

COMMON COUNCIL  
of the  
CITY OF SYRACUSE

(03/21)

REGULAR MEETING – MARCH 27, 2023

1:00 P.M.

1. *Pledge of Allegiance to the Flag*
2. *Invocation*
3. *Roll Call*
4. *Minutes – March 13, 2023*
5. *Public Hearing – Relative to Item #31, “Application - To the US Department of Housing and Urban Development for the 2023-2024 (Year 49) Fourth Annual Action Plan: Community Development Block Grant (CDBG) (\$4,950,000) HOME Investment Partnership Grant (HOME) (\$1,599,197) Emergency Solutions Grant (ESG) (\$433,588). Housing Opportunities for Person with AIDS (HOPWA) \$412,909”. (Public Hearing held on Wednesday, March 15, 2023, at 5:30 P.M.) APPREANCES: Greg Dewan, Marwah Alobaidi, Bill Demarle, Sadiá Aden, Walt Dixie, Brian Fay, Joe Russo, Shannon Cunningham, Kim McIlroy, Joseph Bizzaro, Kevin Schoon, Wenona Timmons, Twiggy Bille, Hollis Mathis, Bridget Adams, Sal Curran, Karmen Ortiz, Sharon Sherman, Eddie Lamar, Tim Kirkland, Nicole Watts. NEHDA, Submission.*
6. *Petitions*
7. *Committee Reports*
8. *Communications*

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*NEW BUSINESS*  
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BY PRESIDENT HUDSON:

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

18. *Agreement – With Eastcom Companies, Inc., for installation of fiber optic cable, navigating from the 4<sup>th</sup> floor of City Hall to 7<sup>th</sup> and 1<sup>st</sup> floors of One Park Place to utilize Verizon’s conduit system, from the date of execution to June 30, 2023. Total cost not to exceed \$39,500, charged to Account #595860.01.90000. The Mayor waived the RFP process.*
19. *Contract – With Deer Island Bait Company, Inc., on behalf of the Bureau of Information Technology, for consulting services, as it relates to program management and AS400 retirement oversight, to expire June 30, 2023. Total cost not to exceed \$51,000, charged to Account #541500.01.16800. The Mayor waived the RFP process.*

BY COUNCILOR PANIAGUA:

20. *Contract – With Employee Network Inc., (ENI), to act as the City’s Employee Assistance Program (EAP), on behalf of the Office of Personnel & Labor Relation, at the date of execution for a period of three (3) years, with two (2) one-year renewal options with the approval of the Mayor and the Common Council. Total cost not to exceed \$200,000 (\$40,000 annually), to be charged to Account #590701.01.90700.*

BY COUNCILOR GETHERS:

21. *Authorize - The City of Syracuse to declare itself as Lead Agency, pursuant to the State Environmental Quality Review Act (SEQRA), to facilitate the conversion to City issued containers for the new Residential Cart Program for Solid Waste Collection.*
22. *Authorize – The City of Syracuse to adopt a Negative Declaration pursuant to the State Environmental Quality Review Act (SEQRA), for the rollout of the new Residential Cart Program for Solid Waste Collection.*
23. *Amend - Chapter 14 of the Revised General Ordinances of the City of Syracuse, entitled "Health and Sanitation", amend to add a new Article 6 to be entitled "City of Syracuse Department of Public Works Program for Updating the City’s Solid Waste and Recycling Collection System for Household Waste Generators" which will allow the Commissioner of the Department of Public Works to proceed with the rollout of the new City Issued Regulation Containers for properties with one to ten (10) residential units, as detailed in the legislation.*
24. *Authorize – A pilot agreement with Rubicon Global LLC, ("Rubicon"), for turn-by-turn directions for the City’s fleet of sanitation vehicles, for the period of three (3) months with two (2) three-month renewal options with the approval of the Mayor and Common Council. The turn-by-turn technology and equipment will enable the City to monitor, effectively measure and manage the impact and efficiency of its waste removal services. Rubicon will offer the first three (3) months at no cost to the City. Total cost not to exceed \$37,000 (\$6,200 monthly) from Account #01.51420.540530.*

25. *Appropriate Funds - From the American Rescue Plan Act of 2022 (ARPA) in an amount not to exceed \$436,858, on behalf of the DPW, to purchase two (2) Packer for the switch to use semi-automated collection of solid waste in carts .*
26. *Bond Ordinance - Authorizing the issuance and sale of bonds to defray the cost of the Transportation Improvements within the City and along Onondaga Boulevard from the City line to its intersection with Velasko Road "Onondaga Blvd. Project. Total amount not to exceed \$700,000.*
27. *Authorize – An Inter-municipal agreement (IMA) with Onondaga County, for Transportation Improvements within the City and along Onondaga Boulevard from the City line to its intersection with Velasko Road "Onondaga Blvd. Project", as detailed in the attached IMA. The City will pay all costs for the portion of the project that fall within City limits. Total amount not to exceed \$700,000.*
28. *Bond Ordinance - Authorizing the issuance and sale of bonds to defray the cost of the 2023/2024 Genesee Dig Once Capital Improvement Program. Total amount not to exceed \$165,000.*
29. *Authorize – The 2023/2024 Genesee Dig Once Capital Improvement Program, to address pavement, water service and related infrastructure, along with addressing deficient streetscape and ADA compliance. Total amount not to exceed \$165,000.*
30. *Amend – Ord. #81 (02/28/2022), "Appropriate Funds - From the American Rescue Plan Act of 2021 (ARPA) in an amount not to exceed \$3,070,000, on behalf of the Department of Water, for the Intake Construction Project which extends Intake Number Two to address turbidity concerns". Amend to reduce funds by \$2,070,000 to use for the West Genesee Street replacement project from Salina to Myrtle Street.*
31. *Amend – Ord. #82 (02/28/2022), Appropriate Funds - From the American Rescue Plan Act of 2021 (ARPA) in an amount not to exceed \$2,030,000, on behalf of the Department of Water, for the West Genesee Street replacement project from Salina Street to Myrtle, to replace water valves, replace lead services along with the replacement main from 1894". Amend to the increase ARPA appropriation by 2,070,000 from the Intake Construction Project (Ord. 81-2022). Total amount not to exceed \$4,100,000.*
32. *Contract - With American Leak Detection for a professional service, to survey for locations leaks throughout the water distribution system, on behalf of the Department of Water, for the period of two (2) years. Total cost not to exceed \$167,420 (\$83,710 annually) charged to Account #05.83110.541500.*
33. *Accept - Lining of 350 foot long 12" Combined Sewer Main and the construction of a 100 foot long new 18" stormwater sewer main with associated right-of-way improvements along East Fayette Street (1000 Block) by TLSP Coda, LLC, the owner of the South Crouse Apartments Project (1001 East Genesee Street) in accordance with Onondaga County's 1:1 offset requirement (Local Law No. 1, 2011).*

34. *Agreement - With C&S Engineers, Inc., for consultant services, for the Arsenal Park Hydraulic Study and Benefit/Cost Analysis, as detailed in the legislation. Total amount not to exceed \$139,000, charged to Account #07.599807.702792122.80405. To be paid on a time and expense basis for all services required to completion. (Previously authorized in Ord. #706-2019, #278-2021 and #279-2021).*
35. *Bond Ordinance - Authorizing the issuance and sale of bonds to defray the cost of the Scoping, Preliminary & Detail Design Phases of the NSEW Corridors Interconnect Project- Phase 2, PIN 3757.80. Total amount not to exceed \$300,000.*
36. *Agreement - With NYS DOT the Scoping, Preliminary & Detail Design Phases of the NSEW Corridors Interconnect Project- Phase 2, PIN 3757.80, on behalf of the Engineering Department. The City will incur all initial costs with subsequent 80% Federal reimbursement and 15% Marchiselli reimbursement through NYS TIP. Total cost not to exceed \$300,000, from an account designated by the Commissioner of Finance Total project cost not to exceed \$3,250,000.*
37. *Authorize – The Scoping, Preliminary & Detail Design Phases of the NSEW Corridors Interconnect Project- Phase 2, PIN 3757.80, on behalf of the Engineering Department. The City will incur all initial costs with subsequent 80% Federal reimbursement and 15% Marchiselli reimbursement through NYS TIP. Total cost not to exceed \$300,000, from an account designated by the Commissioner of Finance Total project cost not to exceed \$3,250,000.*
38. *Confirm - Appointment of Nikita Jankowski to the Onondaga County Resource Recovery Agency (OCRRA) Board of Directors to complete John P. Copanas term expiring December 31, 2024.*

BY COUNCILOR HOGAN:

39. *Application - To the US Department of Housing and Urban Development for the 2023-2024 (Year 49) Fourth Annual Action Plan: Community Development Block Grant (CDBG) (\$4,950,000) HOME Investment Partnership Grant (HOME) (\$1,599,197) Emergency Solutions Grant (ESG) (\$433,588). Housing Opportunities for Person with AIDS (HOPWA) \$412,909, as it relates to Exhibit "A". (Public Hearing held on Wednesday, March 15, 2022, at 5:30 P.M.)*
40. *Amend – Ord. #510 (08/23/2021), "Appropriate Funds – From the American Rescue Plan Act of 2021 (ARPA) in an amount not to exceed \$500,000 and enter into an agreement with Home Headquarters (Closing Cost Assistance Program (CCA) until December 31, 2023, to provide financial support to generate and assist City first-time home buyers with closing cost assistance." Amend to decrease the appropriation of ARPA funds in an amount not to exceed \$142,500 to increase ARPA appropriation for SHARP. (Ord. #508-2021). SHARP demands have exceeded the allocated funds.*

41. Amend – Ord. #508 (08/23/2021), “Appropriate Funds – From the American Rescue Plan Act of 2021 (ARPA) in an amount not to exceed \$1,000,000 and enter into an agreement with Home Headquarters (Syracuse Homeowner Assistance and Repair Program (SHARP) until December 31, 2023, to provide small home improvement mini-grants to eligible owner-occupied homeowners for small repairs.” Amend to increase the appropriation of ARPA funds from the “Closing Cost Assistance Program” previously approved (Ord. #510-2021) in an amount not to exceed \$142,500 to support the demand for “SHARP”.
42. Local Law - Of the City of Syracuse to amend Sections 5-1801 of the City Charter, entitled “Functions” to include the support of the Planning Commission, Board of Zoning Appeal (BZA), Landmark Preservation Board, and other related zoning and long-term planning services. Also revise Section entitled 5-1803 entitled “Deputies” to change the number of deputies in Neighborhood and Business Development to read four (4), adding Deputy Commissioners of Code Enforcement and of Planning and Sustainability, detailed in the legislation. (Relative to the new IMA regarding planning services between the City of Syracuse and Onondaga County)
43. Authorize – To establish a new Inter-municipal Agreement (IMA) with Onondaga County Planning regarding planning services between the City of Syracuse and Onondaga County. The new plans involve the creation of new City Administrators/positions to be included in the FY23-24 Budget to support Zoning Administration and the Planning Commission. The IMA of June 19, 2013, known as Syracuse-Onondaga County Planning Agency (SOCPA) will termination July 1, 2023, on the same date the new IMA will be effective, attached is a draft of the new IMA.
44. Designate – Property located at 300 Waverly Avenue as a protected site. One person spoke in favor, and no one spoke in opposition to the proposal at the Planning Commission meeting. The Syracuse Landmark Preservation Board, petitioner. Upsilon Alpha Chapter of Chi Omega, owner.

BY COUNCILOR MAJOK:

45. Accept – From the Summit Federal Credit Union, a donation in the amount of \$250, to the Police Department K-9 Program, to allow the K-9 Unit to purchase equipment and/or supplies. The funds will be deposited in Account #404090.26.
46. Agreement - With Paradigm Polygraph Associates, LLC, to conduct polygraph examination, on behalf of the Police Department, as part of the department’s recruit hiring process, to expire June 30, 2023. Total cost not to exceed \$4,500 from Account #541500.01.31230. Mayor has waived the RFP Process.

BY COUNCILOR ALLEN:

47. Sell – All right, title and interest of the City of Syracuse in and to the premises known as 124–126 Calthrop Avenue West, a wood house & garage, to the Greater Syracuse Property Development Corporation for the total sum of \$326 (District 4).

48. Sell – All right, title and interest of the City of Syracuse in and to the premises known as 1921 Midland Avenue, a vacant, to the Greater Syracuse Property Development Corporation for the total sum of \$326 (District 4).

BY COUNCILOR MONTO & COUNCIL PRESIDENT HUDSON:

49. Local Law - Of the City of Syracuse to amend Sections 5-503 entitled "Scope of Audits" and Section 5-505 entitled "Legal Counsel", as detailed in the legislation.

(SUPPLEMENTAL AGENDA – MARCH 27, 2023)  
WAIVER OF THE RULES REQUIRED TO INTRODUCE)

BY COUNCILOR HOGAN:

50. Authorize – The Demolition Design of the Former Syracuse Developmental Center (800-802 South Wilbur Avenue) on behalf of the Department of Engineering, so that the City can bid the demolition package as soon as possible after the State Environmental Quality Review Act (SEQUA) is completed and approved by the Common Council. Total cost not to exceed \$450,000, from the appropriated and unallocated Cash Capital Account #599007.01.99999. This project will be fully reimbursed from a NYS Empire State Development (ESD) grant of \$29,000,000.

Ordinance No.

2023

**ORDINANCE AUTHORIZING AN AGREEMENT  
BETWEEN THE CITY OF SYRACUSE AND  
SECOND CHANCE CANINE ADOPTION  
SHELTER AND/OR FRIENDS OF SECOND  
CHANCE SHELTER INC. TO ASSIST THE CITY  
WITH DOG ADOPTIONS**

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, is hereby authorized to enter into an agreement with Second Chance Canine Adoption Shelter and/or Friends of Second Chance Shelter Inc. to assist the City with the adoption of dogs that have been picked up and held by City of Syracuse Dog Control and/or Animal Cruelty Officers at no cost to the City; all dogs eligible for adoption will be cared for, treated, properly documented, and released from the contracted City shelter in compliance with New York State Agriculture and Markets Law; and

BE IT FURTHER ORDAINED, the initial term of the agreement shall be for the period April 1, 2023 through March 31, 2024 with the option of two (2) additional one year extensions for the periods of April 1, 2024 through March 31, 2025 and April 1, 2025 through March 31, 2026, subject to approval of the Mayor and Common Council; and

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



# SYRACUSE DEPARTMENT OF PARKS, RECREATION & YOUTH PROGRAMS

CITY OF SYRACUSE, MAYOR BEN WALSH

10

March 7, 2023

**Julie LaFave**  
Commissioner

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

## RE: REQUEST FOR LEGISLATION

Dear Ms. McBride:

Please prepare legislation for the next scheduled meeting of the Common Council requesting authorization to enter into an agreement with Second Chance Canine Adoption Shelter and/or Friends of Second Chance Shelter Inc. to work alongside the City of Syracuse to assist in the adoption of dogs that have been picked up and held by City of Syracuse Dog Control and/or Animal Cruelty Officers. All dogs eligible for adoption will have received the necessary care and treatment and been properly documented and released from the contracted City Shelter, as per required by the New York State Department of Agriculture and Markets.

There will be no financial arrangement necessary or required for this agreement. The length of the agreement shall be for 1 year (April 1, 2023 to March 31, 2024), with two 1 year extensions (April 1, 2024 to March 31, 2025 and April 1, 2025 to March 31, 2026).

Please contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Julie LaFave".

Julie LaFave  
Commissioner

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

Office 315 473 4330  
Fax 315 428 8513

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



# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

**Timothy M. Rudd**  
Director

**Julie Castellitto**  
Assistant Director

**TO:** Mayor Ben Walsh  
**FROM:** Timothy M. Rudd, Director of Management & Budget  
**DATE:** March 7, 2023  
**SUBJECT:** Agreement – Second Chance Canine Adoption Shelter

On behalf of the Department of Parks, Recreation & Youth Programs, I am requesting that the City of Syracuse enter into an agreement with Second Chance Canine Adoption Shelter and/or Friends of Second Chance Shelter Inc. to work alongside the City of Syracuse to assist in the adoption of dogs that have been picked up and held by City of Syracuse Dog Control and/or Animal Cruelty Officers. All dogs eligible for adoption will have received the necessary care and treatment and been properly documented and released from the City Shelter, as per required by the New York State Department of Agriculture and Markets.

There will be no financial arrangement necessary or required for this agreement. The length of the agreement shall be for 1 year (April 1, 2023 to March 31, 2024), with two 1 year extensions (April 1, 2024 to March 31, 2025 and April 1, 2025 to March 31, 2026).

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

Thank you for your attention regarding this matter.

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

\_\_\_\_\_  
Date

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

Office 315 448-8252  
Fax 315 448-8116

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**ORDINANCE AUTHORIZING AN AGREEMENT  
BETWEEN THE CITY OF SYRACUSE,  
ONONDAGA COUNTY, AND FRIENDS OF  
SECOND CHANCE SHELTER INC. TO ASSIST  
THE CITY WITH DOG SHELTERING AND  
ADOPTIONS**

WHEREAS, Onondaga County owns a building currently known as the Second Chance Canine Adoption Shelter on the property located at 6660 East Seneca Turnpike, Jamesville, New York 13078 (hereinafter referred to as “the Premises”); and

WHEREAS, Friends of Second Chance Shelter Inc. (“Friends of Second Chance”) is a not-for-profit corporation that supports the shelter; and

WHEREAS, the City requires an agreement with Onondaga County and Friends of Second Chance to allow the City and City staff to work inside the facility to move dogs from the contracted City shelter to the Premises and assist the City’s dog adoption efforts;

NOW, THEREFORE,

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, is hereby authorized to enter into an agreement with Onondaga County and Friends of Second Chance to grant the City permission to access and use the Premises and assist the City with the adoption of dogs that have been picked up and held by City of Syracuse Dog Control and/or Animal Cruelty Officers; all dogs eligible for adoption will be cared for, treated, properly documented, and released from the contracted City shelter in compliance with New York State Agriculture and Markets Law; and

BE IT FURTHER ORDAINED, that the only cost to the City under this agreement will be the payment of utilities for the Premises; and

BE IT FURTHER ORDAINED, that all utility costs associated with the City's use of the Premises shall be paid from an appropriate account as designated by the Commissioner of Finance; and

BE IT FURTHER ORDAINED, this agreement may be terminated by any party upon ninety (90) days' notice; and

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

DRAFT



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# SYRACUSE DEPARTMENT OF PARKS, RECREATION & YOUTH PROGRAMS

CITY OF SYRACUSE, MAYOR BEN WALSH

March 16, 2023

**Julie LaFave**  
Commissioner

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

**RE: REQUEST FOR LEGISLATION**

Dear Ms. McBride:

Please prepare legislation for the next scheduled meeting of the Common Council requesting authorization to enter into an agreement with Onondaga County and Friends of Second Chance Shelter Inc. ("Friends") related to the City's use of a building on the property located at 6660 E. Seneca Turnpike, Jamesville, NY 13078. The property is owned by Onondaga County and the building is currently used exclusively as the Second Chance Canine Adoption Shelter. Friends is the not-for-profit corporation that supports the shelter.

This agreement would allow the City and City staff to work inside the facility to move dogs from the contracted City Shelter to this location, with the goal to adopt them out in coordination with Friends. All dogs eligible for adoption will have received the necessary care and treatment and been properly documented and released from the contracted City Shelter, as required by the New York State Department of Agriculture and Markets.

The agreement will continue until terminated by any party upon ninety (90) days' notice. The City shall be responsible for the payment of utilities in proportion to the amount of the property that the City is using and occupying.

Please contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "JLafave".

Julie LaFave  
Commissioner

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

Office 315 473 4330  
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# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

**Timothy M. Rudd**  
Director

**Julie Castellitto**  
Assistant Director

**TO:** Mayor Ben Walsh  
**FROM:** Timothy M. Rudd, Director of Management & Budget  
**DATE:** March 16, 2023  
**SUBJECT:** Agreement – Onondaga County and Friends of Second Chance Shelter Inc. (“Friends”)

On behalf of the Department of Parks, Recreation & Youth Programs, I am requesting that the City of Syracuse enter into an agreement with Onondaga County and Friends of Second Chance Shelter Inc. (“Friends”) related to the City’s use of a building on the property located at 6660 E. Seneca Turnpike, Jamesville, NY 13078. The property is owned by Onondaga County and the building is currently used exclusively as the Second Chance Canine Adoption Shelter. Friends is the not-for-profit corporation that supports the shelter.

This agreement would allow the City and City staff to work inside the facility to move dogs from the contracted City Shelter to this location, with the goal to adopt them out in coordination with Friends. All dogs eligible for adoption will have received the necessary care and treatment and been properly documented and released from the contracted City Shelter, as required by the New York State Department of Agriculture and Markets.

The agreement will continue until terminated by any party upon ninety (90) days’ notice. The City shall be responsible for the payment of utilities in proportion to the amount of the property that the City is using and occupying.

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

Thank you for your attention regarding this matter.

Mayor Ben Walsh  
City of Syracuse, New York

MAR 17 2023

Date

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

Office 315 448-8252  
Fax 315 448-8116

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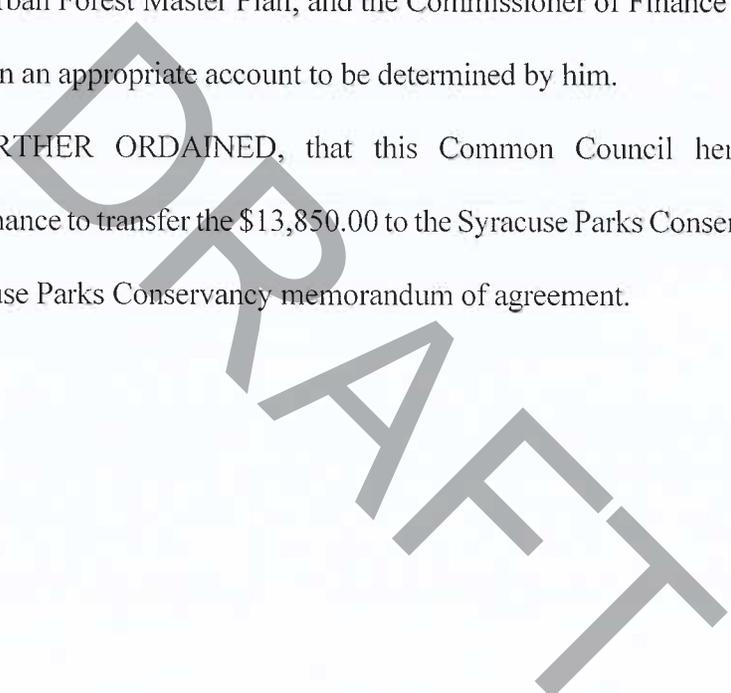
**Ordinance No.**

**2023**

**ORDINANCE AUTHORIZING ACCEPTANCE OF FUNDS IN THE AMOUNT OF \$13,850.00 FROM NATIONAL GRID**

BE IT ORDAINED, that this Common Council hereby authorizes the acceptance of funds in the amount of \$13,850.00 from National Grid; said funds shall be used for the purchase of trees and planting materials for private property tree giveaways, and to support community forestry events in furtherance of the Urban Forest Master Plan; and the Commissioner of Finance is hereby authorized to deposit the same in an appropriate account to be determined by him.

BE IT FURTHER ORDAINED, that this Common Council hereby authorizes the Commissioner of Finance to transfer the \$13,850.00 to the Syracuse Parks Conservancy in accordance with the City-Syracuse Parks Conservancy memorandum of agreement.





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# SYRACUSE DEPARTMENT OF PARKS, RECREATION & YOUTH PROGRAMS

CITY OF SYRACUSE, MAYOR BEN WALSH

March 10, 2023

**Julie LaFave**  
Commissioner

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

## RE: REQUEST FOR LEGISLATION

Dear Ms. McBride:

Please prepare legislation from the next regularly scheduled Common Council meeting to **accept \$13,850** from National Grid and **to approve their transfer** to Syracuse Parks Conservancy. These funds come from National Grids' 10,000 trees program, which gives municipalities \$50 per tree for every tree we plant under their high voltage wires that they approve as "wire-friendly." In 2022, the Parks Department planted 277 trees meeting this criteria.

These funds will be dedicated for the purchase of trees and planting materials for private property tree giveaways, and to support community forestry events in furtherance of the Urban Forest Master Plan.

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Julie LaFave".

Julie LaFave  
Commissioner

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

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Ordinance No.

2023

**ORDINANCE AUTHORIZING PAYMENT TO  
VARIOUS PERFORMERS FOR SERVICES AT  
BIG RIG DAY, WHICH IS SCHEDULED TO BE  
HELD ON MAY 20, 2023**

BE IT ORDAINED, that the Commissioner of Finance be and he is hereby authorized to issue warrants to cover costs not to exceed \$2,000.00 associated with performances by various artists at Big Rig Day which is scheduled to be held on Saturday May 20, 2023; and

BE IT FURTHER ORDAINED, that said payments shall be charged to Recreation Account #01.71400.540552 or another appropriate account as designated by the Commissioner of Finance.

DRAFT

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# DEPARTMENT OF PARKS, RECREATION & YOUTH PROGRAMS

CITY OF SYRACUSE, MAYOR BEN WALSH

**Julie LaFave**  
Commissioner

March 10, 2023

Patricia McBride  
City Clerk  
231 City Hall  
Syracuse, NY 13202

RE: REQUEST FOR LEGISLATION

Dear Ms. McBride,

Please prepare legislation for the next Common Council meeting to allow the Department of Parks, Recreation and Youth Programs to authorize payments, at a cost not to exceed \$2,000, for various performances at Big Rig Day on Saturday, May 20, 2023.

The cost of these shows shall be charged to account number: 01.71400.540552.

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

Sincerely,

Julie LaFave  
Commissioner

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

Office 315 473 4330  
Fax 315 428 8513

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

14

**ORDINANCE AUTHORIZING THE  
APPROPRIATION OF \$600,000 OF THE  
AMERICAN RESCUE PLAN ACT OF 2021  
(ARPA) FUNDS RECEIVED BY THE CITY OF  
SYRACUSE TO BE USED FOR A GRANT TO  
PROVIDE STIPENDS FOR YOUTH TO ATTEND  
PROGRAMMING WITH VARIOUS ENTITIES  
WHO WILL BE PROVIDING ENRICHMENT  
PROGRAMMING FOR YOUTH AS PART OF  
THE SYRACUSE URBAN PARTNERSHIP'S  
2023-2024 SUMMER FELLOWS PROGRAM**

BE IT ORDAINED, that this Common Council hereby appropriates the sum of \$600,000.00 of the American Rescue Plan Act of 2021 (ARPA) funds received by the City of Syracuse to an account to be determined by the Commissioner of Finance; said funds are to be used for a grant to provide stipends for youth to attend programming with the various entities listed in spreadsheet attached hereto as Exhibit "A" , who will be providing enrichment programming for a total of 850 youth between the ages of 10 and up as part of the 2023-2024 Summer Fellows Program, in the manner provided by law; and

BE IT FURTHER ORDAINED, that an amount not to exceed 5% of the total funding will be used to support administrative costs related to project management.

Ordinance No.

2023

**ORDINANCE AUTHORIZES AN AGREEMENT WITH THE SYRACUSE URBAN PARTNERSHIP (SYRUP) TO ADMINISTER THE ARPA FUNDS FOR THE CITY OF SYRACUSE**

BE IT ORDAINED, that the Mayor be and he hereby is authorized to execute an agreement with the Syracuse Urban Partnership (SYRUP) to administer the \$600,000.00 in ARPA funds on behalf of the City of Syracuse to provide stipends for youth to attend programming with the various entities listed in spreadsheet attached hereto as Exhibit "A", who will be providing enrichment programming for a total of 850 youth between the ages of 10 and up as part of the 2023-2024 Summer Fellows Program; and

BE IT FURTHER ORDAINED, that an amount not to exceed 5% of the total funding will be used to support administrative costs related to project management; and

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

BE IT FURTHER ORDAINED, that upon execution of the aforementioned agreement, the ARPA funds will be expended, subject to the approval of the Commissioner of Finance.



14-15

# Bureau of Research

CITY OF SYRACUSE, MAYOR BEN WALSH

March 12, 2023

**Janet L. Burke**  
Director, Bureau of  
Research

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

Dear Ms. McBride:

Please prepare legislation for an upcoming meeting of the Common Council to appropriate funds and enter into an agreement with the Syracuse Urban Partnership (SYRUP) in an amount not to exceed \$600,000 from American Rescue Plan Act (ARPA) fund balance. The financial request includes 5% to cover administrative costs. The funds will be placed in an account to be designated by the Commissioner of Finance for the purposes specified below.

Funds will be used by the Syracuse Urban Partnership for the 2023 Summer Fellows Program for stipends for youth to attend programming with partner agency sub grantees identified on the attached spreadsheet that will provide enrichment programming for a total of 850 youth ages 10 and up.

If you have any questions or need additional information, please contact me or Deputy Mayor Sharon Owens at your convenience.

Sincerely,

**Janet L. Burke**  
Director, Bureau of Research

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

Office 315 448-8020  
Fax 315 448-8008

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



# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

**Timothy M. Rudd**  
Director

**Julie Castellitto**  
Assistant Director

**TO:** Mayor Ben Walsh  
**FROM:** Timothy M. Rudd, Director of Management and Budget  
**DATE:** March 13, 2023  
**SUBJECT:** Appropriation of Funds & Agreement – Syracuse Urban Partnership (SYRUP)

On behalf of the Bureau of Research, I am requesting to appropriate funds and enter into an agreement with the Syracuse Urban Partnership (SYRUP) in an amount not to exceed \$600,000 from American Rescue Plan Act (ARPA) fund balance. The financial request includes 5% to cover administrative costs. The funds will be placed in an account to be designated by the Commissioner of Finance for the purposes specified below.

Funds will be used by the Syracuse Urban Partnership for the 2023 Summer Fellows Program for stipends for youth to attend programming with partner agency sub grantees identified on the attached spreadsheet that will provide enrichment programming for a total of 850 youth ages 10 and up.

Please return this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.

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

  
\_\_\_\_\_  
MAR 15 2023  
Date

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

Office 315 448-8252  
Fax 315 448-8116

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

# 2023 Summer Youth Fellows Program

## Proposal

Many youth living in the City of Syracuse struggle to secure summer youth enrichment due to family financial constraints. In addition, many youth seek opportunities to earn money but are too young for employment. The Summer Youth Fellows Program, first piloted in 2020, has shown to be a successful program to address both challenges.

For the past three summers (2020-2022) over 3,000 youth ages 10-21 have participated in the Summer Youth Fellows Program. Youth were enrolled in programs at over 30 youth serving organizations. Programs provided a 4-6 week enrichment opportunity and youth received a stipend of \$299-\$599 (depending upon the age of the youth participant) upon completion of the program. The resounding success of this program over the past three years is the impetus for this proposal.

For 2023, we are proposing to partner with 25-35 youth serving organizations to serve **850** Syracuse City Youth who will each provide a program that will include the following core components:

- Financial Literacy
- Work readiness skills
- Mental health/social emotional behavior
- Self-care and health/wellness
- Career Exploration

Youth ages 10-21 who reside in the City of Syracuse will be eligible to participate in the program. The program will run for a minimum of 4 weeks and youth will be required to complete a minimum of 15 hours per week of program. Each youth participant will receive a stipend between \$299 and \$599 for completing the program.

Opportunities for youth to be employed during the summer months is critical to build work/life skills, provide income, prevent/deter crime, instill work habits, build social skills, and keep youth engaged in meaningful activities. As a community, investing in our youth is critical, especially at this challenging time.

## **Budget**

As the attached proposed spreadsheet shows, each organization has tentatively identified how many youth it can serve this summer and the length of weeks for their program. We are proposing that **850** youth between the ages of 10-13 receive a stipend of \$299 upon completion of the program and that youth ages 14 and up receive a stipend of \$599. All the organizations must have staff in place to implement and supervise the program. Included in the budget request to the City of Syracuse is a per youth stipend for food and supplies for their program (estimated at \$200 per youth participant).

We are requesting that a total of **\$600,000** be provided for 2023 to support the Summer Youth Fellows program. We request the funds be contracted to the Syracuse Urban Partnership who will then contract with the youth organizations. Grant agreements, evaluation and oversight of the contracts with the youth organizations will be overseen by the Syracuse Urban Partnership.

DRAFT

Proposed Youth Programs	City Youth	#weeks	Stipend to each participant	Program Supply Budget
Boys and Girls Club	75	4weeks	\$299 (age 10-13), \$599 (14-21)	Est. \$200 per participant
Score	5	4 weeks		
Good Life Foundation	50	4 weeks		
Justice Innovation, Inc.	10	4weeks		
Greater Love Church in Christ Church	30	5 weeks		
Rise	70	4weeks		
Street Addiction	40	4weeks		
Well Of Hope Church	15	4 weeks		
Well of Hope Church/Who Want Smoke	40	4weeks		
Tucker Missionary Baptist Church	20	4 weeks		
Bellegrove Missionary Baptist Church	50	5 weeks		
Peoples AME Zion Church	20	4 weeks		
Kirk Park Colts	10	5 weeks		
Pass Da Rock/All Day Everyday	10	5weeks		
Brady Faith	15	4 weeks		
Punta De Contact/La Casita	15	4 weeks		
Syracuse Northeast Community Center	15	4 weeks		
LeMoyné College - Upward Bound	50	4 weeks		
Great Grace Church	5	4weeks		
Well of Hope Church/S Marie Photography	8	4weeks		
Robert and Marjorie Jones CDC	12	4 weeks		
PGR	25	4weeks		
Pearls Child Development	10	4 weeks		
Fellowship of Christain Athletes	21	4 weeks		
Syracuse Academy of Science	30	4weeks		
Dunbar	4	4weeks		
Peace Inc	15	4weeks		
Building Men (middle school)	50	4 weeks		
Huntington Family Center	24	4 weeks		
Syracuse Community Connections	25	4 weeks		
Building Men (high school)	40	5 weeks		
Northside Learning Center	35	5 weeks		
PSLA Fire Rescue Program	6			
<b>TOTAL</b>	<b>850</b>			
			Total Expense	\$570,000
			5% Admin	\$30,000
			Total Request	\$600,000



## 2023 Board of Directors

Margaret (Meg) O'Connell, *President*  
Executive Director, Allyn Family Foundation

David Allyn, *Vice President*  
Director of Philanthropic Affairs, Allyn Family Foundation

Syeisha Byrd, *Secretary*  
Director of Community Engagement, Hendricks Chapel, Syracuse University

Eric R. Allyn, *Treasurer*  
Board Member & Treasurer, Allyn Family Foundation

Eric Ennis  
Director of Business Development, City of Syracuse

Luke Falcone  
Architect

Dominic Robinson  
Vice President for Economic Opportunity and Inclusion, CenterState CEO

Olive Sephuma  
Director of the Center for New Americans, Interfaith Works of CNY

Daryl McGrew  
Owner, Darwins

16-16

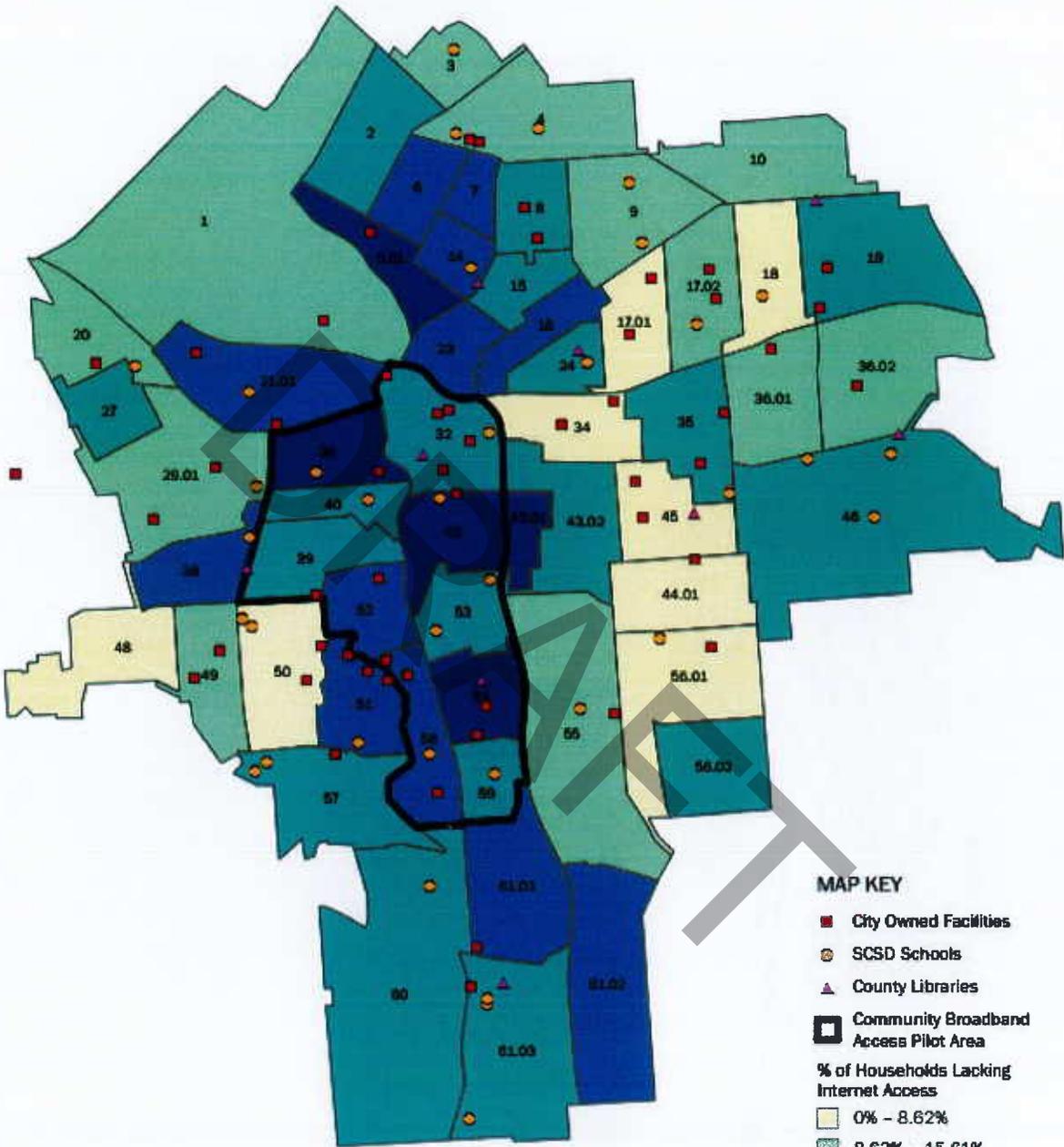
Ordinance No.

2023

**ORDINANCE AUTHORIZING THE  
APPROPRIATION OF \$3,500,000 OF THE  
AMERICAN RESCUE PLAN ACT OF 2021  
(ARPA) FUNDS RECEIVED BY THE CITY  
OF SYRACUSE TO ESTABLISH A COMMUNITY  
BROADBAND PILOT PROGRAM TO PROVIDE  
AFFORDABLE INTERNET SERVICE TO LOW  
INCOME FAMILIES IN THE CITY OF  
SYRACUSE**

BE IT ORDAINED, that this Common Council hereby appropriates the sum of \$3,500,000.00 of the American Rescue Plan Act of 2021 (ARPA) Funds received by the City of Syracuse to an account to be determined by the Commissioner of Finance to be used by various City Departments for the costs associated with establishing a Community Broadband Pilot Program to provide affordable internet service to low income families in the City of Syracuse, which will be piloted in ten (10) census tracts facing the largest digital divide in the city as detailed in the map attached hereto as Exhibit "A", in the manner provided by law.

Exhibit "A"



- MAP KEY**
- City Owned Facilities
  - SCS D Schools
  - ▲ County Libraries
  - ▭ Community Broadband Access Pilot Area
  - % of Households Lacking Internet Access**
  - 0% - 8.62%
  - 8.63% - 15.61%
  - 15.62% - 22.92%
  - 22.93% - 33.84%
  - 33.85% - 41.03%

**Households Lacking Internet Access by Census Tract**

This map was prepared by the Department of Neighborhood and Business Development based on current records and is provided for planning purposes only. NET | 08/21/2022

17 17

Ordinance No.

2023

**ORDINANCE AUTHORIZING A CONTRACT  
WITH CBN GENEVA LLC D/B/A  
CBN-SYRACUSE LLC FOR SERVICES  
RELATIVE TO THE CITY OF SYRACUSE  
COMMUNITY BROADBAND PILOT PROGRAM  
TO PROVIDE AFFORDABLE INTERNET  
SERVICE TO LOW INCOME FAMILIES IN THE  
CITY OF SYRACUSE**

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

WHEREAS, the City conducted a Request for Proposals (RFP) for services relative to the establishment of a Community Broadband Program for the City of Syracuse to help address the digital divide and provide affordable internet service to low income families residing in the City of Syracuse; and

WHEREAS, after reviewing the proposals submitted in response to the RFP, the RFP Committee has recommended to the Director of the Office of Management and Budget and the Mayor that the Community Broadband Pilot Program should consist of a fixed wireless municipal broadband network and that a contract should be awarded to CBN Geneva LLC d/b/a CBN-Syracuse LLC to establish a fixed wireless municipal broadband network for the City of Syracuse; and

WHEREAS, the Mayor has approved the retention of CNB Geneva LLC d/b/a CBN-Syracuse LLC (hereinafter referred to as the "Consultant") under the following terms:

- (1) The Consultant shall provide all required services necessary to install, maintain, and operate a municipal broadband network to provide affordable internet service to low income families. The internet network will be piloted in ten (10) census tracts facing the largest digital divide in the city as detailed in the map attached hereto as Exhibit "A". The provider will also conduct marketing, enrollment and ongoing resident

support services. The program will be designed to provide service for 2,500 households in the City of Syracuse each year of the agreement.

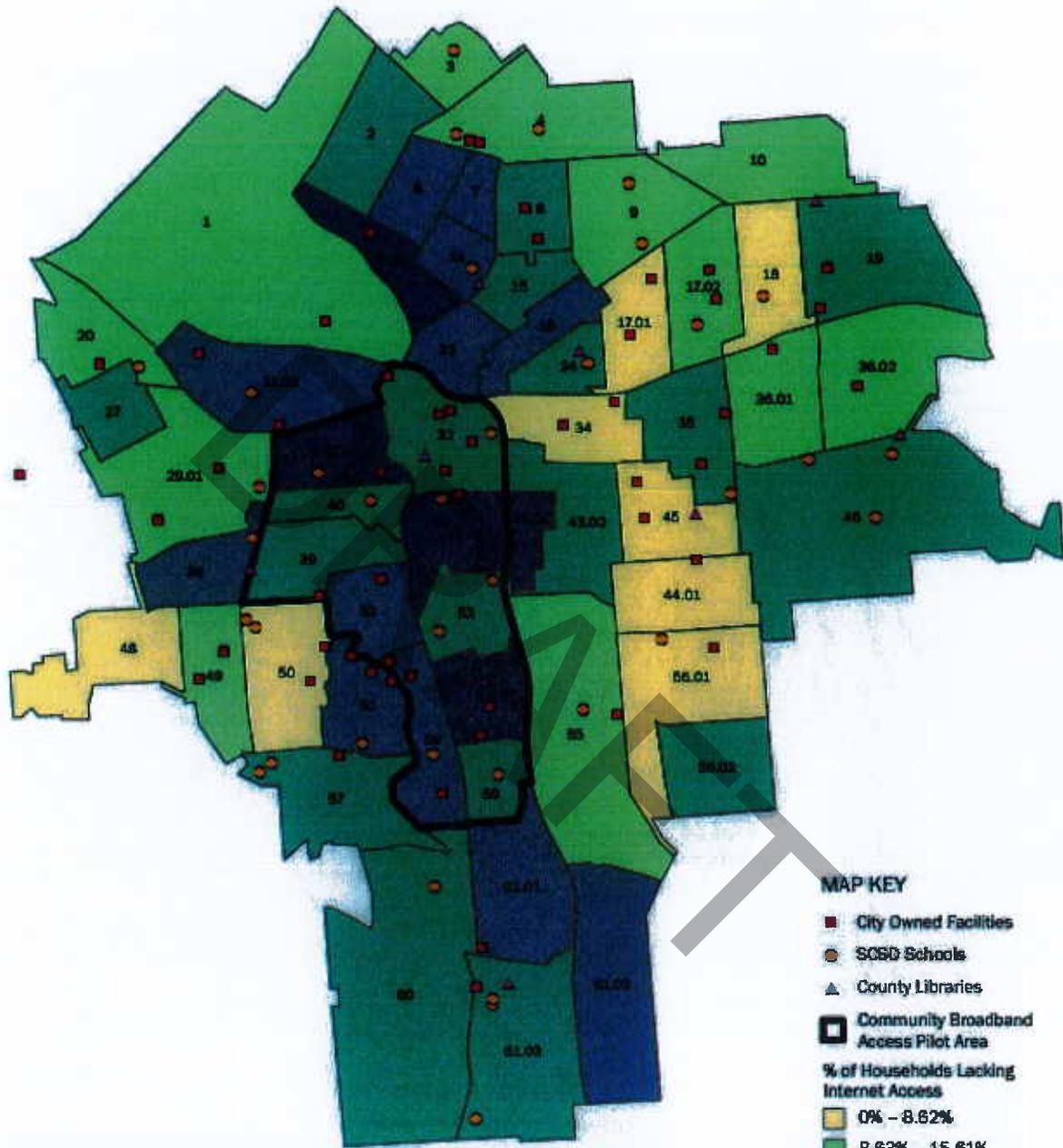
- (2) The contract shall be for a term of three (3) years and shall be effective as of the date the contract is fully executed by the City and the Consultant; and
- (3) The total cost for all services shall not exceed the \$3,500,000 in American Rescue Plan Act (ARPA) of 2021 that has been appropriated for the City of Syracuse Community Broadband Pilot Program. Payments to the Consultant shall be made in accordance with the following fee schedule:
  - Capital – One Time Network Build and Installation shall be provided at a cost not to exceed \$1,605,720.
  - Consulting Services including Education Outreach and Subscriber Enrollment shall be provided at a cost not to exceed \$257,186.
  - In the event that funding for the Affordable Connectivity Program, which currently provides a Federal Subsidy of \$30.00 per month for internet service for lower income families and is anticipated to run out of funding by Spring 2024, is not renewed or replaced by a similar Federal Subsidy Program, the Consultant shall charge the City a Managed Service Fee, at a total cost not to exceed \$1,637,094.

NOW, THEREFORE,

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

BE IT FURTHER ORDAINED, that all costs associated with this agreement shall be charged to the appropriate account designated by the Commissioner of Finance for the ARPA funding to be used for the Community Broadband Pilot Program which has been authorized contemporaneously with this Ordinance.

Exhibit "A"



**Households Lacking Internet Access by Census Tract**

This map was prepared by the Department of Neighborhood and Business Development based on current records and is provided for planning purposes only. NED | 06/21/2007



16-17 16-17  
**OFFICE OF MANAGEMENT & BUDGET**  
CITY OF SYRACUSE, MAYOR BEN WALSH

March 10, 2023

**Timothy M. Rudd**  
Director

**Julie Castellitto**  
Assistant Director

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

**Re: Authorize Use of ARPA Funds and Contract for Community Broadband Program**

Dear Ms. McBride,

I am requesting legislation for the March 13, 2023 Common Council session to appropriate American Rescue Plan funds and enter into a contract with CBN Geneva LLC d/b/a CBN-Syracuse LLC (herein referred to as the provider) to install, maintain, and operate a municipal broadband network to provide affordable internet service to low income families. The amount of this contract will not exceed \$3,500,000 of the American Rescue Plan Act of 2021 (ARPA) fund balance, available from an account to be designated by the Commissioner of Finance.

According to national experts, "digital equity" exists when all individuals and communities have the information technology capacity needed for full participation in society, democracy and the economy. Digital equity is necessary for civic and cultural participation, employment, lifelong learning, and access to essential services. A key requirement for digital equity is reliable, high speed home internet access, but unfortunately many families in Syracuse lack this utility. Based on the latest Census data, about 25% of households citywide lack high speed internet access at home. In many of the most economically disadvantaged census tracts in the city, about 33-40% do not have reliable home internet. In a post-COVID-19 world, digital connectivity is critical to achieving better educational, career, health, and social outcomes. In fact, the American Public Health Association characterizes broadband access as a "super-determinant" of health because it affects numerous other social determinants of health, such as education, employment, and healthcare access itself. A University of Chicago study demonstrates that, "one of the factors most consistently associated with a high risk of death due to COVID-19 in the US was the lack of internet access...regardless of other demographic risk factors..."

To help address the digital divide and improve digital equity, the city will partner with the provider to build a fixed wireless municipal broadband network to provide affordable internet service to low-income families in Syracuse. The internet network will be piloted in 10 census tracts facing the largest digital divide in the city (see map on the last page of this letter). The provider will also conduct marketing, enrollment, and ongoing resident support services. A breakdown of costs associated with the pilot are as follows:

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

Office 315 448-8252  
Fax 315 448-8116

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

<b>Cost Type</b>	<b>Description</b>	<b>Not to Exceed Amount</b>
Capital – One Time	Network build & installation	\$1,605,720
Consulting/Services	Education/outreach, subscriber enrollment	\$257,186
Managed Services Fees ^	ARPA subsidy for monthly subscription services (conditioned upon expiration of Federal subsidy)	\$1,637,094
		\$3,500,000

^A current \$30/mo. Federal subsidy for internet service for lower income families is funded through the Affordable Connectivity Program. Funding for this subsidy is likely to run out by spring of 2024 unless Congress appropriates additional funds. If this program is not reappropriated at the Federal level, the City would use ARPA funds to subsidize internet service as a part of this pilot.

This contract will be for a period of 3 years and will serve 2,500 households in the city annually.

Funds will be expensed from an account determined by the Commissioner of Finance.

Please contact me at 315-448-8080 with any questions.

Sincerely,

Tim Rudd  
Director of Budget



# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

**Timothy M. Rudd**  
Director

**Julie Castellitto**  
Assistant Director

**TO:** Mayor Ben Walsh  
**FROM:** Timothy M. Rudd, Director of Management and Budget   
**DATE:** March 10, 2023  
**SUBJECT:** Appropriation of Funds – Authorize Use of ARPA Funds & Contract for Community Broadband Program

---

On behalf of the Office of the Mayor, I am requesting legislation for the March 13, 2023 Common Council session to appropriate American Rescue Plan funds and enter into a contract with CBN Geneva LLC d/b/a CBN-Syracuse LLC (herein referred to as the provider) to install, maintain, and operate a municipal broadband network to provide affordable internet service to low income families. The amount of this contract will not exceed \$3,500,000 of the American Rescue Plan Act of 2021 (ARPA) fund balance, available from an account to be designated by the Commissioner of Finance.

According to national experts, “digital equity” exists when all individuals and communities have the information technology capacity needed for full participation in society, democracy and the economy. Digital equity is necessary for civic and cultural participation, employment, lifelong learning, and access to essential services. A key requirement for digital equity is reliable, high speed home internet access, but unfortunately many families in Syracuse lack this utility. Based on the latest Census data, about 25% of households citywide lack high speed internet access at home. In many of the most economically disadvantaged census tracts in the city, about 33-40% do not have reliable home internet. In a post-COVID-19 world, digital connectivity is critical to achieving better educational, career, health, and social outcomes. In fact, the American Public Health Association characterizes broadband access as a “super-determinant” of health because it affects numerous other social determinants of health, such as education, employment, and healthcare access itself. A University of Chicago study demonstrates that, “one of the factors most consistently associated with a high risk of death due to COVID-19 in the US was the lack of internet access...regardless of other demographic risk factors...”

To help address the digital divide and improve digital equity, the city will partner with the provider to build a fixed wireless municipal broadband network to provide affordable internet service to low-income families in Syracuse. The internet network will be piloted in 10 census tracts facing the largest digital divide in the city (see map on the last page of this letter). The provider will also conduct marketing, enrollment, and ongoing resident support services. A breakdown of costs associated with the pilot are as follows:

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

Office 315 448-8252  
Fax 315 448-8116

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

<b>Cost Type</b>	<b>Description</b>	<b>Not to Exceed Amount</b>
Capital – One Time	Network build & installation	\$1,605,720
Consulting/Services	Education/outreach, subscriber enrollment	\$257,186
Managed Services Fees ^	ARPA subsidy for monthly subscription services (conditioned upon expiration of Federal subsidy)	\$1,637,094
		\$3,500,000

^A current \$30/mo. Federal subsidy for internet service for lower income families is funded through the Affordable Connectivity Program. Funding for this subsidy is likely to run out by spring of 2024 unless Congress appropriates additional funds. If this program is not reappropriated at the Federal level, the City would use ARPA funds to subsidize internet service as a part of this pilot.

This contract will be for a period of 3 years and will serve 2,500 households in the city annually.

Funds will be expensed from an account determined by the Commissioner of Finance.

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

Thank you for your attention regarding this matter.

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

\_\_\_\_\_  
 Date

**ORDINANCE AUTHORIZING AN AGREEMENT WITH EASTCOM COMPANIES, INC. FOR THE INSTALLATION OF FIBER OPTIC CABLE ON BEHALF OF THE OFFICE OF INFORMATION TECHNOLOGY**

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

WHEREAS, the Mayor has waived the RFP process and approved the retention of Eastcom Companies, Inc. under the following terms:

- (1) Eastcom Companies, Inc. shall provide all services necessary to install fiber optic cable from City Hall to One Park Place, 500 S. State Street for the Office of Information Technology.
- (2) The City shall pay to Eastcom Companies, Inc. an amount not to exceed \$39,500.00 for all services under this agreement.

; NOW, THEREFORE,

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

BE IT FURTHER ORDAINED, that all costs associated with this agreement shall be charged to Office of Information Technology's Budget Account #595860.01.90000 or another appropriate budget account as designated by the Commissioner of Finance.



# Office of Information Technology

CITY OF SYRACUSE, MAYOR BEN WALSH

March 10, 2023

David Prowak  
Director

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

**Re: REQUEST FOR LEGISLATION**

Dear Ms. McBride

Please prepare legislation for the next meeting of the Common Council authorizing the City to waive the RFP Process and enter into an agreement with Eastcom Companies, Inc, for the installation of fiber optic cable from City Hall to One Park Place, 500 S. State St.

This is intricate work navigating from the 4<sup>th</sup> floor of City Hall to the 7<sup>th</sup> and 1<sup>st</sup> floors of One Park Place that will utilize Verizon's conduit system.

I.T. will be paying an amount not to exceed \$39,500 from Account 595860, Fund 01, Dept 90000. The project would commence with the passing of this legislation and would be completed by June 30, 2023.

Sincerely,

David Prowak  
Director of Information Technology

Office of Information  
Technology  
233 E Washington St  
Room 423  
Syracuse, N.Y. 1 3202  
Office 315 448-8431

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# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

**Timothy M. Rudd**  
Director

**Julie Castellitto**  
Assistant Director

**TO:** Mayor Ben Walsh  
**FROM:** Timothy M. Rudd, Director of Management and Budget   
**DATE:** March 13, 2023  
**SUBJECT:** Waiver of RFP Process & Agreement – Eastcom Companies, Inc.

---

On behalf of the Department of Information Technology, I am requesting the City authorize a waiver of the RFP process to enter into an agreement with Eastcom Companies, Inc., for the installation of fiber optic cable from City Hall to One Park Place, 500 S. State St.

This is intricate work navigating from the 4<sup>th</sup> floor of City Hall to the 7<sup>th</sup> and 1<sup>st</sup> floors of One Park Place that will utilize Verizon's conduit system.

IT will be paying an amount not to exceed \$39,500 from Account 595860, Fund 01, Dept. 90000.

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 15 2023  
Date

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

Office 315 448-8252  
Fax 315 448-8116

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

**ORDINANCE AUTHORIZING AN AGREEMENT WITH DEER ISLAND BAIT COMPANY, INC. FOR CONSULTATION SERVICES OF THE OFFICE OF INFORMATION TECHNOLOGY**

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

WHEREAS, the Mayor has waived the RFP process and approved the retention of Deer Island Bait Company, Inc. under the following terms:

- (1) Deer Island Bait Company, Inc. shall provide consultation services relative to AS400 program management and retirement oversight (the "Project") on behalf of the Office of Information Technology on an as-needed basis.
- (2) These services shall be authorized from the enactment date of this ordinance through June 30, 2023.
- (3) The City shall pay Deer Island Bait Company, Inc., as authorized by separate Work Orders, an amount not to exceed \$51,000.00 for all services under this agreement.
- (4) The City does not guarantee any minimum level of work orders to be issued as all work done under the agreement.

NOW, THEREFORE,

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

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

19



# BUREAU OF INFORMATION TECHNOLOGY

CITY OF SYRACUSE, MAYOR BEN WALSH

**Kelsey May**  
Director of Digital Services

March 10, 2023

Patricia McBride  
City Clerk  
231 City Hall  
Syracuse, NY 13202

**RE: Request for Legislation to authorize a waiver of the RFP process for the City to authorize the City to enter into contracts via purchase order with Deer Island Bait Company, Inc. for consulting services on related to program management and AS400 retirement oversight;**

Dear Ms. McBride,

Please place on the agenda the next meeting of the Common Council a request for legislation authorizing the City to waive the Request for Proposal Process for the City to enter into a contract via purchase order with Deer Island Bait Company, Inc for consulting services on behalf of the Bureau of Information Technology.

The City has previously worked with this contractor through prior prime contractors for AS400 retirement, program management, senior project management activities, and platform offboarding activities. Therefore, the Bureau would like to enter into direct contract with individual that provides these services at a cost not to exceed \$51,000.00 through June 30, 2023.

Costs for the services to be provided shall be charged to Budget Account # 541500.01.16800, or another appropriate account as designated by the Commissioner of Finance.

X 

Kelsey May  
Director of Digital Services

Information Technology  
233 E. Washington St.  
City Hall, Room 415  
Syracuse, N.Y. 13202

Office 315 448 8250  
Fax 315 448 8008

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

CC: Frank Caliva, Chief Administrative Officer  
CC: Timothy Rudd, Budget Director

3



# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

**Timothy M. Rudd**  
Director

**Julie Castellitto**  
Assistant Director

**TO:** Mayor, Ben Walsh  
**FROM:** Timothy M. Rudd, Director of Management and Budget   
**DATE:** March 13, 2023  
**SUBJECT:** Waiver of RFP Process & Agreement – Deer Island Bait Company, Inc.

---

On behalf of the Bureau of Information Technology, I am requesting the City of Syracuse authorize a waiver of the RFP process to enter into an agreement via purchase order with Deer Island Bait Company, Inc for consulting services.

The City has previously worked with this contractor through prior prime contractors for AS400 retirement, program management, senior project management activities, and platform offboarding activities. Therefore, the IT Department would like to enter into direct contract with individual that provides these services at a cost not to exceed \$51,000 through June 30, 2023.

Costs for the services will be provided shall be charged to Budget Account #541500.01.16800, or another appropriate account as designated by the Commissioner of Finance.

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 15 2023  
Date

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

Office 315 448-8252  
Fax 315 448-8116

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

**ORDINANCE AUTHORIZING A CONTRACT WITH EMPLOYEE NETWORK, INC. TO PROVIDE PROFESSIONAL SERVICES FOR THE CITY OF SYRACUSE ON BEHALF OF THE OFFICE OF PERSONNEL & LABOR RELATIONS**

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

WHEREAS, a Request for Proposal (RFP) was conducted for an employee assistance program and the RFP Committee recommended Employee Network, Inc. ("ENI") be awarded the contract; and

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

- (1) ENI shall act as the City's Employee Assistance Program (EAP) on behalf of the Office of Personnel & Labor Relations.
- (2) The term of this agreement shall be three (3) years, with the City's option of two (2) additional one year renewals, subject to approval of the Mayor and Common Council.
- (3) The total annual cost for all services under this agreement shall not exceed \$40,000.00.

NOW, THEREFORE,

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

BE IT FURTHER ORDAINED, that all costs associated with this contract shall be charged to Account No. 590701.01.90700 or another appropriate account as designated by the Commissioner of Finance.



# OFFICE OF PERSONNEL & LABOR RELATIONS

CITY OF SYRACUSE, MAYOR BEN WALSH

28

March 10, 2023

**Richard Alsever**  
Director

**Margaret Chajka**  
Assistant Director

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

**RE: Request Legislation Awarding ENI (Employee Network, Inc.) Contract**

Dear Clerk McBride:

Please prepare legislation for the next meeting of the Common Council awarding ENI the bid for RFP#23-091. The duration of this contract shall be for a period of three (3) years. The City of Syracuse reserves the right to extend this contract for any period or periods of time up to an additional two (2), one (1) year renewal options. ENI will act as the City's EAP (Employee Assistance Program) for the duration of the contract. All costs shall be charged to Account No. 590701.01.90700. The amount of the contract shall not exceed \$40,000 annually, total contract amount shall not exceed \$200,000.

Sincerely,

A handwritten signature in dark ink, appearing to read "Ra", written over a large, light gray watermark that says "DRAFT".

Richard Alsever  
Director of Human Resources

CC: Tim Rudd, Director, Office of Budget and Management  
CC: Frank Caliva, Chief Administrative Officer

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

Office 315 448-8780  
Fax 315 448-8761

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



# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

**Timothy M. Rudd**  
Director

**Julie Castellitto**  
Assistant Director

**TO:** Mayor, Ben Walsh  
**FROM:** Timothy M. Rudd, Director of Management and Budget   
**DATE:** March 13, 2023  
**SUBJECT:** Agreement – ENI (Employee Network, Inc.)

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On behalf of the Office of Personnel & Labor Relations, I am requesting the City to award the bid for RFP#23-091 and enter into an agreement with Employee Network, Inc. (ENI). The duration of this contract shall be for a period of three (3) years. The City of Syracuse reserves the right to extend this contract for any period or periods of time up to an additional two (2), one (1) year renewal option. ENI will act as the City's Employee Assistance Program (EAP) for the duration of the contract. All costs shall be charged to Account No. 590701.01.90700. The amount for the contract shall not exceed \$40,000 annually.

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 15 2023  
Date

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

Office 315 448-8252  
Fax 315 448-8116

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

21 21 31

Ordinance No.

2023

**ORDINANCE AUTHORIZING THE CITY OF SYRACUSE TO ACT AS LEAD AGENCY PURSUANT TO THE NEW YORK STATE ENVIRONMENTAL QUALITY REVIEW ACT (SEQRA) TO EVALUATE THE ENVIRONMENTAL IMPACT OF THE AMENDMENTS TO CHAPTER 14 OF THE REVISED GENERAL ORDINANCES RELATIVE TO THE CONVERSION OF SOLID WASTE COLLECTION TO CITY ISSUED CONTAINERS**

WHEREAS, the City is considering amendments to Chapter 14 of the Revised General Ordinances of the City of Syracuse relative to converting solid waste collection in the City to the use of City issued waste containers (the "Project") to protect the public health and welfare; and

WHEREAS, pursuant to Article 8 of the Environmental Conservation Law of the State of New York, as amended, and the regulations of the Department of Environmental Conservation of the State of New York promulgated thereunder (collectively, "SEQRA"), the City is required to make a determination with respect to the environmental impact of any "action" (as defined by SEQRA) to be taken by the City, and the conversion to City required containers for solid waste collection constitutes such an action (the "Action"); NOW, THEREFORE,

BE IT ORDAINED, that the City hereby designates itself as lead agency under SEQRA for purposes of the amending Chapter 14 of the Revised General Ordinances of the City of Syracuse (the "Project") relative to requiring City issued containers for solid waste collection; and

BE IT FURTHER ORDAINED, that the City, acting through its Department of Public Works, shall conduct an environmental review of the Project in accordance with SEQRA and notify any involved or interested agencies.

22 28 30

Ordinance No.

2023

**ORDINANCE AUTHORIZING THE CITY TO ADOPT A NEGATIVE DECLARATION PURSUANT TO SEQRA FOR THE AMENDMENTS TO CHAPTER 14 OF THE REVISED GENERAL ORDINANCES OF THE CITY OF SYRACUSE RELATIVE TO THE CONVERSION OF SOLID WASTE COLLECTION TO THE USE OF CITY ISSUED CONTAINERS**

WHEREAS, the City of Syracuse, Department of Public Works (the "DPW") is requesting amendments to Chapter 14 of the Revised General Ordinances of the City of Syracuse to convert DPW's solid waste collection in the City to the use of City issued containers (the "Project"); and

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

WHEREAS, in furtherance of this objective, the DPW prepared a Short Environmental Assessment Form ("SEAF") for the Project (a copy of the SEAF is attached hereto as Appendix "A"); and

WHEREAS, the City has determined to conduct an uncoordinated review of the Project, and therefore, will proceed as if it were the only "involved agency" (as the quoted term is defined in the Regulations); and

WHEREAS, pursuant to the Regulations, the City has considered the significance of the potential environmental impacts of the Project by (a) using the criteria specified in Section 617.7 of the Regulations, and (b) examining the SEAF for the Project, together with other available

supporting information, to identify the relevant areas of environmental concern, and (c) thoroughly analyzing the identified areas of relevant environmental concern; NOW, THEREFORE,

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

Based upon an examination of the SEAF and other available supporting information, and considering both the magnitude and importance of each relevant area of environmental concern, and based further upon the City's knowledge of the area surrounding the Project and such further investigation of the Project and its potential environmental impact as the City has deemed appropriate, the City makes the following findings and determinations:

1. The Project is described on Appendix "A"; and
2. The Project constitutes a "Unlisted Action" (as the quoted term is defined in the Regulations); and
3. No significant adverse environmental impacts are noted in the SEAF for the Project and none are known to the City. Therefore, the City hereby determines that the Project will not have a significant adverse environmental impact, and the City will not require the preparation of an environmental impact statement with respect to the Project.

; and

BE IT FURTHER ORDAINED, that as a consequence of such determination and in compliance with the requirements of the SEQR Act and the Regulations, the City directs the Commissioner of DPW to prepare and file a Negative Declaration; and

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

**Short Environmental Assessment Form  
Part 1 - Project Information**

**Instructions for Completing**

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>			
City of Syracuse			
Name of Action or Project: General Ordinance Amendment to Chapter 14 Entitled Health and Sanitation			
Project Location (describe, and attach a location map): Syracuse, NY			
Brief Description of Proposed Action: GENERAL ORDINANCE AMENDING CHAPTER 14 OF THE REVISED GENERAL ORDINANCES OF THE CITY OF SYRACUSE, AS AMENDED, ENTITLED HEALTH AND SANITATION TO ADD A NEW ARTICLE 6 TO BE ENTITLED PHASED APPROACH FOR THE CITY' S SOLID WASTE AND/OR RECYCLING COLLECTION SYSTEM FOR RESIDENTIAL PROPERTIES			
Name of Applicant or Sponsor: Corey Driscoll Dunham		Telephone: 315-448-8051	
		E-Mail: cdunham@syrgov.net	
Address: 219 City Hall, 233 East Washington Street			
City/PO: Syracuse		State: NY	Zip Code: 13202
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:		NO <input type="checkbox"/>	YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

		NO	YES	N/A
5. Is the proposed action,	a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?		NO	YES	
		<input type="checkbox"/>	<input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?		NO	YES	
If Yes, identify: _____		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?		NO	YES	
	b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
	c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?		NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?		NO	YES	
If No, describe method for providing potable water: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?		NO	YES	
If No, describe method for providing wastewater treatment: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?		NO	YES	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?		<input type="checkbox"/>	<input checked="" type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?		NO	YES	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?		<input type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____				

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:

Shoreline    Forest    Agricultural/grasslands    Early mid-successional

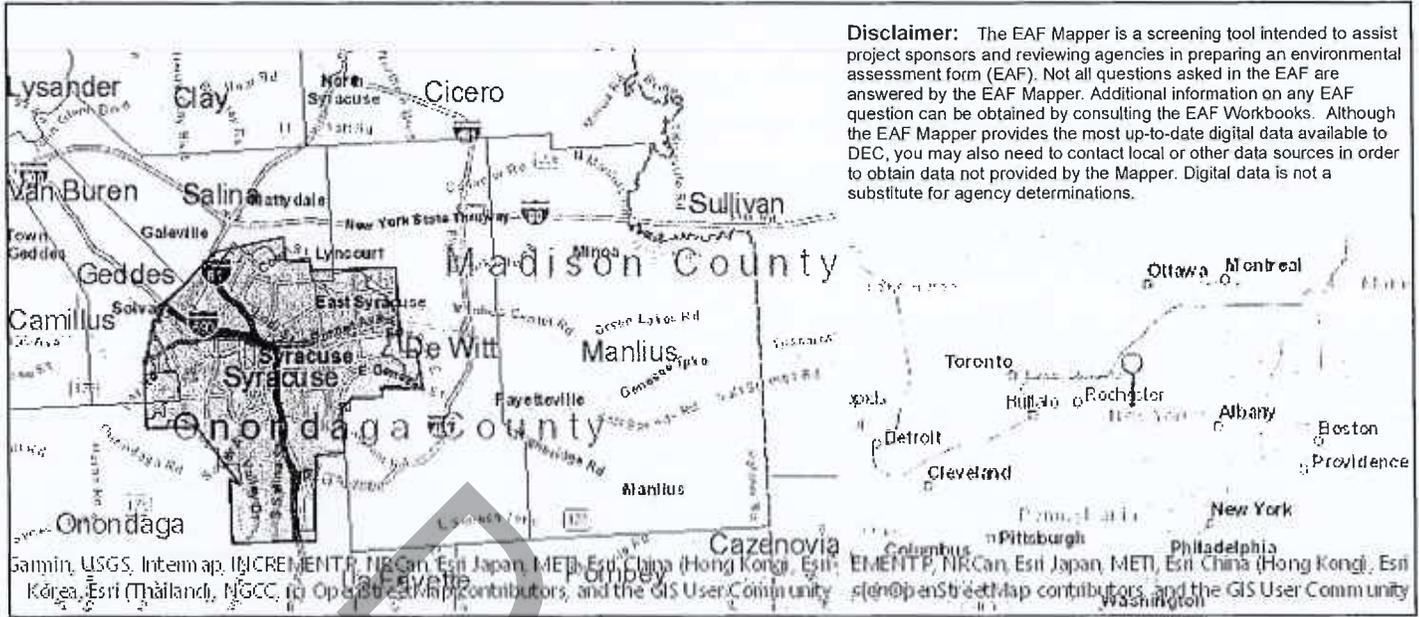
Wetland    Urban    Suburban

15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered? Lake Sturgeon, Indiana Bat,...	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	<input type="checkbox"/>	<input type="checkbox"/>
_____		
_____		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
_____		
_____		
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
_____		
_____		
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
_____		
_____		

**I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE**

Applicant/sponsor/name: Ann Fordock Date: 2/21/23

Signature: Ann Fordock Title: 1<sup>st</sup> Deputy Commissioner



**Disclaimer:** The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources in order to obtain data not provided by the Mapper. Digital data is not a substitute for agency determinations.

Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	Yes
Part 1 / Question 12b [Archeological Sites]	Yes
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	Yes
Part 1 / Question 15 [Threatened or Endangered Animal - Name]	Lake Sturgeon, Indiana Bat, Northern Long-eared Bat, Peregrine Falcon, Bald Eagle
Part 1 / Question 16 [100 Year Flood Plain]	Yes
Part 1 / Question 20 [Remediation Site]	Yes

Project: Date: 

**Short Environmental Assessment Form**  
**Part 2 - Impact Assessment**

**Part 2 is to be completed by the Lead Agency.**

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:		
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Project:

Date:

### 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.

The addition of Article 6 to the General Ordinance Chapter 14 Entitled Health and Sanitation is intended to benefit the City of Syracuse and their residents through providing wheeled carts for trash and recycling. The carts will reduce litter and provide consistency along the City's streets. City personnel will have a safer work environment by removing manual collection operations. Overall there are no environmental impacts associated with implementing a cart program in the City of Syracuse.

DRAFT

- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

City of Syracuse DPW  
Name of Lead Agency

2/21/23  
Date

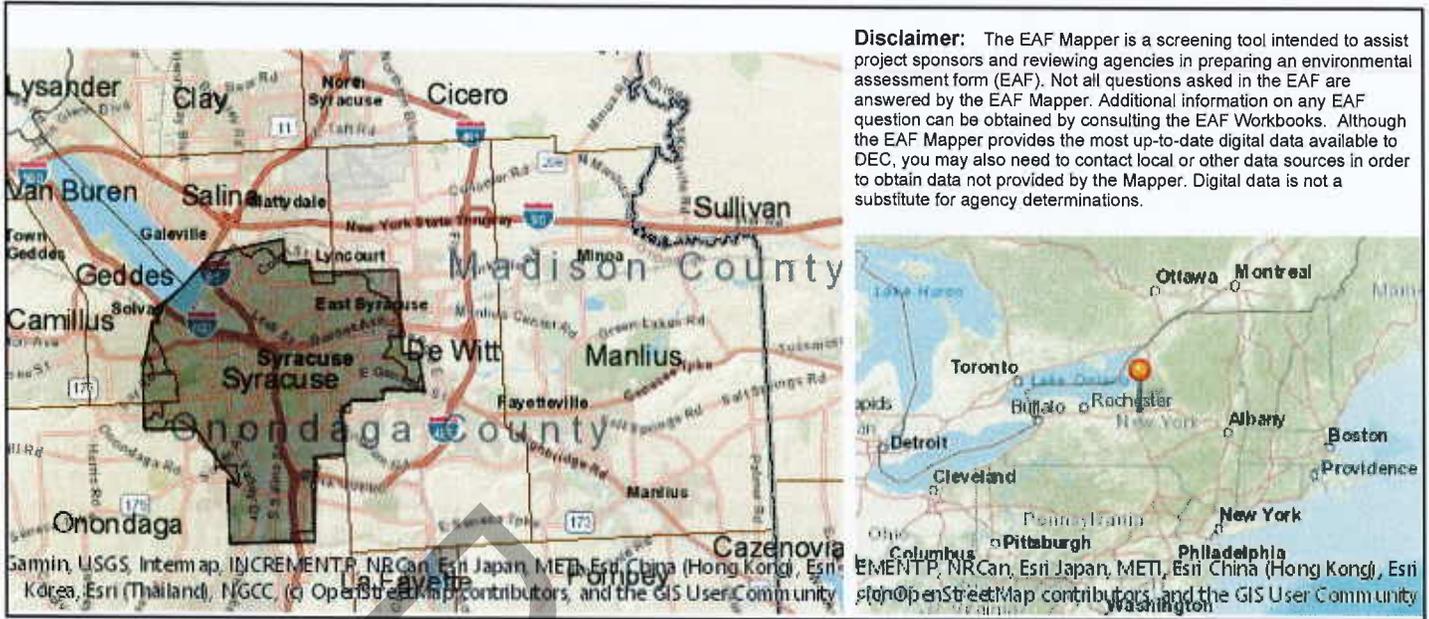
Ann FC RDock  
Print or Type Name of Responsible Officer in Lead Agency

1st Deputy Commissioner  
Title of Responsible Officer

[Signature]  
Signature of Responsible Officer in Lead Agency

[Signature]  
Signature of Preparer (if different from Responsible Officer)

**PRINT FORM**



**Disclaimer:** The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources in order to obtain data not provided by the Mapper. Digital data is not a substitute for agency determinations.

Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	Yes
Part 1 / Question 12b [Archeological Sites]	Yes
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	Yes
Part 1 / Question 15 [Threatened or Endangered Animal - Name]	Lake Sturgeon, Indiana Bat, Northern Long-eared Bat, Peregrine Falcon, Bald Eagle
Part 1 / Question 16 [100 Year Flood Plain]	Yes
Part 1 / Question 20 [Remediation Site]	Yes

21-22 21-20 31-30



# DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

**Jeremy Robinson**  
Commissioner

**Ann Fordock**  
Deputy Commissioner

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

February 14, 2023

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

**Re: Request for Legislation to declare Lead Agency Status in accordance with the State Environmental Quality Review Act (SEQRA) and issue a determination of Negative Declaration for the Amendments to Chapter 14 of the Revised General Ordinances of the City of Syracuse, as amended, entitled Health and Sanitation to facilitate the conversion by the Department of Public Works to City issued containers for residential solid waste collection**

Dear Ms. McBride:

Please place on the agenda for a regular meeting of the Common Council a request for legislation authorizing the City of Syracuse to declare itself Lead Agency in accordance with the State Environmental Quality Review Act (SEQRA) and issue a determination of Negative Declaration with respect to the necessary Amendments to Chapter 14 of the Revised General Ordinances of the City of Syracuse, as amended, entitled Health and Sanitation in order to facilitate the conversion by the Department of Public Works to City issued containers for residential solid waste collection (hereinafter referred to as "the Project").

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

Sincerely,

Jeremy Robinson  
Commissioner of Public Works

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

Office 315 448-2489  
Fax 315 448-8531

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

**GENERAL ORDINANCE AMENDING  
CHAPTER 14 OF THE REVISED GENERAL  
ORDINANCES OF THE CITY OF SYRACUSE,  
AS AMENDED, ENTITLED “HEALTH AND  
SANITATION” TO ADD A NEW ARTICLE 6  
TO BE ENTITLED “ CITY OF SYRACUSE  
DEPARTMENT OF PUBLIC WORKS  
PROGRAM FOR UPDATING THE CITY’S  
SOLID WASTE AND RECYCLING  
COLLECTION SYSTEM FOR HOUSEHOLD  
WASTE GENERATORS”**

BE IT ORDAINED, that Chapter 14 of the Revised General Ordinances of the City of Syracuse, as amended, is hereby amended to add a new Article 6 to be entitled “City of Syracuse Department of Public Works Program for Updating the City’s Solid Waste and Recycling Collection System for Household Waste Generators” which shall read as follows:

**Chapter 14. Health and Sanitation**

**Article 6. City of Syracuse Department of Public Works Program for Updating the City’s Solid Waste and Recycling Collection System for Household Waste Generators**

**Section 14-65. Title**

This Article shall be known as the “City of Syracuse Department of Public Works Program for Updating the City’s Solid Waste and Recycling Collection System for Household Waste Generators”.

**Section 14-66. Definitions**

For purposes of this Article the definitions shall be the same as those listed in Section 14-14 of this Chapter except for the following terms which for the purposes of this Article shall be defined as follows:

*City Issued Regulation Container* shall be defined as a 96-gallon wheeled cart owned by the City and issued by the City to residential property owners or their representatives in the City of Syracuse for the sole purpose of storage, collection and disposal of source separated solid waste.

*Commissioner* shall be defined as the Commissioner of the Department of Public Works.

*Corporation Counsel* shall be defined as the Corporation Counsel of the City of Syracuse.

*Route(s)* shall be defined as a route or routes selected by the Commissioner on a rolling basis to participate in the Program to update the City's Solid Waste and Recycling Collection System for Household Waste Generators.

#### **Section 14-67. Purpose**

The purpose of this Article is to authorize the Commissioner to establish a Program for updating the City's Solid Waste and Recycling Collection System for Household Waste Generators.

#### **Section 14-68. Program to Update the City's Solid Waste and Recycling Collection System for Household Waste Generators**

The Commissioner is hereby authorized to establish a Program for updating the City's Solid Waste and Recycling Collection System for Household Waste Generators.

- (a) Pursuant to this Ordinance the Department of Public Works will convert its Solid Waste Collection System for Household Waste Generators from the current system of using Regulation Containers owned and supplied by individual Household Waste Generators to a new system of using City Issued Regulation Containers. This Program will initially focus only on the Solid Waste that is not classified as Recyclable, with the intention to convert to a similar system for the collection of recyclables at a later date.
- (b) The Commissioner shall be responsible for the creation of a plan to coordinate the distribution of City Issued Regulation Containers to Household Waste Generators in the City of Syracuse.
- (c) The Commissioner will be responsible for designating the Routes for this Program. The Routes selected by the Commissioner shall be reflective of conditions across the City of Syracuse in order to collect data that will help determine how to successfully complete a City-wide conversion to City Issued Regulation Containers. Once the Program is underway the Commissioner shall determine any changes that need to be made to the initial list of designated Routes and when additional Routes will be added to the Program. The Initial Routes selected by the Commissioner shall cover various collection days in order to represent the City's normal waste collection schedule.
- (d) The Department of Public Works, pursuant to the necessary authorizations from the Mayor and the Common Council, has purchased an initial supply of City Issued Regulations Containers. As the Routes are designated by the Commissioner, the Department of Public Works will deliver a City Issued Regulation Container to Eligible Household Waste Generators on the designated Route. The selection of Routes and distribution of the City Issued Regulation Containers will be done in Phases until the Program has become City-wide.

- (e) The number of City Issued Regulation Containers provided for use by a property classified as a Household Waste Generator shall be one (1) individual City Issued Regulation Containers per unit.
- (f) For areas of the City that have been determined by the Commissioner to be topographically unsuitable for the use of the City Issued Regulation Containers, the Household Waste Generators will continue to use their own Regulation Containers in accordance with the requirements of Article 2 of this Chapter.
- (g) Property owners and/or their authorized representatives for non-owner occupied properties will receive notice from the Commissioner of the designation of their neighborhood as a Route participating in the Program. Such notice will also provide information regarding the delivery of the City Issued Container and the date that the property owner or tenants of the residential property shall be required to cease using their current Regulation Container and begin to use the City Issued Regulation Container. The Notice will provide information on the specifics of the Program and provide contact information for questions or concerns.
- (h) **Special Accommodations.** Household Waste Generators who require special accommodations should contact the Department of Public Works as soon as possible after receipt of the notice that their neighborhood is on a Route participating in the Program. The Commissioner shall have the discretion to determine if a Household Waste Generator will be granted a reasonable accommodation regarding their participation in the Program. Accommodations shall be made in accordance with all applicable laws and regulations including but not limited to the Americans with Disabilities Act.
- (i) The following Operating Rules and Regulations shall apply to the Program:
- (1) Household Waste shall be collected every seventh day in accordance with the assigned schedule for the residential neighborhood. The pickup day shall be set by the Department of Public Works. Pickup will be conducted by the Department of Public Works. Unless otherwise determined by the Commissioner, the Program shall follow the City's normal one day delay pickup schedule for the following holidays: Christmas, New Year's Day, Martin Luther King, Jr.'s Birthday; Memorial Day, Independence Day, Labor Day, and Thanksgiving Day.
  - (2) The City will provide the appropriate number of City Issued Regulation Containers for the Eligible Households located on one of the Routes participating in the Program, in accordance with subsection (e) of this Section.
  - (3) The City Issued Regulation Container shall be used by the Household Waste Generator solely for storage and collection of household waste by the City of Syracuse. Other uses of the City Issued Regulation Container are prohibited.

- (4) Once the City Issued Regulation Container has been provided, this is the only container that should be used for disposal of non-recyclable solid waste at the Property. Failure to use the City Issued Regulation Container will initially result in the Commissioner or an authorized representative of the City of Syracuse, including but not limited to the Director of the City of Syracuse Division of Code Enforcement, providing a warning to the property owner that City Issued Regulation Containers must be used. Continued noncompliance with the provisions of this Article will result in the City enforcing the provisions of Section 14-70 below.
- (5) The City Issued Regulation Container shall be owned by the City but it shall be the responsibility of the property owner and all Household Waste Generators at the premises to maintain the City Issued Regulation Container in a safe and sanitary condition.
- (6) The City Issued Regulation Container must remain at the address of the residential property for which it was issued and shall be left for use by the new owner or occupant should the residential property be sold or transferred during the Program.
- (7) No City Issued Regulation Container shall be set out before 6:00 p.m. of the day preceding the scheduled pickup.
- (8) All City Issued Regulation Containers must be set out in plain view from the street and must be set adjacent to the curb line or edge of the road unless otherwise directed by the City.
- (9) All City Issued Regulation Containers must be removed from plain view from the street following collection of the household waste no later than 7:00 p.m. on the date of scheduled pickup.
- (10) With the exception of the references to Regulation Containers which are not applicable to the Routes participating in this Program, Household Waste Generators provided a City Issued Regulation Container pursuant to this Article shall continue to follow the Operating Rules and Regulations for Household Waste Generators as detailed in Section 14-18 of Article 2 of this Chapter.
- (11) No Refuse shall be placed or stored on any premises within the City except as permitted by this Chapter.
- (12) Household Waste and Refuse shall be placed in bags, deposited promptly and stored in City Issued Regulation Containers.
- (13) City Issued Regulation Containers must not be filled over their level capacity.
- (14) City Issued Regulation Containers shall be placed by the owner and/or occupant of the premises where such Refuse originated at the rear or side yard of the main

building on such premises. Such Refuse shall be stored in a manner so as not to create a health hazard or public nuisance.

- (15) Any substantial accumulation of refuse or waste is hereby declared to be a sanitary health hazard and a public nuisance.
- (16) Refuse shall not be placed or stored in the street, sidewalk or gutters or in any public place except as directed herein or by the Commissioner.
- (17) The Commissioner shall have the authority to abate any sanitary health hazard or public nuisance and to impose the fees, charges and penalties of this Chapter as well as the cost of disposal for such abatement.
- (18) During the Program, circumstances may arise where it is necessary for the City Issued Regulation Container to be replaced. In such circumstances the property owner or their authorized representative shall contact the City of Syracuse Department of Public Works to request delivery of a replacement City Issued Regulation Container. Requests for replacements should be made as soon as possible so that the property can dispose of household waste on schedule. Upon enactment of this legislation the replacement City Issued Regulation Container shall be provided at no cost to the property owner; however, the Commissioner reserves the right to establish a fee schedule for replacement of City Issued Regulation Containers should such charges be deemed necessary.
- (19) Until the Commissioner has included their neighborhood as a designated Route and provided a City Issued Regulation Container, Household Waste Generators shall continue to use their own Regulation Containers and follow the Operating Rules and Regulations for Household Waste Generators as detailed in Section 14-18 of Article 2 of this Chapter.

#### **Section 14-69. Report on the Program**

The Commissioner shall provide the Mayor and the Common Council with a report detailing the data collected during the rollout of the Program following the completion of the first year of the conversion to the City Issued Regulation Containers. This report shall include any issues that were encountered during the rollout of the Program and the Commissioner's recommendations for continuation, expansion or changes to the Program. The Mayor and Common Council may request a formal report on the Program at any time during the course of the Program.

#### **Section 14-70. Penalties and remedies for violation**

(a) Except as otherwise provided herein, any person or Waste Generator who shall knowingly and willfully violate or assist in the violation of this article shall be guilty of an offense and upon conviction shall be subject to a fine of two hundred fifty dollars (\$250.00). Each day such violation shall continue shall be deemed a separate violation subject to a separate fine.

(b) Except as otherwise provided herein, a violation of any provision of this article which shall result in the discharge or accumulation of solid waste shall be deemed a nuisance for purposes of civil remedies and shall be deemed to constitute a threat to public health and safety. Upon discovery of a discharge or accumulation of solid waste at a residential property it shall be the duty and responsibility of the Commissioner to: (i) provide notice of the condition to the Waste Generator and/or property owner where the violation has occurred by having a prominent marker placed at the site of the discharge or accumulation; (ii) mail notice of such condition to the Waste Generator and/or property owner where the violation has occurred to the address on file in the office of the department of finance, and if an address is not so filed, then notice shall be sent by certified mail to their last known address or place of residence; (iii) if the condition remains uncorrected for twenty-four (24) hours after the placement of a marker, the Commissioner shall take such actions as necessary to correct the condition, the cost of which shall be charged to the waste generator and/or property owner; (iv) a bill for the reasonable cost of the corrective action plus an administrative surcharge of the greater of one hundred dollars (\$100.00) or fifty (50) percent of the cost of the corrective action shall be delivered to the Waste Generator and/or the property owner where the violation has occurred; and the commissioner of assessment shall be authorized to add any unpaid amount of said bill to the next succeeding property tax bill as a "special solid waste charge" which shall be a lien against the property.

(c) In addition to the above-provided penalties and revocations, or in lieu thereof, the Corporation Counsel may also institute and maintain an action or proceeding in the name of the City of Syracuse in a court of competent jurisdiction to compel compliance with or to restrain by temporary restraining order, preliminary and/or permanent injunction, any violation of this ordinance.

; and

BE IT FURTHER ORDAINED, that these amendments to Chapter 14 of the Revised General Ordinances of the City of Syracuse, as amended, shall be effective immediately, provided that those provisions of Chapter 14 of the Revised General Ordinances of the City of Syracuse, as amended, which are unchanged by these amendments shall remain in full force and effect and shall be regarded for all purposes as having been in effect continuously and any new provisions shall be applied prospectively.



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## CITY OF SYRACUSE COMMON COUNCIL

**AMIR GETHERS**  
Councillor-at-Large

March 17, 2023

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

**Re: Request to Amend the Proposed Legislation on the Agenda for the next meeting of the Common Council relative to the Department of Public Works Request to add a new Article 6 to Chapter 14 of the Revised General Ordinances of the City of Syracuse, as amended relative to a new Solid Waste Collection Program using City Issued Regulation Containers**

Dear Ms. McBride:

The Department of Public Works has an item on the current Common Council Agenda relative to the addition of a new Article 6 to Chapter 14 of the Revised General Ordinances of the City of Syracuse, as amended, to create a new Department of Public Works Solid Waste Collection Program that would utilize City issued Regulation Containers. The Members of the Common Council have reviewed the draft legislation based on the Department of Public Works Request and are hereby requesting the following amendments to the proposed legislation:

- Removal of the language in Section 14-68 (e) of the proposed legislation regarding the maximum number of City Issued Regulation Containers that will be issued for properties with four (4) to ten (10) units. The Common Council requests that language be added to the proposed legislation that states that the Department of Public Works will provide all Household Waste Generators, with one (1) City Issued Regulation Container per unit.
- Add additional language to Section 14-68 regarding the ability of Household Waste Generators to request from the Commissioner of Department of Public Works special accommodations relative to the new Solid Waste Collection Program.

Thank you for your assistance in this matter.

Sincerely,

Amir Gethers  
Councillor-at-Large

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# DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

February 16, 2023

**Jeremy Robinson**  
Commissioner

**Ann Fordock**  
Deputy Commissioner

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

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

**Re: Request for Legislation to amend Chapter 14 of the Revised General Ordinances of the City of Syracuse, as amended to add a new Article 6 to establish a City Issued Regulation Container Program**

Dear Ms. McBride:

Please prepare legislation for the next regular meeting of the Common Council to amend Article 2 of Chapter 14 of the Revised General Ordinances entitled "Solid Waste Collection and Disposal" to authorize the Commissioner to establish a Program for updating the City's Solid Waste and Recycling Collection System for Household Waste Generators.

The amended General Ordinance will add new sections to facilitate the rollout of the new residential cart program for waste collection. Specifically, these sections will deal with:

- (a) Converting DPW's Solid Waste Collection System for Household Waste Generators from the current system of using Regulation Containers owned and supplied by residential property owners to a new system of using City Issued Regulation Containers. This Program will initially focus only on the Solid Waste that is not classified as Recyclable, with the intention to convert to a similar system for the collection of recyclables at a later date.
- (b) The Commissioner shall be responsible for the creation of a plan to coordinate the distribution of City Issued Regulation Containers to Household Waste Generators in the City of Syracuse.
- (c) The Commissioner will be responsible for designating the Routes for this Program. The Commissioner will designate at least five (5) Routes for participation in the initial rollout of the Program. The Routes selected by the Commissioner shall be reflective of conditions across the City of Syracuse in order to collect data that will help determine how to successfully complete a City-wide conversion to City Issued Regulation Containers. Once the Program is underway the Commissioner shall determine any changes that need to be made to the initial list of designated

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Routes and when additional Routes will be added to the Program. The Initial Routes selected by the Commissioner shall cover various collection days in order to represent the City's normal waste collection schedule.

- (d) The Department of Public Works, pursuant to the necessary authorizations from the Mayor and the Common Council, has purchased an initial supply of City Issued Regulations Containers. As the Routes are designated by the Commissioner, the Department of Public Works will deliver a City Issued Regulation Container to each residential property on the designated Route. The selection of Routes and distribution of the City Issued Regulation Containers will be done in Phases until the Program has become City-wide.
- (e) For areas of the City that have been determined by the Commissioner to be topographically unsuitable for the use of the City Issued Regulation Containers, the Household Waste Generators will continue to use their own Regulation Containers in accordance with the requirements of Article 2 of this Chapter.
- (f) Property owners and/or their authorized representatives for non-owner occupied properties will receive notice of the designation of their neighborhood as a Route participating in the program. Such notice will also provide information regarding the delivery of the City Issued Container and the date that the property owner or tenants of the residential property shall be required to cease using their current Regulation Container and begin to use the City Issued Regulation Container. The Notice will provide information on the specifics of the Program and provide contact information for questions or concerns. Individuals who require special accommodations should contact the Department of Public Works as soon as possible after receipt of the Notice.

Existing sections and definitions of the current Solid Waste Ordinance will continue to apply to those neighborhoods where the rollout has not occurred.

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

Sincerely,



Jeremy Robinson  
Commissioner of Public Works

**ORDINANCE AUTHORIZING A PILOT AGREEMENT WITH RUBICON GLOBAL, LLC. FOR TURN-BY-TURN DIRECTIONAL SERVICES ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS**

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

WHEREAS, the Mayor has approved the retention of Rubicon Global, LLC. ("Rubicon") for a Pilot Agreement under the following terms:

- (1) Rubicon shall provide it's turn-by-turn technology suite, including all technology and equipment necessary to monitor waste management services in real-time, to the Department of Public Works so as to measure and manage the impact and efficiency of City waste removal services (the "Pilot Project").
- (2) The term of this Pilot Agreement shall be for a period of three (3) months ("Initial Term"), with the option of two (2) additional three-month extensions, at the discretion of the Commissioner of Public Works.
- (3) Rubicon has agreed to provide all services for the Initial Term at no cost to the City; the City shall pay Rubicon \$6,200.00 for each month the agreement is extended for a total not to exceed amount of \$37,000.00 for all services under this Pilot Agreement.

; NOW, THEREFORE,

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

BE IT FURTHER ORDAINED, that all costs associated with this agreement shall be charged to Department of Public Work's Budget Account 01.51420.540530 or another appropriate budget account as designated by the Commissioner of Finance.



# DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

March 10, 2023

**Jeremy Robinson**  
Commissioner

**Ann Fordock**  
1<sup>st</sup> Deputy  
Commissioner

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

Hon. Patricia K. McBride  
City Clerk  
231 City Hall  
Syracuse, NY 13202

**Re: Request for Legislation – Authorize a pilot agreement with Rubicon Global, LLC. (“Rubicon”) for turn-by-turn directions for the City’s sanitation vehicles**

Dear Ms. McBride:

Please prepare legislation to be introduced at the March 27, 2023 Common Council meeting on behalf of the Department of Public Works authorizing a pilot agreement with Rubicon for turn-by-turn directions for the City’s fleet of sanitation vehicles. This turn-by-turn technology suite includes technology and equipment by which the City can monitor waste management services in real-time, enabling the City to effectively measure and manage the impact and efficiency of our waste removal services.

The term of the agreement will be for three (3) months, with the option of two additional three (3) month extensions, at the discretion of the Commissioner of DPW.

Rubicon has agreed to offer the first three (3) months of this pilot agreement at no cost to the City. Rubicon will charge the City \$6,200.00 for each month the agreement is extended. Total costs associated with the life of this agreement shall not exceed \$37,000.00. All costs associated with this agreement shall be charged to Budget Account # 01.51420.540530.

If you have any questions, please don’t hesitate to contact me.

Sincerely,

Ann Fordock  
1<sup>st</sup> Deputy Commissioner of Public Works

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

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Fax 315 448-8531

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# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

**Timothy M. Rudd**  
Director

**Julie Castellitto**  
Assistant Director

**TO:** Mayor Ben Walsh  
**FROM:** Timothy M. Rudd, Director of Management and Budget  
**DATE:** March 13, 2023  
**SUBJECT:** Agreement – Rubicon Global, LLC. (“Rubicon”)

On behalf of the Department of Public Works, I am requesting that the City of Syracuse enter into a pilot agreement with Rubicon Global, LLC. (“Rubicon”) for turn-by-turn directions for the City’s fleet of sanitation vehicles. This turn-by-turn technology suite includes technology and equipment by which the City can monitor waste management services in real-time, enabling the City to effectively measure and manage the impact and efficiency of our waste removal services.

The term of the agreement will be three (3) months, with the option of two additional three (3) month extensions, at the discretion of the Commissioner of DPW.

Rubicon has agreed to offer the first three (3) months of this pilot agreement at no cost to the City. Rubicon will charge the City \$6,200 for each month the agreement is extended. Total costs associated with the life of this agreement shall not exceed \$37,000. All costs associated with this agreement shall be charged to Budget Account #01.51420.540530.

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 15 2023  
Date

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

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Fax 315 448-8116

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Ordinance No.

2023

**ORDINANCE AUTHORIZING THE  
APPROPRIATION OF \$436,858 OF THE  
AMERICAN RESCUE PLAN ACT OF 2021  
(ARPA) FUNDS RECEIVED BY THE CITY OF  
SYRACUSE TO BE USED BY THE  
DEPARTMENT OF PUBLIC WORKS TO  
PURCHASE TWO PACKERS FROM TRACEY  
ROAD EQUIPMENT**

BE IT ORDAINED, that this Common Council hereby appropriates the sum of \$436,858.00 of the American Rescue Plan Act of 2021 (ARPA) Funds received by the City of Syracuse to Budget Account No. 08.599808.14905.800012922 or another account to be determined by the Commissioner of Finance for the Department of Public Works; said funds are to be used to purchase two (2) Packers from Tracey Road Equipment in accordance with the attached Schedule "A", in the manner provided by law.

BE IT FURTHER ORDAINED, that the Director of Management and Budget is hereby authorized to purchase said Packers at a cost not to exceed \$436,858.00, charging the cost thereof to Budget No. Account 08.599808.14905.800012922 or other appropriate accounts as designated by the Commissioner of Finance.

**"Schedule A"**

Quantity	Equipment/ Vehicle	Each	Total
2	Packers	\$218,429.00	\$436,858.00



# DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

February 15, 2023

**Jeremy Robinson**  
Commissioner

**Ann Fordock**  
Deputy Commissioner

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

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

**Re: Request Additional American Rescue Plan Act Funds to Purchase (2) Packers for the Automation Sanitation Pilot Project**

Dear Ms. McBride:

Please prepare legislation for an upcoming meeting of the Common Council to appropriate additional funds to the Department of Public Works in an amount not to exceed \$436,858 from the American Rescue Plan Act (ARPA) of the 2022 fund balance. The funds will be used for the purposes of purchasing packers for the sanitation improvements as recommended by Barton & Loguidice DPC (Ordinance #129-2022.)

- Please prepare legislation for the upcoming meeting of the Common Council to appropriate funds to the City of Syracuse Department of Public Works, to purchase (2) Packers from Tracey Road Equipment. There is an open Onondaga County contract in place for this vendor.

This is for the purchase of (2) packers for the switch to use semi-automated collection of solid waste in carts in an amount not to exceed of \$436,858. This purchase will be funded through the American Rescue Plan Act and deposited in to 08.599808.14905.800012922.

If you have any questions or need any additional information, please contact me at your convenience.

Sincerely,

**Jeremy Robinson**  
Commissioner of Public Works

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

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**ORDINANCE AUTHORIZING AN  
INTERMUNICIPAL AGREEMENT BETWEEN  
THE CITY AND ONONDAGA COUNTY  
RELATIVE TO TRANSPORTATION  
IMPROVEMENTS WITHIN THE CITY OF  
SYRACUSE IN AND ALONG ONONDAGA  
BOULEVARD AND VELASKO ROAD**

BE IT ORDAINED, that the Mayor is authorized to execute an Intermunicipal Agreement between the City and the Onondaga County (“County”) relative to a Transportation Improvement Project within the City of Syracuse in and along Onondaga Boulevard from the City line to its intersection with Velasko road (“Onondaga Blvd Project”); and

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

BE IT FURTHER ORDAINED, that the City’s share of the cost of the Onondaga Blvd Project is hereby authorized to be a not to exceed amount of \$700,000 which will be paid from the sale and issuance of bonds authorized contemporaneously by this Common Council; and

BE IT FURTHER ORDAINED, that the Commissioner of Finance is authorized to create a capital account for this project to be funded from the bond proceeds; and

BE IT FURTHER ORDAINED, that the Department of Public Works is hereby authorized to pay the County for the City’s share of the Onondaga Blvd Project pursuant to the terms of the Agreement attached hereto as Appendix “A”.

Appendix "A"

Department of Transportation

Contract No. \_\_\_\_\_

**AGREEMENT**

THIS AGREEMENT, by and between the **COUNTY OF ONONDAGA**, a municipal corporation organized and existing under the laws of the State of New York, by J. Ryan McMahon II, its County Executive, with offices in the Civic Center, 421 Montgomery Street, Syracuse, New York, 13202 (hereinafter "the **County**") and the **CITY OF SYRACUSE**, a municipal corporation organized and existing under the laws of the State of New York, by Ben Walsh, its Mayor with offices at City Hall, 233 E. Washington Street, Syracuse, New York, 13202, (hereinafter "the **City**"),

WITNESSETH:

WHEREAS, the County is undertaking a federally-aided Transportation Project (PIN 3756.75) (hereinafter "Onondaga Blvd. Project"), a portion of which is within the City of Syracuse in and along Onondaga Boulevard from the City line to its intersection with Velasko Road, and the approaches thereto; and

WHEREAS, said Onondaga Blvd. Project includes, within City limits, the installation of sidewalks along both sides of Onondaga Boulevard, upgraded Americans with Disabilities Act ("ADA") curb ramps and pedestrian infrastructure at the intersection of Velasko Road and Onondaga Boulevard, access management, pavement treatment along Onondaga Boulevard and all approaches to the Velasko Road intersection, and vehicle detection cameras for the existing traffic signal, where such improvements are to be more fully described and shown within final Onondaga Blvd. Project Design Reports and Contract Drawings, as reviewed and approved by the City ("Plans"), which Plans are to be incorporated herein and made a part hereof by reference (hereinafter, collectively, "Project Improvements"); and

WHEREAS, by City Ordinance, adopted March \_\_\_, 2023, the City Common Council authorized the Mayor to enter into this Agreement to participate in this project, pay the County for all project costs for work completed within the City, and to approve of the County to advance all work on behalf of the City as set forth herein; and

WHEREAS, by Onondaga County Resolution No. \_\_\_\_ adopted on \_\_\_\_\_, 2023, the County Legislature authorized the County Executive to enter into this Agreement, and to accept City funds, and to advance the City's Project Improvements; and

WHEREAS, implementing the Onondaga Blvd. Project and performing the Project Improvements requires access to City property, including roadways and right-of-ways, where permission is given to the County from the City within a separate permit; and

WHEREAS, New York State, acting on behalf of the federal government, has required the County to guarantee that the Project Improvements will be operated and maintained during its useful life, and this Agreement memorializes such obligations relative to the City and the County;

NOW, THEREFORE, the parties do hereby mutually agree as follows:

1. The City Project Improvements limits are as follows:  
Along Onondaga Boulevard (both sides) from the City line eastward to a location approximately 200 feet beyond the Velasko Road intersection (inclusive of said intersection), and approximately 200 feet of Velasko Road (both approaches) north and south of said intersection.
2. The City shall accept ownership and maintenance of all Project Improvements, and shall operate and maintain, as designed, the Project Improvements for their useful life following substantial completion of construction.
3. The City is responsible for all costs associated with City Project Improvements including, but not limited to, design, construction, and inspection costs attributable thereto or associated therewith ("Project Improvement Costs"). Within forty-five (45) days of execution of this Agreement by both parties, the City shall pay the County nine thousand dollars (\$9,000.00) as the initial payment for the City's estimated share of preliminary design work attributable to the Project Improvements. Upon completion of the preliminary design, and the City's approval thereof, the City shall make a second advance payment to the County for its estimated share of final design costs, estimated to be \$45,000, attributable to the Project Improvements, which shall be due within forty-five (45) days of the County's written request for payment. Upon completion of the final design, and the City's approval thereof, the City shall make a third advance payment,

estimated to be \$640,000, to the County for its share of estimated construction and inspection costs attributable to Project Improvements, which shall also be due within forty-five (45) days of the County's written request for payment. In total, Project Improvement Costs for all work is estimated to be six hundred and ninety four thousand dollars (\$694,000.00).

The advanced payments provided by the City will be based upon estimated costs, which may be more or less than the actual costs. The estimated engineering costs (design and inspection) will be determined as part of negotiations with the County's engineering consultant, CHA, LLP, and the estimated construction cost for the City share will be computed by CHA, LLP as part of developing the contract documents. The City shall be allowed to review the scope and costs as part of the negotiations to ensure that its share of the project fee/hrs. is fair and reasonable. As part of the City review, the City may suggest revised numbers and have input with the County on the final negotiated Consultant fee-scope of work.

The actual total cost will only be known when the Onondaga Blvd. Project is finished. When complete, an accounting analysis will be conducted by the County, which will be the basis from which the City's total actual Project Improvement Costs will be calculated. The City will forward a final payment for any remaining Project Improvement Costs due within forty-five (45) days of the County's written request for payment, which Project Improvement Costs shall in no event exceed seven hundred thousand dollars (\$700,000.00). Conversely, the County will reimburse to the City any overpayment within forty-five (45) days of completion of the County's aforementioned accounting analysis.

The County secured federal and state funding through the Transportation Improvement Program ("TIP") for the Onondaga Blvd. Project prior to the City's involvement, and subsequently secured TIP funding for the City's estimated share of preliminary design work attributable to the Project Improvements. It is not anticipated that further federal and state funds will be available for the Project Improvements. In the event that the City secures federal/state funding for Project Improvements, the County agrees to add these funds via TIP Amendment to the Onondaga Blvd. Project, amend the County project budget to incorporate said funds, and apply such funds to decrease Project Improvement Costs accordingly. The City understands and agrees that the County is not responsible for applying for and/or obtaining federal/State

funding for Project Improvements.

4. The County shall design, construct, inspect, and administer, or cause to be designed, constructed, inspected, and administered, the Onondaga Blvd. Project, inclusive of Project Improvements; and shall be responsible for securing all required permits/approvals and coordinating with the City with respect to Project Improvements and the costs thereof. The City’s approval of the work shall not be unreasonably denied, withheld, or delayed.

5. In the event that the City has to remove any of the any of the Project Improvements, or otherwise allow or any of its contractors, agents, or Permittees to remove said Project Improvements, the responsible party shall, at its own cost, promptly replace or repair said Project Improvements to their original condition as designed.

6. The City shall continue to own, operate and maintain the Project Improvements in accordance with the City’s rules and regulations.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the date and year hereinafter written.

**CITY OF SYRACUSE**

**COUNTY OF ONONDAGA**

\_\_\_\_\_  
By: **Ben Walsh**  
Mayor

\_\_\_\_\_  
By: **J. Ryan McMahon II**  
County Executive

Dated: \_\_\_\_\_, 2023.

Dated: \_\_\_\_\_, 2023.

Attest: \_\_\_\_\_  
**Patricia K. McBride, City Clerk**



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# DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

March 10, 2023

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

**Jeremy Robinson**  
Commissioner

**Ann Fordock**  
Deputy Commissioner

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

**RE: Request for Legislation – Intermunicipal Agreement with Onondaga County relative to Transportation Improvements within the City of Syracuse in and along Onondaga Boulevard from the City line to its intersection with Velasko Road “Onondaga Blvd. Project”**

Dear Ms. McBride:

Please place an item on the next Common Council agenda authorizing the Mayor to execute, subject to approval by the Corporation Counsel, an intermunicipal agreement (IMA) with Onondaga County to provide for the disbursement of funding from the City to the County for Transportation Improvements within the City of Syracuse in and along Onondaga Boulevard from the City line to its intersection with Velasko Road.

The County is undertaking a federally-aided Transportation Project (PIN 3756.75.) Onondaga Blvd. Project includes, within City limits, the installation of sidewalks along both sides of Onondaga Boulevard, upgraded Americans with Disabilities Act (“ADA”) curb ramps and pedestrian infrastructure at the intersection of Velasko Road and Onondaga Boulevard, access management, pavement treatment along Onondaga Boulevard and all approaches to the Velasko Road intersection, and vehicle detection cameras for the existing traffic signal.

The City of Syracuse has agreed to pay all costs for the portion of this project that fall within City limits for an amount not to exceed \$700,000 which will be paid from unallocated cash capital and placed into an account to be determined by the Commissioner of Finance.

Very truly yours,

Jeremy Robinson  
Commissioner of Public Works

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

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Fax 315 448-8531

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City of Syracuse

AUTHORIZATION TO PROCEED WITH CIP PROJECT

Date: 03/10/23 Department: Public Works  
 Project Name: Intermunicipal Agreement with Onondaga County - Onondaga Blvd. Project  
 Project Cost: \$700,000  
 Contact Name: Jeremy Robinson  
 Project Description:  
 Transportation Improvements within the City of Syracuse in and along Onondaga Boulevard from the City line to its intersection with Velasko Road.

Projected Time Line & Funding Source(s)

Estimated Start Date: Estimated Completion Date:

Funding Source:	Dollar Amount:
Local Share: Cash Capital	
Local Share: Bonds (complete schedule below)	\$700,000
State Aid/Grant (identify)	
Federal Aid/Grant (identify)	
Other (identify)	
Other (identify)	
Total Project Funding (must equal cost):\$	\$ 700,000

Estimated Project Borrowing Timeline

Year	Fiscal Year	Estimated Amount to Borrow
1	2023	\$700,000
2		
3		
4		
5		
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$

Approval to proceed with request for legislation is hereby granted

Project in CIP Plan: Y: Yes  NO

Director of Administration:  Date: 14 MAR 23

Director of Management & Budget:  Date: 3-14-23

Commissioner of Finance:  Date: 3/14/23



# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

**Timothy M. Rudd**  
Director

**Julie Castellitto**  
Assistant Director

**TO:** Mayor Ben Walsh  
**FROM:** Timothy M. Rudd, Director of Management and Budget   
**DATE:** March 13, 2023  
**SUBJECT:** Intermunicipal Agreement – Onondaga County

---

On behalf of the Department of Public Works, I am requesting that the City of Syracuse enter into an Intermunicipal Agreement (IMA) with Onondaga County to provide for the disbursement of funding from the City to the County for Transportation Improvements within the City of Syracuse in and along Onondaga Boulevard from the City line to its intersection with Velasko Road.

The County is undertaking a federally-aided Transportation Project (PIN 3756.75.) Onondaga Blvd. Project includes, within City limits, the installation of sidewalks along both sides of Onondaga Boulevard, upgraded Americans with Disabilities Act ("ADA") curb ramps and pedestrian infrastructure at the intersection of Velasko Road and Onondaga Boulevard, access management, pavement treatment along Onondaga Boulevard and all approaches to the Velasko Road intersection, and vehicle detection cameras for the existing traffic signal.

The City of Syracuse has agreed to pay all costs for the portion of this project that fall within City limits for an amount not to exceed \$700,000 which will be paid from the sale and issuance of bonds and placed into an account to be determined by the Commissioner of Finance.

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

Thank you for your attention regarding this matter.



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

MAR 15 2023  
Date

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

Office 315 448-8252  
Fax 315 448-8116

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

**ORDINANCE AUTHORIZING THE  
ENGINEERING SERVICES AND  
CONSTRUCTION SERVICES FOR  
THE DEPARTMENT OF PUBLIC WORKS  
FISCAL YEAR 2023/2024 GENESEE DIG ONCE  
CAPITAL IMPROVEMENT PROGRAM**

BE IT ORDAINED, that this Common Council hereby authorizes the engineering services and construction services for the Department of Public Works Fiscal Year 2023/2024 Genesee Dig Once Capital Improvement Program at a total cost not to exceed \$165,000; this includes existing Dig Once Project work which is ongoing to address pavement, water service and related infrastructure issues, with additional work being undertaken to address deficient streetscape items and ensure ADA compliance; 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 \$165,000 authorized contemporaneously herewith by ordinance of this Common Council.



# DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

28-29

March 10, 2023

**Jeremy Robinson**  
Commissioner

**Ann Fordock**  
Deputy Commissioner

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

Mr. Tim Rudd  
Director of Management and Budget  
City Hall, Room 213  
Syracuse, NY 13202

**Re: 2023/2024 Genesee Dig Once Capital Improvement Program**

Dear Mr. Rudd:

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

- Ordinance authorizing the sale and issue of bonds to defray the costs of the 2023-2024 Genesee Dig Once Capital Improvement Program at a cost not to exceed \$165,000.00.
- Ordinance authorizing the Department of Public Works to proceed with the 2023-2024 Genesee Dig Once Capital Improvement Program at a cost not to exceed \$165,000.00.
- 

Existing dig once project work is ongoing to address pavement, water service and related infrastructure, additional work will be taken to address deficient streetscape items and ensure ADA compliance.

These funds will be appropriated to an account to be determined by the Commissioner of Finance within the Department of Public Works

Very truly yours,

**Jeremy Robinson**  
Commissioner of Public Works

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

Office 315 448-2489  
Fax 315 448-8531

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



City of Syracuse

**AUTHORIZATION TO PROCEED WITH CIP PROJECT**

Date:	03/10/23	Department:	Public Works
Project Name:	2023/2024 Genesee Dig Once Program		
Project Cost:	\$165,000		
Contact Name:	Jeremy Robinson		
Project Description:	Existing dig once project work is ongoing to address pavement, water service and related infrastructure, additional work will be taken to address deficient streetscape items and ensure ADA compliance.		

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

Estimated Start Date: 5/1/2023      Estimated Completion Date: 12/31/2024

<u>Funding Source:</u>	<u>Dollar Amount:</u>
Local Share: Cash Capital	
Local Share: Bonds (complete schedule below)	165,000
State Aid/Grant (identify)	
Federal Aid/Grant (identify)	
Other (identify)	
Other (identify)	
<b>Total Project Funding (must equal cost):</b>	<b>\$ 165,000</b>

**Estimated Project Borrowing Timeline**

<u>Year</u>	<u>Fiscal Year</u>	<u>Estimated Amount to Borrow</u>
1	2024	\$165,000
2		
3		
4		
5		
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$ 165,000

Approval to proceed with request for legislation is hereby granted.

Project in CIP Plan: Y Yes X NO

Director of Administration: \_\_\_\_\_ Date: 14 MAR 23

Director of Management & Budget: \_\_\_\_\_ Date: 3-17-23

Commissioner of Finance: \_\_\_\_\_ Date: 3/14/23

Ordinance No.

2022

**ORDINANCE AMENDING ORDINANCE  
NO. 523-2021 AS LAST AMENDED BY  
ORDINANCE NO. 81-2022 AUTHORIZING THE  
APPROPRIATION OF \$3,070,000 OF THE  
AMERICAN RESCUE PLAN ACT OF 2021 (ARPA)  
FUNDS RECEIVED BY THE CITY OF  
SYRACUSE TO BE USED BY THE  
DEPARTMENT OF WATER FOR THE INTAKE  
CONSTRUCTION PROJECT TO FURTHER  
REDUCE THE APPROPRIATION TO \$1,000,000**

BE IT ORDAINED, that Ordinance No. 523-2021 as last amended by Ordinance No. 81-2022 is hereby amended to read as follows:

BE IT ORDAINED, that this Common Council hereby appropriates the sum of \$1,000,000\* of the American Rescue Plan Act of 2021 (ARPA) Funds received by the City of Syracuse to an account to be determined by the Commissioner of Finance for the Department of Water; said funds are to be used for the Intake Construction Project which involves extending intake number two to address turbidity concerns, in the manner provided by law.

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

\* previously \$3,070,000

Ordinance No.

2022

**ORDINANCE AMENDING ORDINANCE NO. 82-2022 AUTHORIZING THE APPROPRIATION OF \$2,030,000 OF THE AMERICAN RESCUE PLAN ACT OF 2021 (ARPA) FUNDS RECEIVED BY THE CITY OF SYRACUSE TO BE USED BY THE DEPARTMENT OF WATER FOR THE WEST GENESEE STREET REPLACEMENT PROJECT TO INCREASE THE APPROPRIATION TO \$4,100,000**

BE IT ORDAINED, that Ordinance No. 82-2022 is hereby amended to read as follows:

BE IT ORDAINED, that this Common Council hereby appropriates the sum of \$4,100,000\* of the American Rescue Plan Act of 2021 (ARPA) Funds received by the City of Syracuse to an account to be determined by the Commissioner of Finance for the Department of Water; said funds are to be used for the West Genesee Street Replacement Project from Salina Street to Myrtle, which will replace water valves, lead services, and the 1894 water main, in coordination with the Department of Engineering Street Restoration project at this location, in the manner provided by law.

30-31



# DEPARTMENT OF WATER

CITY OF SYRACUSE, MAYOR BEN WALSH

March 7, 2023

**Joseph B. Awald, PE**  
Commissioner

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

**RE: American Rescue Plan Act (ARPA) - Intake Extension Amendment**

Dear Ms. McBride:

Please prepare legislation for an upcoming meeting of the Common Council to amend Ordinance 81-2022 "Appropriate funds to the Water Department not to exceed \$4,070,000 from the American Rescue Plan Act (ARPA) of 2021 fund balance" Please reduce account 8000052121 by \$2,070,000 so funds can be appropriated to Ordinance 82-2022, account 80008222.

The Appropriated amount of \$2,070,000 to ARPA Account 800008222, Water infrastructure project for a new total of \$4,100,000. The funds will be utilized for the West Genesee Street replacement project from Salina Street to Myrtle Street. This is in coordination with the City Engineering Department and their street restoration project at this location the money will be utilized for water valve replacements, lead service line replacements, along with water main replacement.

If you have any questions or need any additional information, please feel free to contract me at your convenience.

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

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

Very Truly yours

Joseph Awald, PE  
Commissioner of Water

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# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

**Timothy M. Rudd**  
Director

**Julie Castellitto**  
Assistant Director

**TO:** Mayor Ben Walsh  
**FROM:** Timothy M. Rudd, Director of Management and Budget  
**DATE:** March 13, 2023  
**SUBJECT:** Amend Ordinance – Intake Extension

*Ord 81-2023*  
**Ordinance**

On behalf of the Department of Water, I am requesting that the City of Syracuse amend ~~#525-2021~~ Ordinance #525-2021 “Appropriate funds to the Water Department not to exceed \$4,070,000 from the American Rescue Place Act of 2021 fund balance”. Please reduce account 800052121 by \$2,070,000 so funds can be appropriated into a new account.

Please appropriate the amount of \$2,070,000 to ARPA account 800008222 Water Infrastructure projects for a new budget total of \$4,100,000. Funds will be used for the West Genesee Street replacement project from Salina Street to Myrtle. This is in coordination with the Engineering Department and their street restoration project at this location. The money will be used to replace water valves, replace lead services along with the replacement water main from 1894.

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 15 2023  
\_\_\_\_\_  
Date

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

Office 315 448-8252  
Fax 315 448-8116

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

**ORDINANCE AUTHORIZING CONTRACT WITH AMERICAN LEAK DETECTION RELATIVE TO PROVIDING WATER LEAK DETECTION SERVICES**

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

WHEREAS, the Mayor has approved the retention of American Leak Detection, under the following terms:

- (1) American Leak Detection shall provide water leak detection services for the Department of Water;
- (2) The term of this agreement shall be for two (2) years;
- (3) The City shall pay to American Leak Detection an amount not to exceed \$83,710 per year for a total of \$167,420 for the terms of this agreement;

NOW, THEREFORE,

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

BE IT FURTHER ORDAINED, that all costs associated with this agreement shall be charged to Water Engineering Operating Budget Account #05.83110.541500 or another appropriate account as designated by the Commissioner of Finance.



# DEPARTMENT OF WATER

CITY OF SYRACUSE, MAYOR BEN WALSH

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Joseph B. Awald, PE  
Commissioner

March 7, 2023

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

**RE: Water Department Leak Detection Contract**

Dear Ms. McBride:

Please prepare legislation for the Common Council agenda on behalf of the Water Department to enter into a with American Leak Detection. American Leak Detection will assist the Water Department with locating leaks throughout the water distribution system.

The Request for Proposal committee met to review the various proposals received taking into account: personnel, references, experience and fee. It was the unanimous decision of the selection committee to recommend American Leak Detection of New Haven, Connecticut. This recommendation is based upon the program they have proposed, along with their experience and reputation, which qualifies them to fulfill the contract as specified.

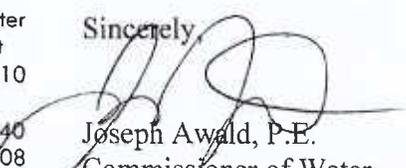
The cost of these services will not exceed \$83,710 per year for a total of \$167,420 for the two year contract and will be charged to the Water Engineering operating budget account 05.83110.541500.

Please call me if you have any questions.

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

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

Sincerely,

  
Joseph Awald, P.E.  
Commissioner of Water

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# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

**Timothy M. Rudd**  
Director

**Julie Castellitto**  
Assistant Director

**TO:** Mayor Ben Walsh  
**FROM:** Timothy M. Rudd, Director of Management and Budget  
**DATE:** March 10, 2023  
**SUBJECT:** Agreement with American Leak Detection

On behalf of the Department of Water, I am requesting that the City of Syracuse enter into an agreement with American Leak Detection. American Leak Detection will assist the Water Department with location leaks through the water distribution system.

The Request for Proposal committee met to review the various proposals received taking into account: personnel, references, experience and fee. It was the unanimous decision of the selection committee to recommend American Leak Detection of New Haven, Connecticut. This recommendation is based upon the program they have proposed, along with their experience and reputation, which qualifies them to fulfill the contract as specified.

The cost of these services will not exceed \$83,710 per year for a total of \$167,420 for the two year contract and will be charged to the Water Engineering operating budget account 05.83110.541500.

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

Thank you for your attention regarding this matter.

Mayor Ben Walsh  
City of Syracuse, New York

MAR 15 2023

Date

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

Office 315 448-8252  
Fax 315 448-8116

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# DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

10 March 2023

**Mary E. Robison, PE**  
City Engineer

**John Kivlehan**  
Design and Construction

**Kelly Haggerty**  
Public Buildings

**Marc Romano**  
Mapping and  
Surveying

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

**Re: Legislation Request – Accept the Lining of a 350 foot long 12” Combined Sewer Main and the construction of a 100 foot long new 18” stormwater sewer main with associated Right of Way Improvements along East Fayette Street (1000 Block) by TLSP Coda, LLC, the owner of the South Crouse Apartments Project (1001 East Genesee Street) at No Cost to the City. The sewer main lining and construction of an 18” stormwater sewer main with associated Right of Way Improvements along East Fayette Street (1000 Block) is a result of Onondaga County’s 1:1 offset requirement (Local Law No.1, 2011).**

Dear Ms. McBride:

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

An Ordinance authorizing the City of Syracuse to Accept the Lining of a 350 foot long 12” Combined Sewer Main and the construction of a new 100 foot long 18” stormwater sewer main with associated Right of Way Improvements along East Fayette Street (1000 Block) by TLSP Coda, LLC, the owner of the South Crouse Apartments Project (1001 East Genesee Street) at No Cost to the City. The sewer main lining and construction of an 18” stormwater sewer main with associated Right of Way Improvements along East Fayette Street (1000 Block) is a result of Onondaga County’s 1:1 offset requirement (Local Law No.1, 2011).

This department has reviewed, coordinated with other City departments and is of the opinion that the installed facilities described in the plans and specifications on file at the City Engineer’s office are to the benefit of the public use of the streets. It is therefore, recommended that an ordinance be submitted for consideration by the Common Council permitting the Department of Public Works to accept own and maintain the above described infrastructure improvements constructed in the City Right of Way’s by TLSP Coda, LLC as part of the Onondaga County’s 1:1 offset requirement as shown on the plans as forwarded to the Department of Engineering prepared for TLSP Coda, LLC by CHA and titled “Utility Plan-For Work Within City ROW”, dated December 23, 2022.

1. The Owner shall construct, without cost to the City, and in accordance with plans, specifications and final locations to be approved by the City Engineer and the Commissioner of Public Works, the lining of a 12” Combined Sewer Main and the construction of an 18” stormwater sewer main with associated Right of Way

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

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Improvements along East Fayette Street (1000 Block) which are the subjects of this action.

2. The plans and specifications required to construct all facilities subject to this ordinance shall be prepared by a Professional Engineer registered by the State of New York. **The plans for the work shall be approved by the City Engineer, and record drawings, including AutoCad and GIS formats on magnetic media referenced to New York State plane coordinate, Central Zone shall be provided to the City Engineer subsequent to the completion of the work.** TLSP Coda, LLC shall endeavor to provide a certification by a Professional Engineer as to the accuracy of the as-built drawings and attest to the fact that the improvements were constructed in conformity with the plans and specifications approved by the City. As-built drawings and a certification of completion shall be submitted within 30 days after the Department of Public Works has determined that the project is complete. If this information is not received, you will be subject to a \$500.00 penalty fee and additional collection fees if necessary.
3. That traffic shall be maintained at all times during construction. The entire excavation of said work is to be protected by suitable guards and signal both by day and night and precautions are to be taken by all reasonable means to prevent any accident or injury while the work is in progress.
4. That said applicant, its successors or assigns, shall within thirty (30) days from the adoption of this Ordinance execute and file in the Office of the City Clerk written acceptance of this permission and consent.
5. That all ordinances, rules and regulations of the City and its departments shall at all times be complied with including the Building Code of the City of Syracuse.
6. The Work shall be subject to street cut and repair permitting process administered by the Commissioner of Public Works and any other standard permitting processes that exist. Restoration of pavement shall be completed in accordance with all City of Syracuse standards and as ordered by the City Engineer.
7. That the City Engineer and the Commissioner of Public Works shall be advised in advance of time when the work is to be done and the work of installation, including shoring, protection of pipes and facilities and other safety measures, shall be subject to the supervision of the City Engineer and the Commissioner of Public Works.
8. All work shall be done in a skillful manner with reasonable dispatch and in accordance with plans and specifications and all conditions imposed by any laws, rules or regulations which may apply to the work. A dust and sediment and erosion control program shall be in effect for the duration of the project to prevent a nuisance and to prevent interference with or damage to adjacent property, streets, sewers and drainage courses.

9. That TLSP Coda, LLC shall adequately and properly protect any existing underground utilities located within or near said installation. If any such property or facilities are interfered with or damaged, TLSP Coda, LLC, or its successors and assigns, shall be responsible for replacement to the satisfaction of the City Engineer. Should the City Engineer determine that City facilities or utilities require relocation, temporary support or other modification as a result of this Work, said modifications shall be made as directed by the City Engineer.
10. That TLSP Coda, LLC, its successors, assigns, and agents shall obtain and keep in force for the duration of this permission, a general liability insurance policy, in the amount of \$2,000,000, naming the City of Syracuse as an additional insured. A Certificate of said insurance, along with the declaration page or blanket endorsement confirming the City of Syracuse as an additional insured shall be submitted to the City Engineer, Department of Engineering, Room 401 City Hall, 233 E. Washington Street, Syracuse, NY 13202.
11. That TLSP Coda, LLC, their successors, assigns, and agents shall at all times defend and indemnify and save harmless the City of Syracuse, its officers and servants from any and all liability and from any and all claims, damages, costs and expenses of every name and nature to person or property which may accrue or grow out of the CIP lining, new storm sewer, and spot repairs and associated improvements in said streets and shall defend and indemnify and save harmless said City from all costs, damages and expenses by reason of any damages or injuries to any gas pipe, water pipe, sewers, other utilities, pipes or construction work now located in, under and along the surface of said street at the point and place or places where said work is to be performed and maintained.
12. The foregoing conditions may be modified or expanded from time to time as agreed upon by the Corporation Counsel, City Engineer and TLSP Coda, LLC.
13. The construction and restoration permitted by the terms of this ordinance must be carried out and completed within two (2) years from the date of its adoption.
14. All monuments shall be referenced prior to construction. If any monuments are disturbed or moved, the monuments shall be replaced in the same location and recertified by a licensed surveyor to the City of Syracuse. All expenses for the above shall be paid for by TLSP Coda, LLC.
15. Follow all weather and seasonal limitations per City/NYSDOT specifications for all construction in the City R.O.W.. By consequence of the ordinance or subsequent approvals authorized by the ordinance, the City of Syracuse makes no representation, express or implied, as to the feasibility of the proposed plans or Work or to the extent of Work involved in accommodating any existing utility or facility located within the City rights-of-way. Any coordination with the various utility operators, private and/or public, is the responsibility of TLSP Coda, LLC Upon completion of the facilities and acceptance and approval of the improvements by the City Engineer, Commissioner of Public Works, the use, operation and maintenance of the lining of the 12" Combined Sewer Main

and the construction of an 18" stormwater sewer main with associated Right of Way Improvements along East Fayette Street (1000 Block) shall revert to the City.

16. Make application and obtain appropriate approval from the Onondaga County Plumbing Control Division of Water Environment and Protection and the Onondaga County Health Department.
17. The City reserves the right to reject any and all materials, workmanship of the planned work at any time during construction.
18. The City shall be notified, consulted and prior approval obtained on all field changes/field change sheets, RFI's etc. related to the work of this approval.
19. TLSP Coda, LLC shall provide full-time consultant engineering inspection during the lining of the 12" combined sewer main and the construction of an 18" stormwater sewer main with associated Right of Way Improvements along East Fayette Street (1000 Block) to be accepted by the City of Syracuse. The Consultant Inspector shall have experience in the lining of the 12" combined sewer main and construction of an 18" stormwater sewer main with associated Right of Way Improvements in the public R.O.W. The Consultant shall keep daily inspection records and provide them to the City of Syracuse. All construction in the City's R.O.W. shall meet current ADA regulations. All construction and inspection documentation including but not limited to shop drawings, pre and post TV inspection logs and digital copies of the videos, sewer testing and as-built drawings shall be handed over to the City for their review and approval prior to the City's acceptance of the work. The developer shall address any deviations noted between the as-built plans and design plans immediately, and any other City concerns associated with the combined sewer main lining and new storm sewer construction shall be addressed by the developer before the City accepts the combined sewer main lining and the new storm sewer without exception.
20. TLSP Coda, LLC shall provide leakage testing (by either air or water) and televising of said sewer as required by the Commissioner of Public Works and the City Engineer prior to the City approving and accepting the completed sewer work.
21. Prior to acceptance of any construction to be handed over to the City, the independent Inspector and the City shall inspect the work. The contractor shall then complete all items on the punch list.
22. The completed work shall be subject to approval by the Commissioner of Public Works and the City Engineer, and TLSP Coda, LLC shall warranty the same for two (2) years from the date of acceptance.
23. Failure or refusal of the TLSP Coda, LLC to complete the work as required by this ordinance shall result in City of Syracuse holding the temporary certificate of occupancy and the certificate of

occupancy for the South Crouse Apartments Project located at 1001 East Genesee Street until the work is complete.

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

Sincerely,



Mary E. Robison, P.E.  
City Engineer

DRAFT



# DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

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**Mary E. Robison, PE**  
City Engineer

10 March 2023

**John Kivlehan**  
Design & Construction

Ms. Patricia K. McBride  
Office of the City Clerk  
231 City Hall

**Kelly Haggerty**  
Public Buildings

Syracuse, New York 13202

**Marc Romano**  
Mapping & Surveying

**Re: Request to Authorize a Consultant Agreement with C&S Engineers, Inc. for the Arsenal Park Hydraulic Study and Benefit/Cost Analysis**

Dear Ms. McBride:

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

An Ordinance authorizing an Agreement with C&S Engineers, Inc. for an amount not to exceed \$139,000.00 to be paid on a time and expense basis for all services required to complete the Arsenal Park Hydraulic Study and Benefit/Cost Analysis.

This project was previously authorized by the Common Council (Ordinances 706-2019, 278-2021 and 279-2021) for an amount not to exceed \$266,000.00. The expenses to be paid to C&S Engineers for engineering services are being reimbursed 100% with federal funds up to a maximum of \$199,500.00 through a Federal Emergency Management Administration (FEMA) Pre-Disaster Mitigation grant. The FEMA grant and reimbursement are administered by the New York State Department of Homeland Security and Emergency Services (DHSES). The City of Syracuse is contributing 25% (up to \$66,500.00) to the overall cost of the project through in-kind Department of Engineering surveying, engineering and project management. Costs will be charged to Capital Account No. 07.599807.702792122.80405.

The RFP Committee met and selected the Consultant on February 9, 2023, made the recommendation of C&S Engineers, Inc. to the Mayor, and the Mayor approved of the selection which is attached. The selection of the Consultant was in accordance with the City's RFP procedure.

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

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# 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, Office of Management and Budget

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

**DATE:** 10 March 2023

**RE:** Memorandum of Approval – Arsenal Park Hydraulic Study and Benefit/Cost Analysis

In March 2021 the city received a Federal Emergency Management Administration (FEMA) Pre-Disaster Mitigation grant for the Arsenal Park Hydraulic Study and Benefit/Cost Analysis. This study seeks to ultimately reduce flood risks and remove residential and commercial properties within Syracuse from the Onondaga Creek floodplain.

This project was previously authorized by Common Council (Ordinances 706-2019, 278-2021 and 279-2021) for an amount not to exceed \$266,000.00. The expenses are being reimbursed 75% with federal funds up to a maximum of \$199,500.00 through the FEMA grant. The FEMA grant and reimbursement are administered by the New York State Department of Homeland Security and Emergency Services (DHSES). The City of Syracuse is contributing 25% (up to \$66,500.00) to the overall cost of the project through in-kind Department of Engineering surveying, engineering and project management.

In December 2022, the city issued an RFP for the Arsenal Park Hydraulic Study and Benefit/Cost Analysis. On January 17, 2023, nine (9) engineering consultant proposals were received for the project.

Proposals were submitted by:

- Arcadis
- Barton & Loguidice
- C&S Engineers, Inc.
- Gomez & Sullivan Engineers
- Jacobs
- Natural Systems Engineering
- Ramboll
- SLR Engineering
- STV Incorporated

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

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# DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

35

10 March 2023

**Mary E. Robison, PE**  
City Engineer

**John Kivlehan**  
Design & Construction

**Kelly Haggerty**  
Public Buildings

**Marc Romano**  
Mapping & Surveying

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

**Request for Legislation: An Ordinance Authorizing the Issuance and Sale of Bonds to Provide Funds for the Scoping, Preliminary & Detailed Design Phases of the N, S, E, W Corridors Interconnect Project- Phase 2, PIN 3757.80 in the amount of \$300,000.00.**

Dear Ms. McBride:

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

An Ordinance Authorizing the Issuance and Sale of Bonds to Provide Funds for the Scoping, Preliminary & Detailed Design Phases of the N, S, E, W Corridors Interconnect Project- Phase 2, PIN 3757.80 in the amount of \$300,000.00.

The City is progressing construction of the NSEW Interconnect Project, under PIN 375479 which the Council previously authorized; due to rising construction costs, a section (James Street) of this project was dropped during the detailed design plan stage. Additional funding was secured to complete the remaining design and construction of this remaining segment; however, it requires a new Master Agreement and PIN from NYSDOT named N, S, E, W Corridors Interconnect Project- Phase 2, PIN 3757.80.

The City is expected to incur all initial costs for this project, with subsequent reimbursement from the Federal government through the Transportation Improvement Program (TIP) (Federal 80%, State Marchiselli 15%). Account number to be designated by the Commissioner of Finance.

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

Per Federal Aid regulations, the environmental review process was completed under PIN 3757.80 (Class II Categorical Exclusion, SEQR Type II).

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

Very truly yours,

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

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City of Syracuse

**AUTHORIZATION TO PROCEED WITH CIP PROJECT**

Date:	03/10/23	Department:	Engineering
Project Name:	NSEW Interconnect Phase 2 PIN 375780		
Project Cost:	\$3,250,000.00	Total TIP project amount	
Contact Name:	Mary E. Robison		
Project Description:	Expand Traffic Signal Interconnect System		

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

Estimated Start Date: Spring 2023      Estimated Completion Date: Fall 2024

<b>Funding Source:</b>	<b>Dollar Amount:</b>
Local Share: Cash Capital	
Local Share: Bonds (complete schedule below)	\$ 15,000.00
State Aid/Grant (identify)      Marchiselli	\$ 45,000.00
Federal Aid/Grant (identify)      TIP Funding Reimbursement	\$ 240,000.00
Other (identify)	
Other (identify)	
Total Project Funding (must equal cost):\$	
	300,000.00

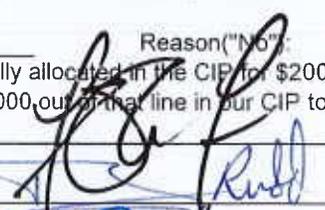
**Estimated Project Borrowing Timeline**

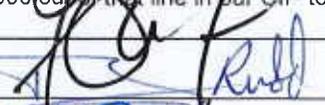
Year	Fiscal Year	Estimated Amount to Borrow
1	2023	\$300,000.00
2		
3		
4		
5		
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$ 300,000.00

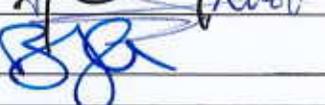
Approval to proceed with request for legislation is hereby granted.

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

The Phase 2 NSEW project was originally allocated in the CIP for \$200,000 for design but the rebid Phase 1 NSEW came in under budget, so we are using \$100,000 out of that line in our CIP to cover cost.

Director of Administration:  Date: 14 March 23

Director of Management & Budget:  Date: 3-13-23

Commissioner of Finance:  Date: 3/14/23

**ORDINANCE AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION RELATIVE TO FUNDING FOR THE SCOPING, PRELIMINARY DESIGN, AND DETAILED DESIGN PHASES OF THE N,S,E,W CORRIDORS INTERCONNECT PROJECT – PHASE 2, PIN NO. 3757.80**

WHEREAS, the City Engineer has requested legislation authorizing the Mayor to enter into an agreement with the New York State Department of Transportation (NYSDOT) relative to funding for the scoping, preliminary design and detailed design phases of the N,S,E,W Corridors Interconnect Project – Phase 2, PIN No. 3757.80 (hereinafter referred to as the “Project”) at a cost not to exceed \$300,000 to be initially funded with bond proceeds with repayment expected to be funded 80% from Federal funds (Transportation Improvement Program) and 15% from State funds (Marchiselli); 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, and detailed design phases and the construction and construction inspection phases of the Project at a cost not to exceed \$300,000 with the Project having an estimated total cost not to exceed \$3,250,000 to be funded through future agreements with the NYSDOT; and

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

BE IT FURTHER ORDAINED, that the Common Council hereby authorizes the City of Syracuse to pay in the first instance the full Federal and non-federal share of the cost of the scoping, preliminary design, and detailed design phases for the Project or portions thereof, if necessary; and

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

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

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



# DEPARTMENT OF ENGINEERING

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CITY OF SYRACUSE, MAYOR BEN WALSH

10 March 2023

**Mary E. Robison, PE**  
City Engineer

**John Kivlehan**  
Design & Construction

**Kelly Haggerty**  
Public Buildings

**Marc Romano**  
Mapping & Surveying

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

**Request for Legislation: An Ordinance Authorizing an Agreement with the New York State Department of Transportation for the Scoping, Preliminary & Detailed Design Phases of the N, S, E, W Corridors Interconnect Project- Phase 2, PIN 3757.80 in the amount of \$300,000.00.**

Dear Ms. McBride:

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

An Ordinance Authorizing an Agreement with the New York State Department of Transportation for the Scoping, Preliminary & Detailed Design Phases of the N, S, E, W Corridors Interconnect Project- Phase 2, PIN 3757.80 in the amount of \$300,000.00. The total project cost is estimated to not exceed \$3,250,000.00.

The City is progressing construction of the NSEW Interconnect Project, under PIN 375479 which the Council previously authorized; due to rising construction costs, a section (James Street) of this project was dropped during the detailed design plan stage. Additional funding was secured to complete the remaining design and construction of this remaining segment; however, it requires a new Master Agreement and PIN from NYSDOT named N, S, E, W Corridors Interconnect Project- Phase 2, PIN 3757.80.

The City is expected to incur all initial costs for this project, with subsequent reimbursement from the Federal government through the Transportation Improvement Program (TIP) (Federal 80%, State Marchiselli 15%). Account number to be designated by the Commissioner of Finance.

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

Very truly yours,

Mary E. Robison, P.E.  
City Engineer

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

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

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# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

**Timothy M. Rudd**  
Director

**TO:** Mayor Ben Walsh  
**FROM:** Timothy M. Rudd, Director of Management and Budget  
**DATE:** March 13, 2023  
**SUBJECT:** Agreement - New York State Department of Transportation (NYSDOT)

---

**Julie Castellitto**  
Assistant Director

On behalf of the Department of Engineering, I am requesting that the City of Syracuse authorize permission to enter an agreement with New York State Department of Transportation (NYSDOT) for the Scoping, Preliminary and Detailed Design Phases of the N, S, E, W Corridors Interconnect Project – Phase 2, PIN 3757.80 in the amount of \$300,000. The total project cost is estimated to not exceed \$3,250,000.

The City is progressing construction of the NSEW Interconnect Project, under PIN 375479 which the Council previously authorized; due to rising construction costs, a section (James Street) of this project was dropped during the detailed design plan stage. Additional funding was secured to complete the remaining design and construction of this remaining segment; however, it requires a new Master Agreement and PIN from NYSDOT named N, S, E, W Corridors Interconnect Project-Phase 2, PIN 3757.80.

The City is expected to incur all initial costs for this project, with subsequent reimbursement from the Federal government through the Transportation Improvement Program (TIP) (Federal 80%, State Marchiselli 15%). Account number to be designated by the Commissioner of Finance.

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

Thank you for your attention regarding this matter.

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

MAR 15 2023  
Date

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

Office 315 448-8252  
Fax 315 448-8116

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

**ORDINANCE AUTHORIZING THE  
ENGINEERING SERVICES FOR  
THE SCOPING, PRELIMINARY DESIGN,  
AND DETAILED DESIGN PHASES OF  
THE N,S,E,W CORRIDORS INTERCONNECT  
PROJECT – PHASE 2, PIN NO. 3757.80**

BE IT ORDAINED, that this Common Council hereby authorizes the engineering services for the scoping, preliminary design and detailed design phases of the N,S,E,W Corridors Interconnect Project – Phase 2, PIN No. 3757.80 at a total cost not to exceed \$300,000 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 \$300,000 authorized contemporaneously herewith by ordinance of this Common Council.



# DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

37

10 March 2023

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

**Mary E. Robison, PE**  
City Engineer

**John Kivlehan**  
Design & Construction

**Kelly Haggerty**  
Public Buildings

**Marc Romano**  
Mapping & Surveying

**Request for Legislation: An Ordinance Authorizing the Scoping, Preliminary & Detailed Design Phases of the N, S, E, W Corridors Interconnect Project- Phase 2, PIN 3757.80 in the amount of \$300,000.00.**

Dear Ms. McBride:

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

An Ordinance Authorizing the Scoping, Preliminary & Detailed Design Phases of the N, S, E, W Corridors Interconnect Project- Phase 2, PIN 3757.80 in the amount of \$300,000.00. The total project cost is estimated to not exceed \$3,250,000.00.

The City is progressing construction a NSEW Interconnect Project, under PIN 375479 which the Council previously authorized; due to rising construction costs, a section (James Street) of this project was dropped during the detailed design plan stage. Additional funding was secured to complete the remaining design and construction of this remaining segment; however, it requires a new Master Agreement and PIN from NYSDOT named N, S, E, W Corridors Interconnect Project- Phase 2, PIN 3757.80.

The City is expected to incur all initial costs for this project, with subsequent reimbursement from the Federal government through the Transportation Improvement Program (TIP) (Federal 80%, State Marchiselli 15%). Account number to be designated by the Commissioner of Finance.

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

Very truly yours,

Mary E. Robison, P.E.  
City Engineer

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

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

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**Ordinance No.**

**2023**

**ORDINANCE CONFIRMING APPOINTMENT BY  
THE MAYOR TO THE ONONDAGA COUNTY  
RESOURCE RECOVERY AGENCY**

BE IT ORDAINED, pursuant to Section 2045-c of the Public Authorities Law, this Common Council hereby confirms the appointment by Ben Walsh, Mayor of the City of Syracuse, of the following individual; Nikita Jankowski, 103 Archer Road, Syracuse, NY 13207 to the Onondaga County Resource Recovery Agency for a term expiring December 31, 2024:

DRAFT



# OFFICE OF THE MAYOR

MAYOR BEN WALSH

38

March 7, 2023

Ms. Patricia McBride  
City Clerk  
231 City Hall  
Syracuse, NY 13205

Dear Ms. McBride,

Please prepare the necessary legislation for the Common Council agenda, which would confirm the Mayor's appointment of Nikita Jankowski, 103 Archer Road, Syracuse, NY 13207 to the Onondaga County Resource Recovery Agency Board with an expiration date of December 31, 2024.

Sincerely,

Ben Walsh  
Mayor

Office of the Mayor  
233 E. Washington St.  
201 City Hall  
Syracuse, N.Y. 13202

Office 315 448 8005  
Fax 315 448 8067

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Ordinance No.

2023

**ORDINANCE AUTHORIZING CONSOLIDATED  
SUBMISSION FOR 2023-2024 (YEAR 49)  
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 2023-2024 (Year 49) 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 in the Common Council Chambers, Third Floor of City Hall, Syracuse, New York 13202 on February 22, 2023 at 5:30 p.m.; and

WHEREAS, the Common Council of the City of Syracuse has held a public hearing on the Community Development Program in the Common Council Chambers, Third Floor of City Hall, Syracuse, New York 13202 on March 15, 2023 at 5:30 p.m.; NOW THEREFORE,

BE IT ORDAINED, that this Common Council hereby approves the 2023-2024 (Year 49) Consolidated Submission for Community Planning and Development Programs for the City of Syracuse as set forth in the proposed Fourth Year Action Plan Budget (Year 49) 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 2023-2024 (Year 49) Community Development Block Grant Program funds in an amount not to exceed \$4,950,000 (est.); Emergency Solutions Grant Program funds in an amount not to exceed \$433,588 (est.); HOME Investment Partnership Program funds in an amount not to exceed \$1,599,197 (est.); and Housing Opportunities for Persons with AIDS (HOPWA) in an amount not to exceed \$412,909 (est.).



**ORDINANCE AMENDING ORDINANCE NO. 510-2021 AUTHORIZING THE APPROPRIATION OF \$500,000 OF THE AMERICAN RESCUE PLAN ACT OF 2021 (ARPA) FUNDS RECEIVED BY THE CITY OF SYRACUSE TO GENERATE NEW CITY OF SYRACUSE HOME BUYERS BY PROVIDING CLOSING COST ASSISTANCE TO FIRST TIME HOME BUYERS THROUGH THE HOME HEADQUARTERS' CLOSING COST ASSISTANCE PROGRAM AND AUTHORIZING AN AGREEMENT WITH HOME HEADQUARTERS, INC., WITHOUT ADVERTISING OR COMPETITIVE BIDDING, TO ADMINISTER THE \$500,000 OF ARPA FUNDS FOR THE CLOSING COST ASSISTANCE PROGRAM ON BEHALF OF THE CITY OF SYRACUSE SO AS TO DECREASE THE APPROPRIATION AND AGREEMENT AMOUNTS TO \$357,500**

BE IT ORDAINED, that Ordinance No. 510-2021 is hereby amended as follows:

BE IT ORDAINED, that this Common Council hereby appropriates the sum of \$357,500.00\* of the American Rescue Plan Act of 2021 (ARPA) funds received by the City of Syracuse to an account to be determined by the Commissioner of Finance; said funds are to be utilized to generate new City of Syracuse home buyers by providing closing cost assistance to first time home buyers with household incomes up to 100% Area Median Income (AMI) through the Home Headquarters' Closing Cost Assistance Program; in order to be eligible the buyers must first complete the Home Headquarters' home buyer training program; the Closing Cost Assistance Program shall provide eligible first time home buyers with loans in an amount up to \$5,000.00, in the manner provided by law; the loan is deferred after five (5) years of residency in the home; and

BE IT FURTHER ORDAINED, that the Mayor has waived the competitive bidding process

for the administrative services due to the specialized nature of the programs and the fact that Home Headquarters, Inc. already manages similar programs for the City of Syracuse for its CDBG Funding; and

BE IT FURTHER ORDAINED, that the Mayor be and he hereby is authorized to execute an agreement with Home Headquarters, Inc. to administer the \$357,500.00\* in ARPA funds for the First Time Home Buyer Closing Cost Assistance Program on behalf of the City of Syracuse; and

BE IT FURTHER ORDAINED, that Home Headquarters, Inc. shall be entitled to an administrative fee of 10% of the appropriation for the services provided pursuant to the agreement authorized herein; and

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

BE IT FURTHER ORDAINED, that upon execution of the aforementioned agreement, the ARPA funds will be expended, subject to the approval of the Commissioner of Finance.

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

\* previously \$500,000.00

**ORDINANCE AMENDING ORDINANCE NO. 508-2021 AUTHORIZING THE APPROPRIATION OF \$1,000,000 OF THE AMERICAN RESCUE PLAN ACT OF 2021 (ARPA) FUNDS RECEIVED BY THE CITY OF SYRACUSE TO PROVIDE FINANCIAL SUPPORT TO HOMEOWNERS IN THE CITY OF SYRACUSE THROUGH SMALL HOME IMPROVEMENT MINI-GRANTS THROUGH THE HOME HEADQUARTERS' SYRACUSE HOMEOWNERS ASSISTANCE AND REPAIR PROGRAM (SHARP) AND AUTHORIZING AN AGREEMENT WITH HOME HEADQUARTERS, INC. , WITHOUT ADVERTISING OR COMPETITIVE BIDDING, TO ADMINISTER THE \$1,000,000 OF ARPA FUNDS FOR THE SHARP PROGRAM ON BEHALF OF THE CITY OF SYRACUSE SO AS TO INCREASE THE APPROPRIATION AND AGREEMENT AMOUNTS TO \$1,142,500**

BE IT ORDAINED, that Ordinance No. 508-2021 is hereby amended as follows:

BE IT ORDAINED, that this Common Council hereby appropriates the sum of \$1,142,500.00\* of the American Rescue Plan Act of 2021 (ARPA) funds received by the City of Syracuse to an account to be determined by the Commissioner of Finance; said funds are to be utilized to provide financial support to homeowners in the City of Syracuse through small home improvement mini-grants through the Home Headquarters' Syracuse Homeowners Assistance and Repair Program (SHARP) in an amount up to \$3,000.00 which will be provided to eligible owner occupied homeowners with household incomes up to 100% Area Median Income (AMI), in the manner provided by law; and

BE IT FURTHER ORDAINED, that the Mayor has waived the competitive bidding process for the administrative services due to the specialized nature of the programs and the fact that Home

Headquarters, Inc. already manages similar programs for the City of Syracuse for its CDBG Funding;  
and

BE IT FURTHER ORDAINED, that the Mayor be and he hereby is authorized to execute an agreement with Home Headquarters, Inc. to administer the \$1,142,500.00\* in ARPA funds for the SHARP Program on behalf of the City of Syracuse; and

BE IT FURTHER ORDAINED, that Home Headquarters, Inc. shall be entitled to an administrative fee of 10% of the appropriation for the services provided pursuant to the agreement authorized herein; and

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

BE IT FURTHER ORDAINED, that upon execution of the aforementioned agreement, the ARPA funds will be expended, subject to the approval of the Commissioner of Finance.

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

\* previously \$1,000,000.00



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# DEPARTMENT OF NEIGHBORHOOD & BUSINESS DEVELOPMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

March 9, 2023

**Commissioner**  
Michael Collins

**Deputy Commissioner of  
Neighborhood Development**  
Michelle Sczpanski

**Deputy Commissioner of  
Business Development**  
Eric Ennis

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

Dear Clerk McBride:

Please prepare legislation for the next meeting of the Syracuse Common Council to amend Ordinances 508-2021 and 510-2021, which authorized the Department of Neighborhood and Business Development (NBD) to enter into agreements with Home HeadQuarters, and appropriated \$1,000,000 and \$500,000 respectively, from the American Rescue Plan Act (ARPA) of the 2021 fund balance.

These funds were allocated through Ordinance 508-2021 to the Syracuse Homeowners Assistance and Repair Program (SHARP) to provide home improvement mini-grants up to \$3,000, and through Ordinance 510-2021 to provide closing cost assistance (CCA) to first time homebuyers. In both cases, eligible participants must have household incomes at or below 100% of the area median income.

**The request is to move \$142,500 from CCA into SHARP**, as demand for SHARP has exceeded allocated funds.

If you have any questions or need any additional information, please contact me at your convenience at [mcollins@syr.gov](mailto:mcollins@syr.gov) or extension 8109.

Sincerely,

Michael Collins  
Commissioner

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

Cc: Sharon Owens, Deputy Mayor  
Jennifer Tifft, Director of Strategic Initiatives

Office 315 448 8100  
Fax 315 448 8036

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



# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

**Timothy M. Rudd**  
Director

**Julie Castellitto**  
Assistant Director

**TO:** Mayor Ben Walsh  
**FROM:** Timothy M. Rudd, Director of Management and Budget  
**DATE:** March 13, 2023  
**SUBJECT:** Amend Ordinance #508-2021 and #510-2021

On behalf of the Department of Neighborhood & Business Development, I am requesting to amend ordinance #508-2021 and #510-2021, which authorized the Department of Neighborhood and Business Development (NBD) to enter into agreements with Home HeadQuarters, and appropriated \$1,000,000 and \$500,000 respectively, from the American Rescue Plan Act (ARPA) of the 2021 fund balance.

These funds were allocated through Ordinance 508-2021 to the Syracuse Homeowners Assistance and Repair Program (SHARP) to provide home improvement mini-grants up to \$3,000, and through Ordinance 510-2021 to provide closing cost assistance (CCA) to first time homebuyers. In both cases, eligible participants must have household incomes at or below 100% of the area median income.

The request is to move \$142,500 from CCA into SHARP, as demand for SHARP has exceeded allocated funds.

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 15 2023

Date

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

Office 315 448-8252  
Fax 315 448-8116

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



# DEPARTMENT OF NEIGHBORHOOD & BUSINESS DEVELOPMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

March 10, 2023

**Commissioner**  
Michael Collins

**Deputy Commissioner of  
Neighborhood Development**  
Michelle Sczpanski

**Deputy Commissioner of  
Business Development**  
Eric Ennis

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

Dear Clerk McBride:

I am requesting a Local Law to amend Section 5-1801 and 5-1803 (related to Neighborhood and Business Development) to make the following changes:

Section 5-1801.-Functions, subsection 1: Create subparagraph (a) to include the support of the Planning Commission, Board of Zoning Appeals (BZA), Landmark Preservation Board and related zoning services and long term planning services.

Section 5-1803. -Deputies: Revise to state the department shall have four deputies. Please add the Deputy Commissioners of Code Enforcement and of Planning and Sustainability.

The purpose of these amendments is to ensure the capability and capacity of Neighborhood and Business Development to fully perform the duties previously performed by the Syracuse-Onondaga County Planning Agency.

I look forward to discussions with your office and the Common Council regarding this request. I can be reached at [mcollins@syr.gov](mailto:mcollins@syr.gov) or extension 8109.

Sincerely,

Michael Collins  
Commissioner

Cc: Sharon Owens, Deputy Mayor  
Joe Barry, 1<sup>st</sup> Assistant Corporation Counsel

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

Office 315 448 8100  
Fax 315 448 8036

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

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**ORDINANCE AUTHORIZING AN  
INTERMUNICIPAL AGREEMENT BETWEEN  
THE CITY AND ONONDAGA COUNTY  
RELATIVE TO PLANNING SERVICES**

WHEREAS, the City and Onondaga County (“County”) previously entered into an agreement dated June 19, 2013 regarding the provision of planning and zoning services for the City; and

WHEREAS, the City and County have mutually agreed to terminate this agreement effective July 1, 2023 and replace it with a new agreement commencing July 1, 2023 relative to planning services; and

WHEREAS, the City intends to provide zoning and planning services through the Department of Neighborhood and Business Development to the Planning Commission, Board of Zoning Appeals, and Landmark Preservation Board as of July 1, 2023;

WHEREAS, under the new agreement the County will provide one Planner II position to support City planning needs and other personnel from time to time as needed pursuant to the agreement; and

WHEREAS, the City and County mutually agree to terminate the Syracuse-Onondaga County Planning Board (SOCPA) pursuant to the terms of this new agreement;

NOW, THEREFORE,

BE IT ORDAINED, that the Mayor is authorized to execute an Intermunicipal Agreement with Onondaga County authorizing the termination of the June 19, 2023 planning and zoning intermunicipal agreement between the City and the County; and

BE IT FURTHER ORDAINED, that the Mayor is authorized to execute a new planning Intermunicipal Agreement in substantially the same form as attached hereto as Appendix “A”.

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

BE IT FURTHER ORDAINED, that all costs associated with this Intermunicipal Agreement shall be charged to the City-County Abstract in the manner provided by law; and

BE IT FURTHER ORDAINED, that the term of this Agreement shall be from July 1, 2023 to December 31, 2024 with automatic bi-annual two-year renewals thereafter subject to termination by either the City or the County upon ninety (90) days' advance written notice.

DRAFT

Appendix "A"

**MUNICIPAL COOPERATION AGREEMENT**

This Agreement, entered into as of the \_\_\_\_\_ day of \_\_\_\_\_, 2023, by and between the County of Onondaga (the "County") and the City of Syracuse (the "City"), each being a municipal corporation within the State of New York.

**W I T N E S S E T H**

WHEREAS, the City and County are desirous of providing for respective material and financial contributions to continue certain long-term City planning operations, as authorized by the Common Council of the City on \_\_\_\_\_, 2023 and by the County Legislature on \_\_\_\_\_, 2023.

NOW THEREFORE, the parties hereto do mutually agree as follows:

1. The Municipal Cooperation Agreement between the City and County, dated June 19, 2013 ("2013 Municipal Cooperation Agreement"), hereby is terminated effective July 1, 2023. The terms and conditions set forth in this Agreement shall control effective July 1, 2023. Provided, however, that the obligations to pay under the 2013 Municipal Cooperation Agreement shall survive and continue in effect until the County is paid in full for all services rendered under that 2013 Municipal Cooperation Agreement and overpayments by the City, if any, are adjusted; and, provided further, that the obligations to defend, indemnify and hold harmless shall survive the termination of said 2013 Municipal Cooperation Agreement.

2. The County, through its Onondaga County Department of Planning, shall cause the following services to be provided by the County on behalf of the City:

a. As resources may allow, general coordination of, and consultation and technical assistance on, long-term planning matters affecting the City, as permitted by the County and City Charters and County Administrative Code. Long-term planning services shall not include services related to City zoning such as operation and/or administration of the Landmark Preservation Board, operation and/or administration of the Board of Zoning Appeals, and operation and/or administration of the City Planning Commission. Such long-term planning services may include:

- (i). Updates and amendments to the City's Comprehensive Plan;
- (ii). Local Waterfront Revitalization Program plans;
- (iii). City Park Planning;
- (iv). Trail System Planning;
- (v). Urban Greenway Planning;
- (vi). Focused Area or Neighborhood Plans;
- (vii). Brownfield Conceptual Plans; and
- (viii). Other Similar planning projects that intend to affect the long-range condition and performance of the City and its neighborhoods.

b. From time to time, as resources may allow, the parties may agree in writing for the County to provide additional planning related services to the City. The parties will agree to the additional costs to be paid for such services, which will be billed and paid for through the City Abstract in the manner set forth below. Such services may include, but are not limited to:

- (i). Day-to-Day Problem Resolution: Respond to requests for planning information;
- (ii). Plan Review: Review building plans, project proposals and building permit applications for consistency with applicable plans; and
- (iii). Ordinance/Code Updates: Update the City's codes and/or zoning ordinances.

3. Personnel required for the performance of such services shall be provided by the County and shall be an employee(s) of the County, reporting directly to the head of the County Department of Planning or their designee. The County shall provide for the management, oversight, and administration of its personnel.

Provided, however, that the aforementioned sentence shall not prevent the City from hiring City employees or retaining consultants that the City determines to be necessary to provide additional planning services for the benefit of the City.

The head of County Planning will be the liaison with the City's Commissioner of Neighborhood and Business Development ("NBD"), and all communication will go through the head of County Planning. The head of County Planning may designate an "on-call" point of contact for any issues, requests, and/or services arising under this Agreement. Once assigned to a City project the County will use best efforts to have its employee remain with that project until its conclusion.

4. The parties hereby terminate the association known as the Syracuse-Onondaga County Planning Agency (SOCPA).

5. Nothing in this Agreement shall be read to diminish the current powers and duties of Onondaga County officials regarding the functions of county planning. Nothing herein shall be read to diminish the current powers and duties of City of Syracuse officials regarding the functions of city planning. The County Director of Planning shall no longer serve as the Administrator of City Zoning. The City's Commissioner of NBD shall designate a City officer to be Administrator of City Zoning.

6. Charge for Services: The City shall pay annually to the County an amount equal to the sum of the current year salary plus fringe benefits and other overhead costs for the following position: one Planner II position (collectively, "charge for services").

Nothing herein shall be interpreted to mean that the Planner II position shall be devoted exclusively to performing City planning services, and nothing herein shall be interpreted to mean that other positions within the County Planning Department are precluded from performing services under this Agreement.

The City shall pay the charge for services annually through the City Abstract (Chapter 690 of the Laws of the State of New York of 1937). Payment shall commence with the 2024 City Abstract, and shall continue until such time as the County has been paid in full for all services rendered under this Agreement. The City agrees to assess, levy, and collect the charge for services and cause the same to be paid to the County. If, for any reason, the City fails to assess, levy, and collect said charge for services

and cause the same to be paid to the County pursuant to applicable provisions of New York State Law, or if the County fails to charge the same to the annual City Abstract, or if, for any reason, payment in full is not made, then the City agrees to pay the County the full amount outstanding for said charge for services in four equal quarterly installments, on or before March 31, June 30, September 30 and December 31 of each calendar year until the County is paid in full for the services. The failure to pay the County within sixty days of any payment date shall be an event of default. The City Abstract for 2024 shall include charges for the estimated 2023 costs and projected costs for 2024. The 2025 City Abstract shall include projected costs for year 2025, plus budget to actual reconciliations for year 2023, and this shall continue until the County is paid in full and all costs are paid and/or reconciled.

Nothing contained in this Agreement shall be binding upon the County's annual budget determinations. All employment positions and budgetary items shall be subject to the County's annual budget review.

7. Term: This Agreement shall cover operations commencing July 1, 2023 and terminating December 31, 2024. Thereafter, the Agreement is renewed bi-annually for the ensuing two years without further action by either party. Either party may elect to terminate this Agreement at any time by providing to the other party ninety (90) days advance written notice of intent to terminate. The obligation to pay the charge for services shall continue and remain in effect after termination of this Agreement until the County is paid in full for all services rendered under this Agreement and overpayments by the City, if any, are adjusted.

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

IN WITNESS WHEREOF, the parties hereto have set or caused to be set their hands and seals on the date hereinafter set forth.

COUNTY OF ONONDAGA

CITY OF SYRACUSE

By: J. Ryan McMahon, II  
Its: County Executive

By: Ben Walsh  
Its: Mayor



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# DEPARTMENT OF NEIGHBORHOOD & BUSINESS DEVELOPMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

March 10, 2023

**Commissioner**  
Michael Collins

**Deputy Commissioner of  
Neighborhood Development**  
Michelle Sczpanski

**Deputy Commissioner of  
Business Development**  
Eric Ennis

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

Dear Clerk McBride:

Please prepare legislation for the next meeting of the Syracuse Common Council to terminate effective July 1, 2023 the existing Municipal Cooperation Agreement (IMA) of June 19, 2013 between the City of Syracuse and Onondaga County that defines the Syracuse-Onondaga County Planning Agency (SOCPA). Additionally, please include in the legislation the establishment of a new IMA defining the cooperation of the City and County related to planning services to be provided to the City by the County through the Onondaga County Department of Planning.

The attached new IMA has been created through thoughtful, deliberate planning and coordination with the County. As the planning of the comprehensive overhaul of City zoning nears its conclusion, the administration of the upcoming new zoning has been evaluated. New City positions will be created in the FY23-24 Budget to support Zoning Administration and the Planning Commission. Through negotiations with the County, it has also been determined best for much of the urban planning to also move from SOCPA into Neighborhood and Business Development.

I look forward to discussions with your office and the Common Council regarding this request. I can be reached at [mcollins@syr.gov](mailto:mcollins@syr.gov) or extension 8109.

Sincerely,

Michael Collins  
Commissioner

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

Cc: Sharon Owens, Deputy Mayor  
Joe Barry, 1<sup>st</sup> Assistant Corporation Counsel

Office 315 448 8100  
Fax 315 448 8036

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



# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

**TO:** Mayor Ben Walsh  
**FROM:** Timothy M. Rudd, Director of Management and Budget  
**DATE:** March 13, 2023  
**SUBJECT:** Intermunicipal Agreement – Onondaga County

**Timothy M. Rudd**  
Director

**Julie Castellitto**  
Assistant Director

On behalf of the Department of Neighborhood & Business Development, I am requesting to terminate effective July 1, 2023 the existing Municipal Cooperation Agreement (IMA) of June 19, 2013 between the City of Syracuse and Onondaga County that defines the Syracuse-Onondaga County Planning Agency (SOCPA). Additionally, please include in the legislation the establishment of a new IMA defining the cooperation of the City and County related to planning services to be provided to the City by the County through the Onondaga County Department of Planning.

The attached new IMA has been created through thoughtful, deliberate planning and coordination with the County. As the planning of the comprehensive overhaul of City zoning nears its conclusion, the administration of the upcoming new zoning has been evaluated. New City positions will be created in the FY23-24 Budget to support Zoning Administration and the Planning Commission. Through negotiations with the County, it has also been determined best for much of the urban planning to also move from SOCPA into Neighborhood and Business Development.

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 15 2023

Date

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

Office 315 448-8252  
Fax 315 448-8116

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

**ORDINANCE APPROVING DESIGNATION OF  
PROPERTY SITUATED AT 300 WAVERLY  
AVENUE AS A PROTECTED SITE**

BE IT ORDAINED, that the following resolution adopted by the City Planning Commission of the City of Syracuse on February 21, 2023, approving the application of the Syracuse Landmark Preservation Board (Petitioner) for the designation of property located at 300 Waverly Street, Syracuse, New York, as a protected site, pursuant to Part C, Section VII, of the Zoning Rules and Regulations of the City of Syracuse, as amended, in the manner and upon the conditions therein stated, be and the same is hereby approved as set forth in said Resolution, namely:

DRAFT

A RESOLUTION RECOMMENDING APPROVAL OF THE DESIGNATION OF PROPERTY  
SITUATED AT 300 WAVERLY AVENUE (AKA 1003 WALNUT AVENUE)  
AS A PROTECTED SITE

We, the duly appointed members of the City Planning Commission of the City of Syracuse, do this 21<sup>st</sup> day of February, 2023, adopt the following resolution:

WHEREAS, the petitioner, the Syracuse Landmark Preservation Board, is petitioning the City of Syracuse to designate the exterior of the Upsilon Alpha Chapter House on property situated at 300 Waverly Avenue (aka 1003 Walnut Avenue) as a Protected Site pursuant to Part C, Section VII, Article 5 of the City of Syracuse Zoning Rules and Regulations, as amended; and

WHEREAS, the City Planning Commission held a Public Hearing on the request on February 21, 2023, at 6:00 p.m. in the Common Council Chambers, City Hall, Syracuse, New York, heard all those desiring to be heard, and duly recorded their testimony; and

WHEREAS, the Syracuse Landmark Preservation Board has reviewed the subject application and has recommended to the City Planning Commission in a resolution (PS-22-02) dated November 17, 2022, that the exterior only of the property located at 300 Waverly Avenue (aka 1003 Walnut Avenue) be designated as a Local Protected Site pursuant to its eligibility under Criteria 2 and 3 for local Protected Site Designation of structures or building under Part C, Section VII, Article 5 of the City of Syracuse Zoning Rules and Regulations, as amended; and

WHEREAS, the City Planning Commission has studied the recommendation of the Preservation Board and all submittals by the applicant and all interested parties; and

WHEREAS, the subject property is a slightly irregular-shaped, land-locked parcel and is occupied by the Upsilon Alpha Chapter House; and

WHEREAS, the property lies within a Planned Institutional District zoning district, as do the adjacent and neighboring properties to the north, south, east, and west; and

WHEREAS, land use in the area consists primarily of institutional uses related to Syracuse University; and

WHEREAS, the "Syracuse Land Use and Development Plan" designates the character of this site, which lies within the Eastside neighborhood, as Planned Institutional District; and

WHEREAS, the Upsilon Alpha Chapter House is significant for its associations with early to mid-20th century collegiate life at Syracuse University, and as home of the Upsilon Alpha Chapter of the Chi Omega national women's fraternity; and

WHEREAS, the chapter house features distinctive features of Colonial Revival style architecture including the monumental, gable-front, central portico on the west façade, the wide

wood cornice that wraps the entire building at the second-floor level, and details such as the large fanlight over the main entrance; and

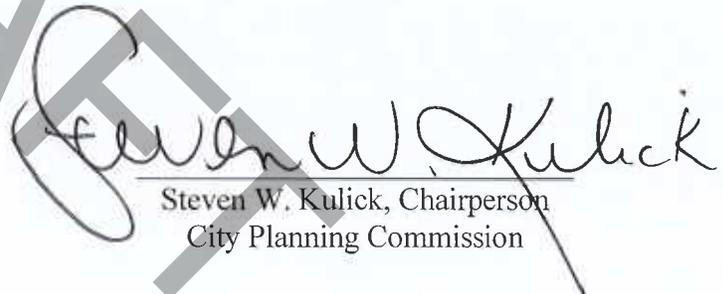
WHEREAS, the building retains a high degree of integrity of location, design, materials, workmanship, feeling and association; and

WHEREAS, pursuant to the New York State Environmental Quality Review Act, the proposal is a Type II action and is not subject to review under 6 NYCRR Part 617; and

NOW THEREFORE BE IT RESOLVED that We, the duly appointed members of the City Planning Commission of the City of Syracuse, do this 21<sup>st</sup> day of February, 2023, RECOMMEND APPROVAL of the petition of the Syracuse Landmark Preservation Board to designate the exterior of the Upsilon Alpha Chapter House on property situated at 300 Waverly Avenue (aka 1003 Walnut Avenue) as a Protected Site pursuant to Part C, Section VII, Article 5 of the City of Syracuse Zoning Rules and Regulations, as amended;

BE IT FURTHER RESOLVED that the designation of the property situated at 300 Waverly Avenue (aka 1003 Walnut Avenue) and identified in the Assessor's Office as Section 049, Block 13, Lot 08.0 shall apply to the exterior of the property herein described;

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

**A RESOLUTION IN RESPONSE TO AN  
APPLICATION FOR PROTECTED SITE DESIGNATION  
AT 300 WAVERLY AVENUE  
(UPSILON ALPHA CHAPTER HOUSE)  
SYRACUSE, NEW YORK 13210**

We, the duly appointed members of the Landmark Preservation Board of the City of Syracuse, do this 17<sup>th</sup> day of November, 2022, adopt the following resolution:

**WHEREAS**, the applicant, Upsilon Alpha Alumnae of Syracuse, NY Inc., applied for Protected Site designation (exterior) pursuant to Part C, Section VII Articles 5 and 8 of the Zoning Rules and Regulations of the City of Syracuse, for the property listed at 300 Waverly Avenue (Upsilon Alpha Chapter House); and

**WHEREAS**, the Landmark Preservation Board held a public hearing on October 6, 2022, at 8:30 A.M. in City Hall Room 215, Syracuse, New York, to receive public comment regarding the proposed nomination; and

**WHEREAS**, at the November 17, 2022, Landmark Preservation Board meeting held at 8:30 A.M. in City Hall Commons Atrium, Syracuse, New York, the Board reviewed and discussed the application and public comment pursuant to Part C, Section VII, Articles 5 and 8 of the Zoning Rules and Regulations of the City of Syracuse; and,

**WHEREAS**, the subject application and all submittals have been studied by the Landmark Preservation Board; and,

**WHEREAS**, the Landmark Preservation Board noted in its review of the application:

**I. Scope of Work:**

- 1) Protected Site designation of the property listed at 300 Waverly Avenue. The designation applies to all exterior materials, features and finishes of the building and to the surrounding site as delineated by the property boundaries.

**WHEREAS**, in review of the application in accordance with the Zoning Ordinance of the City of Syracuse, Part C, Section VII, Articles 5 and 8, the Landmark Preservation Board recommends exterior designation, as described above, of the property listed at 300 Waverly Avenue, Syracuse, New York, as a Protected Site according to the criteria stated within Articles 5 and 8 of the above Zoning Ordinance:

Criterion 2. Illustrative of historic growth and development of the city, region, state or nation.

Criterion 3. In the case of structures, embodying distinctive characteristics of a type, period or method of construction or representing the work of a master, or possessing unique architectural and artistic qualities, or representing a significant and distinguishable entity whose component may lack individual distinction.

**WHEREAS**, the Upsilon Alpha Chapter House is significant for its associations with early to mid-20<sup>th</sup> century collegiate life at Syracuse University and as home of the Upsilon Alpha Chapter of the Chi Omega national women's fraternity; and

**WHEREAS**, at a time when women were not allowed to participate fully in campus social life, early women's fraternities offered secure housing and camaraderie for female students; and

**WHEREAS**, the Upsilon Alpha chapter provided opportunities for leadership development for its members through a variety of social, civic and philanthropic endeavors on and off the Syracuse University campus; and

**WHEREAS**, two notable Upsilon Alpha chapter members among many include Barbara Hale, who in 1960 was among the first women to receive a degree in physics from Syracuse University, and award-winning journalist Laura Hand; and

**WHEREAS**, the original structure was constructed in 1910 as a residential duplex at the northern end of the Walnut Park residential neighborhood; and

**WHEREAS**, Upsilon Alpha purchased the house in 1919 and expanded it significantly in 1941; and

**WHEREAS**, the chapter house features distinctive features of Colonial Revival style architecture including the monumental, gable-front, central portico on the west façade, the wide wood cornice that wraps the entire building at the second-floor level, and details such as the large fanlight over the main entrance; and

**WHEREAS**, the building retains a high degree of integrity of location, design, materials, workmanship, feeling and association.

**NOW THEREFORE BE IT RESOLVED**, that we, the duly appointed members of the Landmark Preservation Board of the City of Syracuse, do this 17<sup>th</sup> day of November, 2022, respond to the application of Upsilon Alpha Alumnae of Syracuse, NY Inc., for Protected Site designation pursuant Part C, Section VII, Articles 5 and 8 of the Zoning Rules and Regulations of the City of Syracuse in the following manner:

- 1) The Landmark Preservation Board recommends that the property located at 300 Waverly Avenue (Upsilon Alpha Chapter House), Syracuse, New York, 13210, be designated a Protected Site pursuant to its eligibility under Criteria 2 and 3 for the designation of Protected Sites under Articles 5 and 8, and that the designation shall apply to the exterior of the property and site as described above and in the Protected Site application.

**BE IT FURTHER RESOLVED**, the Landmark Preservation Board shall submit its findings and recommendations to the City Planning Commission in accordance with Part C, Section VII, Articles 5 and 8 of the Zoning Rules and Regulations of the City of Syracuse.



Donald S. Radke, Chairman  
Syracuse Landmark Preservation Board  
Date of Issuance: 11/17/22

DRAFT



# Office of Zoning Administration

CITY OF SYRACUSE, MAYOR BEN WALSH

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March 8, 2023

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

Re: PS-22-02 Protected Site Designation on Property Situated at 300 Waverly Avenue

Dear Ms. McBride,

On February 21, 2023, the City Planning Commission adopted the above noted resolution. Copies of the resolution are attached.

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

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

Sincerely,

Jeffery L. Harrop  
City of Syracuse Office of Zoning Administration

Ends: (6)

Owner: Upsilon Alpha Chapter of Chi Omega  
186 North Genesee Street, #121  
Utica, New York 13502

Petitioner: The Syracuse Landmark Preservation Board  
201 East Washington Street, Room 512  
Syracuse, New York 13202

Office of Zoning  
Administration  
201 E. Washington St.  
Room 500  
Syracuse, N.Y. 13202  
Office 315 448 8640  
zoning@syr.gov.net

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

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**Ordinance No.**

**2023**

**ORDINANCE AUTHORIZING ACCEPTANCE OF  
GIFT OF \$250.00 FROM SUMMIT FEDERAL  
CREDIT UNION**

BE IT ORDAINED, that this Common Council hereby authorizes the acceptance of a gift of \$250.00 from Summit Federal Credit Union; said funds shall be used for Department's K-9 Program; and the Commissioner of Finance is hereby authorized to deposit the same in the Syracuse Police Department trust account 404090.26 or such other appropriate account to be determined by him.

DRAFT

**1<sup>st</sup> Deputy Chief**  
Richard F. Shoff, Jr.



**Deputy Chiefs**  
Richard H. Trudell  
Julie L. Shulsky  
Mark M. Rusin

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**SYRACUSE POLICE DEPARTMENT**

Joseph L. Cecile, Chief

March 7, 2023

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

RE: Requesting legislation to accept a donation – Summit Federal Credit Union

Dear Ms. McBride:

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 a donation from the Summit Federal Credit Union for the Department's K-9 Program. This funding will allow the K-9 Unit to purchase equipment and/or supplies. The funding will be deposited in the Syracuse Police Department trust account 404090.26 for a total not to exceed \$250.00.

Very truly yours,

*DC R F Shoff #310*

Richard Shoff, Jr.  
First Deputy Chief of Police

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**ORDINANCE AUTHORIZING CONTRACT WITH PARADIGM POLYGRAPH ASSOCIATES, LLC TO PROVIDE POLYGRAPH EXAMINATIONS ON BEHALF OF THE SYRACUSE POLICE DEPARTMENT AS PART OF THE POLICE RECRUIT HIRING PROCESS**

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

WHEREAS, the Mayor has waived the RFP process and approved the retention of Paradigm Polygraph Associates, LLC, under the following terms:

- (1) Paradigm Polygraph Associates, LLC shall provide the Syracuse Police Department (SPD) with polygraph examination services as part of the police recruit hiring process.
- (2) The contract will be for the period of July 1, 2022 through June 30, 2023.
- (3) The City shall pay Blue Line an amount not to exceed \$4,500.00 for these services.

NOW, THEREFORE,

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

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

**1<sup>st</sup> Deputy Chief**  
Richard F. Shoff, Jr.



**Deputy Chiefs**  
Derek P. McGork  
Richard H. Trudell  
Julie L. Shulsky

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**SYRACUSE POLICE DEPARTMENT**

Joseph L. Cecile, Chief

March 8, 2023

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

RE: REQUESTING A WAIVER OF RFP – Paradigm Polygraph Associates, LLC.

Dear Ms. McBride,

Please prepare legislation requesting a waiver of the RFP process to be introduced at the next scheduled Common Council meeting, on behalf of the Department of Police, to enter into an agreement with Paradigm Polygraph Associates, LLC, to conduct polygraph examinations as part of the Police Department police recruit hiring process. The contract will be valid for the 22/23 fiscal year.

Paradigm Polygraph Associates, LLC is led by polygraphist Sean P. Lynch who is uniquely qualified for this work. In 2018 Mr. Lynch retired from the Syracuse Police Department after a 22-year career in law enforcement. In 2010 he attended polygraph training at the Northeast Counterdrug Training Center at Fort Indiantown Gap, Pennsylvania. After graduating from his training Mr. Lynch became an important part of the Department's hiring process and conducted numerous polygraph examinations, as all potential Police Officers are required to pass a polygraph examination prior to being given an offer of employment. Since retiring he has maintained professional affiliation with the American Association of Police Polygraphists and conducted polygraph examinations for other police agencies including the Town of DeWitt Police Department, Town of Manlius Police Department, City of Ithaca Police Department and others.

Expenditures not to exceed \$4,500 will be charged to account # 541500.01.31230.

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

Sincerely,

*DCPJ Shoff #310*

Richard Shoff Jr.  
1st Deputy Chief of Police

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# OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

**Timothy M. Rudd**  
Director

**Julie Castellitto**  
Assistant Director

**TO:** Mayor, Ben Walsh  
**FROM:** Timothy M. Rudd, Director of Management and Budget   
**DATE:** March 10, 2023  
**SUBJECT:** Agreement & Waiver of RFP Process – Paradigm Polygraph Associates, LLC

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On behalf of the Department of Police, I am requesting the City of Syracuse authorize a waiver of the RFP process to enter into an agreement with Paradigm Polygraph Associates, LLC, to conduct polygraph examinations as part of the Police Department police recruit hiring process. The contract will be valid for the 22/23 fiscal year.

Paradigm Polygraph Associates, LLC is led by polygraphist Sean P. Lynch who is uniquely qualified for this work. In 2018 Mr. Lynch retired from the Syracuse Police Department after a 22-year career in law enforcement. In 2010 he attended polygraph training at the Northeast Counterdrug Training Center at Fort Indiantown Gap, Pennsylvania. After graduating from his training Mr. Lynch became an important part of the Department's hiring process and conducted numerous polygraph examinations as all potential Police Officers are required to pass a polygraph examination prior to being given an offer of employment. Since retiring he has maintained professional affiliation with the American Association of Police Polygraphists and conducted polygraph examinations for other police agencies including the Town of DeWitt Police Department, Town of Manlius Police Department, City of Ithaca Police Department and others.

Expenditures not to exceed \$4,500 will be charged to account #541500.01.31230.

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

Thank you for your attention regarding this matter.

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

MAR 15 2023  
Date

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

Office 315 448-8252  
Fax 315 448-8116

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

**ORDINANCE AUTHORIZING SALE OF ALL THE RIGHT, TITLE AND INTEREST OF THE CITY OF SYRACUSE IN AND TO 124-26 CALTHROP AVENUE WEST FOR AN AMOUNT NOT TO EXCEED \$326.00**

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 124-26 Calthrop Avenue West, being Lot 23, Tract Cannon, FL 93, Sub 5, Section 076, Block -08, Lot -27.0 (076.-08-27.0), Property No. 1414202400, 40 x 132 Wood House and Garage to Greater Syracuse Property Development Corporation for an amount not to exceed \$326.00; 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 an amount not to exceed \$325.00 for title work for a total not to exceed \$326.00 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 not to exceed \$325.00 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

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March 9, 2023

Matthew D. Oja  
Commissioner

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

Ann E. Gallagher  
First Deputy  
Commissioner  
Director of Operations

**RE: 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: 124-26 Calthrop Ave W TO GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION FOR AN AMOUNT NOT TO EXCEED \$326.**

Dear Ms. McBride:

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:

124-26 Calthrop Ave. W.  
Lot 23 Tr Cannon Fl 93 Su 5  
076.-08-27.0  
Property #: 1414202400  
4ox132 W H X Gar Fp3o  
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 not to exceed \$325 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.

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

Sincerely,

Matthew D. Oja  
Commissioner

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL

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Ordinance No.

2023

**ORDINANCE AUTHORIZING SALE OF ALL THE RIGHT, TITLE AND INTEREST OF THE CITY OF SYRACUSE IN AND TO 1921 MIDLAND AVENUE FOR AN AMOUNT NOT TO EXCEED \$326.00**

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 1921 Midland Avenue, being Lot 5, P 6, Tract Exstein, Section 077, Block -21, Lot -37.0 (077.-21-37.0), Property No. 1961109800, 44 x 120 Vacant Land to Greater Syracuse Property Development Corporation for an amount not to exceed \$326.00; 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 an amount not to exceed \$325.00 for title work for a total not to exceed \$326.00 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 not to exceed \$325.00 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

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March 9, 2023

**Matthew D. Oja**  
Commissioner

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

**Ann E. Gallagher**  
First Deputy  
Commissioner  
Director of Operations

**RE: 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: 1921 Midland Ave TO GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION FOR AN AMOUNT NOT TO EXCEED \$326.**

Dear Ms. McBride:

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:

1921 Midland Ave.  
Lot5 P 6 Tr Exstein  
077.-21-37.0  
Property #: 1961109800  
44x120 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 not to exceed \$325 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.

Sincerely,

Matthew D. Oja  
Commissioner

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

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## CITY OF SYRACUSE COMMON COUNCIL

**JIMMY MONTO**  
Councillor – 5<sup>th</sup> District

March 17, 2023

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

Dear Ms. McBride:

Please prepare Legislation for consideration at the next meeting of the Common Council on March 27, 2023, to authorize the City of Syracuse Local Law to Amend the Charter of the City of Syracuse.

As you are aware when the Syracuse City Charter was written and adopted in 1960, the language of the Office of the City Auditor was included and now some sixty-three {63} years later, it seems appropriate to have language that reflects a more accurate approach to good city governance via the Office of the City Auditor.

The 1960 language does not reflect our modern world of complex electronic transactions often involving outside vendors with no immediate paper trail available in the various departments, which my auditors are responsible to review and audit under the current City Charter. This additional Charter language will update our office so that we can function in a 21st century environment to the benefit of the City taxpayers.

Therefore, The Office of the City Auditor submits the following proposed amendment to Syracuse City Charter section 5-503. – Scope of Audits and Section 5 – 505.- Legal Counsel:

### **“Section 5-503**

– **Scope of Audits.** The audits conducted by the Department shall be of such scope, procedure and content to meet generally accepted highest standards in the field of municipal auditing. When appropriate such audits shall be made promptly after completion of transactions and in matters of moneys in possession of the city shall be substantially continuous.

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The City Auditor will prepare annually an Audit Plan and conduct audits in accordance there with and perform such other duties as may be required by ordinance of the Common Council or as required by the Syracuse City Charter or other applicable law. The City Auditor shall have access to, and authority to examine all records, documents, systems and files of the City and other property of any City department, office, or agency, whether created by the Charter or otherwise. Provided, however, that documents in draft form or internal policy memorandum not resulting in a final policy directive or financial transaction, shall not be open to such examination. If a dispute arises about the status of such documentation, it shall be referred to the Corporation Counsel for an advisory opinion.

It is the duty of any officer, or agent of the City having control of such records to permit access to, and examination thereof, upon the request of the City Auditor or his or her authorized representative. It is also the duty of any such officer, or agent to fully cooperate with the City Auditor, and to make full disclosure of all pertinent information. Provided, however, that records, documents and files deemed confidential by the Corporation Counsel are exempt until such time as the need for confidentiality has expired.

The City Auditor may investigate any material claim of financial fraud, waste, or impropriety within any City department and for that purpose may depose any officer, agent, of the City, and examine him or her upon oath or affirmation relative thereto. Such officer or agent may refuse to answer upon asserting their constitutional right against self-incrimination. The City Auditor is authorized to issue subpoenas if necessary, to obtain testimony or documents in the manner provided by law.

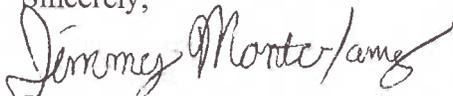
All City contracts with consultants, vendors or agencies will be prepared with an adequate audit clause, to allow the City Auditor access to the entity's records needed to verify compliance with the terms specified in the contract. Results of all audits and reports must be made available to the public in accordance with the requirements of the Syracuse City Charter

**Section 5-505. Legal Counsel.**

The City Auditor is empowered to appoint, and to compensate legal counsel to assist him or her in the preparation of investigations and audits, to provide legal advice to the City Auditor and to represent the City Auditor in litigation when authorized by resolution of the Common Council to do so.”

Thank you for your assistance in this matter.

Sincerely,



Jimmy Monto

5<sup>th</sup> District Councilor



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## CITY OF SYRACUSE COMMON COUNCIL

**PATRICK J. HOGAN**  
Councilor – 2<sup>nd</sup> District

March 21, 2023

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

Dear Ms. McBride:

Please prepare legislation for the waiver agenda of the Common Council meeting of Monday, March 27, 2023, authorizing the Department of Engineering to proceed with the Demolition Design of the Former Syracuse Development Center (800-802 S. Wilbur Ave.). Total cost not to exceed \$450,000.

The request for authorization to proceed with the Demolition Design for this project is needed to bid the demolition package as soon as possible after the State Environment Quality Review Act (SEQRA) is completed and approved by the Common Council.

This project will be fully reimbursed from a grant at a total cost not to exceed \$29,000,000 from the New York State Empire State Development (ESD). The funds will be used to complete the demolition and remediation of the existing structures on the site, as well as infrastructure investments to expand water and sewer lines, access roads, sidewalks, tree planting and street lighting along the access roads to the site.

Funds to be used for the Demolition Design are from the appropriated and unallocated Cash Capital Account #599007.01.99999 until the funds are reimbursed from the ESD.

Thank you for your attention in this matter.

Sincerely,

Patrick J. Hogan  
2<sup>nd</sup> District Councilor

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# 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

20 March 2023

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

**Request for Legislation: Authorization Demolition Design of the Former Syracuse Developmental Center (800-802 S. Wilbur Avenue) at a cost not to exceed \$450,000**

Dear Ms. McBride:

Please prepare for the waiver agenda for the regularly scheduled meeting of the Common Council on March 27, 2023 and legislation for the following:

- Ordinance authorizing the Department of Engineering to proceed with the Demolition Design of the Former Syracuse Developmental Center (800-802 S. Wilbur Ave.) at a cost not to exceed \$450,000.00.

We are requesting authorization to proceed with the demolition design of the Former Syracuse Developmental Center so that we can bid the demolition package as soon as possible after the State Environmental Quality Review Act (SEQRA) is completed and approved by the Common Council. This project will be fully reimbursed from a grant at a total cost not to exceed \$29,000,000.00 from the New York State Empire State Development (ESD). This grant funding will be used to complete the demolition and remediation of the existing structures on the site, as well as infrastructure investments to expand water/sewer service lines, access roads, sidewalks, tree planting and street lighting along the access roads to the site.

The Capital account to be used will be determined by the Commissioner of Finance to account for the costs of this program. Funds to be used are from the appropriated and unallocated cash capital account number 599007 01 99999 until the funds are reimbursed from the ESD.

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

Sincerely,

Mary E. Robison, P.E.  
City Engineer

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

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



City of Syracuse

AUTHORIZATION TO PROCEED WITH CIP PROJECT

Date: 0320/2023 Department: Engineering

Project Name: Syracuse Developmental Center Demolition Design

Project Cost: \$450,000

Contact Name: Mary Robison, PE

Project Description: Prepare the Design Specifications and Plans to competitively bid the Demolition of the Syracuse Developmental Center.

Projected Time Line & Funding Source(s)

Estimated Start Date: Spring 2023 Estimated Completion Date: as required

Funding Source:	Dollar Amount:
Local Share: Cash Capital	\$0
Local Share: Bonds (complete schedule below)	\$0
State Aid/Grant (identify) NYS ESD Grant - 100% reimbursement	\$450,000
Federal Aid/Grant (identify) (TIP)	\$0
Other (identify) Syracuse University	\$0
Other (identify) Onondaga County	\$0
Total Project Funding (must equal cost):	\$450,000

Estimated Project Borrowing Timeline

Year	Fiscal Year	Estimated Amount to Borrow
1	2023/24	
2	0	\$0
3	0	
4		
5		
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$ 0

Approval to proceed with request for legislation is hereby granted.

Project in CIP Plan: Yes \_\_\_ No  Reason ("No"): *NW*

This is a strategic project that will not need long term financing since it is being 100% reimbursed w/ NYS ESD funding.

Director of Administration: *[Signature]* Date: \_\_\_\_\_

Director of Management & Budget: *[Signature]* Date: *3-21-23*

Commissioner of Finance: *[Signature]* Date: *3/21/23*