

APPROVAL OF MINUTES

2021-275

Mayor Mandell

Act on resolution dispensing with the minutes of the Regular Meeting held on Monday, September 13, 2021.

FIRST PUBLIC COMMENT PORTION

IDENTIFICATION OF CONSENT ITEMS

PUBLIC HEARING

Public Hearing for the Purpose of Receiving Written and Oral Comments on the 2020-2021 Consolidated Annual Performance and Evaluation Report (CAPER)

PERSONNEL ACTIONS

2021-276

Council as a Whole

Receive communication from the City Manager and act on resolution announcing the Personnel Transactions for the City of Elmira whereby James L. Sincock has elected to retire from his position as Deputy Fire Chief, effective September 11, 2021; Joseph M. Runyan has been appointed to Police Sergeant effective September 20, 2021; and Hunter T. Argetsinger and Dylan M. Wolfe have been appointed to the positions of Police Officers effective September 20, 2021, at annual salaries of \$49,623.

2021-277

Council as a Whole

Act on resolution extending appreciation to Deputy Fire Chief James L. Sincock for his services rendered to the City of Elmira for the past 32 years and wish him well in his future.

AGREEMENTS

2021-278

Joseph Duffy

Receive communication from Corporation Counsel and act on resolution reviewing and adopting the attached City's Purchasing Policy and Procedure.

2021-279

Receive communication from the City Manager and act on

Nan Moss

resolution amending Resolution No. 2021-135 and awarding a contract to Elmira Road Materials in the amount of \$431,434.01 for City 2021 Hot Asphalt Mix Pavement projects.

2021-280

Brent Stermer

Act on resolution designating Economic Opportunity Program, Inc. of Chemung County (EOP) as the City's Displacement and Homeless Prevention Program Administrator for a one-time service fee of \$385,000.00 for an initial term of two (2) years and authorizing the Mayor to execute an agreement with EOP; said agreement subject to Corporation Counsel approval.

AUDITS

2021-281

Mayor Mandell

Act on Lead Hazard Reduction Grant Program Audit.

2021-282

Nan Moss

Act on Downtown Revitalization Initiative Program Audit.

2021-283

Joseph Duffy

Act on Community Development Block Grant Program Audit.

2021-284

Brent Stermer

Act on Audit.

SECOND PUBLIC COMMENT PORTION

CITY MANAGER REPORT

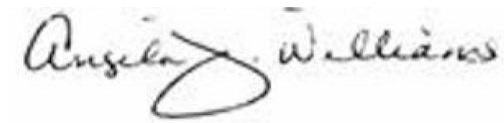
ADJOURN

2021-285

Joseph Duffy

Act on resolution to adjourn.

Respectfully Submitted,



Angela J. Williams
City Clerk

Elmira City Council

Agenda Summary:	Act on resolution dispensing with the minutes of the Regular Meeting held on Monday, September 13, 2021.
Resolution Number:	2021-275
Sponsor:	Mayor Mandell

ATTACHMENTS

[Beginning Sept 27.docx](#)

September 27, 2021

Minutes of the Regular Meeting of the Council of the City of Elmira, New York, held at City Hall in said City of Elmira, this 27th day of September, 2021.

The Mayor called the meeting to order and presided.

The City Clerk called the roll.

PRESENT:

ABSENT:

RESOLUTION

NO. 2021- _____

By Councilmember: _____

RESOLVED, that the reading of the minutes of the Regular Meeting of this Council held September 13, 2021, be dispensed with and stand approved.

ADOPTED BY THE FOLLOWING VOTE

AYES		NAYS
	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

Agenda Summary: Public Hearing for the Purpose of Receiving Written and Oral
Comments on the 2020-2021 Consolidated Annual Performance and
Evaluation Report (CAPER)

Resolution Number:

Sponsor:

ATTACHMENTS

[Public Hearing Resolution.docx](#)

September 27, 2021

PUBLIC HEARING

PUBLIC HEARING held this 27th day of September, 2021 for the purpose of receiving written and oral comments from the public on the City of Elmira's 2020-2021 Consolidated Annual Performance and Evaluation Report (CAPER).

APPEARANCES:

In Favor Of:

Opened:

Closed:

Opposed:

Elmira City Council

Agenda Summary:

Receive communication from the City Manager and act on resolution announcing the Personnel Transactions for the City of Elmira whereby James L. Sincock has elected to retire from his position as Deputy Fire Chief, effective September 11, 2021; Joseph M. Runyan has been appointed to Police Sergeant effective September 20, 2021; and Hunter T. Argetsinger and Dylan M. Wolfe have been appointed to the positions of Police Officers effective September 20, 2021, at annual salaries of \$49,623.

Resolution Number:

2021-276

Sponsor:

Council as a Whole

ATTACHMENTS

[Personnel Actions Sept 27.docx](#)

September 27, 2021

**FOR THE AGENDA
COMMUNICATION**

To The Honorable Mayor and Councilmembers

Dear Councilmembers:

This is to announce the personnel actions for the City of Elmira whereby:

SINCOCK, JAMES L.	has elected to retire from his position as Deputy Chief in the Elmira Fire Department effective September 11, 2021.
RUNYAN, JOSEPH M.	has been appointed to the position of Sergeant in the Elmira Police Department, effective, September 20, 2021, at an annual salary of \$85,873.90.
ARGETSINGER, HUNTER T.	Elmira, NY has been appointed to the position of Police Officer, effective September 20, 2021, at an annual salary of \$49,623.
WOLFE, DYLAN M.	Wellsburg, NY has been appointed to the position of Police Officer, effective September 20, 2021, at an annual salary of \$49,623.

Respectfully submitted,

P. Michael Collins
City Manager

September 27, 2021

RESOLUTION

2021 - ____

By Councilmember: _____

RESOLVED, that the communication from the City Manager announcing the personnel actions for the City of Elmira whereby James L. Sincock has elected to retire from his position as Deputy Chief in the Elmira Fire Department, effective September 11, 2021; Joseph M. Runyan, has been appointed to the position of Sergeant in the Elmira Police Department, effective September 20, 2021, at an annual salary of \$85,873.90; and Hunter T. Argetsinger, Elmira, NY and Dylan M. Wolfe, Wellsburg, NY have been appointed to the positions of Police Officer in the Elmira Police Department, effective September 20, 2021, at annual salaries of \$49,623 respectively; and be it further

RESOLVED, that the personnel actions for the City of Elmira be received and placed on file.

ADOPTED BY THE FOLLOWING VOTE

AYES		NAYS
	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

Elmira City Council

Agenda Summary:	Act on resolution extending appreciation to Deputy Fire Chief James L. Sincock for his services rendered to the City of Elmira for the past 32 years and wish him well in his future.
Resolution Number:	2021-277
Sponsor:	Council as a Whole

ATTACHMENTS

[Employee Thank You - James Sincock.docx](#)

September 27, 2021

RESOLUTION

NO. 2021 - ____

By Council as a Whole:

WHEREAS James Sincock has elected to retire from his position as Deputy Chief in the Elmira Fire Department, effective September 11, 2021; and

WHEREAS, James Sincock began working for the City of Elmira, on March 13, 1989; and

WHEREAS, James Sincock has been a dedicated and conscientious employee for the City of Elmira for the past 32 years.

NOW, THEREFORE, be it

RESOLVED, that the Elmira City Council hereby extend its appreciation to James Sincock for his services rendered to the City of Elmira and wishes him well in the future.

ADOPTED BY THE FOLLOWING VOTE

AYES		NAYS
	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

Elmira City Council

Agenda Summary: Receive communication from Corporation Counsel and act on resolution reviewing and adopting the attached City's Purchasing Policy and Procedure.

Resolution Number: 2021-278

Sponsor: Joseph Duffy

ATTACHMENTS

[Purchasing Policy Resolution.pdf](#)
[2021 City Purchasing Policy.pdf](#)

September 27, 2021

FOR THE AGENDA
COMMUNICATION

To the Honorable Mayor and Council

Dear Councilmembers:

In accordance with section 104-b of the General Municipal Law, the City has a written Purchasing Policy and Procedure. Subdivision (4) of section 104-b mandates that the “governing board” shall annually review its policies and procedures.

Attached is a copy of the City’s current Purchasing Policy and Procedure. The following resolution confirms Council’s review and adoption of the Purchasing Policy and Procedure.

Respectfully yours,

John J. Ryan, Jr.
Corporation Counsel

September 27, 2021

RESOLUTION
NO. 2021 - _____

By Councilmember _____:

RESOLVED, that the communication from the Corporation Counsel regarding the City's current Purchasing Policy and Procedure, be received and placed on file; and be it further

RESOLVED, that pursuant to the requirement of subparagraph 4 of section 104-b of the General Municipal Law, the City Council of the City of Elmira, New York has reviewed and hereby adopts the attached policy and procedure.

ADOPTED BY THE FOLLOWING VOTE

AYES

NAYS

	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

*Adopted by City Council August 8, 1994, Resolution 94-444
Revised December 17, 2001 by City Council Resolution 2001-415
Reviewed and Adopted by City Council May 3, 2004, Resolution 2004-141
Reviewed and Adopted by City Council October 16, 2006 - Resolution 2006-341
Reviewed and Adopted by City Council on December 21, 2009 - Resolution 2009-459
Reviewed and Adopted by City Council on December 6, 2010 - Resolution 2010-386
Reviewed and Adopted by City Council on October 22, 2012 - Resolution 2012-319
Reviewed and Adopted by City Council on October 21, 2013 - Resolution 2013-312
Reviewed and Adopted by City Council on November 3, 2014 - Resolution 2014-360
Reviewed and Adopted by City Council on July 29, 2015 - Resolution 2015-203
Reviewed and Adopted by City Council on September 6, 2016 - 2016-285
Reviewed and Adopted by City Council on August 7, 2017 - 2017-195
Reviewed and Adopted by City Council on September 4, 2018 - 2018-204
Reviewed, Revised and Adopted by City Council on July 6, 2020 - 2020-201*

2020 City of Elmira Purchasing Policy and Procedure

Section A – General Policy

1. The Purchasing Function shall operate under the direction of the City Manager, and according to the **Inter-Municipal Agreement with Chemung County**.

2 All rules, laws, policies, procedures, and regulations apply to all City Employees participating in the process/procedure of procuring goods and services.

3. The Purchasing Coordinator shall issue purchase orders for authorized requisitions which meet the criteria and standards set forth herein.

The Purchasing Coordinator and staff shall advise user departments in matters related to procurement methods, purchasing policies, and requirements. Pursuant to an Intermunicipal Agreement with the County of Chemung, the County's Purchasing Coordinator shall be the City's Purchasing Coordinator.

4. All Department Heads are responsible for reasonably anticipating the total annual expenditure for materials and services expected to be purchased for use by their department. These anticipated expenditure totals shall dictate the procurement method to be used in accordance with the policies and procedures outlined herein.

5. A Department requesting a purchase under a New York State or County Contract shall identify the contract number, contractor's identity, and specific items and their respective costs on each requisition using such contracts.

For the use of out-of-state shared contracts the following must be in place:

- The shared contract must be consistent with New York State law and made available for use by other government entities.
- A complete copy of the solicitation
- A copy of the evaluation which includes cost and/or price analysis and that the award determination was fair and reasonable.
- A copy of the award recommendation and the final contract.

****Purchase contracts and public works subject to competitive bidding will be awarded to the lowest responsible bidder, however, the City Council authorizes that purchase contracts may be awarded on the basis of best value, as defined in State Finance Law 163.**

6. A written justification along with documentation of any purchase contract awarded to or recommended to be awarded to other than the lowest responsible dollar offerer shall be kept on file with the purchase order. Possible acceptable justification would be: inability to deliver goods or services within the required amount of time, substandard or unsuitable materials being offered, or materials or services which do not meet the specifications or intent of the quotation, proposal, or bid.

7. Emergency purchases: An emergency purchase order may be issued by the Purchasing Coordinator up to the amount of \$10,000.00 at the request of a Department Head. Emergency requests exceeding \$10,000.00 must be approved by the City Manager. The following procedure will be followed:

The Department Head shall provide the Purchasing Coordinator with an explanation of the emergency situation and an estimated cost. Upon approval, the Department will process a requisition for same through the computerized purchasing system. In the absence of the Purchasing Coordinator, the City Chamberlain may approve an emergency purchase up to \$10,000.00, or in the event the amount would exceed \$10,000.00, the City Manager must approve. Emergency purchases will be reviewed by the City Manager. Emergency purchases exceeding the bidding threshold(s) must be approved by the Corporation Counsel.

8. The City Chamberlain shall approve all purchase requisitions for compliance with budgetary and accounting requirements prior to issuance of purchase orders by the Purchasing Coordinator or designee. **The City Chamberlain shall audit all invoices issued against purchase orders prior to issuing payment.**

9. The purchases of professional services are not subject to the procedures entailed in Sections B and C herein, but shall be solicited or obtained after review and conference by the Department Head, Purchasing Coordinator and the City Manager. Efforts will be made to obtain two to three written proposals for the required service, if possible. A purchase order contract may be issued for professional service contracts under \$10,000.00. Professional Service Contracts in excess of \$ 10,000.00 shall be awarded by the City Council and the contract reviewed and approved by the Corporation Counsel.

10. Any Purchase Requisition may be reviewed and/or rejected by the City Manager

11. The City Council shall review these policies and procedures annually.

12. Blanket Purchase Orders may be requested by the Department for purchases of routine supplies, materials, and services used by the departments. The Blanket Purchase Orders shall properly identify the various commodities/services which are anticipated to be purchased and the total annual amount expected to be required for each vendor's blanket order.

- a. Blanket orders for department requirements may be used to New York State, Chemung County, Shared Contract or Hospital Buying Group contractors if this method facilitates department operations. The blanket order shall be identified as such a contract on the Blanket Purchase Order request. Only items covered under the specified contract may be purchased against that order.
- b. Blanket orders shall not be utilized by departments for any single item or **group of like items** for which the annual total exceeds statutory bidding requirements.
- c. Purchases made against blanket purchase orders and payments made for such purchases are subject to review and audit. Abuses and/or misuse of the process by a department may result in cancellation of any or all of the department's blanket purchase orders and denial of future issuance of blanket purchase orders.

13. Electronic Receipt of bids may be authorized by the bid specification and accepted in the designated electronic format. Submission in electronic format may not be required as the sole method for the submission of bids.

a. The receiving device designated by the City of Elmira will be the e-Procurement software from Empire State Bid System and will be identified in the bid specification. The Empire State Bid System will, at a minimum:

1. Document time and date of each bid received electronically;
2. Authenticate the identity of the sender;
3. Ensure security of the information transmitted;
4. Ensure confidentiality of the bid until the time and date established for opening the bids.

b. Timely submissions of an electronic bid in compliance with instructions provided for such submission will be stated in the advertisement for bids and shall be the responsibility of each bidder. The City shall not incur any liability from delays or interruptions in the receiving device designated for the submission and receipt of electronic bids.

Section B: Purchasing Policy And Procedure For Procurement Of Materials And Supplies

Requisition Amount	Purchasing Authorization	Method Of Procurement (Exceptions Noted Below)
Under \$ 3,000.00	Department Head and Purchasing Coordinator	Departments to obtain one (1) to two (2) written quotations inclusive of all charges. Quotes will be guaranteed for thirty (30) days.
\$3,000.00 to \$9,999.00	Department Head & Purchasing Coordinator	Departments to obtain at least two written quotations inclusive of all charges. Quotes will be guaranteed for forty-five (45) days. The written quotes must be obtained by using the standard forms and be submitted to the Purchasing Coordinator with the requisition.
\$10,000.00 to \$20,000.00	Department Head & Purchasing Coordinator & City Manager	The Purchasing Department or originating department shall obtain three (3) written quotations, pricing inclusive of all charges, and guaranteed for sixty (60) days.
Over \$ 20,000.00	Department Head & Purchasing Coordinator & City Manager & City Council	Competitive sealed bids are required by NYS law for all purchases of any single item costing over \$20,000.00, or cumulative purchases over \$ 20,000.00 of any single item or type of item (ex: tires) in one calendar year. The City Manager shall request permission from City Council to go out for bids for all items in this category. Department requests must be submitted to the City Manager for review and conference by Purchasing Coordinator and City Chamberlain. Technical specifications shall be submitted to the Purchasing Coordinator for development of a formal bid. The final bid document shall be approved by the Corporation Counsel and the City Manager.

Exceptions to all the above procurement requirements are purchase contracts with vendors holding a NYS OGS Contract, a Chemung County or other authorized Shared Contract as defined by General Municipal Law 103, Preferred Source, or documented sole source.

FORMS FOR OBTAINING QUOTES AND PROPOSALS ARE ON THE CITY INTRANET

Section C: Policy And Procedure For Procurement Of Public Works And Building Service Contracts

Contract Amount	Purchasing Authorization	Method Of Procurement (Exceptions Noted Below)
Under \$ 7,500.00	Department Head & Purchasing Coordinator	The Department shall obtain a minimum of two written proposals inclusive of all charges using standard city request for proposal form. All proposals shall be submitted with the purchase requisition for approval. The standard legal requirements are stated on the City's proposal form, and vendors/contractors shall comply with these requirements. 1. Prevailing wage rates must be paid and documentation must be supplied to the Purchasing Department. Payment shall be withheld until the certified payrolls are provided. 2. General liability insurance of one-million dollars (\$1,000,000.00); (\$ 500,000.00 for contracts under \$ 1,000) per occurrence and a certificate naming The City of Elmira, it's officers and employees as additional insureds on a primary basis and worker's compensation coverage.
\$ 7,500.00 to \$ 19,999.00	Department Head & Purchasing Coordinator & City Manager	The Purchasing Department or the originating department shall obtain at least two written proposals using the Request for Proposal Form Requirements: same as above
\$20,000.00 to \$35,000.00	Department Head & Purchasing Coordinator & City Manager	The Purchasing Department or the originating department shall obtain three written proposals using the City's standard request for proposal form. The department shall provide a description of the work to be performed or services to be provided to the Purchasing Coordinator. Requirements: same as above Additional requirements: performance bond required in the form of: certified check or bank draft in the amount of 10% of the amount of the contract, or a performance bond in the amount of 100% of the amount of the contract, or an irrevocable letter of credit for the full amount of the contract.
OVER \$35,000.00	Department Head & Purchasing Coordinator & City Manager & City Council	Competitive sealed bids are required The City Manager shall request permission from City Council to go out for bids for all items in this category. Department requests shall be submitted to the City Manager for review and conference by Purchasing Coordinator and City Chamberlain.

Exceptions to all the above procurement requirements are purchase contracts with vendors holding a NYS OGS Contract, a Chemung County or other authorized Shared Contract as defined by General Municipal Law 103, Preferred Source, or documented sole source.

FORMS FOR OBTAINING QUOTES AND PROPOSALS ARE ON THE CITY INTRANET

SECTION D: PURCHASING FORMS**CITY OF ELMIRA REQUEST FOR QUOTATION**

Issue Date: _____

Quote Information	Vendor Information	City Information
Quote Due By: Date: Time:	Name: Address:	Quote Requested by: Department/Division: Address:
Delivery Time: _____ Days from date of order.	Contact Name:	Phone: Mobile Phone: Fax:
Award Based Upon: Low Total Gross Sum Quote or Lowest Quote for Each Item	Phone: Mobile Phone: Fax:	Ship To:

A. GENERAL CONDITIONS:

1. Quotations should be mailed, faxed, or hand delivered to the City Department and person listed above. The quotes must be received by the City on or before the due date and time. Late quotes will not be accepted. The City of Elmira has the right to reject any or all quotes and to waive technicalities if its best interest will be served thereby.

2. Submission of Quote: Bidders must submit their quote on this document. All pages of this document must be initialed and submitted. Quotes shall remain firm for thirty (30) calendar days for quotes less than \$3,000.00; for forty-five (45) calendar days for quotes between \$3,000.00 and \$9,999.00 and for sixty (60) days for quotes between \$10,000.00 and \$19,999.00 from the proposal due date.

3. Price Quotes shall include all shipping and handling, F.O.B. destination.

4. Delivery: Delivery shall be within the delivery time stated above.

5. Payment: Payment shall be made within forty-five (45) days of receipt and acceptance of bid items or receipt of the vendor's invoice, whichever is later.

6. Executory Clause: Any contract awarded as a result of this solicitation shall be deemed executory only to the extent of the monies appropriated and available for its purpose, and no liability on account therefore shall be incurred beyond the amount of such monies. It is understood that this solicitation, any resulting contract, or any representation by any public employee or officer, creates any legal or moral obligation to request, appropriate, or make available monies for the purpose of the contract.

7. Vendor Knowledge of Requirements: All vendors must carefully inspect this document and be fully aware of its requirements. Questions should be directed to the City employee listed above. The submission of a quote will be construed as evidence that the vendor has made such examinations and understands all conditions.

Form for Submission of Quotation				
Qty	Description	Unit Price	Total Price In Figures	Total Price In Words
<u>TOTAL GROSS SUM QUOTE:</u>				

NAME AND TITLE OF PERSON PREPARING QUOTE

BUSINESS ADDRESS AND TELEPHONE NUMBER OF PERSON PREPARING QUOTE

NAME OF PERSON, FIRM, OR CORPORATION ON WHOSE BEHALF QUOTE IS MADE

SIGNATURE OF PERSON PREPARING QUOTE

CITY OF ELMIRA REQUEST FOR PROPOSAL FOR PUBLIC WORK OR SERVICE**Issue Date:** _____

RFP Information	Vendor Information	City Information
Proposal Due By: Date: Time:	Name: Address:	Proposal Requested by: Department/Division: Address:
Contract Time: Work to begin by: And complete on or before: Prevailing wage applicable: ☐yes ☐no	Contact Name: Phone: Mobile Phone: Fax:	Phone: Mobile Phone: Fax:

A. GENERAL CONDITIONS:

1. Intent: It is the City of Elmira's intent to award this contract to the proposer submitting the lowest responsible proposal. The City has the right to reject any or all proposals and to waive technicalities if its best interest will be served thereby.

2. Submission of Proposal: Proposals are to be submitted to the City Department and person listed above on or before the due date and time. Initial all pages of this document and return with the proposal. Include any other documents required in the technical specifications. No vendor contracts shall be signed or agreed to by the City.

a. Proposals shall remain firm for forty-five (45) calendar days from the proposal due date.

3. Insurance: The successful proposer shall provide insurance certificates, and/or other proofs of insurance to the City of Elmira Purchasing Department within one week of notification of award and prior to start of work as follows:

a. General Liability Insurance in the amount of one-million dollars (\$1,000,000.00); (\$500,000.00 for contracts under \$1,000.00) per occurrence and certificate naming the City of Elmira, its officers and employees as additional insured on a primary basis.

b. Workers Compensation: Proof of workers compensation must be provided.

4. Prevailing Wage Requirements (IF APPLICABLE): Contractor must pay workers according to NYS prevailing wage schedules applicable on the effective date of the contract. Pursuant to Section 220 (3-a) of the NYS Labor Law, the successful proposer to whom the City awards the contract, and any subcontractor performing work under said contract, shall submit to the City Purchasing Department a transcript of its original payroll records within thirty (30) days of the issuance of the contract (purchase order), and payroll records every thirty (30) days thereafter.

5. Issuance of Purchase Order - Notice to Proceed: Upon receipt of all required insurances and performance bonds, a purchase order will be issued to the successful contractor and this shall be the notice to proceed.

6. Payment: Payment shall be made within forty-five (45) days of completion and acceptance of the entire project or receipt of the contractor's invoice, which ever is later.

7. Executory Clause: This contract shall be deemed executory only to the extent of the monies appropriated and available for the purpose of the contract, and no liability on account therefore shall be incurred beyond the amount of such monies. It is understood that neither this contract nor any representation by any public employee or officer creates any legal or moral obligation to request, appropriate, or make available monies for the purpose of the contract.

8. Financial and Professional Qualifications: The City reserves the right to require the apparent low proposer to furnish evidence, including documentary evidence where deemed necessary, to establish proof of financial responsibility and ability to perform the contract, if awarded. The City reserves the right to conduct investigations as to the qualifications and financial position of the apparent low proposer to the fullest extent allowed by law. The City, in its sole discretion, shall determine financial and professional adequacy of proposer.

9. Proposer Knowledge of Requirements and Conditions: All prospective proposers must carefully inspect these proposal documents and the actual work site. The submission of a proposal will be construed as evidence that the proposer has made such examinations. Technical questions and/or appointments to tour the work site can be made by contacting the City employee listed.

The attached proposal is submitted by:

NAME AND TITLE OF PERSON PREPARING PROPOSAL

BUSINESS ADDRESS AND TELEPHONE NUMBER OF PERSON PREPARING PROPOSAL

NAME OF PERSON, FIRM, OR CORPORATION ON WHOSE BEHALF PROPOSAL IS MADE

SIGNATURE OF PERSON PREPARING PROPOSAL

Specifications and/or Description of Work attached:

City of Elmira, New York
Telephone / Verbal Quotation Summary

Department:_____ Division:_____

Supervisor:_____ Telephone:_____ Date:_____

Notes:

VENDORS			
Vendor Name			
Address			
City, State, Zip			
Contact			
Phone: Fax:			

Qty	Description:	Unit Price	Total	Unit Price	Total	Unit Price	Total
Totals:							

Section E – Federal Grant Administration Procedures

The City of Elmira does not have a centralized grants department, therefore it is the responsibility of each department obtaining a grant to administer, and be familiar with, all grant documents and requirements. For purposes of this policy, Department Head applies to the individual within a given department who will be responsible for the grant.

General Information

2 CFR Part 200 Subparts A-F “Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards” requires organizations to establish and maintain effective internal controls over federal awards.

To comply with 2 CFR Part 200 (subparts A-F), the City of Elmira implements the following policies and procedures, including, but not limited to:

1. Follow the current procurement policy and procedure document which reflects applicable State and Local laws and regulations. This policy will apply to Federal Grants where appropriate and will be subject to General Municipal Law and Uniform Guidance.

2. Procurement Standards. The type of purchase procedures required depends on the cost of the item(s) being purchased. **NOTE: The City’s procurement policy is more restrictive than the federal purchase methods; departments must always follow the most restrictive policy.**

- a. **Sealed Bid (Formal Advertising)** – Bids are publicly solicited and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming to all the material terms and conditions of the invitation for bids, is the lowest in price. The Sealed bid method is the preferred method for procuring construction, if the following conditions apply:
 - 1) A complete, adequate, and realistic specification or purchase description is available;
 - 2) Two or more responsible bidders are willing and able to compete effectively for the business;
 - 3) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

If sealed bids are used, the following requirements apply:

- 1) Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, the invitation for bids must be publicly advertised;
- 2) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to respond properly;
- 3) All bids will be opened at the time and place prescribed in the invitation for bids and must be opened publicly;
- 4) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of.
- 5) Any or all bids may be rejected if there is a sound documented reason.

- b. Competitive Proposal** – The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- 1) Request for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
- 2) Proposals must be solicited from an adequate number of qualified sources;
- 3) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered.

The City may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

- c. Noncompetitive Proposals (Sole Sourcing)** – Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and maybe used only when one or more of the following circumstances apply:

- 1) The items is available only from a single source;
- 2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
- 3) The federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the City; or
- 4) After solicitation of a number of sources, competition is determined inadequate.

3. Maintain oversight to ensure that contractors perform in accordance with the contracts terms, conditions, and specifications.

4. Standards of Conduct. No employee, officer or agent may participate in the selection, award or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer or agent , any member of his or her immediate family, his or her partner, or an organization which employees or is about to employ any of the parties indicated herein, have a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents can neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. If the financial interest is not substantial or the gift is an unsolicited item of nominal value, no further action will be taken. However, disciplinary actions will be applied for violations of such standards otherwise.

5. Avoid acquisition of unnecessary or duplicative items. Consideration will be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach. The City will also analyze other means, as described in §200.318 of the Uniform Guidance, to ensure appropriate and economical acquisitions.

6. Use Intergovernmental Agreements or inter-entity agreement, where appropriate.

7. Use of Federal Excess and Surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

8. Suspension/Debarment. The City awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

- a. City Departments will be required to notify the Purchasing Department and Law Department that federal funding will be used for a certain procurement/contract.
- b. When requesting a written contract, the City Department will be responsible for running the Vendor/Contractor's name through the System for Award Management (SAM.gov) to determine any exclusion exists.
- c. Prior to issuing a purchase order using federal funds, the Purchasing Department will check SAM.gov to determine if any exclusion exists for the Vendor/Contractor.
- d. If a vendor/contractor is found to be suspended or debarred, the City will immediately cease to do business with the vendor.

9. Provide for full and open competition consistent with 2 C.F.R § 200.319. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements.

10. Utilize Time and Materials contracts when it has been determined, in writing, that no other contract type is suitable.

11. Settlements of Issues Arising Out of Procurements. The City is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the City of any contractual responsibilities under its contracts. Violations of the law will be referred to the local, state, or federal authority having proper jurisdiction. The City maintains protest procedures to handle and resolve disputes relating to procurements and, in all instances, discloses information regarding the protest to the awarding agency.

12. Maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (Including a cost or price analysis), and verification that the contractor is not suspended or debarred (to be supplied by Department Head).

13. Graphical Preferences Prohibited. The City shall conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable federal statutes expressly mandate or encourage geographical preference. When contracting for architectural and engineering (A/E) services, geographical location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

14. Prequalified Lists. The City shall ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure

maximum open and free competition. Also, the City must not preclude potential bidders from qualifying during the solicitation period.

15. Solicitation Language will incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical to make a clear and accurate description of the technical requirements, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals. 2 C.F.R. § 200.319 (c) (1).

16. Take all necessary affirmative steps to ensure that minority businesses, women’s business enterprise, and labor surplus area firms are used when possible as described in §200.321.

17. Procured recovered materials in compliance with §200.322.

18. Perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold (\$150,000), including contract modifications. 2 C.F.R. §200.323(a).

- a. A cost analysis generally means evaluating the separate cost elements that make up the total price.
- b. A price analysis means evaluating the total price, without looking at the individual cost elements.
- c. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation; however, the Department Head must come to an independent estimate prior to receiving bids and proposals. 2 C.F.R. §200.323(a).
- d. When performing a cost analysis, the Department Head negotiates profit as a separate element of the price. To establish a fair and reasonable profit, consideration is given to the complexity of the work to be performed, the risk borne by the contractor, the contractor’s investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work. 2 C.F.R. § 200.323(b).
- e. The cost plus a percentage of cost and percentage of construction cost methods of contracting must NOT be used.

19. Federal awarding agency or pass-through entity review. The City will make available, upon request of the federal awarding agency or pass-through entity, technical specifications on proposed procurements where the federal award agency or pass-through entity believe such review is needed.

20. Bonding requirements (§200.325) for construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold (\$150,000), the City will require:

- a. A bid guarantee from each bidder equivalent to five (5) percent of the bid price.
- b. A performance bond on the part of the contractor for one-hundred (100) percent of the contract price.
- c. A payment bond on the part of the contractor for one-hundred (100) percent of the contract price.

21. Contract provisions (§200.326). The City contract must contain the applicable provisions described in Appendix II to Part 200.

Elmira City Council

Agenda Summary: Receive communication from the City Manager and act on resolution amending Resolution No. 2021-135 and awarding a contract to Elmira Road Materials in the amount of \$431,434.01 for City 2021 Hot Asphalt Mix Pavement projects.

Resolution Number: 2021-279

Sponsor: Nan Moss

ATTACHMENTS

[Road Materials Resolution Amendment.pdf](#)

September 27, 2021

FOR THE AGENDA
COMMUNICATION

To the Honorable Mayor and Council

Dear Councilmembers:

By Resolution No. 2021-135, the Council accepted the bid of Elmira Road Materials for 2021 Elmira Hot Asphalt Mix Pavement project and awarded the contract to Elmira Road Materials, it being the lowest responsible bidder meeting all bid specifications, in the amount of \$413,434.01.

The amount of the bid by Elmira Road Materials reflected on the attached bid tab was \$431,434.01. The following resolution amends Resolution No. 2021-135 and awards the contract to Elmira Road Materials in the amount of \$431,434.01.

Respectfully yours,

P. Michael Collins
City Manager

September 27, 2021

RESOLUTION
NO. 2021 - _____

By Councilmember _____:

RESOLVED, that the communication from the City Manager regarding the amendment of Resolution No. 2021-135 which accepted the bid of and awarded the contract to Elmira Road Materials for 2021 Elmira Hot Asphalt Mix Pavement projects in the amount of \$413,434.01, be received and placed on file; and be it further

RESOLVED, that the City Council of the City of Elmira, New York does hereby amend Resolution No. 2021-135 and awards the contract to Elmira Road Materials in the amount of \$431,434.01.

ADOPTED BY THE FOLLOWING VOTE

AYES

NAYS

	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

Agenda Summary: Act on resolution designating Economic Opportunity Program, Inc. of Chemung County (EOP) as the City's Displacement and Homeless Prevention Program Administrator for a one-time service fee of \$385,000.00 for an initial term of two (2) years and authorizing the Mayor to execute an agreement with EOP; said agreement subject to Corporation Counsel approval.

Resolution Number: 2021-280

Sponsor: Brent Stermer

ATTACHMENTS

[resolution displacement and homeless prevention administrator economic opportunity program EOP 9.27.2021.docx](#)

[EOP Proposal - displacement-Homeless Prevention Program Administrator 9.27.2021.pdf](#)

September 27, 2021

RESOLUTION
NO. 2021 - _____

By Councilmember _____:

WHEREAS, in 2021, the City of Elmira was awarded \$1 Million Community Development Block Grant Program and HOME Investment Partnership Grants through Anti-Displacement Learning Network from the NYS Attorney General's Office; and

WHEREAS, within the approved work plan, funding was provided for relocation and case management for vulnerable populations impacted by displacement and poor housing conditions; and

WHEREAS, in August, 2021, the City advertised for an Administrator for the City's Displacement and Homeless Prevention Program (Program); said Administrator to assist in the design and implementation of the Program, to administer relocation funds and to provide outreach and case management within the City; and

WHEREAS, the City received one proposal from Economic Opportunity Program, Inc. of Chemung County of Elmira, New York (EOP); and

WHEREAS, EOP has over 50 years of experience and has strong partnerships and resources in community assessments that identify gaps in services and mobilize change in the community by standards that are used and measured by Results-Oriented Management and Accountability; and

WHEREAS, EOP Community Assessment is the process utilized by EOP to identify causes and create methods for prevention with programs and services for many different people in the community as well as human displacement; and

NOW, THEREFORE, BE IT

RESOLVED, that the City Council of the City of Elmira, New York does hereby designate Economic Opportunity Program, Inc. of Chemung County as the City's Displacement and Homeless Prevention Program Administrator for an initial term of two (2) years which term may be extended for up to one (1) year at the City's exclusive right to offer an extension to the Administrator; and be it further

RESOLVED, that EOP shall provide the services set forth in its proposal for a one-time service fee of Three Hundred Eighty-Five Thousand (\$385,000.00) Dollars to

be paid from the \$1 Million Dollars Community Development Block Grant Program and HOME Investment Partnership Grants; and be it further

RESOLVED, that the Mayor be and is hereby authorized to execute an agreement with EOP to provide design, implement and administer relocation funds and provide outreach and case management within the City regarding the City's Displacement and Homeless Prevention Program Administrator; said agreement to be subject to the approval of the Corporation Counsel.

ADOPTED BY THE FOLLOWING VOTE

AYES

NAYS

	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

RFP-2252**City of Elmira Displacement and Homeless Prevention
Program Administrator**

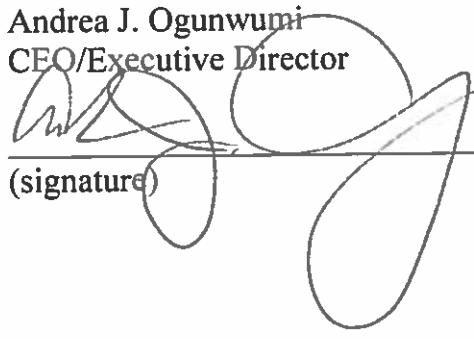
Submitted on: September 7, 2021

By: Economic Opportunity Program, Inc. of Chemung County
EOP Anti-Displacement and Homeless Prevention Case Management Program
650 Baldwin Street
Elmira NY 14901
607-734-6174

Contact: Anita Lewis
Ph. 607-734-6174, x232
Fax 607-734-5000
alewis@cseop.org

Authorized By: Andrea J. Ogunwumi
CEO/Executive Director

(signature)

A handwritten signature in black ink, appearing to be 'A. Ogunwumi', is written over a horizontal line. The signature is stylized with loops and a long horizontal stroke extending to the right.

TECHNICAL PROPOSAL

AGENCY MISSION

The Economic Opportunity Program, Inc. of Chemung County (EOP) envisions a future where all people of our community live with dignity and have the opportunity and ability to live economically productive and satisfying lives. To achieve this vision, EOP provides services that create positive change in individuals, families and our community, and encourages and facilitates participation by all people who can help make our vision a reality.

ORGANIZATIONAL CAPACITY

The Funding awarded will be used to develop the agency's organizational capacity and the ability to successfully operate consistent outcomes by being able to create a one stop shop program delivery.

The Economic Opportunity Program, Inc. (EOP), is the Community Action Agency serving Chemung and Schuylar counties and has operated the Child Development Head Start Birth to Five Program in Chemung County for more than fifty-six years. During that time, the program has changed and grown and serves 305 children and their families.

EOP's core competencies are Child Care, Youth Care, and Family Development. The strength of EOP's youth programs is the continuous care model which starts with **Head Start** serving 0-5 305 children. The **Center of Excellence** afterschool program serves 120 youth ages 5-12 and the **Ernie Davis Community Center** (EDCC) serves youth ages 13-21.

EOP also operates a **Family Support** program serving people with disabilities, and provides a safety net for low-income homeowners, especially the elderly, through its Energy Services Bureau. EOP also has the **Community Food for Jobs Culinary training program** for ages 18-older as a way to assist with the job training market and basic skills of individuals.

EOP has provided afterschool programming in elementary schools within the Elmira City School District (ECSD) for the past 24 years. The programming is supported through agency funding, the United Way, parent fees and childcare subsidy. The agency has started serving children in two ECSD elementary schools and recently serving a third location at the EOP location in support of Finn Academy, serving children between the ages of four to twelve years of age. Programming focuses on three centers of opportunity: Academic Development and Support, Health and Physical Development, and Art and Culture. Partnerships with outside agencies provide additional experiences for children in the areas of Development of Self, Science and Mathematics, and Service to the Community. In addition to the youth care program, there is a partnership with Trinity Clubhouse which is located in the EOP location. This program is a prevention program operated by Trinity CASA in which there is a partnership with programs for youth ages 12-18. This program enables EOP to share services on the EOP campus to include Libertad Elmira and the youth that reside there.

EOP also operates the **Energy Services Bureau**, formerly known as the "Weatherization" program. This program is designed to provide support to families by reducing energy and utility costs. The **Literacy Volunteers of Chemung and Schuylar Counties** provides services to support basic literacy skills for youth and adults. EOP also provides programming and support to assist individuals with developmental disabilities with funds secured through the Office for People With Developmental Disabilities (OPWDD).

EOP most recent program is the Elmira Libertad- Veterans Family Program which works with 20 homeless Veterans that reside at Libertad-Elmira which involves Case Management and supportive services. In addition there are a total of 81 other units in which we provide other services to the Libertad-Elmira population.

The Economic Opportunity Program has a history of relationships with low-income and its target community for over fifty-five years since its incorporation in 1965 to administer the Federal Economic Opportunity Act of 1964, which has as its corporate purpose “...to eliminate poverty in the midst of plenty in this Nation by opening to everyone the opportunity for education and training, the opportunity to work and the opportunity to live in decency and dignity.” It also was designated by the legislatures of both Chemung and Schuyler counties to be the anti-poverty Community Action Agency serving both counties. The relationship for EOP goes beyond the community, but have many partnerships to include CASA Trinity, Family Services, Catholic Charities and a host of others to provide services and share information.

AGENCY EXPERIENCE

ORGANIZATION HISTORY

The Economic Opportunity Program (EOP) was established in 1965 and is one of 1,000 Community Action Agencies across the country. Community Action was born out the 1964 Lyndon B. Johnson War on Poverty. EOP serves Chemung and Schuyler counties and, in addition, has sister agencies in Steuben, Tompkins, and Tioga counties as a network. Community Action Agencies have strong community assessments that identify gaps in services and mobilize change in communities. The standards that are used and that we are measured by are Results-Oriented Management and Accountability (ROMA) to deliver services. The agency has strong partnerships and resources in the community that assist with bridging services. As part of services to the community, Community Action agencies have six national goals representing three levels of results which are:

1. Low-income people become more self-sufficient (Family).
2. The conditions in which low-income people live are improved (Community).
3. Low-income people own a stake in their community (Community).

The Economic Opportunity Program resides in Census Tract 7 which is deemed the highest areas of poverty. The EOP Community Assessment is the process that we use to identify causes and is the tool to create methods for prevention inside of the programs and services for many different people in the community as well as human displacement.

PROGRAM IMPLEMENTATION

- A. The program implementation process will assist in the design, implementation, administer relocation funds, provide and manage with an Intensive Case model method to ensure success of temporary housing and permanent housing for the homeless population. The program implementation will be on a case by case basis working with the homeless population. Intensive Case Managers will work with participants by verifying data, situational challenges and other partners in the community to seek out services already

given or new services as the intake procedure and eligibility determination. The current policies of EOP's Intensive Case Management process is using the **Family Development Model**. The Family Development Model is a person centered strength based focus fostering access to services resources and support of all individuals by meeting them where they are. This program will complement the current activities as we currently operate which is the **Libertad-Elmira Veterans Family Program** which is supportive services with 20 homeless Veterans through funding with OTDA.

- B. The past and current experience administering emergency housing and homeless housing activities was EOP used to operate Second Place East from 1987 through the early 2000's. Second Place East moved to Jones Court's 5th unit in 1991 which was an ideal model for temporary housing until permanent housing could be obtained. Currently EOP operates the Veterans program with support through rent subsidy, Intensive Case Management goal planning, budgeting, counseling sessions and consistent support to ensure outcomes of the participants at Libertad Elmira. This program is a permanent housing program.
- C. Intensive Case Management is a large part of the success of the EOP programs and services. The Intensive Case Managers/Home Visitors through various programs in the agency is credentialed under a Family Development Credential which meets participants where they are in life and expands on the positive. The agency will support the Elmira residents at risk for the homelessness and ensure the health and safety of those who are displaced by working with Catholic Charities homeless shelter services and ensure that the case manager places intensive plans for the individual or family. As part of other supportive care services, EOP serves curb side meals daily, has a clothing closet and facilities that can work with all documents and processes that an individual needs to have for landlords, DSS or any other housing entity. We have a partnership with DSS and host a DSS navigator in the EOP building. The goal will be to collaborate and work with Arbor for Section 8 applications, Catholic Charities for Emergency Rental Assistance, Law NY for dispute services and link all of the services to the focused goal of housing security for all. In addition EOP will work with the subsidized housing complex's to understand the regulations of processing applications with participants. EOP's vision is to support the participants through the entire process with their road to secure temporary to permanent housing and other supportive care services that EOP may offer.
- D. As EOP is providing Intensive Case Management, the physical housing structure or structures that the City of Elmira will provide for this project is crucial. The ideal temporary housing would be to host a permanent office location within that building that has efficiencies or multiple entities to host the temporary situation if not permanent situation. The building should be able to host the case managers and security daily and a security staff day/ evening. The Intensive Case Manager will conduct intake on each family and or individual which will include the criminal background checks and or rules that are set forth by the owner of the property. The intake application will contain the information needed for housing. The improvement plan of the city to rehabilitate property, legal rooming or board houses as temporary housing is key to the project being successful. The other important factor is the cooperation of individual landlords that are

open to work with the City of Elmira on any of existing code violations if they are going to access funds to correct the violations. We are suggesting that the challenges with drugs and criminal background of any participant that may fall into this category will be case managed to the services needed. Depending on the location that the City deems for temporary housing can be discussed further.

- E. Qualification for Intensive Case Managers will require MS in Social Work with experience in ACES training especially in regard to Trauma Informed Care.
- F. EOP has administrative systems such as CAPTAIN for outcome data driven information and GMS for all of the financial administration of the agency.
- G. Budget – 1 – FT Anti Displacement Program Case Manager Supervisor (Lead Case Manager) – FT 2 – FT Case Managers 1- Administrative Assistant 1- pt Security (if needed) See Budget attached.
- H. Ability to raise or leverage additional capital for the programs, EOP works with many partners and donors to raise unrestricted revenue for needs of programmatic structure. EOP has a history of raising and leveraging funds for capital campaigns and program expansion ie Ernie Davis Family Center, Ernie Davis Community Center Kitchen, Curb Side Meals and other needs of the community.
- I. Hosting the touch points with partners will be critical and EOP has many opportunities to work with our partners that have further expertise in the housing arena. The goal is to enhance and combat this challenge together for our community not to be an island. The connectivity to all of the partners is crucial and the focus is enhancement not competition or duplication. Intensive Case Management and focusing directly on the root cause of homelessness gives us the ability to strategize on the common themes and gaps in services if any. There will be brochures created, use of social media, and community events to ensure outreach is at the forefront to assist in security housing. Partnerships will be collaborated with Catholic Charities to work with the homeless population, Landlord Associations, individual landlords and councilman especially around neighborhood housing opportunities. EOP facilitated the Cities Rise focus groups for input from the community about housing, code enforcement and the state of some of our neighborhoods. We will partner with DSS to understand the TANF eligible situations that we may encounter and work with the DSS Navigator located here at EOP. In addition we are open to collaborating to ensure partnership linkages to the goal of housing people in the community and intensive case manage through each case while working with the Chemung County Housing Authority, ARBOR and EOP currently does attend the Homeless Task force to understand any other homeless situations.

PROJECT STAFF

- **Anti- Displacement Intensive Case Manager Supervisor (1) – MS Degree in Social work or Bachelor's Degree in Human Services and intensive case management and two years of**

relevant work experience with impoverished population or combination equivalent required. Day to day oversight of program activities and personnel. Focused area of housing and homeless population

- **Intensive Case Managers (2)** – Bachelor’s Degree in Human Services and two years of relevant social work experience and intensive case management or combination equivalent required. Two full-time and one part-time case managers will provide orientation and assessment within one week of referral. The case management operation will develop individualized goals to permanent housing stability using a Family Development model which EOP supports.
- **Administrative Assistant (1)** – Associate’s Degree in administrative training and/or two years’ experience at minimum, that will schedule appointments, maintain files into the CAPTAIN system, field phone calls for case managers support the operations daily. All implementation timeframes will be adhered to as stated with City of Elmira/ Chemung County/State regulations.
 - **Security Staff** – Security certification and 2-3 years’ experience in human service organizations/customer based services.

STAFF IMPLEMENTATION

EOP’s ability to staff and implement programs span over 56 years of taking a potential program from Proposal Stage to Operation. The most recent program that has been written and now operating is the Libertad Veteran and Family Program which works with 20 veterans that were homeless, but now live at Libertad-Elmira. The process started with funding once it was awarded with releasing job descriptions, interviewing to the final stages of hiring. Forms and reports were created in order to address outcomes and capture data to report to the state.

EOP has over 140 employees that operate seven different divisions which have changes and replacement of staff as well as reports to the state for seven different funding sources. The finance department and payroll department process thousands of transactions on a weekly basis for reporting and invoicing. EOP is an \$8,000,000 agency with many areas of focus with our largest program which are very heavy regulated and require complex financial reporting.

EOP maintains two large buildings, computer services, and the operation in order to serve over 5,000 people per year. The time frame in which to implement this new program is something that EOP has completed over many years.

The building is a 4,000 square foot building where operations run daily from 6:30am – 8:30pm at night with 24 hour security service around the campus daily. In addition, EOP has other programs and partners in the location that lend other services that this program has access to.

SERVICE DELIVERY

A. Philosophy

EOP values people living with dignity, and families and communities as the foundation for individual stability and growth. We value diversity and the unique contributions of each individual. EOP is an active community partner that has involvement with government community leaders, donors, human service providers and others in enabling people to enjoy economic stability and growth. The most important part of the program is that individuals

are able to earn a living wage to promote financial stability, and receive excellent service that creates positive change in individuals and families. EOP gives a hand up, not handouts.

B.

2. Child Care Services – Head Start.
3. Afterschool Services – New Day Center of Excellence and Ernie Davis Community Center.
4. Adult Literacy – One-on-one service or literacy classes, TASC testing, virtual classes.
5. Weekly Food Giveaway (currently curbside meals morning and afternoon).
6. Summer Feeding program.
7. Access to Weatherization services.
8. Business Clothing Closet.
9. Linkages to Job Placement such as our CFJP training for Food Services.
10. Workshops utilizing our community partners to deliver different services and trainings to all program participants.
11. Computer Lab.
12. Community Events – Annual Christmas Magic, Together We Dine Free Community Dinner (MLK Celebration, Juneteenth).

All case managers utilize the WTWCMS system on a daily basis to ensure that all activities are documented and shared with CCDSS Temporary Assistance case workers. Case managers comply with all federal and state participation requirements as set forth by the funding source, as we do in all programs at EOP. The EOP Diversion and Pathways to Employment division would maintain working relationships with area and partner agencies, including Trinity of Chemung County, to ensure that appropriate linkages are in place for participants with barriers to employment.

AGENCY CAPACITY FOR SERVICE

EOP has delivered services to individuals and families for over 56 years. EOP's main office building has a reception area, conference rooms, a computer lab, is centrally located and on the C-Tran bus route. The total number of individuals served annually is 5,000 people. EOP's stability of supportive wrap around services is the strength of the agency delivery model. The core competency of EOP is Family Development which is a common method that is utilized. The Family Development method focuses on the strength of the individual and develops attainable goals to self-sufficiency. EOP's capacity to serve the community has been validated with a score of 92% by the Accountability Results Oriented Services (ACROS) annual audit conducted by the Department of State, which audits our organizational standards through the Community Services Block Grant (CSBG).

The Economic Opportunity Program Inc. has many linkages to the community and have been instrumental in the implementation of the Empire State Poverty Initiative (ESPRI and DRI where funding received was \$10,000,000 for 3 Key Strategies of improvement in Census tracks 6,7 and 10. The agency has also played a key role in the Cities Rise project which hosted focus groups for community members and councilman to receive another \$1,000,000 to improve Code Enforcement, Inspections and the baseline work to apply for funding for Anti Displacement

funding for improved housing. These linkages allow the agency access information for potential participants/recipients support for improved housing.

EVALUATION AND REPORTING PROCESS

1. 20% of applicants who attend orientation will gain employment (20 hours/week or more) prior to notification of Temporary Assistance case opening or denial. Evaluation is ADDITIONAL INFORMATION REGARDING ORGANIZATION'S APPROACH

The Economic Opportunity Program is able to offer its expertise in child care, youth care, and family development. Our approach to workshops and training by utilizing our network of partners is strong. The agency has multiple funding streams that are outcome based in which we have the experience in outcome based measures of performance. The agency creates a one stop shop of program delivery to include emergency intensive case management when applicants are in crisis. The network of services for childcare, housing, and the ability to execute immediately is one of the core competencies of Community Action.

PROFESSIONAL STAFF

Staff members who would be directly involved are all are located in the EOP main office at 650 Baldwin Street, Elmira NY 14901.

- Andrea Ogunwumi, Chief Executive Officer, has been with EOP since 2003. She has an MS in Organization Development and a BA in Psychology. As a 15-year executive at Corning, Inc., Andrea led the recruiting, selection, and placement divisions for several years. She has 35 years of management experience.
- Anthony Persaud, Chief Finance Officer, joined EOP in 2014. He is a CPA with 20 years of forensic auditing management experience.
- Bill Brodginiski, Chief Program Officer, has been with EOP since 1999 and has served as CPO since 2010. He has an MS in General Management, an MS in Counselor Education, and a BS in Music Therapy with 20 years of management experience. **Manages the Early Head Start Program.**
- Anita Lewis, Chief Development Officer, joined EOP in 1999. She has an MS in General Management and a BS in Business Administration with 35 years of management experience. For more than twelve years, she has managed the **Ernie Davis Community Center**, and most recently the **Community Food for Jobs Program** and **Bistro, Centers for Excellence and Libertad-Elmira**, and **Literacy Volunteers of Chemung and Schuyler Counties**, which enhances capacity building for services.

ORGANIZATION AGE

EOP was incorporated on February 16, 1965 and has been continuously serving the communities of Chemung and Schuyler Counties for nearly 56 years. EOP was designated as a 501(c)(3) agency on February 17, 1967.

ADDITIONAL INFORMATION REGARDING ORGANIZATION'S CAPACITY TO SERVE

In addition to the availability of other agency services that further provide assistance to program participants and their families, the Empower Federal Credit Union has had a presence in our lobby monthly until COVID-19 to offer financial services advice. We have continued to have virtual financial workshops for staff and community members.

Participants will also have access to the Wellness Clinic located in the Libertad-Elmira building when COVID-19 restrictions are lifted. The clinic is held weekly and includes blood pressure and diabetes screenings, and the availability of nurses to answer any other medical questions. An ACCESS classroom is located in the EOP building, which serves students with disabilities.

**Economic Opportunity Program of Chemung – Anti Displacement Budget
July 1, 2021 to June 30, 2022**

Project Code & Description		Budget
Revenues		
City of Elmira		385,000.00
Revenues TOTAL		<u>385,000.00</u>
Expenses		
50000	Salaries	177,980.00
50500	Fringe Benefits Pool Allocated	42,714.00
51300	Direct Fringe-Health/Dental	
51500	Direct Fringe-Workers Comp	
59700	Administrative Cost Allocation	52,500.00
59800	First Aide/Medical Expense/Morale	50.00
60100	Advertising	1,400.00
60300	Audit	300.00
	Legal Fees	1,000.00
60500	Bldg Maintenance & Repairs	1,000.00
60700	Computer Services	500.00
60850	Contractual Payroll Service	600.00
60900	Copying	2,500.00
61200	Equipment Maintenance	500.00
61300	Equipment Purchase	0.00
61350	Computer/Printer Equipment	4,000.00
61400	Equipment Rental	0.00
61500	Lawn & Walk Care	100.00
61800	Postage	250.00
62000	Recycling & Trash Pick-up	400.00
62100	Software and Support	350.00
62200	Staff Training	500.00
62400	Supplies-Janitorial	100.00
62500	Supplies-Office	7,000.00
62700	Telephone	3,000.00
63100	Vehicle Maintenance	100.00
70100	Insurance	1,600.00
70400	Utilities Electric/Gas/Water	4,500.00
80300	Client Support	24,928.00
80500	Client Support Rent/Shelter	24,928.00
81500	Liability Insurance	1,200.00
83200	Supplies-Program	2,500.00
83400	Travel-Local	500.00
83500	Travel-Out of Town	200.00
88060	Allocated Janitorial Cost Pool	6,000.00
88100	Allocated EDFC Facility Cost Pool	16,000.00
88110	Allocated EDFC Telephone Cost Pool	200.00
88200	Allocated EDFC Internet Cost Pool	200.00
88300	Allocated ITCost Pool	1,800.00
88800	Allocated Copier Cost Pool	4,000.00
88900	Allocated Postage Cost Pool	0.00
Expenses TOTAL		<u>385,000.00</u>
Project Balance:		<u>0.00</u>

Agenda Summary: Act on Lead Hazard Reduction Grant Program Audit.

Resolution Number: 2021-281

Sponsor: Mayor Mandell

ATTACHMENTS

[09-27-21 audit \(LEAD\).docx](#)

[Additional information for LEAD Hazard Reduction.docx](#)

September 27, 2021

CITY OF ELMIRA
COMMUNITY DEVELOPMENT- LEAD Hazard Reduction Grant
RESOLUTION NO. 2021-_____

Councilmember _____

RESOLVED, that the bills in the amount of **\$23,207.11** are hereby audited for payment for the LEAD Hazard Reduction Grant, September 27, 2021.

ADOPTED BY THE FOLLOWING VOTE

AYES		NAYS
	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

Acct. Name	Payee	Item	Amount
Other Direct - LEAD Other Direct- Healthy Homes	Maye Development and client- see attached for client's name and address	Lead Hazard Rehab project (see attached for client's name and address)	\$19,215.50
Other Direct Costs- Mortgage Filing Fees	Chemung County Clerk	Mortgage filing fee (see attached for client's name & address)	\$70.00
Telephone Expense (LEAD)	City Chamberlain	Invoice #2021-00000036 (telephone expense- Aug 2021)	\$31.28
Admin Credit Reports	AmRent	Invoice #2309444 (credit reports- Aug 2021)	\$24.35
Supplies and Materials- Office Supplies	City Chamberlain	Inv 2021-000000037 testing supplies for lead clearances	\$1,165.98
Payroll Expenses	Payroll	September 30, 2021 payroll to be reimbursed to CDBG- not to exceed:	\$2,700.00
TOTAL			\$23,207.11

Additional information for LEAD Hazard Reduction

Audit Date: September 27, 2021

Payee	Client's Name	Address	Explanation
Maye Development & Amanda Ruth	Amanda Ruth	109 Grove St.	LEAD rehab grant project
Chemung County Clerk	Amanda Ruth	109 Grove St.	LEAD mortgage recording fee

Elmira City Council

Agenda Summary: Act on Downtown Revitalization Initiative Program Audit.

Resolution Number: 2021-282

Sponsor: Nan Moss

ATTACHMENTS

[09-27-21 audit \(DRI\).docx](#)

September 27, 2021

CITY OF ELMIRA
COMMUNITY DEVELOPMENT- Downtown Revitalization Initiative
RESOLUTION NO. 2021-_____

Councilmember _____

RESOLVED, that the bills in the amount of **\$284,844.37** they are hereby audited for payment for the Downtown Revitalization Initiative- Activate Buildings Grant, September 27, 2021.

ADOPTED BY THE FOLLOWING VOTE

AYES		NAYS
	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

Acct. Name	Payee	Item	Amount
N/A	North Main Street 111, LLC	Reimbursement for project costs	\$9,000.00
N/A	Capriotti Properties	Reimbursement for project costs	\$275,844.37
TOTAL			\$284,844.37

Agenda Summary: Act on Community Development Block Grant Program Audit.

Resolution Number: 2021-283

Sponsor: Joseph Duffy

ATTACHMENTS

[09-27-2021 audit \(CDBG;HOME\).docx](#)

[Additional information for Rehab clients CDBG HOME.docx](#)

September 27, 2021

CITY OF ELMIRA
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
RESOLUTION NO. 2021-_____

Councilmember _____

RESOLVED, that the bills in the amount of **\$48,168.71** they are hereby audited for payment for the Community Development Block Grant, September 27, 2021.

ADOPTED BY THE FOLLOWING VOTE

AYES		NAYS
	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

Acct. Name	Payee	Item	Amount
Transformation Center – CV	The Neighborhood Transformation Center	CARES Act CDBG grant – covid related expenses	\$1,986.96
Capabilities – CV	Capabilities, Inc.	CARES Act CDBG grant – covid related expenses	\$4,718.00
Admin-ADP Rehab-ADP	ADP, Inc.	Invoice #588073173 (payroll processing fees- 8/15/2021 & 8/29/2021 payrolls)	\$161.90
Rehab- Processing Fees	Doxim	Invoice #147041 (July processing charge for payment coupon books)	\$10.72
Admin- Advertising	Central NY Newspapers	Ad #0004901605 (legal ad- CAPER) Ad published 9/9/2021	\$23.01
Admin-Postage	City Chamberlain	Invoice #2021-0000005 (CDBG postage expense-August 2021)	\$54.66
Admin- Telephone	City Chamberlain	Invoice #2021-00000034 (CDBG telephone expense- August 2021)	\$6.41
Rehab-Credit Reports	AmRent	Invoice #2309444- (credit reports-Aug 2021)	\$24.35
Admin- Office Supplies	H.L. Treu Office Supply	Invoice #242382 (ink jet labels, paper clips, “Sign Here” flags, clasp envelopes)	\$38.20
Rehab- Owner Occupied	Blaze Brockway Contracting (see attached for client)	CDBG rehab grant	\$24,460.00

Rehab-Filing Fees	Chemung County Clerk	CDBG mortgage recording fee (see attached for client's name & address)	\$70.00
LEAD Paint Hazard Reduction	City of Elmira Community Development	CDBG match toward a LEAD Reduction grant (see attached for client's name & address)	\$2,614.50
Rehab- Payroll Admin-Payroll	Payroll	September 30, 2021 payroll not to exceed	\$12,500.00
CARES Act Payroll	Payroll	September 30, 2021 payroll not to exceed	\$1,500.00
TOTAL			\$48,168.71

Additional information for Rehab clients (CDBG/HOME)

Audit Date: September 27, 2021

Payee	Client's Name	Address	Explanation
Blaze Brockway Construction & Robert Brown	Robert Brown	704 Oak St.	CDBG grant rehab project work
Chemung County Clerk	Robert Brown	704 Oak St.	CDBG mortgage filing fee - grant
City of Elmira Community Development	Amanda Ruth	109 Grove St.	CDBG match toward LEAD Hazard grant



Agenda Summary: Act on Audit.
Resolution Number: 2021-284
Sponsor: Brent Stermer

ATTACHMENTS

[COVER SHEET.pdf](#)
[BACKUP PT 1.pdf](#)
[BACKUP PT 2.pdf](#)

DATE: September 27th, 2021

TO: THE HONORABLE MAYOR AND COUNCIL

FROM: CHARMAIN CATTAN, CITY CHAMBERLAIN

I hereby present to you for examination and audit the following lists. These lists and the supporting vouchers and payrolls have been examined by the departments concerned and have been certified by them to me. An examination of these claims has been made by the Chamberlain's office for the purpose of ascertaining that the prerequisites to the audit have been complied with.

CURRENT BUDGET FUNDS:	\$567,976.57
CAPITAL FUNDS:	\$67,914.94
COMMUNITY DEVELOPMENT;	\$0.00
TRUST & AGENCY FUNDS:	\$0.00
SELF INSURANCE FUNDS:	\$0.00

TOTAL PER ATTACHED COMPUTER LIST:	\$635,891.51
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OTHER PAYMENTS:	
PAYROLLS W/E Sep 26, 2021	\$650,000.00
HAND CHECKS-THRU MACHINE-LISTINGS ATTACHED	\$34,291.81
CAPITAL HAND CHECKS	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00

TOTAL OTHER PAYMENTS:	\$684,291.81
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GRAND TOTAL PAYMENTS:	\$1,320,183.32
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RESOLUTION NO. 2021-

By Councilmember _____

RESOLVED, that the bills and the payrolls in the amount of \$1,320,183.32
 be and they hereby are audited and approved for payment,
 when in funds.

ADOPTED BY THE FOLLOWING VOTE:

AYES-----	-----NAYS
_____ COUNCILMEMBER STERMER	_____
_____ COUNCILMEMBER MOSS	_____
_____ COUNCILMEMBER FRANCHI	_____
_____ COUNCILMEMBER KITCHING	_____
_____ COUNCILMEMBER GRASSO	_____
_____ COUNCILMEMBER DUFFY	_____
_____ MAYOR MANDELL	_____

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City of Elmira *LIVE*

Payment Batch Register

Bank Account: GENERAL FUND - GENERAL FUND
Batch Date: 09/27/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GENERAL FUND - GENERAL FUND					
Check	09/27/2021	198253 Accounts Payable	3M TRAFFIC CONTROL MATERIALS DIV.		277.27
		Invoice	Date	Description	Amount
		9412468271	08/20/2021	SIGN MATERIALS - BLANKET PO	277.27
Check	09/27/2021	198254 Accounts Payable	A.L. GEORGE, INC.		66.90
		Invoice	Date	Description	Amount
		2325085	09/15/2021	BEER, SUPPLIES	66.90
Check	09/27/2021	198255 Accounts Payable	ADP		3,792.15
		Invoice	Date	Description	Amount
		588073100	09/10/2021	CLIENT#262059	1,537.90
		588072828	09/10/2021	CLIENT#262059	2,254.25
Check	09/27/2021	198256 Accounts Payable	AIRGAS EAST		68.88
		Invoice	Date	Description	Amount
		9982066794	08/31/2021	AIRGAS Medical Oxygen BPO	68.88
Check	09/27/2021	198257 Accounts Payable	AMAZON CAPITAL SERVICES INC		166.17
		Invoice	Date	Description	Amount
		1JPV-9JHK-1MXP-2	09/14/2021	Office Supplies	23.12
		1GYJ-RRMV-F17W	09/14/2021	misc office/police supplies	34.88
		1TW6-YDT9-4GQ9	08/25/2021	AMAZON Handset Cords	25.96
		16V7-T3HH-MWJ4	09/08/2021	AMAZON Vent Saw Parts	23.27
		ASROVYJOJMY2H	09/07/2021	AMAZON Phone/Flag Pole Rope	58.94
Check	09/27/2021	198258 Accounts Payable	AMES LINEN SERVICE		90.00
		Invoice	Date	Description	Amount
		176939	07/27/2021	TOWELS, RUGS, MATS, LINENS, FOR CLUBHOUSE	45.00
		188097	09/07/2021	TOWELS, RUGS, MATS, LINENS, FOR CLUBHOUSE	45.00
Check	09/27/2021	198259 Accounts Payable	APPLIED INDUSTRIAL TECH.		13.39
		Invoice	Date	Description	Amount
		7022332384+	08/27/2021	HEAVY DUTY TRUCK PARTS/ PGB2177	13.39
Check	09/27/2021	198260 Accounts Payable	ARCHIE STURCH		228.79
		Invoice	Date	Description	Amount
		AUGUST 2021	09/14/2021	HRA MEDICAL	228.79
Check	09/27/2021	198261 Accounts Payable	AT&T		173.01
		Invoice	Date	Description	Amount
		1174856990	09/01/2021	ACCT#1000-810-0850	173.01
Check	09/27/2021	198262 Accounts Payable	BALLAND ENTERPRISES INC.		1,058.60
		Invoice	Date	Description	Amount
		2021-1924,1926	07/06/2021	Building - Equipment Maintenance/Repair	1,058.60
Check	09/27/2021	198263 Accounts Payable	BOOTH ELECTRIC SUPPLY		96.93
		Invoice	Date	Description	Amount
		S1138122.001	09/14/2021	BOOTH Light Bulbs Station 5	96.93
Check	09/27/2021	198264 Accounts Payable	BOUND TREE MEDICAL		281.00
		Invoice	Date	Description	Amount
		235999	09/08/2021	sharps containers	281.00

Check	09/27/2021	198265	Accounts Payable	BRYAN J MAGGS LAW OFFICES, PLLC	3,534.20
	Invoice		Date	Description	Amount
	748/737/736		09/14/2021	LEGAL FEES	3,534.20
Check	09/27/2021	198266	Accounts Payable	BRYANT TRANCHANT	324.50
	Invoice		Date	Description	Amount
	NOV TRAINING		09/10/2021	PER DIEM	324.50
Check	09/27/2021	198267	Accounts Payable	BURGER KING	50.70
	Invoice		Date	Description	Amount
	ACCT6009		09/14/2021	PRISONER MEALS AUG/SEPT	50.70
Check	09/27/2021	198268	Accounts Payable	CENTRAL NEW YORK NEWSPAPER GROUP	202.80
	Invoice		Date	Description	Amount
	0004081346		08/31/2021	ACCT#204437	202.80
Check	09/27/2021	198269	Accounts Payable	CHAMPION FASTENERS	78.30
	Invoice		Date	Description	Amount
	69949		09/03/2021	BLANKET FOR BOLTS, DRILL BITS, HARDWARE, & SUPPLIES	10.00
	69832		08/31/2021	PARTS/HARDWARE - BLANKET PO RFB# 2143	43.60
	70066		09/09/2021	PARTS/HARDWARE - BLANKET PO RFB# 2143	24.70
Check	09/27/2021	198270	Accounts Payable	CHEMUNG COUNTY INSURANCE DEPARTMENT	401,655.06
	Invoice		Date	Description	Amount
	SEPT ADMIN FEE		09/14/2021	HEALTH INSURANCE ADMIN FEE	5,935.79
	SEPT INVOICE		09/14/2021	HEALTH INSURANCE INVOICE	395,719.27
Check	09/27/2021	198271	Accounts Payable	CHEMUNG COUNTY TRANSFER	15,796.60
	Invoice		Date	Description	Amount
	132612		09/01/2021	GARBAGE COLLECTION FEES-3RD 2021 ELM HEIGHTS	915.24
	132629,132610		09/01/2021	GARBAGE COLLECTION FEES 2021	13,935.42
	132611		09/01/2021	CUST# TI-00038	945.94
Check	09/27/2021	198272	Accounts Payable	COLDIRON FUEL INC.	17.35
	Invoice		Date	Description	Amount
	252704		09/13/2021	FUEL - BLANKET PO	17.35
Check	09/27/2021	198273	Accounts Payable	CONSTELLATION ENERGY SERVICES OF NEW YORK, INC.	10,672.49
	Invoice		Date	Description	Amount
	60431732301		09/14/2021	CUST#2530739-41493	10,672.49
Check	09/27/2021	198274	Accounts Payable	COOK BROTHERS	171.23
	Invoice		Date	Description	Amount
	1434772		08/28/2021	PARTS/EQUIPMENT - BLANKET PO FLEET	171.23
Check	09/27/2021	198275	Accounts Payable	CSEA EMPLOYEE BENEFIT FUND	7,691.44
	Invoice		Date	Description	Amount
	SEPTEMBER 2021		09/14/2021	9/1/21-9/30/21	7,691.44
Check	09/27/2021	198276	Accounts Payable	CULLIGAN	290.58
	Invoice		Date	Description	Amount
	272X28609305		09/13/2021	BLANKET FOR COOLER RENTAL AND WATER	9.40
	272X28635904		08/31/2021	ACCT#272-00120501-7	107.93
	272X28636100		09/14/2021	ACCT#272-00120527-2	63.25
	272X28636001		08/31/2021	ACCT#272-00120519-9	110.00
Check	09/27/2021	198277	Accounts Payable	CUMMINS NORTHEAST, INC.	669.34
	Invoice		Date	Description	Amount
	W4-35917		08/31/2021	ELECTRONIC PARTS/ TRUCKS BLANKET PO	669.34
Check	09/27/2021	198278	Accounts Payable	CURA	147.11
	Invoice		Date	Description	Amount
	H014401831		09/14/2021	PRISONER MEALS	147.11

Check	09/27/2021	198279	Accounts Payable	CUSTOM PEST CONTROL	50.00
	Invoice		Date	Description	Amount
		92179	09/03/2021	PEST CONTROL AT 312 BUILDNG	50.00
Check	09/27/2021	198280	Accounts Payable	DAVE'S TOWING	375.00
	Invoice		Date	Description	Amount
		9/1/21	09/01/2021	AUGUST TOWING	375.00
Check	09/27/2021	198281	Accounts Payable	EASTERN SECURITY SERVICES	160.35
	Invoice		Date	Description	Amount
		R261333	09/01/2021	MONITORING SERVICES BLANKET/QTLYBILL	160.35
Check	09/27/2021	198282	Accounts Payable	ED'S HEADS PORTABLE TOILETS	550.00
	Invoice		Date	Description	Amount
		92065+	09/09/2021	PORTABLE TOILETS FOR PARKS	550.00
Check	09/27/2021	198283	Accounts Payable	ELM CHEVROLET CO. INC.	148.79
	Invoice		Date	Description	Amount
		85824	09/01/2021	CHEVY PARTS/EPD CARS BLANKET PO	148.79
Check	09/27/2021	198284	Accounts Payable	ELMIRA COCA-COLA BOTTLING CORP.	159.23
	Invoice		Date	Description	Amount
		10424201198+	09/03/2021	SODA, WATER, POWERADE, AND SUPPLIES	159.23
Check	09/27/2021	198285	Accounts Payable	EWING IRRIGATION	648.80
	Invoice		Date	Description	Amount
		7880720	08/23/2021	IRRIGATION SCRUBBER VALVES	648.80
Check	09/27/2021	198286	Accounts Payable	FEDERAL EXPRESS CORP.	37.45
	Invoice		Date	Description	Amount
		7-497-64214	09/13/2021	ACCT 1210-7902-0	37.45
Check	09/27/2021	198287	Accounts Payable	FIRST UNUM LIFE	977.43
	Invoice		Date	Description	Amount
		9/1 - 9/30/21	09/14/2021	POLICY#0461461-001	573.98
		9/1-9/30/21 #2	09/14/2021	POLICY#0461381-001	403.45
Check	09/27/2021	198288	Accounts Payable	FIRSTLIGHT FIBER	243.80
	Invoice		Date	Description	Amount
		9825938	09/01/2021	ACCT#38403	243.80
Check	09/27/2021	198289	Accounts Payable	FREEMAN COMMUNICATIONS	112.75
	Invoice		Date	Description	Amount
		23210823	08/23/2021	FREEMAN Portables Repair	112.75
Check	09/27/2021	198290	Accounts Payable	GRASS LANDS EQUIPMENT CO.	120.26
	Invoice		Date	Description	Amount
		1294254,1294785	08/23/2021	TORO PARTS/ MTGC BLANKET PO	120.26
Check	09/27/2021	198291	Accounts Payable	HAMILTON MEATS, INC.	532.75
	Invoice		Date	Description	Amount
		36969	09/30/2021	FOOD, FOOD SUPPLIES, CONDIMENTS	258.95
		36868	09/07/2021	FOOD, FOOD SUPPLIES, CONDIMENTS	273.80
Check	09/27/2021	198292	Accounts Payable	I. D. BOOTH, INC.	807.68
	Invoice		Date	Description	Amount
		s1118660.001+	07/01/2021	BLANKET FOR ELECTRICAL SUPPLIES	430.25
		s1140287.001+	08/10/2021	BLANKET FOR PARTS, SUPPLIES, HARDWARE	47.44
		s1149115.001+	08/25/2021	BLANKET FOR IRRIGATION AND DRAINAGE SUPPLIES	56.83
		S1151481.001+	08/30/2021	STREETLIGHT SUPPLIES & MATERIALS	273.16
Check	09/27/2021	198293	Accounts Payable	INTEGRATED SYSTEMS	7,500.00
	Invoice		Date	Description	Amount
		18875	08/31/2021	LTE Support	7,500.00
Check	09/27/2021	198294	Accounts Payable	ISAAC MARMOR	324.50

	Invoice	Date	Description	Amount
	NOV TRAINING	09/10/2021	PER DIEM	324.50
Check	09/27/2021 198295 Accounts Payable		JAMES J TURCSIK, JR.	2,273.70
	Invoice	Date	Description	Amount
	W/E 10/3/21	09/14/2021	PER CONTRACT	2,273.70
Check	09/27/2021 198296 Accounts Payable		JEROME FIRE EQUIPMENT CO., INC.	331.00
	Invoice	Date	Description	Amount
	0207535-IN	09/14/2021	JEROME Regulator Rebuild Kit	331.00
Check	09/27/2021 198297 Accounts Payable		JH DESIGN	117.00
	Invoice	Date	Description	Amount
	10060	09/14/2021	DECAL & INSTALL	117.00
Check	09/27/2021 198298 Accounts Payable		JIM'S EQUIPMENT REPAIR	49.42
	Invoice	Date	Description	Amount
	2522	08/17/2021	MOWER DECK STEINER MANUF PARTS/BLANKET PO	49.42
Check	09/27/2021 198299 Accounts Payable		JOHN'S EQUIPMENT RENTAL	85.43
	Invoice	Date	Description	Amount
	51702	09/01/2021	BLANKET FOR CHAIN SAWS, WEED WACKERS, BLOWERS, AND PARTS	25.98
	51901	09/14/2021	WEED WACKER FEED	39.99
	51645	08/31/2021	LAWN MOWER PARTS/ BLANKET PO	19.46
Check	09/27/2021 198300 Accounts Payable		KECK'S FOOD SERVICE	610.14
	Invoice	Date	Description	Amount
	952925	09/29/2021	FROZEN FOOD, PAPER SUPPLIES, HOT DOGS	405.97
	954380	09/06/2021	FROZEN FOOD, PAPER SUPPLIES, HOT DOGS	204.17
Check	09/27/2021 198301 Accounts Payable		LAFRANCE EQUIPMENT CORP.	283.72
	Invoice	Date	Description	Amount
	0061831-IN	09/14/2021	LAFRANCE DC Snyder Helmet	283.72
Check	09/27/2021 198302 Accounts Payable		LAW ENFORCEMENT PSYCHOLOGICAL ASSOCIATES	424.00
	Invoice	Date	Description	Amount
	5759	09/14/2021	PSYCHOLOGICAL EXAM	424.00
Check	09/27/2021 198303 Accounts Payable		LINDSEY LAWN & GARDEN, INC.	199.86
	Invoice	Date	Description	Amount
	885167+	08/25/2021	JOHN DEERE PARTS/BLANKET PO	199.86
Check	09/27/2021 198304 Accounts Payable		LOWE'S COMPANIES, INC.	150.60
	Invoice	Date	Description	Amount
	52370	09/13/2021	BLANKET FOR TOOLS, PAINT, IRRIGATION & MOWER PARTS	34.80
	23469	08/11/2021	MISC SUPPLIES-STREET MNT BLANKET PO	115.80
Check	09/27/2021 198305 Accounts Payable		MCDONALD EXCAVATING, INC.	153.00
	Invoice	Date	Description	Amount
	55353	09/07/2021	TOPSOIL/STUMPS RFB# 2092 BLANKET PO	153.00
Check	09/27/2021 198306 Accounts Payable		MIDWEST MOTOR SUPPLY CO INC	248.25
	Invoice	Date	Description	Amount
	9145893,9167954	08/24/2021	SHOP EQUIP/TOOLS/SUPPLIES-BLANKET PO	248.25
Check	09/27/2021 198307 Accounts Payable		MULTI MEDIA SERVICES	514.39
	Invoice	Date	Description	Amount
	81939	09/09/2021	Accident Exchange Form	514.39
Check	09/27/2021 198308 Accounts Payable		MUNICIPAL EMERGENCY SERVICES, INC.	531.65
	Invoice	Date	Description	Amount
	IN1612850	08/24/2021	MES Calibration Gas	531.65
Check	09/27/2021 198309 Accounts Payable		MUNICODE	6,007.29

	Invoice	Date	Description	Amount
	00362737	08/31/2021	CUST ID#10-2097	6,007.29
Check	09/27/2021	198310 Accounts Payable	NAPA AUTO PARTS	647.21
	Invoice	Date	Description	Amount
	6718-040006	09/07/2021	PARTS/BLANKET PO/SOURCEWELL CONTRACT	5.01
	6718-039382+	08/31/2021	PARTS/BLANKET PO/SOURCEWELL CONTRACT	642.20
Check	09/27/2021	198311 Accounts Payable	NOCO	14,712.67
	Invoice	Date	Description	Amount
	12159539+	09/08/2021	FUEL-BLANKET PO RFB#2201	11,723.31
	12159556+	09/08/2021	FUEL-BLANKET PO RFB#2201 MTGC	2,989.36
Check	09/27/2021	198312 Accounts Payable	NU-WAY ELMIRA	30.06
	Invoice	Date	Description	Amount
	11740a8678	09/03/2021	PARTS/EQUIPMENT - BLANKET PO	30.06
Check	09/27/2021	198313 Accounts Payable	NYSEG	192.06
	Invoice	Date	Description	Amount
	9/10/21	09/10/2021	ACCT#1005-0397-206	192.06
Check	09/27/2021	198314 Accounts Payable	OCCUSTAR, INC.	3,060.00
	Invoice	Date	Description	Amount
	6111	06/10/2021	SWAT OSHA RESPIRATOR EXAMS	3,060.00
Check	09/27/2021	198315 Accounts Payable	PANOSIAN'S INC.	109.97
	Invoice	Date	Description	Amount
	14503	08/16/2021	WORK BOOT -LAWRENCE BOCAGE	109.97
Check	09/27/2021	198316 Accounts Payable	PARMENTER MOTORS, INC.	6,636.68
	Invoice	Date	Description	Amount
	8/20/21	08/20/2021	TOWING	75.00
	131907	09/01/2021	MTGC - TIRES	1,437.35
	131204,131973	08/16/2021	TIRES/ RFB-2055	5,006.98
	0132290-C	09/16/2021	TIRES/ RFB-2055	117.35
Check	09/27/2021	198317 Accounts Payable	Passport Labs, Inc	871.52
	Invoice	Date	Description	Amount
	INV-1024349	08/31/2021	AUGUST COLLECTIONS	871.52
Check	09/27/2021	198318 Accounts Payable	PEOPLEREADY INC	11,774.19
	Invoice	Date	Description	Amount
	26824727+	09/01/2021	Temporary Staffing Services	8,054.71
	26853231	09/13/2021	TEMP SERVICES	3,719.48
Check	09/27/2021	198319 Accounts Payable	POINT SPRING & DRIVESHAFT CO.	539.74
	Invoice	Date	Description	Amount
	130165,301,574	08/30/2021	HEAVY DUTY PARTS/RFB#2077R	492.18
	130312	09/01/2021	HEAVY DUTY TRUCK PARTS/ RFB# 2077R	47.56
Check	09/27/2021	198320 Accounts Payable	POSTLER & JAECKLE	440.00
	Invoice	Date	Description	Amount
	02142388	06/28/2021	WATER HEATER REPAIR	440.00
Check	09/27/2021	198321 Accounts Payable	RANGER OUTFITTERS	39.99
	Invoice	Date	Description	Amount
	23594	09/07/2021	TROUSERS	39.99
Check	09/27/2021	198322 Accounts Payable	RENKO TREE SERVICE	1,050.00
	Invoice	Date	Description	Amount
	090121	09/01/2021	EMERGENCY TREE REMOVAL	600.00
	080421	08/04/2021	STUMP REMOVAL	450.00
Check	09/27/2021	198323 Accounts Payable	RINWALSKE GARAGE	1,265.00
	Invoice	Date	Description	Amount
	2234	09/01/2021	AUGUST TOWING	890.00
	43948	08/03/2021	TOWING SERVICES	250.00
	43958	08/13/2021	TOWING SVCS -EPD FLEET	125.00

Check	09/27/2021	198324	Accounts Payable	S V MOFFETT CO INC	528.81
	Invoice		Date	Description	Amount
	03-312868		08/27/2021	PARTS FOR B&G MOWER	455.57
	03-312923		08/27/2021	MOWER BLADES /PARTS- BLANKET PO MTGC	73.24
Check	09/27/2021	198325	Accounts Payable	SAM'S CLUB DIRECT	290.12
	Invoice		Date	Description	Amount
	9/3/2021-		09/03/2021	FOOD, SUPPLIES, BEVERAGES,	290.12
Check	09/27/2021	198326	Accounts Payable	SANDY'S SEWING	28.00
	Invoice		Date	Description	Amount
	155577		09/14/2021	ALTERATIONS	28.00
Check	09/27/2021	198327	Accounts Payable	SOUTHERN TIER SENTRY HARDWARE	1,944.53
	Invoice		Date	Description	Amount
	76264		09/02/2021	BLANKET FOR MISC SUPPLIES AND HARDWARE	13.99
	76343		09/14/2021	STREET LIGHTS/ HARDWARE/ TOOLS BLANKET PO	15.99
	STATEMENT-8/25		08/25/2021	SOUTHPORT HORSES	1,809.59
	76165		08/26/2021	Office Supplies	18.98
	76389,76414		09/14/2021	SO TIER SENTRY Various Hardware BPO	85.98
Check	09/27/2021	198328	Accounts Payable	SOUTHERN TIER SENTRY HARDWARE	29.07
	Invoice		Date	Description	Amount
	76259		09/02/2021	BLANKET FOR MISC SUPPLIES AND HARDWARE	7.99
	76409		09/14/2021	BLANKET FOR MISC SUPPLIES AND HARDWARE	21.08
Check	09/27/2021	198329	Accounts Payable	STAPLES BUSINESS ADVANTAGE	178.69
	Invoice		Date	Description	Amount
	3485478616		08/26/2021	Supplies	14.94
	3485478618		08/26/2021	Supplies	33.78
	3485553804		08/27/2021	Supplies	49.98
	3485372308		08/25/2021	Supplies	79.99
Check	09/27/2021	198330	Accounts Payable	SUBURBAN PROPANE	1,086.23
	Invoice		Date	Description	Amount
	512309		08/31/2021	ACCT#2223-229957	1,086.23
Check	09/27/2021	198331	Accounts Payable	SWIFT OFFICE EQUIPMENT	111.09
	Invoice		Date	Description	Amount
	076192		09/06/2021	RICOH PRINT CHARGES	111.09
Check	09/27/2021	198332	Accounts Payable	TAX COLLECTOR, ELMIRA HEIGHTS	23,184.96
	Invoice		Date	Description	Amount
	MAP #073489		09/14/2021	68.00-2-22	23,184.96
Check	09/27/2021	198333	Accounts Payable	TIME WARNER CABLE	379.95
	Invoice		Date	Description	Amount
	812858601090221		09/02/2021	YEARLY INTERNET AT MTGC ACCT 202-80285601-001	330.00
	831914202-001		09/02/2021	202-831914202-001	49.95
Check	09/27/2021	198334	Accounts Payable	TWIN TIER PAINT WALLCOVERING	270.43
	Invoice		Date	Description	Amount
	STATEMENT 8/26		08/26/2021	ACCT#154	270.43
Check	09/27/2021	198335	Accounts Payable	TYLER TECHNOLOGIES, INC.	14,526.50
	Invoice		Date	Description	Amount
	045-353569		09/01/2021	ORDER #162029	13,495.66
	045-353568		09/01/2021	ORDER #16208	1,030.84
Check	09/27/2021	198336	Accounts Payable	UniFirst Corporation	279.10
	Invoice		Date	Description	Amount
	051-3305695+		09/09/2021	FLOOR MATS FOR BUILDINGS	145.00
	0513303501+		09/02/2021	LAUNDRY SERVICE - BLANKET PO	134.10

Check	09/27/2021	198337 Accounts Payable	VAL-U TOWING	90.00
	Invoice	Date	Description	Amount
	1257	09/14/2021	ROAD SERVICE	90.00
Check	09/27/2021	198338 Accounts Payable	VERIZON (FORMERLY BELL ATLANTIC)	5,401.01
	Invoice	Date	Description	Amount
	8/27/21	08/27/2021	ACCT#251-754-321-0001-58	17.23
	8-27-21	08/27/2021	ACCT#651-754-337-0001-23	68.92
	AUGUST 27, 2021	08/27/2021	ACCT#251-754-338-0001-91	5,314.86
Check	09/27/2021	198339 Accounts Payable	W.B. MASON	1,801.11
	Invoice	Date	Description	Amount
	222915182	08/30/2021	PENCILS/SUPPLIES	55.65
	218720988	03/17/2021	CUST#C2234786	284.90
	223006393	09/01/2021	Office Supplies	75.04
	222994391	09/01/2021	WB MASON Office Supplies BPO	218.99
	222315589	08/06/2021	WB MASON Office Supplies BPO	323.89
	222253402	08/04/2021	WB MASON Office Supplies BPO	259.93
	223078312	09/01/2021	office supplies	54.59
	223319266	09/14/2021	C2234786	528.12
Check	09/27/2021	198340 Accounts Payable	WEST INFORMATION PUBLISHING GROUP	721.86
	Invoice	Date	Description	Amount
	845031168	09/04/2021	LIBRARY PLAN CHARGES	404.62
	844915986	09/01/2021	WESTLAW CHARGES 8/1-8/31/21	317.24
Check	09/27/2021	198341 Accounts Payable	WILLIAMS OIL CO., INC.	1,018.58
	Invoice	Date	Description	Amount
	632017,632004	09/03/2021	OIL/LUBRICANTS - MTGC	1,018.58
Check	09/27/2021	198342 Accounts Payable	XEROX CORPORATION	1,355.91
	Invoice	Date	Description	Amount
	503964178	09/03/2021	CUST#955001912	110.18
	503964176	09/03/2021	CUST#955000963	97.63
	503963680	09/03/2021	CUST#954633640	117.88
	503961807	09/03/2021	CUST#952918852	27.16
	503963678	09/03/2021	CUST#954632477	115.65
	503964693	09/03/2021	CUST#955203344	37.46
	503964173	09/03/2021	CUST#954996211	33.68
	503964177	09/03/2021	CUST#955001094	114.68
	503963924	09/03/2021	CUST#954822383	114.68
	014186577	09/01/2021	CUST#718282973	98.27
	014186576	09/01/2021	CUST#718272685	32.41
	014186588	09/01/2021	CUST#719281396	34.54
	014186587	09/01/2021	CUST#719281172	57.38
	014186578	09/01/2021	CUST#718422447	5.55
	014186574	09/01/2021	CUST#718133200	89.85
	014186575	09/01/2021	CUST#718270358	13.83
	014186568	09/01/2021	CUST#708184726	104.47
	014186567	09/01/2021	CUST#708184692	70.86
	014186566	09/01/2021	CUST#708184676	41.42
	014320779	09/14/2021	C721817914	20.35
	014320782	09/14/2021	C722774775	17.98
Check	09/27/2021	198343 Accounts Payable	BRIANA BORDEN	324.50
	Invoice	Date	Description	Amount
	NOV TRAINING	09/10/2021	Registration - Training & Conferences	324.50
Check	09/27/2021	198344 Accounts Payable	DEBORAH L DOYLE	490.00
	Invoice	Date	Description	Amount
	TM#89.18-8-64	09/14/2021	SANITATION OPT-OUT	490.00
Check	09/27/2021	198345 Accounts Payable	JOSEPH PRYSLAK/KENDRA BAILEY , BRANDAN	154.00
	Invoice	Date	Description	Amount

	TM#89.10-2-48	09/14/2021	SANITATION OPT-OUT	154.00
Check	09/27/2021	198346 Accounts Payable	THOMAS E BROCKWAY	70.00
	Invoice	Date	Description	Amount
	TM#89.07-3-42	09/14/2021	TAX OVERPAYMENT	70.00
GENERAL FUND GENERAL FUND Totals:			Transactions: 94	\$567,976.57
Checks:	94	\$567,976.57		

City of Elmira *LIVE*

Payment Batch Register

Bank Account: CAP CHECK - CAPITAL CHECKING
Batch Date: 09/27/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: CAP CHECK - CAPITAL CHECKING					
Check	09/27/2021	104456 Accounts Payable	CHAPEL LUMBER COMPANY		236.37
	Invoice	Date	Description		Amount
		2108023350,23348	08/12/2021	STAKES/ADA RAMP/ROAD PROG-BLANKET PO	236.37
Check	09/27/2021	104457 Accounts Payable	CHEMUNG SUPPLY CORPORATION		3,017.00
	Invoice	Date	Description		Amount
		010710	08/31/2021	SIGN POSTS AND BASES	3,017.00
Check	09/27/2021	104458 Accounts Payable	FISHER ASSOCIATES		63,722.16
	Invoice	Date	Description		Amount
		Request No 24	09/16/2021	MAIN ST BRIDGE REHAB	63,722.16
Check	09/27/2021	104459 Accounts Payable	FOOR & ASSOCIATES		397.50
	Invoice	Date	Description		Amount
		JOB NO 3982.	09/16/2021	FOOR Station 3 Roof	397.50
Check	09/27/2021	104460 Accounts Payable	SUIT-KOTE CORP.		541.91
	Invoice	Date	Description		Amount
		IN010027	08/27/2021	POTHOLE KILLER RFB#2287	541.91
CAP CHECK CAPITAL CHECKING Totals:			Transactions: 5		\$67,914.94
Checks:		5	\$67,914.94		

HAND CHECKS DETAILS
CAPITAL HAND CHECKS DETAIL

\$34,291.81
\$0.00

9/7/21, 10:58 AM

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City of Elmira *LIVE*

Payment Batch Register

Bank Account: GENERAL FUND - GENERAL FUND
Batch Date: 09/07/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GENERAL FUND - GENERAL FUND					
Check	09/07/2021	198234 Accounts Payable	JAMES J TURCSIK, JR.		14.59
	Invoice	Date	Description		Amount
	8/1-8/15 makeup	09/03/2021	Commission Check		14.59
Check	09/07/2021	198235 Accounts Payable	JAMES J TURCSIK, JR.		4,328.61
	Invoice	Date	Description		Amount
	8/16-8/31	09/03/2021	Commission Check		4,328.61
Check	09/07/2021	198236 Accounts Payable	JOHN G. RYAN		706.20
	Invoice	Date	Description		Amount
	584682	08/17/2021	BEER, BEVERAGE SUPPLIES		593.20
	585283-5	08/24/2021	BEER, BEVERAGE SUPPLIES		113.00
Check	09/07/2021	198237 Accounts Payable	SENECA BEVERAGE CORP.		923.44
	Invoice	Date	Description		Amount
	855451+	08/13/2021	BEER, LIQUOR, SNACK SHOP SUPPLIES		604.05
	856232	08/25/2021	BEER, LIQUOR, SNACK SHOP SUPPLIES		319.39
Check	09/07/2021	198238 Accounts Payable	SOUTHERN WINE AND SPIRITS		405.25
	Invoice	Date	Description		Amount
	1575391	08/13/2021	WINE/LIQUOR TO RESELL		405.25
GENERAL FUND GENERAL FUND Totals:			Transactions: 5		\$6,378.09
Checks:	5		\$6,378.09		

9/8/21, 2:16 PM

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City of Elmira *LIVE*

Payment Batch Register

Bank Account: GENERAL FUND - GENERAL FUND
Batch Date: 09/08/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GENERAL FUND - GENERAL FUND					
Check	09/08/2021	198239 Accounts Payable	AMAZON CAPITAL SERVICES INC		30.88
	Invoice	Date	Description		Amount
	1L6J-LKN7-316F	06/05/2021	Order 113-1214141-8614626		30.88
Check	09/08/2021	198240 Accounts Payable	TCF EQUIPMENT FINANCE		15,919.18
	Invoice	Date	Description		Amount
	7226651	07/14/2021	GOLF CAR RENTALS		15,919.18
GENERAL FUND GENERAL FUND Totals:			Transactions: 2		\$15,950.06
Checks:	2		\$15,950.06		

9/9/21, 3:23 PM

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City of Elmira *LIVE*

Payment Batch Register

Bank Account: GENERAL FUND - GENERAL FUND
Batch Date: 09/09/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GENERAL FUND - GENERAL FUND					
Check	09/09/2021	198241 Accounts Payable	A.L. GEORGE, INC.		88.40
	Invoice	Date	Description		Amount
	2323844	09/09/2021	BEER, SUPPLIES		88.40
Check	09/09/2021	198242 Accounts Payable	BROOKS SHAW		33.00
	Invoice	Date	Description		Amount
	TRAINING 9/13	09/09/2021	MEALS PER DIEM		33.00
Check	09/09/2021	198243 Accounts Payable	FRANK HILLMAN		33.00
	Invoice	Date	Description		Amount
	TRAINING 9/13	09/09/2021	MEALS PER DIEM		33.00
Check	09/09/2021	198244 Accounts Payable	JOHN G. RYAN		502.10
	Invoice	Date	Description		Amount
	586303	09/09/2021	BEER, BEVERAGE SUPPLIES		266.40
	586693-6	09/09/2021	BEER, BEVERAGE SUPPLIES		235.70
Check	09/09/2021	198245 Accounts Payable	ROBERT TROPEANO		33.00
	Invoice	Date	Description		Amount
	TRAINING 9/13	09/09/2021	MEALS PER DIEM		33.00
Check	09/09/2021	198246 Accounts Payable	SENECA BEVERAGE CORP.		818.83
	Invoice	Date	Description		Amount
	358310	09/09/2021	BEER, LIQUOR, SNACK SHOP SUPPLIES		88.00
	358309	09/09/2021	BEER, LIQUOR, SNACK SHOP SUPPLIES		730.83
GENERAL FUND GENERAL FUND Totals:			Transactions: 6		\$1,508.33
Checks:	6		\$1,508.33		

9/14/21, 8:50 AM

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City of Elmira *LIVE*

Payment Batch Register

Bank Account: GENERAL FUND - GENERAL FUND
Batch Date: 09/13/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GENERAL FUND - GENERAL FUND					
Check	09/13/2021	198247 Accounts Payable	IDEMIA		88.75
	Invoice	Date	Description		Amount
		UZYNY-3STQ9Y	09/13/2021	HALEY BEACH FINGERPRINTS	88.75
Check	09/13/2021	198248 Accounts Payable	IDEMIA		88.75
	Invoice	Date	Description		Amount
		UZYNY-3STQ4S	09/13/2021	DYLAN WOLFE FINGERPRINTS	88.75
Check	09/13/2021	198249 Accounts Payable	IDEMIA		88.75
	Invoice	Date	Description		Amount
		UZYNY-3STNZ7	09/13/2021	HUNTER ARGETSINGER FINGERPRINTS	88.75
GENERAL FUND GENERAL FUND Totals:			Transactions: 3		\$266.25
Checks:		3	\$266.25		

9/16/21, 4:08 PM

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City of Elmira *LIVE*

Payment Batch Register

Bank Account: GENERAL FUND - GENERAL FUND
Batch Date: 09/16/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GENERAL FUND - GENERAL FUND					
Check	09/16/2021	198250 Accounts Payable	BURGER KING		74.37
	Invoice	Date	Description		Amount
	REST#3308	06/08/2021	APRIL & MAY PRISONER MEALS		74.37
Check	09/16/2021	198251 Accounts Payable	CHASE CARD SERVICES		3,066.08
	Invoice	Date	Description		Amount
	8/7-9/6 STMT	09/16/2021	ACCT 4246315238977290		3,066.08
Check	09/16/2021	198252 Accounts Payable	JAMES J TURCSI, JR.		7,048.63
	Invoice	Date	Description		Amount
	9/1-9/15/21	09/16/2021	Commission Check		7,048.63
GENERAL FUND GENERAL FUND Totals:			Transactions: 3		\$10,189.08
Checks:		3	\$10,189.08		

Elmira City Council

Agenda Summary: Act on resolution to adjourn.

Resolution Number: 2021-285

Sponsor: Joseph Duffy

ATTACHMENTS

[Adjournment Sept 27.docx](#)

September 27, 2021

RESOLUTION

NO. 2021 – _____

By: _____

RESOLVED, that the next meeting for City Council will be a Regular Meeting held on Tuesday, October 12, 2021, at 5:30PM; and be it further

RESOLVED, that this meeting is adjourned.

ADOPTED BY THE FOLLOWING VOTE

AYES		NAYS
	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	