



RL Number: RL 24-170

Date Submitted: 9/4/24

Legislative Branch

City Clerk, City Hall, Binghamton, NY 13901 (607) 772-7005

INTERNAL REQUEST FOR LEGISLATION

Requests for Legislation (RLs) may be submitted to the City Clerk's Office for possible consideration at City Council Work Sessions. Incomplete/incorrect RLs will be returned to applicant for revisions. Please include as much supplemental material as is necessary to substantiate the request for legislation. Use "Additional Presenters" line to include anyone that will appear to present this in City Council Work Session.

Applicant Presenting RL at Work Session

Officer Kevin Brown
(Name)

BPD Traffic Division
(Title)

(607) 772-7095
(Phone number)

Additional Presenters:

To Be Completed By Applicant

Proposed Title:

Ordinance to amend the 2024 Budget to add a full-time Parking Meter Checker and transfer funds to cover salary and benefits

Executive Summary (Explain why legislation is necessary):

This legislation is needed to: 1) add a full-time Parking Meter Checker position to the budget (A3320.51000); and 2) fund the position through a transfer of funds from a similar unfilled part-time position (A3320.51800)

Effective Date (if applicable):

Budget transfer or amendment: RL Budget Transfer Worksheet **must** be attached w/ Department. Head signature.

RL related to a grant: RL Grant Worksheet **must** be attached.

RL related to previously adopted legislation: Perm. Number:

Adoption Date:

Contract: Person/Company:

Total Cost:

Funds available in Budget Line:

A3320.51800

Title: TEMPORARY SERVICES

Public Hearing required? Yes Not Applicable

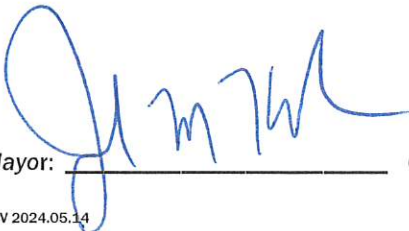
SEQRA required? Yes Not Applicable

Additional Information related to this RL attached? Yes No

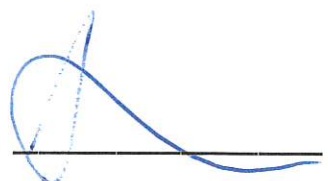
Expedition requested for this RL? Yes No

Please explain why expedition is necessary:

For Internal Use Only

Mayor: 

Comptroller: 

Corp. Counsel: 



CITY OF BINGHAMTON

Request for Transfer of Funds

Transfer requests of \$2500 or less must be approved by the Comptroller.
 Transfer requests over \$2500 and not in excess of \$10,000 must be approved by Board of E&A and Chair of Finance Committee.
 Transfer requests in excess of \$10,000 must be approved by City Council.

This worksheet must be attached to any RL submitted to the Clerk's Office that includes a budget funding transfer or amendment. For additional instructions, see 'RL Instructions' document.
 Incomplete/incorrect RLs to be returned to applicant for revisions. Additional transfer lines in the same format may be attached.

Adopted Budget Year Amended: _____ Department: Police

Department Head Signature: _____

Transfers			
Transfer From (Decrease)		Transfer To (Increase)	
Amount	Budget Line Title	Amount	Budget Line Title
\$ 9,314.97	A3320.51800. Temporary Services (PT parking Meter checker-7 pays)	9,314.97	A3320.51000 Personal Services (FT Parking Meter Checker-7-pays)
\$ 9,314.97		\$ 9,314.97	

Revenue & Fund Balance Amendments	
Amount	Budget Line Title

Office Use Only for Transfers Under \$10,000

I hereby certify that the above funds are unencumbered and available for Transfer. Certified by the Comptroller.

I hereby certify that the above described funds have been transferred, in accordance with the Code of the City of Binghamton Chapter 9, Appropriations. Certified by the Treasurer.

Transfer of funds Approved / Denied on / / / Certified by the Secretary of the Board of Estimate and Apportionment.

Transfer of funds reviewed by the Binghamton City Council Finance Chair. Recommendations to be attached.

Signature: _____ Date: _____

Signature: _____ Date: _____

Signature: _____ Date: _____

Signature: _____ Date: _____



RL Number: 24-171

Date Submitted: 9/24/24

Legislative Branch

City Clerk, City Hall, Binghamton, NY 13901 (607) 772-7005

INTERNAL REQUEST FOR LEGISLATION

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Applicant Presenting RL at Work Session

Nick Ballard
(Name)

Parks Commissioner, Acting
(Title)

(607) 772-0017
(Phone number)

Additional Presenters:

Brenda Myers, The Discovery Center

To Be Completed By Applicant

Proposed Title:

An Ordinance to Amend the 2024 Budget for Playground Surfacing At Discovery Center

Executive Summary (Explain why legislation is necessary):

Amend account name:
H7180.525338 DISCOVERY CTR BBALL CT UPG \$25,000
to H7180.525338 DISCOVERY CTR PLAYGROUND \$25,000

Effective Date (if applicable):

Budget transfer or amendment: RL Budget Transfer Worksheet must be attached w/ Department. Head signature.
RL related to a grant: RL Grant Worksheet must be attached.

RL related to previously adopted legislation: Perm. Number:

Adoption Date:

Contract: Person/Company:

Total Cost: \$0.00

Funds available in Budget Line: \$ 0.00

Title:


Public Hearing required? Yes Not Applicable

SEQRA required? Yes Not Applicable

Additional information related to this RL attached? Yes No

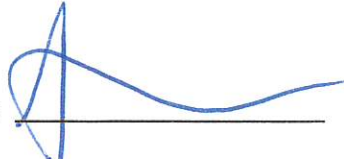
Expedition requested for this RL? Yes No

Please explain why expedition is necessary:

Mayor: 

For Internal Use Only

Comptroller: 

Corp. Counsel: 

SRP



Quote:
QU00273956

Project:
Ross Park/Discovery

Preliminary Concept Design

Conceptual Renderings Only. Subject to change without notice at SRP's Discretion



Transfer

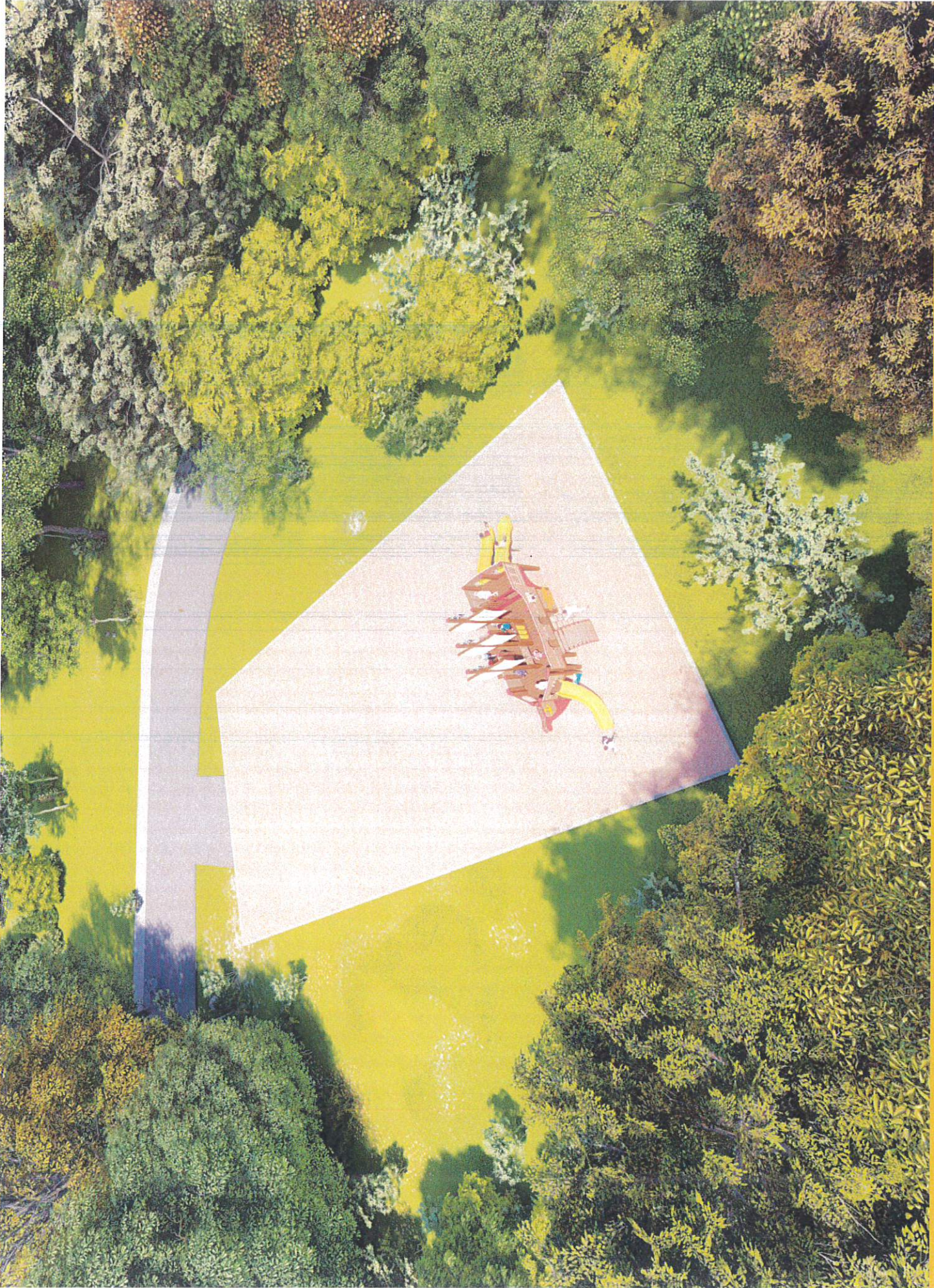


Recycled



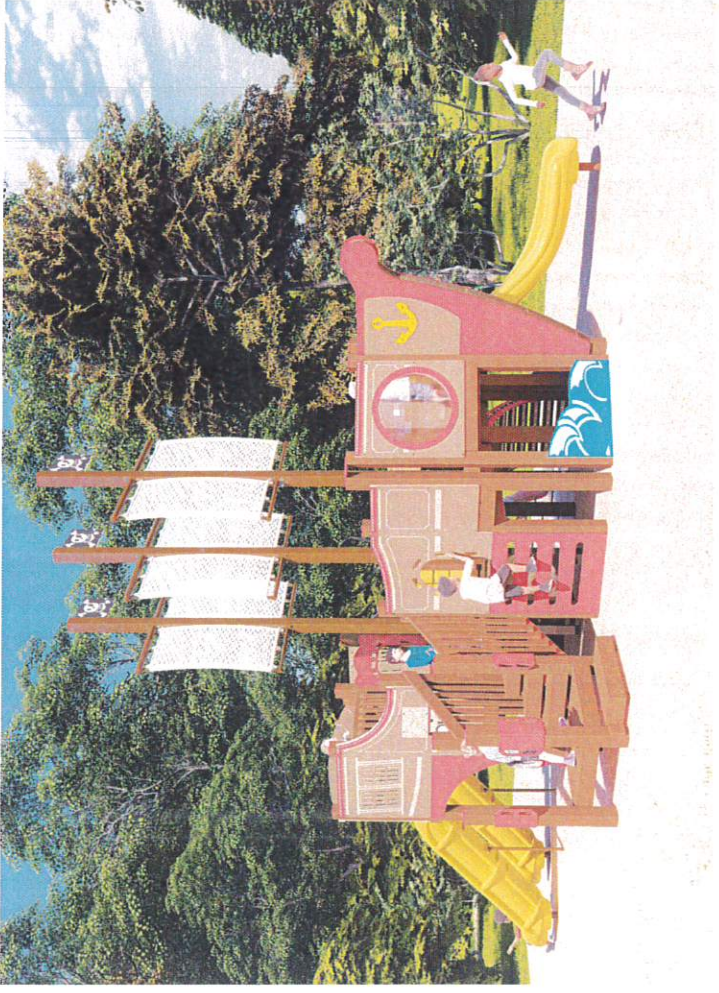
Age Group

Designer: B. Huffard Date: 12/11/2023



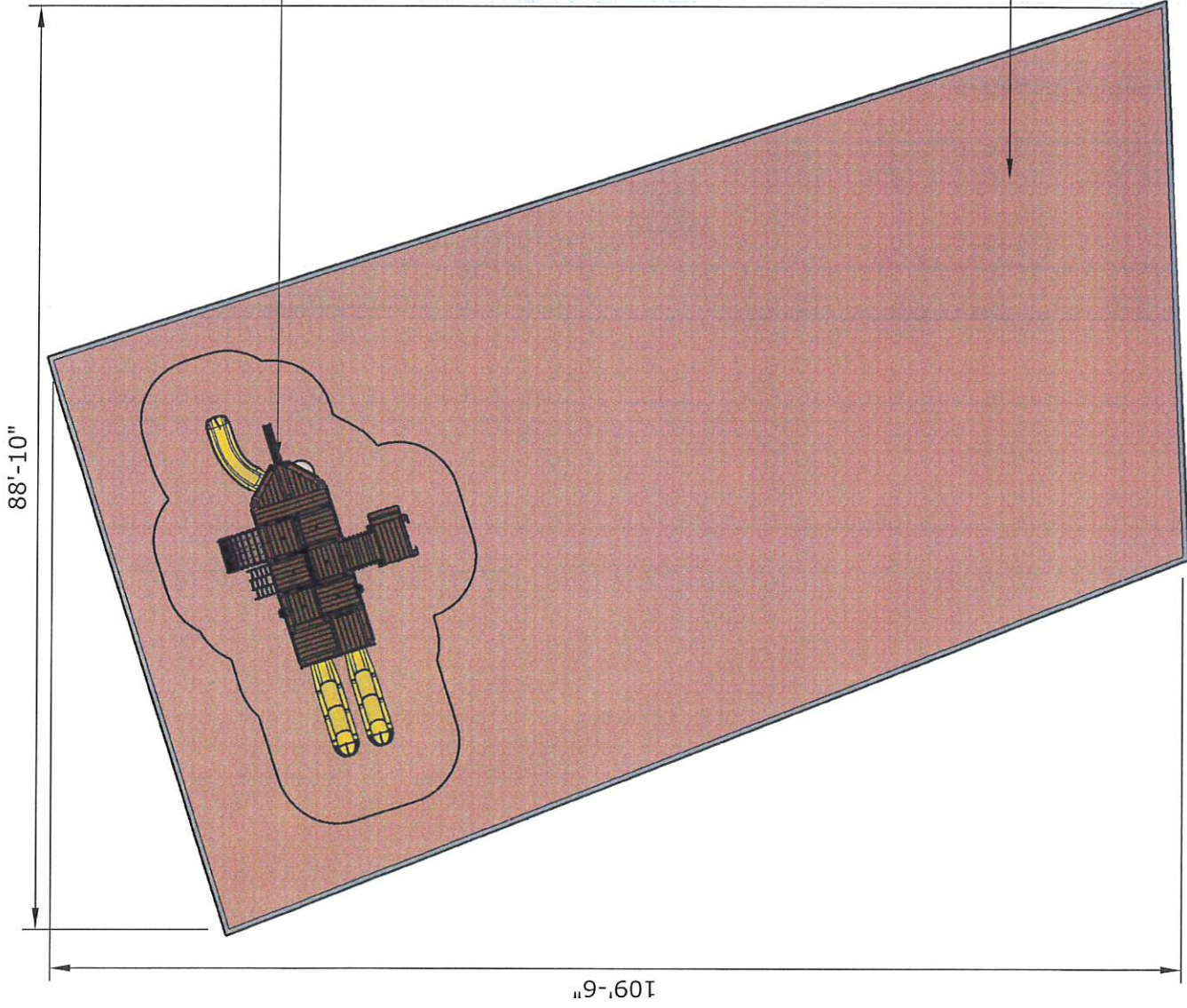
Quote: QU00273956
Project: Ross Park/Discovery

Preliminary Concept Design
Conceptual Renderings Only. Subject to change without notice at SRP's Discretion



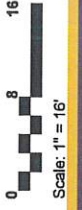
Quote: QU00273956
Project: Ross Park/Discovery

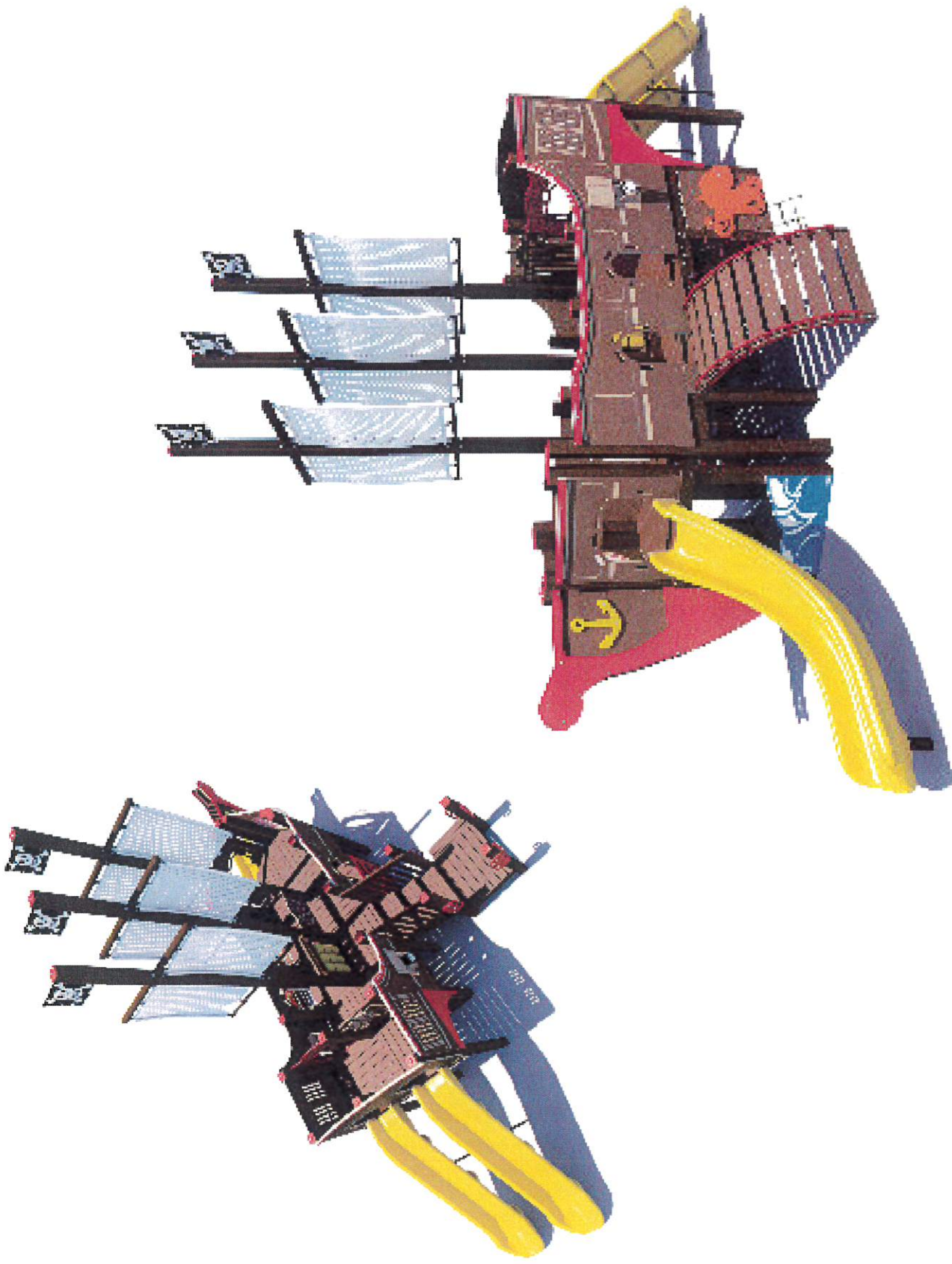
Preliminary Concept Design
Conceptual Renderings Only. Subject to change without notice at SRP's Discretion



R3FX-30112-R2
 Recycled Play
 Pirate Ship
 2-12 y/o

5700.48 ft² of surfaced
 area





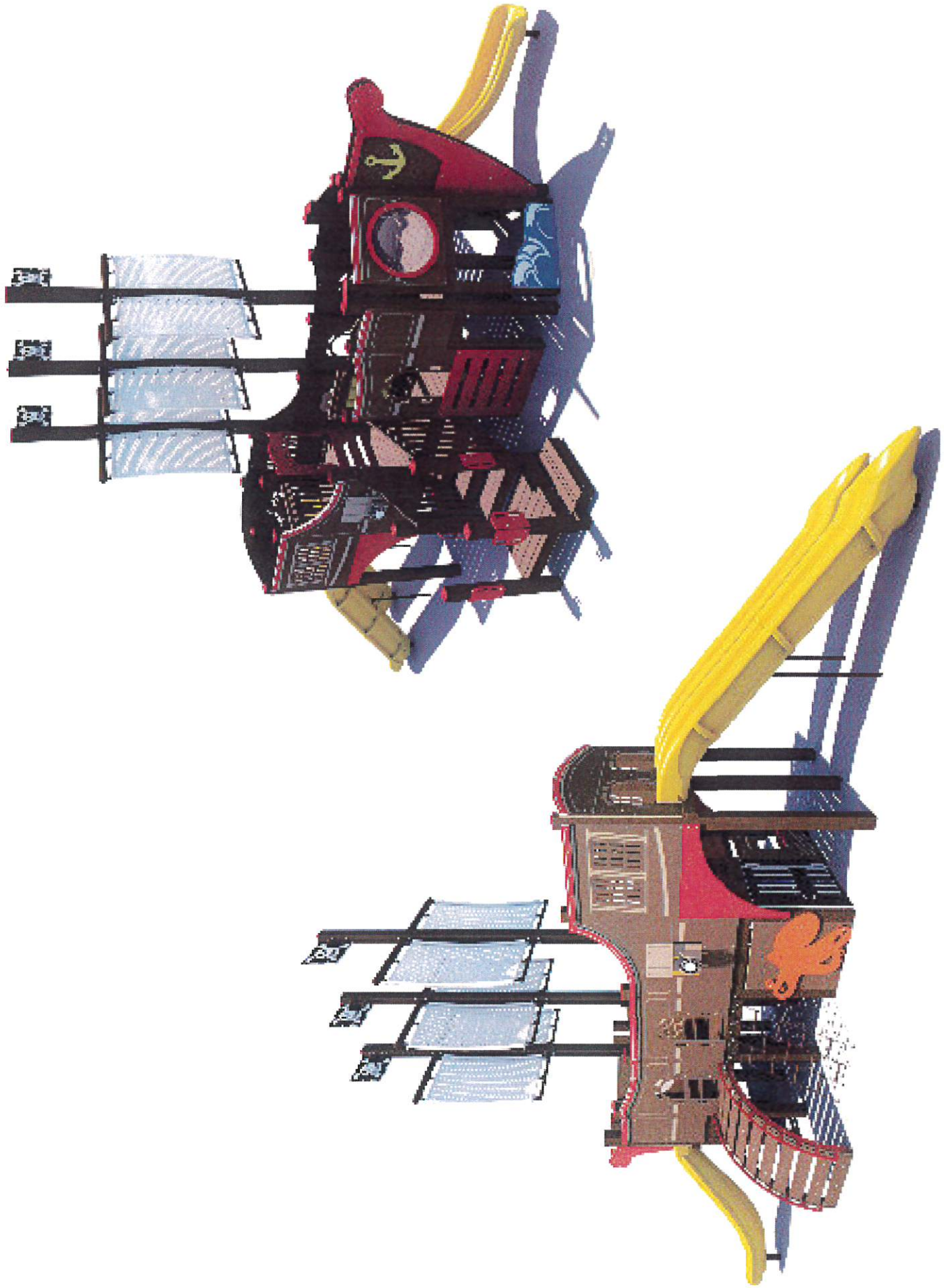
Structure: R3FX-30112-R2
Age: 2-12

Series: Recycled

Theme: Pirate

Preliminary Concept Design

Conceptual Renderings Only. Subject to change without notice at SRP's Discretion



SRPFX

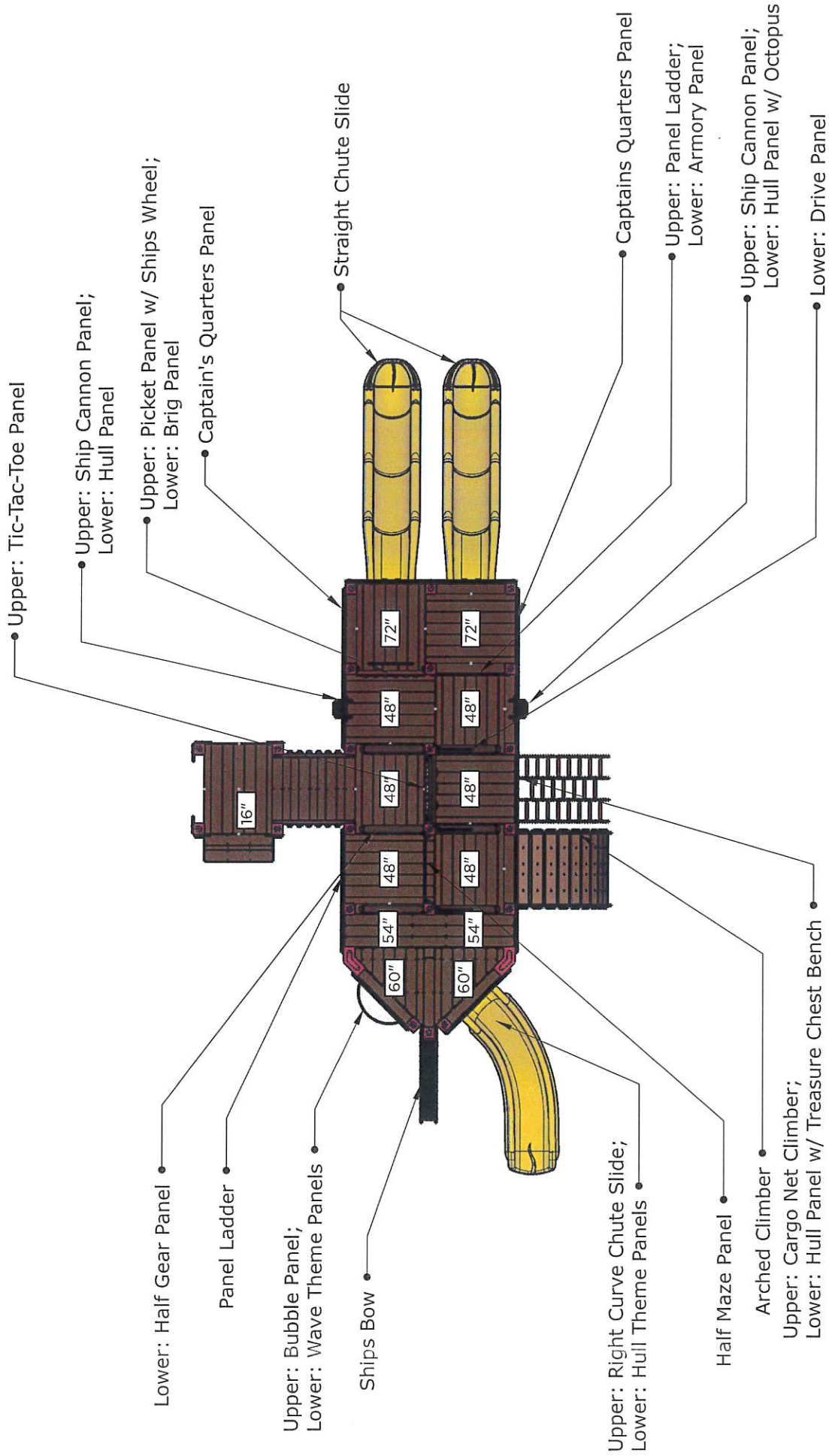
Structure: R3FX-30112-R2
Age: 2-12

Series: Recycled

Theme: Pirate

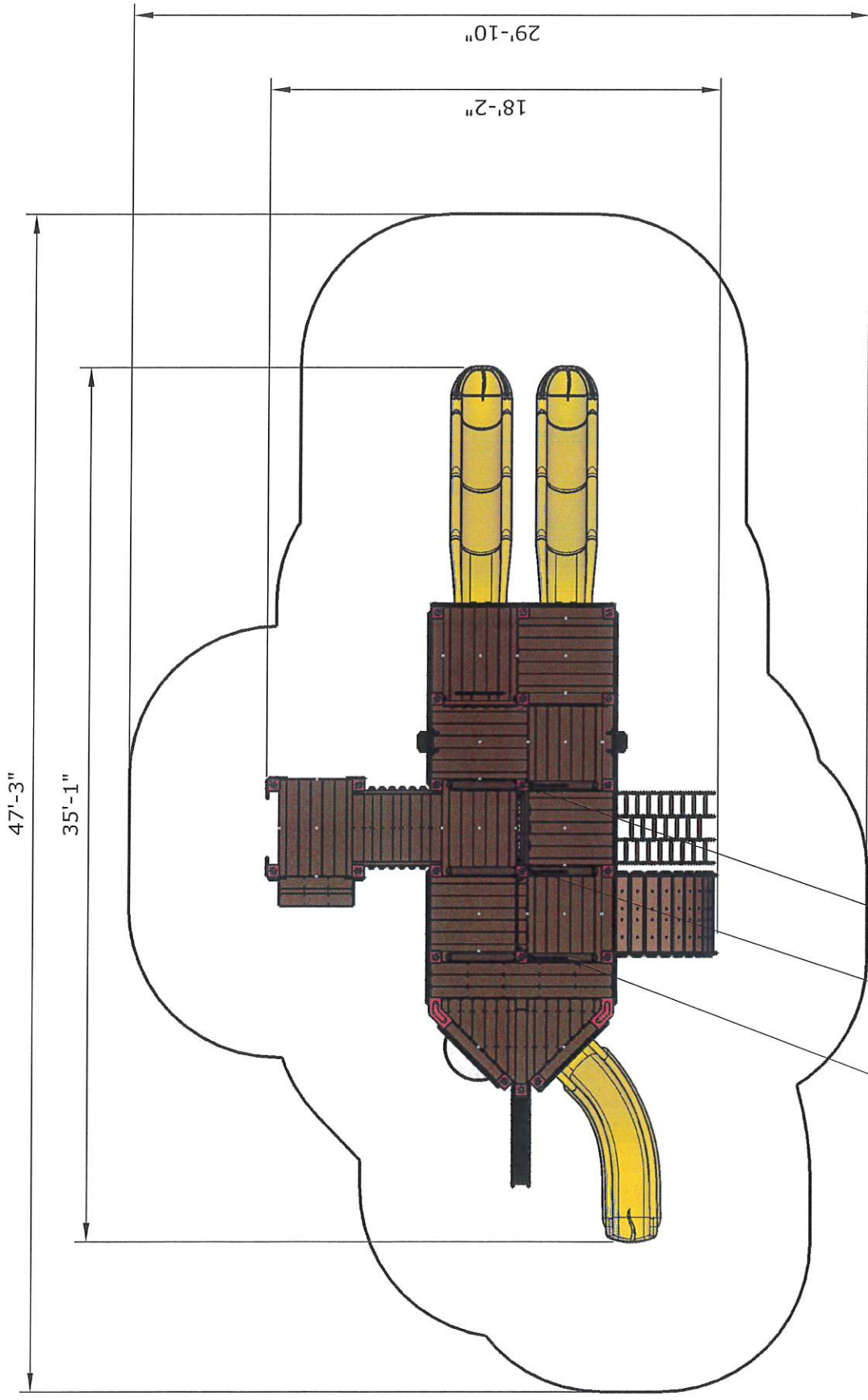
Preliminary Concept Design

Conceptual Renderings Only. Subject to change without notice at SRP's Discretion



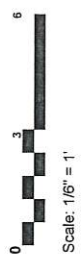
	Accessible Play Activities	Accessible Activity Types
Required	4	3
Provided	4	3

Ages	Capacity	Use Zone	Actual Size	Timber Count	Elevated Activities
2-12	104	67'x50'	55'x33'	41	13

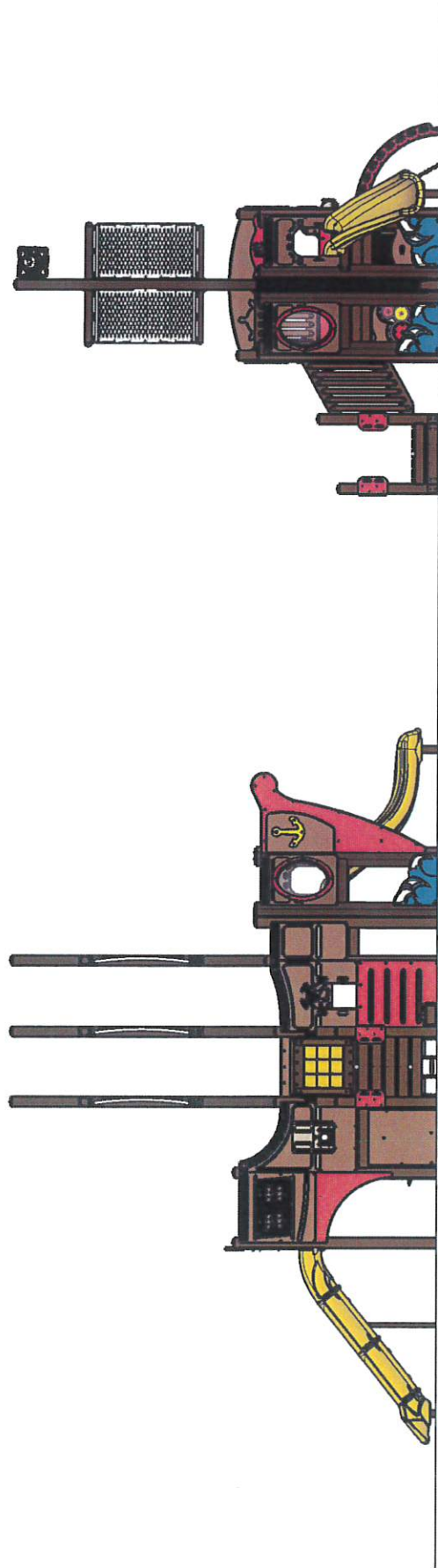
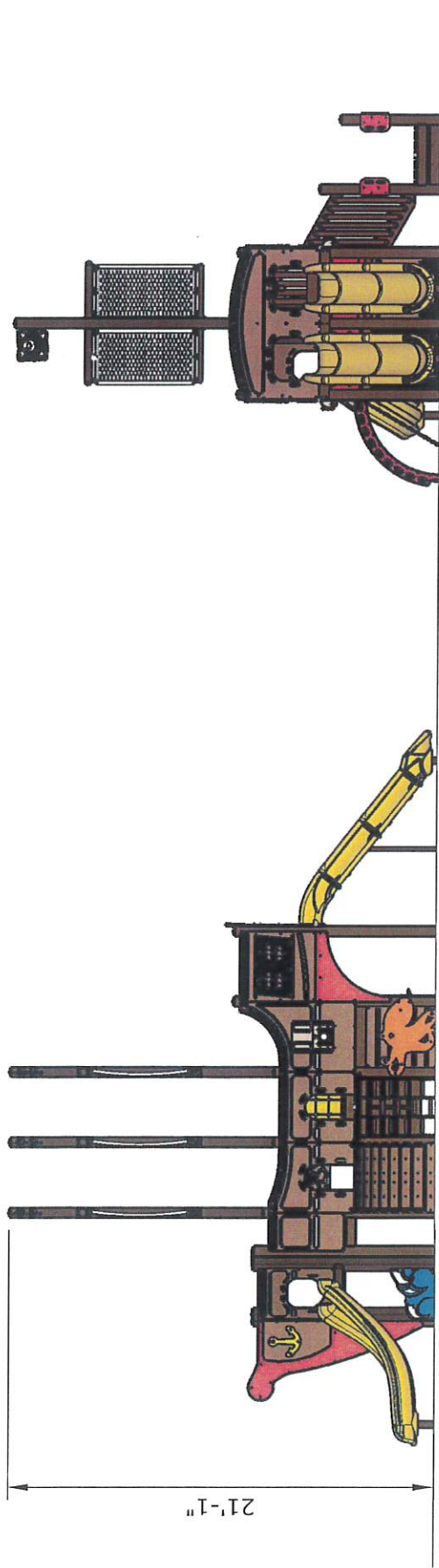


Ship's Sail Post Toppers

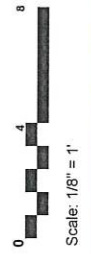
Ages	Capacity	Use Zone	Max Deck Height	Actual Size	Timber Count	Elevated Activities
2-12	104	67'x50'	6'	55'x33'	41	13



Required	Accessible Play Activities	Accessible Activity Types
4	4	3
Provided	4	3



Ages	Capacity	Use Zone	Max Deck Height	Actual Size	Timber Count	Elevated Activities
2-12	104	67'x50'	6'	55'x33'	41	13



Required	Accessible Play Activities	Accessible Activity Types
4	4	3
Provided	4	3



Partner

Superior[®]

RECREATIONAL PRODUCTS
A PLAYCORE Company

<https://srpplayground.com/>



srpplayground.com
866-795-7545



RL Number: 24-172

Date Submitted: 9/4/24

Legislative Branch

City Clerk, City Hall, Binghamton, NY 13901 (607) 772-7005

INTERNAL REQUEST FOR LEGISLATION

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Applicant Presenting RL at Work Session

Nicholas P. Ballard
(Name)

Acting Parks Commissioner
(Title)

(607) 772-7017
(Phone number)

Additional Presenters:

Jake Brigham

To Be Completed By Applicant

Proposed Title:

Executive Summary (Explain why legislation is necessary):

An ordinance amending the 2024 budget for Liquid Chlorine. Please see attached

Effective Date (if applicable):

Budget transfer or amendment: RL Budget Transfer Worksheet **must** be attached w/ Department. Head signature.
RL related to a grant: RL Grant Worksheet **must** be attached.

RL related to previously adopted legislation: Perm. Number:

Adoption Date:

Contract: Person/Company:

Total Cost:

Funds available in Budget Line:

Title:

Public Hearing required? Yes Not Applicable

SEQRA required? Yes Not Applicable

Additional information related to this RL attached? Yes No

Expedition requested for this RL? Yes No

Please explain why expedition is necessary:

Please expedite for prompt payment.

For Internal Use Only

Mayor:

Comptroller:

Corp. Counsel:



CITY OF BINGHAMTON

Request for Transfer of Funds

Transfer requests of \$2500 or less must be approved by the Comptroller.
 Transfer requests over \$2500 and not in excess of \$10,000 must be approved by Board of E&A and Chair of Finance Committee.
 Transfer requests in excess of \$10,000 must be approved by City Council.

This worksheet must be attached to any RL submitted to the Clerk's Office that includes a budget funding transfer or amendment. For additional instructions, see 'RL Instructions' document.
 Incomplete/incorrect RLs to be returned to applicant for revisions. Additional transfer lines in the same format may be attached.

Adopted Budget Year Amended: 2024

Department: Parks and Recreation
 Department Head Signature: [Signature]

Transfers			
Transfer From (Decrease)		Transfer To (Increase)	
Amount	Budget Line	Amount	Budget Line
\$ 4,317.75	A7110.52600 Equipment	<div style="display: flex; justify-content: center; gap: 10px;"> ↑ ↑ ↑ </div>	A7110.54150 Chemicals
\$ 2,000.00	A7110.54130 Construction Materials		
\$ 1,258.75	A7110.54160 Shrubs-Flowers and trees		
\$ 1,000.00	A7110.54410 Professional services		
\$ 1,000.00	A7110.54610 Building/Equip./Improvements		
\$ 1,000.00	A7110.54640 Parks improvements/Maintenance		
\$ 10,576.50		\$ 10,576.50	

Revenue & Fund Balance Amendments	
Amount	Revenue/Expense / Fund Balance

Office Use Only for Transfers Under \$10,000

I hereby certify that the above funds are unencumbered and available for Transfer. Certified by the Comptroller. _____ Date: _____

I hereby certify that the above described funds have been transferred, in accordance with the Code of the City of Binghamton Chapter9, Appropriations. Certified by the Treasurer. _____ Date: _____

Transfer of funds Approved _____ / Denied _____ on ____/____/____. Certified by the Secretary of the Board of Estimate and Apportionment. _____ Date: _____

Transfer of funds reviewed by the Binghamton City Council Finance Chair. Recommendations to be attached. _____ Date: _____



RL Number: 24-173

Date Submitted: 9/4/24

Legislative Branch

City Clerk, City Hall, Binghamton, NY 13901 (607) 772-7005

INTERNAL REQUEST FOR LEGISLATION

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Applicant Presenting RL at Work Session

TITO MARTINEZ

ASSISTANT DIR. OF PLANNING

(607) 772-7028

(Name)

(Title)

(Phone number)

Additional Presenters:

To Be Completed By Applicant

Proposed Title:

AN ORDINANCE DISCONTINUING A PORTION OF OVERLAND DR

Executive Summary (Explain why legislation is necessary):

The section of Overland Dr, beginning at the fire hydrant adjacent to 25 Overland Dr and ending at the intersection with Harding Ave, is impassible for emergency vehicles and much of the DPW fleet. It is underutilized, does not contain utilities or otherwise meet City standards, and must be discontinued.

Effective Date (if applicable):

Budget transfer or amendment: RL Budget Transfer Worksheet **must** be attached w/ Department. Head signature.

RL related to a grant: RL Grant Worksheet **must** be attached.

RL related to previously adopted legislation: Perm. Number:

Adoption Date:

Contract: Person/Company:

Total Cost:

\$0.00

Funds available in Budget Line:

\$ 0.00

Title:

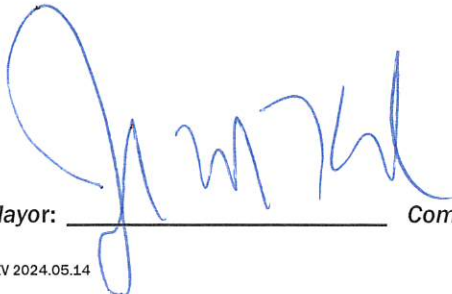
Public Hearing required? Yes Not Applicable

SEQRA required? Yes Not Applicable

Additional information related to this RL attached? Yes No

Expedition requested for this RL? Yes No

Please explain why expedition is necessary:

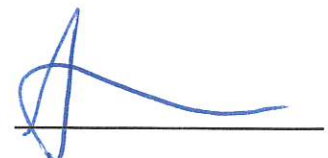


For Internal Use Only

Mayor: _____

Comptroller: _____

Corp. Counsel: _____



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.

Part 1 – Project and Sponsor Information			
Name of Action or Project: Sale of a portion of Overland Dr DISCONTINUANCE OF A PORTION OF OVERLAND DR			
Project Location (describe, and attach a location map): Overland Dr, Binghamton, NY			
Brief Description of Proposed Action: Sale of an underutilized section of road to a neighboring property owner to facilitate construction of a residence. DISCONTINUANCE OF AN UNDERUTILIZED AND SUBSTANDARD SECTION OF A CITY STREET			
Name of Applicant or Sponsor: City of Binghamton		Telephone: 607-772-7028 E-Mail: planning@cityofbinghamton.gov	
Address: 38 Hawley St			
City/PO: Binghamton		State: NY	Zip Code: 13901
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 checked="" type="checkbox"/>	YES <input 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 checked="" 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 checked="" type="checkbox"/> Residential (suburban)			
<input checked="" type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

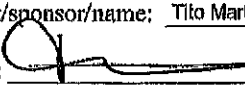
5. Is the proposed action, a. A permitted use under the zoning regulations?	NO	YES	N/A
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?		NO
		<input type="checkbox"/>	YES
		<input checked="" 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? If Yes, identify: _____		NO	YES
		<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
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Are public transportation services available at or near the site of the proposed action?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____		NO	YES
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____		NO	YES
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____		NO	YES
		<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input 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 checked="" 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:		
<input type="checkbox"/> Shoreline <input checked="" type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input checked="" type="checkbox"/> 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?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources?	NO	YES
If Yes,	<input checked="" 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)?	<input type="checkbox"/>	<input type="checkbox"/>
If Yes, briefly describe:		

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)?	NO	YES
If Yes, explain the purpose and size of the impoundment:	<input checked="" type="checkbox"/>	<input type="checkbox"/>

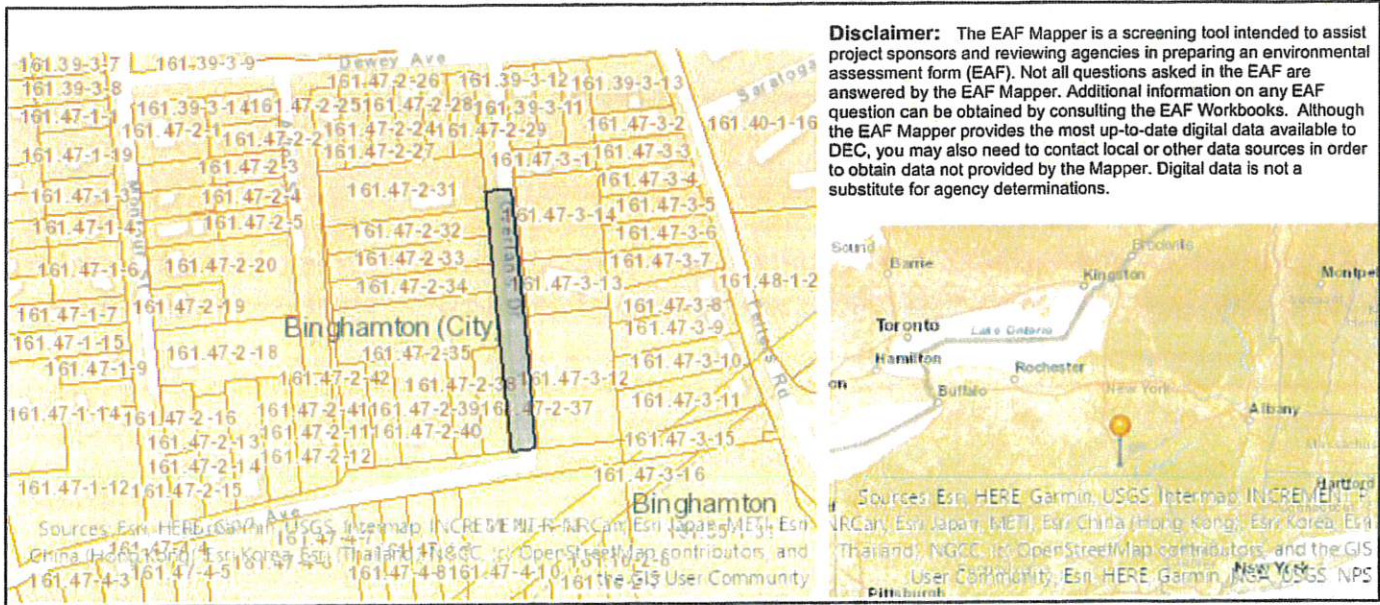
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?	NO	YES
If Yes, describe:	<input checked="" type="checkbox"/>	<input type="checkbox"/>

20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?	NO	YES
If Yes, describe:	<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: <u>Tito Martinez</u>	Date: <u>8-14-24</u>	<u>8-22-24</u>
Signature: 	Title: <u>Assistant Dir. of Planning</u>	

EAF Mapper Summary Report

Wednesday, August 14, 2024 10:43 AM



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]	No
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]	No
Part 1 / Question 16 [100 Year Flood Plain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
Part 1 / Question 20 [Remediation Site]	Yes



RL Number: 24-174

Date Submitted: 9/4/24

Legislative Branch

City Clerk, City Hall, Binghamton, NY 13901 (607) 772-7005

INTERNAL REQUEST FOR LEGISLATION

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Applicant Presenting RL at Work Session

STEPHEN CARSON

HUD MANAGER

(607) 772-7028

(Name)

(Title)

(Phone number)

Additional Presenters:

To Be Completed By Applicant

Proposed Title:

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO CONTRACTS WITH VARIOUS AGENCIES FOR THE USE ⁺

Executive Summary (Explain why legislation is necessary):

Authorize the Mayor to enter into agreements for the use of CDBG and ESG funds for various agencies. Contracts shall run from September 1, 2024 to August 31, 2025.

Effective Date (if applicable):

Budget transfer or amendment: RL Budget Transfer Worksheet **must** be attached w/ Department. Head signature.

RL related to a grant: RL Grant Worksheet **must** be attached.

RL related to previously adopted legislation: Perm. Number:

Adoption Date:

Contract: Person/Company: Various

Total Cost: \$593,892.63

Funds available in Budget Line: N/A

Title: Various

Public Hearing required? Yes Not Applicable


SEQRA required? Yes Not Applicable

Additional information related to this RL attached? Yes No

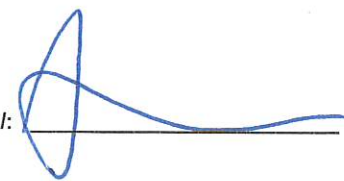
Expedition requested for this RL? Yes No

Please explain why expedition is necessary:

For Internal Use Only

Mayor: 

Comptroller: 

Corp. Counsel: 

FY50 Agency Contract Awards

Agency	Project	Amount	Grant Line	Description
Binghamton Local Development Corporation	Salaries	\$38,738.63	CDBG CD6889.54000.CDY50	Contractual
First Ward Action Council	Senior Housing Repair Program	\$85,000.00	CDBG CD8668.533531.CDY50	Senior Repair Program
Metro Interfaith	Binghamton Homeownership Academy	\$20,000.00	CDBG CD8668.533530.CDY50	Bing Homeownership Academy
American Civic Association	Bathroom Rehab	\$50,000.00	CDBG CD8662.533549.CDY50	Capital Program Set Aside
AVRE	Facade Improvements	\$100,000.00	CDBG CD8662.533549.CDY50	Capital Program Set Aside
Discovery Center	Playground	\$40,566.00	CDBG CD8662.533549.CDY50	Capital Program Set Aside
Greater Opportunities	Parking Lot Rehab	\$104,499.00	CDBG CD8662.533549.CDY50	Capital Program Set Aside
Addiction Center of Broome	UP Comfort Center Salaries	\$27,000.00	ESG CG6142.533550.CGY50	ESG-Program Funds
Catholic Charities	Teen Transitional Living Program Salaries	\$1,500.00	ESG CG6142.533550.CGY50	ESG-Program Funds
Family Enrichment Network	Homeless Prevention Program	\$61,003.60	ESG CG6142.533550.CGY50	ESG-Program Funds
Outreach Ministries	Salaries	\$12,000.00	ESG CG6142.533550.CGY50	ESG-Program Funds
Volunteers of America	Men's Shelter Salaries	\$10,000.00	ESG CG6142.533550.CGY50	ESG-Program Funds
YWCA of Binghamton	Women's Shelter Salaries	\$11,000.00	ESG CG6142.533550.CGY50	ESG-Program Funds
YWCA of Binghamton	Southside Manor Salaries	\$17,585.40	ESG CG6142.533550.CGY50	ESG-Program Funds
YWCA of Binghamton	Street Outreach Salaries	\$15,000.00	ESG CG6142.533550.CGY50	ESG-Program Funds



RL Number: 24-175

Date Submitted: 9/4/24

Legislative Branch

City Clerk, City Hall, Binghamton, NY 13901 (607) 772-7005

INTERNAL REQUEST FOR LEGISLATION

Requests for Legislation (RLs) may be submitted to the City Clerk's Office for possible consideration at City Council Work Sessions. Incomplete/incorrect RLs will be returned to applicant for revisions. Please include as much supplemental material as is necessary to substantiate the request for legislation. Use "Additional Presenters" line to include anyone that will appear to present this in City Council Work Session.

Applicant Presenting RL at Work Session

STEPHEN CARSON
(Name)

HUD MANAGER
(Title)

(607) 772-7028
(Phone number)

Additional Presenters:

To Be Completed By Applicant

Proposed Title:

AN ORDINANCE TO AMEND THE 2024 HOME GRANT BUDGET FOR REHAB TO ADJUST FOR HUD PROGRAM INCOME +

Executive Summary (Explain why legislation is necessary):

The HOME grant Program Income (PI) for FY49 (9/1/2023 to 8/31/2024) was budgeted at an estimated \$65,000, all of which was allocated to the HOME Rehab line. The actual PI received during this period was \$59,456.45. Therefore the following adjustments are needed: (i) \$5,543.55 decrease revenue budget line CE.42170.CEY49 (Community Dev. Income), (ii) \$5,543.55 decrease expense budget line CE8668.533800.CEY49 (Rehab) +

Effective Date (if applicable):

Budget transfer or amendment: RL Budget Transfer Worksheet must be attached w/ Department. Head signature.
RL related to a grant: RL Grant Worksheet must be attached.

RL related to previously adopted legislation: Perm. Number: O23-93

Adoption Date: 7/13/23

Contract: Person/Company: n/a

Total Cost: \$169,456.45

Funds available in Budget Line: CE8668.533800.CEY49

Title: Rehab

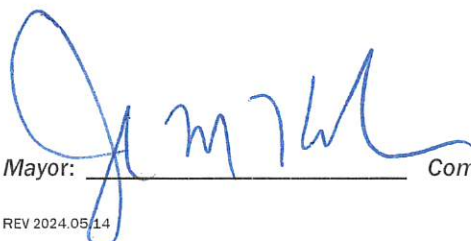
Public Hearing required? Yes Not Applicable

SEQRA required? Yes Not Applicable


Additional information related to this RL attached? Yes No

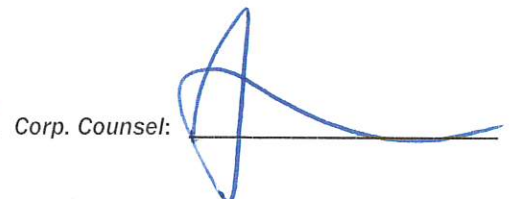
Expedition requested for this RL? Yes No

Please explain why expedition is necessary:

Mayor: 

For Internal Use Only

Comptroller: 

Corp. Counsel: 



**THE COUNCIL OF THE CITY OF BINGHAMTON
STATE OF NEW YORK**

Date: June 28, 2023

Sponsored by Council Members: Resciniti, Friedman, Burns, Strawn, Scanlon, Scaringi

Introduced by Committee: Planning

ORDINANCE

entitled

AN ORDINANCE AUTHORIZING THE MAYOR
TO SUBMIT THE FY49 ANNUAL ACTION
PLAN AND ACCEPT ANY AND ALL FUNDS
ALLOCATED BY THE U.S. DEPARTMENT OF
HOUSING AND URBAN DEVELOPMENT
FROM THE CDBG, ESG, AND HOME
ENTITLEMENT PROGRAMS

WHEREAS, the City of Binghamton receives funding through the U.S. Department of Housing & Urban Development (HUD) under the Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME) and Emergency Solutions Grants (ESG) programs; and

WHEREAS, the Annual Action Plan includes \$1,784,157 in CDBG Entitlement Funds, \$550,000 in CDBG Program Income, \$586,507 in HOME Entitlement Funds, \$65,000 in HOME Program Income, and \$162,492 in ESG Entitlement Funds; and

WHEREAS, the proposed budget was approved by the Board of Estimate and Apportionment on June 28, 2023; and

WHEREAS, an application on behalf of the City of Binghamton to HUD for the Fiscal Year 49 entitlement is due to be submitted to HUD on or before July 15, 2023, covering the Fiscal Year 49 period of September 1, 2023-August 31, 2024; and

WHEREAS, the City of Binghamton wishes to submit the Fiscal Year 49 Annual Action Plan to HUD and to accept any and all funds that are rewarded.

NOW, THEREFORE, the Council of the City of Binghamton, duly convened in special session, does hereby ordain as follows:

Section 1. That the Council does hereby approve and authorize the Mayor of the City of Binghamton, or his designee, to submit Fiscal Year 49 Annual Action Plan in accordance with the attached budget and to accept any and all funds that are awarded by HUD under the CDBG, HOME and ESG Programs.

Section 2. That this Ordinance shall take effect immediately.

Introductory No. 023-92

Permanent No. 023-93

Sponsored by City Council Members:
Resciniti, Friedman, Burns, Strawn, Scanlon, Searingi

AN ORDINANCE AUTHORIZING THE MAYOR TO SUBMIT THE FY49 ANNUAL ACTION PLAN AND ACCEPT ANY AND ALL FUNDS ALLOCATED BY THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FROM THE CDBG, ESG, AND HOME ENTITLEMENT PROGRAMS

The within Ordinance was adopted by the Council of the City of Binghamton.

Date 7/12/73
City Clerk Jeanne Faulkner

Date Presented to Mayor 7/13/73
Date Approved 7/13/73
Mayor J. M. M.

	Ayes	Nays	Abstain	Absent
Councilwoman Resciniti				✓
Councilwoman Riley	✓			
Councilwoman Friedman	✓			
Councilman Burns	✓			
Councilman Strawn	✓			
Councilman Scanlon	✓			
Councilman Searingi	✓			
Total	6	0	0	1

Code of the City of Binghamton

Adopted Defeated

6 Ayes 0 Nays 0 Abstain 1 Absent

I hereby certify the above to be a true copy of the legislation adopted by the Council of the City of Binghamton at a meeting held on 7/12/73 Approved by the Mayor on 7/13/73 (J)

HOME FUND SUMMARY

Revenues		
CE.44989.CEY49	Fed Aid – Other Home & Comm Svcs	\$586,507.00
CE.42170.CEY49	Community Development Income	\$ 65,000.00
		<u>\$651,507.00</u>
Expenses		
CE8686	Home Rehabilitation	240,150.70
CE8669	Home CHDO	411,356.30
		<u>\$651,507.00</u>

2024 Proposed Budget

DESCRIPTION	Expended in 2022	2023 Adopted Budget	2023 Adjusted Budget	Encumbered or Expended Thru 05/26/2023	2024 Proposed Budget	2024 Adopted Budget
HOME						
CE.42170.CEY49	0.00	0.00	0.00	0.00	-65,000.00	0.00
CE.44989.CDY49	0.00		0.00	0.00	-586,507.00	0.00
TOTAL FOR DEPARTMENT	\$0.00	\$0.00	\$0.00	\$0.00	(\$651,507.00)	\$0.00

2024 Proposed Budget

DESCRIPTION	Expended in 2022	2023 Adopted Budget	2023 Adjusted Budget	Encumbered or Expended Thru 05/26/2023	2024 Proposed Budget	2024 Adopted Budget
HOME REHABILITATION						
CE8668.533528.CEY49 ADMIN SERVICES	0.00	0.00	0.00	0.00	65,150.70	0.00
CE8668.533800.CEY49 REHAB	0.00	0.00	0.00	0.00	175,000.00	0.00
TOTAL FOR DEPARTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$240,150.70	\$0.00



RL Number: 24-176

Date Submitted: 9/4/24

Legislative Branch

City Clerk, City Hall, Binghamton, NY 13901 (607) 772-7005

INTERNAL REQUEST FOR LEGISLATION

Requests for Legislation (RLs) may be submitted to the City Clerk's Office for possible consideration at City Council Work Sessions. Incomplete/incorrect RLs will be returned to applicant for revisions. Please include as much supplemental material as is necessary to substantiate the request for legislation. Use "Additional Presenters" line to include anyone that will appear to present this in City Council Work Session.

Applicant Presenting RL at Work Session

STEPHEN CARSON

HUD MANAGER

(607) 772-7028

(Name)

(Title)

(Phone number)

Additional Presenters:

To Be Completed By Applicant

Proposed Title:

AN ORDINANCE TO AMEND THE 2024 CDBG GRANT BUDGET FOR HOMEOWNERSHIP/REHAB TO ADJUST FOR HUD ⁺

Executive Summary (Explain why legislation is necessary):

The CDBG grant Program Income (PI) for FY49 (9/1/2023 to 8/31/2024) was budgeted at an estimated \$300,000, all of which was allocated to the CDBG Homeownership/Rehab line. The actual PI received during this period was \$31,086.80. Therefore the following adjustments are needed: (i) \$268,913.20 decrease revenue budget line CD.42170.CDY49 (Community Dev. Income, (ii) \$268,913.20 decrease expense budget line CD8668.533509.CDY49 (Homeownership/Rehab) ⁺

Effective Date (if applicable):

Budget transfer or amendment: RL Budget Transfer Worksheet must be attached w/ Department. Head signature.
RL related to a grant: RL Grant Worksheet must be attached.

RL related to previously adopted legislation: Perm. Number: O23-93

Adoption Date: 7/13/23

Contract: Person/Company: n/a

Total Cost: \$51,086.80

Funds available in Budget Line: CD 8668.533509.CDY49

Title: Rehab

Public Hearing required? Yes Not Applicable

SEQRA required? Yes Not Applicable

Additional information related to this RL attached? Yes No

Expedition requested for this RL? Yes No

Please explain why expedition is necessary:

For Internal Use Only

Mayor: [Signature]

Comptroller: [Signature]

Corp. Counsel: [Signature]



THE COUNCIL OF THE CITY OF BINGHAMTON
STATE OF NEW YORK

Date: June 28, 2023

Sponsored by Council Members: Resciniti, Friedman, Burns, Strawn, Scanlon, Scaringi

Introduced by Committee: Planning

ORDINANCE

entitled

AN ORDINANCE AUTHORIZING THE MAYOR
TO SUBMIT THE FY49 ANNUAL ACTION
PLAN AND ACCEPT ANY AND ALL FUNDS
ALLOCATED BY THE U.S. DEPARTMENT OF
HOUSING AND URBAN DEVELOPMENT
FROM THE CDBG, ESG, AND HOME
ENTITLEMENT PROGRAMS

WHEREAS, the City of Binghamton receives funding through the U.S. Department of Housing & Urban Development (HUD) under the Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME) and Emergency Solutions Grants (ESG) programs; and

WHEREAS, the Annual Action Plan includes \$1,784,157 in CDBG Entitlement Funds, \$550,000 in CDBG Program Income, \$586,507 in HOME Entitlement Funds, \$65,000 in HOME Program Income, and \$162,492 in ESG Entitlement Funds; and

WHEREAS, the proposed budget was approved by the Board of Estimate and Apportionment on June 28, 2023; and

WHEREAS, an application on behalf of the City of Binghamton to HUD for the Fiscal Year 49 entitlement is due to be submitted to HUD on or before July 15, 2023, covering the Fiscal Year 49 period of September 1, 2023-August 31, 2024; and

WHEREAS, the City of Binghamton wishes to submit the Fiscal Year 49 Annual Action Plan to HUD and to accept any and all funds that are rewarded.

NOW, THEREFORE, the Council of the City of Binghamton, duly convened in special session, does hereby ordain as follows:

Section 1. That the Council does hereby approve and authorize the Mayor of the City of Binghamton, or his designee, to submit Fiscal Year 49 Annual Action Plan in accordance with the attached budget and to accept any and all funds that are awarded by HUD under the CDBG, HOME and ESG Programs.

Section 2. That this Ordinance shall take effect immediately.

Introductory No. 023-92

Permanent No. 023-93

Sponsored by City Council Members:
Resciniti, Friedman, Burns, Strawn, Scanlon, Scaringi

AN ORDINANCE AUTHORIZING THE MAYOR TO SUBMIT THE FY49 ANNUAL ACTION PLAN AND ACCEPT ANY AND ALL FUNDS ALLOCATED BY THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FROM THE CDBG, ESG, AND HOME ENTITLEMENT PROGRAMS

The within Ordinance was adopted by the Council of the City of Binghamton.

Date 7/12/23
City Clerk [Signature]

Date Presented to Mayor 7/12/23
Date Approved 7/13/23
Mayor [Signature]

	Ayes	Nays	Abstain	Absent
Councilwoman Resciniti				✓
Councilwoman Riley	✓			
Councilwoman Friedman	✓			
Councilman Burns	✓			
Councilman Strawn	✓			
Councilman Scanlon	✓			
Councilman Scaringi	✓			
Total	6	0	0	1

Code of the City of Binghamton

Adopted Defeated

6 Ayes 0 Nays 0 Abstain 1 Absent

I hereby certify the above to be a true copy of the legislation adopted by the Council of the City of Binghamton at a meeting held on 7/12/23 Approved by the Mayor on 7/13/23 [Signature]

COMMUNITY DEVELOPMENT BLOCK GRANT SUMMARY

Revenues			
CD.44910.CDY49	Federal Aid - Comm Dev Act		1,784,157.00
CD.42170.CDY49	Community Development Income		550,000.00
		\$	2,334,157.00
Expenses			
CD6889	Economic Development		349,000.00
CD7310	Youth Programming		159,975.00
CD8662	Public Infrastructure		500,000.00
CD8664	Code Enforcement		234,000.00
CD8666	Demolition		300,000.00
CD8668	Housing / Rehab		496,849.30
CD8676	Human Services		141,007.70
CD8684	Planning		24,000.00
CD8686	Administration		129,325.00
		\$	2,334,157.00

2024 Proposed Budget

DESCRIPTION	Expended in 2022	2023 Adopted Budget	2023 Adjusted Budget	Encumbered or Expended Thru 05/26/2023	2024 Proposed Budget	2024 Adopted Budget
COMMUNITY DEVELOPMENT						
CD.42170.CDY49	0.00	0.00	0.00	0.00	-550,000.00	0.00
CD.44910.CDY49	0.00		0.00	0.00	-1,784,157.00	0.00
TOTAL FOR DEPARTMENT	\$0.00	\$0.00	\$0.00	\$0.00	(\$2,334,157.00)	\$0.00

2024 Proposed Budget

DESCRIPTION	Expended in 2022	2023 Adopted Budget	2023 Adjusted Budget	Encumbered or Expended Thru 05/26/2023	2024 Proposed Budget	2024 Adopted Budget
CD HOUSING/REHAB						
CD8668.533509.CDY49 HOMEOWNERSHIP/REHAB	0.00	0.00	0.00	0.00	520,000.00	0.00
<i>Purchase / Rehab - 1.00 @ 300,000.00</i>						
<i>Broome County Council of Churches - Ramps - 1.00 @ 20,000.00</i>						
CD8668.533526.CDY49 LEAD RISK ASSESSMENT	0.00		0.00	0.00	5,000.00	0.00
CD8668.533529.CDY49 HOUSING SERVICES	0.00		0.00	0.00	66,849.30	0.00
CD8668.533530.CDY49 BING HOMEOWNERSHIP ACADEMY	0.00		0.00	0.00	20,000.00	0.00
CD8668.533531.CDY49 SENIOR REPAIR PROGRAM	0.00		0.00	0.00	85,000.00	0.00
TOTAL FOR DEPARTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$496,849.30	\$0.00



RL Number: 24-177

Date Submitted: 9/4/24

Legislative Branch

City Clerk, City Hall, Binghamton, NY 13901 (607) 772-7005

INTERNAL REQUEST FOR LEGISLATION

Requests for Legislation (RLs) may be submitted to the City Clerk's Office for possible consideration at City Council Work Sessions. Incomplete/incorrect RLs will be returned to applicant for revisions. Please include as much supplemental material as is necessary to substantiate the request for legislation. Use "Additional Presenters" line to include anyone that will appear to present this in City Council Work Session.

Applicant Presenting RL at Work Session

Megan J. Heiman
(Name)

Deputy Mayor
(Title)

(607) 772-7001
(Phone number)

Additional Presenters:

To Be Completed By Applicant

Proposed Title:

An Ordinance to amend the 2024 Budget for the demolition of a fire-damaged property at 2 Pleasant St.

Executive Summary (Explain why legislation is necessary):

An amendment is needed to pay for the emergency demolition of the fire-damaged property at 2 Pleasant St.

Effective Date (if applicable):

Budget transfer or amendment: RL Budget Transfer Worksheet **must** be attached w/ Department. Head signature.
RL related to a grant: RL Grant Worksheet **must** be attached.

RL related to previously adopted legislation: Perm. Number:

Adoption Date:

Contract: Person/Company: Gorick Construction, Keystone

Total Cost: \$26,203.00

Funds available in Budget Line:

Title:

Public Hearing required? Yes Not Applicable

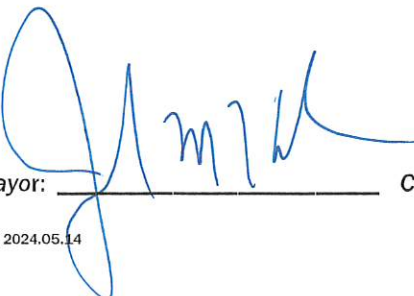
SEQRA required? Yes Not Applicable

Additional Information related to this RL attached? Yes No

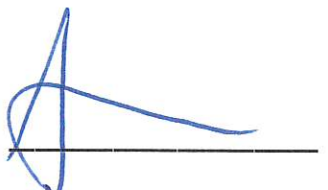
Expedition requested for this RL? Yes No

Please explain why expedition is necessary:

For Internal Use Only

Mayor: 

Comptroller: 

Corp. Counsel: 



CITY OF BINGHAMTON Request for Transfer of Funds

Transfer requests of \$2500 or less must be approved by the Comptroller.
 Transfer requests over \$2500 and not in excess of \$10,000 must be approved by Board of E&A and Chair of Finance Committee.
 Transfer requests in excess of \$10,000 must be approved by City Council.

*This worksheet must be attached to any RL submitted to the Clerk's Office that includes a budget funding transfer or amendment. For additional instructions, see 'RL Instructions' document.
 Incomplete/incorrect RLs to be returned to applicant for revisions. Additional transfer lines in the same format may be attached.*

Adopted Budget Year Amended: 2024 Department: _____ Mayor's Office

Department Head Signature: Megan J. Heimann

Transfer From (Decrease)		Transfers		Transfer To (Increase)	
Amount	Budget Line Title	↑	Amount	Budget Line	Budget Line Title
		↑			
		↑			
		↑			
\$					

Revenue & Fund Balance Amendments		Budget Line	Budget Line Title
Amount	Increase/Decrease	Revenue/Expense / Fund Balance	
\$26,203	Increase	M1910.54470	Demolition
\$26,203	Increase	M.42680	Insurance Recovery

Office Use Only for Transfers Under \$10,000

I hereby certify that the above funds are unencumbered and available for Transfer. Certified by the Comptroller.

I hereby certify that the above described funds have been transferred, in accordance with the Code of the City of Binghamton Chapter 9, Appropriations. Certified by the Treasurer.

Transfer of funds Approved ___ / Denied ___ on ___ / _____. Certified by the Secretary of the Board of Estimate and Apportionment.

Transfer of funds reviewed by the Binghamton City Council Finance Chair. Recommendations to be attached.

Signature: _____ Date: _____

Signature: _____ Date: _____

Signature: _____ Date: _____

Signature: _____ Date: _____

GORICK CONSTRUCTION CO., INC.

**27 TRACK DRIVE
BINGHAMTON, NEW YORK 13904**

**PHONE
(607) 775-1765**

**FAX
(607) 775-1608**

INVOICE

INVOICE DATE	CUSTOMER NO.	INVOICE NUMBER
08-29-2024	13550	23058
P. O. NUMBER	JOB NUMBER	
	24-016	

TO:
CITY OF BINGHAMTON
DEPARTMENT OF PURCHASING
38 HAWLEY STREET
BINGHAMTON, NY 13901

JOB LOCATION:
COB 2 PLEASANT ST

ATTN:

DESCRIPTION	UNITS	UNIT PRICE	AMOUNT
DEMO COMPLETED AS REQUESTED	LS		24,600.00
		AMOUNT BILLED	\$24,600.00
		TOTAL EXEMPT TAX	
		TOTAL DUE	\$24,600.00

TERMS: NET 1 1/2% INTEREST AFTER 30 DAYS, 18% PER ANNUM.



Keystone Environmental Services

A Division of Keystone Material Testing, LLC
58 Exchange Street Binghamton, NY 13901
Tel: (607) 723-5117 Fax: (607) 729-5154
www.kecompanies.com

Invoice

Mr. Ron Lake, P.E., City Engineer
City of Binghamton
38 Hawley Street
Binghamton, NY 13901

Invoice Date: Aug 15, 2024
Invoice Num: 0047.07423.19-01
Billing Through: Aug 15, 2024

Work Authorized by Chris Schleider

2023 Environmental Service Term Agreement, Project Monitoring & Air Sampling, Fire Damaged Apartment Structure, 2 Pleasant St. in Binghamton, NY (0047.07423.19) - Managed by (Marble, Timothy)

Labor to review bid specification, budgets, coordination with Engineering, changes of Bid Documents, submittal and schedule requests, coordination of monitoring, perform project monitoring & air sampling, chain of custody preparation, lab analysis interpretation, and final report.

<u>Employee</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Lump Sum Report	1.00	\$424.00	\$424.00
Project Monitor/Air Sampling Technician – Full Days	2.00	\$378.00	\$756.00
Project Monitor/Air Sampling Technician – Half Days	1.00	\$168.00	\$168.00
Project Manager	1.25	\$90.00	\$112.50
Total Service Amount:			\$1,460.50

Reimbursable Expenses:

<u>Description</u>	<u>Units</u>	<u>Rate</u>	<u>Amount</u>
PCM Air Samples (24 Hour TAT)	14.00	\$5.75	\$80.50
PCM Air Samples (Immediate TAT)	8.00	\$7.75	\$62.00
Total Expenses:			\$142.50

Amount Due This Invoice: \$1,603.00

This invoice is due upon receipt

Thank you for providing us the opportunity to be of service to you.



RL Number: 24-178

Date Submitted: 9/4/24

Legislative Branch

City Clerk, City Hall, Binghamton, NY 13901 (607) 772-7005

PUBLIC REQUEST FOR LEGISLATION

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Applicant Presenting RL at Work Session

Samantha Costello

Deputy City Clerk

(607) 772-8715

(Name)

(Title)

(Phone number)

Additional Presenters:

Sarah Dinhofer, City Clerk

To Be Completed By Applicant

Proposed Title:

A Resolution to enter into an agreement with General Code

Executive Summary (Explain why legislation is necessary):

Enter agreement with General Code to codify existing laws and provide ongoing Code maintenance- see attached packet materials for invoicing schedule for 2024-2025. Funds available in A1680.54630 (Clerk/Vitals)

Effective Date (if applicable): 9/12/24

Expedition requested for this RL? Yes No

Please explain why expedition is necessary:

To initiate the project and complete codification by end of year 2024

Example Client 1	\$4,554	\$6,545	\$4,713	\$4,949	\$4,790
No. of Sheets	92	120	109	102	87
Example Client 2	\$1,958	\$4,140	\$13,093	\$5,942	\$5,533
No. of Sheets	26	111	297	179	205
Example Client 3	\$2,458	\$4,231	\$2,835	\$4,453	\$2,699
No. of Sheets	55	95	56	98	54
Binghamton Data	141	128	152	117	141
Average No. Sheets- Bing					135.5

Code Requirement	Cost
Legal Review (\$43/hour)	\$ 178,364.00
Physical Code Copy	\$ 5,000.00
	\$ 183,364.00
General Code Contract	\$ 36,500.00
Annual Maintenance	\$ 1,195.00
Annual Legislative Update	\$ 5,500.00
	\$ 43,195.00
Annual Savings	\$ 140,169.00



Proposal for Codification Services

PREPARED FOR:

City of Binghamton, New York

PREPARED BY:

TODD METCALFE

CODIFICATION ACCOUNT MANAGER

tmetcalfe@generalcode.com

800.836.8834

DATE:

April 24, 2024

(Valid for six months)

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Executive Summary

A thorough review of your request has given us a better understanding of your unique needs and helped us determine ways that we can partner with you to make the City of Binghamton's Code a more useful and effective resource for your community. The executive summary below serves as an overview for building a collaborative codification solution that can help the City achieve its goals.

Situation Analysis

The City of Binghamton's Code was originally codified in 2006, and it has not been updated since 2011. As a result, the Code may still contain inconsistencies, errors and outdated information that could potentially affect the Code's enforceability and alignment with relevant New York statutes.

It is our understanding that the City would like a complete recodification, including a comprehensive review and update of the 2006 Code, to include all legislation of a general and permanent nature to Local Law No. 1-2023. This process would ensure that legislation is up-to-date and is in line with New York statutes and the current needs of your constituents, in addition to making the overall Code consistent in organization, format, style, and content.

The City would also like to provide access to the Code and make it easier for constituents and staff to find information by implementing a fully searchable online version of its Code, housed on our unparalleled *eCode360* platform.

Our Solution

Our comprehensive codification solution for Binghamton includes:

- > **Create an Updated Code**
General Code® will provide the City with an updated Code that is clear and easy for your community to access and use.
- > **An Editorial and Legal Analysis**
This process will identify conflicts, redundancies and inconsistencies in the Code and enable you to incorporate the necessary revisions to ensure that your Code is enforceable and fully complies with New York statutes.
- > **An online Code housed on our innovative eCode360 platform**
Created for a variety of users, *eCode360* makes the complete current text of your Code available online in a format that is easy for your community to use and is fully searchable.
- > **10 custom printed Code books, with an option for additional printed volumes**
We will provide you with 10 fully customized print copies of your new Code, with additional copies as requested.

Solution Benefits

A comprehensive codification solution from *General Code* will:

1. Deliver a Code that is always accessible to the public and up-to-date
2. Help you keep Binghamton's Code enforceable
3. Improve transparency with constituents
4. Save Binghamton's staff time and resources by empowering constituents to find Code information independently

Who Benefits?

1. **Constituents**—Citizens will be able to find and use laws in a comprehensive, up-to-date and understandable format
2. **Staff**—All staff members will be able to gather the information they need to answer questions from both citizens and other municipal officials
3. **Planners/Developers**—Your new Code will provide a clear view of existing regulations and make it easier to determine the impact of proposed changes and amendments on development and growth initiatives
4. **Attorneys**—Legal staff can draft and amend legislation more efficiently by using *eCode360* to research similar laws that other communities have passed

Binghamton's Investment

The price of *General Code's* recommended solution will be \$36,500.

A detailed breakdown of the investment and available options can be found in the Investment Details and Options section on page 11.

General Code, America's Next Generation Codifier

When local governments and constituents work well together, shared ideas and diverse talents can be focused where they need to be – on the community's common interests and vision for the future. At *General Code*, we focus on simplifying the ways that local governments and their constituents find, access, and share information by innovating forward-thinking technologies and processes. By intelligently connecting vital code information in a digital environment, communities can work better together to more effectively overcome challenges and create opportunities for growth. From online municipal codes to interactive zoning maps, it is our goal to empower everyone in our client communities to rise, transform, and thrive.

We would be proud to partner with your community, too.

Our Experience

For 60 years, *General Code* has worked with more than 4,000 communities to build, maintain, and publish Codes that are clear, accessible, and easy-to-use. We have assembled a staff of highly trained project managers, editorial assistants, attorneys, legal editors, production staff, account managers, training specialists, service representatives, and software engineers that have unique expertise in codification. With backgrounds in municipal law and local government and an average of 17 years of hands-on experience working with municipalities, every segment of our team is uniquely qualified to partner with your community.

A Member of the ICC Family of Solutions

The International Code Council is the leading global source of model codes and standards and building safety solutions. Code Council codes, standards and solutions are used to ensure safe, affordable and sustainable communities and buildings worldwide.

General Code's partnership with ICC strategically aligns our companies' like-minded missions, values and long-standing commitment to building strong partnerships with local governments. It also gives *General Code* even greater capacity to build on our portfolio of municipality-focused solutions by tapping into the expanded resources and global reach of ICC.

Our Technical Focus

Technology has changed your community's expectations about accessing and interacting with complex Code information. Therefore, we handle Code information differently. With *General Code*, your Code is more than just static text; using our proprietary publishing system, we store your Code as dynamic data, making it easy to update and present in multiple ways that meet your staff's and community's needs. Using the data from your Code as a basis, *General Code* provides an ever-expanding suite of seamless solutions that save time and simplify how you serve your community.

Our Process

General Code's process workflow is highly collaborative, allowing you to engage with a Code consultant at every key stage of the codification process. We guide you through each phase of the process to keep you informed and help the project stay on track. Our Code consultants are invested in working with local governments and strive to ensure that your Code improves transparency within your community while accurately reflecting your laws.

The *General Code* Recommended Solution and Process

General Code's Approach to Codification



Codification Powered by Code Review brings your code project to life during the milestones of your project. Code Review is a revolutionary legal review platform, shared interactively between the *General Code* project team and your review committee, that guides you through the stages of your Codification project.

Code Review, a secure, searchable platform, gives your codification stakeholders the ability to manage milestones, share and assign questions, and expedite the decision-making process. With digital access to all your relevant project documentation throughout the project, including the analysis, drafts and reference documents, our technology eliminates the need for paper reports, printed legal memorandums or Legal Workbooks.

Codification Powered by Code Review is a collaborative process that will guide you through each project stage. We will prepare your Organizational Analysis, evaluate your legislation, prepare the Editorial and Legal Analysis, and create your Digital Manuscript, so that you can easily access the project documents and make decisions.

This streamlined process allows users to collaborate, annotate, print and share comments among all committee members, while staying connected with your *General Code* Legal Editor. It also will provide, as the project moves forward, a record or memorandum of the changes to be made, as users agree upon and make those decisions.

So how does it work?

When the Digital Manuscript and Editorial and Legal Analysis are ready for review, *General Code* will activate your *Code Review* site and provide your review committee with a secure link to the online version of your in-process Code. We will facilitate a dedicated e-Learning workshop for your

municipal officials, led by our *General Code* training specialist, to guide you through the features and functionality of the platform. *Codification Powered by Code Review* will include these supporting documents as the project progresses through the codification stages:

- > Code Project Contract
- > Code Project Guidelines
- > Organizational Analysis
- > Digital Manuscript
- > Editorial and Legal Analysis
- > Record of any changes to be made
- > Code Adoption Ordinance
- > Disposition List
- > Digital Drafts of your Code

Upon completion of the codification project and adoption of your new Code, the Code will seamlessly transition from the private *Code Review* platform to your public *eCode360* site and will house the adopted version of your Code, which is available to the public.

Below is an outline of the process for completing your recodification project.

Project Launch

General Code will consult with Binghamton's designated contact person to review the project generally and to clarify any initial questions for both *General Code* and the City. To begin the project, the City and *General Code* shall confirm the source materials for the project. For more detail, see the source materials listed on page 10.

Organizational Analysis

We will prepare an Organizational Analysis of your legislation for the City to review. The Code will be organized, retaining the same system used in the current Code. The chapter numbering will be retained since this system has worked well for the City. Your editor will prepare an Organizational Analysis for the City to review, including a listing of legislation reviewed, along with questions about any missing material and adoption dates as well as any other questions pertaining to the completeness of materials being reviewed.

The City will review the Organizational Analysis and make whatever changes it feels are necessary. An editor will incorporate the feedback received into the project and move forward to prepare the Manuscript and the Editorial and Legal Analysis.

Editorial and Legal Analysis with Manuscript

As needed, we will prepare a Manuscript using the materials provided by the City. At this step, we will incorporate amendments into the Manuscript, noting repealed or superseded material. The resulting Manuscript will show exactly the legislation that is currently in effect.

To accompany your Manuscript, we will prepare an Editorial and Legal Analysis for your review. Your project team will do a thorough review and analysis of your legislation and provide specific recommendations and input for improvement. The Analysis will be presented in a progressive format with option sets to guide the user in the decision-making process. City officials, including the City Attorney, will have the final decision-making authority for the resolution of any and all issues.

The Editorial and Legal Analysis will include the following:

- > Identification of duplications, conflicts and inconsistencies between or within various sections of the Code
- > Identification of duplications, conflicts and inconsistencies with New York statutes
- > Any practical recommendations to make your legislation more enforceable
- > Suggestions regarding fines, fees and penalties
- > Suggestions on ways to modernize your legislation

Your Responsibilities

The City will review the Editorial and Legal Analysis and make the final decisions on any changes that are deemed necessary. All final decisions regarding the sufficiency of the legislation which is to be codified, and any changes to be made to said legislation, shall be the province of the City officials and the City Attorney.

A review period is set by the performance schedule. We stress the importance of staying within the allotted time period to avoid disruptions in the production process and delays in the delivery of the Code.

Code Review

Code Review is a searchable online repository that houses your Code Manuscript and Editorial and Legal Analysis during the review stages of the codification process. When the Manuscript and Editorial and Legal Analysis are ready for review, *General Code* will activate your *Code Review* site and provide your review committee with a link to a secure online version of your in-process Code and the supporting documents, which could include the Code Project Contract, Organizational Analysis, Code Adoption Information, and Disposition List. *Code Review* allows users to reference and search relevant Code sections online as you answer questions and work through conflicts, duplications and inconsistencies within your Code. As the project continues, additional secure drafts will be available on your *Code Review* site, making the review process easy and clear. Upon completion of the project, your *Code Review* site will be replaced by your *eCode360* site and will house the adopted version of your Code, which will be made available to the public. The posting of *Code Review* is considered the first posting of *eCode360*.

Final Editing of the Manuscript and Submission of the Draft

Once the Editorial and Legal Analysis is returned, an editor will begin the final editing process. During this time, we will:

- > Edit the text to incorporate any revisions and additions previously approved in the Editorial and Legal Analysis phase
- > Update the Table of Contents listing all chapters and articles included in the Code, as applicable

- > Include cross-references and Editor's Notes, as required, and add historical notations indicating the source and date of adoption of each enactment
- > Proofread all copy to correct typographical and spelling errors

Using *Code Review*, *General Code* will submit a Draft of the Code for final review by the City. With the submission of the Draft, the editorial work on your project will be completed; therefore, if the City requires any additional changes, further charges will apply.

Prepare Final Deliverables

Upon approval to proceed with the publication of your Code, we will prepare the following final deliverables:

- > **A Comprehensive Index**
We will provide you with an index that is designed to let you quickly and easily locate information in the Code.
- > **A Disposition List**
Your Code will include a Disposition List that sets forth—in chronological order—the subject matter, date of adoption and disposition of each item of new legislation reviewed with the project. It will also indicate whether those items are included in or omitted from the Code.
- > **Code Adoption Legislation**
We will prepare adoption legislation for the proposed Code and give it to the City Attorney for review and enactment by the governing body. The Code should be adopted as soon as possible to formally enact the many revisions authorized by the City and establish the Code as the permanent enforceable system of law in the City. If the Code adoption legislation is enacted and returned to us within 90 days of submission, we will include this material in the Code free of charge. Once the Code is adopted, it can be amended directly to change, add or delete material.

Publish a Secure Online Code with eCode360

Once the final deliverables have been prepared, *General Code* will make your *eCode360* site available to the public. *eCode360* is a secure, reliable online platform created specifically to house codified laws and municipal documents. Built with a variety of user needs in mind, *eCode360* will provide Binghamton's staff, citizens and businesses with unparalleled flexibility to quickly access and search your Code on a variety of desktop and mobile devices.

eCode360 Benefits:

A centralized solution—laws, regulations and related documents are integrated into a dynamic, centralized resource

Simple to use—*eCode360* is easy and intuitive and offers powerful time-saving features

Always up-to-date—We will update your *eCode360* site with each supplement to your Code

A trusted, “go-to” resource—Empower staff to answer questions with clarity and confidence

Always evolving—We consistently release innovative functionality based on communities' needs

Premium eCode360
Annual Fee \$1,195
New Laws
Easy and Flexible Searching
Table of Contents
Email or Share Links
Printing
Archive View
"Sticky" Table Headers
Administrative Tools
Google Translate to 132 Languages
eCode360 Search App
Public and Private Notes
Sample Legislation (Multicode Search)
Download to Word
Download to PDF
New Laws Indicator
Advanced Search
Get Updates
Public Documents Module

For more information about eCode360 see page 16.

Publish a Custom Printed Code

General Code will publish 10 printed copies of your Code in high-quality, custom-imprinted expandable post binders. The Code pages will be designed in an 8 ½-by-11-inch page size, using 11-point Times New Roman font in a single-column format on 100% recycled paper.

General Code lets you customize the look of your final printed Code binder, including the color of your binder (blue, dark red, green, brown, black or gray) and the color of the silk-screen lettering on the binder cover (white, silver or gold). We can also include the City's Seal on the front and spine for added impact at no additional charge. Each copy of the Code will include a set of 15 tab dividers for individual customization and will also be serial-numbered for easy identification.

Provide Ongoing Code Maintenance

The codification process is not truly over when your new Code is delivered. Your community will change and grow, and ultimately, your Code will evolve with it. In order to maintain your Code as an accurate and reliable resource, it is important that the City keeps the Code up-to-date after initial publication. *General Code's* supplementation services are designed to make the process easy, fast and accurate.

For more information about *General Code's* Supplementation Services, see page 22.

Project Materials

Source Materials

General Code will use the following source materials for the recodification project:

- > A copy of the City's 2006 Code
- > Uncodified legislation adopted from Local Law No. 1-2000 to Local Law No. 1-2023

Project Scope

This proposal and the scope of this project consider only the legislation submitted for review as listed above. The processing, review, and inclusion of any materials not submitted are outside the project scope as proposed and therefore may be subject to additional charges. We request that Binghamton set up a process to routinely send any new legislation upon adoption. This additional legislation will be included in the Code up to the point where the editorial work has been completed and will be subject to an additional charge at the end of the project.

Investment Details and Options

Codification Project Price

\$36,500

Services included with the codification project:

- > Project Launch
- > Creation of a New Code, with Project Scope Including Legislation to Local Law No. 1-2023
- > Editorial Work
- > Proofreading
- > Shipping

Code Review deliverables:

- > Organizational Analysis
- > Editorial and Legal Analysis
- > Manuscript
- > Draft
- > Comprehensive Index
- > Disposition List
- > Code Adoption Legislation

Final deliverables included with the codification project:

- > Premium eCode360
- > eCode360 Search App
- > Publication of 10 Code Volumes in Imprinted Expandable Post Binders
 - Customizable Tabs
- > Code Adoption Legislation

Optional Components

Estimated Price to Implement Gender-Neutral Language in Code

\$1,217

A *General Code* Editor will assess your goals and work with you to develop a strategy to make your Code language gender neutral and more inclusive. Typical solutions include direct pronoun replacement. Solutions that are more complex, such as an analysis of gendered terms in your Code or the re-writing of Code text to eliminate the use of pronouns, may be deemed outside of the scope of this project. An estimate for any additional charges will be provided upon request.

Please note: Code books in addition to the 10 Code books included in the Codification Project Price may be ordered through the publication date of your Code. Pricing is available upon request.

Ongoing Services

Premium eCode360 Annual Maintenance

\$1,195

The maintenance fee is an annual recurring flat fee that begins one year from the initial posting of *eCode360*. Therefore, we recommend that the City budget for this service each year. The fee covers annual licensing, web hosting, posting of new legislation between regular Code supplements and the PubDocs Module. Please note that this does not include the cost for codifying new legislation.

Performance and Payment Schedule

Deliverable	Delivery Date	Payment Milestone
Contract Signing	Within 30 days of contract signing	20% of total project price due
Submission of the Organizational Analysis	Within 80 days of contract signing and receipt of the materials; the City has 30 days for review	20% of total project price due
Submission of the Editorial and Legal Analysis with Manuscript	Within 180 days of receipt of the responses to the Organizational Analysis; the City has 100 days for review	30% of total project price due
Submission of Draft	Within 145 days of receipt of responses to the Editorial and Legal Analysis; the City has 45 days to review	20% of total project price due
Delivery of the Code	Within 40 days of approval to proceed with the publication of the Code	Balance of total project price due

Performance schedule reflects only business days excluding legal holidays.

Authorization and Agreement

The City of Binghamton, Recodification, April 24, 2024

Codification Project Price

\$36,500

Optional Components

___ Estimated Cost to Implement Gender-Neutral Language in Code \$1,217

Total Investment

Including all of the options selected above, the total project price will be: \$

The City of Binghamton, New York, hereby agrees to the procedures outlined above, and to *General Code's* Codification Terms and Conditions, which are available at <http://www.generalcode.com/terms-and-conditions-documents/>.

City of Binghamton, Broome County, New York

By: _____ Witnessed by: _____

Title: _____ Title: _____

Date: _____ Date: _____

GENERAL CODE, LLC

By: _____ Witnessed by: _____

Title: _____ Title: _____

Date: _____ Date: _____

This document serves both as a proposal and as an agreement. To accept this proposal and delegate authority to *General Code* to administer the codification project, complete the form above, including authorized signatures. A signed copy of this agreement will be mailed back to Binghamton for its records.

Scan and email the completed form to contracts@generalcode.com. You may also return it by mail to *General Code*, 781 Elmgrove Road, Rochester, NY 14624.

Appendix

New York Communities We Serve

For more than a half century, we have had the pleasure of forming long-term, collaborative working relationships with municipalities of all types and sizes across the country. Below are some of your neighboring municipalities in New York that have trusted *General Code* to codify their laws:

Broome County

Town of Binghamton

County of Broome

Town of Chenango

Town of Conklin

Town of Dickinson

Village of Endicott

Town of Fenton

Village of Johnson City

Town of Maine

Town of Union

Chenango County

Village of Bainbridge

Village of Greene

Town of New Berlin

City of Norwich

Village of Oxford

Delaware County

Village of Delhi

Village of Hancock

Town of Sidney

Village of Sidney

Village of Stamford

Town of Walton

Village of Walton

eCode360 Platform

Our *eCode360* platform is designed specifically to house codified laws and municipal information. *eCode360*'s intuitive design, responsive navigation, and robust search functionality drive performance and user satisfaction.

Simple for Everyone

eCode360 offers a user experience that's simple and intuitive. Our easy-to-use, uncluttered interface allows users to access, search and share Code sections with incredible speed and precision on desktop and mobile devices. It provides the power to communicate information to everyone in your municipality like never before.

24/7/365 Access and Security

General Code supports your community through technologies that transform your users' experience and empower your community to access, navigate and share your Code in exciting new ways. Our *eCode360* platform was designed by our own in-house team of software engineers, experts who understand the importance and value of simplifying how you access and use your Code, generating an impressive 71,000 users a day while boasting an incredible uptime average of 99.9%. *eCode360* is available 24/7, 365 days a year.

eCode360 is hosted on Amazon Web Services (AWS)'s EC2, which has an uptime guarantee of 99.99%. Our servers are backed up using IT industry best practices, taking advantage of multiple redundancies and regions within AWS. In addition to a robust disaster recovery plan, we have taken steps to avoid disaster by building *eCode360* from the ground up to be secure and scalable. The system is designed and engineered to minimize the possibility of intrusion and uses multiple leading-edge technologies to harden and secure the service.

eCode360 is our proprietary platform, and does not require any Folio installation or licenses.

Maintenance and Updates

eCode360 is maintenance- free for our users. *General Code* employs a team of software developers, web application developers and system administrators who maintain and update the platform to give you an intuitive and seamless experience with your Code. Our most recent enhancements can be found at <https://www.generalcode.com/happycode/>.

Free Introductory eCode Webinar for Municipal Staff

Our *eCode* webinar lets you work online with an experienced Training Specialist who can demonstrate *eCode360*'s powerful tools and offer step-by-step guidance to help you use the Code. A great resource for municipal employees who want to help their constituents! Register here: <https://www.generalcode.com/training/#webinars>

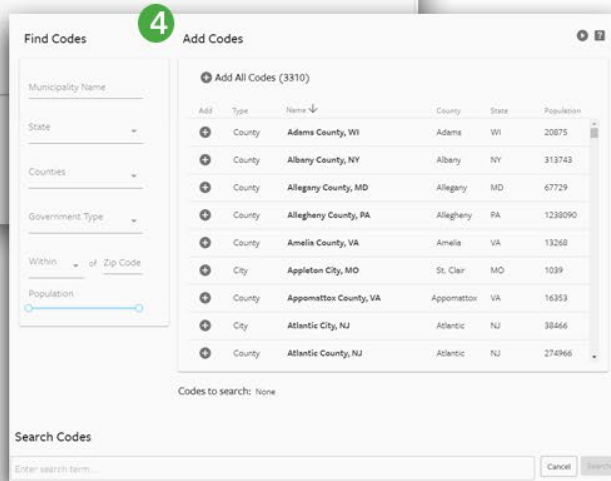
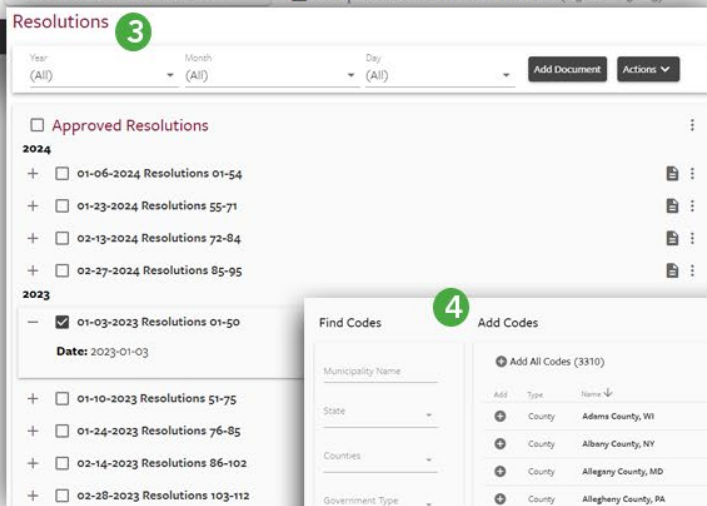
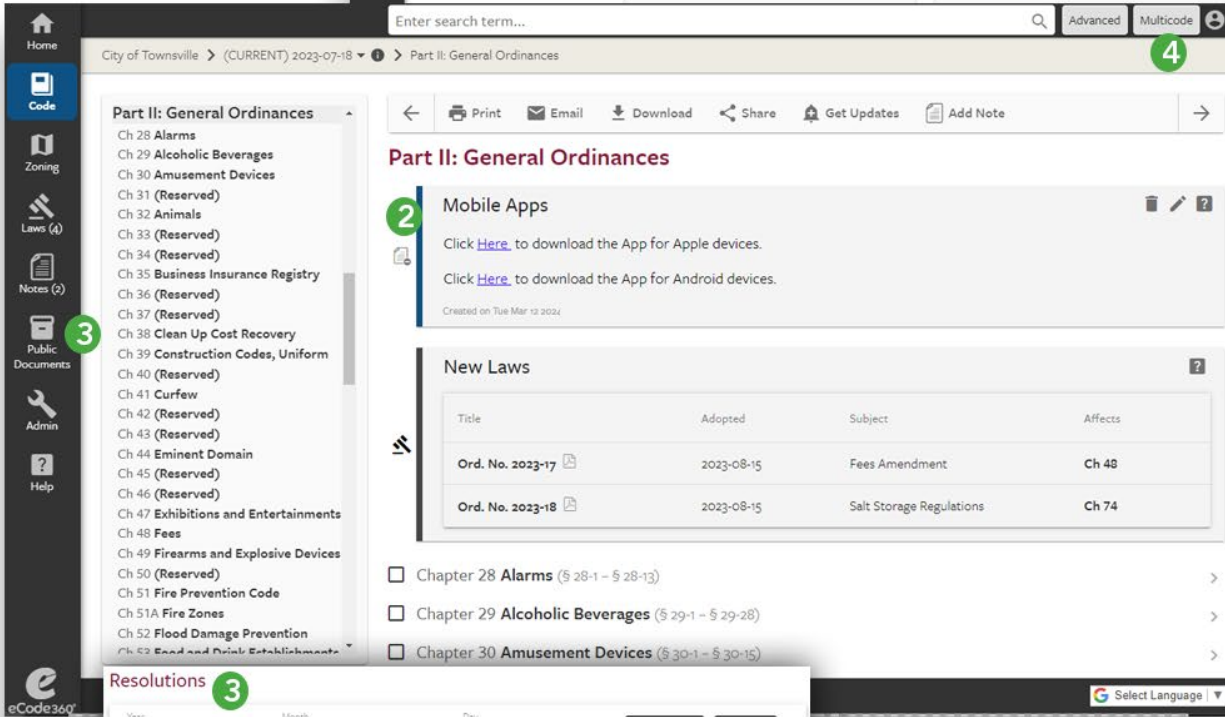
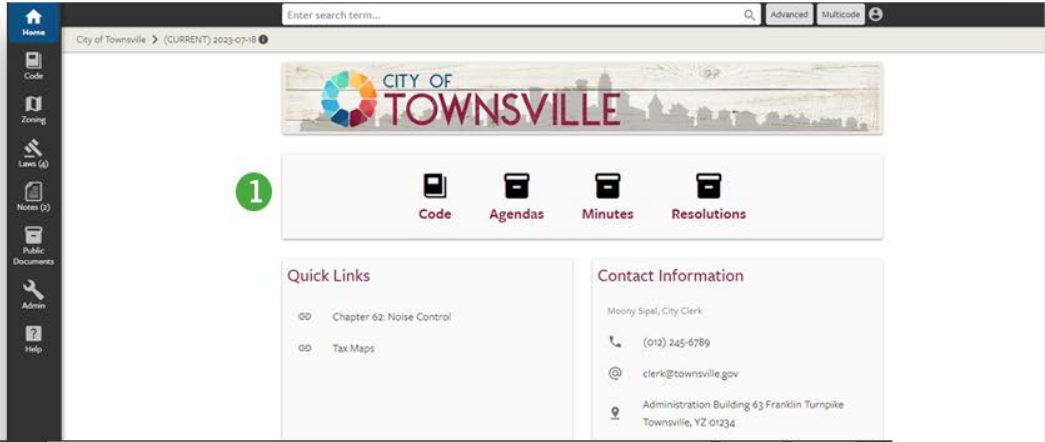
“Multi-purpose” your Code Content—and better serve your community.

Give departments and individuals within your municipality the ability to view and use the specific Code information they need—when they need it. With *eCode360* Content Export, we export your Code's content to an Excel or CSV file. From there, the file can be imported into systems other departments are already using where information from your Code can be quickly viewed and used. This saves others—especially staff who serve the public in the field—the time and effort of searching the entire Code manually to find the particular section they need. For more information about our Content Export services, please contact us at sales@generalcode.com.

Premium eCode360 features

New Laws	Between regular Code supplements, <i>General Code</i> will temporarily post PDF copies of new legislation to your online Code
Custom Settings for Admin Users	Control the look of your eCode360 by selecting custom colors and accents, and uploading a custom banner or photo
Easy and Flexible Searching	Search by key words, phrases, section numbers and more
Electronic Index	A comprehensive list of key words and phrases to speed searching
Table of Contents	Users can find the information they need and see their current location with a table of contents that moves as users browse
Email or Share Links	Email a link to a specific Code section or share via social media
Printing	Print with user-friendly functionality and a variety of user options
Archive View	View a permanent archive of your Code, updated with each supplement
“Sticky” Table Headers	Table headers remain stationary as you scroll
Translate	Users can view your Code in more than 100 additional languages
eCode360 Search App	Use your mobile device to search your Code
Public and Private Notes	Create personalized links and annotations within the Code
Multicode Search	Search across multiple Codes by municipality, geographic region, government type or population to find sample legislation or other Code content for zoning use, legal cases or historical research
Download to Word	Administrative users can download Code text to a Microsoft Word document to edit and track changes when drafting new legislation
View Code Analytics	See how many views your Code is getting, discover the most commonly searched topics
Linked New Laws	As new legislation is posted, we will add links from the New Laws section of eCode360 to the affected Code chapters or articles
Download to PDF	Public users can directly download Code text to a PDF document
New Laws Indicators	Code Change Indicators help users identify sections of your Code that have been changed and provide links to the new legislation
Advanced Search	Search across the Code, Public Documents, New Laws and Notes using an intuitive query tool and filtering system to quickly pinpoint the most relevant information
Customizable Titles of New Laws	Administrative users can add customized titles and comments to your legislation in New Laws
eAlert	Public users can sign up to receive notifications of changes in the Code
PubDocs Module	Add Code adjacent documents to your eCode site. They will be searchable right alongside the Code. Documents can be made available to the public, or remain private to the municipal staff.

Sample eCode360 Screens



- 1 Custom Home Page
- 2 Public and Private Notes
- 3 Public Documents Portal
- 4 Multicode

Additional Online Services

MapLink™ powered by ZoningHub™

MapLink is a *Visual Zoning* service that makes it easier for business and property owners, planners, developers, and constituents to find the information they need in your community's Zoning ordinance by presenting Zoning Code data from *eCode360* in an interactive online map. *MapLink* users can click on a map to view details about permitted uses and answer questions such as, "Where can I open my business?" and "What can I do with my property?" With just a few clicks, users interested in economic development can view dimensional requirements, allowable uses, and zoning districts, zoom to an individual parcel to examine its requirements, or search for properties based on land use. By making it easier for users to find the information they need for their development projects, they are more likely to open their businesses in the City, which can help grow your community.

MapLink uses your municipality's existing GIS map information and seamlessly presents data from *eCode360*, so your interactive map clearly and accurately displays your essential Zoning elements. When a Code supplement including a Zoning change is completed and posted to *eCode360*, your Code data is simultaneously updated in *MapLink*, ensuring that users are always working with the most accurate requirements.

eCode360® Enhanced Graphics™

eCode360 Enhanced Graphics can help drive economic development in your community by presenting an online Zoning Code that is clear, easy to understand and always up-to-date. *Enhanced Graphics* offers zoning specific features like integrated tables that allow users to view tables in context, multi-column layout options to accommodate natural image placement, searchable image captions, color coding to create easier navigation, and high-quality graphics. Every community is unique, so we also offer custom solutions tailored to suit your community's specific needs.

Custom Local Building Code

Until now, no single publication has included both ICC I-Code building regulations and local amendments in an integrated form. Our CLBC solution will create a single central repository for your adopted Building Code regulations that is intuitive, searchable, and linked to your municipal Code. This solution will eliminate the need to separately manage state adopted I-Codes and your local amendments, and make your Building Code regulations available from anywhere at any time, even if the City only has one set of printed books.

Application Programming Interface

Application Programming Interfaces (API) make it possible for your Code in *eCode360* to "talk" with additional external systems to share information. *General Code* has APIs that deliver structured Code information contained in *eCode360* to external systems, including legislation drafting, parcel management, municipal websites, enterprise content management (ECM), permitting, GIS-based interactive maps, code enforcement, law enforcement, and more.

For more information on our additional online services please contact us at
sales@generalcode.com

Formatting & Style

General Code takes pride in offering high-quality printed Code services. Our experience and attention to detail in the design and production of your Code go hand-in-hand with our approach to municipal partnerships.

Organization

The Code will be organized and divided into parts to accommodate different types of legislation. Typically Part I is made up of legislation of an administrative nature, namely, that dealing with the City's departments, officers and employees; Part II is made up of the legislation that regulates the general public. Within each part, the various pieces of legislation will be organized into chapters, which will be arranged alphabetically by subject matter. For example, all legislation pertaining to the regulation of streets and sidewalks may be found in Part II, in the chapter entitled "Streets and Sidewalks." Wherever there are two or more pieces of legislation dealing with the same subject, they will be combined into a single chapter. In such chapters, the use of article designations will preserve the identity of the individual pieces of legislation. The City will have the opportunity to review and approve the organization of the Code.

Table of Contents

The Table of Contents lists the various chapters included in the Code and can be used to help locate desired provisions. Space will be reserved for later insertion of new material in its proper alphabetical sequence. Such space is accommodated in the body of the Code by breaks in the chapter numbering and in the page-numbering sequence between chapters.

Pagination

Each chapter forms an autonomous unit in the page-numbering system. The first page number in each chapter is the number of that chapter followed by a colon and the numeral "1." For example, Chapter 6 begins on page 6:1, Chapter 53 on page 53:1, etc. If a page were to be added between pages 53:2 and 53:3, it would be numbered 53:2.1. This system makes it possible to add or to change pages in any chapter without affecting pages in other chapters and to insert new chapters without affecting the existing organization.

Scheme

The scheme is the list of section titles that appears at the beginning of each chapter and precedes the text. These titles are written so that, taken together, they may be considered as a summary of the content of the chapter. Taken separately, each describes the content of a particular section. For ease of reference, section titles are repeated as section headings in the text.

Section Numbering

In a chapter-related section-numbering system, each section of every item of legislation is assigned a number that indicates both the number of the chapter in which the legislation is located and the location of the section within that chapter. For example, the first section of Chapter 6 is § 6-1, while the fourth section of Chapter 53 is § 53-4. New sections can also be added between existing sections by using a decimal system. For example, if two sections are to be added between §§ 53-4 and 53-5, they will be numbered as §§ 53-4.1 and 53-4.2.

Legislative Histories

The legislative history for each chapter is located immediately following the scheme for that chapter. The history indicates the specific legislative source from which the chapter was derived, including the enactment number and the date of adoption. In the case of chapters containing parts or articles derived from more than one item of legislation, the source of each part or article is indicated in the text, under its title. Amendments to individual sections or subsections are indicated by boldfaced histories directly in the text.

Editor's Notes

Editor's Notes are used in the text to provide supplementary information and cross-references to related provisions in other chapters.

Printed Code Sample Page

Page heads indicate which sections appear on a particular page, making sections quick to locate.

Section numbers reflect both the number of the chapter in which the legislation is included and the location of the section within that chapter. This facilitates referencing and indexing sections.

Every chapter is preceded by a Scheme, which lists each section by title. Taken together, the titles serve as a summary of the contents of the chapter.

Chapter 204
INSURANCE

ARTICLE I
Fire Damage Claims

§ 204-1. **Enforcement authority.**

§ 204-2. **Claim payment restrictions.**

§ 204-3. **Payment procedure.**

§ 204-4. **Regulatory authority.**

[HISTORY: Adopted by the Board of Commissioners of the Township of Municipality as indicated in article histories. Amendments noted where applicable.]

ARTICLE I
Fire Damage Claims

[Adopted 1-16-1995 by Ord. No. 294 (Ch. 83, Art. I, of the 1982 Code)]

§ 204-1. **Enforcement authority.**

The Secretary/Administrator of the Township of Municipality, Berks County, Pennsylvania, or such official's designee is hereby appointed as the designated officer who is authorized to carry out all responsibilities and duties stated herein.

§ 204-2. **Claim payment restrictions.** **[Amended 3-20-1995 by Ord. No. 299]**

No insurance company, association or exchange (hereinafter the "insuring agent") doing business in the Commonwealth of Pennsylvania shall pay a claim of a named insured for fire damage to a structure located within the Township of Municipality, Berks County, Pennsylvania (hereinafter the "municipality") where the amount recoverable for the fire loss to the structure under all policies exceeds \$7,500 unless the insuring agent is furnished by the Municipal Treasurer with a municipal certificate pursuant to Section 508(b) of Act 98 of 1992 and unless there is compliance with Section 508(c) and (d) of Act 98 of 1992 and the provisions of this article.¹

§ 204-3. **Payment procedure.** **[Amended 3-20-1995 by Ord. No. 299]**

Where, pursuant to Section 508(b)(1)(i) of Act 98 of 1992,² the Municipal Treasurer issues a certificate indicating that there are no delinquent taxes, assessments, penalties or user charges against real property, the insuring agent shall pay the claim of the named insured; provided, however, that if the loss agreed upon by the named insured and the insuring agent equals or

The History indicates the specific legislative source from which the chapter is derived.

For precision of reference, section titles are repeated as headings in the text.

Amendments to individual sections or subsections are noted in the text at the location which most precisely pinpoints the amended material.

Editor's Notes provide supplementary information for the Code user.

The page-numbering system reflects the chapter number plus the page sequence. This allows the insertion of new chapters without affecting the existing Code organization.

The dateline indicates when the page was printed.

1. Editor's Note: See 40 P.S. § 638.
2. Editor's Note: See 40 P.S. § 638.

204:1

Publication, Nov 2019

Ongoing Code Maintenance

Your Code is always evolving and is an investment you need to protect.

Because your Code will evolve and grow with your community, the codification process is not truly over when your new Code is delivered. In order to maintain your community's trust and reliance on your Code, *General Code* offers supplementation services that will help to keep your Code reliable, accurate and up-to-date. Our supplementation services are designed to make the process easy, fast and accurate. In addition, *General Code* provides a free sample legislation service to municipalities we serve as well as regular legislative alerts to inform local governments of the latest trends in legislation that may affect their communities.

Rapid Delivery

Our average turnaround time for processing routine supplementation is between 4 and 6 weeks.

Materials

After the enactment of new legislation, the City can forward a copy to us by whatever method is most convenient.

Online copies of the legislation can be sent via email to ezsupp@generalcode.com. Upon receipt, we will send you an email confirming that we have received your legislation. Should an alternative method of transmission be required for transferring large files, please contact us and we will provide the necessary information.

General Code will hold legislation pending a pre-approved schedule, or begin the job, as directed by the City. Please note that charges for supplementation services are outside of the scope of this proposal and will be billed separately. An estimate of the charges applicable to a particular supplement is available upon request.

Posting of New Laws

Between regular Code supplements, *General Code* will temporarily post PDF copies within 1 to 2 business days of receipt of new legislation to your online Code, to provide ready access to information until such time as the legislation can be codified through supplementation. If supplementation does not occur within one year of appending, *General Code* will remove the link to that new legislation.

Schedule

Code supplements will be provided on a schedule designed to meet the needs of Bringhamton. Typical schedules may be quarterly, semiannual, or annual, or upon authorization by the City. Updates to the electronic version of the Code can occur on a more frequent schedule than printed supplements if the City prefers.

Editorial Work on Your Supplement

The work on your supplement specifically focuses on the new legislation being incorporated with each supplement. For each supplement we provide project management, recordkeeping, processing, professional review of new legislation, and consult throughout the project. Our goal is to make the information easily accessible without altering in any way the meaning of what was originally adopted. The work on your supplement specifically focuses on the new legislation being incorporated with each supplement. As part of our process for new legislation, we will:

- > Acknowledge receipt of all materials

- > Verify adoption of all legislation, including date of action by governing body
- > Review legislation and distinguish between Code and non-Code material
- > Update record of legislation received and its disposition (Disposition List)
- > Request any missing legislation/missing pages
- > Determine proper placement of legislation within Code
- > Impose or utilize the adopted flexible section numbering system that allows for later changes
- > Create/modify chapter, article and/or section titles
- > Add historical annotations
- > Add any necessary cross references
- > Include editorial notes to sections that require additional explanation
- > Correct any misspellings so that searchability in eCode360 is not compromised
- > Impose a distinctive style for definitions, to aid Code user in quickly finding the meaning of a particular term
- > Maintain legislative integrity by following the original tables and graphics and, where necessary, improving the presentation so that the information contained therein is easily accessible
- > Impose standard internal section organizational hierarchy consistent with the rest of the Code
- > Impose standard style conventions consistent with the rest of the Code, i.e., number citation, capitalization, nonsubstantive grammar and punctuation, internal and statutory reference citation
- > Confirm accuracy of internal references; correct as necessary and appropriate
- > Confirm accuracy of statutory references; correct as necessary and appropriate
- > Read and review for missing wording; internal conflicts
- > Update ancillary Code pieces, such as the Table of Contents and chapter schemes, when necessary
- > Update Code Index
- > Create an Instruction Page so that Code holders can properly update the Code
- > Notify client of any issues and concerns noted and work together to determine appropriate resolution

Printed Supplements

Amendments to the printed Code occur in the form of printed supplement pages that are issued as replacement pages. Printed supplements include an updated Table of Contents, Disposition List, Index, text pages, and Instruction Page.

Electronic Updates

Amendments to the electronic version of the Code can be provided on their own schedule or can accompany printed supplements. Electronic updates will be incorporated into the Code, and a fully searchable, complete Code will be delivered online.

Delivery

Printed supplements to the Code will be delivered in bulk to Binghamton, unless it chooses to utilize *General Code's* Distribution Services. The website will be updated in one to two business days.

A Member of the ICC Family of Solutions





RL Number: 24-179

Date Submitted: 9/4/24

Legislative Branch

City Clerk, City Hall, Binghamton, NY 13901 (607) 772-7005

PUBLIC REQUEST FOR LEGISLATION

Requests for Legislation (RLs) may be submitted to the City Clerk's Office for possible consideration at City Council Work Sessions. Incomplete/incorrect RLs will be returned to applicant for revisions. Please include as much supplemental material as is necessary to substantiate the request for legislation. Use "Additional Presenters" line to include anyone that will appear to present this in City Council Work Session.

Applicant Presenting RL at Work Session

Samantha Costello
(Name)

Deputy City Clerk
(Title)

(607) 772-8715
(Phone number)

Additional Presenters:

Sarah Dinhofer, City Clerk

To Be Completed By Applicant

Proposed Title:

An Ordinance to amend the 2024 Clerk's Office budget to adjust for responsibility adjustments

Executive Summary (Explain why legislation is necessary):

Adjust 2024 Clerk's Office budget to adjust for responsibility adjustments as follows:

Senior Licensing Clerk: \$7,212.80

Licensing Clerk: \$8,128.62

Effective Date (if applicable): 9/12/24

Expedition requested for this RL? Yes No

Please explain why expedition is necessary:

To accommodate delay in RA processing dates



CITY OF BINGHAMTON

Request for Transfer of Funds

Transfer requests of \$2500 or less must be approved by the Comptroller.
 Transfer requests over \$2500 and not in excess of \$10,000 must be approved by Board of E&A and Chair of Finance Committee.
 Transfer requests in excess of \$10,000 must be approved by City Council.

This worksheet must be attached to any RL submitted to the Clerk's Office that includes a budget funding transfer or amendment. For additional instructions, see 'RL Instructions' document. Incomplete/incorrect RLs to be returned to applicant for revisions. Additional transfer lines in the same format may be attached.

Adopted Budget Year Amended: _____ **Department:** _____
Department Head Signature: _____

Transfers						
Transfer From (Decrease)			 	Transfer To (Increase)		
Amount	Budget Line	Budget Line Title		Amount	Budget Line	Budget Line Title
\$ 7,273.38	A4020.51000	PRS SVC (REGISTRAR OF VITAL STATS)	7,273.38	A1410.51000	PRS SVCS (LICENSING CLERK)	
\$ 6,442.40	A4020.51000	PRS SVC (REGISTRAR OF VITAL STATS)	6,442.40	A1410.51000	PRS SVCS (SR LICENSING CLERK)	
\$ 13,747.28			\$ 13,747.28			

Revenue & Fund Balance Amendments				
Amount	Increase/Decrease	Revenue/Expense / Fund Balance	Budget Line	Budget Line Title

Office Use Only for Transfers Under \$10,000	
I hereby certify that the above funds are unencumbered and available for Transfer. Certified by the Comptroller.	Signature: _____ Date: _____
I hereby certify that the above described funds have been transferred, in accordance with the Code of the City of Binghamton Chapter9, Appropriations. Certified by the Treasurer.	Signature: _____ Date: _____
Transfer of funds Approved ___ / Denied ___ on ___ / ___ / _____. Certified by the Secretary of the Board of Estimate and Apportionment.	Signature: _____ Date: _____
Transfer of funds reviewed by the Binghamton City Council Finance Chair. Recommendations to be attached.	Signature: _____ Date: _____