

COMMON COUNCIL  
of the  
CITY OF SYRACUSE

(09/28)

REGULAR MEETING – SEPTEMBER 28, 2020  
1:00 P.M.

1. *Pledge of Allegiance to the Flag – (Suspended during Webex meetings)*
2. *Invocation - (A Moment of Silent Reflection was led by the Hon. Helen Hudson, President of the Syracuse Common Council)*
3. *Roll Call - (Present – 8; Councilor Rudd absent)*
4. *Minutes – September 14, 2020 - (Adopted 8-0)*
5. *Public Hearing – Relative to Agenda Item #10 “Abandon – The 1000 Block of South Clinton Street and the 100 Block of Cortland Avenue. JMA Tech Properties, petitioner. (Public Hearing was held on Monday, September 28, 2020 at 1:00P.M.)” (Robert Haley – IN OPPOSITION) (Mellissa Zell – IN FAVOR)*
6. *Petitions – (none)*
7. *Committee Reports – (none)*
8. *Communications - From the Hon. Timothy M. Rudd, notice to resign from the position of Councilor-at-Large for the City of Syracuse effective Wednesday, September 30, 2020; From the Town of Onondaga, Proposed Local Law A-2020, amending the zoning regulations with regards to lot area in residential districts. A Public Hearing will be held on Monday, October 5, 2020 at 5:30PM at the Town of Onondaga Town Hall; From Matthew Paulus of Paulus Development, letter accepting terms and conditions of Ordinances #295 and #296 (06-22-2020)*

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NEW BUSINESS  
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BY PRESIDENT HUDSON:

- WD 9. Resolution - Approving the Appointment of Various Persons as Commissioners of Deeds for 2020. WD

BY COUNCILOR BEY:

- Object- 10. Abandon – The 1000 Block of South Clinton Street and the 100 Block of Cortland T  
Hogan Avenue. JMA Tech Properties, petitioner. (Public Hearing was held on Monday, September 28, 2020 at 1:00P.M.)

11. Amend - Ord. #2 (01/13/2020), "Authorize - Consultant Agreement with Saratoga Associates, to provide professional planning, design and engineering services to the Onondaga Creek and Seneca Turnpike project, in an amount not to exceed \$89,610, with a term ending May 31, 2020. From Fund #07, Account #599807 Department #00400 Project #701226016. The City will be fully reimbursed by a grant with NYS under the Local Waterfront Revitalization Program." Amend to extend the contract date to July 31, 2021. All other terms and conditions remain the same. **8-0** **431**

BY COUNCILOR RUDD:

12. Appropriate Funds – From the 2020/2021 Cash Capital Account #599007.01.99999 in the amount not to exceed \$347,000, on behalf of the Bureau of Information Technology, for PC Network Infrastructure Improvements (\$77,000), Network Infrastructure (\$105,000), Security Camera System Upgrade (\$65,000) and Cybersecurity Hardening Upgrade (\$100,000). **8-0** **432**
13. Approve - Settlement of Tax Certiorari Proceedings – Niagara Mohawk Power Corporation d/b/a National Grid vs. The City of Syracuse, et.al. – Index Nos: 2015EF 1940; 2016EF1548; 2017EF1680; 4304/2018; 3388/2019 and 3350/2020. Properties located at 300-320 Erie Boulevard, West (Tax Map No.: 104.-11-05.1) (\$16,464.04) and 409 Genesee Street West to Creek (Tax Map No.: 104.-11-03.0); (\$1,441.68) – Tax 2015/16 through 2020/21. Total City/School District settlement amount \$17,905.72, from Account #01.19310.0.000. **8-0** **433**
14. Bond Ordinance - Authorizing the issuance and sale of bonds of the City of Syracuse to defray the cost and expense of a judgment in connection with Maleatra Montanez v. City of Syracuse, et al. Civil Action No. 6:16-cv-0550 United States District Court, NDNY. Total amount not to exceed \$401,044. **8-0** **434**
15. Approve – Judgement – Relative to Maleatra Montanez v. City of Syracuse, et al. Civil Action No. 6:16-cv-0550, (Ord. #593-2019), in the amount of \$401,044 for plaintiff's attorney's fees and other associated costs ordered by the Federal District Court. **8-0** **435**

BY COUNCILOR GREENE:

16. Amend – Ord. #508 (08/19/2019), "Agreement - With LAZ Parking NY NJ LLC, for professional services to manage the Fayette Street Parking Garage (\$259,012) and MONY/AXA Parking Garage (\$392,544), on behalf of the Department of Public Works for the period of one (1) year commencing from date of execution." Amend to extend the contract date for four (4) months to expire December 31, 2020. Total cost not to exceed \$130,848 for the Fayette Street Parking Garage and \$86,337 for MONY – AXA, to be charged to Account #540551.01.81800. All other terms and conditions remain the same. The Mayor has waived the RFP process. **8-0** **436**

17. **8-0** Agreement - With New York State Department of Transportation (NYSDOT), for an Undertaking Agreement for new fiber to be laid within the NYS I-690 right-of-way, for the rehabilitation of the City's signal interconnect system, for the period of twenty (20) years. The Fiber Optic Trunk Replacement Project (PIN 12283.05) will follow a similar route as the existing fiber line that spans the I-690 right-of-way via an aerial cable from Burnet to the DPW Main Office on Canal Street Ext. Total cost not to exceed \$650,000, charged to Account #7010.21020. **437**
18. **8-0** Authorize - The City of Syracuse to declare the Outer Eastwood Sewer Inflow and Infiltration Study, Engineering Planning Grant Number 94108 is a Type II Action pursuant to the SEQR Act, and the statewide regulations 6 NYCRR Section 617.5(c)(24) & (27). **438**
19. **8-0** Application & Agreement – To and with NYS Environmental Facilities Corporation, for an Engineering Planning Grant Award, in the amount of \$50,000, to be use for the Outer Eastwood Sewer Inflow and Infiltration Study, Engineering Planning (Grant Number 94108). There is a 20% required local match. **439**
20. **8-0** Authorize – The Outer Eastwood Sewer Inflow and Infiltration Study and a local match of a minimum 20%, required by the Engineering Planning Grant, to be met by in-kind services performed by personnel from the Departments of Engineering and Public Works. The maximum local match shall not exceed \$10,000. **440**
21. **8-0** Amend – Ord. #261 (06/08/2020), "Authorize - The Scoping and Final Design Phase along with the Detailed Design and the addition to the Construction and Inspection Phases of the Hiawatha Boulevard Bridge Sidewalk Improvement Project, PIN 3755.84, on behalf of the Department of Engineering. The City incurs all initial costs for this project with subsequent 80% Federal reimbursement through TIP. Total cost not to exceed \$2,992,882 from Account #599807.07.701243000." Amend to increase the amount of Marchiselli Funding for the project. **441**
22. **8-0** Amend – Ord. #356 (06/17/2019), "Agreement - With N.Y.S. DOT for the Scoping, Final Design Phase and the Detailed Design, Construction and Inspection Phases, for the Hiawatha Boulevard Bridge Sidewalk Improvement Project, PIN 3755.84. The City incurs all initial costs for with subsequent 80% Federal reimbursement through TIP. Total cost not to exceed \$2,472,000 from Account #599807.07.701243000." Amend to increase the amount of Marchiselli Funding for the project. **442**

BY COUNCILOR MAJOK:

23. **H** Amend - The Revised General Ordinances of the City of Syracuse, Chapter 19, entitled "Police Department", to create a new section 19-9, to be entitled "Right To Know". **H**
24. **8-0** Purchase w/c/b – Range time for firearms training from Bridgeport Rod & Gun Club, Inc., Elbridge Rod & Gun Club, Inc., Pathfinder Fish & Game and Camillus Sportsmen's Club Inc., for the period of July 1, 2020 - June 30, 2021, on behalf of the Police Department. Total cost not to exceed \$10,000 to be charged to Account #540552.01.31230. **443**

- 8-0** 25. Agreement with Wellnow Urgent Care P.C., to retain a medical exam/testing provider, for the period of July 1, 2020 - June 30, 2021, on behalf of the Police Department. Total cost not to exceed \$10,000, from Account #541500.01.31230. The Mayor waived the RFP process. **444**

BY COUNCILOR ALLEN:

- 8-0** 26. Ord. #67 (2/10/2020), "Agreement - With the Landmark Society of Western New York to administer the New York State Department of Parks, Recreation & Historic Preservation – Certified Local Government (CLG) grant, for the annual New York Statewide Preservation Conference to be held for the first time in Syracuse in March 2020, on behalf of the Division of City Planning, for a term ending on September 30, 2020. The grant will fund the conference scholarships, venue costs, audio/visual expenses and keynote speaker fees. Total amount not to exceed \$20,000 to be charged to Account #599802.02.235150120." Amend to extend the contract to February 28, 2021 in order to accommodate the new conference dates due to the COVID-19 pandemic. **445**
- 8-0** 27. Authorize - Intermunicipal Agreement with Onondaga County, to fund the cost of a full time Code Enforcement Officer to perform housing inspections and other functions for recipients who participate in the Tenant Rental Agreement (TRA) Program, for the period of January 1, 2020-December 31, 2020. Total cost not to exceed \$55,000. **446**

BY COUNCILOR DRISCOLL:

- 8-0** 28. Resolution – To nominate Neil Burke and James Conroy to the Central New York Regional Transportation Authority Board of Directors for a term to expire on July 31, 2026. The appointment is to fill a vacant seat **17-R**
- 8-0** 29. Resolution – To nominate Cjala Surratt and Brian Driscoll to the Central New York Regional Transportation Authority Board of Directors for a term to expire on July 31, 2025. The appointment is to fill a vacant seat **18-R**

(SUPPLEMENTAL AGENDA – SEPTEMBER 28, 2020)  
WAIVER OF THE RULES REQUIRED TO INTRODUCE:

BY COUNCILOR PANIAGUA:

- 8-0** 30. Authorize – A contract with Pro-Act Inc., to supply and administer flu shots for up to 450 city personnel as part of a Flu Clinic to be held October the 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> of 2020, in an amount not to exceed \$13,500 to be charged to Account #01.90600.00.000. **447**

Syracuse Common Council  
Adjourned at 1:29P.M.

1070-10

Ordinance No.

2020

**ORDINANCE AUTHORIZING ABANDONMENT  
OF A PORTION OF THE 1000 BLOCK OF  
SOUTH CLINTON STREET AND THE 100  
BLOCK OF CORTLAND AVENUE**

WHEREAS, this Common Council on August 24, 2020, adopted an ordinance declaring its intention to abandon and discontinue for street purposes a portion of the 1000 Block of South Clinton Street and the 100 Block of Cortland Avenue, Syracuse, New York, and by said ordinance directed the City Clerk to publish a notice of hearing thereon to be held before the Common Council on September 28, 2020, at 1:00 p.m. either remotely via WebEx with instructions and a link to the meeting being placed on the Common Council page of the City of Syracuse website or if the Governor's executive order regarding social distancing is no longer in place, in person in Common Council Chambers on the Third Floor of City Hall, 233 E. Washington Street, Syracuse, New York 13202, and such hearing having been held as specified in said notice and by law; NOW, THEREFORE,

BE IT ORDAINED, that the following portion of the 1000 Block of South Clinton Street and the 100 Block of Cortland Avenue, as shown on Appendix "A", be and hereby is abandoned and discontinued for street purposes in the City of Syracuse, New York, effective immediately.

PROPOSED ABANDONMENT  
PART OF CLINTON STREET  
CITY OF SYRACUSE  
ONONDAGA COUNTY

All that tract or parcel of land situate in the City of Syracuse, County of Onondaga and State of New York, being part of Clinton Street in said City, bounded and described as follows:

Beginning at a point in the southerly boundary of Taylor Street at its intersection with the easterly boundary of said Clinton Street; running thence S 12°55'00" E along said easterly boundary of Clinton Street, a distance of 648.56 feet to an angle point therein; thence S 21°00'20" W continuing along said easterly boundary of Clinton Street, a distance of 267.14 feet to a point in the northerly boundary of Tallman Street; thence N 88°57'50" W along the westerly prolongation of said northerly boundary of Tallman Street, a distance of 70.22 feet to a point in the westerly boundary of said Clinton Street at its intersection with said northerly boundary of Tallman Street; thence N 21°00'20" E along said westerly boundary of Clinton Street, a distance of 299.66 feet to an angle point therein; thence N 12°55'00" W continuing along said westerly boundary of Clinton Street, a distance of 606.08 feet to a point in said southerly boundary of Taylor Street; thence N 78°44'00" E along the easterly prolongation of said southerly boundary of Taylor Street, a distance of 50.02 feet to the point of beginning.

All as shown on a map "Abandonment of a portion of Clinton Street and Cortland Avenue" by Ianuzi & Romans Land Surveying, P.C. dated July 6, 2020.

Subject to any existing buildings or structures encroaching easterly from the existing properties westerly of said westerly street boundary of Clinton Street.

Subject to any existing buildings or structures encroaching westerly from the existing properties easterly of said easterly street boundary of Clinton Street.

Subject to any necessary utility easements for the existing sanitary sewer, drainage, water, electric, cable television, data facilities and any other existing utility facilities within the above described portion of Clinton Street.

Subject to any other easements or restrictions of record.

PROPOSED ABANDONMENT  
PART OF CORTLAND AVENUE  
CITY OF SYRACUSE  
ONONDAGA COUNTY

All that tract or parcel of land situate in the City of Syracuse, County of Onondaga and State of New York, being part of Cortland Avenue in said City, bounded and described as follows:

Beginning at a point in the westerly boundary of South Salina Street at its intersection with the westerly boundary of said Cortland Avenue; running thence S 21°00'20" W along said westerly boundary of Cortland Avenue, a distance of 546.13 feet to a point in the northerly boundary of Tallman Street; thence S 88°52'10" E along the easterly prolongation of said northerly boundary of Tallman Street, a distance of 70.18 feet to a point in the easterly boundary of said Cortland Avenue; thence N 21°00'20" E along said easterly boundary of Cortland Avenue, a distance of 419.46 feet to a point in said westerly boundary of South Salina Street; thence N 11°41'26" W through said Cortland Avenue, a distance of 122.18 feet to the point of beginning.

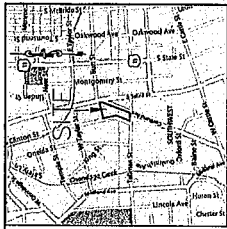
All as shown on a map "Abandonment of a portion of Clinton Street and Cortland Avenue" by Ianuzi & Romans Land Surveying, P.C. dated July 6, 2020.

Subject to any existing buildings or structures encroaching easterly from the existing properties westerly of said westerly street boundary of Cortland Avenue.

Subject to any existing buildings or structures encroaching westerly from the existing properties easterly of said easterly street boundary of Cortland Avenue.

Subject to any necessary utility easements for the existing sanitary sewer, drainage, water, electric, cable television, data facilities and any other existing utility facilities within the above described portion of Cortland Avenue.

Subject to any other easements or restrictions of record.



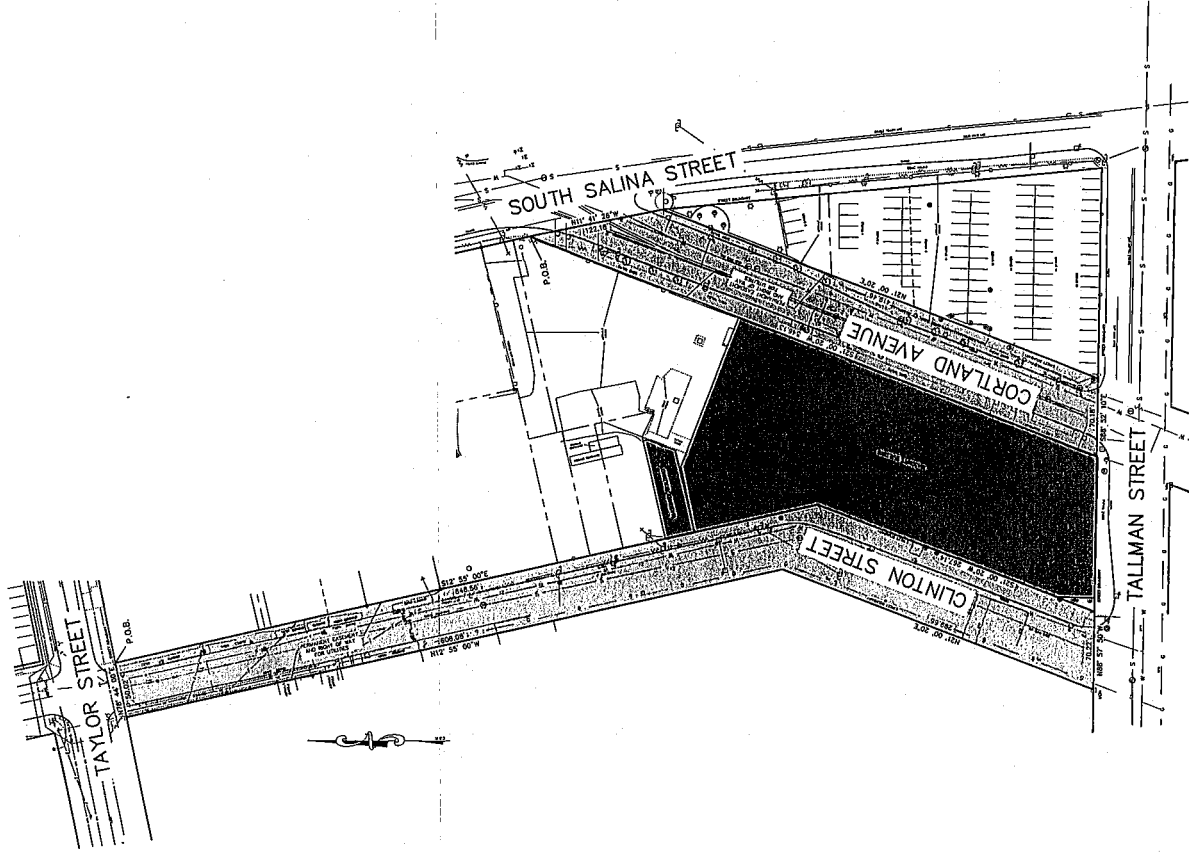
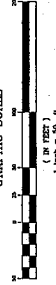
# NOTES:

Location of underground utilities taken by field measurement where possible. All other utilities shown are approximate only.  
CEP, 24

# LEGEND:

- Indicates light stand
- Indicates utility pole, anchor & overhead lines
- Indicates two pipe and/or manhole found
- Indicates bellows
- Indicates sign
- Indicates storm culvert
- Indicates gas main, gas valve & gas line marker
- Indicates water main, water valve & hydrant
- Indicates storm sewer, catch basin & manhole
- Indicates sanitary sewer, sewer vent & manhole
- Indicates underground telephone line, manhole & box
- Indicates underground electric line & manhole
- Indicates underground television cable & box
- Indicates 6" diameter barrel (typical)
- Indicates 8" diameter monitoring well (typical)
- Indicates boundary line
- Indicates adjacent parcel line
- Indicates old/original parcel line
- Indicates easement line
- Indicates centerline road

# GRAPHIC SCALE



Seal of the City of Syracuse, New York

ABANDONMENT MAP OF A PORTION

CLINTON STREET  
&  
CORTLAND AVENUE  
CITY OF SYRACUSE

ONONDAGA COUNTY, NEW YORK

LAND SURVEYING, P.C.

DATE: JULY 6, 2020

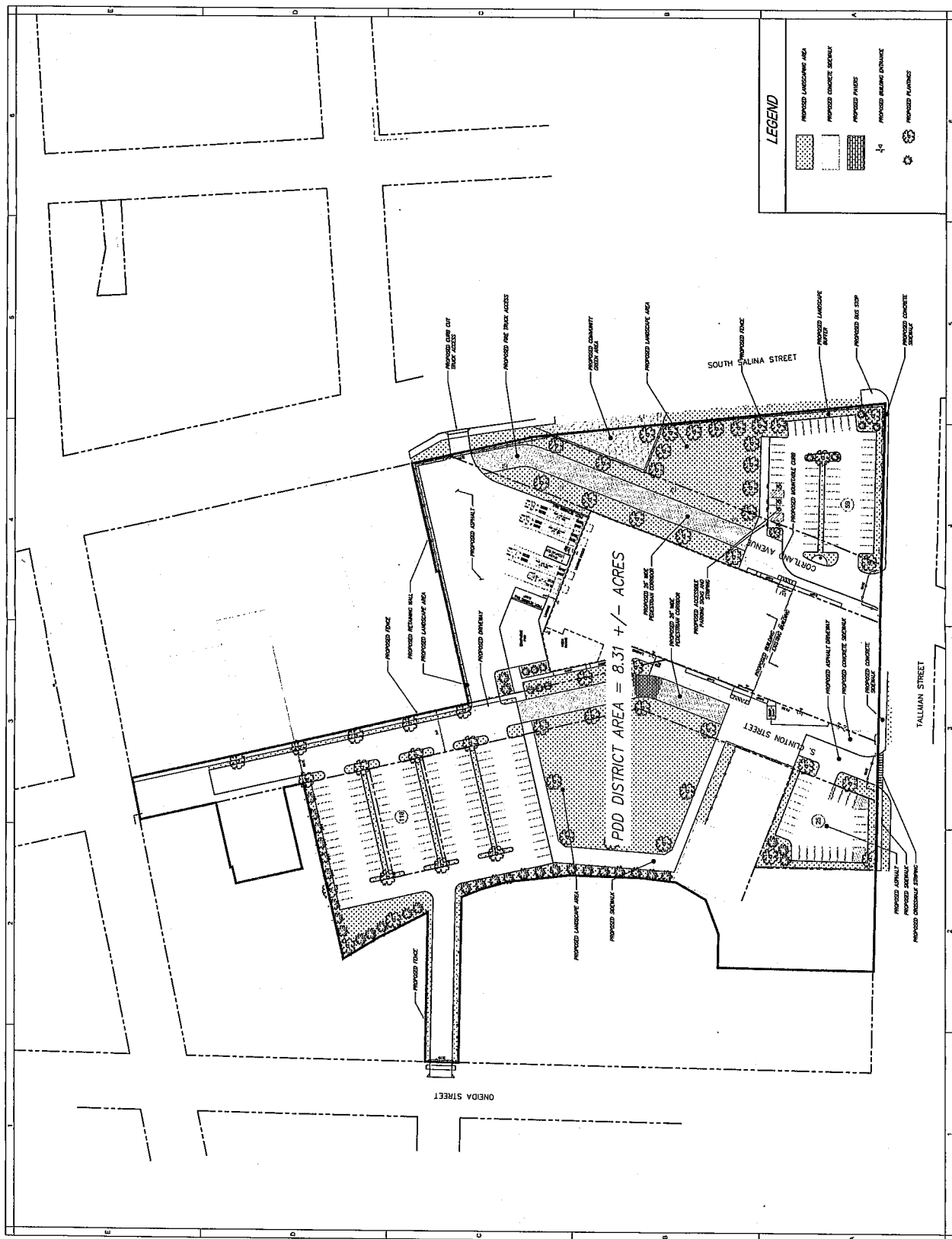
SCALE: 1" = 50'

FILE NO. 2206.006

SHEET NO.

23 OF 25





A RESOLUTION RECOMMENDING APPROVAL OF A STREET ABANDONMENT  
TO ABANDON THE 1000 BLOCK OF SOUTH CLINTON STREET AND  
THE 100 BLOCK OF CORTLAND AVENUE

We, the duly appointed members of the City Planning Commission of the City of Syracuse, do this 10<sup>th</sup> day of August, 2020, adopt the following resolution:

- WHEREAS, the petitioner, JMA Tech Properties, LLC, is requesting the City of Syracuse to abandon the 1000 block of South Clinton Street and the 100 block of Cortland Avenue pursuant to Part C, Section I, Article 3 of the City of Syracuse Zoning Rules and Regulations, as amended; and
- WHEREAS, the City Planning Commission held a virtual Public Hearing on the request via Webex on August 10, 2020, at 6:00 p.m., 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, adjacent and neighboring properties lie within Industrial, Class A, Commercial, Class A, Commercial, Class B, and Business, Class A zoning districts; and
- WHEREAS, the "Syracuse Land Use and Development Plan" incorporates portions of the adjacent and neighboring properties, which lie within the Southside neighborhood into the Southeast Gateway Plan; and
- WHEREAS, the purpose of the request is to facilitate the revitalization and redevelopment of the area that includes the establishment of a Planned Development District; and
- WHEREAS, the petition included an abandonment map of a portion of South Clinton Street and Cortland Avenue, dated July 6, 2020, which illustrates that portion of South Clinton Street between Taylor Street to the north and Tallman Street to the south, and that portion of Cortland Avenue between South Salina Street to the east and Tallman Street to the south to be abandoned; and
- WHEREAS, the proposal was submitted to various City and civil departments and agencies for review, to include, but not limited to the City of Syracuse Departments of Assessment, Engineering, Fire, Neighborhood and Business Development, Police, Public Works, and Water, Corporation Counsel, the Division of City Planning, and National Grid; and
- WHEREAS, per the City of Syracuse Department of Engineering;
- there are various property owners along South Clinton Street which is being requested to be abandoned; these properties need continued access to Clinton Street;
  - unless the applicant can demonstrate they own all the parcels along Clinton Street then the City will need to maintain ownership of the sewer and an easement will be required;

- an easement will be required for the sewer on Cortland Avenue;
- the closure of Cortland Avenue will result in the redirection of traffic to Tallman Street; this will result in increased traffic at the Tallman/South Salina St intersection; this intersection will require a new traffic signal(s); the costs to design and construct a new signalized intersection should be borne by the applicant;
- the existing traffic signal (at Cortland and S. Salina) will need to be decommissioned; costs should be borne by the applicant; and

WHEREAS, per the City of Syracuse Department of Public Works;

- if permanent easements are retained for all the existing utilities, the current right-of-way widths would become the easement widths;
- no permanent structures will be built on any portion of the proposed easements; and

WHEREAS, Centro recommended approval with a condition that a traffic control signal be placed at the corner of Tallman and South Salina Street along with pedestrian control signalization; and

WHEREAS, the abandonment map illustrates proposed permanent easements for the entire lengths and widths of the proposed abandonment; and

WHEREAS, the petition included an overall campus plan (Sheet C-100), dated November 13, 2019, and last revised on May 15, 2020, which illustrates the proposed development; and

WHEREAS, the City Planning Commission is reviewing a companion Resubdivision application (R-20-51) to combine seven properties into one new Lot, a companion Zone Change Petition (Z-2832) to change the zoning district on 13 properties from Business, Class A, Commercial, Class A, and Industrial, Class A to a Planned Development District, and a companion Planned Development District request (Z-2833); 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 10<sup>th</sup> day of August, 2020, RECOMMEND APPROVAL of an abandonment of the 1000 block of South Clinton Street and the 100 block of Cortland Avenue as shown on the plans entitled;

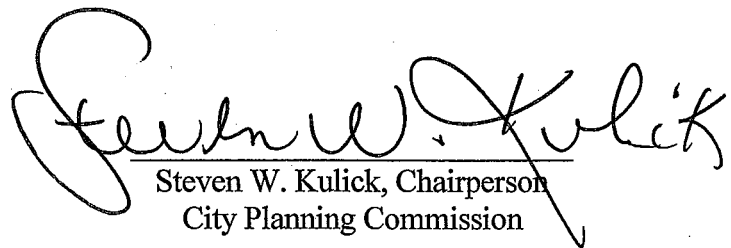
- Abandonment Map of a Portion of Clinton Street & Cortland Avenue; City of Syracuse, Onondaga County, New York; prepared by: Timothy J. Coyer, Licensed Land Surveyor; scaled: 1"=50';

BE IT FURTHER RESOLVED that said property being more specifically described on the attached legal description;

BE IT FURTHER RESOLVED that this recommendation for approval is subject to any and all applicable permissions, approvals, permits, and/or agreements that may be deemed necessary by any municipal and/or public agencies;

BE IT FURTHER RESOLVED that the petitioner shall establish appropriate easements for the full width and length of the abandonments to meet the requirements previously identified in the preamble to this resolution, and that no permanent structures shall be constructed within these easements;

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



OFFICE OF ZONING ADMINISTRATION

Ben Walsh, Mayor

To: JMA Tech Properties, LLC  
From: Jeffrey Harrop, Zoning Planner  
Date: 07/31/2020  
Re: Abandonment S-20-02  
1022 Clinton St S, Syracuse, 13202

The Departments and/or Boards below have reviewed your application and provided the following comments for your information and action as appropriate.

Please modify the proposal as necessary to address the comments/recommendations. Upon receipt of any revisions and/or written justification to the Office of Zoning Administration, a Public Hearing will be scheduled.

Please contact the Zoning Office at (315) 448-8640 or [Zoning@syr.gov](mailto:Zoning@syr.gov) if you have any questions.

Approval	Status	Status Date	Reviewer	Comments
Assessment - Commissioner	Approved	07/07/2020	David Clifford	no objection
Corporation Counsel	Pending	07/02/2020		
DPW - Commissioner	Pending	07/15/2020		Agree with all comments from Engineering - Design / Mirza Malkoc and DPW Sewer Bureau. ALSO - County WEP has a large trunk sewer in Cortland Avenue. If permanent easements are retained for all the existing utilities, the current right of way width's would become the easements widths. No permanent structures will be built on any portion of the proposed "easements"
DPW - Sanitation & Sewers	Conditionally Approved	07/04/2020	Vinny Esposito	Sewers must become private or easments granted.
DPW - Sidewalk Inspector	Pending	07/02/2020		
DPW - Traffic Control	Approved	07/15/2020	Joe DiBello	no issues
DPW - Transportation Planner	Pending	07/02/2020		
DPW Street Repair - Zoning	Pending	07/02/2020		
Engineering - City Engineer	Pending	07/02/2020		
Engineering - Design & Construction	Internal Review Complete	07/10/2020	Mirza Malkoc	• Tax maps indicate that there are various property owners along Clinton Street which is being requested to be abandoned. These properties need continued

access to Clinton Street to access the City street network. The applicant needs to describe how their access is to be preserved.

- Similar to above there are various parcels along Clinton Street that need the service/access to the sewer on Clinton St, unless the applicant can demonstrate they own all the parcels along Clinton Street then the City will need to maintain ownership of the sewer and an easement will be required.
- An easement will be required for the sewer on Cortland Ave
- Easements will be required to utility companies who have facilities on both Clinton Street and Cortland Ave.
- The closure of Cortland Avenue will result in the redirection of traffic to Tallman Street. This will result in increased traffic at the Tallman/South Salina St intersection this will require a new traffic signal(s) to accommodate the required level of service. As this new signal is a result of the proposed abandonment the costs to design & construct a new signalized intersection should be borne by the applicant.
- The existing traffic signal will need to be decommissioned at the Cortland Avenue and South Salina Street intersection, costs to remove the signal (s) again should be borne by the applicant. The City has a planned paving project which will be starting July 13, 2020 along South Salina St – the closure of Cortland Avenue shall be coordinated accordingly with this project if the timing is correct.
- All other city of Syracuse Engineering Department comments can be found in the site work permits (41602, 41604 & 41752).

Engineering - Mapping	Conditionally Approved	07/31/2020	Ray Wills	<p>Without conditions or restrictions, the proposed abandonment will destroy, damage or restrict impact to several ROW monument locations with are protected by law under the City of Syracuse General Ordinance Article 11, Sec 16-39 &amp; 16-40.</p> <p>These monuments are at the following locations:</p> <ol style="list-style-type: none"> <li>1. NW corner of Tallman and Cortland</li> <li>2. NW corner of Tallman and Clinton St.</li> <li>3. The Angle Point on the Western Street Line of Clinton St. North of Tallman</li> <li>4. The Southern point of intersection of Cortland and Salina.</li> </ol> <p>Therefore, the following conditions would be applied:</p> <ul style="list-style-type: none"> <li>• No permanent structure is to ever be constructed on these locations</li> <li>• The Office of the City Engineer will provide crocks and covers for these locations which will be installed at grade to allow access to the monuments, while trying to maintain a certain esthetic.</li> <li>• Any excavation (or installation) , at the time of abandonment or in the future that occurs within 5' of these locations will be done exclusively</li> </ul>
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by hand with no machinery, and under the supervision of the Office of the City Engineer.

- Access to these locations must never be restricted, to the City Engineers OR Private Land Surveyors.

Provided these restrictions are acceptable, it is understood that these conditions NEVER expire. Mapping Division would conditionally approve of the abandonment.

Engineering - Sewers	Internal Review Complete	07/10/2020	Mirza Malkoc	<ul style="list-style-type: none"> <li>• Tax maps indicate that there are various property owners along Clinton Street which is being requested to be abandoned. These properties need continued access to Clinton Street to access the City street network. The applicant needs to describe how their access is to be preserved.</li> <li>• Similar to above there are various parcels along Clinton Street that need the service/access to the sewer on Clinton St, unless the applicant can demonstrate they own all the parcels along Clinton Street then the City will need to maintain ownership of the sewer and an easement will be required.</li> <li>• An easement will be required for the sewer on Cortland Ave</li> <li>• Easements will be required to utility companies who have facilities on both Clinton Street and Cortland Ave.</li> <li>• The closure of Cortland Avenue will result in the redirection of traffic to Tallman Street. This will result in increased traffic at the Tallman/South Salina St intersection this will require a new traffic signal(s) to accommodate the required level of service. As this new signal is a result of the proposed abandonment the costs to design &amp; construct a new signalized intersection should be borne by the applicant.</li> <li>• The existing traffic signal will need to be decommissioned at the Cortland Avenue and South Salina Street intersection, costs to remove the signal (s) again should be borne by the applicant. The City has a planned paving project which will be starting July 13, 2020 along South Salina St – the closure of Cortland Avenue shall be coordinated accordingly with this project if the timing is correct.</li> <li>• All other city of Syracuse Engineering Department comments can be found in the site work permits (41602, 41604 &amp; 41752).</li> </ul>
Engineering - Stormwater (SWPPP)	Internal Review Complete	07/10/2020	Mirza Malkoc	<ul style="list-style-type: none"> <li>• Tax maps indicate that there are various property owners along Clinton Street which is being requested to be abandoned. These properties need continued access to Clinton Street to access the City street network. The applicant needs to describe how their access is to be preserved.</li> <li>• Similar to above there are various parcels along Clinton Street that need the service/access to the sewer on Clinton St, unless the applicant can demonstrate they own all the parcels along Clinton</li> </ul>

Street then the City will need to maintain ownership of the sewer and an easement will be required.

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- The closure of Cortland Avenue will result in the redirection of traffic to Tallman Street. This will result in increased traffic at the Tallman/South Salina St intersection this will require a new traffic signal(s) to accommodate the required level of service. As this new signal is a result of the proposed abandonment the costs to design & construct a new signalized intersection should be borne by the applicant.
- The existing traffic signal will need to be decommissioned at the Cortland Avenue and South Salina Street intersection, costs to remove the signal (s) again should be borne by the applicant. The City has a planned paving project which will be starting July 13, 2020 along South Salina St – the closure of Cortland Avenue shall be coordinated accordingly with this project if the timing is correct.
- All other city of Syracuse Engineering Department comments can be found in the site work permits (41602, 41604 & 41752).

Fire Prevention Bureau	Conditionally Approved	07/20/2020	Elton Davis	<p>Fire is ok with the proposed abandonments as discussed.</p> <p>Water supply items to be addressed as the project moves forward:</p> <p>Demolition phase:</p> <ol style="list-style-type: none"> <li>1. Signage will need to be placed to identify the remaining operable hydrants (2 hydrant on S Clinton, 1 on Cortland)</li> <li>2. Fire access lanes, unobstructed width of 20' maintained through construction site on S Clinton and Cortland.</li> <li>3. Unobstructed access to the operable hydrants must be mainlined at all times</li> <li>4. A clear space of 3 feet around aforementioned hydrants must be maintained.</li> </ol> <p>Construction phase:</p> <ol style="list-style-type: none"> <li>1. Lockbox placement at Cortland Street entrance and Tallman/S Clinton Street entrance.</li> <li>2. Building dimensions of the new construction will dictate: <ol style="list-style-type: none"> <li>a. Additional hydrants will need to be added to the site to meet provisions of the §507 of the 2020 NYS Fire Code</li> <li>b. Hydrants will need to be on an approved fire access roadway and route such that a hydrant is no more than 600' from any exterior portion of the (sprinklered) building.</li> <li>c. Required water supply (hydrants installed)</li> </ol> </li> </ol>
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must be provided prior to any combustible materials being allowed on site.

d. Fire department vehicle access to new construction.

3. Standpipe will need to be installed in the 3 story portion of the building.

4. Standpipe must be operational prior to beginning construction on the 3rd floor.

5. Hydrant will need to be within 100' of standpipe FDC.

6. Horizontal hose connections in new construction area

7. Interconnected standpipe system

I will provide additional comments when the site plan has been formally submitted.

Davis  
704

NBD - Division of Business Development	Pending	07/02/2020		
Police Department - Community Policing	Pending	07/02/2020		
Water Commissioner	Pending	07/02/2020		
Water Engineering	Pending	07/02/2020		
Planning Commission	Pending	07/02/2020		
Common Council	Pending	07/02/2020		
National Grid	Pending	07/02/2020		
Verizon	Pending	07/02/2020		
CENTRO	Pending	07/02/2020		
Onondaga Co Planning Board	Pending	07/02/2020		

Approval	Condition
----------	-----------

The Office of Zoning Administration requests your review of the enclosed street abandonment request.

The Petitioner is requesting the abandonment of the 1000 block of South Clinton Street and the 100 Block of Cortland Avenue per the attached, proposed abandonment map and descriptions. The total area of South Clinton Street to be abandoned is approximately 50,070.4 square feet and lies between Taylor Street and Tallman Street. The total area of Cortland Avenue to be abandoned is approximately 31,864.47 square feet and lies between South Salina Street and Tallman Street. The purpose of the abandonment is to facilitate the revitalization and redevelopment of the area per the attached overall campus plan (Sheet C-100).

RECEIVED

JUL - 7 2020

Office of Corporation Counsel  
Initials: NS

For those who have access to IPS, please enter your review comments regarding this request no later than July 31, 2020, under Project Number S-20-02. For all others, please record your comments regarding this request in the space provided below and submit to this office no later than July 31, 2020.

Jeff Harrop  
Zoning Administration

Abandonment:  
1000 Block of S. Clinton St, and  
100 Block of Cortland Ave  
Case # S-20-02  
Date: 2020

City of Syracuse  
Office of Zoning Administration  
201 East Washington Street, Room 511  
Syracuse, NY 13202  
(315) 448-8640

**Recommendation (Please Check One)**

- ☒ - Approve as submitted  
☐ - Approve w/modification (Please specify modification(s) below)  
☐ - Approve w/ conditions (Please specify condition(s) below)  
☐ - Deny (Please specify reason(s) for denial below)

Comments on this proposal:

OK so long as permanent Easements for City  
& Private Utilities are obtained. Cited on record

Name (print):

Joseph W. Barry III

Signature:

Jeff Harrop

Department:

Law

Address:

Room 300 City Hall

Date:

7-22-20

The Office of Zoning Administration requests your review of the enclosed street abandonment request.

The Petitioner is requesting the abandonment of the 1000 block of South Clinton Street and the 100 Block of Cortland Avenue per the attached, proposed abandonment map and descriptions. The total area of South Clinton Street to be abandoned is approximately 50,070.4 square feet and lies between Taylor Street and Tallman Street. The total area of Cortland Avenue to be abandoned is approximately 31,864.47 square feet and lies between South Salina Street and Tallman Street. The purpose of the abandonment is to facilitate the revitalization and redevelopment of the area per the attached overall campus plan (Sheet C-100).

For those who have access to IPS, please enter your review comments regarding this request no later than July 31, 2020, under Project Number S-20-02. For all others, please record your comments regarding this request in the space provided below and submit to this office no later than July 31, 2020.

Jeff Harrop  
Zoning Administration

Abandonment:  
1000 Block of S. Clinton St, and  
100 Block of Cortland Ave  
Case # S-20-02  
Date: 2020

City of Syracuse  
Office of Zoning Administration  
201 East Washington Street, Room 511  
Syracuse, NY 13202  
(315) 448-8640

**Recommendation (Please Check One)**

- ☐ - Approve as submitted  
☐ - Approve w/modification (Please specify modification(s) below)  
☒ - Approve w/ conditions (Please specify condition(s) below)  
☐ - Deny (Please specify reason(s) for denial below)

**Comments on this proposal:**

Traffic control signal placed at the corner of Tallman and Salina St. along with pedestrian control signalization.

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Name (print): Christopher Tuff

Signature: 

Department: Vice President of Administration

Address: Centro 200 Cortland Ave. Syracuse, NY 13205

Date: July 16, 2020

The Office of Zoning Administration requests your review of the enclosed street abandonment request.

The Petitioner is requesting the abandonment of the 1000 block of South Clinton Street and the 100 Block of Cortland Avenue per the attached, proposed abandonment map and descriptions. The total area of South Clinton Street to be abandoned is approximately 50,070.4 square feet and lies between Taylor Street and Tallman Street. The total area of Cortland Avenue to be abandoned is approximately 31,864.47 square feet and lies between South Salina Street and Tallman Street. The purpose of the abandonment is to facilitate the revitalization and redevelopment of the area per the attached overall campus plan (Sheet C-100).

For those who have access to IPS, please enter your review comments regarding this request no later than July 31, 2020, under Project Number S-20-02. For all others, please record your comments regarding this request in the space provided below and submit to this office no later than July 31, 2020.

Jeff Harrop  
Zoning Administration

Abandonment:  
1000 Block of S. Clinton St, and  
100 Block of Cortland Ave  
Case # S-20-02  
Date: 2020

City of Syracuse  
Office of Zoning Administration  
201 East Washington Street, Room 511  
Syracuse, NY 13202  
(315) 448-8640

**Recommendation** (Please Check One)

- ☒ - Approve as submitted  
☐ - Approve w/modification (Please specify modification(s) below)  
☐ - Approve w/ conditions (Please specify condition(s) below)  
☐ - Deny (Please specify reason(s) for denial below)

Comments on this proposal:

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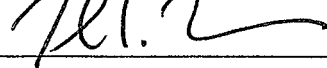
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Name (print): THOMAS FERRARA Signature:   
Department: SYRACUSE CITY SCHOOLS Address: 725 HARRISON STREET  
Date: 7/14/20 FACULTY SYRACUSE, NY 13210

Project: **S-20-02**Date: **8/10/2020**

## 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:

S-20-02

Date:

8/10/2020

### 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

8/10/2020

Name of Lead Agency

Date

for Heather A. Lamendola

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)

PRINT FORM



Heather Lamendola  
Zoning Administrator

# Office of Zoning Administration

CITY OF SYRACUSE, MAYOR BEN WALSH

August 12, 2020

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

Re: S-20-02 Street Abandonment of the 1000 Block of South Clinton Street and  
the 100 Block of Cortland Avenue

Dear Mr. Copanas;

On August 10, 2020, the City Planning Commission adopted the above noted resolution. Copies of the resolution are attached.

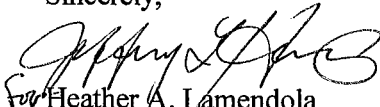
No one spoke in favor of the proposal. One person spoke in opposition to the proposal. Two letters in support of the proposal were received.

The proposed abandonment was referred to various City Departments and Agencies for review. Received comments are attached and include, but are not limited to;

- Easements for the width and length of the abandonments are necessary to provide access for other property owners and to maintain City-owned sewer and water lines.
- The existing traffic signal at the intersection of Cortland Avenue and South Salina Street necessitates removal at the cost of the petitioner.
- A new traffic signal is necessary at the intersection of Tallman Street and South Salina Street at the cost of the petitioner.
- No permanent structures shall be constructed within the proposed abandoned City rights-of-way along the 1000 block of South Clinton Street or the 100 block of Cortland Avenue.

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

Sincerely,

  
For Heather A. Lamendola  
Zoning Administrator

Office of Zoning  
Administration  
201 E. Washington St.  
Room 101  
Syracuse, N.Y. 13202  
Office 315 448 8640  
zoning@syrgov.net  
www.syrgov.net

Encls: (6)

Owner: City of Syracuse  
Department of Assessment  
City Hall, Room 130  
233 East Washington Street  
Syracuse, New York 13202

Petitioner: JMA Tech Properties  
C/o James Trasher  
CHA Consulting, One Park Place  
300 South State Street, Suite 600  
Syracuse, New York 13202

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3

**ORDINANCE AMENDING ORDINANCE  
NO. 111-2018 AS LAST AMENDED BY  
ORDINANCE NO. 2-2020 AUTHORIZING  
CONTRACT WITH SARATOGA  
ASSOCIATES RELATIVE TO PROVIDING  
PROFESSIONAL PLANNING, DESIGN  
AND ENGINEERING SERVICES FOR THE  
CITY OF SYRACUSE**

BE IT ORDAINED, that Ordinance No. 111-2018 as last amended by Ordinance No. 2-2020 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 Saratoga Associates, under the following terms:

(1) Saratoga Associates shall provide professional planning, design and engineering services for the City of Syracuse on behalf of the Division of Planning relative to the City's Local Waterfront Revitalization Program Project at Onondaga Creek;

(2) This contract will be effective as of the date of execution through July 31, 2020\*;

(3) The City shall pay to Saratoga Associates an amount not to exceed \$89,610.00 for all services under this amended agreement; NOW, THEREFORE,

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, be and he hereby is authorized to execute such 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 amended agreement shall be charged to Budget Account #07.599807.00400.701226016 or another appropriate account to be determined by the Commissioner of Finance.

\* previously read May 31, 2020

\_\_\_\_\_ = new material





# DIVISION OF CITY PLANNING

CITY OF SYRACUSE, MAYOR BEN WALSH

Owen Kerney  
Assistant Director

August 9, 2020

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

Re: Request to Amend Ordinance No. 2020-2, Authorizing a Contract with Saratoga Associates to Provide Professional Planning, Design, and Engineering Services for the City of Syracuse

Dear Mr. Copanas,

Please prepare legislation for the next Common Council agenda on behalf of the Division of City Planning to amend Ordinance No. 2020-2, authorizing a contract with Saratoga Associates for consultant services.

Saratoga Associates provides professional planning, design and engineering services to the City for a New York State Department of State funded Local Waterfront Revitalization Program (LWRP) project at Onondaga Creek and Seneca Turnpike. The City has completed the design and permitting earlier this year, and bid the project in the spring. The bids received were above the project budget and we are amending the design and intend to put the project back out to bid in the coming weeks. Considering this ongoing work, please revise and extend the contract end date to July 31, 2021.

This entire contract amount will be fully reimbursed to the City's via the City's grant with New York State under the LWRP, and there is no change to the not to exceed amount of the contract or the project budget. The City account for this project is Fund 07, Account 599807, Department 00400, Project 701226016. Please contact me at 448-8110 or okerney@syrgov.net with any questions

Division of City Planning  
201 E. Washington St.  
City Hall Commons,  
Room 512  
Syracuse, N.Y. 13202

Office 315 448 8160

[www.syrgov.net](http://www.syrgov.net)

Sincerely,

Owen Kerney,  
Assistant Director

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.



# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Julie Castellitto  
Assistant Director

TO: Mayor Ben Walsh  
FROM: Julie Castellitto, Assistant Director of Management and Budget  
DATE: September 15, 2020  
SUBJECT: Amend Ordinance - Authorizing a Contract with Saratoga Associates

---

On behalf of the Division of City Planning, I am requesting that the City of Syracuse amend Ordinance #2020-2, authorizing a contract with Saratoga Associates for consultant services.

Saratoga Associates provides professional planning, design and engineering services to the City for a New York State Department of State funded Local Waterfront Revitalization Program (LWRP) project at Onondaga Creek and Seneca Turnpike. The City has completed the design and permitting earlier this year, and bid the project in the spring. The bids received were above the project budget and we are amending the design and intend to put the project back out to bid in the coming weeks. Considering his ongoing work, please revise and extend the contract end date to July 31, 2021.

**This entire contract amount will be fully reimbursed to the City's via the City's grant with New York State under the LWRP, and there is no change to the not to exceed amount of the contract or the project budget. The City account for this project is Fund 07, Account 599807, Department 00400, Project 701226016.**


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.

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](http://www.syr.gov.net)

  
\_\_\_\_\_  
Mayor Ben Walsh  
City of Syracuse, New York

9/16/2020  
Date

JC/tm

cc: Owen Kerney, Assistant Director, City Planning

Ordinance No.

2020

**ORDINANCE APPROPRIATING FUNDS  
FOR THE BUREAU OF INFORMATION  
TECHNOLOGY FOR THE PURCHASE OF  
PC AND NETWORK INFRASTRUCTURE  
IMPROVEMENTS**

BE IT ORDAINED, that this Common Council hereby appropriates the sum of \$347,000.00 from the 2020/2021 Unallocated Cash Capital Account 01.99999.599007 to appropriate accounts as designated by the Commissioner of Finance for the Bureau of Information Technology; said funds are to be utilized for the purchase of security camera system upgrade (\$65,000); Cybersecurity Hardening Upgrade (\$100,000), PC infrastructure improvements (\$77,000.00) and network infrastructure (\$105,000.00) which will include new PC's, laptops, tablets, printers, monitors, ancillary desktop equipment and software to be deployed on a citywide basis and for networking equipment and services to improve the City's data communications network for the Office of Information Technology, in the manner provided by law.



# Office of Information Technology

CITY OF SYRACUSE, MAYOR BEN WALSH

**David Prowak**  
Director

September 11, 2020  
John P. Copanas, City Clerk  
231 City Hall  
Syracuse, NY 13202

## **RE: REQUEST FOR LEGISLATION AUTHORIZING APPROPRIATIONS OF FUNDS FROM THE INFORMATION TECHNOLOGY 2020/21 CASH CAPITAL**

Dear Mr. Copanas:

Please prepare legislation to be introduced at the next regularly scheduled Common Council meeting authorizing the appropriation of \$347,000 from the 2020-2021 Cash Capital for PC and Network Infrastructure Improvements on behalf of the Bureau of Information Technology.

The Bureau Of Information Technology will use the money for new PC's, laptops, tablets, printers, monitors, ancillary desktop equipment and software to be deployed on a citywide basis and for networking equipment and services to improve the City's data communications network.

Please note that the funds were included in the 2020-2021 Capital Improvement Program and will be used for the following:

- PC Infrastructure Improvements - \$77,000
  - Network Infrastructure - \$105,000
  - Security Camera System Upgrade - \$65,000
  - Cybersecurity Hardening Upgrade - \$100,000
- Total - \$347,000

Expenditures will be cash capital and come from an Information Technology capital account to be determined by the Commissioner of Finance. If you have any questions or comments with regard to this matter, please do not hesitate to call me.

Thank You,

David P. Prowak  
David Prowak

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

Office 315 448-8431

[www.syrgov.net](http://www.syrgov.net)



City of Syracuse

AUTHORIZATION TO PROCEED WITH CIP PROJECT

Date:	Department:
Project Name:	Network & PC Infrastructure
Project Cost:	\$347,000
Contact Name:	David Prowak
Project Description:	Renovation of the Schiller Park Athletic Field

**Projected Time Line & Funding Source(s)**

Estimated Start Date: 7/1/2020

Estimated Completion Date: 6/30/2021

<b>Funding Source:</b>	<b>Dollar Amount:</b>
Local Share: Cash Capital	\$347,000
Local Share: Bonds (complete schedule below)	
State Aid/Grant (identify)	
Federal Aid/Grant (identify)	
Other (identify)	
Other (identify)	
Total Project Funding (must equal cost):	\$347,000

**Estimated Project Borrowing Timeline**

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

Approval to proceed with request for legislation is hereby granted.

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

Director of Administration: \_\_\_\_\_

Date: \_\_\_\_\_

Director of Management & Budget: Pauli Castelli

Date: 9/16/2020

Commissioner of Finance: \_\_\_\_\_

Date: \_\_\_\_\_

Ordinance No.

2020

**ORDINANCE APPROVING SETTLEMENT  
OF TAX CERTIORARI PROCEEDINGS  
AGAINST THE CITY OF SYRACUSE**

WHEREAS, the Commissioner of Assessment and Corporation Counsel have negotiated settlement with the attorney for the Petitioner in tax certiorari proceedings pending against the City of Syracuse; and

WHEREAS, the Corporation Counsel, in the best interest of the City, recommends settlement of these proceedings; and

WHEREAS, the Mayor has approved this settlement pursuant to Section 5-1103 of the Charter of the City of Syracuse, as amended; NOW THEREFORE,

BE IT ORDAINED, pursuant to Section 5-1103 of the Charter of the City of Syracuse, as amended, this Common Council hereby approves the settlement of the following tax certiorari proceedings upon the following terms:

**Niagara Mohawk Power Corporation d/b/a National Grid vs. The City of Syracuse, New York, et al.**

300-20 Erie Boulevard West (Tax Map No. 104.-11-05.1)

409 Genesee Street West (Tax Map No. 104.-11-03.0)

440 Genesee Street West (Tax Map No. 104.-01-05.0)

303 Genesee Street West (Tax Map No. 104.-11-04.1)

304-16 Herald Place (Tax Map No. 104.-01-01.0)

300-24 Willow Street West & Franklin Street (Tax Map No. 104.-10-01.0)

Tax Years 2015/2016, 2016/2017, 2017/2018, 2018/2019, 2019/2020 and 2020/2021

Index Nos: 2015 EF 1940; 2016 EF 1548; 2017 EF 1680; 4304/2018, 3388/2019 and 3350/2020

Under the terms of the proposed settlement, the Petitioner would agree to discontinue all of the proceedings, the assessment would remain the same for the properties located at 300-20 Erie Boulevard West (\$13,851,000), 409 Genesee Street West (\$591,700), 440 Genesee Street West (\$103,400), 303 Genesee Street West (\$1,009,840), 304-16 Herald Place (\$245,000), 300-24 Willow Street West & Franklin Street (\$399,000) for Tax Years 2015/2016, 2016/2017, 2017/2018; 2018/2019, and 2019/2020; the assessment would remain the same for the properties located at 440 Genesee Street West, 303 Genesee Street

West, 304-16 Herald Place, and 300-24 Willow Street West & Franklin Street for Tax Year 2020/2021; and the City would reduce the assessment for the property at 300-20 Erie Boulevard West for Tax Year 2020/2021 from \$13,851,000 to \$11,500,000 and the City would reduce the assessment for the property at 409 Genesee Street West for Tax Year 2020/2021 from \$591,700 to \$396,000; and the City would refund to the Petitioner the following amounts:

**300-20 Erie Boulevard West**

2020/2021 City/School	\$16,464.04
-----------------------	-------------

**409 Genesee Street West**

2020/2021 City/School	\$1,441.68
-----------------------	------------

Refunds by the City of Syracuse for the above amounts shall be paid without interest provided said funds are issued within 45 days of the demand for refund, if they are not paid within the specified 45 day period then interest shall be due to Petitioner from each respective date of overpayment, the refunds shall be paid out of Budget Account # 01.19310.0.000 or another appropriate account as designated by the Commissioner of Finance;

; and

BE IT FURTHER ORDAINED, that the Corporation Counsel be and hereby is authorized to execute stipulations and any other documents necessary to settle the above tax certiorari proceedings.



# DEPARTMENT OF LAW

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

September 11, 2020

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

**Re: Ordinance Approving Settlement of Tax Certiorari Proceedings**  
**Niagara Mohawk Power Corporation d/b/a National Grid vs. The City of**  
**Syracuse, et al.**

**Index Nos.: 2015EF1940; 2016EF1548; 2017EF1680;**  
**4304/2018; 3388/2019 and**  
**3350/2020**

**300-20 Erie Blvd W (Tax Map No.: 104.-11-05.1)**  
**409 Genesee St W to Creek (Tax Map No.: 104.-11-03.0)**  
**440 Genesee St W (Tax Map No.: 104.-01-05.0)**  
**303 Genesee St W (Tax Map No.: 104.-11-04.1)**  
**304-16 Herald Pl (Tax Map No.: 104.-01-01.0)**  
**300-24 Willow St W & Franklin St (Tax Map No.: 104.-10-01.0)**  
**Tax Years: 2015/16 through 2020/21**

Dear Mr. Copanas:

Please place on the Agenda for the next meeting of the Common Council an ordinance authorizing the Corporation Counsel to settle the above referenced tax certiorari proceedings for the tax years indicated with Niagara Mohawk Power Corporation d/b/a National Grid, the Petitioner in the tax certiorari proceedings.

Under the terms of the proposed settlement, the Petitioner will discontinue the proceedings for the properties at: 300-20 Erie Blvd W; 409 Genesee St W to Creek; 440 Genesee St W; 303 Genesee St W; 304-16 Herald Pl; and 300-24 Willow St W & Franklin St upon the following terms:

**300-20 Erie Blvd W**

- 2015/16 assessment will remain at \$13,851,000



- 2016/17 assessment will remain at \$13,851,000
- 2017/18 assessment will remain at \$13,851,000
- 2018/19 assessment will remain at \$13,851,000
- 2019/20 assessment will remain at \$13,851,000
- 2020/21 assessment will be reduced from \$13,851,000 to \$11,500,000

**409 Genesee St W to Creek**

- 2015/16 assessment will remain at \$591,700
- 2016/17 assessment will remain at \$591,700
- 2017/18 assessment will remain at \$591,700
- 2018/19 assessment will remain at \$591,700
- 2019/20 assessment will remain at \$591,700
- 2020/21 assessment will be reduced from \$591,700 to \$396,000

**440 Genesee St W**

- 2015/16 assessment will remain at \$103,400
- 2016/17 assessment will remain at \$103,400
- 2017/18 assessment will remain at \$103,400
- 2018/19 assessment will remain at \$103,400
- 2019/20 assessment will remain at \$103,400
- 2020/21 assessment will remain at \$103,400

**303 Genesee St W**

- 2015/16 assessment will remain at \$1,009,840
- 2016/17 assessment will remain at \$1,009,840
- 2017/18 assessment will remain at \$1,009,840
- 2018/19 assessment will remain at \$1,009,840
- 2019/20 assessment will remain at \$1,009,840
- 2020/21 assessment will remain at \$1,009,840

**304-16 Herald Pl**

- 2015/16 assessment will remain at \$245,000
- 2016/17 assessment will remain at \$245,000
- 2017/18 assessment will remain at \$245,000
- 2018/19 assessment will remain at \$245,000
- 2019/20 assessment will remain at \$245,000
- 2020/21 assessment will remain at \$245,000

**300-24 Willow St W m& Franklin St**

- 2015/16 assessment will remain at \$399,000
- 2016/17 assessment will remain at \$399,000

- 2017/18 assessment will remain at \$399,000
- 2018/19 assessment will remain at \$399,000
- 2019/20 assessment will remain at \$399,000
- 2020/21 assessment will remain at \$399,000

The reduced assessment for the 300-20 Erie Blvd W parcel will result in the City refunding the following amount to the Petitioner:

2020/21 City/School	\$16,464.04
---------------------	-------------

The reduced assessment for the 409 Genesee St W to Creek parcel will result in the City refunding the following amount to the Petitioner:

2020/21 City/School	\$1,441.68
---------------------	------------

The refunds shall be paid without interest provided said refunds are issued within forty-five (45) days of the demand for refund; if they are not paid within the specified 45 day period then interest shall be due to Petitioner from each respective date of overpayment. The City/School refunds shall be paid from account number 01.19310.0.000.

In my opinion, this settlement represents as good, if not more favorable, resolution of this case for the City than could be obtained at trial. This settlement is in the best interest of the City. This settlement is also recommended by the Assessment Commissioner.

Respectfully,

Kristen E. Smith, Esq.  
Corporation Counsel

Cc: Sharon Owens

Ordinance No.

2020

**BOND ORDINANCE OF THE CITY OF SYRACUSE AUTHORIZING THE ISSUANCE AND SALE OF BONDS IN THE AMOUNT OF FOUR HUNDRED ONE THOUSAND FORTY-THREE AND 79/100 DOLLARS (\$401,043.79) TO DEFRAY THE COST AND EXPENSE OF THE JUDGMENT FOR PLAINTIFF'S ATTORNEY'S FEES AND COSTS GRANTED TO SIVIN, MILLER & ROCHE, LLP RELATIVE TO THE LITIGATION ACTION OF MALEATRA MONTANEZ V. THE CITY OF SYRACUSE, ET AL.**

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 judgment for Plaintiff's Attorney's Fees and Costs granted to Sivin, Miller & Roche, LLP relative to the litigation action of Maleatra Montanez v. the City of Syracuse, et al., Civil Action No. 6:16-CV-0550, at an estimated maximum cost not to exceed Four Hundred One Thousand Forty-Three and 79/100 Dollars (\$401,043.79), 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 One Thousand Forty-Three and 79/100 Dollars (\$401,043.79) 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 One Thousand Forty-Three and 79/100 Dollars (\$401,043.79), thereby providing such sum for all the maximum cost of such specific object or purpose.

Section 4. It is hereby determined that the specific object or purpose for which bonds are to be issued falls within subdivision 33(a)(1) of paragraph (a) Section 11.00 of the Local Finance Law and the period of probable usefulness of such specific object or purpose is five (5) years.

Section 5. The Commissioner of Finance, not more than fifteen (15) days and not less than three (3) days before the sale of said bonds, shall file with the Comptroller of the State of New York a supplemental debt statement and file a duplicate thereof with the City Clerk in compliance with Section 109.00 of the Local Finance Law.

Section 6. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell the bonds and bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the Commissioner of Finance who is the chief fiscal officer of the City under the Local Finance Law. The Commissioner of Finance may sell such bonds at public or private sale, with or without bond insurance or other credit enhancement, at a discount or premium, at fixed or variable rates of interest or at no interest whatsoever, or as capital appreciation bonds, and with such amortization of principal as the Commissioner of Finance shall determine is most favorable to said City, and in compliance with any rules of the State Comptroller applicable thereto. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said Commissioner of Finance, consistent with the provisions of the Local Finance Law. The Commissioner of Finance is hereby authorized to issue variable rate debt, acquire credit support, and enter into such agreements as said officer finds reasonable to facilitate the issuance, sale, resale and repurchase of such bonds, as authorized under Sections 54.90 and 168.00 of the Local Finance Law. Said bonds shall be signed in the name of the City by the original or facsimile signature of the Mayor and countersigned by the original or facsimile signature of the Commissioner of Finance and

sealed with the original or facsimile corporate seal of the City, provided, however, that if the signatures of the Mayor and the Commissioner of Finance are each by facsimile signatures on any bond, such bond shall be authenticated by the manual countersignature of a fiscal agent of the City. All other matters, except as provided herein, relating to such bonds, including prescribing whether manual or facsimile signatures shall appear on said bonds, prescribing the method for the recording of ownership of said bonds, appointing the fiscal agent or agents for said bonds, providing for the printing and delivery of said bonds (and if said bonds are to be executed in the name of the City by only facsimile signatures, providing for the manual countersignature of a fiscal agent or of a designated official of the City), the date, form, denominations, maturities, interest rate or rates, terms of and manner of sale and interest payment dates, place or places of payment, and also including the consolidation with other issues, shall be determined by the Commissioner of Finance. The Commissioner of Finance may elect to become the fiscal agent for the bonds, or may contract on behalf of the City for this service pursuant to the Local Finance Law. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law and shall otherwise be in such form and contain such recitals in addition to those required by Section 52.00 of the Local Finance Law, as the Commissioner of Finance shall determine. The Commissioner of Finance may also agree on behalf of the City to provide or disclose such information about the City as may be necessary to enable the purchasers of bonds or notes of the City to comply with Securities and Exchange Commission Rule 15c2-12.

Section 7. The temporary use of available funds of the City of Syracuse, not immediately required for the purpose or purposes for which the same were raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Local Finance Law, for the capital purposes described in Section 1 of this ordinance. The reasonably expected source of funds to be used to

initially pay for the expenditures authorized by Section 1 of this resolution shall be from the City's General Fund. It is intended that the City shall then reimburse expenditures from the General 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.

Ordinance No.

2020

**ORDINANCE AUTHORIZING PAYMENT TO  
SIVIN, MILLER & ROCHE, LLC OF A  
JUDGMENT FOR PLAINTIFF'S ATTORNEY'S  
FEES AND COSTS RELATIVE TO THE  
LITIGATION MATTER OF MALEATRA  
MONTANEZ V. CITY OF SYRACUSE, ET AL  
SETTLED BY THE CITY OF SYRACUSE  
PURSUANT TO ORDINANCE NO. 593-2019**

WHEREAS, pursuant to authorization granted by Ordinance No. 593-2019 the City of Syracuse settled the civil action of Maleatra Montanez v. City of Syracuse, et al, for \$500,000.00; and

WHEREAS, as a result of the settlement Plaintiff's counsel, Sivin, Miller & Roche, LLP petitioned the Court for attorney's fees which were recently granted by the Northern District of New York in the amount of \$386,231.36 for attorney's fees, with an additional \$14,812.43 for costs, for a total judgment of \$401,043.79;

BE IT ORDAINED, subject to the approval of the Mayor, and pursuant to Section 5-1103(1) of the Charter of the City of Syracuse, as amended, this Common Council hereby approves the payment to Sivin, Miller & Roche, LLP of the judgment for attorney's fees and cost in the matter of :

Maleatra Montanez v. City of Syracuse, et al;  
Civil Action No. 6:16-cv-0550  
United States District Court, Northern District of New York

Total Judgment Amount - \$401,043.79

BE IT FURTHER ORDAINED, that the Corporation Counsel be and hereby is authorized to execute any and all documents necessary to settle the aforementioned judgment; and

BE IT FURTHER ORDAINED, that the judgment amount shall be charged to the proceeds



of the sale of bonds in the amount of \$401,043.79 authorized contemporaneously herewith by ordinance of this Common Council or to the Judgment and Claims Budget Account No.

599302.01.93000 or another appropriate account as designated by the Commissioner of Finance.



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

September 15, 2020

John Copanas, City Clerk  
231 City Hall  
Syracuse, New York 13202

Re: ***Maleatra Montanez v City of Syracuse, et al.***  
**Civil Action No. 6:16-cv-0550 United States District Court, NDNY**

Dear Mr. Copanas:

Please place on the next Common Council agenda, an amendment to Ordinance #593-2019 which authorized a settlement in connection with the above litigation. This amendment is necessary because the Federal District Court recently ordered the City to pay \$386,231.36 for the plaintiff's attorney's fees and \$14,812.43 in costs for a total of \$401,043.79. The payment will be charged to the Judgment and Claims Account No. #599302.01.93000 but may also be paid using a bond ordinance.

To that end we are also requesting a new bond to fund the \$401,043.79 judgment.

Attached is the CIP form.

Thank you for your assistance.

Very truly yours,

Kristen E. Smith, Esq.  
Corporation Counsel

A



City of Syracuse  
**AUTHORIZATION TO PROCEED WITH CIP PROJECT**

Date: 9-15-20	Department: Law
Project Name: Montanez v City of Syracuse et al Lawsuit Judgment	
Project Cost: \$401,043.79	
Contact Name: Kristen E. Smith, Corporation Counsel	
<b>Project Description:</b> This request is to amend the 2019 settlement ordinance and issue a new bond to pay a court ordered judgment of attorney's fees to Plaintiff's counsel in the amount of \$401,043.79 Plaintiff's claim was settled last year by Ordinance #593-2019 funded by Bond Ordinance #592-2019	
<b>Projected Time Line &amp; Funding Source(s)</b>	
Estimated Start Date: n/a	Estimated Completion Date: n/a
<b>Funding Source:</b> GO Bond or Judgment and Claims <b>Dollar Amount:</b> \$401,043.79	
Local Share: Cash Capital    n/a	
Local Share: Bonds (complete schedule below)    n/a	
State Aid/Grant (identify)    n/a	
Federal Aid/Grant (identify)    n/a	
Other (identify)	
Other (identify)	
Total Project Funding(must equal cost): \$401,043.79	
<b>Estimated Project Borrowing Timeline</b>	
Year	Fiscal Year      Estimated Amount to Borrow
1	2020-21      \$401,043.79
2	
3	
4	
5	
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)      \$ n/a	
Approval to proceed with request for legislation is hereby granted.	
Project in CIP Plan:    Yes      No <u>X</u> Reason("No"): unanticipated court judgment	
Director of Administration:	Date:
Director of Management & Budget: <i>[Signature]</i>	Date: 9/16/2020
Commissioner of Finance:	Date:

Ordinance No.

2020

**ORDINANCE AMENDING ORDINANCE  
NO. 508-2019 AUTHORIZING CONTRACTS  
WITH LAZ PARKING NY NJ LLC RELATIVE  
TO PROVIDING PARKING GARAGE  
MANAGEMENT AND SECURITY SERVICES  
FOR THE FAYETTE STREET PARKING  
GARAGE AND THE MONY-AXA PARKING  
GARAGE**

BE IT ORDAINED, that Ordinance No. 508-2019 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 Laz Parking NY NJ LLC, under the following terms:

- (1) Laz Parking NY NJ LLC shall provide all required parking garage management and security services for the following City-owned parking garages at a cost not to exceed the following amounts for all services under the original agreements:
  - Fayette Street Parking Garage \$259,012.00
  - MONY-AXA Parking Garage \$392,544.00; and
- (2) The term of the contracts for each of these garages is for a one-year period commencing from the date of execution; the term of the contracts is hereby extended for an additional four month period effective through December 31, 2020, at a total cost not to exceed \$130,848 for the Fayette Street Parking Garage and \$86,337.36 for MONY-AXA for all services to be provided under the extended term of the agreement; NOW, THEREFORE,

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, be and he hereby is authorized to execute such amended contracts, 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 these agreements shall be charged to Account #541500.01.81800 or another appropriate account as designated by the Commissioner of Finance.



# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

September 25, 2020

**Julie Castellitto**  
Assistant Director

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

**Re: Request for Legislation to Amend Ordinance No. 508-2019 to extend the term of the Agreement for an additional four month period effective through December 31, 2020**

Dear Mr. Copanas:

Please prepare legislation for the next meeting of the Common Council amending Ordinance No. 508-2019 to extend the contract with Laz Parking, NY NJ LLC for management services for the Fayette Street Garage and the MONY-AXA Garage until December 31, 2020. The total cost not to exceed for the Fayette Street Parking Garage is \$86,337.36 for a new total cost not to exceed of \$345,349.36. The cost not to exceed for the MONY-AXA Garage is \$130,848 for a new total cost not to exceed of \$523,392. All costs associated with the amended agreement shall be charged to account #540551.01.81800.

Thank you.

Sincerely,

**Julie Castellitto**  
Assistant Director of Management and Budget

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

Office 315 448-8252  
Fax 315 448-8116

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# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Julie Castellitto  
Assistant Director

**TO:** Honorable Mayor Ben Walsh  
**FROM:** Julie Castellitto, Assistant Director of Management & Budget  
**DATE:** September 17, 2020  
**SUBJECT:** Waiver of RFP – LAZ Parking NY NJ LLC


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On behalf of the Department of Public Works, I am requesting a waiver of the RFP process to enter into a professional service agreement with **LAZ Parking NY NJ LLC**, until December 31, 2020. This agreement is for the management of Fayette St Parking Garage and MONY/AXA Parking Garage for the City of Syracuse. This waiver of the RFP will give us time to start the RFP process before the end of the agreement.

The cost not to exceed for the Fayette Street Garage is \$86,337.36 for a new total cost not to exceed of \$345,349.36. The cost not to exceed for MONY-AXA Garage is \$130,848 for a new total cost not to exceed of \$523,392. Expenses will be charged to account 540551.01.81800.

If you agree to waive the RFP process and enter into a professional service agreement with **LAZ Parking NY NJ LLC** please sign below and return this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.

  
\_\_\_\_\_  
Mayor Ben Walsh  
City of Syracuse, New York

9/23/20  
\_\_\_\_\_  
Date

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

Office 315 448-8252  
Fax 315 448-8116

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# DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

September 17, 2020

**Jeremy Robinson**  
Commissioner

**Ann Fordock**  
Deputy Commissioner

**Martin E. Davis, L.S.**  
Deputy Commissioner

**Julie Castellitto**  
Assistant Director of Management and Budget  
City Hall Room 231  
Syracuse, NY 13202

Re: Mayoral Approval to Waive the RFP process for LAZ Parking NY NJ LLC for Department of Public Works for Management of the City Owned Parking Garages

Dear Ms. Castellitto,

Please prepare a letter to the Mayor requesting approval to sign a Waiver of RFP for a professional service agreement with LAZ Parking NY NJ LLC until December 31, 2020 with the Department of Public Works. This agreement is for the management of Fayette St Parking Garage and MONY AXA Parking Garage for the City of Syracuse. This waiver of the RFP will give us time to start the RFP process before the end of this agreement.

Upon the Mayor's approval, please submit the accompanying request for legislation to the City Clerk to have this item placed on the next Common Council agenda.

The cost not to exceed for the Fayette Street Garage is \$86,337.36 for a new total cost not to exceed of \$345,349.36. The cost not to exceed for MONY-AXA Garage is \$130,848 for a new total cost not to exceed of \$523,392. Expenses will be charged to account 540551 01 81800.

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

Approved: \_\_\_\_\_

Denied: \_\_\_\_\_

Date: \_\_\_\_\_

9/17/2020

Very truly yours,

*Jeremy Robinson*  
Jeremy Robinson  
Commissioner of Public Works

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

Office 315 448-2489  
Fax 315 448-8531

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Ordinance No.

2020

**ORDINANCE AUTHORIZING THE MAYOR  
TO ENTER INTO AN UNDERTAKING  
AGREEMENT WITH THE NEW YORK  
STATE DEPARTMENT OF  
TRANSPORTATION RELATIVE TO WORK  
TO BE COMPLETED AS PART OF THE  
CITY'S FIBER OPTIC TRUNK  
REPLACEMENT PROJECT, PIN 12283.05**

WHEREAS, the City's planned rehabilitation of the signal interconnect system will require new fiber to be laid within the State of New York's I-690 Right-of-Way; and

WHEREAS, the Fiber Optic Trunk Replacement Project (PIN 12283.05) will follow a similar route as the existing fiber line that spans the I-690 Right-of-Way via an aerial cable from Burnet Ave to the Department of Public Works main office on Canal Street Extension; and

WHEREAS, the New York State Department of Transportation has instituted a new permitting requirement for these items and has also requested the existing aerial span not be used for this work in favor of boring. The "PERM-I" is now a standard agreement for any municipal work near State highways; and

WHEREAS, the Department of Public Works has requested legislation to authorize the City to enter into an undertaking agreement with the New York State Department of Transportation relative to the work to be completed as part of the City's Fiber Optic Trunk Replacement Project (PIN 12283.05) (the "Project");

NOW, THEREFORE,

BE IT ORDAINED, that the Mayor is hereby authorized to enter into an Undertaking Agreement with the New York State Department of Transportation relative

to work to be completed for the Fiber Optic Trunk Replacement Project; and

BE IT FURTHER ORDAINED, that the duration of the agreement is for twenty (20) years; and

BE IT FURTHER ORDAINED, that the Permit fees totaling \$60.10 are covered under the Fiber Optic Trunk Replacement Project (Total cost not to exceed \$650,000) and will be charged to Budget Account No. 701031020 or another appropriate account for this Project as designated by the Commissioner of Finance; and

BE IT FURTHER ORDAINED, that Mayor has the authority to sign, with the concurrence of the Common Council, the Undertaking Agreement and any and all documentation that may become necessary as a result of this project as it relates to the City of Syracuse; and

BE IT FURTHER ORDAINED, that the terms of the agreement with the NYS Department of Transportation shall be subject to the approval of the Corporation Counsel; and

BE IT FURTHER ORDAINED, that the Clerk of the City of Syracuse is hereby directed to transmit five (5) certified copies of this Ordinance to be filed with the New York State Commissioner of Transportation by attaching them to any executed Agreements in connection with the Project; and

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



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# DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

Jeremy Robinson  
Commissioner

Ann Fordock  
Deputy Commissioner

Martin E. Davis, L.S.  
Deputy Commissioner

11<sup>th</sup> of September, 2020

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

RE: Request For Legislation

Dear Mr. Copanas:

Please prepare legislation for consideration at the next meeting of the Common Council to Authorize the City of Syracuse to enter into an Undertaking Agreement with the New York State Department of Transportation.

The City's planned rehabilitation of the signal interconnect system will require new fiber to be laid within the State of New York's I-690 Right-of-Way. The Fiber Optic Trunk Replacement Project (PIN 12283.05) will follow a similar route as the existing fiber line that spans the I-690 Right-of-Way via an aerial cable from Burnet Ave to the Department of Public Works main office on Canal Street Ext.

Permit fees totaling \$60.10 are covered under the Fiber Optic Trunk Replacement Project (Total cost not to exceed \$650,000) and will be charged to account 701031020. The duration of the agreement is twenty (20) years.

The New York State Department of Transportation has instituted a new permitting requirement for these items, and has also requested the existing aerial span not be used for this work in favor of boring. The "PERM-1" is now a standard agreement for any municipal work near State highways.

Thank You,

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

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

Julie Castellitto  
Assistant Director

TO: Mayor Ben Walsh  
FROM: Julie Castellitto, Assistant Director of Management and Budget   
DATE: September 16, 2020  
SUBJECT: Undertaking Agreement with New York State Department of Transportation (NYSDOT)

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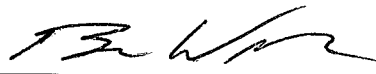
On behalf of the Department of Public Works, I am requesting that the City of Syracuse authorize permission to enter into an Undertaking Agreement with New York State Department of Transportation (NYSDOT). The City's planned rehabilitation of the signal interconnect system will require new fiber to be laid within the State of New York's I-690 Right-of-Way. The Fiber Optic Trunk Replacement Project (PIN 12283.05) will follow a similar route as the existing fiber line that spans the I-690 Right-of-Way via an aerial cable from Burnet Ave to the Department of Public Works main office on Canal Street Ext.

Permit fees totaling \$60.10 are covered under the Fiber Optic Trunk Replacement Project and will be charged to account 701031020. The duration of the agreement is twenty (20) years.

The New York State Department of Transportation has instituted a new permitting requirement for these items, and has also requested the existing aerial span not be used for this work in favor of boring. The "Perm-1" is now a standard agreement for any municipal work near State highways.

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

9/16/2020  
Date

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

Office 315 448-8252  
Fax 315 448-8116

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JC/tm  
cc: File

**ORDINANCE AUTHORIZING THE CITY  
TO ADOPT A TYPE II DETERMINATION  
PURSUANT TO THE NEW YORK STATE  
ENVIRONMENTAL QUALITY REVIEW  
ACT FOR THE CITY OF SYRACUSE  
OUTER EASTWOOD SEWER FLOW AND  
INFILTRATION STUDY, EPG GRANT NO.  
94108**

WHEREAS, the City of Syracuse has been awarded an Engineering Planning Grant Award from the Environmental Facilities Corporation for the City of Syracuse Outer Eastwood Sewer Inflow and Infiltration Study, EPG Grant No. 94108 (the “Project”); and

WHEREAS, pursuant to Article 8 of the Environmental Conservation Law, as amended, the New York State Environmental Quality Review Act (the “SEQR Act”) and the regulations adopted pursuant thereto by the Department of Environmental Conservation of the State of New York, being 6 NYCRR Part 617.5, as amended (the “Regulations”), the City of Syracuse (the “City”) desires to comply with the SEQR Act and the Regulations with respect to the Project; and

WHEREAS, pursuant to the Regulations, the City has considered the significance of the potential environmental impacts of the Project by (a) using the criteria specified in Section 617.5 of the Regulations; NOW, THEREFORE,

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

1. The Project constitutes a “Type II Action” (as the quoted term is defined in the Regulations), in accordance with 6 NYCRR Section 617.5(c)(24) and (27) as it

consists of Section 617.5 (c)(24) information collection including basic data collection and research, water quality and pollution studies, traffic counts, engineering studies, surveys, subsurface investigations and soils studies that do not commit the agency to undertake, fund or approve any Type I or Unlisted action; and Section 617.5 (c)(27) conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action; and is therefore not subject to review under 6 NYCRR Part 617; and

2. Therefore, the City hereby determines that the Project will not have a significant adverse environmental impact, and the City will not require the preparation of an environmental impact statement with respect to the Project; and

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

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

BE IT FURTHER ORDAINED, that the City Engineer and the Commissioner of the Department of Public Works are authorized to take whatever steps are necessary to carry out this Ordinance; and

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



# DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

11 September 2020

**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 Determining that the City of Syracuse Outer Eastwood Sewer Inflow and Infiltration Study, Engineering Planning Grant Number 94108 is a Type II Action under SEQR.**

Dear Mr. Copanas:

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

An Ordinance determining that the City of Syracuse Outer Eastwood Sewer Inflow and Infiltration Study, Engineering Planning Grant Number 94108 is Type II Action under SEQR. Whereas, 6 NYCRR Section 617.5 (Title 6 of the New York Code of Rules and Regulations) under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law.

NOW, THEREFORE, BE IT:

ORDAINED that the City of Syracuse hereby determines that the proposed City of Syracuse Outer Eastwood Sewer Inflow and Infiltration Study, Engineering Planning Grant Number 94108 is a Type II action in accordance with 6 NYCRR Section 617.5(c)(24) and (27) which constitutes the (24) information collection including basic data collection and research, water quality and pollution studies, traffic counts, engineering studies, surveys, subsurface investigations and soils studies that do not commit the agency to undertake, fund or approve any Type I or Unlisted action; and (27) conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action; and is therefore not subject to review under 6 NYCRR Part 617.

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

Very Truly Yours,

*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](http://www.syr.gov.net)

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

Ordinance No.

2020

**ORDINANCE AUTHORIZING MAYOR TO  
ACCEPT AN ENGINEERING PLANT  
GRANT AWARD FROM THE  
ENVIRONMENTAL FACILITIES  
CORPORATION FOR THE CITY OF  
SYRACUSE OUTER EASTWOOD SEWER  
INFLOW AND INFILTRATION STUDY,  
EPG GRANT NO. 94108 AND EXECUTE A  
CONTRACT OR WRITTEN INSTRUMENTS  
ASSOCIATED WITH THE GRANT AS  
NECESSARY**

BE IT ORDAINED, that the Mayor be and he hereby is authorized to accept an Engineering Plant Grant Award from the Environmental Facilities Corporation for the City of Syracuse Outer Eastwood Sewer Inflow and Infiltration Study, EPG Grant No. 94108 in an amount not to exceed \$50,000.00; said funds will be used to treat city-owned ash trees in 2020; a local match of at least 20% City matching fund is required and will be met with in-kind services provided by City staff from the Department of Engineering and the Department of Public Works, the estimated value of the in-kind services is not to exceed \$10,000.00, should the Mayor need to exceed this estimated value to complete the Project he may do so without additional approval; and

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

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



Ordinance No.

2020

**ORDINANCE AUTHORIZING THE  
ENGINEERING SERVICES AND  
CONSTRUCTION NEEDED FOR THE  
CITY OF SYRACUSE OUTER EASTWOOD  
SEWER INFLOW AND INFILTRATION  
STUDY, EPG GRANT NO. 94108**

BE IT ORDAINED, that this Common Council hereby authorizes the engineering services and construction needed for the City of Syracuse Outer Eastwood Sewer Inflow and Infiltration Study, EPG Grant No. 94108 on behalf of the Department of Engineering at an estimated maximum cost not to exceed Fifty Thousand Dollars (\$50,000.00); 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 the Engineering Plan Grant Award from the Environmental Facilities Corporation authorized contemporaneously herewith by ordinance of this Common Council.

19-20



# DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

11 September 2020

**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: Ordinances (1) Authorizing a Representative to Execute the Grant Agreements (2) Authorizing Project Costs and Local Match Funding Requirements as required for the City of Syracuse Outer Eastwood Sewer Inflow and Infiltration Study, Engineering Planning Grant Number 94108.**

Dear Mr. Copanas:

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

The City of Syracuse is in receipt of an Engineering Planning Grant Award from the Environmental Facilities Corporation for the City of Syracuse Outer Eastwood Sewer Inflow and Infiltration Study, Engineering Planning Grant Number 94108 and requests the following legislation:

1. An Ordinance Authorizing a Representative to Execute Grant Agreement:  
NOW THEREFORE, BE IT:  
ORDAINED that the Mayor is authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents, and instruments necessary to bring about the project and to fulfill the City of Syracuse's obligations under the Grant Agreement.
2. An Ordinance for Authorization and Appropriate of Local Match.  
NOW, THEREFORE, BE IT:  
ORDAINED that the City of Syracuse authorizes and appropriates a minimum 20% local match as required by the Engineering Planning Grant Program for the City of Syracuse Outer Eastwood Sewer Inflow and Infiltration Study. Under the EPG program, this local match must be at least 20% of the EPG grant award of \$50,000.00. The sources of the local match, and any amount in excess of the required match, shall be provided by in kind services to be performed by City of Syracuse Personnel (Departments of Engineering and Public Works). The maximum local match shall not exceed \$10,000 based upon a total estimated maximum project cost of \$50,000.00. The Mayor may increase this local match through the use of in kind services without further approval from the City of Syracuse.

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

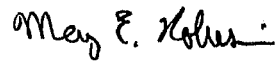
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8

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

Very Truly Yours,

A handwritten signature in cursive script, reading "Mary E. Robison".

Mary E. Robison, P.E.  
City Engineer

Ordinance No.

2020

**ORDINANCE AMENDING ORDINANCE  
NO. 1061-2016 AS LAST AMENDED BY  
ORDINANCE NO. 261-2020 AUTHORIZING  
THE ENGINEERING SERVICES FOR THE  
SCOPING, PRELIMINARY DESIGN, AND  
FINAL DESIGN PHASES NEEDED FOR  
THE HIAWATHA BOULEVARD BRIDGE  
SIDEWALK IMPROVEMENT PROJECT,  
PIN 3755.84**

BE IT ORDAINED, that Ordinance No. 1061-2016, as last amended by Ordinance  
No. 261-2020, is hereby amended to read as follows:

BE IT ORDAINED, that this Common Council hereby authorizes the engineering services for the scoping, preliminary design, final design, additional detailed design, construction and inspection phases needed for the Hiawatha Boulevard Bridge Sidewalk Improvement Project (PIN 3755.84) at a total cost not to exceed \$3,072,000.00 (\$320,000.00 for scoping, preliminary design, and final design phases services; \$40,000.00 for additional detailed design phase services; and \$2,712,000.00 for construction and inspection phases services) 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 \$3,072,000.00 authorized contemporaneously herewith by ordinance of this Common Council; and

BE IT FURTHER ORDAINED, that the City is expected to incur all initial costs for the Hiawatha Boulevard Bridge Sidewalk Improvement Project (PIN 3755.84) with

subsequent 80% reimbursement of the \$2,472,000.00 from the Federal Government through the Transportation Improvement Program and 14.8%\* reimbursement of the \$2,472,000.00 from State Marchiselli Funds and \$520,882.58 reimbursement from the Syracuse Industrial Development Agency (SIDA) of the previously approved \$600,000.00 for additional construction costs.

\*previously read 1.94%

\_\_\_\_\_ = new material



# DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

11 September 2020

**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: An Ordinance Amending Original Ordinance No. 1061-2016 as last Amended by Ordinance No. 261-2020 Authorizing Scoping, Preliminary, Detailed Design, Construction and Inspection Phases of the Hiawatha Boulevard Bridge Sidewalk Improvement Project, PIN 3755.84. Amend to increase the amount of Marchiselli funds being received for the project.**

Dear Mr. Copanas:

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

An Ordinance Amending Original Ordinance No. 1061-2016 as last Amended by Ordinance No. 261-2020 authorizing the Department of Engineering to proceed with the Scoping, Preliminary, Detailed Design, Construction and Inspection Phases of the Hiawatha Boulevard Bridge Sidewalk Improvement Project, PIN 3755.84 for an amount not to exceed \$3,072,000.00. Amend to reflect that the total Transportation Improvement Program agreement amount of \$2,472,000.00 is now receiving 14.8% Marchiselli Funding (previously the City received 1.94% of Marchiselli Funds).

The City is expected to incur all initial costs for this project with subsequent 80% reimbursement (\$1,977,600.00) from the Federal government through the Transportation Improvement Program (TIP), 14.8% reimbursement (\$364,950.00) through the State Marchiselli Program & 5.2% (\$129,450.00) will be local share (Total Transportation Improvement Program agreement amount to remain at: \$2,472,000.00); additional construction amount of \$600,000.00 will receive SIDA Funding of \$520,882.58 and the local share will be \$79,117.42. The total project cost remains at a total not to exceed cost of \$3,072,000.00 (total local share for both the Transportation Improvement Program agreement and the additional construction amount is \$208,567.42). Account number designated by the Commissioner of Finance is 599807.07.701243000.

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

Sincerely,

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](http://www.syr.gov.net)

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Ordinance No.

2020

**ORDINANCE AMENDING ORDINANCE  
NO. 1060-2016 AS LAST AMENDED BY  
ORDINANCE NO. 356-2019 AUTHORIZING  
AGREEMENT WITH THE NEW YORK  
STATE DEPARTMENT OF  
TRANSPORTATION RELATIVE TO  
FUNDING FOR THE SCOPING,  
PRELIMINARY DESIGN, AND FINAL  
DESIGN PHASES OF THE HIAWATHA  
BOULEVARD BRIDGE SIDEWALK  
IMPROVEMENT PROJECT AT A COST NOT  
TO EXCEED \$2,472,000.00, PIN 3755.84 TO  
ADD MARCHISELLI FUNDS**

BE IT ORDAINED, that Ordinance No. 1060-2016, as last amended by Ordinance No. 356-2019, is hereby amended to read as follows:

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, final design, additional detailed design, construction and inspection phases of the Hiawatha Boulevard Bridge Sidewalk Improvement Project (PIN 3755.84) (hereinafter referred to as the "Project") at a cost not to exceed \$2,472,000.00 to be initially funded with bond proceeds with repayment expected to be funded 80% from Federal funds (Transportation Improvement Program), 14.8% Marchiselli funds, with a local match of 5.2%; 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 scoping, preliminary design, final design, additional detail design, construction and inspection phases of the Project at a cost not to exceed \$2,472,000.00 (\$320,000.00 for scoping, preliminary design, and final design phases

services; \$40,000.00 for additional detailed design phase services; and \$2,112,000.00 for construction and inspection phases services) with the Project having an estimated total cost not to exceed \$2,472,000.00; 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, final design, additional detailed design, construction and inspection 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.

\_\_\_\_\_ = new material





# DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

11 September, 2020

**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: An Ordinance Amending Original Ordinance No. 1060-2016, as last amended by Ordinance No. 356-2019 Authorizing an Agreement with the New York State Department of Transportation for the Scoping, Preliminary and Detailed Design, Construction and Inspection Phases of the Hiawatha Boulevard Bridge Sidewalk Improvement Project, PIN 3755.84. Amend to increase the amount of Marchiselli funds being received for the project.**

Dear Mr. Copanas:

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

An Ordinance Amending Original Ordinance No. 1060-2016, as last amended by Ordinance No. 356-2019 Authorizing an Agreement with the New York State Department of Transportation for the Scoping, Preliminary and Detail Design, Construction and Inspection Phases of the Hiawatha Boulevard Bridge Sidewalk Improvement Project, PIN 3755.84 for an amount not to exceed \$2,472,000.00. Amend to reflect that the total agreement amount of \$2,472,000.00 is now receiving 14.8% Marchiselli Funding (previously the City received 1.94% of Marchiselli Funds).

The City is expected to incur all initial costs for this project with subsequent 80% reimbursement (\$1,977,600.00) from the Federal government through the Transportation Improvement Program (TIP), 14.8% reimbursement (\$364,950.00) through the State (Marchiselli Program) & 5.2% (\$129,450.00) will be local share; (Total Project Cost to remain at: \$2,472,000.00). An additional construction amount of \$600,000.00 will receive SIDA Funding of \$520,882.58 and the local share will be \$79,117.42. Account number designated by the Commissioner of Finance is 599807.07.701243000.

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](http://www.syr.gov.net)

General Ordinance No.

2020

**GENERAL ORDINANCE AMENDING CHAPTER  
19, OF THE REVISED GENERAL ORDINANCES  
OF THE CITY OF SYRACUSE, AS AMENDED,  
ENTITLED POLICE DEPARTMENT, TO CREATE  
A NEW SECTION 19-9 TO BE ENTITLED RIGHT  
TO KNOW**

BE IT ORDAINED, that Chapter 19 of the Revised General Ordinances of the City of Syracuse, as amended, entitled Police Department is hereby amended to add a new Section 19-9 that shall read as follows:

**Section 19-9. Right to Know**

Declaration of Legislative Intent and Findings. WHEREAS, the Common Council finds that people of and in the City of Syracuse are unaware of their constitutional right to privacy when interacting with law enforcement officers. The Council further finds that mistrust of law enforcement officers based on real or perceived discrimination hinders law enforcement efforts and is a threat to public safety. In adopting this law, it is the intention of the Common Council to protect the peoples of and in the City of Syracuse's constitutional rights by instituting an affirmative obligation on law enforcement officers to inform those people of their privacy rights when being searched by the police, and to create greater transparency in law enforcement practices. It is also the intention of the Common Council to increase transparency in police practices and to build trust between police officers and members of the public by providing the public with notice of the reasons behind their encounters with the police, and a written record of their interactions with the police in situations that do not result in an arrest or summons. In doing so, it is the Common Council's intention to protect the personal privacy of all people within its

borders, to shield police officers from false claims of wrongdoing, to contribute to the efficiency and effectiveness of our criminal justice system, and to rebuild trust between the Syracuse Police Department and the residents they are sworn to serve.

Chapter 19 of the Revised General Ordinances of the City of Syracuse is hereby amended to read as follows:

Sec. 19-9.- Right to Know

(a) *Definitions.* As used in this section the following words shall have the following meanings:

**Department.** The terms “department” shall mean the police department of the City of Syracuse.

**Law enforcement activity.** The term “law enforcement activity” means any of the following activities when conducted by an officer:

1. Noncustodial questioning of individuals;
2. Stops where an officer has an individualized, reasonable suspicion that the person stopped has committed, is committing, or is about to commit a crime and where a reasonable person would not feel free to end the encounter at will;
3. Frisks;
4. Searches of persons or property, including vehicles;
5. Roadblock or checkpoint stops,
6. Home searches;

7. Investigatory questioning of victims or witnesses to crimes; and
8. Traffic stops.

**Noncustodial questioning.** The term “noncustodial questioning” means the questioning of an individual during an investigation where such individual has not been detained and is free to end the encounter at will.

**Officer.** The term “officer” means a sworn police officer of the department.

(b) Upon initiation of a law enforcement activity, an officer shall:

1. Identify himself or herself to the person who is the subject of such law enforcement activity by providing his or her name, rank and command;
2. Provide to such person an explanation of the reason for such law enforcement activity;

(c) At the conclusion of a law enforcement activity that does not result in an arrest or summons, the officer shall:

1. Offer a business card to such person provided that where such person is a minor, the officer shall offer such a business card to the minor or, if present at the scene, to a parent, legal guardian, or responsible adult;
2. Offer to provide to such person the information set forth in paragraph 1 of subdivision b on a hand-written card, when such officer does not have an adequate number of pre-

printed business cards on his or her person at the time of such law enforcement activity;  
and

3. Offer to provide to such person the information set forth in paragraph 1 of subdivision b verbally and allow sufficient time for such person to record such information when such officer does not have an adequate number of pre-printed business cards or hand-written cards on this or her person at the time of such law enforcement activity.

(d) Notwithstanding the provisions of subdivision c, an officer shall offer a business card to any person requesting identifying information, or provide such information verbally to such person and allow such person sufficient time for such person to record such information when such officer does not have an adequate number of pre-printed business cards or hand-written cards on this or her person at the time of such law enforcement activity.

(e) The Chief of Police, or the Commissioner of Public Safety, shall develop a plan to ensure that officers have an adequate number of business cards prior to engaging in any law enforcement activity and that such cards be replenished within 30 business days after such cards become available.

(f) Any business cards used by an officer to identify himself or herself to a person who is the subject of law enforcement activity shall be pre-printed and include, at a minimum:

1. The name, rank, shield number, and command of such officer; and

2. The address and phone number for the citizen review board and an indication that the subject of the law enforcement activity may contact the citizen review board to submit comments or complaints about the encounter.

3. The address and phone number for the department's internal affairs unit and an indication that the subject of the law enforcement activity may contact the internal affairs unit so submit a complaint about the encounter.

(g) The Chief of Police or the Commissioner of Public Safety shall develop and provide policy, rules and regulations for its officers, whether in uniform or civilian clothing, with respect to obtaining voluntary, knowing, and intelligent consent prior to the search of a person, or a person's vehicle, home or property, for a search that is based solely on a person's consent to such search, when such search is not conducted pursuant to a warrant, any other exception to the warrant requirement under applicable law, or probable cause, or when such search is not incident to a lawful arrest. Such guidance shall specify conduct for:

1. Articulating, using plain and simple language delivered in a non-threatening manner, that the person who is subject of the search is being asked to voluntarily, knowingly, and intelligently consent to such search, and explaining that such search will not be conducted if such person refuses to provide consent to such search;

2. Securing such consent without threats or promises of any kind being made to such person;

3. Affirming that such person understands the information communicated pursuant to paragraph 1;

4. Refraining from conducting such search where such consent has not been obtained; and

5. Utilizing interpretation services when seeking consent to conduct a search of a person with limited English proficiency or such person's vehicle, home, or property, including but not limited to the use of bilingual officers and telephonic interpretation, prior to conducting such search.

(h) An officer who seeks consent to conduct a search that is subject to the policy, rules and regulations developed and provided pursuant to subdivision (g) shall:

1. Create an audio and/or video record of the information communicated pursuant to such guidance and such person's response to such information, or a written record reflecting the information communicated pursuant to such guidance to be signed by the person if such person understands the information and consents to a search;

2. Document the time, location, and date of such search, and the apparent race/ethnicity, gender, and age of the person who was the subject of such search, and such officer's name, command, and shield number; and

3. Provide the person who is the subject of the search written instructions on how to obtain a copy of such record created pursuant to paragraph 1 of this subdivision. Upon

receiving a request from such person for a copy of such record, the department shall acknowledge receipt of such request within five days of receiving such request. Such acknowledgement shall include a date by which the department will provide such record or the basis for the denial of such request, provided that such date shall not be longer than 15 days from the date of receipt of such request. If the department is unable to provide such copy or denial to such person within 15 days due to extenuating circumstances, it shall provide such record or denial within 15 days of such 15 days and provide the basis of such circumstances.

(i) Notwithstanding any other provision in this section, an officer shall not be required to comply with this section where:

1. Such officer is engaged in an approved undercover activity or operation, and law enforcement activity is taken pursuant to such undercover activity or operation; or
2. An emergency exists requiring immediate action by the officer to respond to an imminent and substantial risk of physical injury to the officer or any other person or imminent and substantial damage to property, or to forestall the imminent escape of a suspect or imminent destruction of evidence.

(j) Nothing in this section or in the implementation thereof shall be construed to restrict or limit any activity or proceeding regulated by the criminal procedure law or any other state law.



(k) The Chief of Police or the Commissioner of Public Safety shall develop rules and regulations to enforce compliance with this section.

(l) Commencing within 30 days of the end of the quarter beginning on July 1, 2020, and within 30 days of the end of every quarter thereafter, the department shall post on its website a report of the data collected pursuant to paragraph 2 of subdivision (h), specifically the total number of consent searches conducted during the preceding quarter disaggregated by the apparent race/ethnicity, gender, and age of the person searched; and the total number of instances where an officer sought to obtain a consent to search but did not obtain consent to search during the preceding quarter disaggregated by the apparent race/ethnicity, gender, and age of the person from whom such consent was sought.

(m) Severability. If any portion of this General Ordinance is, for any reason, declared unconstitutional or invalid, in whole or in part, by any court of competent jurisdiction, such portion shall be deemed severable, and such unconstitutionality or invalidity shall not affect the validity of the remaining portions of this general ordinance, which remaining portions shall continue in full force and effect.

#### §19-10. Reporting on Investigative Encounters

(a) Definitions. As used in this section, the following terms have the following meanings:

1. Level one investigative encounter. The term “level one investigative encounter” means an officer’s request for information based on an objective credible reason to approach.

2. Level two investigative encounter. The term “level two investigative encounter” means a common law right of inquiry based on an officer’s founded suspicion that criminal activity is afoot.

3. Level three investigative encounter. The term “level three investigative encounter” means a stop and/or frisk based on an officer’s reasonable suspicion that an individual has committed, is committing or is about to commit a felony or misdemeanor.

4. Officer. The term “officer” means a peace officer or police officer as defined in the Criminal Procedure Law who is employed by the city of Syracuse.

(b) Commencing within 30 days of the quarter beginning on July 1, 2020, and within 30 days of the end of every quarter thereafter, the commissioner shall submit to the council and the mayor and post to the department’s website a report containing the following information concerning investigative encounters conducted by officers for the previous quarter:

1. The total number of level one investigative encounters based on objective credible reasons;

2. The total number of level two investigative encounters based on founded suspicion;  
and

3. The total number of level three investigative encounters based on reasonable suspicion.

(c) The information required pursuant to subdivision a shall be disaggregated by precinct and further disaggregated by:

1. The apparent race/ethnicity, gender, and age of the person involved;
2. The number of persons from whom an officer requested consent to search, further disaggregated by whether consent was granted or declined;
3. The number of investigative encounters that escalated to a level three encounter;
4. The number of persons arrested or issued a criminal or civil summons;
5. The factors leading to the investigative encounter; and
6. Whether a use of force incident occurred in connection with the encounter.

(d) The information required pursuant to this section shall be stored permanently and shall be accessible from the department's website, and shall be provided in a format that permits automated processing. Each report shall include a comparison of the current reporting period to the prior four reporting periods, where such information is available.

(e) The Chief of Police or the Commissioner of Public Safety shall develop rules and regulations to enforce compliance with this section.

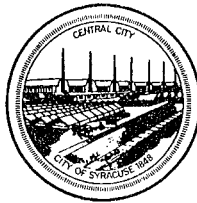
(f) Severability. If any portion of this General Ordinance is, for any reason, declared unconstitutional or invalid, in whole or in part, by any court of competent jurisdiction, such portion shall be deemed severable, and such unconstitutionality or invalidity shall not affect the validity of the remaining portions of this general ordinance, which remaining portions shall continue in full force and effect.

and

BE IT FURTHER ORDAINED, that this ordinance shall take effect immediately; and

BE IT FURTHER ORDAINED, that all Sections of Chapter 19 of the Revised General Ordinances, as amended not expressly revised by this ordinance shall remain in full force and effect as written.

Common Council Office  
314 City Hall  
Syracuse, N.Y. 13202



23  
Council Office: (315) 448-8466  
Fax: (315) 448-8423

**CITY OF SYRACUSE COMMON COUNCIL**

**CHOL MAJOK**  
**Councilor – 3rd District**

September 16, 2020

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

Dear Clerk Copanas:

Please advance the attached legislation, drafted by Common Council attorney -Mr. Ronnie White Jr., to enact "Right to Know" legislation as it pertains to Syracuse Police Officers.

This legislation is consistent with the legal opinion and recommendations provided to the Common Council by Ronnie White Jr. in his legal memorandum dated August 17, 2020.

Pursuant to the Public Safety committee meeting held on Tuesday, September 15, 2020, Mr. White explained the legislation in its final form and the Public Safety committee members voted to advance this legislation to the entire Common Council at the Study Session on Wednesday September 23, 2020 and for consideration at the September 28, 2020 Common Council meeting.

Sincerely,

*Chol Majok*  
Hon. Chol Majok  
Public Safety Chair *bel*

Ordinance No.

2020

**ORDINANCE AUTHORIZING PURCHASE,  
WITHOUT ADVERTISING OR  
COMPETITIVE BIDDING, OF RANGE  
TIME RENTAL FOR FIREARMS  
TRAINING FOR THE DEPARTMENT OF  
POLICE DURING THE FISCAL YEAR  
2020/2021**

BE IT ORDAINED, subject to the approval of the Mayor, that the Common Council hereby authorizes the purchase of range time rental from Bridgeport Rod & Gun Club, Inc, Elbridge Rod & Gun Club, Inc., Pathfinder Fish & Game, and Camillus Sportsmen's Club for the Department of Police during the fiscal year 2020/2021 at a cost not to exceed \$10,000.00 without competitive bidding or formal advertising by reason of the fact it is impracticable to bid said item as multiple vendors are needed due to the mandatory nature of the training and the need for flexibility for scheduling range times due to the various local law enforcement agencies that need to complete the fire arms training to be in compliance with the New York State Department of Criminal Justice Services requirements for law enforcement agencies; and

BE IT FURTHER ORDAINED, that the Director of the Office of Management and Budget is hereby authorized to purchase said rental range times at a cost not to exceed \$10,000.00, charging the cost thereof to Police Department Budget Account Number 540552.01.31230 or another appropriate account as designated by the Commissioner of Finance; and

BE IT FURTHER ORDAINED, that this waiver is hereby authorized to be extended, where necessary, for a period not to exceed sixty (60) days after June 30, 2020 provided funding from the appropriation authorized by this Ordinance remains available.



# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

September 17, 2020

**Julie Castellitto**  
Assistant Director

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

## RE: LEGISLATION FOR WAIVER OF COMPETITIVE BID

Dear Mr. Copanas:

On behalf of the Department of Police, please prepare legislation to be introduced at the next Common Council Meeting to approve a Waiver of Competitive bid for the Syracuse Police Department to rent range time for firearms training from Bridgeport Rod & Gun Club, Inc., Elbridge Rod & Gun Club, Inc., Pathfinder Fish & Game and Camillus Sportsmen's Club Inc.

In order comply with New York State Department of Criminal Justice Services requirements as well as ensure our officers are adequately trained and proficient in the use of departmental issued firearms, the Police Department conducts a variety of firearms training annually. Due to the diverse logistical needs of the different types of training as well competing with other local law enforcement agency to schedule range time, it is necessary that we have the flexibility to use each of the above listed locations. Each range has been used in the past is able to provide the Department with the facilities necessary to conduct training at a lower cost than other area locations.

Purchases under this waiver will be charged to the Police Operating Budget Account 540552.01.31230 during the 2020/21 budget year as applicable. Total purchases not to exceed \$10,000 for the budget year.

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](http://www.syr.gov)

Thank you.

Sincerely,

Julie Castellitto  
Assistant Director of Management and Budget

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

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# DEPARTMENT OF POLICE

CITY OF SYRACUSE, MAYOR BEN WALSH

September 17, 2020

Kenton T. Buckner  
Chief of Police

Joseph L. Cecile  
First Deputy Chief

Derek McGork  
Deputy Chief

Richard F. Shoff, Jr.  
Deputy Chief

Richard H. Trudell  
Deputy Chief

Ms. Julie Castellitto  
Assistant Director of Management & Budget  
City Hall  
233 E. Washington St.  
Syracuse, New York 13202

**RE: Authorize Waiver of Competitive Bid for rental of ranges for firearms training**

Dear Ms. Castellitto:

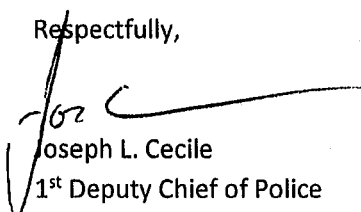
**On behalf of the Department of Police, please prepare legislation for the next regularly scheduled meeting of the Syracuse Common Council to authorize a waiver of competitive bid for the Syracuse Police Department to rent range time for firearms training from Bridgeport Rod & Gun Club, Inc., Elbridge Rod & Gun Club, Inc., Pathfinder Fish & Game and Camillus Sportsmen's Club, Inc.**

In order comply with New York State Department of Criminal Justice Services requirements as well as ensure our officers are adequately trained and proficient in the use of departmental issued firearms, the Police Department conducts a variety of firearms training annually. Due to the diverse logistical needs of the different types of training as well competing with other local law enforcement agency to schedule range time, it is necessary that we have the flexibility to use each of the above listed locations. Each range has been used in the past is able to provide the Department with the facilities necessary to conduct training at a lower cost than other area locations.

The adoption of this waiver is not an attempt by our Department to circumvent other established purchasing policies and procedures. With the approval of this waiver, purchases will be completed in accordance with any other policies as established by the Director of the Office of Management and Budget and the Division of Purchase.

**Purchases under this waiver will be charged to the Police Operating Budget Account 540552.01.31230 during the 2020/21 budget year as applicable. Total purchases not to exceed \$10,000 for the budget year.**

Respectfully,

  
Joseph L. Cecile  
1<sup>st</sup> Deputy Chief of Police

JLC/mb-f rev

Department of Police  
511 S. State Street  
Syracuse, NY 13202

O 315.442.5250

[www.syracusepolice.org](http://www.syracusepolice.org)





# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Julie Castellitto  
Assistant Director

TO: Mayor, Ben Walsh  
FROM: Julie Castellitto, Assistant Director of Management and Budget  
DATE: September 14, 2020  
SUBJECT: Waiver of Competitive Bid – Rent Range Time for Firearms Training

The Department of Police is requesting a waiver of competitive bid for the Syracuse Police Department to rent range time for firearms training from Bridgeport Rod & Gun Club, Inc., Elbridge Rod & Gun Club, Inc., Pathfinder Fish & Game and Camillus Sportsmen's Club, Inc.

In order to comply with New York State Department of Criminal Justice Services requirements as well as ensure the officers are adequately trained and proficient in the use of departmental issued firearms, the Police Department conducts a variety of firearms training annually. Due to the diverse logistical needs of the different types of training as well competing with other local law enforcement agency to schedule range time, it is necessary that they have the flexibility to use each of the above listed locations. Each range has been used in the past and is able to provide the Department with the facilities necessary to conduct training at a lower cost than other area locations.

**Purchases under this waiver will be charged to the Police Operating Budget Account 540552.01.31230 during the 2020/21 budget year as applicable. Total purchases not to exceed \$10,000 for the budget year.**

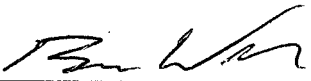
Please indicate your concurrence by signing below and returning this memo to me so that I may forward a copy to the Common Council along with the legislation request for the next Common Council Meeting.

Thank you for your attention regarding this matter.

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](http://www.syr.gov.net)

  
\_\_\_\_\_  
Mayor Ben Walsh  
City of Syracuse, New York

9/16/2020  
\_\_\_\_\_  
Date

Ordinance No.

2020

**ORDINANCE AUTHORIZING CONTRACT  
WITH WELLNOW URGENT CARE, P.C.  
DBA WELLNOW URGENT CARE  
RELATIVE TO PROVIDING MEDICAL  
EXAMS AND TESTING SERVICES ON  
BEHALF OF THE CITY OF SYRACUSE  
POLICE DEPARTMENT**

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 WellNow Urgent Care, P.C. d/b/a Well Now Urgent Care ("WellNow"), under the following terms:

(1) WellNow shall provide physical exams/evaluations for newly hired transfer officers and any other exam that they may need; administer Hepatitis B vaccinations; and provide drug testing and screening on behalf of the City of Syracuse Police Department;

(2) The term of the contract shall be for a one-year period effective July 1, 2020 through June 30, 2021; and

(3) The City shall pay to WellNow an amount not to exceed \$10,000.00 for all services under this agreement; NOW, THEREFORE,

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

BE IT FURTHER ORDAINED, that all costs associated with this agreement shall be charged to Police Department Budget Account #541500.01.31230 or such other appropriate account as determined by the Commissioner of Finance.



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# DEPARTMENT OF POLICE

CITY OF SYRACUSE, MAYOR BEN WALSH

Kenton T. Buckner  
Chief of Police

September 17, 2020

Joseph L. Cecile  
First Deputy Chief

Mr. John Copanas  
City Clerk  
233 E. Washington St.; Suite #213  
Syracuse, New York 13202

Derek McGork  
Deputy Chief

Richard F. Shoff, Jr.  
Deputy Chief

**RE: REQUESTING A WAIVER OF RFP – Wellnow Urgent Care P.C.  
d/b/a Wellnow Urgent Care**

Richard H. Trudell  
Deputy Chief

Dear Clerk Copanas,

Please prepare legislation requesting a waiver of the RFP process to be introduced at the next scheduled Common Council meeting, on behalf of the Department of Police, to enter into an agreement with Wellnow Urgent Care P.C. located at 961 Canal Street, Syracuse, NY.

It is the intention of the Syracuse Police Department to retain a medical exam/testing provider for the period of July 1, 2020 through June 30, 2021. The Wellnow Urgent Care P.C. is licensed, experienced and is duly qualified to perform services that include but are not limited to:

Department of Police  
511 S. State Street  
Syracuse, NY 13202

O 315.442.5250

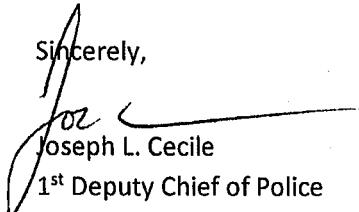
[www.syracusepolice.org](http://www.syracusepolice.org)

- 1) Physical Exams/evaluations for newly hired transfer Officers and any other exam directed by the Office of the Chief of Police.
- 2) Hepatitis B vaccinations.
- 3) Drug testing/screening.

**Expenditures not to exceed \$ 10,000 will be charged to account 541500.01.31230.**

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

Sincerely,

  
Joseph L. Cecile  
1<sup>st</sup> Deputy Chief of Police

JLC/mb-f rev

11



# DEPARTMENT OF POLICE

CITY OF SYRACUSE, MAYOR BEN WALSH

Kenton T. Buckner  
Chief of Police

September 17, 2020

Joseph L. Cecile  
First Deputy Chief

Ms. Julie Castellitto  
Assistant Director of Management & Budget  
City Hall  
233 E. Washington St.  
Syracuse, New York 13202

Derek McGork  
Deputy Chief

Richard F. Shoff, Jr.  
Deputy Chief

Richard H. Trudell  
Deputy Chief

**RE: REQUESTING A WAIVER OF RFP – Wellnow Urgent Care P.C.  
d/b/a Wellnow Urgent Care**

Dear Ms. Castellitto,

We have submitted a request to Common Council to consider legislation requesting a waiver of the RFP to enter into an agreement with Wellnow Urgent Care P.C. located at 961 Canal Street, Syracuse, NY.

**We ask you to please request Mayoral approval for this request on our behalf.**

RE: Wellnow - It is the intention of the Syracuse Police Department to retain a medical exam/testing provider for the period of July 1, 2020 through June 30, 2021. The Wellnow Urgent Care P.C. is licensed, experienced and is duly qualified to perform services that include but are not limited to:

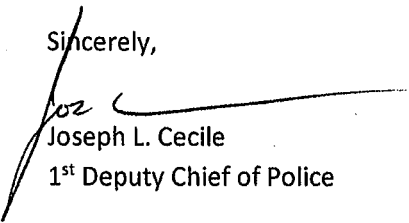
Department of Police  
511 S. State Street  
Syracuse, NY 13202

O 315.442.5250

[www.syracusepolice.org](http://www.syracusepolice.org)

- 1) Physical Exams/evaluations for newly hired transfer Officers and any other exam directed by the Office of the Chief of Police.
- 2) Hepatitis B vaccinations.
- 3) Drug testing/screening.

Sincerely,

  
Joseph L. Cecile  
1<sup>st</sup> Deputy Chief of Police

JLC/mb-f rev



# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Julie Castellitto  
Assistant Director

TO: Honorable Mayor Ben Walsh  
FROM: Julie Castellitto, Assistant Director of Management & Budget  
DATE: September 14, 2020  
SUBJECT: Waiver of RFP – Wellnow Urgent Care P.C. d/b/a Wellnow Urgent Care

On behalf of the Department of Police, I am requesting a waiver of the RFP process to enter into an agreement with Wellnow Urgent Care P.C. located at 961 Canal Street, Syracuse, NY.

It is the intention of the Syracuse Police Department to retain a medical exam/testing provider for the period of July 1, 2020 through June 30, 2021. The Wellnow Urgent Care P.C. is licensed, experienced and is duly qualified to perform services that include but are not limited to:

1. Physical exams/evaluations for newly hired transfer officers and any other exam directed by the Office of the Chief of Police.
2. Hepatitis B vaccinations.
3. Drug testing/screening.

**Expenditures not to exceed \$10,000 will be charged to account 541500.01.31230.**

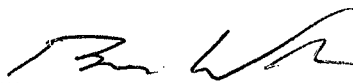
If you agree to waive the RFP process and enter into an agreement, please sign below and return this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.

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](http://www.syr.gov.net)

  
\_\_\_\_\_  
Mayor Ben Walsh  
City of Syracuse, New York

9/16/2020  
Date

Ordinance No.

2020

**ORDINANCE AMENDING ORDINANCE  
NO. 67-2020 AUTHORIZING AN  
AGREEMENT WITH THE LANDMARK  
SOCIETY OF WESTERN NEW YORK, FOR  
THE ADMINISTRATION OF THE CITY'S  
\$20,000.00 CERTIFIED LOCAL  
GOVERNMENT PROGRAM GRANT FROM  
THE NEW YORK STATE OFFICE OF  
PARKS, RECREATION AND HISTORIC  
PRESERVATION IN SUPPORT OF THE 2020  
NEW YORK STATEWIDE PRESERVATION  
CONFERENCE**

BE IT ORDAINED, that Ordinance No. 67-2020 is hereby amended to read as follows:

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 Landmark Society of Western New York, the organizers of the 2020 New York Statewide Preservation Conference, for the administration of the City's \$20,000 Certified Local Government Program grant from the New York State Office of Parks, Recreation and Historic Preservation; the grant will be used to fund conference scholarships, venue costs, audio visual expenses and keynote speaker fees; the term of the agreement shall be from the date of execution through February 28, 2021\*; and

BE IT FURTHER ORDAINED, that costs associated with the administration of the grant shall be charged to Account #599802.02.235150120 or such other appropriate account as determined 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.

\* previously read September 30, 2020

\_\_\_\_\_ = new material



# DIVISION OF CITY PLANNING

CITY OF SYRACUSE, MAYOR BEN WALSH

September 1, 2020

Owen Kerney  
Assistant Director

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

## RE: REQUEST FOR LEGISLATION

Re: Ordinance 2020-67 Authorizing an Agreement with the Landmark Society of Western New York for the Administration of the City's \$20,000 Certified Local Government Program Grant in Support of the 2020 New York Statewide Preservation Conference

Dear Mr. Copanas:

Please prepare legislation for the next Common Council agenda on behalf of the Division of City Planning to amend Ordinance 2020-67, authorizing a contract with the Landmark Society of Western New York to administer the City's Certified Local Government (CLG) program grant in support of the 2020 New York Statewide Preservation Conference.

In 2019, the City of Syracuse was awarded a \$20,000 CLG grant from the New York State Office of Parks, Recreation & Historic Preservation (NYS OPRHP) in support of the annual New York Statewide Preservation Conference to be held in Syracuse in March 2020. The NYS OPRHP asks that the conference's host city act as the fiscal sponsor for the CLG grant, which is administered by the conference organizers, the Landmark Society of Western New York. Unfortunately, due to the COVID-19 pandemic, the Landmark Society was forced to reschedule the statewide conference, which will now be held on-line in early December 2020.

After consultation with NYS OPRHP and the Landmarks Society, this office requests that the contract period with the Landmark Society be extended to February 28, 2021, in order to accommodate the new conference dates. The grant amount is unchanged (\$20,000) and the grant funds will be refocused to cover professional audio/visual expenses, keynote speaker fees, and scholarships.

If you have any questions, please contact Kate Auwaerter at 315-448-8108 or [kauwaerter@syrgov.net](mailto:kauwaerter@syrgov.net).

Sincerely,

Owen Kerney  
Assistant Director

Division of City Planning  
201 E. Washington St.  
City Hall Commons,  
Room 512  
Syracuse, N.Y. 13202

Office 315 448 8160

[www.syrgov.net](http://www.syrgov.net)

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Ordinance No.

2020

**ORDINANCE AUTHORIZING AN  
INTERMUNICIPAL AGREEMENT  
PURSUANT TO SECTION 5-G OF THE  
GENERAL MUNICIPAL LAW WITH THE  
COUNTY OF ONONDAGA RELATIVE TO  
THE PROVISION OF CODE  
ENFORCEMENT SERVICES TO THE  
COUNTY**

WHEREAS, Section 5-G of the General Municipal Law of the State of New York, provides that municipalities may enter into cooperative agreements subject to the approval of their governing bodies; and

WHEREAS, the City of Syracuse operates a Division of Code Enforcement charged with the responsibility and possessing the skills and expertise to monitor the condition of properties which are often inhabited by recipients who participate in the Tenant Rental Agreement (TRA) program; and

WHEREAS, the County of Onondaga has agreed to fund the cost of a full time Code Enforcement Officer to perform housing inspections and other functions for the period January 1, 2020 through December 31, 2020 as necessary with regard to housing conditions for recipients who participate in the Tenant Rental Agreement (TRA) program; and

WHEREAS, the Mayor of Syracuse and the County Executive of Onondaga County agree to enter into a cooperative agreement under the following terms and conditions:

(1) Onondaga County shall obtain from the City housing inspection and stabilization services for recipients who participate in the Tenant Rental Agreement (TRA) program;

(2) Onondaga County agrees to pay the City for a full time Code Enforcement Officer in an annual amount not to exceed Fifty-Five Thousand Dollars (\$55,000.00) for the period January 1, 2020 through December 31, 2020, which amount includes salary and fringe benefits for the year;

(3) The City agrees to assign the aforementioned Code Enforcement Officer to perform housing inspections and other functions as necessary with regard to housing conditions for recipients who participate in the Tenant Rental Agreement (TRA) program;

(4) The agreement will be for a term of January 1, 2020 to December 31, 2020;

(5) The Corporation Counsel shall include any other terms or conditions deemed to be necessary; NOW, THEREFORE,

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

BE IT FURTHER ORDAINED, that this Ordinance is subject to the necessary approvals by the Onondaga County Legislature as required by applicable law.



# DIVISION OF CODE ENFORCEMENT

A DIVISION OF THE DEPARTMENT OF NEIGHBORHOOD  
AND BUSINESS DEVELOPMENT  
CITY OF SYRACUSE, MAYOR BEN WALSH

**Michael Collins**  
NBD Commissioner

**Jacob R. Dishaw**  
Director of Code  
Enforcement

**Thomas Steinberg**  
Assistant Director of  
Code Enforcement

**Samuel Perry**  
Assistant Director of  
Code Enforcement

September 15, 2020

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

Re: Request for Legislation

Dear Mr. Copanas,

Please prepare legislation to be introduced at the next meeting of the Syracuse Common Council authorizing an Inter-Municipal Agreement with Onondaga County through December of 2020, relative to the provision of Code Enforcement services. All terms of the existing agreement will remain in full force and effect unless superseded by this amendment, which covers an extension of time. The new end date of this agreement will be 12/31/2020.

The County has agreed to fund the cost of a full time Code Enforcement Officer to perform housing inspections and other functions for the period of January 1, 2020 through December 31, 2020. The maximum amount that can be paid under this agreement is \$55,000.00 for the term of the agreement, which includes salary and fringe benefits for the year. The City has agreed to assign this Code Enforcement Officer to perform housing inspections and other functions as necessary with regard to housing conditions for recipients who participate in the Tenant Rental Agreement (TRA) Program.

Sincerely,

*Jacob R. Dishaw*

Jacob R. Dishaw

Director of Code Enforcement

**Code Enforcement**  
201 East Washington  
Street, Room 300  
Syracuse, N.Y. 13202

Office 315 448 8695  
Fax 315 448 8764

[www.syr.gov.net](http://www.syr.gov.net)



# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Julie Castellitto  
Assistant Director


TO: Mayor Ben Walsh  
FROM: Julie Castellitto, Assistant Director of Management and Budget  
DATE: September 15, 2020  
SUBJECT: Amend Ordinance - Inter-Municipal Agreement with Onondaga County  
relative to the provision of Code Enforcement Services

On behalf of the Division of Code Enforcement, I am requesting that the City of Syracuse amend Ordinance #566-19 to extend an Inter-Municipal Agreement with Onondaga County through December of 2020, relative to the provision of Code Enforcement services. All terms of the existing agreement will remain in full force and effect unless superseded by this amendment, which covers an extension of time. The new end date of this agreement will be 12/31/2020.

The County has agreed to fund the cost of a full time Code Enforcement Officer to perform housing inspections and other functions for the period of January 1, 2020 through December 31, 2020. The maximum amount that can be paid under this agreement is \$55,000.00 for the term of the agreement, which includes salary and fringe benefits for the year. The City has agreed to assign this Code Enforcement Officer to perform housing inspections and other functions as necessary with regard to housing conditions for recipients who participate in the Tenant Rental Agreement (TRA) program.

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

9/16/2020  
Date

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

Office 315 448-8252  
Fax 315 448-8116

[www.syrgov.net](http://www.syrgov.net)

Resolution No.

2020

**RESOLUTION AUTHORIZING THE  
SUBMISSION OF NAMES OF CANDIDATES  
TO THE GOVERNOR FOR APPOINTMENT  
TO THE CENTRAL NEW YORK REGIONAL  
TRANSPORTATION AUTHORITY**

BE IT RESOLVED, that pursuant to the Public Authorities Law, this Common Council submits the names of Neil Burke, 744 Stinard Avenue, Syracuse, New York 13207 and James Conroy, 544 Whittier Avenue, Syracuse, New York 13204 to the Governor of the State of New York relative to a vacancy on the Central New York Regional Transportation Authority which appointment is for the remainder of the seven year term which expires July 31, 2026; and the City Clerk is hereby directed to forward said names to the Governor.

Common Council Office  
314 City Hall  
Syracuse, N.Y. 13202



Council Office: (315) 448-8466  
Fax: (315) 448-8423

**CITY OF SYRACUSE COMMON COUNCIL**

**JOSEPH T. DRISCOLL**  
**Councilor - 5th District**

September 17, 2020

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

**Re: Request for Legislation**

Dear Mr. Copanas:

Please prepare legislation to nominate Neil Burke and James Conroy to the Central New York Regional Transportation Authority Board of Directors for a term to expire on July 31, 2026. This appointment is to fill a vacant seat on the Board. Nominees are to be appointed by the Governor and confirmed by the NYS Senate.

Sincerely,

9C *Joseph Driscoll*

5<sup>th</sup> District Councilor  
Joseph Driscoll

# Neil Burke

NeilMBurke@gmail.com

744 Stinard Avenue  
Syracuse, NY 13207

315-416-1192

## Education

### Master | Landscape Architecture | 16

State University of New York  
College of Env. Science & Forestry

#### Coursework:

Comprehensive Land Planning  
Site Design & Construction  
Landscape & Urban Ecology  
Behavioral Factors in Design  
Graphic Communication

### Bachelor | Adolescent Education

State University of New York  
College at Oswego

## Affiliations

American Society of Landscape Architects

American Planning Association

Sigma Lambda Alpha Honor Society

AdaptCNY - Transit Task Force

Tomorrow's Neighborhoods Today

## Interests

Adaptive Reuse

Buying Local

Community Engagement

## Experience

□ Transportation Planner  
City of Syracuse, NY

Jan 2017  
Present

### Planning Projects:

- Complete Streets Program manager.
- City liaison to NYSDOT for I-81 design updates & Empire State Trail development.
- Pedestrian Safety Initiatives.
- Safe Streets Syracuse traffic safety initiatives.
- Syracuse 2040: Masterplan transportation updates.

### Project Management:

- Road reconstruction and revised traffic plans.
- Fiber Optic cable upgrades.
- Traffic Control Center and coordinated signal upgrades.
- New York State Pedestrian Safety Action Plans.
- Sidewalk Snow Clearing Pilot: RFQ and system development.
- Syracuse Bike Share Program manager: RFQ and system development.
- Term Agreements for Engineering consultants.

### Design Review & Permitting:

- Project and Pre-Development Review: ADA compliance, ROW access, fire lanes, and traffic impact studies.
- Waivers, ROW encroachments, safety issues, and infrastructure coordination.

□ Graduate Assistant 2015  
History of Landscape Architecture - SUNY ESF  
- Provided instructional support, conducted student outreach, produced classroom materials, and was responsible for grading assignments.

□ Syracuse Department of Public Works 2015  
Project Coordinator Intern - Syracuse, NY  
- Worked under the directive of the DPW Project Coordinator. Responsibilities included public outreach, project estimating, and complete street designs.

## Proficiencies

Adobe Creative Suite  
AutoCAD  
ArcGIS  
SketchUP  
BAS | IPS

Resolution No.

2020

**RESOLUTION AUTHORIZING THE  
SUBMISSION OF NAMES OF CANDIDATES  
TO THE GOVERNOR FOR APPOINTMENT  
TO THE CENTRAL NEW YORK REGIONAL  
TRANSPORTATION AUTHORITY**

BE IT RESOLVED, that pursuant to the Public Authorities Law, this Common Council submits the names of Cjala Surratt, 104 Upland Road, Syracuse, New York 13207 and Brian Driscoll, 149 Durston Avenue, Syracuse, New York 13203 to the Governor of the State of New York relative to a vacancy on the Central New York Regional Transportation Authority which appointment is for the remainder of the seven year term which expires July 31, 2025; and the City Clerk is hereby directed to forward said names to the Governor.



Common Council Office  
314 City Hall  
Syracuse, N.Y. 13202



29  
Council Office: (315) 448-8466  
Fax: (315) 448-8423

**CITY OF SYRACUSE COMMON COUNCIL**

**JOSEPH T. DRISCOLL**  
**Councilor - 5th District**

September 17, 2020

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

**Re: Request for Legislation**

Dear Mr. Copanas:

Please prepare legislation to nominate Cjala Surratt and Brian Driscoll to the Central New York Regional Transportation Authority Board of Directors for a term to expire on July 31, 2025. This appointment is to fill a vacant seat on the Board. Nominees are to be appointed by the Governor and confirmed by the NYS Senate.

Sincerely,

90 *Joseph Driscoll*

5<sup>th</sup> District Councilor  
Joseph Driscoll

**CJALA SURRATT**  
104 Upland Rd • Syracuse, NY 13207  
(315) 350-4183 • [cjalasurratt@gmail.com](mailto:cjalasurratt@gmail.com)

## **SKILLS/ COMPETENCIES**

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Skill in developing and maintaining social media sites for organizations, public events, campaign awareness, festivals, crowdsourcing, fundraising and private usage. Experience in website designing, blogging, copy editing, writing newsletters and press release, and creating logos and marketing collateral.

Strategy Planning	Tactics and Execution	Community Management	Relationship Building	Optimizing Content and Technology
Copy Editing	Analytics	Digital Marketing	Branding	Public Relations

### Technology and Social Media

Facebook	Google+	LinkedIn	Twitter	YouTube
Constant Contact	WordPress	Google Analytics	Etsy	Vimeo
Instagram	Buffer	Pinterest	Tumblr	Hootsuite

## **PROFESSIONAL EXPERIENCE**

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### **Light Work – Syracuse, NY**

#### *Promotions Coordinator*

- Collaborate with directors to develop marketing and communications strategies related to exhibitions, annual subscription program, Lab services, education and community engagement.
- Manage media relations on-site, scheduling interviews, coordinating visits, tours, press kits, and preparing answers to interview questions for Light Work staff
- Oversee changes and updates to Light Work, Light Work Lab, and UVP website
- Monitor the Light Work's website and social media traffic, respond to feedback and implement content/design
- Coordinates and sending regular direct mail and e-mail newsletters, and developing marketing plans and promotional campaigns.
- Craft copy for Hallway exhibitions, grant award announcements, educational programs, facility announcements and fundraising initiatives.
- Develops strategy and content for social media and digital marketing for Light Work, Light Work Lab, and UVP.
- Provides administrative support for the Director and Associate Director.
- Generates visibility in local, regional, and national markets for exhibitions and programs through tabling, talks, panels and strategic marketing placement.
- Identifies and target key audiences to build awareness and engagement
- Collaborates with exhibition and Lab teams to build audience development partnerships with University and community organizations that promote Light Work's mission.
- Annually cull together biographies for twelve artists-in-residence and format text and images for website
- Collaborate with director on subscription marketing strategies and execute regular e-news and direct mailings to support annual subscription program and donor stewardship
- Cultivate and Subscription Program soliciting prospects through Salesforce data research
- Organizes Arts and Food Vendors for Urban Video Project's Urban Cinematheque screening and Arts Fair
- Tabling for Urban Video Project Curator Conversation and Third Thursday events Everson Museum host venue.

### **Independent Contractor – Syracuse, NY**

*Consultant/Copy Editor/Designer/ PR & Marketing*

2010 – Present

- Muslim Women's Dialogue Circle: Develop marketing materials for print, web and social media platforms
- Black Leadership Coalition: Marketing and Event Planning for Onondaga County Candidates' Forum / Debate
- Dr. Emad Rahim: 3rd District Candidate: Developed PR and Marketing Strategy for Candidate's Primary Election
- Syracuse Stage: Served as Dramaturgical Consultant for the Tony award-winning theater production of *Disgraced*
- Syracuse Stage: Wrote press release and served as Reader for newly developed theater script written by Kyle Bass
- Whitman School of Management: Developed and designed marketing collateral for Startup New York campaign
- Rahma Health Clinic: Served as marketing coordinator for health campaign and 2016 fundraising banquet
- Syracuse Choir: Served as Public Relations and Marketing Manager for annual concerts: 2009, 2010, 2011, 2012
- Mental Health Association: Served as Public Relations and Marketing Manager for *Men That Cook* fundraiser

**Islamic Society of Central NY – Syracuse, NY**

2015 – Present

*Social Media and Public Relations Manager*

- Analyzed departmental cost center reports comparing actual vs budget and making necessary decisions
- Developed numerous forecasting models to examine company's growth based on cash flow analysis and valuation
- Generated comprehensive reports for future revenue planning and assess risk associated with capital expenditures
- Recommended strategic actions by analyzing and interpreting data to improve 10% operational efficiency

**Muslamb Stationers – Syracuse, NY**

2009 – 2017

*Sole Proprietor/ Owner*

- Pitched to bloggers, local and national media to generate additional site traffic
- Design and printing of bespoke Islamic stationery
- Pursued passion for letterpress printing, paper and printmaking disciplines.
- Individual and wholesale order fulfillment for domestic and international customers and wholesale clients

**Community Folk Art Gallery – Syracuse, NY**

2007 – 2009

*Interim Managing Director/ Public Relations and Marketing Manager*

- Conceptualized the public relations and marketing objectives for the year through a phase plan
- Created comprehensive multi-media communication strategy targeted at culturally diverse individuals and communities.
- Conducted media relations, including pitching to target media outlets based on editorial calendars, as well as editor correspondence and image/information request fulfillment
- Organized Harlem Renaissance Gala. Coordinated RSVPs, venues, silent auction, entertainment, menus and speakers
- Developed detailed SWOT analysis and summarized marketing plan which included a calendar, proposed budget and media plan

**Red House Theater – Syracuse, NY**

2004 – 2007

*Public Relations and Marketing Manager*

- Created published materials including marketing materials, company collateral, event programs and press releases
- Created, managed email marketing campaigns via Constant Contact to engage with their target demographics.
- Coordinated client interviews and on-camera appearances with key media personnel
- Worked with outside vendors and external community partners to help brand Redhouse in the community at-large

**ASSOCIATION**

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**Everson Museum of Art– Syracuse, New York November**

2020 – Present

- Diversity and Equity Task Force

**Everson Museum of Art– Syracuse, New York November**

2018 – Present

- Board Member / Members' Council

**Community Folk Art Center – Syracuse, New York November**

2018 –

**Present**

- Board Member /Secretary

**Onondaga County Democratic Committee: Ward District 9**

2018 – Present

Attend Ward Committee meetings and elect Executive team.

Head voter registration drive in your neighborhood.  
Circulate nomination petitions for your party's candidates.  
Information voters about elections and candidates  
Work with neighbors community groups to help solve problems in ninth Ward.

**Syracuse Cultural Center** – Syracuse, New York November  
2018

2016 –

- Board Member /Outreach Committee
- Maintain records of the board and ensure effective management of organization's records
- Member of Annual Fundraising Dinner and Silent auction Committee
- Planned Women's Self-Defense Workshop and Presentation

**ISCNY: Youth Activity Council (YAC)** – Syracuse, New York  
2018

2015 -

- Worked with YAC board on brainstorming and implementation of social and educational programs.
- Served as a liaison between youth board and ISCNY advisory board
- Assisted in facilitating new youth officer orientation and ongoing board training sessions..

#### **EDUCATION and PROFICIENCY**

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- Syracuse University, College of Visual and Performing Arts — Bachelor of Science
  - Proficient with MS Office Suite (Word, Excel, Access and PowerPoint) Adobe Illustrator

Ordinance No.

2020

**ORDINANCE AUTHORIZING CONTRACT  
WITH PRO ACT, INC. RELATIVE TO  
PROVIDING SERVICES FOR THE SUPPLY AND  
ADMINISTRATION OF FLU SHOTS TO CITY OF  
SYRACUSE EMPLOYEES**

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 Pro Act, Inc., under the following terms:

(1) Pro Act, Inc. shall provide all required services for the supply and administration of flu shots to City of Syracuse employees as part of Flu Clinics to be held October 6, 2020, October 7, 2020 and October 8, 2020;

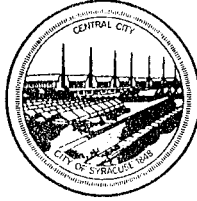
(2) The cost shall be \$30.00 per person and is covered under the City's Employee Health Insurance Plans;

(3) The City shall pay to Pro Act, Inc. an amount not to exceed \$13,500.00 for all services under this agreement, which should cover four hundred fifty (450) employees; 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 Budget Account No. 590601.01.90600 or another appropriate account as designated by the Commissioner of Finance.

Common Council Office  
314 City Hall  
Syracuse, N.Y. 13202



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Council Office: (315) 448-8466  
Fax: (315) 448-8423

**CITY OF SYRACUSE COMMON COUNCIL**

**RITA M. PANIAGUA**  
**Councilor-at-Large**

September 24, 2020

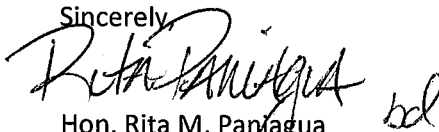
John P. Copanas  
City Clerk  
City Hall Room 231  
Syracuse, NY 13202

Dear Mr. Copanas:

Please prepare legislation for the September 28, 2020 Common Council Meeting Waiver Agenda to authorize payment in the amount of \$13,500 to supply and administer flu shots to City of Syracuse employees as part of the annual flu clinic.

All costs associated with the flu clinic will be charged to Budget account 01.90600.00.000.

Sincerely,

  
Hon. Rita M. Paniagua  
Chairperson, Human Development Committee



# OFFICE OF PERSONNEL & LABOR RELATIONS

CITY OF SYRACUSE, MAYOR BEN WALSH

**Donna D. Briscoe**  
Director

September 14, 2021

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

Re: Revised Request for Legislation

Dear Mr. Copanas:

Please prepare legislation for the next Common Council Meeting authorizing the City, by its Director of Personnel, to authorize payment to ProAct, Inc. to supply and administer flu shots to City of Syracuse employees as part of a Flu Clinic to be held October 6<sup>th</sup>, October 7<sup>th</sup>, and October 8<sup>th</sup>, 2020.

The cost shall be \$30.00 per person and is covered under the City's Employee Health Benefit Plans. The total cost of this Agreement shall not exceed \$13,500.00 which would cover 450 employees.

All costs associated with the Agreement shall be charged to Budget Account No. 01.90600.00.000.

Sincerely,

*Donna D. Briscoe*

Donna D. Briscoe  
Director of Personnel

**Office of Personnel &  
Labor Relations**  
233 E. Washington St  
City Hall, Room 312  
Syracuse, N.Y. 13202

Office 315 448-8780  
Fax 315 448-8761

[www.syr.gov.net](http://www.syr.gov.net)

Cc: File

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