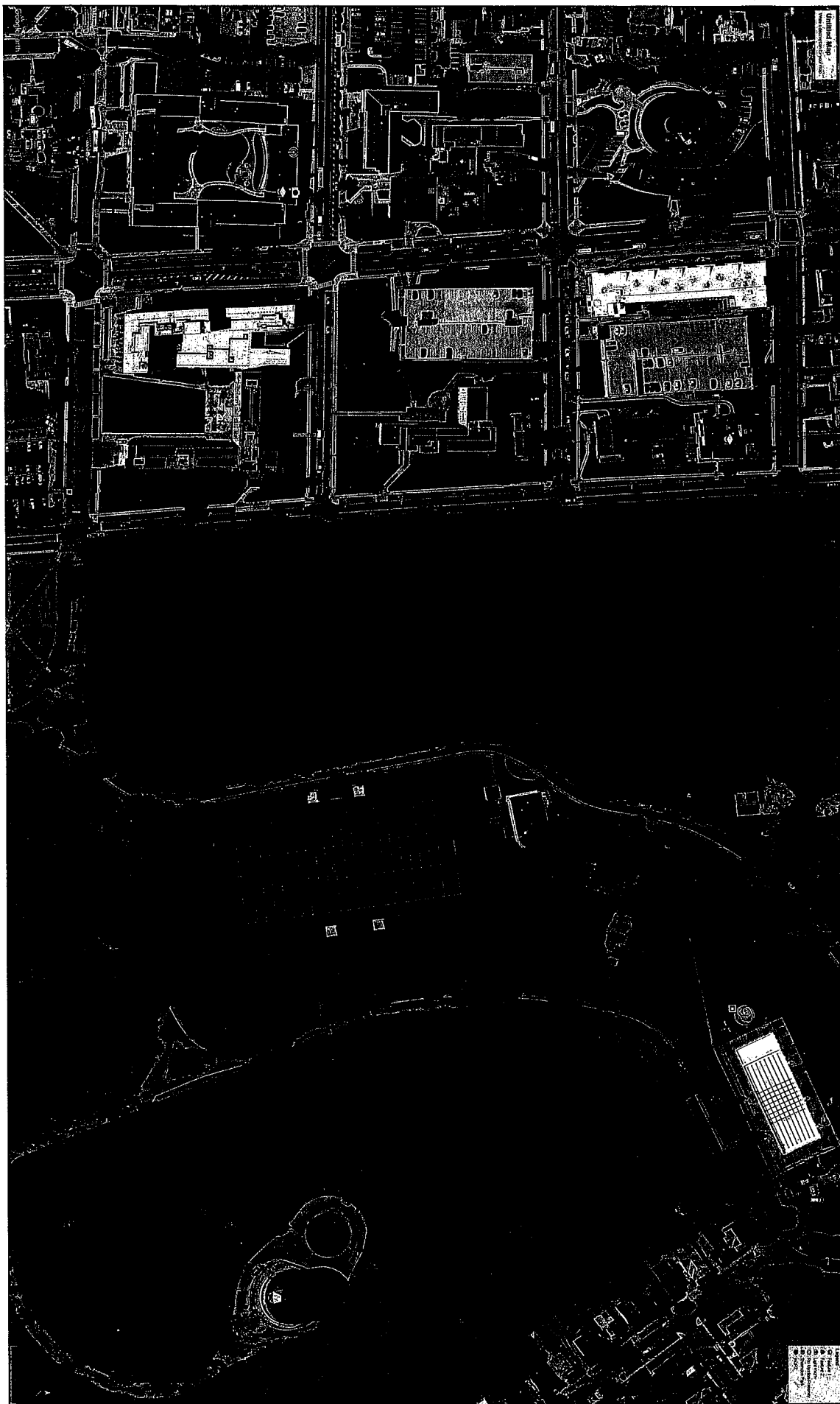
SERVICE PAYMENT SCHEDULE

- 1. \$1,250,000 - due thirty (30) days after execution of the Agreement by both parties**
- 2. \$1,500,000 - due on or before August 31, 2022**
- 3. \$1,750,000 - due on or before August 31, 2023**
- 4. \$2,000,000 - due on or before August 31, 2024**
- 5. \$2,000,000 - due on or before August 31, 2025**

This is a detailed map of the area around the University of California, Berkeley. The map shows the layout of streets, including University Avenue, Telegraph Avenue, Hearst Avenue, and others. It also identifies various landmarks and buildings, such as the University of California, Berkeley, the University of California, Berkeley, and the University of California, Berkeley. The map is oriented with North at the top.

EXHIBIT "D"

DESIGNATED AREA OF THORNDEN PARK



13 14 15 H



OFFICE OF THE MAYOR

Ben Walsh, Mayor

John P. Copanas
City Clerk
Room 231 City Hall
Syracuse, NY 13202

Re: Legislation Request – Services Agreement with Syracuse University

Dear Mr. Copanas:

Please prepare legislation for the next Common Council agenda authorizing the Mayor to enter into a five year services agreement with Syracuse University.

The agreement will maintain all in-kind services outlined in the agreement that expired on June 30, 2021. In addition the University will agree to maintain a portion of Thornden Park and replace and maintain sidewalks along Ostrum Avenue near the park.

The City will agree to accept current and additional University sidewalk maintenance in lieu of assessing new sidewalk fees; to stripe crosswalks on Ostrum Ave near Thornden Park; to provide assistance and coaching related to the permitting process; to hire an additional code inspector to be assigned to the university area; and to add Schine Student Center and South Campus as training rotations for Police Cadets (pre-Academy CSOs.)

The University will continue to fund the University Neighborhood Service Agreement (UNSAAC) at \$500,000. The University's designee on the UNSAAC allocation committee will become a voting seat and recipients of funding will no longer be able to sit on the allocation committee.

Syracuse University will increase its payments to the City from \$1 million to \$2 million over four years. Revenue received will be deposited into City account 01.425910

Sincerely,

Frank Caliva
Chief Administrative Officer

4

Ordinance No.

2021

**ORDINANCE AUTHORIZING TRANSFER OF
FUNDS REMAINING IN WATER DEPARTMENT
CAPITAL EQUIPMENT ACCOUNTS FROM
FISCAL YEARS 2015/2016, 2016/2017, 2018/2019,
2020/2021 TO A WATER DEPARTMENT
CAPITAL EQUIPMENT ACCOUNT FOR FISCAL
YEARS 2021/2022**

BE IT ORDAINED, that this Common Council hereby authorizes the following transfer of funds remaining in the Water Department Capital Equipment Accounts for Fiscal Year 2015/2016, 2016/2017, 2018/2019, and 2020/2021 to a Water Department Capital Equipment Account for Fiscal Year 2021/2022 in accordance with the attached Schedule "A", in the manner provided by law.

SCHEDULE "A"

TRANSFER FROM THE FOLLOWING WATER DEPARTMENT CAPITAL EQUIPMENT ACCOUNTS:

Capital Account #	Fiscal Year	Transfer Amount
501557016	2015/2016	\$ 25,682.92
501557117	2016/2017	\$ 6,202.50
501557019	2018/2019	\$ 21,148.70
501557020	2020/2021	\$ 17,165.20
TOTAL		\$70,199.32

TRANSFER TO THE 2021/2022 WATER DEPARTMENT CAPITAL EQUIPMENT ACCOUNT:

Account #	Transfer Amount	Previous Amount	New Total Amount
501557021.05.599805.83405	\$70,199.32	\$406,000	\$476,199.32



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

November 9, 2021

Timothy M. Rudd
Director

Mr. John Copanas
City Clerk
City Hall
Syracuse, New York 13202

Julie Castellitto
Assistant Director

RE: REQUEST FOR LEGISLATION

Dear Mr. Copanas:

Please prepare legislation to be placed on the next Common Council meeting authorizing the transfer of remaining balances from previously approved cash capital projects to the ~~21/22~~ ^{21/21} Water Capital Equipment. The balances in each of the projects below were the result of vehicles/equipment being less expensive than anticipated.

FY 16	501557016	15/16 Capital Equipment	\$25,682.92
FY 17	501557117	16/17 Capital Equipment	\$6,202.50
FY 19	501557019	18/19 Capital Equipment	\$21,148.70
FY 20	501557020	19/20 Capital Equipment	\$17,165.20
Total:		\$70,199.32	

Please transfer this total (\$70,199.32) to the original amount of \$406,000 in the 20/21 Water Capital Equipment project (501557021.05.599805.83405) for a total project amount of \$476,199.32.

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

5

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

**ORDINANCE AUTHORIZING CONTRACT
WITH N.Y. CENSUS & REDISTRICTING
INSTITUTE AT NEW YORK STATE LAW
SCHOOL AND THE BENJAMIN CENTER NEW
PALTZ AT SUNY NEW PALTZ FOR THE
SYRACUSE CITY REDISTRICTING
COMMISSION TO ASSIST IN THE REDRAWING
OF COMMON COUNCIL DISTRICT LINES**

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 City Auditor has requested Mayoral approval of a waiver of the RFP process to allow the City of Syracuse, on behalf of the Office of the Auditor, to enter into an agreement with the N.Y. Census & Redistricting Institute at New York State Law School and the Benjamin Center at SUNY New Paltz for services to provide overall guidance and direction to the Syracuse City Redistricting Commission including providing technical assistance to assist the Commission with the technical task of drawing redistricting plans and the drafting of a final redistricting report for the Commission that will be provided to the Common Council and the Mayor; and

WHEREAS, the Mayor has waived the RFP process and approved the retention of the N. Y. Census & Redistricting Institute at New York State Law School and the Benjamin Center New Paltz at SUNY New Paltz, under the following terms:

- (1) New York State Law School and the Benjamin Center at SUNY New Paltz shall provide overall guidance and direction to the Syracuse City Redistricting Commission including providing technical assistance to assist the Commission with the technical task of drawing redistricting plans and the drafting of a final redistricting report for the Commission that will be provided to the Common Council and the Mayor.

(2) The term of the agreement shall be from the date of execution until June 30, 2022.

(3) Total expenditures under this agreement shall not exceed \$75,600.00.

; NOW, THEREFORE,

BE IT ORDAINED, that the Mayor, or the Director of Management & Budget, 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 Budget Account #13200.01.541500 or another appropriate account as designated by the Commissioner of Finance.



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

November 9, 2021

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

Mr. John Copanas
City Clerk
City Hall
Syracuse, New York 13202

RE: REQUEST FOR LEGISLATION

Dear Mr. Copanas:

On behalf of the Office of the City Auditor, please prepare legislation to be introduced at the next scheduled Common Council meeting requesting a waiver of the RFP process to enter an agreement with the N.Y. Census & Redistricting Institute at New York State Law School and the Benjamin Center at SUNY New Paltz for the Syracuse City Redistricting Commission to assist in the redrawing of Common Council District lines.

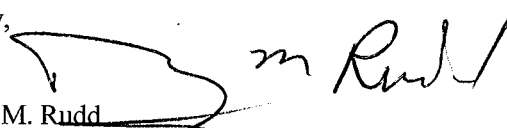
This agreement will provide overall guidance and direction to the redistricting process, along with completing the technical task of drawing redistricting plans and assist in drafting a final redistricting report for the Commission.

The duration of this agreement will be from the date of execution until June 30, 2022.

Expenditures will not exceed \$75,600 and will be charged to Account #13200.01.541500.

Thank you.

Sincerely,


Timothy M. Rudd
Director 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

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: November 4, 2021
SUBJECT: Waiver of RFP - N.Y. Census & Redistricting Institute at New York State Law School and the Benjamin Center at SUNY New Paltz

On behalf of the Office of the City Auditor, I am requesting a waiver of the RFP process to enter an agreement with the N.Y. Census & Redistricting Institute at New York State Law School and the Benjamin Center at SUNY New Paltz for the Syracuse City Redistricting Commission to assist in the redrawing of Common Council District lines.

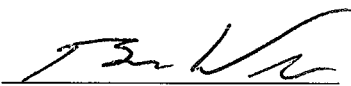
This agreement will provide overall guidance and direction to the redistricting process, along with completing the technical task of drawing redistricting plans and assist in drafting a final redistricting report for the Commission.

The duration of this agreement will be from the date of execution until June 30, 2022.

Expenditures will not exceed \$75,600 and will be charged to Account #13200.01.541500.

If you agree to enter into an agreement, please indicate so 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

NOV 10 2021
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

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.



OFFICE OF THE CITY AUDITOR

CITY OF SYRACUSE, CITY AUDITOR

NADER P. MAROUN

November 3, 2021

Mr. Timothy Rudd
Director of Management & Budget
213 City Hall
Syracuse, NY 13202

RE: MAYORAL APPROVAL

Dear Mr. Rudd:

Please prepare mayoral approval authorizing a waiver of RFP to enter into an agreement with The N.Y. Census & Redistricting Institute at New York State Law School and the Benjamin Center at SUNY New Paltz for the Syracuse City Redistricting Commission to assist in the redrawing of Common Council District lines.

This agreement will provide overall guidance and direction to the redistricting process, along with completing the technical task of drawing redistricting plans and assist in drafting a final redistricting report for the Commission.

The duration of this agreement will be from the date of execution until June 30, 2022.

Expenditures will not exceed \$75,600 and will be charged to Account #13200.01.541500.

Sincerely,

A handwritten signature in black ink, appearing to read "Nader Maroun", written over a horizontal line.

Nader Maroun
Syracuse City Auditor

City Audit Department
233 E. Washington St.
City Hall, Room 431
Syracuse, N.Y. 13202

Office (315) 448-8477
Fax (315) 448-8475

E-Mail
nmaroun@syr.gov.net

Ordinance No.

2021

**ORDINANCE AUTHORIZING THE
APPROPRIATION OF \$277,185 OF THE
AMERICAN RESCUE PLAN ACT OF 2021
(ARPA) FUNDS RECEIVED BY THE CITY OF
SYRACUSE TO BE USED BY THE OFFICE OF
INFORMATION TECHNOLOGY TO COVER
THE COSTS OF PROFESSIONAL SERVICES
ASSOCIATED WITH THE DEVELOPMENT AND
IMPLEMENTATION OF THE CITY OF
SYRACUSE'S PAYROLL MODERNIZATION
PLATFORMS INCLUDING TELESTAFF FOR
PUBLIC SAFETY AND KRONOS WORKFORCE
CENTRAL AND THE AS400 RETIREMENT
BLUEPRINT**

BE IT ORDAINED, that this Common Council hereby appropriates the sum of \$277,185 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 Office of Information Technology; said funds are to be utilized for the costs of professional services associated with the development and implementation of the City of Syracuse's Payroll Modernization Platforms including Telestaff for Public Safety and Kronos Workforce Central and the AS400 Retirement Blueprint, in the manner provided by law.

Ordinance No.

2021

**ORDINANCE AMENDING ORDINANCE
NO. 240-2021 AUTHORIZING CONTRACT
WITH CHERRYROAD TECHNOLOGIES (CRT)
TO COMPLETE THE FOUR PHASES OF THE
CITY OF SYRACUSE PAYROLL
MODERNIZATION PROGRAM**

BE IT ORDAINED, that Ordinance No. 240-2021 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 CherryRoad Technologies (CRT), under the following terms:

- (1) CherryRoad Technologies (CRT) ("Cherry Road") shall provide the City's Office of Information Technology with the professional services required to complete the four phases of the City of Syracuse Payroll Modernization Program: (1) Telestaff Assessment & Implementation; (2) Telestaff Integration; (3) Kronos Implementation; and (4) AS400 Assessment.
- (2) The contract will be for an eighteen (18) month period from the date of execution.
- (3) The City shall pay CherryRoad a total amount not to exceed \$1,921,455 to complete the four phases. The total cost not to exceed is based on an estimated cost of: (1) Up to \$776,083 for the Telestaff Assessment & Implementation Phase; (2) Up to \$129,600 for the Telestaff Integration Phase; (3) Up to \$864,932 for the Kronos Implementation Phase; and (4) Up to \$150,840 for the AS400 Assessment Phase.
- (4) The agreement with CherryRoad is hereby authorized to be amended to reflect that the actual cost for continued development and configuration with supporting change management activities of the city's payroll modernization platforms including Telestaff for Public Safety and Kronos WorkForce Central shall not exceed \$133,345 and the actual cost for AS400 Retirement Blueprint for all legacy applications, including time keeping, payroll, and human resources (data migration and retention strategy, cut-over strategy, requirements gathering of legacy applications for conversion to newer platforms, and action plan) a dependency of full-out electronic time keeping shall not exceed \$143,840.

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 CherryRoad Technologies (CRT), under the following terms:

- (5) CherryRoad Technologies (CRT) ("Cherry Road") shall provide the City's Office of Information Technology with the professional services required to complete the four phases of the City's Payroll Modernization Program.
- (6) The contract will be for an eighteen (18) month period from the date of execution.
- (7) The City shall pay CherryRoad an amount not to exceed \$1,921,455 to complete the four phase as estimated: (A) Telestaff Assessment & Implementation-\$776,083; (B)Telestaff Integration- \$129,600; (C) Kronos Implementation-\$864,932; and (D) AS400 Assessment-\$150,840; for a total contract cost not to exceed \$1,921,455

; 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 all costs associated with this agreement shall be charged to the fiscal services expenditure Account # 599802.02.217000120.16805, or an account to be determined by the Commissioner of Finance with an amount not to exceed \$277,185 to be charged to American Rescue Plan Act of 2021 (ARPA) fund balance

; 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 all costs associated with this agreement shall be charged to the fiscal services expenditure Account # 599802.02.217000120.16805 or another appropriate account as designated by the Commissioner of Finance, with the exception of the actual costs noted in paragraph (4) above which shall be paid from the account designated by the Commissioner of Finance for the \$277,185 of American Rescue Plan Act of 2021 (ARPA) funds that was authorized contemporaneously with this Ordinance.



Office of Information Technology

CITY OF SYRACUSE, MAYOR BEN WALSH

16-17

29 October 2021

David Prowak
Director

John Copanas
City Clerk
231 City Hall
Syracuse, NY 13202

RE: Appropriation of American Rescue Plan Funds; and Request to Amend Ordinance No. 240 Authorizing a Professional Service Contract within the Payroll Modernization Portfolio for the City of Syracuse;

Mr. Copanas,

Please prepare legislation for the next meeting of the Common Council authorizing the City to amend Ordinance No. 240, an agreement with CherryRoad Technologies for professional services, to include the following:

1. Continued development and configuration with supporting change management activities of the city's payroll modernization platforms including TeleStaff for Public Safety and Kronos WorkForce Central (\$133,345)
2. AS400 Retirement Blueprint for all legacy applications, including timekeeping, payroll, and human resources (data migration and retention strategy, cut-over strategy, requirements gathering of legacy applications for conversion to newer platforms, and action plan), a dependency of full roll-out electronic timekeeping (\$143,840)

The vendor, CherryRoad Technologies, selected through a competitive request for proposal process (RFP #21-079) is supporting the city in developing and implementing UKG (Kronos) TeleStaff for Public Safety and WorkForce Central.

The cost of these services shall be charged to an account determined by the Commissioner of Finance and the amount for which is not to exceed \$277,185 of American Rescue Plan Act of 2021 (ARPA) fund balance.

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

Office 315 448-8431

www.syr.gov.net

X
David Prowak
Director of Information Technology

CC: Frank Caliva, Chief Administrative Officer
CC: Timothy Rudd, Budget Director
CC: Kelsey May, Digital Services

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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget *TR*
DATE: October 12, 2021
SUBJECT: Amend Agreement with CherryRoad Technologies

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

On behalf of the Office of Information Technology, I am requesting to: 1.) appropriate funds in an amount not to exceed \$277,185 from the American Rescue Plan Act (ARPA) of 2021 fund balance and 2.) amend ordinance #240-2021, an agreement with CherryRoad Technologies for professional services, to include the following:

1. Continued development and configuration with supporting change management activities of the City's payroll modernization platforms including TeleStaff for Public Safety and Kronos WorkForce Central (\$133,345)
2. AS400 Retirement Blueprint for all legacy applications, including timekeeping, payroll, and human resources (data migration and retention strategy, cut-over strategy, requirements gathering of legacy applications ofr conversion to newer platforms, and action plan), a dependency of full roll-out electronic timekeeping (\$143,840)

The vendor, CherryRoad Technologies, selected through a competitive request for proposal process (RFP#21-079) is supporting the City in developing and implementing UKG (Kronos) TeleStaff for Public Safety and WorkForce Central.

The cost of these services shall be charged to an account determined by the Commissioner of Finance and the amount for which is not to exceed \$277,185 of American Rescue Plan Act of 2021 (ARPA) fund balance.

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

TR

Mayor Ben Walsh
City of Syracuse, New York

Date NOV 10 2021

Office 315 448-8252
Fax 315 448-8116

www.syr.gov

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

Ordinance No.

2021

**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 2021/2022 FUNDS**

BE IT ORDAINED, that this Common Council hereby appropriates the sum of \$15,000.00 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, 2021 through June 30, 2022, 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.



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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

November 1, 2021

Mr. John P. Copanas
City Clerk
231 City Hall
Syracuse, New York 13202

Re: Legislation for the Appropriation of Funds to Onondaga Historical Association


Dear Mr. Copanas:

Please prepare legislation to be introduced at the next Common Council Meeting authorizing the appropriation of budget funds to the Onondaga Historical Association (OHA).

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 \$15,000 will be drawn from Special Object Account #594500.01.90000 pursuant to the authorized 2021/2022 Annual Budget.

Sincerely,

 11-3-21

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




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: November 1, 2021
SUBJECT: Agreement with Onondaga Historical Association

On behalf of the Office of Management and Budget, I am requesting an agreement with Onondaga Historical Association for Fiscal Year 2021/2022.

Expenditures shall not exceed \$15,000 and will be charged to the Special Objects Budget Account #594500.01.90000.

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

NOV 10 2021
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

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

Onondaga Historical Association
321 Montgomery Street
Syracuse, New York 13202

Phone: 315-428-1864

0001979-IN

7/1/2021

NONTAX

CITY OF SYRACUSE (Mgmt&Budget)
Office of Management & Budget
City Hall - Room 213
Syracuse, NY 13202

0000757

Due on Receipt

Item	Description	Quantity	Price Each	Amount
A	Onondaga Historical Association Ordinance July 1, 2021 - June 30, 2022 \$15,000	1.000	15,000.000	15,000.00

Your Support is Greatly Appreciated!

Net Invoice:	15,000.00
Freight:	0.00
Sales Tax:	0.00
	\$15,000.00

* Please Include Invoice Number with Payment*

Ordinance No.

2021

**ORDINANCE AUTHORIZING AN
INTERMUNICIPAL AGREEMENT BETWEEN
THE CITY AND ONONDAGA COUNTY
RELATIVE TO THE PROCESSING OF THE
CITY'S U.S. MAIL ON BEHALF OF THE CITY'S
DEPARTMENT OF FINANCE**

BE IT ORDAINED, that the Mayor is authorized to execute an intermunicipal agreement between the City and Onondaga County ("County") relative to the processing of the City's U.S. Mail on behalf of the Department of Finance, for an annual amount not to exceed \$30,240.00 for mailing services as well as any postage or handling fees charged by postal carriers that will be charged to the Department of Finance's Expenditure Account #01.596700.90000; and

BE IT FURTHER ORDAINED, that the Agreement will be for a five (5) year term effective as of the date the agreement is fully executed; and

BE IT FURTHER ORDAINED, that the Agreement will contain a termination clause that allows for termination with thirty (30) days written notice; and

BE IT FURTHER ORDAINED, that such Agreement shall be subject to the approval of the Corporation Counsel as to terms, form and content.



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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

November 9, 2021

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

Mr. John Copanas
City Clerk
City Hall
Syracuse, New York

RE: MAILING SERVICES WITH THE COUNTY OF ONONDAGA

Dear Mr. Copanas:

Please prepare legislation to be introduced at the next Common Council meeting authorizing an agreement between the City of Syracuse and the County of Onondaga for County processing of the City of Syracuse's U.S. Mail.

This agreement will be for a period of five years from the start date of 9/1/2020. The agreement is cancelable with 30 days written notice.

Pursuant to the terms of this agreement, the City of Syracuse will pay to the County of Onondaga an annual processing fee of \$30,240 as well as any postage or handling fees charged by postal carriers. These fees will be charged to the Department of Finance's Expenditure Account #01.596700.90000.

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.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: November 9, 2021
SUBJECT: Agreement – Mailing Services with the County of Onondaga

On behalf of the Department of Finance, I am requesting that the City of Syracuse authorize an agreement with the County of Onondaga for County processing of the City of Syracuse's U.S. Mail.

This agreement will be for a period of five years from the start date of 9/1/2020. The agreement is cancelable with 30 days written notice.

Pursuant to the terms of this agreement, the City of Syracuse will pay to the County of Onondaga an annual processing fee of \$30,240 as well as any postage or handling fees charged by postal carriers. These fees will be charged to the Department of Finance's Expenditure Account #01.596700.90000.

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

Date: NOV 10 2021

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

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DEPARTMENT OF FINANCE

OFFICE OF THE COMMISSIONER
CITY OF SYRACUSE, MAYOR BEN WALSH

November 3, 2021

Bradley O'Connor CPA
Commissioner of
Finance

Matthew DeLany, CPA
First Deputy
Commissioner

Veronica Voss
Deputy Commissioner

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

Re: Mailing Services with the County of Onondaga

Dear Mr. Rudd:

Please prepare legislation for the Common Council and obtain Mayoral approval authorizing a contract between the City of Syracuse and the County of Onondaga for County processing of the City of Syracuse's U.S. Mail.

This agreement will be for a period of five years after the date it is signed by both parties. The agreement is cancelable with 30 days written notice.

Pursuant to the terms of this agreement, the City of Syracuse will pay to the County of Onondaga an annual processing fee of \$30,240 as well as any postage or handling fees charged by postal carriers. These fees will be charged to the Department of Finance's Expenditure Account No. 01.596700.90000.

Sincerely,

Veronica Voss
Deputy 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

cc: Frank Caliva, Chief Administrative Officer
Corey Driscoll Dunham, Chief Operating Officer
Bradley O'Connor, Commissioner of Finance

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

DEPARTMENT: Facilities

CONTRACT NO. _____

AGREEMENT

THIS AGREEMENT, made this ____ day of _____, 2021, by and between the COUNTY OF ONONDAGA, a municipal corporation of the State of New York, by J. Ryan McMahon, II, County Executive, hereinafter the "County", the CITY OF SYRACUSE, a municipal corporation of the State of New York, by Benjamin Walsh, Mayor of the City of Syracuse, hereinafter the "City";

WITNESSETH:

WHEREAS, the County owns and operates high speed mail sorting and processing equipment;

WHEREAS, the City has expressed an interest in having the County perform mail processing services for the City;

WHEREAS, the County has sufficient capacity to process the City's mail;

WHEREAS, the City and the County wish to enter into an Agreement pursuant to which the County will provide the City with mail processing services;

WHEREFORE, the parties hereto enter into this AGREEMENT setting forth the following terms and conditions:

TERM

The term of this AGREEMENT is in effect shall be for five (5) years from the date of execution by both parties.

This AGREEMENT may be terminated by either party without cause upon the giving of thirty (30) days written notice by the party wishing to terminate the AGREEMENT to the official designated herein as the contract person for the other party. The County may terminate this AGREEMENT at any time upon service of a ten (10) day notice of payment for service rendered is not received for two or more billing periods.

SCOPE

The County will process all mail from the City as follows:

A. The City shall have a regular, certified, and to the extent possible, mail to be sent by overnight service ready for pickup by County by 1:00 P.M. Monday through Friday, (here and after, "business day") excluding legal holidays and/or days when City offices are closed due to inclement weather or other emergency conditions;

B. The County will make available to the City an electronic copy of the form(s) used by the County for processing certified and overnight mail.

C. Packages and overnight mail that is not available for pickup by the County by 1:00 P.M. as specified in accordance with Section 3(A) herein must be delivered by the City to the County by 2:00 P.M. The County cannot guarantee same day processing and mailing of any packages or overnight mail which is not made available for pickup or delivered by the City to the County by 2:00 P.M. of the business day in questions.

D. The City's contact person for these services shall be _____ with County's contact being Maria Valentino, Mailroom Supervisor or their duly appointed successors.

COMPENSATION

A. **PROCESSING FEE:** The City shall pay an annual processing fee of \$30,240.00 to cover County processing services, provided, however, that said fee shall be pro-rated if necessary to allocate between the County and City's fiscal years.

B. **POSTAGE AND CARRIER FEES:** In addition the City shall pay all applicable postage and other costs and fees charged by the United States Postal Service or the overnight delivered service provider.

C. **FULL RATE:** Mail received after 1:00 P.M. and mail that is sorted during period when the County's sorting and processing equipment is not in service shall be processed and invoices at the then applicable full rate. The County shall make reasonable effort to minimize the periods during which the sorting and processing equipment is not in service. The County shall also keep the City apprised of all applicable regular rates.

D. **INVOICES:** The County shall provide the City with a monthly invoice that shall include:

- i. The monthly processing fee;
- ii. The monthly amount of postage and overnight carrier fees owed;
- iii. All charges for regular processing fees incurred pursuant to the provisions of Section 4(C) herein.

E. Payment shall be due within thirty (30) days of the date of the invoice date.

F. The parties shall review, and as necessary adjust the processing fee on an annual basis.

DEFENSE AND INDEMNIFICATION

HOLD HARMLESS: Regarding the operations and responsibilities concerning this Agreement, the parties further covenant and agree to indemnify, defend and hold harmless each other, and therefore, the COUNTY shall indemnify, defend and hold harmless the CITY, its officers, employees or agents from and against any and all liability, damage, loss, cost or expense that may arise by reason of liability for injury or death to persons, damage to property or casual or continuing trespass or nuisance and any other claim for damages arising at law equity alleged to have been caused or sustained by or because of any omission of duty, negligence or wrongful act on the part of the COUNTY, its officers, employees or agents and likewise the CITY shall indemnify, defend and hold harmless the COUNTT, its officers, employees or agents from and against any and all liability, damage, loss, cost or expense that may arise

by reason of liability for injury or death to persons, damage to the property or casual or continuing trespass or nuisance and any other claim for damages arising at law and equity alleged to have been caused or sustained by or because of any omission of duty, negligence or wrongful act on the part of the CITY, its officers, employees or agents.

MODIFICATIONS

This AGREEMENT represents the entire and integrated understanding between the County and the City and supersedes all prior negotiations, representations, or understandings either written or oral. This AGREEMENT may be amended only by written instruments signed by both the County and the City. It is understood that amendments may be required from time to time due to the potential changes in the work that may be required.

SEVERABILITY

If any term or provision of this Agreement shall be held invalid or unenforceable, the remainder of this MOU shall not be affected thereby and every other term and provision of this MOU shall be valid and enforced to the fullest extent permitted by law.

CLAUSES REQUIRED BY LAW

The parties hereto understand and agree that each and every provision of law and clause required by law to be inserted in this IMA shall be deemed to have been inserted herein, and if through mistake or inadvertence such provision is not inserted, said clause shall be deemed to have been inserted and shall have the full force and effect of law.

GOVERNING LAW

This AGREEMENT shall be governed and construed in accordance with the laws of the State of New York. Any dispute arising under this AGREEMENT, if not settled by the parties within a reasonable period of time, shall be resolved in a COURT of competent jurisdiction in the County of Onondaga.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals the day and year first above written.

COUNTY OF ONONDAGA

Dated: _____

By:

J. Ryan McMahon, II, County Executive
PMK

CITY OF SYRACUSE

Dated: _____

By:

Benjamin Walsh, Mayor

Attest:

John P. Copanas, City Clerk

Ordinance No.

2021

**ORDINANCE AUTHORIZING A LEASE
AGREEMENT BETWEEN THE CITY OF
SYRACUSE AND THE SYRACUSE INDUSTRIAL
DEVELOPMENT AGENCY RELATIVE TO THE
CENTER ARMORY PARKING GARAGE**

WHEREAS, the Department of Public Works has requested that this Common Council authorize a lease agreement with the Syracuse Industrial Development Agency relative to the Center Armory Parking Garage located at 218 West Jefferson Street, Syracuse, New York; and

WHEREAS, this lease agreement shall be for a term of one (1) year with an option to renew for two (2) additional one (1) year periods subject to the approval of the Mayor and the Common Council; and

WHEREAS, pursuant to the lease agreement, the City will be responsible for maintenance and parking management for the Center Armory Garage, but there will be no additional monetary cost to the City for the lease except for a nominal fee to SIDA of \$1.00 per year for the lease; NOW, THEREFORE,

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, be and he hereby is authorized to execute a lease agreement under the following terms:

1. The lease agreement for the Center Armory Garage shall be for a term of one (1) year with an option to renew for two (2) additional one (1) year periods subject to the approval of the Mayor and the Common Council;
2. There shall be no monetary cost to the City for the lease for the term of the agreement, except for the nominal \$1.00 per year payment to SIDA for the lease;
3. Pursuant to the agreement, the City shall be responsible for the maintenance and for parking management services for the Center Armory Garage; and

BE IT FURTHER ORDAINED, that said lease agreement shall be subject to the approval of the Corporation Counsel as to terms, form and content.



DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

November 9, 2021

Jeremy Robinson
Commissioner

Ann Fordock
Deputy Commissioner

Martin E. Davis, L.S.
Deputy Commissioner

John P. Copanas
City Clerk
230 City Hall
Syracuse, New York 13202

RE: Request for Legislation – Center Armory Parking Garage Agreement with
Syracuse Industrial Development Agency (SIDA)

Dear Mr. Copanas:

The Department of Public Works requests legislation for the next Common Council agenda authorizing the City to enter into an agreement with the Syracuse Industrial Development Agency (SIDA) relative to the Center Armory Parking Garage located at 218 West Jefferson Street. The term of the agreement shall be for a period of three (3) years. Under this agreement the City will be responsible for maintenance and parking management. For the term of this Agreement, the City will pay SIDA the sum of \$1 per year, payable on the first day of the City's fiscal year. This agreement will continue a previously existing arrangement relative to this Garage that recently expired.

Please do not hesitate to contact me if you have any questions.

Sincerely,

Jeremy Robinson
Commissioner, Department of Public Works

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

Office 315 448-2489
Fax 315 448-8531

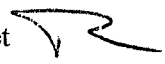
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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget 
DATE: November 8, 2021
SUBJECT: Parking Agreement with Syracuse Industrial Development Agency (SIDA)


Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

On behalf of the Department of Public Works, I am requesting that the City of Syracuse enter into an agreement with the Syracuse Industrial Development Agency (SIDA) relative to the Center Armory Parking Garage located at 218 West Jefferson Street. The term of the agreement shall be for a period of three (3) years. Under this agreement the City will be responsible for maintenance and parking management. For the term of this Agreement, the City will pay SIDA the sum of \$1 per year, payable on the first day of the City's fiscal year. This agreement will continue a previously existing arrangement relative to this Garage that recently expired.

If you agree to enter into an agreement, please indicate so 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

NOV 10 2021
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

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DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

November 9, 2021

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, NY 13203

RE: Request for Legislation – Center Armory Parking Garage Agreement with
Syracuse Industrial Development Agency (SIDA)

Dear Mr. Rudd:

The Department of Public Works requests legislation for the next Common Council agenda authorizing the City to enter into an agreement with the Syracuse Industrial Development Agency (SIDA) relative to the Center Armory Parking Garage located at 218 West Jefferson Street. The term of the agreement shall be for a period of three (3) years. Under this agreement the City will be responsible for maintenance and parking management. For the term of this Agreement, the City will pay SIDA the sum of \$1 per year, payable on the first day of the City's fiscal year. This agreement will continue a previously existing arrangement relative to this Garage that recently expired.

Please do not hesitate to contact me if you have any questions.

Sincerely,

Jeremy Robinson
Commissioner, Department of Public Works

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

Office 315 448-2489
Fax 315 448-8531

www.syr.gov.net

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**ORDINANCE AUTHORIZING A CONTRACT
WITH ENERGY AUTOMATION, INC.
RELATIVE TO PROVIDING ENERGY
CONSULTING SERVICES**

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 conducted the Request for Proposal process and approved the retention of Energy Automation, Inc., under the following terms:

(1) Energy Automation, Inc. shall provide all required energy consulting services including but not limited to commodity review, monitoring, and acquisition.

(2) The agreement will be for a term of three (3) years with the option of two (2) one year renewal periods subject to the approval of the Mayor and the Common Council.

(3) The City shall pay to Energy Automation, Inc. an amount not to exceed \$38,000.00 per year for the services authorized herein; 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 Department of Public Works Operating Budget Account # 01.14900.541500 and/or Account # 01.81800.541500 or another appropriate account as designated by the Commissioner of Finance.



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

November 3, 2021

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

Mr. John Copanas
City Clerk
City Hall
Syracuse, New York 13202

RE: REQUEST FOR LEGISLATION

Dear Mr. Copanas:

On behalf of the City of Syracuse and the Syracuse City School District, please prepare legislation to be introduced at the next scheduled Common Council meeting to authorize entering into a contract with **Energy Automation, Inc.** for energy consulting services. The contract will be for a three (3) year term with two (2) one year extensions upon the approval of the Mayor and Common Council. The term will commence upon the contract execution date.

The Request for Proposal (RFP) committee met to review the proposals taking into account: experience, references and fee. It's the recommendation of the selection committee to award the contract to Energy Automation, Inc. This recommendation is based upon their proposal, along with their experience and reputation, which qualifies them to fulfill the contract as specified.

The cost of these services will not exceed \$38,000 annually and will be charged to the Department of Public Works operating budget lines #01.14900.541500 and 01.81800.541500.

Thank you.

Sincerely,

11-4-21

Timothy M. Rudd
Director 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

www.syr.gov.net

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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management & Budget
DATE: November 3, 2021
SUBJECT: Agreement - Energy Automation

Julie Castellitto
Assistant Director

On behalf of the City of Syracuse and the Syracuse City School District, please prepare legislation to be introduced at the next scheduled Common Council meeting to authorize entering into a contract with **Energy Automation, Inc.** for energy consulting services. The agreement will be for a three (3) year term with two (2) one year extensions upon the approval of the Mayor and Common Council. The term will commence upon the contract execution date.

The Request for Proposal (RFP) committee met to review the proposals taking into account: experience, references and fee. It's the recommendation of the selection committee to award the contract to Energy Automation, Inc. This recommendation is based upon their proposal, along with their experience and reputation, which qualifies them to fulfill the contract as specified.

The cost of these services will not exceed \$38,000 annually and will be charged to the Department of Public Works operating budget lines #01.14900.541500 and 01.81800.541500.

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.

Mayor Ben Walsh
City of Syracuse, New York

Date: NOV 10 2021

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.

2021

**ORDINANCE AUTHORIZING PARTICIPATION
IN THE CENTRAL NEW YORK REGIONAL
PLANNING & DEVELOPMENT BOARD'S YEAR-
TWELVE MUNICIPAL SEPARATE STORM
SEWER SYSTEM (MS4) STORMWATER
COMPLIANCE ASSISTANCE PROGRAM**

WHEREAS, the City of Syracuse participates in the Central New York Regional Planning Board's CNY Stormwater Coalition to cooperate with other area Municipalities to meet the requirements of the New York State Pollutant Discharge Elimination System Phase II Stormwater requirement; and

WHEREAS, the Central New York Regional Planning and Development Board, herein called the "Board," has provided program planning and implementation assistance pertaining to the requirements of the New York State Pollutant Discharge Elimination System (SPDES) Stormwater Phase II General Permit for Municipal Separate Storm Sewer System (MS4) operators since 2002; and

WHEREAS, the Board has proposed to conduct a regional public education, outreach and training compliance program and annual reporting (Year-Thirteen) to "reduce municipal staff burdens, ensure message consistency, provide widespread priority audience targeting, and provide the most efficient use of limited municipal funds by distributing total program costs over a number of entities"; and

WHEREAS, the Common Council previously approved the City's participation in the Year-One Program by Ordinance No. 581-2007 and the agreement under that Ordinance expired in May 2009; and

WHEREAS, the Common Council previously approved the City's participation in the Year-Two Program by Ordinance No. 136-2009 and that agreement expired in August 2010; and

WHEREAS, the Common Council previously approved the City's participation in the Year-Three Program by Ordinance No. 579-2010 and that agreement expired in December 2011; and

WHEREAS, the Common Council previously approved the City's participation in the Year-Four Program by Ordinance No. 618-2011 and that agreement expired in December 2012; and

WHEREAS, the Common Council previously approved the City's participation in the Year-Five Program by Ordinance No. 499-2012 and that agreement expires in December 2013; and

WHEREAS, the Common Council previously approved the City's participation in the Year-Six Program by Ordinance No. 589-2013 and that agreement expires in December 2014; and

WHEREAS, the Common Council previously approved the City's participation in the Year-Seven Program by Ordinance No. 817-2014 and that agreement expires in December 2015; and

WHEREAS, the Common Council previously approved the City's participation in the Year-Eight Program by Ordinance No. 755-2015 and that agreement expires in December 2016; and

WHEREAS, the Common Council previously approved the City's participation in the Year-Nine Program by Ordinance No. 859-2016 and that agreement expires in December 2017; and

WHEREAS, the Common Council previously approved the City's participation in the Year-Ten Program by Ordinance No. 709-2017 and that agreement expires in December 2018; and

WHEREAS, the Common Council previously approved the City's participation in the Year-Eleven Program by Ordinance No. 604-2018 and that agreement expires in December 2019; and

WHEREAS, the Common Council previously approved the City's participation in the Year-Twelve Program by Ordinance No. 548-2019 and that agreement expires in December 2020; and

WHEREAS, the Common Council previously approval of the City's participation in the Year-Thirteen Program by Ordinance No. 450-2020 and that agreement expires in December 2021; and

WHEREAS, the City Engineer is requesting approval of the City's participation in the Year-Fourteen Program at a cost not to exceed \$3,600.00; NOW, THEREFORE,

BE IT ORDAINED, by the Common Council that the Mayor is hereby authorized to act on behalf of the City in all matters relative to the Year-Fourteen Municipal Separate Storm Sewer System (MS4) Stormwater Compliance Assistance Program and to execute any agreements or documents necessary to effectuate the City's participation in this program; and

BE IT FURTHER ORDAINED, that any agreements or documents shall be subject to the approval of the Corporation Counsel; and

BE IT FURTHER ORDAINED, that a certified copy of this Ordinance will be transmitted to the Board by the City Engineer no later than December 31, 2021; and

BE IT FURTHER ORDAINED, that the City's local share of the cost of the program shall be in an amount not to exceed \$3,600.00 with such amount to be funded from Sewer Fund Operating Account #541500.06.81100.



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

5 November 2021

Mary E. Robison, PE
City Engineer

John Kivlehan
Design & Construction

Kelly Haggerty
Public Buildings

Marc Romano
Mapping & Surveying

Mr. John Copanas
Office of the City Clerk
231 City Hall
Syracuse, New York 13202

Re: Request for Legislation Approving Participation in the Central New York Regional Planning and Development Board's Proposal for the CNY Stormwater Coalition Staff Services and Education Compliance Assistance Program for 2022 (Year Fourteen)

Dear Mr. Copanas:

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

- Approve the City's participation in the Central New York Regional Planning and Development Board's (CNY RPDB) Proposal for the CNY Stormwater Coalition Staff Services and Education Compliance Assistance Program for 2022 (Year – Fourteen). The City's local share will be an amount not to exceed \$3,600.00 and will be funded from the Sewer Fund Operating account #541500.06.81100.

The Common Council previously approved the participation in the Year – One Program on October 9, 2007 Ordinance #581 of 2007, the Year- Two Program on April 13, 2009 Ordinance #136 of 2009, the Year –Three Program on December 6, 2010 Ordinance #579 of 2010, the Year-Four Program on November 21, 2012 Ordinance #618 of 2011, the Year-Five Program on September 10, 2012 Ordinance #499 of 2012, the Year-Six Program (2014) on September 9, 2013 Ordinance #589 of 2013, the Year-Seven Program (2015) on August 25, 2014 Ordinance #817 of 2014, the Year-Eight Program (2016) on September 28, 2015 Ordinance #755 of 2015, the Year-Nine Program (2017) Ordinance #859 of 2016, the Year-Ten Program (2018) Ordinance #709 of 2017, the Year – Eleven Program (2019) Ordinance # 604 of 2018, the Year Twelve Program (2020) Ordinance #548 of 2019 and the Year Thirteen Program (2021) Ordinance #450 of 2020. The current agreement expires December 31, 2021 and we would like to enter into a new agreement with the Central New York Regional Planning and Development Board for 2022 because it will allow us to maintain our membership in the CNY Stormwater Coalition which provides a unified approach to stormwater compliance and provides an efficient and cost effective way to effectively address Stormwater Phase II requirements. This program will also assist the City in meeting the New York State Pollutant Discharge Elimination System Stormwater Phase II Permit requirements with regard to regional public education, outreach, training compliance programs and annual reporting in an efficient and cost effective manner. The U.S. Environmental Protection Agency (EPA) and NYS Department of Environmental Conservation (NYS DEC) have long promoted such programs as the most efficient way to address Stormwater Phase II requirements. NYS DEC and EPA view

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

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22

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intermunicipal support and participation in regionally coordinated coalitions as a criteria for funding decisions and a prerequisite for engaging in joint compliance opportunities.

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

Very truly yours,

A handwritten signature in black ink, appearing to read "Mary E. Robison". The signature is fluid and cursive, with the first name "Mary" and last name "Robison" clearly distinguishable.

Mary E. Robison, P.E.
City Engineer

**Resolution Supporting Participation in the
CNY Stormwater Coalition Staff Services and Education Compliance Assistance Program**

Resolution authorizing the items listed below pursuant to requirements of the New York State Pollutant Discharge Elimination System Municipal Separate Storm Sewer System General Permit.

WHEREAS, _____
(Legal Name of Municipality)

herein called the "Municipality", after thorough consideration of the various aspects of the problem and consideration of available information, has hereby determined that certain work, as described in Attachment A, herein called the "Project", is desirable, is in the public interest, and is required in order to implement the Project; and

WHEREAS, the Central New York Regional Planning & Development Board, herein called the "Board", has provided program planning and implementation assistance pertaining to the requirements of the New York State Pollutant Discharge Elimination System (SPDES) Stormwater Phase II General Permit for Municipal Separate Storm Sewer System (MS4) operators since 2002, and

WHEREAS, the Board has proposed staff and education assistance services in support of sustaining the CNY Stormwater Coalition and to provide a regional public education, outreach and training compliance program to reduce municipal staff burdens, ensure consistency, provide widespread priority audience targeting the most efficient use of limited municipal funds by distributing total program costs over a number of entities within a twelve-month timeframe as outlined in Attachment B;

NOW, THEREFORE, BE IT RESOLVED BY _____
(Governing Body of Municipality)

1. That _____
(Name and Title of Chief Elected Official)

or such person's successor in office is the representative authorized to act in behalf of the Municipality's governing body in all matters related the Project;

2. That the Municipality agrees that it will fund its portion of the program cost in the amount of \$3,600, and that those funds will be made available to the Board upon receipt of invoice.

3. That one (1) certified copy of this Resolution will be prepared and sent to the Board upon adoption.

4. That this Resolution take effect immediately.

CERTIFICATE OF RECORDING OFFICER

That the attached Resolution is a true and correct copy of the Resolution, as regularly adopted at a legally convened meeting of the _____
(Name of Governing Body of Applicant)

duly held on the _____ day of _____, 2021; and further that such Resolution has been fully recorded in the _____ in my office.
(Title of Record Book)

In witness thereof, I have hereunto set my hand this _____ day of _____, 2021.

Signature of Recording Officer

Title of Recording Officer

Impress Official Seal here.

ATTACHMENT A

SCOPE OF SERVICES AND PROJECT APPROACH

Program tasks are proposed under three project components: CNY Stormwater Coalition Staff Support; Public Education and Outreach; and Direct Municipal Assistance.

I: CNY STORMWATER COALITION STAFF SUPPORT

Tasks proposed under this project component are designed to advance and sustain the CNY Stormwater Coalition (the Coalition), currently consisting of 29 regulated MS4 owner/operators identified in Attachment A of this proposal. The Coalition was formally established on January 1, 2011.

I: CNY STORMWATER COALITION STAFF SUPPORT

Task I.1. Purchase Annual Zoom Pro License – Zoom Pro provides a forum for hosting interactive, remote meetings, presentations, and trainings in compliance with potential social distancing requirements that may be necessary due to prolonged restrictions on large group gatherings. Additionally, remote meetings have proven to be convenient and accessible to Coalition members. Remote workshops and meetings reduce the overall time needed to attend such “events” while providing opportunities for increased attendance.

Task I.2 Staffing Support for the CNY Stormwater Coalition, Executive Committee and Working Committees Deemed Necessary to Advance the Coalition’s Objectives – CNY RPDB will provide direct staff support needed to plan and conduct four (4) scheduled meetings of the CNY Stormwater Coalition, four (4) scheduled meetings of the CNY Stormwater Coalition Executive Committee, and Coalition working committees as needed to advance and sustain a fully functioning Coalition. Meetings may be held remotely, in-person or as a combination of the two at the direction of the Coalition’s Executive Committee. Staff support for all scheduled meetings includes meeting preparation and agenda development, speaker recruitment, training programs, venue selection as appropriate, preparation and distribution of meeting minutes and completion of all identified meeting follow up tasks. CNY RPDB will monitor public and private grant opportunities, respond to appropriate Requests for Proposals, and oversee implementation of any grant funded projects and/or programs.

Task I.3. Communications – CNY RPDB will coordinate all internal and external communications and serve as the primary liaison between the Coalition and various regulatory agencies including the NYS DEC and the U.S. EPA. To help ensure Coalition members understand the implications of any modifications or additional requirements that may impact their ability to comply with the NYS Stormwater General Permits (MS4 and Construction), CNY RPDB will monitor, and report proposed and enacted changes to the stormwater general permits, including associated compliance, reporting, and inspection requirements. CNY RPDB will compile feedback and inquiries from Coalition members and coordinate and prepare unified responses to new and evolving regulatory requirements on behalf of the Coalition to appropriate regulatory agencies as warranted. CNY RPDB will prepare training and informational updates for Coalition members to support regulatory compliance with the next version of the MS4 General Stormwater Permit upon its effective date. CNY RPDB will engage other statewide stormwater coalitions and other non-regulatory partners involved in all aspects of stormwater

Task II.3. Maintain Regional Stormwater Website – CNY RPDB will maintain and promote the CNY Stormwater website. CNY RPDB will compile new and existing information, guidance materials and permit updates for reference and use by regulated MS4s in the SUA. CNY RPDB will provide informational items developed as part of the year-14 education program directly to participating MS4s for inclusion on municipal websites at their discretion.

Task II.4 Syracuse Post Standard Stormwater Insert – CNY RPDB will publish a stormwater informational insert in the Syracuse Post Standard daily edition (1-edition). The pullout will focus on stormwater processes, impacts, issues of concerns, SUA primary pollutants of concern, and citizen generated solutions. CNY RPDB will work with the Post Standard to format the publication for enhanced readability in the online edition. The pullout will be published in the spring of 2022 and will reach approximately 144,000 individuals across the CNY region.

Task I.5 Electronic Stormwater Newsletter - CNY RPDB will distribute a quarterly stormwater newsletter for the public. The seasonally themed electronic newsletter maintains a focus on primary pollutants of concern in the SUA, stormwater processes, and offers advice for reducing negative water quality impacts through simple actions. The newsletter will encourage participation in locally sponsored events that support stormwater management and protection efforts. CNY RPDB will conduct direct outreach in support of building the distribution list with existing organizations, groups, and users of social media.

Task II.6 Direct Outreach to Targeted Stakeholder Groups – CNY RPDB will provide direct information on topics of interest to a minimum of 3 targeted stakeholder groups. Information will be designed to address the specific functions and stormwater concerns relative to each group. Materials will be delivered electronically and/or in hard copy as most appropriate.

III. DIRECT MUNICIPAL ASSISTANCE

Task III.1. Municipal Training - CNY RPDB will broadcast live and pre-recorded trainings for municipal staff and elected officials on a variety of topics utilizing the Coalition funded Zoom license and A/V equipment. Trainings will include live workshops, webinars, and presentations as well as archived webinars and streamed presentations. As part of this task, CNY RPDB will renew a paid annual membership with the Center for Watershed Protection. Topics will be selected to address current training and informational needs as determined through discussions with NYS Department of Environmental Conservation and the CNY Stormwater Coalition. Workshops will be designed to improve compliance with the MS4 Stormwater General Permit.

Task III.2. Online System Map – CNY RPDB will compile new and existing data and information needed to expand the storm sewer system mapping effort. This may include additional field data collection and data post-processing, digitizing existing paper maps, and/or other tasks as needed to advance efforts to build a full, regional system map. CNY RPDB will secure all necessary software and hardware updates, storage credits and perform ongoing maintenance of the online map platform as needed. CNY RPDB will provide assistance to member municipalities to support additional data collection efforts.

PROGRAM FEE

The services described in this proposal will be conducted for a total fee not to exceed \$108,800 (\$3,600 per Coalition member). This fee will remain constant for each participating Coalition member regardless of the number of municipal members participating in the Coalition.

To participate in the proposed program, MS4s are required to adopt and return a municipal resolution no later than October 31, 2021 to CNY RPDB. CNY RPDB will issue a single invoice for the annual scope of work upon the Coalition Executive Committee's review and approval of the CNY RPDB's staffing capacity on or before June 2022. Full payment will be due to CNY RPDB no later than July 31, 2022.

TIMELINE

All proposed tasks will be completed between January 1, 2022, and December 31, 2022, as outlined below.

[illegible]

CENTRAL NEW YORK REGIONAL PLANNING & DEVELOPMENT BOARD

CNY Stormwater Coalition Staff Services and Education Compliance Assistance Proposal for 2022

September 2021

This proposal for staff services and education assistance responds to the need for staff and administrative services necessary to sustain the CNY Stormwater Coalition, and to comply with the Minimum Control Measure 1 requirements of NYS General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (GP-0-15-003).



Central New York Regional Planning & Development Board

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SECTION 1 INTRODUCTION

This proposal for staff and education assistance services in support of sustaining the CNY Stormwater Coalition is submitted to the Chief Elected Officials from the Automatically Designated MS4 Communities in the Syracuse Urban Area (SUA). The proposed tasks address staffing and financial administrative services, as well as education and outreach requirements of Minimum Control Measure 1 of the NYS General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s) (GP-0-15-003). The timeline for the proposed program is January 1, 2022 – December 31, 2022.

The following administrative services are proposed in support of the CNY Stormwater Coalition:

- Staffing services to support meetings of the full CNY Stormwater Coalition, the Coalition Executive Committee and any working committees established by the Executive Committee
- Internal and external communications
- Financial administration
- Minimum Control Measure 1 Annual reporting
- Quarterly progress and financial reporting

The following program services are proposed in support of MS4 education and outreach requirements:

- Public education and outreach
- Direct outreach staffing
- Direct municipal training assistance

Project Objective and Benefits

The CNY RPDB's primary objective is to provide regulated MS4 communities with an efficient and cost-effective means for meeting the requirements of the SPDES Phase II MS4 Stormwater General Permit by ensuring that the CNY Stormwater Coalition continues to function as a unified body, has access to information and responds appropriately to changes in the NYS Stormwater regulatory program including revisions to both the Stormwater MS4 and Construction General Permits. Given the regional nature of the Syracuse Urbanized Area (SUA), a unified approach to stormwater compliance is extremely valuable. Regionally implemented programs reduce municipal staff burdens, ensure consistency, and provide the most efficient use of limited municipal funds by distributing total program cost over several entities.

The U.S. Environmental Protection Agency (EPA) and NYS Department of Environmental Conservation (NYS DEC) recognize the economic and environmental benefits of regional compliance efforts and have long promoted such programs as the most efficient and effective way to address Stormwater Phase II requirements. Both NYS DEC and EPA view intermunicipal support and participation in regionally coordinated coalitions as a criterion for funding and a prerequisite for engaging in joint compliance opportunities.

SECTION 2 SCOPE OF SERVICES AND PROJECT APPROACH

Program tasks are proposed under three project components: CNY Stormwater Coalition Staff Support; Public Education and Outreach; and Direct Municipal Assistance.

I: CNY STORMWATER COALITION STAFF SUPPORT

Tasks proposed under this project component are designed to advance and sustain the CNY Stormwater Coalition (the Coalition), currently consisting of 29 regulated MS4 owner/operators identified in Attachment A of this proposal. The Coalition was formally established on January 1, 2011.

I: CNY STORMWATER COALITION STAFF SUPPORT

Task I.1. Purchase Annual Zoom Pro License – Zoom Pro provides a forum for hosting interactive, remote meetings, presentations, and trainings in compliance with potential social distancing requirements that may be necessary due to prolonged restrictions on large group gatherings. Additionally, remote meetings have proven to be convenient and accessible to Coalition members. Remote workshops and meetings reduce the overall time needed to attend such “events” while providing opportunities for increased attendance.

Task I.2. Staffing Support for the CNY Stormwater Coalition, Executive Committee and Working Committees Deemed Necessary to Advance the Coalition’s Objectives – CNY RPDB will provide direct staff support needed to plan and conduct four (4) scheduled meetings of the CNY Stormwater Coalition, four (4) scheduled meetings of the CNY Stormwater Coalition Executive Committee, and Coalition working committees as needed to advance and sustain a fully functioning Coalition. Meetings may be held remotely, in-person or as a combination of the two at the direction of the Coalition’s Executive Committee. Staff support for all scheduled meetings includes meeting preparation and agenda development, speaker recruitment, training programs, venue selection as appropriate, preparation and distribution of meeting minutes and completion of all identified meeting follow up tasks. CNY RPDB will monitor public and private grant opportunities, respond to appropriate Requests for Proposals, and oversee implementation of any grant funded projects and/or programs.

Task I.3. Communications – CNY RPDB will coordinate all internal and external communications and serve as the primary liaison between the Coalition and various regulatory agencies including the NYS DEC and the U.S. EPA. To help ensure Coalition members understand the implications of any modifications or additional requirements that may impact their ability to comply with the NYS Stormwater General Permits (MS4 and Construction), CNY RPDB will monitor, and report proposed and enacted changes to the stormwater general permits, including associated compliance, reporting, and inspection requirements. CNY RPDB will compile feedback and inquiries from Coalition members and coordinate and prepare unified responses to new and evolving regulatory requirements on behalf of the Coalition to appropriate regulatory agencies as warranted. CNY RPDB will prepare training and informational updates for Coalition members to support regulatory compliance with the next version of the MS4 General Stormwater Permit upon its effective date. CNY RPDB will engage other statewide stormwater coalitions and other non-regulatory partners involved in all aspects of stormwater management to identify and initiate compliance opportunities that support the objectives of the Coalition.

Task I.4. Annual and Semi-Annual Reporting - CNY RPDB will document all education, training and outreach compliance activities conducted on behalf of the Coalition and complete the Minimum Control Measure 1. Public Education and Outreach section of the MS4 annual report in compliance with MS4 annual reporting requirements, and semi-annual reporting

requirements for MS4s in the Onondaga Lake Watershed, as specified in the most current NY SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s). CNY RPDB will deliver the MCM 1 section to participating MS4s for inclusion in their individual annual and semi-annual reports. CNY RPDB will respond to any public comments received relative to the documented education and outreach services. If NYS DEC enacts a new MS4 Annual Report format during the 2022 program year, CNY RPDB will provide information and assistance as needed to transition into the new format.

Task I.5. Financial Administration and Reporting – CNY RPDB will coordinate and administer all contracted activities funded as part of this Scope of Services through December 31, 2022, including quarterly financial reporting, bookkeeping, and accounting, documentation of local match (if necessary to support Coalition approved grant funded programs), subcontracting (if deemed necessary and approved by the Coalition), and solicitations (if deemed necessary and approved by the Coalition). Progress reports and financial reporting will be made available to the Executive Committee of the Coalition on a quarterly basis.

II: PUBLIC EDUCATION AND OUTREACH

Task II.1 Stormwater Public Survey – CNY RPDB will, in response to the 2020 online survey, plan and implement changes to the public education program content. This will include developing new topical information, enhanced electronic outreach and use of social media, among other needs relative to COVID-19 restrictions.

Task II.2 Expand Online and Print Media Outreach – CNY RPDB will utilize paid post options to expand the reach of a refocused social media presence on Facebook. Boosted (paid) content has been shown to be one of the most cost-effective methods of reaching large segments of the public. CNY RPDB will prepare weekly informational content and track responses. Other social media accounts will be developed or expanded including options such as, but not limited to LinkedIn and Twitter.

CNY RPDB will identify and establish contacts at local print newspapers. CNY RPDB will promote the CNY Stormwater Coalition and provide stormwater management content for publication. Small community newspapers provide a means for engaging community minded individuals in stormwater management while improving recognition and support for the CNY Stormwater Coalition.

CNY RPDB will re-establish contacts with the Onondaga County Public Library and appropriate branch libraries in Madison and Oswego County for the purposes of distributing stormwater educational materials to the general public.

Task II.3. Maintain Regional Stormwater Website – CNY RPDB will maintain and promote the CNY Stormwater website. CNY RPDB will compile new and existing information, guidance materials and permit updates for reference and use by regulated MS4s in the SUA. CNY RPDB will provide informational items developed as part of the year-14 education program directly to participating MS4s for inclusion on municipal websites at their discretion.

Task II.4 Syracuse Post Standard Stormwater Insert – CNY RPDB will publish a stormwater informational insert in the Syracuse Post Standard daily edition (1-edition). The pullout will focus on stormwater processes, impacts, issues of concerns, SUA primary pollutants of concern, and citizen generated solutions. CNY RPDB will work with the Post Standard to format the publication for enhanced readability in the online edition. The pullout will be published in the spring of 2022 and will reach approximately 144,000 individuals across the CNY region.

Task I.5 Electronic Stormwater Newsletter - CNY RPDB will distribute a quarterly stormwater newsletter for the public. The seasonally themed electronic newsletter maintains a focus on primary pollutants of concern in the SUA, stormwater processes, and offers advice for reducing negative water quality impacts through simple actions. The newsletter will encourage participation in locally sponsored events that support stormwater management and protection efforts. CNY RPDB will conduct direct outreach in support of building the distribution list with existing organizations, groups, and users of social media.

Task II.6 Direct Outreach to Targeted Stakeholder Groups – CNY RPDB will provide direct information on topics of interest to a minimum of 3 targeted stakeholder groups. Information will be designed to address the specific functions and stormwater concerns relative to each group. Materials will be delivered electronically and/or in hard copy as most appropriate.

III. DIRECT MUNICIPAL ASSISTANCE

Task III.1. Municipal Training - CNY RPDB will broadcast live and pre-recorded trainings for municipal staff and elected officials on a variety of topics utilizing the Coalition funded Zoom license and A/V equipment. Trainings will include live workshops, webinars, and presentations as well as archived webinars and streamed presentations. As part of this task, CNY RPDB will renew a paid annual membership with the Center for Watershed Protection. Topics will be selected to address current training and informational needs as determined through discussions with NYS Department of Environmental Conservation and the CNY Stormwater Coalition. Workshops will be designed to improve compliance with the MS4 Stormwater General Permit.

Task III.2. Online System Map – CNY RPDB will compile new and existing data and information needed to expand the storm sewer system mapping effort. This may include additional field data collection and data post-processing, digitizing existing paper maps, and/or other tasks as needed to advance efforts to build a full, regional system map. CNY RPDB will secure all necessary software and hardware updates, storage credits and perform ongoing maintenance of the online map platform as needed. CNY RPDB will provide assistance to member municipalities to support additional data collection efforts.

SECTION 3 PROGRAM FEE

The services described in this proposal will be conducted for a total fee not to exceed \$104,400 (\$3,600 per Coalition member). This fee will remain constant for each participating Coalition member regardless of the number of municipal members participating in the Coalition.

To participate in the proposed program, MS4s are required to adopt and return a municipal resolution no later than October 31, 2021, to CNY RPDB. CNY RPDB will issue a single invoice for the annual scope of work upon the Coalition Executive Committee's review and approval of the CNY RPDB's staffing capacity on or before June 2022. Full payment will be due to CNY RPDB no later than July 31, 2022.

SECTION 4 TIMELINE

All proposed tasks will be completed between January 1, 2022, and December 31, 2022, as outlined below.

Proposed One-Year Timeline for CNY RPDB Stormwater Implementation Assistance Program												
Task	Month(s)											
	2022											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
I. CNY Stormwater Staffing and Support Services												
I.1 Zoom License									X			
I.2 Coalition Staff Support	X	X	X	X	X	X	X	X	X	X	X	X
I.3 Communications	X	X	X	X	X	X	X	X	X	X	X	X
I.4 Annual and Semi-Annual MS4 Reporting	X	X	X	X	X	X	X	X	X	X	X	X
II. Public Education and Outreach												
II.1 Stormwater Public Survey	X	X	X	X	X	X	X	X	X	X	X	X
II.2 Expand Online and Print Media	X	X	X	X	X	X	X	X	X	X	X	X
II.3 Maintain Coalition Website	X	X	X	X	X	X	X	X	X	X	X	X
II.4 Syracuse Post Standard Insert			X	X								
II.5 Public Newsletter				X	X	X	X	X	X	X		
II.6 Direct Outreach to Targeted Stakeholder Group	X	X	X	X	X	X	X	X	X	X	X	X
III. Direct Municipal Training												
III.1. Municipal Training Workshops	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
III.2. Online System Map	X	X	X	X	X	X	X	X	X	X	X	X

SECTION 5 STATEMENT OF QUALIFICATIONS AND PROGRAM STAFF

The CNY RPDB has been active in water resources management since the 1970s and has worked in coordination with the NYS DEC for over 50 years to address state, regional, county, and local water quality management planning priorities. Activities have included: groundwater and wellhead protection; nonpoint source pollution control; outreach/education/ training; public participation assistance; partnership building; watershed planning; support of county water quality coordinating committees; and SPDES Phase II Stormwater Permit assistance.

The CNY RPDB has taken a leading role in providing MS4s with municipal, public and contractor education and training, stormwater mapping assistance, and technical support related to developing required local laws. CNY RPDB has been responsible for securing and administering grants on behalf of

regulated MS4s and led the development of the CNY Stormwater Coalition in 2011. Since then, CNY RPDB has leveraged CNY Stormwater Coalition membership fees to secure over \$900,000 in state funding to support MS4 compliance efforts including mapping and modeling projects. CNY RPDB maintains strong working relationships with the regulated MS4s and is recognized as a valuable and trusted partner in the stormwater management arena.

CNY RPDB works in partnership with NYS DEC to accomplish and blend state, regional, county, and local priorities. CNY RPDB serves as the Statewide Water Quality Management Planning Coordinator on behalf the NYS Association of Regional Councils (NYSARC). In this capacity, CNY RPDB serves as an administrative liaison to NYS DEC for various priority water quality initiatives and serves at DEC's invitation on several water quality advisory councils and working groups.

Through its long-standing involvement in local, state, and federal water quality programs, CNY RPDB can leverage additional support and funding through Section 604(b) of the Federal Clean Water Act that directly supports the work and success of the CNY Stormwater Coalition.

CNY RPDB's professional staff will work with its established network of local and regional water quality partners to achieve the goals of this project efficiently and effectively. CNY RPDB's client organization, the Syracuse Metropolitan Transportation Council, will provide professional GIS analysis and mapping assistance as needed to fully support the CNY Stormwater Coalition.

Key members of the CNY RPDB staff that will be directly involved in this project include:

ENVIRONMENTAL MANAGEMENT PROGRAM MANAGER, (currently vacant). Manages all aspects of the CNY RPDB's regional and statewide water resources program and serves as primary staff for all aspects of the CNY RPDB's Environmental Management Program. Provides day-to-day oversight and guidance on all aspects of the proposed project, works directly with municipal representatives and subcontractors, responsible for ensuring all project reporting and administrative requirements are met, serves as primary staff for all public education functions, annual report preparation tasks and serves as the CNY RPDB's representative on the CNY Stormwater Coalition Executive Committee.

BRUCE KEPLINGER, COMMUNICATIONS MANAGER, (7/01 to present). Provides graphics, web design and communications support to all CNY RPDB program areas and is responsible for website development and maintenance, graphic design and print layout for all publication materials.

PATRICIA WORTLEY, BUSINESS MANAGER, (6/20 to present). Responsible for all aspects of CNY RPDB's financial administration and human resource management and serves as primary staff for all CNY Stormwater Coalition financial administration and reporting tasks.

DAVID BOTTAR, EXECUTIVE DIRECTOR. Serves as interim program contact and provides general administrative and financial oversight.

ATTACHMENT A

Syracuse Urban Area MS4s		2021 CNY Stormwater Coalition Member Status
1	Baldwinsville Village	Member
2	Camillus Town	Member
3	Camillus Village	Member
4	Central Square	Member
5	Cicero Town	Member
6	Clay Town	Member
7	DeWitt Town	Member
8	East Syracuse Village	Member
9	Fayetteville Village	Member
10	Geddes Town	Member
11	Hastings Town	Member
12	LaFayette Town	Member
13	Liverpool Village	Member
14	Lysander Town	Member
15	Manlius Town	Member
16	Manlius Village	Member
17	Marcellus Town	Member
18	Marcellus Village	Member
19	Minoa Village	Member
20	North Syracuse Village	Member
21	Onondaga County	Member
22	Onondaga Town	Member
23	Phoenix Vil	Member
24	Pompey Town	Member
25	Salina Town	Member
26	Solvay Village	Member
27	Sullivan Town	Member
28	Syracuse City	Member
29	Van Buren Town	Member
30	NYS Fairgrounds	Non- Member

Ordinance No.

2021

**BOND ORDINANCE OF THE CITY OF
SYRACUSE AUTHORIZING THE ISSUANCE
AND SALE OF BONDS IN THE AMOUNT OF
TWO HUNDRED FIFTY-SIX THOUSAND
DOLLARS (\$256,000.00) TO DEFRAY THE COST
AND EXPENSE OF THE SCOPING AND
PRELIMINARY DESIGN PHASES OF THE EAST
COLVIN STREET PAVING PROJECT
(COMSTOCK AVENUE TO THE CITY LINE),
PIN NO. 3756.81**

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 Scoping and Preliminary Design Phases of the East Colvin Street Paving Project (Comstock Avenue to the City Line), PIN No. 3756.81 at an estimated maximum cost not to exceed Two Hundred Fifty-Six Thousand Dollars (\$256,000.00), 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. Two Hundred Fifty-Six Thousand Dollars (\$256,000.00) 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 Two Hundred Fifty-Six Thousand Dollars (\$256,000.00), thereby providing such sum for the initial cost of such specific object or purpose, with additional bonds to be issued in the future to finance the balance of the Project.

Section 4. It is hereby determined that the specific object or purpose for which bonds are to be issued falls within subdivision 20 (c) of paragraph (a) Section 11.00 of the Local Finance Law

and the period of probable usefulness of such specific object or purpose is fifteen (15) 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.



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

5 November 2021

Mary E. Robison, PE
City Engineer

John Kivlehan
Design & Construction

Kelly Haggerty
Public Buildings

Marc Romano
Mapping & Surveying

Mr. John Copanas
Office of the City Clerk
231 City Hall
Syracuse, New York 13202

Request for Legislation: An Ordinance Authorizing the Issuance and Sale of Bonds to Provide Funds for the Scoping & Preliminary Design Phases of the East Colvin Street Paving Project (Comstock Avenue to the City Line), PIN 3756.81.

Dear Mr. Copanas:

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

An Ordinance Authorizing the Issuance and Sale of Bonds to Provide Funds for the Scoping & Preliminary Design Phases of the East Colvin Street Paving Project (Comstock Avenue to the City Line), PIN 3756.81 for an amount not to exceed \$256,000.00. (The total project cost is estimated to be \$5,148,000.00).

The City is expected to incur all initial costs for this project, with subsequent 80% reimbursement from the Federal government through the Transportation Improvement Program (TIP). The scoping & preliminary design phase is receiving 15% Marchiselli Funding (\$38,400.00)).

Account number to be designated by the Commissioner of Finance.

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

Very Truly Yours,

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:	11/05/21	Department:	Engineering
Project Name:	East Colvin Street Paving Project (Comstock Avenue to the City Line), PIN 3756.81		
Project Cost:	\$256,000.00		
Contact Name:	Mary E. Robison		
Project Description:	2R Paving Project		

Projected Time Line & Funding Source(s)

Estimated Start Date: Winter 2021/2022 Estimated Completion Date: F Fall 2025

Funding Source:		Dollar Amount:
Local Share: Cash Capital		
Local Share: Bonds (complete schedule below)	\$	12,800.00
State Aid/Grant (identify) Marchiselli	\$	38,400.00
Federal Aid/Grant (identify) TIP Funding Reimbursement	\$	204,800.00
Other (identify)		
Other (identify)		
Total Project Funding (must equal cost):		\$ 256,000.00

Estimated Project Borrowing Timeline

Year	Fiscal Year	Estimated Amount to Borrow
1	2021	\$256,000.00
2		
3		
4		
5		
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$ 256,000.00

The City is expected to incur all initial costs for this project with subsequent 95% reimbursement from the Federal government through the Transportation Improvement Program (TIP).

Approval to proceed with request for legislation is hereby granted.

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

Director of Administration: *Sharon F. Owens*

Director of Management & Budget: *[Signature]*

Commissioner of Finance: *[Signature]*

Date: **NOV 10 2021**

Date: 11-8-21

Date: 11/10/21

Ordinance No.

2021

**ORDINANCE AUTHORIZING AN AGREEMENT
WITH THE NEW YORK STATE DEPARTMENT
OF TRANSPORTATION RELATIVE TO
FUNDING FOR THE SCOPING AND
PRELIMINARY DESIGN PHASES OF THE EAST
COLVIN STREET PAVING PROJECT
(COMSTOCK AVENUE TO THE CITY LINE),
PIN 3756.81**

WHEREAS, the City Engineer has requested legislation authorizing the Mayor to enter into an agreement with the New York State Department of Transportation (NYSDOT) relative to funding for the Scoping and Preliminary Design Phases of the East Colvin Street Paving Project (Comstock Avenue to the City Line), PIN 3756.81 (hereinafter referred to as the "Project") at a cost not to exceed \$256,000.00, to be initially funded with bond proceeds with repayment to be funded from 80% Federal funds, 15% State Marchiselli funding, and 5% local share;

NOW, THEREFORE,

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 New York State Department of Transportation relative to funding for the Project at a cost not to exceed \$256,000.00 with the Project having an estimated total cost not to exceed of \$5,148,000.00 to be funded through future agreements with New York State for 80% reimbursement from the Federal Government through the Transportation Improvement Program (TIP), 15 % State Marchiselli Funding (\$38,400.00), and 5% local share; 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; and

BE IT FURTHER ORDAINED, that the Common Council hereby authorizes the City of

Syracuse to pay in the first instance the full Federal and non-federal share of the cost of the scoping and preliminary design phases for the Project or portions thereof, if necessary; and

BE IT FURTHER ORDAINED, that the Mayor of the City of Syracuse be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests on behalf of the City of Syracuse with the NYSDOT in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of the non-federal share of Project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, if necessary; and

BE IT FURTHER ORDAINED, that a certified copy of this Ordinance be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and

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



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

5 November 2021

Mary E. Robison, PE
City Engineer

John Kivlehan
Design & Construction

Kelly Haggerty
Public Buildings

Marc Romano
Mapping & Surveying

Mr. John Copanas
Office of the City Clerk
231 City Hall
Syracuse, New York 13202

Request for Legislation: An Ordinance Authorizing the Mayor to enter into an Agreement with the New York State Department of Transportation for the Scoping & Preliminary Design Phases of East Colvin Street Paving Project (Comstock Avenue to the City Line), PIN 3756.81.

Dear Mr. Copanas:

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

An Ordinance Authorizing the Mayor to enter into an Agreement with the New York State Department of Transportation for the Scoping & Preliminary Design Phases of the East Colvin Street Paving Project (Comstock Avenue to the City Line), PIN 3756.81 for an amount not to exceed \$256,000.00 (The total project cost is estimated to be \$5,148,000.00).

The City is expected to incur all initial costs for this project, with subsequent 80% reimbursement from the Federal government through the Transportation Improvement Program (TIP). The scoping & preliminary design phase is receiving 15% Marchiselli Funding (\$38,400.00)).

Account number to be designated by the Commissioner of Finance.

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

Very Truly Yours,

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

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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget 
DATE: November 8, 2021
SUBJECT: Agreement with New York State Department of Transportation (NYSDOT)

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

On behalf of the Department of Engineering, I am requesting that the City of Syracuse authorize permission to enter into an Agreement with New York State Department of Transportation (NYSDOT) for the Scoping & Preliminary Design Phases of the East Colvin Street Paving Project (Comstock Avenue to the City Line), PIN 3756.81 for an amount not to exceed \$256,000.00 (The total project cost is estimated to be \$5,148,000.00).

The City is expected to incur all initial costs for this project, with subsequent 80% reimbursement from the Federal government through the Transportation Improvement Program (TIP). The scoping & preliminary design phase is receiving 15% Marchiselli Funding (\$38,400.00).

Account number to be designated 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.



Mayor Ben Walsh
City of Syracuse, New York

NOV 10 2021

Date

cc: File

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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Ordinance No.

2021

**ORDINANCE AUTHORIZING THE
ENGINEERING SERVICES AND
CONSTRUCTION NEEDED FOR THE SCOPING
AND PRELIMINARY DESIGN PHASES OF THE
EAST COLVIN STREET PAVING PROJECT
(COMSTOCK AVENUE TO THE CITY LINE),
PIN NO. 3756.81**

BE IT ORDAINED, that this Common Council hereby authorizes the engineering services and construction needed for the Scoping and Preliminary Design Phases of the East Colvin Street Paving Project (Comstock Avenue to the City Line), PIN No. 3756.81 at a total cost not to exceed \$256,000.00 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 \$256,000.00 authorized contemporaneously herewith by ordinance of this Common Council.



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

5 November 2021

Mary E. Robison, PE
City Engineer

John Kivlehan
Design & Construction

Kelly Haggerty
Public Buildings

Marc Romano
Mapping & Surveying

Mr. John Copanas
Office of the City Clerk
231 City Hall
Syracuse, New York 13202

Request for Legislation: An Ordinance Authorizing the Scoping & Preliminary Design Phases of the East Colvin Street Paving Project (Comstock Avenue to the City Line), PIN 3756.81.

Dear Mr. Copanas:

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

An Ordinance Authorizing the Scoping & Preliminary Design Phases of the East Colvin Street Paving Project (Comstock Avenue to the City Line), PIN 3756.81 for an amount not to exceed \$256,000.00 (The total project cost is estimated to be \$5,148,000.00).

The City is expected to incur all initial costs for this project, with subsequent 80% reimbursement from the Federal government through the Transportation Improvement Program (TIP). The scoping & preliminary design phase is receiving 15% Marchiselli Funding (\$38,400.00)).

Account number to be designated by the Commissioner of Finance.

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

Very Truly Yours,

A handwritten signature in cursive script 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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Ordinance No.

2021

**BOND ORDINANCE OF THE CITY OF
SYRACUSE AUTHORIZING THE ISSUANCE
AND SALE OF BONDS IN THE AMOUNT OF
FOUR HUNDRED TWENTY-SIX THOUSAND
DOLLARS (\$426,000.00) TO DEFRAY THE COST
AND EXPENSE OF THE SCOPING AND
PRELIMINARY DESIGN PHASES OF THE EAST
BRIGHTON AVENUE PAVING PROJECT
(THURBER STREET TO EAST SENECA
TURNPIKE), PIN NO. 3756.80**

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 Scoping and Preliminary Design Phases of the East Brighton Avenue Paving Project (Thurber Street to East Seneca Turnpike), PIN No. 3756.80 at an estimated maximum cost not to exceed Four Hundred Twenty-Six Thousand Dollars (\$426,000.00), 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 Twenty-Six Thousand Dollars (\$426,000.00) 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 Twenty-Six Thousand Dollars (\$426,000.00), thereby providing such sum for the initial cost of such specific object or purpose, with additional bonds to be issued in the future to finance the balance of the Project.

Section 4. It is hereby determined that the specific object or purpose for which bonds are to be issued falls within subdivision 20 (c) of paragraph (a) Section 11.00 of the Local Finance Law

and the period of probable usefulness of such specific object or purpose is fifteen (15) 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.



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

5 November 2021

Mary E. Robison, PE
City Engineer

John Kivlehan
Design & Construction

Kelly Haggerty
Public Buildings

Marc Romano
Mapping & Surveying

Mr. John Copanas
Office of the City Clerk
231 City Hall
Syracuse, New York 13202

Request for Legislation: An Ordinance Authorizing the Issuance and Sale of Bonds to Provide Funds for the Scoping & Preliminary Design Phases of the East Brighton Avenue Paving Project (Thurber Street to East Seneca Turnpike), PIN 3756.80.

Dear Mr. Copanas:

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

An Ordinance Authorizing the Issuance and Sale of Bonds to Provide Funds for the Scoping & Preliminary Design Phases of the East Brighton Avenue Paving Project (Thurber Street to East Seneca Turnpike), PIN 3756.80 for an amount not to exceed \$426,000.00 (The total project cost is estimated to be \$7,428,000.00).

The City is expected to incur all initial costs for this project, with subsequent 80% reimbursement from the Federal government through the Transportation Improvement Program (TIP). The scoping & preliminary design phase is receiving 15% Marchiselli Funding (\$63,900.00)).

Account number to be designated by the Commissioner of Finance.

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

Very Truly Yours,

A handwritten signature in cursive script 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

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City of Syracuse

AUTHORIZATION TO PROCEED WITH CIP PROJECT

Date:	11/05/21	Department:	Engineering
Project Name:	East Brighton Avenue Paving Project (Thurber Street to East Seneca Turnpike), PIN 3756.80.		
Project Cost:	\$426,000.00		
Contact Name:	Mary E. Robison		
Project Description:	2R Paving Project		

Projected Time Line & Funding Source(s)

Estimated Start Date: Winter 2021/2022 Estimated Completion Date: F Fall 2025

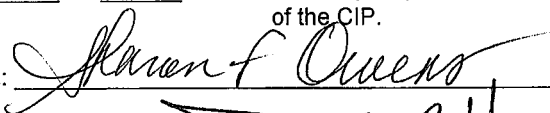
Funding Source:		Dollar Amount:
Local Share: Cash Capital		
Local Share: Bonds (complete schedule below)	\$	21,300.00
State Aid/Grant (identify) Marchiselli	\$	63,900.00
Federal Aid/Grant (identify) TIP Funding Reimbursement	\$	340,800.00
Other (identify)		
Other (identify)		
Total Project Funding (must equal cost):\$		426,000.00

Estimated Project Borrowing Timeline

Year	Fiscal Year	Estimated Amount to Borrow
1	2021	\$426,000.00
2		
3		
4		
5		
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$ 426,000.00
The City is expected to incur all initial costs for this project with subsequent 95% reimbursement from the Federal government through the Transportation Improvement Program (TIP).		

Approval to proceed with request for legislation is hereby granted.

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

Director of Administration: 

Date: 11-10-21

Director of Management & Budget: 

Date: 11-8-21

Commissioner of Finance: 

Date: 11/10/21

Ordinance No.

2021

**ORDINANCE AUTHORIZING AN AGREEMENT
WITH THE NEW YORK STATE DEPARTMENT
OF TRANSPORTATION RELATIVE TO
FUNDING FOR THE SCOPING AND
PRELIMINARY DESIGN PHASES OF THE EAST
BRIGHTON AVENUE PAVING PROJECT
(THURBER STREET TO EAST SENECA
TURNPIKE), PIN 3756.80**

WHEREAS, the City Engineer has requested legislation authorizing the Mayor to enter into an agreement with the New York State Department of Transportation (NYSDOT) relative to funding for the Scoping and Preliminary Design Phases of the East Brighton Avenue Paving Project (Thurber Street to East Seneca Turnpike), PIN 3756.80 (hereinafter referred to as the "Project") at a cost not to exceed \$426,000.00, to be initially funded with bond proceeds with repayment to be funded from 80% Federal funds, 15% State Marchiselli funding, and 5% local share;

NOW, THEREFORE,

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 New York State Department of Transportation relative to funding for the Project at a cost not to exceed \$426,000.00 with the Project having an estimated total cost not to exceed of \$7,428,000.00 to be funded through future agreements with New York State for 80% reimbursement from the Federal Government through the Transportation Improvement Program (TIP), 15 % State Marchiselli Funding (\$63,900.00), and 5% local share; 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; and

BE IT FURTHER ORDAINED, that the Common Council hereby authorizes the City of

Syracuse to pay in the first instance the full Federal and non-federal share of the cost of the scoping and preliminary design phases for the Project or portions thereof, if necessary; and

BE IT FURTHER ORDAINED, that the Mayor of the City of Syracuse be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests on behalf of the City of Syracuse with the NYSDOT in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of the non-federal share of Project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, if necessary; and

BE IT FURTHER ORDAINED, that a certified copy of this Ordinance be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and

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



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

5 November 2021

Mary E. Robison, PE
City Engineer

John Kivlehan
Design & Construction

Kelly Haggerty
Public Buildings

Marc Romano
Mapping & Surveying

Mr. John Copanas
Office of the City Clerk
231 City Hall
Syracuse, New York 13202

Request for Legislation: An Ordinance Authorizing the Mayor to enter into an Agreement with the New York State Department of Transportation for the Scoping & Preliminary Design Phases of the East Brighton Avenue Paving Project (Thurber Street to East Seneca Turnpike), PIN 3756.80.

Dear Mr. Copanas:

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

An Ordinance Authorizing the Mayor to enter into an Agreement with the New York State Department of Transportation for the Scoping & Preliminary Design Phases of the East Brighton Avenue Paving Project (Thurber Street to East Seneca Turnpike) PIN 3756.80 for an amount not to exceed \$426,000.00 (The total project cost is estimated to be \$7,428,000.00).

The City is expected to incur all initial costs for this project, with subsequent 80% reimbursement from the Federal government through the Transportation Improvement Program (TIP). The scoping & preliminary design phase is receiving 15% Marchiselli Funding (\$63,900.00)).

Account number to be designated by the Commissioner of Finance.

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

Very Truly Yours,

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

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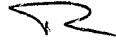
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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget 
DATE: November 8, 2021
SUBJECT: Agreement with New York State Department of Transportation (NYSDOT)

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

On behalf of the Department of Engineering, I am requesting that the City of Syracuse authorize permission to enter into an Agreement with **New York State Department of Transportation (NYSDOT)** for the Scoping & Preliminary Design Phases of the East Brighton Avenue Paving Project (Thurber Street to East Seneca Turnpike) PIN 3756.80 for an amount not to exceed \$426,000.00 (The total project cost is estimated to be \$7,428,000.00).

The City is expected to incur all initial costs for this project, with subsequent 80% reimbursement from the Federal government through the Transportation Improvement Program (TIP). The scoping & preliminary design phase is receiving 15% Marchiselli Funding (\$63,900.00).

Account number to be designated 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.



Mayor Ben Walsh
City of Syracuse, New York

NOV 10 2021

Date

cc: File

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.

2021

**ORDINANCE AUTHORIZING THE
ENGINEERING SERVICES AND
CONSTRUCTION NEEDED FOR THE SCOPING
AND PRELIMINARY DESIGN PHASES OF THE
EAST BRIGHTON AVENUE PAVING PROJECT
(THURBER STREET TO EAST SENECA
TURNPIKE), PIN NO. 3756.80**

BE IT ORDAINED, that this Common Council hereby authorizes the engineering services and construction needed for the Scoping and Preliminary Design Phases of the East Brighton Avenue Paving Project (Thurber Street to East Seneca Turnpike), PIN No. 3756.80 at a total cost not to exceed \$426,000.00 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 \$426,000.00 authorized contemporaneously herewith by ordinance of this Common Council.



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

5 November 2021

Mary E. Robison, PE
City Engineer

John Kivlehan
Design & Construction

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Public Buildings

Marc Romano
Mapping & Surveying

Mr. John Copanas
Office of the City Clerk
231 City Hall
Syracuse, New York 13202

Request for Legislation: An Ordinance Authorizing the Scoping & Preliminary Design Phases of the East Brighton Avenue Paving Project (Thurber Street to East Seneca Turnpike), PIN 3756.80.

Dear Mr. Copanas:

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

An Ordinance Authorizing the Scoping & Preliminary Design Phases of the East Brighton Avenue Paving Project (Thurber Street to East Seneca Turnpike), PIN 3756.80 for an amount not to exceed \$426,000.00 (The total project cost is estimated to be \$7,428,000.00).

The City is expected to incur all initial costs for this project, with subsequent 80% reimbursement from the Federal government through the Transportation Improvement Program (TIP). The scoping & preliminary design phase is receiving 15% Marchiselli Funding (\$63,900.00)).

Account number to be designated by the Commissioner of Finance.

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

Very Truly Yours,

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

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Ordinance No.

2021

**BOND ORDINANCE OF THE CITY OF
SYRACUSE AUTHORIZING THE ISSUANCE
AND SALE OF BONDS IN THE AMOUNT OF
THREE HUNDRED NINETEEN THOUSAND
DOLLARS (\$319,000.00) TO DEFRAY THE COST
AND EXPENSE OF THE PRELIMINARY DESIGN
AND DETAILED DESIGN PHASES OF THE
PEDESTRIAN SAFETY ACTION PLAN –
PHASE 2 PROJECT, PIN NO. 3756.59**

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 Preliminary Design and Detailed Design Phases of the Pedestrian Safety Action Plan – Phase 2 Project, PIN No. 3756.59 at an estimated maximum cost not to exceed Three Hundred Nineteen Thousand Dollars (\$319,000.00), 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. Three Hundred Nineteen Thousand Dollars (\$319,000.00) 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 Three Hundred Nineteen Thousand Dollars (\$319,000.00), thereby providing such sum for the initial cost of such specific object or purpose, with additional bonds to be issued in the future to finance the balance of the Project.

Section 4. It is hereby determined that the specific object or purpose for which bonds are to be issued falls within subdivision 20 (c) of paragraph (a) Section 11.00 of the Local Finance Law and the period of probable usefulness of such specific object or purpose is fifteen (15) 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.



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

5 November 2021

Mary E. Robison, PE
City Engineer

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Design & Construction

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Public Buildings

Marc Romano
Mapping & Surveying

Mr. John Copanas
Office of the City Clerk
231 City Hall
Syracuse, New York 13202

Request for Legislation: An Ordinance Authorizing the Issuance and Sale of Bonds to Provide Funds for the Scoping, Preliminary & Detailed Design Phases of the Pedestrian Safety Action Plan – Phase 2, PIN 3756.79.

Dear Mr. Copanas:

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

An Ordinance Authorizing the Issuance and Sale of Bonds to Provide Funds for the Scoping, Preliminary & Detailed Design Phases of the Pedestrian Safety Action Plan – Phase 2, PIN 3756.79 79 for an amount not to exceed \$319,000.00. (The total project cost is estimated to be \$1,837,000.00).

The City is expected to incur all initial costs for this project, with subsequent 90% reimbursement from the Federal government through the Transportation Improvement Program (TIP). The scoping & preliminary design phases are receiving approximately 5.6% Marchiselli Funding (\$17,925.00)).

Account number to be designated by the Commissioner of Finance.

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

Very Truly Yours,

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

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City of Syracuse

AUTHORIZATION TO PROCEED WITH CIP PROJECT

Date:	05/11/21	Department:	Engineering
Project Name:	Pedestrian Safety Action Plan – Phase 2, PIN 3756.79		
Project Cost:	\$319,000.00		
Contact Name:	Mary E. Robison		
Project Description:	Pedestrian Safety Action Plan – controlled intersections		

Projected Time Line & Funding Source(s)	
Estimated Start Date: Winter 21/22	Estimated Completion Date: F Fall 2024

Funding Source:	Dollar Amount:
Local Share: Cash Capital	
Local Share: Bonds (complete schedule below)	\$ 13,975.00
State Aid/Grant (identify) Marchiselli	\$ 17,925.00
Federal Aid/Grant (identify) TIP Funding Reimbursement	\$ 287,100.00
Other (identify)	
Other (identify)	
Total Project Funding (must equal cost):\$ 319,000.00	

Estimated Project Borrowing Timeline		
<u>Year</u>	<u>Fiscal Year</u>	<u>Estimated Amount to Borrow</u>
1	2021	\$319,000.00
2		
3		
4		
5		
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$ 319,000.00
The City is expected to incur all initial costs for this project with subsequent 95% reimbursement from the Federal government through the Transportation Improvement Program (TIP).		

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"):
Director of Administration:	Date: 11-10-21
Director of Management & Budget:	Date: 11-8-21
Commissioner of Finance:	Date: 11/10/21

Ordinance No.

2021

**ORDINANCE AUTHORIZING AN AGREEMENT
WITH THE NEW YORK STATE DEPARTMENT
OF TRANSPORTATION RELATIVE TO
FUNDING FOR THE SCOPING, PRELIMINARY
DESIGN AND DETAILED DESIGN PHASES OF
THE PEDESTRIAN SAFETY ACTION PLAN –
PHASE 2 PROJECT, PIN 3756.59**

WHEREAS, the City Engineer has requested legislation authorizing the Mayor to enter into an agreement with the New York State Department of Transportation (NYSDOT) relative to funding for the Scoping, Preliminary Design, and Detailed Design Phases of the Pedestrian Safety Action Plan – Phase 2 Project, PIN 3756.59 (hereinafter referred to as the “Project”) at a cost not to exceed \$319,000.00, to be initially funded with bond proceeds with repayment to be funded from 90% Federal funds, 5.6 % State Marchiselli funding for the Scoping and Preliminary Design Phases, and 4.4 % local share; NOW, THEREFORE,

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 New York State Department of Transportation relative to funding for the Project at a cost not to exceed \$319,000.00 with the Project having an estimated total cost not to exceed of \$1,837,000.00 to be funded through future agreements with New York State for 90% reimbursement from the Federal Government through the Transportation Improvement Program (TIP), 5.6 % State Marchiselli Funding (\$17,925.00) for the Scoping and Preliminary Design Phases, and 4.4 % local share; 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; and

BE IT FURTHER ORDAINED, that the Common Council hereby authorizes the City of Syracuse to pay in the first instance the full Federal and non-federal share of the cost of the scoping,

preliminary design and detailed design phases for the Project or portions thereof, if necessary; and

BE IT FURTHER ORDAINED, that the Mayor of the City of Syracuse be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests on behalf of the City of Syracuse with the NYSDOT in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of the non-federal share of Project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, if necessary; and

BE IT FURTHER ORDAINED, that a certified copy of this Ordinance be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and

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



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

5 November 2021

Mary E. Robison, PE
City Engineer

John Kivlehan
Design & Construction

Kelly Haggerty
Public Buildings

Marc Romano
Mapping & Surveying

Mr. John Copanas
Office of the City Clerk
231 City Hall
Syracuse, New York 13202

Request for Legislation: An Ordinance Authorizing the Mayor to enter into an Agreement with the New York State Department of Transportation for the Scoping, Preliminary & Detailed Design Phases of the Pedestrian Safety Action Plan – Phase 2, PIN 3756.79.

Dear Mr. Copanas:

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

An Ordinance Authorizing the Mayor to enter into an Agreement with the New York State Department of Transportation for the Scoping, Preliminary & Detailed Design Phases of the Pedestrian Safety Action Plan – Phase 2, PIN 3756.79 for an amount not to exceed \$319,000.00. (The total project cost is estimated to be \$1,837,000.00).

The City is expected to incur all initial costs for this project, with subsequent 90% reimbursement from the Federal government through the Transportation Improvement Program (TIP). The scoping & preliminary design phases are receiving approximately 5.6% Marchiselli Funding (\$17,925.00)

Account number to be designated by the Commissioner of Finance.

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

Very Truly Yours,

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

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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget 
DATE: November 8, 2021
SUBJECT: Agreement with New York State Department of Transportation (NYSDOT)

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

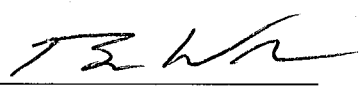
On behalf of the Department of Engineering, I am requesting that the City of Syracuse authorize permission to enter into an Agreement with New York State Department of Transportation (NYSDOT) for the Scoping, Preliminary & Detailed Design Phases of the Pedestrian Safety Action Plan – Phase 2, PIN 3756.79 for an amount not to exceed \$319,000.00. (The total project cost is estimated to be \$1,837,000.00).

The City is expected to incur all initial costs for this project, with subsequent 90% reimbursement from the Federal government through the Transportation Improvement Program (TIP). The scoping & preliminary design phases are receiving approximately 5.6% Marchiselli Funding (\$17,925.00).

Account number to be designated 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.



Mayor Ben Walsh
City of Syracuse, New York

NOV 10 2021

Date

cc: File

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

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Ordinance No.

2021

**ORDINANCE AUTHORIZING THE
ENGINEERING SERVICES AND
CONSTRUCTION NEEDED FOR THE
SCOPING, PRELIMINARY DESIGN, AND
DETAILED DESIGN PHASES OF THE
PEDESTRIAN SAFETY ACTION PLAN –
PHASE 2 PROJECT, PIN NO. 3756.59**

BE IT ORDAINED, that this Common Council hereby authorizes the engineering services and construction needed for the Scoping, Preliminary Design, and Detailed Design Phases of the Pedestrian Safety Action Plan – Phase 2 Project, PIN No. 3756.59 at a total cost not to exceed \$319,000.00 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 \$319,000.00 authorized contemporaneously herewith by ordinance of this Common Council.



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

5 November 2021

Mary E. Robison, PE
City Engineer

John Kivlehan
Design & Construction

Kelly Haggerty
Public Buildings

Marc Romano
Mapping & Surveying

Mr. John Copanas
Office of the City Clerk
231 City Hall
Syracuse, New York 13202

Request for Legislation: An Ordinance Authorizing the Scoping, Preliminary & Detailed Design Phases of the Pedestrian Safety Action Plan – Phase 2, PIN 3756.79.

Dear Mr. Copanas:

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

An Ordinance Authorizing the Scoping, Preliminary & Detailed Design of the Pedestrian Safety Action Plan – Phase 2, PIN 3756.79 for an amount not to exceed \$319,000.00. (The total project cost is estimated to be \$1,837,000.00).

The City is expected to incur all initial costs for this project, with subsequent 90% reimbursement from the Federal government through the Transportation Improvement Program (TIP). The scoping & preliminary design phases are receiving approximately 5.6% Marchiselli Funding (\$17,925.00)).

Account number to be designated by the Commissioner of Finance.

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

Very Truly Yours,

A handwritten signature in cursive script 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

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**ORDINANCE GRANTING A REVOCABLE
PERMISSION TO 444 EAST GENESEE STREET,
LLC, THE OWNER OF THE PROPERTY AT 444
EAST GENESEE STREET, SYRACUSE, NEW
YORK, A MIXED-USE BUILDING PROJECT,
(HEREINAFTER REFERRED TO AS 444 EAST
GENESEE STREET) TO CONSTRUCT, OWN,
OPERATE AND MAINTAIN A TRENCH DRAIN,
DRYWELL, AND A DRIVE AISLE (INCLUDING
BUT NOT LIMITED TO CONCRETE CURBING,
ASPHALT PAVEMENT, CONCRETE
SIDEWALK, BOLLARDS AND SIGNS) ALONG
THE SOUTH TOWNSEND STREET RIGHT-OF-
WAY**

WHEREAS, 444 East Genesee Street, LLC, the owner of the property at 444 East Genesee Street, a mixed-use building project (hereinafter referred to as 444 East Genesee Street) has requested a revocable permission to construct, own, operate and maintain a trench drain, drywell, and a drive aisle (including but not limited to concrete curbing, asphalt pavement, concrete sidewalk, bollards and signs) along the South Townsend Street Right-of-Way; and

WHEREAS, the Department of Engineering has reviewed, coordinated with other City departments and is of the opinion that the installation of the facilities described in the plans and specifications on file at our office are to the benefit of the public and will not interfere with the public use of the streets.; NOW, THEREFORE,

BE IT ORDAINED, upon the recommendation of the Department of Engineering that this Common Council grants permission to 444 East Genesee Street, LLC, to construct, own, operate and maintain a trench drain, drywell and a drive aisle (including but not limited to curbing, asphalt pavement, concrete sidewalk, bollards and signs) at no cost to the City in and along the aforementioned R.O.W.'s and as shown on the drawings and specification as forwarded to the

Department of Engineering prepared by Keplinger Freeman Associates entitled "*444 East Genesee Street Mixed Use Building Project*" dated November 02, 2021, subject to the following conditions as permitted by law:

1. 444 East Genesee Street, LLC shall construct, without cost to the City, and in accordance with plans, specifications and final locations to be approved by the City Engineer, and the Commissioner of Public Works, the trench drain, drywell and a drive aisle (including but not limited to curbing, asphalt pavement, concrete sidewalk, bollards and signs) along South Townsend Street which are the subjects of this action.
2. The plans and specifications required to construct all facilities subject to this ordinance shall be prepared by a Professional Engineer registered by the State of New York. **The plans for the work shall be approved by the City Engineer, and record drawings, including AutoCad and GIS formats on magnetic media referenced to New York State plane coordinate, Central Zone shall be provided to the City Engineer subsequent to the completion of the work.** 444 East Genesee Street, LLC shall endeavor to provide a certification by a Professional Engineer as to the accuracy of the as-built drawings and attest to the fact that the improvements were constructed in conformity with the plans and specifications approved by the City. As-built drawings and a certification of completion shall be submitted within thirty (30) days after the Department of Public Works has determined that the project is complete. If this information is not received, 444 East Genesee Street, LLC will be subject to a \$500.00 penalty fee and additional collection fees if necessary.
3. That traffic shall be maintained at all times during construction. The entire excavation of said work is to be protected by suitable guards and signal both by day and night and precautions are to be taken by all reasonable means to prevent any accident or injury while the work is in progress.
4. That 444 East Genesee Street, LLC, their successors, assigns, and agents shall at all times defend and 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 of every name and nature to person or property which may accrue or grow out of the installation, operation, and maintenance of such work in said streets or arising in any way out of the operations for this consent, and shall defend and indemnify and save harmless said City from all costs, damages and expenses by reason of any damages or injuries to any gas pipe, water pipe, sewers, other utilities, pipes or construction work now located in, under and along the surface of said street at the point and place or places where said work is to be performed and maintained, including damages incurred as a result of damage to the Facilities caused by the City.
5. That said applicant, its successors or assigns, shall within thirty (30) days from the adoption of this Ordinance execute and file in the Office of the City Clerk written acceptance of this permission and consent.

6. That all ordinances, rules and regulations of the City and its departments shall at all time be complied with including the Building Code of the City of Syracuse.
7. The Work shall be subject to the street cut and repair permitting process administered by the Commissioner of Public Works and any other standard permitting processes that exist. Restoration of pavement and sidewalks must be completed in accordance with all City of Syracuse standards.
8. That the City Engineer and the Commissioner of Public Works shall be advised in advance of time when the work is to be done and the work of installation, including shoring, protection of pipes and facilities and other safety measures, shall be subject to the supervision of the City Engineer and the Commissioner of Public Works.
9. Subject to the City Engineer's review and approval, permission may be granted by the City for other utilities to cross the area to be occupied by the proposed facilities.
10. All work shall be done in a skillful manner with reasonable dispatch and in accordance with plans and specifications and all conditions imposed by any laws, rules or regulations which may apply to the work. A dust and sediment and erosion control program shall be in effect for the duration of the project to prevent a nuisance and to prevent interference with or damage to adjacent property, streets, sewers, and drainage courses.
11. That 444 East Genesee Street, LLC, shall adequately and properly protect any existing underground utilities located within or near said installation. If any such property or facilities are interfered with or damaged, 444 East Genesee Street, LLC, or its successors and assigns, shall be responsible for replacement to the satisfaction of the City Engineer. Should the City Engineer determine that City facilities or utilities require relocation, temporary support, or other modification as a result of this Work, said modifications shall be made as directed by the City Engineer.
12. That 444 East Genesee Street, LLC, its successors, assigns, and agents shall, upon request by the City, permit the construction, installation, repair, replacement and removal of any and all utilities necessary at any time in the future to be located or placed within said work; and 444 East Genesee Street, LLC, shall agree to assume any excess of the normal cost of installation of such work occasioned by the existence of said lines and appurtenances in said streets.
13. That 444 East Genesee Street, LLC, its successors, assigns, and agents shall obtain and keep in force for the duration of this permission, a general liability insurance policy, in the amount of \$2,000,000, naming the City of Syracuse as an additional insured. A Certificate of said insurance, along with the declaration page or blanket endorsement from the insurance policy confirming that the City of Syracuse is an additional insured, shall be submitted to the Department of Engineering, 233 E. Washington Street, Room 401 City Hall, 233 East Washington Street, Syracuse, New York 13202.

14. That 444 East Genesee Street, LLC, its successors, assigns, and agents shall agree that the City, acting through its City Engineer shall have the authority to request any on site investigations, excavations, or actions, to be taken at the sole expense of 444 East Genesee Street, LLC, which are necessary to ensure that the excavation of these City Streets does not damage or impair City utilities.
15. That this permission and consent is temporary and revocable and all rights under this ordinance shall cease and be terminated at the expiration of ninety (90) days from the adoption by the Common Council of an ordinance terminating the same and thereupon, said applicant, its successors or assigns, shall remove said work in connection therewith and restore the street, sidewalk and all other facilities wholly at the cost and expense of said applicant, its successors or assigns. The City shall provide written notice to the Owner if the Common Council is going to consider a future ordinance revoking this permission.

Such notice will be sent to:
444 East Genesee Street, LLC
c/o Grazi Zazzara
344 South Warren Street
Suite 202
Syracuse, New York 13202

16. By consequence of the ordinance or subsequent approvals authorized by the ordinance, the City of Syracuse makes no representation, express or implied, as to the feasibility of the proposed plans or Work or to the extent of Work involved in accommodating any existing utility or facility located within the City rights-of-way. Any coordination with the various utility operators, private and/or public, is the responsibility of 444 East Genesee Street, LLC. Upon completion of the facilities and acceptance and approval of the roadway restoration by the City Engineer and the Commissioner of Public Works, the use, operation and maintenance of the roadway and utilities located therein will be subject to all laws, rules, ordinances and procedures which apply to streets and utilities throughout the City.
17. The foregoing conditions may be modified or expanded from time to time as agreed upon by the Corporation Counsel, City Engineer and 444 East Genesee Street, LLC.
18. The construction and restoration permitted by the terms of this ordinance must be carried out and completed within two (2) years from the date of its adoption.
19. All monuments shall be referenced prior to construction. If any monuments are disturbed or moved, the monuments shall be replaced in the same location and recertified by a licensed surveyor to the City of Syracuse. All expenses for the above shall be paid for by 444 East Genesee Street, LLC.
20. 444 East Genesee Street, LLC shall follow all weather/seasonal limitations per City/NYSOT specifications for all construction in the City Right-of-Way. By

consequence of the ordinance or subsequent approvals authorized by the ordinance, the City of Syracuse makes no representation, express or implied, as to the feasibility of the proposed plans or Work or to the extent of Work involved in accommodating any existing utility or facility located within the City right-of-way. Any coordination with the various utility operators, private and/or public, is the responsibility of 444 East Genesee Street, LLC. Upon completion of the facilities and acceptance and approval of the improvements by the City Engineer, Commissioner of Public Works, the use, operation and maintenance of sanitary sewer structures will be subject to all laws, rules, ordinances and procedures which apply to throughout the City.

21. The City reserves the right to reject any and all materials, workmanship of the planned at any time during construction.
22. The City shall be notified, consulted and prior approval obtained on all field changes/field change sheets, RFI's etc. related to the work of this approval.
23. Failure or refusal of the 444 East Genesee Street, LLC to complete the work as required by this ordinance shall result in City of Syracuse holding the temporary certificate of occupancy and the certificate of occupancy for the 444 East Genesee Street Mixed Use Building Project located at 444 East Genesee Street until the work is complete.
24. 444 East Genesee Street, LLC shall be responsible for all maintenance of all of the improvements installed as part of the parking area, including but not limited to snow removal operations. Snow shall not be pushed from the parking area into the City's Right-of-Way.



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

08 November 2021

Mary E. Robison, PE
City Engineer

John Kivlehan
Design and Construction

Kelly Haggerty
Public Buildings

Marc Romano
Mapping and
Surveying

Mr. John Copanas
City Clerk
233 E. Washington Street, Room 231
Syracuse, N.Y. 13202

Re: Legislation Request: A revocable permission for 444 East Genesee Street, LLC, the owner of the 444 East Genesee Street Mixed Use Building (444 East Genesee Street) to construct, own, operate and maintain a trench drain, drywell and a drive aisle (including but not limited to curbing, asphalt pavement, concrete sidewalk, bollards and signs) along the South Townsend Street (400 Block) Right of Way.

Dear Mr. Copanas:

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

A revocable permission for 444 East Genesee Street, LLC, the owner of the 444 East Genesee Street Mixed Use Building Project (444 East Genesee Street) to construct, own, operate and maintain a trench drain, drywell and a drive aisle (including but not limited to concrete curbing, asphalt pavement, concrete sidewalk, bollards and signs) along the South Townsend Street (400 Block) Right of Way.

This department has reviewed, coordinated with other City departments and is of the opinion that the installation of the facilities described in the plans and specifications on file at our office will not interfere with the public use of the streets. It is therefore, recommended for consideration by the Common Council permitting 444 East Genesee Street, LLC, to construct, own, operate and maintain a trench drain, drywell and a drive aisle (including but not limited to curbing, asphalt pavement, concrete sidewalk, bollards and signs) at no cost to the City in and along the aforementioned R.O.W.'s and as shown on the drawings and specification as forwarded to the Department of Engineering prepared by Keplinger Freeman Associates entitled "444 East Genesee Street Mixed Use Building Project" dated November 02, 2021.

The revocable permission for the trench drain, drywell and a drive aisle (including but not limited to curbing, asphalt pavement, concrete sidewalk, bollards and signs) will be subject to the following:

1. The Owner shall construct, without cost to the City, and in accordance with plans, specifications and final locations to be approved by the City Engineer, and the Commissioner of Public Works, the trench drain, drywell and a drive aisle (including

**Department 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

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but not limited to curbing, asphalt pavement, concrete sidewalk, bollards and signs) along South Townsend Street which are the subjects of this action.

2. The plans and specifications required to construct all facilities subject to this ordinance shall be prepared by a Professional Engineer registered by the State of New York. **The plans for the work shall be approved by the City Engineer, and record drawings, including AutoCad and GIS formats on magnetic media referenced to New York State plane coordinate, Central Zone shall be provided to the City Engineer subsequent to the completion of the work.** 444 East Genesee Street, LLC shall endeavor to provide a certification by a Professional Engineer as to the accuracy of the as-built drawings and attest to the fact that the improvements were constructed in conformity with the plans and specifications approved by the City. As-built drawings and a certification of completion shall be submitted within 30 days after the Department of Public Works has determined that the project is complete. If this information is not received, you will be subject to a \$500.00 penalty fee and additional collection fees if necessary.
3. That traffic shall be maintained at all times during construction. The entire excavation of said work is to be protected by suitable guards and signal both by day and night and precautions are to be taken by all reasonable means to prevent any accident or injury while the work is in progress.
4. That 444 East Genesee Street, LLC, their successors, assigns, and agents shall at all times defend and 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 of every name and nature to person or property which may accrue or grow out of the installation, operation, and maintenance of such work in said streets or arising in any way out of the operations for this consent, and shall defend and indemnify and save harmless said City from all costs, damages and expenses by reason of any damages or injuries to any gas pipe, water pipe, sewers, other utilities, pipes or construction work now located in, under and along the surface of said street at the point and place or places where said work is to be performed and maintained, including damages incurred as a result of damage to the Facilities caused by the City.
5. That said applicant, its successors or assigns, shall within thirty (30) days from the adoption of this Ordinance execute and file in the Office of the City Clerk written acceptance of this permission and consent.
6. That all ordinances, rules and regulations of the City and its departments shall at all time be complied with including the Building Code of the City of Syracuse.
7. The Work shall be subject to street cut and repair permitting process administered by the Commissioner of Public Works and any other standard permitting processes that exist. Restoration of pavement and sidewalks must be completed in accordance with all City of Syracuse standards.

8. That the City Engineer and the Commissioner of Public Works shall be advised in advance of time when the work is to be done and the work of installation, including shoring, protection of pipes and facilities and other safety measures, shall be subject to the supervision of the City Engineer and the Commissioner of Public Works.
9. Subject to the City Engineer, review and approval, permission may be granted by the City for other utilities to cross the area to be occupied by the proposed facilities.
10. All work shall be done in a skillful manner with reasonable dispatch and in accordance with plans and specifications and all conditions imposed by any laws, rules or regulations which may apply to the work. A dust and sediment and erosion control program shall be in effect for the duration of the project to prevent a nuisance and to prevent interference with or damage to adjacent property, streets, sewers and drainage courses.
11. That 444 East Genesee Street, LLC, shall adequately and properly protect any existing underground utilities located within or near said installation. If any such property or facilities are interfered with or damaged, 444 East Genesee Street, LLC, or its successors and assigns, shall be responsible for replacement to the satisfaction of the City Engineer. Should the City Engineer determine that City facilities or utilities require relocation, temporary support or other modification as a result of this Work, said modifications shall be made as directed by the City Engineer.
12. That 444 East Genesee Street, LLC, its successors, assigns, and agents shall, upon request by the City, permit the construction, installation, repair, replacement and removal of any and all utilities necessary at any time in the future to be located or placed within said work; and 444 East Genesee Street, LLC, shall agree to assume any excess of the normal cost of installation of such work occasioned by the existence of said lines and appurtenances in said streets.
13. That 444 East Genesee Street, LLC, its successors, assigns, and agents shall obtain and keep in force for the duration of this permission, a general liability insurance policy, in the amount of \$2,000,000, naming the City of Syracuse as an additional insured. A Certificate of said insurance shall be submitted to the Office of Corporation Counsel, 233 E. Washington Street, Room 300 City Hall, Syracuse, NY 13202.
14. That 444 East Genesee Street, LLC, its successors, assigns, and agents shall agree that the City, acting through its City Engineer shall have the authority to request any on site investigations, excavations or actions, to be taken at the sole expense of 444 East Genesee Street, LLC, which are necessary to ensure that the excavation of these City Streets does not damage or impair City utilities.
15. That this permission and consent is temporary and revocable and all rights under this ordinance shall cease and be terminated at the expiration of ninety (90) days from the adoption by the

Common Council of an ordinance terminating the same and thereupon, said applicant, its successors or assigns, shall remove said work in connection therewith and restore the street, sidewalk and all other facilities wholly at the cost and expense of said applicant, its successors or assigns. The City shall provide written notice to the Owner if the Common Council is going to consider a future ordinance revoking this permission.

Such notice will be sent to:
444 East Genesee Street, LLC
c/o Grazi Zazzara
344 South Warren Street
Suite 202
Syracuse, New York 13202

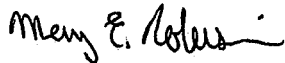
16. By consequence of the ordinance or subsequent approvals authorized by the ordinance, the City of Syracuse makes no representation, express or implied, as to the feasibility of the proposed plans or Work or to the extent of Work involved in accommodating any existing utility or facility located within the City rights-of-way. Any coordination with the various utility operators, private and/or public, is the responsibility of 444 East Genesee Street, LLC. Upon completion of the facilities and acceptance and approval of the roadway restoration by the City Engineer and the Commissioner of Public Works, the use, operation and maintenance of the roadway and utilities located therein will be subject to all laws, rules, ordinances and procedures which apply to streets and utilities throughout the City.
17. The foregoing conditions may be modified or expanded from time to time as agreed upon by the Corporation Counsel, City Engineer and 444 East Genesee Street, LLC.
18. The construction and restoration permitted by the terms of this ordinance must be carried out and completed within two (2) years from the date of its adoption.
19. All monuments shall be referenced prior to construction. If any monuments are disturbed or moved, the monuments shall be replaced in the same location and recertified by a licensed surveyor to the City of Syracuse. All expenses for the above shall be paid for by 444 East Genesee Street, LLC.
20. Follow all weather/seasonal limitations per City/NYS DOT specifications for all construction in the City Right-of-Way. By consequence of the ordinance or subsequent approvals authorized by the ordinance, the City of Syracuse makes no representation, express or implied, as to the feasibility of the proposed plans or Work or to the extent of Work involved in accommodating any existing utility or facility located within the City right-of-way. Any coordination with the various utility operators, private and/or public, is the responsibility of 444 East Genesee Street, LLC. Upon completion of the facilities and acceptance and approval of the improvements by the City Engineer, Commissioner of

Public Works, the use, operation and maintenance of sanitary sewer structures will be subject to all laws, rules, ordinances and procedures which apply to throughout the City.

21. The City reserves the right to reject any and all materials, workmanship of the planned at any time during construction.
22. The City shall be notified, consulted and prior approval obtained on all field changes/field change sheets, RFI's etc. related to the work of this approval.
23. Failure or refusal of the 444 East Genesee Street, LLC to complete the work as required by this ordinance shall result in City of Syracuse holding the temporary certificate of occupancy and the certificate of occupancy for the 444 East Genesee Street Mixed Use Building Project located 444 East Genesee Street until the work is complete.
24. 444 East Genesee Street, LLC shall be responsible for all maintenance of all of the improvements installed as part of the parking area, including but not limited to snow removal operations. Snow shall not be pushed from the parking area into the City's Right-of-Way.

Additional terms and conditions, as recommended by the City Engineer and the Corporation Counsel, shall be set forth in the Ordinance.

Sincerely,



Mary E. Robison, P.E.
City Engineer

Ordinance No.

2021

**ORDINANCE AUTHORIZING AN AGREEMENT
WITH IT'S ABOUT CHILDHOOD & FAMILY,
INC. FOR SERVICES RELATIVE TO A
MINDFULNESS AND YOGA PROGRAM FOR
YOUTH AND FAMILIES ON BEHALF OF THE
DEPARTMENT OF PARKS, RECREATION AND
YOUTH PROGRAMS**

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 It's About Childhood & Family, Inc. for services relative to a Mindfulness and Yoga Program for Youth and Families on behalf of the Department of Parks, Recreation and Youth Programs; and

BE IT FURTHER ORDAINED, that the agreement shall be for up to fifty (50) hours of mindfulness and yoga instruction to youth participants in City based out of school time recreation programs and their adult family members. Sessions may be scheduled at Schiller Park, Kirk Park, Wilson Park, Westmoreland Park or other similar locations. Sessions may be held indoors or outdoors as weather permits; and

BE IT FURTHER ORDAINED, that the sessions will be held from December 1, 2021 through June 30, 2022; and

BE IT FURTHER ORDAINED, that the cost shall be \$10.00 per instructor hour with a total cost not to exceed \$500.00; and

BE IT FURTHER ORDAINED, that all costs associated with the Agreement shall be charged to Budget Account #71400. 01.541500 or another appropriate account as designated by the Commissioner of Finance; 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.



DEPARTMENT OF PARKS, RECREATION & YOUTH PROGRAMS

CITY OF SYRACUSE, MAYOR BEN WALSH

October 28, 2021

Julie LaFave
Commissioner

Mr. John Copanas
City Clerk
231 City Hall
Syracuse, NY 13202

RE: Agreement for provision of youth and family Yoga program

Dear Mr. Copanas:

Please place on the agenda for the next scheduled meeting of the Common Council the necessary legislation to authorize the Mayor, on behalf of the City of Syracuse Department of Parks, Recreation, and Youth Programs to enter into an agreement with **Its About Childhood and Family, Inc** for the provision of services related to a Mindfulness and Yoga program for youth and families.

As part of the agreement, instructors from **Its About Childhood and Family, Inc** will deliver up to 50 hours of mindfulness and yoga instruction to participants in city-based out-of-school time recreation programs and adult family members. Sessions may be scheduled in Schiller Park, Kirk Park, Wilson Park, Westmoreland Park, or other similar sites in the City. Sessions may be held indoors or outdoors as weather permits.

The agreement will include sessions scheduled between December 1, 2021 and June 30, 2022.

The amount of the agreement **will not exceed \$500 total, or \$10 per instructor hour.** Fees will be charged to budget account **#71400.01.541500.**

Sincerely,

Julie LaFave
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

TO: Mayor, Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget
DATE: November 5, 2021
SUBJECT: Agreement with Its About Childhood and Family, Inc.

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

The Department of Parks, Recreation and Youth Programs, is requesting to enter into an agreement with Its About Childhood and Family, Inc. for the provision of services related to a Mindfulness and Yoga program for youth and families.

As part of the agreement, instructors from Its About Childhood and Family, Inc. will deliver up to 50 hours of mindfulness and yoga instruction to participants in city-based out-of-school time recreation programs and adult family members. Sessions may be scheduled in Schiller Park, Kirk Park, Wilson Park, Westmoreland Park, or other similar sites in the City. Sessions may be held indoors or outdoors as weather permits.

The agreement will include sessions scheduled between December 1, 2021 and June 30, 2022.

The amount of the agreement will not exceed \$500 total, or \$10 per instructor hour. Fees will be charged to budget account #71400.01.541500.

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

NOV 10 2021

Date

/tm

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

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

Ordinance No.

2021

**ORDINANCE AUTHORIZING A WAIVER OF
COMPETITIVE BID TO CONTRACT WITH
ALLEN ASSOCIATES TO PROVIDE MINI MELT
VENDING MACHINES AT THE CLINTON
SQUARE ICE RINK, SUNNYCREST ICE RINK
AND OTHER CITY PARKS AND FACILITIES**

BE IT ORDAINED, that the Common Council approves a waiver of competitive bidding to authorize a concession agreement with Allen Associates to provide Mini Melt vending machines at the Clinton Square Ice Rink, Sunnycrest Ice Rink and other City Parks and Facilities for the period November 20, 2021 through June 30, 2022, with the option of two (2) one (1) year extension periods to be effective July 1, 2022 thru June 30, 2023 and July 1, 2023 to June 30, 2024, subject to the approval of the Mayor and Common Council; and

BE IT FURTHER ORDAINED, that Allen Associates will pay to the City of Syracuse 25% of the gross monthly sales from each Mini Melt vending machine installed on City property; and

BE IT FURTHER ORDAINED, that all funds collected from Allen Associates will be deposited into the Clinton Square Beverage Account #01.420000 and expensed from account # 01.71100.542000; and

BE IT FURTHER ORDAINED, that the Mayor or the Director of Management & Budget, 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.



DEPARTMENT OF PARKS, RECREATION & YOUTH PROGRAMS

CITY OF SYRACUSE, MAYOR BEN WALSH

November 4, 2021

Julie LaFave
Commissioner

John Copanas
City Clerk
231 City Hall
Syracuse, NY 13202

RE: Request for Legislation

Dear Mr. Copanas,

Please prepare legislation for the next meeting of the Common Council to authorize a waiver of the competitive bid to enter into an agreement with Allen Associates for the period November 20, 2021 through June 30, 2022, with the option of two one-year extension periods of July 1, 2022 to June 30, 2023 and July 1 2023 to June 30, 2024. Allen Associates will provide a Mini Melt vending machine at the Clinton Square Ice Rink, Sunnycrest Ice Rink and potentially other Park-run facilities.

Allen Associates will give the City of Syracuse 25% of the gross monthly sales from the machines at each rink.

Funds collected will be deposited into the Clinton Square Beverage Account # 01.420000 and expensed from account # 01.71100.542000.

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

Sincerely,

Julie LaFave
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

TO: Mayor, Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget
DATE: November 5, 2021
SUBJECT: Agreement with Allen Associates

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

On behalf of the Department of Parks, Recreation and Youth Programs, I am requesting that the City of Syracuse authorize a waiver of competitive bid to enter into an agreement with Allen Associates for the period November 20, 2021 through June 30, 2022, with the option of two one-year extension periods of July 1, 2022 to June 30, 2023 and July 1, 2023 to June 30, 2024. Allen Associates will provide a Mini Melt vending machine at the Clinton Square Ice Rink, Sunnycrest Ice Rink and potentially other Park-run facilities.

Allen Associates will give the City of Syracuse 25% of the gross monthly sales from the machines at each rink.

Funds collected will be deposited into the Clinton Square Beverage Account #01.420000 and expensed from account #01.71100.542000.

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

NOV 10 2021
Date

/tm

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

ALLEN

ASSOCIATES

— ESTABLISHED 1945 —

MINI MELTS

Ice Cream

www.minimelts.com

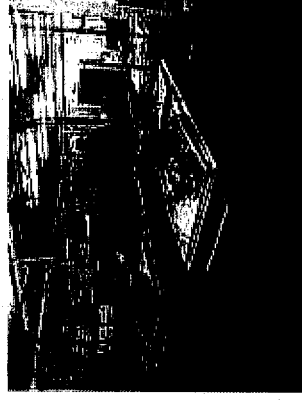
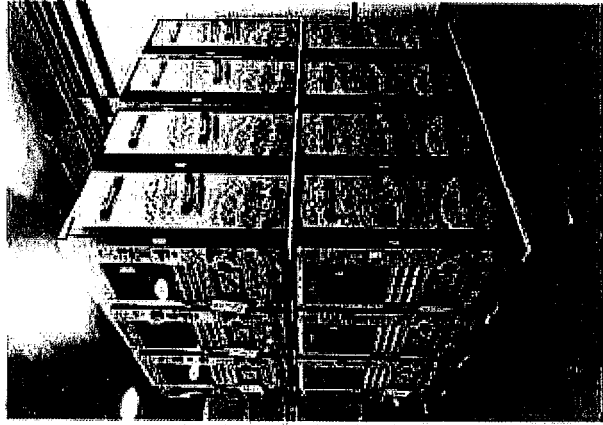
“Mini Melts is manufactured with a 14% premium ice cream mix, which gives our product a rich, flavorful and creamy taste. Your guests will enjoy the novelty, but will return again and again for the quality and delicious taste of Mini Melts!”



Mini Melts of America, Inc.

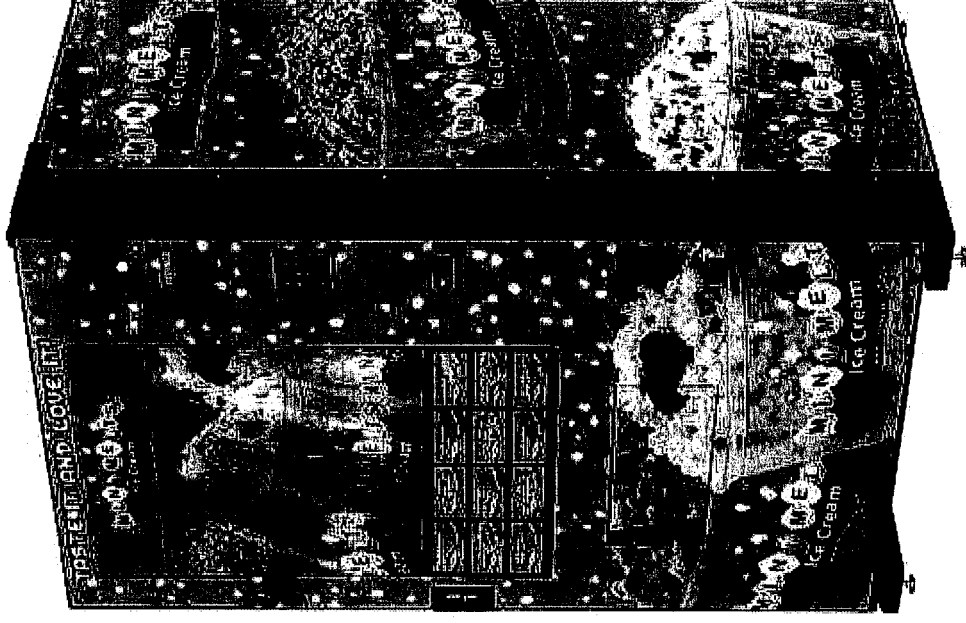
In 1997 High School students, Dan & Shawn Kilcoyne co-founded their ice cream business in Philadelphia, PA. They sold beaded ice cream from a plastic cooler at fairs and festivals. The operation was ran out of their parent's basement and garage. Today they are proud to say that they operate from the 20,000 square foot manufacturing facility located in Norwich, CT. The Kilcoyne's also operate 6 local depots in Philadelphia, Orlando, Dallas, San Antonio, Atlanta and Washington

D.C. that help service thousands of Mini Melts® locations nationwide!



Automated Kiosk

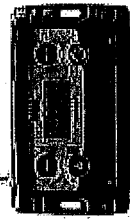
- Provides an incremental sales lift and hands off income!
- 24 hour Remote Monitoring
- MMA is the leader in Frozen Automated Kiosks
- Partnerships with every major trampoline park chain
- ADA Compliant Available



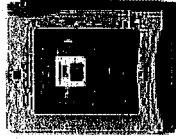
Remote Monitoring



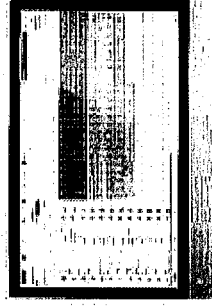
All Devices are 100% Wireless with
no need for a phone or data line



Machine Data is downloaded and
sends alerts via text message and
email

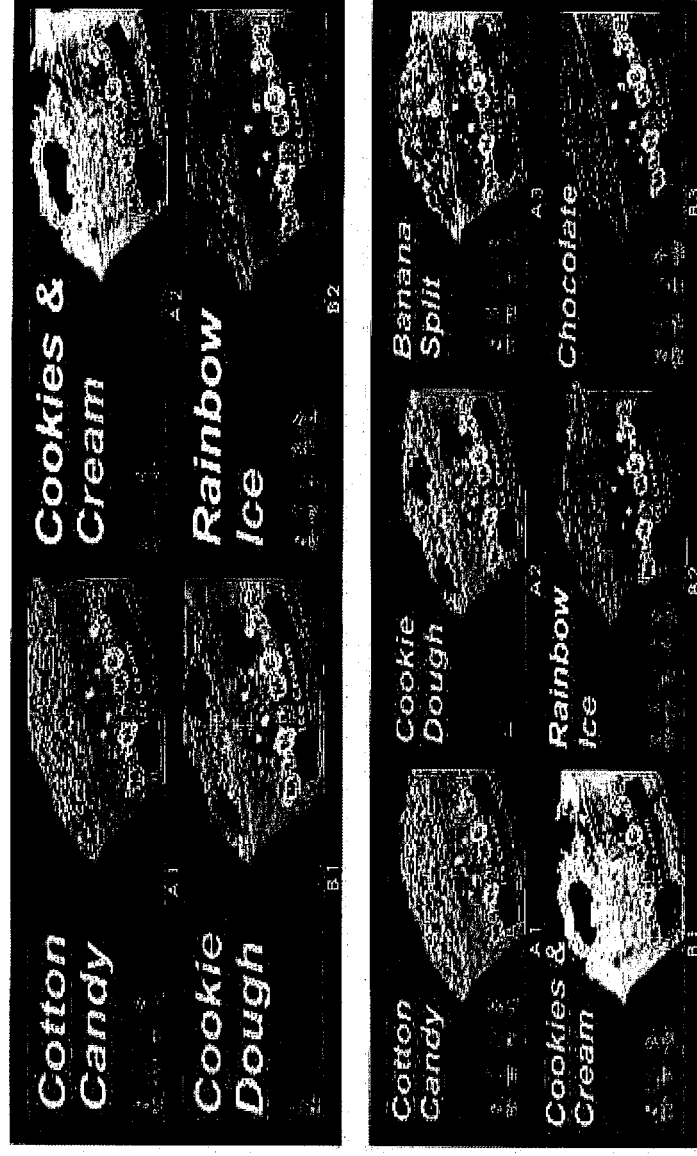
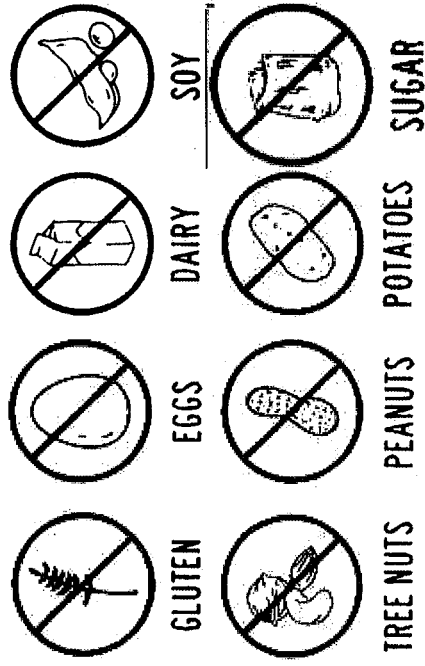


Credit Card and Touchless Payment
Options including Apple Pay and
Google Wallet



Sales and Flavor Profile Reports
available online.

Larger Machine Menu Board with Allergy Icons



4 or 6 Flavor Kiosks

A1 Cookies Cream  <div> <div>NO EGGS</div> <div>NO PEANUTS</div> <div>NO TREE NUTS</div> </div>	B1 Cotton Candy  <div> <div>NO EGGS</div> <div>NO PEANUTS</div> <div>NO TREE NUTS</div> </div>	C1 Rainbow Ice  <div> <div>NO EGGS</div> <div>NO PEANUTS</div> <div>NO TREE NUTS</div> </div>
A2 Banana Split  <div> <div>NO EGGS</div> <div>NO PEANUTS</div> <div>NO TREE NUTS</div> </div>	B2 Cookie Dough  <div> <div>NO EGGS</div> <div>NO PEANUTS</div> <div>NO TREE NUTS</div> </div>	C2 Chocolate  <div> <div>NO EGGS</div> <div>NO PEANUTS</div> <div>NO TREE NUTS</div> </div>

Allergy Friendly Options for All Guests

All Mini Melts Servings are prepackaged with a spoon inside each cup

Over 15 million people in the U.S. have a documented food allergy*. Nearly double that have a food aversion. Mini Melts® Kiosks provide a solution to both cross contamination and increasing the guest experience.

* Food Allergy Research & Education Foundation 2018

Appendix



Flavors			Manufacturing Facility
☞ Cookies and Cream	☞		☞ Norwich, CT
☞ Cotton Candy	☞		☞ Main Office
☞ Rainbow Ice (Non Dairy)	☞		☞ Philadelphia, PA
☞ Banana Split	☞		
☞ Cookie Dough	☞		☞ Satellite Depots
☞ Chocolate	☞		☞ Orlando, FL
☞ Birthday Cake	☞		☞ Atlanta, GA
☞ Vanilla	☞		☞ Dallas, TX
☞ Mint Chocolate	☞		☞ San Antonio, TX
			☞ Washington D.C.

Mini Melts® Ice Cream

Points of Interest



- Top Selling Flavors:
 - Cookies and Cream
 - Cotton Candy
 - Rainbow Ice (Non Dairy)
- Coverage for all U.S. Dave and Busters Locations
- Mini Melts® is stored at -40F making it impulsive and unique
- Spoon inside each cup
- Thousands of locations nationwide including; Dallas Cowboys, Wonderworks, Madison Square Garden
- Bunker Freezer programs available with customized graphics

Mini Melts® Automated Kiosk Highlights



- | | |
|--|---|
| ☛ Kiosk is stocked with 300 cups of Mini Melts® Ice Cream | ☛ Standard 120v electric; 9 amps required |
| ☛ 24/7 Remote Cellular Monitoring | ☛ American with Disabilities Act Compliant |
| ☛ Payment options include: cash/coin, credit card, Apple Pay/Google Wallet | ☛ Front and Side (2) windows provide greater line of sight and 180 degree entertainment |

25% Revenue Share per sale

Typical sales on vending (Malls) can range from
\$1200-\$3000 total sales per month

Revenue share calculation

Total sales x 25%= Monthly commission

Ex. $\$1200 \times .25 = \300.00 $\$3600 / \text{Annually}$
 $\$3000 \times .25 = \750.00 $\$9000 / \text{Annually}$

Credit card charges are deducted from gross sales. There-fore all commissions are calculated based on cash sale price.

Ordinance No.

2021

**ORDINANCE AUTHORIZING A WAIVER OF
COMPETITIVE BID TO CONTRACT WITH
IMAGETREND, INC. TO PROVIDE SOFTWARE
TO MANAGE EMERGENCY RESPONSE
RECORDS FOR THE SYRACUSE FIRE
DEPARTMENT**

BE IT ORDAINED, that the Common Council approves a waiver of competitive bidding to authorize an Agreement with ImageTrend, Inc. to provide software for the Syracuse Fire Department to manage emergency response records; and

BE IT FURTHER ORDAINED, that the term of this agreement shall be for a period of one (1) year effective as of August 31, 2021 at a cost not to exceed \$40,000; and

BE IT FURTHER ORDAINED, that all costs associated with this agreement will be charged to Budget Account # 34100.01.540530 or another appropriate account as designated by the Commissioner of Finance; and

BE IT FURTHER ORDAINED, that the Mayor or the Director of Management & Budget, 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.

35



SYRACUSE FIRE DEPARTMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

November 8, 2021

Michael J. Monds
Chief of Fire

Daniel P. Downes
First Deputy Chief

Deputy Chiefs

Elton Davis
Barry Lasky
John Kane
James Farewell
Zachary Smith

John P. Copanas
City Clerk
230 City Hall
Syracuse, NY 13202

Re: Request for Legislation

Dear Mr. Copanas:

Please prepare legislation to be introduced at the next meeting of the Common Council to authorize the Syracuse Fire Department to enter into an agreement with ImageTrend Inc.

ImageTrend Inc. provides software the Syracuse Fire Department uses to manage our emergency response records. This software is critical to our operations and aids the department in complying with required standards. The cost of this software will not exceed \$40,000. The term of the agreement is for one year from August 31, 2021.

The cost of this software will be charged to account 34100.01.540530 or as determined by the Commissioner of Finance.

Thank you for your consideration.

Respectfully submitted,

Michael J. Monds

Michael J. Monds
Chief of Fire

Chief's Office
Syracuse Fire Dept.
Public Safety Building
511 S. State St.
6th Floor, Rm. 607
Syracuse, N.Y. 13202

Office 315 473 5525
Fax 315 422 7766

26



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: November 8, 2021
SUBJECT: Agreement with ImageTrend Inc.


On behalf of the Department of Fire, I am requesting that the City of Syracuse enter into an agreement with ImageTrend Inc.

ImageTrend Inc. provides software the Syracuse Fire Department uses to manage their emergency response records. This software is critical to their operations and aids the department in complying with required standards. The cost of this software will not exceed \$40,000. The term of the agreement is for one year from August 31, 2021.

The cost of this software will be charged to account 34100.01.540530 or as determined by the Commissioner of Finance.

If you agree to enter into this agreement, please indicate such 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

NOV 10 2021
Date

cc: Michael Monds, Chief of Fire
Catherine Carnrike, Assistant Corporation Counsel
File

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

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

Ordinance No.

2021

**ORDINANCE GRANTING PERMISSION TO
STEPHEN SKINNER, OWNER OF THE
PROPERTY AT 2384 JAMES STREET,
SYRACUSE NEW YORK TO ENCROACH UP
TO 9" INTO THE JAMES STREET RIGHT-OF-
WAY WITH AN EXTERIOR MASONRY WALL**

WHEREAS, Stephen Skinner, owner of the property situated at 2384 James Street, Syracuse, New York, has requested permission to encroach up to 9" into the James Street Right-of-Way with an exterior masonry wall; 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 Stephen Skinner (hereinafter referred to as the "Owner") to maintain the aforementioned encroachment, subject to the following conditions:

1. The Owner 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 Owner, within thirty (30) days from the effective date of this ordinance, shall 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 Owner to do and conform to all conditions thereof.

4. Said Owner shall obtain the necessary permits, in addition to this permission ordinance, for the exterior masonry wall.

5. Said Owner agrees and consents that the City will not be liable for any damage to the exterior masonry wall from any cause, including but not limited to snow removal, utility repair and replacement, and sidewalk repairs.

6. Said Owner agrees and consents to maintain compliance with the requirements of the various City Departments attached hereto as 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: N/A James St

Permit #: PC-0567-21

Date: 11/5/2021

Contact: Stephen Skinner

Permit Type: Encroach (Minor)

Phone #: 315-373-6896

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	10/20/2021	Approved	Martin Davis	Minor encroachment
DPW - Sanitation & Sewers	10/20/2021	Conditionally Approved	Vinny Esposito	All utilities must be located. If services are in construction area they must be protected.
DPW - Sidewalk Inspector	11/02/2021	Approved	Chris Ettinger	no concerns
DPW - Traffic Control	10/21/2021	Conditionally Approved	Joe DiBello	any road or sidewalk closure/detour must have correct signage in place per MUTCD
DPW - Transportation Planner	11/02/2021	Conditionally Approved	Neil Milcarek-Burke	<p>No major concerns with project as proposed.</p> <p>Applicant shall note that a Pedestrian Detour will be required with the permit application for work in the ROW.</p> <ul style="list-style-type: none"> - Ped detour/diversion must incorporate advance notice with R9-11 directional signage (sidewalk closed ahead, cross here) at closest controlled or marked crossings. Peds may only be directed to cross where ADA corners are present or suitable accommodations will be required to be installed by contractor. - Peds are not to be directed into the roadway at uncontrolled areas. - If no sidewalk is present on the other side of the street a pedestrian detour must be set up utilizing M4-9B signage with arrows. - Ped detour must incorporate R9-9 signage (sidewalk closed) at either sidewalk approach at the edge of work areas. - Conflicts with street trees must be resolved with explicit consent/direction from City Arborist. 315-473-4330 Ext. 3014.
Engineering - Design & Construction	10/20/2021	Internal Review Complete	Mirza Malkoc	<ul style="list-style-type: none"> • No objection to the encroachment request. • 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. • New concrete sidewalk shall be installed along the whole length of the Stafford Avenue property. Sidewalk shall be installed to the City of Syracuse standard details & specifications. minimum 5' wide & 5" thick, 7" through driveways. • 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	10/20/2021	Conditionally	Ray Wills	<ul style="list-style-type: none"> • No objection to the encroachment request.

Approved

- 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.
- New concrete sidewalk shall be installed along the whole length of the Stafford Avenue property. Sidewalk shall be installed to the City of Syracuse standard details & specifications. minimum 5' wide & 5" thick, 7" through driveways.
- 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 - Sewers	10/20/2021	Internal Review Complete	Mirza Malkoc	All existing utilities in the area shall be located and avoided.
Zoning Planner	11/02/2021	Internal Review Complete	Heather Lamendola	City Planning Commission approved facade alteration to the wall fronting on Stafford Ave. on 11/1/2021. based on Syracuse Landmark Preservation Board's conditions.
Engineering - City Engineer	10/22/2021	Conditionally Approved	Mary Robison	<ul style="list-style-type: none"> • No objection to the encroachment request. • 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. • All sidewalk disturbed as a result of this construction shall be replaced with new concrete sidewalk along the whole length of the Stafford Avenue side of the property. Sidewalk shall be installed to the City of Syracuse standard details & specifications. minimum 5' wide & 5" thick, 7" through driveways and shall meet all ADA regulations. • 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.



DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

November 5, 2021

Jeremy Robinson
Commissioner

Ann Fordock
Deputy Commissioner

Martin E. Davis, L.S.
Deputy Commissioner

Mr. John Copanas
City Clerk
City Hall
Room 231
Syracuse, NY 13202

Re: Legislation Request – Permission for Encroachment (PC-0567-21)

Dear Mr. Copanas,

Stephen Skinner is requesting an Encroachment Waiver for an exterior masonry wall. This feature will encroach 9" into the Right-of-Way on James St at 2384 James Street, Syracuse NY, 13206.

The applicant's mailing address is as follows:

116 Hickok Ave
Syracuse, NY 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,

A handwritten signature in cursive script that reads "Jeremy Robinson".

Jeremy Robinson
Commissioner, Department of Public Works

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

Office 315 448-2489
Fax 315 448-8531

www.syr.gov.net

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

Department of Public Works
ENCROACHMENT PERMIT ROUTING FORM

ADDRESS: 2384 James St

APPLICATION DATE: 10-19-21

PROPERTY:

PERMIT APPLICATION: PC-0567-21

OWNER: Palace on James LLC

MINOR OR MAJOR ENCROACHMENT

CONTRACTOR: Owner Representative / Stephen Skinner

PHONE: 315-373-6896

EMAIL: stephen@skinnercnyrealty.com

DESCRIPTION OF WORK: Exterior Masonry Wall, attached to existing wall to restore facade stability, that will encroach 9" into ROW.

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@svrgov.net.

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

Bon 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@syrgov.net

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: 2384 James
Street address abutting the right-of-way where the improvement is being requested

Section, Block & Lot # (if known) 100 Block of Stafford

Property Owner (print name): Palace on James LLC

Mailing Address (if different): 2384 James St Syracuse, NY

Phone #(s): 315 373-6896 13206

Email Address(es): stephen@skinneranycrty.com

Encroachment Permit Instructions and Application

Applicant / Owner's Representative
(print name):

Stephen Skinner / Katrina Skinner

Mailing Address:

116 Hickok Ave, Syracuse, NY 13206

Phone #(s):

315-373-6896 / 315-491-3272

Email Address:

stephen@skinnercnyrealty.com / katrina@skinnercnyrealty.com

Type of improvement requested:

exterior wall

Describe the style &/or materials of the
improvement:

masonry wall

Ex: a picket fence; a masonry bench

List the dimensions of the improvement
in feet and inches:

Horizontal: 140 8 Vertical: 20 0
Feet Inches Feet Inches

What is the reason(s) for the
improvement?

restore existing facade stability

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 X No

If yes, please identify the project and specify the additional city/county approvals
being applied for

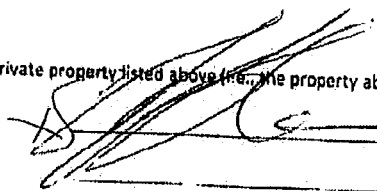
How far does the feature encroach into
the City's Right of Way?

9"

SIGNATURE OF THE OWNER

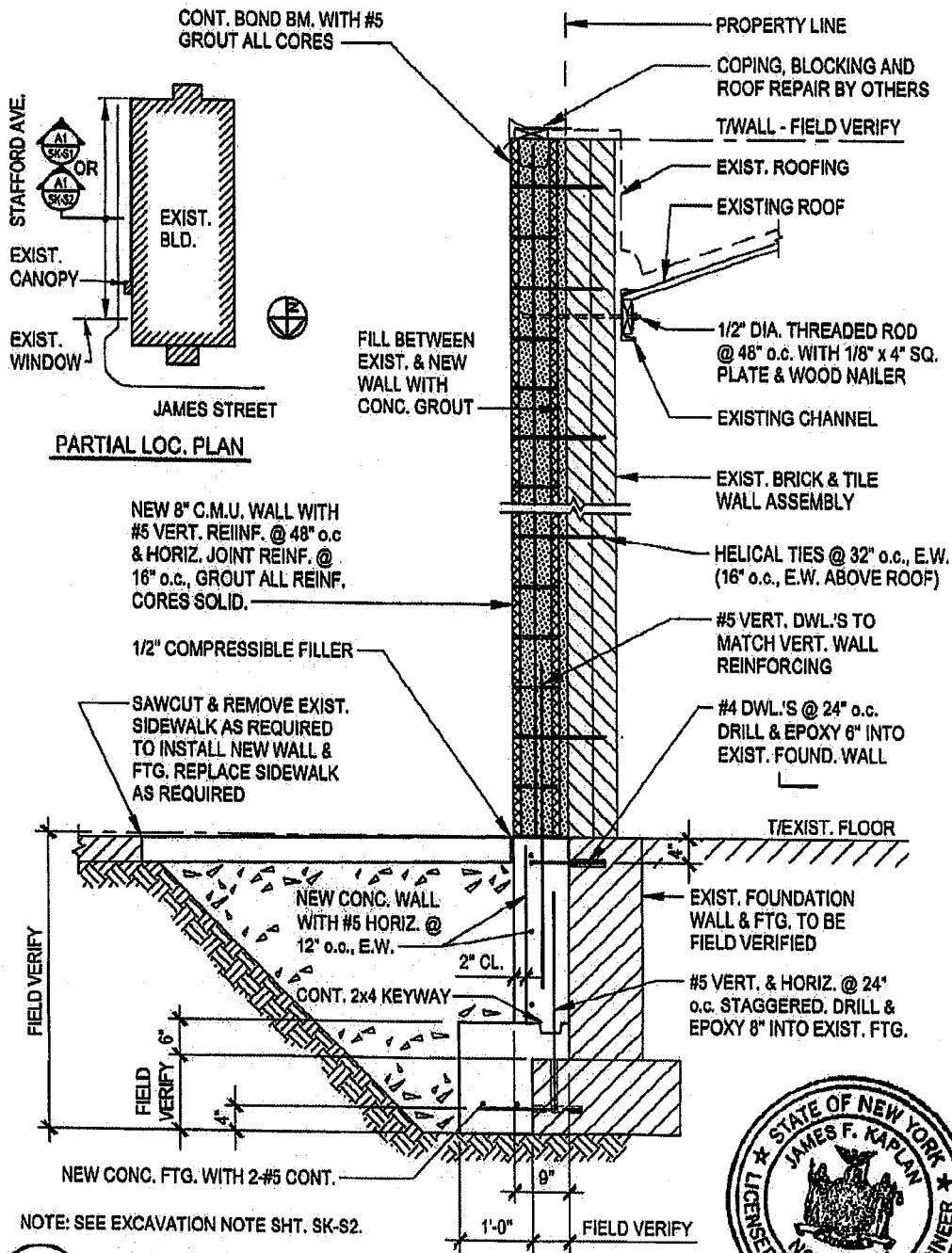
I (we) certify that I (we) own the private property listed above (i.e., the property abutting the requested improvement).

Signature(s):



10/6/21
Date

Date



A1
SK-S1

SECTION

NO SCALE

D:\ndet-1201



DATE: 09-23-21	JOB No.: 221172.00	DRWN. BY: PG	CHKD. BY: EN		DRAWING No.
JOHN P. STOPEN ENGINEERING, LLP 450 SOUTH SALINA STREET P.O. BOX 29, SUITE 400 SYRACUSE, NEW YORK 13201 (315) 472-5238 FAX (315) 472-8430		WALL MODIFICATION			SK-S1
		PALACE THEATER 2384 JAMES STREET SYRACUSE, NEW YORK			

JOHN P. STOPEN ENGINEERING, LLP

450 S. SALINA ST. / SUITE 400 / PO BOX 29 / SYRACUSE, NEW YORK 13201 / TEL: 315 - 472 - 5238 / FAX: 315 - 472 - 8430

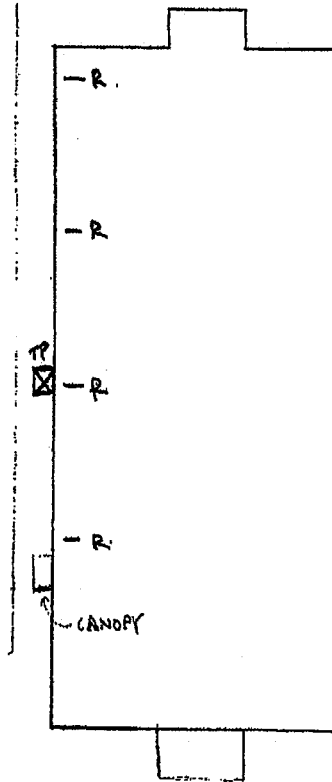
PROJECT	JOB NO.	DES. BY	CHKD. BY	DATE	SHEET
PALACE THEATER - FIELD INVESTIGATION	221172-00			9/15/21	INV-1

NOTES:

'TP'-DENOTES TEST PIT AS SHOWN ON INV-2. LOCATE NEAR BUILDING COLUMN TO VERIFY FOUNDATION. CONSTRUCTION AT COLUMN MAY VARY FROM CONSTRUCTION BETWEEN COLUMNS. EXTEND TEST PIT ALONG WALL TO VERIFY BOTH CONDITIONS.

'R' - DENOTES VERIFICATION R: AS DEFINED ON INV. 2 AT APPROXIMATELY 40'-0" D.C. ALONG WALL.

STAFFORD AVE.



JAMES ST.

FIELD VERIFICATION PLAN

NEW 8" C.M.U. WALL WITH
#5 VERT. REINF. @ 48" o.c
& HORIZ. JOINT REINF. @
16" o.c., GROUT ALL REINF.
CORES SOLID.

1/2" COMPRESSIBLE FILLER

- SAWCUT & REMOVE EXIST.
SIDEWALK AS REQUIRED
TO INSTALL NEW WALL &
FTG. REPLACE SIDEWALK
AS REQUIRED

HELICAL TIES @ 32" o.c., E.W.
(16" o.c., E.W. ABOVE ROOF)

- #5 VERT. DWL.'S TO
MATCH VERT. WALL
REINFORCING

- #4 DWL'S @ 24" o.c.
DRILL & EPOXY 6" INTO
EXIST. FOUND. WALL

NEW CONC. WALL
WITH #5 HORIZ. @
12" o.c., E.W. —

- EXIST. FOUNDATION
WALL & FTG. TO BE
FIELD VERIFIED

- EXISTING FLOOR

- #5 VERT. & HORIZ. @ 24"
O.C. STAGGERED. DRILL &
EPOXY 8" INTO EXIST. FTG.

NEW CONC. FTG. WITH
2-#5 CONT. _____

CONTACT DIG SAFELY NEW YORK TO LOCATE ANY UTILITIES IN AREA OF NEW CONSTRUCTION PRIOR TO PROCEEDING WITH ANY EXCAVATION WORK.



SECTION

NO SCALE

D:fnDET-1203

DATE: 09-23-21	JOB No.: 221172.00	DRWN. BY: PG	CHKD. BY: EN			DRAWING No.
JOHN P. STOPEN ENGINEERING, LLP 450 SOUTH SALINA STREET P.O. BOX 29, SUITE 400 SYRACUSE, NEW YORK 13201 (315) 472-5238 FAX (315) 472-8430		WALL MODIFICATION			SK-S2	
		PALACE THEATER 2384 JAMES STREET SYRACUSE, NEW YORK				

JOHN P. STOPEN ENGINEERING, LLP

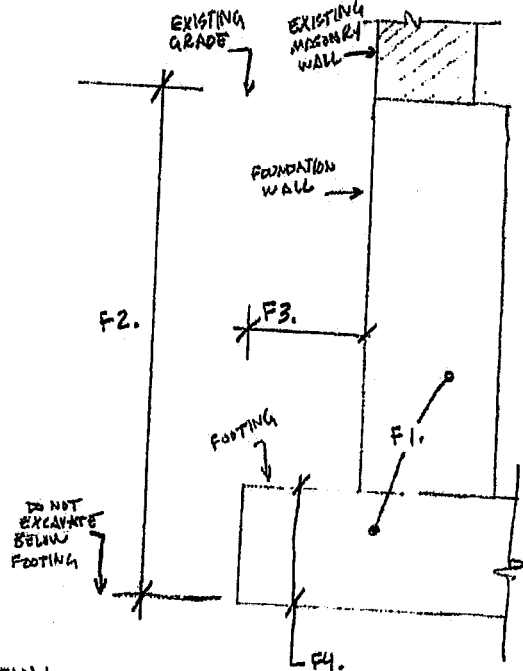
450 S. SALINA ST. / SUITE 400 / PO BOX 29 / SYRACUSE, NEW YORK 13201 / TEL: 315 - 472 - 5238 / FAX: 315 - 472 - 8430

PROJECT	JOB NO.	DES. BY	CHKD. BY	DATE	SHEET
PALACE THEATER - FIELD INVESTIGATION	221172.00			9/15/21	INV - 2

FIELD INVESTIGATION - FOUNDATION

DIG A TEST PIT ADJACENT TO THE EAST EXTERIOR WALL TO VERIFY THE EXISTING FOUNDATION CONSTRUCTION AS FOLLOWS:

- F1. FOUNDATION WALL AND FOOTING MATERIAL.
 - F2. EXISTING GRADE TO BOTTOM OF FOOTING.
 - F3. FOOTING EXTENSION PAST FOUNDATION WALL.
 - F4. FOOTING THICKNESS.
- SEE PLAN FOR APPROXIMATE LOCATIONS



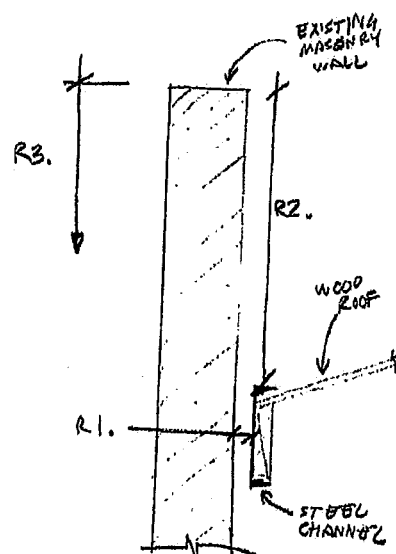
FOUNDATION INVESTIGATION

FIELD INVESTIGATION - ROOF

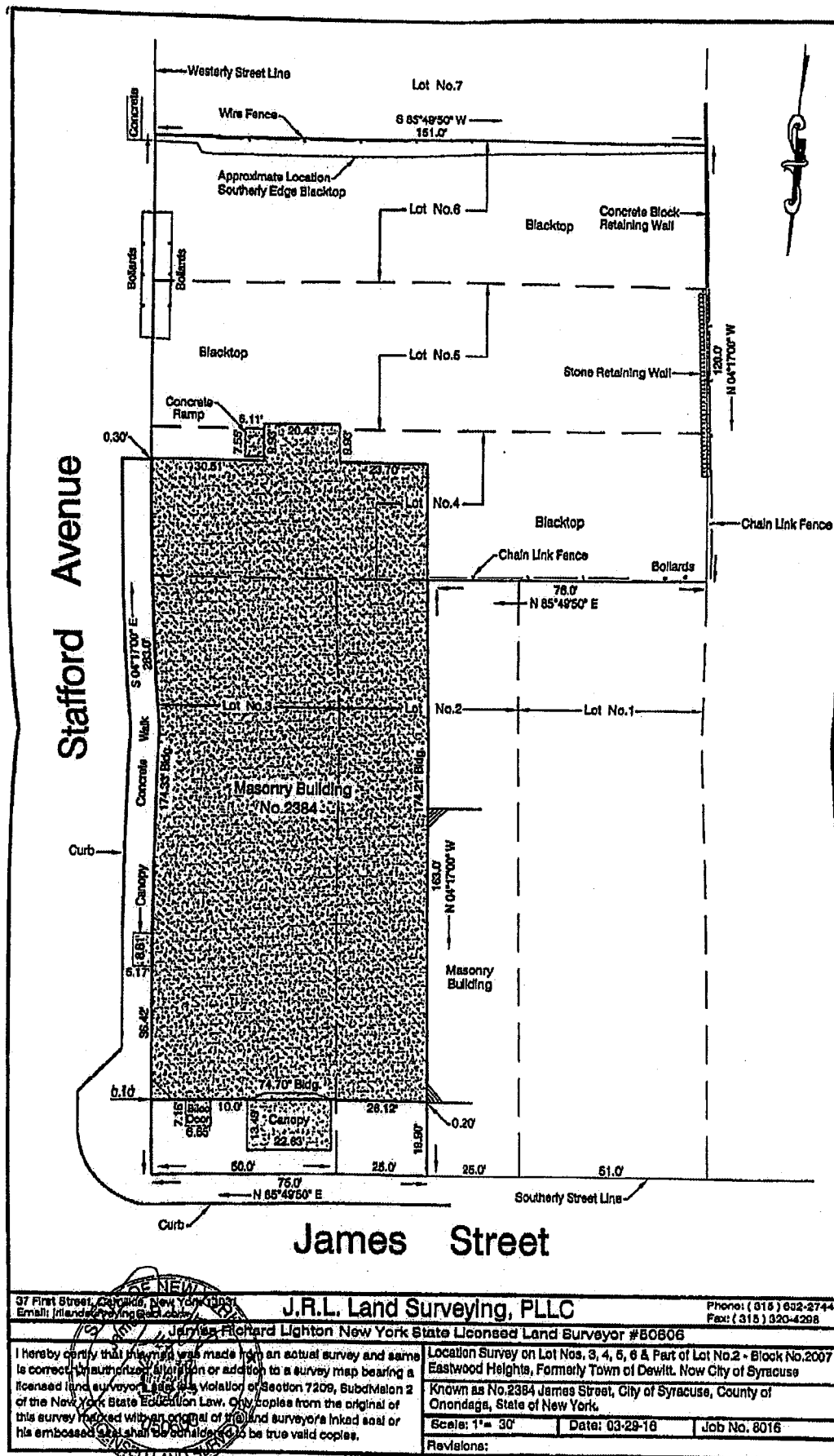
FIELD VERIFY THE FOLLOWING DIMENSIONS:

- R1. GAP BETWEEN BACK OF MASONRY WALL AND BACK OF STEEL CHANNEL.
- R2. PARAPET HEIGHT ABOVE ROOF.
- R3. TOP OF PARAPET TO EXISTING GRADE.

SEE PLAN FOR APPROXIMATE LOCATIONS FOR R1 - TAKE MEASUREMENT AT 40'-0" O.C. ALONG WALL



ROOF INVESTIGATION



37 First Street, Syracuse, New York 13203
 Email: jrlandsurveying@aol.com

J.R.L. Land Surveying, PLLC

Phone: (315) 632-2744
 Fax: (315) 620-4298

James Richard Lighton New York State Licensed Land Surveyor #80806

I hereby certify that this map was made from an actual survey and same is correct, in accordance with the provisions of a survey map bearing a licensed land surveyor's seal is a violation of Section 7209, Subdivision 2 of the New York State Education Law. Only copies from the original of this survey marked with an original of the land surveyor's inked seal or his embossed seal shall be considered to be true valid copies.

Location Survey on Lot Nos. 3, 4, 5, 6 & Part of Lot No. 2 - Block No. 2007 Eastwood Heights, Formerly Town of Dewitt, Now City of Syracuse
 Known as No. 2384 James Street, City of Syracuse, County of Onondaga, State of New York.

Scale: 1" = 30' Date: 03-29-18 Job No. 8016

Revisions: