



# 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, August 15, 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	Employees	Resciniti	<b>RL22-199:</b> Amend the 2022 Planning budget to de-fund part-time Clerk	1-3	Juliet Berling
6:05pm	PW/Parks	Scanlon	<b>RL22-200:</b> Accept a grant from Broome County Community Beautification & Environmental Stewardship Program	4-10	Pat McGinnis
6:10pm	Finance	Scaringi	<b>RL22-201:</b> Amend the 2022 DPW budget	11	Dan Maerkl
6:15pm	Finance	Scaringi	<b>RL22-202:</b> Amend the 2022 Water budget for increased chemical costs	12	Jeff Kruger
6:20pm	Finance	Scaringi	<b>RL22-203:</b> Amend the 2022 Fire budget for gas/fuel	13-14	Al Gardiner
6:25pm	-----	-----	<b>Discussion:</b> Security		President Strawn
6:30pm	-----	-----	<b>Pending Legislation:</b> <i>*Found on the website calendar with the prior Work Session documents.</i> RL22-190: Amend O21-92 & O22-101 to purchase additional garbage and plow trucks RL22-191: Amend lease agreement with Metro Interfaith for fence at 22-24 New Street RL22-192: Transfer \$15,000 CDBG funds to lead risk assessment RL22-193: BLDC approving a special project loan to KLAW industries \$100,000 RL22-194: Extension agreement with BCSD for SRO officers RL22-195: Amending the Standard Workday for the Purchasing Agent RL22-196: Amend the Purchasing Agent salary for responsibility adjustment RL22-197: Transfer former trust account balances to the custodial fund accounts per GASB pronouncement 84 RL22-198: Amend the 2022 Capital Budget for Sewer & Water Line Improvements (ARPA)	---	Leighton Rogers

### COMMITTEE REPORTS

*\*Please Expedite for Next Business Meeting*



# Legislative Branch

RL Number:  
22-199  
 Date Submitted:  
8/4/22

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: jmberling@cityofbinghamton.com

### RL Information

Proposed Title: Amend the 2022 Planning and Zoning Budget to de-fund Part-time Clerk

Suggested Content: City Planner is able to start work full-time please transfer remaining funds from A8684. 51800 Per. Ser-Part-time Clerk into A8684. 5100 Per. Ser-Planner

EFFECTIVE Aug 22 \$1400

### Additional Information

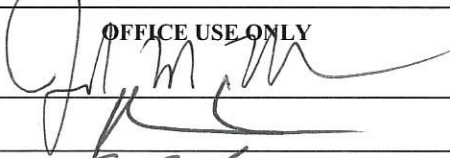


Does this RL concern grant funding? Yes  No

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): 022-100

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



Introductory No. 022-100

Permanent No. 022-100

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

**AN ORDINANCE TO AMEND THE 2022  
PLANNING AND ZONING BUDGET TO FUND A  
PART-TIME CLERK**

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

Date 6/22/22  
City Clerk [Signature]

Date Presented to Mayor 6/23/22

Date Approved 6/23/22  
Mayor [Signature]

	Ayes	Nays	Abstain	Absent
Councilman Scaringi	✓			
Councilwoman Resciniti	✓			
Councilwoman Riley	✓			
Councilwoman Friedman	✓			
Councilman Burns	✓			
Councilman Scanlon				✓
Councilman Strawn	✓			
<b>Total</b>	<u>6</u>	<u>0</u>	<u>0</u>	<u>1</u>

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 6/22/22 Approved by the Mayor on 6/23/22 [Signature]



# Legislative Branch

RL Number:  
22-200  
Date Submitted:  
8/4/22

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

## REQUEST FOR LEGISLATION

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### Applicant Information

**Request submitted by:** Pat McGinnis  
**Title/Department:** Commissioner of Parks & Recreation  
**Contact Information:** 607-772-7017 prmcginnis@cityofbinghamton.com

### RL Information

**Proposed Title:** Authorize the Mayor to accept a grant from Broome County government  
Community Beautification & Environmental Stewardship Grant Program for \$2,500 for  
Beautification of Sandy Beach & Recreation Park

**Suggested Content:** tbd by corp council and finance.

Increase H42706, PKØ18 (Grant from other part)

Increase H7110.555555. PKØ18 (Comm. Beach Park + Environment Stewardship)

### 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): \_\_\_\_\_

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



# Legislative Branch

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

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## 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: Broome County

Total project cost: \$2500.00

Total amount of grant: \$2500.00

Local match (if any): none

If local match is monetary, provide the budget line and title: \_\_\_\_\_

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: tbd finance

Grant project manager: Pat McGinnis

Anticipated date of project completion: September 2022

Special project completion requirements (if any): none

**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:

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# BROOME COUNTY COMMUNITY IMPROVEMENT GRANTS

## COMMUNITY BEAUTIFICATION & ENVIRONMENTAL STEWARDSHIP PROGRAM AND APPLICATION GUIDELINES

Implemented 4/6/2022

### Overview and Purpose

The Community Beautification & Environmental Grant Program offers a range of grants based on project scope and funding availability. The grant is open to communities, non-profits, and schools to encourage community beautification and environmental stewardship. Eligible project opportunities must focus on one of the following: litter prevention, waste reduction, recycling, beautification, community greening- street plantings, composting, and community gardens.

### Timeline

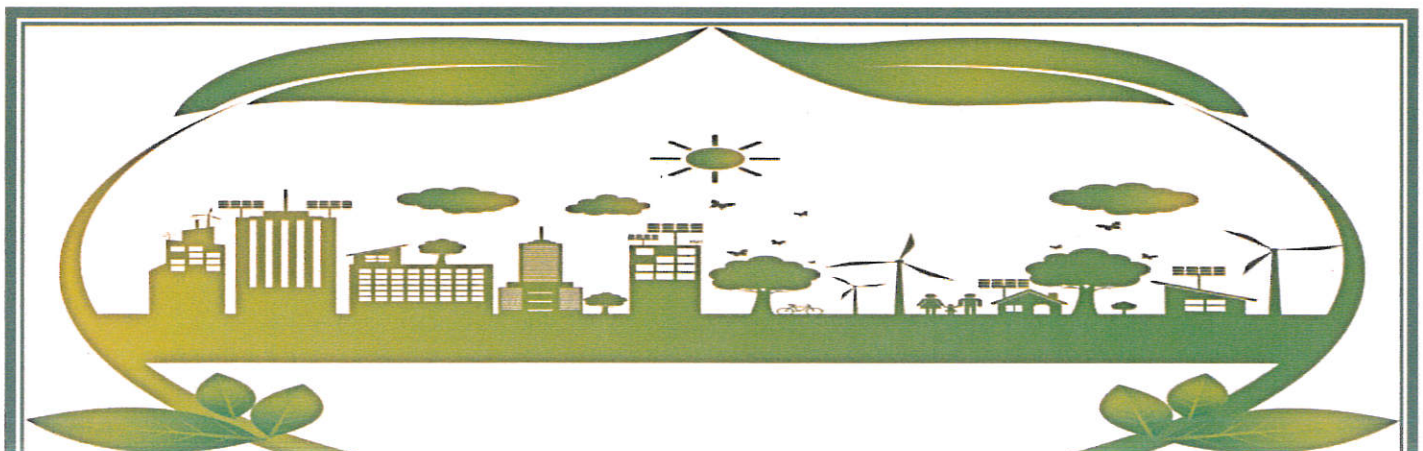
There will be annual awards (pending availability of funds).

Funds must be spent within 12 months of award. Request for extensions must be submitted in writing to the Department of Planning and Economic Development and will be considered on a case-by-case basis by the Committee.

	CURRENT ROUND	SPRING CYCLE	FALL CYCLE
Application Due	May 13, 2022 at Noon	March	September
Award Notification	June 2022	May	October
Funds Available	July 1- June 30	July 1- June 30	Jan 1- Dec 31

**STARTING IN 2023!**

*(Dates subject to change)*



# Program Goals

The Community Beautification and Environmental Stewardship Grant Committee seeks to advance these goals through selected projects and initiatives. Applicants should demonstrate how their project advances these goals. The emphasis of the grant will be on projects which address the goals by:

- Improving streetscape, community parks
- Efforts in support and improvement of waste reduction
- Developing composting initiatives and programs
- Improving recycling efforts and outreach
- Promoting and implementing reuse within the community
- Efforts and initiatives to reduce litter in the community
- Other efforts to improve environmental stewardship in the community

## Eligibility

### *Who may apply?*

The following entities are eligible to apply under this program:

1. Non-profit organizations with a current IRS non-profit exemption
2. Local municipalities
3. Local schools

If a project is to be implemented on private property through a partnership with an eligible entity above, the applicant should demonstrate an agreement for implementation and describe this partnership appropriately in the project description within the application. All entities must be located in Broome County.

### *What activities are eligible?*

The following activities are eligible for funding under the program as established:

- Projects that foster community beautification and environmental sustainability.
- Community parks, streetscape enhancements, composting, recycling, and waste reduction efforts.
- Community groups, religious institutions, schools, and units of local government are eligible to apply for projects based in Broome County, NY.

## Available Funds

Grants up to \$2,500.00 are for community-wide projects at more than one location. Grants are awarded with consideration of the annual Division of Solid Waste budget and other grant requests



that have been submitted and awarded. The County reserves the right to make a grant smaller than the total requested. If this would not be acceptable, please state this in the application under the budget justification. Salaries and benefits are not covered as part of this grant program.

The total amount requested should be supported through submission of the budget form available at [www.gobroomecounty.com/planning/communitygrants](http://www.gobroomecounty.com/planning/communitygrants) which outlines all eligible costs for the project, and is further described in the budget narrative.

## Evaluation Criteria

All applications will be reviewed and evaluated by the Community Improvement Grant Committee. The Committee will provide the recommended list of projects. Broome County holds the right to deny funding to any and all projects.

Applications will be evaluated based on the following criteria:

- Community benefit-Provides a community benefit by improving the health, cleanliness, sustainability, or environmental stewardship of a community.
- Sustainability- demonstration of applicant's commitment to long-term and ongoing maintenance of the project.
- Community Impact and need.
- Feasibility of project implementation- well-planned, cost-effective, and ready to implement. Budget is reasonably set for expenses.
- Be visible from the public realm
- Results in an enhancement of the neighborhood or community

The Community Improvement Grant Committee consists of the following individuals: County Executive (or designee); Chairman of the Legislature (or designee); Director of Planning (non-voting Chair).

## Application Process

Eligible applicants may apply via the application available at:

**[www.gobroomecounty.com/planning/communitygrants](http://www.gobroomecounty.com/planning/communitygrants)**

Questions regarding the program or application process can be directed to the Director of Planning in the Broome County Department of Planning and Economic Development at (607) 778-2114 or [beth.lucas@broomecounty.us](mailto:beth.lucas@broomecounty.us).

# Awardees

Awardees will be notified as listed in the timeline above (subject to change at the discretion of the committee). Projects awarded will be pending official approval by the Board of Acquisition and Contract (as applicable).

Payment will not be made until a contract is fully executed via the Broome County Law Department. Payment will NOT automatically be sent upon execution of an award but must be requested through submission of the following documentation.

Any payment request must include the following:

- Community Beautification & Environmental Stewardship Grant Payment Request Form in an amount not to exceed the contracted grant amount.
- Current W-9 Tax Form (unless already established as a vendor with Broome County)
- Backup documentation showing the costs that have been/will be paid with the grant. This can consist of invoices from any purchases or supplier you are working with or some other official documentation outlining costs. In the event that the awardee has already expended funds, documentation of payment should be included. Since this may vary with each project, you may contact us with any questions.

Questions regarding the program or application process can be directed to the Director of Planning in the Broome County Department of Planning and Economic Development at (607) 778-2114 or [beth.lucas@broomecounty.us](mailto:beth.lucas@broomecounty.us).

**COMMUNITY IMPROVEMENT GRANTS  
COMM BEAUTIFICATION AND ENVI STEWARDSHIP**

**PAYMENT REQUEST FORM**

This payment request shall be billed to: BROOME COUNTY DEPARTMENT OF PLANNING, 60 HAWLEY STREET, PO BOX 1766, BINGHAMTON, NEW YORK 13902. May be billed electronically to [beth.lucas@broomecounty.us](mailto:beth.lucas@broomecounty.us)

<b>ORGANIZATION INFORMATION</b>		
1. GRANTEE NAME (SAME AS ON GRANT AGREEMENT):		2. GRANT NUMBER (ON FRONT OF EXECUTED CONTRACT):
3. GRANTEE STREET ADDRESS:		
CITY:	STATE: NY	ZIP:
<b>PAYMENT REQUEST</b>		
PAYMENT REQUEST NUMBER:		EXPENDITURE PERIOD:
TYPE OF PAYMENT REQUEST (CHECK ALL THAT APPLY): <input type="checkbox"/> ADVANCE <input type="checkbox"/> REIMBURSEMENT <input type="checkbox"/> FINAL		
<b>EXPENDITURE DETAIL</b>		
OUTLINE THE EXPENSES FOR WHICH YOU ARE REQUESTING PAYMENT. PLEASE ATTACH BACKUP DOCUMENTATION FOR ALL SUBMITTED EXPENSES.		
CONSULTING		
ADVERTISING/MARKETING		
SUPPLIES AND MATERIALS		
EQUIPMENT		
PRINTING		
OTHER:		
TOTAL AMOUNT REQUESTED	\$ 0.00	
<b>PAYMENT CERTIFICATION</b>		
<i>I certify that the above information is true and correct and that all costs for which payment/reimbursement is requested were incurred in accordance with the above referenced Broome County Grant Agreement.</i>		
PRINT NAME:	TITLE:	
AUTHORIZED SIGNATURE/DESIGNEE:	DATE:	



# Legislative Branch

RL Number: <u>22-201</u>
Date Submitted: <u>8/8/22</u>

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

## REQUEST FOR LEGISLATION

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### Applicant Information

**Request submitted by:** Dan Maerkl

**Title/Department:** Commissioner, Department of Public Works

**Contact Information:** demaerkl@cityofbinghamton.com; 607-772-7021

### RL Information

**Proposed Title:** An ordinance to amend the 2022 Public Works Budget

**Suggested Content:** Decrease A5142.54520 Equipment Lease/Rental by \$10,000 and transfer \$10,000 to A1640.54114 Lubricants.

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

<b>OFFICE USE ONLY</b>					
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

RL Number:

22-202

Date Submitted:

8/10/22

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

## REQUEST FOR LEGISLATION

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### Applicant Information

Request submitted by: JEFF KRUGER

Title/Department: SUPERINTENDENT WATER/SEWER

Contact Information: 607-772-7210

### RL Information

Proposed Title: ordinance to amend the 2022 Water Fund budget to use Fund Balance to increase the Chemicals line for increased Chemical costs

Suggested Content: Amend the 2022 Water Fund Budget by increasing FX8330.54150 CHEMICALS by \$200,000.00 and decrease FX.49999 (FUND BALANCE FOR BUDGET) by \$200,000.00

### 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): \_\_\_\_\_

<b>OFFICE USE ONLY</b>	
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

RL Number:  
22-203  
Date Submitted:  
8/11/22

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

## REQUEST FOR LEGISLATION

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### Applicant Information

Request submitted by: ALAN GARDINER

Title/Department: FIRE

Contact Information: 607-772-7016

### RL Information

Proposed Title: ordinance to amend the 2022 Fire Department budget to fund gas/fuel, Travel and training and Vehicle parts

Suggested Content: see attached

### 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): \_\_\_\_\_

<b>OFFICE USE ONLY</b>					
Mayor:					
Comptroller:					
Corporation Counsel:					
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"/>

