

AGENDA
REGULAR MEETING OF COUNCIL
November 24, 2020
6:30 PM

1. ROLL CALL
2. READING OF MINUTES
3. REPORTS & COMMUNICATIONS FROM MAYOR & HEADS OF DEPARTMENTS AND INTERESTED PARTIES AND CITY CLERK'S NOTES
 - 3.A QUARTERLY MINUTES OF THE SHADE TREE COMMISSION MEETING HELD FEBRUARY 27, 2020.

[Shade Tree Commission Meeting Minutes 02-27-2020.pdf](#)
 - 3.B CONTROLLER'S REPORT FOR MONTH ENDING OCTOBER 31, 2020.

[Controller's Report 10-31-2020.pdf](#)
 - 3.C MINUTES OF THE SCRANTON MUNICIPAL RECREATION AUTHORITY BOARD OF DIRECTORS MEETING HELD NOVEMBER 5, 2020.

[Scranton Municipal Recreation Authority Meeting Minutes 11-5-2020.pdf](#)
 - 3.D CORRESPONDENCE RECEIVED FROM OECD EXECUTIVE DIRECTOR DATED NOVEMBER 17 AND NOVEMBER 19, 2020 REGARDING COVID-19 REIMBURSEMENTS THROUGH LACKAWANNA COUNTY CARES ACT FUNDING.

[Correspondence received from OECD dated 11-17 and 11-19, 2020.pdf](#)

- 3.E CHECK RECEIVED FROM LUTHERWOOD IN THE AMOUNT OF \$6,000.00 FOR PAYMENT IN LIEU OF TAXES.

[PILOT Lutherwood 11-17-2020.pdf](#)

- 3.F CORRESPONDENCE RECEIVED FROM PENNSYLVANIA ECONOMY LEAGUE DATED NOVEMBER 16, 2020 REGARDING REVIEW OF 2021 PROPOSED BUDGET AND THE 2020 EXIT PLAN AMENDMENT.

[Correspondence received from PEL dated 11-16-2020.pdf](#)

- 3.G MINUTES OF THE NON-UNIFORM MUNICIPAL PENSION BOARD MEETING HELD OCTOBER 21, 2020.

[Non-Uniform Municipal Pension Board Minutes 10-21-2020.pdf](#)

- 3.H AGENDA FOR THE NON-UNIFORM MUNICIPAL PENSION BOARD MEETING HELD NOVEMBER 18, 2020.

[Agenda for Non-Uniform Municipal Pension Board 11-18-2020.pdf](#)

- 3.I CHECK RECEIVED FROM VILLA CAPRI CRUISERS CAR CLUB IN THE AMOUNT OF \$500.00 FOR SCRANTON POLICE HOLIDAY DRIVE - COATS FOR KIDS.

[Check received from Villa Capri Cruisers Car Club
11-18-2020.pdf](#)

- 3.J MINUTES OF THE SCRANTON POLICE PENSION COMMISSION MEETING HELD OCTOBER 21, 2020.

[Scranton Police Pension Commission Meeting 10-21-2020.pdf](#)

- 3.K MINUTES OF THE COMPOSITE PENSION BOARD MEETING HELD OCTOBER 21, 2020.

4. CITIZENS PARTICIPATION

5. INTRODUCTION OF ORDINANCES, RESOLUTIONS, APPOINTMENT AND/OR RE-APPOINTMENTS TO BOARDS & COMMISSIONS MOTIONS & REPORTS OF COMMITTEES

5.A MOTIONS.

- 5.B FOR INTRODUCTION – AN ORDINANCE – AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE AND ENTER INTO AN AGREEMENT FOR COLLECTION OF DELINQUENT MUNICIPAL CLAIMS ON BEHALF OF THE CITY OF SCRANTON WITH PORTNOFF LAW ASSOCIATES, LTD. AND APPROVING COLLECTION PROCEDURES, APPOINTMENT OF SOLICITOR, INTEREST ASSESSMENT, CREDIT CARD AND DEBIT CARD CHARGES, AND FEES AND COSTS TO BE ADDED TO THE AMOUNT COLLECTED AS PART OF UNPAID MUNICIPAL CLAIMS FOR DELINQUENT ACCOUNTS.

[Ordinance-2020 Portnoff Law Associates to Collect Delinquent Accounts.pdf](#)

- 5.C FOR INTRODUCTION – A RESOLUTION – RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON POLICE DEPARTMENT TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT PURSUANT TO THE GAMING FUNDS GRANT PROGRAM IN THE AMOUNT OF \$257,925.00 TO INSTALL A HVAC SYSTEM IN EMERGENCY SERVICES CENTER (FORMERLY SERRENTI ARMORY) LOCATED AT 1801 PINE STREET, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$257,925.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

[Resolution-2020 LSA Grant HVAC System for Emergency Services Center.pdf](#)

- 5.D FOR INTRODUCTION - A RESOLUTION - AUTHORIZING THE MAYOR AND OTHER CITY OFFICIALS TO MAKE A SOLVENCY PAYMENT TO THE COMMONWEALTH OF PENNSYLVANIA DEPARTMENT OF LABOR AND INDUSTRY BUREAU OF UNEMPLOYMENT COMPENSATION.

[Resolution-2020 Solvency Payment to PA Unemployment Compensation.pdf](#)

6. CONSIDERATION OF ORDINANCES - READING BY TITLE

- 6.A READING BY TITLE - FILE OF THE COUNCIL NO. 34, 2020 - AN ORDINANCE - AMENDING FILE OF THE COUNCIL NO. 95, 2015, AN ORDINANCE, ENTITLED "AMENDING FILE OF THE COUNCIL NO. 79 OF 2015, AN ORDINANCE AMENDING FILE OF THE COUNCIL NO. 145 OF 2007 ENTITLED 'AN ORDINANCE RENAMING THE EMERGENCY AND MUNICIPAL SERVICES TAX ("EMST") TO LOCAL SERVICE TAX ("LST")' AND BY IMPOSING A WITHHOLDING OF \$52.00 FOR THE CALENDAR YEAR 2015 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER BY INCREASING THE LOCAL SERVICES TAX WITHHOLDING FROM \$52.00 TO \$156.00 FOR THE CALENDAR YEAR 2015, AND PROVIDING FOR AN EXEMPTION FROM TAXATION FOR ANY PERSON WHOSE TOTAL EARNED INCOME AND NET PROFITS FROM ALL SOURCES WITHIN THE MUNICIPALITY IS LESS THAN \$15,600.00 FOR THE CALENDAR YEAR 2015 UNDER AND PURSUANT TO THE LOCAL TAX ENABLING ACT, ACT 511 OF 1965, P.L. 1257, 53 P.S. § 6924,101 ET. SEQ. AND THE MUNICIPALITIES RECOVERY ACT, ACT 47 OF 1987, P.L. 246,53 P.S. § 11701.101 ET. SEQ. AND THEIR RESPECTIVE AMENDMENTS" EFFECTIVE RETROACTIVE TO JANUARY 1, 2020. THIS TAX ENABLES THE CITY OF SCRANTON TO CONTINUE TO LEVY THE LOCAL SERVICES TAX AT THE FISCAL YEAR 2019 RATE FOR FISCAL YEAR 2020 FOR A TOTAL MAXIMUM LOCAL SERVICES RATE OF ONE HUNDRED FIFTY-SIX (\$156.00) DOLLARS FOR THE FISCAL YEAR 2020 EFFECTIVE RETROACTIVE TO JANUARY 1, 2020.

[Ordinance-2020 Local Services Tax 2020.pdf](#)

- 6.B READING BY TITLE - FILE OF THE COUNCIL NO. 35, 2020 - AN ORDINANCE - APPROPRIATING FUNDS FOR THE EXPENSES OF THE CITY GOVERNMENT FOR THE PERIOD COMMENCING ON THE FIRST DAY OF JANUARY, 2021 TO AND INCLUDING DECEMBER 31, 2021 BY THE ADOPTION OF THE GENERAL CITY OPERATING BUDGET FOR THE YEAR 2021.

[Ordinance-2020 Legislation 2021 Budget.pdf](#)
[Ordinance - 2020 Budget 2021.pdf](#)

- 6.C READING BY TITLE - FILE OF THE COUNCIL NO. 36, 2020 - AN ORDINANCE - AMENDING FILE OF THE COUNCIL NO. 6, 2020, AMENDING FILE OF THE COUNCIL NO. 59, 2019 ENTITLED "AN ORDINANCE AMENDING FILE OF THE COUNCIL NO. 17, 1994 ENTITLED 'AN ORDINANCE (AS AMENDED) AUTHORIZING THE GOVERNING BODY OF THE CITY OF SCRANTON TO ENACT 'A WASTE DISPOSAL AND COLLECTION FEE' FOR THE PURPOSE OF RAISING REVENUE TO COVER THE WASTE DISPOSAL AND COLLECTION COSTS INCURRED BY THE CITY OF SCRANTON FOR THE DISPOSAL OF REFUSE'" BY IMPOSING A WASTE DISPOSAL AND COLLECTION FEE OF \$300.00 FOR CALENDAR YEAR 2021 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER AND TO AMEND THE TIMELINE FOR PAYMENTS ALLOWING CHANGE IN THE MECHANISM OF BILLING, UPDATE THE REQUIREMENTS FOR EXONERATIONS AND INCREASE PENALTIES FOR VIOLATIONS.

[Ordinance-2020 Waste Disposal & Collection Fee 2021.pdf](#)

7. FINAL READING OF RESOLUTIONS AND ORDINANCES

- 7.A FOR CONSIDERATION BY THE COMMITTEE ON FINANCE - FOR ADOPTION - FILE OF THE COUNCIL NO. 33, 2020 - AUTHORIZING THE ISSUANCE OF A TAX AND REVENUE ANTICIPATION NOTE, SERIES OF 2021 IN THE PRINCIPAL AMOUNT NOT TO EXCEED \$12,200,000; PROVIDING FOR THE DATED DATE, INTEREST RATE, MATURITY DATE, REDEMPTION PROVISIONS, PAYMENT AND PLACE OF PAYMENT IN RESPECT OF THE NOTE; ACCEPTING THE PROPOSAL ATTACHED HERETO AS EXHIBIT "B"

FROM THE FINANCIAL INSTITUTION NAMED THEREIN FOR THE PURCHASE OF THE NOTE; NAMING A SINKING FUND DEPOSITARY/PAYING AGENT; AUTHORIZING THE PROPER OFFICERS OF THE CITY TO EXECUTE AND DELIVER THE NOTE AND CERTAIN OTHER DOCUMENTS AND CERTIFICATES IN CONNECTION THEREWITH; AUTHORIZING AND DIRECTING THE PREPARATION, CERTIFICATION AND FILING OF THE NECESSARY DOCUMENTS WITH THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT OF THE COMMONWEALTH OF PENNSYLVANIA; SETTING FORTH A FORM OF THE NOTE.

[Ordinance-2020 TAN Series of 2021.pdf](#)

- 7.B FOR CONSIDERATION BY THE COMMITTEE ON COMMUNITY DEVELOPMENT - FOR ADOPTION - RESOLUTION NO. 90, 2020 - RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF THE BLACK SCRANTON PROJECT TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$135,893.00 FOR THE PROJECT TO BE KNOWN AS "BLACK SCRANTON PROJECT CENTER FOR ARTS & CULTURE" LOCATED AT 1902 NORTH MAIN AVENUE, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$135,893.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

[Resolution-2020 LSA Grant Black Scranton Project Ctr for Arts & Culture.pdf](#)

- 7.C FOR CONSIDERATION BY THE COMMITTEE ON COMMUNITY DEVELOPMENT - FOR ADOPTION - RESOLUTION NO. 91, 2020 - RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF GREEN RIDGE LITTLE LEAGUE TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND

GAMING ACT IN THE AMOUNT OF \$121,220.00 FOR THE PROJECT TO BE KNOWN AS "FIELD SAFETY RENOVATION" LOCATED 2630 OLYPHANT AVENUE, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$121,220.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

[Resolution-2020 LSA Grant Field Safety Renovation.pdf](#)

- 7.D FOR CONSIDERATION BY THE COMMITTEE ON COMMUNITY DEVELOPMENT - FOR ADOPTION - RESOLUTION NO. 92, 2020 - RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF JOHNSON COLLEGE TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$158,918.00 FOR THE PROJECT TO BE KNOWN AS "STORM WATER DRAINAGE PROJECT" LOCATED AT 3427 N. MAIN AVENUE, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$158,918.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

[Resolution-2020 LSA Grant Storm Water Drainage Project.pdf](#)

- 7.E FOR CONSIDERATION BY THE COMMITTEE ON COMMUNITY DEVELOPMENT - FOR ADOPTION - RESOLUTION NO. 93, 2020 - RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF LACE BUILDING AFFILIATES, LP TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE

ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$275,000.00 FOR THE PROJECT TO BE KNOWN AS "SCRANTON LACE ADAPTIVE USE PROJECT" LOCATED 1315 MEYLERT AVENUE, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$275,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

[Resolution-2020 LSA Grant Scranton Lace Adaptive Use Project.pdf](#)

- 7.F FOR CONSIDERATION BY THE COMMITTEE ON COMMUNITY DEVELOPMENT - FOR ADOPTION - RESOLUTION NO. 94, 2020 - RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF NEIGHBORWORKS OF NEPA TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$70,000.00 FOR THE PROJECT TO BE KNOWN AS "WEST SCRANTON BUSINESS CORRIDOR IMPROVEMENT PLAN" LOCATED AT 800 BLOCK OF NORTH MAIN AVENUE, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$70,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

[Resolution-2020 LSA Grant West Scranton Business Corridor Improvement Plan.pdf](#)

- 7.G FOR CONSIDERATION BY THE COMMITTEE ON COMMUNITY DEVELOPMENT - FOR ADOPTION - RESOLUTION NO. 95, 2020 - RATIFYING AND

APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF SCRANTON LIFE REALTY CO.INC. TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$262,000.00 FOR THE PROJECT TO BE KNOWN AS "SPRUCE STREET HISTORIC RENOVATION" LOCATED AT 536 SPRUCE STREET, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$262,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

[Resolution-2020 LSA Grant Spruce Street Historic Renovation.pdf](#)

- 7.H FOR CONSIDERATION BY THE COMMITTEE ON COMMUNITY DEVELOPMENT - FOR ADOPTION - RESOLUTION NO. 96, 2020 - RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF TRIPP PARK MISSY E LEAGUE TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$19,950.00 FOR THE PROJECT TO BE KNOWN AS "TRIPP PARK MISSY E LEAGUE FIELD RENOVATIONS" LOCATED AT 2000 DOROTHY STREET, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$19,950.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

[Resolution-2020 LSA Grant Tripp Park Miss E League Field Renovations.pdf](#)

- 7.I FOR CONSIDERATION BY THE COMMITTEE ON COMMUNITY DEVELOPMENT - FOR ADOPTION - RESOLUTION NO. 97, 2020 - RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF UNIVERSITY OF SCRANTON TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE

COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$315,000.00 FOR THE PROJECT TO BE KNOWN AS “MECHANICAL ENGINEERING PROGRAM EQUIPMENT PROJECT” LOCATED AT 800 LINDEN STREET, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$315,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

[Resolution-2020 LSA Grant U of S Mechanical Engineering Program Equip Project.pdf](#)

- 7.J FOR CONSIDERATION BY THE COMMITTEE ON COMMUNITY DEVELOPMENT - FOR ADOPTION – RESOLUTION NO. 98, 2020 – RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF SCRANTON AREA COMMUNITY FOUNDATION TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$63,000.00 FOR THE PROJECT TO BE KNOWN AS “NEPA MOVES” LOCATED AT 615 JEFFERSON AVENUE, SUITE 102, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$63,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

[Resolution-2020 LSA Grant NEPA Moves.pdf](#)

- 7.K FOR CONSIDERATION BY THE COMMITTEE ON PUBLIC WORKS - FOR ADOPTION - RESOLUTION NO. 99, 2020 – RATIFYING AND APPROVING THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON TO PENNDOT MULTIMODAL TRANSPORTATION BRIDGE PROJECT GRANT FUNDING TO BE UTILIZED TO REPLACE THREE BRIDGES

IN THE CITY, NAMELY (1) MARY STREET BRIDGE, (2) HOLLOW AVENUE BRIDGE AND (3) SOUTH WEBSTER AVENUE BRIDGE.

[Resolution-2020 PennDOT Grant Multimodal Bridge Project.pdf](#)

8. ADJOURNMENT



City of Scranton

SHADE TREE COMMISSION

340 N. Washington Avenue

Scranton, PA 18503

Chairman: Tony Santoli

Commissioners: Tom McLane, Joe Riccardo, David Wenzel, Norma Jeffries

Quarterly Meeting Minutes

Approved

February 27, 2020

7:00 p.m.

RECEIVED

NOV 16 2020

I. Pledge of Allegiance

OFFICE OF CITY
COUNCIL/CITY CLERK

II. Roll Call

Present: Anthony Santoli, Chair; Mayor David J. Wenzel; Joseph A. Riccardo, Jr., Norma Jeffries

Absent: Thomas J. McLane

III. Shade Tree Commission Business

- Joe Riccardo made a motion and Mayor Wenzel seconded to approve the October 2019 minutes.
- Chairman Santoli met with Mayor Cagnetti to update her about the Shade Tree Commission and the projects and work that it does. He also mentioned to the Mayor that he would like to order signs that the City of Scranton is a member of Tree City USA. She approved the signs and asked that Tony meet with her regarding placement of the signage.
- Chairman Santoli met with Mr. Shumaker from Scranton Municipal Recreation Authority regarding placement and types of trees that the REC Authority would like to plant at Nay Aug Park. The trees that will be planted in the park this year are as follows:

- 6 Japanese Lilac Trees
- 8 October Glory Maple Trees
- 4 Black Gum Trees
- 4 Sweet Gum Trees
- 4 Ginkgo Trees
- 2 London Plane Tree
- 3 June Berry (Shade Blow)
- 2 White Pines

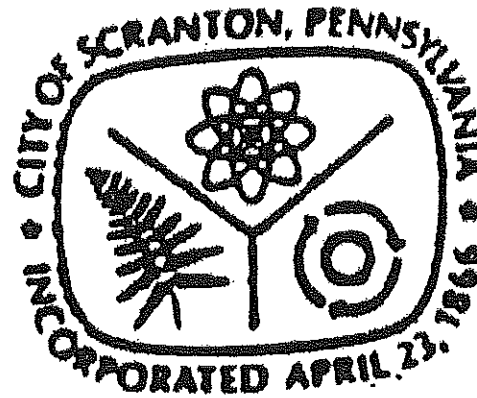
The Nay Aug Park tree planting will be paid as follows:

- \$6,000.00 from a State Grant to plant at Nay Aug Park
- \$3,000.00 grant from PNC Bank (money pending approval)
- \$1,843.90 Shade Tree Commission
- \$10,843.90** Total Cost of Project

- Chairman Santoli is working with DPW and approved tree services on a Stump Removal Project for 2020. There will be 33 stumps throughout the City of Scranton are will be removed. A list is on file with Chairman Santoli and the Shade Tree Commission.
- Four Seasons – A City of Scranton tree service will be removing and trimming and replanting trees throughout the City. A list is on file with Chairman Santoli and the Shade Tree Commission.
- Chairman Santoli reported on the trees that were a danger within the City Parks. Weston Park had a very large dangerous (hollow) tree and 2 other dangerous trees were taken down.
- The Connell Park project was completed by Marpal. A 2 acre section of Connell Park had trees and brush removed. Denise Nytech suggested that this year's Arbor Day festivities replant in this area. Commissioner's approved.
- The 300 & 400 blocks of Phelps Street had trees cut back & trimmed, the same will happen this year on Birney Avenue.
- Richter Avenue Park had a dangerous Ash tree taken down. The Ash bore insect infested the tree and killed it.
- 25 trees will be planted throughout the City this year.
- Joe Riccardo asked that we hold another meeting to discuss Arbor Day festivities for the City of Scranton.
- Mayor Wenzel and Joe Riccardo will order the Tree City USA signs – Mayor Wenzel would like to pay for the signs.
- **Motion to Adjourn**

Mayor Wenzel made a motion to adjourn, Ms. Jeffries seconded; all in favor.

**CITY OF SCRANTON
PENNSYLVANIA**



RECEIVED

NOV 16 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

**OFFICE OF THE CITY CONTROLLER
AND BUREAU OF INVESTIGATIONS**

**JOHN J. MURRAY
CITY CONTROLLER**

**CONTROLLER'S REPORT
FOR THE MONTH ENDING
OCTOBER 31, 2020**



OFFICE OF THE CITY CONTROLLER

John J. Murray

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4125

November 16, 2020

The Honorable Paige G. Cagnetti

And

The Honorable City Council

Municipal Building

Scranton, Pa 18503

Dear Honorable Mayor and Honorable Council:

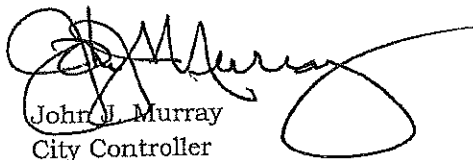
In Accordance with the Home Rule Charter of the City of Scranton, I am hereby submitting the report of the Office of the City Controller for the month of October, 2020.

The first section of this report includes a summary of the General Fund Activities for the month as well as a year to date revenue summary. The second section contains a detailed listing of the purchases in all departments for the period. Both sections are the end result of the review, authoritative approval, and audit procedures applicable to each section. This reflects the Controller's integral part of the internal control environment and the application of those independent audit techniques designed to provide improvement within the system and/or identify irregularities.

Rather than traditional audit reports which outline the results of an examination performed on a particular schedule within the calendar cycle, this department applies audit reviews on a daily, bi-weekly and monthly basis. Audit procedures were applied to the following financial applications which are an integral part of or have a direct impact on this report; all cash receipts flowing through the Treasurer's Office, all bank account reconciliations, Capital Budget reviews, Operating budget review/monthly reconciliation, payroll review and reconciliation, and voucher/requisition order review/authorization. Any item considered reportable would have been detailed later in this report (page 2).

This report is presented for your review. All figures are accurate as of this date but are subject to change due to subsequent postings by the Business Administration Department. Any such posting will be accounted for within the next monthly report from this department.

Sincerely,


John J. Murray
City Controller

**CITY OF SCRANTON
GENERAL FUND EXPENDITURES
MONTH OF OCTOBER 2020**

CODE #	DEPARTMENT	EXPENDITURES
10	Mayor's Office	\$ 19,627.86
11	Public Safety	-
20	City Council	36,634.76
30	Controller	29,158.17
40	Business Administration	1,217,085.28
41	Bureau of Human Resources	41,987.76
42	Bureau of Information Technology	127,601.81
43	Treasurer	12,815.52
51	Inspections and Licenses	74,904.56
60	Law	39,036.13
71	Police	3,949,880.06
75	Traffic Maintenance	-
78	Fire	3,443,603.69
80	Public Works	276,808.23
81	Engineering	20,250.56
82	Buildings	58,750.01
83	Highways	163,827.69
84	Refuse	381,747.38
85	Garages	146,223.18
90	Single Tax Office	84,006.95
100	Parks and Recreations	165,767.95
TOTAL DEPARTMENTAL:		\$ 10,289,717.55
NON DEPARTMENTAL		
0140	Scranton Plan	\$ -
1000	Boards and Commissions	13,055.70
1100	Utilities	-
1300	Contingency	-
1500	Special Items	2,559,701.02
1600	Unpaid Bills	6,000.00
1700	Grants and Contributions	3,473.00
1900	Special Items (Non Add)	-
TOTAL NON DEPARTMENTAL:		\$ 2,582,229.72
GRAND TOTAL:		\$ 12,871,947.27

**CITY OF SCRANTON
GENERAL FUND REVENUE REPORT
FOR THE MONTH OF OCTOBER 2020**

CODE #	FUND SOURCE	REVENUES
300	Previous Year Balance	\$ -
301	Real Property Taxes	970,098.34
302	Landfill and Refuse Fees	405,644.63
304	Utility Tax	71,523.96
305	Non-Resident Tax	-
310	Local Taxes (Act 511)	1,655,600.53
319	Penalties and Interest (Delinquent Taxes)	47,479.97
320	Licenses and Permits	131,567.66
330	Fines and Forfeitures	-
331	Police Fines and Violations	15,610.52
341	Interest Earnings	681.43
342	Rents and Concessions	-
350	Inter-Government-Revenue Reimbursements	-
359	Local Governments (Payments in Lieu)	-
360	Departmental Earnings	48,665.00
367	Recreational Departments	1,323.25
380	Cable TV and Miscellaneous Revenue	1,340.00
392	Interfund Transfers	-
392*	Interfund Transfers (Non Add)	-
394	Tax Anticipation Loan/Note	-
TOTAL		\$ 3,349,535.29
MONTH TO DATE:		
Revenues To October 2020		\$ 88,499,770.79
Expenditures To October 2020		75,802,140.68
NET:		\$ 12,697,630.11

*Non Add

CITY OF SCRANTON
OCTOBER 31, 2020
GENERAL FUND REVENUE REPORT
YEAR TO DATE

CODE #	FUND SOURCE	ESTIMATED	REALIZED	UN-REALIZED
300	Previous Year Balance	\$ -	\$ -	\$ -
301	Real Property Taxes	35,832,840.33	31,507,807.53	4,325,032.80
302	Landfill and Refuse Fees	6,796,250.00	6,182,603.83	613,646.17
304	Utility Tax	75,000.00	71,523.96	3,476.04
305	Non-Resident Tax	100,000.00	-	100,000.00
310	Local Taxes (Act 511)	39,979,205.51	28,895,950.71	11,083,254.80
319	Penalties and Interest (Delinquent Taxes)	245,600.00	195,918.43	49,681.57
320	Licenses and Permits	2,038,164.00	1,794,831.74	243,332.26
330	Fines and Forfeitures	345,100.00	-	345,100.00
331	Police Fines and Violations	206,000.00	278,694.38	(72,694.38)
341	Interest Earnings	275,000.00	68,367.80	206,632.20
342	Rents and Concessions	5,000.00	500.00	4,500.00
350	Inter-Government-Revenue Reimbursements	4,251,066.00	4,616,543.70	(365,477.70)
359	Local Government (Payments in Lieu)	250,000.00	266,150.44	(16,150.44)
360	Departmental Earnings	447,000.00	392,411.00	54,589.00
367	Recreational Departments	40,000.00	17,772.98	22,227.02
380	Cable TV and Miscellaneous Revenues	2,765,623.89	618,937.17	2,146,686.72
392	Interfund Transfers	9,398,901.00	841,757.12	8,557,143.88
392*	Interfund Transfers SSA/SPA	-	-	-
394	Tax Anticipation Loan/Note	12,750,000.00	12,750,000.00	-
395	Unfunded Pension	-	-	-
396	Capital Budget Reimbursements	-	-	-
TOTALS		\$ 115,800,750.73	\$ 88,499,770.79	\$ 27,300,979.94

PURCHASE ORDER REPORT

MONTH ENDING OCTOBER 31, 2020

ACCOUNT BALANCES AS OF OCTOBER 31, 2020				
DEPARTMENT / ACCOUNT	2020 BUDGET	BEGINNING BAL	ACTIVITY	ENDING BAL
OFFICE OF THE MAYOR				
0101000000 4270 DUES & SUBSCRIPTIONS	24,348.48	0.00		0.00
0101000000 4290 STATIONERY / OFFICE SUPPLIES	100.00	66.78		66.78
0101000000 4420 TRAVEL & LODGING	2,500.00	2,500.00		2,500.00
DEPARTMENT OF PUBLIC SAFETY				
POLICE BUREAU:				
0101100071 4201 PROFESSIONAL SERVICES	45,000.00	9,041.87	876.60 1,500.00	5,663.27
0101100071 4210 SERVICES & MAINTENANCE FEE	77,500.00	0.00	(1,458.00) 1,458.00	0.00
0101100071 4270 DUES & SUBSCRIPTIONS	3,150.00	136.14		136.14
0101100071 4280 MISCELLANEOUS SERVICES - NON CLASSIFIED JILL M. FOLEY	1,750.00	102.83	73.45	29.38
0101100071 4290 STATIONERY / OFFICE SUPPLIES	2,750.00	884.73		884.73
0101100071 4380 GUNS / AMMUNITION	43,500.00	4,710.51	(727.99) 727.99 2,064.50 1,725.00	931.01
0101100071 4390 MATERIALS / SUPPLIES (MISC)	21,000.00	4,789.35	946.00 425.00 836.73	2,581.52

DEPARTMENT / ACCOUNT		2020 BUDGET	BEGINNING BAL	OCTOBER 2020 ACTIVITY	ENDING BAL.
0101100071 4420	TRAVEL & LODGING	4,250.00	2,327.29	19.80	2,307.69
	PENNSYLVANIA TURNPIKE TOLL				
0101100071 4470	TRAINING & CERTIFICATION	50,000.00	12,518.16	395.00	
	EVOLUTION TRAINING			402.67	
	HAMPTON INN			2,526.00	9,194.43
	PENN STATE JUSTICE AND SAFETY				
0101100071 4550	CAPITAL EXPENDITURES	432,026.34	101,972.96	(183,430.03)	
	ENCUMBERED: PREVIOUS PERIOD			97,940.00	
	ENCUMBERED: CURRENT PERIOD			183,430.03	
	ROTTET MOTORS			(52,081.00)	56,113.96
	PAID CAPITAL EXPENDITURES				
0101100071 4570	MAINTENANCE COMMUNICATION EQUIPMENT	7,250.00	1,980.25	105.48	1,874.77
	INDUSTRIAL ELECTRONICS INC.				4,889.76
0101100071 6003	SPCA - ANIMAL CONTROL	69,370.00	4,889.76		
FIRE BUREAU					
0101100078 4201	PROFESSIONAL SERVICES	32,500.00	21,788.52		21,788.52
0101100078 4210	SERVICE & MAINTENANCE FEE	12,250.00	5,145.94		5,145.94
0101100078 4270	DUES & SUBSCRIPTIONS	1,000.00	1,000.00		1,000.00
0101100078 4320	BUILDING REPAIR - SUPPLY MAINTENANCE LOWE'S	12,750.00	3,022.11	906.40	2,115.71
0101100078 4390	MATERIALS / SUPPLIES (MISC)	7,250.00	1,278.72	(186.99)	
	ENCUMBERED: PREVIOUS PERIOD			8.65	
	GLEN SUMMIT SPRINGS WATER			186.99	1,272.07
	STAPLES BUSINESS ADVANTAGE				
0101100078 4420	TRAVEL & LODGING	2,500.00	1,084.58	459.54	
	JOSEPH HOBAN			515.46	109.58
	DAVID MEGOTZ				

DEPARTMENT / ACCOUNT	2020 BUDGET	OCTOBER 2020	
		BEGINNING BAL	ENDING BAL
0101100078 4430 AIR PACK / REHAB SUPPLIES	5,000.00	2,232.32	2,232.32
0101100078 4470 TRAINING & CERTIFICATION	95,000.00	35,632.06	
			225.00
			225.00
			450.00
			225.00
			752.76
			450.00
			1,426.54
			450.00
			450.00
			450.00
			30,077.76
0101100078 4550 CAPITAL EXPENDITURES	395,000.00	395,000.00	395,000.00
0101100078 4570 MAINTENANCE COMMUNICATION EQUIPMENT	5,250.00	1,189.00	150.00
			159.00
			880.00
0101100078 4575 MAINTENANCE-EQUIPMENT	1,000.00	324.24	21.88
			302.36
0101100078 4580 GENERAL EQUIPMENT	62,500.00	25,142.22	810.40
			3,723.24
			100.18
			884.00
			19,624.40
OFFICE OF THE CITY CLERK / CITY COUNCIL			
0102000000 4201 PROFESSIONAL SERVICES	52,500.00	16,116.39	2,151.93
			5,200.60
			398.41
			1,221.00
			7,144.45
0102000000 4210 SERVICES & MAINTENANCE FEE	15,000.00	3,221.00	3,221.00

DEPARTMENT / ACCOUNT	2020 BUDGET	OCTOBER 2020	
		BEGINNING BAL	ENDING BAL
0102000000 4230 PRINTING & BINDING	5,750.00	109.58	109.58
0102000000 4250 ADVERTISING	27,500.00	1,789.22	(2,151.99) (5,200.60) 9,141.75
	BUDGET TRANSFER FROM 0102000000 4201 BUDGET TRANSFER FROM 0102000000 4201 SCRANTON TIMES		0.00
0102000000 4290 STATIONERY / OFFICE SUPPLIES	500.00	75.05	75.05
CITY CONTROLLER			
0103000000 4201 PROFESSIONAL SERVICES	35,000.00	28,325.00	28,325.00
0103000000 4230 PRINTING AND BINDING	200.00	200.00	200.00
0103000000 4240 POSTAGE & FREIGHT	125.00	125.00	125.00
0103000000 4270 DUES & SUBSCRIPTIONS	500.00	216.60	216.60
0103000000 4290 STATIONERY / OFFICE SUPPLIES	1,000.00	543.00	543.00
0103000000 4420 TRAVEL AND LODGING	750.00	750.00	750.00
BUSINESS ADMINISTRATION DEPARTMENT			
ADMINISTRATION			
0104000000 4201 PROFESSIONAL SERVICES	225,000.00	30,928.23	1,152.61 650.00 5,000.00 1,400.00 680.02 1,000.00 1,890.00
	HERBERT ROWLAND JOYCE HATALA ASSOCIATES KANTON REALTY PETERS DESIGN GROUP, INC. TROY & BANKS TURNKEY TAXES RAINEY AND RAINEY		19,355.60
0104000000 4210 SERVICES & MAINTENANCE FEE	1,250.00	299.50	299.50
0104000000 4230 PRINTING & BINDING	500.00	330.60	330.60

DEPARTMENT / ACCOUNT	2020 BUDGET	OCTOBER 2020	
		BEGINNING BAL	ENDING BAL
0104000040 4240 POSTAGE & FREIGHT	37,500.00	19,515.65	3,000.00
WIRE-POSTAGE			16,515.65
0104000040 4250 ADVERTISING	22,500.00	15,130.00	4,044.00
SCRANTON TIMES			11,086.00
0104000040 4270 DUES & SUBSCRIPTIONS	1,100.00	548.00	548.00
0104000040 4290 STATIONERY / OFFICE SUPPLIES	12,750.00	3,982.44	(3,198.66)
ENCUMBERED : PREVIOUS PERIOD			3,667.89
ENCUMBERED: CURRENT PERIOD			46.62
ANDREW MARICHAK			82.29
OFFICE DEPOT			1,096.50
PHILLIPS SUPPLY CO.			354.75
RUBINSTEIN'S INC.			89.79
STAPLES BUSINESS ADVANTAGE			1,843.26
0104000040 4390 MATERIALS / SUPPLIES (MISC)	600.00	226.02	226.02
0104000040 4420 TRAVEL & LODGING	2,500.00	2,500.00	2,500.00
0104000040 4470 TRAINING & CERTIFICATION	1,500.00	1,500.00	1,500.00
0104000040 4480 SELF INSURANCE	95,000.00	61,412.00	33,794.00
COMMONWEALTH OF PENNSYLVANIA			27,618.00
0104000040 6009 OPERATING TRANSFERS - WORKERS' COMP	3,109,811.00	1,909,811.00	179,000.00
BUDGET TRANSFER TO UNEMPLOYMENT COMP			9,200.00
BUDGET TRANSFER TO 0104000040 6024			1,721,611.00
0104000040 6024 BANK FEES AND CHARGES	10,000.00	(4,101.44)	(9,200.00)
BUDGET TRANSFER FROM 0104000040 6009			1,768.58
SEPTEMBER MERCHANT FEES			3,329.98

DEPARTMENT / ACCOUNT		2020 BUDGET	BEGINNING BAL	ACTIVITY	OCTOBER 2020	ENDING BAL
HUMAN RESOURCES						
0104000041 4201	PROFESSIONAL SERVICES	130,000.00	45,240.65	WE PAY PAYROLL PROCESSING AMBER VIOLA JJ KELLER & ASSOCIATES LAKE SCRANTON URGENT CARE MILLENNIUM ADMINISTRATORS NORTHEASTERN REHABILITATION ASSOCIATION P & A GROUP ADMIN SERVICES SELF INSURANCE	6,515.75 400.00 475.00 135.00 3,162.98 65.00 353.46 100.00	35,033.46
0104000041 4290	STATIONARY / OFFICE SUPPLIES	750.00	737.30			737.30
0104000041 4390	MATERIALS / SUPPLIES (MISC)	500.00	120.43	ENCUMBERED: PREVIOUS PERIOD ENCUMBERED: CURRENT PERIOD GLEN SUMMIT SPRINGS WATER OFFICE DEPOT	(287.17) 79.99 16.75 227.18	83.68
0104000041 4420	TRAVEL & LODGING	1,250.00	1,250.00			1,250.00
0104000041 4470	TRAINING & CERTIFICATION	2,500.00	2,500.00			2,500.00
0104000041 4630	LIABILITY / CASUALTY INSURANCE	1,175,000.00	235,236.33	ABRAHAMSEN CONABOY & ABRAHAMSEN, PC GALLAHER BASSETT SERVICE KNOWLESASSOCIATES L.L.C.	370.50 2,440.65 3,029.00	229,396.18
0104000041 6006	PERSONNEL COST ADJUSTMENT	4,750.00	2,687.59	ABM PARKING SERVICES	988.43	1,599.16
INFORMATION TECHNOLOGY						
0104000042 4201	PROFESSIONAL SERVICES	145,000.00	22,989.19	CSI	4,353.27	18,535.92
0104000042 4210	SERVICES & MAINTENANCE FEE	95,000.00	15,143.00	CDW GOVERNMENT	975.00	14,168.00
0104000042 4270	DUES AND SUBSCRIPTIONS	500.00	500.00			500.00

DEPARTMENT / ACCOUNT	2020 BUDGET	OCTOBER 2020	
		BEGINNING BAL	ACTIVITY
0104000042 4290 STATIONARY / OFFICE SUPPLIES	1,000.00	896.70	896.70
0104000042 4390 MATERIALS / SUPPLIES (MISC)	95,000.00	55,312.75	21,983.50
			33,329.25
0104000042 4420 TRAVEL AND LODGING	1,000.00	1,000.00	1,000.00
0104000042 4440 TELEPHONE	245,000.00	58,833.90	6,495.12
			7,079.23
			393.40
			44,866.15
0104000042 4470 TRAINING & CERTIFICATION	32,500.00	32,500.00	32,500.00
0104000042 4550 CAPITAL EXPENDITURES	590,000.00	284,948.28	65,174.00
			219,774.28
0104000042 4560 EQUIPMENT MAINTENANCE / LEASES	92,500.00	31,505.20	31,505.20
TREASURY:			
0104000043 4201 PROFESSIONAL SERVICES	2,500.00	2,500.00	2,500.00
0104000043 4390 MATERIALS / SUPPLIES (MISC)	12,500.00	9,677.20	101.22
			674.30
			8,901.68
0104000043 6000 TAX & MISCELLANEOUS REFUNDS	2,500.00	2,500.00	2,500.00
0104000043 6001 TAX COLLECTION COMMITTEE EXPENSE	500.00	500.00	500.00

DEPARTMENT / ACCOUNT		2020 BUDGET	BEGINNING BAL	OCTOBER 2020 ACTIVITY	ENDING BAL
BUREAU OF LICENSES, INSPECTIONS & PERMITS					
LICENSE, INSPECTIONS & PERMITS:					
0105100051 4201	PROFESSIONAL SERVICES	50,000.00	24,000.00		24,000.00
0105100051 4250	STATIONERY / OFFICE SUPPLIES	500.00	500.00		500.00
0105100051 4390	MATERIALS / SUPPLIES (MISC)	500.00	431.20		431.20
0105100051 4420	TRAVEL AND LODGING	1,000.00	1,000.00		1,000.00
0105100051 4470	TRAINING & CERTIFICATION	1,000.00	1,000.00		1,000.00
0105100051 4550	CAPITAL EXPENDITURES	12,750.00	7,024.09		7,024.09
0105100051 4570	MAINTENANCE COMMUNICATION EQUIPMENT	250.00	250.00		250.00
0105100051 4590	BUILDING DEMOLITION	145,000.00	145,000.00		145,000.00
BUREAU OF BUILDINGS:					
0105100082 4201	PROFESSIONAL SERVICES	2,500.00	1,200.00		1,200.00
0105100082 4320	BUILDING REPAIR - SUPPLY MAINTENANCE	137,500.00	68,296.49		
	AJS MECHANICAL SERVICES, LLC			3,975.00	
	AMERICAN JANITOR			3,437.44	
	EASTERN PENN SUPPLY COMPANY			40.12	
	INTEGRITEC, INC.			1,900.00	
	KEYSTONE FENCE CO.			185.00	
	LOWE'S			23.89	
	TRAPS SHEET METAL			2,500.00	
	ULINE			420.55	
	URBAN ELECTRICAL CONTRACTORS INC.			5,236.91	
	UTILITY MANAGEMENT			2,669.25	
	VECTOR SECURITY			102.06	
					47,806.27

DEPARTMENT / ACCOUNT		2020 BUDGET	BEGINNING BAL	OCTOBER 2020 ACTIVITY	ENDING BAL
0105100082 4447	PG ENERGY GAS	125,000.00	73,907.04		73,907.04
0105100082 4448	PAWC - WATER	435,000.00	176,173.48	27,341.35 882.97	
	PENNSYLVANIA AMERICAN WATER CO UGI NORTH				147,949.16
0105100082 4450	ELECTRICAL	150,000.00	41,504.44		41,504.44
0105100082 4465	BUILDING SUPPLIES	750.00	677.90		677.90
LAW DEPARTMENT:					
0106000000 4201	PROFESSIONAL SERVICES	225,000.00	95,529.66	674.50 2,213.50	92,641.66
	CIPRIANI AND WERNER, PC MICHAEL A GENELL, ESQ				2,000.00
0106000000 4210	SERVICES AND MAINTENANCE FEE	2,000.00	2,000.00		
0106000000 4270	DUES & SUBSCRIPTIONS	3,000.00	1,519.00	481.00	1,038.00
	WEST PAYMENT CENTER				432.37
0106000000 4290	STATIONERY / OFFICE SUPPLIES	500.00	432.37		
0106000000 4390	MATERIALS / SUPPLIES (MISC)	500.00	211.00		211.00
0106000000 4420	TRAVEL & LODGING	2,500.00	2,500.00		2,500.00
0106000000 4470	TRAINING & CERTIFICATION	2,000.00	2,000.00		2,000.00

DEPARTMENT / ACCOUNT		2020 BUDGET	BEGINNING BAL	OCTOBER 2020 ACTIVITY	ENDING BAL.
DEPARTMENT OF PUBLIC WORKS ADMINISTRATION BUREAU:					
0108000080 4201	PROFESSIONAL SERVICES HR DIRECT PA ONE CALL SYSTEM, INC.	2,500.00	261.26	120.82 51.50	88.94
0108000080 4210	SERVICES & MAINTENANCE FEE	1,500.00	10.78		10.78
0108000080 4420	TRAVEL AND LODGING	500.00	500.00		500.00
0108000080 4550	CAPITAL EXPENDITURES	10,000.00	1,435.77		1,435.77
0108000080 4570	MAINTENANCE COMMUNICATION EQUIPMENT INDUSTRIAL ELECTRONICS, INC.	20,000.00	7,013.75	1,835.00	5,378.75
0108000080 4576	MAINTENANCE SUPER FUND SIGHT DEANGELO LANDSCAPING	10,000.00	6,424.50	1,751.00	4,673.50
0108000080 6007	FLOOD PROTECTION SYSTEM MAINTENANCE ENCUMBERED: CURRENT PERIOD SHERWIN WILLIAMS	250,000.00	229,863.45	717.87 1,121.05	228,024.53
ENGINEERING BUREAU:					
0108000081 4201	PROFESSIONAL SERVICES LABELLA ASSOCIATES	75,000.00	24,100.00	6,300.00	17,800.00
0108000081 4210	SERVICES & MAINTENANCE FEE	500.00	500.00		500.00
0108000081 4290	STATIONERY / OFFICE SUPPLIES GLEN SUMMIT SPRINGS WATER	100.00	6.25		6.25
0108000081 4390	MATERIALS / SUPPLIES (MISC) ENCUMBERED: PREVIOUS PERIOD ENCUMBERED: CURRENT PERIOD GLEN SUMMIT SPRINGS WATER OFFICE DEPOT	250.00	153.10	(96.90) 67.88 27.50 46.19	108.63

DEPARTMENT / ACCOUNT		2020 BUDGET	OCTOBER 2020		
			BEGINNING BAL	ACTIVITY	ENDING BAL
0108000081 4470	TRAINING & CERTIFICATION	500.00	500.00		500.00
HIGHWAYS BUREAU:					
0108000083 4260	RENTAL VEHICLES & EQUIPMENT	100,000.00	59,997.67	(1,400.00) 4,200.00	57,197.67
	ENCUMBERED: PREVIOUS PERIOD FIVE STAR EQUIPMENT CO., INC.				
0108000083 4340	CONSTRUCTION - PAVING MATERIAL	150,000.00	86,850.13	(3,293.32)	90,143.45
	DPW CONSTRUCTION PAVING				
0108000083 4350	PAINT / SIGN MATERIAL	20,000.00	1,788.30	(1,188.03) 1,788.11 1,078.56	129.66
	ENCUMBERED: PREVIOUS PERIOD ENCUMBERED: CURRENT PERIOD SHERWIN WILLIAMS				
0108000083 4357	PARKS AND RECREATION SUPPLIES	25,000.00	25,000.00		25,000.00
0108000083 4390	MATERIALS / SUPPLIES (MISC)	40,000.00	14,702.61	2,360.36 98.50 43.98 98.50 227.73 25.97	11,847.57
	ENCUMBERED: CURRENT PERIOD JAMIE SPARROW JOSEPH WALSH JUDSON ROTH PENA-PLAS COMPANY S & S TOOLS AND SUPPLIES				
0108000083 4410	SALT	475,000.00	303,909.90		303,909.90
0108000083 4460	STREET LIGHTING	230,000.00	103,539.39	17,906.56	85,632.83
	PPL ELECTRIC UTILITIES				
0108000083 4466	STREET LIGHTING SERVICE / MAINTENANCE	150,000.00	42,058.35	2,108.82	39,949.53
	URBAN ELECTRICAL				
0108000083 4467	TRAFFIC SIGNAL ELECTRICITY	90,000.00	33,040.19	3,043.50	29,996.69
	PPL ELECTRIC UTILITIES				
0108000083 4550	CAPITAL EXPENDITURES	210,000.00	100,538.00		100,538.00
0108000083 4551	ROADWAY RESURFACING PROGRAM	850,000.00	850,000.00		850,000.00

DEPARTMENT / ACCOUNT	2020 BUDGET	OCTOBER 2020	
		BEGINNING BAL	ENDING BAL
REUSE BUREAU:			
0108000084 4390 MATERIALS / SUPPLIES (MISC)	1,000.00	0.00	0.00
0108000084 4420 TRAVEL AND LODGING	1,000.00	738.43	738.43
0108000084 4490 LANDFILL	1,410,000.00	233,362.04	90,402.21
			10,186.00
			132,771.83
0108000084 4550 CAPITAL EXPENDITURES	235,000.00	214,745.79	214,745.79
0108000084 4555 RECYCLING	350,000.00	350,000.00	4,180.00
			345,820.00
GARAGES BUREAU:			
0108000085 4220 CONTRACTED SERVICES	2,500.00	1,324.22	99.00
			1,225.22
0108000085 4301 GAS, OIL, LUBRICANTS	350,000.00	119,408.84	(6,477.89)
			94.00
			6,477.89
			9,901.50
			11,727.96
			12,483.21
			85,192.17

DEPARTMENT / ACCOUNT	2020 BUDGET	OCTOBER 2020	
		BEGINNING BAL	ACTIVITY
0108000085 4310 EQUIPMENT/VEHICLE REPAIR/MAINTENANCE	372,000.00	133,025.72	
BUDGET TRANSFER R TO 0108000085 4360			3,000.00
ENCUMBERED: PREVIOUS PERIOD			(47,969.70)
ENCUMBERED: CURRENT PERIOD			30,961.66
A-1 SPRING SERVICE			3,540.00
A & H EQUIPMENT COMPANY			7,658.67
AIT AUTOMOTIVE			2,457.85
AIR BRAKE & EQUIPMENT CO., INC.			784.31
AMERICAN FIRE SERVICES			710.80
D.G. NICHOLAS CO.			1,611.75
DAILEY RESOURCES			224.00
DAVE'S AUTO IGNITION			270.00
DENAPLES AUTO PARTS			1,437.00
ELECTRO BATTERY			416.00
F & S SUPPLY COMPANY, INC.			6,084.69
FARGONE AUTO SERVICE			150.00
FIVE STAR EQUIPMENT CO. ,INC.			1,339.77
FLEET PRIDE			284.44
HAUN COMPANIES			168.00
INDUSTRIAL ELECTRONICS, INC.			187.52
JAY'S AUTOMOTIVE			349.99
KME FIRE APPARATUS			88.19
MARTIN G. SHULDE DBA LEROY'S AUTO REPAIRS			100.00
MEDICO INDUSTRIES			10,951.21
NORTHEAST HYDRAULICS			334.78
PUNDLOCK CONSTRUCTION			671.15
S & S TOOLS & SUPPLIES			2.59
SHERWOOD FTL STL			1,394.74
STADIUM INTERNATIONAL TRUCKS, INC.			72.02
SUTPHEN EAST CORPORATION			1,994.66
TRIPLE CITIES ACQUISITIONS, LLC			248.71
WAYNE COUNTY FORD			403.76
			<u>103,097.26</u>
0108000085 4360 SMALL TOOLS / SHOP SUPPLIES	16,500.00	10,381.21	
BUDGET TRANSFER FROM 0108000085 4310			(9,000.00)
ENCUMBERED : PAST PERIOD			(378.00)
ENCUMBERED: CURRENT PERIOD			501.24
AIR BRAKE & EQUIPMENT CO., INC.			334.95
DAVID BIRTEL			200.00
D.G. NICHOLAS CO.			285.64
FLEET PRIDE			43.05
SNAP-ON INDUSTRIES			9,235.00
			<u>3,159.33</u>

DEPARTMENT / ACCOUNT	2020 BUDGET	OCTOBER 2020		ENDING BAL.
		BEGINNING BAL	ACTIVITY	
0108000085 4390 MATERIALS / SUPPLIES (MISC)	64,500.00	14,512.65		
	ENCUMBERED: PREVIOUS PERIOD		(3,888.18)	
	ENCUMBERED: CURRENT PERIOD		2,985.66	
	AIT AUTOMOTIVE		457.15	
	D.G. NICHOLAS CO.		991.08	
	DENAPLES AUTO PARTS		400.00	
	EAGLE TRUCK EQUIPMENT, INC.		1,382.62	
	INDUSTRIAL ELECTRONICS, LLC.		42.88	
	NORTHEAST HYDRAULICS		3,560.84	
	FASTENAL COMPANY		1,212.16	
	FLEET PRIDE		72.19	
	POWELL'S SALES & SERVICE		178.56	
	SHERWOOD FTL STL		129.81	
	TRIPLE CITIES ACQUISITIONS, LLC		123.90	
			<u>6,863.98</u>	
0108000085 4401 TIRES	90,500.00	32,141.79		
	ENCUMBERED: PREVIOUS PERIOD		(31.95)	
	ENCUMBERED: CURRENT PERIOD		4,936.47	
	KOST TIRES		3,789.35	
			<u>23,447.92</u>	
0108000085 4420 TRAVEL AND LODGING	500.00	500.00		
			<u>500.00</u>	
0108000085 4550 CAPITAL EXPENDITURES	70,000.00	70,000.00		
			<u>70,000.00</u>	
0108000085 4901 MAINTENANCE (PREVENTATIVE)	7,500.00	7,500.00		
			<u>7,500.00</u>	
PARKS & RECREATION DEPARTMENT				
0110000000 4280 MISC SERVICES - NON CLASSIFIED	5,000.00	3,361.49		
			<u>3,361.49</u>	
0110000000 4290 STATIONERY / OFFICE SUPPLIES	500.00	500.00		
			<u>500.00</u>	
0110000000 4320 BUILDING REPAIR - SUPPLY MAINTENANCE	15,000.00	0.00		
			<u>0.00</u>	
0110000000 4330 MEDICAL, CHEMICAL, LAB SUPPLIES	9,884.23	7,831.23		
	EQUIPMENT TRADE		424.54	
			<u>7,406.69</u>	
0110000000 4360 SMALL TOOLS / SHOP SUPPLIES	500.00	365.00		
			<u>365.00</u>	

DEPARTMENT / ACCOUNT	2020 BUDGET	OCTOBER 2020	
		BEGINNING BAL	ACTIVITY
0110000000 4370 PARKS & RECREATION SUPPLIES	12,500.00	1,388.88	
AIT AUTOMOTIVE			205.40
F & S SUPPLY COMPANY			246.10
REEVES RENT-A-JOHN, INC.			126.00
S & S TOOLS & SUPPLIES			359.15
			<u>452.23</u>
0110000000 4420 TRAVEL & LODGING	250.00	250.00	
			<u>250.00</u>
0110000000 4530 PERFORMING ARTS	17,500.00	5,000.00	
			<u>5,000.00</u>
0110000000 4540 SPRING / SUMMER PROGRAMS	3,000.00	777.34	
			<u>777.34</u>
0110000000 4550 CAPITAL EXPENDITURES	875,000.00	250,094.52	
DON SCARTELLI CONSTRUCTION SERVICES			111,823.20
			<u>138,271.32</u>
NON-DEPARTMENTAL EXPENDITURES			
0140110030 4299 ZONING BOARD	25,000.00	19,135.20	
DANIEL PENETAR			1,280.00
DISTRICT COURT 4			108.25
DONALD KING			41.25
SCRANTON TIMES			956.40
			<u>16,749.30</u>
0140110060 4299 EVERHART MUSEUM	37,500.00	8,500.02	
			<u>8,500.02</u>
0140110075 4299 SCRANTON PLAN	100,000.00	100,000.00	
			<u>100,000.00</u>
0140110080 4299 SCRANTON TOMORROW	225,000.00	125,000.00	
			<u>125,000.00</u>
0140110110 4299 SHADE TREE COMMISSION	175,000.00	28,350.33	
ALAN KRIEG TREE SERVICE			2,000.00
TITAN TREE SERVICE			2,500.00
			<u>23,850.33</u>

DEPARTMENT / ACCOUNT		2020 BUDGET	OCTOBER 2020	
		BEGINNING BAL	ACTIVITY	ENDING BAL
0140110120 4299	ST. CATS AND DOGS	10,000.00	3,175.00	3,175.00
0140110130 4299	MAYOR'S 504 TASK FORCE	1,000.00	1,000.00	1,000.00
0140110140 4299	CIVIL SERVICE COMMISSION	25,000.00	19,017.40	4,085.00
	PERRY LAW FIRM			2,084.80
	SCRANTON TIMES			12,847.60
0140110150 4299	HUMAN RELATIONS COMMISSION	1,000.00	1,000.00	1,000.00
0140110155 4299	LHVA TRAIL MAINTENANCE	12,500.00	2,000.00	2,000.00
0140110160 4299	ETHICS BOARD	25,000.00	22,165.45	22,165.45
0140115230 4299	TAN SERIES	12,750,000.00	2,417,799.07	2,417,799.07
0140115240 4299	TAN SERIES INTEREST	446,250.00	446,250.00	446,250.00
0140115310 4299	OPER TSF TO DBT SVC - STREET LIGHTING	452,541.66	52,541.66	52,541.66
0140115320 4299	OPER TSF TO DBT SVC - GUARANTEED ENERGY SAVINGS	156,894.74	11,896.78	11,896.78
0140115324 4299	OPER TSF TO DBT SVC - FDM REVOLVING AID LN	100,000.00	0.00	0.00
0140115328 4299	OPER TSF 2016 REDEVELOPMENT AUTH SERIES AA	888,012.50	754,006.25	754,006.25
0140115329 4299	OPER TSF TO DBT SVC - LEASE OF REFUSE PACKERS	218,147.96	0.00	0.00
0140115330 4299	OPER TSF TO DBT SVC - LEASE OF KME ENGINE	49,849.00	0.00	0.00
0140115331 4299	OPER TSF TO DBT SVC - 2019 GO BONDS BLDG	1,000.00	1,000.00	1,000.00
0140115332 4299	OPER TSF TO DBT SVC - SERIES 2017 GENERAL OBLIGATION REFUNDING	3,231,000.00	0.00	0.00

DEPARTMENT / ACCOUNT	2020 BUDGET	OCTOBER 2020		
		BEGINNING BAL	ACTIVITY	ENDING BAL
0140115333 4299 OPER TSF TO DBT SVC - 2018 TAXABLE SERIES	6,559,450.00	6,147,459.88		6,147,459.88
0140115334 4299 OPER TSF TO DBT SVC - LEASE OF JOHN DEERE WHEEL LOADER	25,851.02	0.00		0.00
0140115335 4299 OPER TSF TO DBT SVC - LEASE OF LAW ENFORCEMENT MGMT SYSTEM	0.00	0.00		0.00
0140115337 4299 OPER TSF TO DBT SVC - ESCO LEASE BUILDING	100,000.00	100,000.00		100,000.00
0140115338 4299 OPER TSF TO DBT SVC - 2016 RED AUTH SERIES A	3,620,500.00	2,952,750.00		2,952,750.00
0140115339 4299 OPER TSF TO DBT SVC - 2016 SPA	1,878,000.00	1,069,000.00		1,069,000.00
0140115340 4299 OPER TSF TO DBT SVC - 2016 LEASE FORD TRKS	53,925.94	0.00		0.00
0140115341 4299 OPER TSF TO DBT SVC - PIB LOAN	244,811.66	244,811.66		244,811.66
0140115342 4299 OPER TSF TO DBT SVC - LEASE STREET LIGHTING	429,767.00	0.00		0.00
0140115343 4299 2018 ARIEL PLATFORM TRUCK LEASE	102,156.57	0.00		0.00
0140115344 4299 M&T LEASE REFUSE PACKERS	89,937.87	0.00		0.00
0140113090 4299 CONTINGENCY	400,000.00	400,000.00		400,000.00
0140113100 4299 OECD CONTINGENCY	244,000.00	236,838.86		236,838.86
0140116090 4299 UNENCUMBERED EXPENSES PRIOR YEAR OBLIG. NEW JERSEY CRIMINAL INTERDICTION LLC TRAPS SHEET METAL	300,000.00	72,587.02	1,500.00 4,500.00	66,587.02

DEPARTMENT / ACCOUNT	2020 BUDGET	OCTOBER 2020	
		BEGINNING BAL	ENDING BAL
0140115335 4299 OPER TSF TO DBT SVC - LEASE OF LAW ENFORCEMENT MGMT SYSTEM	0.00	0.00	0.00
0140115337 4299 OPER TSF TO DBT SVC - ESCO LEASE BUILDING	100,000.00	100,000.00	100,000.00
0140115338 4299 OPER TSF TO DBT SVC - 2016 RED AUTH SERIES A	3,952,750.00	2,952,750.00	2,952,750.00
0140115339 4299 OPER TSF TO DBT SVC - 2016 SPA	1,069,000.00	1,069,000.00	1,069,000.00
0140115340 4299 OPER TSF TO DBT SVC - 2016 LEASE FORD TRKS	53,925.94	0.00	0.00
0140115341 4299 OPER TSF TO DBT SVC - PIB LOAN	244,811.66	244,811.66	244,811.66
0140115342 4299 OPER TSF TO DBT SVC - LEASE STREET LIGHTING	429,767.00	0.00	0.00
0140115343 4299 2018 ARIEL PLATFORM TRUCK LEASE	102,156.57	0.00	0.00
0140115344 4299 M&T LEASE REFUSE PACKERS	89,937.87	0.00	0.00
0140113090 4299 CONTINGENCY	400,000.00	400,000.00	400,000.00
0140113100 4299 OECD CONTINGENCY	244,000.00	236,838.86	236,838.86
0140116090 4299 UNENCUMBERED EXPENSES PRIOR YEAR OBLIG. NEW JERSEY CRIMINAL INTERDICTION LLC TRAPS SHEET METAL	300,000.00	72,587.02	1,500.00 4,500.00
0140116270 4299 COURT AWARDS	500,000.00	307,434.98	307,434.98
0140117020 4299 VETERAN'S ORGANIZATION	10,000.00	0.00	0.00
0140117040 4299 OPES TRUST FUND	50,000.00	50,000.00	50,000.00
0140117060 4299 TRIPP PARK COMMUNITY CENTER	1,000.00	1,000.00	1,000.00
0140117080 4299 TARGETED EXPENSES - REVENUE PASS THROUGH ACCOUNT	300,000.00	300,000.00	300,000.00
0140117100 4299 GRANT MATCH	763,300.00	440,382.75	3,473.00
		SCRANTON ELECTRIC HEATING & COOLING	436,909.75

Scranton Municipal Recreation Authority
Board of Directors Meeting
Green House at Nay Aug Park
Thursday, November 5, 2020 at 6PM

RECEIVED
NOV 17 2020

Pledge of Allegiance:

OFFICE OF CITY
COUNCIL/CITY CLERK

Roll Call: Bob Gattens asked solicitor Paul Kelly to take roll call.

Present: Bob Gattens, Jerry Smurl, Tim Woody, Mike Williams, Mary Beth Mikolayczak

Excused: Bob Shumaker and Norma Jeffries

Treasurer Report: Mike Williams read the Treasurer Report. Bob Gattens asked for a motion to accept Treasurer Report. Jerry Smurl made the motion. Mary Beth Mikolayczak seconded. Motion carries with a vote of 5-0

Bob Gattens asked for a motion to approve the invoice from Paul Kelly. Jerry Smurl made a motion. Mary Beth Mikolayczak seconded. Motion carries with a vote of 5-0

Old Business: Bob Gattens informed the board that he applied for and received a \$10,000 grant from the McDonald Foundation to help pay for the new playground near the butterfly garden.

Solicitor Paul Kelly suggested the board consider setting up a separate account for the playground for accounting purposes. Bob Gattens asked for a motion to set up a separate account for the playground. Jerry Smurl made a motion to set up a separate saving account for the new playground and deposit the \$2,300 from the book sale with the \$10,000 McDonald Foundation grant. Mike Williams seconded. Motion carries with a vote of 5-0

Bob Gattens asked for motion to name the new playground "The Butterfly Playground". Jerry Smurl made a motion. Mary Beth Mikolayczak seconded. Motion carries with a vote of 5-0

Mary Beth Mikolayczak asked, "What is the plan for the old playground?" Bob Gattens stated, "We will revisit the old playground in the New Year."

New Business: Bob Gattens asked for a motion to freeze spending beginning January 1, 2021 up to and including March 31, 2021. Jerry Smurl made a motion to freeze spending with the exception of regular monthly bills, i.e. utilities, etc. Mary Beth Mikolayczak seconded. Motion carries with a vote of 5-0

Paul Kelly presented Resolution Number 2 and Number 3 to members in attendance. See Attached (Waiver & Release of Liability) and (Playground). Bob Gattens asked for a motion to adopt the Resolution Number 2 and Resolution Number 3. Jerry Smurl made a motion to adopt Resolution Number 2 and Resolution Number 3. Mary Beth Mikolayczak seconded. Motion carries with a vote of 5-0

Bob Gattens informed the board that Geisinger Community Medical Center will be distributing meals to Veterans on Wednesday, November 11th from the Concession Stand.

Bob Gattens reported 72 trees were planted this year and the benches are ordered and will soon be delivered. Bob sincerely thanked everyone for their support of the Tree and Bench Project (s).

Bob Gattens reported the web site is 85% complete and should be up and running soon. Bob Gattens asked Mike Williams to look into setting up credit card acceptance capability.

Citizen Participation:

Dave Hess offered a suggestion to place creative designs on safety signs throughout the park.

Doris Golosky, Neighborhood Friends, donated 500 candy canes for the lightshow. Ms. Golosky asked about having 3 volunteers safely in the tent during collection. Bob said, "Due to COVID and to be CDC compliant, Volunteers will wear masks, one to 2 volunteers will be outside of the tent and/ or one to two volunteers will be six feet apart inside the tent."

Jerry Smurl asked Solicitor Paul Kelly if the city answered the board's request regarding filling in the big pool. Solicitor Kelly said, "The meeting with Mayor Cagnetti was canceled and no date has been set to reschedule." Bob Gattens will reach out to the Mayor for further discussion. Jerry Smurl expressed concerns that money allocated in the 2020 budget was not used to repair the pool and wants to contact city council to ask if the money is still there or was the money transferred elsewhere. He is very concerned that the pool will not be repaired and the children will not have a pool in 2021. Meetings were scheduled with the administration to discuss the pool funding allocation but, were canceled by the Mayor's office with no further meetings scheduled.

B. Gattens asked for a motion to adjourn the meeting. Jerry Smurl made a motion to adjourn the meeting at 7:04PM. Mary Beth Mikolayczak seconded. Motion carries with a vote 5-0

Minutes respectfully submitted by

Tim Woody



RECEIVED
NOV 17 2020

Date: November 17, 2020

To: Members of
Scranton City Council

From: Eileen Cipriani
Executive Director

Re: Scranton, Pennsylvania
COVID -19 Reimbursements through Lackawanna County Cares Act Funding

OFFICE OF CITY
COUNCIL/CITY CLERK

In accordance with Resolution #50 passed by City Council on July 28, 2020, below please find a list of additional expenses incurred in the amount of \$11,507.28. We are submitting the following expenses to Lackawanna County for reimbursement.

- | | |
|--|-----------|
| • City Fire Dept COVID related overtime | \$2290.88 |
| • DPW PPE and cleaning supplies –James Doherty | \$9216.40 |

Total expenditures \$11,507.28

Sincerely

Eileen Cipriani

Eileen Cipriani

CITY OF SCRANTON OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT
340 N. Washington Avenue • Scranton, Pennsylvania 18503 • Tel: (570) 348-4216 • Fax (570)348-4123 •
www.scrantonpa.gov



30
RECEIVED

NOV 19 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Date: November 19, 2020

To: Members of
Scranton City Council

From: Eileen Cipriani
Executive Director

Re: Scranton, Pennsylvania
COVID -19 Reimbursements through Lackawanna County Cares Act Funding

In accordance with Resolution #50 passed by City Council on July 28, 2020, below please find a list of additional expenses incurred in the amount of \$1432.38. We are submitting the following expenses to Lackawanna County for reimbursement.

- Scranton Cultural Center invoice for use of facilities to hold zoning hearing board meeting due to COVID pandemic.

Total expenditures \$1432.38

Sincerely

Eileen Cipriani

CITY OF SCRANTON OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT
340 N. Washington Avenue • Scranton, Pennsylvania 18503 • Tel: (570) 348-4216 • Fax (570)348-4123 •
www.scrantonpa.gov



DEPARTMENT OF BUSINESS ADMINISTRATION

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4118 • FAX: 570-348-4225

MEMORANDUM

RECEIVED
NOV 17 2020

DATE: November 17, 2020
TO: Mary Jo Sheridan, City Treasurer
FROM: Nancy Krake, Staff Accountant
RE: Check for Deposit

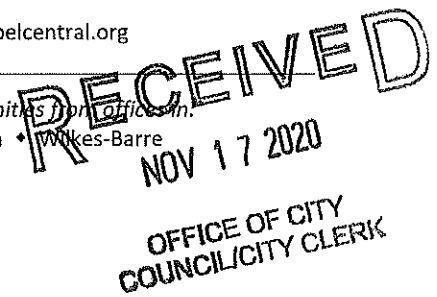
OFFICE OF CITY
COUNCIL/CITY CLERK

Enclosed kindly find the following check received from Lutherwood, which is payment in lieu of taxes for the City of Scranton:

Lutherwood	Ck. # 0002400	\$6,000.00
-------------------	----------------------	-------------------

This check is to be deposited into Account #01.359.35920

cc: Mayor Paige Cignetti
John Murray, City Controller
Scranton City Council
File



November 16, 2020

Mayor Paige Gebhardt Coggnetti
City of Scranton
340 North Washington Avenue
Scranton, PA 18503

Mr. William Gaughan
Council President
City of Scranton
340 North Washington Avenue
Scranton, PA 18503

Mr. Carl Deeley
Business Administrator
City of Scranton
340 North Washington Avenue
Scranton, PA 18503

Dear Mayor Coggnetti, Council President Gaughan, and Business Administrator Deeley:

Pursuant to the Pennsylvania Municipalities Financial Recovery Act (Act 47), in particular the amendments made to it by Act 199 of 2014, an Act 47 coordinator has a statutory responsibility to review a financially distressed municipality's proposed annual budget. The coordinator may make any necessary modifications to the proposed budget to meet an adopted recovery plan or exit plan's objectives and return it to the municipality with those modifications at least 45 days before the end of the current fiscal year.

On October 21, 2020, the City of Scranton Business Administrator's Office submitted a proposed 2021 budget (Proposed 2021 Budget) to the Pennsylvania Economy League, the City's appointed Act 47 Coordinator (Coordinator), for review against the 2021 projections included in the City's amended Exit Plan. Since the Business Administrator's submission of the Proposed 2021 Budget to the Coordinator, his office continued to develop the City's 2021 budget as the formal submission of the Mayor's 2021 budget is not due to City Council until November 15, 2020, as provided by the City's home rule charter. The Business Administrator kindly provided the Coordinator with his subsequent revisions to the Proposed 2021 Budget. The Coordinator has accordingly incorporated this supplemental information received from the Business Administrator through November 10, 2020, into its conformance analysis of the Proposed 2021 Budget.

The Proposed 2021 Budget includes projected revenues (excluding TRAN proceeds) of \$102,726,301 and projected expenditures of \$102,726,301 which results in a projected balanced budget. The Proposed 2021 Budget is a marked improvement over the amended Exit Plan's 2021 baseline deficit projection of -\$4,078,772. The Coordinator views this positive change as a measure of the City's progress toward a continued and sustainable financial position into the future.

The Proposed 2021 Budget maintains City real estate and local tax rates at 2021 levels. Total revenues proposed by the City for 2021 (\$102,726,301) are higher than the amended Exit Plan projections of \$97,235,489 for a difference of \$5,490,812 (5.6 percent). Anticipated increases in Refuse and Intergovernmental Revenues, and Interfund transfers accounts for the majority of the revenue variance.

Total expenditures in the Proposed 2021 Budget are \$102,726,301 versus the amended Exit Plan's projection of \$101,315,261 for a difference of \$1,412,040 or 1.4 percent. Total Personnel costs are more than the amended Exit Plan estimates by \$1,796,391 or 2.5 percent. Direct compensation (\$685,855 or 1.9%) and pension costs (\$1,035,575 or 7.9%) show the most increases. There is a notable five percent decrease in the City's Workers Compensation expense highlighting the continued progress of the City in managing existing claims and proactively improving workplace safety and employee training.

November 16, 2020

The Coordinator has reviewed the identified variances with the City and the City has satisfactorily explained the necessity for the increases in both revenues and expenditures in the Proposed 2021 Budget. It is our opinion that the City's Proposed 2021 Budget is in compliance with the amended Exit Plan's stated financial stability goals. The Coordinator will continue to work closely with the City's elected and appointed officials as the City continues to develop its 2021 operating budget.

Please feel free to call us to discuss this letter or to discuss any questions you may have.

Sincerely,


Gerald E. Cross
Coordinator

cc: Members of City Council
James Rose, DCED

City of Scranton
Comparison of 2021 Proposed Budget and the 2020 Exit Plan Amendment
Revenue and Expenditures
Excluding TRAN

	2021	2021	Budget vs. Plan	
	Proposed Budget	Plan Projections	\$	%
<u>Revenues</u>				
Real Estate Taxes	\$33,602,000	\$35,797,007	-2,195,007	-6.1
Earned Income Tax	26,050,000	26,978,631	-928,631	-3.4
LST	4,900,000	4,707,203	192,798	4.1
Merc/BPT/Payroll Prep	2,550,000	2,448,750	101,250	4.1
Real Estate Transfer Tax	2,751,000	2,613,500	137,500	5.3
Other Taxes	50,000	295,000	-245,000	-83.1
Refuse Revenues	8,050,000	6,456,438	1,593,563	24.7
Licenses & Permits	2,056,200	2,038,164	18,036	0.9
Intergovernmental Reimbursements	8,350,200	4,429,618	3,920,582	88.5
Interfund Transfers	10,898,901	8,339,451	2,559,450	30.7
Other Non tax revenue	<u>3,468,000</u>	<u>3,131,726</u>	336,274	10.7
Total Revenue	\$102,726,301	\$97,235,489	5,490,812	5.6
<u>Expenditures</u>				
Direct Compensation	\$35,864,992	\$35,179,137	685,855	1.9
Benefits	20,518,895	20,350,252	168,643	0.8
Pension	13,142,070	12,045,495	1,096,575	9.1
Workers Comp	2,955,129	3,109,811	-154,682	-5.0
Total Personnel	\$72,481,086	\$70,684,695	1,796,391	2.5
Capital Expenditures	1,370,000	1,412,750	-42,750	-3.0
Departmental Expenditures	8,448,500	8,671,898	-223,398	-2.6
Non-departmental Expenditures	1,858,256	1,842,537	15,719	0.9
Debt Service excluding TRAN	18,068,459	18,256,130	-187,671	-1.0
TRAN Interest	<u>500,000</u>	<u>446,250</u>	<u>53,750</u>	12.0
Total Expenditures	\$102,726,301	\$101,314,261	\$1,412,040	1.4
SURPLUS/(DEFICIT)	\$0	(\$4,078,772)		

City of Scranton
Pennsylvania



RECEIVED

NOV 18 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Non-Uniform Municipal Pension Fund

MINUTES

NON-UNIFORM MUNICIPAL PENSION BOARD

OCTOBER 21, 2020

VIA ZOOM

The City of Scranton's Non-Uniform Municipal Pension Board held their monthly meeting on Wednesday, October 21, 2020 at 9:30 A.M. via ZOOM video conference.

In attendance were:

John Hazzouri, President

Maggie Perry, Vice-President

John J. Murray, City Controller

Lori Reed, Proxy for City Council President

Larry Durkin, Esquire, Attorney for Board

Michele Phillips

Dominic Mastri, Esquire, Attorney for Michele Phillips

President Hazzouri asked for a motion to accept the minutes of last month's meeting held on Wednesday, September 16, 2020.

Mrs. Reed made a motion to accept the minutes from the September 16th meeting.

Mr. Murray seconded the motion.

President Hazzouri: All in favor? (All were in favor) The ayes have it.

President Hazzouri read the following agenda items:

1. An invoice was presented for payment from Durkin MacDonald, LLC in the amount of \$1,116.50 for services rendered from September 15, 2020 through October 19, 2020. **Mrs. Reed** made the motion to pay the invoice and **Mrs. Perry** seconded the motion. All were in favor.
2. A refund of pension contributions was approved for former City Treasurer Wayne Beck. **Mrs. Reed** made the motion to refund his pension contributions and **Mrs. Perry** seconded the motion. All were in favor. President Hazzouri praised Mr. Beck by saying that he gave 150% and he put in long hours every single day, even on weekends. He wished Mr. Beck the best and good health. Mrs. Reed agreed with President Hazzouri's remarks about Mr. Beck.
3. A refund of pension contributions was approved for Gene Skelton, former library employee. **Mrs. Reed** made the motion to refund his contributions and **Mr. Murray** seconded the motion. All were in favor.
4. A check was received from Thomas Oleski, City employee to buy back seven (7) months of pension contributions from 2006, which were never deducted from his paychecks. **Mrs. Reed** made the motion to accept the check for Mr. Oleski's contributions and **Mr. Murray** seconded the motion. All were in favor.
5. On the advice of Attorney Durkin, the Board decided to submit the breakdown of Patrick McMullen's pension contributions to Thomas Anderson & Associates in order for them to determine the amount, plus interest, he owes in order to buy back his time. Mr. McMullen, who is no longer employed by the City, has enough time contributed to the pension fund, 17 years, and he wants to know what his options are as far as a pension is concerned. He is not yet 55 years of age and he would have to repay previously refunded pension monies, with interest, and also contribute to the pension fund until he reaches retirement age.
6. Correspondence received from Dr. Lucian Bednarz dated October 5, 2020 regarding additional medical records on Michele Phillips. **Mrs. Reed** made the motion to accept the correspondence and **Mr. Murray** seconded the motions. All were in favor.

Attorney Durkin stated that attorney Dominic Mastri and Michele Phillips were in the meeting. Last month, a report from Dr. Bednarz was obtained as a result of

Judge Mazzone's opinion. We notified attorney Mastri and Ms. Phillips that we intended to consider it at the meeting and then, around the time of the meeting, attorney Mastri got some additional records, which he asked to be submitted to Dr. Bednarz, which we did. In September, attorney Durkin provided records to Dr. Bednarz that attorney Mastri had provided to the Board and at the end of last week; we received a further supplemental report from Dr. Bednarz. It states: "Additional records came to my attention regarding the case of Michele Phillips who was seen for an independent medical examination on March 27, 2019. These records include office notes from Dr. Julio Ramos dated 4/8/19, 8/8/19, 12/9/19 and 6/9/2020 along with laboratory studies. Having reviewed these additional documents, all opinions put forth previously remain unchanged." Since we have all of the records from Ms. Phillips and we have the final report from Dr. Bednarz, the Board is now in a position to vote on Ms. Phillips' request for a disability pension. Attorney Durkin recommended that someone on the Board make a motion one way or the other. If it is seconded, there will be an opportunity for Ms. Phillips and attorney Mastri to make comments on it, and then vote.

Attorney Durkin asked if there were any questions from the Board on how to proceed. **Mr. Murray** asked for an explanation. Attorney Durkin stated that the Board needs to vote on the motion for a disability pension. The Board had voted a while ago, denied it; they appealed it to Lackawanna County Court. Judge Mazzone directed us to have Dr. Bednarz review some additional records. He did review them. His opinion remains unchanged; essentially, he did not find disability. Last month, attorney Mastri provided some additional records, which we gave to Dr. Bednarz and he has provided a second supplement in which he said his opinions are unchanged. We are now at the point to do what Judge Mazzone directed us to do, which is to get the supplemental reports from Dr. Bednarz and vote on her application for a disability pension. Someone has to make a motion to vote on the application either in favor of it or opposed to it.

Mrs. Reed asked a procedural question. We are on number 6 (on the agenda). Do we need to vote to accept the correspondence?

Attorney Durkin stated that we already accepted the correspondence. The correspondence is part of the Board's record and the Board needs to vote on the

application itself. We need to vote to give Ms. Phillips a disability pension or not based on the records that are in front of the Board.

President Hazzouri stated "I vote no."

Attorney Durkin stated that a motion has to be made.

President Hazzouri made a motion to vote and he voted "no."

Mrs. Perry seconded the motion.

Attorney Durkin asked to clarify if the motion that President Hazzouri was making is to deny her application for a disability pension?

President Hazzouri stated "to deny, correct."

Attorney Durkin asked Mrs. Perry if she was seconding the motion.

Mrs. Perry stated "yes."

Attorney Durkin then stated that there is a motion on the floor to deny the application and there is a second. Does anyone have a question on the application or want to make any comments, including attorney Mastri or Ms. Phillips?

Attorney Mastri stated that he would like to address the Board. One of you already voted no before the actual vote so he hoped that their minds were not made up. He stated that Ms. Phillips suffers from lupus and other serious mental health conditions. She has had a mental health hospitalization in her recent past. We submitted voluminous medical records. Her primary physician or her primary treater for the lupus is Dr. Ramos and he has opined that she is, in fact, disabled and unable to work. Dr. Ramos is basing that on the numerous times that he has seen her. Our expert, Dr. Bednarz, opined that she is not disabled and he has examined her one time. He has reviewed medical records that he is, by his trade, a podiatrist. He does not specialize in the conditions that she has and many of her conditions are mental health in nature and he certainly doesn't specialize in that. So, as you are considering this matter, I would ask that you take that in to consideration. Thank you. Attorney Mastri asked if there was anything that Michele Phillips wanted to say. She did not respond and attorney Mastri said that he spoke on her behalf.

Attorney Durkin asked if anyone from the Board wanted to comment since we were still on the question pertaining to President Hazzouri's motion to deny the pension or is the Board ready to vote on it.

President Hazzouri asked if we could take a five minute recess to talk privately. **Attorney Durkin** stated that we could go in to executive session to discuss a personnel matter but we would have to include attorney Mastri and Ms. Phillips. He did not feel there was the means to do that right now.

President Hazzouri stated okay then let's vote. He voted "no."

Mrs. Perry, Mr. Murray and Mrs. Reed voted "no."

President Hazzouri stated it is 4 – 0 No.

Attorney Mastri asked attorney Durkin if he will get something in writing. Attorney Durkin stated he would send him findings of fact and conclusions of law. Nothing runs until attorney Durkin sends attorney Mastri something in writing. Attorney Mastri then thanked the Board members.

7. Correspondence sent from Attorney Durkin to Attorney Dominic Mastri dated October 16, 2020 regarding the Board's upcoming vote on Michele Phillips' disability application. **Mrs. Reed** made the motion to accept the correspondence and **Mr. Murray** seconded the motion. All were in favor.

President Hazzouri asked if there was anything else from the Board.

Attorney Durkin asked the Board to make a motion to have President Hazzouri sign the findings of fact and conclusions of law on Ms. Phillips' application.

Mrs. Reed made the motion.

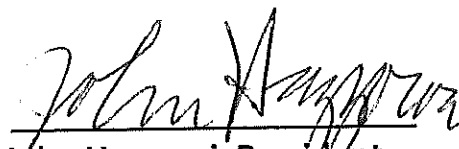
Mrs. Perry seconded the motion. All were in favor.

President Hazzouri asked for a motion to adjourn the meeting.

Mr. Murray made a motion to adjourn the meeting.

Mrs. Reed seconded the motion. All were in favor.

Meeting adjourned at 10:00 A.M.

Minutes approved by:  Date: 11-18-2020
John Hazzouri, President

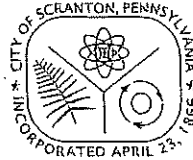
Respectfully submitted:  Date: 11-18-2020
Kathy Carrera, Recording Secretary

Council of the City of Scranton

340 No. Washington Avenue • Scranton, Pennsylvania 18503 • Telephone 570-348-4113 • Fax 570-348-4207

Lori Reed
City Clerk

Kevin C. Hayes, Esq.
Counsel



William Gaughan, President
Kyle Donahue, Vice President
Pat Rogan
Jessica Rothchild, PT, DPT
Mark McAndrew

PROXY

I, William Gaughan, hereby revoke any previous proxies and appoint Lori Reed as my proxy to attend the meeting of:

Non-uniform pension board

On:

Oct. 21, 2020

And any continuation or adjournment thereof and to represent, vote and otherwise act for me in the same manner and with the same effect as if I were personally present.

This proxy and the authority represented herein are valid only on the above date and shall not survive said date.

Dated: 10-16-2020

Signed: William Gaughan

Witness: Amie Marciano

City of Scranton
Pennsylvania



RECEIVED

NOV 18 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Non-Uniform Municipal Pension Fund

NON-UNIFORM MUNICIPAL PENSION

AGENDA

J. H.

NOVEMBER 18, 2020

1. RECEIVED AN INVOICE FROM DURKIN MACDONALD, LLC IN THE AMOUNT OF \$ 710.50 WHICH REPRESENTS SERVICES RENDERED FROM OCTOBER 20, 2020 THROUGH NOVEMBER 16, 2020.
2. A REQUEST FOR A REFUND OF PENSION CONTRIBUTIONS WAS RECEIVED FROM SYLVIA ORNER, FORMER LIBRARY EMPLOYEE. MS. ORNER WAS EMPLOYED FROM APRIL 6, 2015 UNTIL OCTOBER 23, 2020. SHE HAS CONTRIBUTED A TOTAL OF 67 MONTHS AT \$22.00 PER MONTH AND IS DUE A REFUND OF \$1,474.00.
3. RECEIVED A PENSION APPLICATION FROM GLORIA WALSH, CITY OF SCRANTON EMPLOYEE, WHO WILL RETIRE ON DECEMBER 11, 2020. GLORIA WAS HIRED ON JUNE 20, 1994 AND HAS CONTRIBUTED A TOTAL OF 308 MONTHS TO THE PENSION FUND. GLORIA HAS SUBMITTED CHECK #2721 DATED NOVEMBER 4, 2020 IN THE AMOUNT OF \$1,408.00 TO PURCHASE AN ADDITIONAL 64 MONTHS AT \$22.00 PER MONTH IN ORDER TO RECEIVE A 31-YEAR PENSION AT \$650.00 PER MONTH. GLORIA WAS 74 YEARS OF AGE ON HER LAST BIRTHDAY.

4. RECEIVED A PENSION APPLICATION FROM EILEEN HURCHICK, CITY OF SCRANTON EMPLOYEE, WHO WILL RETIRE ON NOVEMBER 30, 2020. EILEEN WAS HIRED ON SEPTEMBER 25, 1989 AND HAS CONTRIBUTED A TOTAL OF 362.5 MONTHS TO THE PENSION FUND. EILEEN HAS SUBMITTED CHECK #11125 DATED NOVEMBER 9, 2020 IN THE AMOUNT OF \$209.00 TO PURCHASE AN ADDITIONAL 9.5 MONTHS AT \$22.00 PER MONTH IN ORDER TO RECEIVE A 31-YEAR PENSION AT \$650.00 PER MONTH. EILEEN WAS 60 YEARS OF AGE ON HER LAST BIRTHDAY.



DEPARTMENT OF BUSINESS ADMINISTRATION

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4118 • FAX: 570-348-4225

MEMORANDUM

DATE: November 18, 2020
TO: Mary Jo Sheridan, City Treasurer
FROM: Nancy Krake, Staff Accountant
RE: Check for Deposit

RECEIVED
NOV 18 2020
OFFICE OF CITY
COUNCIL/CITY CLERK

Enclosed kindly find the following check for deposit into Scranton Police Holiday Drive, Special City Account (Coats for Kids). This check was presented by the Villa Capri Cruisers Car Club, Inc.

Villa Capri Cruisers Car Club	Ck# 1529	\$500.00
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This check is to be deposited into **Account # 02.229602 (Scranton Police Holiday Drive)**.

Cc: John Murray, City Controller
Lori Reed, City Clerk
Chief Len Namiotka
Liz Calella, Program Monitor
File

**SCRANTON POLICE PENSION
COMMISSION MEETING**

VIRTUAL MEETING
OCTOBER 21, 2020

BOARD MEMBERS

1. THOMAS TOLAN- PRESENT
2. JUSTIN BUTLER- PRESENT
3. NANCY KRAKE- PRESENT
4. JOHN MURRAY-PRESENT
5. PAUL HELRING- PRESENT
6. MICHAEL CAMMEROTA- PRESENT

RECEIVED

NOV 20 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

MINUTES FROM WEDNESDAY SEPTEMBER 16, 2020 MEETING OF THE SCRANTON POLICE PENSION COMMISSION MEETING, WERE REVIEWED. MOTION MADE BY TOLAN TO APPROVE THE MINUTES AND SECONDED BY MURRAY. MOTION PASSED

BILLS:

A BILL FROM DURKIN MACDONALD LLC ATTORNEY AT LAW FOR SERVICES RENDERED FOR ONE MONTH. SEPTEMBER 15, 2020 THRU OCTOBER 19, 2020 TO THE AMOUNT OF 507.50

A MOTION MADE BY CAMMEROTA TO PAY DURKIN MACDONALD LLC ATTORNEY AT LAW FOR SERVICES RENDERED FOR 507.50 FROM SEPTEMBER 15, 2020 THRU OCTOBER 19, 2020. SECONDED BY MURRAY, ALL IN FAVOR MOTION PASSED.

COMMUNICATION:

A MOTION WAS MADE BY TOLAN TO GRANT THE COST OF LIVING RAISES FOR 2021. SECONDED BY CAMMEROTA MOTION PASSED.

ALSO ATTORNEY DURKIN ADVISED THE BOARD WE ARE BEING SUED BY RETIREE'S FOR COST OF LIVING RAISES NO BEING GRANTED. THE BOARD AT THIS TIME WAS NOT OFFICIALLY SERVED.

A MOTION TO ADJOURN WAS MADE BY CAMMEROTA AND SECONDED BY BUTLER. MEETING ADJOURNED AT 1023HRS.

COMPOSITE PENSION BOARD MINUTES
October 21, 2020

The regular meeting of the Composite Pension Board was held on Wednesday, October 21 at 11:00AM on the ZOOM application.

The following were in attendance:

DAVID MITCHELL – Pres. – Police Employee Representative
JOHN HAZZOURI – Vice Pres – Municipal Board Representative
ROBERT SENCHAK – Sect. - Fire Employee Representative
PAUL HELRING – Police Board Representative
GARY DESTEFANO – Fire Board Representative
MAGGIE PERRY – Municipal Employee Representative
PAIGE COGNETTI - Mayor
LORI REED (Proxy) – City Council
JOHN MURRAY - City Controller
LARRY DURKIN – Durkin MacDonald (Legal Counsel)
JAMES KENNEDY – Thomas Anderson & Assoc. (Administrator)
ALEXANDER GOLDSMITH – PFM Group (Trustee)

RECEIVED

NOV 20 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dave Mitchell... Called the meeting to order. He asked for a Motion to get the Minutes of September 16th meeting approved. **Motion to approve made by John Hazzouri, seconded by John Murray, all were in favor.**

Bills:

The first is for PFM Asset Management for the period of 8/1–8/31 in the amount of \$15,699.59. **Motion to pay made by John Hazzouri, seconded by John Murray, all were in favor.**

The next in the amount of \$450.70 for legal services to Durkin & MacDonald for the period of 9/15-10/19. **Motion to pay made by Paul Helring, seconded by Maggie Perry, all were in favor.**

Correspondence:

The first one is from Anderson & Associates they provided their ACT 44 Disclosure Form that they have to do under ACT 205.

The other is from Ms. Reed from the City Clerk's Office. They got an e-mail from the Attorney General's Office it is a Notice, the 2020 Notice that we're a distressed pension. They have to do it annually and they notified us that we are Distressed Score 2 which is moderately distressed. This is the legal notice. Funding ratio in the beginning of the year was 15%. Our balance has improved. He asked if anybody had any questions on any of those correspondences, no response. He asked if any of the Board members had anything for the Board at this time.

John Hazzouri... Asked what is the percentage of the three pensions, fire, police and non-uniform, how structurally sound are they? Dave said we will get that in 2021 because January 1, 2021 will be the new valuations. It won't be right at the end of the year but probably more towards spring time we can get it a general gauge of where we're at. Jim Kennedy said usually we prepare the reports about the summer time depending on when we get all the data from the City for the January 1, 2021 Valuations. John Hazzouri said okay no problem.

Dave Mitchell... A lawsuit was filed this past week for the police retirees. He was wondering if Attorney Durkin wanted to touch on it. Larry said the Police Board and the City were sued within the last week by some police retirees asking for reinstatement of the COLA benefit. It's at a very early stage, the very, very preliminary stage. One of the issues in that was the issue that the litigation would be the actuarial soundness of either or both the Police Fund and the Composite, the funds on a composite basis.

The funding status certainly went up in the 1/1/2019 Valuation for a variety of reasons, one of which was the sewer money, one of which was the market, one of which was the elimination of COLA's and the elimination of some of the non-uniform benefits. The change in any of those factors could have an impact individually and the composite but we're quite a ways away from a decision on any of that. Dave asked if anyone on the Board has any questions on that, he just wanted to make the Board aware of that.

Paul Helring said just so you're advised the Police Board talked about that and they made a Motion to give them the COLA's for 2021. So we support the retirees getting the cost of living raises. So we're not opposed to that lawsuit. Larry said the Police Board has voted to do that for each of the last several years. He can't recall if the Fire Board has voted to do that also but the Police Board certainly has. Right now we are governed by both Police and Fire Board's. We are governed by Judge Mazzoni's decision. He forgets the exact date. It was involved with a dispute with the City on COLA's. Nothing about that has changed. What controls legally right now is Judge Mazzoni's decision until that changes in some way. An objection of this litigation is certainly to revisit the issue. But right now nothing has changed. Legally the Board has voted to do this before.

John Hazzouri said so we voted to give cops money, correct. Dave said no, they're not on this Board. There are others that we work in conjunction with on several topics. We do not approve raises or deny raises that's for the Police and Fire Boards. Larry said the point that he is trying to make is that even though the Board has voted at this point we're still subject to Judge Mazzoni's Order as has been the case for the last several years. Until there is another order out that nothing substantially is going to change.

John Hazzouri said we voted when Cortright stopped and this is the Board that handles all the money so we should have the approval too, if we want to give them raises. Dave said there is a Court Order preventing us from giving the raises. The Police Board and the Fire Board have wanted to give those raises and he's sure if the City were able to afford to do it, if they weren't distressed, they would want to pay the retirees the raises that they were promised when they left. That was a subject to a lawsuit in 2015 and the Board lost, so we can't go against the judge's order and pay those retirees those COLA's.

Larry said that's exactly right. Nothing changes right now John. John Hazzouri said so 2021 we're not giving them the raises to the police, is that correct. Dave said this is a Court Order by Judge Mazzoni, a Common Pleas Judge of 2017 a decision. John Hazzouri said the only thing there is we have the retirees filed a lawsuit against the City to get the money, is that correct. Dave said they want to go back to Judge Mazzoni and say let's reevaluate your decision for 2015 and 2016 and maybe we're more actuarially sound at this point and you could overturn your decision. John Hazzouri said okay, he wanted to make sure he got it right. Dave asked if anyone else had any other questions, no response. He turned the meeting over to PFM.

Alex Goldsmith... Made his presentation to the Board, it was another good quarter relative to the benchmark. The markets were negative in September largely on expectation, disappointment that stimulus talks in the U.S. sort of fell apart and the President came out and tweeted no more stimulus until the election. That was really the big story in September. The markets were down about 3% in the U.S. and overseas.

Following the two very strong months in July and August, from May onward, May, June, July, August were all very, very strong months for stocks as things were moving back up. Earlier this summer there was a little bit of a rise in virus. Before they came back down again and were looking quite good in terms of seven days averages. Towards the end of September we started to see the seven day count rise and that's where we are now which is not the best piece of news as we start to head into the winter. That's the first bullet here on the Items to Watch. Things continue to reopen more and more. The broader phases the virus's moving averages seem to be increasing across every state. So that's certainly something we're watching.

The other thing is the presidential election, so far in October the areas of the market that were weak in September are coming right back. So high yield and emerging market bonds were also a little weak in September, they've recovered everything back in October. Stocks are up about 3% so far in October. A lot of that is on expectation, polling that shows Joe Biden with a very solid lead in the election. He has had some questions from other clients recently what's the outlook for the markets in the election. He thinks the answer that he has been giving is that markets are looking for someone that can provide a good virus response and a good economic stimulus response.

Historically markets don't react all that well to Democratic Party at least right around the election. But in this instance markets seem to be indicating that they favor the stimulus and the virus response that Joe Biden and the Democratic put out. So obviously things can (he was breaking up) we had a big surprise four years ago with the election but that's something that we're going to watch closely. It's tough for them to handicap any presidential election they're going off of the prevailing data.

Other than that job growth continues but at a slower rate in September. That was something that he had spoken about a month or two ago. Expectations that seasonal jobs would dry up, you know your life guards, your board walk workers, amusement parks, that kind of thing and to some extent they are. Job growth has slowed, that's why he focuses on virus count into the winter. Will there be seasonal pickups for retail stores this year that may not be the case.

That's what he's watching along with the interest rates. Interest rates remain low and they expect them to be low for at least a year, a year and a half, two years. That will continue to bolster stocks. They've been very strong all summer and then a weak September around uncertainty about the stimulus but now right back to it in October. With low rates that will continue to drive investors into stocks and yield stock as well.

As you can see this is the performance as of September. It's down 2.5 to 3.5% depending on the sub asset class but basically having made that ground back up thus far through October. The unemployment, the jobless claims are a little bit lower then were last month. So we'll see if that slowly continues. Not a lot else to say. The fixed income he mentioned (he broke up) high yield, global bonds struggling a little again in September, they were better in October. The rest of the fixed income universe was essentially flat. He asked if there were any questions before he gets into the performance of the plan.

John Hazzouri asked what are our percentages at right now? (Had trouble hearing him) Alex said he thinks John is asking what percentage of the plan is aggressive versus conservative. The plan right now is slightly tilted towards stocks. Very, very slightly he thinks it's about 1 to 1.5% overweight to stocks and the side balance underweighted to fixed income. It's not as large

as the overweight in stocks was the beginning of this year or say the end of 2019. But we don't want to miss any upside we don't want to get caught by surprise if there's a downside.

But right now what would make us change that positioning would be a total shut down happening again. Right now we don't see that happening. We are watching very closely. He would think that we would have a little bit of warning for that to take place again. He thinks things would close in various stages before we go into total shutdown. We don't see that on the horizon. We're slightly bullish though we think stocks will be higher a year from now than where they are now, if that's the case that's how we should be positioned. We do have some defensive positions within the asset classes when it comes to the active managers as you'll see, some allocations within fixed income as well that are volatility dampeners. Is that the answer you were getting at? John Hazzouri said he's fine, even with the election going on you guys are doing the right thing. Alex said this will be beyond the elections. Where do we see the markets a year from now? If there's a good virus plan in place and there's another round of stimulus that would bolster stocks.

Let's focus mostly on the month and the year to date figures for the total plan. What is down for the month of September, given what he mentioned about total stocks but still high about 25 to 30 basis points ahead of the benchmark, on a year to date basis almost 2% ahead of the benchmark up 6.1%. Now we've had three or four months of really strong stock returns. Stocks were down 30% at one point this year. It's hard to believe that the plan is up 6 and we continue to add a lot of value. Over the last one year it was 11.7% so really not just getting a strong absolute return. Even more ground ahead of the benchmark. A lot of the defensive action, we were overweight in stocks last year when it mattered, we took the defensive moves earlier this year and most recently, like he said it's some of these active funds.

Like Jensen, Jensen has been in here for a little over a year, a high quality fund. When the market is off 3.8% we would expect them to do something like this and we're only down 2.2%. So that's a good example. Touchstone was one of the recently added, we added back in the stocks back in June or July that saved about a percent this month. On the international side J.O. Hambro continues to do extremely well. You'll notice in the year to date J.O. Hambro was up 14.6% while their benchmark is down 5.4%. That a huge swing. That's 6% of your total plan. They've really done extremely well. So we're very happy with that. So you'll see Harding Loevner and Hardford Schrodgers, two active funds adding a lot of downside protection for the month.

Fixed income for the month of September, the plan core managers were right on top of the benchmark. You can see Baird, Double Line, Prudential all right around the plan. The same for Voya Intermediate fund. We're going to be getting to the corporates and the emerging markets and the high yield. The funds were generally close to their benchmarks. They were in

areas of the market that did worse than broad bonds. The corporates were down .2, emerging markets were down 1.8, high yield was down 1.2. So that offset a little bit of the active manager contributions. He asked if there were any questions on the managers or plan performance, no response.

So here we are market values. We started September with \$106.9 million took out \$1 million during September lost \$1.6 million in investment return. So were at \$104.1 million to start. We started July 1st with \$101 million so we're still up from that. A year ago October 1, 2019 the plan was \$98.6 million so we're continuing to move ahead from that. An update as of October 19th the plan is up to \$106,166,404.00. Not quite back to where we were but you continue to take out about \$1 million a month as well.

Dave asked if that includes the \$4 million we got from the State. It went down quite a bit for the month of October so far. Alex said it was invested. He said it should include that figure though. He knows that money was invested by the State, the question is whether PFM's internal reporting includes that amount. He will research that and get back to Dave. He will e-mail Dave and let him know because that's a 2 or 3% decrease in October so far. Al said that's certainly not the case with financial markets. It would seem that it's not reflected in their temporary flash report, he'll look into that. Jim gave them the heads up. They received the money and it was invested, so it's all in different mutual funds right now.

The asset allocation this is what he was talking about following John's first question. Slightly ahead 1% overweight domestic, a half a percent in international, that's taking a little from fixed income and cash and that's where they are staying. The very last page of this report, they did include an alert. You might remember the convertible bonds that he talked about a few weeks ago they added these to the portfolio. They are something that trades between stocks and bonds. They had a very strong run. A lot of other investors added assets into the space. There has been a big increase in stock prices, which does increase the volatility of these convertible bonds. We would have liked to (someone was coughing could not hear) a little longer but the market conditions dictated that we, it was an opportune time to sell. It was a shorter term investment but the proceeds from that were split between stocks and bond. The rest of the portfolio was generally the same. That's all he has, he'll take any final questions, no response.

Jim Kennedy... Just to make you aware of the deposits that are coming, the City received a little over \$3.9 million in State Aid Funds. They communicated with the Business Administration Office (someone was coughing) to get those invested as quickly as possible. The main reason point that he wanted to highlight for you all is that the City is still going to have the remaining obligations from the (coughing) for the MMO's that are due before the end of this year and he would suggest getting them in well ahead of December 31, 2020 to avoid penalties. The Non-Uniform Plan is all taken care of, it was fully paid with State Aid. But basically what we have is a remainder for Fire to be paid after the State Aid a deposit of \$4,786,111.28 and for

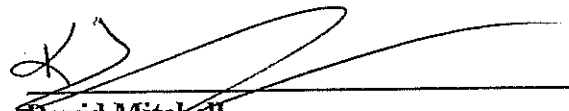
the Police Plan the remainder that the City will have to pay is \$2,256,525.61. So the total between the Police and Fire a little over \$7.3 million so that the City can plan to have that deposited in those funds before yearend 2020 to make sure that your paid in full the MMO's for 2020. Dave asked if anyone had any questions for Jim, no response. Does any member of the public have any questions, no response.

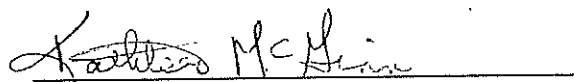
Paul Helring asked if that money reflects currently or no. Dave answered that it doesn't appear, Alex is going to do a little leg work on that and give him an e-mail later in the week. He will get it to the Board when they get back to him.

He entertained a Motion to adjourn. Motion to adjourn made by Paul Helring, seconded by Maggie Perry, all were in favor.

November 18th is our next Meeting

Minutes approved November 18, 2020:


David Mitchell
President


Kathleen McGinn
Recording Secretary

FILE OF THE COUNCIL NO. _____

2020

AN ORDINANCE

AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE AND ENTER INTO AN AGREEMENT FOR COLLECTION OF DELINQUENT MUNICIPAL CLAIMS ON BEHALF OF THE CITY OF SCRANTON WITH PORTNOFF LAW ASSOCIATES, LTD. AND APPROVING COLLECTION PROCEDURES, APPOINTMENT OF SOLICITOR, INTEREST ASSESSMENT, CREDIT CARD AND DEBIT CARD CHARGES, AND FEES AND COSTS TO BE ADDED TO THE AMOUNT COLLECTED AS PART OF UNPAID MUNICIPAL CLAIMS FOR DELINQUENT ACCOUNTS.

WHEREAS, a request for qualifications was advertised for the City of Scranton, and five (5) proposals were submitted for review; and

WHEREAS, after review of the qualifications submitted, it was determined that it would be in the best interest of the City to award the contract to Portnoff Law Associates, Ltd, for the reasons provided in the attached Memorandum from the City of Scranton Business Administrator. Please refer to the November 2, 2020 letter from City of Scranton Business Administrator, Carl Deeley, attached hereto and incorporated as Exhibit "A;" and

WHEREAS, an Agreement for Collection of Delinquent Municipal Claims on behalf of City of Scranton is attached here as Exhibit "B" an incorporated herein by reference thereto with Portnoff Law Associates, Ltd. for collection of delinquent fees for the City of Scranton; and

WHEREAS, to be fair to all property owners and other residents of the City of Scranton (the "City"), it is necessary for the City to recover promptly unpaid, delinquent refuse fee accounts (collectively, the "Unpaid Claims"), if necessary, by legal proceedings; and

WHEREAS, the Municipal Claims and Tax Liens Act, 53 P.S. § 7101, *et seq.*, as amended (the "Act"), authorizes the addition of attorney fees, charges, costs, expenses, commissions and fees to the total payable with respect to the Unpaid Claims, but only if the municipality involved has approved by ordinance a schedule of such fees; and

WHEREAS, the City has determined that it is in the best interest of all property owners and other residents to have vigorous enforcement of all Unpaid Claims and other unpaid charges, utilizing the procedures set forth in the Act, except in cases of serious hardship, which the City will address on a case-by-case basis pursuant to uniform policies; and

WHEREAS, the City has reviewed the subject of interest and attorney fees for collection matters, and has determined that the fees set forth in this Ordinance are reasonable in amount for the services herein described.

NOW, THEREFORE, IT IS HEREBY ORDAINED AND ENACTED BY THE CITY that the Mayor and other appropriate City Officials are authorized to execute and enter into an Agreement for Collection of Delinquent Municipal Claims on Behalf of the City of Scranton, substantially in the form attached hereto marked as Exhibit "B" and incorporated herein by reference thereto with Portnoff Law Associates, Ltd. for collection of delinquent refuse fees as follows:

1. Fees to be Added to the Unpaid Claims. The City hereby approves the following fee schedule for the collection of the Unpaid Claims, which fees shall be added to the Unpaid Claims:

(a) Legal Fees.

Initial review and sending first legal demand letter	\$175.00
File Lien and prepare Satisfaction	\$250.00
Prepare Writ of Scire Facias	\$250.00
Prepare and mail letter under Pa. R.C.P. 237.1	\$ 50.00
Prepare Default Judgment	\$175.00
Research, prepare and obtain Re-issued Writ	\$175.00
Prepare Praecipe to Amend	\$100.00
Prepare Motion to Amend	\$150.00
Present Motion to Amend	\$ 50.00
Obtain vehicle identification number (VIN) for mobile home	\$100.00
Prepare Motion for Alternate Service	\$250.00
Present Motion for Alternate Service	\$ 50.00
Prepare Motion to Consolidate Claims	\$250.00
Present Motion to Consolidate Claims	\$ 50.00
Prepare Motion to Add United States as Defendant	\$175.00
Present Motion to Add United States as Defendant	\$ 50.00
Prepare Writ of Execution	\$800.00
Attendance at sale; review schedule of distribution and resolve distribution issues	\$400.00
Prepare Motion to Continue Sheriff Sale	\$ 50.00
Present Motion to Continue Sheriff Sale	\$ 50.00
Prepare Petition for Free and Clear Sale	\$400.00

Present Petition for Free and Clear Sale	\$ 50.00
Services not covered above	At an hourly rate between \$75.00-\$275.00 per hour

(b) Collection Fees.

Notice of delinquent claim and fee shifting	\$ 40.00 per notice, plus applicable postage
Bookkeeping fee for payment plan of 3 months or less	\$ 25.00
Bookkeeping fee for payment plan of more than 3 months	\$ 50.00
Handling fee for returned check	\$ 25.00

2. Costs to be Added to the Unpaid Claims. In addition to the fees set forth in Section 1 above, the reasonable and necessary out-of-pocket charges, costs, expenses, commissions and fees incurred in the collection of the Unpaid Claims, including, but not limited to, postage, title searches, VIN searches, prothonotary fees and charges, and sheriff fees and charges, shall be added to the Unpaid Claims.

3. Credit Card and Debit Card Charges. The City authorizes any attorney or private collector collecting the Unpaid Claims to accept payment of the Unpaid Claims by credit card or debit card. When payment is made by credit card or debit card, any fees charged by the credit card company, debit card company, credit card servicing agent, or debit card servicing agent shall be charged immediately to the credit card or debit card used to make payment. This applies to credit card or debit card payments made by mail, telephone, over the internet, or in person.

4. Interest. Interest will be assessed upon the Unpaid Claims at a rate of 10% per annum and added to the Unpaid Claims.

5. Collection Procedures. The following collection procedures are hereby established in accordance with the Act:

- (a) At least thirty (30) days prior to assessing or imposing attorney fees in connection with the collection of an Unpaid Claim account, the City or its designee shall mail or cause to be mailed, by certified mail, return receipt requested, a notice of such intention to the property owner or other entity liable for the account (collectively, the "Property Owner").
- (b) If the certified mail notice is undelivered, then, at least ten (10) days prior to assessing or imposing such attorney fees, the City or its designee shall mail or cause to be mailed, by first class mail, a second notice to the Property Owner.
- (c) All notices required by this Ordinance shall be mailed to the Property Owner's last known post office address as recorded in the records or other information of the City or such other address obtained by the City from the county tax assessment office.
- (d) Each notice as described above shall include the following:
 - (i) The type of municipal claim or other charge, the year that it became due and the amount owed, including penalty and interest;
 - (ii) A statement of the City's intent to impose or assess attorney fees no earlier than thirty (30) days after receipt of the first notice, or no earlier than ten (10) days after receipt of the second notice;
 - (iii) The manner in which the imposition or assessment of attorney fees may be avoided by payment of the account; and

- (iv) The place of payment for accounts and the name and telephone number of the City's representative designated as responsible for collection matters.

6. **Related Action.** The proper officials of the City are hereby authorized and empowered to take such additional action as they may deem necessary or appropriate to implement this Ordinance.

7. **Appointment of Solicitor.** The proper officials of the City are hereby authorized to appoint Michelle R. Portnoff, Esquire, as Solicitor for the limited purpose of collecting the Unpaid Claims and hereby authorizes her, and all attorneys employed by Portnoff Law Associates, Ltd., to sign any and all documents, including municipal claims and liens, on behalf of the City.

SECTION 1. If any section, clause, provision or portion of this Ordinance shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decisions shall not affect any other section, clause, provision or portion of this Ordinance so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Ordinance of any portion thereof from time to time as it shall deem advisable in the best interest of the promotion of the purposes and intent of this Ordinance, and the effective administration thereof.

SECTION 2. All ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

SECTION 3. This Ordinance shall become effective immediately upon approval.

SECTION 4. This Ordinance is enacted by the Council of the City of Scranton under the authority of the Act of the Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State and Pennsylvania.

- ***What Department is this legislation originating from? Where did the initiative for this legislation originate?***

Department of Business Administration.

- ***Summary and Facts of the legislation***

The legislation appoints a new vendor for the collection of delinquent refuse fees and replaces the current vendor, NRS. The new vendor will collect delinquent fees beginning January 1, 2021.

- ***Purpose – please include the following in the explanation:***

- ***What does the legislation do – what are the specific goals/tasks the legislation seek to accomplish?***

The legislation replaces the current vendor, NRS, with a new vendor, Portnoff Law Associates, Ltd.

- ***What are the benefits of doing this/Down-side of doing this?***

Benefits – The benefits include having a collector of delinquent taxes who will aggressively pursue collections while also providing payment arrangements with delinquent property owners. Additional benefits include access by City management to collections data and improved reporting on collections from the new vendor to allow for better accountability and tracking of delinquencies.

Downside – N/A

- ***How does this legislation relate to the City's Vision/Mission/Priorities***

The legislation will result in improved collections and accountability.

- ***Financial Impact – please include the following in the explanation:***

- ***Cost (initial and ongoing)***

The city will eliminate the 15% cost of collections with the current vendor and will net no new cost to the city.

- ***Benefits (initial and ongoing)***

We expect the shift to the new vendor to result in improved collections and reduced costs to the city.

- ***Funding Sources – please include the following in the explanation:***

If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.

N/A

- *Priority Status/Deadlines, if any*

The ordinance must be approved by Council as soon as possible so that refuse fee payers can be timely notified, especially those with delinquent fee repayment plans.

- *Why should the Council unanimously support this legislation?*

To support improved collection of refuse fees.

- *Include any other pertinent details and/or relevant information that the Council should be aware of:*

None at this time.



DEPARTMENT OF BUSINESS ADMINISTRATION

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4118 • FAX: 570-348-4225

Joe O'Brian
City Attorney
City Of Scranton
340 N. Washington Ave
Scranton, Pa 18503

November 2nd 2020

RE: RFP for collection of Delinquent Refuse fees due to the City for the tax years 2002 to 2020.

Joe,

We have determined that Portnoff Law is the most qualified bidder for the Collection of delinquent refuse fees.

Please prepare a 2 year contract based on the attached proposal.

The City received 5 bids in response to the RFP – Ability, CrediTech, IC Systems, NCS Plus and Portnoff Law. All bids were compliant with the conditions of the RFP; the decision analysis is attached for reference.

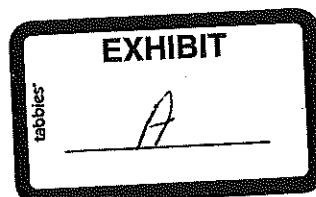
I am satisfied that delinquent fees will be collected efficiently while remaining respectful to the delinquent payee.

The Mayor is in agreement with this decision.

Sincerely,

Carl Deeley
Business Administrator
City of Scranton

CC. Mayor Cagnetti
City Council Lori Reed
Controller John Murray
HR Director Amber Viola
Purchase Clerk Julie Reed



Bid Analysis summary – Collection of delinquent taxes 2002~2020

After the comparison of key requirements by the BA and Treasury offices, supported by reference calls to current clients we conclude that Portnoff Law is the lowest cost most responsible bidder.

	Bid Companies				
	Ability	Creditech	IC Systems	NCSPlus	Portnoff Law
Results summary			2		1
Submission Timely & Complete	Y	Y	Y	Y	Y
Years in Business	30	35	75+	35	31
# Employees	50	?	570 F-T	15-25	75
Local - PA	Y-Dupont	Y-Bangor PA	MN - N	NY - N	Y-King of Prussia
Minority or Women Owned	N	Y	N	N	Y
Reporting/Analytics	Monthly Wkly	Dashboard & Monthly	Dashboard & Monthly	Additional deep dive for add\$0.6	Client directed structure and timeframe
Online Access	Limited	Y	Y	Y	Y
Data Conversion	Y	Y	Y	Y	Y
Remittance	Y-as required	Y	Y	Y	Y weekly
Fees \$	20%	16% - Primary 18% Secondary	9.5%	16%	\$45.75 Upfront per account (property)
Fee Passed Through	Y	Y	N	Not Clear	Y
Recovery Of Accounts or \$		41~63%	Yr. 1 - 12~15% \$ Value		20~25% - Year 1 >50% Total recovery Verified by reference
Upfront Debt Buyout	N/A	N/A	N/A	N/A	N/A
Court Commissions	10.0%				Advances fees and costs incurred.
Bilingual			Y		Y
References/Reg. PA	Y/Y	Y/Y	Y/N	Y/N	Y/Y
Reference Response	Negative	Negative	V Positive	No Responses	V Positive
Incentive to pay		Y?	Y	Y	Y Escalating
Lead Time to Start			45 days Onboard		~ 30 Days
Local Contracts	Y	Y	N	N	Y - x 7
Recommendation:	Eliminate due to poor service w County	Eliminate due to lack of aggressiveness	Consider due to responsiveness, metrics and methodology	Eliminate to due overall lack of responsiveness.	Consider due to recommendations, aggressiveness, responsiveness

**AGREEMENT FOR COLLECTION OF
DELINQUENT MUNICIPAL CLAIMS ON BEHALF OF
CITY OF SCRANTON**

City of Scranton ("City") and Portnoff Law Associates, Ltd. ("Portnoff") hereby enter into this Agreement for Collection of Delinquent Municipal Claims on Behalf of City (the "Agreement"), pursuant to the following terms and conditions:

1. **Retention.** City hereby retains Portnoff to collect its delinquent refuse fee accounts for *in rem* collection pursuant to the Municipal Claims and Tax Liens Act, 53 P.S. § 7101, *et seq.*, as amended (the "MCTLA"). Portnoff shall have the discretion to refuse to accept or return any account. All accounts that have been or will be placed with Portnoff for collection shall hereinafter be referred to individually as an "Account," or collectively as the "Accounts." During the term of this Agreement, Portnoff shall have the exclusive right to collect the Accounts until the Accounts are paid in full, as defined in Section 9(a) below. Specifically excluded from the scope of this Agreement are claims to be collected in *assumpsit*.

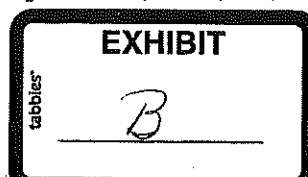
2. **Term.** The initial term of this Agreement shall expire on December 31, 2021. This Agreement shall be renewed automatically under the same terms and conditions for additional one-year terms, unless either party provides written notice of termination to the other no later than ninety (90) days prior to the expiration of any current term.

3. **Obligations of Portnoff.** Portnoff agrees, on behalf of City, to:

- (a) undertake the *in rem* collection of the Accounts in accordance with the MCTLA;
- (b) respond in a timely manner to all requests and inquiries by City for information concerning any Account;
- (c) collect, account for, and pay over to City, the Accounts collected pursuant to this Agreement, less any attorney fees and other charges, expenses and fees payable to Portnoff; and
- (d) provide financial information to auditors working on behalf of City with respect to routine annual audits, at no additional charge to City.

4. **Obligations of City.** City agrees, as a condition precedent to Portnoff's obligations hereunder, to:

- (a) provide Portnoff with the following information as to each delinquent Account in electronic format: (i) name of property owner(s), (ii) property address, (iii) billing address, (iv) tax parcel number, (v) vehicle identification number (VIN) for mobile homes, (vi) assessed value of the property, (vii) docket numbers and copies of any liens, judgments or open litigation filed against the parcel by City, (viii) the amount of the



delinquency, including an itemized and detailed breakdown of the dates and amounts of the following figures comprising the balance: principal, penalty, interest, finance charges, administrative fees, legal fees, costs, and any other individual charges, and (ix) an itemized and detailed breakdown of the dates and amounts of any payments or credits applied to the Account;

- (b) enact any and all ordinances required to: (i) authorize the entry into this Agreement by City; (ii) authorize Portnoff's attorneys to sign and file liens on behalf of City; and (iii) authorize the imposition upon the delinquent property owner(s) of all attorney fees, unreimbursed costs, and other charges, expenses and fees charged or incurred by Portnoff (collectively, "Portnoff's Fees and Costs"), and all attorney fees, unreimbursed costs, and other charges, expenses and fees charged or incurred by any attorney(s) retained by Portnoff (collectively, "Outside Attorneys' Fees and Costs"), in connection with any Account;
- (c) provide Portnoff with cooperation and candor at all times, and respond in a timely manner to all requests and inquiries Portnoff may have with regard to an Account or other matter related to this Agreement;
- (d) adopt a policy whereby requests for hardship exemptions can be properly evaluated, and Portnoff will assist, upon request, in the establishment and administration of such a policy without additional charge;
- (e) forward to Portnoff, in a timely manner, all legal notices received by City relating to any Account, property or property owner against which Portnoff is collecting delinquent municipal claims, including, but not limited to, all bankruptcy notices and notices of sale; and
- (f) with respect to any claim commenced by or against City that in any way relates to the collection of delinquent municipal claims or any Account: (i) inform Portnoff, in a timely manner, of such claim; (ii) keep Portnoff advised, in a timely manner, of any developments that arise; (iii) allow Portnoff to have meaningful involvement in City's prosecution or defense of the claim; and (iv) allow Portnoff to intervene as a party in any litigation.

The failure of City to fully comply with any of its obligations in Sections 4(a) through 4(f) above shall constitute grounds to terminate this Agreement. In the event that City is unable to provide Portnoff with the information required in Section 4(a) in electronic format, City may hire Portnoff to convert the data into electronic format at an hourly rate of \$60.00. In the event that the data provided contains errors or is not calculated or recorded in a manner that will allow Portnoff, in its discretion, to proceed with collection, City may hire Portnoff to reconcile the records at an hourly rate of \$100.00. In either instance, Portnoff will not proceed without express approval from City.

5. **Bankruptcy of Property Owner.** In the event that Portnoff receives notice of a property owner's bankruptcy filing at least thirty (30) days prior to the deadline for filing proofs of claim in a Chapter 13 bankruptcy case, Portnoff will file a proof of claim on behalf of City for all pre-petition Accounts that have been placed with Portnoff for collection. Unless City enters into a separate agreement with Portnoff to represent City in the property owner's bankruptcy case, Portnoff will cease its collection efforts on all Accounts for the bankrupt property owner while the bankruptcy case is open, and will resume collections after the case is closed.

6. **Mobile Homes and Trailers.** As set forth in Section 4(a) above, City shall provide Portnoff with the vehicle identification number (VIN) for each mobile home and trailer associated with an Account. Portnoff shall not be obligated to proceed with collection on any Account where the mobile home or trailer is taxed separately from the real estate.

7. **Consideration.** In consideration of Portnoff's performance of its obligations under this Agreement, City hereby agrees to incur the attorney fees and other charges, expenses and fees in the amounts set forth in Exhibit "A" hereto, or as amended by future ordinance of City, which amounts City acknowledges are fair and reasonable, and to reimburse Portnoff for any cost or expense incurred by Portnoff in the performance of its obligations under this Agreement, subject to Section 9 below. City agrees that Portnoff's Fees and Costs and Outside Attorneys' Fees and Costs, in connection with any Account, shall be part of the lien on the real property subject to the Account, and shall remain part of the lien until satisfied by payment in full.

8. **Outside Attorneys.** Portnoff shall be permitted, at its discretion, to hire outside attorneys to assist Portnoff in the collection of the Accounts under this Agreement. The fees of such outside attorneys shall not exceed the amounts referenced in Exhibit "A" hereto, or as amended by future ordinance of City.

9. **Payment and Reimbursement of Portnoff's Charges, Expenses and Fees.** Except as set forth in this Section 9 and Sections 10 and 15 below, Portnoff shall attempt to collect Portnoff's Fees and Costs and Outside Attorneys' Fees and Costs directly from the delinquent property owner(s), pursuant to the MCTLA. Portnoff will not pursue payment of Portnoff's Fees and Costs or Outside Attorneys' Fees and Costs directly from City, unless:

- (a) City suspends collection on any Account prior to payment in full for non-economic reasons. The failure to approve Portnoff's request to list any real property for sheriff's sale shall be deemed a suspension of collection. City shall not incur any liability to Portnoff for suspending collection on any Account prior to payment in full if Portnoff agrees that suspension is warranted. An Account shall not be considered to be "paid in full" unless all of Portnoff's Fees and Costs and all of Outside Attorneys' Fees and Costs, in connection with any Account, are paid in full; or
- (b) collection of any Account is discontinued, dismissed or delayed due to an error on the part of City; or
- (c) City sells, assigns or transfers any Account to any person(s), entity or entities, other than Portnoff; or

(d) this Agreement is terminated and City instructs Portnoff to cease collection of any Account; or

(e) this Agreement is terminated by Portnoff pursuant to Section 4 above.

In the event of the occurrence of any of the actions set forth in Sections 9(a) through 9(e) above, City immediately shall pay to Portnoff all outstanding Portnoff's Fees and Costs and all outstanding Outside Attorneys' Fees and Costs, in connection with any Account.

In the event that any payment or partial payment on any Account is made directly to City, or should City be obligated to make any payment to Portnoff under this Agreement, City shall immediately tender said payment to Portnoff. Should City fail to tender to Portnoff any payment owed to Portnoff within ninety (90) days of Portnoff's request therefor, City agrees that Portnoff shall be permitted to withhold the amount of said payment from City's remittances.

10. Notice of Delinquent Claim and Fee Shifting. On behalf of City, Portnoff shall provide property owners with notice of the delinquent claim and fee shifting required under Section 7106 of the MCTLA. City shall pay to Portnoff a one-time charge of \$40.00, plus applicable postage, per Account, to partially cover the costs associated with: (i) setting up a computerized file and data base for the Account; (ii) providing the initial notice of delinquent claim and fee shifting; (iii) communicating with property owners and establishing and monitoring hardship plans and payment plans; and (iv) accounting to City for any monies received in response to the initial notice. City shall adopt an ordinance that authorizes charging the above amounts to the delinquent property owner, and upon collection, City shall be reimbursed for the one-time charge listed above. If Portnoff learns of new or additional owners during the course of collection, Portnoff shall send a notice of delinquent claim and fee shifting to each new or additional owner and may charge the Account \$40.00 per additional notice sent, plus applicable postage.

11. Application of Payments Received by Portnoff. Amounts recovered by Portnoff pursuant to this Agreement will be applied to the Accounts in the following order of priority: (i) reimbursement of costs and expenses incurred by Portnoff or any attorney(s) retained by Portnoff; (ii) attorney fees and other charges, expenses and fees charged by Portnoff or any attorney(s) retained by Portnoff; and (iii) amounts payable to City, including the face amount of the municipal claim, the penalty, reimbursement of amounts paid by City under Section 10 above, and interest.

12. Remittance by Portnoff. Portnoff will remit funds collected no less frequently than once per month, and weekly when the collected funds exceed \$1,000. Remittance will be made directly to City's designated account via an automated clearing house (ACH) transfer.

13. Reporting by Portnoff. For each remittance, Portnoff will send City a detailed accounting in an easy-to-read format via email. In the event that City requires additional accounting information, record organization or custom financial reporting, City shall be charged at an hourly rate of \$60.00 for this service, with a minimum charge of \$25.00 per request.

14. Payoff Information. Portnoff shall provide payoff information in response to requests made by third parties, including, but not limited to, mortgage companies and title insurance companies. In consideration of providing payoff information, Portnoff shall be permitted to charge the requestor a fee not to exceed \$25.00 per parcel. This Section 14 does not apply to requests made under the Pennsylvania Right-to-Know Law, 65 P.S. § 67.101, *et seq.*

15. Rights on Termination. Upon termination of this Agreement, Portnoff shall have the exclusive option to continue to act, pursuant to the terms and conditions of this Agreement, as the exclusive collector of all Accounts that have not been paid in full, as defined in Section 9(a) above. In the event that this Agreement is terminated by either City or Portnoff, and Portnoff ceases to act as the exclusive collector of any Account, City:

- (a) shall immediately execute and deliver any documents that are necessary to allow Portnoff to formally withdraw its appearance in any and all pending litigation;
- (b) shall immediately pay to Portnoff all unreimbursed costs and expenses incurred by Portnoff or incurred by any attorney(s) retained by Portnoff, in connection with any Account;
- (c) agrees that Portnoff shall be entitled to retaining and charging liens on the Accounts, collections, recoveries, municipal claims and client papers of City to secure the payment of Portnoff's Fees and Costs and Outside Attorneys' Fees and Costs, in connection with any Account; and
- (d) agrees that Portnoff's Fees and Costs and Outside Attorneys' Fees and Costs, in connection with any Account, shall be part of the lien on the real property subject to the Account, and shall remain part of the lien until satisfied by payment in full.

In the event that City terminates this Agreement and requests the return of any Account to City, or the transfer of any Account to any person(s), entity or entities other than Portnoff, in addition to the rights listed in Sections 15(a) through 15(d) above, City also shall immediately pay to Portnoff all of Portnoff's Fees and Costs and all of Outside Attorneys' Fees and Costs, in connection with any such Account.

16. Indemnity and Liability. Portnoff shall indemnify and hold harmless City from any and all errors or omissions of Portnoff in the collection of the Accounts. City shall indemnify and hold harmless Portnoff from and against any and all losses, damages, claims, judgments, and costs of defense, including attorney fees, arising from any and all acts or omissions of City in connection with the property owner(s) or the collection of the Accounts, including, but not limited to, the placement for collection with Portnoff of an Account that is determined to be unauthorized by law in whole or in part, or the providing of incorrect, inaccurate or incomplete information by City, or the failure of City to provide information to Portnoff, or the failure of City to fulfill any of its obligations under this Agreement.

17. Conflict of Interest Waiver. There may be situations where Portnoff represents more than one municipal creditor holding liens on a given property. To the extent that the property is sold at a sheriff's sale free and clear of liens and encumbrances, a potential conflict of interest could arise, given that the sale may divest all or part of the claims of one or more clients. Because distribution of the sale proceeds is made by the sheriff's office in accordance with established law, Portnoff does not believe that representing multiple municipalities will impede Portnoff's ability to fairly and effectively represent each client. City confirms that it is aware of this issue and agrees to waive any potential conflict of interest that may arise.

18. Arbitration. City and Portnoff agree that any dispute arising out of, or relating to, this Agreement, or the subject matter thereof, whether sounding in tort, contract or otherwise, shall be submitted to binding arbitration, to be conducted by a single arbitrator agreed to by City and Portnoff in accordance with the rules of the American Arbitration Association, in lieu of any judicial determination of the dispute. In the event the parties are unable to agree upon an arbitrator, either party may petition the Court of Common Pleas of Lackawanna County for the appointment of an independent arbitrator. Both parties waive the right to bring judicial proceedings in connection with any dispute arising under or relating to this Agreement, including the right to a trial by jury.

19. Choice of Law. This Agreement shall be interpreted in accordance with the laws of the Commonwealth of Pennsylvania.

20. Assignment. Neither City nor Portnoff shall assign this Agreement, or any part of this Agreement, without the prior written consent of both City and Portnoff.

21. Modification. No term of this Agreement may be changed or modified without the written consent of both City and Portnoff.

22. Severability and Waiver. In the event that any portion of this Agreement is declared invalid by legislation, or order, decree or judgment of a court, this Agreement shall be construed as if such portion had not been inserted herein, and the remainder of the Agreement shall be enforced with the invalid term omitted. The failure of either party to insist upon a strict performance of any of the terms or provisions of this Agreement, or to exercise any option, right or remedy herein contained, shall not be construed as a waiver or as a relinquishment for the future enforcement of such term, provision, option, right or remedy, but the same shall continue and remain in full force and effect. No waiver by either party of any term or provision hereof shall be deemed to have been made unless expressed in writing and signed by such party.

23. Headings. The headings used in the sections, paragraphs and clauses of this Agreement are inserted for convenience only and shall not be deemed to constitute a part of this Agreement.

24. Effective Date. This Agreement shall become binding and effective upon the execution of this Agreement by both City and Portnoff. By executing this Agreement, City warrants that it has the legal authority to enter into this Agreement.

25. Entire Agreement. This Agreement constitutes the entire agreement among the parties hereto concerning the subject matter set forth herein and supersedes all prior or contemporaneous oral and/or written agreements and representations not contained herein concerning the subject matter of this Agreement. The parties acknowledge that they have had the opportunity to have this Agreement reviewed by counsel of their own choosing and to negotiate the terms hereof, and that no party is deemed the drafter of this Agreement.

CITY OF SCRANTON

Dated: _____

By: _____

Name:

Title:

Dated: _____

Attest: _____

Name:

Title:

PORTNOFF LAW ASSOCIATES, LTD.

Dated: _____

By: _____

Michelle R. Portnoff, Esquire

EXHIBIT "A"**Legal Fees**

Initial review and sending first legal demand letter	\$175.00
File Lien and prepare Satisfaction	\$250.00
Prepare Writ of Scire Facias	\$250.00
Prepare and mail letter under Pa. R.C.P. 237.1	\$ 50.00
Prepare Default Judgment	\$175.00
Research, prepare and obtain Re-issued Writ	\$175.00
Prepare Praecipe to Amend	\$100.00
Prepare Motion to Amend	\$150.00
Present Motion to Amend	\$ 50.00
Obtain vehicle identification number (VIN) for mobile home	\$100.00
Prepare Motion for Alternate Service	\$250.00
Present Motion for Alternate Service	\$ 50.00
Prepare Motion to Consolidate Claims	\$250.00
Present Motion to Consolidate Claims	\$ 50.00
Prepare Motion to Add United States as Defendant	\$175.00
Present Motion to Add United States as Defendant	\$ 50.00
Prepare Writ of Execution	\$800.00
Attendance at sale; review schedule of distribution and resolve distribution issues	\$400.00
Prepare Motion to Continue Sheriff Sale	\$ 50.00
Present Motion to Continue Sheriff Sale	\$ 50.00
Prepare Petition for Free and Clear Sale	\$400.00
Present Petition for Free and Clear Sale	\$ 50.00
Services not covered above	At an hourly rate between \$75-\$275 per hour

Collection Fees

Notice of delinquent claim and fee shifting	\$ 40.00 per notice, plus applicable postage
Bookkeeping fee for payment plan of 3 months or less	\$ 25.00
Bookkeeping fee for payment plan of more than 3 months	\$ 50.00
Handling fee for returned check	\$ 25.00

Payoff Fee

Providing guaranteed payoff to third parties	\$ 25.00
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DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 17, 2020

RECEIVED

NOV 17 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

Dear Honorable Council Members:

ATTACHED IS AN ORDINANCE AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE AND ENTER INTO AN AGREEMENT FOR COLLECTION OF DELINQUENT MUNICIPAL CLAIMS ON BEHALF OF THE CITY OF SCRANTON WITH PORTNOFF LAW ASSOCIATES, LTD. AND APPROVING COLLECTION PROCEDURES, APPOINTMENT OF SOLICITOR, INTEREST ASSESSMENT, CREDIT CARD AND DEBIT CARD CHARGES, AND FEES AND COSTS TO BE ADDED TO THE AMOUNT COLLECTED AS PART OF UNPAID MUNICIPAL CLAIMS FOR DELINQUENT ACCOUNTS.

Very truly yours,

Joseph A. O'Brien
Joseph A. O'Brien, Esquire
City Solicitor

/PAL

RESOLUTION NO. _____

2020

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON POLICE DEPARTMENT TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT PURSUANT TO THE GAMING FUNDS GRANT PROGRAM IN THE AMOUNT OF \$257,925.00 TO INSTALL A HVAC SYSTEM IN EMERGENCY SERVICES CENTER (FORMERLY SERRENTI ARMORY) LOCATED AT 1801 PINE STREET, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$257,925.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

WHEREAS, the City of Scranton, through the Scranton Police Department, will submit a grant application to the Commonwealth of Pennsylvania ("the Commonwealth") acting through the Commonwealth Financing Authority (the "Grantor") for a Local Share Account Grant, pursuant to the Gaming Funds Grant, for the installation of a HVAC system in the Emergency Services Center (formerly Serrenti Armory) located at 1801 Pine Street, Scranton, Pennsylvania. A copy of such Project details is attached hereto as Exhibit "A" and incorporated herein as if set forth at length; and

WHEREAS, a budget narrative was submitted by Peters Design Group, Inc. in the amount of \$245,643.00. A copy of the budget narrative is attached hereto as Exhibit "B" and incorporated herein as if set forth at length; and

WHEREAS, the total grant request is \$257,925.00 which includes an additional 5% for administration costs; and

WHEREAS, completion of this project would allow the Scranton Police Department to start utilizing the facility for training purposes;

WHEREAS, the City of Scranton intends herein to ratify and approve the execution and submission of the Grant Application; and

WHEREAS, the Commonwealth of Pennsylvania will review the Grant Application for funding for the Local Share Account Grant in the amount of \$257,925.00 ("Grant") for the Project; and

WHEREAS, if the Grant Application is approved, the City of Scranton

intends herein to authorize the execution of the Local Share Account Grant Contract and Commitment Letter, and the acceptance, disbursement, and utilization of the Grant for the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the execution and submission of the Grant Application is hereby ratified and if approved, the Mayor and other appropriate City Officials are hereby authorized to enter into and execute and submit any additional related paperwork for this Grant, and if successful, to, accept the grant funds to be used for the Project as attached hereto. This approval anticipates and authorizes the execution of any and all related documentation necessary for the Grant or to accept, disburse, and utilize the Grant for the Project.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decisions shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interest of the promotion of the purposes and intent of this Resolution, and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of the Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON POLICE DEPARTMENT TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT PURSUANT TO THE GAMING FUNDS GRANT PROGRAM IN THE AMOUNT OF \$257,925.00 TO INSTALL A HVAC SYSTEM IN EMERGENCY SERVICES CENTER (FORMERLY SERRENTI ARMORY) LOCATED AT 1801 PINE STREET, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$257,925.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

- ***What Department is this legislation originating from? Where did the initiative for this legislation originate?***

Scranton Police Department

- ***Summary and Facts of the legislation***

SPD is requesting legislation to apply for and execute grant funding from the PA Department of Community and Economic Development to complete the HVAC system in the Emergency Services Center (ESC), formerly known as the Serrenti Armory, located at 1801 Pine Street, Scranton, Pennsylvania. A budget narrative was submitted by Peters Design Group, Inc. in the amount of \$245,643.00 for construction cost. With an additional 5% for administration cost, the total grant request is \$257,925.00.

- ***Purpose – please include the following in the explanation:***
 - ***What does the legislation do – what are the specific goals/tasks the legislation seek to accomplish?***

The City of Scranton acquired this property in 2017 through a federal program that allows the municipal government to repurpose unused governmental facilities for emergency services. Renovation began in 2018. The goals of the ESC include (1) to be a regional training center for law enforcement throughout Northeastern Pennsylvania and (2) to be the location of the operation of Scranton Police Department specialized units such as the Training Division, Bomb Unit, Special Operations Group and Specific Investigations Division. Additionally, emergency operations management will be located at the ESC which allow for the coordination of emergency operations due to natural disasters and/or a pandemic. The Scranton Fire Department can also utilize the facility for training and storage of equipment. This grant will help complete the renovation work necessary for the utilization of the building.

- ***What are the benefits of doing this/Down-side of doing this?***

Benefits - This legislation will allow the completion of the renovation to allow the law enforcement agencies to utilize the building for training purposes.

Downside – To be supplemented, if applicable.

○ ***How does this legislation relate to the City's Vision/Mission/Priorities***

The grant request is for \$257,925.00. This funding would cover the cost of the HVAC system and administration of the project (please see attached). This funding would allow SPD to start utilizing the building for training purposes, including the Firearms Training Simulator.

• ***Financial Impact – please include the following in the explanation:***

○ ***Cost (initial and ongoing)***

N/A.

○ ***Benefits (initial and ongoing)***

The funding will benefit the city by improving the city's efficiency and level of service to the public.

○ ***Funding Sources – please include the following in the explanation:***

If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.

The agency that would award the grant is the Pennsylvania Department of Community and Economic Development. There is no financial match requirement from the City.

• ***Priority Status/Deadlines, if any***

High Priority

• ***Why should the Council unanimously support this legislation?***

The facility will operate a regional training center for law enforcement and additional services for the City and will be a major asset for the region.

• ***Include any other pertinent details and/or relevant information that the Council should be aware of:***

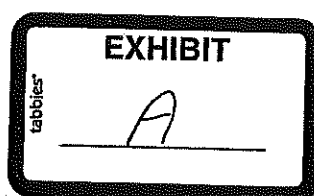
None at this time.

City of Scranton -Emergency Services Center

The City of Scranton is in the process of converting the Serrenti Memorial Army Reserve Center, located at 1801 Pine Street, into an Emergency Services Center (ESC). The City of Scranton acquired this property in 2017 through a federal program that allows the municipal government to repurpose unused government facilities for emergency services. The City of Scranton began renovation work in 2018, which consisted of a new roof and security measures. There are two main goals for the ESC, (1) to be a regional training center for law enforcement throughout Northeastern Pennsylvania and (2) to the location of the operation of Scranton Police Department (SPD) specialized units such as the Training Division, Bomb Unit, Special Operations Group, and Specific Investigations Division. The City of Scranton is requesting grant funding from the Pennsylvania Department of Community and Economic Development to complete renovation work on the facility which will allow law enforcement agencies to utilize it for training purposes.

Regional Training Center

Maintaining a training environment that develops highly-skilled officers and is most conducive to learning, is one of the greatest challenges for today's law enforcement trainers. Implementing a solution that incorporates agency guidelines and current training programs, as well as providing the training to improve and enhance skills, de-escalation, and use of force transition techniques is critical. Many see the current environment as a new "defining moment" in which the policing profession is being challenged to step up and embrace change. Like other organizations, police agencies must balance constancy and predictability with adaptation and



change.¹ The need for continued training for law enforcement is more prevalent now than ever. Due to the high visibility of police officers and interaction with the public on a constant basis, police officers must practice situational awareness consistently throughout the day. This mindset underscores the need for routine application of training to ensure adequate investigative technique, officer safety, and efficiency. Law enforcement personnel have a responsibility to make certain they are up-to-date on modern-day training.² Training and education are more than just sitting in a classroom and earning a certificate. It is also about applying this newfound knowledge and maintaining proficiency. SPD is committed to diverse and comprehensive training for the officers, however, there lacks a facility and availability of training in the region.

The ESC will operate as a regional training facility for local, state, and federal law enforcement throughout the area. The SPD Training Division is tasked with evaluating the needs, assessing deficiencies, and creating comprehensive programs to meet those needs in order to maintain professional levels in all aspects of police work. The Training Sergeants coordinate with outside agencies seeking specialists in the community to offer their expertise to department personnel, as well as, educate officers in the use of both lethal and less than lethal munitions. SPD will host a variety of training at the ESC for both SPD officers and law enforcement throughout the NEPA. Additionally, all local, state and federal law enforcement agencies will be welcome to utilize this facility for their own training and meetings. Once the renovations are complete the ESC training rooms will have the conference space capacity to seat 40-50

¹<https://www.officer.com/training-careers/training-simulators/blog/21004242/virta-inc-training-advantages-to-combat-policing-challenges-today>

² McHenry, Michael K. *A Need for Change: The Importance of Continued Training and Education for Modern Day Police Officers*, Criminal Justice Institute

City of Scranton -Emergency Services Center

individuals for classroom-style training, have the outdoor space for physical training, and have a separate area for an interactive training simulator.

SPD, in partnership with the Dunmore Borough, recently purchased a MILO Range Firearms Training Simulator that will be housed at the ESC. This comprehensive training system is a solution that is designed to allow trainers the ability to give presentations and classes, conduct interactive testing and assessment, and provide immersive hands-on scenario-based exercise with detailed debriefing and after-action review. The system is designed to increase trainee knowledge, skills, and confidence, in a safe challenging environment that is highly interactive and engaging. The simulator will put the officer in high stress “shoot-don’t shoot” scenarios while also developing de-escalation skills. It is a holistic approach to training officers in critical skills. There are only a few Firearm Training Simulators for law enforcement in Pennsylvania. Most law enforcement agencies in NEPA have never had access to this level of equipment. The Firearms Training and Simulator will be open to law enforcement agencies throughout the region; both the Lackawanna County District Attorney’s Office and the Lackawanna County Chief’s of Police Association have expressed interest in utilizing the ESC for their own training needs as well as participating in training with the simulator.

The ESC will also be used for a variety of conference-style training and seminars for both law enforcement and the community. Penn State University Center for Business Development and Community Outreach is in the process of developing a Diversity and Bias training for law enforcement. PSU will test this training on SPD in the spring of 2021. SPD is also working with Dr. Michael Kelley from the University of Scranton to develop training for SPD officers in dealing with autistic persons. This course will be designed to help officers understand the needs

City of Scranton -Emergency Services Center

of autistic persons and ensure an appropriate response in incidents involving autistic individuals. If proven effective these training will be open to other law enforcement agencies and the ESC will have the space to accommodate.

Community programs presented by the S.P.D will also be held at the Emergency Services Center; these programs include the Citizen/Junior Police Academy, drug and alcohol programs, internet safety and gun safety, and active shooter training. The Emergency Services Center will be an asset to the citizens of Scranton by not only providing a location for emergency management but also expanding the police presence in the City and providing a place where the community and law enforcement can come together through programs that are intended to open lines of communication while producing informed citizens.

Specialized Units

Many of SPD's specialized units are part of a regional response. The Arson and Bomb Units both respond to the 10 county region of NEPA. In 2020 the Bomb Unit has responded 13 times and the Arson division responded 15 times outside of the City of Scranton. The Scranton Police Special Operations Group (SOG) is one of 7 SWAT teams assigned to the Pennsylvania North East Regional Counter-Terrorism Task Force. It covers 10 counties with a geographical area from Lehigh County north to the New York border. The Special Investigation Division is a plainclothes undercover unit that handles vice and narcotics investigations. These officers work closely with various agencies such as the Pennsylvania State Police, Lackawanna County Drug Task Force, the Federal Bureau of Investigation, and the Drug Enforcement Agency, all of which will be able to utilize the facility & share resources to minimize operational costs. The SPD

City of Scranton -Emergency Services Center

specialized units to operate from the ESC include Training Division, Special Operations Group (SOG), the Bomb Unit, and the Special Investigations Division (SID). The ESC will provide a centralized location for not only the SPD units to operate, but all law enforcement agencies involved in a regional response.

Emergency Operations management for special events such as pandemics or natural disasters directed by the EMS coordinator will be located at the Emergency Services Center. The building & facilities will be utilized for centralizing intelligence, resource management & deployment. Scranton Fire Department will also have full use of the facility for training and storage of critical equipment.

PETERS DESIGN GROUP INC

Brief History

The structure being re-purposed as a public safety facility was originally an army reserve center. It was constructed around 1950 and functioned as a reserve center until 2011. At that time, the reservists moved to a new facility and the building became vacant. The federal government then offered the building and land to local government free of charge. Initially, the Scranton School District expressed some interest for the land as a possible site for a new school. That never advanced to any realization and the building sat vacant until 2017. At that point, the City of Scranton saw the potential of the structure as a public safety facility. It would allow some consolidation of various departments, and afforded secure storage space for numerous pieces of equipment. A space utilization plan (Figure 1) was developed by the Scranton Police Department and the project moved forward.

Physical Plant Condition

The years that the building sat vacant was not kind to the building's physical plant. Persons unknown gained entry to the building and scavenged most of the copper piping and fan coil units for the metals. The roof developed leaks along the flashings and roof fabric was at the end of it's useful life. The city replaced the roof in 2018 and the process of building upgrades began. Contracts for exterior stabilization (power wash, re-pointing, sealing) interior improvements (painting, floor coverings, ceilings) plumbing (re-piping building water service, replacing piping to the restrooms, converting to low flow devices on sinks, showers and flushometers) were all addressed. This all brings us to our current concern of upgrading the HVAC systems.

HVAC System Characteristics

The existing building employed two systems. The high bay center area utilized a gas infrared system coupled with a direct fired make-up air system. The rest of the building utilized boiler fed fan-coil units for heating and a chiller on the same system for summer cooling. This was an either or two pipe system that most likely functioned well for heating and cooling, but did not address the ventilation requirements required by today's codes.

The investigation into a proposed system(s) revealed that there was insufficient space to install an air side system that employed ductwork in lieu of piping. This alternate was viewed as a

PETERS DESIGN GROUP INC

possible replacement for the low areas around the building perimeter. However, the structural framing does not allow for enough vertical clearance for the installation of ductwork. The bottom of steel is 9 feet above finish floor. The lay-in ceiling grid is 8 foot above finish floor. If we deduct the depth of the grid frame (1 1/2"), the remaining space is only 10 1/2 inches. Deduct 4 inches for duct insulation and you have 6 inches for duct depth. This was not a suitable situation. The width would be large and would be fighting for space with electrical conduit, IT and communication cables, and velocities would be high, creating a constant background noise. The air side system would not work!

The chosen system is a water side system utilizing new boilers and distributed piping to unit ventilators in each of the program spaces. The boilers will be new high efficiency units each sized for 60% of the load. During shoulder loads of fall and spring one boiler will handle the demand. Both boilers will fire during the heavy loads (January & February) of winter. New circulating pumps will be provided with consideration given to VFD controls. All new piping will be run to the unit ventilators in each space. Each unit will have a bypass control valve to modulate temperature within the space. An outside air inlet will be cut into the existing walls with sleeve and grill. Each unit will have face and bypass damper and thermostatic control for each space. Conference rooms and classroom will incorporate CO2 sensors to modulate the OA damper during heavy loads. A new chiller will be provided to handle the cooling loads of summer. For economic consideration, the system will be a two pipe system. The only constant cooling load is the IT room, and it has a dedicated DX system. A new digital control system shall be provided with IT ties to the municipal director of building and grounds for alarm monitoring.

Budgetary Estimate of Probable Cost

The building has 17400 SF of scheduled space. There are exclusions for areas that have been addressed with separate systems, or receive no system such as the IT area, boiler room, vault, etc. which results 14434 SF of addressable space. The high bay area uses a separate gas infrared system which modifications will be priced separately resulting in a reduction of 7021 SF for a net addressable area of 7413 SF.

PETERS DESIGN GROUP INC

Thus:

Demolition of existing equipment (Boilers, Chiller, Etc).....	\$ 10,000
7413 SF @ \$21/SF (Boilers, Chiller, Unit Ventilators, Piping, EMS).....	185,643
High Bay Gas Infrared Modifications.....	20,000
System Back-feed Preventor.....	5,000
Design/Bidding Costs.....	25,000
Potential Total Cost.....	\$245,643

Note:

The aforementioned costing is base upon historical costs for the described systems.

It should be noted that cost database was pre-Covid, and the pandemic has had an impact on material availability and cost is in a state of flux. There is the potential for those increased costs to prevail for the next few quarters. Therefore, there may be some impact even with competitive bidding.



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 17, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED
NOV 17 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION FOR THE PURPOSES OF RATIFYING AND APPROVING THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON POLICE DEPARTMENT TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT PURSUANT TO THE GAMING FUNDS GRANT PROGRAM IN THE AMOUNT OF \$257,925.00 TO INSTALL A HVAC SYSTEM IN EMERGENCY SERVICES CENTER (FORMERLY SERRENTI ARMORY) LOCATED AT 1801 PINE STREET, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$257,925.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

Very truly yours,

Joseph A. O'Brien
Joseph A. O'Brien, Esquire
City Solicitor

RESOLUTION NO. _____

2020

AUTHORIZING THE MAYOR AND OTHER CITY OFFICIALS TO MAKE A SOLVENCY PAYMENT TO THE COMMONWEALTH OF PENNSYLVANIA DEPARTMENT OF LABOR AND INDUSTRY BUREAU OF UNEMPLOYMENT COMPENSATION.

WHEREAS, the City of Scranton is a reimbursable employer for purposes of Pennsylvania Unemployment Compensation Law; and

WHEREAS, the Pennsylvania Unemployment Compensation Law authorized reimbursable employees to make a solvency fee payment to the Commonwealth of Pennsylvania Department of Unemployment Security in the amount of .0018 of gross wages; and

WHEREAS, by making said payment, the City may be eligible for full reimbursement COVID-19 related unemployment compensation claims.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the Mayor and appropriate officials of the City of Scranton are authorized to make the required solvency payment to the Commonwealth of Pennsylvania Department of employment security.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decisions shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interest of the promotion of the purposes and intent of this Resolution, and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of the Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

AUTHORIZING THE MAYOR AND OTHER CITY OFFICIALS TO MAKE A SOLVENCY PAYMENT TO THE COMMONWEALTH OF PENNSYLVANIA DEPARTMENT OF LABOR AND INDUSTRY BUREAU OF UNEMPLOYMENT COMPENSATION.

- *What Department is this legislation originating from? Where did the initiative for this legislation originate?*

Business Administration

- *Summary and Facts of the legislation*

The City of Scranton is a reimbursable employer for purposes of Pennsylvania Unemployment Compensation Law. The Pennsylvania Unemployment Compensation Law authorized reimbursable employees to make a solvency fee payment to the Commonwealth of Pennsylvania Department of Unemployment Security in the amount of .0018 of gross wages. By making said payment, the City may be eligible for full reimbursement COVID-19 related unemployment compensation claims.

- *Purpose – please include the following in the explanation:*

- *What does the legislation do – what are the specific goals/tasks the legislation seek to accomplish?*

Pennsylvania's Act 9 connects payment of the 2020 solvency fee and COVID-19 related unemployment claims. Act 9 states that if the fee has not been paid, a reimbursable employer is not eligible for full reimbursement of COVID – 19 related claims, but only 50%. The unplanned expenses incurred by municipalities in laying off employees because of COVID-19 is a burden that will only result in further exacerbating the current budgetary crisis municipalities are facing.

- *What are the benefits of doing this/Down-side of doing this?*

Benefits - The payment of a solvency fee to the Commonwealth of Pennsylvania Department for Labor and Industry, which may make the City eligible for full reimbursement, rather than 50% reimbursement of COVID-19 related unemployment compensation claims.

Downside – To be supplemented, if applicable.

- *How does this legislation relate to the City's Vision/Mission/Priorities*

This legislation gives the City the authority to make the payment without obligating us to make the payment. The payment, if made, would allow 100% percent rather than the standard 50% reimbursement.

- *Financial Impact – please include the following in the explanation:*

- *Cost (initial and ongoing)*

N/A.

- *Benefits (initial and ongoing)*

See above.

- *Funding Sources – please include the following in the explanation:
If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.*

N/A.

- *Priority Status/Deadlines, if any*

High Priority as legislation is needed to allow payment of the fee before the end of the year.

- *Why should the Council unanimously support this legislation?*

The ability to reap 100% reimbursement instead of 50% reimbursement will benefit the City.

- *Include any other pertinent details and/or relevant information that the Council should be aware of:*

None at this time.



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 17, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED

NOV 17 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION AUTHORIZING THE MAYOR AND OTHER CITY OFFICIALS TO MAKE A SOLVENCY PAYMENT TO THE COMMONWEALTH OF PENNSYLVANIA DEPARTMENT OF LABOR AND INDUSTRY BUREAU OF UNEMPLOYMENT COMPENSATION.

Very truly yours,

Joseph A. O'Brien
Joseph A. O'Brien, Esquire
City Solicitor

FILE OF THE COUNCIL NO. _____

2020

AN ORDINANCE

AMENDING FILE OF THE COUNCIL NO. 95, 2015, AN ORDINANCE, ENTITLED "AMENDING FILE OF THE COUNCIL NO. 79, OF 2015, AN ORDINANCE AMENDING FILE OF THE COUNCIL NO. 145 OF 2007 ENTITLED 'AN ORDINANCE RENAMING THE EMERGENCY AND MUNICIPAL SERVICES TAX ("EMST") TO LOCAL SERVICE TAX ("LST")' AND BY IMPOSING A WITHHOLDING OF \$52.00 FOR THE CALENDAR YEAR 2015 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER BY INCREASING THE LOCAL SERVICES TAX WITHHOLDING FROM \$52.00 TO \$156.00 FOR THE CALENDAR YEAR 2015, AND PROVIDING FOR AN EXEMPTION FROM TAXATION FOR ANY PERSON WHOSE TOTAL EARNED INCOME AND NET PROFITS FROM ALL SOURCES WITHIN THE MUNICIPALITY IS LESS THAN \$15,600.00 FOR THE CALENDAR YEAR 2015 UNDER AND PURSUANT TO THE LOCAL TAX ENABLING ACT, ACT 511 OF 1965, P.L. 1257, 53 P.S. §6924.101 ET. SEQ., AND THE MUNICIPALITIES RECOVERY ACT, ACT 47 OF 1987, P.L. 246, 53 P.S. § 11701.101 ET. SEQ. AND THEIR RESPECTIVE AMENDMENTS" EFFECTIVE RETROACTIVE TO JANUARY 1, 2020. THIS TAX ENABLES THE CITY OF SCRANTON TO CONTINUE TO LEVY THE LOCAL SERVICES TAX AT THE FISCAL YEAR 2019 RATE FOR FISCAL YEAR 2020 FOR A TOTAL MAXIMUM LOCAL SERVICES RATE OF ONE HUNDRED FIFTY-SIX (\$156.00) DOLLARS FOR THE FISCAL YEAR 2020 EFFECTIVE RETROACTIVE TO JANUARY 1, 2020.

WHEREAS, the Local Tax Enabling Act (hereinafter "LTEA"), specifically 53 P.S. § 6924.311 (8), limits a municipality to levying a \$52.00 Local Services Tax on individuals who are employed within its limits; and

WHEREAS, the Municipalities Financial Recovery Act (hereinafter "MFRA"), 53 P.S. § 11701.123 (c)(1) and (d)(1), allows a Municipality that has adopted a Plan under 53 P.S. § 11701.241, et.seq. to petition the Court of Common Pleas of proper jurisdiction to increase its Local Services Tax beyond the maximum amount allowed by the LTEA up to a new maximum rate of \$156.00 on individuals who are employed within its limits; and

WHEREAS, the City of Scranton approved and adopted the Act 47 Exit Plan under 53 P.S. § 11701.245 on July 28, 2017, via File of the Council No. 111, 2017, which specifically recommended an increase in the Local Services Tax to the new maximum rate allowed by law of \$156.00 for fiscal year 2015 and going forward; and

WHEREAS, based on the foregoing, the City of Scranton Petitioned and received Court approval to increase the Local Services Tax from \$52.00 per year to \$156.00 per year in and for fiscal year 2015; and

WHEREAS, File of the Council No. 95, 2015, which amended File of the Council No. 79, 2015, which amended File of the Council No. 145 of 2007, passed final reading by City Council on May 7, 2015 and was signed into law on May 8, 2015 imposing a withholding of

\$156.00 for the fiscal year 2015 and exempting any person from the local services tax whose total earned income and net profits from all sources within the municipality is less than \$15,600.00 for the calendar year in which the local services tax is levied.

WHEREAS, MFRA requires Municipalities seeking to continue utilizing an increased Local Services Tax to Petition the Court annually for authorization of the same; and

WHEREAS, On January 31, 2020, the City of Scranton petitioned the Court of Common Pleas of Lackawanna County for approval to continue levying the Local Services Tax at the Fiscal Year 2019 rate for Fiscal Year 2020 for a total maximum Local Services Tax rate of One Hundred Fifty-Six (\$156.00) dollars for Fiscal Year 2020; and

WHEREAS, on November 5, 2020, the Honorable Thomas J. Munley of the Court of Common Pleas of Lackawanna County granted the City's Petition to continue levying the Local Services Tax at the Fiscal Year 2019 rate for Fiscal Year 2020 for a total maximum Local Services Tax rate of One Hundred Fifty-Six (\$156.00) dollars for Fiscal Year 2020, a copy of which is attached hereto as Exhibit "A".

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SCRANTON, that Section 1 of File of the Council No. 95 of 2015 shall be amended to read as follows:

SECTION 1.

§ 231-9. Levy of tax

For specific revenue purposes, an annual tax is hereby levied and assessed, commencing January 1, 2020; upon the privilege of engaging in an occupation with a primary place of employment within the City of Scranton during the tax year. Each natural person who exercises such privilege for any length of time during any tax year shall pay the tax for that year in the amount of \$156.00, assessed on a pro rata basis, in accordance with the provisions of this article.

This tax may be used solely for the following purposes as the same may be allocated by the City of Scranton from time to time: (1) emergency services, which shall include emergency medical services, police services and/or fire services; (2) road construction and/or maintenance; (3) reduction of property taxes; or (4) property tax relief through implementation of a homestead and farmstead exclusion in accordance with 53 Pa.C.S. Ch. 85, Subch. F (relating to homestead property exclusion). The political subdivision shall use no less than twenty-five percent of the funds derived from the tax for emergency services. This tax is in addition to all other taxes of any kind or nature heretofore levied by the political subdivision. The tax shall be no more than \$156.00 on each person for each calendar year, irrespective of the number of political subdivisions within which a person may be employed.

SECTION 2. Section 6 of File of the Council No.95 of 2015, is hereby amended as follows:

The tax imposed herein is effective for fiscal year 2020.

SECTION 3. In all other respects, File of the Council No. 95 of 2015 shall remain in full force and effect.

SECTION 4. This Ordinance is enacted under and pursuant to the Municipalities Financial Recovery Act, 53 P.S. § 11701.123 (c)(1) and (d)(1).

SECTION 5. If any section, clause, provision or portion of this Ordinance shall be held invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this ordinance so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this ordinance or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intent of this ordinance, and the effective administration thereof.

SECTION 6. This Ordinance shall be effective retroactive to January 1, 2020.

SECTION 7. This Ordinance is enacted by the Council of the City of Scranton under the authority of the Act of the Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

ORDINANCE AMENDING FILE OF THE COUNCIL NO. 95, 2015, AN ORDINANCE, ENTITLED “AMENDING FILE OF THE COUNCIL NO. 79, OF 2015, AN ORDINANCE AMENDING FILE OF THE COUNCIL NO. 145 OF 2007 ENTITLED ‘AN ORDINANCE RENAMING THE EMERGENCY AND MUNICIPAL SERVICES TAX (“EMST”) TO LOCAL SERVICE TAX (“LST”)” AND BY IMPOSING A WITHHOLDING OF \$52.00 FOR THE CALENDAR YEAR 2015 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER BY INCREASING THE LOCAL SERVICES TAX WITHHOLDING FROM \$52.00 TO \$156.00 FOR THE CALENDAR YEAR 2015, AND PROVIDING FOR AN EXEMPTION FROM TAXATION FOR ANY PERSON WHOSE TOTAL EARNED INCOME AND NET PROFITS FROM ALL SOURCES WITHIN THE MUNICIPALITY IS LESS THAN \$15,600.00 FOR THE CALENDAR YEAR 2015 UNDER AND PURSUANT TO THE LOCAL TAX ENABLING ACT, ACT 511 OF 1965, P.L. 1257, 53 P.S. §6924,101 ET. SEQ., AND THE MUNICIPALITIES RECOVERY ACT, ACT 47 OF 1987, P.L. 246, 53 P.S. § 11701.101 ET. SEQ. AND THEIR RESPECTIVE AMENDMENTS” EFFECTIVE RETROACTIVE TO JANUARY 1, 2020. THIS TAX ENABLES THE CITY OF SCRANTON TO CONTINUE TO LEVY THE LOCAL SERVICES TAX AT THE FISCAL YEAR 2019 RATE FOR FISCAL YEAR 2020 FOR A TOTAL MAXIMUM LOCAL SERVICES RATE OF ONE HUNDRED FIFTY-SIX (\$156.00) DOLLARS FOR THE FISCAL YEAR 2020 EFFECTIVE RETROACTIVE TO JANUARY 1, 2020.

- *What Department is this legislation originating from? Where did the initiative for this legislation originate?*

Local Services Tax – continue levying \$156.00 for 2020 Fiscal year

- *Summary and Facts of the legislation*

The Local Tax Enabling Act (hereinafter “LTEA”), specifically 53 P.S. § 6924.311 (8), limits a municipality to levying a \$52.00 Local Services Tax on individuals who are employed within its limits. The Municipalities Financial Recovery Act (hereinafter “MFRA”), 53 P.S. § 11701.123 (c)(1) and (d)(1), allows a Municipality that has adopted a Plan under 53 P.S. § 11701.241, et.seq. to petition the Court of Common Pleas of proper jurisdiction to increase its Local Services Tax beyond the maximum amount allowed by the LTEA up to a new maximum rate of \$156.00 on individuals who are employed within its limits. The City of Scranton approved and adopted the Act 47 Exit Plan under 53 P.S. § 11701.245 on July 28, 2017, via File of the Council No. 111, 2017, which specifically recommended an increase in the Local Services Tax to the new maximum rate allowed by law of \$156.00 for fiscal year 2015 and going forward. The City of Scranton petitioned and received Court approval to increase the Local Services Tax from \$52.00 per year to \$156.00 per year in and for fiscal year 2015 and was signed into law on May 8, 2015 imposing a withholding of \$156.00 for the fiscal year 2015 and exempting any person from the local services tax whose total earned income and net profits from all sources within the municipality is less than \$15,600.00 for the calendar year in which the local services tax is levied. MFRA requires Municipalities seeking to continue utilizing an increased Local Services Tax to Petition the Court annually for authorization of the same. On January 31, 2020, the City of Scranton Petitioned the Court of Common Pleas of Lackawanna County for approval to continue levying the Local Services Tax at the Fiscal Year 2019 rate for Fiscal Year 2020 for a total maximum Local Services Tax rate of One Hundred Fifty-Six (\$156.00) dollars for Fiscal Year 2020. On November 5, 2020, the Honorable Thomas J. Munley of the Court of Common Pleas of Lackawanna County granted the City’s Petition to

continue levying the Local Services Tax at the Fiscal Year 2019 rate for Fiscal Year 2020 for a total maximum Local Services Tax rate of One Hundred Fifty-Six (\$156.00) dollars for Fiscal Year 2020.

- ***Purpose – please include the following in the explanation:***

- ***What does the legislation do – what are the specific goals/tasks the legislation seek to accomplish?***

In seeking to levy the Local Services Tax at \$156.00 represents a vital aspect of bringing meaningful change to Scranton's economic status.

- ***What are the benefits of doing this/Down-side of doing this?***

Benefits -

The Local Service Tax will generate considerable income at the higher rate of \$156.00.

Downside -

N/A.

- ***How does this legislation relate to the City's Vision/Mission/Priorities***

See above.

- ***Financial Impact – please include the following in the explanation:***

- ***Cost (initial and ongoing)***

- ***Benefits (initial and ongoing)***

- ***Funding Sources – please include the following in the explanation:***

If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.

The Local Service Tax generates significant income for the City.

- ***Priority Status/Deadlines, if any***

High priority as we just received the Order from the Court dated November 5, 2020 allowing us to introduce and publicly deliberate an ordinance to continue to levy the Local Services Tax at the Fiscal Year 2019 Rate for the Fiscal Year of 2020.

- ***Why should the Council unanimously support this legislation?***

See above.

Legislative Cover Sheet – Scranton City Council

- ***Include any other pertinent details and/or relevant information that the Council should be aware of:***

None at this time.



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 10, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED
NOV 10 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS AN ORDINANCE AMENDING FILE OF THE COUNCIL NO. 95, 2015, AN ORDINANCE, ENTITLED "AMENDING FILE OF THE COUNCIL NO. 79, OF 2015, AN ORDINANCE AMENDING FILE OF THE COUNCIL NO. 145 OF 2007 ENTITLED 'AN ORDINANCE RENAMING THE EMERGENCY AND MUNICIPAL SERVICES TAX ("EMST") TO LOCAL SERVICE TAX ("LST")' AND BY IMPOSING A WITHHOLDING OF \$52.00 FOR THE CALENDAR YEAR 2015 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER BY INCREASING THE LOCAL SERVICES TAX WITHHOLDING FROM \$52.00 TO \$156.00 FOR THE CALENDAR YEAR 2015, AND PROVIDING FOR AN EXEMPTION FROM TAXATION FOR ANY PERSON WHOSE TOTAL EARNED INCOME AND NET PROFITS FROM ALL SOURCES WITHIN THE MUNICIPALITY IS LESS THAN \$15,600.00 FOR THE CALENDAR YEAR 2015 UNDER AND PURSUANT TO THE LOCAL TAX ENABLING ACT, ACT 511 OF 1965, P.L. 1257, 53 P.S. §6924.101 ET. SEQ., AND THE MUNICIPALITIES RECOVERY ACT, ACT 47 OF 1987, P.L. 246, 53 P.S. § 11701.101 ET. SEQ. AND THEIR RESPECTIVE AMENDMENTS" EFFECTIVE RETROACTIVE TO JANUARY 1, 2020. THIS TAX ENABLES THE CITY OF SCRANTON TO CONTINUE TO LEVY THE LOCAL SERVICES TAX AT THE FISCAL YEAR 2019 RATE FOR FISCAL YEAR 2020 FOR A TOTAL MAXIMUM LOCAL SERVICES RATE OF ONE HUNDRED FIFTY-SIX (\$156.00) DOLLARS FOR THE FISCAL YEAR 2020 EFFECTIVE RETROACTIVE TO JANUARY 1, 2020.

Very truly yours,

Joseph A. O'Brien
Joseph A. O'Brien, Esquire
City Solicitor

IN RE: CITY OF SCRANTON
REQUEST TO INCREASE LOCAL
SERVICES TAX FOR FISCAL YEAR
2020

IN THE COURT OF COMMON PLEAS
OF LACKAWANNA COUNTY

2020 CV 716

ORDER

AND NOW, this 5th day of November 2020 upon consideration of the City of Scranton's Petition for Approval to Continue Levying the Local Services Tax at the Fiscal Year 2019 Rate for Fiscal Year 2020, and opposition filed thereto, and argument having been heard on September 21, 2020, it is hereby **ORDERED and DECREED** that the City of Scranton's Petition is hereby **GRANTED**.

As stated by Petitioner, "[a]pproval of this petition [does] *not* represent an increase in the Local Services Tax from fiscal years 2015, 2016, 2017, 2018, or 2019; rather, it *[permits]* the City to introduce an ordinance at City Council to continue the previously approved rate for fiscal years 2015, 2016, 2017, 2018, and 2019: One-Hundred and Fifty-Six (\$156) Dollars." (see Petition for Approval to Continue Levying the Local Services Tax at the Fiscal Year 2019 Rate for Fiscal Year 2020 at ¶ 27) (*emphasis added*) Pursuant to the Municipalities Financial Recovery Act, 53 P.S. §110701.101 et seq., the City of Scranton, having duly obtained an order of court, may proceed by way of its executive and legislative authorities to introduce and publicly deliberate an ordinance to continue levying the Local Services Tax at the Fiscal Year 2019 Rate of Fiscal Year 2020.

BY THE COURT:

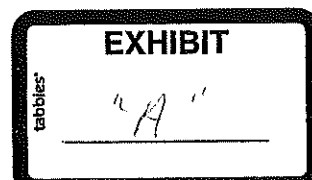


Hon. Thomas J. Munley

CLERK OF
JUDICIAL RECORDS
CIVIL DIVISION

Copies sent from Chambers via electronic mail:
Joseph Price, Esquire; John McGovern, Esquire; Marie Shumacher

MAURIE B. KELLY
LACKAWANNA COUNTY



FILE OF THE COUNCIL NO. _____

2020

AN ORDINANCE

APPROPRIATING FUNDS FOR THE EXPENSES OF THE CITY GOVERNMENT FOR THE PERIOD COMMENCING ON THE FIRST DAY OF JANUARY, 2021 TO AND INCLUDING DECEMBER 31, 2021 BY THE ADOPTION OF THE GENERAL CITY OPERATING BUDGET FOR THE YEAR 2021.

WHEREAS, it is in the best interests of the City of Scranton, and required by the Home Rule Charter, that the City pass a General City Operating Budget for the year 2021.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SCRANTON that the 2021 General City Operating Budget is hereby approved and authorized in the form as attached hereto and made a part hereof.

SECTION 1. All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

SECTION 2. If any section, clause, provision or portion of this Ordinance shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Ordinance, so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Ordinance or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intent of this Ordinance, and the effective administration thereof.

SECTION 3. This Ordinance shall take effect January 1, 2021.

SECTION 4. This Ordinance is enacted by the Council of the City of Scranton under the Authority of the Act of the Legislature, April 13, 1972, Act No. 62 known as the "Home Rule Charter and Optional Plans Law" and any other applicable law arising under the laws of the State of Pennsylvania.

RECEIVED
NOV 13 2020

OFFICE OF CITY
COUNCIL/CITY CLERK



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 13, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

Dear Honorable Council Members:

ATTACHED IS AN ORDINANCE APPROPRIATING FUNDS FOR THE EXPENSES OF THE CITY GOVERNMENT FOR THE PERIOD COMMENCING ON THE FIRST DAY OF JANUARY, 2021 TO AND INCLUDING DECEMBER 31, 2021 BY THE ADOPTION OF THE GENERAL CITY OPERATING BUDGET FOR THE YEAR 2021.

Very truly yours,

Joseph A. O'Brien /s/

Joseph A. O'Brien, Esquire
City Solicitor

/PAL



City of Scranton 2021 Budget



Mayor Paige Gebhardt Cognetti
Business Administrator Carl Deeley



City of Scranton 2021 Budget

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 - B. Revenue Detail**
 - C. Expenditure Summary**
 - D. Expenditure Detail by Department**
 - E. Salary Detail by Department**



DEPARTMENT OF BUSINESS ADMINISTRATION

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4118 • FAX: 570-348-4225

November 15, 2020

City Clerk Lori Reed
City of Scranton
340 North Washington Avenue
Scranton, PA 18503

Dear Ms. Reed,

According to Section 902 of the Home Rule Charter, the City Administration hereby submits the 2021 Operating Budget. The Budget document includes estimated income from taxes, fees and other revenue for the fiscal year. The document also details proposed expenditures by department including employee- related expenses. Capital expenditures were submitted in the Capital Budget. Proposed expenditures do not exceed the estimated revenue income.

Sincerely,

A handwritten signature in black ink, appearing to read "Carl Deeley", with a large, stylized initial "C".

Carl Deeley
Business Administrator
City of Scranton
570 800 3312



Message from Mayor Cignetti: City of Scranton 2021 Budget

2020: A year of challenges and surprises

When I ran for this office last year, I pledged to end corruption, increase transparency and communication, implement responsible operational management and fiscal accountability, explore tax reforms, cut red tape, fix broken infrastructure, focus on neighborhoods, housing and health, chart a course for economic growth strategies, and foster unity over division.

While 2020 was not the year that any of us could have imagined – the challenges we have all faced have been monumental – my administration has stayed on track to address the wide range of structural problems that we must repair to realize the bright future that Scranton can achieve.

Our achievements include:

- ✓ Focus on ethical governance and accountability, following laws and policies, enforcing the City's Code of Ethics, and running an inclusive, service-oriented government based on resident needs, not political connections
- ✓ Merit-based hiring, wider advertisement of employment opportunities, and internship opportunities across city departments to attract talent to city government
- ✓ Robust communication channels to and from residents, including weekly virtual town halls, social media platforms, Scranton311 email, a comprehensive 2020 Census campaign, voter education, and attending City Council meetings on a regular basis
- ✓ Increased online/remote access to resident and business services
- ✓ Expenditure curtailment across departments, careful cash flow management, and a clear message that "the budget is not cash"
- ✓ Focus on emergency planning, including police, fire, public works, code enforcement, and information technology, and standing up public health capabilities
- ✓ Increased tax collection efforts and a working group exploring structural changes to Scranton's tax regime, with the goal of reforming the structure to encourage business development and investment while protecting residents living on fixed incomes

- ✓ Strict adherence to licensing and permitting ordinances, while tracking potential improvements to propose to City Council in 2021 to ease doing business
- ✓ Communication with business owners to understand their needs and how the City can cut red tape without compromising health or safety
- ✓ Ongoing flood and road infrastructure maintenance, study of Keyser Valley flooding issues to unlock large-scale funding, lobbying for federal and state dollars for storm water infrastructure
- ✓ Ongoing street signs replacement program and crosswalk rehabilitation
- ✓ Pop-up City Halls in 22 neighborhood locations and establishment of Mayor's Volunteer Corps to adopt parks for cleanups and match volunteers with neighbors in need
- ✓ Focus on public health: using city as an information hub, developing strong relationships with hospitals and healthcare providers during COVID-19 pandemic, advocating for vaccinations, proposing exploration of Public Health Department
- ✓ Development of five-year consolidated economic development plan and aggressive pursuit of grant opportunities and partnerships to attract and enable economic growth
- ✓ Measures to address bias in policing, systemic racial discrimination, and improve community services and relations
- ✓ Continued message that more unites us than separates us, as long as we work toward solutions together

I am very proud of what we have been able to accomplish this year, in spite of – and, in many cases, accelerated by – the COVID-19 pandemic and related economic downturn.

Our 2020 year-to-date expenditures are on track to fall under anticipated revenues. In a year where every government, nonprofit organization, and business has had to recalibrate to stay afloat, we have managed our city finances carefully and strictly.

We were one of the first local governments to furlough employees when we identified that tax revenue could be severely impacted. This was a very difficult decision – of course the impact was far more challenging for the employees who sacrificed – but it was necessary, and the actions of other government bodies following our decision show that we were prudent in acting early.

2021: Looking ahead by managing short- and long-term obstacles

We built the 2021 Budget using the same frame that we used to manage through this year: austerity without compromising essential city services.

The 2021 Budget takes this frame one step further, mapping out a city organization better suited to manage a modern government for a city of 80,000. To get our house in order, we must enhance the management structure to improve competency and retention, which will enable the achievement of cost-effective, long-term success.

We have crafted a management structure that begins to enable the executive to engage with a city of 80,000 residents as well as manage the more than 500 employees in the organization. Constituent services are a focus, as well as project management, modern human resources, public health, emergency public works services, neighborhood engagement, recreation for Scranton children, and technology security and support.

In the Budget you will see salaries for senior managers that are more consistent and set at a minimum to compensate their skills and tasks (and are still low compared with what they would be in most municipalities or compared with some nearby public entities). We have created tiers of manager levels and salaries which will help us recruit talent to city government and build a bench for future City leaders.

With this structure in place in 2021, we hope to establish a baseline for what managing the City of Scranton looks like, and set ourselves up for success in 2022 and beyond as the economy hopefully takes a turn for the better.

We must invest now in the human capital, technology systems, and physical infrastructure that will put us on track to true long-term financial health and allow us to capture investment. Through capital budgeting and maintenance planning, we must maintain what we have to save ourselves from avoidable future expenses.

With a serious effort to analyze tax reform options running parallel to these efforts, we will have a real shot at achieving the type of economic growth we would all like to see.

This is a beginning. After nearly a year working within a budget that I inherited, and analyzing what we do, how we do things, and who we are in Scranton city government, I am excited to put forth a document that is a guide to better management, enables inclusive talent recruitment, builds more accountability into our systems, and keeps us all safe.

A budget is not a cash account. These are taxpayers' hard-earned dollars. We are working hard every day to be responsible stewards of these funds to keep Scranton safe and healthy, and steer the City of Scranton onto a course to grow and thrive.

A handwritten signature in cursive script, reading "Paige Gebhardt Cognetti". The signature is written in dark ink and is enclosed within a faint, light-colored circular outline.

Paige Gebhardt Cognetti
Mayor, City of Scranton
November 15, 2020



City of Scranton 2021 Budget Overview

Unlocking Our Potential: Recovery, Restructuring, Aligning with a Strategic Plan

Next year is about recovery from the COVID-19 pandemic and its economic impact, but we cannot stop working toward our long-term vision for Scranton as a regional hub for business and culture. We all hope to exit the down economy, and while that happens maintain and improve city services, and equip the City for future unforeseen events.

The 2021 budget is aimed at improving the City's competitiveness to attract new residents and businesses. In order to do this, we must restructure City management and some departments, building a city government capable of change management, focused on public health and quality of life, and with the critical support of technology and governance infrastructure.

These efforts must align with a shared vision for all stakeholders in Scranton.

We are in the process of setting up working groups and processes to build toward a "strategic plan" for the City's future, including modernizing the City's tax structure to appeal to residents and businesses, working with private, non-profit, and community partners to set a vision for revitalization and economic development. (We have an Appalachian Regional Commission grant for an economic development strategic plan, which is a key element of the larger effort.)

Recovery

The COVID-19 pandemic has impacted every family and every organization, across sectors and industries. Through 2020 many local businesses suffered revenue losses and unplanned capital costs to implement operational changes in line with CDC guidelines.

The City of Scranton continues to support local businesses as best we can by providing grant funds, loans to small businesses, eliminating code enforcement processes and fees where possible to enable COVID-19 precautions, supporting events like the Rally for Restaurants, and promoting local businesses through social media.

As the COVID-19 pandemic is likely to continue through the first quarter of 2021 or longer, the City will continue to be proactive through the communication and coordination of relief programs.

Federal programs meant to help governments have yet to provide direct relief to the City of Scranton, including CARES Act funding. Were it not for projected revenue loss due to COVID-19 impacts, the 2021 Budget would balance without a need for revenue loss protection options.

The Mayor and City Council continue to advocate for direct fiscal relief for local governments through a new federal stimulus program. The 2021 Budget does not include revenues from CARES Act funding or from a potential subsequent stimulus, though we will continue to advocate for such funding and will use this Budget as an example of why the funding is necessary and how it would be responsibly spent on services for Scranton residents.

Restructuring Scranton City Government

The City requires an organization that can deliver services now and on such a strategic plan. The current organization does not have the capacity to adequately manage day to day operations and make necessary improvements. Incremental change is not sufficient to drive service and cost improvements in a timely manner.

The design of the organization must improve for us to manage effectively. This includes dedicated project managers in Business Administration and Public Works, more dedicated financial analysis and internal control capabilities, and a focus on emergency preparedness, among other changes.

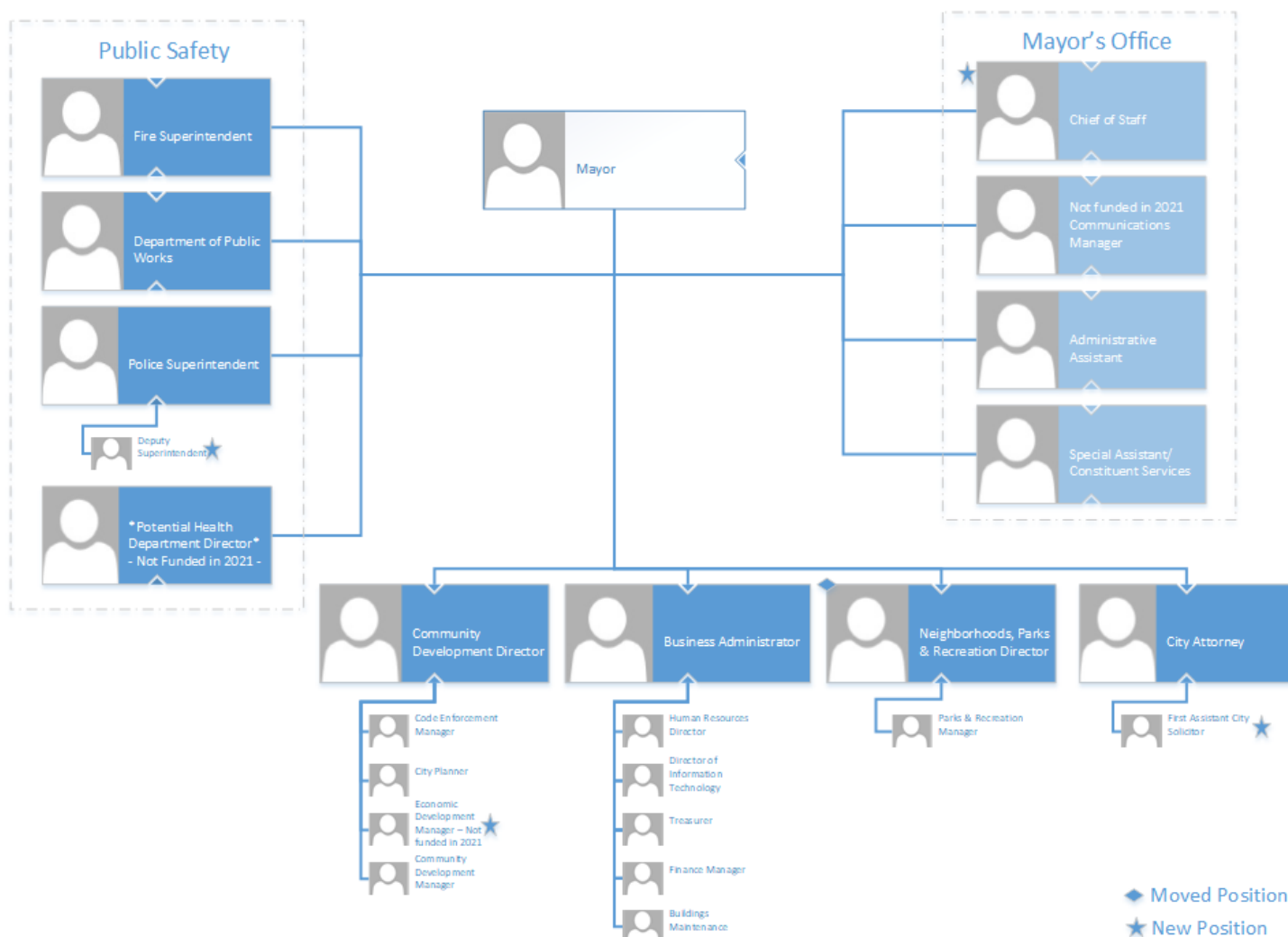
The following organizational changes reflect the resources needed to drive a strategic plan; the key drivers for this change are public health and safety, transparency, process efficiency, and community and neighborhood engagement, which focus on Scranton children and marginalized communities.

Not all new positions will be funded in 2021, but we believe it is critical to show the long-term vision for what this government should look like as the economy and, hopefully, tax collections and tax structures improve to realize more revenue without burdening residents and homeowners, especially those on fixed incomes.

We cannot run this City without the right people, processes, and technology. The following organizational changes will enable us to provide the services our residents require, complete the projects we all want to see come to fruition, and set us on a path to capture growth opportunities.

The administration is working hard to earn back public trust. Not implementing these organizational improvements risks the City treading water, or backsliding, in terms of emergency preparedness, internal controls, financial and budget management, project management, and community engagement. The risk to the City of not making these changes far exceeds the dollar figures.

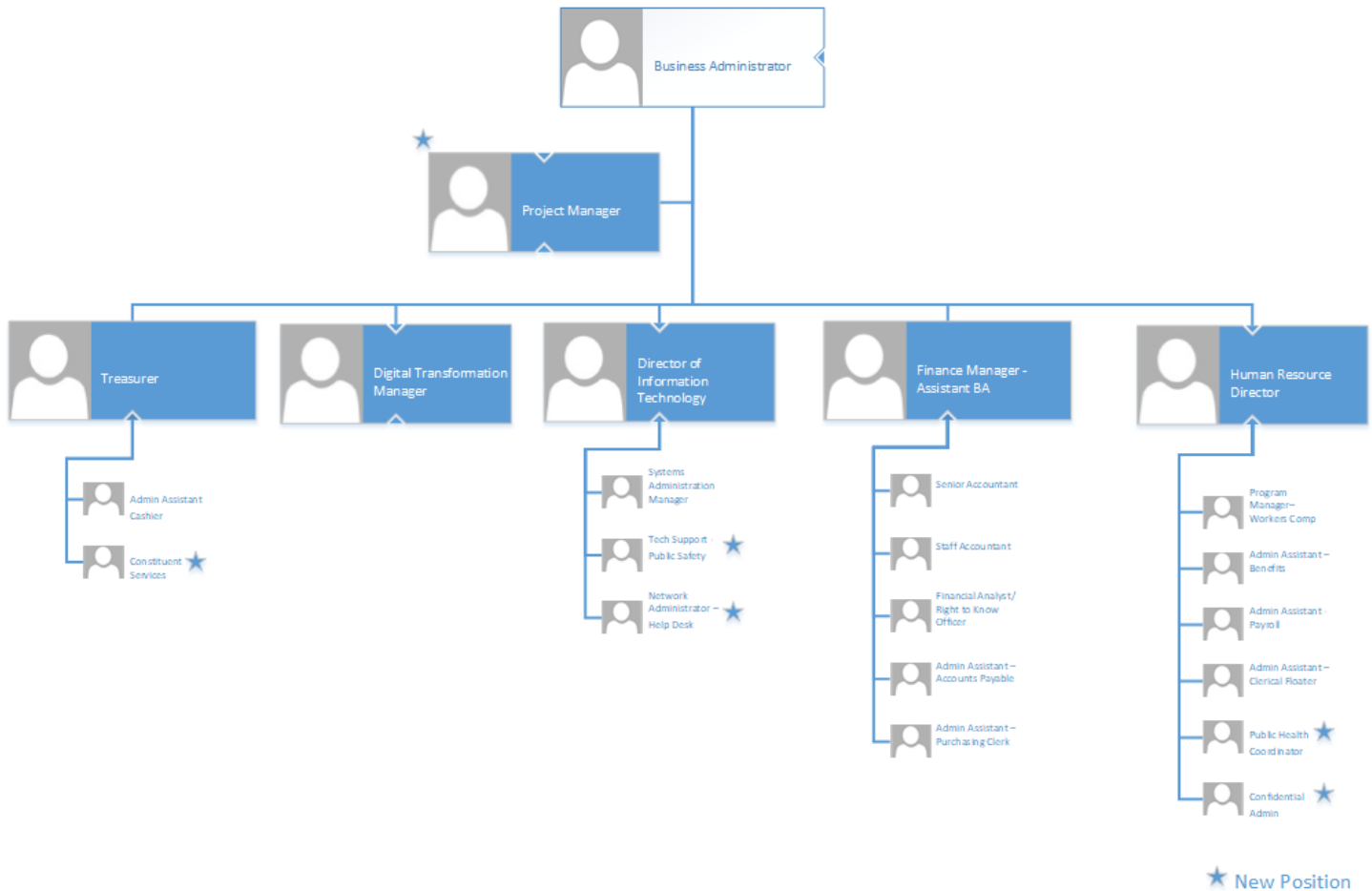
City of Scranton Organization Chart



After ten months in office, the Mayor has identified important shifts to the organization of the city and city departments. The focus of the changes is around public safety, public health, and overall quality of life and constituent services. Key changes include:

- ✓ Department of Public Works elevated to a public safety department
- ✓ Elevating the qualifications for positions, e.g., hiring a CPA as City Treasurer
- ✓ Expanding Parks and Recreation to Neighborhoods, Parks and Recreation, enabling community engagement and activities for Scranton children
- ✓ Consolidating code enforcement and city planning under a larger Office of Community Development, and looking to the future for an expansion of economic development
- ✓ Enabling effective management of city government, which employs over 500 people, by adding a Chief of Staff in the Mayor's Office

Business Administration



Business Administration will continue to be directly responsible for the general oversight, planning, direction and monitoring of departmental activities throughout the City. The general structure of Business Administration will remain current. The operating divisions of the department have been strengthened to increase quality of service and accelerate improvements.

The addition of a Project Manager will provide much needed oversight to City projects which will include Capital and process improvements. All projects will have documented timelines including milestones for key events and expenditures, weekly progress reports and in person/Zoom monthly updates. The Project Manager will report to the Business Administrator.

The City of Scranton has not kept pace with the increasing need for remote access for both residents & City employees. The Cities current operating software will not be supported past 2021. We will take advantage of this situation to make a true step-change in the City's operational efficiency and level of service to the public. To manage and maintain the City's operating platform, we are adding a

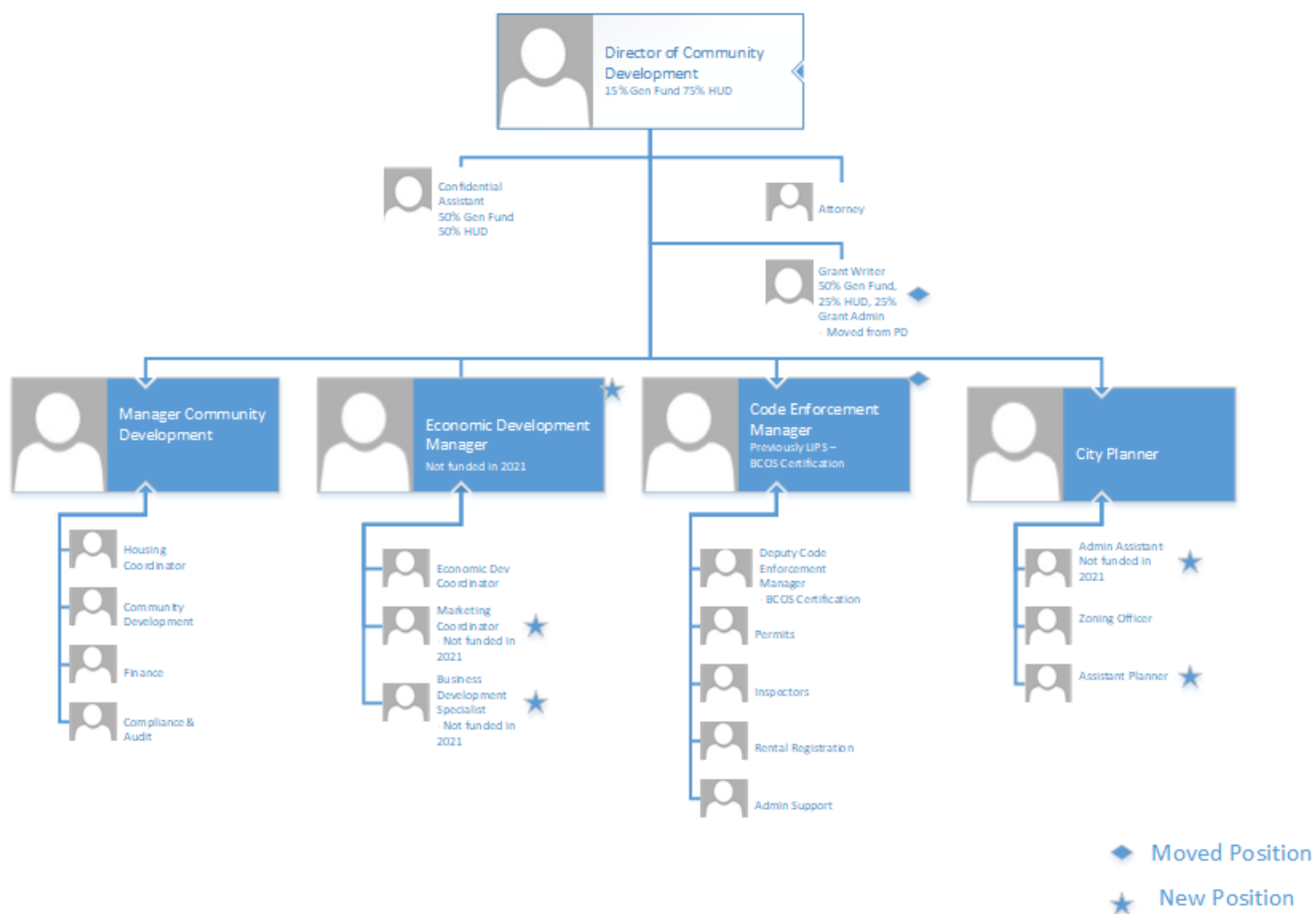
dedicated Public Safety Specialist to manage install, maintain and train users which include Police, Fire and DPW. A second position, Network Administrator, will oversee software maintenance, security, problem-solving “Help Desk” support, ticketing, and training.

Human Resources provides personnel, payroll, and support functions including direct responsibilities for oversight of the City’s insurance and workers compensation, benefit administration and hiring services. The addition of a Confidential Administrative assistant will allow the city to better manage employee development, contract negotiations and disciplinary matters to ensure compliance with City rules, policies, and procedures.

The 2021 Budget includes an allocation for transition costs. Previously there have been no funds allocated to overlapping time for outgoing and incoming employees in a job function. Running a city government is a 365-day per year task; adding in time for employees to learn their job functions with the incumbent will help support smooth transitions and continuity of services.

The City has added the position for Public Health coordinator reporting to the Human Resources Director. This position will be the central point for city health initiatives, public education, coordination and reporting. We anticipate that this position will be funded through partnership with academic, healthcare, and nonprofit organizations in 2021 and perhaps beyond.

Office of Community Development



The New Office of Community Development (OCD) will align the Office of Economic and Community Development; Grants; Code Enforcement (currently called Licensing, Inspections and Permits (LIPs)), and City Planning and Zoning under one umbrella to address community, economic, and workforce development initiatives, as well as construction and building safety, quality of life, and urban planning. This new alignment will better serve the residents and the business community by coordinating services, improving efficiencies and increasing grant funding opportunities.

The new OCD will continue to manage the U.S. Department of Housing and Urban Development (“HUD”) entitlement grants for the City of Scranton, as well as other funding for housing and neighborhood development initiatives. The Department leverages public and private funds to

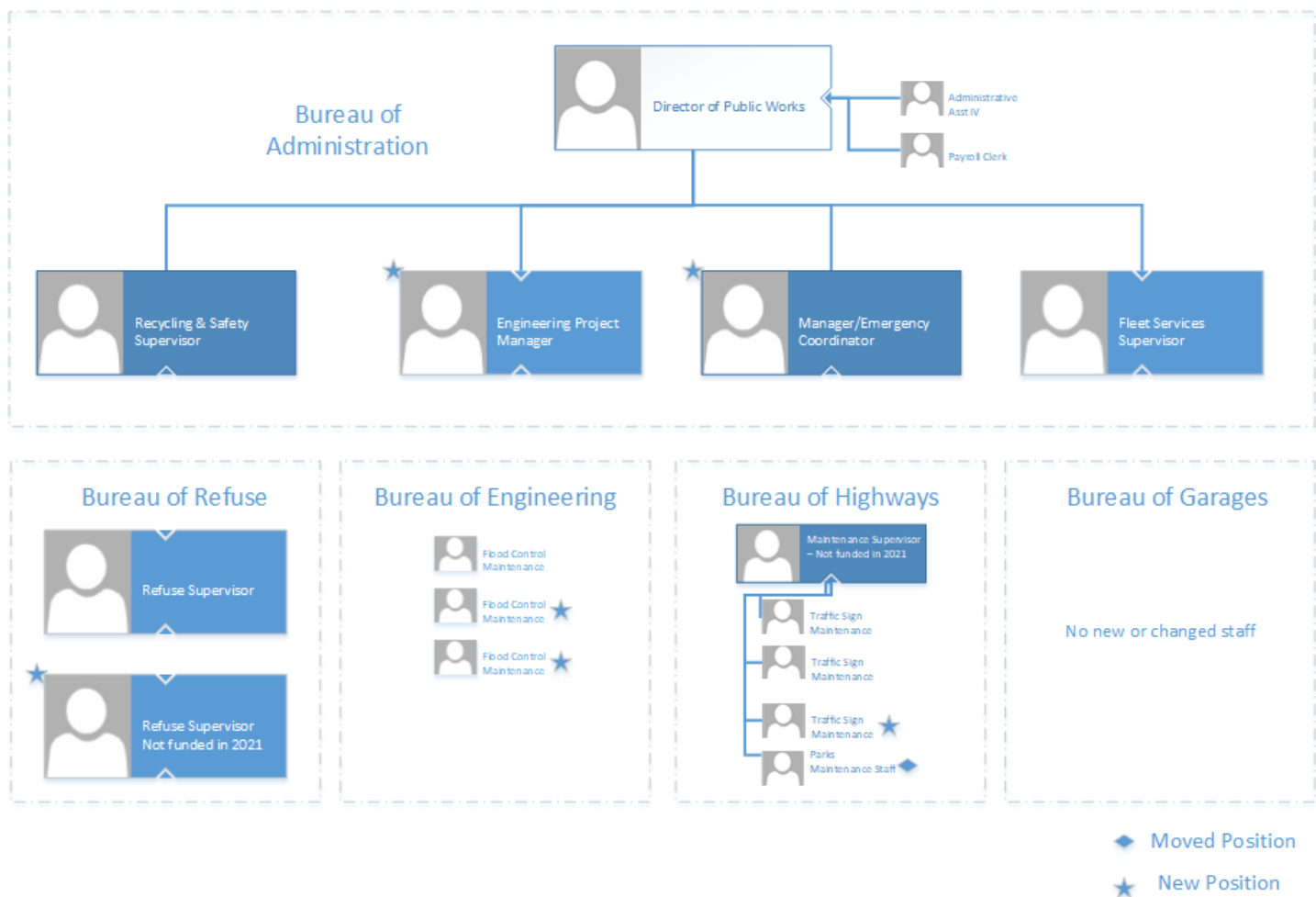
provide affordable housing, promote safe and livable neighborhoods, and stimulate economic development in Scranton.

Economic Development will be elevated and expanded under the new organization, with fundamental goals of attracting new business and streamlining how businesses can open their doors in the city. Having planning/zone and code enforcement under the same organizational structure will allow for a “One Stop” model to business development and allow us to continue to cut red tape.

In addition to expanding economic development, the new structure will expand grant writing, with the relocation of the city grant writer to this organization. The grant writer will aggressively target, federal, state and philanthropic opportunities to maximize potential funding for the City.

Code Enforcement has multiple responsibilities in support of varied City functions. The primary responsibility of Code Enforcement is the planning and regulation of land use and development in Scranton. Additionally they review building plans and site plans, processes zoning applications, and conduct inspections. Code Enforcement is also responsible for the administration and enforcement of the City’s Construction Code and Zoning and Subdivision ordinances. The purpose of the Construction Code is to provide standards to safeguard life, health, property, and public welfare by regulating and controlling the design, construction, quality of materials, use, occupancy, location and maintenance of all buildings and structures within the City of Scranton. The Department also oversees the maintenance and improvements of all City buildings, which includes City Hall, Police and Fire facilities, including the Public Safety Building, and the Department of Public Works.

Department of Public Works



The Department of Public Works (DPW) is a public safety arm for the City of Scranton. The staff at DPW work around the clock, on call seven days a week, to keep our City safe and clean.

Our organizational changes aim to provide DPW with a management structure that respects the level of safety services the department provides, and sets us on a path to improve emergency readiness, all while carefully planning capital and operating expenses, and gaining efficiencies.

The current structure is undermanaged, and while we cannot add all supervisor positions in 2021, in 2022 the department should have an additional refuse and a highways/ maintenance supervisor.

Salary Levels: Competitiveness and Consistency

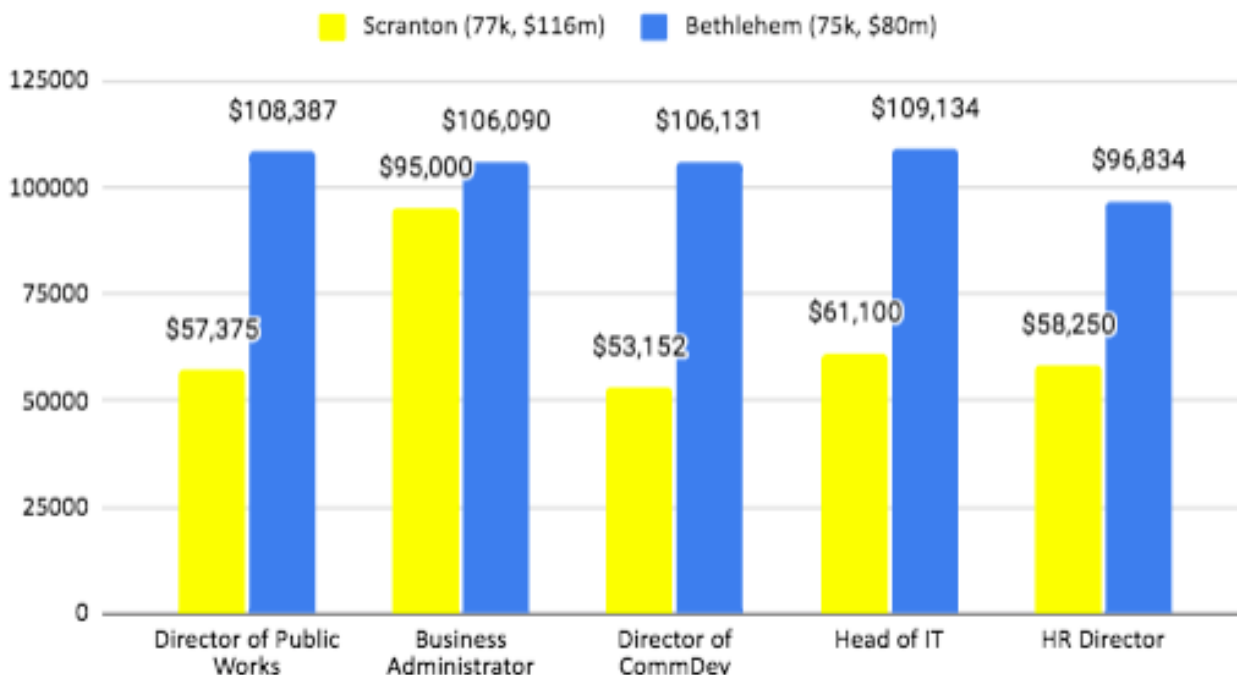
City of Scranton management salaries are below comparable municipalities. In order to retain and recruit professionals that have the skills to run city departments effectively, we must increase salaries to a reasonable level.

In the short-term, this means putting management salaries on tiers of roughly \$70,000 for department directors, and \$50,000-60,000 for managers. Comparison charts (see below) illustrate where these salaries stand now, and importantly, show that even with this step, **in 2021 we will still lack competitiveness compared to peer cities.**

The addition of a Chief of Staff, which is critical in order for the Mayor to manage an organization of more than 500 employees, plus a rebalancing of administrative management salaries, add up to \$119,111, or 0.40% of the 2021 salary budget.

Not making these changes risks putting the City on a trajectory where emergency preparedness is inadequate, financial management lags behind modern best practices, and quality of life backslides.

Comparing Key Salaries to a Similar City



Salary Comparison in Similar Nearby Cities

	Scranton - 2020 Budget	Average (Bethlehem, York, Erie, Allentown)	Bethlehem	York	Erie	Allentown
Population	77k	84k	75k	45k	96k	121k
City Budget	\$116m	\$101m	\$80m	\$50m	\$154m	\$121m
Median Income	\$39,066	\$40,589	\$54,701	\$30,283	\$36,882	\$40,490
Director Community Development	\$53,152	\$97,229	\$106,131	\$97,375	\$87,550	\$97,859
Director Public Works	\$57,375	\$99,880	\$108,387	\$89,687	\$101,565	x
Business Administrator	\$95,000	\$110,926	\$106,090	\$110,000	x	\$116,688
Head of IT	\$61,100	\$89,852	\$109,134	\$71,400	\$67,644	\$111,228
HR Director	\$58,250	\$90,388	\$96,834	\$77,513	\$80,763	\$106,444

Sources: 2019 city budgets, U.S. Census ACS 2014-18, Census PEP 2019

Senior Management Pay: Changes for 2021

Senior Management Restructure	Salary	Change from 2020
Mayor	\$ 75,000	\$ -
Chief of Staff	\$ 70,000	\$ 70,000
Superintendent of Police	\$ 102,605	\$ -
Superintendent of Fire	\$ 100,800	\$ 16,072
City Clerk*	\$ 60,000	\$ 5,780
Business Administrator	\$ 80,000	\$ (15,000)
<i>Human Resources**</i>	\$ 65,000	\$ 6,750
<i>Information Technology**</i>	\$ 65,000	\$ 3,900
<i>Finance Manager**</i>	\$ 74,900	\$ -
<i>Treasurer**</i>	\$ 65,000	\$ 17,440
Community Development (76% paid by HUD)	\$ 70,000	\$ 16,848
Neighborhoods, Parks & Recreation***	\$ 50,000	\$ (2,500)
Solicitor	\$ 74,500	\$ -
Public Works	\$ 70,000	\$ 12,625
Sub-Total		\$ 131,915
<i>less HUD contribution to Community Development salary</i>		\$ (12,804)
Total		\$ 119,111
Citywide Salary Budget		\$ 30,011,857
Senior management changes as percentage of total salary budget		0.40%

*reports to City Council

**reports to Business Administrator

***reports to Chief of Staff

Organizational Restructuring Impact/Salary Adjustments

Department	Position	Change	Salary	Cost	Headcount
Office of the Mayor					
	Chief of Staff	new	70,000	70,000	1
	Communications Director	new, not funded in 2021		0	0
	Special Assistant	title change			0
Bureau of Police					
	all staff	increase per CBA		332,245	
	Deputy Superintendent of Police	moved from within department; salary difference less current salary	98501	34087	0
Bureau of Fire					
	all staff	increase per CBA		263,355	
	Superintendent of Fire	pay increase (match structure of other departments;	100800	16072	0
Office of City Clerk					
	City Clerk	pay increase	60000	5780	
Office of City Controller					
	all staff	3% salary increase		5198	
Business					
	Project Manager	new	50000	50000	1
Human Resources					
	Director	pay increase	65000	6750	0
	Benefits	pay increase	39989	3266	0
	Public Health	new, privately		0	1
	Confidential Administrative	new	36000	36000	1
IT					
	Information Technology	pay increase (still below market rate)	65000	3900	0
	Public Safety Technology	new	38000	38000	1
	Network Systems/Assistant	new		61100	1
Treasury					
	Treasurer	pay increase	65000	17440	0
	Assistant Cashier	position eliminated		32785	-1
	Constituent	new	37000	37000	1
	Assistant Treasurer - billing/data	new, not funded in 2021		0	0

Department	Position	Change	Salary	Cost	Headcount
Community Development					
	Director	pay increase (add mgmt of code enforcement,	70000	16848	0
	Community Development	pay increase (funded by HUD)	50000	1500	0
	Grant Writer	moved from PD		0	0
	Confidential Administrative	moved from zoning/planning to		0	0
	Assistant Planner	new	46651	46651	1
	Planning Administrative	not funded in 2021		0	0
	Code Enforcement	pay increase (size	56624	5864	0
	Buildings	pay increase	46609	5959	0
Neighborhoods, Parks & Recreation					
	Director	pay decrease	50000	-2500	0
	Parks Manager	new	46635	46635	1
	Neighborhood Engagement	new, not funded in 2021		0	0
Law Department					
	First Assistant City	pay increase	65000	5000	0
	Assistant City	pay increase	45000	5000	0
	Tax Recovery	new	15000	15000	1
Department of					
	Director	pay increase	70000	12625	0
	Recycling & Safety	pay increase	45000	8000	0
	Manager/Emergency Coordinator	new (salary moved from maintenance	50000	3000	1
	Engineering Project	new (funded April	75000	50000	1
	Maintenance	not funded in 2021			-1
	Refuse Supervisor	not funded in 2021			
	Flood Project	position eliminated			-1
	Flood Control	new	46609	46609	1
	Flood Control	new	46609	46609	1
	Traffic/Sign	new	48134	48134	1
Totals			\$ 1,373,912		12
Total Less Police & Fire CBA increases			\$ 778,312		
Citywide Salary/Headcount			\$ 30,011,857		512
Percent Increase Less Police & Fire CBA Increases: Salary Budget/Total Employees			2.59%		2.34%

Funding Approach

The revenue forecast has been developed based on 2020 realization rates and key economic indicators including: unemployment projections, economic slowdown due to the ongoing pandemic and the availability of state or federal funding.

The administration's view is that 2021 is not the year for increasing tax or taking on new debt. As of September 2020, the PA unemployment rate is 8.1% vs 7.1% nationwide, down from the 16.1% high in the 2nd quarter (per the Bureau of Labor Statistics). With the onset of a second wave of COVID 19 we believe increasing tax revenues would be counterproductive and damaging to residents already facing unemployment, underemployment, and existential threats to their small businesses or those that they work at.

In order to exit distressed status under Act 47, the City must have a roadmap to debt reduction as part of a balanced budget. **The approximate shortfall in this budget is a not a structural deficit, rather, it is projected revenue loss related to the COVID-19 pandemic.** As the economy recovers, the City should be able to manage to "normal" year revenues and will continue to work toward long-term financial stability and growth.

Tax Levies

The tax structure and levies will remain consistent with the 2020 Budget.

The 2021 revenue streams will largely remain the same. We have removed the line item for non-resident wage tax, as we do not levy it.

We have not included revenue for a Payroll Prep Tax, which will be considered for 2022, in partnership with the Scranton School District. We are analyzing the City's overall tax structure through our Tax Policy Working Group, with the goal of attracting investment, enabling growth, and reducing our overburdened property owners.

The higher collection rate of existing sources of revenue is a priority for this administration; a concerted effort has already started to capture delinquent real estate & refuse through dedicated legal resources and a third party focused on delinquent refuse collection. This effort will further increase in 2021. The administration along with partners in the Single Tax office is combining Refuse fee and real estate billing which will be more convenient for residents and provide more options to spread payment across the year.

Collaboration with the Single Tax Office is also a first step to building a unified database which is a vital component for correct billing to individuals and organizations.

Revenue Loss Protection

The approximate shortfall in this budget is a not a structural deficit. This is revenue loss related to the COVID-19 pandemic and ensuing economic crisis; the projected losses, especially in local wage taxes, should recover in 2022, if not begin to recover during 2021.

This budget would not have a revenue gap were it not for COVID-19 and the projected revenue losses, especially in local wage taxes. Additionally, if the U.S. Senate and federal government had supported direct fiscal relief for cities, this gap would be smaller or could be eliminated entirely.

The administration is not filling a structural deficit with a one-time revenue source, rather, we are scraping what we can from existing funding sources in order to sustain operations and continuity of city services through an unforeseeable crisis, one from which revenues should recover in 2022.

Our estimated COVID-19-related 2021 revenue shortfall is ~\$4.4m, or 3.8% of the total Budget. Over the course of the year, the administration will assess the following options, or combination of options, to meet a potential \$4.4m need due to the continuation of the pandemic and this projected crisis-related revenue loss. We will execute as necessary, via legislation, to continue city operations.

Revenue Loss Protection Option A: Federal COVID-19 Relief: The administration will continue to pursue COVID-19 direct fiscal relief and other government sources of relief through lobbying federal elected officials and the federal administration, in conjunction with the U.S. Conference of Mayors, Pennsylvania Municipal League, and a coalition of Pennsylvania mayors, which Mayor Cogenetti and her front office staff help organize.

Revenue Loss Protection Option B: Cash Collateral Restructure: Utilize cash collateral from sewer sale proceeds, or other financing, which would require restructuring. This is an option to explore at any point during the year, and if the funds were either not necessary, or less than the \$4.4m revenue gap, the refinancing could be tailored to the needed amount.

The City is evaluating its debt and lease portfolio to identify opportunities to refinance and create greater flexibility within the 2021 budget. Long-term interest rates are near historic lows. Greater flexibility may be achieved through a combination of three primary methods: refunding for debt service savings, restructuring principal payments due in 2021 to defer payment until later in the City's debt portfolio, but still in a manner that matches up with the useful life of the assets originally financed, and releasing certain reserve funds related to certain debt instruments.

Revenue Loss Protection Option C: DLI Returned Excess Reserve: Hold \$4.4m of \$6m returned Workers' Compensation excess reserve ("returned excess reserve")¹ as contingency,

¹ On November 9, 2019, the Bureau of Workers' Compensation of the Pennsylvania Department of Labor and Industry (DLI) issued a Notice to Trustee to Return Excess Reserve Amount. This Notice authorized the release of \$6 million to the City that was being held in the City's Workers' Compensation Reserve Trust Account. The Bureau allowed this release of

using as little as possible to sustain operations in order to allocate as much as possible to an OPEB trust when economic conditions improve.²

The balance of \$1.6m will be transferred to a new OPEB trust fund in the coming months, per the recommendation of the Pennsylvania Department of Labor & Industry (DLI). Any funds in this contingency not required in 2021 (and 2022 if the economic impact of the COVID-19 pandemic continues longer than anticipated) will be transferred to the OPEB trust.

The administration's plan, before COVID-19, was to put the full \$6m into an OPEB trust in the first half of 2020. The administration's goal is to hold the full \$6m in the OPEB trust some time in 2022, as DLI recommended in 2019 (if economic conditions allow us to responsibly do so).

Current long-term OPEB obligations stand at approximately \$210m.

Revenue Loss Protection Option D: Combinations of A, B, C: Hold the \$4.4m returned excess reserve (Option C) and if utilized to fund 2021 operations, trigger a restructuring of the cash collateral from sewer sale proceeds (Option B) to access funds to put into the OPEB trust.

Other revenues that may decrease or, in the best case, eliminate the need for accessing revenue loss protection contingency funds include:

- Better revenues than projected as of November 2020
 - COVID-19 vaccine could unlock economic growth sometime in 2021
- Debt refinancing
- Healthcare savings
 - Healthcare opt-out program reductions
- CARES Act funding (current or future federal funds)
- PILOT funding
- Manager salary donations of X%

A comparison of 2021 projected revenues versus the actual receipts in 2020, and our analysis of the strength of our city's overall economy and tax collections, shows that save for the severity of the economic crisis we find ourselves in as a country due to the COVID-19 pandemic, we would not need these contingency funds and would likely feel confident enough in our short- and medium-cash flows to put \$5-6m into an OPEB trust at the beginning of 2021.

funds, which are unrestricted, as a result of the City's improved Workers' Compensation program and a decrease in the number and duration of claims. The funds could be held in contingency in the 2021 Budget to mitigate the economic and financial impact that may arise as a result of the COVID-19 pandemic.

² It is important to note that these funds are not meant to be utilized for future workers compensation payouts, as those funds and processes have recovered from past issues (as exhibited by the return of the excess reserve to the City).

Revenue from Outside Funding

External revenue is the predominant source of funding for 2021 capital projects. In 2020 the city implemented organizational & process changes to increase the focus on identification and application for Grants and Funding from government and private sources. These funding opportunities are reviewed on a weekly basis.

Due to the uncertainty of funding from Grant sources they are not included in the 2021 operating budget. Oversight of city grants will be performed by the new Office of Community Development, with the city grant writer located in this department. The oversight will include all city applications and community application that the city is serving as the fiscal agent and applicant. The alignment will improve the effectiveness and success of the city's grant applications. This alignment will coordinate grant applications with the needs identified in the capital budget. The department will additionally oversee the \$2,172,152 of CDBG-CV and \$1,435,629 of ESG-CV funding awarded to the city due to the COVID-19 pandemic.

To date the city is working on standardizing grant guidance and administrative costs for community grants and coordinating internal applications as to not compete for limited resources. The city will also coordinate city projects and departmental needs with funding options through Community Development Block Grant (CDBG) funding.

The City will continue to seek reimbursement of emergency unavoidable costs resulting from the COVID-19 pandemic through the CARES Act government relief program. **It is important to note, again, that this budget would not have a revenue gap were it not for COVID-19 and the projected revenue losses, especially in local wage taxes.**

The Mayor is sending a PILOT request letter the tax-exempt organizations in the City, requesting help with a focus on public health and public safety.

The administration is standing up a City Hall Restoration Fund as an alternative target for potential PILOT funds. Contributions to this fund could relieve capital spending and maintenance costs over time and preserve the iconic, historic building.

Other PILOT and charitable contributions could go to a City Parks Endowment Fund. The administration is also exploring this option.

Grants (not included in operating budget)

Below is a snapshot of identified current and projected grant applications for the city and community partners. This total includes \$1.7 million in awarded city grants, \$11.6 million in applied for or pending city grants, \$14.9 million in awards to community partners and \$17 million in applied for or pending community partner applications.

City Applications pending	Amount
LSA Emergency Services Center	\$250,000
904 Recycling grants	\$50,000
902 Recycling grant 2021	TBD
PennDOT Multi Modal- 2020	\$1,926,000
DEP Truck & Bus Grant	TBD
OSFC - Fire Co. & EMS Grant Program	\$15,000
PA American Water - Firefighting Support Grant	\$1,000
FM Global - Fire Prevention Grant Program	\$5,000
FEMA - AFG - AFG	\$500,000
FEMA - AFG - SAFER	\$3,900,000
FEMA - AFG - Fire Prevention & Safety	\$50,000

City Grants Awarded	Amount
BJA Bulletproof Vest Partnership Grant	\$2,500
BJA Department of Justice COVID Response	\$64,162
BJA Department of Justice JAG (SPD)	\$18,638
DCED Keystone Communities-Linden Street Pocket park	\$50,000
DCED LSA Parking Garage cameras	\$15,000
DCED LSA- Nay Aug pool liner	\$62,500
DCED Small Water -Bloom Avenue Culvert	\$179,575
DEP Clean Diesel- Street sweeper replacement	\$128,723
Keystone Historic Preservation Grant- City Hall Roof south tower	\$80,000
PennDOT Multimodal Bridge Project- Ash Street	\$1,110,200
PNC Foundation SPD Training Grant	\$7,500

Community grant applications applied/pending	Amount
DCED-Multi modal- Scranton Lace	\$334,366.45
DCED-Multi modal -Iron District	\$1,500,000
LSA- Black Scranton	\$135,893
LSA- University of Scranton	\$315,000
LSA-SACF	\$63,000
LSA-Tripp Park	\$19,500
LSA- Scranton Lace	\$285,863
LSA- Neighborworks	\$70,000
LSA-Life Bldg	\$262,500
LSA- Greenridge Little League	\$121,219
LSA- Johnson College	\$158,918
RACP-SSD	\$2,895,200
RACP- Johnson College	\$2,000,000
RACP- Univ of Scranton	TBD
RACP-Ritz Theater	TBD
RACP-Bogart Place	\$4,000,000
RACP-Scranton Life Building	\$875,000
RACP-Lackawanna College-401	\$4,750,000
RACP-Fidelity Bank	TBD

Community Grant Applications Awarded	Amount
RACP-Scranton Counseling	\$4,250,000
RACP-Scranton Lace	\$6,500,000
RACP- West Scranton	\$2,500,000
RACP-Mimi equities	\$1,000,000
LSA-UNC	\$120,000
LSA-Neighborworks	\$78,960
LSA-Scranton Cultural Center	\$180,000
LSA-Scranton Cultural Center	\$36,066
LSA- Leonard Theater	\$225,000

City Grants Applied For	Amount
PennDot Green Light Go- Cedar Ave Traffic Signals	\$488,000
Scranton Area Community Fd. Community Impact Grant, match funding for ARC Application	\$12,500
DCED Greenway Trails and Recreation- Davis Trail	\$44,903
DCED Blight Remediation	\$297,291
DCED Flood Mitigation Program- acquisition of properties in west Scranton	\$322,569
ARC- funding for Economic Development Strategic Plan	\$50,000
DCED Multimodal- street sign project	\$306,000
DCED ACT 47 City Operating System	\$50,000
RACP- Scranton City Hall	\$2,985,200
902 Recycling grant 2020	350,000

Aligning with a Strategic Plan: Business and Community Partners

The City continues to partner with entities like Scranton Tomorrow, the Greater Scranton Chamber of Commerce, NEPA Alliance, Scranton Area Foundation, NeighborWorks, United Neighborhood Centers, Scranton Counseling Center, and others to match residents with resources, support businesses, and plan for growth.

The City's parking systems partner, NDC, is one of the businesses struggling with significant one time losses of revenue. The administration will work with NDC to explore reforms of its current operations, specifically with regard to enforcement, as we are with other sources of City revenue. Such reforms would allow the on and off-street parking systems to improve delinquent collections for greater financial stability, and would include studying the feasibility of de-criminalization of parking citations, reviewing city ordinances to support de-criminalization, the current appeal process, fee schedule, and the vehicle immobilization program, as well assessment of current debt.

Cost Reductions

Operations improvement: The administration has committed to operations improvement across all departments which encompasses People, Processes and Technology. Organization changes will be supported by clear job descriptions, defined roles and responsibilities, and training. Documentation of core business processes is already in work as part of preparations for the new IT operating platform. We have mapped seventy core processes and will continue this work.

By implementing new work flows which leverage technology to reduce non-value-added tasks, we conservatively expected to improve business process efficiency by 15%, which will enable the City to improve services without adding further resources.

Interest Rate Savings: The current interest rate trend is expected to continue through 2021 the city intends to take advantage through the refinance of current debt and consolidating banking services.

Small stuff matters: Our strict budgeting through 2020 has enabled us to likely close out the year without a deficit. These measures, along with careful cash flow management, directives not to spend unless essential, and attention to detail within purchasing and bidding must and will continue.

Austerity initiatives include cuts to:

- Vehicles (e.g., the Mayor not using a City vehicle, improved fleet management)
- Travel budgets
- Subscriptions
- Consumables (e.g., water service paid by employees)
- Stationery expenses – centralizing resources in Business Administration
- Asset sales like decommissioned vehicles
- Improved overtime management

The Budget Process

The operating budget generally includes expenditures that occur annually and reflect single year appropriations, but not in all cases. The operating budget provides for City services but does not usually result in the purchase or construction of major physical assets. The operating budget is funded primarily from recurring revenue sources such as taxes and fees, but may also be supported by one-time revenue sources.

The purpose of the budget is to ensure sufficient funds and cash flows are available to deliver the cities goals and objectives, as defined by the Mayor's plan coming into office at the beginning of 2020. The budget is a baseline to work from, not a cash account. The administration will monitor frequently and adjust activities based on actual results. 'Working to the budget' is not the best management strategy, particularly during this unpredictable economy.



This approach may be different to previous administrations, the objective is to have a clear connection between goals and objectives and how they will be achieved.

The budget is an iterative process – balancing projected revenues with fixed costs such as those controlled by collective bargaining agreements, and controllable expenses which include non-CBA, project, and administration costs.

Revenue realization is inherently variable based on numerous economic factors – due to the continuing effect of the COVID 19 epidemic and forecasted unemployment, this budget has been prepared with austerity in mind.

Main influences on this budget

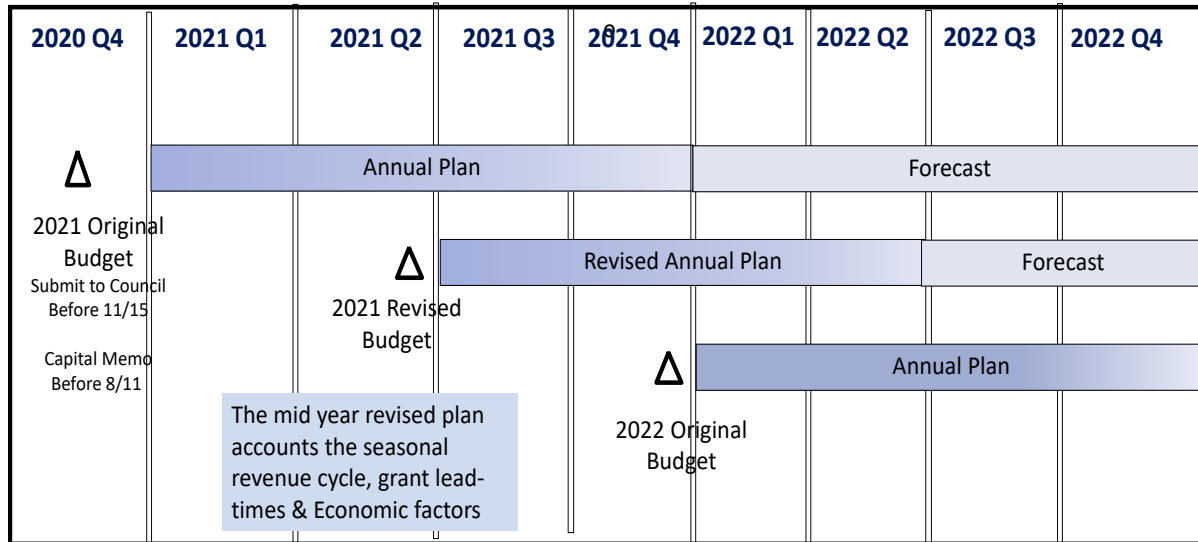
- Austerity
- Improved revenue collection
- Focus on public health & public safety
 - Emergency planning
 - Traffic signs, crosswalks, flood and storm water management
- Accountability and integrity in city government
 - Constituent services, new communication channels
 - Whistleblower hotline
- Community engagement
 - Neighborhood engagement
 - Parks & Recreation
- Restructuring city government organization for success
 - Senior staff structure – consistency across the organization, tiered management
 - IT capability for a modern city, including new operating platform

Other factors to consider for 2021

- Collective bargaining agreement processes:
 - Clerical union (current, by 12/31/2020)
 - DPW union (2021)
 - Police (2021)
 - Fire (2021)

The Budget Schedule

Although financials are tracked and audited based on an annual basis; the city runs continuously. The 2021 budget cycle will include a mid-year update, this will account for the 2nd phase of the COVID pandemic and actual revenues realized including grants and government funding. The mid-year 2021 update will include a 2022 first half year forecast.





City of Scranton 2021 Budget

- A. Revenue Summary**
- B. Revenue Detail**
- C. Expenditure Summary**
- D. Expenditure Detail by Department**
- E. Salary Detail by Department**

CITY OF SCRANTON 2021 OPERATING BUDGET BUDGETED REVENUES GENERAL FUND				Q	
Original 11-15-2020					
Account Description	2020 Operating Budget	2020 As of 9/30/20	2021 Operating Budget		
Assessed Valuation: Land @ \$89,836,861 Improvements @ \$286,473,768 (09-2019)					
CURRENT REAL ESTATE TAX -IMPROVEMENTS MILLAGE RATE - 50.664 M at 89%	13,491,809.18	18,633,212.92	22,000,000.00		Adjusted to Balance Land Millage
CURRENT REAL ESTATE TAX - LAND MILLAGE RATE - 239.521 MILLS	19,366,031.15	9,252,134.09	11,015,000.00		Adjusted to RE Current
DELINQUENT REAL ESTATE TAX - 90%	2,975,000.00	2,652,362.18	2,300,000.00		
TOTAL REAL ESTATE TAXES	\$ 36,832,840.33	30,537,709.19	\$ 35,315,000.00		
LANDFILL / REFUSE FEES					
LANDFILL TIPPING FEE - @\$300 RATE IN 2018	5,600,000.00	4,849,745.75	5,600,000.00		Increase collection rate with RE Bill
DELING REFUSE DISP FEE	1,196,250.00	927,213.45	2,000,000.00		3rd Party Collector Partnership
TOTAL LANDFILL/REFUSE FEES	\$ 6,796,250.00	5,776,959.20	\$ 7,600,000.00		
UTILITY TAX	75,000.00	-	75,000.00		\$71k ytd - 11-15
NON RESIDENT WAGE TAX	100,000.00	-	-		No rev 2020 or 2019 - defer to Tax committee
LOCAL TAXES					
REAL ESTATE TRANSFER TAX (2.20)	2,750,000.00	1,743,827.86	2,750,000.00		Maintain for Improving Sales Rate
DELINQUENT REAL ESTATE TRANSFER TAX	1,000.00	-	1,000.00		
CURRENT WAGE TAX (2.4)	28,650,287.77	20,874,503.05	26,000,000.00		Unemployment effect from COVID 19
DELINQUENT WAGE TAX	110,000.00	14,117.38	20,000.00		
MERCANTILE TAX 1.0 MILLS	1,250,000.00	1,149,007.27	1,250,000.00		Increased tracking/visibility
MERCANTILE-DELINQUENT	50,000.00	46,264.75	50,000.00		
LOCAL SERVICES TAX	4,950,000.00	2,339,237.96	4,900,000.00		Accrue Feb 2021
DELINQUENT BUS. PRIV. TAX	175,000.00	69,239.19	100,000.00		
BUS. PRIV. TAX 1.0 MILLS	1,100,000.00	1,004,152.72	1,100,000.00		
PARKING TAX					
COMMUTER TAX-PENDING COURT APPROVAL					
AMUSEMENT TAX	295,000.00		50,000.00		COVID - Possible upside
PAYROLL PREPARATION TAX (25820 or 2.58 mills)	647,917.74		-		Must be in concert with School District; review through tax working group
TOTAL LOCAL TAXES (ACT 511)	\$ 39,979,205.51	27,240,350.18	\$ 36,221,000.00		
PENALTIES & INT / DELINQUENT TAXES					
PEN/INT/DLQ REAL ESTATE	135,000.00	95,493.55	135,000.00		
PEN/INT/DLQ BUS. PRIV. TAX	55,000.00	23,144.91	50,000.00		Increased Efforts
ADVERTISING/RL EST. REGIS	100.00	-	100.00		
TAX, REFUSE, DEMOLITION LIEN AND CONDEMNATION SEARCH FEES	55,500.00	29,800.00	56,000.00		Increased Efforts
FILING FEES- DELINQUENT ACCOUNT	-	-	-		
TOTAL PENALTIES & INT/DEL. TAXES	\$ 245,600.00	148,438.46	\$ 241,100.00		

CITY OF SCRANTON			Q	
2021 OPERATING BUDGET				
BUDGETED REVENUES				
GENERAL FUND				
Original 11-15-2020				
Account Description	2020 Operating Budget	2020 As of 9/30/20	2021 Operating Budget	
LICENSES AND PERMITS				
ELECTRICAL PERMITS	116,470.00	103,021.89	120,000.00	
PLUMBER LICENSES	22,620.00	18,575.00	22,000.00	Possible upside with Housing Market trend. Migration from surrounding larger cities
ELECTRICIAN LICENSES	34,400.00	35,775.00	35,000.00	
MECHANICAL PERMITS	112,160.00	99,168.00	115,000.00	
MECHANICAL LICENSES	32,500.00	31,525.00	32,000.00	
CONTRACTOR LICENSES	85,000.00	99,000.00	107,000.00	Housing Mkt Trend
SCALE LICENSES	3,500.00	1,960.00	2,000.00	
BEVERAGE LICENSES				
BUILDING PERMITS	636,324.00	418,355.00	600,000.00	
JUNKYARD LICENSES	8,000.00	7,500.00	8,000.00	
PARKING FACILITIES	1,250.00	1,250.00	1,250.00	
SIGN HANGERS LICENSES	6,500.00	4,400.00	6,000.00	
DOG & KENNEL LICENSES	13,000.00	20,955.00	15,000.00	
LODGING LICENSES	25,000.00	22,390.00	25,000.00	
EATING & DRINKING LICENSES	92,500.00	55,575.00	70,000.00	Small business hardship
GASOLINE PUMP LICENSES	5,000.00	4,650.00	5,000.00	
MUSIC MACHINE PERMITS	100.00	-	100.00	
PINBALL MACHINE PERMITS				
PLUMBER PERMITS	35,000.00	56,436.00	72,000.00	Increase in Property Market
SIGN PERMITS	40,000.00	38,378.12	40,000.00	
TEMP. PEDDLER PERMIT	12,500.00	1,150.00	3,000.00	COVID Travel restrictions
TRANSIENT MERCHANT LICENSES				
POOLS & BILLIARDS LICENSES	50.00	-	50.00	
DAILY ENTERTAINMENT LICENSE	21,000.00	15,100.00	20,000.00	Small business hardship
ELECTRONIC MACHINE PERMIT				
VIDEO AMUSEMENTS	100.00	-	100.00	
AMUSEMENT RIDES	19,000.00	24,000.00	20,000.00	
DUMPSTER PERMITS	4,500.00	5,100.00	5,000.00	Property market & code enforcement
ARCADE LICENSES	100.00	-	100.00	
NON-CLASS LIC. & PERMITS				
SECOND-HAND DEALER REVENUE	4,500.00	3,200.00	4,000.00	
SIGN PERMITS/CONSTRUCTION	2,500.00	1,351.00	2,000.00	
RENTAL INSPECTIONS	100.00	-	100.00	
CHILD DAY CARE	5,000.00	8,000.00	7,500.00	
PERSONAL BOARDING CARE	3,500.00	3,495.00	3,500.00	
SANITATION HAULER FEE				
HOUSING RENTAL LICENSES	275,000.00	262,245.00	275,000.00	
BUILDING CODE STATE FEE	1,000.00	4,378.50	4,000.00	In line worth 2020 actual
THIRD PARTY PLAN REVIEWS	375,000.00	288,230.57	455,000.00	Property market & code enforcement improvement
FORECLOSURE REGISTRY	45,000.00	28,100.00	35,000.00	
TOTAL LICENSES & PERMITS	\$ 2,038,164.00	1,663,264.08	\$ 2,109,700.00	

CITY OF SCRANTON 2021 OPERATING BUDGET BUDGETED REVENUES GENERAL FUND				Q	
Original 11-15-2020					
Account Description	2020 Operating Budget	2020 As of 9/30/20	2021 Operating Budget		
FINES, FORFEITS & VIOLATIONS					
FINES & FORFEITS/MISCELLANEOUS	100.00	-	100.00		
POLICE FINES	345,000.00	192,371.61	239,576.58		Pandemic Travel Restrictions
PARKING TICKETS-	2,000.00	-	1,000.00		
PARKING TICKETS-POLICE ISSUED	11,000.00	2,625.00	10,000.00		
CIVILIAN PARKING TICKETS	135,000.00	39,225.50	80,000.00		Pandemic Travel Restrictions
QUALITY OF LIFE TICKETS-	20,000.00	11,137.59	20,000.00		
FINES & PENALTIES - STATE	37,500.00	17,254.16	25,000.00		
PARKING METER PERMITS					
TAXI DRIVER PERMITS	500.00	470.00	500.00		
POLICE TOWING/STORAGE FEES	-				
TOTAL FINES, FORFEITS & VIOLATIONS	\$ 551,100.00	263,083.86	\$ 376,176.58		
INTEREST EARNINGS					
INTEREST-CASH-CHECKING	275,000.00	67,686.37	75,000.00		
TOTAL INTEREST EARNINGS	\$ 275,000.00	67,686.37	\$ 75,000.00		
RENTS AND CONCESSIONS	\$ 5,000.00	500.00	\$ 1,000.00		
INTERGOVERNMENTAL REIMBURSEMENT					
KEYSTONE Landfill Grant			100,000.00		
OECD REIMB - Overhead /Administration Fee			48,000.00		OECD - City overhead Reimbursement
OECD REIMB - DEMOLITION PROGRAM	-	-	-		
SUPL STATE AID PENSION	3,850,000.00	3,924,295.11	3,850,000.00		
DCA ACT 47 LOAN	100.00	-	100.00		
GOVERNORS OFFICE Cyber Security Grant					
ACT 47 AND OTHER GRANTS	15,000.00	449,156.30			\$37mm Grant Pipeline - Est 20% success rate to support targeted Capital projects
FEMA EMERG PMTS	100,000.00	173,167.30			
RECYCLING GRANT (Joyce Atalla)			50,000.00		
ACT 13 UNCONVENTIONAL GAS WELL FUND USAGE					
FEMA PAYMENTS- FIRE SAFER GRANT	-				
REIMBURSEMENT SCHOOL RESOURCE OFFICERS	285,866.00	69,924.99	200,000.00		Dependent on back to school
PRIOR YEAR REIMBURSEMENT SCHOOL RESOURCE OFFICERS	100.00	-	100.00		
TOTAL INTERGOVERNMENTAL REIMBURSEMENTS	\$ 4,251,066.00	4,616,543.70	\$ 4,248,200.00		
IN LIEU OF TAXES	\$ 250,000.00	266,150.44	\$ 206,000.00		Lutherwoods & UOS

CITY OF SCRANTON 2021 OPERATING BUDGET BUDGETED REVENUES GENERAL FUND				Q	
Original 11-15-2020					
Account Description	2020 Operating Budget	2020 As of 9/30/20	2021 Operating Budget		
DEPARTMENTAL EARNINGS					
PARKING METERS	6,600.00	4,515.00	3,000.00		
BOARD OF ZONING/PLANNING COMMISSION	22,500.00	6,655.00	22,500.00		
PAVE CUTS - PAWC	83,000.00	159,713.00	200,000.00		
PAVE CUTS - UGI ENERGY	245,000.00	90,338.00	175,000.00		
PAVE CUTS - OTHER	27,500.00	74,875.00	27,500.00		
REPORT COPIES-FIRE/POL		7,650.00	1,200.00		
FIRE/POL BURGLAR ALARMS	62,500.00		62,500.00		
TOTAL DEPARTMENTAL EARNINGS	\$ 447,000.00	343,746.00	\$ 491,700.00		
USER FEES	40,000.00	16,449.73	40,000.00		
MISC REVENUES/CABLE TV					
OTHER-NOT CLASSIFIED	100,000.00	39,816.45	100,000.00		
PA LCB LICENSE FEES	67,500.00	57,400.00	67,500.00		
CATV REVENUE	975,000.00	520,380.72	975,000.00		
DONATED REVENUE	100.00	-	1,000.00		Endowment/PILOT
OTHER FINANCING SOURCE	100.00	-	100.00		
OTHER FINANCING SOURCE - SMALL CELL TOWER	100,000.00	-	150,000.00		Increased small tower Install 5G
MARKET-BASED REVENUE OPPORTUNITIES	100.00	-	100.00		
REPAYMENT FROM ICE BOX DEVELOPMENT	1,000.00	-	-		
PROCEEDS 2014 BOND ISSUANCE		-			
PROCEEDS 2015 BOND ISSUANCE		-			
SALE OF ASSETS	1,520,823.89	-	182,000.00		Auctions /Asset sales
PROCEEDS 2017 BOND ISSUANCE		-			
PROCEEDS OF 2018 BOND ISSUANCE	-	-	-		
PROCEEDS OF 2019 BOND ISSUANCE	-	-	-		
PROCEEDS OF 2020 BOND ISSUANCE	1,000.00		1,000.00		
TOTAL MISC REVENUES/CABLE TV	\$ 2,765,623.89	617,597.17	\$ 1,476,700.00		
INTERFUND TRANSFERS					
TRANSFERS IN FROM OTHER FUNDS	7,059,450.00	411,990.12	7,059,450.00		6,558,225 DS SC & 158,000 Plan review SC
TRANSFERS IN FROM LIQUID FUELS	2,339,451.00	429,767.00	2,339,451.00		\$2m total 2021 + Balance from 2020.
CONTINGENCY - Revenue loss protection			4,406,000.00		A) COVID-19 Federal Relief
TOTAL INTERFUND TRANSFERS	\$ 9,398,901.00	841,757.12	\$ 13,804,901.00		B) Debt restructure C) DLI Excess Reserve
TAX ANTICIPATION NOTES					
TAN SERIES A	12,750,000.00	12,750,000.00	12,200,000.00		
TAN SERIES B					
TOTAL TAX ANTICIPATION NOTES	\$ 12,750,000.00	12,750,000.00	\$ 12,200,000.00		
TOTAL REVENUE	\$ 115,800,750.73	85,150,235.50	\$ 114,681,477.58		

CITY OF SCRANTON					
2021 OPERATING BUDGET					
EXPENDITURE SUMMARY BY ACCOUNT					
		2020	2021		11/15/2020
		Budget	Budget		
4010	STANDARD SALARY	\$ 28,942,958.69	\$ 30,010,183.68	DIFF	1,067,224.99
4040	OTHER SALARY	\$ 753,000.00	\$ 1,087,900.00		334,900.00
4070	LONGEVITY SALARY	\$ 1,836,788.00	\$ 1,847,637.76		10,849.76
4080	OVERTIME SALARY	\$ 1,473,750.00	\$ 1,448,500.00		(25,250.00)
4090	COURT APPEARANCE SALARY	\$ 174,400.00	\$ 176,580.00		2,180.00
4101	UNIFORM ALLOWANCE	\$ 268,860.00	\$ 270,650.00		1,790.00
4112	HEALTH INSURANCE - POLICE UNION	\$ 6,525,933.31	\$ 6,562,230.00		36,296.69
4113	HEALTH INSURANCE - FIRE UNION	\$ 5,964,788.16	\$ 5,995,028.00		30,239.84
4116	HEALTH INSURANCE - CLERICAL UNION	\$ 1,608,199.65	\$ 1,617,610.00		9,410.35
4117	HEALTH INSURANCE - NON-UNION	\$ 1,460,593.87	\$ 1,471,624.00		11,030.13
4118	HEALTH INSURANCE - DPW UNION	\$ 2,118,394.24	\$ 2,130,313.95		11,919.71
4119	HEALTH INSURANCE - SINGLE TAX OFFICE	\$ 966,154.46	\$ 970,463.00		4,308.54
4120	LIFE/DISABILITY INSURANCE	\$ 346,905.00	\$ 346,905.00		-
4130	I.A.M. PENSION	\$ 500,000.00	\$ 500,000.00		-
4140	CITY 10% EARLY RETIREMENT	\$ 255,962.95	\$ 240,000.00		(15,962.95)
4150	CITY PENSION	\$ 11,289,532.00	\$ 12,480,930.00		1,191,398.00

CITY OF SCRANTON					
2021 OPERATING BUDGET					
EXPENDITURE SUMMARY BY ACCOUNT					
		2020	2021		11/15/2020
		Budget	Budget		
				DIFF	
4170	POLICE EDUCATION ALLOWANCE	\$ 50,000.00	\$ 50,000.00	-	-
4180	SOCIAL SECURITY	\$ 1,031,230.00	\$ 1,031,230.00	-	-
4190	UNEMPLOYMENT INSURANCE	\$ 15,000.00	\$ 250,000.00	235,000.00	-
	TOTAL EMPLOYEE COMPENSATION	\$ 65,582,450.33	\$ 68,487,785.39	2,905,335.06	-
4201	PROFESSIONAL SERVICES	\$ 1,022,500.00	\$ 1,318,750.00	296,250.00	-
4210	SERVICES & MAINTENANCE FEE	\$ 205,000.00	\$ 219,250.00	14,250.00	-
4220	CONTRACTED SERVICES	\$ 2,500.00	\$ 2,500.00	-	-
4230	PRINTING & BINDING	\$ 6,450.00	\$ 6,450.00	-	-
4240	POSTAGE & FREIGHT	\$ 37,625.00	\$ 25,200.00	(12,425.00)	-
4250	ADVERTISING	\$ 50,000.00	\$ 50,000.00	-	-
4260	RENTAL VEHICLES & EQUIPMENT	\$ 100,000.00	\$ 100,000.00	-	-
4270	DUES & SUBSCRIPTIONS	\$ 33,598.48	\$ 34,100.00	501.52	-
4280	MISC SERVICES-NOT CLASSIFIED	\$ 6,750.00	\$ 5,000.00	(1,750.00)	-
4290	STATIONERY/OFFICE SUPPLIES	\$ 20,450.00	\$ 17,100.00	(3,350.00)	-
4301	GAS, OIL & LUBRICANTS	\$ 350,000.00	\$ 350,000.00	-	-

CITY OF SCRANTON					
2021 OPERATING BUDGET					
EXPENDITURE SUMMARY BY ACCOUNT					
		2020	2021		11/15/2020
		Budget	Budget		
4310	EQUIPMENT/VEHICLE REPAIR & MAINT	\$ 375,000.00	\$ 360,000.00	DIFF	(15,000.00)
4320	BUILDING REPAIR-SUPPLY & MAINT	\$ 165,250.00	\$ 197,500.00		32,250.00
4330	MEDICAL, CHEMICAL & LAB SUPPLIES	\$ 10,000.00	\$ 10,000.00		-
4340	CONSTRUCTION-PAVING MATERIAL	\$ 150,000.00	\$ 150,000.00		-
4350	PAINT & SIGN MATERIAL	\$ 20,000.00	\$ 50,000.00		30,000.00
4360	SMALL TOOLS/SHOP SUPPLIES	\$ 17,000.00	\$ 10,000.00		(7,000.00)
4370	PARKS & RECREATION SUPPLIES	\$ 37,500.00	\$ 37,500.00		-
4380	GUNS & AMMUNITION	\$ 43,500.00	\$ 20,000.00		(23,500.00)
4390	MATERIAL/SUPPLIES (MISC)	\$ 228,600.00	\$ 165,362.70		(63,237.30)
4401	TIRES	\$ 90,500.00	\$ 90,500.00		-
4410	SALT	\$ 475,000.00	\$ 475,000.00		-
4420	TRAVEL & LODGING	\$ 20,500.00	\$ 4,000.00		(16,500.00)
4430	AIR PACKS/REHAB SUPPLIES	\$ 5,000.00	\$ 5,000.00		-
4440	TELEPHONE	\$ 245,000.00	\$ 265,000.00		20,000.00
4450	ELECTRICAL	\$ 150,000.00	\$ 150,000.00		-
4445	SEWER CHARGES	\$ -	\$ -		-

CITY OF SCRANTON					
2021 OPERATING BUDGET					11/15/2020
EXPENDITURE SUMMARY BY ACCOUNT					
		2020 Budget	2021 Budget	DIFF	
4447	PG ENERGY GAS	\$ 125,000.00	\$ 125,000.00	-	
4448	PAWC-WATER	\$ 435,000.00	\$ 435,000.00	-	
4460	STREET LIGHTING	\$ 230,000.00	\$ 230,000.00	-	
4465	BUILDING SUPPLIES	\$ 750.00	\$ 750.00	-	
4466	STREET LIGHTING SERVICE / MAINTENANCE	\$ 150,000.00	\$ 150,000.00	-	
4467	TRAFFIC SIGNAL ELECTRIC/MAINTENANCE	\$ 90,000.00	\$ 90,000.00	-	
4470	TRAINING & CERTIFICATION	\$ 185,000.00	\$ 196,500.00	11,500.00	
4480	SELF INSURANCE	\$ 95,000.00	\$ 95,000.00	-	
4490	LANDFILL	\$ 1,410,000.00	\$ 1,410,000.00	-	
4530	PERFORMING ARTS	\$ 17,500.00	\$ 17,500.00	-	
4540	SPRING/SUMMER PROGRAM	\$ 3,000.00	\$ 20,000.00	17,000.00	
4550	CAPITAL EXPENDITURES	\$ 2,832,750.00	\$ 370,000.00	(2,462,750.00)	
4551	ROAD RESURFACING	\$ 850,000.00	\$ 1,000,000.00	150,000.00	
4555	RECYCLING	\$ 350,000.00	\$ 60,000.00	(290,000.00)	
4560	EQUIPMENT MAINTENANCE & LEASES	\$ 92,500.00	\$ 70,000.00	(22,500.00)	

CITY OF SCRANTON					
2021 OPERATING BUDGET					
EXPENDITURE SUMMARY BY ACCOUNT					
		2020 Budget	2021 Budget		11/15/2020
4570	MAINTENANCE OF COMMUNICATION EQUIP	\$ 32,750.00	\$ 27,500.00	DIFF	(5,250.00)
4575	MAINTENANCE-EQUIPMENT	\$ 1,000.00	\$ 13,700.00		12,700.00
4576	MAINTENANCE OF SUPER FUND SIGHT	\$ 10,000.00	\$ 10,000.00		-
4580	GENERAL EQUIPMENT	\$ 62,500.00	\$ 40,000.00		(22,500.00)
4590	BUILDING DEMOLITION	\$ 145,000.00	\$ 200,000.00		55,000.00
4630	LIABILITY & CASUALTY INSURANCE	\$ 1,175,000.00	\$ 1,351,250.00		176,250.00
4901	PREVENTATIVE MAINTENANCE	\$ 7,500.00	\$ 7,500.00		-
6000	TAX & MISC REFUNDS	\$ 2,500.00	\$ -		(2,500.00)
6001	TAX COLLECTION COMMITTEE EXPENSE	\$ 500.00	\$ -		(500.00)
6002	SPA CITATION ISSUERS	\$ -	\$ -		-
6003	SPCA ANIMAL CONTROL	\$ 69,370.00	\$ 52,000.00		(17,370.00)
6004	SINGLE TAX OFFICE AUDIT	\$ -	\$ -		-
6006	PERSONNEL COST ADJUSTMENT	\$ 4,750.00	\$ 5,000.00		250.00
6007	FLOOD PROTECTION SYSTEM MAINTENANCE	\$ 250,000.00	\$ 250,000.00		-
6009	WORKERS' COMPENSATION	\$ 3,109,811.00	\$ 2,955,129.00		(154,682.00)
6024	BANK FEES & CHARGES	\$ 10,000.00	\$ 20,000.00		10,000.00

CITY OF SCRANTON				
2021 OPERATING BUDGET				
EXPENDITURE SUMMARY BY ACCOUNT				
		2020 Budget	2021 Budget	11/15/2020 DIFF
	NON-DEPARTMENTAL EXPENDITURES:			-
	BOARDS & COMMISSIONS	637,000.00	392,500.00	(244,500.00)
10020-10140	INTEREST & DEBT SERVICE (w/o TANs)	18,201,845.92	18,015,172.48	(186,673.44)
15010-15360	TANs (SERIES A & B)	13,196,250.00	12,400,000.00	(796,250.00)
15230-15240	UNPAID BILLS/COURT AWARDS/MISCELLANEOUS	2,568,300.00	2,065,978.01	(502,321.99)
3090,16090-1700	TOTAL NON-DEPARTMENTAL EXPENDITURES	34,603,395.92	32,873,650.49	(1,729,745.43)
	TOTAL OPERATING EXPENDITURES	\$ 115,800,750.73	\$ 114,681,477.58	(1,119,273.15)

Office of the Mayor - #10 2021 Original Budget - 11-15-2020					
POSITION/TITLE	2020		2021		Diff 2021 -20
	Total	#	Total	#	Salary \$ Hcount
MAYOR	\$ 75,000.00	1	\$ 75,000.00	1	
SPECIAL ASSISTANT (constituent services)	\$ 40,085.00	1	\$ 40,085.00	1	-
CHIEF OF STAFF			\$ 70,000.00	1	
EXECUTIVE ASSISTANT	\$ 31,000.00	1	\$ 31,000.00	1	-
COMMUNICATIONS MANAGER			Not Funded for 2021		
Department of the Mayor Total	\$ 146,085.00	3	\$ 216,085.00	4	70,000.00 1.00

Department of Public Safety - #11 Bureau of Police - #71		2020		2021		Diff 2021 -20	
POSITION/TITLE		Total	#	Total	#	Salary \$	Hcount
SUPERINTENDENT OF POLICE		\$ 102,605.12	1	\$ 102,605.12	1	-	-
DEPUTY SUPERINTENDENT OF POLICE		\$ 98,500.00	1	\$ 98,500.00	1	98,500.00	1.00
DEPARTMENT CAPTAIN		\$ 94,863.73	1	\$ 97,904.74	1	3,041.01	
LIEUTENANT OF DETECTIVES		\$ 87,707.15	1	\$ 90,518.75	1	2,811.60	
LIEUTENANT - ADMINISTRATIVE		\$ 84,333.71	1	\$ 87,037.16	1	2,703.45	
LIEUTENANTS		\$ 253,001.13	3	\$ 261,111.49	3	8,110.36	
SUPERVISOR - NARCOTICS DIVISION		\$ 81,090.35	1	\$ 83,689.83	1	2,599.48	
FIRE MARSHALL		\$ 81,090.42	1	\$ 83,689.91	1	2,599.49	
DETECTIVE SERGEANT		\$ 324,361.68	4	\$ 334,759.62	4	10,397.94	
DETECTIVES		\$ 1,247,541.12	16	\$ 1,287,533.08	16	39,991.96	
SERGEANTS-TRAINING		\$ 155,942.64	2	\$ 160,941.64	2	4,999.00	
SERGEANTS		\$ 1,169,569.80	15	\$ 1,207,062.27	15	37,492.47	
JUVENILE PATROLMEN		\$ 299,889.76	4	\$ 309,503.22	4	9,613.46	
CORPORALS		\$ 576,710.80	8	\$ 595,198.20	8	18,487.40	
REGULAR PATROLMEN - (Change Title to PS Officers)		\$ 5,732,866.47	89	\$ 5,850,163.72	88	117,297.25	(1.00)
SCHOOL RESOURCE OFFICERS 1/2 FUNDED BY SSD (6 OFFI							
Neighborhood Police Officers Paid by OECD (4 in 2019)		\$ (247,520.35)	(4)	\$ (255,455.02)	(4)	(7,934.67)	
SUBTOTAL POLICE OFFICERS		\$ 10,044,053.53	143	\$ 10,394,763.73	143	350,710.20	-
ANIMAL CONTROL OFFICER		\$ 60,117.03	2	\$ 60,117.03	2	-	-
SIT CLERKS		\$ 550,850.86	15	\$ 550,850.86	15	-	-
ADMINISTRATIVE ASSISTANT III- PAYROLL CLERK		\$ 39,748.92	1	\$ 39,748.92	1	-	-
GRANT MANAGER/SIT CLERK - Move to Community Development		\$ 50,387.75	1	\$ -	-	(50,387.75)	(1.00)
SIT CLERK/CRIMINAL INFORMATION SPECIALIST		\$ 46,398.43	1	\$ 46,398.43	1	-	-
Subtotal - Administrative Support		687,385.96	18	636,998.21	17	(50,387.75)	
Bureau of Police Total		\$ 10,791,556.52	163	\$ 11,091,878.97	162	300,322.45	(1.00)

* Scranton School District Reimburses the City for salaries & healthcare of 6 officers based on hours spent in the Schools.

(a) Animal Control Officer is 1 full-time & 1 part-time

Department of Public Safety - #11 Bureau of Fire - #78				Diff 2021 -20 Salary \$ Hcount	
POSITION/TITLE	2020 Total	#	2021 Total	#	
CHIEF/EMERGENCY MANAGEMENT COORDINATOR	\$ 84,728.11	1	\$ 100,799.56	1	16,071.45
DEPUTY CHIEF	\$ 93,841.06	1	\$ 96,922.66	1	3,081.60
ASST. CHIEF	\$ 270,695.37	3	\$ 279,584.59	3	8,889.22
ADMIN. CAPTAIN	\$ 83,424.36	1	\$ 86,163.89	1	2,739.53
CAPTAIN	\$ 1,251,365.36	15	\$ 1,292,458.33	15	41,092.97
LIEUTENANT	\$ 1,283,451.65	16	\$ 1,242,748.39	15	(40,703.26)
CHAUFFEUR	\$ 2,236,784.73	29	\$ 2,389,900.76	30	153,116.03
FIRE INSPECTOR	\$ 173,522.66	2	\$ 179,220.89	2	5,698.23
FIRE PREVENTION OFFICER	\$ 86,761.33	1	\$ 89,610.44	1	2,849.11
PRIVATE	\$ 4,620,414.09	68	\$ 4,688,085.43	69	67,671.34
MASTER MECHANIC	\$ 86,761.33	1	\$ 89,610.44	1	2,849.11
ADMINISTRATIVE ASSISTANT III- PAYROLL CLERK	\$ 39,748.92	1	\$ 39,748.92	1	-
Bureau of Fire Total	\$ 10,311,498.97	139	\$ 10,574,854.30	140	263,355.33

Office of City Clerk/City Council - #20		2020		2021		Diff 2021 -20 Salary \$ Hcount
POSITION/TITLE	Total	#	Total	#		
CITY COUNCIL	\$ 62,500.00	5	\$ 62,500.00	5	-	
CITY CLERK	\$ 54,220.00	1	\$ 60,000.00	1	5,780.00	
EXECUTIVE ASSISTANT	\$ 40,312.94	1	\$ 40,312.94	1	-	
CONFIDENTIAL SECRETARY	\$ 36,723.33	1	\$ 36,723.33	1	-	
LEGISLATIVE LEGAL ADVISOR (a)	\$ 46,000.00	1	\$ 46,000.00	1	-	
Department of City Clerk / City Council Total	\$ 239,756.27	9	\$ 245,536.27	9	5,780.00	

Department of Business Administration - #40				Diff 2021 -20	
Bureau of Administration - #40				Salary \$	Hcount
POSITION/TITLE	2020 Total	#	2021 Total	#	
BUSINESS ADMINISTRATOR	\$ 95,000.00	1	\$ 80,000.00	1	
FINANCE MANAGER/ASST. BUSINESS ADMINISTRATOR	\$ 74,900.00	1	\$ 74,900.00	1	(15,000.00)
SENIOR ACCOUNTANT	\$ 40,900.00	1	\$ 40,900.00	1	-
STAFF ACCOUNTANT	\$ 41,000.00	1	\$ 41,000.00	1	-
FINANCIAL ANALYST	\$ 50,193.48	1	\$ 50,193.38	1	(0.10)
PROJECT MANAGER		-	\$ 50,000.00	1	50,000.00
ADMINISTRATIVE ASSISTANT III- ACCOUNTS PAYABLE CLERK	\$ 34,780.38	1	\$ 34,780.38	1	-
ADMINISTRATIVE ASSISTANT IV -PURCHASING CLERK	\$ 40,795.92	1	\$ 40,795.82	1	(0.10)
Bureau of Administration Total	377,569.78	7	412,569.58	8	34,999.80 1.00

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Department of Business Administration - #40 Bureau of Human Resources - #41				Diff 2021 -20 Salary \$ Hcount	
POSITION/TITLE	2020 Total	#	2021 Total	#	
HUMAN RESOURCES DIRECTOR	\$ 58,250.00	1	\$ 65,000.00	1	-
PUBLIC HEALTH COORDINATOR			Fund from Outside	1	6,750.00
CONFIDENTIAL ADMINISTRATIVE ASSISTANT		-	\$ 36,000.00	1	36,000.00
ADMINISTRATIVE ASSISTANT I-BENEFITS COORDINATOR	\$ 36,723.23	1	\$ 39,988.99	1	3,265.76
ADMIN ASSISTANT III- PAYROLL CLERK	\$ 39,988.99	1	\$ 39,988.99	1	-
ADMINISTRATIVE ASSISTANT I-CLERICAL FLOATER	\$ 36,723.36	1	\$ 36,723.36	1	-
WORKER'S COMPENSATION PROGRAM MANAGER	\$ 42,500.00	1	\$ 42,500.00	1	-
Bureau of Human Resources Total	214,185.58	5	260,201.34	7	46,015.76 2.00

Department of Business Administration - #40 Bureau of Information Technology - #42					Diff 2021 -20 Salary \$	Hcount
POSITION/TITLE	2020 Total	#	2021 Total	#		
DIRECTOR INFORMATION TECHNOLOGY	\$ 61,100.00	1	\$ 65,000.00	1	3,900.00	
SYSTEMS ADMINISTRATOR		-	\$ 47,900.00	1	47,900.00	
BUSINESS TRANSFORMATION SPECIALIST (Title change)	\$ 47,900.00	1	\$ 47,900.00	1	-	
PUBLIC SAFETY TECHNOLOGY SPECIALIST (Title change)	\$ 48,750.00	1	\$ 38,000.00	1	(10,750.00)	
NETWORK SYSTEMS & MANAGER			\$ 61,100.00	1	61,100.00	
Bureau of Information Technology Total	157,750.00	3	259,900.00	5	102,150.00	2.00

Department of Business Administration - #40 Bureau of Treasury - #43				Diff 2021 -20 Salary \$ Hcount	
POSITION/TITLE	2020		#	2021	
	Total			Total	#
CITY TREASURER	\$ 47,560.00		1	\$ 65,000.00	1
ADMINISTRATIVE ASSISTANT II- CASHIER	\$ 37,468.26		1	\$ 37,468.26	1
ADMINISTRATIVE ASSISTANT II - ASSISTANT CASHIER	\$ 32,784.76		1		-
CONSTITUENT SERVICES				\$ 37,000.00	1
ASSISTANT TREASURER - BILLING & DATA MGMT	\$ -		-	NOT FUNDED 2021	-
Bureau of Treasury Total	\$ 117,813.02		3	\$ 139,468.26	3
Department of Business Administration Total	\$ 867,318.38		18	\$ 1,072,139.18	23
				204,820.80	5.00

Office of Economic and Community Development - #50					Diff 2021 -20	
Bureau of Administration					Salary \$	Hcount
Change to Community Development						
POSITION/TITLE	2020 Total	#	2021 Total	#		
DIRECTOR COMMUNITY DEVELOPMENT(salary 70K, 76% HUD)	\$ 53,152.00	1	\$ 16,848.00	1	(36,304.00)	
DEPUTY DIRECTOR	\$ 48,500.00	1	\$ 50,000.00	1	1,500.00	
DIRECTOR OF FINANCE & COMPLIANCE	\$ 44,000.00	1	\$ 45,000.00	1	1,000.00	
DIRECTOR OF HOUSING/ADA COMPLIANCE	\$ 37,991.00	1	\$ 40,000.00	1	2,009.00	
SOLICITOR	\$ 52,500.00	1	\$ 45,000.00	1	(7,500.00)	
ADMINISTRATIVE ASSISTANT III-FINANCIAL ANALYST	\$ 40,749.00	1	\$ -	-	(40,749.00)	(1.00)
HOUSING SPECIALIST	\$ 37,000.00	1	\$ 40,000.00	1	3,000.00	
ADMINISTRATIVE ASSISTANT (move from Lips)	\$ -	1	\$ 30,000.00	1	30,000.00	1.00
PUBLIC SERVICE/ESG SPECIALIST *	\$ 30,500.00	1	\$ 40,000.00	1	9,500.00	
EQUAL OPPORTUNITY SPECIALIST *	\$ 44,000.00	1	\$ 45,000.00	1	1,000.00	
GRANT MANAGER - Moved from PD	\$ 50,387.75	1	\$ 40,310.20	1	(10,077.55)	1.00
Bureau of Administration Total	\$ 438,779.75	9	\$ 392,158.20	10	(46,621.55)	1.00
non-addition to budget						
CITY CONTRIBUTION Dir & Grant writer			\$			
City % of Budget						
			\$ 57,158.20			
*Construction/ADA Specialist & Economic Development/Relocation Specialist position became Housing Specialist						
*Economic Development/Relocation Specialist position became Administrative Assistant						
Change to Neighborhood Engagement						
Office of Economic and Community Development - #50						
Bureau of Neighborhood Police - #515						
POSITION/TITLE	2020 Total	#	2021 Total	#	Salary \$	Hcount
NEIGHBORHOOD POLICE OFFICERS - Public Safety	\$ 247,520.35	4	\$ 247,520.35	4	-	
Bureau of Neighborhood Police Total	\$ 247,520.35	4	\$ 247,520.35	4	-	
OECD Department Total	\$ 686,300.10	13	\$ 639,678.55	14	(46,621.55)	1.00
non-addition to budget						
non-addition to budget						

Reports to Community Development					
Department of Code Enforcement & City Planning					
Dept. of Licenses, Inspections & Permits - #51					
Bureau of Licenses, Inspections & Permits - #51					
POSITION/TITLE	2020 Total	#	2021 Total	#	Diff 2021 -20 Salary \$ Hcount
DIRECTOR	\$ 50,760.00	1	\$ 56,623.88	1	-
MANAGER	\$ 46,635.00	1	\$ 46,635.00	1	5,863.88
ADMINISTRATIVE ASSISTANT I- PERMIT (CLERK) Specialist	\$ 73,446.66	2	\$ 73,446.66	2	-
ELECTRICAL INSPECTOR					-
PLUMBING INSPECTOR					-
MECHANICAL INSPECTOR	\$ 41,610.51	1	\$ 41,610.51	1	-
WEIGHTS & MEASURES/Housing	\$ 40,650.69	1	\$ 40,650.69	1	-
ADMINISTRATIVE ASSISTANT I	\$ 36,723.33	1	\$ 36,723.33	1	-
ENFORCER OF LICENSES	\$ 40,650.69	1	\$ 40,650.69	1	-
ZONING OFFICER/CODE ENFORCER	\$ 37,500.00	1	\$ 37,500.00	1	-
CONFIDENTIAL ASSISTANT ZONING/PLANNING Move to Conf	\$ 30,000.00	1	Not funded in 2021	-	#VALUE!
HOUSING INSPECTORS	\$ 203,253.45	5	\$ 203,253.45	5	(1.00)
HOUSING/HEALTH INSPECTOR	\$ 40,650.69	1	\$ 40,650.69	1	-
RENTAL REGISTRATION ASSISTANT/housing inspector	\$ 81,301.38	2	\$ 81,301.38	2	-
CITY PLANNER move to Dept Community Dev	\$ 56,623.88	1	\$ 56,623.88	1	-
ASSISTANT PLANNER - (New Move to Community Dev)		-			-
HEALTH INSPECTOR	\$ 40,650.69	1	\$ 40,650.69	1	40,650.69
					1.00
DCED will add \$100,000 into our action plan to pay salaries for code enforcement staff			(100,000.00)		-
Bureau of Licenses, Inspections & Permits Total	\$ 820,456.97	20	\$ 736,971.54	20	(83,485.43)
Bureau of Buildings - #82 --> Reports to BA					
POSITION/TITLE	2020 Total	#	2021 Total	#	Diff 2021 -20 Salary \$ Hcount
MAINTENANCE	\$ 40,650.69	1	\$ 46,609.47	1	5,958.78
JANITOR	\$ 70,253.05	2	\$ 70,253.05	2	-
Bureau of Buildings Total	\$ 110,903.74	3	\$ 116,862.52	3	5,958.78
Department of Code enforcement Total	\$ 931,360.71	23	\$ 853,834.06	23	(77,526.65)

POSITION/TITLE	2020		2021		#	Diff 2021 -20	
	Total	#	Total	#		Salary \$	Hcount
Dept. of Neighborhoods Parks & Recreation							
DIRECTOR	\$	-	\$	50,000.00	1	50,000.00	1.00
MANAGER	\$	-	\$	46,635.00	1	46,635.00	1.00
COORDINATOR			Not Funded 2021		-	#VALUE!	-
PROJECT ADMINISTRATOR			\$	44,052.01	1	44,052.01	1.00
Dept. of Neighborhood Engagement	\$	-	\$	140,687.01	3	140,687.01	3.00

Law Department - #60				Diff 2021 -20	
POSITION/TITLE	2020 Total	#	2021 Total	#	Salary \$ Hcount
CITY SOLICITOR	\$ 74,500.00	1	\$ 74,500.00	1	-
FIRST ASSISTANT CITY SOLICITOR	\$ 60,000.00	1	\$ 65,000.00	1	5,000.00
ASSISTANT CITY SOLICITOR	\$ 60,000.00	1	\$ 45,000.00	1	(15,000.00)
ASSISTANT CITY SOLICITOR	\$ 10,000.00	1	\$ 35,000.00	1	25,000.00
TAX OFFICE SOLICITOR	\$ 35,000.00	1	\$ 10,000.00	1	10,000.00
PROJECT MANAGER					(35,000.00)
TAX RECOVERY SOLICITOR - (Recovery fee comp)			\$ 15,000.00	1	15,000.00
CONFIDENTIAL SECRETARY	\$ 36,000.00	1	\$ 36,000.00	1	-
SALARY OVERTIME			\$ 2,000.00		-
CONFIDENTIAL SECRETARY	\$ 42,000.00	1	\$ 42,000.00	1	-
Department of Law Total	\$ 317,500.00	7	\$ 324,500.00	8	7,000.00 1.00

Department of Public Works - #80 Bureau of Administration - #80		2020		2021		Diff 2021 -20	
POSITION/TITLE		Total	#	Total	#	Salary \$	Hcount
DIRECTOR		\$ 57,375.00	1	\$ 70,000.00	1	12,625.00	
RECYCLING & SAFETY SUPERVISOR (Name Change)		\$ 36,999.95	1	\$ 45,000.00	1	8,000.05	
MANAGER/EMERGENCY COORDINATOR (Title change)		\$ 47,000.00	1	\$ 50,000.00	1	3,000.00	
FLEET SERVICES SUPERVISOR -(Title change)		\$ 45,000.00	1	\$ 45,000.00	1	-	
ADMINISTRATIVE ASSISTANT IV		\$ 40,795.95	1	\$ 40,795.95	1	-	
ADMINISTRATIVE ASSISTANT III- PAYROLL CLERK		\$ 39,748.92	1	\$ 39,748.92	1	-	
DPW Bureau of Administration Total		\$ 266,919.82	6	\$ 290,544.87	6	23,625.05	-

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Department of Public Works - #80 Bureau of Engineering - #81		2020		2021		Diff 2021 -20	
POSITION/TITLE		Total	#	Total	#	Salary \$	Hcount
STREET & SIDEWALK INSP (Title change only)		\$ 40,650.62	1	\$ 40,650.62	1	-	-
FLOOD CONTROL PROJECT COORDINATOR		\$ 28,999.98	1		-	(28,999.98)	(1.00)
ENGINEERING PROJECT MANAGER (75K starts April 2021)			-	\$ 50,000.00	1		1.00
FLOOD CONTROL MAINTENANCE		\$ 46,609.47	1	\$ 139,828.41	3	93,218.94	2.00
DPW Bureau of Engineering Total		\$ 116,260.07	3	\$ 230,479.03	5	114,218.96	1.00
Department of Public Works - #80 Bureau of Highways - #83		2020		2021		Diff 2021 -20	
POSITION/TITLE		Total	#	Total	#	Salary \$	Hcount
MAINTENANCE SUPERVISOR	Not funded 2021				-	-	-
HEAVY EQUIPMENT OPERATOR/CRAFTSMEN		\$ 96,056.90	2	\$ 96,056.90	2	-	-
HEAVY EQUIPMENT OPERATOR/LEADER		\$ 192,113.80	4	\$ 192,113.80	4	-	-
CHAUFFEUR		\$ 330,107.86	7	\$ 330,107.86	7	-	-
REPAIRMAN		\$ 278,957.94	6	\$ 278,957.94	6	-	-
WATCH PERSON (change to Dispatcher 3rd shift)		\$ 46,609.47	1	\$ 46,609.47	1	-	-
DISPATCHER (2nd shift)		\$ 46,609.47	1	\$ 46,609.47	1	-	-
MAINTENANCE/CRAFTSMAN LEADER		\$ 48,470.24	1	\$ 48,470.24	1	-	-
TREE TRIMMER		\$ 48,028.45	1	\$ 48,028.45	1	-	-
SWEEPER OPERATOR/CHAUFFEUR		\$ 47,618.90	1	\$ 47,618.90	1	-	-
STONE-BRICK LAYER MASON		\$ 47,407.15	1	\$ 47,407.15	1	-	-
TRAFFIC/SIGN MAINTENANCE		\$ 96,268.74	2	\$ 144,403.11	3	48,134.37	1.00
Bureau of Highways Total		\$ 1,278,248.92	27	\$ 1,326,383.29	28	48,134.37	1.00

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Department of Public Works - #80 Bureau of Refuse - #84				Diff 2021 -20	
POSITION/TITLE	2020 Total	#	2021 Total	Salary \$	Hcount
FOREMAN LEAD - Change to Supervisor	\$ 47,087.30	1	\$ 47,087.30	-	-
OPERATOR LEADER	\$ 624,369.85	13	\$ 624,369.85	-	-
COLLECTOR LEADER	\$ 47,183.97	1	\$ 47,183.97	-	-
COLLECTOR	\$ 1,255,310.70	27	\$ 1,255,310.70	-	-
DISPATCHER 1st	\$ 46,492.99	1	\$ 46,492.99	-	-
RECYCLING CHAUFFEUR	\$ 192,113.80	4	\$ 192,113.80	-	-
Team Leader					
Bureau of Refuse Total	\$ 2,212,558.61	47	\$ 2,212,558.61	-	-
Department of Public Works - #80 Bureau of Garages - #85				Diff 2021 -20	
POSITION/TITLE	2020 Total	#	2021 Total	Salary \$	Hcount
AUTO REPAIRMAN	\$ 96,940.48	2	\$ 96,940.48	-	-
EQUIPMENT / VEHICLE MAINTENANCE	\$ 48,470.24	1	\$ 48,470.24	-	-
TIRE-EQUIPMENT REPAIR/HELPER	\$ 47,004.67	1	\$ 47,004.67	-	-
PARTS MANAGER/AUTO REPAIR/PA STATE VEHICLE INSPEC	\$ 47,721.44	1	\$ 47,721.44	-	-
MOTOR VEHICLE REPAIR	\$ 44,073.97	1	\$ 44,073.97	-	-
MECHANIC	\$ 44,073.97	1	\$ 44,073.97	-	-
MECHANIC DIESEL	\$ 44,073.97	1	\$ 44,073.97	-	-
Bureau of Garages Total	\$ 372,358.74	8	\$ 372,358.74	-	-
Department of Public Works Total	\$ 4,246,346.16	91	\$ 4,432,324.54	185,978.38	3.00

<i>Move Grounds keepers to DPW</i>						-
Department of Parks & Recreation - #100						
Bureau of Parks & Recreation - #100						
<i>Now department of Neighborhoods, Parks & Recreation</i>						
POSITION/TITLE	2020 Total	#	2021 Total	#	Diff 2021 -20 Salary \$	Hcount
PARKS AND RECREATION DIRECTOR	\$ 52,500.00	1	\$ -	0	(52,500.00)	(1.00)
PROJECT ADMINISTRATOR (moved to Neighborhood & Parks)	\$ 44,052.01	1	\$ -	0	(44,052.01)	(1.00)
POOL OPERATORS / GROUNDSKEEPER	\$ 93,413.64	2	\$ 93,413.64	2	-	
PARKS & RECREATION GROUNDSKEEPER	\$ 139,478.97	3	\$ 139,478.97	3	-	
FACILITY MAINTENANCE / GROUNDSKEEPER	\$ 95,128.80	2	\$ 95,128.80	2	-	
Department of Parks & Recreation Total	\$ 424,573.42	9	\$ 328,021.41	7	(96,552.01)	(2.00)
					\$ 89,426.37	

Single Tax Office - #90 (a)				Diff 2021 -20	
POSITION/TITLE	2020 Total	#	2021 Total	#	Salary \$ Hcount
COLLECTOR OF TAXES	\$ 26,650.00	1	\$ 26,650.00	1	
CONTROLLER	\$ 29,500.00	1	\$ 29,500.00	1	
LEAD CASHIER	\$ 23,066.30	1	\$ 23,066.30	1	
CASHIER	\$ 21,976.12	1	\$ 21,976.12	1	
CASHIER	\$ 21,976.12	1	\$ 21,976.12	1	
LEAD AUDITOR	\$ 21,976.12	1	\$ 21,976.12	1	
LEAD CLERK	\$ 21,976.12	1	\$ 21,976.12	1	
LEAD AUDITOR	\$ 23,611.40	1	\$ 23,611.40	1	
LEAD AUDITOR	\$ 23,611.40	1	\$ 23,611.40	1	
AUDITOR (b) (Cashier)	\$ 41,452.24	1	\$ 41,452.24	1	
CLERK	\$ 20,885.94	1	\$ 20,885.94	1	
AUDITOR	\$ 21,976.12	1	\$ 21,976.12	1	
AUDITOR	\$ 22,864.90	1	\$ 22,864.90	1	
CLERK	\$ 14,025.21	1	\$ 14,025.21	1	
CLERK	\$ 20,885.94	1	\$ 20,885.94	1	
AUDITOR	\$ 14,025.21	1	\$ 14,025.21	1	
CLERK	\$ 20,885.94	1	\$ 20,885.94	1	
LEAD AUDITOR	\$ 23,611.39	1	\$ 23,611.39	1	
Single Tax Office Department Total	\$ 414,956.47	18	\$ 414,956.47	18	- -
(a) Salaries are paid 50% by the City and 50% by the Scranton School District.					
(b) Full Time City employee					
Total City of Scranton Budgeted Payroll (a)	\$ 28,943,962.29	500	\$ 30,010,184.01	512	\$1,009,063.52 12.00
(a) Does not include OECD Payroll					

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FILE OF THE COUNCIL NO. _____

2020

AN ORDINANCE

AMENDING FILE OF THE COUNCIL NO. 6, 2020, AMENDING FILE OF THE COUNCIL NO. 59, 2019 ENTITLED "AN ORDINANCE AMENDING FILE OF THE COUNCIL NO. 17, 1994 ENTITLED 'AN ORDINANCE (AS AMENDED) AUTHORIZING THE GOVERNING BODY OF THE CITY OF SCRANTON TO ENACT 'A WASTE DISPOSAL AND COLLECTION FEE' FOR THE PURPOSE OF RAISING REVENUE TO COVER THE WASTE DISPOSAL AND COLLECTION COSTS INCURRED BY THE CITY OF SCRANTON FOR THE DISPOSAL OF REFUSE'" BY IMPOSING A WASTE DISPOSAL AND COLLECTION FEE OF \$300.00 FOR CALENDAR YEAR 2021 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER AND TO AMEND THE TIMELINE FOR PAYMENTS ALLOWING CHANGE IN THE MECHANISM OF BILLING, UPDATE THE REQUIREMENTS FOR EXONERATIONS AND INCREASE PENALTIES FOR VIOLATIONS.

WHEREAS, it is necessary for the city to impose a refuse fee of \$300.00 per property unit for calendar year 2021 to cover waste disposal and collection costs incurred; and;

WHEREAS, it is in the best interest of the City to change the schedule and timeline for payments in order to combine the Refuse Fee Billing with the Real Estate Billing which will change the mechanism for billing to allow the discounted payment, installment payments, and the penalty period to match the respective timelines for the real estate tax payment processes; and

WHEREAS, additional revision was made to the Exoneration and Violation/Penalty sections to strengthen the City's ability to verify and account for adjustments for vacancies and/or noncompliance. The revisions also reduce the risk of fraud.

SECTION 1. Be it ordained by the Council of the City of Scranton that Section 3, Section 4 and Section 5 of File of Council No. 17, 1994 (as amended) shall be amended to read as follows:

"SECTION 3. 'FEES'

The fee for waste collection and disposal costs, hereafter referred to as the 'refuse fee,' shall be as follows:

- A. The property owner is responsible for the payment of the refuse fee for each equivalent dwelling unit (EDU) he/she owns. The refuse fee set herein provided may be paid by the owner, tenant, lessee, or occupant of a particular dwelling unit but shall be the ultimate responsibility of the property owner.
- B. The annual fee for each EDU shall be \$300.
 - (1) If the annual waste disposal fee, that is \$300, is paid in full by the 15th of March of the year in which the fee is due, the payer may take a 10% discount from the annual fee. [Amended 5-7-2018 by Ord. No. 17-2018; 3-25-2019 by Ord. No. 59-2019]

- C. The refuse fee fixed by this subsection, if not paid in full as provided for above, shall be, at a minimum, payable in four installments.
- (1) Fees paid on an installment basis shall be due each year in the amount of \$75 per installment on or before the last business day (i.e., Monday through Friday) in March, June, August, and October. Installment payments must be paid in full on or before the respective installment due date, and, if not done so, the installment agreement shall be void.
 - (2) The refuse fee shall be considered delinquent if any installment payment is not paid on or before the established installment due date. A delinquent charge of twelve percent (12%) shall be added to the entirety of any unpaid balance.
 - (3) All fees shall be deposited in a special City interest-bearing account to be established by the Business Administrator. This account will be used to reimburse the General City Operating Fund for costs incurred directly for the disposal of refuse.
 - (4) All fees and associated penalties that remain unpaid as of the end of each calendar year shall constitute a lien against the property and will accrue interest at the rate of ten percent (10%) per annum.
- D. The Director of the Department of Public Works may discontinue all refuse collection service to any delinquent account. If service is stopped, service will be resumed only on payment of all accumulated fees during the delinquent period as well as all interest and penalties assessed against the account.
- E. Any person whose refuse is not being collected by the City under terms of this chapter shall furnish a notarized affidavit to the Director of the Department of Public Works and which describes the method and means of disposal of their garbage/ashes and which affidavit shall also include a statement of the reasons for which said person is not having his/her garbage/ashes disposed of by the City under the terms of this chapter.

SECTION 4. 'EXONERATIONS'

- A. Any dwelling unit which is totally unoccupied and which generates no refuse for an entire consecutive six-month or twelve-month period in a calendar year shall be exonerated from the charges as herein provided. Such exoneration shall be granted only after:
- (1) The owner(s) has filed a notarized affidavit with the City certifying such vacancy; and
 - (2) The owner must provide documentary evidence from two utilities, i.e., electric and water bills, showing the minimum six-month vacancy of the dwelling unit as demonstrated. Gas bills will not be accepted.
- B. The City shall have the right to inspect and verify the occupancy status of any property for which an exoneration request is made.
- C. An exoneration given for one six-month period shall reduce the yearly fee by fifty percent (50%). An exoneration given for an entire calendar year shall reduce the fee by one hundred percent (100%).
- D. The City shall establish administrative procedures for collecting the refuse fee and

granting exonerations

- E. The City Council shall, from time to time, adopt and promulgate rules and regulations setting forth the terms, conditions, and administrative procedures for levying and collecting of the waste disposal collection fee.

SECTION 5. 'PENALTIES'

- A. Any person, whether as principal, agent or employee, violating or assisting in violation of any provisions of this article or of any regulation made by Council, or the Director of the Department of Public Works under the provisions hereof, shall, upon conviction thereof before a District Justice, pay a fine of not less than \$500 and not more than \$1,000 and, in default of the payment of such fine and costs of prosecution, shall be imprisoned in the county jail for a period of not more than 30 days.
- B. Giving false information to City officials in order to avoid or reduce payment of the within fees shall constitute a separate offense which, upon conviction thereof before a District Justice, shall be punishable by a fine of not less than \$500 and not more than \$1,000 and, in default of the payment of such fine and costs of prosecution, shall be imprisoned in the county jail for a period of not more than 30 days."

SECTION 2. If any section, clause, provision or portion of this Ordinance shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decisions shall not affect any other section, clause, provision or portion of this Ordinance so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Ordinance of any portion thereof from time to time as it shall deem advisable in the best interest of the promotion of the purposes and intent of this Ordinance, and the effective administration thereof.

SECTION 3. This Ordinance shall become effective immediately upon approval.

SECTION 4. This Ordinance is enacted by the Council of the City of Scranton under the authority of the Act of the Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State and Pennsylvania.

- ***What Department is this legislation originating from? Where did the initiative for this legislation originate?***

Department of Business Administration originated this legislation. This initiative originated at the request of the Mayor following a review of real estate tax and refuses fee collections processes.

- ***Summary and Facts of the legislation***

The legislation does not change refuse fee, discount rate or penalty rate from the 2020 rates. Combining Refuse and Real estate billing shifts the timelines for discounted payment, installment payments, and the penalty period to match the respective timelines for the real estate tax payment processes.

The legislation strengthens procedures for residential property owners who elect not to have refuse picked up, requiring a notarized affidavit instead of a statement to the Director of the Department of Public Works and which describes the method and means of disposal of their garbage/ashes and which affidavit shall also include a statement of the reasons for which said person is not having his/her garbage/ashes disposed of by the City.

The legislation also strengthens the procedures and accountability for exonerations, requiring a notarized affidavit rather than a statement related to vacancies and requests for reduced fees and requiring two utilities demonstrating evidence of vacancy. It also eliminates exonerations for three-month consecutive periods, thereby increasing the minimum exoneration period to six months.

The legislation also increases minimum penalties from \$300 to \$500 and maximum penalties from \$500 to \$1,000.

- ***Purpose – please include the following in the explanation:***
 - ***What does the legislation do – what are the specific goals/tasks the legislation seek to accomplish?***

The shift in payment timelines allows for the refuse fee to be included on the real estate tax bill to allow city tax/rate payers to pay at one location, namely the Single Tax Office.

The revisions to the exonerations and penalties clauses strengthen the City's ability to verify and account for adjustments for vacancies and/or noncompliance. The revisions also reduce the risk of fraud.

- ***What are the benefits of doing this/Down-side of doing this?***

Benefits - Putting the refuse fee on the tax bill provides a single point of payment for city real estate tax/refuse fee payers, who will also have the option of spreading payment across installments of up to 4 payments. It will also allow the city to improve the efficiency of collections by centralizing payments and having ready access to databases

for managing collections, budgets, and cash flow forecasting. Combining Refuse and real estate billing will also promote the cross referencing and improvement of property data.

The revisions to the exonerations and penalties clauses strengthen the City's ability to verify and account for adjustments for vacancies and/or noncompliance. The revisions also reduce the risk of fraud.

Downside – N/A

○ ***How does this legislation relate to the City's Vision/Mission/Priorities***

This legislation will streamline payments for residents and improve efficiency of collections; this will centralize and improve the quality of city data. The legislation will also foster improved accountability and deterrence of fraud.

• ***Financial Impact – please include the following in the explanation:***

○ ***Cost (initial and ongoing)***

The city will eliminate the approximately \$15,000 in annual printing and mailing costs associated with a separate refuse fee bill. It will require the reallocation of a collections clerk from City Hall to the Single Tax Office.

○ ***Benefits (initial and ongoing)***

This streamlining of the refuse fee collection process will improve collections by tying the refuse fee payment to the real estate payment. Tax and fee payers will not be able to pay one and not the other. We expect this shift in the collection process to materially improve the collection rate of the refuse fee, which has been a mere 65% in 2018 and 2019, resulting in inequity.

○ ***Funding Sources – please include the following in the explanation:***

If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.

N/A

• ***Priority Status/Deadlines, if any***

The ordinance must be approved by Council before year end in order for the new bills to be printed and mailed timely.

• ***Why should the Council unanimously support this legislation?***

(1) To provide a single point of payment for city tax and rate payers; (2) to support improved collection of refuse fees; and (3) to reduce the risk of fraud.

- *Include any other pertinent details and/or relevant information that the Council should be aware of:*

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NOV 13 2020

OFFICE OF CITY
COUNCIL/CITY CLERK



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 13, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

Dear Honorable Council Members:

ATTACHED IS AN ORDINANCE AMENDING FILE OF THE COUNCIL NO. 6, 2020, AMENDING FILE OF THE COUNCIL NO. 59, 2019 ENTITLED "AN ORDINANCE AMENDING FILE OF THE COUNCIL NO. 17, 1994 ENTITLED 'AN ORDINANCE (AS AMENDED) AUTHORIZING THE GOVERNING BODY OF THE CITY OF SCRANTON TO ENACT 'A WASTE DISPOSAL AND COLLECTION FEE' FOR THE PURPOSE OF RAISING REVENUE TO COVER THE WASTE DISPOSAL AND COLLECTION COSTS INCURRED BY THE CITY OF SCRANTON FOR THE DISPOSAL OF REFUSE'" BY IMPOSING A WASTE DISPOSAL AND COLLECTION FEE OF \$300.00 FOR CALENDAR YEAR 2021 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER AND TO AMEND THE TIMELINE FOR PAYMENTS ALLOWING CHANGE IN THE MECHANISM OF BILLING, UPDATE THE REQUIREMENTS FOR EXONERATIONS AND INCREASE PENALTIES FOR VIOLATIONS.

Very truly yours,

Joseph A. O'Brien /s/

Joseph A. O'Brien, Esquire
City Solicitor

/PAL

FILE OF THE COUNCIL NO. _____

2020

AN ORDINANCE

AUTHORIZING THE ISSUANCE OF A TAX AND REVENUE ANTICIPATION NOTE, SERIES OF 2021 IN THE PRINCIPAL AMOUNT NOT TO EXCEED \$12,200,000; PROVIDING FOR THE DATED DATE, INTEREST RATE, MATURITY DATE, REDEMPTION PROVISIONS, PAYMENT AND PLACE OF PAYMENT IN RESPECT OF THE NOTE; ACCEPTING THE PROPOSAL ATTACHED HERETO AS EXHIBIT "B" FROM THE FINANCIAL INSTITUTION NAMED THEREIN FOR THE PURCHASE OF THE NOTE; NAMING A SINKING FUND DEPOSITARY/PAYING AGENT; AUTHORIZING THE PROPER OFFICERS OF THE CITY TO EXECUTE AND DELIVER THE NOTE AND CERTAIN OTHER DOCUMENTS AND CERTIFICATES IN CONNECTION THEREWITH; AUTHORIZING AND DIRECTING THE PREPARATION, CERTIFICATION AND FILING OF THE NECESSARY DOCUMENTS WITH THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT OF THE COMMONWEALTH OF PENNSYLVANIA; SETTING FORTH A FORM OF THE NOTE.

WHEREAS, the City of Scranton, Lackawanna County, Pennsylvania (the "City"), is a home rule charter city operating under the Home Rule Charter and Optional Plans Law of the Commonwealth of Pennsylvania (the "Commonwealth"); and

WHEREAS, the City anticipates receiving taxes and other revenues during the fiscal year ending December 31, 2021, which taxes and other revenues are currently uncollected; and

WHEREAS, the City has estimated, on a monthly basis, its expected taxes, revenues and expenditures for the fiscal year ending December 31, 2021, and has determined that during a portion of such fiscal year it will experience a "cumulative cash flow deficit" as such phrase is defined in the regulations promulgated under Sections 103 and 148 of the Internal Revenue Code of 1986, as amended (the "Code"); and

WHEREAS, the City has determined to borrow monies for the purpose of funding, in part, such cumulative cash flow deficit by issuing a note to be repaid from the anticipated taxes and revenues, all in accordance with the Local Government Unit Debt Act of the Commonwealth of Pennsylvania, Act 53 Pa.C.S., Chapters 80-82, as reenacted and amended (the "Debt Act"); and

WHEREAS, the City has received an acceptable proposal for the purchase of its Tax and Revenue Anticipation Note as hereinafter described; and

WHEREAS, as required by Section 8126 of the Debt Act, officials of the City have heretofore made an estimate of the taxes and revenues to be received during such fiscal year ending December 31, 2021 and, by their execution of a certificate with respect thereto dated this date, have certified to such estimate.

NOW, THEREFORE, BE IT ORDAINED by the Council (the "Council") of the City of Scranton, Lackawanna County, Pennsylvania, as follows:

Section 1. For the reasons and purposes recited above, the City hereby exercises its power and authority to borrow money and authorizes the issuance and sale of its Tax and Revenue Anticipation Note, Series of 2021, in the principal amount not to exceed \$12,200,000 (the "Note") in anticipation of the receipt of current taxes and revenues during the fiscal year ending December 31, 2021, such Note to be issued, sold and delivered as hereinafter provided.

Section 2. The Mayor, the Controller and the City Clerk of the City, or any duly appointed successor to any thereof, as the case may be, are hereby authorized and directed, in the name and on behalf of the City, to prepare and file with the Department of Community and Economic Development of the Commonwealth of Pennsylvania a certified copy of this Ordinance, a certificate setting forth the taxes and revenues remaining to be collected in the fiscal year ending December 31, 2021 and a true copy of the accepted Proposal (hereinafter defined) for the purchase of the Note, all as set forth in and required by Section 8128 of the Debt Act. The Mayor, the Controller and the City Clerk of the City are also hereby authorized and directed, in the name and on behalf of the City, to prepare and verify a certificate, in accordance with Sections 103 and 148 of the Code and the regulations applicable thereto, setting forth the anticipated use of the proceeds, to prepare and deliver to the Purchaser (hereinafter defined) of the Note the certificate required by Section 8127 of the Debt Act relating to the total amount of the City's tax and revenue anticipation notes outstanding on the date of delivery of the Note, and to take any and all other action, and to execute and deliver any and all other documents and instruments, as may be necessary, proper or desirable to effect the issuance and sale of the Note as contemplated herein. The certification made on the date of enactment of this Ordinance by the aforementioned officials of the City, relating to the amount of taxes and other revenues remaining to be collected by the City in the fiscal year ending December 31, 2021, is hereby ratified and approved.

Section 3. The Note shall be designated "City of Scranton, Lackawanna County, Pennsylvania, Tax and Revenue Anticipation Note, Series of 2021," or such other name or designation as shall be selected by the Mayor of the City upon delivery of the definitive Note in accordance with this Ordinance, shall be in registered form, without coupons, shall be dated the date of issuance, and shall be in such denominations, shall be subject to such redemption, and shall bear interest from the date of delivery until maturity at the rate of interest all as set forth in the Proposal, shall mature on or before December 31, 2021 as set forth in the Proposal, and shall be payable as to principal and interest at the place and in the manner and be otherwise in substantially the form set forth in the form of Note attached as Exhibit "A" hereto and the Proposal attached as Exhibit "B" hereto.

Section 4. The Note shall be executed in the name and on behalf of the City by the true or facsimile signatures of the Mayor and Controller of the City, or, if applicable, their duly qualified respective successors, and the true or facsimile official seal of the City shall be affixed thereunto, duly attested by the true or facsimile signature of the City Clerk of the City. Said officers are authorized and directed to execute and attest the Note. The execution and delivery of the Note in accordance with Section 3 hereof and this Section 4 shall constitute conclusive proof of the approval of the final terms and provisions of the Note by the City.

Section 5. The Note shall be general credit obligations of the City, and, together with any other tax and revenue anticipation notes issued, or to be issued, by the City during the City's fiscal year ending on December 31, 2021, shall, upon issuance thereof, be equally and ratably secured by a pledge of, security interest in, and a lien and charge on, the taxes and other revenues to be received by the City during the period when the Note is outstanding; and the Mayor and Controller of the City, attested by the City Clerk, are hereby authorized and directed to prepare and file, or to have filed, such financing statements as may be necessary to fully perfect such pledge, security interest, lien and charge pursuant to the Pennsylvania Uniform Commercial Code and Section 8125 of the Debt Act. The City covenants and agrees that any additional tax and revenue anticipation notes issued by the City after the date of issuance of the Note and while the Note is still outstanding shall mature on a date after the final maturity date of the Note.

Section 6. The City covenants that it will make no use of the proceeds of such issue or do or suffer any other action which, if such use or action had been reasonably expected on the date of issue of the Note, would cause the Note to be an "arbitrage bond" or "private activity bond" as those terms are defined in Section 148 and Section 141 of the Code and the applicable regulations thereunder. The City further covenants that it will comply with the requirements of such Section 148 and Section 141 and with the regulations thereunder throughout the term of the Note. In addition, the Mayor and Controller of the City, being the officials responsible for issuing the Note, attested by the City Clerk of the City, are hereby authorized and directed to execute and deliver, in the name and on behalf of the City, any and all

documents or other instruments which Bond Counsel may reasonably request in connection with the providing of its opinion that the Note is not an "arbitrage bond" or "private activity bond" within the meanings of Section 148 and Section 141 of the Code and the regulations promulgated thereunder, including, without limitation, a certificate dated the date of issuance and delivery of the Note, which certificate shall set forth the reasonable expectations of the City as to the amount and use of the proceeds of the Note.

Section 7. The proposal of the lender identified therein, presented to the Council is attached hereto as Exhibit "B", or such other proposal and lender, and with such other terms and provisions, as may be selected by the Mayor of the City (such proposal selected in accordance with this Section 7 being hereinafter referred to as the "Proposal" and such lender selected in accordance with this Section 7 being hereinafter referred to as the "Purchaser"), is hereby accepted and the Note is hereby awarded to the Purchaser at a private sale for the purchase price of 100% of the par amount of the Note issued. The terms of the Proposal are incorporated herein by reference with the same effect as if set forth in full at this place. The Mayor and Controller, attested by the City Clerk, are hereby authorized and directed to, accept the Proposal, in the name of and on behalf of the City, by executing the City's acceptance on an original copy of the Proposal, to deliver a copy of the same to the Purchaser and to file the original with the records of the City. The Mayor and Controller are hereby authorized to deliver the Note to the Purchaser upon receipt of the full principal amount of the purchase price for the Note and upon compliance with all conditions precedent to such delivery as required by the Debt Act, this Ordinance and the Proposal; and the Mayor and Controller, attested by the City Clerk, is hereby authorized and directed to prepare, verify and deliver to the Purchaser concurrently with the delivery of the Note, the certificate required by Section 8127 of the Debt Act, a copy of which certificate shall be retained with the records of the City until all tax and revenue anticipation notes issued by the City during the fiscal year ending on December 31, 2021, shall have been paid in full.

Section 8. The Note shall be in substantially the form set forth in Exhibit "A" hereto. The form of the Note as submitted to the City are hereby approved in substantially such form, with such changes, insertions and variations as are necessary or appropriate to reflect the final terms, including, but not limited to, series designation, interest rates, principal amounts, denominations, registered owner, the name or designation and redemption provisions, of the Note as specified to the City in the delivery instructions of the Purchaser and such other changes as the Mayor of the City may approve upon advice of the Solicitor to the City, such approval to be evidenced by such officer's execution and delivery of the Note.

Section 9. The Mayor and Controller of the City is hereby authorized, empowered and directed to contract with The Fidelity Deposit and Discount Bank, Dunmore, Pennsylvania, as paying agent, or such other paying agent, which shall be a bank or bank and trust company authorized to do business in the Commonwealth, as may be selected by the Mayor of the City upon delivery of the Note in accordance with this Ordinance (any such paying agent selected in accordance with this Section 9 being hereinafter referred to as the "Paying Agent"), for its services as paying agent and sinking fund depository in accordance with the terms and conditions of the Proposal, this Ordinance and the Act. Payment of the principal of and interest on the Note shall be made, when due, in accordance with the provisions of the Note, at the corporate trust office of the Paying Agent in lawful money of the United States of America. The Controller or other proper officer is hereby authorized and directed to make deposits to the sinking fund to be held for the payment of principal and interest on the Note as set forth in the Note and the Proposal.

Thereafter, the Paying Agent shall, without further authorization or direction from the City or any of its officials, withdraw moneys from the sinking fund and apply such moneys to the payment of principal and interest then due on the Note.

Section 10. Stevens & Lee, P.C., Scranton, Pennsylvania, is hereby appointed Bond Counsel in connection with the issuance and sale of the Note, and PFM Financial Advisors LLC is hereby appointed to act as Financial Advisor to the City in connection with the issuance and sale of the Note, and any other professionals, as necessary or appropriate, in connection with the purposes of and to facilitate the intent of this Ordinance as the Mayor of the City may appoint.

Section 11. All expenses incurred in connection with issuance of the Note shall be paid out of the proceeds derived from the issuance of the Note or from other available funds of the City and the Mayor of the City is authorized to approve requests for payment of such expenses and to pay or direct the payment of such expenses.

Section 12. The Mayor, Controller and City Clerk of the City and all other proper officers of the City are hereby authorized, jointly and severally, to do any and all other things necessary to effectuate the issuance, execution, delivery and sale of the Note, including the execution and delivery of any and all additional documents, representations, declarations, depositary agreements, debt service agreements, control agreements, deposit account control agreements, loan agreements, reimbursement agreements, security agreements, promissory notes, intercreditor agreements, derivative and/or interest rate management agreements, escrow agreements, assignments, financing statements, certificates, authorizations, contracts, engagement letters, agreements, insurance binders and other papers as may be necessary to effectuate any of the foregoing, and such execution and delivery shall be conclusive evidence of the authorization and approval thereof by the City.

Section 13. If any provision, section, sentence, clause or part of this Ordinance shall be held to be invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect or impair any remaining provision, section, sentence, clause or part of this Ordinance, it being the intent of the City that the remainder of this Ordinance shall remain in full force and effect. The City reserves the right to amend this Ordinance or any portion hereof from time to time as it shall deem advisable in the best interest of the promotion of the purposes and intent of this Ordinance, and the effective administration hereof.

Section 14. This Ordinance shall become effective immediately upon approval.

Section 15. All ordinances or parts of ordinances, insofar as the same shall be inconsistent herewith, shall be and the same expressly hereby are repealed.

Section 16. This Ordinance is enacted by the Council of the City under the authority of the Act of the Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law," and any other applicable law arising under the laws of the Commonwealth.

EXHIBIT "A" TO ORDINANCE

[Form of Note]

R-__

\$12,200,000

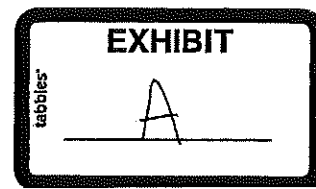
CITY OF SCRANTON, LACKAWANNA COUNTY, PENNSYLVANIA
TAX AND REVENUE ANTICIPATION NOTE, SERIES OF 2021

KNOW ALL MEN BY THESE PRESENTS, that the City of Scranton, Lackawanna County, Pennsylvania (the "City"), a city existing under the laws of the Commonwealth of Pennsylvania (the "Commonwealth"), for value received, hereby promises to pay to the order of _____ (the "Bank" or "Purchaser"), the sum of Twelve Million Two Hundred Thousand Dollars (\$12,200,000) on the 31st day of December, 2021, together with interest on said sum from the 4th day of January, 2021 until maturity at the rate of _____ hundredths percent (____%) per annum, computed on the basis of a 360-day year of twelve 30 day months. Interest on the Note is payable at maturity, or if redeemed prior to maturity, on the date of redemption. Both the principal of and interest on this Note shall be payable in such coin or currency as at the place and at the time of payment shall be legal tender for the payment of public and private debts in the United States (or by instrument payable in immediately available legal tender as aforesaid), upon presentation and surrender hereof at the principal office of The Fidelity Deposit and Discount Bank (the "Paying Agent") in Dunmore, Pennsylvania.

Whenever the due date for payment of interest on or principal of the Note or the date fixed for redemption of any Note shall be a Saturday, Sunday, legal holiday or a day on which banking institutions in the Commonwealth are authorized by law or executive order to remain closed, then payment of such interest, principal, or redemption price need not be made on such date, but may be made on the next succeeding day which is not a Saturday, Sunday, legal holiday or a day upon which banks are authorized by law or executive order to remain closed, with the same force and effect as if made on the due date for payment of principal, interest or redemption price and no interest shall accrue thereon for any period after such due date.

This Tax and Revenue Anticipation Note, Series of 2021, authorized and issued in the aggregate principal amount of Twelve Million Two Hundred Thousand Dollars (\$12,200,000) (the "Note") in accordance with the provisions of the Local Government Unit Debt Act of the Commonwealth of Pennsylvania (the "Act"), and pursuant to an Ordinance enacted on December __, 2020 by the Council of the City (the "Ordinance"). Reference is made to the Act and the Ordinance for a complete statement of the rights and limitations of rights of the holder of the Note, to all of which the holder hereof by acceptance of this Note assents. The terms and provisions of the Ordinance are hereby incorporated by reference as if set forth fully herein.

Upon any taxing authority's final decree or judgment that: (i) this Note is an arbitrage bond; or (ii) the interest on this Note is not excluded from gross income of the Bank for purposes of federal income taxation, the interest rate on this Note shall be reset to the Bank's



taxable equivalent rate (the "Taxable Rate") as determined by the Bank, effective as of the date of the taxing authority's final decree or judgment. The City shall pay the Bank the difference between (i) the interest that would have been paid on this Note had the interest been set at the Taxable Rate as of the date of the taxing authority's final decree or judgment; and (ii) the interest actually paid under this Note. In addition, the City shall pay all taxes, interest, and penalties assessed to the Bank by any taxing authority with respect to this Note's tax status.

The Authority shall pay to the Bank a late charge for any payment of principal and/or interest not received by the Bank within fifteen (15) days of the due date in an amount equal to five percent (5.00%) of the amount of the delinquent installment of principal and/or interest or \$10.00, whichever is greater. The delinquency charge shall be paid promptly but only once for each delinquent payment.

Upon the occurrence of an Event of Default (as described herein), the City shall pay interest on the unpaid principal balance of this Note at the Default Rate.

For purposes hereof, the following terms shall have the following meanings:

"Default" means any Event of Default, and any event which with the passage of time or notice, or both, would become an Event of Default.

"Default Rate" means a rate per annum equal to the interest rate as then in effect on this Note plus 5.00%.

"Event of Default" shall have the meaning set forth herein under the heading "Events of Default".

This Note is issued under and in accordance with the Act, for the purpose of providing funds for current expenses payable in the current fiscal year in anticipation of the receipt of taxes and other revenues by the City from the date of original delivery of the Note to the stated maturity date thereof.

The City has pledged and granted (equally and ratably with all other tax and revenue anticipation notes issued by the City for the City's 2021 fiscal year) to the Paying Agent, for the benefit of the holder of the Note, a lien on, and security interest in, its taxes and revenues to be received by the City during the period when this Note is outstanding in order to secure the payment of the principal indebtedness evidenced hereby and the interest hereon, all as more fully set forth in the Debt Service Agreement, dated the date hereof (the "Debt Service Agreement"), between the City and the Paying Agent, the Continuing General Security Agreement, dated the date hereof (the "Security Agreement"), between the City and the Paying Agent, and the Deposit Account Control Agreement, dated the date hereof (the "Control Agreement" and together with the Debt Service Agreement and the Security Agreement, the "Note Security Agreements"), between the City and the Paying Agent. Such pledge, security interest, and lien are enforceable in the manner provided by the Act and the Note Security Agreements.

In the Ordinance, the City has covenanted that it will make no use of the proceeds of the Note, or do or suffer any other action, which, if such use or action had been reasonably expected on the date of issuance of the Note, would cause the Note to be an "arbitrage bond" or "private activity bond" as those terms are defined in Section 148 and Section 141 of the Internal Revenue Code of 1986, as amended (the "Code"), and the applicable regulations thereunder.

The City shall have the privilege, at any time, and from time to time, to prepay the unpaid principal balance of this Note, in whole or in part, without premium or penalty.

The City covenants that it will deposit in the sinking fund for the Note established by the Ordinance with the Paying Agent the taxes and other revenues collected in amounts which will be sufficient to pay the principal of and interest on all Note issued pursuant to the Ordinance as and when the same shall become due and payable, and such sinking fund shall be applied exclusively to such purpose.

The City agrees to provide to the Bank, (i) not later than 270 days after the end of each fiscal year of the City, financial statements of the City, and (ii) any other financial information or operating reports as reasonably requested by the Bank.

Events of Default. Any of the following events shall constitute an "Event of Default" under this Note:

(a) the nonpayment when due, after ten (10) days written notice or oral notice followed by written confirmation, of any amount payable under this Note or of any amount owed to the Bank with regard to this Note when due, or the failure of the City to observe or perform, after thirty (30) days written notice, any agreement of any nature whatsoever with the Bank, including but not limited to, those contained in the documents executed in connection with the issuance of this Note; provided that such thirty (30) day notice period shall not apply to events which, in the Bank's reasonable judgment, are not capable of being cured within thirty (30) days and the notice so provides;

(b) if the City becomes insolvent or makes an assignment for the benefit of creditors, or if any petition is filed against the City under any provision of any state or federal law or statute alleging that the City is insolvent or unable to pay its debts as they mature or under any provision of the Federal Bankruptcy Code, and the failure to cause the same to be discharged within ninety (90) days, or the City voluntarily files any petition for such purpose;

(c) the entry of any judgment in excess of \$500,000 against the City or any of the property of the City which remains unsatisfied for forty five (45) days;

(d) if any information or signature furnished to the Bank by the City at any time in connection with this Note is false or incorrect; or

(e) the failure of the City to furnish timely to the Bank such financial and other information as the Bank may reasonably request or require; and

(f) the City defaults in the payment of any amounts due under any other bond, note, contract, lease or obligation.

Remedies.

(a) At any time after occurrence of an Event of Default, the Bank may, at the Bank's option and sole discretion and without notice or demand, exercise any right or remedy as may be provided in this Note, the Ordinance, any other writing delivered with this Note or which is provided at law or in equity.

(b) The interest rate on the unpaid principal balance of this Note shall accrue at the Default Rate from the date on which an Event of Default occurs until the date on which all defaults are cured or the entire unpaid principal balance and all other sums due under this Note are actually received by the Bank.

In any action under this Note, the Bank may recover all reasonable costs of suit and other expenses in connection with the action, including the cost of any attorneys' fees, paid or incurred by the Bank.

The rights and remedies provided to the Bank in this Note and in the Ordinance, including all warrants of attorney, (a) are not exclusive and are in addition to any other rights and remedies that the Bank may have at law or in equity, (b) shall be cumulative and concurrent, (c) may be pursued singly, successively or together against the City, and/or any of the security at the sole discretion of the Bank, and (d) may be exercised as often as occasion therefor shall arise. The failure to exercise or delay in exercising any such right or remedy shall not be construed as a waiver or release thereof.

The Bank shall not be deemed, by any act of omission or commission, to have waived any of its rights or remedies hereunder unless such waiver is in writing and signed by Bank. Such a written waiver signed by the Bank shall waive the Bank's rights and remedies only to the extent specifically stated in such written waiver. A waiver as to one or more particular events or defaults shall not be construed as continuing or as a bar to or waiver of any right or remedy as to another or subsequent event or default.

The Purchaser shall have the right to exercise the remedies set forth in the Act. Any failure by the Purchaser to exercise any right or privilege hereunder shall not be construed as a waiver of the right or privilege to exercise such right or privilege, or to exercise any other right or privilege, at any other time, and from time to time, thereafter.

No recourse shall be had for the payment of the principal of or interest on this Note, or for any claim based hereon or on the Ordinance, against any member, officer or employee, past, present, or future, of the City or of any successor body, as such, either directly or through the City or any such successor body, under any constitutional provision, statute or rule of law, or by the enforcement of any assessment or by any legal or equitable proceeding or

otherwise, and all such liability of such members, officers or employees is released as a condition of and as consideration for the issuance of this Note.

All acts, conditions and things required to be done or performed precedent to and in the issuance of this Note or in the creation of the obligation of which this Note is evidence have been done and performed as required by law.

[The remainder of this page intentionally left blank.]

IN WITNESS WHEREOF, the City of Scranton, Lackawanna County, Pennsylvania, has caused this Note to be signed in its name and on its behalf by the signatures of the Mayor and Controller of the City and its corporate seal to be hereunder affixed, duly attested by the signature of the City Clerk of the City, as of the 4th day of January, 2021.

CITY OF SCRANTON
Lackawanna County, Pennsylvania

(SEAL)

By: _____
Mayor

By: _____
Controller

Attest: _____
City Clerk

APPROVED AS TO FORM:

City Solicitor

(END OF NOTE FORM)



WebsterBank

LIVING UP TO YOU™

City of Scranton, Pennsylvania

Summary of Terms & Conditions¹

**\$12,200,000 General Obligation Tax and Revenue Anticipation Note
(The "Loan")**

The terms and conditions contained herein are subject to satisfactory completion of due diligence, internal credit approval and such other conditions as may be required by Webster Bank, N.A. and the Webster Public Finance Corporation in its sole discretion. This term sheet is confidential and is not to be relied upon by third parties. Webster Bank, N.A. and the Webster Public Finance Corporation are not registered municipal advisors and cannot provide advice in connection with municipal financial products.

Submission Date: October 28, 2020.

Borrower: City of Scranton, Pennsylvania.

Lender: Webster Public Finance Corporation.

Paying Agent: Fidelity Bank.

Par Amount: Up to \$12,200,000.

Closing: Settlement will occur on or around January 4, 2021.

Final Maturity: December 15, 2021.

Purpose: Proceeds from the Loan will be used to fund FY 2021 operations in anticipation of tax revenue.

Tax Status: The Loan will be exempt from Federal and State Income Tax.

Bank Qualification: The Loan will not be designated Bank Qualified under IRS Section 265(b)(3) as amended.

Sinking fund payments: Balances available in the Debt Service Account on the 15th of each month, beginning April 15, 2021, shall be applied in full towards any outstanding principal on the Loan until the Loan is repaid in full.

Security: The Loan will be payable from and equally and ratably secured by a pledge of, security interest in, and lien upon, the taxes and other revenues of the City to be received during the period in which the Loan is outstanding, as set forth in the Ordinance, and as evidenced by a UCC-1 filing.

The Loan will be further secured by a lockbox structure in which the Borrower will direct its Earned Income Tax Collector to transmit to the Paying Agent, the Borrower's Earned Income Taxes collected in fiscal year 2021 each business

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OFFICE OF CITY
COUNCIL/CITY CLERK

¹ For discussion purposes only. Does not constitute an offer or agreement to lend.

day starting January 3, 2021. The Paying Agent will retain approximately 60% of the collections for the period from January 3, 2021 through December 15, 2021, in a restricted account for withdrawal, payment or transfer at the sole discretion of the Paying Agent until the Loan is paid in full. In collection with such structure, the City will enter into a Continuing General Security Agreement, a Debt Service Agreement, and a Deposit account Control Agreement, collectively referred to herein as "Note Security Agreements." Note Security Agreements will be in substantially similar forms to those utilized in connection with the City's Tax and Revenue Anticipation Notes, Series of 2018, dated December 20, 2017, as accessed via emma.msrb.org.

The Loan is a general obligation of the City and, if the Amounts due on the Loan are not paid within the fiscal year in which the Loan is issued, the Act provides that the Loan will be deemed to be non-electoral debt of the City enforceable in the manner of a general obligation of the City, which, unless otherwise funded, shall be included in the budget of the City for the ensuing fiscal year and payable from the taxes and revenues of such ensuing year without regard to any other debt limitations which may be imposed upon the City by the Act.

Legal Opinion:

A Legal Opinion will be provided documenting (i) the validity of the Loan, (ii) that the Loan will be legally binding general obligations of the Borrower payable as to both principal and interest from ad valorem taxes which may be levied on all taxable property subject to taxation by the Borrower without limitation as to rate or amount, and (iii) that interest will be excluded from federal and state income tax.

Private Placement:

The Loan is being offered pursuant to private placement. No offering document constituting an "official statement" will be prepared, and the Loan will be in minimum authorized denominations of \$100,000. The Lender will deliver a certificate to the Borrower and Bond Counsel at Settlement to the effect that the Lender agrees to purchase the Loan without an official statement and will not reoffer the Loan for sale or sell the Loan to more than thirty-five persons each of whom the Borrower reasonably believes: (i) has such knowledge and experience in financial and business matters that it is capable of evaluating the merits and risks of the prospective investment; and (ii) is not purchasing for more than one account or with a view to distributing the Loan and shall agree on the foregoing limitations within the meaning of Section 1273 of the Internal Revenue Code of 1986, as amended.

Rating & Disclosure:

The Loan will not be rated and no offering document constituting an "official statement" will be prepared.

Interest Rate:

Based upon current market conditions, the indicative fixed tax-exempt rate is: **1.209%.**

This fixed rate is preliminary and subject to change based upon but not limited to, market conditions, due diligence, and final structure.

The final fixed rate may be set up to seven (7) calendar days prior to closing.

Based upon current market conditions, the indicative tax-exempt variable rate is **0.831%** based on the formula:

$$\text{Rate} = 79\% \times (1\text{-month LIBOR} + 90 \text{ bps}).$$

This rate is subject to a floor of 0.80% and will be capped at a maximum rate of 4.50%.

If the Lender, in its sole discretion, determines that (a) (i) the interest rate applicable to LIBOR loans cannot be readily determined or does not adequately and fairly reflect the cost of making or maintaining the Note or (ii) deposits of a type and maturity appropriate to match fund the Note are not available to the Lender, and such circumstances are likely to be permanent, (b) ICE Benchmark Administration (or any Person that takes over the administration of such rate) ceases its administration and publication of interest settlement rates for deposits in U.S. dollars, or (c) the supervisor for the administrator of the publication of such rates or a Governmental Authority having jurisdiction over the Lender has made a public statement identifying a specific date after which such interest settlement rate shall no longer be used for determining interest rates for loans, then the Lender shall determine an alternate rate of interest to the LIBOR rate taking into account then prevailing standards in the market for determining interest rates for comparable commercial loans made by financial institutions in the United States at such time, provided that such alternate rate of interest shall be based on an index and with an applicable spread that is equivalent to the index and applicable spread in existence immediately prior to the time that one of the circumstances described in clause (a), (b) or (c) above occurs. The Lender and the Borrower hereby agree to enter into an amendment to the Loan Agreement, if necessary, to incorporate such alternate interest rate and other accompanying changes to the Loan Agreement that are reasonably determined to be applicable thereto. In the event that the alternate rate of interest determined pursuant to this Section shall be less than zero, such rate shall be deemed to be zero for the purposes of the Loan Agreement.

Other Fees

The Lender will charge no fees for this loan; however the Borrower is responsible for any issuer expenses incurred including, but not limited to bond counsel, Lender's Counsel, verification agent and municipal advisor. Lender's Counsel will be at a cost to the Borrower not to exceed \$5,000 to be paid at closing.

Covenants:

Usual and customary for transactions of this type, including, without limitation, the following: (i) payment of obligations; (ii) compliance with laws; (iii) maintenance of books and records; (iv) use of proceeds; and (vi) such other customary covenants for a transaction of this type. The Lender requires that the Borrower submit the following information to the Lender annually, unless otherwise made publicly available on emma.msrb.org:

1. Audited annual financial statements of the Borrower, delivered to the Lender within nine months of the close of the Borrower's fiscal year.
2. Most recent tax roll data that shows the assessed value of the Borrower and top ten taxpayers.
3. Proposed and approved budgets of the Borrower.

4. Statement of monthly earned income tax collections deposited into the Debt Service Account.

Any other information as the Lender may reasonably request.

Conditions Precedent:

The Closing will be conditioned upon: (i) the negotiation, execution and delivery of definitive documentation in form and substance satisfactory to the Lender, (ii) delivery to the Lender in form and substance satisfactory to the Lender of a standard approving opinion of bond counsel regarding validity and legality of, and security for the Loan, an opinion of Borrower's counsel in customary form, and closing certificates of officials of the Borrower's as to the issuance of the Loan, (iii) receipt of satisfactory financial information, budgets, projections, etc. as requested by the Lender, and (iv) such other conditions precedent as are customary for a financing of the type contemplated.

Representations and Warranties:

Usual and customary for transactions of this type including, without limitation, the following: (i) legal existence, qualification and power; (ii) due authorization and no contravention of law, contracts or organizational documents; (iii) governmental and third party approvals and consents; (iv) enforceability; (v) accuracy and completeness of specified financial information; (vi) no material litigation; (vii) no default; (viii) compliance with laws; (ix) no bankruptcy or insolvency proceedings; (x) no Material Adverse Change with respect to the Borrower and its subsidiaries; and (xi) such other representations and warranties as are customary for a transaction of this type.

"Material Adverse Change" means, with respect to any change or effect, a material adverse change in, or effect on, as the case may be, (a) the business, assets, operations or condition, financial or otherwise, of the Borrower and its subsidiaries taken as a whole, (b) the ability of the Borrower and its subsidiaries, taken as a whole, to perform their obligations under the loan documents to which they are a party, (c) the rights of, or benefits available to, the Lender under the loan documents, or (d) the legality or enforceability of any loan document.

Redemption:

Prepayment is allowed at any time.

Expiration:

This term sheet will expire forty (40) days from the Submission Date.

[Remainder of Page Left Blank]

WEBSTER PUBLIC FINANCE CORPORATION

IN WITNESS WHEREOF, and acknowledging acceptance and agreement of the foregoing, the Lender and the Borrower affix their signatures hereto on this 5th day of November, 2020.

By:

Name:

Title:



Xaykham Khamdyvoravong

Delegate for Christopher Motl

Vice President

Webster Public Finance Corporation

CITY OF SCRANTON, PENNSYLVANIA

IN WITNESS WHEREOF, and acknowledging acceptance and agreement of the foregoing, the Lender and the Borrower affix their signatures hereto on this ____ day of _____, 2020.

By:

Name:

Title:



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 6, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

Dear Honorable Council Members:

ATTACHED IS AN ORDINANCE AUTHORIZING THE ISSUANCE OF A TAX AND REVENUE ANTICIPATION NOTE, SERIES OF 2021 IN THE PRINCIPAL AMOUNT NOT TO EXCEED \$12,200,000; PROVIDING FOR THE DATED DATE, INTEREST RATE, MATURITY DATE, REDEMPTION PROVISIONS, PAYMENT AND PLACE OF PAYMENT IN RESPECT OF THE NOTE; ACCEPTING THE PROPOSAL ATTACHED HERETO AS EXHIBIT "B" FROM THE FINANCIAL INSTITUTION NAMED THEREIN FOR THE PURCHASE OF THE NOTE; NAMING A SINKING FUND DEPOSITARY/PAYING AGENT; AUTHORIZING THE PROPER OFFICERS OF THE CITY TO EXECUTE AND DELIVER THE NOTE AND CERTAIN OTHER DOCUMENTS AND CERTIFICATES IN CONNECTION THEREWITH; AUTHORIZING AND DIRECTING THE PREPARATION, CERTIFICATION AND FILING OF THE NECESSARY DOCUMENTS WITH THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT OF THE COMMONWEALTH OF PENNSYLVANIA; SETTING FORTH A FORM OF THE NOTE.

Very truly yours,

Joseph A. O'Brien
Joseph A. O'Brien, Esquire
City Solicitor

JAO/sl

RECEIVED

NOV 06 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

RESOLUTION NO. _____

2020

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF THE BLACK SCRANTON PROJECT TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$135,893.00 FOR THE PROJECT TO BE KNOWN AS "BLACK SCRANTON PROJECT CENTER FOR ARTS & CULTURE" LOCATED AT 1902 NORTH MAIN AVENUE, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$135,893.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

WHEREAS, the City of Scranton, through the Office of Economic and Community Development, will submit a grant application on behalf of Black Scranton Project to the Commonwealth of Pennsylvania ("the Commonwealth") acting through the Commonwealth Financing Authority (the "Grantor") for a Local Share Account Grant, pursuant to the PA Race Horse Development and Gaming Act, for Black Scranton Project Center for Arts & Culture ("Project") located at 1902 North Main Avenue, Scranton, Pennsylvania. A copy of such Project details is attached hereto as Exhibit "A" and incorporated herein as if set forth at length; and

WHEREAS, the City of Scranton intends herein to ratify and approve the execution and submission of the Grant Application; and

WHEREAS, the Commonwealth of Pennsylvania will review the Grant Application for funding for the Local Share Account Grant in the amount of \$135,893.00 ("Grant") for the Project; and

WHEREAS, if the Grant Application is approved, the City of Scranton intends herein to authorize the execution of the Local Share Account Grant Contract and Commitment Letter, and the acceptance, disbursement, and utilization of the Grant for the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the execution and submission of the Grant Application is hereby ratified and if approved, the Mayor and other appropriate City Officials are hereby authorized to enter into and execute and submit any additional related paperwork for this Grant, and if successful, to, accept the grant funds to be used for the Project as attached hereto. This

approval anticipates and authorizes the execution of any and all related documentation necessary for the Grant or to accept, disburse, and utilize the Grant for the Project.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decisions shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interest of the promotion of the purposes and intent of this Resolution, and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of the Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

- ***What Department is this legislation originating from? Where did the initiative for this legislation originate?***

OECD

Local Share Account (LSA) of Monroe County

- ***Summary and Facts of the legislation***

A Resolution ratifying and approving local share account (LSA) grant application on behalf of the BLACK SCRANTON PROJECT CENTER FOR ARTS & CULTURE located at 1902 North Main Street, Scranton.

Black Scranton Project is a 501c(3) non-profit organization and local heritage initiative dedicated to archiving and celebrating Black history and culture of the Scranton, Pennsylvania region. The Black Scranton Project Center for Arts & Culture (BSPCAC) will provide creative and recreational space for all ages by offering free counseling, educational classes, tutoring, job assistance, after-school programs, and so much more. Today as we navigate the racialized impact of Covid-19 and the demand for racial justice and equity by the Black Lives Matter movement it is imperative that provide resources and support those most affected.

BSPCAC will provide a safe and secure diverse environment that will lead to positive outcomes of equity and inclusion for all residents.

In addition to offering job assistance and career readiness training for adults, our mission is to ensure that children (especially BIPOC, LGBTQIA+, low income, and marginalized youths) in Scranton have the opportunity to develop self-confidence, self-esteem, and excel in school so that they can grow to be self-sufficient and successful in society.

BSPCAC will offer a variety of after-school and summer programs designed to help children build leadership skills, enhance academic performance, and learn self-sufficiency skills, all while gaining exposure to positive role models who look like them.

Funds will be used to provide creative and recreational space for all ages by offering free counseling, educational classes, tutoring, job assistance, and after-school programs through building out the center's Art & Design Lab, Incubator Kitchen and Recording Studio.

- ***Purpose – please include the following in the explanation:***
 - ***What does the legislation do – what are the specific goals/tasks the legislation seek to accomplish?***

The Resolution is a requirement within the guidelines for all LSA grants submissions and the City is the fiscal agent for this funding.

- ***What are the benefits of doing this/Down-side of doing this***

Benefits - This directly benefits the Black Scranton Project and minority citizens of Scranton.

Downside – N/A.

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF THE BLACK SCRANTON PROJECT TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$135,893.00 FOR THE PROJECT TO BE KNOWN AS “BLACK SCRANTON PROJECT CENTER FOR ARTS & CULTURE” LOCATED AT 1902 NORTH MAIN STREET, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$135,893 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

- ***Financial Impact – please include the following in the explanation:***

- ***Cost (initial and ongoing)***

The grant request for \$135,893 will support the Center with facilities and program for minority citizens. There are no City funds being used for this grant and the City receives an administration fee.

- ***Benefits (initial and ongoing)***

See above.

- ***Funding Sources – please include the following in the explanation:***

If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.

**Local Share Account (LSA) of Monroe County
COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE
ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT
AND GAMING ACT**

- ***Priority Status/Deadlines, if any***

Applications are due to the Commonwealth by November 30, 2020 and this resolution is to be included at such time.

- ***Why should the Council unanimously support this legislation?***

The benefit for the Citizens of Scranton.

- ***Include any other pertinent details and/or relevant information that the Council should be aware of:***

Legislative Cover Sheet – Scranton City Council

None at this time.

EXHIBIT A

Black Scranton Project Center for Arts & Culture Local Share Account (LSA) Monroe County Application

Project Description

Black Scranton Project is a 501c(3) non-profit organization and local heritage initiative dedicated to archiving and celebrating Black history and culture of the Scranton, Pennsylvania region. The Black Scranton Project Center for Arts & Culture (BSPCAC) will provide creative and recreational space for all ages by offering free counseling, educational classes, tutoring, job assistance, after-school programs, and so much more. Today as we navigate the racialized impact of Covid-19 and the demand for racial justice and equity by the Black Lives Matter movement it is imperative that provide resources and support those most affected.

BSPCAC will provide a safe and secure diverse environment that will lead to positive outcomes of equity and inclusion for all residents.

In addition to offering job assistance and career readiness training for adults, our mission is to ensure that children (especially BIPOC, LGBTQIA+, low income, and marginalized youths) in Scranton have the opportunity to develop self-confidence, self-esteem, and excel in school so that they can grow to be self-sufficient and successful in society.

BSPCAC will offer a variety of after-school and summer programs designed to help children build leadership skills, enhance academic performance, and learn self-sufficiency skills, all while gaining exposure to positive role models who look like them.

BSPCAC DEVELOPMENT PROJECT

With the support of LSA funding, we aim to develop three key areas of the BSPCAC:

1. **Incubator (community) Kitchen:** The LSA grant will allow us to build a new incubator commercial kitchen consisting of designated areas with food preparation stations, cooking stations, walk-in pantry, walk-in freezer and cooler, meeting and/or training classroom area, reception area, restroom, office area, providing our community with a new incubator kitchen with multiple uses.
2. **Recording Studio:** A community-based recording studio is a facility that will provide free and/or affordable recording services for local musicians, artists, and students to record their works. There will be local control over the community-based recording studio. Programs that meet the needs of the local communities will be developed and coordinated with the facility. Such programs might include music-related programs such as music history, music genres and recording basics,

but they also could include programs addressing internet and web site development for marketing, as well as distribution strategies used by the musicians and artists.

3. **AD LAB:** (Art and Design Lab) . We place particular emphasis on supporting and amplifying the artistic work of BIPOC and Native artists, LGBTQIA+ artists, woman artists, immigrant artists, artists from rural communities, and artists with disabilities. It is our value that the resources we provide reflect the racial, cultural, and geographic diversity of our region and state, as well as the stories and perspectives of the artists and communities we serve.

LSA Funding Request: \$135,893.00



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 10, 2020

RECEIVED

NOV 10 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF THE BLACK SCRANTON PROJECT TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$135,893.00 FOR THE PROJECT TO BE KNOWN AS "BLACK SCRANTON PROJECT CENTER FOR ARTS & CULTURE" LOCATED AT 1902 NORTH MAIN AVENUE, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$135,893.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

Very truly yours,

Joseph A. O'Brien (S)
Joseph A. O'Brien, Esquire
City Solicitor

RESOLUTION NO. _____

2020

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF GREEN RIDGE LITTLE LEAGUE TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$121,220.00 FOR THE PROJECT TO BE KNOWN AS "FIELD SAFETY RENOVATION" LOCATED 2630 OLYPHANT AVENUE, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$121,220.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

WHEREAS, the City of Scranton, through the Office of Economic and Community Development, will submit a grant application on behalf of Green Ridge Little League to the Commonwealth of Pennsylvania ("the Commonwealth") acting through the Commonwealth Financing Authority (the "Grantor") for a Local Share Account Grant, pursuant to the PA Race Horse Development and Gaming Act, for Field Safety Renovation ("Project") located at 2630 Olyphant Ave Scranton, Pennsylvania. A copy of such Project Details is attached hereto as Exhibit "A" and incorporated herein as if set forth at length; and

WHEREAS, the City of Scranton intends herein to ratify and approve the execution and submission of the Grant Application; and

WHEREAS, the Commonwealth of Pennsylvania will review the Grant Application for funding for the Local Share Account Grant in the amount of \$121,220.00 ("Grant") for the Project; and

WHEREAS, if the Grant Application is approved, the City of Scranton intends herein to authorize the execution of the Local Share Account Grant Contract and Commitment Letter, and the acceptance, disbursement, and utilization of the Grant for the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the execution and submission of the Grant Application is hereby ratified and if approved, the Mayor and other appropriate City Officials are hereby authorized to enter into and execute and submit any additional related paperwork for this Grant, and if successful, to, accept the grant funds to be used for the Project as attached hereto. This

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF GREEN RIDGE LITTLE LEAGUE TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$121,220.00 FOR THE PROJECT TO BE KNOWN AS "FIELD SAFETY RENOVATION" LOCATED 2630 OLYPHANT AVENUE, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$121,220.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

- *What Department is this legislation originating from? Where did the initiative for this legislation originate?*

OECD

Local Share Account (LSA) of Monroe County

- *Summary and Facts of the legislation*

A Resolution ratifying and approving Local Share Account (LSA) Grant Application on behalf of Green Ridge Little League for \$121,220.00 FOR THE "FIELD SAFETY RENOVATION" to replace outdated lighting and drainage issues on 2 little league baseball fields.

- *Purpose – please include the following in the explanation:*
 - *What does the legislation do – what are the specific goals/tasks the legislation seek to accomplish?*

The Resolution is a requirement within the guidelines for all LSA grants submissions. These safety renovations will improve lighting, bring this to spec, in addition, correct the rainwater drainage which floods both fields.

- *What are the benefits of doing this/Down-side of doing this?*
Benefits -

This legislation will address safety issues related to lighting and drainage issues and benefits the youth sports program.

Downside -

N/A.

- *How does this legislation relate to the City's Vision/Mission/Priorities?*

The project is a direct and positive impact on youth sports in the North side of Scranton.

- ***Financial Impact – please include the following in the explanation:***

- ***Cost (initial and ongoing)***

The grant request is for \$121,220.00 to complete the project and ongoing costs will belong to the Green Ridge Little League. There are no City funds being used for this grant. The City receives an administration fee for being the fiscal agent.

- ***Benefits (initial and ongoing)***

See above.

- ***Funding Sources – please include the following in the explanation:***

If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.

Local Share Account (LSA) of Monroe County
COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE
ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT
AND GAMING ACT

- ***Priority Status/Deadlines, if any***

Applications are due to the Commonwealth by November 30, 2020 and this resolution is to be included at such time.

- ***Why should the Council unanimously support this legislation?***

The project supports safety issues for the 2 little league fields.

- ***Include any other pertinent details and/or relevant information that the Council should be aware of:***

None at this time.

EXHIBIT A

Field Safety Renovation Green Ridge Little League

Project Description

This project will address the two largest safety issues we have for our field. Currently, two fields at GRLL have existing and outdated lighting. Not only are the current bulbs not energy efficient, but they also pose safety issues for our youth players as there are spots that are not illuminated to specs. The proposed LED lighting replacement will not only yield the Little League significant annual energy savings, but will also greatly reduce the need for costly bulb changes and solve the safety issue of “dark” spots. The LED lights that are proposed will have a lifetime of 100,000 hours and net a projected annual energy savings of \$3,328.00. In addition, due to our field being located at the bottom of a hill, we receive excess runoff of rainwater which floods our fields. This flooding leaves us with a constant expensive challenge of keeping the fields playable, and safe, throughout the season. The solution is to divert this water back to our additional acreage beyond the fields. It will involve mobilizing heavy equipment to the site for tree removal, construction of swales, regrading, and pavement removal.

LSA Funding Request: \$121,220.00



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 10, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED

NOV 10 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF GREEN RIDGE LITTLE LEAGUE TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$121,220.00 FOR THE PROJECT TO BE KNOWN AS "FIELD SAFETY RENOVATION" LOCATED 2630 OLYPHANT AVENUE, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$121,220.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

Very truly yours,

Joseph A. O'Brien (S)

Joseph A. O'Brien, Esquire
City Solicitor

RESOLUTION NO. _____

2020

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF JOHNSON COLLEGE TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$158,918.00 FOR THE PROJECT TO BE KNOWN AS "STORM WATER DRAINAGE PROJECT" LOCATED AT 3427 N. MAIN AVENUE, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$158,918.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

WHEREAS, the City of Scranton, through the Office of Economic and Community Development, will submit a grant application on behalf of Johnson College to the Commonwealth of Pennsylvania ("the Commonwealth") acting through the Commonwealth Financing Authority (the "Grantor") for a Local Share Account Grant, pursuant to the PA Race Horse Development and Gaming Act, for Storm Water Drainage Project ("Project") located at 3427 N. Main Avenue, Scranton, Pennsylvania. A copy of such Project Details is attached hereto as Exhibit "A" and incorporated herein as if set forth at length; and

WHEREAS, the City of Scranton intends herein to ratify and approve the execution and submission of the Grant Application; and

WHEREAS, the Commonwealth of Pennsylvania will review the Grant Application for funding for the Local Share Account Grant in the amount of \$158,918.00 ("Grant") for the Project; and

WHEREAS, if the Grant Application is approved, the City of Scranton intends herein to authorize the execution of the Local Share Account Grant Contract and Commitment Letter, and the acceptance, disbursement, and utilization of the Grant for the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the execution and submission of the Grant Application is hereby ratified and if approved, the Mayor and other appropriate City Officials are hereby authorized to enter into and execute and submit any additional related paperwork for this Grant, and if successful, to, accept the grant funds to be used for the Project as attached hereto. This

approval anticipates and authorizes the execution of any and all related documentation necessary for the Grant or to accept, disburse, and utilize the Grant for the Project.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decisions shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interest of the promotion of the purposes and intent of this Resolution, and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of the Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF JOHNSON COLLEGE TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$158,918.00 FOR THE PROJECT TO BE KNOWN AS “STORM WATER DRAINAGE PROJECT” LOCATED AT 3427 N. MAIN AVENUE, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$158,918.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

- *What Department is this legislation originating from? Where did the initiative for this legislation originate?*

OECD

Local Share Account (LSA) of Monroe County

- *Summary and Facts of the legislation*

A Resolution ratifying and approving Local Share Account (LSA) Grant Application on behalf of Johnson College for \$158,918.00 for the “Storm Water Drainage Project” located at 3427 N. Main Avenue, Scranton. Funds will be used to divert rainwater toward City of Scranton drains on the lower campus of Johnson College.

- *Purpose – please include the following in the explanation:*
 - *What does the legislation do – what are the specific goals/tasks the legislation seek to accomplish?*

The Resolution is a requirement within the guidelines for all LSA grants submissions.

- *What are the benefits of doing this/Down-side of doing this?*

This corrects a large, multi-year problem of safety issues for pedestrians along Lemon Street and Main Avenue, drivers along Main Avenue and potential water damage to homes and campus. The City facilitates the grant, with partners including PennDOT and Johnson College following a plan already created to fix the drainage issue.

- *How does this legislation relate to the City’s Vision/Mission/Priorities*

The project directly impacts the safety of Scranton homes and roadways on the North side of town.

- *Financial Impact – please include the following in the explanation:*
 - *Cost (initial and ongoing)*

The grant request is for \$158,918.00 to follow a created plan to correct storm water drainage away from homes and city streets.

○ ***Benefits (initial and ongoing)***

There are no City funds being used for this grant and the City receives an administration fee for being the fiscal agent.

○ ***Funding Sources – please include the following in the explanation:***

If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.

Local Share Account (LSA) of Monroe County
Commonwealth Financing Authority for a Local Share Account Grant pursuant to the PA Race Horse Development and Gaming Act

● ***Priority Status/Deadlines, if any***

Applications are due to the Commonwealth by November 30, 2020 and this resolution is to be included at such time.

● ***Why should the Council unanimously support this legislation?***

It is a benefit for the City, College and Citizens for safety reasons.

● ***Include any other pertinent details and/or relevant information that the Council should be aware of:***

None at this time.

EXHIBIT A

Storm Water Drainage Johnson College

Project Description

It has been well documented that the College has no real drainage system other than the natural and semi-piped system currently in place. A series of swails exist throughout the campus to divert rain water toward City of Scranton drains on the lower campus. The grass area in front of Woolworth Hall can become a lake during a storm event, and the retaining wall on Main Avenue can become a waterfall.

On the right side and center of campus, storm water flows downhill toward Main Avenue. On the left side of campus, the water flows from behind Weaver Hall to the south side of Main Avenue where there were never any drains installed by the City of Scranton. There is simply nowhere for storm water to go causing safety issues for pedestrians along Lemon Street and Main Avenue, drivers along Main Avenue and potential water damage to homes and campus. Students and faculty from the nearby Career Technology Center frequently cut through the Johnson College campus for easier access to Main Avenue during peak traffic times. The issue is magnified during winter weather as the areas affected then become icy.

Main Avenue (Route 11) in front of the Johnson College campus is maintained by the City of Scranton but is technically a state road and the responsibility of PennDOT.

Over the years, several attempts have been made in collaboration with approximately 12 homeowners along Lemon Street, to mitigate the damage caused by excessive rain water. Curbing and stone have been installed to help divert rainwater away from the homes and downhill to the only City storm drain near Main Avenue. The issue is compounded by a network of mine shafts that are known to be under the entire area. Johnson College has seen three mine voids open up on campus in the last twenty years.

In the coming months, Johnson College plans to raze the existing Richmond Hall and construct a new student-centered flexible classroom/multi-use building serving as the College's focused entrance to campus. It is our hope to incorporate the plans for an ADA-compliant campus quad area with underground retention basins during the construction of a new Richmond Hall. Correction of the storm water drainage issue will also improve property values along Lemon Street and will allow Johnson College to grow its educational programming to meet the growing workforce development needs of the region.

A planned solution already exists as prepared by engineer John Pocius several years ago. Discussions with three City of Scranton administrations (Mayors Doherty, Courtright, and Cognetti) have focused on this solution but to no avail. It is our focus now to solicit support for a solution through several state agencies focused on safety, access and economic development.

LSA Funding Request: \$158,918.00



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 10, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED

NOV 10 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF JOHNSON COLLEGE TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$158,918.00 FOR THE PROJECT TO BE KNOWN AS "STORM WATER DRAINAGE PROJECT" LOCATED AT 3427 N. MAIN AVENUE, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$158,918.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT..

Very truly yours,

Joseph A. O'Brien, Esquire
City Solicitor

RESOLUTION NO. _____

2020

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF LACE BUILDING AFFILIATES, LP TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$275,000.00 FOR THE PROJECT TO BE KNOWN AS "SCRANTON LACE ADAPTIVE USE PROJECT" LOCATED 1315 MEYLERT AVENUE, SCRANTON, PENNSYLVANIA AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$275,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

WHEREAS, the City of Scranton, through the Office of Economic and Community Development, will submit a grant application on behalf of Lace Building Affiliates, LP to the Commonwealth of Pennsylvania ("the Commonwealth") acting through the Commonwealth Financing Authority (the "Grantor") for a Local Share Account Grant, pursuant to the PA Race Horse Development and Gaming Act, for **SCRANTON LACE ADAPTIVE USE PROJECT** ("Project") located at 1315 Meylert Avenue, Scranton, PA. A copy of such Project Details is attached hereto as Exhibit "A" and incorporated herein as if set forth at length; and

WHEREAS, the City of Scranton intends herein to ratify and approve the execution and submission of the Grant Application; and

WHEREAS, the Commonwealth of Pennsylvania will review the Grant Application for funding for the Local Share Account Grant in the amount of \$275,000.00 ("Grant") for the Project; and

WHEREAS, if the Grant Application is approved, the City of Scranton intends herein to authorize the execution of the Local Share Account Grant Contract and Commitment Letter, and the acceptance, disbursement, and utilization of the Grant for the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the execution and submission of the Grant Application is hereby ratified and if approved, the Mayor and other appropriate City Officials are hereby authorized to enter into and execute and submit any additional related paperwork for this Grant, and if successful, to, accept the grant funds to be used for the Project as attached hereto. This

approval anticipates and authorizes the execution of any and all related documentation necessary for the Grant or to accept, disburse, and utilize the Grant for the Project.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decisions shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interest of the promotion of the purposes and intent of this Resolution, and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of the Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF LACE BUILDING AFFILIATES, LP TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$275,000.00 FOR THE PROJECT TO BE KNOWN AS “SCRANTON LACE ADAPTIVE USE PROJECT” LOCATED 1315 MEYLERT AVENUE, SCRANTON, PENNSYLVANIA AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$275,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

- *What Department is this legislation originating from? Where did the initiative for this legislation originate?*

OECD

Local Share Account (LSA) of Monroe County

- *Summary and Facts of the legislation*

A Resolution ratifying and approving Local Share Account (LSA) Grant Application on behalf Lace Building Affiliates, LP for \$275,000.00 for the “Scranton Lace Adaptive Use Project” located at 1315 Meylert Avenue, Scranton. Funds will be used to restore the Clock Tower which is part of a new residential community of a historic building.

- *Purpose – please include the following in the explanation:*
 - *What does the legislation do – what are the specific goals/tasks the legislation seek to accomplish?*

The Resolution is a requirement within the guidelines for all LSA grants submissions.

- *What are the benefits of doing this/Down-side of doing this?*

Developers must work with the City, who is the fiscal agent for this funding. The City facilitates the grant, while the developer restores the Clock Tower of this new community.

- *How does this legislation relate to the City’s Vision/Mission/Priorities*

The project directly impacts the economic development on the North side of Scranton.

- *Financial Impact – please include the following in the explanation:*
 - *Cost (initial and ongoing)*

The grant request is for \$275,000.00 to restore the Clock Tower on the old Lace Factory building.

- ***Benefits (initial and ongoing)***

There are no City funds being used for this grant, however the City receives an administration fee.

- ***Funding Sources – please include the following in the explanation:
If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.***

Local Share Account (LSA) of Monroe County
Commonwealth Financing Authority for a Local Share Account Grant pursuant to the PA Race Horse Development and Gaming Act.

- ***Priority Status/Deadlines, if any***

Applications are due to the Commonwealth by November 30, 2020 and this resolution is to be included at such time.

- ***Why should the Council unanimously support this legislation?***

It is a benefit for both the City and Developer as the company brings a historic building back to useful space within Scranton.

- ***Include any other pertinent details and/or relevant information that the Council should be aware of:***

None at this time.

EXHIBIT A

Lace Village Clock Tower LACE BUILDING AFFILIATES, LP

Project Description

Scranton Lace was the largest producer of Nottingham Lace in the United States and was in operation from 1891 until 2002, employing up to 1600 people. At the time of its closing, Scranton consisted of a maze of 34 buildings on just over eight (8) acres of land. The site was listed on the National Registry of Historic Places in 2012.

Today, the former Scranton Lace Complex is set to be the site of a significant adaptive reuse project. The new "Lace Village" will encompass the entire former Scranton Lace site and three additional parcels, making the total site approximately 11 acres—the equivalent of five square city blocks in an average US city. The entire site which had become severely dilapidated, blighted, and a safety concern to the surrounding neighborhood has already started to transform into a vibrant community. It will once again become the heartbeat of one of the oldest neighborhoods in Scranton which was in danger of fading away.

Lace Village is a planned multi-generational community consisting of 59 newly constructed three-story, two and three bedroom, 2½ bath townhouses as well as 60 apartments ranging from one bedroom lofts to large 3 bedroom units located in the existing historic buildings. Retail and commercial space will complete the new "Village Square" located at the foot of the iconic five story clock tower, surrounded by the architecturally stunning circa 1891 Scranton Lace Buildings. The clock tower is a city landmark and has a bell from Meneely Bell Foundry.

The clock tower is in need of restoration. Local Share Account (LSA) funding will be used to:

- Repair and replace the four broken glass faces and metal Roman Numerals on the four dials;
- repair and replace damaged wood framing of the upper clock tower;
- replace missing copper veneer surrounding the upper clock tower;
- restore the remaining copper veneer that was not stolen or destroyed by vandalism;
- waterproof the upper tower;
- restore the four copper urns around the base of the upper clock tower.
- furnish and install new electrical service and lighting for the clock tower;
- repair the access ladder to the top of the tower;
- repair the light beacon at the top of the tower;
- clean and refurbish the historic Meneely bell in the clock tower;
- repair exterior masonry of the stair tower and foundation of the clock;
- replace and repair of the windows in the stair tower;
- paint the existing exterior of the stair tower;
- repair plaster and masonry on the interior of the stair tower;
- paint interior of the stair tower;
- clean and repair stairs and handrails in the stair tower;
- furnish and install new access door and frame to the stair tower; and
- furnish and install new door hardware.

LSA Funding Request: \$275,000.00

EXHIBIT A

Lace Village Clock Tower LACE BUILDING AFFILIATES, LP

Project Description

Scranton Lace was the largest producer of Nottingham Lace in the United States and was in operation from 1891 until 2002, employing up to 1600 people. At the time of its closing, Scranton consisted of a maze of 34 buildings on just over eight (8) acres of land. The site was listed on the National Registry of Historic Places in 2012.

Today, the former Scranton Lace Complex is set to be the site of a significant adaptive reuse project. The new "Lace Village" will encompass the entire former Scranton Lace site and three additional parcels, making the total site approximately 11 acres—the equivalent of five square city blocks in an average US city. The entire site which had become severely dilapidated, blighted, and a safety concern to the surrounding neighborhood has already started to transform into a vibrant community. It will once again become the heartbeat of one of the oldest neighborhoods in Scranton which was in danger of fading away.

Lace Village is a planned multi-generational community consisting of 59 newly constructed three-story, two and three bedroom, 2½ bath townhouses as well as 60 apartments ranging from one bedroom lofts to large 3 bedroom units located in the existing historic buildings. Retail and commercial space will complete the new "Village Square" located at the foot of the iconic five story clock tower, surrounded by the architecturally stunning circa 1891 Scranton Lace Buildings. The clock tower is a city landmark and has a bell from Meneely Bell Foundry.

The clock tower is in need of restoration. Local Share Account (LSA) funding will be used to:

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- restore the remaining copper veneer that was not stolen or destroyed by vandalism;
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- repair the access ladder to the top of the tower;
- repair the light beacon at the top of the tower;
- clean and refurbish the historic Meneely bell in the clock tower;
- repair exterior masonry of the stair tower and foundation of the clock;
- replace and repair of the windows in the stair tower;
- paint the existing exterior of the stair tower;
- repair plaster and masonry on the interior of the stair tower;
- paint interior of the stair tower;
- clean and repair stairs and handrails in the stair tower;
- furnish and install new access door and frame to the stair tower; and
- furnish and install new door hardware.

LSA Funding Request: \$275,000.00



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 10, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED
NOV 10 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF LACE BUILDING AFFILIATES, LP TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$275,000.00 FOR THE PROJECT TO BE KNOWN AS "SCRANTON LACE ADAPTIVE USE PROJECT" LOCATED 1315 MEYLERT AVENUE, SCRANTON, PENNSYLVANIA AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$275,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

Very truly yours,

Joseph A. O'Brien
Joseph A. O'Brien, Esquire
City Solicitor

RESOLUTION NO. _____

2020

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF NEIGHBORWORKS OF NEPA TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$70,000.00 FOR THE PROJECT TO BE KNOWN AS "WEST SCRANTON BUSINESS CORRIDOR IMPROVEMENT PLAN" LOCATED AT 800 BLOCK OF NORTH MAIN AVENUE, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$70,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

WHEREAS, the City of Scranton, through the Office of Economic and Community Development, will submit a grant application on behalf of NeighborWorks of NEPA to the Commonwealth of Pennsylvania ("the Commonwealth") acting through the Commonwealth Financing Authority (the "Grantor") for a Local Share Account Grant, pursuant to the PA Race Horse Development and Gaming Act, for West Scranton Business Corridor Improvement Plan ("Project") located at North Main Avenue, Scranton, Pennsylvania. A copy of such Project Details is attached hereto as Exhibit "A" and incorporated herein as if set forth at length; and

WHEREAS, the City of Scranton intends herein to ratify and approve the execution and submission of the Grant Application; and

WHEREAS, the Commonwealth of Pennsylvania will review the Grant Application for funding for the Local Share Account Grant in the amount of \$70,000.00 (Grant") for the Project; and

WHEREAS, if the Grant Application is approved, the City of Scranton intends herein to authorize the execution of the Local Share Account Grant Contract and Commitment Letter, and the acceptance, disbursement, and utilization of the Grant for the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the execution and submission of the Grant Application is hereby ratified and if approved, the Mayor and other appropriate City Officials are hereby authorized to enter into and execute and submit any additional related paperwork for this Grant, and if

successful, to, accept the grant funds to be used for the Project as attached hereto. This approval anticipates and authorizes the execution of any and all related documentation necessary for the Grant or to accept, disburse, and utilize the Grant for the Project.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decisions shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interest of the promotion of the purposes and intent of this Resolution, and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of the Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF NEIGHBORWORKS OF NEPA TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$70,000.00 FOR THE PROJECT TO BE KNOWN AS “WEST SCRANTON BUSINESS CORRIDOR IMPROVEMENT PLAN” LOCATED AT 800 BLOCK OF NORTH MAIN AVENUE, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$70,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

- ***What Department is this legislation originating from? Where did the initiative for this legislation originate?***

OECD

Local Share Account (LSA) of Monroe County

- ***Summary and Facts of the legislation***

A Resolution ratifying and approving Local Share Account (LSA) Grant Application on behalf of NEIGHBORWORKS OF NEPA for \$70,000 for the “West Scranton Business Corridor Improvement Plan” located at the 800 block of North Main Avenue, Scranton. Funds will be used to improve the quality of the sidewalks and pedestrian amenities – such as trash cans, benches, green space, and bus waiting environments on the West Side of Scranton.

- ***Purpose – please include the following in the explanation:***
 - ***What does the legislation do – what are the specific goals/tasks the legislation seek to accomplish?***

The Resolution is a requirement within the guidelines for all LSA grants submissions.

- ***What are the benefits of doing this/Down-side of doing this***

Benefits will include reduced blight, increased pedestrian amenities and neighborhood revitalization. The City receives an administration fee for being the fiscal agent.

- ***How does this legislation relate to the City’s Vision/Mission/Priorities***

The project directly impacts the pedestrian safety of Citizens on the West side of town.

- ***Financial Impact – please include the following in the explanation:***

- ***Cost (initial and ongoing)***

The grant request is for \$70,000.00 to complete the project.

- ***Benefits (initial and ongoing)***

There are no City funds being used for this grant.

- ***Funding Sources – please include the following in the explanation:***

If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.

Local Share Account (LSA) of Monroe County
Commonwealth Financing Authority for a Local Share Account Grant pursuant to the PA Race Horse Development and Gaming Act.

- ***Priority Status/Deadlines, if any***

Applications are due to the Commonwealth by November 30, 2020 and this resolution is to be included at such time.

- ***Why should the Council unanimously support this legislation?***

It is a benefit for the safety of our Citizens.

- ***Include any other pertinent details and/or relevant information that the Council should be aware of:***

None at this time.

EXHIBIT A

West Scranton Business Corridor Improvement Plan **NeighborWorks of NEPA**

Project Description

West Scranton is located west and north of downtown Scranton with a population of about 21,000 residents. Main Avenue is the neighborhood's primary commercial corridor connecting retail, offices, schools, and open spaces in West Scranton. The quality of the sidewalks and pedestrian amenities – such as trash cans, benches, green space, and bus waiting environments - has suffered in recent years as the corridor has become more auto-oriented.

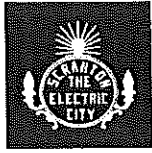
Additionally, as you enter West Scranton from North Scranton using N. Main Avenue coming under the expressway overpass there is a blighted green space that runs to the 800 block of N. Main. This overgrown blighted area that is frequently used by pedestrians.

NeighborWorks of NEPA proposes the West Scranton Business Corridor Improvement Plan to address these issues. The outcome will be reduced blight, increased pedestrian amenities, and neighborhood revitalization.

NeighborWorks NEPA, in partnership with the City of Scranton, will utilize funding for the West Scranton Business Corridor Improvement Plan. The three main activities of this plan are:

- (1) Gateway Park- develop a gateway pocket park along N. Main Avenue near the expressway overpass- funding would be used for clean-up, architectural design, a mural, and the purchase of benches and trash cans.
- (2) Allen Park Improvements- located at Price Street and Main Avenue, Allen Park is in the heart of the West Scranton Business Corridor. This park is an underutilized greenspace in desperate need of improvements. Funding would be used for gazebo repairs/painting, new benches, and picnic tables.
- (3) Trash cans- litter is a frequent nuisance and quality of life issue throughout the corridor, complicated by the lack of trash cans. Funding would be used to purchase trash cans that would be placed along N. Main Avenue.

LSA Funding Request: \$70,000.00



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 10, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED
NOV 10 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF NEIGHBORWORKS OF NEPA TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$70,000.00 FOR THE PROJECT TO BE KNOWN AS "WEST SCRANTON BUSINESS CORRIDOR IMPROVEMENT PLAN" LOCATED AT 800 BLOCK OF NORTH MAIN AVENUE, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$70,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

Very truly yours,

Joseph A. O'Brien, Esquire
City Solicitor

RESOLUTION NO. _____

2020

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF SCRANTON LIFE REALTY CO. INC. TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$262,000.00 FOR THE PROJECT TO BE KNOWN AS "SPRUCE STREET HISTORIC RENOVATION" LOCATED AT 536 SPRUCE STREET, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$262,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

WHEREAS, the City of Scranton, through the Office of Economic and Community Development, will submit a grant application on behalf of Scranton Life Realty Co. Inc. to the Commonwealth of Pennsylvania ("the Commonwealth") acting through the Commonwealth Financing Authority (the "Grantor") for a Local Share Account Grant, pursuant to the PA Race Horse Development and Gaming Act, for Spruce Street Historic Renovation ("Project") located at 536 Spruce Street, Scranton, Pennsylvania. A copy of such Project Details is attached hereto as Exhibit "A" and incorporated herein as if set forth at length; and

WHEREAS, the City of Scranton intends herein to ratify and approve the execution and submission of the Grant Application; and

WHEREAS, the Commonwealth of Pennsylvania will review the Grant Application for funding for the Local Share Account Grant in the amount of \$262,000.00 ("Grant") for the Project; and

WHEREAS, if the Grant Application is approved, the City of Scranton intends herein to authorize the execution of the Local Share Account Grant Contract and Commitment Letter, and the acceptance, disbursement, and utilization of the Grant for the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the execution and submission of the Grant Application is hereby ratified and if approved, the Mayor and other appropriate City Officials are hereby authorized to enter into and execute and submit any additional related paperwork for this Grant, and if successful, to, accept the grant funds to be used for the Project as attached hereto. This

approval anticipates and authorizes the execution of any and all related documentation necessary for the Grant or to accept, disburse, and utilize the Grant for the Project.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decisions shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interest of the promotion of the purposes and intent of this Resolution, and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of the Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF SCRANTON LIFE REALTY CO. INC. TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$262,000.00 FOR THE PROJECT TO BE KNOWN AS “SPRUCE STREET HISTORIC RENOVATION” LOCATED AT 536 SPRUCE STREET, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$262,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

- ***What Department is this legislation originating from? Where did the initiative for this legislation originate?***

OECD

Local Share Account (LSA) of Monroe County

- ***Summary and Facts of the legislation***

A Resolution ratifying and approving Local Share Account (LSA) Grant Application on behalf of Scranton Life Realty Co, Inc. for \$262,000.00 for the Spruce Street Historic Renovation of the Scranton Life Building, located at 536 Spruce Street. Funds will be used to preserve the ornate terra cotta facade of this iconic and historic building.

- ***Purpose – please include the following in the explanation:***
 - ***What does the legislation do – what are the specific goals/tasks the legislation seek to accomplish?***

The Resolution is a requirement within the guidelines for all LSA grants submissions.

- ***What are the benefits of doing this/Down-side of doing this?***

Developers must work with the City, who is the fiscal agent for this funding. The City facilitates, while the developer is making improvements to the historic Scranton Life building. The Scranton Life Building is a historic 8-story, 70,000 square foot building at the entrance to downtown Scranton on Courthouse Square. Built in 1915 and designed by Edward Langley, it originally served as the headquarters of the Scranton Life Insurance Company. Currently, the building provides high-quality professional office space as well as first floor retail. This building plays a major role in sustaining the downtown core. Office tenants support downtown retailers and restaurants while the first-floor retail in the building draws people to Scranton’s

downtown. This project will maintain the historical integrity of the building so that it can continue to serve as a local landmark and driver of economic revitalization.

○ ***How does this legislation relate to the City's Vision/Mission/Priorities?***

Funds will be used to preserve the ornate terra cotta facade of this iconic and historic building. The current owner purchased the building in 1982 and has continually made improvements throughout the years including new elevators, rebuilding parapets, mechanical, electrical, and plumbing upgrades, and preservation of historic elements to keep the building viable in the current real estate market. Many buildings of this era were not able to be saved because it was not economically viable to do so given the capital intensive repairs on such buildings. Most of the buildings that remain do so because of grant money that made the project viable. Local Share Account (LSA) funds will be used to repair and as needed replace terra cotta and masonry facade, roof repair and replacement, and parapets to protect the lifespan of this historic building. Therefore, the project directly impacts the economic development within downtown Scranton.

● ***Financial Impact – please include the following in the explanation:***

○ ***Cost (initial and ongoing)***

The grant request for \$262,000 will support the façade of the Scranton Life building.

○ ***Benefits (initial and ongoing)***

There are no City funds being used for this grant. The City receives an administration fee for being the fiscal agent.

● ***Funding Sources – please include the following in the explanation:***

If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.

Local Share Account (LSA) of Monroe County
Commonwealth Financing Authority for a Local Share Account Grant pursuant to the PA Race Horse Development and Gaming Act.

● ***Priority Status/Deadlines, if any***

Applications are due to the Commonwealth by November 30, 2020 and this resolution is to be included at such time.

● ***Why should the Council unanimously support this legislation?***

It is a benefit for both the City and Developer to keep a vibrant downtown.

- ***Include any other pertinent details and/or relevant information that the Council should be aware of:***

None at this time.

EXHIBIT A

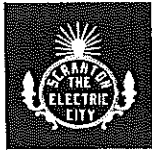
Spruce Street Historic Renovation Scranton Life Realty Co. Inc

Project Description

The Scranton Life Building is a historic 8-story, 70,000 square foot building at the entrance to downtown Scranton on Courthouse Square. Built in 1915 and designed by Edward Langley, it originally served as the headquarters of the Scranton Life Insurance Company. Currently, the building provides high-quality professional office space as well as first floor retail. This building plays a major role in sustaining the downtown core. Office tenants support downtown retailers and restaurants while the first-floor retail in the building draws people to Scranton's downtown. This project will maintain the historical integrity of the building so that it can continue to serve as a local landmark and driver of economic revitalization.

Funds will be used to preserve the ornate terra cotta facade of this iconic and historic building. The current owner purchased the building in 1982 and has continually made improvements throughout the years including new elevators, rebuilding parapets, mechanical, electrical, and plumbing upgrades, and preservation of historic elements to keep the building viable in the current real estate market. Many buildings of this era were not able to be saved because it was not economically viable to do so given the capital intensive repairs on such buildings. Most of the buildings that remain do so because of grant money that made the project viable. Local Share Account (LSA) funds will be used to repair and as needed replace terra cotta and masonry facade, roof repair and replacement, and parapets to protect the lifespan of this historic building.

LSA Grant Request: 262,000



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 10, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED
NOV 10 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF SCRANTON LIFE REALTY CO. INC. TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$262,000.00 FOR THE PROJECT TO BE KNOWN AS "SPRUCE STREET HISTORIC RENOVATION" LOCATED AT 536 SPRUCE STREET, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$262,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

Very truly yours,

Joseph A. O'Brien (S)
Joseph A. O'Brien, Esquire
City Solicitor

RESOLUTION NO. _____

2020

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF TRIPP PARK MISSY E LEAGUE TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$19,950.00 FOR THE PROJECT TO BE KNOWN AS "TRIPP PARK MISSY E LEAGUE FIELD RENOVATIONS" LOCATED AT 2000 DOROTHY STREET, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$19,950.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

WHEREAS, the City of Scranton, through the Office of Economic and Community Development, will submit a grant application on behalf of Tripp Park Missy E League to the Commonwealth of Pennsylvania ("the Commonwealth") acting through the Commonwealth Financing Authority (the "Grantor") for a Local Share Account Grant, pursuant to the PA Race Horse Development and Gaming Act, for Tripp Park Missy E League Field Renovations ("Project") located at 2000 Dorothy Street, Scranton, Pennsylvania. A copy of such Project Details is attached hereto as Exhibit "A" and incorporated herein as if set forth at length; and

WHEREAS, the City of Scranton intends herein to ratify and approve the execution and submission of the Grant Application; and

WHEREAS, the Commonwealth of Pennsylvania will review the Grant Application for funding for the Local Share Account Grant in the amount of \$19,950.00 ("Grant") for the Project; and

WHEREAS, if the Grant Application is approved, the City of Scranton intends herein to authorize the execution of the Local Share Account Grant Contract and Commitment Letter, and the acceptance, disbursement, and utilization of the Grant for the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the execution and submission of the Grant Application is hereby ratified and if approved, the Mayor and other appropriate City Officials are hereby authorized to enter into and execute and submit any additional related paperwork for this Grant, and if successful, to, accept the grant funds to be used for the Project as attached hereto. This

approval anticipates and authorizes the execution of any and all related documentation necessary for the Grant or to accept, disburse, and utilize the Grant for the Project.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decisions shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interest of the promotion of the purposes and intent of this Resolution, and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of the Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF TRIPP PARK MISSY E LEAGUE TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$19,950.00 FOR THE PROJECT TO BE KNOWN AS “TRIPP PARK MISSY E LEAGUE FIELD RENOVATIONS” LOCATED AT 2000 DOROTHY STREET, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$19,950.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

- *What Department is this legislation originating from? Where did the initiative for this legislation originate?*

OECD

Local Share Account (LSA) of Monroe County

- *Summary and Facts of the legislation*

A Resolution ratifying and approving Local Share Account (LSA) Grant Application on behalf of Tripp Park Missy E League for \$19,950.00 for the “Tripp Park Missy E League Field Renovations” to regrade the entire infield, thus improving the softball field for girls sports.

- *Purpose – please include the following in the explanation:*
 - *What does the legislation do – what are the specific goals/tasks the legislation seek to accomplish?*

The Resolution is a requirement within the guidelines for all LSA grants submissions.

- *What are the benefits of doing this/Down-side of doing this?*
Benefits:

Benefits will include girls’ softball programs including NEPA Adrenaline, an AAU program that provides softball competition for females between the age of 12 and 18 throughout the summer months along with participating and hosting regional and statewide All-Star tournaments through the summer for girls aged 8 to 16.

Downside:

N/A.

- *How does this legislation relate to the City’s Vision/Mission/Priorities*

The project directly impacts youth sports specifically for young females.

- ***Financial Impact – please include the following in the explanation:***

- ***Cost (initial and ongoing)***

The grant request is for \$19,950 to complete the project. There are no City funds being used for this grant.

- ***Benefits (initial and ongoing)***

The City receives an administration fee for being the fiscal agent.

- ***Funding Sources – please include the following in the explanation:***

If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.

Local Share Account (LSA) of Monroe County
Commonwealth Financing Authority for a Local Share Account Grant pursuant to PA
Race Horse Development and Gaming Act

- ***Priority Status/Deadlines, if any***

Applications are due to the Commonwealth by November 30, 2020 and this resolution is to be included at such time.

- ***Why should the Council unanimously support this legislation?***

The project directly impacts youth sports specifically for young females.

- ***Include any other pertinent details and/or relevant information that the Council should be aware of:***

None at this time.

EXHIBIT A

Tripp Park Missy E League Field Renovation Local Share Account (LSA) Monroe County Application

Project Description

Tripp Park Missy E League seeks funding for field renovations. The league seeks to regrade sand on infield so that the pitcher's mound is highest point and slope out towards grass. Dig out grass on outside edge of infield, replace with new sand and layer the infield with approx. 3 inches of new sand. The league teaches young girls the fundamental, intermediate and advanced skills of fastpitch softball. During the 2019 season the league registered nearly 275 players for the three seasons (spring, summer and fall) played at Tripp Park. There are currently 6 recreational divisions of softball played by girls ages 5 thru 17. In addition to the recreational divisions the fields are also the home of NEPA Adrenaline, an AAU program that provides softball competition for females between the age of 12 and 18 throughout the summer months along with participating and hosting regional and statewide All-Star tournaments through the summer for girls aged 8 to 16.

LSA Grant Request: \$19,950.00



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 10, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED

NOV 10 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF TRIPP PARK MISSY E LEAGUE TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$19,950.00 FOR THE PROJECT TO BE KNOWN AS "TRIPP PARK MISSY E LEAGUE FIELD RENOVATIONS" LOCATED AT 2000 DOROTHY STREET, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$19,950.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

Very truly yours,

Joseph A. O'Brien

Joseph A. O'Brien, Esquire
City Solicitor

RESOLUTION NO. _____

2020

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF UNIVERSITY OF SCRANTON TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$315,000.00 FOR THE PROJECT TO BE KNOWN AS "MECHANICAL ENGINEERING PROGRAM EQUIPMENT PROJECT" LOCATED AT 800 LINDEN STREET, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$315,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

WHEREAS, the City of Scranton, through the Office of Economic and Community Development, will submit a grant application on behalf of University of Scranton to the Commonwealth of Pennsylvania ("the Commonwealth") acting through the Commonwealth Financing Authority (the "Grantor") for a Local Share Account Grant, pursuant to the PA Race Horse Development and Gaming Act, for Mechanical Engineering Program Equipment Project ("Project") located at 800 Linden Street, Scranton, Pennsylvania. A copy of such Project Details is attached hereto as Exhibit "A" and incorporated herein as if set forth at length; and

WHEREAS, the City of Scranton intends herein to ratify and approve the execution and submission of the Grant Application; and

WHEREAS, the Commonwealth of Pennsylvania will review the Grant Application for funding for the Local Share Account Grant in the amount of \$315,000.00 ("Grant") for the Project; and

WHEREAS, if the Grant Application is approved, the City of Scranton intends herein to authorize the execution of the Local Share Account Grant Contract and Commitment Letter, and the acceptance, disbursement, and utilization of the Grant for the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the execution and submission of the Grant Application is hereby ratified and if approved, the Mayor and other appropriate City Officials are hereby authorized to enter into and execute and submit any additional related paperwork for this Grant, and if

successful, to, accept the grant funds to be used for the Project as attached hereto. This approval anticipates and authorizes the execution of any and all related documentation necessary for the Grant or to accept, disburse, and utilize the Grant for the Project.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decisions shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interest of the promotion of the purposes and intent of this Resolution, and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This is enacted by the Council of the City of Scranton under the authority of the Act of the Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF UNIVERSITY OF SCRANTON TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$315,000.00 FOR THE PROJECT TO BE KNOWN AS “MECHANICAL ENGINEERING PROGRAM EQUIPMENT PROJECT” LOCATED AT 800 LINDEN STREET, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$315,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

- *What Department is this legislation originating from? Where did the initiative for this legislation originate?*

OECD

Local Share Account (LSA) of Monroe County

- *Summary and Facts of the legislation*

A Resolution ratifying and approving Local Share Account (LSA) Grant Application on behalf of the University of Scranton for \$315,000.00 for the “Mechanical Engineering Program Equipment Project” located at 800 Linden Street, Scranton. Funds will be used to purchase and install equipment to outfit a renovated facility that will house the University’s cutting-edge Mechanical Engineering academic program.

- *Purpose – please include the following in the explanation:*
 - *What does the legislation do – what are the specific goals/tasks the legislation seek to accomplish?*

The Resolution is a requirement within the guidelines for all LSA grants submissions.

- *What are the benefits of doing this/Down-side of doing this?*

This project will complement economic and community development projects currently under way in the City of Scranton and it will make a significant economic impact through 4.5 new family sustaining jobs and 60 short-term construction jobs.

- *How does this legislation relate to the City’s Vision/Mission/Priorities?*

The University of Scranton Mechanical Engineering Program Equipment Project will involve purchasing and installing equipment to outfit a renovated facility that will

house the University's cutting-edge Mechanical Engineering academic program. This equipment project is part of the renovation of the University's Hyland Hall, an existing building in downtown Scranton that will be retrofitted to accommodate mechanical engineering laboratories, research and teaching needs. The new space in Hyland Hall will include on the first floor: Engineering Laboratories (4), a Student Work Shop (1), and Faculty and Staff offices (6); and on the lower level: a Machine Shop (1), Machine Shop office (1) and Tool Room (1). Specialized equipment will be installed and used by faculty and students as part of undergraduate study in Mechanics of Materials (Lab 1), Thermodynamics, Fluid Mechanics, and Heat Transfer (Lab 2), Control (Lab 3), Computer Lab (Lab 4) as well as the Senior Project Innovation Gym (Student Work Shop). The equipment is essential to the larger renovation project and the academic program. It will complement economic and community development projects currently under way in the City of Scranton, and it will make a significant economic impact through 4.5 new family sustaining jobs and 60 short-term construction jobs. The Mechanical Engineering program supports workforce development needs through strong academic-industry links and with graduates prepared to work in such sectors as automotive, HVAC, aerospace, biotechnology, computers/ electronics, and manufacturing. This equipment project involves requests for quotations (an RFQ process), equipment orders, and delivery and installation of equipment; it will begin in March 2021 and conclude in August 2021 in time for students in the program to begin to study in the renovated facility in the 2021-2022 academic year. The University enrolled its first 15 mechanical engineering students in fall 2020, exceeding initial expectations; in total, the program is projected to grow to 40 students by year two.

- ***Financial Impact – please include the following in the explanation:***

- ***Cost (initial and ongoing)***

The grant request for \$315,000.00 will support the course offering and ongoing costs will be The Universities responsibility.

- ***Benefits (initial and ongoing)***

There are no City funds being used for this grant, however the City is the fiscal agent for this funding.

- ***Funding Sources – please include the following in the explanation:***

If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.

Local Share Account (LSA) of Monroe County
Commonwealth Financing Authority for a Local Share Account Grant pursuant to the PA Race Horse Development and Gaming Act

- ***Priority Status/Deadlines, if any***

Applications are due to the Commonwealth by November 30, 2020 and this resolution is to be included at such time.

- ***Why should the Council unanimously support this legislation?***

The legislation helps to strengthen the educational offerings at the City's largest University, helps both organizations generate revenue.

- ***Include any other pertinent details and/or relevant information that the Council should be aware of:***

None at this time.

EXHIBIT A

Mechanical Engineering Program Equipment Project The University of Scranton

Project Description

The University of Scranton Mechanical Engineering Program Equipment Project will involve purchasing and installing equipment to outfit a renovated facility that will house the University's cutting-edge Mechanical Engineering academic program. This equipment project is part of the renovation of the University's Hyland Hall, an existing building in downtown Scranton that will be retrofitted to accommodate mechanical engineering laboratories, research and teaching needs. The new space in Hyland Hall will include on the first floor: Engineering Laboratories (4), a Student Work Shop (1), and Faculty and Staff offices (6); and on the lower level: a Machine Shop (1), Machine Shop office (1) and Tool Room (1). Specialized equipment will be installed and used by faculty and students as part of undergraduate study in Mechanics of Materials (Lab 1), Thermodynamics, Fluid Mechanics, and Heat Transfer (Lab 2), Control (Lab 3), Computer Lab (Lab 4) as well as the Senior Project Innovation Gym (Student Work Shop). The equipment is essential to the larger renovation project and the academic program. It will complement economic and community development projects currently under way in the City of Scranton, and it will make a significant economic impact through 4.5 new family sustaining jobs and 60 short-term construction jobs. The Mechanical Engineering program supports workforce development needs through strong academic-industry links and with graduates prepared to work in such sectors as automotive, HVAC, aerospace, biotechnology, computers/ electronics, and manufacturing. This equipment project involves requests for quotations (an RFQ process), equipment orders, and delivery and installation of equipment; it will begin in March 2021 and conclude in August 2021 in time for students in the program to begin to study in the renovated facility in the 2021-2022 academic year. The University enrolled its first 15 mechanical engineering students in fall 2020, exceeding initial expectations; in total, the program is projected to grow to 40 students by year two.

LSA Grant Request: \$315,000



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 10, 2020

RECEIVED

NOV 10 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF UNIVERSITY OF SCRANTON TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$315,000.00 FOR THE PROJECT TO BE KNOWN AS "MECHANICAL ENGINEERING PROGRAM EQUIPMENT PROJECT" LOCATED AT 800 LINDEN STREET, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$315,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

Very truly yours,

Joseph A. O'Brien (s)

Joseph A. O'Brien, Esquire
City Solicitor

RESOLUTION NO. _____

2020

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF SCRANTON AREA COMMUNITY FOUNDATION TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$63,000.00 FOR THE PROJECT TO BE KNOWN AS " NEPA MOVES "LOCATED AT 615 JEFFERSON AVENUE, SUITE 102, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$63,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

WHEREAS, the City of Scranton, through the Office of Economic and Community Development, will submit a grant application on behalf of Scranton Area Community Foundation to the Commonwealth of Pennsylvania ("the Commonwealth") acting through the Commonwealth Financing Authority (the "Grantor") for a Local Share Account Grant, pursuant to the PA Race Horse Development and Gaming Act, for the NEPA Moves ("Project") located at 615 Jefferson Avenue, Suite 102, Scranton, Pennsylvania. A copy of such Project Details is attached hereto as Exhibit "A" and incorporated herein as if set forth at length; and

WHEREAS, the City of Scranton intends herein to ratify and approve the execution and submission of the Grant Application; and

WHEREAS, the Commonwealth of Pennsylvania will review the Grant Application for funding for the Local Share Account Grant in the amount of \$63,000.00 ("Grant") for the Project; and

WHEREAS, if the Grant Application is approved, the City of Scranton intends herein to authorize the execution of the Local Share Account Grant Contract and Commitment Letter, and the acceptance, disbursement, and utilization of the Grant for the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the execution and submission of the Grant Application is hereby ratified and if approved, the Mayor and other appropriate City Officials are hereby authorized to enter into and execute and submit any additional related paperwork for this Grant, and if

successful, to, accept the grant funds to be used for the Project as attached hereto. This approval anticipates and authorizes the execution of any and all related documentation necessary for the Grant or to accept, disburse, and utilize the Grant for the Project.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decisions shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interest of the promotion of the purposes and intent of this Resolution, and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of the Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF SCRANTON AREA COMMUNITY FOUNDATION TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$63,000.00 FOR THE PROJECT TO BE KNOWN AS " NEPA MOVES "LOCATED AT 615 JEFFERSON AVENUE, SUITE 102, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$63,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

- *What Department is this legislation originating from? Where did the initiative for this legislation originate?*

OECD

Local Share Account (LSA) of Monroe County

- *Summary and Facts of the legislation*

A Resolution ratifying and approving Local Share Account (LSA) Grant Application on Behalf of Scranton Area Community Foundation for \$63,000.00 for the "NEPA Moves" to improve transportation options for Citizens of Scranton. Funds will be used to create a develop a Strategic Plan that will guide the initiative for the next 3 to 5 years with the support of Rockland Planning, a multi-modal planning firm that specializes in areas such as Transportation Planning,

- *Purpose – please include the following in the explanation:*
 - *What does the legislation do – what are the specific goals/tasks the legislation seek to accomplish?*

The Resolution is a requirement within the guidelines for all LSA grants submissions.

- *What are the benefits of doing this/Down-side of doing this*

Benefits will include comprehensive and equitable transportation system that creates and expands opportunities for those without reliable transportation. The City receives an administration fee for being the fiscal agent.

- *How does this legislation relate to the City's Vision/Mission/Priorities*

The project directly impacts the Citizens of Scranton. The mission and vision of NEPA is that all Northeastern Pennsylvania residents feel part of a thriving region

thanks to a comprehensive and equitable transportation system that creates and expands opportunities. Life is better because everyone has access to possibilities. Since its inception in January 2017, the NEPA Moves Council has grown to nearly 100 partners from diverse sectors across the region, including, but not limited to, local county transit agencies, health and social service providers, funders, regional metropolitan and transportation planning organizations, and local chambers of commerce. As NEPA Moves continues to bring together community leaders and changemakers throughout both Lackawanna and Luzerne counties on the development of collaborative solutions to the everyday transportation challenges that face the people and communities across Northeast Pennsylvania, we seek to develop a Strategic Plan that will guide the initiative for the next 3 to 5 years with the support of Rockland Planning, a multi-modal planning firm that specializes in areas such as Transportation Planning, Financial/Economic Development, Project Development/Management, and Stakeholder Engagement. The development of such a plan will enable our region to become unified and appealing when competing for state and federal resources as it develops a strategy with people, transportation, and economic priority goals at its core.

- ***Financial Impact – please include the following in the explanation:***
 - ***Cost (initial and ongoing)***

The grant request is for \$63,000.00 to complete the project.

- ***Benefits (initial and ongoing)***

There are no City funds being used for this grant.

- ***Funding Sources – please include the following in the explanation:
If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.***

Local Share Account (LSA) of Monroe County
Commonwealth Financing Authority for a Local Share Account Grant pursuant to the PA Race Horse Development and Gaming Act.

- ***Priority Status/Deadlines, if any***

Applications are due to the Commonwealth by November 30, 2020 and this resolution is to be included at such time.

- ***Why should the Council unanimously support this legislation?***

It is a benefit for our Citizens and potential economic development within Scranton.

- ***Include any other pertinent details and/or relevant information that the Council should be aware of:***

Legislative Cover Sheet – Scranton City Council

None at this time.

EXHIBIT A

NEPA Moves **Scranton Area Community Foundation**

Project Description

The mission and vision of NEPA is that all Northeastern Pennsylvania residents feel part of a thriving region thanks to a comprehensive and equitable transportation system that creates and expands opportunities. Life is better because everyone has access to possibilities. Since its inception in January 2017, the NEPA Moves Council has grown to nearly 100 partners from diverse sectors across the region, including, but not limited to, local county transit agencies, health and social service providers, funders, regional metropolitan and transportation planning organizations, and local chambers of commerce. As NEPA Moves continues to bring together community leaders and changemakers throughout both Lackawanna and Luzerne counties on the development of collaborative solutions to the everyday transportation challenges that face the people and communities across Northeast Pennsylvania, we seek to develop a Strategic Plan that will guide the initiative for the next 3 to 5 years with the support of Rockland Planning, a multi-modal planning firm that specializes in areas such as Transportation Planning, Financial/Economic Development, Project Development/Management, and Stakeholder Engagement. The development of such a plan will enable our region to become unified and appealing when competing for state and federal resources as it develops a strategy with people, transportation, and economic priority goals at its core.

LSA Funding Request: \$63,000



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 10, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED

NOV 10 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF SCRANTON AREA COMMUNITY FOUNDATION TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$63,000.00 FOR THE PROJECT TO BE KNOWN AS " NEPA MOVES "LOCATED AT 615 JEFFERSON AVENUE, SUITE 102, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$63,000.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

Very truly yours,

Joseph A. O'Brien (S)
Joseph A. O'Brien, Esquire
City Solicitor

RESOLUTION NO. _____

2020

RATIFYING AND APPROVING THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON TO PENNDOT MULTIMODAL TRANSPORTATION BRIDGE PROJECT GRANT FUNDING TO BE UTILIZED TO REPLACE THREE BRIDGES IN THE CITY, NAMELY (1) MARY STREET BRIDGE, (2) HOLLOW AVENUE BRIDGE AND (3) SOUTH WEBSTER AVENUE BRIDGE.

WHEREAS, the City of Scranton, through its Department of Public Works, is desirous of obtaining funds from the PennDOT Multimodal Transportation Funds Grant to be utilized for the replacement of three bridges in the City; and

WHEREAS, the funds from this grant will be used for the replacement of bridges including Mary Street Bridge, Hollow Avenue Bridge and S. Webster Ave. Bridge; and

WHEREAS, the total project estimate cost is outlined by John J. Pocius, P.E., PLS, City Engineer of Labella Associates dated September 28, 2020 attached hereto as Exhibit "A" and incorporated herein; and

WHEREAS, the City has sufficient funds to match a portion of the \$1,926,000.00 with the municipal match of \$825,600.00 which will be included in the 2022 Capital budget with funds maintained in the Capital Project Account. Please refer to the November 4, 2020 letter from City of Scranton Business Administrator, Carl Deeley, attached hereto as Exhibit "B;"

WHEREAS, the City of Scranton Department of Public Works plans to submit an application for the PennDOT Multimodal Transportation Funds Grant regarding the replacement of three bridges, attached hereto as Exhibit "C", and incorporated herein as if set forth at length.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON ratifies and approves the execution and submission of the grant application, incorporated herein as if set forth at length, by the City of Scranton to the PennDOT Multimodal Transportation Fund to be utilized for the replacement of three bridges in the City including Mary Street, Hollow Avenue and South Webster Avenue.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intent of this Resolution and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, Known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

- ***What Department is this legislation originating from? Where did the initiative for this legislation originate?***

DPW

- ***Summary and Facts of the legislation***

DPW is requesting a Resolution to apply for and execute the PennDOT Multimodal Transportation Fund Application. The City has requested \$1,926,000 in grant funding, while committing to a \$825,600 match, to replace three bridges in the city. These bridges include the Mary Street Bridge, Hollow Avenue Bridge and S. Webster Ave. Bridge. All three bridges are rated substandard and are in need of replacement. This project would take place in 2022 and will be included in the 2022 Capital Budget.

- ***Purpose – please include the following in the explanation:***
 - ***What does the legislation do – what are the specific goals/tasks the legislation seek to accomplish?***

A resolution is needed to apply for and execute this grant funding if awarded.

- ***What are the benefits of doing this/Down-side of doing this?***

The benefits is increased pedestrian and traffic safety, improved emergency services response and improved quality of life in the city.

- ***How does this legislation relate to the City's Vision/Mission/Priorities?***

Mary Street bridge over Leggetts Creek was built in 1979. It has a Sufficiency Rating of 36.1. It is currently posted for 27 Tons Except Combinations 36 Tons. Mary St. runs through the low-income housing project Bangor Heights and the bridge provides access to one of the main transportation routes in north Scranton. Hollow Avenue bridge over Leggetts Creek was built in 1958. It has a Sufficiency Rating of 37.0. It is currently posted for 9 Tons. Hollow is the only access point for residents in this neighborhood in north Scranton. S. Webster Avenue bridge over Stafford Meadow Brook was built in 1885. It has a Sufficiency Rating of 47.0. It is currently not posted but the upstream sidewalk has been closed since August 2015. This bridge provides an access point for McNichols Plaza, an elementary school in Scranton's southside.

- ***Financial Impact – please include the following in the explanation:***
 - ***Cost (initial and ongoing)***

Total project cost is: \$2,751,500.00

The grant request is: \$1,926,000.00

The municipal match is \$825,600.00

- ***Benefits (initial and ongoing)***

- ***Funding Sources – please include the following in the explanation:
If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.***

The funding source is the PennDOT Multimodal Transportation Fund Program

- ***Priority Status/Deadlines, if any***

High priority

- ***Why should the Council unanimously support this legislation?***

- ***Include any other pertinent details and/or relevant information that the Council should be aware of:***

None at this time.



BUREAU OF ENGINEERING

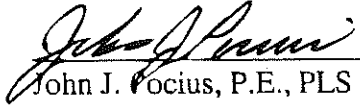
101 WEST POPLAR STREET • SCRANTON, PENNSYLVANIA 18508 • PHONE: 570-348-4180 • FAX: 570-348-0197

September 28, 2020

MARY STREET OVER LEGGETTS CREEK BRIDGE REPLACEMENT PROJECT

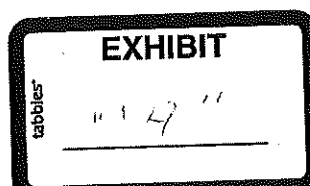
<u>Phase</u>	<u>Project Cost Estimate</u>	<u>Municipal Share (30%)</u>
Engineering/Design	\$ 92,000	\$ 27,600
Utilities	\$ 10,000	\$ 3,000
Right-of-Way	\$ 20,000	\$ 6,000
Construction	<u>\$ 890,000</u>	<u>\$ 267,000</u>
TOTAL	\$ 1,012,000	\$ 303,600

Prepared By:


John J. Pocius, P.E., PLS
Labella Associates
City Engineer

JJP/mal

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BUREAU OF ENGINEERING

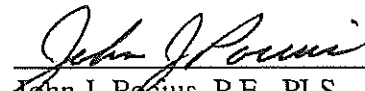
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September 28, 2020

**SOUTH WEBSTER AVENUE OVER STAFFORD MEADOW BROOK
BRIDGE REPLACEMENT PROJECT**

<u>Phase</u>	<u>Project Cost Estimate</u>	<u>Municipal Share (30%)</u>
Engineering/Design	\$ 70,000	\$ 21,000
Utilities	\$ 10,000	\$ 3,000
Right-of-Way	\$ 20,000	\$ 6,000
Construction	<u>\$ 670,000</u>	<u>\$ 201,000</u>
TOTAL	\$ 770,000	\$ 231,000

Prepared By:


John J. Pocius, P.E., PLS
Labella Associates
City Engineer

JJP/mal

Z:\2018 Projects\2182247 Scranton City Engineer 2018-2021\Correspondence\Cost Estimate_S Webster Ave Bridge Replacement_09-28-2020.Doc



BUREAU OF ENGINEERING

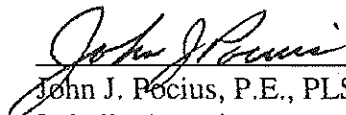
101 WEST POPLAR STREET • SCRANTON, PENNSYLVANIA 18508 • PHONE: 570-348-4180 • FAX: 570-348-0197

September 28, 2020

HOLLOW AVENUE OVER LEGGETTS CREEK BRIDGE REPLACEMENT PROJECT

<u>Phase</u>	<u>Project Cost Estimate</u>	<u>Municipal Share (30%)</u>
Engineering/Design	\$ 90,000	\$ 27,000
Utilities	\$ 10,000	\$ 3,000
Right-of-Way	\$ 20,000	\$ 6,000
Construction	<u>\$ 850,000</u>	<u>\$ 255,000</u>
TOTAL	\$ 970,000	\$ 291,000

Prepared By:



John J. Pocius, P.E., PLS
Labella Associates
City Engineer

JJP/mal

Z:\2018 Projects\2182247 Scranton City Engineer 2018-2021\Correspondence\Cost Estimate_Hollow Ave Bridge Replacement_09-28-2020.Doc



DEPARTMENT OF BUSINESS ADMINISTRATION

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4118 • FAX: 570-348-4225

November 4th 2020

Mr. David J Bratina
PennDOT Office of Multimodal Transportation
Commonwealth Keystone Building
400 North Fourth Street 8th Floor.
Harrisburg, PA 17105

RE: Multimodal Grant Funding Application -City of Scranton Mary St, S Webster & Hollow St bridge Project

Dear Mr. Bratina,

Please accept this letter as a statement by the City of Scranton to support the Mary St, S Webster & Hollow St bridge improvement project scheduled for 2022 through a \$825,600 matching contribution.

This City has sufficient funds for the match portion of the \$1,926,000 project; the project will be included in the 2022 Capital budget with funds maintained in a designated Capital project account.

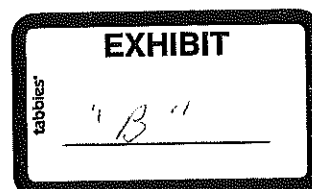
Without this funding the City would not be able to improve these bridges which have received unacceptable ratings.

Thank you for your assistance.

Sincerely,

Carl Deeley
Business Administrator
City of Scranton

CC. Director DPW Tom Preambo
Grant Writer Marguerite McLane
Director OECD Eileen Cipriani



<div> <div>** NOTE ** Please use Ctrl-P or your browser print option to open printer dialog box</div> <div>Return to Application</div> </div>			
Project ID	Application Status	Project Title	
2021-04-35-070	Submitted	Small Bridge Bundle	
Project Summary The City of Scranton is requesting funding to replace three small bridges within the city.			
Primary County	Municipality	Project Cost	Amount Re
Lackawanna	Scranton (City)	\$3,577,600	
Location Description Mary Street bridge and Hallow Avenue bridge are both located in north Scranton, zip code 18508. The S. Webster Avenue b Scranton, zip code 18505.			
Project Latitude	Project Longitude	Map Link of Project	
41.26592	75.39513		
Applicant	Applicant Type	Federal ID Number	
City of Scranton	Municipality	24-6000704	
Street Address	City	State	Zip Code
340 N. Washington ...	Scranton	PA	18503
First Name	Last Name	Suffix	Job Title/Position
Maggie	Perry		Grant Manager
Email	Phone Number	Website	
mamclane@scranto...	5705588335		
Statement of the Problem thousands of residents rely on these three bridges as they connect several neighborhoods to the rest of the city, are structurally deficient and functionally obsolete. Mary Street bridge over Leggetts Creek Rating of 36.1. It is currently posted for 27 Tons Except Combinations 36 Tons. Mary St. runs through the low-income housing project Bangor Heights and the bridge provides access to one of the main t Hollow Avenue bridge over Leggetts Creek was built in 1958. It has a Sufficiency Rating of 37.0. It is currently posted for 9 Tons. Hallow is the only access point for residents in this neighborhood in no ver Stafford Meadow Brook was built in 1885. It has a Sufficiency Rating of 47.0. It is currently not posted but the upstream sidewalk has been closed since August 2015. This bridge provides an access elementary school in Scranton's southside.			
Proposed Solutions and Actions The proposed solution is to replace all three bridges			
Multimodal nature of the project - Does the project incorporate more than one mode of transportation? Please describe These bridges are used by both pedestrian and vehicular traffic.			
Describe the economic conditions of the region where the project is located - What is the unemployment rate in th this project will increase opportunities of local employment. Scranton's median household income is \$39,066 which is 35% below Pennsylvania's median household income of \$60,905. a 23% poverty rate which is almost double Pennsylvania's poverty rate of 12.2%.1 Additionally, Scranton is the location of The City of Scranton has been an ACT 47 distressed municipality since 1992 and due to the current pandemic crisis caused Scranton's budget will be facing multimillion-dollar deficits over the next three years causing the City to extend the period status for an additional 18 months.			
Consistency with local, regional, and statewide planning - Is the proposed project consistent with and supportive of local and regional statewide plans and initiatives? Please explain. Yes, the proposed project is consistent with all local and regional statewide plans and initiatives (please see attached letter)			
Benefits to safety, mobility, and transportation system integration - Does the project address a demonstrated safet or activity enhance mobility? Please explain. The proposed project demonstrates a safety need because all three bridges are structurally unsound and hazardous. In the first responders would be unable to respond adequately to residents in these areas without accessing these roadways and b bridges are not replaced emergency response times to these areas will be dramatically increased.			
Level of matching investment in the project - Increased consideration will be given to those projects that have a great matching funds requirement and local financial support. Provide letters of funding commitments. What amount of matching			

EXHIBIT

This City has sufficient funds for the match portion of the \$1,926,000 project; the project will be included in the 2022 Capital maintained in a designated Capital project account.

Number and quality of jobs - Increased consideration will be given to jobs created or preserved in Pennsylvania by the number of construction and permanent jobs created or preserved? (Please give a full-time equivalent based upon a 40-hour week)
NA

Regional nature of the project - Are there other projects planned in the region that this project links to, is a part of, or connected to? Describe how any planned or scheduled projects (Federal, State, Local, or Private) may impact this proposal. List any pending private development activities that are known at this time and how they will impact this proposal.
NA

Energy efficiency - Does the project involve energy efficiency measures? If so, please describe and identify the calculated energy savings.
NA

Operational sustainability - Once the project is completed, will it sustain itself financially? Does the project require ongoing funding, or is there a commitment to provide ongoing operating funds for the life of the project?
The City of Scranton will maintain the bridges once complete.

Is the project designed?
No, the project design and permit approvals will take approximately 12 months to complete. This process will begin once the City is notified of the grant award.

Project Construction - Is the project ready to go to construction?
Construction will begin within 12 months of award notification.

Local Approval - Do you have the necessary local approval?
Yes, the City of Scranton approves this application. Scranton City Council will pass a Resolution to apply for and execute grant funding at the November 17, 2020 meeting.

Selection Procedure - Has a consultant been selected in compliance with Pub 93 or equivalent qualifications-based selection process?
The City of Scranton will utilize the PENNDOT Engineering and Construction Management System for consultant selection.

Money Expended - Have monies been expended? (Please note that money already expended may not be eligible for reimbursement).
Monies have not been expended.

Grant Agreement
Will you be able to execute the grant agreement within one year of award?
Yes

Three Year Grant - Will you be able to draw down the grant within three years?
Yes

Technical and financial feasibility of the project - Applicants must show all financial commitments will be in place to complete the project and ensure the project will be fully completed with the use of these funds.
All financial commitments will be in place in time for construction and the project will be fully completed with the use of the proposed time frame. Design Phase- 12 months Advertise and Bidding Phase- 2 months Construction Phase- 12 months

Environmental impact - Describe any potential impact on environmental features or public controversy on environmental project require environmental clearance? If so, has the environmental clearance been obtained? If not, it will be required through the PennDOT MTF process.

N/A

If yes, by whom - FHWA, USACOE, PennDOT?

N/A

Right-of Way - Describe any needed or acquired temporary or permanent property rights.
The City of Scranton has Right-of-Way for all three bridges.

PennDOT Involvement -

Has PennDOT been made aware of the proposed project? Have meetings been held with PennDOT involvement? If so, with PennDOT 4-0 is aware of the need to replace these bridges. The City will include these bridges in the Capital Bridge Project Authorization Bill.

****Current Project Status** Ready to begin pre-construction work

Milestone	Start Date	End Date	Local Match Funding	Local Match Funding Source
Administrative	1/1/2022	12/31/2022	\$0	Select
Contingency			\$0	Select
Pre-Engineering	1/1/2022	12/31/2022	\$75,600	Municipal / Boro / City / Twp / County Funds
Env. Clearance			\$0	Select
Final Design			\$0	Select
Right of Way	1/1/2023	6/30/2023	\$18,000	Municipal / Boro / City / Twp / County Funds
Utilities	1/1/2023	6/30/2023	\$9,000	Municipal / Boro / City / Twp / County Funds
Construction	7/1/2023	12/31/2024	\$723,000	Municipal / Boro / City / Twp / County Funds
Inspection			\$0	Select
Totals			\$825,600	

Percent of Local Matching Funds to Amount Requested

Contingency percent cannot exceed 5% of the grant request

Admin. percent cannot exceed 2% of the grant request

Eng. percent cannot exceed 10% of the grant request

Please list additional funding you have in place. Identify the source of the funding and the amount. You may also include dc "Attachment" page.

Please list the name, organization, and position/title of individuals who support this project. You may also include letters of "Attachment" page.

Senator John Blake

Representative Marty Flynn

2018 Audit Report.pdf
Bridge Project 2022 - Funding Match Notification -11-3-2020 (2).pdf
Cost Estimates (1).pdf
Maps (1).pdf
Permits.pdf
Planning Letters (1).pdf
Resolution.pdf



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 10, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED
NOV 10 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION RATIFYING AND APPROVING THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON TO PENNDOT MULTIMODAL TRANSPORTATION BRIDGE PROJECT GRANT FUNDING TO BE UTILIZED TO REPLACE THREE BRIDGES IN THE CITY, NAMELY (1) MARY STREET BRIDGE, (2) HOLLOW AVENUE BRIDGE AND (3) SOUTH WEBSTER AVENUE BRIDGE.

Very truly yours,

A handwritten signature in cursive script that reads "Joseph A. O'Brien" followed by a circled "S".

Joseph A. O'Brien, Esquire
City Solicitor