

**Additional Proposed Legislation for the
December 19, 2023 City Council Meeting**

*** * Please Note * ***

For questions, call the City Clerk's Office at 585-428-7421



NEIGHBORHOOD &
BUSINESS DEVELOPMENT
INTRODUCTORY NO.

Malik D Evans
Mayor

437

December 4, 2023 NBD 06

TO THE COUNCIL

Ladies and Gentlemen:

Re: Lease Agreement – Bulls Head Plaza – ESL
Federal Credit Union

Council Priority: Creating and Sustaining a Culture of
Vibrancy

Comprehensive Plan 2034 Initiative Area: Fostering
Prosperity & Opportunity

Transmitted herewith for your approval is legislation approving a ground lease agreement between the City of Rochester and ESL Federal Credit Union (ESL), 225 Chestnut St, Rochester, NY, for the use of approximately 0.83 acres of land at 835-855 West Main Street for use as a new branch bank. The term of the new lease will be for 20 years with three, five-year renewal options. The agreement will commence on the first day of the calendar month following the full execution of the land lease.

The annual lease amount is \$55,000 during the initial year of the term, and each additional year the cost per square foot will increase by the lesser of the CPI-U (Consumer Price Index-Urban) adjustment or a fixed 2% annual escalator. The rental rate was determined by an independent appraisal prepared by Midland Appraisal as of September 2023.

The City will provide the unimproved land for the development and ESL will be responsible for all development, construction and professional costs. Additionally, once the improvements have been constructed, ESL will assume all maintenance, security and holding costs for the duration of the term. Following the expiration of the term (35 years) all improvements become the property of the City of Rochester.

There were historically a number of branch locations offering retail banking services in Southwest Rochester, including at Bull's Head Plaza. At this time, there are no retail banking options for residents of the Southwest. The new ESL branch will be a full-service banking location featuring drive-through teller and ATM lanes. The new location is projected to create eight new full-time positions. Site design for the bank branch is underway and will include parking within the leased area.

A public hearing is required.

Respectfully submitted,

Malik D Evans
Mayor

RECEIVED
CITY OF ROCHESTER
CLERK/COUNCIL OFFICE
2023 DEC -4 A 10:00





Rochester Urban Renewal Agency

City Hall Room 223B
30 Church Street
Rochester, New York
14614-1290

Dana K. Miller
Secretary

**NEIGHBORHOOD &
BUSINESS DEVELOPMENT
INTRODUCTORY NO.**

URA-5

December 4, 2023

TO THE RURA

Ladies and Gentlemen:

Re: Lease Agreement – Bulls Head Plaza – ESL Federal
Credit Union

Transmitted herewith for your approval is a resolution relating to a lease agreement between the City of Rochester and ESL Federal Credit Union (ESL), 225 Chestnut St, Rochester, NY, for the use of approximately 0.83 acres of land that is a vacant part of the Bull's Head Plaza property at 835-855 West Main Street to construct and operate a new branch bank (Lease). The term of the Lease will be for 20 years with three, five-year renewal options.

The annual lease payment will be \$55,000 during the initial year of the term, and will increase each year thereafter by the lesser of the CPI-U (Consumer Price Index-Urban) adjustment or a fixed 2% annual escalator. The rental rate was determined by an independent appraisal prepared by Midland Appraisal as of September 2023.

The Lease will provide to ESL the unimproved land for the development of the bank branch. ESL will be responsible for all development, construction and professional costs. Additionally, once the improvements have been constructed, ESL will assume all maintenance, security and holding costs for the duration of the term.

Under the New York State Urban Renewal Act and due to the Lease parcel's location within the Bull's Head Urban Renewal Area, the Lease transaction cannot proceed unless this Agency approves of ESL as qualified and eligible to construct and operate the bank branch for the term of the Lease. In support of that determination, ESL has submitted the attached Redeveloper's Statement for Public Disclosure, which acknowledges and estimates the projected cost of ESL's commitment.

Moreover, ESL's capacity to develop and operate a new Bull's Head bank branch is substantiated by: its downtown Rochester headquarters; its status as the largest locally led financial services organization in the Greater Rochester area; and its operation of 24 bank branches throughout Greater Rochester, including two new branches in the City opened up within the past 3 years.

There presently are no retail banking facilities located in the Southwest quadrant of the City. The Lease will allow ESL to meet that unmet need while contributing to the ongoing redevelopment of the Bull's Head Urban Renewal Area.

A public hearing is required.

Respectfully submitted,

Dana K. Miller
Secretary



INTRODUCTORY NO.**437**

Ordinance No.

Authorizing a long-term lease of a portion of 835-855 West Main Street to ESL Federal Credit Union

WHEREAS, the City of Rochester has received a proposal from ESL Federal Credit Union (ESL) to lease from the City an approximately 0.83 acre vacant portion of 835-855 West Main Street (Lease Parcel), for a term of twenty years with the option to extend for up to three additional periods of five years each, in order to construct and operate a new ESL retail banking branch building with accessory drive-through lanes, automated teller machine, and parking facilities (ESL Branch);

WHEREAS, the Lease Parcel is located within the Bull's Head Urban Renewal Area (BH UR Area) and is subject to an urban renewal plan (BH UR Plan) adopted in Ordinance No. 2018-230;

WHEREAS, the BH UR Plan designates the approximately 4.2 acre Bulls Head Plaza property at 835-855 West Main Street (Plaza Property) as among the prominently located properties deemed to be critical to the successful redevelopment of the entire BH UR Area;

WHEREAS, the retail plaza building on the Plaza Property is scheduled to be demolished due to its blighted condition in accordance with the BH UR Plan, and the Lease Parcel comprises a vacant part of the Plaza's parking lot;

WHEREAS, a retail branch of another bank has vacated the Plaza building without proposing to relocate elsewhere in the BH UR Area;

WHEREAS, ESL is proposing to establish the ESL Branch on the Lease Parcel portion of the Plaza Property to serve as an anchor business and spur to redevelopment of the rest of the Plaza Property and the entire BH UR Area;

WHEREAS, due to the location of the Lease Parcel within the BH UR Area, the New York State Urban Renewal Law at Section 507(2) of the General Municipal Law, requires the City to assess ESL's plan and credentials so as to determine whether ESL qualifies for designation as a qualified and eligible sponsor of the redevelopment of a City-owned property located within an urban renewal area;

WHEREAS, founded by George Eastman more than 100 years ago and headquartered in downtown Rochester, ESL is the largest, locally led financial services organization in the Greater Rochester area, owning and operating 24 bank branches throughout Greater Rochester, including two new branches in the City opened up within the past 3 years;

WHEREAS, at present there are no full-service retail bank branches located in the BH UR Area or elsewhere in the City's Southwest quadrant;

WHEREAS, the proposed Lease Parcel for the ESL Branch is located on the northwest corner of the Plaza Property fronting on West Main Street;

WHEREAS, the Lease Parcel is located primarily within a zone designated for "Gateway Corridor" development on the BH UR Plan and a retail bank is consistent with the Plan's prescription for "a mix of commercial retail sales and service as the primary uses" in the Gateway Corridor;

WHEREAS, ESL proposes to pay an annual lease payment of \$55,000 during the initial year of the term, a rate that is based on an independent appraisal prepared by Midland Appraisal as of September 2023, and to increase the payment each additional year thereafter by the lesser of the CPI-U (Consumer Price Index-Urban) adjustment or a fixed 2% annual escalator;

WHEREAS, in return for the City's provision of the unimproved Lease Parcel, ESL proposes to assume responsibility for all development, construction and professional costs as well for all maintenance, security and real property taxes and other holding costs incurred thereafter for the duration of the lease term;

WHEREAS, following the expiration of the term, which will be 35 years if the parties opt for all three optional term extension, all improvements to the Lease Parcel shall become the property of the City of Rochester; and

WHEREAS, in a concurrent resolution, the Rochester Urban Renewal Agency has determined that ESL is a qualified and eligible sponsor to carry on redevelopment of the Bull's Head Urban Renewal Area on the Lease Parcel.

NOW, THEREFORE, BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. Based on the independent appraised value of the lease and the anticipated public benefits thereof described in the foregoing recitals, the Council hereby finds and determines that the proposed lease to ESL Federal Credit Union (ESL) of an approximately 0.83 acre portion of 835-855 West Main Street owned by the City of Rochester (the Lease), for a term of twenty years with the option to extend for up to three additional periods of five years each, would be in the public interest;

Section 2. The Council hereby approves and authorizes the Lease to ESL of an approximately 0.83 acre portion of 835-855 West Main Street, as described and depicted in the attached Lease Parcel Description incorporated into this ordinance (the Lease Parcel), for the purpose of establishing and operating a new retail banking branch building with accessory drive-through lanes, automated teller machine, and parking facilities (ESL Branch), subject to the terms and conditions set forth in the foregoing recitals and subject to such additional terms and conditions as the Mayor deems appropriate.

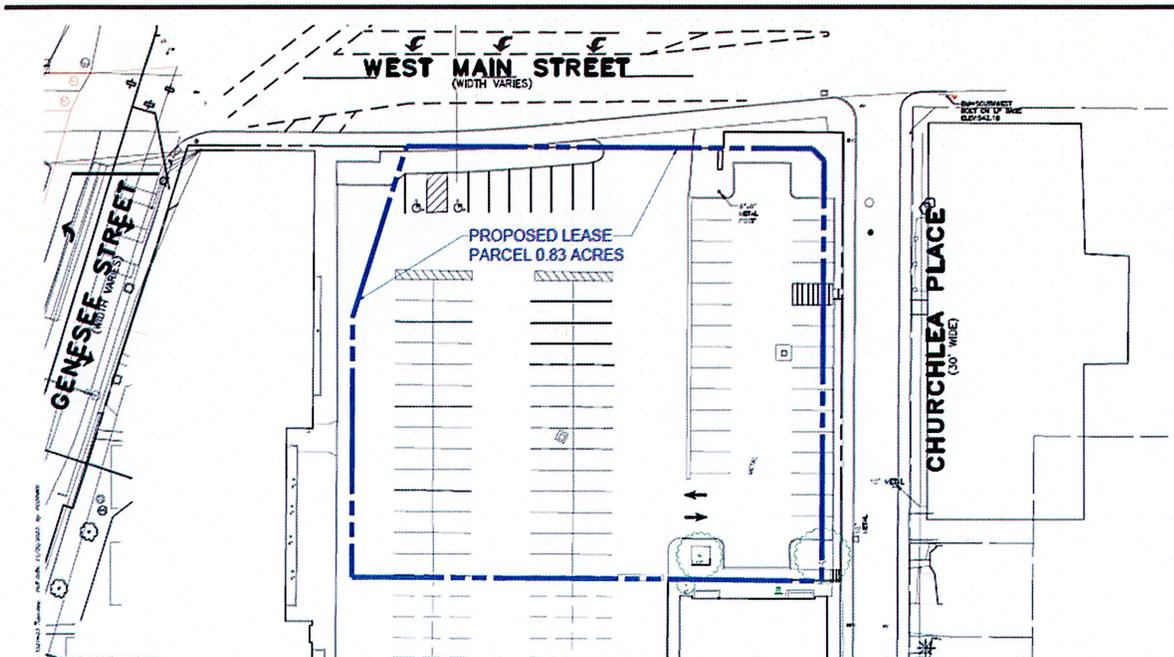
Section 3. The Council hereby determines that ESL is a qualified and eligible sponsor to carry on redevelopment of the Lease Parcel portion of the Bull's Head Urban Renewal Area (BH UR Area) through the Lease authorized herein.

Section 4. The Council hereby further approves the granting and acceptance of any easements for utilities and public access to and within the Lease Parcel, as necessary to effectuate the terms and purposes of the Lease authorized herein.

Section 5. The Mayor is hereby authorized to enter into such agreements and to execute such other instruments as may be necessary to implement the actions authorized herein.

Section 6. This ordinance shall take effect immediately.

Lease Parcel Description



An approximately 0.83 acre portion of 835-855 West Main Street, SBL # 120.50-2-2.002, intending to include the premises within the boundaries illustrated above, which are approximate and which ESL and the City may agree to adjust marginally prior to executing the Lease in order to conform to permitting, access and other requirements.

URA-5

Resolution No. URA-

Designating the ESL Federal Credit Union as qualified and eligible to lease the underlying land and to establish, operate and maintain a retail bank branch on a portion of 835-855 West Main Street

WHEREAS, the City of Rochester has received and shared with this Agency a proposal from ESL Federal Credit Union (ESL) to lease from the City an approximately 0.83 acre vacant portion of 835-855 West Main Street (Lease Parcel), for a term of twenty years with the option to extend for up to three additional periods of five years each, in order to construct and operate a new ESL retail banking branch building with accessory drive-through lanes, automated teller machine, and parking facilities (ESL Branch);

WHEREAS, the Lease Parcel, which is described and depicted in the attached Lease Parcel Description incorporated into this resolution, is located within the Bull's Head Urban Renewal Area (BH UR Area) and is subject to an urban renewal plan (BH UR Plan) adopted in Ordinance No. 2018-230;

WHEREAS, the BH UR Plan designates the approximately 4.2 acre Bulls Head Plaza property at 835-855 West Main Street (Plaza Property) as among the prominently located properties deemed to be critical to the successful redevelopment of the entire BH UR Area;

WHEREAS, the retail plaza building on the Plaza Property is scheduled to be demolished due to its blighted condition in accordance with the BH UR Plan, and the Lease Parcel comprises a vacant part of the Plaza's parking lot;

WHEREAS, a retail branch of another bank has vacated the Plaza building without proposing to relocate elsewhere in the BH UR Area;

WHEREAS, ESL is proposing to establish and operate the ESL Branch on the Lease Parcel portion of the Plaza Property to serve as an anchor business and spur to redevelopment of the rest of the Plaza Property and the entire BH UR Area;

WHEREAS, founded by George Eastman more than 100 years ago and headquartered in downtown Rochester, ESL is the largest locally led financial services organization in the Greater Rochester area, owning and operating 24 bank branches throughout Greater Rochester, including two new branches in the City opened up within the past 3 years;

WHEREAS, at present there are no full-service retail bank branches located in the BH UR Area or elsewhere in the City's Southwest quadrant;

WHEREAS, the proposed Lease Parcel for the ESL Branch is located on the northwest corner of the Plaza Property fronting on West Main Street;

WHEREAS, the Lease Parcel is located primarily within the a zone designated for “Gateway Corridor” development on the BH UR Plan and a retail bank is consistent with the Gateway Corridor’s prescription for a “mix of commercial retail sales and service as the primary uses”;

WHEREAS, ESL proposes to pay an annual lease payment of \$55,000 during the initial year of the term, a rate that is based on an independent appraisal prepared by Midland Appraisal as of September 2023, and to increase the payment each additional year thereafter by the lesser of the CPI-U (Consumer Price Index-Urban) adjustment or a fixed 2% annual escalator;

WHEREAS, in return for the City’s provision of the unimproved Lease Parcel, ESL proposes to assume responsibility for all development, construction and professional costs as well for all maintenance, security and real property taxes and other holding costs incurred thereafter for the duration of the lease term;

WHEREAS, following the expiration of the term, which will be 35 years if the parties opt for all three optional term extension, all improvements to the Lease Parcel shall become the property of the City of Rochester;

WHEREAS, due to the Lease Parcel’s location within a the BH UR Area, Section 507(2)(c) of the NYS General Municipal Law requires this both this Agency and the City of Rochester to assess the ESL’s plan and credentials so as to determine whether ESL qualifies for designation as a qualified and eligible sponsor of the redevelopment of the Lease Parcel, even though the Lease Parcel is owned by the City and not this Agency;

WHEREAS, by providing for the establishment of a retail bank branch in an urban renewal area that lacks one and consistent with the BH UR Plan’s designation of the area encompassing the Lease Parcel as a “Gateway Corridor” suitable for a “mix of commercial retail sales and service as the primary uses”, ESL’s proposal is consistent with the BH UR Plan for redevelopment;

WHEREAS, in a concurrent ordinance, the Rochester City Council has determined and approved ESL to be a qualified and eligible sponsor to carry on the redevelopment of the Lease Parcel portion of the BH UR Area through the Lease provided for herein;

WHEREAS, the City has submitted to the Agency ESL’s Redeveloper’s Statement for Public Disclosure and a Statement of Qualifications and Financial Responsibility; and

WHEREAS, a legal notice has been published to provide public notice as to the availability for public examination of the proposed terms for the Lease transaction described herein and the Redeveloper’s Statement for Public Disclosure has been included with the proposed terms made available for public examination.

NOW, THEREFORE, BE IT RESOLVED, by the Rochester Urban Renewal Agency as follows:

Section 1. That the Agency hereby determines that ESL has complied with the rules, criteria and procedures of the Agency for the selection and designation of an urban renewal area redeveloper.

Section 2. That ESL's Statement for Public Disclosure and the Statement of Qualifications and Financial Responsibility are hereby found satisfactory.

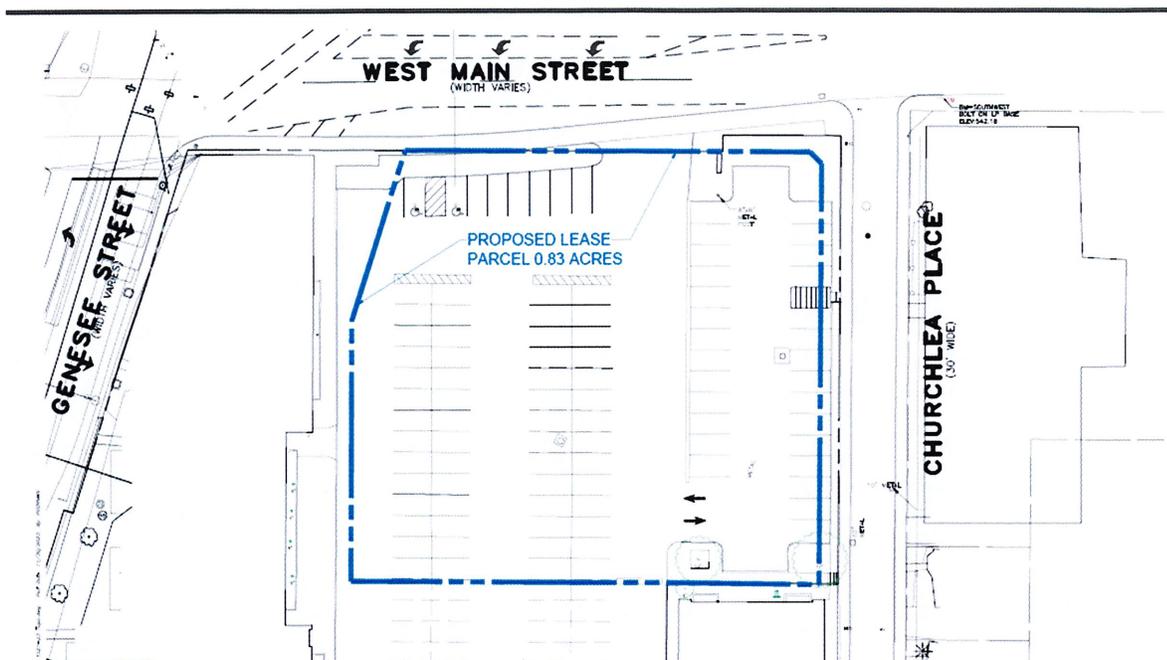
Section 3. That based upon an examination of the Statement of Qualifications and Financial Responsibility, the Agency hereby determines that the ESL possesses the necessary qualifications and financial resources to lease, operate and maintain the ESL Branch in accordance with the Urban Renewal Plan for the Bull's Head Urban Renewal Area.

Section 4. That, in accordance with the provisions of Section 507(2)(c) of the General Municipal Law of the State of New York, ESL is hereby designated as a qualified and eligible redeveloper to lease, operate and maintain an ESL Branch on the Lease Parcel in accordance with the established rules and procedures prescribed by the Agency.

Section 5. That the Secretary of the Agency is hereby authorized and directed in accordance with the publication of a legal notice as authorized by the Council of the City of Rochester, to have a copy of the ESL's Statement for Public Disclosure, the lease proposal, and the proposed disposition terms available for examination by the public at the office of the Agency.

Section 6. This resolution shall take effect immediately.

Lease Parcel Description

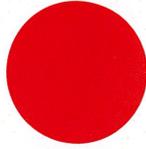


An approximately 0.83 acre portion of 835-855 West Main Street, SBL # 120.50-2-2.002, intending to include the premises within the boundaries illustrated above, which are approximate and which ESL and the City may agree to adjust marginally prior to executing the Lease in order to conform to permitting, access and other requirements.



FINANCE
INTRODUCTORY NO.

438



December 4, 2023

TO THE COUNCIL

Ladies and Gentlemen:

Re: Appointment to the Rochester Environmental
Commission

Comprehensive Plan 2034 Initiative Area:
Fostering Prosperity and Opportunity

Transmitted herewith for your approval is legislation confirming the appointment of Ms. Mia Monroe (Rochester, 14620) to the Rochester Environmental Commission (REC). The REC is responsible for activities related to New York State SEQRA Laws, including but not limited to, being an environmental advisor, commenting on environmental assessments, and reviewing environmental impact statements pursuant to Chapter 48 of the Municipal Code. Members are appointed for a three-year term and must be residents of the City of Rochester.

Ms. Monroe holds a Bachelor of Arts in Environmental Science Planning and Management. She currently works as a Solar Developer Associate with a local firm. Ms. Monroe will fill a current vacancy on the REC, and her term will expire on May 31, 2025. Ms. Monroe's resume is on file with the City Clerk's Office.

Respectfully submitted,

Malik D. Evans
Mayor

RECEIVED
CITY OF ROCHESTER
CLERK/COUNCIL OFFICE
2023 DEC -4 P 2:18



INTRODUCTORY NO.

438

Resolution No.

Approving an appointment to the Rochester Environmental Commission

BE IT RESOLVED, by the Council of the City of Rochester as follows:

Section 1. The Council hereby approves the appointment to the Rochester Environmental Commission of Mia Monroe as member for a term which shall expire on May 31, 2025.

Section 2. This resolution shall take effect immediately.



439

December 4, 2023 LIBRARY 27

TO THE COUNCIL

Ladies and Gentlemen:

Re: Appointment and Reappointment–Rochester
Public Library Board of Trustees

Council Priority: Creating and Sustaining a Culture of
Vibrancy

Comprehensive Plan 2034 Initiative Area:
Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation confirming the appointment of Dr. Karen Soanes, Rochester, NY 14620, and the reappointment of Donna P. Benjamin, Rochester, NY 14619 to the Rochester Public Library (RPL) Board of Trustees for five-year terms from January 1, 2024–December 31, 2028.

Dr. Soanes was recommended by the Nominating Committee of the RPL Board to fill a new five-year term left vacant by resigned trustee Marilyn O'Connor. The Board unanimously voted to recommend her for the appointment at the November meeting.

Ms. Benjamin is a trustee whose current term expires December 31, 2023. The Board unanimously voted to recommend her for an additional five-year term at the November Board Meeting.

Dr. Soanes' resume has been provided to the City Clerk.

Ms. Benjamin's resume and RPL Board Meeting attendance record have been provided to the City Clerk.

Respectfully submitted,

Malik D. Evans
Mayor

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CITY OF ROCHESTER
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2023 DEC -4 P 2:18



439

Resolution No.

Resolution approving appointment and reappointment to the Rochester Public Library Board of Trustees

BE IT RESOLVED, by the Council of the City of Rochester as follows:

Section 1. The Council hereby approves the appointment and reappointment of the following individuals to the Rochester Public Library Board of Trustees, each for a term of five years encompassing January 1, 2024 through December 31, 2028:

Name	Residence	Category
Dr. Karen Soanes	Rochester, NY 14620	Appointment
Donna P. Benjamin	Rochester, NY 14619	Reappointment

Section 2. This resolution shall take effect immediately.



INTRODUCTORY NO.

440

December 8, 2023

TO THE COUNCIL

Ladies and Gentlemen:

Re: Statement of Necessity—
2024 Statewide Preservation Conference -
FY2023 Certified Local Government (CLG)
Grant - Landmark Society Management
Agreement

I am submitting this Statement of Necessity so that action may be taken on the attached legislation at the December 19th Meeting of the City Council on less than 12 days' notice and without being discharged from a standing committee.

The legislation involves the City's sponsorship of the 2024 NY Statewide Preservation Conference in Rochester. It authorizes the City to accept a grant from the New York State Office of Parks, Recreation, and Historic Preservation (NYS OPRHP) and to use that grant to fund a management agreement with The Landmark Society of Western New York, Inc. for organizing and managing the conference in coordination with the City, NYS OPRHP and other stakeholders.

The prompt consideration and approval of this legislation is necessary because the Conference is scheduled for April 15 and 16 and the Landmark Society needs to be retained as soon as possible to have sufficient lead time to recruit the best presenters and to promote conference attendance to the wide range of municipalities' preservation staff and board members as well as other public and private stakeholders who would benefit from attending.

Respectfully submitted,

Malik D. Evans
Mayor

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103 DEC -8 P 3:59





City of Rochester

City Hall Room 308A, 30 Church Street
Rochester, New York 14614-1290
www.cityofrochester.gov

INTRODUCTORY NO.

Malik D. Evans
Mayor

440

December 8, 2023

TO THE COUNCIL

Ladies and Gentlemen:

Re: 2024 Statewide Preservation Conference
- FY2023 Certified Local Government (CLG)
Grant - Landmark Society Management
Agreement

Council Priority: Creating and Sustaining a
Culture of Vibrancy

Transmitted herewith for your approval is legislation authorizing the acceptance of a FY2023 Certified Local Government (CLG) grant from the New York State Office of Parks, Recreation, and Historic Preservation (NYS OPRHP) and a management agreement with The Landmark Society of Western New York, Inc. to organize and conduct the 2024 NY Statewide Preservation Conference in Rochester.

This legislation will:

- 1) Authorize an agreement with the State Historic Preservation Office (SHPO) of OPRHP for the receipt and use of a \$30,000 CLG grant;
- 2) Authorize an agreement with the Landmark Society of Western New York, Inc. (LSWNY) to utilize the CLG grant to organize, promote and manage the 2024 NY Statewide Preservation Conference (Conference).

The LSWNY, in partnership with the City, the Preservation League of New York State and NYS OPRHP, will present the New York Statewide Preservation Conference in Rochester. This Conference is the only event of its kind in New York and is a multi-day gathering for anyone involved in preservation and community revitalization. The Conference will be returning to its home base in Rochester for the first time since 2019, when it was attended by approximately 310 participants. The Conference will offer educational and training opportunities for local municipalities' staff and preservation board and commission members. The CLG grant will support the execution of this educational event and will be critical to encouraging CLG communities to attend, including by means of providing up to 50 scholarships covering the admission fee for staff and preservation board members and commissioners from CLG communities throughout New York State.

The CLG grant support will allow Conference organizers to provide high quality educational sessions in professional settings, led by dynamic, diverse, and respected speakers. Of the \$30,000 awarded, approximately \$10,000 will fund speaker fees for the CLG Workshop; \$3,500 will fund the Keynote Speaker; \$7,500 will fund the aforementioned scholarships; approximately \$4,500 will fund honoraria and travel for speakers; and the approximate remaining amount of \$4,500 will help offset printing and mailing expenses, event photographer, venue rental, and audiovisual expenses.

The City of Rochester will engage LSWNY to administer the CLG grant funding. The lead Landmark staff person managing the project will be Conference Coordinator and Director of Preservation Outreach, Becky Timmons. LSWNY has organized the Conference for the past nine

years and their staff has extensive experience managing grant projects and contracting with municipal officials to complete grant-funded projects.

LSWNY is uniquely qualified to oversee this work and to manage this grant, as it is one of the oldest and most active preservation organizations in the nation. LSWNY is a not-for-profit membership organization dedicated to protecting the unique architectural heritage of our region and to promoting preservation and planning practices that foster healthy, livable and sustainable communities.

A justification for not issuing a request for proposals is attached.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Malik D. Evans', with a long horizontal flourish extending to the right.

Malik D. Evans
Mayor

NO RFP JUSTIFICATION STATEMENT

Awarding a Professional Services Agreement Without a Request for Proposals

The Procurement of Professional Services Policy (Ord. No. 2012-318) requires an RFP to be issued under most circumstances. If it is determined that an RFP will not be issued, this form must be completed, signed by the Department Head, and kept on file (electronically or hard copy). It must also be submitted:

1. To City Council as an attachment to the transmittal letter for any PSA that exceeds \$20,000, and
2. To the contract record when entered in Munis.

Department: Law

Services(s): Organizing the 2024 NY Statewide Preservation Conference in Rochester

Vendor/Consultant selected: The Landmark Society of Western New York, Inc.

How was the vendor selected?

The vendor has solicited and obtained tentative approval from the State agency that will fund the conference through the FY2023 Certified Local Government (CLG) grant program for historic preservation. The State's CLG grant is contingent on the City, as hosting local government, accepting the grant and engaging a vendor to present the conference in partnership with the City, the State Historic Preservation Office (SHPO) and the Preservation League of NYS.

Why was no RFP issued for this service?

- Is there **previous experience** with the vendor? Describe why it is in the City's best interest to continue with them and not solicit others.

The vendor has organized the annual statewide conference for the past nine years, including the last time it was in Rochester in 2019, when the City engaged the vendor under the same CLG grant arrangement and the conference was very successful, attracting approximately 310 participants.

- Are there unique or **emergency circumstances**? Describe how an RFP process would jeopardize the success of the project.

The involved parties have already scheduled and reserved the Memorial Art Gallery for the dates of April 15 and 16. The organizer needs to be retained as soon as possible to have sufficient lead time to recruit the best presenters and to promote the conference to the wide range of municipalities' preservation staff and boardmembers as well as other public and private stakeholders.

- Is the service **specialized and unique**? Is the number of **qualified providers limited**?

Based on its prior nine years' experience organizing this conference for Rochester and several other host municipalities and the City's past transactions with the vendor involving the State CLG program and historic resource surveys, the vendor's qualifications are not matched by any organization known to the City. The vendor has the specialized knowledge, experience, reputation and contacts to identify topical subjects for conference presentations, to recruit the best presenters, and to attract the large, statewide pool of stakeholders who would benefit from attending.

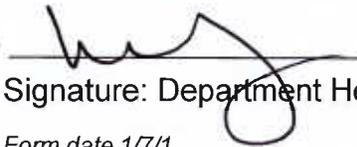
- Does the project include **multi-year State or Federal funding**? Explain why it is in the best interest of the project and the City to continue with the same consultant.

The State funding is for a single year and single conference. The reasons why retaining the vendor is in the best interests of a successful conference are described above.

Compensation Amount: \$30,000 funded by a State CLG grant.

How was this determined? *Based on the SHPO's experience of several years' of similar conferences, it determined that the CLG grant amount is a reasonable and best value for the State, City and other conference partners, presenters and attendees.*

The MWBE Officer has reviewed the proposed Agreement for MWBE and Workforce goals. MWBE Officer Initials: *Garner* Date: *12-7-21*


Signature: Department Head
Form date 1/7/1

12/7/23
Date

440

Ordinance No.

Authorizing the receipt and use of funds and a management agreement for the 2024 NY Statewide Preservation Conference

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

Section 1. The Council hereby authorizes the receipt and use of \$30,000 in FY2023 Certified Local Government grant funds (Grant) from the State Historic Preservation Office of the New York State Office of Parks, Recreation and Historic Preservation, which is hereby appropriated for the City to host and sponsor the 2024 NY Statewide Preservation Conference (Conference).

Section 2. The Mayor is hereby authorized to enter into a professional services agreement with The Landmark Society of Western New York, Inc. to manage the Conference. The maximum compensation for the agreement shall be \$30,000, which shall be funded from Grant appropriated in Section 1 herein. The term of the agreement shall be one year.

Section 3. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate

Section 4. This ordinance shall take effect immediately.



INTRODUCTORY NO.

440

December 8, 2023

TO THE COUNCIL

Ladies and Gentlemen:

Re: Statement of Necessity—
2024 Statewide Preservation Conference -
FY2023 Certified Local Government (CLG)
Grant - Landmark Society Management
Agreement

I am submitting this Statement of Necessity so that action may be taken on the attached legislation at the December 19th Meeting of the City Council on less than 12 days' notice and without being discharged from a standing committee.

The legislation involves the City's sponsorship of the 2024 NY Statewide Preservation Conference in Rochester. It authorizes the City to accept a grant from the New York State Office of Parks, Recreation, and Historic Preservation (NYS OPRHP) and to use that grant to fund a management agreement with The Landmark Society of Western New York, Inc. for organizing and managing the conference in coordination with the City, NYS OPRHP and other stakeholders.

The prompt consideration and approval of this legislation is necessary because the Conference is scheduled for April 15 and 16 and the Landmark Society needs to be retained as soon as possible to have sufficient lead time to recruit the best presenters and to promote conference attendance to the wide range of municipalities' preservation staff and board members as well as other public and private stakeholders who would benefit from attending.

Respectfully submitted,

Malik D. Evans
Mayor

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City of Rochester

City Hall Room 308A, 30 Church Street
Rochester, New York 14614-1290
www.cityofrochester.gov

INTRODUCTORY NO.

Malik D. Evans
Mayor

440

December 8, 2023

TO THE COUNCIL

Ladies and Gentlemen:

Re: 2024 Statewide Preservation Conference
- FY2023 Certified Local Government (CLG)
Grant - Landmark Society Management
Agreement

Council Priority: Creating and Sustaining a
Culture of Vibrancy

Transmitted herewith for your approval is legislation authorizing the acceptance of a FY2023 Certified Local Government (CLG) grant from the New York State Office of Parks, Recreation, and Historic Preservation (NYS OPRHP) and a management agreement with The Landmark Society of Western New York, Inc. to organize and conduct the 2024 NY Statewide Preservation Conference in Rochester.

This legislation will:

- 1) Authorize an agreement with the State Historic Preservation Office (SHPO) of OPRHP for the receipt and use of a \$30,000 CLG grant;
- 2) Authorize an agreement with the Landmark Society of Western New York, Inc. (LSWNY) to utilize the CLG grant to organize, promote and manage the 2024 NY Statewide Preservation Conference (Conference).

The LSWNY, in partnership with the City, the Preservation League of New York State and NYS OPRHP, will present the New York Statewide Preservation Conference in Rochester. This Conference is the only event of its kind in New York and is a multi-day gathering for anyone involved in preservation and community revitalization. The Conference will be returning to its home base in Rochester for the first time since 2019, when it was attended by approximately 310 participants. The Conference will offer educational and training opportunities for local municipalities' staff and preservation board and commission members. The CLG grant will support the execution of this educational event and will be critical to encouraging CLG communities to attend, including by means of providing up to 50 scholarships covering the admission fee for staff and preservation board members and commissioners from CLG communities throughout New York State.

The CLG grant support will allow Conference organizers to provide high quality educational sessions in professional settings, led by dynamic, diverse, and respected speakers. Of the \$30,000 awarded, approximately \$10,000 will fund speaker fees for the CLG Workshop; \$3,500 will fund the Keynote Speaker; \$7,500 will fund the aforementioned scholarships; approximately \$4,500 will fund honoraria and travel for speakers; and the approximate remaining amount of \$4,500 will help offset printing and mailing expenses, event photographer, venue rental, and audiovisual expenses.

The City of Rochester will engage LSWNY to administer the CLG grant funding. The lead Landmark staff person managing the project will be Conference Coordinator and Director of Preservation Outreach, Becky Timmons. LSWNY has organized the Conference for the past nine

years and their staff has extensive experience managing grant projects and contracting with municipal officials to complete grant-funded projects.

LSWNY is uniquely qualified to oversee this work and to manage this grant, as it is one of the oldest and most active preservation organizations in the nation. LSWNY is a not-for-profit membership organization dedicated to protecting the unique architectural heritage of our region and to promoting preservation and planning practices that foster healthy, livable and sustainable communities.

A justification for not issuing a request for proposals is attached.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Malik D. Evans', with a long horizontal flourish extending to the right.

Malik D. Evans
Mayor

NO RFP JUSTIFICATION STATEMENT

Awarding a Professional Services Agreement Without a Request for Proposals

The Procurement of Professional Services Policy (Ord. No. 2012-318) requires an RFP to be issued under most circumstances. If it is determined that an RFP will not be issued, this form must be completed, signed by the Department Head, and kept on file (electronically or hard copy). It must also be submitted:

1. To City Council as an attachment to the transmittal letter for any PSA that exceeds \$20,000, and
2. To the contract record when entered in Munis.

Department: Law

Services(s): Organizing the 2024 NY Statewide Preservation Conference in Rochester

Vendor/Consultant selected: The Landmark Society of Western New York, Inc.

How was the vendor selected?

The vendor has solicited and obtained tentative approval from the State agency that will fund the conference through the FY2023 Certified Local Government (CLG) grant program for historic preservation. The State's CLG grant is contingent on the City, as hosting local government, accepting the grant and engaging a vendor to present the conference in partnership with the City, the State Historic Preservation Office (SHPO) and the Preservation League of NYS.

Why was no RFP issued for this service?

- Is there **previous experience** with the vendor? Describe why it is in the City's best interest to continue with them and not solicit others.

The vendor has organized the annual statewide conference for the past nine years, including the last time it was in Rochester in 2019, when the City engaged the vendor under the same CLG grant arrangement and the conference was very successful, attracting approximately 310 participants.

- Are there unique or **emergency circumstances**? Describe how an RFP process would jeopardize the success of the project.

The involved parties have already scheduled and reserved the Memorial Art Gallery for the dates of April 15 and 16. The organizer needs to be retained as soon as possible to have sufficient lead time to recruit the best presenters and to promote the conference to the wide range of municipalities' preservation staff and boardmembers as well as other public and private stakeholders.

- Is the service **specialized and unique**? Is the number of **qualified providers limited**?

Based on its prior nine years' experience organizing this conference for Rochester and several other host municipalities and the City's past transactions with the vendor involving the State CLG program and historic resource surveys, the vendor's qualifications are not matched by any organization known to the City. The vendor has the specialized knowledge, experience, reputation and contacts to identify topical subjects for conference presentations, to recruit the best presenters, and to attract the large, statewide pool of stakeholders who would benefit from attending.

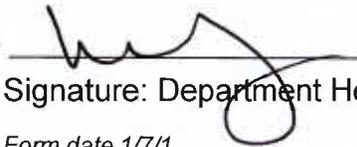
- Does the project include **multi-year State or Federal funding**? Explain why it is in the best interest of the project and the City to continue with the same consultant.

The State funding is for a single year and single conference. The reasons why retaining the vendor is in the best interests of a successful conference are described above.

Compensation Amount: \$30,000 funded by a State CLG grant.

How was this determined? *Based on the SHPO's experience of several years' of similar conferences, it determined that the CLG grant amount is a reasonable and best value for the State, City and other conference partners, presenters and attendees.*

The MWBE Officer has reviewed the proposed Agreement for MWBE and Workforce goals. MWBE Officer Initials: *Garner* Date: *12-7-21*


Signature: Department Head
Form date 1/7/1

12/7/23
Date

440

Ordinance No.

Authorizing the receipt and use of funds and a management agreement for the 2024 NY Statewide Preservation Conference

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

Section 1. The Council hereby authorizes the receipt and use of \$30,000 in FY2023 Certified Local Government grant funds (Grant) from the State Historic Preservation Office of the New York State Office of Parks, Recreation and Historic Preservation, which is hereby appropriated for the City to host and sponsor the 2024 NY Statewide Preservation Conference (Conference).

Section 2. The Mayor is hereby authorized to enter into a professional services agreement with The Landmark Society of Western New York, Inc. to manage the Conference. The maximum compensation for the agreement shall be \$30,000, which shall be funded from Grant appropriated in Section 1 herein. The term of the agreement shall be one year.

Section 3. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate

Section 4. This ordinance shall take effect immediately.



**City of Rochester, NY
Rochester City Council**

City Hall Room 301A • 30 Church Street • Rochester, New York 14614-1290

INTRODUCTORY NO.

441

Miguel A. Meléndez, Jr. Council President, Councilmember At-Large

December 18, 2023

TO THE COUNCIL

Ladies and Gentlemen:

Re: Statement of Necessity:
Reappointments to the Board of Assessment
Review

Transmitted herewith for your approval is legislation reappointing the following individuals to the Board of Assessment Review for terms that expire as follows:

Panel Member	Expiration Date
Kaitlin Skelton	September 30, 2028
Orlando Rivera	September 30, 2024
David Haygood	September 30, 2024
Dominic Bozzelli	September 30, 2024
Tony Celino	September 30, 2024
Renee Pritchard	September 30, 2024
Vito A. Eaffaldano	September 30, 2024
Chris Thomas	September 30, 2024
Tysharda Johnson-Thomas	September 30, 2024
Richard Goodwill	September 30, 2024

Resumes of the above appointees have been filed with the City Clerk and all appointees have maintained perfect attendance during the previous assessment review cycles when scheduled to serve.

This legislation should not be postponed to Council's January docket because the delay could interfere with training requirements. All Board members must attend annual training to be provided the Monroe County Real Property Tax Director, which will be scheduled for early in 2024. The Board members will not be admitted to participate unless they submit proof of their reappointment for the upcoming 2024 assessment review cycle.

Respectfully submitted,

Miguel A. Meléndez, Jr.
President

RECEIVED
CITY OF ROCHESTER
CLERK/COUNCIL OFFICE
2023 DEC 18 P 4: 21

INTRODUCTORY NO.

441

Resolution No.

Resolution approving appointments to the Board of Assessment Review

BE IT RESOLVED, by the Council of the City of Rochester as follows:

Section 1. The Council hereby approves the reappointment of Kaitlin Skelton to the Board of Assessment Review for a term that expires on September 30, 2028.

Section 2. The Council hereby approves the reappointment of the following Board of Assessment Review temporary panel members for a term that expires on September 30, 2024.

Orlando Rivera
David Haygood
Dominic Bozzelli
Tony Celino
Renee Pritchard
Vito A. Eaffaldano
Chris Thomas
Tysharda Johnson-Thomas
Richard Goodwill

Section 3. This resolution shall take effect immediately.