



LEGISLATIVE BRANCH ▪ CITY OF BINGHAMTON

Phil Strawn, City Council President

Leighton Rogers, City Clerk

CITY COUNCIL WORK SESSION AGENDA

City Hall, 38 Hawley St, Binghamton

6pm Monday, May 2, 2022

The Work Session begins at 6pm. Times for RL(s)/Topics are approximate only and items may be considered earlier or later.

Time	Committee	Chair	RL/Topic	Pages	Presenter
6:00pm	-----	-----	Discussion: Indigo Golf – Ely Park		Chris Strand
6:15pm	Finance	Scaringi	RL22-133: Setting Fees at Ely Park	1-2	Chuck Shager
6:20pm	Planning	Scanlon	RL22-134: Authorizing Park Outdoor to install a digital billboard at 159.5 Griswold St	3-5	Paul Simonet / Tito Martinez
6:25pm	Finance	Scaringi	*RL22-132: Additional architectural and engineering services at Mirabito Stadium	6-8	Billie Goodson
6:30pm	Finance	Scaringi	RL22-135: Accepting a US DOT award to be used at Ross Park	9-15	Juliet Berling
6:35pm	Finance	Scaringi	RL22-136: Amend the Personnel budget to add a Personnel & Civil Service Assistant position and defund a Program Assistant position RL22-137: Amend the Personnel budget to add a Civil Service Administrator position and defund an Assistant Personnel & Safety Director position	16-23	Sharon Sorkin
6:40pm	-----	-----	Pending Legislation: <i>*Found on the website calendar with the prior Work Session documents.</i> RL22-118: Enter into an agreement with the Broome County Urban League to support the ATTAIN Lab RL22-119: Amend the BJCSTP budget for rehab RL22-120: Enter into an agreement to extend the lease of City property at 46 Park St. to VINES RL22-121: Enter into an agreement to extend the lease of City property at 26 Mather St. to VINES RL22-122: Enter into an agreement with Keystone for the 2022 Environmental Term Agreement RL22-123: Enter into an agreement with Hulbert Engineering for the 2022 Surveying Term Agreement RL22-126: Amend the FY47 Annual Action Plan RL22-127: Amendment to the scope with Greater Opportunities for use of CDBG funds	---	Leighton Rogers



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			RL22-128: Enter into an agreement with Family & Children's to support a new building to expand outpatient mental health RL22-129: Amend the 2022 budget to allocate ARPA funds to support mental health and substance abuse RL22-130: Accept donations for the Parks Department bird house building competition		
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COMMITTEE REPORTS

**Please Expedite for Next Business Meeting*



Legislative Branch

RL Number:
22-133
Date Submitted:
4/21/22

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

REQUEST FOR LEGISLATION

Requests for Legislation (RLs) may be submitted to the City Clerk's Office for consideration at City Council Work Sessions. RLs generated from within City Hall departments must be submitted to the Mayor, Comptroller and Corporation Counsel for review before submission. RLs generated by citizens may be submitted directly to the City Clerk's Office.

Applicant Information

Request submitted by: CHUCK SHAGER

Title/Department: COMPTROLLER

Contact Information: 772-7011

RL Information

Proposed Title: An Ordinance to set the Fees for Ely Park

Suggested Content: Attached is a copy of the fees Indigo Golf as set as the pricing at the Golf course. We are asking for these rates to approved (were not included in the budget), and also give Indigo to increase them if they find appropriate to \$40 weekdays, and \$45 on Weekends.

Additional Information

Does this RL concern grant funding? Yes No

If 'Yes', is the required RL Grant Worksheet attached? Yes No

Is additional information related to the RL attached? Yes No

Is RL related to previously adopted legislation? Yes No

If 'Yes', please provide Permanent Ordinance/Resolution/Local Law number(s): _____

OFFICE USE ONLY	
Mayor:	<u>[Signature]</u>
Comptroller:	<u>[Signature]</u>
Corporation Counsel:	<u>[Signature]</u>
Finance <input checked="" type="checkbox"/>	Planning <input type="checkbox"/> MPA <input type="checkbox"/> PW/Parks <input type="checkbox"/> Employees <input type="checkbox"/> Rules/Special Studies <input type="checkbox"/>

Ely Park Golf Course

2022 In-Season Rates

<u>Weekday Rates</u>	<i>Walk</i>	<i>Ride</i>
Monday-Friday	\$22	\$36
2pm - CL	\$20	\$34
9 Holes	\$16	\$24
Senior Special - 18 Weekdays	\$20	\$34
Senior Special - 9 Weekdays	\$14	\$22

<u>Weekend Rates</u>		
Saturday, Sunday, Holidays	\$25	\$39
2pm - CL	\$22	\$36
9 Holes	\$18	\$26

Cart Rates - Per Person - Tax Inclusive

18 Holes	\$14
9 Holes	\$8

Season Passes - Green Fee Only

Annual Passholder - Adult Single	\$750
Annual Passholder - Couple	\$1,000
Annual Passholder - Family	\$1,100
Annual Passholder - Senior (60+)	\$650
Annual Passholder - First Responder	\$650
Annual Passholder - Junior (HS and under)	\$375
Annual Passholder - College	\$425
Locker Rental	\$25



Legislative Branch

RL Number:
22-134
Date Submitted:
4/27/22

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

REQUEST FOR LEGISLATION

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Applicant Information

Request submitted by: PAUL SIMONET / PARK OUTDOOR AMERICA

Title/Department: _____

Contact Information: PSIMONET@PARKOUTDOOR.COM

RL Information

Proposed Title: AN ORDINANCE AUTHORIZING PARK OUTDOOR AMERICA TO INSTALL A NEW DIGITAL SIGNFACE ON AN EXISTING OFF-PREMISE ADVERTISING SIGN (BILLBOARD)

AT 159.5 N GRISWOLD ST

Suggested Content: _____

Additional Information

Does this RL concern grant funding? Yes No

If 'Yes', is the required RL Grant Worksheet attached? Yes No

Is additional information related to the RL attached? Yes No

Is RL related to previously adopted legislation? Yes No

If 'Yes', please provide Permanent Ordinance/Resolution/Local Law number(s): _____

OFFICE USE ONLY	
Mayor:	<u>[Signature]</u>
Comptroller:	<u>[Signature]</u>
Corporation Counsel:	<u>[Signature]</u>
Finance <input type="checkbox"/>	Planning <input checked="" type="checkbox"/>
MPA <input type="checkbox"/>	PW/Parks <input type="checkbox"/>
Employees <input type="checkbox"/>	Rules/Special Studies <input type="checkbox"/>



Department of Planning, Housing, & Community Development

Memorandum

TO: City Council Members
FROM: Planning, Housing and Community Development
DATE: Monday, March 7, 2022
RE: 159.5 N. Griswold Street, Off-Premise Advertising Sign (“Billboard”)

SUMMARY OF PROPOSAL

Park Outdoor Advertising (POA) has submitted a proposal to install a digital signface on an existing static off-premise advertising sign, commonly known as a billboard, at the above referenced site. The new signface would be primarily viewable by westbound traffic on I-81 and would measure 14’ tall x 48’ wide. There would be no increase in sign size. Off-premise advertising signs are prohibited in the City of Binghamton, except upon a permit issued by the City Council.

PLANNING COMMISSION’S RECOMMENDATION

Pursuant to the City of Binghamton Sign Regulations, the applicant was first required to submit the proposal to the Planning Commission for their review and recommendation to the City Council. On February 14, 2022, The Planning Commission reviewed POA’s request and voted 6-1 to recommend that the City Council **APPROVE** the proposal subject to compliance with applicable NYSDOT regulations.

In recommending approval the Planning Commission considered the following criteria:

- (a) Whether the proposed sign will have a substantial or undue adverse effect upon adjacent properties, the character of the neighborhood, traffic safety, and other matters affecting the public health, safety and general welfare.
- (b) Whether the proposed sign will be constructed or arranged so as not to dominate the immediate vicinity or interfere with the development or use of neighboring property.
- (c) Whether the proposed design will result in the destruction, loss or damage of any natural, scenic or historic features of significant importance.
- (d) Whether the proposed design will be compatible with the physical environment and aesthetically harmonious with the surrounding area.

- (e) Whether the proposed location and placement of the sign will create any traffic or safety hazards.
- (f) Whether the placement of the sign is necessary or desirable to provide a service which is in the interest of public convenience or which contributes to the general welfare of the community.

Based upon the above criteria, the Commission found the following:

1. That the applicant's proposal would benefit Park Outdoor and the businesses advertised on the signs;
2. That the applicant's proposal would not positively contribute to the physical environment and aesthetic of the surrounding area, but that it was not out of character with its surroundings;

BROOME COUNTY'S RECOMMENDATION

Pursuant to Section 239 -l and -m of the General Municipal Law, the proposal was also reviewed by Broome County Department of Planning and Economic Development. The County found that the proposed sign was excessive and contrary to the purpose of the City sign regulations to protect and enhance the physical appearance of the City and would add to the sign clutter along the Brandywine Corridor and adversely affect the community character. Therefore, Broome County has recommended **DENIAL** of the proposal. Please see enclosed letter dated February 14, 2022.

Under Municipal Law 239, the County's denial of the project can only be overridden with a majority plus one vote of the full City Council. A simple majority vote by the Council would be required to deny the project.

CITY COUNCIL ACTION

Within 30 days, or such longer period as may be agreed upon by the applicant, of receipt and review of the written recommendation of the Planning Commission, the Common Council shall either deny the permit or, by duly adopted ordinance, approve the permit, with or without modifications to be accepted by the applicant as a condition of such approval. Per the Sign Regulations, **inaction by the City Council within the aforementioned time period shall be deemed a final denial of the permit.**



Expedite

Legislative Branch

RL Number:
22-132
Date Submitted:
4/21/22

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

REQUEST FOR LEGISLATION

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Applicant Information

Request submitted by: BILLIE J. GOODSON

Title/Department: PURCHASING AGENT

Contact Information: 772-7025

RL Information

Proposed Title: Resolution for additional Architectural and Engineering Services. The original resolution was R22-17 adopted February 23, 2022.

Suggested Content: The Architectural and Engineering Services for a second new female locker room facility to meet the standards of the Met's organization. Funds for these services will be deducted from budget line H1310.525209.11921 (Mirabito Stadium Fac Imprv). \$12,600

Additional Information

Does this RL concern grant funding? Yes No

If 'Yes', is the required RL Grant Worksheet attached? Yes No

Is additional information related to the RL attached? Yes No

Is RL related to previously adopted legislation? Yes No

If 'Yes', please provide Permanent Ordinance/Resolution/Local Law number(s): R22-17

OFFICE USE ONLY	
Mayor:	<u>[Signature]</u>
Comptroller:	<u>[Signature]</u>
Corporation Counsel:	<u>[Signature]</u>
Finance <input checked="" type="checkbox"/>	Planning <input type="checkbox"/> MPA <input type="checkbox"/> PW/Parks <input type="checkbox"/> Employees <input type="checkbox"/> Rules/Special Studies <input type="checkbox"/>

Design Services Change Proposal CP-1

Date: March 31, 2022

Owner: City of Binghamton
Department of Purchasing
38 Hawley Street, Binghamton, NY 13901
Owner's Representative: Peter Popovic
Construction Manager
(216) 496-0644; pt660@msn.com

Architect: Chianis + Anderson Architects, PLLC
31 Front Street
Binghamton, New York 13905

Project: Mirabito Stadium Phase 2 PDL Improvements
Our Project Number 21.126

Dear Mr. Popovic,

Chianis + Anderson Architects proposes to provide full design services for a second new Females' Locker Room facility in addition to the one already included in the Ewing-Cole scope as requested by the attached letter from the New York Mets to the Owner of the Rumble Ponies dated March 16, 2022. This new facility is expected to be similar in design to the one currently in our project scope, except it will be located remotely adjacent to the proposed Weight Room Addition. We are proposing a lump sum fee of \$12,600.00 (*Twelve Thousand Six Hundred Dollars*) which includes our consultants fees for this work. Please note that the terms and conditions of our current Master Services Agreement with The City of Binghamton remain the same.

Please authorize acceptance of this proposal by having the Owner sign and date this letter in the space provided below and returning it via email to our office.

Respectfully,



Todd J. Anderson, AIA
Partner

ACCEPTED THIS DATE

By: _____

Title: _____

Date: _____



March 16, 2022

Dear David,

Thank you for welcoming my team at Mirabito Stadium last week and walking through the renovation plans. We appreciate your partnership and look forward to the finished product.

As discussed, the tour of the ballpark identified one critical deficiency that we feel needs to be addressed. Gender equity in baseball is a core principle and a key mission of the New York Mets. In particular, we feel strongly that women in baseball should be provided accommodations that are equivalent in all respects to those provided to men. While your renovation plans for a single shared female locker room would likely meet the bare minimum requirements set forth in the *current* Player Development License Agreement (PDL), the single shared locker room does not meet the standards we have established throughout our organization, which we expect will soon become industry norms. In our view, providing one female locker room that is shared by the home team employees, visiting team employees and umpires is outdated, inequitable and misaligned with our organization's mission to promote diversity in the sport.

We ask that you provide three separate female locker rooms (home, visiting, umpire) comparable in amenities and design to the respective male locker rooms. We have made the same request and set the same expectation at the ballparks that we operate, and we anticipate that it is only a matter of time before the PDL is updated to establish this approach as a requirement for all facilities affiliated with Major League Baseball. I have no doubt that our values are aligned on this issue, and this modest investment allows us to join those leading the industry down the equitable path of elevating women in baseball, rather than following those leaders only when we are forced to do so.

We look forward to reviewing your design concepts and seeing this important initiative through to completion.

Thank you,

A handwritten signature in black ink that reads "Sandy Alderson". The signature is written in a cursive, flowing style.

Sandy Alderson
President



Legislative Branch

RL Number:
22-135
Date Submitted:
4/27/22

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

REQUEST FOR LEGISLATION

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Applicant Information

Request submitted by: Juliet Berling

Title/Department: Director PHCD

Contact Information: jumberling@cityofbinghamton.edu

RL Information

Proposed Title: A Resolution Authorizing the Mayor to accept a US DOT Recreational Trails Pro

Program award \$250,000 to be used at Ross Park. Budget line?

Total project cost is estimated to be \$312,500 (budget attached).

Suggested Content: _____

Grant is for creating publicly accessible trails at Ross Park. A 20% match

of \$62,500 is required and will be met through 2023 Budget.

Additional Information

Does this RL concern grant funding? Yes No

If 'Yes', is the required RL Grant Worksheet attached? Yes No

Is additional information related to the RL attached? Yes No

Is RL related to previously adopted legislation? Yes No

If 'Yes', please provide Permanent Ordinance/Resolution/Local Law number(s): _____

OFFICE USE ONLY	
Mayor:	<u>[Signature]</u>
Comptroller:	<u>[Signature]</u>
Corporation Counsel:	<u>[Signature]</u>
Finance <input checked="" type="checkbox"/>	Planning <input type="checkbox"/>
MPA <input type="checkbox"/>	PW/Parks <input type="checkbox"/>
Employees <input type="checkbox"/>	Rules/Special Studies <input type="checkbox"/>



Legislative Branch

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

GRANT APPLICATION WORKSHEET

*The Request for Legislation must include the project title and the purpose of the grant.
Please provide the following additional information.*

Agency providing the grant: Us Department of Transportation, Managed through NYS OPRHP

Total project cost: \$312,500

Total amount of grant: \$250,000

Local match (if any): \$62,500

If local match is monetary, provide the budget line and title: 2023 Budget

If local match is "in kind", provide the anticipated personnel and hours to be dedicated to the project:

Disbursement of grant (upfront, reimbursable?): Reimbursable

If reimbursable, source of funds pending reimbursement: Grant budget line needs to be established

Grant project manager: Sean McGee/Juliet Berling and Pat McGinnis

Anticipated date of project completion: June 2023

Special project completion requirements (if any): _____

Attach any required form of Resolution from the Agency providing the grant.

Please provide any additional information in the space provided below, including any other government agency or private partner participating in the grant, along with a description of such participation:



**New York State
Parks, Recreation and
Historic Preservation**

RECEIVED
1/12/22

KATHY HOCHUL
Governor

ERIK KULLESEID
Commissioner

January 10, 2022

Honorable Richard David
Mayor
City of Binghamton
38 Hawley Street
Binghamton, New York 13901

Re: Project #219204
Ross Park Recreational Trail

Dear Mayor David:

Congratulations on your recent notification that the above referenced project has been recommended for funding from the Recreational Trails Program (RTP). The Recreational Trails Program is a federal-aid program of the U.S. Department of Transportation's Federal Highway Administration (FHWA). In New York State, the RTP is administered by the Office of Parks, Recreation and Historic Preservation (OPRHP).

This letter serves as your recommendation for a grant award to the Federal Highway Administration (FHWA). RTP funding is authorized in phases by FHWA. Expenses are only allowable after Federal authorization of the appropriate phase. Project schedules and budgets should be structured accordingly. Proceeding without Federal authorization may jeopardize Federal participation.

If you have not already been in contact with Kathleen McIsaac, the OPRHP Regional Grants Administrator (RGA) in your region, you will be contacted soon. The first step in advancing your grant and your project is to meet with your RGA and become oriented to the program and its requirements. When you meet with your RGA, you will discuss preparation of a project scope, schedule, budget, performance measures, and work plan to ensure that your project can be submitted for federal authorization. For your reference, the New York State Guide to RTP grant procedures can be found at: <https://parks.ny.gov/grants/recreational-trails/default.aspx>

The execution of your contract is dependent upon receipt of an initial notice of federal authorization of funding from FHWA. In order to prepare for federal authorization, a final project description, project schedule, and phased project budget must be submitted to your Regional Grants Administrator. It is important that these items are accurate, to minimize any changes and delays to your project. Please work with your Regional Grants Administrator to accomplish this task as soon as possible.

Please note that there will also be a number of requirements that will be included in your contract. These include conditions required prior to commencement of work and others required to receive payment.

Prior to the commencement of construction, projects are required to meet state and federal requirements, these include, but are not limited to the National Environmental Policy Act, the Uniform Act and Buy America laws and regulations. More information on program requirements can be found in the New York State RTP Guide on OPRHP's website.

To simplify and streamline the grants management process, contracts will now be administered electronically through the Grants Gateway online contracting system. As such, it is advisable if you have not already done so, to register in the Grants Gateway (<https://grantsgateway.ny.gov>) in order to contract with New York State.

There are a number of conditions that must be met, and documents provided, before we can execute your contract. Your RGA can assist you with these:

- All grant recipients must assign roles to the individuals who will be performing tasks in the Grants Gateway related to contract development and execution, i.e., upload documents to the grantee document folder, contract development activities, signing contracts and modifications. Read Section 2.1 of the Vendor User Manual on the Grants Reform website at <https://grantsmanagement.ny.gov/grantee-documents> for information on Grantee Roles. Please make sure to assign the proper role of either "Grantee Contract Signatory" or "Grantee System Administrator" to the same corporate office title or employment position title that has been given authority to sign and execute documents on behalf of your organization (this should be the same as that listed in the authorizing resolution; see below).
- Contracts can only be executed with grant recipients that have been issued a Vendor Identification Number (VID) through the Statewide Financial System (SFS). If your organization has not yet been issued a VID, you can obtain one during the registration process in the Grants Gateway.
- All grant recipients must enroll in New York State's electronic payment program for vendors. Begin the process at <http://www.sfs.ny.gov>, click on Vendor Portal Login, then click on Sign in to the Vendor Portal. If you do not have a login, contact the SFS Help Desk at HelpDesk@sfs.ny.gov or call 518-457-7717 or 855-233-8363.
- All not-for-profits must be current with filing all required annual written reports with the Attorney General's Charities Bureau, or the appropriate oversight Agency. In addition, all not-for-profits must be prequalified and maintain prequalification status in the Grants Gateway; for instructions, read the Vendor Prequalification Manual at <https://grantsmanagement.ny.gov/resources-grant-applicants>.
- The following documentation needs to be uploaded into the "Grantee Document Folder" found under your grant in the Grants Gateway system; directions to do so can be found on the Grants Reform website at <https://grantsmanagement.ny.gov/grantee-documents>. If an item cannot be uploaded, please supply directly to your Regional Grants Administrator.
 1. Documentation of compliance with the requirements of the State Environmental Quality Review Act (SEQR).
 2. A signed, original authorizing resolution to accept grant funds and enter into and execute a contract and any long-term protection documents and other certifications, as required. Instructions and templates for the authorizing resolution are here: <https://parks.ny.gov/grants/consolidated-funding-app.aspx> under Grant Program Information. Note: In the New York State Grants Gateway, the grantee should assign the role of "Grantee Contract Signatory" to the same corporate office title or employment position title delegated signing authority by the resolution.

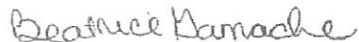
3. A signed Prevention of Sexual Harassment in the Workplace Policy certification (attached).
4. A signed Non-Discrimination certification (attached).

Once you have uploaded these documents into the Grants Gateway, and met all the required conditions, we can execute your contract electronically.

OPRHP understands that there can be issues beyond your control that could affect your ability to supply these materials in a timely manner. OPRHP will certainly work with our grantees and can be flexible, but please understand that for every grant that is awarded and delayed, there is another worthy project that has gone unfunded. Therefore, we expect that the above documentation to be supplied by **January 31, 2022**. If there is inaction on your part, we will be compelled to rescind your award and allocate it to another competitive project that is ready to go.

If you have any questions, do not hesitate to contact your RGA, Kathleen McIsaac at (607) 387-7041.

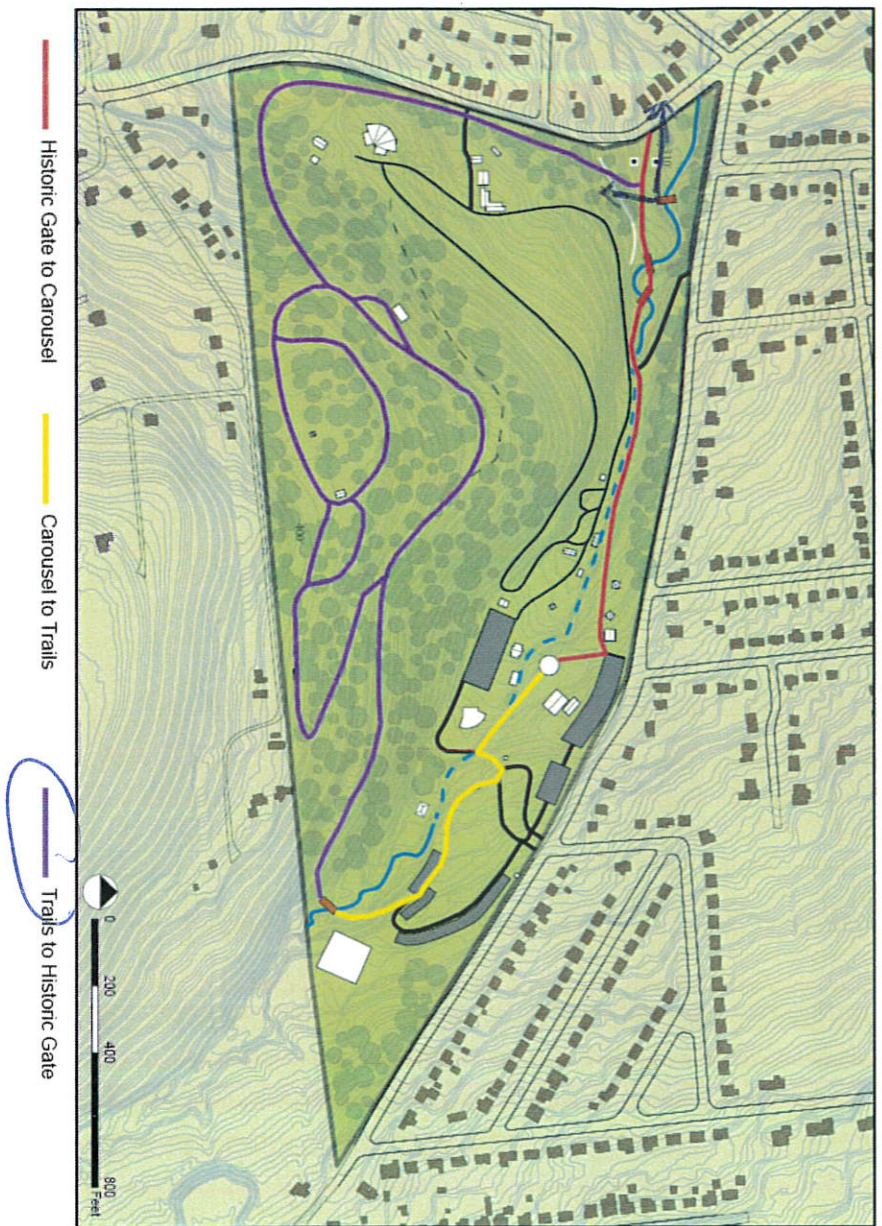
Sincerely,



Beatrice L. Gamache
Director, Grants Bureau

Attachments (2)
CC: Kathleen McIsaac

Historic Ross Park Loop Trail Plan



Loop Trail Plan

The Historic Ross Park Loop Trail plan is divided into three phases – Historic Gate to Carousel, Carousel to Trails, and Trails to Historic Gate. The order of phasing is flexible and will depend on the priorities of the City of Binghamton, The Discovery Center, and Binghamton Zoo.

The completion of the Historic Gate to Carousel phase would have the most curb appeal, as it includes the restoration of the gate and provides a critical connection for neighborhood residents to access other attractions in the park by foot.

The Carousel to Trails phase provides an attractive area for the new location of the carousel while creating designated pedestrian paths to help visitors navigate the parking lots.

The Trails to Historic Gate phase should be implemented last, as a land survey is necessary to determine the best location for a walking path along the Park Avenue side of Ross Park.

The following sections of this chapter show schematic maps, concepts, and preliminary project cost estimates determined through RS Means.

ATTACHMENT B-3 CAPITAL BASED BUDGET

SUMMARY

PROJECT NAME: Trail restoration and improvements at Ross Park

CONTRACTOR SFS PAYEE NAME: BINGHAMTON CITY OF

CONTRACT PERIOD: From: 02/02/2022

To: 02/01/2027

CATEGORY OF EXPENSE	GRANT FUNDS	MATCH FUNDS	MATCH %	OTHER FUNDS	TOTAL
1. Scoping and Pre-Development	\$38,660.00	\$9,665.00	25 %	\$0.00	\$48,325.00
2. Design	\$77,308.00	\$19,327.00	25 %	\$0.00	\$96,635.00
3. Acquisition	\$0.00	\$0.00	0 %	\$0.00	\$0.00
4. Construction	\$134,032.00	\$33,508.00	25 %	\$0.00	\$167,540.00
5. Administration	\$0.00	\$0.00	0 %	\$0.00	\$0.00
6. Working Capital/Reserves	\$0.00	\$0.00	0 %	\$0.00	\$0.00
7. Other	\$0.00	\$0.00	0 %	\$0.00	\$0.00
TOTAL	\$250,000.00	\$62,500.00	25 %	\$0.00	\$312,500.00



Legislative Branch

RL Number:
22-136
 Date Submitted:
4/27/22

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

REQUEST FOR LEGISLATION

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Applicant Information

Request submitted by: Sharon A. Sorkin, Esq (as Acting Director of Personnel & Safety)

Title/Department: Office of Personnel & Safety

Contact Information: sasorkin@cityofbinghamton.com; x.7067

RL Information

Proposed Title: AN ORDINANCE TO AMEND THE 2022 PERSONNEL & CIVIL SERVICE

BUDGET TO ADD AND FUND A PERSONNEL & CIVIL SERVICE ASSISTANT POSITION AND

DEFUND A PROGRAM ASSISTANT POSITION AND TO AMEND THE CODE, 124-39, ACCORDINGLY

Suggested Content: The Comptroller and the City Treasurer are authorized and directed to amend

the Personnel & Civil Service budget to add a "Personnel & Civil Service Assistant (7)" position in budget

line A1430.51000 (Personal Services) at an annual salary of \$43,000; defund a "Program Assistant (7)"

position; fund a "Personnel & Civil Service Assistant" position through 12/31/22; and to amend the code,

124-39, Management Tested & confidential positions, accordingly; effective 5/16/2022.

Additional Information DECREASE A1420.51000 (1st Asst)
INCR A 1430.51000 (Per & Civil Serv Asst)

Does this RL concern grant funding? Yes No

If 'Yes', is the required RL Grant Worksheet attached? Yes No

Is additional information related to the RL attached? Yes No

Is RL related to previously adopted legislation? Yes No

If 'Yes', please provide Permanent Ordinance/Resolution/Local Law number(s): O-20-04 / O-22-48

OFFICE USE ONLY	
Mayor:	<u>[Signature]</u>
Comptroller:	<u>[Signature]</u>
Corporation Counsel:	<u>[Signature]</u>
Finance <input checked="" type="checkbox"/>	Planning <input type="checkbox"/> MPA <input type="checkbox"/> PW/Parks <input type="checkbox"/> Employees <input type="checkbox"/> Rules/Special Studies <input type="checkbox"/>

ARTICLE VIII, Officers and Employees Not Covered by Collective Bargaining Agreements

[Added 6-6-1983 by Ord. No. 86-83] § 124-39. Definition. [Amended 12-16-1985 by Ord. No. 174-85; 5-1-1989 by Ord. No. 49-89; 2-20-1996 by Ord. No. 18-96; 12-20-1999 by Ord. No. 99-187; Amended 6-20-2005 by Ord. No. 05-40; Amended 4-7-08 by Ord. No. 16-2008; Amended 8-18-10 by Ord. No. 10-39; Amended 11-22-2013 by No. Ord. 13-87; Amended 12-17-2014 by Ord. No. 14-71; Amended 1-6-2017 by Ord. No. 16-105; Amended 12-5-2018 by Ord. No. 18-116; Amended 1-8-2020 by Ord. No. 20-04; Amended 12-23-2020 by Ord. No. 20115; Amended 11-17-2021 by Ord. No. 21-132]

Wherever the term “officers and employees” is used in this article, said term shall be deemed to include only the positions set forth in sections 1 and 2 below or their equivalents, except where specified to the contrary. Should any of the below enumerated positions become part of a collective negotiation unit, said position shall be deleted from this section. The provisions of this article shall be applicable to the officers and employees to the extent allowable under law.

1. The positions (elected and management appointed) to be included in this Section 1 are designated as follows:

- A. 1st Assistant Corporation Counsel
- B. 1st Deputy Commissioner
- C. Assessor
- D. Assistant Corporation Counsel (2)
- E. City Clerk
- F. City Engineer
- G. Comptroller
- H. Commissioner of Parks
- I. Corporation Counsel
- J. Deputy City Clerk
- K. Director of Economic Development
- L. Director of Planning, Housing and Community Development
- M. Commissioner of Public Works
- N. Executive Assistant to the Mayor
- O. Mayor
- P. Personnel & Safety Director
- Q. Secretary to Corporation Counsel
- R. Secretary to the Mayor
- S. City Treasurer

Salary increases for officers and employees listed in this Section 1, except for the Mayor, are pursuant to §124-40, *Salary Increases*, below.

Salary increases for the Mayor are pursuant to §92-12, Salary established annually.

2. The positions (management tested) to be included in this Section 2 are designated as follows:

- A. Administrative Assistant (6)
- B. Assistant Director of Economic Development
- C. Assistant Director of Parks & Recreation
- D. Assistant Police Chief (2)
- E. Assistant Director of Planning, Housing & Community Development
- F. Economic Development Specialist Financial Analyst
- G. Fire Chief
- H. Legal Typist
- I. Payroll Supervisor

- J. Police Chief
- K. ~~Program Assistant~~ Personnel & Civil Service Assistant (confidential)
- L. Purchasing Agent
- M. Risk Assistant/Paralegal
- N. Staff Accountant
- O. Superintendent of City Streets
- P. Supervisor of Building, Inspection & Construction
- Q. Water and Sewer Superintendent
- R. ~~Assistant Director of Personnel & Safety~~ Civil Service Administrator
- S. Assistant City Engineer
- T. Assistant Comptroller
- U. Financial Payroll Specialist
- V. Information Technology Manager
- W. Assistant to the Mayor for Youth and Neighborhood Affairs
- X. Project Analyst
- Y. Manager/HUD Administration and Housing
- Z. Payroll Assistant
- AA. Assistant Purchasing Agent
- BB. Assistant Supervisor of Building Construction & Code Enforcement
- CC. Administrative Assistant (from the Bureau of Police, 2020 salary-\$42,000)
- DD. Director of Community Outreach & Recruitment

Salary increases for officers and employees listed in this Section 2, except the Police Chief, Fire Chief, and Assistant Police Chiefs, are pursuant to Permanent Ordinance No. 05-40, to wit: (i) That the Mayor is authorized to provide annual salary increases to positions contained in this in Section 2 on parity with those received by represented CSEA employees; (ii) In no year shall the annual salary increase provided for in this Section 2 be paid out until a collective bargaining agreement has been fully executed by and between the City of Binghamton and the CSEA for that year; and (iii) No retroactive payment shall be issued to the positions listed in this Section 2 until after or contemporaneous with the date upon which retroactive payments are issued

to the members of the CSEA.

Salary increases for the Police Chief, Fire Chief, and Assistant Police Chiefs are pursuant to § 124-40, *Salary increases*, below.

§ 124-39. A, Standard work day [Added 12-7-2011 by Ord. No. 11-47; Amended 11-20-2013 by No. Ord. 13-87; Amended 1-6-2017 by Ord. No. 16-105; Amended 1-8-2020 by No. Ord. 20-04; Amended 4-7-2021 by Ord. No. 21-31; Amended 9-9-2021 by Ord. No. 21-94; Amended 11-17-2021 by Ord. No. 21-132]

The standard work day for “officers and employees” as defined in §124-39 above, is seven (7) hours per day, not including one (1) hour for lunch, five days per week; except the standard work day for the following positions is eight (8) hours per day, not including one (1) hour for lunch, five days per week are as follows:

- A. Commissioner of Public Works
- B. City Engineer
- C. 1st Deputy DPW Commissioner
- D. Supervisor of Building Inspection & Construction
- E. Administrative Assistant (to Commissioner of Public Works)
- F. Fire Chief
- G. Police Chief
- H. Assistant Police Chief(s)
- I. Superintendent of City Streets
- J. Comptroller

- K. Assistant Comptroller
- L. Staff Accountant
- M. Assessor
- N. Information Technology Manager
- O. City Treasurer
- P. Commissioner of Parks
- Q. ~~Assistant Director of Personnel & Safety~~
- R. Assistant City Engineer
- S. Assistant to the Mayor for Youth and Neighborhood Affairs
- T. Assistant Supervisor of Building Construction and Code Enforcement
- U. Three (3) Administrative Assistants (from the Bureau of Police)
- V. City Clerk (Effective 1/1/2022)
- W. Deputy City Clerk (Effective 1/1/2022)
- X. Assistant Director of Parks & Recreation (Effective 1/1/2022)
- Y. Water & Sewer Superintendent

(See Permanent Resolution 11-19, adopted March 19, 2011; Permanent Resolution 13-87, Adopted November 20, 2013; Permanent Ordinance 16-105, Adopted December 21, 2016; Permanent Ordinance 18-91, Adopted October 17, 2018; Permanent Ordinance 20-04 Adopted January 8, 2020; Permanent Ordinance 21-31 Adopted April 7, 2021; Permanent Ordinance 21-94 Adopted September 9, 2021; Permanent Ordinance 21-132 Adopted November 17, 2021)



Legislative Branch

RL Number:
22-137
Date Submitted:
4/27/22

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

REQUEST FOR LEGISLATION

Requests for Legislation (RLs) may be submitted to the City Clerk's Office for consideration at City Council Work Sessions. RLs generated from within City Hall departments must be submitted to the Mayor, Comptroller and Corporation Counsel for review before submission. RLs generated by citizens may be submitted directly to the City Clerk's Office.

Applicant Information

Request submitted by: Sharon A. Sorkin, Esq (as Acting Director of Personnel & Safety)

Title/Department: Office of Personnel & Safety

Contact Information: sasorkin@cityofbinghamton.com; x.7067

RL Information

Proposed Title: AN ORDINANCE TO AMEND THE 2022 PERSONNEL & CIVIL SERVICE

BUDGET TO ADD AND FUND A CIVIL SERVICE ADMINISTRATOR POSITION AND DEFUND AN

ASSISTANT PERSONNEL & SAFETY DIRECTOR POSITION AND TO AMEND THE CODE 124-39

Suggested Content: The Comptroller and the City Treasurer are authorized and directed to amend

the Personnel & Civil Service budget to add a "Civil Service Administrator (7)" position in budget line

A1430.51000 (Personal Services) at an annual salary of \$55,003; defund an "Asst Personnel & Safety

Director (8)"; fund a "Civil Service Administrator" position through 12/31/22; and to amend code 124-39,

Management Tested positions and standard work day, accordingly; effective 5/16/2022.

Additional Information

Does this RL concern grant funding? Yes No

If 'Yes', is the required RL Grant Worksheet attached? Yes No

Is additional information related to the RL attached? Yes No

Is RL related to previously adopted legislation? Yes No

If 'Yes', please provide Permanent Ordinance/Resolution/Local Law number(s): O-20-04 / O-22-48

OFFICE USE ONLY	
Mayor:	<u>[Signature]</u>
Comptroller:	<u>[Signature]</u>
Corporation Counsel:	<u>[Signature]</u>
Finance <input checked="" type="checkbox"/>	Planning <input type="checkbox"/>
MPA <input type="checkbox"/>	PW/Parks <input type="checkbox"/>
Employees <input type="checkbox"/>	Rules/Special Studies <input type="checkbox"/>

ARTICLE VIII, Officers and Employees Not Covered by Collective Bargaining Agreements

[Added 6-6-1983 by Ord. No. 86-83] § 124-39. Definition. [Amended 12-16-1985 by Ord. No. 174-85; 5-1-1989 by Ord. No. 49-89; 2-20-1996 by Ord. No. 18-96; 12-20-1999 by Ord. No. 99-187; Amended 6-20-2005 by Ord. No. 05-40; Amended 4-7-08 by Ord. No. 16-2008; Amended 8-18-10 by Ord. No. 10-39; Amended 11-22-2013 by No. Ord. 13-87; Amended 12-17-2014 by Ord. No. 14-71; Amended 1-6-2017 by Ord. No. 16-105; Amended 12-5-2018 by Ord. No. 18-116; Amended 1-8-2020 by Ord. No. 20-04; Amended 12-23-2020 by Ord. No. 20115; Amended 11-17-2021 by Ord. No. 21-132]

Wherever the term “officers and employees” is used in this article, said term shall be deemed to include only the positions set forth in sections 1 and 2 below or their equivalents, except where specified to the contrary. Should any of the below enumerated positions become part of a collective negotiation unit, said position shall be deleted from this section. The provisions of this article shall be applicable to the officers and employees to the extent allowable under law.

1. The positions (elected and management appointed) to be included in this Section 1 are designated as follows:

- A. 1st Assistant Corporation Counsel
- B. 1st Deputy Commissioner
- C. Assessor
- D. Assistant Corporation Counsel (2)
- E. City Clerk
- F. City Engineer
- G. Comptroller
- H. Commissioner of Parks
- I. Corporation Counsel
- J. Deputy City Clerk
- K. Director of Economic Development
- L. Director of Planning, Housing and Community Development
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- F. Economic Development Specialist Financial Analyst
- G. Fire Chief
- H. Legal Typist
- I. Payroll Supervisor

- J. Police Chief
- K. ~~Program Assistant~~ Personnel & Civil Service Assistant (confidential)
- L. Purchasing Agent
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- N. Staff Accountant
- O. Superintendent of City Streets
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- S. Assistant City Engineer
- T. Assistant Comptroller
- U. Financial Payroll Specialist
- V. Information Technology Manager
- W. Assistant to the Mayor for Youth and Neighborhood Affairs
- X. Project Analyst
- Y. Manager/HUD Administration and Housing
- Z. Payroll Assistant
- AA. Assistant Purchasing Agent
- BB. Assistant Supervisor of Building Construction & Code Enforcement
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- DD. Director of Community Outreach & Recruitment

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- G. Police Chief
- H. Assistant Police Chief(s)
- I. Superintendent of City Streets
- J. Comptroller

- K. Assistant Comptroller
- L. Staff Accountant
- M. Assessor
- N. Information Technology Manager
- O. City Treasurer
- P. Commissioner of Parks
- Q. ~~Assistant Director of Personnel & Safety~~
- R. Assistant City Engineer
- S. Assistant to the Mayor for Youth and Neighborhood Affairs
- T. Assistant Supervisor of Building Construction and Code Enforcement
- U. Three (3) Administrative Assistants (from the Bureau of Police)
- V. City Clerk (Effective 1/1/2022)
- W. Deputy City Clerk (Effective 1/1/2022)
- X. Assistant Director of Parks & Recreation (Effective 1/1/2022)
- Y. Water & Sewer Superintendent

(See Permanent Resolution 11-19, adopted March 19, 2011; Permanent Resolution 13-87, Adopted November 20, 2013; Permanent Ordinance 16-105, Adopted December 21, 2016; Permanent Ordinance 18-91, Adopted October 17, 2018; Permanent Ordinance 20-04 Adopted January 8, 2020; Permanent Ordinance 21-31 Adopted April 7, 2021; Permanent Ordinance 21-94 Adopted September 9, 2021; Permanent Ordinance 21-132 Adopted November 17, 2021)