

COMMON COUNCIL
of the
CITY OF SYRACUSE

(03/29)

REGULAR MEETING – MARCH 29, 2021
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 - (All Present – 9)*
4. *Minutes – March 15, 2021 - (Adopted 9-0)*
5. *Public Hearing - Relative to Agenda Item #20, "Authorize – The 2021/2022 Unimproved Street Program (Slurry Seal), on behalf of the D.P.W. as detailed in Appendix "A", cost thereof to be charged to the premises fronting thereon. Charge to the proceeds from the sale of bonds. Total cost not to exceed \$1,100,000. (Public Hearing was held on Monday, March 29, 2021 at 1:00 P.M. via Webex)" (NO APPEARANCES)*
6. *Petitions - (none)*
7. *Committee Reports – (Public Works (D.P.W. & Transportation)*
8. *Communications - (none)*
9. _____
UNFINISHED BUSINESS:

BY COUNCILOR PANIAGUA:

- 9-0**
- a. *Local Law - Of the City of Syracuse to grant a permanent easement to Niagara Mohawk Power Corporation on Henninger High School Property located at 600 Robinson Street to construct, operate and maintain an underground power line and Pad Mounted Transformer to install a new electric service for \$1.00, as detailed in Exhibit "A".*

LL

NEW BUSINESS

BY PRESIDENT HUDSON:

- 9-0** 10. Resolution - Approving the Appointment of Various Persons as Commissioners of Deeds for 2021/2022. **5-R**

BY COUNCILORS BEY, HOGAN, DRISCOLL; PRESIDENT HUDSON AND ALL COUNCILORS:

- 9-0** 11. Resolution – To Mayor Ben Walsh urging financial support of The Downtown Mural Project in the amount of \$75,000, to create a historic mural, to recognize Syracuse's illustrative history in the struggle for social and racial justice and gender equity and female empowerment, on the East Onondaga Street side of the Monroe Building. **6-R**

BY COUNCILOR BEY:

- 9-0** 12. Approve – District Plan Modification for a Planned Development District for property located at 1010, 1022, 1054, 1074, and 1080-1082 South Clinton Street, 222, 224, 226, 228, and 232 Tallman Street, 1002-1022, and 1024-1040 South Salina Street, and 140 (aka 120-154) Cortland Avenue. JMA Tech Properties, applicant. Ranalli/Taylor St., LLC, Catholic Charities of Syracuse, JMA Tech Properties, owners. **GEN. #9**

BY COUNCILOR GREENE:

- H** 13. Authorize – The Commissioner of Finance, on behalf of the Fire Department, to collect reimbursement for expenses incurred while providing emergency services outside of the City, which include use of materials, apparatus, labor, and equipment in the provision of hazardous material mitigation and technical rescue services, as detailed in the attached Proposed Fee Schedule, effective April 1, 2021, to be deposited in Account #01.415380.34100 – Fire Reimbursements – Outside Agencies. **H**
- 7-2** 14. Lease Agreement - With CenterState Corporation for Economic Opportunity, to lease the property located at 235 Harrison Street, (aka the Tech Garden), for the purpose of supporting startups and new business incubation services, for the period of twenty (20) years for \$1.00. CenterState will also create a revolving loan fund capitalized at \$250,000 for the use of Tech Garden graduate firms to locate their businesses within the distressed census tract in the City. CenterState is responsible for all cost associated with renovation, use, and operation of the premises during the term of the lease. **95**
- Greene
White

15. Amend – Ord. #208 (04/27/2020), “Purchase w/c/b – Agreement with Atlassian PTY LTD, for Jira Project Management Software for various support functions on behalf of the Office of Accountability Performance & Innovation, for the period of one year. Total cost not to exceed \$1,800 to be charged to Account #12140.01.540530.” Amend to increase the cost not to exceed to \$3,000. **96**
- 9-0
16. Authorize – Budget transfer in the amount of \$19,000 from Account #590600.01.90600 (Medical Insurance) to Account #599100.01.90000 (Unallocated Insurance) to be used to purchase Cyber Security Insurance. **97**
- 9-0
17. Appropriate Funds – From the Special Object Account #599100.01.90000 in an amount not to exceed \$73,158 to purchase Cyber Security Insurance coverage from Lloyds of London, for the period of one (1) year from March 1, 2021-March 1, 2022. **98**
- 9-0

BY COUNCILOR PANIAGUA:

18. Approve – The Syracuse Emergency Pandemic Plan, pursuant to legislation (S8617B/A10832, 09/07/2020) requiring all public employers to create plans to adequately protect workers in the event of another State disaster emergency involving a communicable disease. The City plan has been developed in compliance with the guidelines and requirements by Emergency Preparedness Solutions, LLC, and will be made available to employees not later than April 1, 2021. **99**
- 9-0

BY COUNCILOR CARNI:

19. Bond Ordinance - Authorizing the issuance and sale of bonds of the City of Syracuse to be used to defray the cost of the D.P.W. 2021/2022 Unimproved Street Program (Slurry Seal) for the streets as listed in Appendix “A”. Total amount not to exceed \$1,100,000. **100**
- 9-0
20. Authorize – The 2021/2022 Unimproved Street Program (Slurry Seal), on behalf of the D.P.W. as detailed in Appendix “A”, cost thereof to be charged to the premises fronting thereon. Charge to the proceeds from the sale of bonds. Total cost not to exceed \$1,100,000. (Public Hearing was held on Monday, March 29, 2021 at 1:00 P.M. via Webex). **101**
- 9-0
21. Bond Ordinance - Authorizing the issuance and sale of bonds of the City of Syracuse to be used to defray the cost of the D.P.W. 2021/2022 Complete Streets Program. Total amount not to exceed \$450,000. **102**
- 9-0
22. Authorize – The D.P.W. 2021/2022 Complete Streets Program, as detailed in Appendix “A” for the construction of pedestrian infrastructure, traffic calming interventions, development of neighborhood greenways, adding and improving bicycle facilities and related streetscape and safety projects. Total amount not to exceed \$450,000. **103**
- 9-0

- 9-0** 23. Amend – Ord. #196 (04/13/2020), “Authorize - Intermunicipal Agreement with the Village of Skaneateles, to assistance with the operation of their Water Department, from April 1. 2020-March 31, 2021, with two (2) one (1) year renewal options with the approval of the Mayor and the Common Council, as detailed in Appendix “A”. Skaneateles will pay a minimum of \$21,500 per year for the services.” Amend to authorize the first of two (2) one-year renewal options, for the period of April 1, 2021-March 31, 2022. All other terms and conditions will remain the same. **104**
- 9-0** 24. Amend – Ord. #260 (06/08/2020), “Agreement - With Syracuse Industrial Development Agency (SIDA) to participate with the City in the undertaking of a project to renovate a portion of the Onondaga Creekwalk located between the intersection of Hiawatha Boulevard with Van Rensselaer Street and Solar Street for the Hiawatha Boulevard Sidewalk Improvement Project, PIN #3755.84. Total cost not to exceed \$3,072,000, charged to Capital Account #599807.07.701243000 and to be paid on a time and expense basis. The City will incur all initial costs with subsequent \$520,883 reimbursement from SIDA, 80% reimbursement from the Federal government through TIP and 1.94% reimbursement from State Marchiselli funding.” Amend to reduce SIDA funds to \$395,785 and refund SIDA any funds in excess of \$395,785. **105**
- 9-0** 25. Amend – Ord. #441 (09/28/2020), “Authorize - The Scoping and Final Design Phase along with the Detailed Design and the addition to the Construction and Inspection Phases and the increase in Marchiselli funding, for 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, included. Total cost not to exceed \$2,472,000 from Account #599807.07.701243000.” Amend to increase the amount of Federal funds by \$255,269. Total cost not to exceed 2,727,269. **106**
- 9-0** 26. Amend – Ord. #442 (09/28/2020), “Agreement - With N.Y.S. DOT for the Scoping, Final Design Phase and the Detailed Design, Construction and Inspection Phases and increase the amount of Marchiselli Funding, 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 Federal funds by \$255,269. Total cost not to exceed \$2,727,269. **107**
- 9-0** 27. Agreement – With The U.S. Department of the Interior, U.S. Geological Survey for operation and maintenance of the USGS Stream Gaging Station on Onondaga Creek at Spencer Street, in an amount not to exceed \$15,877 from a previously approved NYSDEC Grant (Ord. 274-2005). **108**
- 9-0** 28. Agreement – With The U.S. Department of Interior, U.S. Geological Survey for operation and maintenance for the Spencer Street Gaging Station, on behalf of the Engineering Department, for the period of five-years. Total cost not to exceed \$5,000 from Account #80400.01.540552. **109**

BY COUNCILOR MAJOK:

29. **9-0** Accept – From Monster Jam 2019, a donation in the amount of \$7,840, to purchase supplies for the D.A.R.E. program, for drug prevention awareness and education to area children and teenagers, to be deposited into D.A.R.E. Account #504080.26.31220. **110**
30. **9-0** Agreement - With Green Skyline, LLC, for the City to provide a police detail at the Skyline apartment building located at 753 James Street, effective March 22, 2021. The detail deployment will run from 4:00 PM to 10:00 PM, seven (7) days a week. Green Skyline, LLC will reimburse the City on a monthly basis for all costs including fringe benefits associated with the deployment of this detail. **111**
31. **9-0** Authorize - Memorandum of Understanding with Upstate University Hospital Community Campus for the Syracuse Fire Department to obtain New York State mandated medication for its EMS program from the hospital, effective May 1, 2021 for the period of two years. No cost for the agreement only for the medications purchased estimated cost not to exceed \$20,000 per year, charged to Emergency, Medical & Safety Supplies Account #34100.01.540520. **112**

BY COUNCILOR ALLEN:

32. **9-0** Advertise Public Hearing – Relative to the (2021-2022) Year 47, U.S. Department of Housing and Urban Development Community Development Block Grant (CDBG). **113**
(Public Hearing to be held on Thursday, April 8, 2021 at 5:30 P.M. via WebEx).
33. **H** Application – To the US Department of Housing and Urban Development for the 2021-202 (Year 47) Consolidated Action Plan: Community Development Block Grant (CDBG) **H**
(\$5,083,142) HOME Investment Partnership Grant (\$1,416,256) Emergency Solutions Grant (\$431,664). Housing Opportunities for Person with AIDS (HOPWA) \$389,331.
(Public Hearing to be held on Thursday, April 8, 2021 at 5:30 P.M.)
34. **9-0** Application & Agreement –To and with Central New York Community Foundation for a grant in an amount not to exceed \$150,000. Funds will be used to make lead hazard remediation possible for low to moderate income homeowners and improve the quality of housing in the City of Syracuse for approximately twenty (20) units. **114**
35. **9-0** Accept – From the Central New York Community Foundation, on behalf of M&T Foundation a grant in an amount not to exceed \$7,000, to be used for the City's census coordinator's salary. **115**
36. **9-0** Sell – All right, title and interest of the City of Syracuse in and to the premises known as 730 Alvord Street North, a vacant lot, to the Greater Syracuse Property Development Corporation for the total sum of \$151. (District 1) **116**

37. **9-0** Sell – All right, title and interest of the City of Syracuse in and to the premises known as 226 Delaware Street & Kellogg Street, a vacant lot, to the Greater Syracuse Property Development Corporation for the total sum of \$1. (District 2) **117**
38. **9-0** Sell – All right, title and interest of the City of Syracuse in and to the premises known as 1425 Fayette Street East & Maple Street, a garage, to the Greater Syracuse Property Development Corporation for the total sum of \$151. (District 5) **118**
39. **9-0** Sell – All right, title and interest of the City of Syracuse in and to the premises known as 143 Fitch Street, a vacant lot, to the Greater Syracuse Property Development Corporation for the total sum of \$1. (District 2) **119**
40. **9-0** Sell – All right, title and interest of the City of Syracuse in and to the premises known as 145 Fitch Street, a vacant lot, to the Greater Syracuse Property Development Corporation for the total sum of \$1. (District 2) **120**
41. **9-0** Sell – All right, title and interest of the City of Syracuse in and to the premises known as 146 Fitch Street, a vacant lot, to the Greater Syracuse Property Development Corporation for the total sum of \$1. (District 2) **121**
42. **9-0** Sell – All right, title and interest of the City of Syracuse in and to the premises known as 617 Hixson Avenue, a wood house, to the Greater Syracuse Property Development Corporation for the total sum of \$151. (District 1) **122**
43. **9-0** Sell – All right, title and interest of the City of Syracuse in and to the premises known as 254 Primrose Avenue, a wood house and garage, to the Greater Syracuse Property Development Corporation for the total sum of \$151. (District 4) **123**
44. **9-0** Sell – All right, title and interest of the City of Syracuse in and to the premises known as 122 White Street, a vacant lot, to the Greater Syracuse Property Development Corporation for the total sum of \$1. (District 2) **124**
45. **9-0** Sell – All right, title and interest of the City of Syracuse in and to the premises known as 209 Woodland Avenue, a vacant lot, to the Greater Syracuse Property Development Corporation for the total sum of \$151. (District 4) **125**
46. **9-0** Sell – All right, title and interest of the City of Syracuse in and to the premises known as 213 Woodland Avenue, a vacant lot, to the Greater Syracuse Property Development Corporation for the total sum of \$151. (District 2) **126**
47. **9-0** Sell – All right, title and interest of the City of Syracuse in and to the premises known as 500-502 Tallman Street & Midland Avenue, a vacant lot, to the Greater Syracuse Property Development Corporation for the total sum of \$151. (District 2) **127**

(SUPPLEMENTAL AGENDA – MARCH 29, 2021)
WAIVER OF THE RULES REQUIRED TO INTRODUCE:

BY COUNCILOR GREENE:

- 9-0** 48. *License Agreement – With BioReference Laboratories, Inc., for the Atrium portion of the City Hall Commons for COVID-19 testing as part of the New York Forward Rapid Test Program, for the period of six (6) months for \$1.00.* **128**

*Syracuse Common Council
Adjourned at 1:40 P.M.*

9a 16

Local Law No.
City of Syracuse

2021

**A LOCAL LAW OF THE CITY OF SYRACUSE
AUTHORIZING THE MAYOR TO GRANT AND
CONVEY TO NIAGARA MOHAWK POWER
CORPORATION A PERMANENT UTILITY
EASEMENT ON HENNINGER HIGH SCHOOL
PROPERTY IN ORDER TO CONSTRUCT,
OPERATE AND MAINTAIN AN UNDERGROUND
POWER LINE AND PAD MOUNT
TRANSFORMER FOR NEW ELECTRIC
SERVICE FOR HENNIGER HIGH SCHOOL**

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

Section 1. In accordance with the City Charter Section 6-202(3), the Mayor is hereby authorized and empowered to grant and convey to Niagara Mohawk Power Corporation a permanent easement for the sum of One Dollar (payment waived), upon such terms and provisions and conditions as the Mayor may prescribe, to construct, operate and maintain its facilities as detailed on the attached Easement Sketch – Exhibit A – Henninger High School, 600 Robinson Street, Syracuse, New York, Work Order #11-21-30047218 originally dated February 3, 2021, and also granting to Niagara Mohawk the right of ingress and egress over said parcel to inspect, repair, maintain, and replace any of said facilities and associated appurtenances.

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



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

9a 16

Mary E. Robison, PE
City Engineer

26 February 2021

John Kivlehan
Design & Construction

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

Kelly Haggerty
Public Buildings

Marc Romano
Mapping & Surveying

Re: Permanent Easement on Henninger High School for Niagara Mohawk Power Corporation

Dear Mr. Copanas:

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

The City of Syracuse and the City School District are requesting that Niagara Mohawk Power Corporation be granted a permanent easement on Henninger High School property in order to construct, operate and maintain an underground power line and Pad Mounted Transformer installed for a new electric service for Henninger High School. The City will be granting the easement to Niagara Mohawk Power Corporation for consideration of one dollar, which is the standard procedure for utility easements.

The easement descriptions are detailed on the attached Easement Sketch - Exhibit A: Henninger High School, 600 Robinson Street, Syracuse, New York, Work Order # 11-21-30047218 dated February 3, 2021.

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.syrgov.net

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9

GRANT OF EASEMENT

CITY OF SYRACUSE - HENNINGER HIGH SCHOOL of **600 Robinson Street, Syracuse, New York 13206** (hereinafter referred to as "Grantor"), for consideration of One Dollar (\$1.00), and other valuable considerations paid, the receipt and sufficiency of which are hereby acknowledged under seal, hereby grants to **NIAGARA MOHAWK POWER CORPORATION**, a New York corporation, having an address at **300 Erie Boulevard West, Syracuse, New York 13202** and **Verizon**, having an address of **6360 Thompson Road, Syracuse, New York 13217** (hereinafter collectively referred to as "Grantees"), for Grantees and their lessees, licensees, successors, and assigns, the perpetual right and easement as described in Section 1 below (the "Easement") in, under, through, over, across, and upon the Grantor's land, as described in Section 2 below (the "Grantor's Land").

Section 1 – Description of the Easement. The "Easement" granted by the Grantor to the Grantee consists of a perpetual easement and right-of-way, with the right, privilege, and authority to:

a. Construct, reconstruct, relocate, extend, repair, maintain, operate, inspect, patrol, and, at its pleasure, abandon or remove underground electric facilities including a line or lines of wires or cables (either direct-buried or installed in underground conduits), handholes, manholes, conduit, vaults, junction boxes, pad-mount transformers, housings, connectors, switches and switching equipment, pipes, pedestals, closures, ducts and duct work, markers, cables, connections to overhead and underground wires, any poles or lines of poles, supporting structures, cables, crossarms, overhead and underground wires, guys, guy stubs, insulators, transformers, braces, fittings, foundations, anchors, lateral service lines, communications facilities, and other fixtures and appurtenances (collectively, the "Facilities"), which the Grantee shall require now and from time to time, for the transmission and distribution of high and low voltage electric current and for the transmission of intelligence and communication purposes, by any means, whether now existing or hereafter devised, for public or private use, in, upon, over, under, and across that portion of the Grantor's Land described in Section 3 below (the "Easement Area"), and the highways abutting or running through the Grantor's Land, and to renew, replace, add to, and otherwise change the Facilities and each and every part thereof and the location thereof within the Easement Area, and utilize the Facilities within the Easement Area for the purpose of providing service to the Grantor and others;

b. From time to time, without further payment therefore, clear and keep cleared the Easement Area of any and all trees, vegetation, roots, aboveground or belowground structures, improvements, or other obstructions and trim and/or remove other trees, roots and vegetation adjacent to the Easement Area that, in the opinion of the Grantee, may interfere with the construction, operation, and maintenance of the underground Facilities of the Grantee. The first clearing may be for less than the full width and may be widened from time to time to the full width; and from time to time, without further payment therefore, clear and keep cleared, that portion of Grantor's Land described in Section 3 below (the "Trimming Easement Area") of any and all trees, limbs, branches, roots or vegetation and trim and remove danger trees adjacent to the Easement Area that, in the opinion of the Grantee may jeopardize the integrity of the Grantee's electric distribution facilities; Grantee shall follow accepted arboricultural standards which may require Grantor to make pruning cuts closer to the tree stems, outside the 10-foot easement area.

c. Excavate or change the grade of the Grantor's Land as is reasonable, necessary, and proper for any and all purposes described in this Section 1; provided, however, that the Grantee will, upon completion of its work, backfill and restore any excavated areas to reasonably the same condition as existed prior to such excavation; and

d. Pass and repass along the Easement Area to and from the adjoining lands and pass and repass over, across, and upon the Grantor's Land to and from the Easement Area, and construct, reconstruct, relocate, use, and maintain such footbridges, causeways, and ways of access, if any, thereon, as is reasonable and necessary in order to exercise to the fullest extent the Easement.

Section 2 – Description of Grantor's Land. The "Grantor's Land" is described in a certain Deed recorded in the **Onondaga County Clerk's Office** and consists of land described as being part of Tax Parcel No. **028-16-11.0** (Lot P Fl P Tr P Old Sts B14&7 Tr Dillaye Fl22 1101.47x464.08 Mas School) of the **City of Syracuse, County of Onondaga, New York**, commonly known as **600 Robinson Street to Gale Avenue &.**

Section 3 – Location of the Easement Area. The "Easement Area" shall consist of a portion of the Grantor's Land **10 feet** in width throughout its extent, the centerline of the Easement Area being the centerline of the Facilities. The general location of the Easement Area is shown on the sketch entitled **11-21-30047218**, which sketch is attached hereto as **Exhibit A** and recorded herewith, copies of which are in the possession of the Grantor and the Grantees. The final and definitive location(s) of the Easement Area shall become established by and upon the final installation and erection of the Facilities by the Grantees in substantial compliance with **Exhibit A** hereto. The "Trimming Easement Area" shall be a strip of land measured ten (10) feet from the outermost electric conductor on each side of the line.

Section 4 – Facilities Ownership. It is agreed that the Facilities shall remain the property of the Grantee, its successors and assigns.

Section 5 – General Provisions. The Grantor, for itself, its heirs, legal representatives, successors, and assigns, hereby covenants and agrees with the Grantee that no act will be permitted within the Easement Area which is inconsistent with the Easement hereby granted; no buildings or structures, or replacements thereof or additions thereto, swimming pools, or obstructions will be erected or constructed above or below grade within the Easement Area; no trees shall be grown, cultivated, or harvested, and no excavating, mining, or blasting shall be undertaken within the Easement Area without the prior written consent of the Grantee, it being the intent that the Easement herein conveyed is intended to prohibit the longitudinal or parallel use or occupancy of said Easement Area by surface or subsurface activities or structures which might damage or interfere with the Facilities; the Easement shall not be modified nor the Easement Area relocated by the Grantor without the Grantee's prior written consent; the present grade or ground level of the Easement Area will not be changed by excavation or filling.

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

IN WITNESS WHEREOF, _____ has hereunto set his/her hand(s) and seal(s) this _____ day of _____, 20__.

**CITY OF SYRACUSE –
HENNINGER HIGH SCHOOL**

By: _____
Signature

Its: _____
Title

State of New York)
)
County of _____) ss:

On the ____ day of _____ in the year 20__, before me, the undersigned, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

Mary E. Robison, PE
City Engineer

John Kivlehan
Design & Construction

Kelly Haggerty
Public Buildings

Marc Romano
Mapping & Surveying

TO: Ben Walsh, Mayor
ATTN: Tim Rudd, Budget Director, Office of Management and Budget

FROM: Mary Robison, P.E., City Engineer *Mary E. Robison*

DATE: 26 February 2021

RE: Memorandum of Approval – Labella Associates, DPC Construction Inspection Services
Fee for West Colvin Street Bridge over Onondaga Creek Rehabilitation
Project PIN 3756.57

Previously in April 2019 you approved the maximum not-to-exceed fee of \$113,600.00 provided by Labella Associates, DPC for the Preliminary and Detailed Design of West Colvin Street Bridge over Onondaga Creek Rehabilitation Project PIN 3756.57. We have now completed the negotiations with Labella Associates for the scope of services and fee for the project's Construction Inspection Services. We have negotiated a not-to-exceed fee of \$78,000.00 for Labella Associates to complete the Construction Inspection for this project as detailed in their scope of services.

Labella Associates also provided a request for additional work performed outside of the previously defined Detailed Design scope of services. Additional design services outside of the original scope of work included sidewalk and pedestrian crossing redesign at the request of NYSDOT and alteration of the project public information meeting from in-person to mailed and on-line formats. The negotiated not-to-exceed fee for the additional Detailed Design services totals \$8,800.00.

Please advise if you approve of Labella Associates, DPC proposed total maximum fee not-to-exceed \$78,000.00 for the Construction Inspection services for the West Colvin Street Bridge over Onondaga Creek Rehabilitation Project, and \$8,800.00 for additional Detailed Design services (by supplemental agreement), resulting in a total not-to-exceed fee of \$200,400.00.

If you approve of Labella Associates fee, we will present this to the Common Council for approval.

YES ☒

NO ☐

Comments: _____

Signature: *[Signature]* Date: 3/3/21

Please return document to Russell Houck, Department of Engineering

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

www.syr.gov.net

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**RESOLUTION MEMORIALIZING THE STRONG
SUPPORT OF THE CITY OF SYRACUSE
COMMON COUNCIL FOR THE DOWNTOWN
MURAL PROJECT BEING ADVANCED BY
FRANK MALFITANO TO BE PLACED ON THE
SIDE OF THE MONROE BUILDING IN
DOWNTOWN SYRACUSE AT 333 EAST
ONONDAGA STREET TO RECOGNIZE
SYRACUSE'S ILLUSTRIOUS HISTORY IN THE
STRUGGLE FOR SOCIAL AND RACIAL
JUSTICE AND GENDER EQUITY AND FEMALE
EMPOWERMENT AND URGING MAYOR
WALSH TO ENTHUSIASTICALLY SUPPORT
THIS MURAL PROJECT BY INCLUDING
FUNDING IN THE AMOUNT OF \$75,000.00 IN
THE CITY BUDGET FOR THE MURAL
PROJECT AND/OR SEEKING FINANCIAL
SUPPORT FOR THIS PROJECT FROM THE
SYRACUSE INDUSTRIAL DEVELOPMENT
AGENCY**

WHEREAS, Frank Malfitano has advanced a proposal for a Downtown Mural Project, to create a historic mural to recognize Syracuse's illustrious history in the struggle for social and racial justice and gender equity and female empowerment; and

WHEREAS, the proposed location for the mural is on the side of the Monroe Building located at 333 East Onondaga Street in Downtown Syracuse. This location was selected in part because it is just two blocks away from the historic arena at the Onondaga County War Memorial where the Syracuse Nationals won the NBA Championship in the 1954-55 season; and

WHEREAS, the Syracuse Nationals' historic seventh-game win against the Fort Wayne Pistons, secured the city's first and only NBA championship; and

WHEREAS, two of the honorees selected to be pictured in the mural are Earl Lloyd and Dolph Schayes. Both Lloyd and Schayes were members of the Syracuse Nationals' 1955 Championship team; and

WHEREAS, in October 1950, Earl Lloyd, a forward with the Washington Capitols, became the first African American to play in an NBA game. From that moment, Lloyd would forever change how African Americans would integrate into professional basketball. Lloyd's ability to conduct himself with grace, style, and professionalism both on and off the court during an era of segregation became the model for others to follow. Lloyd enjoyed a solid NBA career with the Capitols, Syracuse Nationals, and Detroit Pistons. A rugged power forward who became a starter on Syracuse's NBA championship team in 1955, Lloyd was known for his defensive play on the opponent's top scorer, rugged rebounding, and effective offensive game; and

WHEREAS, Dolph Schayes, was the record-setting Syracuse Nationals forward and is an NBA legend. He was a Twelve-Time NBA All-Star (1951-1962), at his retirement in 1964 he led the NBA in career scoring. Schayes was elected to the Basketball Hall of Fame in 1973 and named one of the Fifty (50) greatest players in NBA history in 1996. Schayes also went on to coach the Philadelphia 76ers, was named NBA Coach of the Year in 1966 and coached the U.S. Maccabiah Games basketball team to a gold medal in 1977. As a Jewish player in the 1940s and 1950s, Dolph Schayes was the victim of anti-Semitic threats and confrontations. His resilience throughout, gave people hope, and he became a name who endured as a player and as an individual; and

WHEREAS, the other two honorees for this mural are Breanna Stewart and Manny Breland; and

WHEREAS, Breanna Stewart, is an American professional basketball player in the WNBA for the Seattle Storm. Stewart is the reigning Two-Time WNBA Champion and Two-time WNBA Finals MVP and most recently she was named Sports Illustrated Sportsperson of the Year for her work as an Athletic Activist. Prior to her professional career Stewart was a Four-Time NCAA Champion with the University of Connecticut Women's Basketball Team and was also a Four Time Most Outstanding Player of the NCAA Tournament. After college Stewart entered the 2016 WNBA Draft and was the first overall pick. Stewart was selected to play on the USA Women's National Team in the 2016 Summer Olympics and helped lead the Team to a Gold Medal. Breanna Stewart has embraced the opportunity her professional career has provided her to invest in grassroots basketball development and to advocate for equality in all forms. In 2016 Stewart was the recipient of the ESPY for Best Female Athlete, during her acceptance speech she called out the media for its lack of coverage of women's sports. That same year, she joined her colleagues across the league in standing up for Black Lives Matter and joined protestors at LAX against the Muslim ban. In 2017, she stood up for the LGBTQ community and proudly championed the inclusive culture of the WNBA. In October of 2018 she came forward as a survivor of childhood sexual abuse and launched a national campaign in partnership with RAINN to help other victims and their families; and

WHEREAS, Manny Breland, was a talented guard for Syracuse from 1952 to 1957, and one of the first African American players at the University. Breland was the First African American scholarship basketball player at Syracuse University and was the leading scorer on the Syracuse freshman team. He was a terrific shooter, great playmaker and a tremendous defensive presence. He was diagnosed with tuberculosis during the summer of 1955, which forced him to postpone his last season of college. While he lost some of his skills due to illness, Breland was

still able to perform at a very good level. He helped lead Syracuse to its first NCAA tournament bid in 1957. He led the team in scoring each of the first two games of the tournament. After graduation he pursued a career in education and over thirty-one (31) years he served as a Science teacher, Vice-Principal and High School Principal in the Syracuse City School District. Manny Breland contributed to the development of his students in the classroom and on the basketball court, as he served as the first African American Varsity High School Basketball Coach at Central Technical High School. Breland won two section titles as a high school basketball coach. Breland was inducted into the Syracuse Sports Hall of Fame in 1992; and

WHEREAS, an artist rendering of this proposed mural has been created by Jonas Never of Los Angeles, whose murals of Kobe Bryant, LeBron James, Anthony Davis, Jackie Robinson and Chadwick Boseman have achieved acclaim and major media attention throughout the country and has allowed Frank Malfitano to initiate his fundraising drive for the Mural Project; and

WHEREAS, once funding is secured the anticipated start date for the Mural Project would be July 2021; and

WHEREAS, Mr. Malfitano has secured corporate funds and is in the process of securing New York State funding, it is imperative that the City participate in funding this project which recognizes the significant contribution the City of Syracuse has played in social and racial justice and gender equity and female empowerment;

NOW, THEREFORE

BE IT RESOLVED, that this Common Council hereby calls on Mayor Ben Walsh to enthusiastically support this Downtown Mural Project by allocating funding in the amount of

\$75,000.00 in the City Budget for this Project and/or seeking financial support for this Project from the Syracuse Industrial Development Agency; and

BE IT FURTHER RESOLVED, that the City Clerk is hereby directed to transmit a copy of this Resolution to Mayor Benjamin R Walsh.



CITY OF SYRACUSE COMMON COUNCIL

March 16, 2021

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

Dear Clerk Copanas:

Please prepare a resolution to Mayor Ben Walsh in strong support of The Downtown Mural Project being advanced by Frank Malfitano to create a historic mural, to recognize Syracuse's illustrative history in the struggle for social and racial justice and gender equity and female empowerment, on the side of the Monroe Building located downtown at 333 East Onondaga Street.

This site selected for this mural is just two blocks away from the historic arena where the Syracuse Nationals won the NBA Championship in the 1954-55 season. The honorees are:

Earl Lloyd (Syracuse Nationals great and the first African American to play in the NBA along with being a 1955 NBA Champion)

Dolph Schayes (Record-setting Syracuse Nationals forward and NBA legend, who has been named one of the Top 50 Greatest Players in the History of the NBA)

Breanna Stewart (the reigning 2-time WNBA Champion and 2-time WNBA Finals MVP; most recently named Sports Illustrated Sportsperson of the Year for her work as an Athletic-Activist)

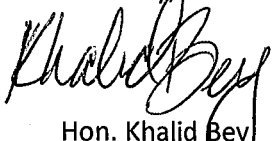
Manny Breland (First African-American scholarship basketball player at Syracuse University; also the first Science teacher and High School Principal in the Syracuse City School District)

The Artist rendering of this mural by Jonas Never of Los Angeles, whose murals of Kobe Bryant, LeBron James, Anthony Davis, Jackie Robinson and Chadwick Boseman have achieved acclaim and major media attention throughout the country, has allowed Frank Malfitano to initiate his fundraising drive.

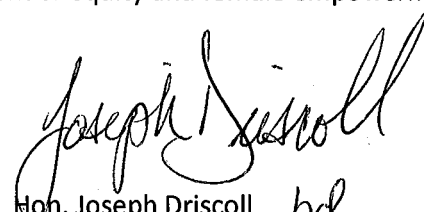
This resolution should seek Mayor Walsh's enthusiastic endorsement of this historically significant mural project and request that he identify \$75,000 from the General Fund or by SIDA to make a contribution.

Mr. Malfitano has secured corporate funds and is in the process of securing New York State funding, it is imperative that the City participate in funding this project which recognizes the significant contribution the City of Syracuse has played in social and racial justice and gender equity and female empowerment.

Sincerely,


Hon. Khalid Bey bcl
President Pro-Tempore


Hon. Patrick Hogan bcl
2nd District Councilor


Hon. Joseph Driscoll bcl
5th District Councilor

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Advertisement

Living

Larger than life: New downtown mural hyped as 'Mount Rushmore of Syracuse basketball'

Updated Mar 17, 6:23 PM; Posted Mar 17, 7:15 AM



The mural will feature four of the city's most significant basketball stars: Breanna Stewart, Earl Lloyd Jr., Dolph Schayes, and Manny Breland.

By **Olivia Poust**

A new mural on East Onondaga Street that organizers are calling the “Mount Rushmore of Syracuse basketball” will pay tribute to local champions for their legacy on and off the court.

The six-story mural will feature four of the city's most significant basketball stars: Breanna Stewart, Earl Lloyd Jr., Dolph Schayes, and Manny Breland.

Organizer Frank Malfitano said the players tell the story of a city that has adapted and evolved for the better, one that has established a progressive legacy of greatness and hope.

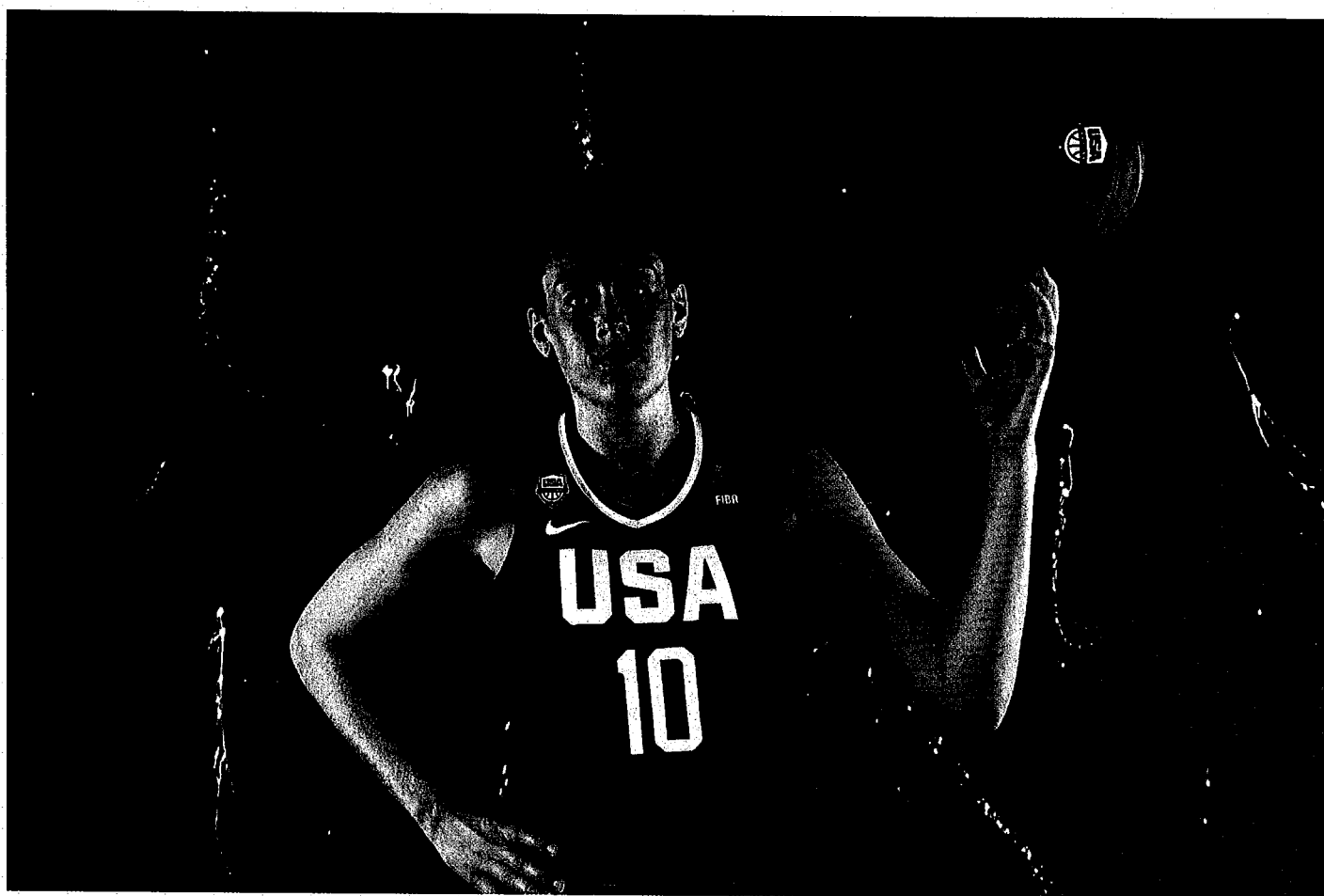
Advertisement

“All of them were pace setters, all of them are trailblazers, all of them have been social justice warriors, and all of them have fought the good fight,” said Malfitano.

Artist Jonas Never - whose portfolio includes tributes to Tiger Woods, LeBron James, Ronda Rousey and Kobe Bryant - will begin work on the mural in July. The Los Angeles-based artist will live in Syracuse for three to four weeks as he completes the massive canvas.

Larger than life

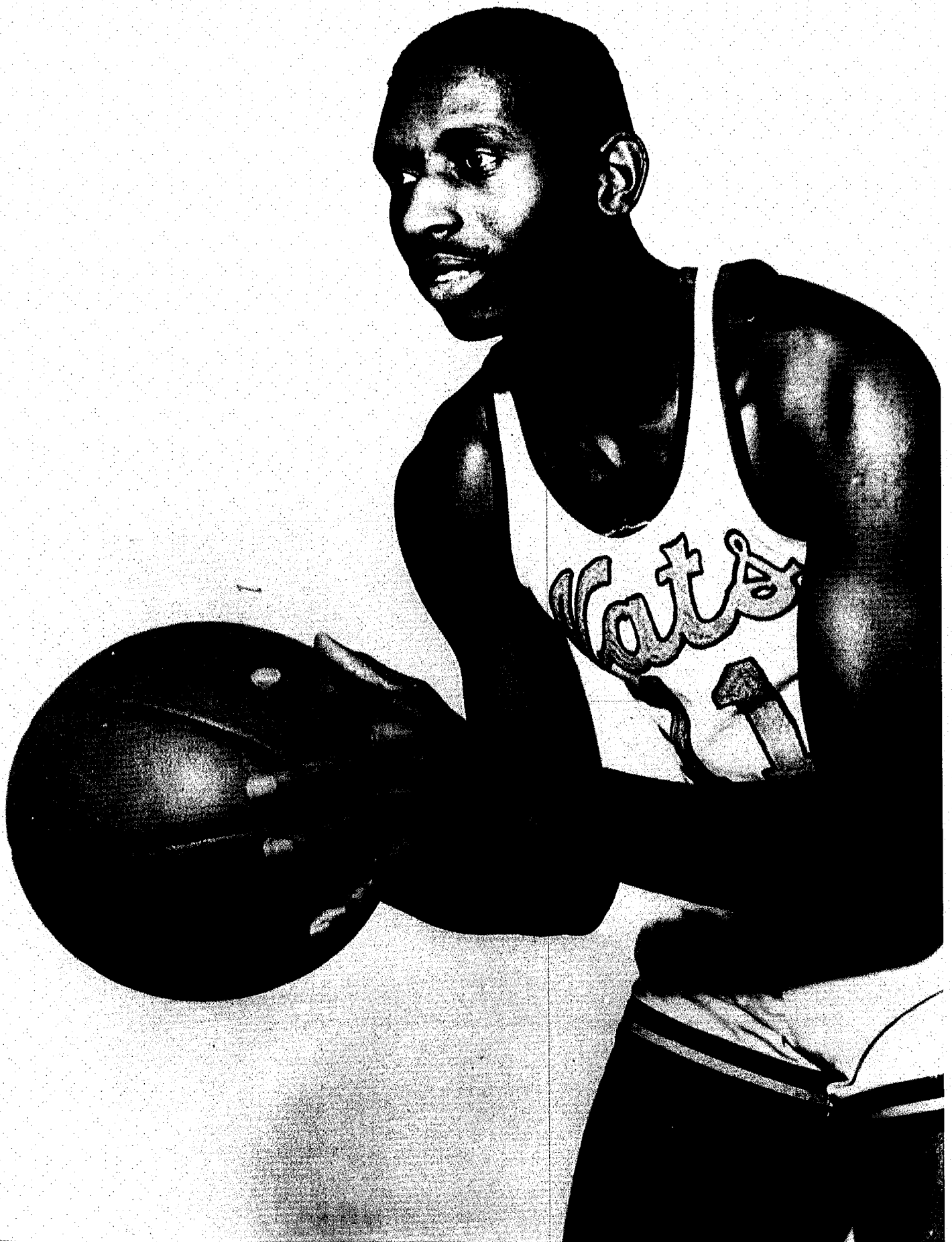
The four subjects of the proposed mural have a revolutionary history in their respective leagues.



WEST HOLLYWOOD, CALIFORNIA - NOVEMBER 22: Basketball player Breanna Stewart poses for a portrait during the Team USA Tokyo 2020 Olympic shoot on November 22, 2019 in West Hollywood, California. (Photo by Harry How/Getty Images) Getty Images

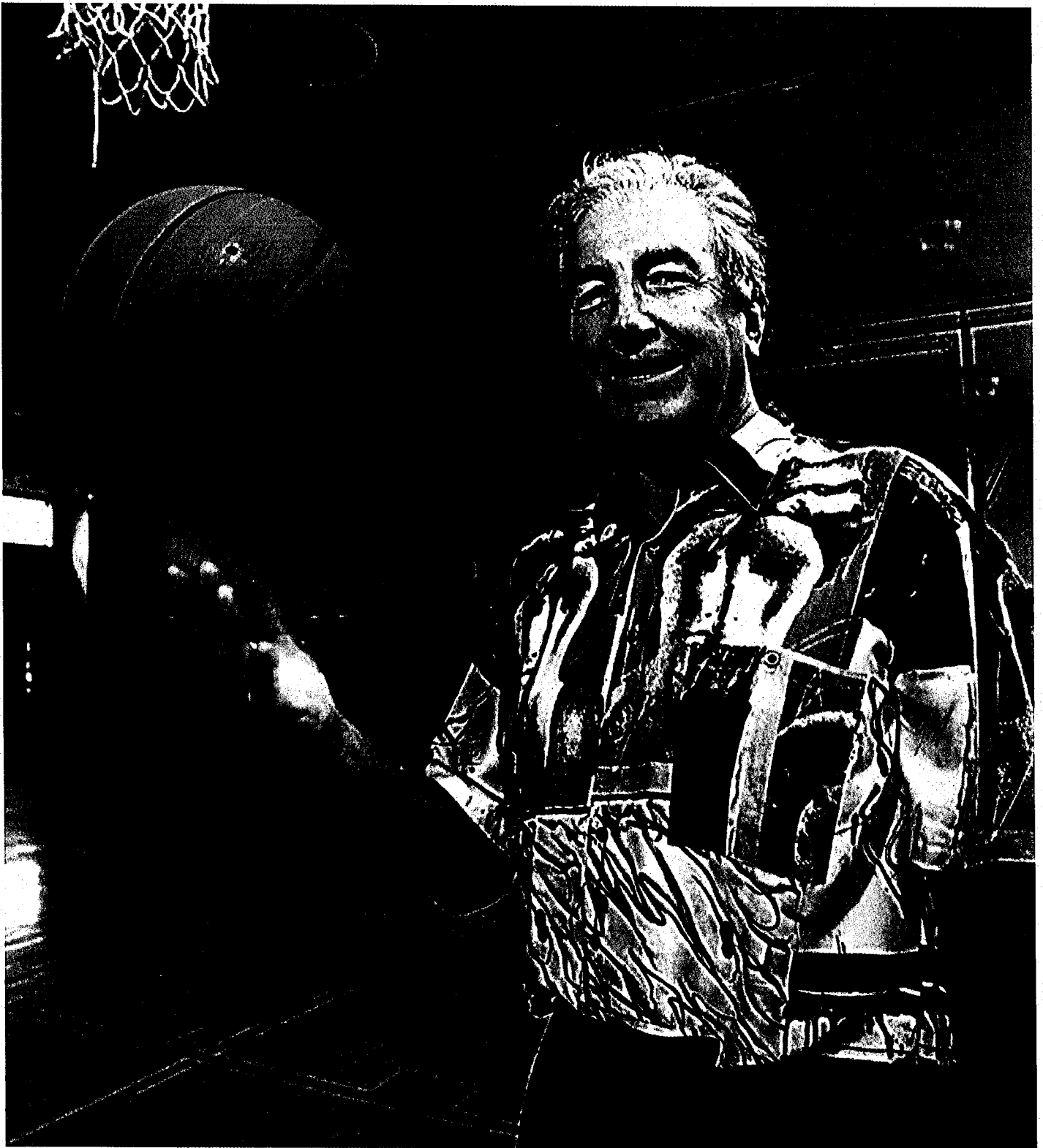
Breanna Stewart: A two-time world champion, two-time finals MVP in the WNBA, and four-time collegiate champion, Breanna Stewart is a force to be reckoned with who makes her home city of Syracuse proud. She was recently named Sports Illustrated Magazine's Sportsperson of the Year, appearing alongside LeBron James, Patrick Mahomes and Naomi Osaka.

Additionally, Stewart is a child sexual abuse survivor who has come out as a part of the #MeToo movement and shared her story publicly. Malfitano said he was moved by the fact that she is an advocate and a fighter.



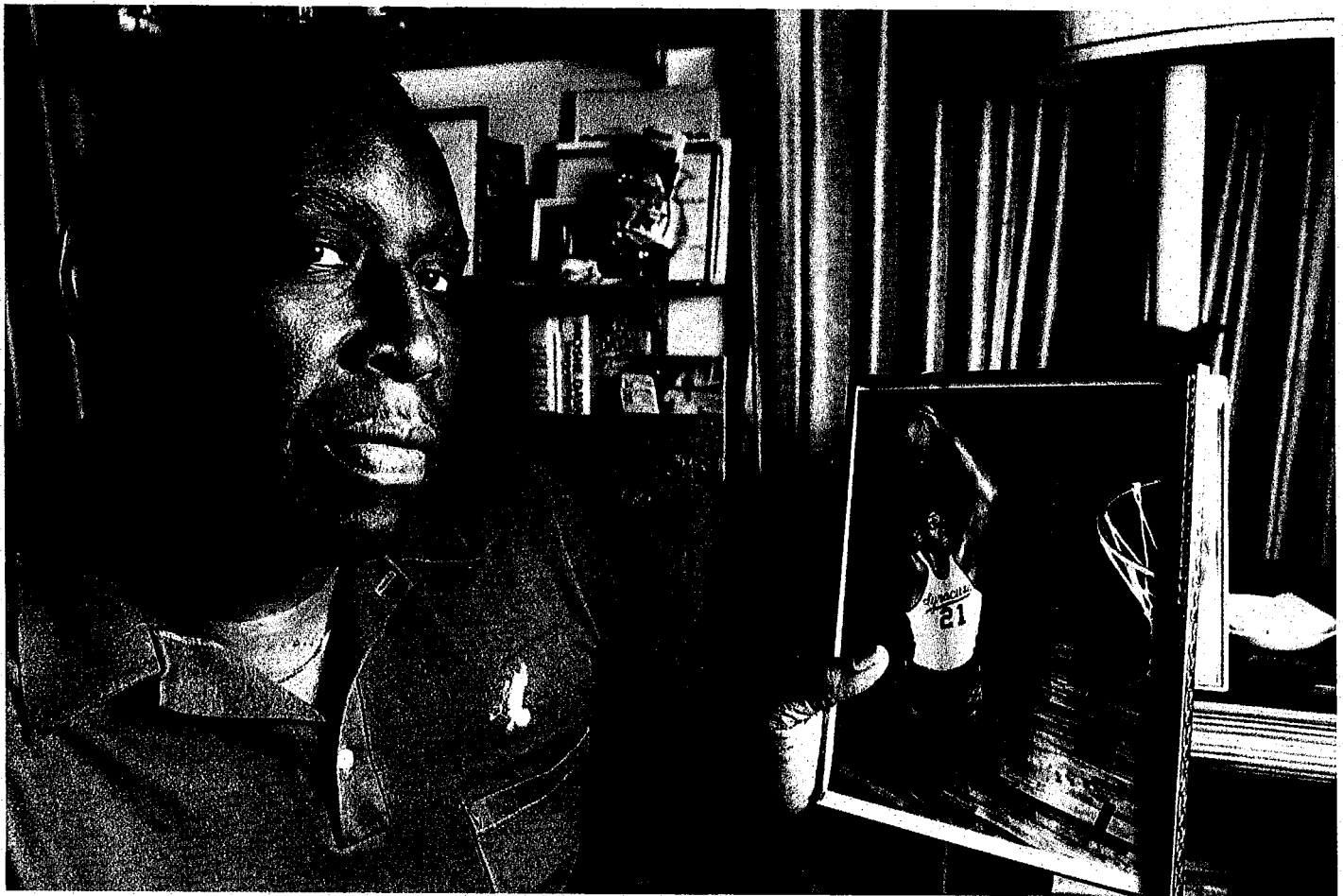
Syracuse National player Earl Lloyd, 1954-55 season. Lloyd spent six of his eight NBA seasons with the Nats.

Earl Lloyd Jr.: As the first African-American to play in the NBA, Lloyd made waves for basketball on a deeper level than just here in Syracuse. Malfitano labels Lloyd as the city's Jackie Robinson, a hero whose legacy should never be forgotten. "If he didn't break the color barrier in 1950 and win the championship in 1955 with the Syracuse Nationals, there's no telling what would've happened to the league," said Malfitano.



Dolph Schayes, former NBA star with the Syracuse Nats. File photo

Dolph Schayes: Winning the 1955 championship game alongside Lloyd, Schayes was named one of the “50 Greatest Players in NBA History” by the league in 1996. As a Jewish player in the '40s and '50s, Schayes was the victim of anti-Semitic threats and confrontations. His resilience throughout gave people hope, and he became a name who endured as a player and as an individual.



Manny Breland, former Syracuse University point guard, holding a picture of himself during his playing days. Photographed July 28, 1991. Dennis Nett| dnett@syracuse.com SYR

Manny Breland: As a Black man during a time of extreme segregation in Syracuse and America, Breland was the first African-American player to receive a scholarship for SU men's basketball, a feat that set the pace for future Black players on the team. Rather than pursuing professional basketball, Breland chose instead to be an educator and went on to become Syracuse's first African-American science teacher and, later, the city's first African-American principal.

Malfitano said he hoped that those who see the mural will feel the impact of their accomplishments.

“I mean, these are larger than life accomplishments,” he said. “I really feel this is the Mount Rushmore of Syracuse basketball.”

The “Street Art” era

Dozens of concrete canvases along with sculptures and mosaics can be found throughout the city of Syracuse, from the railroad bridges crossing West and Fayette streets to the selfie spots at XO Taco.

The Public Art Commission was established in 2007, but Syracuse has a rich history of public art predating the Commission. Public art has the unique attribute of accessibility, which is something that is otherwise not as easy to accomplish in a gallery or museum setting.

Kate Auwaerter, the Public Art Coordinator for the city, said the commission aims to ensure the the art on display throughout the city is something that people can connect with.

“People should be able to experience art just in their everyday lives walking down the street,” said Auwaerter. “Public art really has the potential and the ability to enliven public spaces. It can be provocative, it can be funny, it can be interesting, it can teach you something, or it can just be beautiful too.”



never1959

Kobe Bryant Mural Wall

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10,359 likes

never1959

Kobe. The face of this city for 20 years. There's never that kind of longevity in Los Angeles but there was with him. Now he'll be on the walls of this city (and the whole world) forever.

I did the first one with @droycela back in 2015. We painted it right around when the Lakers announced they were retiring his number (and we soon learned "numbers.")

The second one was for Staples Center's 20th anniversary a couple years ago, and the last one was at Grand Central Market after he'd passed.

Think I finished it right before his funeral. RIP legend

#kobe #kobebryant #mamba #murals #losangeles

[view all 122 comments](#)

Malfitano believes that public art, specifically street art, is the art form of the 21st century. "If the Art Deco movement was in the 1930s and the Art Nouveau movement followed, this is the Street Art era," said Malfitano.

The power of street art, he explained, is that everybody can relate to it and experience it. It is a unifying art form that draws on universal feelings, allowing for it to cut across personal differences and barriers.

After 50 years spent serving the arts community at local, regional and national levels, Malfitano has had his sights set on a large-scale downtown mural for many years as a way to pay tribute to the story of basketball in Syracuse.

He has his own connection: Malfitano was just nine years old on Easter Sunday, 1955, when he sat in the stands of the Onondaga War Memorial as a witness to the Syracuse Nationals' historic seventh-game win against the Fort Wayne Pistons, securing the city's first and only NBA championship.

Malfitano hopes that this mural will be the first of many to honor the legacies of Syracuse heroes.

"It's a great history, a great story, it's one that we want to tell and one we feel we need to tell, and maybe one that's never been told with other public art in the past," said Malfitano.

More on Syracuse.com

[Homecoming: Syracuse artist Jaleel Campbell's first solo exhibition debuts at Everson](#)

[An artist's legacy: Sculptor David Hayes featured on PBS series 'Legacy List'](#)

[Embracing the winter: CNY 'plein air' artist loves to paint in the snow and the cold](#)

[Inclusivity on wheels: Capabilities food truck to serve coffee and crepes for a cause](#)

**ORDINANCE APPROVING MODIFICATION
TO A DISTRICT PLAN FOR A PLANNED
DEVELOPMENT DISTRICT ON PROPERTIES
SITUATED AT 1010, 1022, 1054, 1074 AND 1080-
1082 SOUTH CLINTON STREET, 222-224, 226,
228, AND 232 TALLMAN STREET, 1002-1022 AND
1024-1040 SOUTH SALINA STREET AND 140
CORTLAND AVENUE (A/K/A 120-154
CORTLAND AVENUE) TO FACILITATE SITE
ALTERATIONS FOR THE INSTALLATION OF
THREE (3) SURFACE PARKING LOTS AND
ASSOCIATED PEDESTRIAN WALKWAYS**

BE IT ORDAINED, that the following resolution adopted by the City Planning Commission of the City of Syracuse on March 15, 2021, approving modification to a District Plan for a Planned Development District on properties situated at 1010, 1022, 1054, 1074 and 1080-1082 South Clinton Street, 222-224, 226, 228, and 232 Tallman Street, 1002-1022 and 1024-1040 South Salina Street and 140 Cortland Avenue (a/k/a 120-154 Cortland Avenue) to facilitate site alterations for the installation of three (3) surface parking lots and associated pedestrian walkways pursuant to Part B, Section X, Article 1 of the City of Syracuse Zoning Rules and Regulations, as amended, in accordance with Article V, Chapter 13 of the Charter of the City of Syracuse-1960, as amended, in the manner and upon the conditions therein stated, be and the same is consented to and the same shall also constitute and is hereby made a like amendment and addition to the Zoning Rules and Regulations of the City of Syracuse, as amended, applicable thereto, and as set forth in said resolution, namely:

A RESOLUTION APPROVING A MODIFICATION TO A DISTRICT PLAN
FOR A PLANNED DEVELOPMENT DISTRICT ON PROPERTY SITUATED AT
1010, 1022, 1054, 1074 AND 1080-1082 SOUTH CLINTON STREET, 222-224, 226, 228,
AND 232 TALLMAN STREET, 1002-1022, AND 1024-1040 SOUTH SALINA STREET,
AND 140 (AKA 120-154) CORTLAND AVENUE

We, the duly appointed members of the City Planning Commission of the City of Syracuse, do this 15th day of March, 2021, adopt the following resolution:

- WHEREAS, the applicant, JMA Tech Properties, LLC, is proposing to modify the District Plan for a Planned Development District on properties situated at 1010, 1022, 1054, 1074 and 1080-1082 South Clinton Street, 222-224, 226, 228, and 232 Tallman Street, 1002-1022, and 1024-1040 South Salina Street, and 140 (aka 120-154) Cortland Avenue pursuant to Part B, Section X, Article 1 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 March 15, 2021, 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, the purpose of the modification is to facilitate site alterations for the installation of three surface parking lots and associated pedestrian walkways; and
- WHEREAS, the City Planning Commission is reviewing a companion Project Plan Review for the installation of the three surface parking lots (Z-2839) on properties situated at 1022 and 1054 S. Clinton St, 1074 and 1080-82 S. Clinton St, and 1024-1040 S. Salina St; and
- WHEREAS, the City Planning Commission approved the Planned Development District (Z-2833), which is designed to create a 5G wireless business campus for the manufacturing and assembly of 5G components, on August 10, 2020, with the following conditions:
- 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 applicant shall establish a transparent line of site through and along any abandoned City rights-of-way along the 1000 block of South Clinton Street or the 100 block of Cortland Avenue;
 - any future Project Plan Review for parking areas within the Planned Development District shall include additional landscaping as determined by the City Planning Commission; and
- WHEREAS, the City Planning Commission approved a series of companion applications consisting of a Street Abandonment application (S-20-02) to abandon the 1000 block of South Clinton Street and the 100 block of Cortland Avenue, a Resubdivision application (R-20-51) to combine seven properties into one new

Lot, and a Zone Change application (Z-2832) to change the zoning designation of 18 properties from Business, Class A, Commercial, Class A, and Industrial, Class A to a Planned Development District; and

WHEREAS, the properties lie within a Planned Development District zoning district; adjacent and neighboring properties to the north and west lie within an Industrial, Class A zoning district; adjacent and neighboring properties to the north, south, and east lie within Commercial, Class A and Class B zoning districts; adjacent and neighboring properties to the west lie within a Business, Class A zoning district; neighboring properties to the east along South Salina Street lie within a Business, Class A zoning district; and

WHEREAS, land use in the area consists primarily of commercial, retail, and residential uses; and

WHEREAS, the "Syracuse Land Use and Development Plan" designates the character of this site, which lies in the Southside neighborhood, as Heavy Industrial/Utilities, Urban Core, and Open Space; and

WHEREAS, the application included a revised overall campus plan dated October 2, 2020, and last revised on February 9, 2021, and a layout plan (Sheet C-100) dated October 2, 2020, and last revised on February 9, 2021, which illustrate a campus-like environment with two buildings, areas of landscape that includes a proposed six-foot high, decorative metal fence along the eastern and southern boundaries of the PDD and a proposed, six-foot high, chain-link metal fence along the western and northern boundaries of the PDD, three surface parking areas with 244 parking spaces, four loading docks and one trash compactor, and four, gated access points consisting of one on Taylor Street, one on South Salina Street, and two on Tallman Street; and

WHEREAS, the revised District Plan site plan establishes the following Development Standards;

- General Type(s) of Uses/Activities: Office, Light Manufacturing and Assembly, Shipping and Receiving, Business Support, Product Display, Customer Areas;
- Maximum District Coverage: Structural Coverage: 18.23%
Parking Surface: 46.0%;
- Floor Area Ratio (F.A.R.): 0.4;
- Setbacks:

S. Salina St:	Building:	94'
	Parking:	10'
Tallman St:	Building:	0'
	Parking:	9';
- Yards:

Abutting BA:	8'
Abutting IA:	0';
- Off-street Parking: 244;
- Off-street Loading: 4; and

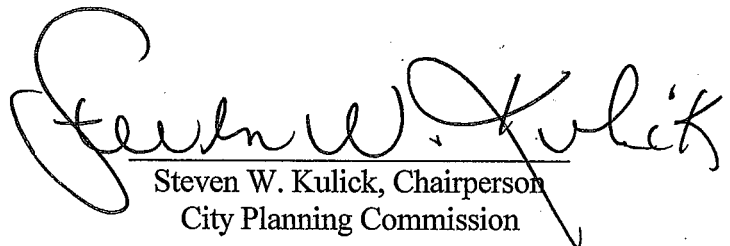
WHEREAS, pursuant to the New York State Environmental Quality Review Regulations, the City Planning Commission has reviewed the subject proposal, which is an Unlisted Action and has determined that it will have no significant environmental impact based on the limited magnitude of the proposal, and therefore 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 15th day of March, 2021, APPROVE the application of JMA Tech Properties, LLC, to modify the District Plan for a Planned Development District on properties situated at 1010, 1022, 1054, 1074 and 1080-1082 South Clinton Street, 222-224, 226, 228, and 232 Tallman Street, 1002-1022, and 1024-1040 South Salina Street, and 140 (aka 120-154) Cortland Avenue pursuant to Part B, Section X, Article 1 of the City of Syracuse Zoning Rules and Regulations, as amended, in accordance with the following plan(s) on file in the City of Syracuse Office of Zoning Administration entitled:

- District Plan; JMA Technologies, 140 Cortland Avenue; Project Num: 059294.001; dated: July 2, 2020, scaled: as shown;
- Overall Campus Plan; JMA Technologies; 140 Cortland Avenue; Project No.: 059294; dated: October 2, 2020; last revised: 2/9/21; scaled: as shown;
- Layout Plan (Sheet C-100); JMA Technologies; 140 Cortland Avenue; Project No.: 059294; dated: October 2, 2020; last revised: 2/9/21; scaled: as shown

BE IT FURTHER RESOLVED that this approval does not relieve the applicant from compliance with any other regulatory or licensing provisions applicable thereto by the properly constituted Federal, State, County or City authorities to include, but not limited to the City of Syracuse Departments of Engineering and Public Works, and the Code Enforcement Office;

BE IT FURTHER RESOLVED that 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

THIS PLAN IS THE PROPERTY OF GEORGETOWN LAND ASSOCIATES, INC. AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF GEORGETOWN LAND ASSOCIATES, INC.



JAN TECHNOLOGIES

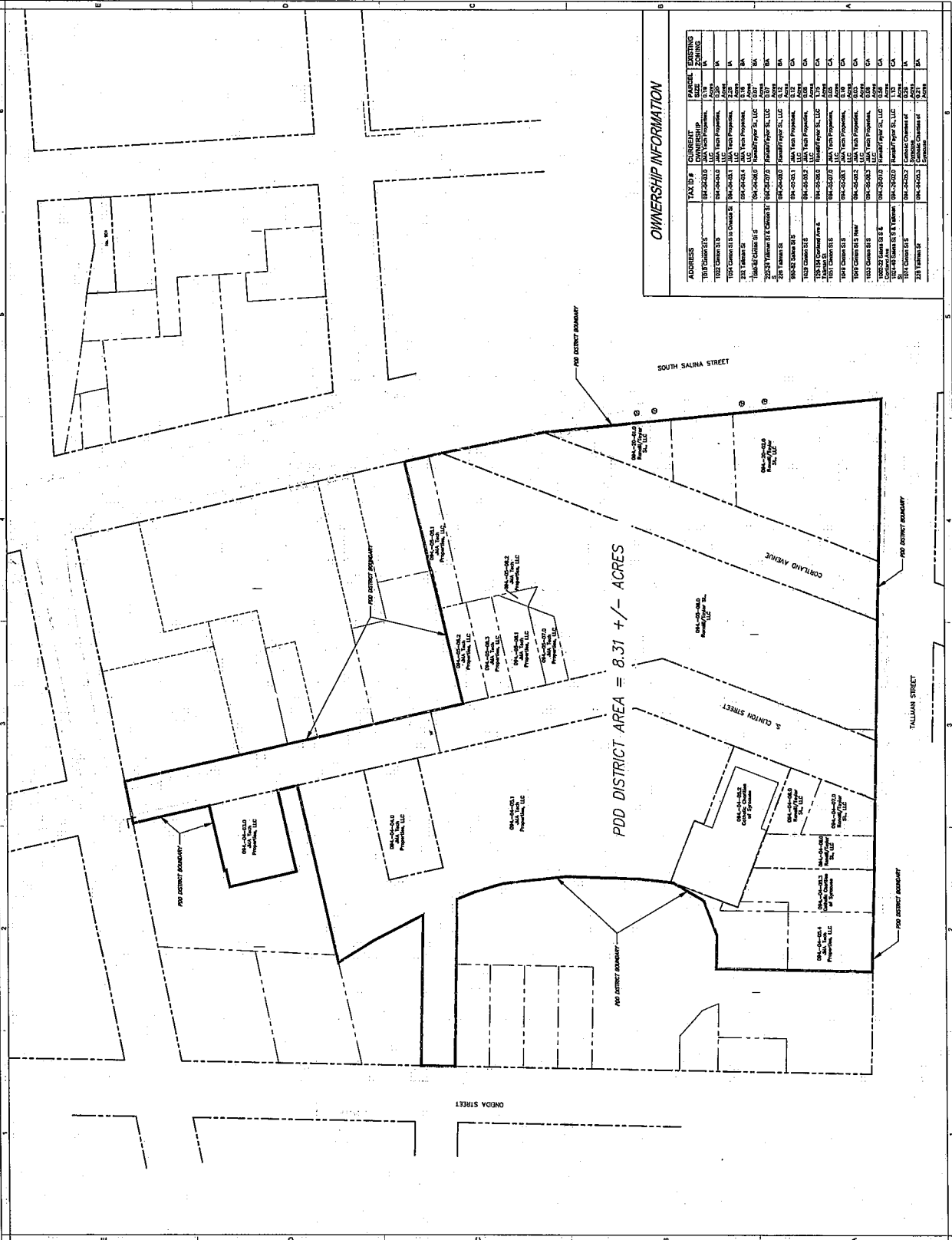
140 CORTLAND AVENUE
 SPRINGFIELD, NY 12152

PROJECT STATUS

DATE	DESCRIPTION
7/1/2020	PRELIMINARY
7/1/2020	FINAL

DISTRICT PLAN

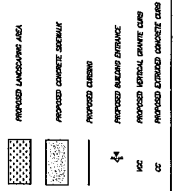
FIGURE



OWNERSHIP INFORMATION

ADDRESS	TAX ID #	OWNERSHIP	PARCEL SIZE	ADJACENT ZONING
140 Cortland Ave S	04-0000000000	04-0000000000	0.00	04
142 Cortland Ave S	04-0000000000	04-0000000000	0.00	04
144 Cortland Ave S	04-0000000000	04-0000000000	0.00	04
146 Cortland Ave S	04-0000000000	04-0000000000	0.00	04
148 Cortland Ave S	04-0000000000	04-0000000000	0.00	04
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152 Cortland Ave S	04-0000000000	04-0000000000	0.00	04
154 Cortland Ave S	04-0000000000	04-0000000000	0.00	04
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158 Cortland Ave S	04-0000000000	04-0000000000	0.00	04
160 Cortland Ave S	04-0000000000	04-0000000000	0.00	04
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200 Cortland Ave S	04-0000000000	04-0000000000	0.00	04





Project:

Z-2833M1

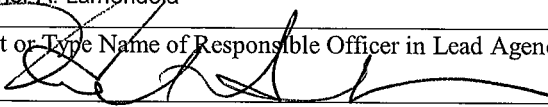
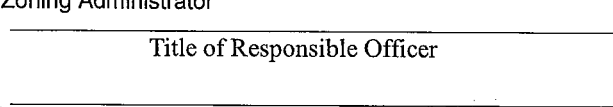
Date:

3/15/2021

Short Environmental Assessment Form

Part 3 Determination of Significance

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

<input type="checkbox"/>	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.		
<input checked="" type="checkbox"/>	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		3/15/2021	
Name of Lead Agency		Date	
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



Office of Zoning Administration

CITY OF SYRACUSE, MAYOR BEN WALSH

12

Heather Lamendola
Zoning Administrator

March 16, 2021

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

Re: Z-2833M1 District Plan Modification for a Planned Development District for Properties Situated at 1010, 1022, 1054, 1074 and 1080-1082 South Clinton Street, 222-224, 226, 228, and 232 Tallman Street, 1002-1022, and 1024-1040 South Salina Street, and 140 (aka 120-154) Cortland Avenue

Dear Mr. Copanas;

On March 15, 2021, the City Planning Commission adopted the above noted resolution. Copies of the resolution are attached.

No one spoke in favor of or in opposition to the proposal.

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

Sincerely,

Heather A. Lamendola
Zoning Administrator

Ends: (6)

Owners:

Ranalli/Taylor St., LLC
P.O. Box 890
Syracuse, New York 13209

Catholic Charities of Syracuse
1654 West Onondaga Street
Syracuse, New York 13204

JMA Tech Properties, LLC
P.O. Box 3759
Syracuse, New York 13220

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

Applicant: JMA Tech Properties
P.O. Box 3759
Syracuse, New York 13220

www.syr.gov.net

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26



DEPARTMENT OF FINANCE

OFFICE OF THE COMMISSIONER
CITY OF SYRACUSE, MAYOR BEN WALSH

131218

February 12, 2021

Bradley O'Connor CPA
Commissioner of Finance

Martha A. Maywalt
First Deputy Commissioner

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

Re: Request for Legislation to Collect Reimbursement for Expenses Incurred While Providing Emergency Services Outside the City of Syracuse

Dear Mr. Copanas:

Please prepare legislation for the next Common Council Meeting to allow the Commissioner of Finance, on behalf of the Department of Fire, to invoice and collect payments for emergency services provided to locations outside of the City of Syracuse. The Department of Fire will establish a schedule of reasonable fees to recover the costs to the Department for the use of materials, apparatus, labor, and equipment in the provision of hazardous materials mitigation and technical rescue services that are above and beyond the normal range of mutual aid.

Attached is the proposed fee schedule.

These fees would be effective April 1, 2021. All fees collected will be credited to account 01.415380.34100 – Fire Reimbursements – Outside Agencies.

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

Sincerely,

Bradley O'Connor, CPA
Commissioner of Finance

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

Office 315 448 8279
Fax 315 448 8424

www.syr.gov.net

cc: Frank Caliva, Chief Administrative Officer
Michael Monds, Chief of Fire

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14

**PROPOSED FEE SCHEDULE - HAZARDOUS MATERIALS RESPONSE &
TECHNICAL RESCUE SERVICES**

The Chief of Fire shall establish a schedule of reasonable fees to recover the costs incurred by the Syracuse Fire Department for the provision of rescue and hazardous materials response that are outside the normal scope of services. The fees shall be charged to the insurance carrier of the rescued individual or entity. In no instance will any emergency services be denied due to lack insurance coverage. The costs for apparatus and equipment shall be established by the Chief of Fire and shall be filed with the City Clerk's office. The list of rescue and response services provided herein is not all inclusive and may be expanded at the discretion of the Chief of Fire. Any contract with a third party agency for recovery under this section shall be subject to approval by the Common Council. The City of Syracuse shall be authorized to waive any such fees if said fees are deemed uncollectable.

LIGHT DUTY VEHICULAR ACCIDENT

\$450.00

Response to incidents that require containment of minor vehicle fluid leaks, vehicle stabilization, use of hand-tools, and patient care or stabilization.

HEAVY DUTY VEHICULAR ACCIDENT

\$700.00

Response to incidents that require the use of hydraulic rescue equipment or specialized rescue techniques to extricate trapped passengers and provide emergency medical aid. This type of incident may involve several fire department assets.

TECHNICAL RESCUE RESPONSE

\$1,000.00

Response to incidents that involve entanglement or entrapment in machinery, confined spaces, trenches or other areas with limited access and hazardous environments. This type of response may involve several fire department assets. In addition to the response fee, an itemized statement of all expended, lost, damaged or destroyed materials and equipment that require replacement will be added.

MINOR HAZARDOUS MATERIALS RESPONSE

\$900.00

Response to any release, spill, or leak of a hazardous material that requires skilled intervention to contain. These incidents can be handled by Syracuse Fire Department personnel without outside assistance or clean-up contractors, (i.e. auto accidents, service station spills or vehicles leaking moderate amounts of fluid).

MAJOR HAZARDOUS MATERIALS RESPONSE

\$1,800.00

Any response that involves a significant release of a hazardous substance. This type of response may involve multiple agencies, including state or federal assets or commercial clean-up contractors. In addition to the response fee, an itemized statement of all expended, lost, damaged or destroyed materials and equipment that require replacement will be added.

** Hazardous Materials Incidents are billed to the owner or transporter of released hazardous materials. Billable items may include, but are not limited to: supplies used, apparatus and personnel usage, mileage, and administrative costs.

DESTROYED OR CONTAMINATED EQUIPMENT

Any equipment which is destroyed or contaminated at the rescue or response scene will be charged at the full cost of replacement of the equipment.

14 13

Ordinance No.

2021

**ORDINANCE AUTHORIZING A LEASE
AGREEMENT BETWEEN THE CITY OF
SYRACUSE AND CENTERSTATE
CORPORATION FOR ECONOMIC
OPPORTUNITY FOR A PORTION OF
THE PROPERTY AT 235 HARRISON STREET,
SYRACUSE, NEW YORK ALSO KNOWN AS
THE TECH GARDEN**

WHEREAS, the Commissioner of Assessment has requested that this Common Council authorize a lease agreement with CenterState Corporation for Economic Opportunity ("CenterState") for a portion of the property at 235 Harrison Street, Syracuse, New York, also known as The Tech Garden, at the rate of \$1.00 per year for a twenty (20) year term;

NOW, THEREFORE,

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

1. The lease agreement shall be for a portion of the property at 235 Harrison Street, Syracuse, New York, also known as The Tech Garden (hereinafter referred to as "the Premises" at a rate of \$1.00 per year for the term of the Agreement. In consideration for this annual rate, CenterState agrees to create a revolving loan fund capitalized at \$250,000 for the dedicated use of Tech Garden graduate firms who locate their businesses within the city of Syracuse, with a specific incentive for firms to locate their businesses within distressed census tracts in the City; and
2. The term of the lease shall be for twenty (20) years effective as of the date of execution; and
3. CenterState will be responsible for all costs associated with the renovation, use and

operation of the Premises during the term of the Lease Agreement.

4. CenterState shall promptly renovate the Premises and shall use and occupy the Premises exclusively for the purposes of supporting startups and new business incubation services.
5. If CenterState wishes to engage in any revenue generating activities that do not directly support startups or new business incubation services, the Lease Agreement will need to be amended and such amendment will be subject to the approval of the Mayor and the Common Council. The lease terms shall be for a period of twenty (20) years with no renewal options;

; and

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



DEPARTMENT OF ASSESSMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

1413

12 March 2021

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

David M. Clifford
Commissioner

Ann E. Gallagher
First Deputy
Commissioner

Matthew D. Oja
Deputy Commissioner

RE: Tech Garden lease to CenterState Corporation for Economic Opportunity

Dear Mr. Copanas:

As a result of further negotiations and based on the attached correspondence, please accept the following language as a replacement for my original request dated January 4, 2021 and amend the legislation accordingly.

Please prepare appropriate legislation for the next Common Council agenda authorizing the City to enter into a lease of the portion of the property located at 235 Harrison Street, also known as the Tech Garden, with CenterState Corporation for Economic Opportunity (CenterState). Such lease agreement will include the following terms:

- 1) The lease terms shall be for a period of twenty (20) years with no renewal options;
- 2) The rate will be \$1.00 per annum. In consideration for this annual rate, CenterState agrees to create a revolving loan fund capitalized at \$250,000 for the dedicated use of Tech Garden graduate firms who locate their businesses within the City of Syracuse, with a specific incentive for firms to locate their businesses within distressed census tracts in the City;
- 3) CenterState will be responsible for all costs associated with the renovation, use and operation of the premises during the term of the lease agreement;
- 4) CenterState shall promptly renovate the premises and shall use and occupy the premises exclusively for the purposes of supporting startups and new business incubation services. If CenterState wishes to engage in any revenue generating activities that do not directly support startups or new business incubation services, CenterState will need to seek an amendment of this lease agreement which will be subject to the approval of the Mayor and Common Council.

The lease agreement shall be subject to the Corporation Counsel as to terms, form and context.

Very Truly Yours,

David M. Clifford
Commissioner of Assessment

**Department of
Assessment**
233 E. Washington St
City Hall, Room 130
Syracuse, N.Y. 13202

Office 315 448 8270
Fax 315 448 8190

assessment@syrgov.net

cc: Evan Helgesen
Special Assistant to the Mayor

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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

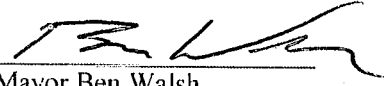
TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget **TR**
DATE: March 12, 2021
SUBJECT: Lease Agreement with CenterState Corporation for Economic Opportunity

On behalf of the Department of Assessment, I am requesting to enter into a Leasing Agreement for the portion of the property located at 235 Harrison Street, also known as the Tech Gardens, with CenterState Corporation for Economic Opportunity (CenterState). The lease will include the following items:

1. The lease terms shall be for a period of twenty (20) years with no renewal options;
2. The rate will be \$1.00 annum. In consideration for this annual rate, CenterState agrees to create a revolving loan fund capitalized at \$250,000 for the dedicated use of Tech Garden graduate firms who locate their businesses within distressed census tracts in the City;
3. CenterState will be responsible for all costs associated with the renovation, use and operation of the premises during the term of the lease agreement;
4. CenterState shall promptly renovate the premises and shall use and occupy the premises exclusively for the purposes of supporting startups and new business incubation services. If CenterState wishes to engage in any revenue generating activities that do not directly support startups or new business incubation services, CenterState will need to seek an amendment of this lease agreement which will be subject to the approval of the Mayor and Common Council.

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

MAR 12 2021
Date

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

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net



CENTERSTATE
CORPORATION FOR ECONOMIC OPPORTUNITY

March 11, 2021

Mr. David Clifford
Commissioner of Assessment
130 City Hall
233 E. Washington Street
Syracuse, NY 13202

Dear Commissioner Clifford:

Thank you for your continued consideration of our request for an extension of CenterState CEO's lease for The Tech Garden so that we may make major capital improvements to the facility, grow our innovation ecosystem and improve our city.

Based on our recent conversations with your staff and members of the common council, we are prepared to offer the following project modifications and enhancements, which we hope are responsive to the feedback we have received to date:

- Lease Term: Initially, CenterState CEO sought a 30-year term (a 20-year extension beyond our current 10-year remaining lease term) in exchange for this nearly \$17 million investment into a City-owned property. We propose reducing the requested term to 20 years. This represents just a 10-year extension beyond the existing lease term and is the minimum necessary for us to justify moving forward with this investment. By shortening the lease-term, we are also increasing the depreciated value of the City's asset at the end of the lease term as well as expediting the point at which the City and the Council may choose to fully re-evaluate its relationship with the Tech Garden and reconsider the highest and best use of the improved property.
- Revolving Loan Fund for Tech Garden Graduates who remain in Syracuse: CenterState CEO commits to raise capital to launch a \$250,000 revolving loan fund for the dedicated use of Tech Garden graduate firms who locate their businesses within the city of Syracuse. This fund is in keeping with our mission and will serve as an effective inducement to strengthen Syracuse's growing tech community. Further, this fund will include an additional incentive, providing even more favorable loan terms for those businesses who locate within a distressed census tract.

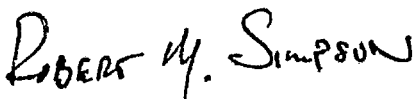
Mr. David Clifford
Commissioner of Assessment
March 11, 2021
Page 2

In addition, through our Economic Inclusion portfolio, CenterState CEO is actively developing and implementing programming targeting residents of under-invested areas of our community

to engage in tech entrepreneurship, increase skills and connect with opportunities in the tech sector.

We believe these modifications align with the mission of The Tech Garden while enhancing the exciting opportunity that we have to improve and expand the facility and its offerings. It is our sincere hope that you are able to offer your support to this project.

Sincerely,

A handwritten signature in black ink that reads "Robert M. Simpson". The signature is written in a cursive, slightly stylized font.

Robert M. Simpson
President and CEO

Ordinance No.

2021

**ORDINANCE AMENDING ORDINANCE
NO. 208-2020 AUTHORIZING A WAIVER OF
THE COMPETITIVE BIDDING PROCESS TO
ALLOW THE CITY TO ENTER INTO AN
AGREEMENT WITH ATLISSIAN PTY LTD
FOR JIRA AND CONFLUENCE PROJECT
MANAGEMENT SOFTWARE TO INCREASE
THE COST NOT TO EXCEED TO COVER A
PREMIUM SUBSCRIPTION AND ADDITIONAL
LICENSES FOR THE PROJECT MANAGEMENT
SOFTWARE**

BE IT ORDAINED, that Ordinance No. 208-2020 is hereby amended to read as follows:

WHEREAS, at the request of the Office of Accountability, Performance and Innovation the Mayor has waived the competitive bidding process to allow for the purchase of Jira and Confluence project management software from Atlassian PTY LTD; NOW, THEREFORE,

BE IT ORDAINED, that the Mayor be and he is hereby authorized to enter into an agreement with Atlassian PTY LTD relative to providing Jira and Confluence project management software which supports the following functions:

- Jira: planning sprints, distributing tasks across a team; prioritizing work; supporting the discussion of work in full context with complete visibility; tracking the status of projects and tasks, reporting team performance based on real time visual data; and developing and building team and project workflows.
- Confluence: sharing information across team members and breaks down silos; archiving conversations; organizing documents, processes, policies and procedures; and allowing employees to have a voice, contribute, share and receive feedback;

; and

BE IT FURTHER ORDAINED, that this agreement will be for a period of one year effective as of the date of execution of the agreement; and

BE IT FURTHER ORDAINED, that the total cost for the project management software shall not exceed \$3000.00*, which shall cover a premium subscription and additional licenses for the project management software; and

BE IT FURTHER ORDAINED, that said amended 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 all costs associated with this amended Agreement shall be charged to Budget Account #12140.01.540530 or another appropriate account as designated by the Commissioner of Finance.

_____ = new material

*previously read \$1,800.00



OFFICE OF ACCOUNTABILITY, PERFORMANCE, & INNOVATION

CITY OF SYRACUSE, MAYOR BEN WALSH

Nicolas Diaz
Chief Innovation and
Data Officer

March 17, 2021

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

Re: Request to amend ordinance number: 208-2020, authorizing an increase to the not to exceed amount from \$1800 to \$3000 to cover the cost or premium subscription and additional licenses for the Project Management Software purchased last year

Dear Mr. Copanas,

On behalf of the Office of Accountability, Performance, and Innovation, please prepare legislation for the next Common Council agenda to amend ordinance number 208-2020, authorizing an increase to the not to exceed amount from \$1800 to \$3000 for the Project Management Software purchased from Atlassian.

JIRA and Confluence are project management tools for tracking project progress across cross functional teams and documentation of project information. We purchased these tools from Atlassian last year in September and have been using them extensively in API for all the projects we do internally and with other departments across the city.

- The software supports the work of the Project Management Office which develops and implements project management best practices and processes that enable us to take on and deliver projects efficiently and with quality.
- It has helped us move away from disparate storage solutions like local drives and google drives and have a single source of documentation for the entire team with better integration and ability to work collaboratively.
- It has drastically improved the team's ability to manage workflows and record all the work we do in the most transparent and accurate way, especially with all of us moving remote and being in different places.
- During conversations with other departments where I showed them these tools during meetings, they have expressed strong interest in having such a tool for their departments as well. We also walked through and compared the functionalities of tools that they are using and it is very evident that JIRA and Confluence have more utility and ease of use.
- Since only API has licenses for this currently, we are hopeful that in the future enough people will be using that we can implement this as a enterprise wide tool.
- In terms of the ability of the tool itself, JIRA and Confluence are industry standards in project management tools and are used by almost all corporate companies. Project

Office of Accountability,
Performance &
Innovation
233 E Washington St
City Hall, Room 219
Syracuse, N.Y. 13202

www.syr.gov.net

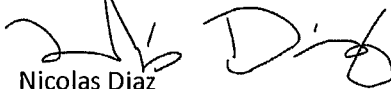
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management as a practice is in its early stages in the local government and with the amount of projects we are taking up, we would need more functionality and integration features. Hence the request to purchase the premium subscription for Confluence. We have planned for this in our budget for this year as well.

This will be for a period of one year from the date of payment and will not exceed \$3000, paid out of the account 12140.01.540530. Please contact me at ndiaz@syrgov.net or Neha, our program manager at nmajety@syrgov.net if you need any other information or have any questions.

Thank you for your assistance in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Nicolas Diaz', with a stylized flourish at the end.

Nicolas Diaz
Chief Innovation & Data Officer
Office of Accountability



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

TO: Honorable Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management & Budget
DATE: March 17, 2021
SUBJECT: Amend Agreement with Atlassian

Julie Castellitto
Assistant Director

On behalf of the Office of Accountability, Performance, & Innovation (API), I am requesting that the City of Syracuse amend ordinance #208-2020, authorizing an agreement with Atlassian for Project Management Software, to increase the not to exceed amount from \$1,800 to \$3,000.

JIRA and Confluence are project management tools for tracking project progress across cross functional teams and documentation of project information. API purchased these tools from Atlassian last year in September and have been using them extensively in API for all the projects they do internally and with other departments across the city.

- The software supports the work of the Project Management Office which develops and implements project management best practices and processes that enable us to take on and deliver projects efficiently and with quality.
- It has helped API move away from disparate storage solutions like local drives and google drives and have a single source of documentation for the entire team with better integration and ability to work collaboratively.
- It has drastically improved the team's ability to manage workflows and record all the work API does in the most transparent and accurate way, especially with all of them moving remote and being in different places.
- During conversations with other departments where the API team showed them these tools during meetings, they have expressed strong interest in having such a tool for their departments as well. The team also walked through and compared the functionalities of tools that they are using and it is very evident that JIRA and Confluence have more utility and ease of use.
- Since only API has licenses for this currently, the team is hopeful that in the future enough people will be using that API can implement this as an enterprise wide tool.
- In terms of the ability of the tool itself, JIRA and Confluence are industry standards in project management tools and are used by almost all corporate companies. Project management as a practice is in its early stages in the local government and with the amount of projects API is taking up, the team would need more functionality and integration features. Hence the request to purchase the premium subscription for Confluence. API has planned for this in their budget for this year as well.

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

This will be for a period of one year from the date of payment and will not exceed \$3,000, paid out of the account 12140.01.540530.

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

Thank you for your attention regarding this matter.



Mayor Ben Walsh
City of Syracuse, New York

MAR 17 2021

Date

Ordinance No.

2021

**ORDINANCE AUTHORIZING TRANSFER OF
FUNDS AND USE OF FUNDS IN FISCAL YEAR
2020/2021 BY THE OFFICE OF MANAGEMENT
AND BUDGET**

BE IT ORDAINED, that this Common Council hereby authorizes the following transfer of funds within the 2020/2021 City Budget and the use of the funds transferred in 2020/2021 as set forth below:

From:	Medical Insurance Budget Account No. 590600.01.90600	\$19,000
To:	Unallocated Insurance Account No. 599100.01.90000	\$19,000

said funds will be used to purchase CyberSecurity Insurance for the City of Syracuse, in the manner provided by law.



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

March 9, 2021

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

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

RE: REQUEST FOR LEGISLATION – 2020/2021 Budget Transfer

Dear Mr. Copanas:

Please prepare legislation to be placed on the next Common Council agenda to authorize the following transfer of funds within the FY 21 City Budget.

<u>Account Number</u>	<u>General Fund</u>	<u>Budget Transfer</u>	<u>Budget 2020/2021</u>	<u>Budget as Amended</u>
Transfer from:				
590600.01.90600	Medical Insurance	\$19,000	\$22,834,027	\$22,815,027
Transfer to:				
599100.01.90000	Unallocated Insurance	\$19,000	\$75,700	\$94,700

The transfer of \$19,000 from the Medical Insurance account to the Unallocated Insurance account will be utilized to purchase Cyber Security Insurance. \$21,574 has already been utilized from the unallocated insurance account and \$19,000 is needed to pay the invoice of \$73,158.

The City of Syracuse previously had cyber insurance with Chubb through Haylor, Freyer & Coon (HFC). Chubb declined to renew this coverage. To replace this policy Haylor, Freyer & Coon solicited options from multiple carriers and received two proposals. HFC has recommended that we use a subsidiary of Lloyds of London, who will provide us with coverage that is comparable to the Chubb policy including \$5 million in maximum coverage.

Thank you.

Sincerely,

Timothy M. Rudd
Director of Budget

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

Office 315 448-8252
Fax 315 448-8116

www.syr.gov

Ordinance No.

2021

**ORDINANCE APPROPRIATING FUNDS FOR
THE OFFICE OF MANAGEMENT AND BUDGET
TO BE USED TO PURCHASE CYBERSECURITY
INSURANCE FROM A SUBSIDIARY OF LLOYDS
OF LONDON**

BE IT ORDAINED, that this Common Council hereby appropriates the sum of \$73,158.00 from Special Objects of Expense Account #599100.01.90000 to an account to be determined by the Commissioner of Finance for the Office of Management and Budget; said funds are to be utilized for the purchase of CyberSecurity insurance for the City of Syracuse from a subsidiary of Lloyds of London during the period of March 1, 2021 through March 1, 2022, in the manner provided by law.



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

March 9, 2021

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

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

Re: Legislation to Appropriate Funds to purchase Cyber Security Insurance

Dear Mr. Copanas:

Please prepare legislation to be introduced at the next Common Council Meeting authorizing the appropriation of funds to purchase Cyber Security Insurance.

The City of Syracuse previously had cyber insurance with Chubb through Haylor, Freyer & Coon (HFC). Chubb declined to renew this coverage. To replace this policy Haylor, Freyer & Coon solicited options from multiple carriers and received two proposals. HFC has recommended that we use a subsidiary of Lloyds of London, who will provide us with coverage that is comparable to the Chubb policy including \$5 million in maximum coverage.

The appropriation of an amount not to exceed \$73,158 will be drawn from Special Object Account #599100.01.90000. The duration of this insurance coverage will be for one (1) year from March 1, 2021 through March 1, 2022.

Thank you.

Sincerely,

Timothy M. Rudd
Director of Management and Budget

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

cc: File

Office 315 448-8252
Fax 315 448-8116

www.syr.gov

Ordinance No.

2021

**ORDINANCE AUTHORIZING THE ADOPTION
OF THE CITY OF SYRACUSE EMERGENCY
PANDEMIC PLAN CREATED IN ACCORDANCE
WITH THE REQUIREMENTS OF NEW YORK
STATE LEGISLATION (S8617B/A10832) SIGNED
INTO LAW BY GOVERNOR ANDREW M.
CUOMO ON SEPTEMBER 7, 2020**

WHEREAS, pursuant to the requirements of New York State legislation (S8617B/A10832) signed into law by Governor Andrew M. Cuomo dated September 7, 2020, all public employers are required to create Emergency Pandemic Plans, for the purpose of ensuring all levels of government in New York State protect public workers in the event of another State Disaster Emergency involving a communicable disease or a future pandemic; and

WHEREAS, the City of Syracuse has developed an Emergency Pandemic Plan in compliance with the guidelines and requirements provided by Emergency Preparedness Solutions, LLC; and

WHEREAS, the law requires that the City's Emergency Pandemic Plan be offered for review by unions and labor management committees and be finalized and made available to employees no later than April 1, 2021;

NOW, THEREFORE,

BE IT ORDAINED, that this Common Council hereby adopts the "City of Syracuse Emergency Pandemic Plan" which is on file with the City Clerk and attached hereto as Appendix "A"; and

BE IT FURTHER ORDAINED, that the Mayor of the City of Syracuse is hereby authorized to execute any necessary the certifications relative to the adoption of the Emergency Pandemic Plan; and

BE IT FURTHER ORDAINED, that the Mayor shall provide a copy of the completed certification to the City Clerk's Office, to be kept on file.



DEPARTMENT OF NEIGHBORHOOD & BUSINESS DEVELOPMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

Commissioner
Michael Collins

Deputy Commissioner
Jennifer Tifft

March 5, 2021

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

Re: Request for legislation: Syracuse Emergency Pandemic Plan

Dear Mr. Copanas:

Pursuant to Governor Cuomo's legislation (S8617B/A10832, September 7, 2020) requiring all public employers to create plans to adequately protect workers in the event of another state disaster emergency involving a communicable disease, the City of Syracuse is required to develop an Emergency Pandemic Plan for the purpose of ensuring all levels of government in New York protect public workers from a future pandemic. The City's plan has been developed in compliance with the guidelines and requirements provided by **Emergency Preparedness Solutions, LLC**. The legislation requires further that the City's plan be offered for review by unions and labor management committees and be finalized and made available to employees no later than April 1, 2021.

To meet this requirement, I am requesting legislation for the adoption of Syracuse's plan to be placed on the March 29, 2021 Common Council agenda. The draft plan document will be submitted to your office prior to the March 17, 2021 Charter, Rules, Procedure and RFP Committee meeting.

Sincerely,

Michael Collins
Commissioner of Neighborhood and Business Development

**Department of
Neighborhood &
Business Development**
201 E Washington Street
Suite 600
Syracuse, NY 13202

Office 315 448 8100
Fax 315 448 8036

www.syr.gov.net

CC: Council President Hudson, Chairperson, Charter, Rules, Procedure and RFP Committee meeting.

27

NYS Public Employer Health Emergency Planning Template

This template has been provided free of charge by **Emergency Preparedness Solutions, LLC** for use only by public employers in New York State to meet the requirements of legislation (S8617B/A10832) signed into law by the Governor on September 7, 2020. **Emergency Preparedness Solutions, LLC** shall be held harmless for the use of this template, inclusive of any errors or omissions herein, as well as any information entered by third parties. It is the responsibility of public employers to ensure that plans developed using this template meet the requirements of the aforementioned legislation.

If you wish to engage **Emergency Preparedness Solutions** for support in developing this plan or for other emergency preparedness activities, please visit our website at www.epsllc.biz for additional information.

Template Instructions:

- **Assemble a planning team!** The planning team should include, as applicable, executive leadership, operations managers/department heads, finance
- managers, human resources, information technology, managers of other relevant units, and labor union representatives. Be sure to involve your emergency manager/safety lead if you have one or include the emergency manager from the most applicable jurisdiction.
- This is *your* plan! While this template provides suggested guidance and structure, review the document carefully and modify it for your own use.
- **Text highlighted in yellow** must be replaced per the description provided. Be sure to remove the highlight and other text or symbols.
- Some **adjustment to the template** may be needed in terminology or narrative to best accommodate your needs and circumstances. This template has been built for application by all public employers, regardless of size or organization type.
- This template was built on the most current version of Microsoft Word. Formatting may not be preserved if opened with earlier versions.
- This template alone does not provide all information for the plan – your planning team must develop the required protocols which will work for your organization.
- **Text highlighted in green** provides instruction or guidance specific to a certain content area. Be sure to delete this before publication.
- **Text highlighted in purple** is provided as an example. Be sure to delete this before publication.
- Delete this page prior to publication.
- Be sure to right click on the table of contents and select 'update field' and 'update entire table' prior to publication
- Provide a draft of the plan to applicable labor representatives for review and comment in accordance with S8617B/A10832
- Respond to labor union comments in writing in accordance with S8617B/A10832

- Remove the DRAFT watermark (Design/Watermark/Remove Watermark)
- Publish the final plan in accordance with S8617B/A10832

Public Employer Health Emergency Plan for the City of Syracuse, New York

date of approved plan

This plan has been developed in accordance with NYS legislation S8617B/A10832.

Promulgation

This plan has been developed in accordance with the amended New York State Labor Law section 27-c and New York State Education Law paragraphs k and l of subdivision 2 of section 2801-a (as amended by section 1 of part B of chapter 56 of the laws of 2016), as applicable.

This plan has been developed with the input of Syracuse Police Benevolent Association, Syracuse Fire Fighters and Deputy Chief Association by Local 280 I.A.F.F., Local Union 1773 (Crew Leaders), Local Union 3952 (Middle Managers), and CSEA Local 1000, and Central and Northern New York Building Trades, as required by the amended New York State Labor Law.

No content of this plan is intended to impede, infringe, diminish, or impair the rights of us or our valued employees under any law, rule, regulation, or collectively negotiated agreement, or the rights and benefits which accrue to employees through collective bargaining agreements, or otherwise diminish the integrity of the existing collective bargaining relationship.

This plan has been approved in accordance with requirements applicable to the agency, jurisdiction, authority, or district, as represented by the signature of the authorized individual below.

--

As the authorized official of the City of Syracuse , I hereby attest that this plan has been developed, approved, and placed in full effect in accordance with S8617B/A10832 which amends New York State Labor Law section 27-c and New York State Education Law paragraphs k and l of subdivision 2 of section 2801-a (as amended by section 1 of part B of chapter 56 of the laws of 2016), as applicable, to address public health emergency planning requirements.

Signed on this day: February 26, 2021

By: name of signatory

Signature:

Title: title of signatory

Record of Changes

Date of Change	Description of Change	Implemented by

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Purpose, Scope, Situation Overview, and Assumptions

Purpose

This plan has been developed in accordance with the amended New York State Labor Law section 27-c and New York State Education Law paragraphs k and l of subdivision 2 of section 2801-a (as amended by section 1 of part B of chapter 56 of the laws of 2016), as applicable. These laws were amended by the passing of legislation S8617B/A10832 signed by the Governor of New York State on September 7, 2020, requires public employers to adopt a plan for operations in the event of a declared public health emergency involving a communicable disease. The plan includes the identification of essential positions, facilitation of remote work for non-essential positions, provision of personal protective equipment, and protocols for supporting contact tracing.

Scope

This plan was developed exclusively for and is applicable to the City of Syracuse. This plan is pertinent to a declared public health emergency in the State of New York which may impact our operations; and it is in the interest of the safety of our employees and contractors, and the continuity of our operations that we have promulgated this plan.

Situation Overview

On March 11, 2020 the World Health Organization declared a pandemic for the novel coronavirus which causes the COVID-19 severe acute respiratory syndrome. This plan has been developed in accordance with amended laws to support continued resilience for a continuation of the spread of this disease or for other infectious diseases which may emerge and result in a declaration of a public health emergency.

The health and safety of our employees and contractors is crucial to maintaining our mission essential operations. We encourage all employees and contractors to use CDC Guidance for Keeping Workplaces, Schools, Homes, and Commercial Establishments Safe. The fundamentals of reducing the spread of infection include:

- Using hand sanitizer and washing hands with soap and water frequently, including:
 - After using the restroom
 - After returning from a public outing
 - After touching/disposing of garbage
 - After using public computers, touching public tables, and countertops, etc.
- Practice social distancing when possible
- If you are feeling ill or have a fever, notify your supervisor immediately and go home
- If you start to experience coughing or sneezing, step away from people and food, cough or sneeze into the crook of your arm or a tissue, the latter of which should be disposed of immediately
- Clean and disinfect workstations at the beginning, middle, and end of each shift
- Other guidance which may be published by the CDC, the State Department of Health, or County health officials.

Planning Assumptions

This plan was developed based on information, best practices, and guidance available as of the date of publication. The plan was developed to largely reflect the circumstances of the current Coronavirus pandemic but may also be applicable to other infectious disease outbreaks.

The following assumptions have been made in the development of this plan:

- The health and safety of our employees and contractors, and their families, is of utmost importance
- The circumstances of a public health emergency may directly impact our own operations.
- Impacts of a public health emergency will take time for us to respond to, with appropriate safety measures put into place and adjustments made to operations to maximize safety
- The public and our constituency expects us to maintain a level of mission essential operations
- Resource support from other jurisdictions may be limited based upon the level of impact the public health emergency has upon them
- Supply chains, particularly those for personal protective equipment (PPE) and cleaning supplies, may be heavily impacted, resulting in considerable delays in procurement
- The operations of other entities, including the private sector (vendors, contractors, etc.), non-profit organizations, and other governmental agencies and services may also be impacted due to the public health emergency, causing delays or other disruptions in their services
- Emergency measures and operational changes may need to be adjusted based upon the specific circumstances and impacts of the public health emergency, as well as guidance and direction from public health officials and the governor
- Per S8617B/A10832, 'essential employee' is defined as a public employee or contractor that is required to be physically present at a work site to perform their job
- Per S8617B/A10832, 'non-essential employee' is defined as a public employee or contractor that is not required to be physically present at a work site to perform their job

Concept of Operations

The Mayor of the City of Syracuse, their designee, or their successor holds the authority to execute and direct the implementation of this plan. Implementation, monitoring of operations and adjustments to plan implementation may be supported by additional personnel, at the discretion of the Mayor.

Upon the determination of implementing this plan, all employees and contractors of the City of Syracuse shall be notified by email and text instructing them to listen to a voice message, call a dedicated phone number to hear the message, read an email, or visit the city's employee webpage, with details provided as possible and necessary, with additional information and updates provided on a regular basis. Citizens of the City will be notified of pertinent operational changes by way of notifications on local newspaper and television websites and social media sites. . Other interested parties, such as vendors, will be notified by phone and/or email as necessary. The Director of Communications will maintain communications with the public and constituents as needed throughout the implementation of this plan.

The Mayor of the City of Syracuse, their designee, or their successor will maintain awareness of information, direction, and guidance from public health officials and the Governor's office, directing the implementation of changes as necessary.

Upon resolution of the public health emergency, the Mayor of the City of Syracuse, their designee, or their successor will direct the resumption of normal operations or operations with modifications as necessary.

Mission Essential Functions

When confronting events that disrupt normal operations, the City of Syracuse is committed to ensuring that essential functions will be continued even under the most challenging circumstances.

Essential functions are those functions that enable an organization to:

1. Maintain the safety of employees, contractors, and our constituency
2. Provide vital services
3. Provide services required by law
4. Sustain quality operations
5. Uphold the core values of the City of Syracuse

The City of Syracuse has identified as critical only those priority functions that are required or are necessary to provide vital services. During activation of this plan, all other activities may be suspended to enable the organization to concentrate on providing the critical functions and building the internal capabilities necessary to increase and eventually restore operations. Appropriate communications with employees, contractors, our constituents, and other stakeholders will be an ongoing priority.

Essential functions are prioritized according to:

- The time criticality of each essential function
- Interdependency of a one function to others
- The recovery sequence of essential functions and their vital processes

The City of Syracuse has identified by department their essential employees and their functions in the section titled Plans by Department.

Essential Positions

Each essential function identified requires certain positions on-site to effectively operate. The section titled Plans by Department identifies the positions or titles that are essential to be staffed either on-site daily or as needed for the continued operation of each essential function. Note that while some functions and associated personnel may be essential, some of these can be conducted remotely and do not need to be identified in this section.

Reducing Risk Through Remote Work and Staggered Shifts

The City of Syracuse is committed to providing employees with a safe, productive, and engaging workplace. Advances in technology and the evolution of job responsibilities may now allow for mutually beneficial alternatives to traditional work environments. This policy establishes a framework for establishing teleworking as one such alternative. Through assigning certain staff to work remotely and by staggering work shifts, we can decrease crowding and density at work sites and on public transportation.

Overview of Teleworking Policy & Procedure

Teleworking allows employees and contractors to work at home or in a satellite location for all or part of their workweek. The City of Syracuse considers teleworking to be a viable, flexible work option when both the employee and the job are suited to such an arrangement. Because teleworking may be appropriate for some employees and jobs but not for others, the City reserves sole discretion for approving remote work privileges to the appropriate Department Head. Teleworking is not an entitlement nor a citywide benefit, and it in no way changes the terms and conditions of employment with the City of Syracuse.

Considerations

- Teleworking is a cooperative arrangement and must be based on:
 - The needs of the job, Department, and City
 - The employee's past and present levels of performance

- The business benefit to the City as confirmed by management in its approval of a Teleworking Agreement
- Not all positions or work assignments may be appropriate for teleworking. No employee is entitled or guaranteed the opportunity to telework.
- Teleworking is a tool allowing for flexibility in work options. Clearly defined tasks and deliverables typically characterize jobs suitable for teleworking.
- Teleworking may be considered as part of an employee's reasonable accommodation as defined by the Americans with Disabilities Act, depending on business requirements of the position and the City. Teleworking is not a substitute for caretaking such as dependent or elder care.

Procedures

Teleworking can be informal, such as working from home for a short-term project or on the road during business travel, or a formal, set schedule of working away from the office as described below. Formal teleworking arrangements should be submitted in writing and signed by the employee, supervisor, and Department Head. Either an employee or a supervisor can suggest teleworking as a possible work arrangement. All formal teleworking arrangements are approved at the discretion of the Department Head/Commissioner. Teleworking plans approved by the Department Head must also receive Senior Staff approval.

Any teleworking arrangement made will be on a trial basis for the first three months and may be discontinued at will and at any time at the request of either the telecommuter or the Department. Every effort will be made to provide 30 days' notice of such change to accommodate commuting, child care and other issues that may arise from the termination of a telework arrangement. There may be instances, however, when no notice is possible.

Upon termination of an employee's teleworking arrangement or employment, the employee must return all City files, supplies and equipment to their assigned City workplace.

Eligibility

Generally Individuals requesting formal teleworking arrangements must be employed with the City of Syracuse for a minimum of 6 months of continuous, regular employment, and have fully oriented to the position. Exceptions to this requirement may be made by Senior Staff. Employees with an unsatisfactory performance record or who require close supervision will not be considered for teleworking arrangements.

Before entering into a teleworking agreement, the employee and manager, with the assistance of the Human Resources Department, will evaluate the suitability of such an arrangement by reviewing the following areas:

- Employee suitability. The employee and manager will assess the needs and work habits of the employee, compared to traits customarily recognized as appropriate for successful telecommuters. Some employees are not comfortable with physical isolation from other employees, or do not work well independently, or cannot create a home workspace that is safe and free from distractions.
- Job responsibilities. The employee and manager will discuss the job responsibilities. The focus must be on results. The supervisor should communicate in advance what assignments or tasks are expected to be performed, and what assessment techniques will be used to measure

success in meeting performance standards. The Department Head will ultimately determine if the job is appropriate for a telework arrangement.

- Equipment needs, workspace design considerations and scheduling issues. The employee and manager will review the physical workspace needs and the appropriate location for the telework. Equipping staff for remote work, which may include:
 - Internet capable computer
 - Necessary peripherals
 - Access to VPN and/or secure network drives
 - Access to software and databases necessary to perform their duties
 - A solution for telephone communications
 - Note that phone lines may need to be forwarded to off-site staff
- Tax and other legal implications. The employee must determine any tax or legal implications under IRS, state and local government laws, and/or restrictions of working out of a home-based office. Responsibility for fulfilling all obligations in this area rests solely with the employee.

If the employee and Department Head agree, and the Human Resources Department concurs, a draft teleworking agreement will be prepared and signed by all parties, and a three-month trial period will commence.

Evaluation of the telecommuting arrangement during the trial period will include regular interaction by phone and email between the employee and the supervisor, and weekly face-to-face meetings to discuss work progress and problems. At the end of the trial period, the employee and supervisor will each complete an evaluation of the arrangement and make recommendations for continuance or modifications. These evaluations will be shared with, and evaluated by the Department Head. Evaluation of the telecommuting arrangement beyond the trial period will focus on work output and completion of objectives rather than on time-based performance.

An appropriate level of communication between the telecommuter and supervisor will be agreed to as part of the discussion process and will be more formal during the trial period. After conclusion of the trial period, the manager and telecommuter will communicate at a level consistent with employees working at the office or in a manner and frequency that is appropriate for the job and the individuals involved.

Wages & Benefits

- Teleworking does not change the terms and conditions of employment as a City employee.
- A telecommuter's salary, job responsibilities, benefits and insurance do not change because of teleworking.
- State Worker's Compensation Laws and applicable City policies and procedures governing such matters shall apply to telecommuters.

Scheduling

- The work schedule for telecommuters will depend on the type of work performed, the needs of the department and the employee's personal situation. Nevertheless, some employees may be expected to work some hours each week at the central work site.

- The telecommuter's supervisor must agree and approve individual schedules for on-site and offsite work hours.
- Customers and other staff should not be adversely affected by a teleworking schedule. If teleworking creates adverse effects, the city and the telecommuter shall work to eliminate them. The City retains the right to end the Teleworking Agreement if the adverse effects continue.

Equipment

On a case-by-case basis, the City of Syracuse will determine, with information supplied by the employee and the supervisor, the appropriate equipment needs (including hardware, software, and other office equipment) for each teleworking arrangement. The Human Resources and Information Technology departments will serve as resources in this matter. Equipment supplied by the organization will be maintained by the organization. Equipment supplied by the employee, if deemed appropriate by the organization, will be maintained by the employee. The City of Syracuse accepts no responsibility for damage or repairs to employee-owned equipment. The City of Syracuse reserves the right to make determinations as to appropriate equipment, subject to change at any time. Equipment supplied by the organization is to be used for business purposes only. The teleworker must sign an inventory of all City of Syracuse property received and agree to take appropriate action to protect the items from damage or theft. Upon termination of employment or the teleworking arrangement, all City property will be returned to the City, unless other arrangements have been made.

The City of Syracuse will supply the employee with appropriate office supplies (pens, paper, etc.) as deemed necessary. The City of Syracuse will also reimburse the employee for pre-approved business related expenses that are reasonably incurred in carrying out the employee's job.

The City will not be responsible for the costs of any non-City issued telephone charges, internet access, electric bills or any unapproved expenses.

The employee will establish an appropriate work environment within their home for work purposes. The City of Syracuse will not be responsible for costs associated with the setup of the employee's home office, such as remodeling, furniture or lighting, nor for repairs or modifications to the home office space.

Accessibility

- Teleworkers will be as accessible as their on-site counterparts during their agreed upon scheduled work hours, and reachable through electronic means, regardless of their work location.
- In person City meetings, including meetings with third parties, may be conducted off-site, but not in an employee's residence.
- Telecommuters are expected to attend on-site meetings related to the performance of their jobs, as necessary.

Security

Consistent with the organization's expectations of information security for employees working at the office, teleworking employees will be expected to ensure the protection of proprietary or confidential City and constituent information accessible from their home office. Steps include the use of locked file cabinets and desks, regular password maintenance, and any other measures appropriate for the job and the environment.

Safety

Employees are expected to maintain their home workspace in a safe manner, free from safety hazards. The City of Syracuse will provide each telecommuter with a safety checklist that must be completed at least twice per year. Injuries sustained by the employee in a home office location and in conjunction with his or her regular work duties are normally covered by the city's workers' compensation policy. Teleworking employees are responsible for notifying the employer of such injuries as soon as practicable. The employee is liable for any injuries sustained by visitors to their home worksite.

Teleworking is not designed to be a replacement for appropriate child care. Although an individual employee's schedule may be modified to accommodate child care needs, the focus of the arrangement must remain on job performance and meeting business demands. Prospective telecommuters are encouraged to discuss expectations of teleworking with family members prior to entering a trial period.

Time Worked

Teleworking employees who are not exempt from the overtime requirements of the Fair Labor Standards Act will be required to accurately record all hours worked. Hours worked in excess of those scheduled per day and per workweek require the advance approval of the teleworker's supervisor. Failure to comply with this requirement may result in the immediate termination of the teleworking agreement.

Documentation & Review

When a request to telecommute is approved, the employee will be required to sign a written teleworking agreement that explains:

- Permission to telework can be withdrawn at any time.
- The agreed-upon hours of work and how hours will be recorded.
- Expectations regarding how frequently the employee and supervisor will communicate (for example, daily phone calls/weekly status reports/in-office visits).
- Employee responsibilities, including safeguarding the City's equipment and confidential information.
- Work space setup, including ergonomics.
- Acknowledgement that this agreement does not create a contract of employment with the City.
- Teleworking agreements should be saved in the employee's personnel file.

Policies Remain In Effect

Employees permitted to telework must continue to abide by the City's employment policies. Failure to follow the City's policies may result in discipline and/or termination of the teleworking arrangement.

Employees are prohibited from performing work for another employer during their teleworking work hours.

Ad Hoc Arrangements

Temporary teleworking arrangements may be approved for circumstances such as inclement weather, special projects or business travel. These arrangements are approved on an as-needed basis only, with no expectation of ongoing continuance.

Other informal, short-term arrangements may be made for employees on family or medical leave to the extent practical for the employee and the organization and with the consent of the employee's health care provider, if appropriate.

All informal teleworking arrangements are made on a case-by-case basis, focusing first on the business needs of the organization.

Employees Covered Under a Collective Bargaining Agreement

The employment terms set out in this policy work in conjunction with, and do not replace, amend, or supplement any terms or conditions of employment stated in any collective bargaining agreement between the City and union. Wherever employment terms in this policy differ from the terms expressed in the applicable collective bargaining agreement with the City, employees should refer to the specific terms of the collective bargaining agreement, which will control.

Staggered Shifts

Implementing staggered shifts may be possible for personnel performing duties which are necessary to be performed on-site but perhaps less sensitive to being accomplished only within core business hours. As possible, management will identify opportunities for staff to work outside core business hours as a strategy of limiting exposure. Regardless of changes in start and end times of shifts, the City of Syracuse will ensure that employees are provided with their typical or contracted minimum work hours per week. Staggering shifts requires:

1. Identification of positions for which work hours will be staggered
2. Approval and assignment of changed work hours

Protocols for staggered shifts will be decided by the department head/commissioner or assigned supervisor listed in the Plan by Department section starting on page 20.

Personal Protective Equipment

The use of personal protective equipment (PPE) to reduce the spread of infectious disease is important to supporting the health and safety of our employees and contractors. PPE which may be needed can include:

- Masks
- Face shields
- Gloves
- Disposable gowns and aprons

Note that while cleaning supplies are not PPE, there is a related need for cleaning supplies used to sanitize surfaces, as well as hand soap and hand sanitizer. The Coronavirus pandemic demonstrated that supply chains were not able to keep up with increased demand for these products early in the pandemic. As such, we are including these supplies in this section as they are pertinent to protecting the health and safety of our employees and contractors.

Protocols for providing PPE include the following:

1. Identification of need for PPE based upon job duties and work location
2. Procurement of PPE
 - a. As specified in the amended law, public employers must be able to provide at least two pieces of each required type of PPE to each essential employee and contractor during any given work shift for at least six months
 - b. Public employers must be able to mitigate supply chain disruptions to meet this requirement

3. Storage of, access to, and monitoring of PPE stock

- a. PPE must be stored in a manner which will prevent degradation
- b. Employees and contractors must have immediate access to PPE in the event of an emergency
- c. The supply of PPE must be monitored to ensure integrity and to track usage rates

All PPE protocols are determined by the Director of Operations in conjunction with the Police and Fire Departments. All PPE procurement is processed by the Financial Operations Team following protocols determined by the Director of Operations and Chiefs of Police and Fire.

Below is a list of the key places the City of Syracuse used that mostly serviced PPE and Cleaning supplies. There are 3 categories – new – new to many departments - on state or local contract.

Personal Protective Equipment Suppliers		
Supplier	Address & Contact	Description of Procurement
Beak & Skiff	4472 US Route 20 LaFayette, NY 13084 Eddie Brennan - (315) 406-1425	New - 1st time - hand sanitizer
CleanStart Systems	315-559-1778 Info@cleanstartsystems.com	New - 1st time - disinfect buildings - ended up closing PO's due to bad service
Master Supply	1018 Cadillac St, Syracuse, NY 13208 (315) 469-0241	New - 1st time - cleaning supplies and gloves
Share Corp	7821 N. Faulkner Rd. Milwaukee, WI 53224 1 (800) 776-7492 Info@sharecorp.com	New - 1st time - cleaning supplies and gloves
Trade Mark restoration	210 Wolf St, Syracuse, NY 13208 (315) 428-0917	New - 1st time - disinfect buildings - found vendor through County - they are using vendor too
National Industries for the Blind	3000 Potomac Avenue Alexandria, Virginia 22305 703-310-0500	Mostly gloves - State contact
Grainger	6285 E. Molloy Rd. East Syracuse, 13057-1037 www.grainger.com	On Contract - State contact - had to wait to get Masks - orders cancelled
WB Mason	59 Centre St. Brockton, MA 02301	On contract - gloves and cleaning supplies. Had success getting masks in June 2020
NAPA - Auto Parts	475 State Fair Blvd. Syracuse, NY 13204 (315) 474-1295	New - Ordered masks in April with them and had success. NAPA was our best option for masks – for our First responders we were able to get masks through the Emergency Management – also Fire was able to supply many departments on short term as they had been ordering for this starting earlier than anyone else in the City.
Fastenal Co	950 Spencer St. Syracuse, NY 13204 (315) 426-3728	On Contract - State contact - had to wait to get Masks - some orders cancelled. Masks we were

		able to find here and when they would ship – but many orders were severely delayed or cancelled.
Hill & Markes	1997 NY-5S, Amsterdam, NY 12010 (800) 836-4455	Used by Fire - other departments now use - had PPE and Cleaning
McKesson	www.mckesson.com	Used by Fire - other departments now use - had PPE and Cleaning

Staff Exposures, Cleaning, and Disinfection

Staff Exposures

Staff exposures are organized under several categories based upon the type of exposure and presence of symptoms. Following CDC guidelines, we have established the following protocols:

- A. If employees or contractors are exposed to a known case of communicable disease that is the subject of the public health emergency (defined as a 'close contact' with someone who is confirmed infected, which is a prolonged presence within six feet with that person):
 - A. Potentially exposed employees or contractors who do not have symptoms should remain at home or in a comparable setting and practice social distancing for the lesser of 14 days or other current CDC/public health guidance for the communicable disease in question.
 - a. As possible, these employees will be permitted to work remotely during this period of time if they are not ill.
 - b. Department Heads of employees or contractors will be notified and responsible for ensuring these protocols are followed.
 - c. See the section titled Documentation of Work Hours and Locations for additional information on contact tracing
 - B. CDC guidelines for COVID-19 provide that critical essential employees may be permitted to continue work following potential exposure, provided they remain symptom-free and additional precautions are taken to protect them, other employees and contractors, and our constituency/public.
 - a. Additional precautions will include the requirement of the subject employee or contractor, as well as others working in their proximity, to wear appropriate PPE at all times to limit the potential of transmission.
 - b. In-person interactions with the subject employee or contractor will be limited as much as possible.
 - c. Work areas in which the subject employee or contractor are present will be disinfected according to current CDC/public health protocol at least every hour, as practical. See the section on Cleaning and Disinfection for additional information on that subject.
 - d. If at any time they exhibit symptoms, refer to item B below.
 - e. Department Heads and/or Commissioner of essential employees will be the decision-maker in these circumstances and is responsible for ensuring these protocols are followed.
- B. If an employee or contractor exhibits symptoms of the communicable disease that is the subject of the public health emergency:
 1. Employees and contractors who exhibit symptoms in the workplace should be immediately separated from other employees, customers, and visitors. They should immediately be sent home with a recommendation to contact their physician.

2. Employees and contractors who exhibit symptoms outside of work should notify their supervisor and stay home, with a recommendation to contact their physician.
 3. Employees should not return to work until they have met the criteria to discontinue home isolation per CDC/public health guidance and have consulted with a healthcare provider.
 4. The City of Syracuse will not require sick employees to provide a negative test result for the disease in question or healthcare provider's note to validate their illness, qualify for sick leave, or return to work; unless there is a recommendation from the CDC/public health officials to do so.
 5. CDC criteria for COVID-19 provides that persons exhibiting symptoms may return to work if at least 24 hours have passed since the last instance of fever without the use of fever-reducing medications. If the disease in question is other than COVID-19, CDC and other public guidance shall be referenced.
 6. The office of Personnel & Labor Relations (Human Resources) is responsible for ensuring these protocols are followed.
- C. If an employee or contractor has tested positive for the communicable disease that is the subject of the public health emergency:
1. Apply the steps identified in item B, above, as applicable.
 2. Areas occupied for prolonged periods of time by the subject employee or contractor will be closed off.
 - a. CDC guidance for COVID-19 indicates that a period of 24 hours is ideally given before cleaning, disinfecting, and reoccupation of those spaces will take place. If this time period is not possible, a period of as long as possible will be given. CDC/public health guidance for the disease in question will be followed.
 - b. Any common areas entered, surfaces touched, or equipment used shall be cleaned and disinfected immediately.
 - c. See the section on Cleaning and Disinfection for additional information on that subject.
 3. Identification of potential employee and contractor exposures will be conducted
 - a. If an employee or contractor is confirmed to have the disease in question, the Department Head or Commissioner or their designee should inform all contacts of their possible exposure. Department Heads and/or Commissioner of essential employee will be the decision-maker in these circumstances and is responsible for ensuring these protocols are followed.
 - b. Confidentiality shall be maintained as required by the Americans with Disabilities Act (ADA).
 - c. Apply the steps identified in item A, above, as applicable, for all potentially exposed personnel.
 4. Department head of employee must be informed in these circumstances and is responsible for ensuring these protocols are followed

We recognize there may be nuances or complexities associated with potential exposures, close contacts, symptomatic persons, and those testing positive. We will follow CDC/public health recommendations and requirements and coordinate with our local public health office for additional guidance and support as needed.

Internal COVID-19 Reporting Requirements

All City Departments will be required to and responsible for communicating with the Office of Personnel & Labor Relations (Human Resources) the following COVID-19 related circumstances, as follows:

1. Departments must report positive COVID-19 cases within 1-hour of detection/notification to the Safety Officer, and the Director of Risk & Workplace Safety. Upon notification of a positive case in your department, our office will commence the self-isolation, contact tracing, and disinfection processes. In addition to email correspondence, you may call the Director of Risk & Workplace Safety at (315) 552-7720 or the Safety Officer (315) 214-1984.
2. Departments are required to email the Director of Risk & Workplace Safety, the Personnel Analyst and the Information Aide when an employee requests/requires COVID-19 leave. Please find the most updated COVID-19 leave request form [here](#). Human Resources will work with the Department to approve COVID-19 leave requests.
3. All City employees reporting to the office must complete a daily wellness check. Should an employee present symptoms of COVID-19, please immediately send the employee home to self-isolate, notify the employee's supervisor/department head of their departure from the office, and email the Director of Risk & Workplace Safety and the Safety Officer so our office can begin the contact tracing, & disinfection processes and provide the symptomatic employee with information to be screened and or tested for COVID-19. Employees exhibiting symptoms of COVID-19 may seek a test at WellNow Urgent Care or at Syracuse Community Health Center, which can be found [here](#) under symptomatic testing.

Please refer to the [City's COVID-19 Policies and Procedures webpage](#) to find the City's most updated COVID-19 related information.

Cleaning and Disinfecting

CDC/public health guidelines will be followed for cleaning and disinfection of surfaces/areas. Present guidance for routine cleaning during a public health emergency includes:

1. As possible, employees and contractors will clean their own workspaces in the beginning, middle, and end of their shifts, at a minimum.
 - a. As necessary, a deep cleaning and disinfection of all office buildings may be conducted, followed by regular maintenance staff cleaning. A temporary contractor may be engaged to conduct such cleaning.
 - b. High traffic/high touch areas and common areas which are accessible to the public/constituents will be disinfected multiple times a day by regular maintenance staff.
 - i. High touch areas include: Hand railings, door handles, elevator buttons, front desks, etc.
2. Staff tasked with cleaning and disinfecting areas will be issued and required to wear PPE appropriate to the task.
3. Soiled surfaces will be cleaned with soap and water before being disinfected.
4. Surfaces will be disinfected with products that meet EPA criteria for use against the virus in question and which are appropriate for that surface.
5. Staff will follow instructions of cleaning products to ensure safe and effective use of the products.

Employee and Contractor Leave

Review and modify the following as necessary, though note that it is based upon current legal requirements

Public health emergencies are extenuating and unanticipated circumstances in which the City of Syracuse is committed to reducing the burden on our employees and contractors. The *Families First Coronavirus Response*

Act provided requirements related to the COVID-19 pandemic, which form the policies outlined below. This policy may be altered based upon changes in law or regulation, as applicable.

It is our policy that employees of the City of Syracuse will not be charged with leave time for testing. Employees will be provided with up to two weeks (80 hours) of paid sick leave at the employee's regular rate of pay for a period which the employee is unable to work due to quarantine (in accordance with federal, state, or local orders or advice of a healthcare provider), and/or experiencing symptoms and seeking medical diagnosis.

Further, the City of Syracuse will provide up to two weeks (80 hours) of paid sick leave at two-thirds the employee's regular rate of pay if the employee is unable to work because of a bona fide need to care for an individual subject to quarantine (pursuant to federal, state, or local orders or advice of a healthcare provider), or to care for a child (under 18 years of age) whose school or child care provider is closed or unavailable for reasons related to the public health emergency, and/or the employee is experiencing a substantially similar condition as specified by the CDC/public health officials. This provision may be modified if an employee is able to effectively work remotely and the need exists for them to do so.

Additionally, the City of Syracuse will provide up to an additional 10 weeks of paid expanded family and medical leave at two-thirds of the employee's regular rate of pay where an employee, who has been employed for at least 30 calendar days by the City of Syracuse, is unable to work due to a bona fide need for leave to care for a child whose school or child care provider is closed or unavailable for reasons related to the public health emergency. This provision may be modified if an employee is able to effectively work remotely and the need exists for them to do so.

Additional provisions may be enacted based upon need and the guidance and requirements in place by federal and state employment laws, FMLA, executive orders, and other potential sources.

Contractors, either independent or affiliated with a contracted firm, are not classified as employees of the City of Syracuse, and as such are not provided with paid leave time by the City of Syracuse, unless required by law.

Leave Policy for Non-Public Safety and Non-Public Works Departments

The City has adopted a policy related to paid leaves for COVID-related absences that ensures compliance with New York State's Paid Leave for COVID-19 and the Federal Families First Coronavirus Response Act (FFCRA)

Essential employees who are asymptomatic and have tested negative for the COVID-19 virus may continue to work under most government-issued quarantine and isolation orders. Therefore, all requests for leave will be evaluated to determine if the leave is necessary under applicable public health guidelines. Essential employees who are free of symptoms and have tested negative will be required to return to work as allowed by the government-issued order. Department Heads will determine whether an employee is considered essential under local, state and/or federal law.

Guidelines for COVID-related leave requests include:

1. **Government-Issued Quarantine Order:** Administrative Leave of up to two (2) weeks will be considered when an employee is subject to a mandatory or precautionary order of quarantine or isolation issued by the state of New York, the NYS Department of Health, or the Onondaga County Department of Health, or any other authorized government entity, and is unable to work remotely. Employees who receive such an order must immediately provide a copy to Human Resources and their direct supervisor. Administrative Leave will be considered only for the period mandated on the order, not to exceed two

weeks. Additional time will be charged to Sick Time or another Paid Time Off accrual. Essential employees who are asymptomatic and have tested negative may be required to return to work, as permitted by the order.

Employees who test positive for COVID-19 and are subject to a government-issued isolation order will be required to submit official documentation clearing them to return to work. If the employee's absence extends beyond the isolation order, additional days beyond the order will be charged to Sick Time or another Paid Time Off accrual.

2. **Healthcare Provider Quarantine Instructions & Employees Seeking COVID Diagnosis:** If a healthcare provider (e.g. Doctor, Nurse Practitioner, Physician's Assistant) instructs the employee to self-quarantine due to COVID, or if the employee is experiencing COVID symptoms and is seeking a test or waiting on the results of a test, the employee may be eligible* for Federal Paid Sick Leave for up to a maximum 80 hours annually. Please note, however, that under public health guidelines, employees voluntarily seeking a COVID test without symptoms are not subject to quarantine, and therefore, will be expected to continue working while awaiting results.
3. **COVID-19 Caregiver Leave:** If an employee is unable to work because of a bona fide need to care for an individual subject to quarantine (pursuant to Federal, State, or local government order or advice of a healthcare provider), or care for a child (under 18 years of age) whose school or child care provider is closed or unavailable for reasons related to COVID-19, the employee may be eligible* for 80 hours of Federal Paid Sick Leave at two-thirds the employee's regular rate of pay.
 - a. *Eligibility for Federal Paid Sick Leave: Federal Paid Sick Leave is available only for employees who are unable to work remotely, either due to the nature of their job, or if symptoms prevent them from working. Employees who are able to work remotely are ineligible for Federal Paid Sick Leave and any absence under #2 or #3 above will be charged to Sick Time or another Paid Time Off accrual.
4. **Extended FMLA for COVID Childcare:** In addition to COVID Caregiver Leave, an additional ten (10) weeks of Paid Extended Family and Medical Leave (E-FML) may be available to eligible**employees where an employee is unable to work due to a bona fide need for leave to care for a child (under 18 years of age) whose school or child care provider is closed or unavailable for reasons related to COVID-19. Extended FMLA is paid at two-thirds the employee's regular rate of pay. All E-FML time is charged towards the employee's annual FMLA allotment of twelve (12) weeks.
 - a. **Eligibility for Paid Extended Family and Medical Leave (E-FML): E-FML is only available for employees who cannot perform teleworking tasks or work the required teleworking hours because they need to care for their child whose school/childcare is closed. Employees who are able to work remotely are ineligible for E-FML and any absence will be charged to Sick Time or another Paid Time Off accrual.
5. **Travel-Related Quarantine:** Quarantine or isolation required as a result of voluntary travel outside of New York State will not be considered for Administrative Leave or Federal Paid Sick Leave, and must be charged to Sick Time or another Paid Time Off accrual.

Questions about the COVID-19 Leave Policy and requests for leave should be directed to the employee's direct supervisor and the Human Resources Department at 315-448-8780. Employees who require an extended medical leave related to a COVID-19 illness should consult with the Human Resources Department regarding their available leave benefits during their illness.

Leave Policy for Public Safety and Public Works Employees

The City has adopted a policy related to paid leaves for COVID-related absences that ensures compliance with New York State's Paid Leave for COVID-19 and the Federal Families First Coronavirus Response Act (FFCRA).

Essential employees (including, but not limited to, Firefighters, Sworn Police Officers, Sanitation, Water and Sewer, Snow and Ice) who are asymptomatic and have tested negative for the COVID-19 virus may continue to work under most government-issued quarantine and isolation orders. Therefore, all requests for leave will be evaluated to determine if the leave is necessary under applicable public health guidelines. **Essential employees who are free of symptoms and have tested negative will be required to return to work as allowed by the government-issued order.**

Guidelines for COVID-related leave requests include:

1. **Government-Issued Quarantine Order:** Administrative Leave of up to two (2) weeks will be considered only when an employee is subject to a mandatory or precautionary order of quarantine or isolation issued to the employee by the state of New York, the NYS Department of Health, or the Onondaga County Department of Health, or another authorized government entity, and is unable to work remotely. Employees who receive such an order must immediately provide a copy to Human Resources and their direct supervisor. Administrative Leave will be considered only for the period mandated on the order, not to exceed two weeks. Additional time will be charged to Sick Time or another Paid Time Off accrual. As noted above, essential employees who are asymptomatic and have tested negative will be required to return to work, as permitted by the order.

Employees who test positive for COVID-19 and are subject to a government-issued isolation order will be required to submit official documentation clearing them to return to work. If the employee's absence extends beyond the isolation order, additional days will be charged to Sick Time or another Paid Time Off accrual.
2. **Healthcare Provider Quarantine Instructions & Employees Seeking COVID Diagnosis:** If a healthcare provider (e.g. Doctor, Nurse Practitioner, Physician's Assistant) instructs the employee to be absent from work, or if the employee is seeking a test or waiting on the results of a test, the absence will be charged to Sick Time or another Paid Time Off accrual. Please note, however, that under public health guidelines, employees voluntarily seeking a COVID test without symptoms are not subject to quarantine, and therefore, will be expected to report to work while awaiting results.
3. **Travel-Related Quarantine:** Quarantine or isolation required as a result of voluntary travel outside of New York State will not be considered for Administrative Leave, and must be charged to Sick Time or another Paid Time Off accrual.

FIRE DEPARTMENT EMPLOYEES: Any Syracuse Fire Department employee who has any COVID-19 related issue, on or off-duty, shall notify their Company officer/immediate supervisor. The company officer/immediate supervisor shall notify their District Chief or Deputy Chief supervisor. The District Chief shall notify the Duty Deputy and the Safety Officer in all COVID-related instances. This procedure shall ensure that off-duty sick employees do not show up for work and that on duty employees who become sick limit possible exposures to other employees.

Questions about the COVID-19 Leave Policy and requests for leave should be directed to the employee's direct supervisor and the Human Resources Department at 315-448-8780. Employees who require an extended

medical leave related to a COVID-19 illness should consult with the Human Resources Department regarding their available leave benefits during their illness.

Documentation of Work Hours and Locations

In a public health emergency, it may be necessary to document work hours and locations of each employee and contractor to support contact tracing efforts. Identification of locations shall include on-site work, off-site visits. This information may be used by the City of Syracuse to support contact tracing within the organization and may be shared with local public health officials.

Depending on the department employees track hours via paper-based or electronic logging for payroll. Employees that decide to come onsite must check temperature and sign into the office for tracking. Information for check-in is managed by office managers or other tasked staff.

Housing for Essential Employees

There are circumstances within a public health emergency when it may be prudent to have essential employees lodged in such a manner which will help prevent the spread of the subject communicable disease to protect these employees from potential exposures, thus helping to ensure their health and safety and the continuity of the City of Syracuse's essential operations.

If such a need arises, hotel rooms are expected to be the most viable option. If hotel rooms are for some reason deemed not practical or ideal, or if there are no hotel rooms available, the City of Syracuse will coordinate with officials at the Onondaga County Health Department and Department of Emergency Management.

Plans by Department

The City of Syracuse has developed our Public Employer Health Emergency Plan by department. Each department will list their responses below in order of -

- A. List of positions that qualify as essential according to the NYS in Executive Order 202.6 (See item 11 in the October 23, 2020 update).
- B. List of non-essential positions in the department that do not qualify for the remote-work plan and description of plan for productivity for each listed position. Also, department notes if staff are able to work remotely.
- C. Provides a description of how departments have staggered work shifts or altered physical space to reduce overcrowding. Includes a description of additional changes if still needed.

Please note that the City of Syracuse considers Department Heads, Commissioners, Directors, Deputies, and other upper department leadership to be essential to managing the department. The City of Syracuse has also included other staff that are essential to the continuation of regular operations. All are listed in part A.

Department of Assessment

A. Essential Positions

- NA – Based on the State's definition in Executive Order 202.6, Assessment and its employees are not considered essential. We have listed department leadership for chain of command. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position

Commissioner	Manages the day-to-day operations of a department that maintains the assessed value of properties within the city, administers exemptions for real property, and oversees the City's leasing and sale of real property assets.
First Deputy Commissioner	Fills the above roles in the absence of the commissioner.
Deputy Commissioner	Fills the above roles in the absence of the commissioner and first deputy.

B. Non- Essential Positions

- The nine employees in the department have remote work capabilities.

C. Staggered Shifts

- As described in our "Return to Work" memo in June 2020, Assessment will keep its in-office staff count below half-capacity by having one staff member work from home each day. It is also our intention to move the copy machine to an area that will reduce physical crowding.

Department of Audit

A. Essential Positions

- NA – Based on the State's definition in Executive Order 202.6, Audit and its employees are not considered essential. We have listed department leadership for chain of command. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
Department Head	Oversees the Department of Audit.

B. Non- Essential Positions

- The employees in the department have remote work capabilities.

C. Staggered Shifts

- The office space currently accommodates the necessary requirements of physical workspace distancing.

Bureau of Administrative Adjudication (BAA)

A. Essential Positions

- NA – Based on the State's definition in Executive Order 202.6, BAA and its employees are not considered essential. We have listed department leadership for chain of command. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
Director and Chief Administrative Law Judge	Oversees the Bureau of Administrative Adjudication.

B. Non- Essential Positions

- The BAA functions can be done remotely to some extent, but we rely heavily on in-person tasks for our administrative needs, such as, printing and scanning tickets and orders, picking up payments and pleas from

the CPC, running postage with the CPC's postage mail, physically placing our mail in a USPS blue mail receptacle, etc.

- We currently only have 1 full-time employee (FTE). We have 2 in-person interns and 2 remote interns. We have a full-time paralegal position that we are hoping to fill soon.
- If we were to go remote again, I would evaluate what if anything the in-person interns could do remotely to support the BAA and, if necessary, reduce or cut completely their hours. They would likely need to be set up with technology to work remotely.
- Since we don't have a paralegal on staff, I can't verify if the person would have the means to work remotely. If they could, that person would need to be equipped with the technology means to work remotely.

C. Staggered Shifts

- The Director has their own office. One intern (trying to hire as a FTE paralegal) has been utilizing the main BAA office paralegal space. Another intern has been utilizing the BAA hearing room down the hall. The 2 BAA tech interns are remote. If we are in the same office as each other we have masks on, ie – to discuss a file, make copies/scan, etc.

City Clerk

A. Essential Positions

- NA – Based on the State's definition in Executive Order 202.6, Audit and its employees are not considered essential. However, the City Clerk's Office is mandated by the State of New York to sell certain state licenses on the behalf of the state, using systems that are inaccessible remotely. We have listed department leadership for chain of command. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
City Clerk	Processes all legislative requests on behalf of the Common Council; prepares legislative agenda; office serves as a linchpin between legislative and executive branches of city government.
Deputy City Clerk	Works at behest of City Clerk
Secretary to the City Clerk	Works at behest of City Clerk

B. Non- Essential Positions

- Due to the nature of their work, and the software systems used, the licensing clerks are unable to perform their duties from home.

Non- Essential Staff	
Title of Position	Description of Position & Plan for Productivity
Administrative analyst I	Provides administrative support.
Administrative Assistant	Provides administrative support.

C. Staggered Shifts

- Work shifts are staggered to accommodate the typical building hours of 8-5: one licensing clerk works 8-4; the other 9-5. Lunches are taken at alternate times to ensure the office is staffed throughout the day. No additional changes are needed at this time.

Department of Engineering

A. Essential Positions

- Some Department of Engineering positions are essential. We have listed department leadership for chain of command. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
Department Head	Oversees the Department of Engineering.
City Engineer	Oversee/manage essential construction & permit review. General City Engineer.
Division Engineer	Oversee/manage essential construction & permit review. Design & Construction Division
Division Engineer	Oversee/manage essential construction. Buildings Division.
Division Engineer	Survey essential construction, permit review. Mapping & Surveying Division
Facilities Engineer (2)	Oversee/manage essential construction & permit review. Design & Construction.
Facilities Engineer (2)	Oversee/manage essential construction. Buildings Division.
Civil Engineer II	Survey for essential construction projects. Mapping & Surveying Division
Civil Engineer I	Inspect essential construction & permit review. Design & Construction Division.
Civil Engineer I	Survey for essential construction & UFPO for construction and oversee utility permits. Mapping & Surveying Division
Construction Inspector II	Inspect essential construction & permit review. Design & Construction Division.
Engineering Technician II	Permit review for essential construction & UFPO for construction and oversee utility permits. Mapping & Surveying Division
Engineering Technician I	Survey for essential construction projects. Mapping & Surveying Division
Administrative Assistant	Payroll for essential construction and tracking for grant reimbursement & order PPE for essential construction.

B. Non- Essential Positions

- Part-Time hourly Facilities Engineer (If this person is needed to work on essential construction projects, we will have to provide a laptop computer so that he can work remotely).

C. Staggered Shifts

- The Department of Engineering currently has been capped at a max capacity limit of 36. We currently have only 16 employees on staff which puts us below half of our max capacity limit. In addition, our office is currently working with a very limited amount of staff in the office at one time. Staff are working remotely and limiting their office time. We are never at full staff levels in the office at any one given time. Workstations in this office are spaced apart and separation barriers are in use where needed. When in the office, staff members are practicing social distancing. Various PPE has been distributed and is being used in

accordance with current safety protocols, policies & procedures. This includes, face masks, hand sanitizer and disinfectant to be used for all common areas and equipment.

Department of Finance

A. Essential Positions

- Some Department of Finance positions are essential. We have listed department leadership for chain of command. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
Commissioner	Oversees the Department of Finance.

B. Non- Essential Positions

- These staff members are productively working in the office.

Non- Essential Staff	
Title of Position	Description of Position & Plan for Productivity
Information Aide (3)	Position handles money.
Cashier (5)	Position handles money.
Clerk III (1)	Position handles money.
Typist I (1)	Position handles money.
Tax Clerk (1)	Duties not suited to remote work

C. Staggered Shifts

- Desks have been relocated to increase the distance between staff to greater than 6'.

Office of Management & Budget (OMB)

A. Essential Positions

- NA – Based on the State's definition in Executive Order 202.6, OMB and its employees are not considered essential. We have listed department leadership for chain of command. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
Chief Budget Director	Oversees the Office of Management & Budget.
Assistant Budget Director	Assists the Chief Budget Director in planning, directing, and supervising the preparation of budget.

B. Non- Essential Positions

- All non-essential positions in the department qualify for remote-work plans and all have the ability to work remotely if needed.

Non- Essential Staff	
Title of Position	Description of Position & Plan for Productivity

Budget Analyst II	Analyzes departmental budget estimates and justifications in preparing governments operating expenditures for a fiscal year.
Budget Analyst III	Analyzes departmental and/or entities annual budget estimates and justifications in preparing operating expenditures for a fiscal year, translating fiscal policy and budget guidelines into specific budget recommendations.
Secretary/Administrative Assistant	Under the general supervision of an administrative superior, this is professional level work in providing assistance in planning, coordinating or administering a municipal program.
Purchasing Contract Clerk	Work involves responsibility for performing a variety of technical clerical tasks to assist professional purchasing staff in the compilation, typing, review and monitoring of contracts inclusive of specifications and bidding procedures

C. Staggered Shifts

- Each employee has their own workspace with a door that can close. All are able to work remotely. Roughly half the staff works remotely about half the time. These times are staggered and limit the number of people in the office at any time.

Fire Department

A. Essential Positions

- All Fire Department positions are essential. We have listed department leadership for chain of command. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
Chief of Fire	The Chief of Fire is appointed by the Mayor and head of the Department of Fire. The Chief organizes, administers, supervises and disciplines the fire force of the city.
First Deputy Chief	The First Deputy Chief of the Fire Department is the next in rank to the Chief of the Fire Department.
Deputy Chief	The Deputy Chief is the next in rank to the First Deputy Chief of the Fire Department.
District Chief	The District Chief is the next in rank to the Deputy Chiefs and the District Chief is on duty as assigned by the Chief of Fire or a designee.
Assistant Fire Maintenance Supervisor	Essential Support to Chief of Fire.
Captain	Captains have command of their companies, and all members of their companies shall obey their orders implicitly. Captains will perform such duties as may be prescribed by the Chief of Fire.
Lieutenant	A Lieutenant is next in rank to the Captain of the company, and shall perform such duties as the Captain may assign.
Firefighter	The primary responsibility of firefighters is to prevent fire. Therefore, they shall familiarize themselves with inspection procedures, and all applicable laws, codes and standards of good practice relating to fire prevention and fire protection requirements.
Administrative Aide	Essential Support to Chief of Fire.
Administrative Assistant	Essential Support to Chief of Fire.

Fiscal Officer	Essential Support to Chief of Fire.
Plans Examiner II (1)	Essential Support to Chief of Fire.
Plans Examiner II (2)	Essential Support to Chief of Fire.
Secretary to Chief of Fire	Essential Support to Chief of Fire.
Typist II (1)	Essential Support to Chief of Fire.
Electrician	Essential Support to Chief of Fire.
Fire Apparatus Maintenance Mechanic	Essential Support to Chief of Fire.
Fire Apparatus Maintenance Superintendent	Essential Support to Chief of Fire.
Fire Equipment Supply Worker	Essential Support to Chief of Fire.
Heavy Equipment Mechanic (CRLD)	Essential Support to Chief of Fire.
Heavy Equipment Mechanic I	Essential Support to Chief of Fire.
Fire Apparatus Maintenance Superintendent	Essential Support to Chief of Fire.
Fire Equipment Supply Worker	Essential Support to Chief of Fire.
Heavy Equipment Mechanic (CRLD)	Essential Support to Chief of Fire.
Heavy Equipment Mechanic I	Essential Support to Chief of Fire.
Heavy Equipment Mechanic II 1	Essential Support to Chief of Fire.
Heavy Equipment Mechanic II 2	Essential Support to Chief of Fire.
Heavy Equipment Mechanic II 3	Essential Support to Chief of Fire.
Heavy Equipment Mechanic II 4	Essential Support to Chief of Fire.

Heavy Equipment Mechanic II 5	Essential Support to Chief of Fire.
Plumber	Essential Support to Chief of Fire.

B. Non- Essential Positions

- No non-essential employees.

C. Staggered Shifts

- Work shifts are staggered as needed. Workspaces confined and socially distanced.

Department of Information Technology (IT)

A. Essential Positions

- NA – Based on the State’s definition in Executive Order 202.6, IT and its employees are not considered essential. We have listed department leadership for chain of command. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
Director	Oversees the Department of Information Technology.
Programmer/Analyst	Programming and analysis of business requirements.
Network Administrator	Provides support for all network issues.
Local Area Network Technical Support Specialist	Provides network and desktop support for user issues including remote connectivity.
Office Automation Analyst	Desktop support and Help Desk operations.
Web Master	Support for the City’s online presence.
Enterprise Functional Lead	Peoplesoft business analysis.
Enterprise Support Specialist	Peoplesoft user support.

B. Non- Essential Positions

- All positions qualify for remote work.

C. Staggered Shifts

- Work shifts are staggered as needed. Workspaces confined and socially distanced.

Office of Accountability, Performance and Innovation (API)

A. Essential Positions

- NA – Based on the State’s definition in Executive Order 202.6, API and its employees are not considered essential. We have listed department leadership for chain of command. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
Chief Innovation & Data Officer	Oversees the Office of API by setting the innovation, performance and data strategy for the City of Syracuse.

B. Non- Essential Positions

- All positions qualify for remote work.

Non- Essential Staff	
Title of Position	Description of Position & Plan for Productivity
Innovation Program Coordinator	Coordinates projects across multiple stakeholders in the realm of innovation. Leads innovation training with other departments.
Data Program Manager	Coordinates projects across multiple stakeholders in the realm of data.
Secretary (0-5 due to particle time)	Helps with administrative and secretary functions from the office as well as procuring different items and services.
Innovation Designer	Uses design thinking and other methodologies to improve city services.
Innovation Project Leader	Uses project management skills, strategic planning, and process improvement, to execute change on the department and City level on a variety of projects and initiatives.
Data Engineer	Designs and supports the data architecture and infrastructure from the city. Pulls data from different systems for analysis.
Data Analyst	Creates statistical and geographical analysis for different departments in order to help improve their operations.

C. Staggered Shifts

- API is mostly working remotely. Employees still have the capacity to work from their computers in the office but there is a registration system for each day to ensure that we are almost at below 50% of normal capacity. Additionally, employees that do come into the office are asked to fill a paper sheet to keep track of who was physically there each day.

Office of the Mayor

D. Essential Positions

- We have listed department leadership for chain of command. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
Mayor	Elected chief executive of the City.
Deputy Mayor	Supervision of key city departments (Public Safety, NBD) and leadership of senior staff.
Chief Administrative Officer	Supervision of key city departments (Finance, IT, HR, Assessment, Research and Grants).

Chief Operating Officer	Supervision of key city departments (Parks, Engineering, DPW, Water, Airport, Constituent Service).
Chief Policy Officer	Supervision of key city departments (Communications, Intergovernmental Affairs and Shared Services).
Special Assistant	Special assistant to the Mayor, including intra and intergovernmental affairs.
Executive Assistant	Executive, administrative and scheduling assistance to the Mayor.
Director of Communications	Strategy, leadership and execution of city communications for the Office of Mayor and all city departments.
Public Information Officer	Media and social media communications.
Constituent Services Advocate	Assistance and advocacy to constituents, as well community engagement coordinator.
Constituent Services Coordinator	Direct response to all constituent inquiries to the Office of Mayor.

E. Non- Essential Positions

- Mayor's Office staff can work remote

F. Staggered Shifts

- Each individual has a private work space with a door. No additional changes needed.

Department of Neighborhood and Business Development (NBD)

A. Essential Positions

- NA – Based on the State's definition in Executive Order 202.6, NBD and its employees are not considered essential. We have listed department leadership for chain of command. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
Commissioner	Oversees the Department of Neighborhood and Business Development.
Deputy Commissioner	Oversees the Business Division of NBD.
Chief Financial Officer	Oversees finance for all NBD related entities and HUD grants.
Director of the Office of Minority Affairs	Oversees the Office of Minority Affairs.

B. Non- Essential Positions

- Listed below -

Non- Essential Staff	
Title of Position	Description of Position & Plan for Productivity

Director of Business Development	Oversees the business development division.
Executive Director of Syracuse Industrial Development Agency (SIDA)	Oversees SIDA.
Business Engagement Specialist	Engagement and assistance to businesses.
Business Opportunity Specialist	Engagement and assistance to businesses.
MWBE Business Development Specialist	Engagement and assistance to MWBE and disabled Veteran businesses.
Planner (4)	Engagement and assistance for residents and neighborhood groups.
Neighborhood Planning Coordinator	Oversees neighborhood planning.
Financial Analyst	Processes finances of NBD.
Accountant	Processes finances of NBD.
Office Administrator	Administrative support.
Housing Stability Coordinator	Assist families in housing crisis.
Community Outreach	Conducts community outreach on the behalf of NBD.

C. Staggered Shifts

- Shifts are able to be staggered by day and all positions are able to work remotely.

Neighborhood Grant Programming & Compliance (NBD Grants Team)

A. Essential Positions

- NA – Based on the State's definition in Executive Order 202.6, NBD Grants and its employees are not considered essential. We have listed department leadership for chain of command. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
Director	Oversees the Neighborhood Grant Programming & Compliance Team.

B. Non- Essential Positions

- All positions qualify for remote work.

Non- Essential Staff	
Title of Position	Description of Position & Plan for Productivity

CDBG Program Administrator (4)	Administers HUD entitlement grants.
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C. Staggered Shifts

- The department members are able to work at home 100% and come in on an as needed basis to reduce overcrowding. Employees were also provided resources required to assure that they are able to complete their daily functions.

Department of Code Enforcement

Offices included within this plan –

- Central Permit Office

A. Essential Positions

- All Code Enforcement positions (including Permits) are essential:
 - 11. Essential services necessary to maintain the safety, sanitation and essential operations of residences or other businesses including
 - Building code enforcement
 - This includes non-building inspector positions that are essential as support staff to Code Enforcement and Permitting activities:
 - With respect to business or entities that operate or provide both essential and nonessential services, supplies or support, only those lines and/or business operations that are necessary to support the essential services, supplies, or support are exempt from the workforce reduction restrictions. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
Director of Code Enforcement	Oversee/manage staff to administer and enforce local and state codes/laws.
Assistant Director of Code Enforcement (2)	Oversee/manage staff to administer and enforce local and state codes/laws.
Director of Central Permit Office	Oversee/manage staff for essential construction & permit review.
Office and Board Coordinator	Coordinates with mechanical, electrical, and elevator boards. Office Supplies, orders, etc.
Office and Board Coordinator	Coordinates with mechanical, electrical, and elevator boards. Office Supplies, orders, etc.
Rental Registry Coordinator	Office administrator for Rental Registry program.
Administrative Coordinator	Office administrator for Smoke Alarm and Fire Alarm Certificates.
Construction Development Coordinator	Pre-development scheduling for economic development projects.

Construction Development Coordinator	Pre-development scheduling for economic development projects.
Construction Development Coordinator	Pre-development scheduling for economic development projects.
Secretary to the Director of Code Enforcement	Assistant to the Director of Codes.
Permit Consultation Specialist	Coordination for ROW Permits.
Assistant Project Manager	Permits Project Manager.
Senior Complaint Investigator	Vacant property billing and set out billing.
Senior Project Manager	Permits Project Manager.
Blighted Property Supervisor	Coordinates maintenance of vacant properties and demolitions.
Structural and New Construction Examiner (Electrical)	Building Inspectors for permit inspections and periodic inspections.
Administrative Aide	Office administrator, answering phones, generating complaint cases, and general office duties.
Housing Inspector I	Rental Registry Inspections, tenant complaints, and vacant inspections.
HVAC Inspector	HVAC permit inspections.
Plans Examiner I	Residential plan reviewer.
Plans Examiner II	Commercial Plan Reviewer.
Information Aide	Rental Registry assistance and general office duties.
Control Clerk	Permit specialists, answering phones, and taking payments.
Electrical Inspector II	Commercial electric inspections.

B. Non- Essential Positions

- All Code Enforcement staff are directly labeled as essential or serve as direct support for those essential workers; therefore, making the entire department essential and exempt from the workforce reduction restrictions

C. Staggered Shifts

- We stagger employees into the office at different times for all positions that are mostly working in the field (inspectors). Based on seating location in the office, half perform office work in the morning shift and the other half in the afternoon shift. Inspectors are asked to work in the field as much as possible with their

tablets and virtual inspection capabilities. Office staffers are spread out to adhere to policies and procedures in place for safe social distancing with face coverings mandatory at all times. No additional changes are needed at this time.

Department of Law

A. Essential Positions

- None of the employees in the Law Department would be considered essential, within the meaning of 202.6. Per EO 202.6 guidance, lawyers are expected to work remotely. "Lawyers may continue to perform all work necessary for any service so long as it is performed remotely. Any in-person work presence shall be limited to work only in support of essential businesses or services; however, even work in support of an essential business or service should be conducted as remotely as possible."
- Therefore, if in-person restrictions are implemented, the law department would transition to 100% remote operation, with some limited in-person work to: (1) retrieve, distribute and send out mail, (2) process large batches of documents in the context of litigation, (3) accept service of process in-person by appointment, and (4) other discrete activities that cannot be performed remotely. These tasks would be performed by various members of the department who would come to the office on a limited basis just for the purpose of completing the tasks.
- We have listed department leadership for chain of command. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
Corporation Counsel	Oversees the Department of Law.

B. Non- Essential Positions

- All employees in the Law Department can work remotely.

C. Staggered Shifts

- During the summer, when we phased back into the office, we divided into two groups. One group worked in the office 2 days/week, and other group worked in the office a different 2 days/ week. In the fall, we transitioned to allowing employees to return full-time, but enabled those who wanted to work remotely to utilize the City's new teleworking policy. Currently, a large portion of the workforce continues to work remotely either on a part or full-time basis, which effectively reduces the population in the office. The Law Department is quickly able to transition additional employees to remote working on very short notice if and when needed.

Department of Parks, Recreation & Youth Programs (Parks)

A. Essential Positions

- Some Parks department positions are essential. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
Commissioner	Oversee complete department operations.
Deputy Commissioner	Assist in overseeing complete department operations.
Administrative Officer	Prepares payroll, timekeeping, as well as ordering and paying of all supplies and equipment needed.

Media Specialist	Responsible for release of all time-sensitive information for the public, as well as approval of all dept signage/forms/waivers
Architect I	Project manager for dept capital projects
Administrative Analyst II	Project manager for dept capital projects
LAN Technical Support Specialist	Provides Information Technology (IT), ensuring essential employees have proper technology support.
Superintendent of Grounds Maintenance	Oversee all outdoor public spaces, 1000+ acres.
Assistant Superintendent of Grounds Maintenance	Assist in overseeing maintenance of all outdoor public spaces.
Arborist	Guardian of inventory and safety of all city designated trees.
Administrative Assistant	Tracks all tree-related calls that come in and dispatches out when emergency.
Tree Trimmer Crew leader	Responds 24/7 to all calls related to trees - maintenance and when in public right of way.
Greenhouse Crew leader	Oversees crew dedicated to landscaping in 400+ city planting areas.
Park Labor Crew leader	Maintain safety and cleanliness of all city public green spaces and buildings.
Motor Equipment Operator I	Operates large pieces of equipment needed in operations - trash packer, bobcats, skid steers, etc.
Tree Trimmer I	Responds 24/7 to all calls related to trees - maintenance and when in public right of way.
Tree Trimmer II	Responds 24/7 to all calls related to trees - maintenance and when in public right of way.
Gardener	Dedicated to landscaping in 400+ city planting areas.
Motor Equipment Dispatcher	Dispatches messages to all grounds employees to properly track daily assignments.
Laborer I	Maintain safety and cleanliness of all city public green spaces and buildings.
Laborer II	Maintain safety and cleanliness of all city public green spaces and buildings.
Custodial Worker I	Maintain safety and cleanliness of all city public green spaces and buildings.
Principal Recreation Program Director	Oversees recreation programming and youth care in recreation facilities.
Recreation Program Director	Plan and administer youth and health/fitness related programming for participants.
Athletic Program Director	Manages rink and golf course operations.
Aquatic Director	Manages all aquatic facilities and swim lessons.

Senior Citizens Coordinator	Manages senior serving facilities and programming.
Special Events Coordinator	Issues permits and ensures public spaces are used according to current protocol and mandates.
Special Events Assistant	Issues permits and ensures public spaces are used according to current protocol and mandates.
Recreation Supervisor	Manages leagues and adult serving sports.
Aquatic Supervisor	Manages all aquatic facilities and swim lessons.
Swimming Facility Manager	Manages all aquatic facilities and swim lessons.
Assistant Swimming Facility Manager	Manages all aquatic facilities and swim lessons.
Lifeguard III	Manages all aquatic facilities and swim lessons.

B. Non- Essential Positions

- Listed below -

Non- Essential Staff	
Title of Position	Description of Position & Plan for Productivity
Secretary to the Commissioner	Essential Support to Commissioner. Assign a laptop; prepare plans for virtual programming or assist with other dept projects.
Administrative Aide	Essential Support to Commissioner. Assign a laptop; prepare plans for virtual programming or assist with other dept projects.
Information Aide	Essential Support to Commissioner. Assign a laptop; prepare plans for virtual programming or assist with other dept projects.
Ice Rink Manager	Assign a laptop; prepare plans for virtual programming or assist with other dept projects.
Senior Recreation Leader	Assign a laptop; prepare plans for virtual programming or assist with other dept projects.
Recreation Aide	Assign a laptop; prepare plans for virtual programming or assist with other dept projects.
Recreation Leader	Assign a laptop; prepare plans for virtual programming or assist with other dept projects.
Audio Visual Aide	Assign a laptop; prepare plans for virtual programming or assist with other dept projects.
Recreation Activity Specialist	Assign a laptop; prepare plans for virtual programming or assist with other dept projects.
Recreation Supervisor (Arts & Crafts)	Assign a laptop; prepare plans for virtual programming or assist with other dept projects.

C. Staggered Shifts

- Majority of employees in the main Spencer St Park building all have individual offices where they can work in their own private environment. Any employee that has a desk in the same room as another has had plexiglass dividers installed. For employees in the back garage of Spencer St, beginning of shift times have

been staggered to decrease lines at the beginning/end of shift. Staff are assigned specific trucks/vehicles to drive and do not share at most times.

Department of Public Works (DPW)

A. Essential Positions

- Some DPW department positions are essential. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
Commissioner	Oversees the Department of Public Works.
First Deputy Commissioner	DPW Main Office. Assist the Commissioner in overseeing the Department of Public Work.
Deputy Commissioner	DPW Main Office. Assist the Commissioner in overseeing the Department of Public Work.
Superintendent of Waste Collection	Division of Sanitation Department. Oversee/manage the Waste Collection.
Sanitation Crew leader (5 positions)	Division of Sanitation Department. Oversee/manage the sanitation crews.
Motor Equipment Operator I (50 positions)	Division of Sanitation Department. Drive sanitation trucks.
Sanitation Workers (40 positions)	Division of Sanitation Department. Remove garbage from the curb and into the garbage trucks.
Superintendent of Sewers & Streams	Division of Sewers Department. Oversee/Manage of Sewer Department.
Ass't. Superintendent of Sewers & Streams	Division of Sewers Department. Assist with the overseeing/managing of Sewer Department.
Closed Circuit T.V. Operator (2 positions)	Division of Sewers Department. Camera the sewer system to locate the problem.
Sewers Maintenance Crew leader (5 positions)	Division of Sewers Department. Oversee/manage the Sewer Crews.
Underground Facility Locator	Division of Sewers Department. Locates all the utilities in the ground prior to digging.
Mason (14 positions)	Division of Sewers Department. Repair and construct the road after the sewer lines are repaired
Sewer Maintenance	Division of Sewers Department. Dig out broken sewer lines and repair them.

Worker II (5 positions)	
Sewer Maintenance Worker I (30 positions)	Division of Sewers Department. Repair and maintain all manholes and sewer grates in the city.
Superintendent of Street Cleaning	Division of Street Cleaning Department. Oversee/Manage of Street Cleaning and Snow & Ice Departments.
Assistant Superintendent of Street Cleaning	Division of Street Cleaning Department. Assist with the Overseeing/Managing of Street Cleaning and Snow & Ice Departments.
Street Maintenance Crew leader (6 positions)	Division of Street Cleaning Department. Oversee/manage the Street Cleaning and Snow & Ice Crews.
Motor Equipment Operator II (16 positions)	Division of Street Cleaning Department. Drive dump trucks and snowplows.
Motor Equipment Operator I (19 positions)	Division of Street Cleaning Department. Drive dump trucks and snowplows.
Laborer I (13 positions)	Division of Street Cleaning Department. Pick up yard waste and debris. Help with clearing snow.
Laborer II (9 positions)	Division of Street Cleaning Department. Pick up yard waste and debris. Help with clearing snow.
Superintendent of Street Repair	Division of Street Repair Department. Oversee/Manage of Street Repair and Snow & Ice Departments.
Street Maintenance Crew leader (3 positions)	Division of Street Repair Department. Oversee/manage the Street Repair and Snow & Ice Crews.
Motor Equipment Operator II (10 positions)	Division of Street Repair Department. Drive dump trucks and snowplows
Motor Equipment Operator I (8 positions)	Division of Street Repair Department. Drive dump trucks and snowplows
Laborer II (20 positions)	Division of Street Repair Department. Assist with paving operation and with clearing snow

Equipment Maintenance Supervisor	Division of Motor Equipment Maintenance. Oversee/manage of the Garage Operation
Garage Manager	Division of Motor Equipment Maintenance. Assist with the Overseeing/managing of the Garage Operation
Supervisor of Store and Services	Division of Motor Equipment Maintenance. Supervise the inventory/purchasing of parts for Garage.
Heavy Equipment Mechanic Crew leader (2 positions)	Division of Motor Equipment Maintenance. Oversee/manage the Mechanics.
Heavy Equipment Mechanic III (13 positions)	Division of Motor Equipment Maintenance. Repair and service all trucks in the fleet.
Maintenance Machinist	Division of Motor Equipment Maintenance. Assist with the repair and service of all vehicles in the fleet.
Maintenance Welder (2 positions)	Division of Motor Equipment Maintenance. Assist with the repair and service of all vehicles in the fleet.
Storekeeper (2 positions)	Division of Motor Equipment Maintenance. Assist with the inventory and purchasing of parts for the mechanics.
Auto Body Repair Worker (2 positions)	Division of Motor Equipment Maintenance. Repair and service all cars/small trucks in the fleet.
Tire Service Mechanic (2 positions)	Division of Motor Equipment Maintenance. Repair and service all tires for every vehicle in the fleet.
Stock Clerk	Division of Motor Equipment Maintenance. Assist with the inventory and purchasing of parts for the mechanics.
Auto Mechanic Helper (2 positions)	Division of Motor Equipment Maintenance. Help mechanics with the repairs of all vehicles in the fleet.
Motor Equipment Dispatcher	Division of Motor Equipment Maintenance. Document repairs and services and communicate with drivers on the road.
Laborer I	Division of Motor Equipment Maintenance. Help mechanics with the repairs of all vehicles in the fleet.
Labor Crew leader (2 positions)	Division of Information Services. Oversee/manage the Information Service Crews.
Motor Equipment Operator II (2 positions)	Division of Information Services. Drive dump trucks, snowplows, and sanitation trucks.

Motor Equipment Operator I (3 positions)	Division of Information Services. Drive dump trucks, snowplows, and sanitation trucks.
Laborer I (6 positions)	Division of Information Services. Help with litter pickups, code piles, snow removal from city owned sidewalks.
Laborer II (6 positions)	Division of Information Services. Help with litter pickups, code piles, snow removal from city owned sidewalks.
Director of Building Maintenance & Operations	Division of Building Services. Oversee/manage city owned buildings and Skill Trades personnel.
Building Maintenance Supervisor	Division of Building Services. Supervise all buildings and grounds personnel.
Maintenance Crew leader	Division of Building Services. Oversee/manage the building maintenance staff.
Building Maintenance Crew leader	Division of Building Services. Oversee/manage the custodial staff.
Maintenance Worker I (4 positions)	Division of Building Services. Maintain city hall, city hall commons, and DPW.
Laborer I (3 positions)	Division of Building Services. Help maintain city hall, city hall commons, and DPW.
Custodial Worker I (2 positions)	Division of Building Services. Clean offices and common area at the DPW site.
Custodial Worker II	Division of Building Services. Clean offices in City Hall and City Hall Commons.
Electrician (7 positions)	Division of Building Services. Help maintain electrical functions in the city as well as the streetlights.
Plumber	Division of Building Services. Help with all plumbing issues in city owned buildings.
Steamfitter (2 positions)	Division of Building Services. Help with all HVAC issues in city owned buildings.
Carpenter (2 positions)	Division of Building Services. Help with any construction work in city owned buildings.
Painter (2 positions)	Division of Building Services. Help Paint all city owned buildings as well as disinfect offices and vehicles for COVID-19.
Roofer (2 positions)	Division of Building Services. Repairs roofs/ceilings for all city owned buildings.
Superintendent of Traffic Services	Division of Transportation. Oversee/manage the operation of traffic signals, signs, and pay stations.
Traffic Signal Repair Crew leader	Division of Transportation. Oversee/manage the traffic signal workers.
Traffic Sign Maintenance	Division of Transportation. Oversee/manage the traffic sign and pay station workers.

Crew leader (2 positions)	
Traffic Signal Repair Worker II (5 positions)	Division of Transportation. Repair and service all traffic signals in the city.
Sign Fabricator	Division of Transportation. Fabricates and constructs all signage for the city.
Traffic Maintenance Worker (4 positions)	Division of Transportation. Repair all traffic signs in the city.
Laborer I	Division of Transportation. Help with the repair of all traffic signs and signals in the city.
Laborer II (3 positions)	Division of Transportation. Help with the repair of all traffic signs and signals in the city.

B. Non- Essential Positions

- Listed below -

Non- Essential Staff	
Title of Position	Description of Position & Plan for Productivity
Engineering Project Coordinator	Division of Street Repair. Would only physically work during paving season and would have to provide the tools to work remotely during other times on an emergency basis.
Bituminous Lab Tech	Division of Street Repair. Would only physically work during paving season and would have to provide the tools to work remotely during other times on an emergency basis.
Construction Inspector II	Division of Street Repair. Would only physically work during paving season and would have to provide the tools to work remotely during other times on an emergency basis.
Asphalt Plant Operator	Division of Street Repair. Would only physically work during paving season and would have to provide the tools to work remotely during other times on an emergency basis.
Engineering Tech I	Division of Street Repair. Would only physically work during paving season and would have to provide the tools to work remotely during other times on an emergency basis.
Street Cut Inspector Carpenter (4 positions)	Division of Street Repair. Would only physically work during paving season and would have to provide the tools to work remotely during other times on an emergency basis.
Bricklayer (4 positions)	Division of Building Services. Would only physically work during paving season and would have to provide the tools to work remotely during other times on an emergency basis or be furloughed for a period of time.
Painter (4 positions)	Division of Building Services. Would only physically work during paving season and would have to provide the tools to work remotely during other times on an emergency basis or be furloughed for a period of time.
Carpenter (4 positions)	Division of Building Services. Would only physically work during paving season and would have to provide the tools to work remotely during other times on an emergency basis or be furloughed for a period of time.
Safety Trainer Instructor	Division of Motor Equipment Maintenance.
Public Program Supervisor	Division of Information Services.

Illegal Set-Out Investigator	Division of Information Services.
Complaint Investigator (3 positions)	Division of Information Services.
Clerk II	Division of Building Services.
Street Light Coordinator	Division of Transportation.
Traffic Signal Control Operator	Division of Transportation.
Clerk II	Division of Transportation.
Fleet Manager	DPW Main Office.
Project Coordinator	DPW Main Office.
Fiscal Officer	DPW Main Office.
Network Administrator	DPW Main Office.
Secretary to the Commissioner	DPW Main Office.
Clerk III	DPW Main Office.
Control Clerk	DPW Main Office.
Account Clerk I	DPW Main Office.
Account Clerk II	DPW Main Office.
Information Aid	DPW Main Office.

C. Staggered Shifts

- All the Divisions of Public Works are working on staggered shifts so overcrowding during punch in and out are limited. We have distributed PPE to all employees, mask, face shields, Tyvek Suits, placed sanitizer in all vehicles, as well as disinfected all common areas twice a day. We've also began to spray vehicles with disinfectant between shifts. For departments like sanitation that has 3 to a vehicle, we've provided bus rides, which we borrowed from school district, to transport employees to and from work sites to eliminate overcrowded vehicle rides. We also purchased extra time clocks and installed them all over the build to eliminate overcrowding at the clocks as well.

Office of Personnel & Labor Relations (Human Resources)

A. Essential Positions

- NA – Based on the State's definition in Executive Order 202.6, Human Resources and its employees are not considered essential. We have listed department leadership for chain of command. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
Department Head	Oversee the Office of Personnel & Labor Relations.
Director of Risk & Workplace Safety	Assist the Commissioner in overseeing the Office of Personnel & Labor Relations.

B. Non- Essential Positions

- All employees for Human Resources qualify for remote work; however, the Office is staffed at 50% capacity to ensure productivity levels remain high in response to the critical need to sustain basic human resource functions such as the administration of the City's health insurance plan, mandatory training, employee on-boarding, etc. The City depends on the Human Resources Team to monitor and facilitate the completion of both electronic and paper employee forms. Until all City systems are 100% digitized, the Office will be staffed with at least two employees.

C. Staggered Shifts

- As noted above, in-person office staffing has been reduced to 50% to help limit the spread of COVID-19. All staff follow the City's COVID-19 related policies and take COVID-19 safety precautions seriously. Employee work locations are physically distanced 6 feet or more apart. No additional changes are needed at this time.

Police Department

Offices included within this plan –

- Parking Violations

A. Essential Positions

- All sworn personnel are considered essential employees and some non-sworn personnel are considered essential employees. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
Chief of Police	Oversee the Police Department.
Police Officer (382)	Includes all officer ranks.
Detective (68)	Includes all detective ranks.
Special Patrol Officer (17)	Includes all officer ranks.
Community Service Officer (26)	Includes all officer ranks.
Auto Mechanic (6)	Provides auto support.
Garage Section Crew Leader	Provides garage support.
Crime Analyst (1)	Includes all levels of analyst.
Parking Checkers (7)	Check Parking meters.

B. Non- Essential Positions

- Listed below -

Non- Essential Staff	
Title of Position	Description of Position & Plan for Productivity
School Crossing Guards	There is no plan for productivity, these employees were furloughed.

C. Staggered Shifts

- In person roll calls were replaced with virtual roll calls. Pedestrian traffic flow was controlled throughout the PSB and Patrol East. Whenever possible personnel were rotated when they were remote or working in the building. Commanders were able to adjust their rest days and workdays to limit the number on duty. Calls for service were handled outside of structures as much as possible. The use of tele-serve (phone calls) and e-serve (online) for reporting incidents was utilized and promoted. Interviews were conducted over the phone whenever possible. Physical barriers and/or distance between workspaces was implemented. Patrol vehicles are electrostatically cleaned daily. Larger work areas are electrostatically cleaned on a weekly basis or as needed. Personnel were provided cloth masks and PPE to utilize as needed. Constant reminders were sent out to social distance, wear PPE and wash hands as much as possible. Personnel are encouraged to take advantage of testing and the vaccination. Air purifiers were placed in various parts of the PSB and Patrol East. Seek scans were installed at the PSB and Patrol East, along with signage to remind people of various safety protocols.
- Additional changes are not needed at this time.

Bureau of Research

D. Essential Positions

- We have listed department leadership for chain of command. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
Director	Oversee the Bureau of Research.

E. Non- Essential Positions

- Most of the employees in the department have remote work capabilities.

Non- Essential Staff	
Title of Position	Description of Position & Plan for Productivity
Clerk II	The Clerk II position does have access to email from home but currently has no work to be able to conduct remotely. There could be project related work assigned that could be done remotely.

F. Staggered Shifts

- Most employees have remote capabilities and there is space for socially distant work.

Water Department

A. Essential Positions

- Some Water Department positions are essential. We have listed department leadership for chain of command. Listed below -

Essential Staff Department Leadership	
Title of Position	Description of Position
Commissioner	Overall management of the department.
Deputy Commissioner	Overall management of department backup.
Superintendent	Management of Operations.

Assistant Superintendent (2)	Assist Management of Operations.
Water Maintenance Crew Leader (4)	Directs the water repair crew.
Water Maintenance worker II (6)	Operates Equipment.
Water Maintenance worker I (9)	Repairs infrastructure.
Water Plant Manager	Managers Plant Operations.
Water Plant Crew Leader	Managers Plant operators/sampling/testing/data recording.
Water Plant Operator I (6)	Maintenance Plant operations/sampling/testing/data recording.
Watershed Coordinator	Manages water supply watershed.
Watershed Inspectors (2)	Inspects watershed.
Heavy Equipment Mechanic Crew Leader	Manages mechanics.
Heavy Equipment Mechanic	Repairs Equipment.
Plumber (2)	Repairs water services.
Electrician	Repairs and maintains facility's electrical equipment.
Utility Locator	Locates water main before excavation.
Control Center Dispatchers (8)	Receives customers calls 24/7 and assists in water operations communications.
Storekeeper	Maintains parts supply.
Utility Billing Supervisor	Managers water billings and collections.
Account Clerk II (3)	Records collections and mails out billings.
Break wagon Operators (8)	Operates water valves.
Water System Manager	Oversees systems operations and construction projects
Civil Engineer II	Assists with applications and construction projects.
Hydrant Repair Crew Leader	Maintains hydrants and performs hydrant repair.

Maintenance Worker I (3)	Performs maintenance for facilities.
Water Meter Repair Supervisor	Oversees and manages water meter maintenance and installation.
Water Meter Repair worker (3)	Performs water meter maintenance and installation
Custodial	Building Cleaning.
Management Analyst (2)	Purchase of materials.
Payroll Clerk	Payroll Processing.
Meter Reader (3)	Reads water meters.
IT Staff (vacant)	Manages computer communications/network.

B. Non- Essential Positions

- Listed below -

Non- Essential Staff	
Title of Position	Description of Position & Plan for Productivity
Supervisor of Stores and Services	Oversees contracts and storekeeper and inventory.
Civil Engineer I	Assists with applications and construction projects.

C. Staggered Shifts

- Water Work Operations for staggered shifts are listed below -
 - Superintendent and Assistant Superintendent**
 - Super or A-Super associated with the "Call Crew" will start at 7:00am. And leave at 12:00pm
 - Super or A-Super who is next in rotation for "call" will come in at 10:00 am and work until 4pm.
 - If Another Super or A-Super is needed they will be in, at no additional pay.
 - 3 Field crews: (1 Forman, 2 dump drivers, 1 operator, 2 workers, 1 crew-leader = 6 man crews)**
 - Call crew/standby crew always start 7:30am
 - Second crew start 8:30am
 - Third crew start 9:30am
 - Crews will be given jobs which include leaks, breaks, valve leaks, out of service hydrant, service kills etc. Appurtenances that are broken and are critical pieces of infrastructure shall be repaired. Once the assigned task(s) (approx. 4 hours) are complete the crew can punch out and go home.
 - Hours will be dependent on tasks and issues that are encountered.
 - OT will be given only after 8 hours of work.
 - If you are needed during that 8 hour shift you are required to report back to work, there will be no "stand by" pay for crews not identified as the call crew.
 - Plumbers**
 - Staggered start time (8:00am and 9:00 am)
 - Assigned to jobs as needed.
 - Water Quality**
 - Crews report to and punch in at the Westcott Reservoir.

- 2-man crews will be assigned to each facility and daily tasks. Once tasks are completed, they will be allowed to punch out and go home.
 - Employee on "Call" will be working from 11 AM to 3:30 PM
- o **Meter Repair (3 repair employees)**
 - Meter supervisor will be here until 3pm
 - Stagger start times (7:00 am, 8:00 am, 9:00am) and work 4 hours shifts
 - OT will be given only after 8 hours of work.
- o **Meter Readers**
 - Stagger start times (7:30 am, 8:30 am, 9:30am)
 - They will complete their daily routes and be done for the day
- o **Water Finance**
 - Water Finance will try and work remotely as much as possible.
 - One person alternating each day will come into the office to perform some work on Monday, Tuesday, and Wednesday. The rest of the time they should be able to perform the tasks remotely.
- o **Restoration Crew**
 - Will delay the start time (10:00am) and will be following the crews and restoring the jobs performed that day.
 - Once completed they will be allowed to punch out and go home
- o **Engineering**
 - All engineering staff will work remotely for their full 8-hour shifts.
 - They are required to meet the working remote expectations
- o **Watershed**
 - Rich Abbot will work Remote
 - Inspectors will report to trucks in Skaneateles and perform their daily tasks and duties then be allowed to leave
- o **Hydrant Room/Maintenance Staff**
 - Will be staggering start time: 7:30am, 8:30am, 9:30am and 10:00am. They will perform their tasks until complete or for 4hours and then punch out and go home.

19 17 23

Ordinance No.

2021

**BOND ORDINANCE OF THE CITY OF SYRACUSE
AUTHORIZING THE ISSUANCE AND SALE OF
BONDS IN THE AMOUNT OF ONE MILLION ONE
HUNDRED THOUSAND DOLLARS (\$1,100,000.00)
TO DEFRAY THE COST AND EXPENSE OF THE
2021/2022 UNIMPROVED STREET PROGRAM
(SLURRY SEAL)**

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

Section 1. For the class of objects or purposes of providing funds to defray the cost and expense of the improvements to streets included in the Unimproved Street Program of the City of Syracuse in 2021/2022, said streets including those designated in "Appendix A" attached hereto by or under the jurisdiction of the Commissioner of Public Works, pursuant to the provision of Chapter 684 of the Laws of 1905, as amended, One Million One Hundred Thousand Dollars (\$1,100,000.00), general obligation bonds of the City of Syracuse, to be of the terms, form and contents hereinafter provided for, are hereby authorized to be issued pursuant to the provisions of the Local Finance Law of the State of New York.

Section 2. One Million One Hundred Thousand Dollars (\$1,100,000.00) is estimated as the maximum cost of the class of objects or purposes for which such bonds are to be issued.

Section 3. The plan for financing such class of objects or purposes consists of the issuance and sale of bonds of the City of Syracuse in the principal sum of One Million One Hundred Thousand Dollars (\$1,100,000.00), thereby providing such sum for all the maximum cost of such class of objects or purposes which is to be borne by the City of Syracuse and thereafter assessed against abutting property owners as provided by law.

Section 4. It is hereby determined that the class of objects or purposes for which bonds are to be issued falls within subdivision 20 (b) of paragraph (a) Section 11.00 of the Local Finance Law and the period of probable usefulness of such class of objects or purposes is ten (10) 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 bonds or 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 and to 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 obligations as the same become due and payable in each year shall be assessed in the first instance against abutting property owners as provided by law, but if the moneys collected thereby shall prove insufficient, any such insufficiency shall be included in the annual budget of said City consistent with the requirements for the repayment of faith and credit obligations of the City.

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.

201824

Ordinance No.

2021

**ORDINANCE AUTHORIZING THE UNIMPROVED
STREET PROGRAM (SLURRY SEAL) IN THE
CITY OF SYRACUSE IN THE YEAR 2021/2022**

BE IT ORDAINED, that this Common Council hereby authorizes the Unimproved Street Program (Slurry Seal) in the City of Syracuse in the year 2021/2022 in the unimproved streets as shown on Appendix "A" attached hereto, by or under the jurisdiction of the Commissioner of Public Works, and the Commissioner of Public Works is hereby authorized to perform the necessary work therefor, in whole or in part with his own forces, or in whole or in part by contract or contracts entered into in the manner provided by law, at a total cost not to exceed One Million One Hundred Thousand Dollars (\$1,100,000.00) charging the cost thereof to proceeds of the sale of bonds authorized contemporaneously by ordinance of this Common Council, and thereafter to be assessed against abutting property owners by local assessment as provided by law.

Ordinance No.

2021

**BOND ORDINANCE OF THE CITY OF
SYRACUSE AUTHORIZING THE ISSUANCE
AND SALE OF BONDS IN THE AMOUNT OF
FOUR HUNDRED FIFTY THOUSAND DOLLARS
(\$450,000.00) TO DEFRAY THE COST AND
EXPENSE OF THE DEPARTMENT OF PUBLIC
WORKS 2021/2022 COMPLETE STREETS
PROGRAM**

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

Section 1. For the class of objects or purposes of providing funds to defray the cost and expense of the Complete Streets Program on behalf of the Department of Public Works, said program shall include the building of new sidewalks, re-aligning street widths, implementing traffic calming devices, adding and improving bike lanes and enhanced crosswalks, neighborhood greenways, adding or repairing tree pit areas, and creating Safe Routes to Schools, at an estimated maximum cost not to exceed Four Hundred Fifty Thousand Dollars (\$450,000.00), general obligation bonds of the City of Syracuse, to be of the terms, form and contents hereinafter provided for, are hereby authorized to be issued pursuant to the provisions of the Local Finance Law of the State of New York.

Section 2. Four Hundred Fifty Thousand Dollars (\$450,000.00) is estimated as the maximum cost of the class of objects or purposes for which such bonds are to be issued.

Section 3. The plan for financing such class of objects or purposes consists of the issuance and sale of bonds of the City of Syracuse in the principal sum of Four Hundred Fifty Thousand Dollars (\$450,000.00), thereby providing such sum for all the maximum cost of such class of objects or purposes.

Section 4. It is hereby determined that the class of objects or purposes for which bonds are to be issued falls within subdivision 35 of paragraph (a) Section 11.00 of the Local Finance Law and the period of probable usefulness of such class of objects or purposes is five (5) years.

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

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

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

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

initially pay for the expenditures authorized by Section 1 of this resolution shall be from the City's Capital Fund. It is intended that the City shall then reimburse expenditures from the Capital Fund with the proceeds of the bonds and bond anticipation notes authorized by this ordinance and that the interest payable on the bonds and any bond anticipation notes issued in anticipation of such bonds shall be excludable from gross income for federal income tax purposes. This ordinance is intended to constitute the declaration of the City's "official intent" within the meaning of Treasury Regulation Section 1.150-2 to reimburse the expenditures authorized by this ordinance with the proceeds of the bonds and bond anticipation notes authorized herein. Other than as specified in this ordinance, no monies are reasonably expected to be received, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the objects or purposes described herein.

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

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

Section 10. The validity of the bonds hereby authorized may be contested only if such obligations are authorized for an object or purpose for which the City of Syracuse is not authorized to expend money, or the provisions of law which should be complied with at the date of the

publication of this ordinance are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication, or such obligations are authorized in violation of the provisions of the Constitution.

Section 11. This ordinance shall take effect immediately.



DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

19-2017-18-22-24

February 10, 2021

Jeremy Robinson
Commissioner

Ann Fordock
Deputy Commissioner

Martin E. Davis, L.S.
Deputy Commissioner

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

Re. Authorization and Bonding for the 2021/2022 Unimproved Street Program – Slurry Seal

Dear Mr. Copanas:

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

- Authorize the advertising of a public hearing to be scheduled for the applicable Common Council meeting, for the owners of the premises fronting the attached listing of streets who are receiving this service.
- Ordinance authorizing the sale and issuance of bonds to defray the costs of the 2021/2022 Unimproved Street Program – Slurry Seal at a cost not to exceed \$1,100,000
- Authorize the costs of labor, equipment, necessary legal fees, engineering costs, inspection fees and miscellaneous costs as required for the 2021/2022 Unimproved Street Program-Slurry Seal at a cost not to exceed \$1,100,000 and charging the cost thereof the premises fronting on the attached listing of streets.

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

Office 315 448-2489
Fax 315 448-8531

www.syr.gov.net

A Department of Public Works capital account determined by the Commissioner of Finance will be established to account for the costs of this program.

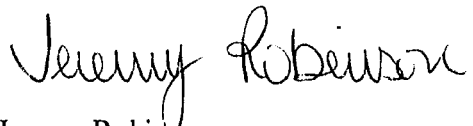
GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

4

Topic:

9 February 2021
Page 2

Very truly yours,

A handwritten signature in black ink that reads "Jeremy Robinson". The signature is written in a cursive style with a large, stylized "J" and "R".

Jeremy Robinson
Commissioner of Public Works



City of Syracuse

AUTHORIZATION TO PROCEED WITH CIP PROJECT

Date:	02/10/21	Department:	Public Works
Project Name:	Unimproved Street Slurry Seal		
Project Cost:	\$1,100,000		
Contact Name:	Jeremy Robinson Commissioner DPW		
Project Description:	Apply Slurry Seal to a determined number of streets with in the City of Syracuse		
Projected Time Line & Funding Source(s)			
Estimated Start Date:	07/01/2021	Estimated Completion Date:	June 30, 2022
Funding Source:	Dollar Amount:		
Local Share: Cash Capital			
Local Share: Bonds (complete schedule below)	\$1,100,000		
State Aid/Grant (identify)			
Federal Aid/Grant (Identify)			
Other (identify)			
Other (identify)			
Total Project Funding(must equal cost):		1,100,000	
Estimated Project Borrowing Timeline			
Year	Fiscal Year	Estimated Amount to Borrow	
1	2022	1,100,000	
2			
3			
4			
5			
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$ 1,100,000	
Approval to proceed with request for legislation is hereby granted.			
Project in CIP Plan: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Reason("No"):			
Director of Administration:			Date: 19 FEB 21
Director of Management & Budget:			Date: 2-12-21
Commissioner of Finance:			Date: 2/18/21

Ordinance No.

2021

**ORDINANCE AUTHORIZING THE
ENGINEERING SERVICES AND
CONSTRUCTION NEEDED FOR THE
DEPARTMENT OF PUBLIC WORKS
2021/2022 COMPLETE STREETS PROGRAM**

BE IT ORDAINED, that this Common Council hereby authorizes the engineering services and construction needed for the 2021/2022 Complete Streets Program for the Department of Public Works, at a total cost not to exceed \$450,000.00; said program shall include the building of new sidewalks, re-aligning street widths, implementing traffic calming devices, adding and improving bike lanes and enhanced crosswalks, neighborhood greenways, adding or repairing tree pit areas, and creating Safe Routes to Schools; 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 \$450,000.00 authorized contemporaneously herewith by ordinance of this Common Council.



21-22

DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

March 8th, 2021

Jeremy Robinson
Commissioner

Ann Fordock
Deputy Commissioner

Martin E. Davis, L.S.
Deputy Commissioner

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

Re: Request for Legislation: 2021/2022 Complete Streets Program

Dear Mr. Copanas:

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

- Ordinance authorizing the sale and issuance of bonds to defray the costs of the 2021/2022 Complete Streets Program at a cost not to exceed \$450,000.
- Ordinance authorizing the Department of Public Works to proceed with the 2021/2022 Complete Streets Program at a cost not to exceed \$450,000.

Said funds are to be used for the construction of pedestrian infrastructure, implementation of traffic calming interventions, development of neighborhood greenways, adding and improving bicycle facilities and related streetscape and safety projects.

Department of Public Works capital account determined by the Commissioner of Finance will be established to account for costs of this program.

Very truly yours,

Jeremy Robinson
Commissioner of Public Works

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

Office 315 448-2489
Fax 315 448-8531

www.syrgov.net

Cc: Robin St. Hilaire, Secretary to the Commissioner of Public Works
Maria Vigliotti, Fiscal Officer-DPW

SCHEDULE A

Project Name: '21-'22 COMPLETE STREETS PROGRAM

Related items: Syracuse 2040 masterplan, Bike Infrastructure Masterplan, SMTC UPWP study items, Pedestrian Safety Action Plan.

Project Details and Status:

Projects seek to utilize existing city contracts where applicable for procuring equipment, materials and construction. Multiple separate projects are completed using Complete Streets funding each fiscal year.

Projected breakdown:

- Pedestrian Safety Updates 35%
- Traffic Calming Interventions 20%
- Bike Lane Development 20%
- Streetscape Adjustments 15%
- Additional Items/Cont. 10%

Select Projects:

- Hiawatha and Park Street Pedestrian Crossing
- 1st North Shared Use Path
- Geddes Street Bike Lane Extension
- Speed Hump Pilot



City of Syracuse

AUTHORIZATION TO PROCEED WITH CIP PROJECT

Date:	03/08/21	Department:	Public Works
Project Name:	Radar Speed Sign Program		
Project Cost:	\$450,000.00		
Contact Name:	Jeremy Robinson		
Project Description:	The Complete Streets Program includes construction of pedestrian infrastructure, implementation of traffic calming interventions, development of neighborhood greenways, adding and improving bicycle facilities and related streetscape and safety projects.		

Projected Time Line & Funding Source(s)

Estimated Start Date: 7/1/2021

Estimated Completion Date: 6/31/2022

<u>Funding Source:</u>	<u>Dollar Amount:</u>
Local Share: Cash Capital	
Local Share: Bonds (complete schedule below)	450,000.00
State Aid/Grant (identify)	
Federal Aid/Grant (identify)	
Other (identify)	
Other (identify)	
Total Project Funding (must equal cost):	\$450,000.00

Estimated Project Borrowing Timeline

<u>Year</u>	<u>Fiscal Year</u>	<u>Estimated Amount to Borrow</u>
1	2021	450,000
2		
3		
4		
5		
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$450,000.00

Approval to proceed with request for legislation is hereby granted.

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

Director of Administration: 

Date: 18 MAR 21

Director of Management & Budget: 

Date: 3-16-21

Commissioner of Finance: 

Date: 3/17/21

Ordinance No.

2021

**ORDINANCE AMENDING ORDINANCE
NO. 196-2020 AUTHORIZING AN
INTERMUNICIPAL AGREEMENT WITH THE
VILLAGE OF SKANEATELES RELATIVE TO THE
CITY OF SYRACUSE PROVIDING ASSISTANCE
TO THE VILLAGE WITH THE OPERATION OF
THEIR WATER DEPARTMENT**

BE IT ORDAINED, that Ordinance No. 196-2020 is hereby amended to read as follows:

BE IT ORDAINED, that the Mayor be and he hereby is authorized to enter an intermunicipal agreement with the Village of Skaneateles relative to the City of Syracuse providing assistance to the Village of Skaneateles in the operation of their Water Department, as they no longer have a certified water plant operator; and

BE IT FURTHER ORDAINED, that the agreement shall be for a twelve month term effective as of April 1, 2020 through March 31, 2021 with the option for two (2) twelve month renewal periods subject to the approval of the Mayor and Common Council; the agreement is hereby extended for the first twelve month renewal period from April 1, 2021 through March 31, 2022; and

BE IT FURTHER ORDAINED, that the services to be provided under this amended agreement shall be as detailed in the Scope of Services attached hereto as Appendix "A" and the Village of Skaneateles shall pay the City a minimum amount of \$21,500.00 per year for all services to be provided by the City under the amended intermunicipal agreement; and

BE IT FURTHER ORDAINED, that the Mayor be and he hereby is authorized to execute a contract or written instruments as approved by the Corporation Counsel; and

BE IT FURTHER ORDAINED, that upon receipt of the funds from the Village of Skaneateles the Commissioner of Finance is authorized and directed to deposit said payments in the

appropriate Water Department Revenue Account.

APPENDIX "A"

1. SCOPE OF SERVICES

A. DAILY WATER OPERATIONS

City requires full and complete access to the entire water system and all related facilities and appurtenances of daily water operations of the village consists of the following:

- i. Monthly water quality sampling in accordance with the NYSDOH Subpart 5 at the three locations within the service area (High school, Village Hall, Kane Ave. Apartments).
- ii. Operate and maintain responsibilities of the Ultra violet (UV) light treatment facility.
- iii. Operate and maintain responsibilities of the chlorination disinfection facility.
- iv. Operate and maintain responsibilities of the water supply storage tanks.
- v. Prepare monthly water quality reporting as required by the Onondaga County Department of Health (OCDOH).
- vi. Oversee system as Designated Operator of Record per OCDOH in emergency situations.

B. EMERGENCY SERVICES

- i. Since the Syracuse Water Department (SWD) is the Operator of Record, the SWD need to be notified and may need to be on site to respond to the Village water SCADA System alarms and notifications for the Village Service Area.

C. OTHER WORK

- i. Verify and continue Compliance with required Vulnerability Assessment(VA) and Emergency Action Plan (ERP) Requirements
- ii. Verify and update the Cyber Security Compliance Report mandated by the USEPA (Annually).
- iii. Prepare and Submit the Annual Water Quality Report to the Onondaga County Department of Health (OCDOH)

2. VILLAGE RESPONSIBILITY

The Village shall provide the following water system information:

- a. All record documents including:
 - i. Record drawings of system information and locations
 - ii. Material records and required appurtenances of current operating system.
 - iii. As-built information for water storage facilities, water chlorination system and UV disinfection system.
 - iv. Operation and Maintenance (O&M) manuals for all system equipment.
 - v. Standard Operating Procedures for water plant
 - vi. Emergency procedures for HAB event.
- A. All documentation identifying the location, materials, and condition of the water system and appurtenances in ARCGIS.
- b. All paper documents of water system and appurtenances and any maintenance records for the last 12 months.
- c. All historical records of water systems leaks, identifying the location and repair methods.
- d. Provide all as-builts pertaining to the water storage facilities and the water chlorination system.
- e. All Operation and Maintenance (O&M) manuals for all water system equipment in digital format if available.

3. ADDITIONAL SERVICES

- a. Emergency backup water main repair operations:

The city will provide emergency water system repair services in accordance with the Village AWWA, and ASTM standards. These services include the following:

- i. Excavate and repair of water main breaks and leaks. The excavation will be performed and water main repaired.
- ii. Excavate and replace any water system appurtenances within the service area boundary as defined previously.

- iii. Operate the water system valves and or curb stops necessary to facilitate the water main repair.
- iv. Excavate, remove and replace any broken water system valves.
- v. Excavate, remove and replace any hydrant which have been disturbed and is leaking.

COMPENSATION

The total compensation not to exceed for daily operations, as defined in above, shall be billed hourly at the listed below at a fee not to exceed **\$1,500.00 per month** for the duration of the contract.

Standard Water Plant Operator Hourly Billing Rate: \$30.00

For Emergency Services

Compensation for Emergency services will be on a Time and Materials basis. Material will be invoiced at cost and Emergency Billing Rates shall be as follows:

Emergency Water Plant Operator Hourly Billing Rate \$55.00

Services	Cost
Daily Operations	\$1,500/month
Annual Water Quality	\$3,500
Report VA & ERP Compliance	At Cost
Cyber Security Compliance	At Cost
Report Emergency Services	Emergency Rates and Materials Cost



DEPARTMENT OF WATER

CITY OF SYRACUSE, MAYOR BEN WALSH

Joseph B. Awald, PE
Commissioner

March 15, 2021

John D. Walsh
Deputy Commissioner

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

RE: Intermunicipal Agreement with the Village of Skaneateles

Dear Mr. Copanas:

Please prepare legislation for the next regularly scheduled Common Council meeting to extend the Intermunicipal Agreement with the Village of Skaneateles for assistance with the operation of their Water Department since they no longer have a certified water plant operator.

The Ordinance (196-2020) authorized a contract period from April 1, 2020 through March 31, 2021 with the option for two (2) twelve month renewal periods. Please renew this contract for an additional year.

Skaneateles shall pay a minimum of \$21,500 per year for the services provided under the Agreement. Revenues for these services will be credited to Water Department revenue account 05. 427700.

Very truly yours,

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

Joseph Awald, P.E.
Commissioner of Water

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



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management & Budget
DATE: March 15, 2021
SUBJECT: Extension Intermunicipal Agreement with the Village of Skaneateles


On behalf of the Department of Water, I am requesting that the City of Syracuse extend the Intermunicipal Agreement with the Village of Skaneateles for assistance with the operation of their Water Department since they no longer have a certified water plant operator.

Ordinance #196-2020 authorized a contract period from April 1, 2020 through March 31, 2021 with the option for two (2) twelve month renewal periods. This extension will be for the first twelve month renewal period.

Skaneateles shall pay a minimum of \$21,500 per year for the services provided under the Agreement. Revenues for these services will be credited to the Water Department revenue account 05.427700.

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

Thank you for your attention regarding this matter.



Mayor Ben Walsh
City of Syracuse, New York

MAR 17 2021

Date

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

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

Ordinance No.

2021

**ORDINANCE AMENDING ORDINANCE
NO. 260-2020 AUTHORIZING A COOPERATION
AGREEMENT WITH THE SYRACUSE
INDUSTRIAL DEVELOPMENT AGENCY
RELATIVE TO PROVIDING FUNDING TO THE
CITY IN AN AMOUNT NOT TO EXCEED
\$520,882.58 FOR REIMBURSEMENT OF A
PORTION OF THE ADDITIONAL \$600,000
CONSTRUCTION COSTS ADDED TO THE
HIAWATHA BOULEVARD SIDEWALK
IMPROVEMENT PROJECT, PIN NO. 3755.84 FOR
THE RENOVATION OF A PORTION OF THE
ONONDAGA CREEKWALK LOCATED BETWEEN
THE INTERSECTIONS OF HIAWATHA
BOULEVARD WITH VAN RENSSELAER STREET
AND SOLAR STREET**

BE IT ORDAINED, that Ordinance No. 260-2020 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 a cooperation agreement with the Syracuse Industrial Development Agency (“SIDA”) relative to SIDA participating with the City of Syracuse in the undertaking of a project to renovate a portion of the Onondaga Creekwalk located between the intersections of Hiawatha Boulevard with Van Rensselaer Street and Solar Street (“the Creekwalk Project”) as part of the Hiawatha Boulevard Sidewalk Improvement Project, PIN No. 3755.84; and

BE IT FURTHER ORDAINED, that the pursuant to the original Agreement SIDA was to provide the City with funding in an amount not to exceed \$520,882.58 to reimburse the City for funds spent on the \$600,000.00 additional construction costs for the renovation of a portion of the Onondaga Creekwalk located between the intersections of Hiawatha Boulevard with Van

Rensselaer Street and Creekwalk Project; and

BE IT FURTHER ORDAINED, that the City received an additional \$255,269.00 in Federal Funds through the Transportation Improvement Program (TIP) and therefore wishes to reduce the amount of funds to be received from SIDA from \$520,882.58 to \$395,785.00. The City will reimburse SIDA for any construction expenses it has already paid above the reduced not to exceed amount; and

BE IT FURTHER ORDAINED, that the Creekwalk Project is part of the larger Hiawatha Boulevard Sidewalk Improvement Project, PIN No. 3755.84 being undertaken solely by the City of Syracuse and this Project includes significant repairs to Hiawatha Boulevard, including but not limited to milling and paving of the roadway surface, upgrades to signs, traffic signals, and pavement markings, bridge joint replacement and isolated bridge deck surface repairs and drainage structure relocations; and

BE IT FURTHER ORDAINED, that all funds provided by SIDA for the Creekwalk Project will be based on amounts paid by the City on a time and expense basis for the Creekwalk Project and the SIDA funds used for the Creekwalk Project are to be derived solely from funds held by SIDA for use in the Lakefront areas; and

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



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

Mary E. Robison, PE
City Engineer

John Kivlehan
Design & Construction

Kelly Haggerty
Public Buildings

Marc Romano
Mapping & Surveying

12 March 2021

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. 260-2020 Authorizing Cooperation Agreement with City of Syracuse Industrial Development Agency (SIDA) to participate with the City of Syracuse in the undertaking of a project to renovate a portion of the Onondaga Creekwalk located between the intersections of Hiawatha Boulevard with Van Rensselaer Street and Solar Street for the Hiawatha Boulevard Sidewalk Improvement Project, PIN 3755.84. Amend to reduce the amount of SIDA funds and the City to refund SIDA any expensed funds.

Dear Mr. Copanas:

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

An Ordinance authorizing a Cooperation Agreement with City of Syracuse Industrial Development Agency (SIDA) for an amount not to exceed \$520,882.58 to be paid on a time and expense basis for all services required to produce towards the cost of the Creekwalk Project, to be derived solely from funds held by SIDA for use in the lakefront area (the "Funding") and to be disbursed pursuant to the terms of this Agreement. The Creekwalk Project is part of a larger project (Hiawatha Boulevard Sidewalk Improvement Project, PIN 3755.84) being undertaken solely by the City of Syracuse that includes significant repairs to Hiawatha Blvd. including (but not limited to) milling and paving of the roadway surface; upgrades to signs, traffic signals, and pavement markings; bridge joint replacement and isolated bridge deck surface repairs and drainage structure relocations. Amend ordinance to reduce the amount of SIDA funds from \$520,882.58 to \$395,785.00, and the City shall refund SIDA for any construction expenses paid above the \$395,785.00. This reduction in SIDA's fund contribution is a result of the Project receiving additional TIP federal construction funds.

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

The City is expected to incur all initial costs for this project with subsequent 80% reimbursement (\$2,181,815.00) from the Federal government through the Transportation Improvement Program (TIP), 13.4% reimbursement (\$365,100.00) from the State Marchiselli Program and 4.7% (\$129,300.00) will be the local share; the remaining additional construction amount of \$395,785.00 will be funded by SIDA (previously SIDA funded \$520,882.58). The total project cost remains at a total not to exceed cost of \$3,072,000.00. Account number designated by the Commissioner of Finance is 07.599807.701243000.80405.

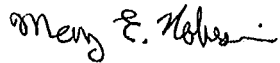
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24

17

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

Very Truly Yours,

A handwritten signature in cursive script, appearing to read "Mary E. Robison".

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

25

Ordinance No.

2021

**ORDINANCE AMENDING ORDINANCE
NO. 1061-2016 AS LAST AMENDED BY
ORDINANCE NO. 441-2020 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. 441-2020, 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 (\$2,181,815.00) of the \$2,727,269.00 from the Federal Government through the Transportation Improvement Program and 13.4% reimbursement (\$365,100.00) of the

\$2,727,269.00 from State Marchiselli Funds, 4.7% (\$129,300.00) local share and \$395,785.00 reimbursement from the Syracuse Industrial Development Agency (SIDA) of the previously approved \$600,000.00 for additional construction costs (\$395,785.00 SIDA and \$204,215.00 additional federal funds).

_____ = new material



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

25

12 March 2021

Mary E. Robison, PE
City Engineer

John Kivlehan
Design & Construction

Kelly Haggerty
Public Buildings

Marc Romano
Mapping & Surveying

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

Re: Request for Legislation: An Ordinance Amending Original Ordinance No. 1061-2016 as last Amended by Ordinance No. 441-2020 Authorizing Scoping, Preliminary, Detailed Design, Construction Inspection Phases and Marchiselli funds increase of the Hiawatha Boulevard Bridge Sidewalk Improvement Project, PIN 3755.84. Amend to increase the amount of Federal 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. 441-2020 authorizing the Department of Engineering to proceed with the Scoping, Preliminary, Detailed Design, Construction Inspection Phases and Marchiselli funds increase of the Hiawatha Boulevard Bridge Sidewalk Improvement Project, PIN 3755.84 for an amount not to exceed \$2,472,00.00. Amend to increase the amount of Federal Funds by \$255,269.00 (new total Transportation Improvement Program Agreement Amount is now \$2,727,269.00). The total project costs remain at \$3,072,000.00 and the balance of construction funding is being obtained from SIDA.

The City is expected to incur all initial costs for this project with subsequent 80% reimbursement (\$2,181,815.00) from the Federal government through the Transportation Improvement Program (TIP), 13.4% reimbursement (\$365,100.00) from the State Marchiselli Program and 4.7% (\$129,300.00) will be the local share; the remaining additional construction amount of \$395,785.00 will be funded by SIDA (previously SIDA funded \$520,882.58). The total project cost remains at a total not to exceed cost of \$3,072,000.00. Account number designated by the Commissioner of Finance is 07.599807.701243000.80405.

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

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

Sincerely,

Mary E. Robison, P.E.
City Engineer

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16

Ordinance No.

2021

**ORDINANCE AMENDING ORDINANCE
NO. 1060-2016 AS LAST AMENDED BY
ORDINANCE NO. 442-2020 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. 442-2020, 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 \$2,727,269.00* to be initially funded with bond proceeds with repayment expected to be funded 80% from Federal funds (Transportation Improvement Program), 13.4% Marchiselli funds, with a local match of 4.7%;
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 \$2,727,269.00* (\$320,000.00 for scoping, preliminary design, and final design phases services; \$40,000.00 for additional detailed design phase services; and \$2,367,269.00 for construction and inspection phases

services) with the Project having an estimated total cost not to exceed \$ 3,072,000.00; 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

* previously read \$2,472,000



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

26

12 March, 2021

Mary E. Robison, PE
City Engineer

John Kivlehan
Design & Construction

Kelly Haggerty
Public Buildings

Marc Romano
Mapping & Surveying

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

Re: Request for Legislation: An Ordinance Amending Original Ordinance No. 1060-2016, as last amended by Ordinance No. 442-2020 Authorizing an Agreement with the New York State Department of Transportation for the Scoping, Preliminary, Detailed Design, Construction Inspection Phases and Marchiselli funds increase of the Hiawatha Boulevard Bridge Sidewalk Improvement Project, PIN 3755.84. Amend to increase the amount of Federal 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. 442-2020 Authorizing an Agreement with the New York State Department of Transportation for the Scoping, Preliminary, Detailed Design, Construction Inspection Phases and Marchiselli funds increase of the Hiawatha Boulevard Bridge Sidewalk Improvement Project, PIN 3755.84 for an amount not to exceed \$2,472,000.00. Amend to increase the amount of Federal Funds by \$255,269.00 (New Total Transportation Improvement Program Agreement Amount is now \$2,727,269.00). The total project cost remains at \$3,072,000.00 and the balance of construction funding is being obtained from SIDA.

The City is expected to incur all initial costs for this project with subsequent 80% reimbursement (\$2,181,815.00) from the Federal government through the Transportation Improvement Program (TIP), 13.4% reimbursement (\$365,100.00) from the State Marchiselli Program and 4.7% (\$129,300.00) will be the local share; the remaining additional construction amount of \$395,785.00 will be funded by SIDA (previously SIDA funded \$520,882.58). The total project cost remains at a total not to exceed cost of \$3,072,000.00. Account number designated by the Commissioner of Finance is 07.599807.701243000.80405.

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

Very truly yours,

Mary E. Robison, P.E.
City Engineer

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

www.syr.gov.net

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Ordinance No.

2021

**ORDINANCE AUTHORIZING AN AGREEMENT
WITH THE UNITED STATES DEPARTMENT OF
THE INTERIOR, U.S. GEOLOGICAL SURVEY
(USGS) FOR THE OPERATION AND
MAINTENANCE OF THE GAGING STATION ON
ONONDAGA CREEK AT SPENCER STREET IN
THE CITY OF SYRACUSE**

WHEREAS, the City will be partnering with the New York State Department of Environmental Conservation (NYSDEC) to reestablish operation of two (2) USGS stream gaging stations on Onondaga Creek with the City where funding was ceased by Onondaga County and the USGS in October 2020; and

WHEREAS, the two (2) USGS stream gaging stations provide significant benefits to the City of Syracuse as they provide real time flood warning data to the City and will be used for an upcoming City of Syracuse Department of Engineering Hydraulic Study targeted at reducing Onondaga Creek flood risks and flood extents to City residents and businesses, which would potentially remove some residents and businesses from the flood zone, which would eliminate their requirement to purchase flood insurance; 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 USGS relative to the operation and maintenance costs for the gaging station on Onondaga Creek at Spencer Street in the City of Syracuse; and

BE IT FURTHER ORDAINED, that the City shall pay to USGS an amount not to exceed \$15,887.00 for the operation and maintenance costs for the gaging station on Onondaga Creek at Spencer Street in the City of Syracuse. The City will pay USGS using the funds remaining from the NYSDEC Creekwalk Amenities Environmental Benefits Program Grant previously approved

by the Mayor and the Common Council by Ordinance No. 274-2005. Pursuant to an existing agreement the City has with CNYRPBD (as administrator) and the NYSDEC, the City will be reimbursed the full amount of the payment to USGS from the NYSDEC Grant fund; 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.

Ordinance No.

2021

**ORDINANCE AUTHORIZING AN ANNUAL
OPERATION AND MAINTENANCE COSTS
AGREEMENT WITH THE UNITED STATES
DEPARTMENT OF THE INTERIOR, U.S.
GEOLOGICAL SURVEY (USGS) FOR THE
GAGING STATION ON ONONDAGA CREEK AT
SPENCER STREET IN THE CITY OF SYRACUSE**

WHEREAS, the City will be partnering with the New York State Department of Environmental Conservation (NYSDEC) to reestablish operation of two (2) USGS stream gaging stations on Onondaga Creek with the City where funding was ceased by Onondaga County and the USGS in October 2020; and

WHEREAS, the two (2) USGS stream gaging stations provide significant benefits to the City of Syracuse as they provide real time flood warning data to the City and will be used for an upcoming City of Syracuse Department of Engineering Hydraulic Study targeted at reducing Onondaga Creek flood risks and flood extents to City residents and businesses, which would potentially remove some residents and businesses from the flood zone, which would eliminate their requirement to purchase flood insurance; 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 annual operation and maintenance costs agreement with the USGS for the gaging station on Onondaga Creek at Spencer Street in the City of Syracuse; and

BE IT FURTHER ORDAINED, that the City shall pay to USGS an amount not to exceed \$5,000.00 for the annual operation and maintenance costs for the gaging station on Onondaga Creek at Spencer Street in the City of Syracuse. The City will pay USGS using funds from the City Department of Engineering Operating Budget Account No. 80400.01.540552 or another appropriate account as designated by the Commissioner of Finance. Pursuant to an existing agreement the City has with the NYSDEC, the City will provide one-third (1/3) of the yearly operation and maintenance costs for the Spencer Street Gaging Station and the NYSDEC will provide the other two-thirds (2/3) of the yearly operation and maintenance costs for the Spencer Street Gaging Station. NYSDEC will be providing the full yearly operation and maintenance costs for the Dorwin Avenue Gaging Station.; and

BE IT FURTHER ORDAINED, that the Agreement shall be for a term of five (5) years, at which time it can be renewed subject to the approval of the Mayor and Common Council, or discontinued; and

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



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

27-28

Mary E. Robison, PE
City Engineer

John Kivlehan
Design & Construction

Kelly Haggerty
Public Buildings

Marc Romano
Mapping & Surveying

12 March 2021

John Copanas, City Clerk
231 City Hall
233 E. Washington St.
Syracuse, NY 13202

RE: REQUEST FOR LEGISLATION – Authorize two agreements with the U.S. Department of the Interior, U.S. Geological Survey (USGS) for operation and maintenance of the USGS Stream Gaging Station on Onondaga Creek at Spencer Street in the City of Syracuse

Dear Mr. Copanas:

Please prepare legislation for the next regularly scheduled Common Council meeting to authorize the City of Syracuse to enter into two agreements with the U.S. Department of the Interior, U.S. Geological Survey (USGS) for operation and maintenance of the USGS stream gaging station on Onondaga Creek at Spencer Street in the City of Syracuse.

The City will be partnering with the New York State Department of Environmental Conservation (NYSDEC) to re-establish operation of two USGS stream gaging stations on Onondaga Creek within the City where funding was ceased by Onondaga County and USGS in October 2020. The two stream gaging stations provide significant benefits to Syracuse as they provide real-time flood warning data for the City, and will be used for an upcoming Dept. of Engineering hydraulic study targeted at reducing Onondaga Creek flood risks and flood extents for City residents and businesses which would potentially remove some residents and businesses from the flood zone which would eliminate their requirement to purchase flood insurance.

This request is specifically for legislation to:

1. Authorize agreement with the USGS for the City to provide a cost not to exceed \$15,887.00 for the operation and maintenance (O&M) costs for the Spencer Street gaging station. These funds will come from the remaining funds left in the NYSDEC Creekwalk Amenities Environmental Benefit Program which is a grant that was approved by the Common Council Ordinance No. 274 of 2005. The City will make a payment to USGS and then be reimbursed the full amount from the NYSDEC grant fund. The City has an existing agreement with the CNYRPDB (as administrator) and NYSDEC to utilize funding from this program.
2. Authorize agreement with the USGS for the City to provide \$5,000 annually for O&M costs for the Spencer Street gaging station. Under this agreement, NYSDEC will be providing approximately two-thirds of the yearly gage O&M costs for the Spencer

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

www.syr.gov.net

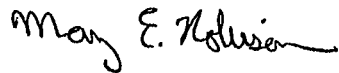
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18

Street gage and the City will provide one-third of yearly O&M costs. NYSDEC will be providing the full yearly O&M costs for the Dorwin Avenue gaging station. The City's funding will come from the Dept. of Engineering's operating budget 80400.01.540552. The agreement will be in effect for a five-year period, at which time it can be renewed or discontinued.

Please advise if you have any questions regarding this legislation.

Sincerely,

A handwritten signature in black ink, appearing to read "Mary E. Robison". The signature is fluid and cursive, with a long horizontal stroke at the end.

Mary E. Robison, PE
City Engineer

Ordinance No.

2021

**ORDINANCE AUTHORIZING ACCEPTANCE OF
A DONATION OF \$7,840.39 FROM MONSTER
TRUCK JAM 2019**

BE IT ORDAINED, that this Common Council hereby authorizes the acceptance of a donation of \$7,840.39 from Monster Truck Jam 2019; said funds shall be used by the Department of Police to purchase supplies for the D.A.R.E. program, which provides drug prevention awareness and education for children and teenagers in the City of Syracuse; and the Commissioner of Finance is hereby authorized to deposit the same into the D.A.R.E. Account #504080.26.31220.

1st Deputy Chief
Joseph Cecile



29.
Deputy Chiefs
Derek McGork
Richard Shoff, Jr.
Richard H. Trudell

SYRACUSE POLICE DEPARTMENT

Kenton T. Buckner, Chief

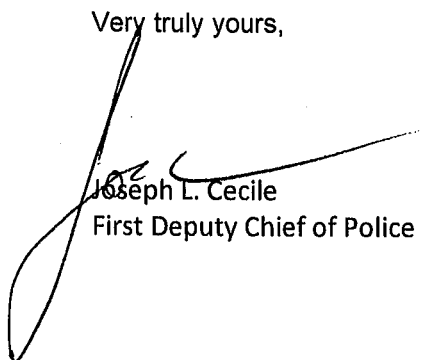
March 11, 2021

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

Dear Mr. Copanas:

I hereby request that you prepare the necessary legislation for the next regular meeting of the Syracuse Common Council to allow the Department of Police to accept funds for the DARE program from Monster Truck Jam 2019. This funding will allow the Dept of Police to purchase supplies for the DARE program, which provides drug prevention awareness and education to area children and teenagers. The funding will be deposited in the Syracuse Police **DARE account 504080.26.31220** for a total **not to exceed \$7,840.39**.

Very truly yours,


Joseph L. Cecile
First Deputy Chief of Police

24

Ordinance No.

2021

**ORDINANCE AUTHORIZING AN AGREEMENT
BETWEEN THE CITY OF SYRACUSE, ON
BEHALF OF THE SYRACUSE POLICE
DEPARTMENT, AND GREEN SKYLINE, LLC
THE PROPERTY OWNER OF THE SKYLINE
APARTMENT BUILDING LOCATED AT 753
JAMES STREET, SYRACUSE, NEW YORK 13203**

BE IT ORDAINED, subject to the approval of the Mayor, that the Mayor be and he is hereby authorized to enter into an agreement between the City of Syracuse, on behalf of the Syracuse Police Department, and Green Skyline, LLC, the property owner of the Skyline Apartment Building located at 753 James Street, Syracuse, New York 13203; and

BE IT FURTHER ORDAINED, that pursuant to the terms of this agreement the Syracuse Police Department shall provide a police detail at the Skyline Apartment Building for a period not to exceed six (6) months; and

BE IT FURTHER ORDAINED, that the Chief of Police shall deploy this detail beginning on March 22, 2021. The detail deployment will run from 4:00 p.m. to 10:00 p.m., seven (7) days a week. The shift will be reevaluated on an as needed basis and is subject to change as determined by the Chief in accordance with public safety requirements; and

BE IT FURTHER ORDAINED, that the City's costs for providing these services are workforce related and will be paid initially through appropriate Department of Police accounts, with reimbursement from Green Skyline, LLC; and

BE IT FURTHER ORDAINED, that Green Skyline, LLC shall reimburse the City on a monthly basis for all costs associated with the police detail at the Skyline Apartment Building, including fringe benefits associated with the deployment of this detail by the Syracuse Police Department; and

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



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

March 26, 2021

Kristen E. Smith
 Corporation Counsel

Joseph W. Barry III
 First Assistant
 Corporation Counsel

Lee R. Terry
 Senior Assistant
 Corporation Counsel

Catherine E. Carnrike
 Meghan E. Ryan
 Amanda R. Harrington
 John C. Black Jr.
 Kathryn M. Ryan
 Ramona L. Rabeler
 Todd M. Long
 Sarah M. Knickerbocker
 Danielle B. Pires
 Finney Raju
 Patrick R. Blood
 Amelia McLean-Robertson
 Patrick J. Parkinson
 Danielle R. Smith

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

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

www.syr.gov.net

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

Re: Legislation Request AMENDMENT– City-Syracuse SPD-Skyline Apartment Agreement

Dear Mr. Copanas:

Please note that the legislative request letter dated March 19, 2021 requesting legislation authorizing an Agreement with **Green National LLC** should be updated to reflect the correct legal entity that owns the Skyline Apartments. Rather than Green National LLC, the requested Agreement will be with **Green Skyline LLC**. The terms, as outlined in the March 19, 2021 letter, remain the same.

The Law Department will supply a revised ordinance reflecting this update.

Thank you for your assistance in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Kristen E. Smith".

Kristen E. Smith
 Corporation Counsel

Ordinance No.

2021

**ORDINANCE AUTHORIZING A
MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF SYRACUSE AND THE
UPSTATE UNIVERSITY HOSPITAL
COMMUNITY CAMPUS RELATIVE TO
OBTAINING NYS MANDATED MEDICATION
FOR THE SYRACUSE FIRE DEPARTMENT'S
EMS PROGRAM**

BE IT ORDAINED, that the Mayor is authorized to execute a Memorandum of Understanding between the City and Upstate University Hospital Community Campus located at 4900 Broad Road, Syracuse, New York relative to obtaining NYS mandated medication for the Syracuse Fire Department's EMS program; and

BE IT FURTHER ORDAINED, that this agreement will be for a two (2) year term effective as of May 1, 2021; and

BE IT FURTHER ORDAINED, that said Memorandum of Understanding shall have no cost to the City of Syracuse except for the medications purchased. The medication costs are estimated not to exceed \$20,000.00 per year; and

BE IT FURTHER ORDAINED, that all costs for medications purchased pursuant to this Memorandum of Understanding shall be charged to Fire Department Account #34100.01.540520, Emergency, Medical & Safety Supplies; and

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



SYRACUSE FIRE DEPARTMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

Michael J. Monds
Chief of Fire

Daniel Downes
First Deputy Chief

Deputy Chiefs

Robert Cussen
Elton Davis
Barry Lasky
John Kane
James Farewell

March 2, 2021

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

Re: **Request for Legislation**

Dear Mr. Copanas:

The Department of Fire requests the preparation of legislation for Submission to the Common Council for action at their next scheduled meeting to authorize the Fire Department to enter into an agreement with Upstate University Hospital Community Campus Located at 4900 Broad Road, Syracuse, NY 13215.

The purpose of the (MOU) Memorandum of Understanding is so that the Syracuse Fire Department can obtain NYS mandated medication for its EMS program from the hospital using appropriate accountability standards and the most stringent control. The cost of which shall not exceed \$20,000 each year.

The term of this agreement shall begin May 1, 2021 and be for a period of two years. There is no cost for the agreement only for the medications purchased, which will be charged to Fire Department account 34100.01.540520, Emergency, Medical, & Safety Supplies.

The terms of this agreement have been approved by the Corporation Counsel.

Respectfully submitted,

Michael J. Monds

Michael J. Monds
Chief of Fire

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

Office 315 473 5525
Fax 315 422 7766

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GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management & Budget
DATE: March 11, 2021
SUBJECT: Memorandum of Understanding – Upstate University Hospital
Community Campus

On behalf of the Syracuse Fire Department ("SFD"), I am requesting your approval for the City of Syracuse to enter into a Memorandum of Understanding ("MOU") with Upstate University Hospital Community Campus located at 4900 Broad Road, Syracuse, NY 13215.

The purpose of the MOU is so that the Syracuse Fire Department can obtain NYS mandated medication for its EMS program from the hospital using appropriate accountability standards and the most stringent control. The cost of which shall not exceed \$20,000 each year.

The term of this agreement shall begin May 1, 2021 and be for a period of two years. There is no cost for the agreement only for the medications purchased, which will be charged to Fire Department account 34100.01.540520, Emergency, Medical & Safety Supplies.

Please indicate your concurrence to enter into a Memorandum of Understanding with **Upstate University Hospital Community Campus** by signing below and returning this memo to me so that I may forward a copy to the Common Council along with the legislation request for the next Common Council Meeting.

Thank you for your attention regarding this matter.

Mayor Ben Walsh
City of Syracuse, New York

MAR 17 2021

Date

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

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

Ordinance No.

2021

**ORDINANCE AUTHORIZING A PUBLIC
HEARING CONCERNING THE CITY OF
SYRACUSE'S APPLICATIONS FOR FISCAL
YEAR 2021-2022 (YEAR 47) PROGRAMS:
COMMUNITY DEVELOPMENT BLOCK GRANT
PROGRAM, EMERGENCY SOLUTIONS GRANT
PROGRAM, HOME INVESTMENT
PARTNERSHIP GRANT PROGRAM AND
HOUSING OPPORTUNITIES FOR PERSONS
WITH AIDS GRANT PROGRAM**

WHEREAS, the rules and regulations promulgated by the Federal Department of Housing and Urban Development for Community Development Block Grant funds require that a public hearing be held to obtain the views of citizens with respect to a municipality's participation in the proposed Community Development Block Grant Program, Emergency Solutions Grant Program, HOME Investment Partnership Grant Program and Housing Opportunities for Persons with Aids Grant Program; NOW, THEREFORE,

BE IT ORDAINED, that the City Clerk be and hereby is authorized and directed to publish a notice of public hearing to be held by this Common Council to be held remotely via WebEx at 5:30 p.m. on Thursday, April 8, 2021, with instructions and a link to the meeting being placed on the Common Council page of the City of Syracuse website, with respect to the City of Syracuse's applications for Fiscal Year 2021/2022 (Year 47) programs as follows: Community Development Block Grant Program, Emergency Solutions Grant Program, HOME Investment Partnership Grant Program and Housing Opportunities for Persons with Aids Grant Program, a copy of the draft budgets for these programs for Year 47 is attached hereto as Exhibit "A"; and

BE IT FURTHER ORDAINED, that said public hearing will be held in accordance with the General Municipal Law of the State of New York and notice of such hearing shall be published in

the official newspaper of the City of Syracuse at least ten (10) days prior to the date of the public hearing, exclusive of the date the hearing is actually held; and

BE IT FURTHER ORDAINED, that the City Clerk shall arrange for a stenographer to transcribe the public hearing.

EXHIBIT "A"

CDBG Year 47 Anticipated Budget

Applicant	Program	Final Year 46 CDBG Allocation	Draft Year 47 CDBG Allocation	% of Total
ARISE, Inc.	Housing Referral and Advocacy Program	\$ 28,235	\$ 28,235	0.5555%
Catholic Charities of Onondaga County	Staffing: Eviction Prevention + Relocation Assistance Program	\$ 168,310	\$ 168,310	3.3111%
	Direct Financial Assistance for Relocation Program	\$ 33,491	\$ 33,491	0.6589%
CenterState CEO Foundation	Build Ready & Up Start for Syracuse Build	\$ 30,579	\$ 30,579	0.6016%
CenterState CEO Foundation	Upstate Minority Economic Alliance	\$ -	\$ 8,900	0.1751%
CNY Fair Housing	Education, Enforcement, + Tenant Counseling	\$ 60,245	\$ 60,245	1.1852%
Cooperative Federal Credit Union	Youth Financial Empowerment Initiative	\$ -	\$ -	0.0000%
Dunbar Association *	Youth Program	\$ 22,689	\$ -	0.0000%
Empire Housing	Far Westside/City of Syracuse Revitalization Strategy	\$ 82,536	\$ 60,000	1.1804%
Goodlife Philanthropic Youth Foundation *	315 Lift	\$ 10,243	\$ -	0.0000%
Greater Syracuse Tenant Network	Tenant Advocacy in HUD Buildings	\$ 40,409	\$ 40,409	0.7950%
Home HeadQuarters	Urgent Care Repair Program*, Ramp Partnership with ARISE, Partnership with City of Syracuse Lead Program	\$ 1,269,413	\$ 1,419,413	27.9239%
	SHARP Program	\$ 254,825	\$ 254,825	5.0131%
	Homeownership Services - Downpayment Assistance	\$ 255,845	\$ 255,845	5.0332%
	Partnership with Syracuse Model Neighborhood Corporation	\$ -	\$ 48,000	0.9443%
	Homeownership Center	\$ 152,895	\$ 152,895	3.0079%
Huntington Family Centers, Inc.	Youth Services Program	\$ 26,928	\$ 26,928	0.5298%
InterFaith Works of CNY	Center for New Americans + Tenant Counseling / Housing Stability	\$ 63,626	\$ 63,626	1.2517%
Its About Childhood & Family (IACAF)	The Center for Hope Program	\$ -	\$ -	0.0000%
Jubilee Homes	Workforce + SW Neighborhood Economic Development	\$ 187,914	\$ 187,914	3.6968%
Legal Services of CNY *	Legal Services for Syracuse Housing Authority Tenants Resident Advocate	\$ 5,000	\$ -	0.0000%
Northeast Hawley Development Association (NEHDA)	Neighborhood Revitalization and Stabilization Program	\$ 73,883	\$ 73,883	1.4535%
Northside Learning Center	Increasing Wages, Improving English Literacy	\$ 2,000	\$ -	0.0000%
OnPoint For College	Career Services Program	\$ 11,267	\$ 11,267	0.2217%
PEACE *	Let Me Be Great: Be Great	\$ 17,583	\$ -	0.0000%
RISE	Refugee Immigrant Self-Empowerment	\$ 1,500	\$ 3,000	0.0590%
Syracuse Model Neighborhood Corporation (SMNC)	Stable Family Housing Program	\$ -	\$ -	0.0000%
Syracuse Model Neighborhood Facility, Inc.	Southwest Community Center (Focus on Youth, Seniors)	\$ 401,332	\$ 401,332	7.8954%
Syracuse Northeast Community Center	Northeast Community Center (Focus on Youth, Seniors)	\$ 307,618	\$ 307,618	6.0517%
Welch Terrace	Welch Terrace Housing	\$ 10,243	\$ 10,243	0.2015%
Westcott Community Center	Community Center Programming (Focus on Youth, Seniors)	\$ 104,925	\$ 104,925	2.0642%
Women's Opportunity Center	Journey To Success	\$ 25,419	\$ -	0.0000%
YWCA	Girls Inc.	\$ 15,365	\$ 15,000	\$ 0.00
	Women's Residence Program	\$ 15,365	\$ 15,365	0.3023%
NBD Distressed Property	Vacant Property Remediation (e.g. renovation, demolition)	\$ 391,350	\$ 226,620	4.4583%
City of Syracuse NBD (20% Cap)	NBD Administration	\$ 1,013,917	\$ 1,024,274	20.1504%
Common Council Consideration	Budget Adjustment	\$ -	\$ 50,000	0.9836%
GRAND TOTAL: PROPOSED ALLOCATION -->		\$ 5,084,950	\$ 5,083,142	100.0000%

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

HOME Year 47 Anticipated Budget

Funded Activities for HOME Program Year 47	Year 47 Draft Budget	% of Allocation
Total CHDO Operating Assistance (5% Max.)†	\$ 70,813	5.0%
Certified Community Housing Development Organizations - CHDO Operating Assistance		
<i>Covenant Housing</i>	\$ 35,406	2.5%
<i>Jubilee Homes of Syracuse, Inc.</i>	\$ 35,406	2.5%
CHDO Generated Activities - (15% Min.)†	\$ 212,438	15.0%
<i>CHDO-Eligible Construction Activities</i>	\$ 212,438	
Developer Subsidies and Direct Homebuyer Assistance	\$ 991,380	70.0%
HOME Administration - (10% Max.)†	\$ 141,625	10.0%
TOTAL HOME INVESTMENT PARTNERSHIP FUND ALLOCATION FROM HUD	\$ 1,416,256	100.0%
†Mandated by HOME regulations		
Estimated Program Income Program Year 47 (If received, will be allocated to developer subsidies.)	\$ 60,226	
Total PY 47 Allocation (Including Program Income)	\$ 1,476,482	

ESG Year 47 Anticipated Budget

Agency	Program	ESG Category	Year 46 Allocated	Year 47 Requested	Year 47 Draft Allocated	% of Allocation
Catholic Charities	Housing Stability Program *	Homeless Prevention	\$ 71,239.00	\$73,000	\$ 45,540.66	10.6%
Chadwick Residence	Transitional Housing	Transitional Housing	\$ 13,651.00	\$18,000	\$ 15,525.65	3.6%
Hiscock Legal Aid Society	Homeless Prevention Legal Services	Homeless Prevention	\$ 71,239.00	\$105,261	\$ 76,836.37	17.8%
In My Father's Kitchen	Under the Bridge Street Outreach	Street Outreach	\$ 57,162.00	\$75,315	\$ 60,864.77	14.1%
Interfaith Works	Housing Stabilization/Case Management	Homeless Prevention	\$ 24,313.00	\$36,267	\$ 26,331.57	6.1%
Liberty Resources Inc.	DePalmer House	Transitional	\$13,651.00	\$15,466	\$ 15,108.28	3.5%
Rescue Mission	HIS Team	Street Outreach	\$ 28,581.00	\$46,000	\$ 30,648.22	7.1%
The Salvation Army	TAPC	Rapid Rehousing	\$ 16,210.00	\$18,900	\$ 18,900.00	4.4%
The Salvation Army	Barnabas Case Management	Rapid Rehousing	\$ 12,371.00	\$15,000	\$ 15,000.00	3.5%
The Salvation Army	HALE	Rapid Rehousing	\$ 35,406.00	\$50,000	\$ 37,986.52	8.8%
Volunteer Lawyers Project	Eviction Defense Program	Homeless Prevention	\$ 50,763.00	\$96,020	\$ 56,548.12	13.1%
NBD	NBD Administration	Administration	\$ 31,994.00	\$31,994	\$ 32,374.84	7.5%
Total Expected			\$426,583	\$ 581,223	\$431,665.00	100.0%

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

LATOYA ALLEN
Councilor – 4th District

March 18, 2021

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

RE: Public Hearing Notice for Community Development Block Grant (CDBG)

Dear Mr. Copanas:

Please prepare for legislation for the next scheduled Common Council meeting authorizing a public hearing in relation to the CDBG Grant funds. (2021-2022). This will allow the public to comment on the draft plan with recommendations of the CDBG program Year 47.

The public hearing will be held on Thursday, April 8th, 2021 at 5:30 p.m. via *WebEx*.

Thank you for your assistance in this respect.

Sincerely,

Latoya Allen

Latoya Allen
Councilor – 4th District
Neighborhood Preservation (Homeless and Housing Vulnerable) Committee Chair

Ordinance No.

2021

**ORDINANCE AUTHORIZING CONSOLIDATED
SUBMISSION FOR 2021-2022 (YEAR 47)
COMMUNITY PLANNING AND DEVELOPMENT
PROGRAMS: COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG); EMERGENCY
SOLUTIONS GRANT (ESG); HOME INVESTMENT
PARTNERSHIP GRANT (HOME); AND HOUSING
OPPORTUNITIES FOR PERSONS WITH AIDS
(HOPWA) GRANT**

WHEREAS, the City of Syracuse is an eligible community to receive Community Development Block Grant funds; Emergency Solutions Grant funds; HOME Investment Partnership Grant funds; and Housing Opportunities for Persons with AIDS (HOPWA) Grant funds for 2021-2022 (Year 47) pursuant to the Housing and Community Development Act of 1974 (the "Act"); and

WHEREAS, the primary objective of said Act is to develop a viable urban community by providing decent housing and a suitable living environment and by expanding economic opportunities, principally for persons of low and moderate income; and

WHEREAS, under Title I of the Act and related regulations of the United States Department of Housing and Urban Development (42 U.S.C. 12701), it is required that the Community Development Program be approved by the local legislative body; and

WHEREAS, the Department of Neighborhood and Business Development (formerly known as the Department of Community Development) has held a public meeting on the Community Development Program remotely via WebEx on March 24, 2021 at 5:00 p.m.; and

WHEREAS, the Common Council of the City of Syracuse has held a public hearing on the Community Development Program remotely via WebEx on April 8, 2021 at 5:30 p.m.; NOW
THEREFORE,

BE IT ORDAINED, that this Common Council hereby approves the 2021-2022 (Year 47) Consolidated Submission for Community Planning and Development Programs for the City of Syracuse as set forth in the proposed Second Year Action Plan Budget (Year 47) which is attached as Appendix "A" to this Ordinance; and

BE IT FURTHER ORDAINED, that this Common Council hereby requires that Common Council approval by ordinance by two-thirds vote of all the members of the Council shall be necessary for the access and use of any HUD-108 funds for loans for any economic development project and a copy of such ordinance shall be submitted with the application for use of such HUD-108 funds in addition to any other documentation required by the applicable HUD rules and regulations; and

BE IT FURTHER ORDAINED, that the Mayor of the City of Syracuse is hereby authorized to execute the certifications set forth in Section 91.225-Certifications which are on file with the City Clerk and before this Council; and

BE IT FURTHER ORDAINED, that the Mayor of the City of Syracuse be and he hereby is authorized to execute and file with the United States Department of Housing and Urban Development an application, a copy of which is on file with the City Clerk and before this Council, for the 2021-2022 (Year 47) Community Development Block Grant Program funds in an amount not to exceed \$5,083,142 (est.); Emergency Solutions Grant Program funds in an amount not to exceed \$431,664 (est.); HOME Investment Partnership Program funds in an amount not to exceed \$1,416,256 (est.); and Housing Opportunities for Persons with AIDS (HOPWA) in an amount not to exceed \$389,331 (est.).



DEPARTMENT OF NEIGHBORHOOD & BUSINESS DEVELOPMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

March 4, 2021

Commissioner
Michael Collins

Deputy Commissioner
Jennifer Tift

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

Re: Legislation Request – City of Syracuse’s Second Annual Action Plan (2021-2022) with Draft Budget (Year 47)

Dear Mr. Copanas:

Please prepare legislation for the next Common Council agenda (March 29th, 2021) on behalf of the Department of Neighborhood and Business Development approving the City of Syracuse’s Second Year Action Plan (2021-2022) with Budget (Year 47). The Action Plan is both a plan and an application to the U.S. Department of Housing and Urban Development containing allocations for four separate block grants conditioned on the receipt of the following amounts:

Community Development Block Grant (CDBG): \$5,083,142

HOME Investment Partnership (HOME): \$1,416,256

Emergency Solutions Grant (ESG): \$431,664

Housing Opportunities for Persons with AIDS (HOPWA): \$389,331

Attached please find budgets for the three primary block grants that depict the draft budget allocation that reflects the actual expected award. The department will hold their annual public comment meeting on the action plan at 5:00 PM on Wednesday, March 24. We request that the Council hold their public hearing on April 7, 2021. mcollins@syr.gov.

**Department of
Neighborhood &
Business Development**
201 E Washington Street
Suite 600
Syracuse, NY 13202

Office 315 448 8100
Fax 315 448 8036

www.syr.gov

Sincerely,

Michael Collins
Commissioner

Cc: Sharon Owens, Deputy Mayor
Jennifer Tift, Deputy Commissioner, NBD

CDBG Year 47 Anticipated Budget

Applicant	Program	Final Year 46 CDBG Allocation	Draft Year 47 CDBG Allocation	% of Total
ARISE, Inc.	Housing Referral and Advocacy Program	\$ 28,235	\$ 28,235	0.5555%
Catholic Charities of Onondaga County	Staffing: Eviction Prevention + Relocation Assistance Program	\$ 168,310	\$ 168,310	3.3111%
	Direct Financial Assistance for Relocation Program	\$ 33,491	\$ 33,491	0.6589%
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CNY Fair Housing	Education, Enforcement, + Tenant Counseling	\$ 60,245	\$ 60,245	1.1852%
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	SHARP Program	\$ 254,825	\$ 254,825	5.0131%
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	Homeownership Center	\$ 152,895	\$ 152,895	3.0079%
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Jubilee Homes	Workforce + SW Neighborhood Economic Development	\$ 187,914	\$ 187,914	3.6968%
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RISE	Refugee Immigrant Self-Empowerment	\$ 1,500	\$ 3,000	0.0590%
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YWCA	Girls Inc.	\$ 15,365	\$ 15,000	\$ 0.00
	Women's Residence Program	\$ 15,365	\$ 15,365	0.3023%
NBD Distressed Property	Vacant Property Remediation (e.g. renovation, demolition)	\$ 391,350	\$ 226,620	4.4583%
City of Syracuse NBD (20% Cap)	NBD Administration	\$ 1,013,917	\$ 1,024,274	20.1504%
Common Council Consideration	Budget Adjustment	\$ -	\$ 50,000	0.9836%
GRAND TOTAL: PROPOSED ALLOCATION --->		\$ 5,084,950	\$ 5,083,142	100.0000%

HOME Year 47 Anticipated Budget

Funded Activities for HOME Program Year 47	Year 47 Draft Budget	% of Allocation
Total CHDO Operating Assistance (5% Max.)#	\$ 70,813	5.0%
Certified Community Housing Development Organizations - CHDO Operating Assistance		
<i>Covenant Housing</i>	\$ 35,406	2.5%
<i>Jubilee Homes of Syracuse, Inc.</i>	\$ 35,406	2.5%
CHDO Generated Activities - (15% Min.)#	\$ 212,438	15.0%
<i>CHDO-Eligible Construction Activities</i>	\$ 212,438	
Developer Subsidies and Direct Homebuyer Assistance	\$ 991,380	70.0%
HOME Administration - (10% Max.)#	\$ 141,625	10.0%
TOTAL HOME INVESTMENT PARTNERSHIP FUND ALLOCATION FROM HUD	\$ 1,416,256	100.0%
#Mandated by HOME regulations		
Estimated Program Income Program Year 47 (If received, will be allocated to developer subsidies.)	\$ 60,226	
Total PY 47 Allocation (Including Program Income)	\$ 1,476,482	

ESG Year 47 Anticipated Budget

Agency	Program	ESG Category	Year 46 Allocated	Year 47 Requested	Year 47 Draft Allocated	% of Allocation
Catholic Charities	Housing Stability Program *	Homeless Prevention	\$ 71,239.00	\$73,000	\$ 45,540.66	10.6%
Chadwick Residence	Transitional Housing	Transitional Housing	\$ 13,651.00	\$18,000	\$ 15,525.65	3.6%
Hiscock Legal Aid Society	Homeless Prevention Legal Services	Homeless Prevention	\$ 71,239.00	\$105,261	\$ 76,836.37	17.8%
In My Father's Kitchen	Under the Bridge Street Outreach	Street Outreach	\$ 57,162.00	\$75,315	\$ 60,864.77	14.1%
Interfaith Works	Housing Stabilization/Case Management	Homeless Prevention	\$ 24,313.00	\$36,267	\$ 26,331.57	6.1%
Liberty Resources Inc.	DePalmer House	Transitional	\$13,651.00	\$15,466	\$ 15,108.28	3.5%
Rescue Mission	HIS Team	Street Outreach	\$ 28,581.00	\$46,000	\$ 30,648.22	7.1%
The Salvation Army	TAPC	Rapid Rehousing	\$ 16,210.00	\$18,900	\$ 18,900.00	4.4%
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The Salvation Army	HALE	Rapid Rehousing	\$ 35,406.00	\$50,000	\$ 37,986.52	8.8%
Volunteer Lawyers Project	Eviction Defense Program	Homeless Prevention	\$ 50,763.00	\$96,020	\$ 56,548.12	13.1%
NBD	NBD Administration	Administration	\$ 31,994.00	\$31,994	\$ 32,374.84	7.5%
Total Expected			\$426,583	\$ 581,223	\$431,665.00	100.0%

Ordinance No.

2021

**ORDINANCE AUTHORIZING MAYOR TO
SUBMIT AN APPLICATION TO THE CENTRAL
NEW YORK COMMUNITY FOUNDATION
(CNYCF) FOR A GRANT ON BEHALF OF THE
DEPARTMENT OF NEIGHBORHOOD AND
BUSINESS DEVELOPMENT AND EXECUTE A
CONTRACT OR WRITTEN INSTRUMENTS
ASSOCIATED WITH THE GRANT AS
NECESSARY**

BE IT ORDAINED, that the Mayor be and he hereby is authorized to submit an application to the Central New York Community Foundation (CNYCF) for a grant in an amount not to exceed \$150,000.00; said funds will be used to make lead hazard remediation possible for low to moderate income homeowners and improve the quality of housing in the City of Syracuse; the CNYCF grant funds will be used to supplement the HUD Lead Paint Hazard Grant Funding by an average of \$7,500.00 in direct lead hazard remediation to approximately twenty (20) units; no City matching funds are required; and

BE IT FURTHER ORDAINED, that upon receipt of said grant, the Mayor be and he hereby is authorized to execute a contract or written instruments 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.



DEPARTMENT OF NEIGHBORHOOD & BUSINESS DEVELOPMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

March 12, 2021

Commissioner
Michael Collins

Deputy Commissioner
Jennifer Tift

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

Re: Legislation Request – Approval for the City of Syracuse’s to apply for and enter into contract with Central New York Community Foundation for \$150,000.

Dear Mr. Copanas:

Please prepare legislation for the next Common Council agenda (March 29th, 2021) on behalf of the Department of Neighborhood and Business Development authorizing the City of Syracuse’s to submit a grant application to the Central New York Community Foundation (CNYCF) in the amount of \$150,000. The goal of the grant from CNYCF is to make lead hazard remediation possible for low to moderate income homeowners and improve the quality of housing in the City of Syracuse. THE CNYCF grant will award will supplement the HUD Lead Paint Hazard grant funding by an average of an additional \$7,500 in direct lead hazard remediation to approximately 20 units.

Please contact Michael Collins at 315-448-8109 or mcollins@syr.gov

**Department of
Neighborhood &
Business Development**
201 E Washington Street
Suite 600
Syracuse, NY 13202

Office 315 448 8100
Fax 315 448 8036

www.syr.gov

Sincerely,

Michael Collins
Commissioner

Cc: Sharon Owens, Deputy Mayor
Jennifer Tift, Deputy Commissioner, NBD

Ordinance No.

2021

**ORDINANCE AUTHORIZING MAYOR TO
ACCEPT GRANT FUNDS NOT TO EXCEED
\$7,000.00 FROM THE CENTRAL NEW YORK
COMMUNITY FOUNDATION (CNYCF) ON
BEHALF OF THE M&T FOUNDATION TO BE
USED FOR THE CITY OF SYRACUSE CENSUS
COORDINATOR'S SALARY 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 grant funds from the Central New York Community Foundation (CNYCF) on behalf of the M&T Foundation in an amount not to exceed \$7,000.00; said funds will be used for the City of Syracuse Census Coordinator's salary; no City matching funds are required; and

BE IT FURTHER ORDAINED, that upon receipt of said grant, the Mayor be and he hereby is authorized to execute a contract or written instruments 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.



DEPARTMENT OF NEIGHBORHOOD & BUSINESS DEVELOPMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

35

Commissioner
Michael Collins

Deputy
Commissioner
Jennifer Tifft

March 11, 2021

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

Dear Clerk Copanas:

Please prepare legislation for the next meeting of the Common Council to authorize the City to accept grant funds from the Central New York Community Foundation (CNYCF) on behalf of M&T Foundation. The grant is expected to provide **no more than \$7,000** to be used for the City of Syracuse census coordinator's salary.

CNYCF has served as the fiscal sponsor of a grant awarded by M&T Foundation in December 2019 to support census outreach activities in the City of Syracuse. The City's census coordinator worked with CNYCF to direct the resources of this grant, which has a remaining balance due to necessary adjustments made in response to COVID-19.

M&T Foundation has provided a letter of support for the City to put the remaining balance towards the salary of the City's census coordinator.

This grant does not have a local match.

Sincerely,

Michael Collins
Commissioner

Ordinance No.

2021

**ORDINANCE AUTHORIZING SALE OF ALL
THE RIGHT, TITLE AND INTEREST OF THE
CITY OF SYRACUSE IN AND TO 730 ALVORD
STREET NORTH FOR A TOTAL OF \$151.00**

WHEREAS, the Commissioner of Assessment hereby requests an ordinance authorizing the sale of all the right, title and interest of the City of Syracuse in and to the premises known as 730 Alvord Street North, being Lot 94, Block 114, Tract Kirkpatrick, Section 007, Block -31, Lot -43.0 (007.-31-43.0), Property No. 0102001500, 33 x 94.87 Vacant Lot to Greater Syracuse Property Development Corporation for a total of \$151.00; NOW, THEREFORE,

BE IT ORDAINED, subject to the approval of the Mayor, that upon payment to the Commissioner of Finance of the sum of \$1.00 plus \$150.00 for title work for a total of \$151.00 by Greater Syracuse Property Development Corporation, the said Commissioner of Finance be and he hereby is authorized to apply the sum of \$1.00 toward the payment of delinquent taxes, exclusive of fees and penalties, to cancel and discharge said delinquency, and to issue his receipts and discharges thereof, charging the uncollected taxes to account #269404.01 and the cost of title fee of \$150.00 deposited to account #426620.01; the City of Syracuse to pay all quarters due at the date of closing, for the current year's tax, said share of pro-rated tax to be determined by the Commissioner of Finance; this bid is contingent upon the City of Syracuse discharging any miscellaneous charges not presently a lien against the said premises; and the Mayor is hereby authorized and empowered to make, execute and deliver a deed of the City's right, title and interest in and to said premises to Greater Syracuse Property Development Corporation, said deed to be approved as to manner, form and execution by the Corporation Counsel.



DEPARTMENT OF ASSESSMENT
CITY OF SYRACUSE, MAYOR BEN WALSH

36

March 12, 2021

David M. Clifford
Commissioner

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

Ann E. Gallagher
First Deputy
Commissioner

Attn: Members of the Common Council

Dear City Clerk Copanas:

Mathew D. Oja
Deputy Commissioner

REQUEST FOR ORDINANCE TO AUTHORIZE SALE OF ALL THE RIGHT, TITLE AND INTEREST OF THE CITY OF SYRACUSE IN AND TO THE PREMISES KNOWN AS: 730 Alvord St N TO GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION FOR A TOTAL OF \$151.

This Department requests an ordinance to authorize sale of all the right, title and interest of the City of Syracuse in and to the premises known as:

730 Alvord St N

Lot 94 Bl114 T r Krptk

007.-31-43.0

Property #: 0102001500

33x94.87 Vac

Purchaser: GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION

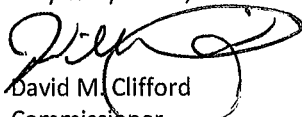
The Commissioner of Finance shall apply \$1.00 of the purchase price by the proposed purchaser towards the payment of the delinquent taxes, excluding fees and penalties. Said Commissioner shall determine the amount, issue his warrant, cancel and discharges. The allowance for uncollected taxes shall be charged to 269404 01. A fee of \$150 for title work will be collected and deposited into account 426620 01.

**Department of
Assessment**
233 E. Washington St
City Hall Room 130
Syracuse, N.Y. 13202

The City of Syracuse shall discharge all quarters due at the time of closing for the current year's tax. The pro-ration shall be determined by the Commissioner of Finance. This bid is contingent upon the City discharging miscellaneous and any other charges not presently a lien against the said premises.

Office 315 448 8370
Fax 315 448 8190

assessment@syr.gov

Very Truly Yours,

David M. Clifford
Commissioner

3

Ordinance No.

2021

**ORDINANCE AUTHORIZING SALE OF ALL
THE RIGHT, TITLE AND INTEREST OF THE
CITY OF SYRACUSE IN AND TO 226
DELAWARE STREET & KELLOGG STREET
FOR A TOTAL OF \$1.00**

WHEREAS, the Commissioner of Assessment hereby requests an ordinance authorizing the sale of all the right, title and interest of the City of Syracuse in and to the premises known as 226 Delaware Street & Kellogg Street, being Lot P 1 & 2, Block 328, Tract Kellogg, Section 092, Block -10, Lot -27.0 (092.-10-27.0), Property No. 1022002400, 75.33 x 95 Vacant Lot to Greater Syracuse Property Development Corporation for a total of \$1.00; NOW, THEREFORE,

BE IT ORDAINED, subject to the approval of the Mayor, that upon payment to the Commissioner of Finance of the sum of \$1.00 by Greater Syracuse Property Development Corporation, the said Commissioner of Finance be and he hereby is authorized to apply the sum of \$1.00 toward the payment of delinquent taxes, exclusive of fees and penalties, to cancel and discharge said delinquency, and to issue his receipts and discharges thereof, charging the uncollected taxes to account #269404.01; the City of Syracuse to pay all quarters due at the date of closing, for the current year's tax, said share of pro-rated tax to be determined by the Commissioner of Finance; this bid is contingent upon the City of Syracuse discharging any miscellaneous charges not presently a lien against the said premises; and the Mayor is hereby authorized and empowered to make, execute and deliver a deed of the City's right, title and interest in and to said premises to Greater Syracuse Property Development Corporation, said deed to be approved as to manner, form and execution by the Corporation Counsel.



DEPARTMENT OF ASSESSMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

37

March 12, 2021

David M. Clifford
Commissioner

Ann E. Gallagher
First Deputy
Commissioner

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

Attn: Members of the Common Council

Dear Mr. Copanas:

REQUEST FOR ORDINANCE TO AUTHORIZE SALE OF ALL THE RIGHT, TITLE AND INTEREST OF THE CITY OF SYRACUSE IN AND TO THE PREMISES KNOWN AS: TO THE GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION FOR A TOTAL OF \$1.

This Department requests an ordinance to authorize sale of all the right, title and interest of the City of Syracuse in and to the premises known as:

226 Delaware St & Kellogg St
Lot P1&2 B1328 Tr Kellogg
092.-10-27.0
Property #: 1022002400
75.33x95 Vac

Purchaser: Greater Syracuse Property Development Corporation for a total of \$1.00.

Thank you for your consideration.

**Department of
Assessment**
233 E. Washington St
City Hall, Room 130
Syracuse, N.Y. 13202

Office 315 448 8270
Fax 315 448 8190
assessment@syrgov.net

Very Truly Yours,

David M. Clifford
Commissioner

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

4

Ordinance No.

2021

**ORDINANCE AUTHORIZING SALE OF ALL
THE RIGHT, TITLE AND INTEREST OF THE
CITY OF SYRACUSE IN AND TO 1425 FAYETTE
STREET EAST & MAPLE STREET FOR A
TOTAL OF \$151.00**

WHEREAS, the Commissioner of Assessment hereby requests an ordinance authorizing the sale of all the right, title and interest of the City of Syracuse in and to the premises known as 1425 Fayette Street East & Maple Street, being Lot Sub H of 2, Block 214, Section 031, Block -14, Lot -05.0 (031.-14-05.0), Property No. 1627004000, 57 x 132 Garage to Greater Syracuse Property Development Corporation for a total of \$151.00; NOW, THEREFORE,

BE IT ORDAINED, subject to the approval of the Mayor, that upon payment to the Commissioner of Finance of the sum of \$1.00 plus \$150.00 for title work for a total of \$151.00 by Greater Syracuse Property Development Corporation, the said Commissioner of Finance be and he hereby is authorized to apply the sum of \$1.00 toward the payment of delinquent taxes, exclusive of fees and penalties, to cancel and discharge said delinquency, and to issue his receipts and discharges thereof, charging the uncollected taxes to account #269404.01 and the cost of title fee of \$150.00 deposited to account #426620.01; the City of Syracuse to pay all quarters due at the date of closing, for the current year's tax, said share of pro-rated tax to be determined by the Commissioner of Finance; this bid is contingent upon the City of Syracuse discharging any miscellaneous charges not presently a lien against the said premises; and the Mayor is hereby authorized and empowered to make, execute and deliver a deed of the City's right, title and interest in and to said premises to Greater Syracuse Property Development Corporation, said deed to be approved as to manner, form and execution by the Corporation Counsel.



DEPARTMENT OF ASSESSMENT
CITY OF SYRACUSE, MAYOR BEN WALSH

38

March 12, 2021

David M. Clifford
Commissioner

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

Ann E. Gallagher
First Deputy
Commissioner

Attn: Members of the Common Council

Dear City Clerk Copanas:

Mathew D. Oja
Deputy Commissioner

REQUEST FOR ORDINANCE TO AUTHORIZE SALE OF ALL THE RIGHT, TITLE AND INTEREST OF THE CITY OF SYRACUSE IN AND TO THE PREMISES KNOWN AS: 1425 Fayette St E & Maple St TO GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION FOR A TOTAL OF \$151.

This Department requests an ordinance to authorize sale of all the right, title and interest of the City of Syracuse in and to the premises known as:

1425 Fayette St E & Maple St

Lot Sub H of 2 Bl 214

031. - 14 - 05.0

Property #: 1627004000

57x132 Gar FP30

Purchaser: GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION.

The Commissioner of Finance shall apply \$1.00 of the purchase price by the proposed purchaser towards the payment of the delinquent taxes, excluding fees and penalties. Said Commissioner shall determine the amount, issue his warrant, cancel and discharges. The allowance for uncollected taxes shall be charged to 269404 01. A fee of \$150 for title work will be collected and deposited into account 426620 01.

The City of Syracuse shall discharge all quarters due at the time of closing for the current year's tax. The pro-ration shall be determined by the Commissioner of Finance. This bid is contingent upon the City discharging miscellaneous and any other charges not presently a lien against the said premises.

Very Truly Yours,
A handwritten signature in black ink, appearing to read "David M. Clifford".
David M. Clifford
Commissioner

Department of
Assessment
233 E. Washington St
City Hall Room 130
Syracuse, N.Y. 13202

Office 315 448 8370
Fax 315 448 8190

assessment@syrgov.net

5

Ordinance No.

2021

**ORDINANCE AUTHORIZING SALE OF ALL
THE RIGHT, TITLE AND INTEREST OF THE
CITY OF SYRACUSE IN AND TO 143 FITCH
STREET FOR A TOTAL OF \$1.00**

WHEREAS, the Commissioner of Assessment hereby requests an ordinance authorizing the sale of all the right, title and interest of the City of Syracuse in and to the premises known as 143 Fitch Street, being Lot P 51, Block 132 A, Tract Fitch & Putnam, Section 092, Block -12, Lot -06.0 (092.-12-06.0), Property No. 1128001200, 33 x 132 Vacant Lot to Greater Syracuse Property Development Corporation for a total of \$1.00; NOW, THEREFORE,

BE IT ORDAINED, subject to the approval of the Mayor, that upon payment to the Commissioner of Finance of the sum of \$1.00 by Greater Syracuse Property Development Corporation, the said Commissioner of Finance be and he hereby is authorized to apply the sum of \$1.00 toward the payment of delinquent taxes, exclusive of fees and penalties, to cancel and discharge said delinquency, and to issue his receipts and discharges thereof, charging the uncollected taxes to account #269404.01; the City of Syracuse to pay all quarters due at the date of closing, for the current year's tax, said share of pro-rated tax to be determined by the Commissioner of Finance; this bid is contingent upon the City of Syracuse discharging any miscellaneous charges not presently a lien against the said premises; and the Mayor is hereby authorized and empowered to make, execute and deliver a deed of the City's right, title and interest in and to said premises to Greater Syracuse Property Development Corporation, said deed to be approved as to manner, form and execution by the Corporation Counsel.



DEPARTMENT OF ASSESSMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

March 12, 2021

David M. Clifford
Commissioner

Ann E. Gallagher
First Deputy
Commissioner

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

Attn: Members of the Common Council

Dear Mr. Copanas:

REQUEST FOR ORDINANCE TO AUTHORIZE SALE OF ALL THE RIGHT, TITLE AND INTEREST OF THE CITY OF SYRACUSE IN AND TO THE PREMISES KNOWN AS: TO THE GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION FOR A TOTAL OF \$1.

This Department requests an ordinance to authorize sale of all the right, title and interest of the City of Syracuse in and to the premises known as:

143 Fitch St
Lot P51 B1132a Tr F&P
092.-12-06.0
Property #: 1128001200
33x132 Vac
Purchaser: Greater Syracuse Property Development Corporation for a total of \$1.00.

Thank you for your consideration.

**Department of
Assessment**
233 E. Washington St
City Hall, Room 130
Syracuse, N.Y. 13202

Office 315 448 8270
Fax 315 448 8190

assessment@syrgov.net

Very Truly Yours,


David M. Clifford
Commissioner

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

Ordinance No.

2021

**ORDINANCE AUTHORIZING SALE OF ALL
THE RIGHT, TITLE AND INTEREST OF THE
CITY OF SYRACUSE IN AND TO 145 FITCH
STREET FOR A TOTAL OF \$1.00**

WHEREAS, the Commissioner of Assessment hereby requests an ordinance authorizing the sale of all the right, title and interest of the City of Syracuse in and to the premises known as 145 Fitch Street, being Lot P 51, Block 132 A, Tract Fitch & Putnam, Section 092, Block -12, Lot -05.0 (092.-12-05.0), Property No. 1128001300, 33 x 132 Vacant Lot to Greater Syracuse Property Development Corporation for a total of \$1.00; NOW, THEREFORE,

BE IT ORDAINED, subject to the approval of the Mayor, that upon payment to the Commissioner of Finance of the sum of \$1.00 by Greater Syracuse Property Development Corporation, the said Commissioner of Finance be and he hereby is authorized to apply the sum of \$1.00 toward the payment of delinquent taxes, exclusive of fees and penalties, to cancel and discharge said delinquency, and to issue his receipts and discharges thereof, charging the uncollected taxes to account #269404.01; the City of Syracuse to pay all quarters due at the date of closing, for the current year's tax, said share of pro-rated tax to be determined by the Commissioner of Finance; this bid is contingent upon the City of Syracuse discharging any miscellaneous charges not presently a lien against the said premises; and the Mayor is hereby authorized and empowered to make, execute and deliver a deed of the City's right, title and interest in and to said premises to Greater Syracuse Property Development Corporation, said deed to be approved as to manner, form and execution by the Corporation Counsel.



DEPARTMENT OF ASSESSMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

40

March 12, 2021

David M. Clifford
Commissioner

Ann E. Gallagher
First Deputy
Commissioner

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

Attn: Members of the Common Council

Dear Mr. Copanas:

REQUEST FOR ORDINANCE TO AUTHORIZE SALE OF ALL THE RIGHT, TITLE AND INTEREST OF THE CITY OF SYRACUSE IN AND TO THE PREMISES KNOWN AS: TO THE GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION FOR A TOTAL OF \$1.

This Department requests an ordinance to authorize sale of all the right, title and interest of the City of Syracuse in and to the premises known as:

145 Fitch St
Lot P51 Bl132a Tr F&P
092.-12-05.0
Property #: 1128001300
33x132 Vac
Purchaser: Greater Syracuse Property Development Corporation for a total of \$1.00.

Thank you for your consideration.

**Department of
Assessment**
233 E. Washington St
City Hall, Room 130
Syracuse, N.Y. 13202

Office 315 448 8270
Fax 315 448 8190
assessment@syr.gov.net

Very Truly Yours,


David M. Clifford
Commissioner

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

7

41

Ordinance No.

2021

**ORDINANCE AUTHORIZING SALE OF ALL
THE RIGHT, TITLE AND INTEREST OF THE
CITY OF SYRACUSE IN AND TO 146 FITCH
STREET FOR A TOTAL OF \$1.00**

WHEREAS, the Commissioner of Assessment hereby requests an ordinance authorizing the sale of all the right, title and interest of the City of Syracuse in and to the premises known as 146 Fitch Street, being Lot P 20, Block 131 A, Tract Fitch & Putnam, Section 092, Block -11, Lot -38.0 (092.-11-38.0), Property No. 1028002100, 33 x 129 Vacant Lot to Greater Syracuse Property Development Corporation for a total of \$1.00; NOW, THEREFORE,

BE IT ORDAINED, subject to the approval of the Mayor, that upon payment to the Commissioner of Finance of the sum of \$1.00 by Greater Syracuse Property Development Corporation, the said Commissioner of Finance be and he hereby is authorized to apply the sum of \$1.00 toward the payment of delinquent taxes, exclusive of fees and penalties, to cancel and discharge said delinquency, and to issue his receipts and discharges thereof, charging the uncollected taxes to account #269404.01; the City of Syracuse to pay all quarters due at the date of closing, for the current year's tax, said share of pro-rated tax to be determined by the Commissioner of Finance; this bid is contingent upon the City of Syracuse discharging any miscellaneous charges not presently a lien against the said premises; and the Mayor is hereby authorized and empowered to make, execute and deliver a deed of the City's right, title and interest in and to said premises to Greater Syracuse Property Development Corporation, said deed to be approved as to manner, form and execution by the Corporation Counsel.



DEPARTMENT OF ASSESSMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

41

March 12, 2021

David M. Clifford
Commissioner

Ann E. Gallagher
First Deputy
Commissioner

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

Attn: Members of the Common Council

Dear Mr. Copanas:

REQUEST FOR ORDINANCE TO AUTHORIZE SALE OF ALL THE RIGHT, TITLE AND INTEREST OF
THE CITY OF SYRACUSE IN AND TO THE PREMISES KNOWN AS: TO THE GREATER
SYRACUSE PROPERTY DEVELOPMENT CORPORATION FOR A TOTAL OF \$1.

This Department requests an ordinance to authorize sale of all the right, title and interest
of the City of Syracuse in and to the premises known as:

146 Fitch St
Lot P2o Bl131a Tr F&P
092.-11-38.0
Property #: 1028002100
33x129 Vac
Purchaser: Greater Syracuse Property Development Corporation for a total of \$1.00.

Thank you for your consideration.

**Department of
Assessment**

233 E. Washington St
City Hall, Room 130
Syracuse, N.Y. 13202

Office 315 448 8270
Fax 315 448 8190
assessment@syrgov.net

Very Truly Yours,


David M. Clifford
Commissioner

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

8

Ordinance No.

2021

**ORDINANCE AUTHORIZING SALE OF ALL
THE RIGHT, TITLE AND INTEREST OF THE
CITY OF SYRACUSE IN AND TO 617 HIXSON
AVENUE FOR A TOTAL OF \$151.00**

WHEREAS, the Commissioner of Assessment hereby requests an ordinance authorizing the sale of all the right, title and interest of the City of Syracuse in and to the premises known as 617 Hixson Avenue, being Lot P 1-2, Block 640, Tract S & C, Section 028, Block -03, Lot -12.0 (028.-03-12.0), Property No. 0539207600, 45 x 136 Wood House to Greater Syracuse Property Development Corporation for a total of \$151.00; NOW, THEREFORE,

BE IT ORDAINED, subject to the approval of the Mayor, that upon payment to the Commissioner of Finance of the sum of \$1.00 plus \$150.00 for title work for a total of \$151.00 by Greater Syracuse Property Development Corporation, the said Commissioner of Finance be and he hereby is authorized to apply the sum of \$1.00 toward the payment of delinquent taxes, exclusive of fees and penalties, to cancel and discharge said delinquency, and to issue his receipts and discharges thereof, charging the uncollected taxes to account #269404.01 and the cost of title fee of \$150.00 deposited to account #426620.01; the City of Syracuse to pay all quarters due at the date of closing, for the current year's tax, said share of pro-rated tax to be determined by the Commissioner of Finance; this bid is contingent upon the City of Syracuse discharging any miscellaneous charges not presently a lien against the said premises; and the Mayor is hereby authorized and empowered to make, execute and deliver a deed of the City's right, title and interest in and to said premises to Greater Syracuse Property Development Corporation, said deed to be approved as to manner, form and execution by the Corporation Counsel.



DEPARTMENT OF ASSESSMENT
CITY OF SYRACUSE, MAYOR BEN WALSH

42

March 12, 2021

David M. Clifford
Commissioner

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

Ann E. Gallagher
First Deputy
Commissioner

Attn: Members of the Common Council

Dear City Clerk Copanas:

Mathew D. Oja
Deputy Commissioner

REQUEST FOR ORDINANCE TO AUTHORIZE SALE OF ALL THE RIGHT, TITLE AND INTEREST OF THE
CITY OF SYRACUSE IN AND TO THE PREMISES KNOWN AS: 617 Hixson Ave
TO GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION FOR A TOTAL OF \$151.

This Department requests an ordinance to authorize sale of all the right, title and interest of the
City of Syracuse in and to the premises known as:

617 Hixson Ave

Lot P1 - 2 Bl640 Tr S&C

028.-03-12.0

Property #: 0539207600

45x136 Wh

Purchaser: GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION

The Commissioner of Finance shall apply \$1.00 of the purchase price by the proposed purchaser
towards the payment of the delinquent taxes, excluding fees and penalties. Said Commissioner shall
determine the amount, issue his warrant, cancel and discharges. The allowance for uncollected taxes
shall be charged to 269404 01. A fee of \$150 for title work will be collected and deposited into account
426620 01.

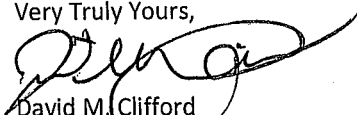
Department of
Assessment
233 E. Washington St
City Hall Room 130
Syracuse, N.Y. 13202

The City of Syracuse shall discharge all quarters due at the time of closing for the current year's tax.
The pro-ration shall be determined by the Commissioner of Finance. This bid is contingent upon the
City discharging miscellaneous and any other charges not presently a lien against the said premises.

Office 315 448 8370
Fax 315 448 8190

assessment@syr.gov.net

Very Truly Yours,


David M. Clifford
Commissioner

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL

9

Ordinance No.

2021

**ORDINANCE AUTHORIZING SALE OF ALL
THE RIGHT, TITLE AND INTEREST OF THE
CITY OF SYRACUSE IN AND TO 254 PRIMROSE
AVENUE FOR A TOTAL OF \$151.00**

WHEREAS, the Commissioner of Assessment hereby requests an ordinance authorizing the sale of all the right, title and interest of the City of Syracuse in and to the premises known as 254 Primrose Avenue, being Lot 22, Block A, Tract Loomis, Section 076, Block -16, Lot -30.0 (076.-16-30.0), Property No. 1472002300, 40 x 122 Wood House & Garage to Greater Syracuse Property Development Corporation for a total of \$151.00; NOW, THEREFORE,

BE IT ORDAINED, subject to the approval of the Mayor, that upon payment to the Commissioner of Finance of the sum of \$1.00 plus \$150.00 for title work for a total of \$151.00 by Greater Syracuse Property Development Corporation, the said Commissioner of Finance be and he hereby is authorized to apply the sum of \$1.00 toward the payment of delinquent taxes, exclusive of fees and penalties, to cancel and discharge said delinquency, and to issue his receipts and discharges thereof, charging the uncollected taxes to account #269404.01 and the cost of title fee of \$150.00 deposited to account #426620.01; the City of Syracuse to pay all quarters due at the date of closing, for the current year's tax, said share of pro-rated tax to be determined by the Commissioner of Finance; this bid is contingent upon the City of Syracuse discharging any miscellaneous charges not presently a lien against the said premises; and the Mayor is hereby authorized and empowered to make, execute and deliver a deed of the City's right, title and interest in and to said premises to Greater Syracuse Property Development Corporation, said deed to be approved as to manner, form and execution by the Corporation Counsel.



DEPARTMENT OF ASSESSMENT
CITY OF SYRACUSE, MAYOR BEN WALSH

4B

March 12, 2021

David M. Clifford
Commissioner

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

Ann E. Gallagher
First Deputy
Commissioner

Attn: Members of the Common Council

Mathew D. Oja
Deputy Commissioner

Dear City Clerk Copanas:

REQUEST FOR ORDINANCE TO AUTHORIZE SALE OF ALL THE RIGHT, TITLE AND INTEREST OF THE CITY OF SYRACUSE IN AND TO THE PREMISES KNOWN AS: 254 Primrose Ave TO GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION FOR A TOTAL OF \$151.

This Department requests an ordinance to authorize sale of all the right, title and interest of the City of Syracuse in and to the premises known as:

254 Primrose Ave
Lot 22 Bl A Tr Loomis
076.-16-30.0
Property #: 1472002300
40x122 Whxgar
Purchaser: GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION

The Commissioner of Finance shall apply \$1.00 of the purchase price by the proposed purchaser towards the payment of the delinquent taxes, excluding fees and penalties. Said Commissioner shall determine the amount, issue his warrant, cancel and discharges. The allowance for uncollected taxes shall be charged to 269404 01. A fee of \$150 for title work will be collected and deposited into account 426620 01.

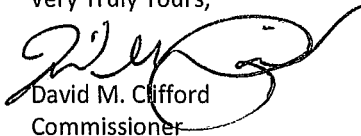
Department of
Assessment
233 E. Washington St
City Hall Room 130
Syracuse, N.Y. 13202

The City of Syracuse shall discharge all quarters due at the time of closing for the current year's tax. The pro-ration shall be determined by the Commissioner of Finance. This bid is contingent upon the City discharging miscellaneous and any other charges not presently a lien against the said premises.

Office 315 448 8370
Fax 315 448 8190

assessment@syr.gov.net

Very Truly Yours,


David M. Clifford
Commissioner

10

Ordinance No.

2021

**ORDINANCE AUTHORIZING SALE OF ALL
THE RIGHT, TITLE AND INTEREST OF THE
CITY OF SYRACUSE IN AND TO 122 WHITE
STREET FOR A TOTAL OF \$1.00**

WHEREAS, the Commissioner of Assessment hereby requests an ordinance authorizing the sale of all the right, title and interest of the City of Syracuse in and to the premises known as 122 White Street, being Lot P 3 & 12, Block 333, Tract White, Section 093, Block -03, Lot -35.0 (093.-03-35.0), Property No. 1096002400, 39.69 x 95 Angular Vacant Lot to Greater Syracuse Property Development Corporation for a total of \$1.00; NOW, THEREFORE,

BE IT ORDAINED, subject to the approval of the Mayor, that upon payment to the Commissioner of Finance of the sum of \$1.00 by Greater Syracuse Property Development Corporation, the said Commissioner of Finance be and he hereby is authorized to apply the sum of \$1.00 toward the payment of delinquent taxes, exclusive of fees and penalties, to cancel and discharge said delinquency, and to issue his receipts and discharges thereof, charging the uncollected taxes to account #269404.01; this bid is contingent upon the City of Syracuse discharging any miscellaneous charges not presently a lien against the said premises; and the Mayor is hereby authorized and empowered to make, execute and deliver a deed of the City's right, title and interest in and to said premises to Greater Syracuse Property Development Corporation, said deed to be approved as to manner, form and execution by the Corporation Counsel.



44

DEPARTMENT OF ASSESSMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

March 12, 2021

David M. Clifford
Commissioner

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

Ann E. Gallagher
First Deputy
Commissioner

Attn: Members of the Common Council

Dear Mr. Copanas:

REQUEST FOR ORDINANCE TO AUTHORIZE SALE OF ALL THE RIGHT, TITLE AND INTEREST OF THE CITY OF SYRACUSE IN AND TO THE PREMISES KNOWN AS: TO THE GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION FOR A TOTAL OF \$1.

This Department requests an ordinance to authorize sale of all the right, title and interest of the City of Syracuse in and to the premises known as:

122 White St
Lot P3&12 Bl333 Tr White
093.-03-35.0
Property #: 1096002400
39.69x95 Ang Vac
Purchaser: Greater Syracuse Property Development Corporation for a total of \$1.00.

Thank you for your consideration.

**Department of
Assessment**
233 E. Washington St
City Hall, Room 130
Syracuse, N.Y. 13202

Office 315 448 8270
Fax 315 448 8190
assessment@syr.gov.net

Very Truly Yours,


David M. Clifford
Commissioner

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

11

Ordinance No.

2021

**ORDINANCE AUTHORIZING SALE OF ALL
THE RIGHT, TITLE AND INTEREST OF THE
CITY OF SYRACUSE IN AND TO 209
WOODLAND AVENUE FOR A TOTAL OF
\$151.00**

WHEREAS, the Commissioner of Assessment hereby requests an ordinance authorizing the sale of all the right, title and interest of the City of Syracuse in and to the premises known as 209 Woodland Avenue, being Lot P 35, Block 1018, Tract Baker, Section 084, Block -05, Lot -15.0 (084.-05-15.0), Property No. 1898001100, 38 x 117.30 Vacant Lot to Greater Syracuse Property Development Corporation for a total of \$151.00; NOW, THEREFORE,

BE IT ORDAINED, subject to the approval of the Mayor, that upon payment to the Commissioner of Finance of the sum of \$1.00 plus \$150.00 for title work for a total of \$151.00 by Greater Syracuse Property Development Corporation, the said Commissioner of Finance be and he hereby is authorized to apply the sum of \$1.00 toward the payment of delinquent taxes, exclusive of fees and penalties, to cancel and discharge said delinquency, and to issue his receipts and discharges thereof, charging the uncollected taxes to account #269404.01 and the cost of title fee of \$150.00 deposited to account #426620.01; the City of Syracuse to pay all quarters due at the date of closing, for the current year's tax, said share of pro-rated tax to be determined by the Commissioner of Finance; this bid is contingent upon the City of Syracuse discharging any miscellaneous charges not presently a lien against the said premises; and the Mayor is hereby authorized and empowered to make, execute and deliver a deed of the City's right, title and interest in and to said premises to Greater Syracuse Property Development Corporation, said deed to be approved as to manner, form and execution by the Corporation Counsel.



DEPARTMENT OF ASSESSMENT
CITY OF SYRACUSE, MAYOR BEN WALSH

45

March 12, 2021

David M. Clifford
Commissioner

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

Ann E. Gallagher
First Deputy
Commissioner

Attn: Members of the Common Council

Dear City Clerk Copanas:

Mathew D. Oja
Deputy Commissioner

REQUEST FOR ORDINANCE TO AUTHORIZE SALE OF ALL THE RIGHT, TITLE AND INTEREST OF THE CITY OF SYRACUSE IN AND TO THE PREMISES KNOWN AS: 209 Woodland Ave TO GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION FOR A TOTAL OF \$151.

This Department requests an ordinance to authorize sale of all the right, title and interest of the City of Syracuse in and to the premises known as:

209 Woodland Ave

Lot P35 Bl 1018 Tr Baker

084.-05-15.0

Property #: 1898001100

38x117.30 Vac

Purchaser: GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION

The Commissioner of Finance shall apply \$1.00 of the purchase price by the proposed purchaser towards the payment of the delinquent taxes, excluding fees and penalties. Said Commissioner shall determine the amount, issue his warrant, cancel and discharges. The allowance for uncollected taxes shall be charged to 269404 01. A fee of \$150 for title work will be collected and deposited into account 426620 01.

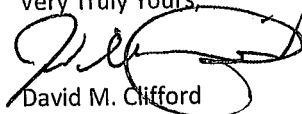
Department of
Assessment
233 E. Washington St
City Hall Room 130
Syracuse, N.Y. 13202

The City of Syracuse shall discharge all quarters due at the time of closing for the current year's tax. The pro-ratio shall be determined by the Commissioner of Finance. This bid is contingent upon the City discharging miscellaneous and any other charges not presently a lien against the said premises.

Office 315 448 8370
Fax 315 448 8190

assessment@syr.gov.net

Very Truly Yours,


David M. Clifford
Commissioner

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL

12

Ordinance No.

2021

**ORDINANCE AUTHORIZING SALE OF ALL
THE RIGHT, TITLE AND INTEREST OF THE
CITY OF SYRACUSE IN AND TO 213
WOODLAND AVENUE FOR A TOTAL OF
\$151.00**

WHEREAS, the Commissioner of Assessment hereby requests an ordinance authorizing the sale of all the right, title and interest of the City of Syracuse in and to the premises known as 213 Woodland Avenue, being Lot P 36, Block 1018, Tract Baker, Section 084, Block -05, Lot -14.0 (084.-05-14.0), Property No. 1898001200, 38 x 177 Vacant Lot to Greater Syracuse Property Development Corporation for a total of \$151.00; NOW, THEREFORE,

BE IT ORDAINED, subject to the approval of the Mayor, that upon payment to the Commissioner of Finance of the sum of \$1.00 plus \$150.00 for title work for a total of \$151.00 by Greater Syracuse Property Development Corporation, the said Commissioner of Finance be and he hereby is authorized to apply the sum of \$1.00 toward the payment of delinquent taxes, exclusive of fees and penalties, to cancel and discharge said delinquency, and to issue his receipts and discharges thereof, charging the uncollected taxes to account #269404.01 and the cost of title fee of \$150.00 deposited to account #426620.01; the City of Syracuse to pay all quarters due at the date of closing, for the current year's tax, said share of pro-rated tax to be determined by the Commissioner of Finance; this bid is contingent upon the City of Syracuse discharging any miscellaneous charges not presently a lien against the said premises; and the Mayor is hereby authorized and empowered to make, execute and deliver a deed of the City's right, title and interest in and to said premises to Greater Syracuse Property Development Corporation, said deed to be approved as to manner, form and execution by the Corporation Counsel.



DEPARTMENT OF ASSESSMENT
CITY OF SYRACUSE, MAYOR BEN WALSH

46

March 12, 2021

David M. Clifford
Commissioner

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

Ann E. Gallagher
First Deputy
Commissioner

Attn: Members of the Common Council

Dear City Clerk Copanas:

Mathew D. Oja
Deputy Commissioner

REQUEST FOR ORDINANCE TO AUTHORIZE SALE OF ALL THE RIGHT, TITLE AND INTEREST OF THE CITY OF SYRACUSE IN AND TO THE PREMISES KNOWN AS: 213 Woodland Ave TO GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION FOR A TOTAL OF \$151.

This Department requests an ordinance to authorize sale of all the right, title and interest of the City of Syracuse in and to the premises known as:

213 Woodland Ave
Lot P36 Bl 1018 Tr Baker
084.-05-14.0
Property #: 1898001200
38x177 Vac
Purchaser: GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION

The Commissioner of Finance shall apply \$1.00 of the purchase price by the proposed purchaser towards the payment of the delinquent taxes, excluding fees and penalties. Said Commissioner shall determine the amount, issue his warrant, cancel and discharges. The allowance for uncollected taxes shall be charged to 269404 01. A fee of \$150 for title work will be collected and deposited into account 426620 01.

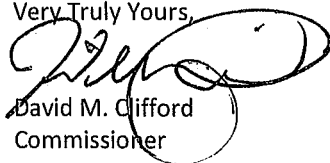
Department of
Assessment
233 E. Washington St
City Hall Room 130
Syracuse, N.Y. 13202

The City of Syracuse shall discharge all quarters due at the time of closing for the current year's tax. The pro-ration shall be determined by the Commissioner of Finance. This bid is contingent upon the City discharging miscellaneous and any other charges not presently a lien against the said premises.

Office 315 448 8370
Fax 315 448 8190

assessment@syr.gov.net

Very Truly Yours,


David M. Clifford
Commissioner

Ordinance No.

2021

**ORDINANCE AUTHORIZING SALE OF ALL
THE RIGHT, TITLE AND INTEREST OF THE
CITY OF SYRACUSE IN AND TO 500-502
TALLMAN STREET & MIDLAND AVENUE FOR
A TOTAL OF \$151.00**

WHEREAS, the Commissioner of Assessment hereby requests an ordinance authorizing the sale of all the right, title and interest of the City of Syracuse in and to the premises known as 500-502 Tallman Street & Midland Avenue, being Lot P 84 & 85, Block 337, Tract Rust Farm, Section 093, Block -06, Lot -13.1 (093.-06-13.1), Property No. 1089000101, 52 x 160 Vacant Lot to Greater Syracuse Property Development Corporation for a total of \$1.00; NOW, THEREFORE,

BE IT ORDAINED, subject to the approval of the Mayor, that upon payment to the Commissioner of Finance of the sum of \$1.00 plus \$150.00 for title work for a total of \$151.00 by Greater Syracuse Property Development Corporation, the said Commissioner of Finance be and he hereby is authorized to apply the sum of \$1.00 toward the payment of delinquent taxes, exclusive of fees and penalties, to cancel and discharge said delinquency, and to issue his receipts and discharges thereof, charging the uncollected taxes to account #269404.01 and the cost of title fee of \$150.00 deposited to account #426620.01; the City of Syracuse to pay all quarters due at the date of closing, for the current year's tax, said share of pro-rated tax to be determined by the Commissioner of Finance; this bid is contingent upon the City of Syracuse discharging any miscellaneous charges not presently a lien against the said premises; and the Mayor is hereby authorized and empowered to make, execute and deliver a deed of the City's right, title and interest in and to said premises to Greater Syracuse Property Development Corporation, said deed to be approved as to manner, form and execution by the Corporation Counsel.



DEPARTMENT OF ASSESSMENT
CITY OF SYRACUSE, MAYOR BEN WALSH

47

March 12, 2021

David M. Clifford
Commissioner

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

Ann E. Gallagher
First Deputy
Commissioner

Attn: Members of the Common Council

Mathew D. Oja
Deputy Commissioner

Dear City Clerk Copanas:

REQUEST FOR ORDINANCE TO AUTHORIZE SALE OF ALL THE RIGHT, TITLE AND INTEREST OF THE CITY OF SYRACUSE IN AND TO THE PREMISES KNOWN AS: 500 - 02 Tallman St & Midland Ave TO GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION FOR A TOTAL OF \$151.

This Department requests an ordinance to authorize sale of all the right, title and interest of the City of Syracuse in and to the premises known as:

500-02 Tallman St & Midland Ave

Lot P84&85 Bl337 Tr R F

093.-06-13.1

Property #: 1089000101

52x160 Vac

Purchaser: GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION


The Commissioner of Finance shall apply \$1.00 of the purchase price by the proposed purchaser towards the payment of the delinquent taxes, excluding fees and penalties. Said Commissioner shall determine the amount, issue his warrant, cancel and discharges. The allowance for uncollected taxes shall be charged to 269404 01. A fee of \$150 for title work will be collected and deposited into account 426620 01.

Department of
Assessment
233 E. Washington St
City Hall Room 130
Syracuse, N.Y. 13202

The City of Syracuse shall discharge all quarters due at the time of closing for the current year's tax. The pro-rata shall be determined by the Commissioner of Finance. This bid is contingent upon the City discharging miscellaneous and any other charges not presently a lien against the said premises.

Office 315 448 8370
Fax 315 448 8190

Very Truly Yours,


David M. Clifford
Commissioner

assessment@syr.gov.net

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL

28

Ordinance No.

2021

**ORDINANCE AUTHORIZING A LICENSE
AGREEMENT BETWEEN THE CITY OF
SYRACUSE AND BIOREFERENCE
LABORATORIES, INC. FOR USE OF THE
ATRIUM LOCATED AT 200 EAST GENESEE
STREET (A/K/A CITY HALL COMMONS) FOR A
COVID-19 TESTING SITE AS PART OF THE
NEW YORK FORWARD RAPID TEST
PROGRAM**

BE IT ORDAINED, subject to the approval of the Mayor, that the Mayor be and he is hereby authorized to enter into a license agreement between the City of Syracuse and BioReference Laboratories, Inc. for use of the City Hall Commons Atrium for a Covid-19 testing site as part of the New York Forward Rapid Test Program; and

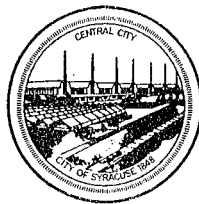
BE IT FURTHER ORDAINED, that the license agreement shall be for a six (6) month term at a cost of \$1.00; and

BE IT FURTHER ORDAINED, that BioReference Laboratories, Inc. shall agree to accept the licensed premises in as-is condition; and

BE IT FURTHER ORDAINED, that the City shall furnish utilities, water, heating and air conditioning to the licensed premises; and

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

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



48
Council Office: (315) 448-8466
Fax: (315) 448-8423

CITY OF SYRACUSE COMMON COUNCIL

MICHAEL GREENE
Councilor-at-Large

March 25, 2021

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

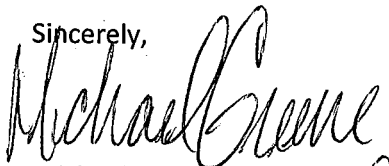
Dear Mr. Copanas,

Please prepare legislation for the March 29, 2021 Common Council Waiver Agenda authorizing the City to enter into a license agreement with BioReference Laboratories, Inc., for the Atrium portion of City Hall Commons for COVID-19 testing as part of the NY Forward Rapid Test Program.

This license agreement will be for a term of six (6) months at the rate of \$1.00.

If you have any questions, please do not hesitate to contact me.

Sincerely,


Michael Greene
Councilor-at-Large *bd*



DEPARTMENT OF ASSESSMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

48

24 March 2021

David M. Clifford
Commissioner

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

Ann E. Gallagher
First Deputy
Commissioner

RE: Request for Legislation

Matthew D. Oja
Deputy Commissioner

Dear Mr. Copanas:

Please prepare appropriate legislation by waiver for the next Common Council agenda for the meeting of March 29th, authorizing the City to enter into a license agreement of the Atrium portion of the property located at 200 E. Genesee Street, also known as City Hall Commons, with BioReference Laboratories, Inc., (BioReference Labs). Such license agreement will include the following terms:


- 1) The license agreement term shall be for a period of six (6) months;
- 2) The rate will be \$1.00 for the period commencing on the License Commencement Date and terminating on the expiration date;
- 3) The Licensed Premises shall be used by Licensee for COVID-19 testing as part of the NY Forward Rapid Test Program;
- 4) The Licensed Premises shall be delivered to BioReference Labs in "as-is" condition;
- 5) The City of Syracuse shall furnish utilities, water, heating and air conditioning to the Licensed Premises during the term of the license agreement.

The License agreement shall be subject to approval of the Corporation Counsel as to terms, form and content.

Very Truly Yours,

**Department of
Assessment**
233 E. Washington St
City Hall, Room 130
Syracuse, N.Y. 13202

Office 315 448 8270
Fax 315 448 8190
assessment@syrgov.net


David M. Clifford
Commissioner of Assessment

cc: Evan Helgesen
Special Assistant to the Mayor