



BATAVIA CITY COUNCIL CONFERENCE MEETING

**City Hall - Council Board Room
One Batavia City Centre
Monday, May 22, 2017 at 7:00 PM**

AGENDA

- I. Call to Order
- II. Invocation – Councilperson Pacino
- III. Pledge of Allegiance
- IV. Public Comments
- V. Council Response to Public Comments
- VI. Communications
 - a. Batavia XC
 - b. All Babies Cherished
 - c. Downtown Batavia Public Market
 - d. Jackson Square Concert Series
 - e. Family Movie Nights
 - f. Donald R Carroll 5K Run/Walk
- VII. Council President Report
 - a. Announcement of the next regular City Council Business meeting to be held on Monday, June 12, 2017 at 7:00 p.m. at the City Hall Council Board Room, 2nd Floor, City Centre
- VIII. Rotary Park Sign
- IX. Historic District Signs
- X. Engineering Services Request for Qualifications
- XI. Surplus of 1995 Front End Loader
- XII. Central Pump Station 200HP Pump
- XIII. Extending the Current Sales Tax Allocation-Agreement with the County of Genesee
- XIV. Approving a Renewal and Extension of Lease with the County of Genesee for Water Treatment Facilities
- XV. Extension of an Operation and Maintenance Agreement for the Water Treatment Plant

- XVI. Building Permits on OARS Website
- XVII. Homeowners and Zombie Homes Lawn Discussion
- XVIII. Executive Session...Employment Matters
- XIX. Adjournment

Batavia XC

There are no other OT or material costs from the departments.

All Babies Cherished

Costs estimated from the police department are \$368. There are no other costs from the other departments.

Downtown Batavia Public Market

There are no costs from the departments.

Jackson Square Concert Series

Costs estimated from the Bureau of Maintenance are \$250. There are no other costs from the other departments.

Family Movie Nights

There are no costs from the departments.

Donald R Carroll 5K Run/Walk

Costs estimated from the police department are \$368. There are no other costs from the other departments.



City of Batavia
Batavia, New York 14020
(585) 345-6300

DATE: 05/01/2017 TIME: 14:10:46
GENERAL RECEIPTS
RECEIPT TYPE: 2590
RECEIPT # 28539
AMOUNT PAID ---- 25.00

Official Use Only:

2017-20
Event Application #: _____

Event Application Fee - \$25.00 (non-refundable)
(A separate permit must be issued for each item requested)

Event Sponsor Batavia XC
Type of Event Fun Run
Date of Event June 3, 2017
Time of Event (don't include set up time here - just actual event time) 8:00am - 12:00noon
Location of Event Centennial Park
Details of Event (be as specific as possible!) a 1K run (1 lap of Centennial Park) for students in grades 5,6,7,8 - FREE

Contact Information:

Primary contact:

Name Bill McMullen
Phone # 343-5666
E-mail address 60 billmcm@gmail.com

Secondary contact:

Rich Boyce
rboyce@bataviacsd.org

* Events will be posted on the City's website calendar. If there is a website you would like to include that people can visit for more information or registration, if applicable, note website here: _____

Will there be alcohol at your event? Yes ☐ No ☒ If yes, complete the following:

Type of alcoholic beverage to be served: Liquor ☐ Wine ☐ Beer ☐

Will you be providing alcohol to your group? Yes ☐ No ☐

Will you be selling alcohol to your group? Yes ☐ No ☐ Insurance certificate WILL BE required with Liquor Legal.

Will people be allowed to bring alcohol to the event? Yes ☐ No ☐

Who will be applying to the NYS Liquor Authority for the permit to sell? _____

It is the Applicant's responsibility to police the area during the gathering to make sure all Alcohol Beverage Control rules are followed. Also, after the event Applicant is responsible to dispose of all empty bottles and debris.

**** If you are contracting with a group to sell alcohol during your event on city property, separate insurance is required from them with Liquor Legal in addition to your insurance. ****

EVENT INFORMATION (required):

Set up date: 6/3/17 Set up time: 8:00am
Tear down date: 6/3/17 Tear down time: 12:00 noon

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: 6/3/17 Start time: 9:00am End time: 11:00am
Estimated crowd size: 100 # of Vendors/Displays 1

WILL THE EVENT INCLUDE:

Parade: Yes ☐ No ☒ (MAP OF DESIRED ROUTE MUST BE ATTACHED)
Run or Walk: Yes ☒ No ☐ (MAP OF DESIRED ROUTE MUST BE ATTACHED)
Music: Yes ☐ No ☒ (SITE DRAWING OF STAGE OR DJ LOCATION ATTACHED)
Street Closure(s): Yes ☐ No ☒ (MAP OF CLOSED STREETS AND DROP LOCATION OF BARRICADES)
Other: Yes ☐ No ☒ (MAP OF DESIRED ROUTE MUST BE ATTACHED)
Fireworks or Hazardous Materials? Yes ☐ No ☒ Carnival or Amusement Rides? Yes ☐ No ☐

Name of Company Providing Above: Company Contact/Representative Phone #

Address, Street City Zip Code

Music: Live Group ☐ Recorded/DJ ☐

Name of Company Providing Above: Company Contact/Representative Phone #

Address, Street City Zip Code

CITY SERVICES SUPPORT:

City Code 66-15, D-2 The City reserves the right, as part of the permitting process, to require the applicant to pay for additional operational costs of the City associated with the event.

FOR EVENTS IN CITY PARKS, GARBAGE PICK-UP WILL BE MADE ONLY TO GARBAGE CANS ON SITE. ADDITIONAL GARBAGE MUST BE BAGGED AND REMOVED FROM PREMISES BY EVENT SPONSOR.

ELECTRIC:

Will electric be needed for the event? Yes ☐ No ☒

What will you be providing electric to? _____

Will generators be used? Yes ☐ No ☒

If yes, INCLUDE SITE DRAWING INDICATING PLACEMENT/LOCATION OF GENERATOR

SIZE OF GENERATOR(S) _____ FUEL SOURCE - GAS - ☐ - DIESEL - ☐ - PROPANE - ☐

TENTS/CANOPIES:

Will Tents/Canopies or other membrane structures be erected at event?
Will a bounce house or other air supported structures be erected at event?

Yes ☒ No ☐
Yes ☐ No ☒

Please list size(s) of Tents/Canopies or other temporary structures erected.

10X20 pop-up tent

ANCHORING INTO PAVEMENT IS PROHIBITED!

If anchoring in grass, soil areas please contact the NYS Dig Safe # at: 1-800-962-7962 or 811

STREET CLOSURE(S):

~~ANY EVENT REQUIRING A STREET CLOSURE REQUIRES 90 DAY ADVANCE NOTICE~~

Will street(s) need to be closed for the event? Yes ☐ No ☒ Reason: _____

List Street(s) and Cross Street(s) that will be affected:

_____	_____	&	_____
Street to be closed		Cross Streets	
_____	_____	&	_____
Street to be closed		Cross Streets	
_____	_____	&	_____
Street to be closed		Cross Streets	
_____	_____	&	_____
Street to be closed		Cross Streets	

Will street barricades be requested from the City? Yes ☐ No ☒ How Many? _____

Will traffic cones be requested from the City? Yes ☐ No ☒ How Many? _____
(Drop off locations of requested items must be identified on the site drawing)

**~~BANNERS / SIGNS OR OTHER DECORATIONS ARE NOT TO BE ATTACHED
TO STREET BARRICADES, TRAFFIC CONES, LIGHT POLES, OR ANY OTHER CITY PROPERTY~~**

Are there any other city materials or personnel requested for the event? Identify below: (there may be additional costs)

no

POLICE

Will City Police Officers be requested for the event? Yes ☐ No ☒

**FINAL DETERMINATION FOR NUMBER OF POLICE OFFICERS
and UTILIZATION WILL BE AT THE DISCRETION OF THE CITY.**

PLEASE NOTE:

1. Be as specific as possible in the description so we have the best understanding of your event. Also, be clear as to what you would like provided by the City. Applications should be submitted at least 30 days in advance.
2. Fire hydrants, Cross Streets/Alleys and Store Fronts Shall Not Be Blocked by any Vehicle or Concession at any time.
3. An Emergency Vehicle Safety Lane Must be Maintained at All times at All Locations
4. Fuel Containers Must be of an Approved type and Must be Properly Secured
5. Deep Fryers Must Be Approved. Commercial Types Require a Type "K" Portable Fire Extinguisher
6. All Food Vendors Must Have a Type ABC Fire Extinguisher. All Fire Extinguishers Must Be Inspected Within The Last Year. A Valid Health Department Permit Must Be Displayed.
7. No grease or substance of any kind may be discharged upon the streets, sidewalks, or into the storm drains and/or sewers
8. City Sign Ordinances Shall Be Complied With At All Times And In All Regards
9. No paint or other markings may be placed on the street surface.
10. Any overtime and/or material costs in excess of \$500, as determined by City Departments, must be paid by the event sponsor or other party
11. The application fee is due at time of submission of the application and is non-refundable.
12. If approved, a Certificate of Liability Insurance of at least \$1,000,000 naming the City of Batavia as an additional insured for at least the day(s) of the event must be submitted to the City Clerk prior to the event date.

Hold Harmless Agreement

Batavia XC, the organizer/sponsor, shall indemnify, hold harmless, assume liability for and defend the City of Batavia, its employees, officers and agents from any and all damages, costs and expenses including but not limited to, attorney's fees, court costs, and all other sums which the City of Batavia its employees, officers and agents may pay or become obligated to pay on account of any and every demand, claim or assertion of liability, or any claim founded thereon, arising or alleged to have arisen out of the activities described in this special event application and sanctioned by the permit issued by the City of Batavia or by any act or omission of the Batavia XC (Organizer/Sponsor), its members, agents, employees, volunteers, officers, or directors in relation to activities described in this application and sanctioned by the issuance of a special event permit.

Date:

Batavia XC
Name of Event Sponsor:
William B. Mc Mullen
Authorized Signature, Title
William B. Mc Mullen
Name - Printed or Typed

The rules and information contained within this application have been read and will be adhered to.

Date:

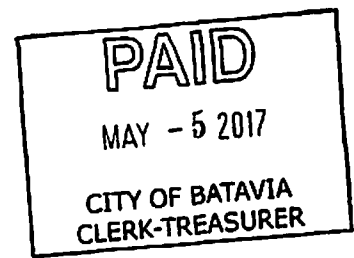
William B. Mc Mullen
Signature of Applicant:

Please forward this application to:

**City Clerk's Office
Attention: Events Applications Department
One Batavia City Centre
Batavia, New York 14020**



City of Batavia
Batavia, New York 14020
(585) 345-6300



Official Use Only:

2017-21
Event Application #:

Event Application Fee - \$25.00 (non-refundable)
(A separate permit must be issued for each item requested)

Event Sponsor ALL BABIES CHERISHED
Type of Event 5K Run - Benefit
Date of Event JUNE 3, 2017
Time of Event (don't include set up time here - just actual event time) 9:00 am - 11:00 am
Location of Event 350 BANK STREET ROAD
Details of Event (be as specific as possible!) 5K (3.1) mile Road race through NE Batavia.

Contact Information:

Primary contact:

Name RICHARD DUNN
Phone # 585-297-0371
E-mail address richarddunn@me.com

Secondary contact:

LYNN SUE PIERCE
585-993-0583
LS Pierce 08@gmail.com

* Events will be posted on the City's website calendar. If there is a website you would like to include that people can visit for more information or registration, if applicable, note website here: _____

Will there be alcohol at your event? Yes ☐ No ☒ If yes, complete the following:

Type of alcoholic beverage to be served: Liquor ☐ Wine ☐ Beer ☐

Will you be providing alcohol to your group? Yes ☐ No ☒

Will you be selling alcohol to your group? Yes ☐ No ☒ Insurance certificate WILL BE required with Liquor Legal.

Will people be allowed to bring alcohol to the event? Yes ☐ No ☒

Who will be applying to the NYS Liquor Authority for the permit to sell? _____

It is the Applicant's responsibility to police the area during the gathering to make sure all Alcohol Beverage Control rules are followed. Also, after the event Applicant is responsible to dispose of all empty bottles and debris.

**** If you are contracting with a group to sell alcohol during your event on city property, separate insurance is required from them with Liquor Legal in addition to your insurance. ****

TENTS/CANOPIES:

Will Tents/Canopies or other membrane structures be erected at event?

Yes ☐ No ☒

Will a bounce house or other air supported structures be erected at event?

Yes ☐ No ☒

Please list size(s) of Tents/Canopies or other temporary structures erected.

ANCHORING INTO PAVEMENT IS PROHIBITED!

If anchoring in grass, soil areas please contact the NYS Dig Safe# at: 1-800-962-7962 or 811

STREET CLOSURE(S):

ANY EVENT REQUIRING A STREET CLOSURE REQUIRES 90 DAY ADVANCE NOTICE

Will street(s) need to be closed for the event? Yes ☐ No ☒ Reason: Just some traffic control.

List Street(s) and Cross Street(s) that will be affected:

Street to be closed	&	Cross Streets
Street to be closed	&	Cross Streets
Street to be closed	&	Cross Streets
Street to be closed	&	Cross Streets

Will street barricades be requested from the City? Yes ☐ No ☒ How Many? _____

Will traffic cones be requested from the City? Yes ☐ No ☒ How Many? _____

(Drop off locations of requested items must be identified on the site drawing)

**BANNERS / SIGNS OR OTHER DECORATIONS ARE NOT TO BE ATTACHED
TO STREET BARRICADES, TRAFFIC CONES, LIGHT POLES, OR ANY OTHER CITY PROPERTY**

Are there any other city materials or personnel requested for the event? Identify below: *(there may be additional costs)*

POLICE

Will City Police Officers be requested for the event? Yes ☒ No ☐

**FINAL DETERMINATION FOR NUMBER OF POLICE OFFICERS
and UTILIZATION WILL BE AT THE DISCRETION OF THE CITY.**

PLEASE NOTE:

1. Be as specific as possible in the description so we have the best understanding of your event. Also, be clear as to what you would like provided by the City.
2. Fire hydrants, Cross Streets/Alleys and Store Fronts **Shall Not Be Blocked** by any Vehicle or Concession at any time.
3. An Emergency Vehicle Safety Lane Must be Maintained at All times at All Locations
4. Fuel Containers Must be of an Approved type and Must be Properly Secured
5. Deep Fryers Must Be Approved. Commercial Types Require a Type "K" Portable Fire Extinguisher
6. All Food Vendors Must Have a Type ABC Fire Extinguisher. All Fire Extinguishers Must Be Inspected Within The Last Year. **A Valid Health Department Permit Must Be Displayed.**
7. No grease or substance of any kind may be discharged upon the streets, sidewalks, or into the storm drains and/or sewers
8. City Sign Ordinances Shall Be Complied With At All Times And In All Regards
9. No paint or other markings may be placed on the street surface.
10. Any overtime and/or material costs in excess of \$500, as determined by City Departments, must be paid by the event sponsor or other party
11. The application fee is due at time of submission of the application and is non-refundable.
12. If the event is approved, a Certificate of Liability Insurance naming the City of Batavia as an additional insured for at least the day(s) of the event must be submitted to the City Clerk prior to the event date.

Hold Harmless Agreement

ALL BABIES CHERISHED the organizer/sponsor, shall indemnify, hold harmless, assume liability for and defend the City of Batavia, its employees, officers and agents from any and all damages, costs and expenses including but not limited to, attorney's fees, court costs, and all other sums which the City of Batavia its employees, officers and agents may pay or become obligated to pay on account of any and every demand, claim or assertion of liability, or any claim founded thereon, arising or alleged to have arisen out of the activities described in this special event application and sanctioned by the permit issued by the City of Batavia or by any act or omission of the All Babies Cherished (Organizer/Sponsor), its members, agents, employees, volunteers, officers, or directors in relation to activities described in this application and sanctioned by the issuance of a special event permit.

5/3/17

Date:

ALL BABIES CHERISHED

Name of Event Sponsor:

Richard Dunn

Authorized Signature, Title

RICHARD DUNN

Name - Printed or Typed

The rules and information contained within this application have been read and will be adhered to.

5/3/17

Date:

Richard Dunn

Signature of Applicant:

Please forward this application to:

City Clerk's Office
Attention: Events Applications Department
One Batavia City Centre
Batavia, New York 14020

ALL BABIES CHERISHED

5K

RUN BABY RUN

3rd Annual

SATURDAY JUNE 3, 2017

Registration 8AM/Race begins 9AM

Northgate Church, 350 Bank Street, Batavia NY 14020

Saturday, June 3, 2017

8:30 am Start Time

Northgate Free Methodist Church

350 Bank Street, Batavia, NY 14020

\$25 Entry Fee –

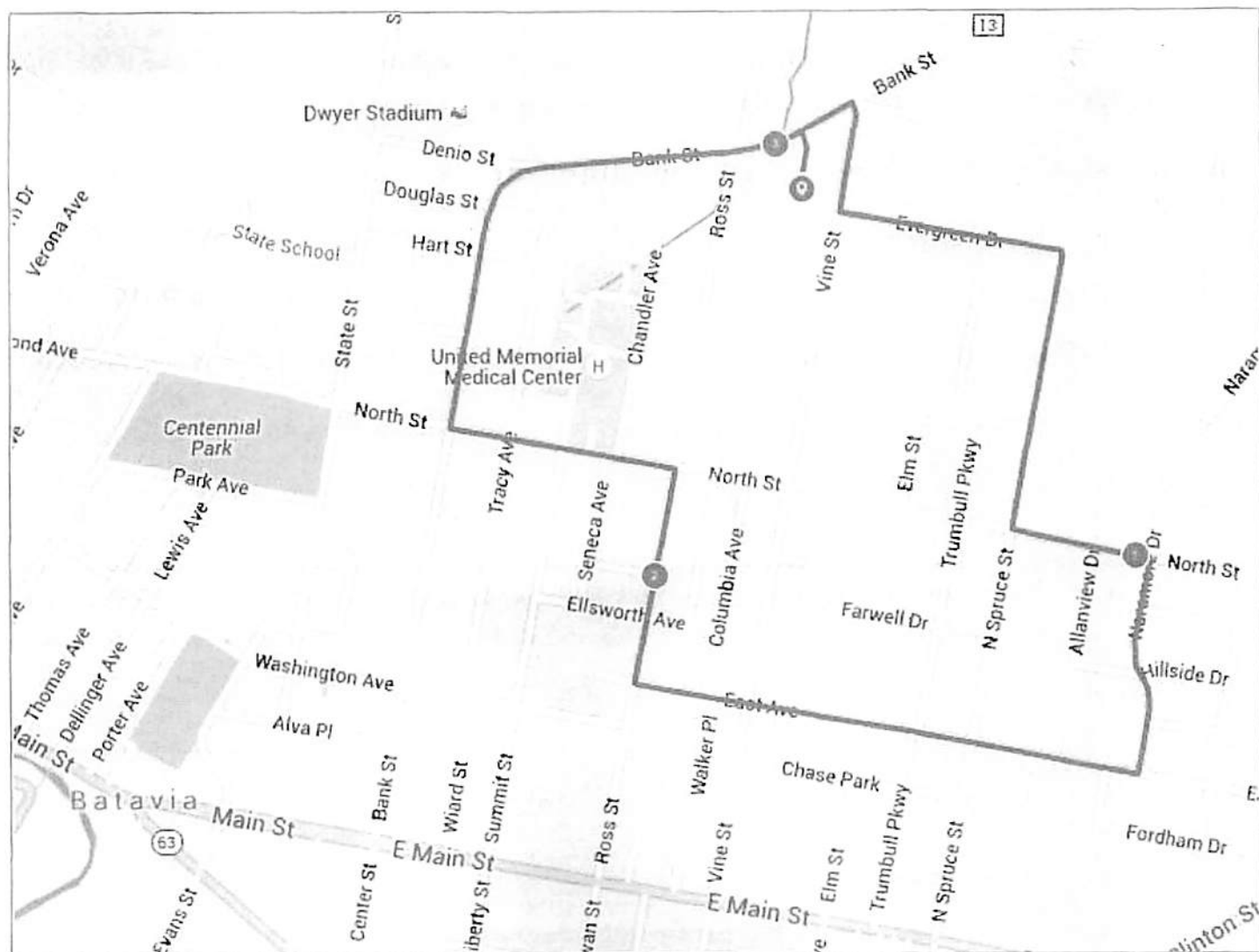
Register online @ RunSignup.com

Benefit to support All Babies Cherished
Pregnancy Assistance Center

T-Shirts for all entrants registered by May 21

Prizes for 5 age categories, male and female

Timing by ScoreThis!



EVENT INFORMATION (required):Set up date: 6/3/17 Set up time: 07:30 amTear down date: 6/3/17 Tear down time: 12:00 pm**PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:**Date: 6/3/17 Start time: 09:00 am End time: 11:00 amEstimated crowd size: 120 # of Vendors/Displays 2**WILL THE EVENT INCLUDE:**

Parade: Yes ☐ No ☒ (MAP OF DESIRED ROUTE MUST BE ATTACHED)
Run or Walk: Yes ☒ No ☐ (MAP OF DESIRED ROUTE MUST BE ATTACHED)
Music: Yes ☐ No ☒ (SITE DRAWING OF STAGE OR DJ LOCATION ATTACHED)
Street Closure(s): Yes ☐ No ☒ (MAP OF CLOSED STREETS AND DROP LOCATION OF BARRICADES)
Other: Yes ☐ No ☐ (MAP OF DESIRED ROUTE MUST BE ATTACHED)

Fireworks or Hazardous Materials? Yes ☐ No ☒ Carnival or Amusement Rides? Yes ☐ No ☒

Name of Company Providing Above. Company Contact/Representative () Phone #

Address, Street City Zip Code

~~Music:~~ Live Group ☐ Recorded/DJ ☐

Name of Company Providing Above: Company Contact/Representative () Phone #

Address, Street City Zip Code

CITY SERVICES SUPPORT:**City Code 66-15, D-2**

The City reserves the right, as part of the permitting process, to require the applicant to pay for additional operational costs of the City associated with the event.

FOR EVENTS IN CITY PARKS, GARBAGE PICK-UP WILL BE MADE ONLY TO GARBAGE CANS ON SITE. ADDITIONAL GARBAGE MUST BE BAGGED AND REMOVED FROM PREMISES BY EVENT SPONSOR.

ELECTRIC:Will electric be needed for the event? Yes ☐ No ☒

What will you be providing electric to? _____

Will generators be used? Yes ☐ No ☒

If yes, INCLUDE SITE DRAWING INDICATING PLACEMENT/LOCATION OF GENERATOR

SIZE OF GENERATOR(S) _____ FUEL SOURCE - GAS - ☐ - DIESEL - ☐ - PROPANE - ☐



City of Batavia
Batavia, New York 14020
(585) 345-6300

Official Use Only:

2017-11

Event Application #:

Event Application Fee - \$25.00 (non-refundable)

(A separate permit must be issued for each item requested)

Event Sponsor Genesee County Farmer's Market
Type of Event Downtown Batavia Public Market
Date of Event June 9 - Oct 27, 2017 (every Tues, Thurs, + Friday)

Time of Event (don't include set up time here - just actual event time) 9am-4pm

Location of Event Bank St + Alva Place Parking Lot

Details of Event (be as specific as possible!) The Downtown Batavia Public Market will be held on Tuesdays, Thursdays and Fridays (June 9-Oct 27) 9am-4pm. Vendors will be selling fresh produce, fruit, baked goods, flowers, crafts, hot food & more.

Contact Information:

Primary contact:

Secondary contact:

Name _____

Phone # _____

E-mail address _____

* Events will be posted on the City's website calendar. If there is a website you would like to include that people can visit for more information or registration, if applicable, note website here: _____

Will there be alcohol at your event? Yes ☒ No ☐ If yes, complete the following:

Type of alcoholic beverage to be served: Liquor ☐ Wine ☒ Beer ☒

Will you be providing alcohol to your group? Yes ☒ No ☐

(Tasting only)
Will you be selling alcohol to your group? Yes ☒ No ☐

Insurance certificate WILL BE required with Liquor Legal.

Will people be allowed to bring alcohol to the event? Yes ☐ No ☒

Who will be applying to the NYS Liquor Authority for the permit to sell? * Winery, Cider, Meadery and/or Brewery

It is the Applicant's responsibility to police the area during the gathering to make sure all Alcohol Beverage Control rules are followed. Also, after the event Applicant is responsible to dispose of all empty bottles and debris.

** If you are contracting with a group to sell alcohol during your event on city property, separate insurance is required from them with Liquor Legal in addition to your insurance. **

* Have a special farmer's market permit through the NY Ag + Markets and Liquor Authority for tastings only. They can also sell their product in approved containers.

EVENT INFORMATION (required):

Set up date: June 9-Oct 27 Tues, Th, Fri. Set up time: 8:00 AM
Tear down date: Same dates Tear down time: 4:15 PM

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: Tues, Thurs, Fri. (June 9-Oct 27) Start time: 9:00 AM End time: 4:00 PM
Estimated crowd size: 100-200 # of Vendors/Displays 10-20

WILL THE EVENT INCLUDE:

Parade: Yes ☐ No ☒ (MAP OF DESIRED ROUTE MUST BE ATTACHED)
Run or Walk: Yes ☐ No ☒ (MAP OF DESIRED ROUTE MUST BE ATTACHED)
Music: Yes ☐ No ☒ (SITE DRAWING OF STAGE OR DJ LOCATION ATTACHED)
Street Closure(s): Yes ☐ No ☒ (MAP OF CLOSED STREETS AND DROP LOCATION OF BARRICADES)
Other: Yes ☒ No ☐ (MAP OF DESIRED ROUTE MUST BE ATTACHED)

Fireworks or Hazardous Materials? Yes ☐ No ☒ Carnival or Amusement Rides? Yes ☐ No ☒

Name of Company Providing Above: _____ Company Contact/Representative _____ Phone # _____

Address, Street _____ City _____ Zip Code _____

Music: Live Group ☐ Recorded/DJ ☐

Name of Company Providing Above: _____ Company Contact/Representative _____ Phone # _____

Address, Street _____ City _____ Zip Code _____

CITY SERVICES SUPPORT:

City Code 66-15, D-2 *The City reserves the right, as part of the permitting process, to require the applicant to pay for additional operational costs of the City associated with the event.*

FOR EVENTS IN CITY PARKS, GARBAGE PICK-UP WILL BE MADE ONLY TO GARBAGE CANS ON SITE. ADDITIONAL GARBAGE MUST BE BAGGED AND REMOVED FROM PREMISES BY EVENT SPONSOR.

ELECTRIC:

Will electric be needed for the event? Yes ☐ No ☒

What will you be providing electric to? _____

Will generators be used? Yes ☐ No ☒

If yes, INCLUDE SITE DRAWING INDICATING PLACEMENT/LOCATION OF GENERATOR

SIZE OF GENERATOR(S) _____ FUEL SOURCE - GAS - ☐ - DIESEL - ☐ - PROPANE - ☐

TENTS/CANOPIES:

Will Tents/Canopies or other membrane structures be erected at event?
Will a bounce house or other air supported structures be erected at event?

Yes ☒ No ☐
Yes ☐ No ☒

Please list size(s) of Tents/Canopies or other temporary structures erected.

Vendors Use Canopies (10x10) weighted down.

ANCHORING INTO PAVEMENT IS PROHIBITED!

If anchoring in grass, soil areas please contact the NYS Dig Safe # at: 1-800-962-7962 or 811

STREET CLOSURE(S):

ANY EVENT REQUIRING A STREET CLOSURE REQUIRES 90 DAY ADVANCE NOTICE

Will ^{Parking lot} street(s) need to be closed for the event? Yes ☒ No ☐ Reason: Partial parking lot closure
will be closed off for vendors. (See map)

List Street(s) and Cross Street(s) that will be affected:

_____	_____	&	_____
Street to be closed		Cross Streets	
_____	_____	&	_____
Street to be closed		Cross Streets	
_____	_____	&	_____
Street to be closed		Cross Streets	
_____	_____	&	_____
Street to be closed		Cross Streets	

Will street barricades be requested from the City? Yes ☐ No ☒ How Many? _____

Will traffic cones be requested from the City? Yes ☐ No ☒ How Many? _____
(Drop off locations of requested items must be identified on the site drawing)

**BANNERS / SIGNS OR OTHER DECORATIONS ARE NOT TO BE ATTACHED
TO STREET BARRICADES, TRAFFIC CONES, LIGHT POLES, OR ANY OTHER CITY PROPERTY**

Are there any other city materials or personnel requested for the event? Identify below: (there may be additional costs)

POLICE

Will City Police Officers be requested for the event? Yes ☐ No ☒

**FINAL DETERMINATION FOR NUMBER OF POLICE OFFICERS
and UTILIZATION WILL BE AT THE DISCRETION OF THE CITY.**

PLEASE NOTE:

1. Be as specific as possible in the description so we have the best understanding of your event. Also, be clear as to what you would like provided by the City. **Applications should be submitted at least 30 days in advance.**
2. Fire hydrants, Cross Streets/Alleys and Store Fronts **Shall Not Be Blocked** by any Vehicle or Concession at any time.
3. An Emergency Vehicle Safety Lane Must be Maintained at All times at All Locations
4. Fuel Containers Must be of an Approved type and Must be Properly Secured
5. Deep Fryers Must Be Approved. Commercial Types Require a Type "K" Portable Fire Extinguisher
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9. No paint or other markings may be placed on the street surface.
10. Any overtime and/or material costs in excess of \$500, as determined by City Departments, must be paid by the event sponsor or other party
11. The application fee is due at time of submission of the application and is non-refundable.
12. If approved, a Certificate of Liability Insurance of at least \$1,000,000 naming the City of Batavia as an additional insured for at least the day(s) of the event must be submitted to the City Clerk prior to the event date.

Genesee Country
Farmers Market

Hold Harmless Agreement

the organizer/sponsor, shall indemnify, hold harmless, assume liability for and defend the City of Batavia, its employees, officers and agents from any and all damages, costs and expenses including but not limited to, attorney's fees, court costs, and all other sums which the City of Batavia its employees, officers and agents may pay or become obligated to pay on account of any and every demand, claim or assertion of liability, or any claim founded thereon, arising or alleged to have arisen out of the activities described in this special event application and sanctioned by the permit issued by the City of Batavia or by any act or omission of the (Organizer/Sponsor), its members, agents, employees, volunteers, officers, or directors in relation to activities described in this application and sanctioned by the issuance of a special event permit.

2/21/17
Date:

Downtown Batavia Public Market
Name of Event Sponsor:

Robert Austin
Authorized Signature, Title

Robert Austin
Name - Printed or Typed

The rules and information contained within this application have been read and will be adhered to.

2/21/17
Date:

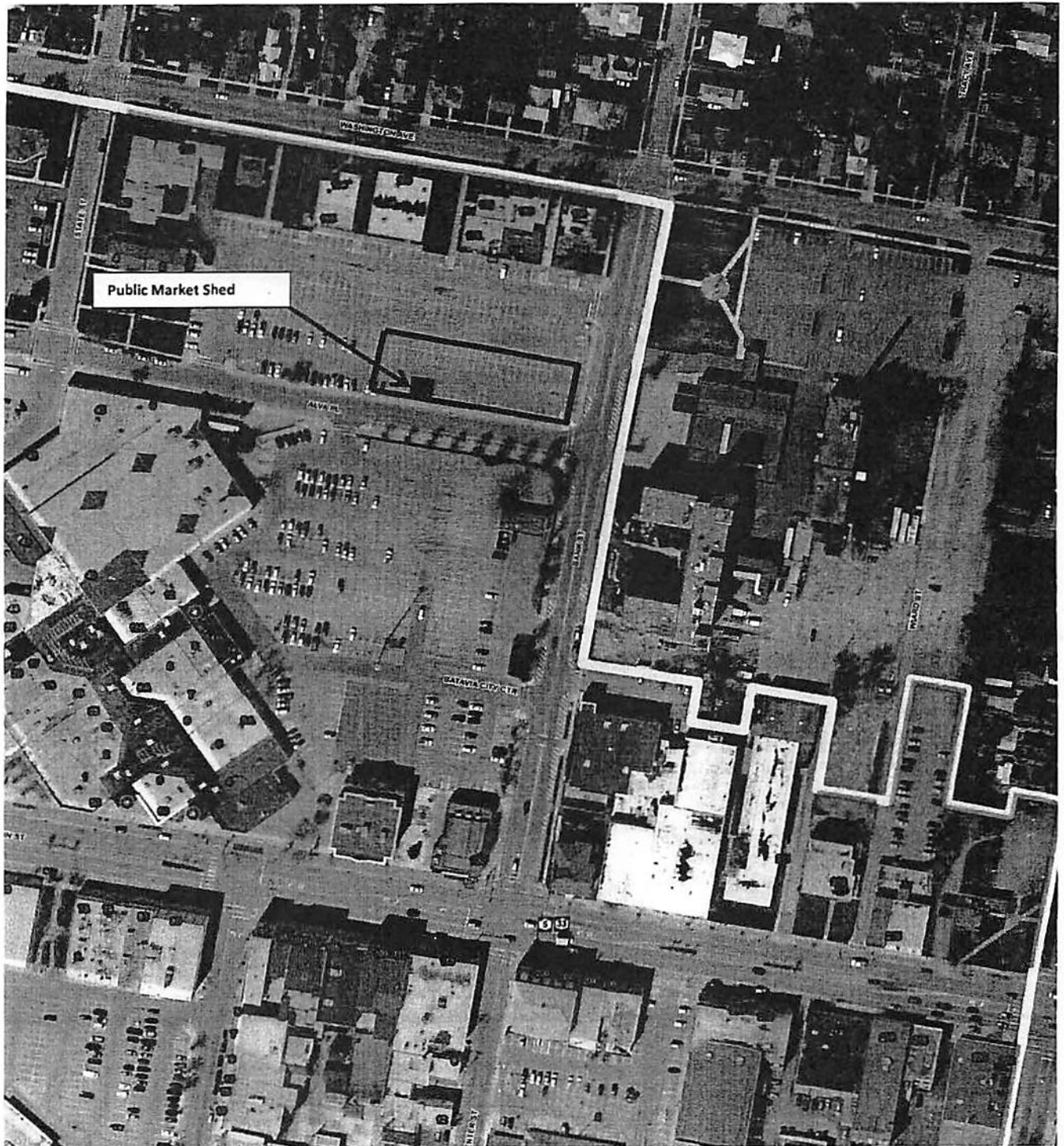
Robert Austin
Signature of Applicant

Please forward this application to:

City Clerk's Office
Attention: Events Applications Department
One Batavia City Centre
Batavia, New York 14020

Downtown Batavia Public Market

Location At Bank Street & Alva Place



The Downtown Public Market affronts Bank Street, allowing easier pedestrian access, and visibility. It occupies approximately 8,500 square feet (50ft x 170ft). The market is able to capitalize on the consumer markets of nearby UMMC Critical Care Facility, Jerome Senior Housing Center, Washington Towers, 400 Towers, YMCA, surrounding medical offices, banks, the mall including JC Penney as an anchor, as well as the residential neighborhoods all within walking distance.

Fee pd 4/6/17
AUC



City of Batavia
Batavia, New York 14020
(585) 345-6500

Official Use Only:

2017-13
Event Application #: _____

Event Application Fee - \$25.00 (non-refundable)
(A separate permit must be issued for each item requested)

Event Sponsor Downtown Batavia Business Improvement District Management Assoc.
Type of Event Jackson Square Concert Series
Date of Event June 9, 16, 23, 30 July 7, 14, 28, 28 August 4, 11, 18, 25
Time of Event (don't include set up time here - just actual event time) 7-9 PM
Location of Event Jackson Square
Details of Event (be as specific as possible!) Musicians/Bands to perform every Friday night on Jackson Square stage from 7-9 PM. Possible food & refreshment vendors.

Contact Information:

Primary contact:

Secondary contact:

Name Beth Kemp
Phone # 344-0900
E-mail address b.kemp@downtownbataviay.com

* Events will be posted on the City's website calendar. If there is a website you would like to include that people can visit for more information or registration, if applicable, note website here: DowntownBataviay.com

Will there be alcohol at your event? Yes ☐ No ☒ If yes, complete the following:

Type of alcoholic beverage to be served: Liquor ☐ Wine ☐ Beer ☐

Will you be providing alcohol to your group? Yes ☐ No ☒

Will you be selling alcohol to your group? Yes ☐ No ☒ Insurance certificate WILL BE required with Liquor Legal.

Will people be allowed to bring alcohol to the event? Yes ☐ No ☒

Who will be applying to the NYS Liquor Authority for the permit to sell? _____

It is the Applicant's responsibility to police the area during the gathering to make sure all Alcohol Beverage Control rules are followed. Also, after the event Applicant is responsible to dispose of all empty bottles and debris.

** If you are contracting with a group to sell alcohol during your event on city property, separate insurance is required from them with Liquor Legal in addition to your insurance. **

EVENT INFORMATION (required):Set up date: June 9 - Aug 25
Every Friday night
Tear down date: "Set up time: 5:00 PM
Tear down time: 9:30 PM**PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:**Date: Every Friday
from June 9 - Aug 25 Start time: 7:00 PM End time: 9:00 PM
Estimated crowd size: 100 # of Vendors/Displays 2-4**WILL THE EVENT INCLUDE:**

Parade: Yes ☐ No ☒ (MAP OF DESIRED ROUTE MUST BE ATTACHED)
Run or Walk: Yes ☐ No ☒ (MAP OF DESIRED ROUTE MUST BE ATTACHED)
Music: Yes ☒ No ☐ (SITE DRAWING OF STAGE OR DJ LOCATION ATTACHED)
Street Closure(s): Yes ☐ No ☒ (MAP OF CLOSED STREETS AND DROP LOCATION OF BARRICADES)
Other: Yes ☐ No ☒ (MAP OF DESIRED ROUTE MUST BE ATTACHED)
Fireworks or Hazardous Materials? Yes ☐ No ☒ Carnival or Amusement Rides? Yes ☐ No ☒

Name of Company Providing Above: _____ Company Contact/Representative: _____ Phone #: _____
Address, Street: _____ City: _____ Zip Code: _____
Music: Live Group ☒ Recorded/DJ ☐
See attached list of dates & musicians _____
Name of Company Providing Above: _____ Company Contact/Representative: _____ Phone #: _____
Address, Street: _____ City: _____ Zip Code: _____

CITY SERVICES SUPPORT:

City Code 66-15, D-2 The City reserves the right, as part of the permitting process, to require the applicant to pay for additional operational costs of the City associated with the event.

FOR EVENTS IN CITY PARKS, GARBAGE PICK-UP WILL BE MADE ONLY TO GARBAGE CANS ON SITE. ADDITIONAL GARBAGE MUST BE BAGGED AND REMOVED FROM PREMISES BY EVENT SPONSOR.

ELECTRIC:

Will electric be needed for the event? Yes ☒ No ☐
What will you be providing electric to? sound, lighting (if needed)
Will generators be used? Yes ☐ No ☒

If yes, INCLUDE SITE DRAWING INDICATING PLACEMENT/LOCATION OF GENERATOR

SIZE OF GENERATOR(S) _____ FUEL SOURCE - GAS - ☐ - DIESEL - ☐ - PROPANE - ☐

TENTS/CANOPIES:

Will Tents/Canopies or other membrane structures be erected at event?
Will a bounce house or other air supported structures be erected at event?

Yes ☒ No ☐
Yes ☐ No ☒

Please list size(s) of Tents/Canopies or other temporary structures erected.

Tent cover for stage
(Stored at City of Batavia)

ANCHORING INTO PAVEMENT IS PROHIBITED!

If anchoring in grass, soil areas please contact the NYS Dig Safe # at: 1-800-962-7962 or 811

STREET CLOSURE(S):

ANY EVENT REQUIRING A STREET CLOSURE REQUIRES 90 DAY ADVANCE NOTICE

Will street(s) need to be closed for the event? Yes ☐ No ☒ Reason: _____

List Street(s) and Cross Street(s) that will be affected:

_____	&	_____
Street to be closed	Cross Streets	
_____	&	_____
Street to be closed	Cross Streets	
_____	&	_____
Street to be closed	Cross Streets	
_____	&	_____
Street to be closed	Cross Streets	

Will street barricades be requested from the City? Yes ☐ No ☐ How Many? _____

Will traffic cones be requested from the City? Yes ☐ No ☐ How Many? _____

(Drop off locations of requested items must be identified on the site drawing)

**BANNERS/SIGNS OR OTHER DECORATIONS ARE NOT TO BE ATTACHED
TO STREET, BARRICADES, TRAFFIC CONES, LIGHT POLES, OR ANY OTHER CITY PROPERTY**

Are there any other city materials or personnel requested for the event? Identify below: (there may be additional costs)

POLICE

Will City Police Officers be requested for the event? Yes ☐ No ☒

but possible check-in presence
would be appreciated.

**FINAL DETERMINATION FOR NUMBER OF POLICE OFFICERS
and UTILIZATION WILL BE AT THE DISCRETION OF THE CITY.**

PLEASE NOTE:

1. Be as specific as possible in the description so we have the best understanding of your event. Also, be clear as to what you would like provided by the City. Applications should be submitted at least 30 days in advance.
2. Fire hydrants, Cross Streets/Alleys and Store Fronts Shall Not Be Blocked by any Vehicle or Concession at any time.
3. An Emergency Vehicle Safety Lane Must be Maintained at All times at All Locations
4. Fuel Containers Must be of an Approved type and Must be Properly Secured
5. Deep Fryers Must Be Approved. Commercial Types Require a Type "K" Portable Fire Extinguisher
6. All Food Vendors Must Have a Type ABC Fire Extinguisher. All Fire Extinguishers Must Be Inspected Within The Last Year. A Valid Health Department Permit Must Be Displayed.
7. No grease or substance of any kind may be discharged upon the streets, sidewalks, or into the storm drains and/or sewers
8. City Sign Ordinances Shall Be Complied With At All Times And In All Regards
9. No paint or other markings may be placed on the street surface.
10. Any overtime and/or material costs in excess of \$500, as determined by City Departments, must be paid by the event sponsor or other party
11. The application fee is due at time of submission of the application and is non-refundable.
12. If approved, a Certificate of Liability Insurance of at least \$1,000,000 naming the City of Batavia as an additional insured for at least the day(s) of the event must be submitted to the City Clerk prior to the event date.

Hold Harmless Agreement

Downtown Batavia
Business Improvement District
Management Assoc.

_____, the organizer/sponsor, shall indemnify, hold harmless, assume liability for and defend the City of Batavia, its employees, officers and agents from any and all damages, costs and expenses including but not limited to, attorney's fees, court costs, and all other sums which the City of Batavia its employees, officers and agents may pay or become obligated to pay on account of any and every demand, claim or assertion of liability, or any claim founded thereon, arising or alleged to have arisen out of the activities described in this special event application and sanctioned by the permit issued by the City of Batavia or by any act or omission of the Downtown Batavia B.I.D. Assoc. (Organizer/Sponsor), its members, agents, employees, volunteers, officers, or directors in relation to activities described in this application and sanctioned by the issuance of a special event permit.

3/31/17
Date:

Downtown Batavia B.I.D. Management Assoc.
Name of Event Sponsor:

Elizabeth M. Kemp, Exec Dir.
Authorized Signature, Title

Beth Kemp
Name - Printed or Typed

The rules and information contained within this application have been read and will be adhered to.

3/31/17
Date:

Elizabeth M. Kemp
Signature of Applicant:

Please forward this application to:

City Clerk's Office
Attention: Events Applications Department
One Batavia City Centre
Batavia, New York 14020

Date	Band	Genre
June 9th	Red Creek	Party Rock
June 16th	Skiffle Minstrels	Swing Country
June 23rd	Carina and the Six String Preacher	Jazz/Pop
June 30th	Something Else	Johnny Cummings
July 7th	Bluesway Band	Classic Rock/ Blues
July 14th	Ghost Riders	Hardcore Country
July 21st	Skycats	Classic Rock/Party Music
July 28th	It's My Party	60s
August 4th	Ohm's Band	Classic Rock
August 11th	Mitty & the Followers	Motown
August 18th	Old Hippies	Acoustic and Original
August 25th	C'est Bon	Cajun

Fee pd 4/6/17
AUC



City of Batavia
Batavia, New York 14020
(585) 345-6300

Official Use Only:

2017-14

Event Application #: _____

Event Application Fee - \$25.00 (non-refundable)

(A separate permit must be issued for each item requested)

Event Sponsor Downtown Batavia Business Improvement District
Type of Event Family Movie Nights
Date of Event June 24, July 28, July 29, Aug 5 - Saturdays
Time of Event (don't include set up time here - just actual event time) 7-10 PM
Location of Event 213 E. Main St (former Elks Lodge parcel) (see attached map)
Details of Event (be as specific as possible!) Movies to be played on inflatable movie screen for public viewing. Popcorn & refreshments available.

Contact Information:

Primary contact:

Secondary contact:

Name Beth Kemp
Phone # 344-0900
E-mail address bkemp@downtownbataviany.com

* Events will be posted on the City's website calendar. If there is a website you would like to include that people can visit for more information or registration, if applicable, note website here: downtownbataviany.com

Will there be alcohol at your event? Yes ☐ No ☒ If yes, complete the following:
Type of alcoholic beverage to be served: Liquor ☐ Wine ☐ Beer ☐
Will you be providing alcohol to your group? Yes ☐ No ☒
Will you be selling alcohol to your group? Yes ☐ No ☒ Insurance certificate **WILL BE** required with Liquor Legal.
Will people be allowed to bring alcohol to the event? Yes ☐ No ☒

Who will be applying to the NYS Liquor Authority for the permit to sell? _____

It is the Applicant's responsibility to police the area during the gathering to make sure all Alcohol Beverage Control rules are followed. Also, after the event Applicant is responsible to dispose of all empty bottles and debris.

** If you are contracting with a group to sell alcohol during your event on city property, separate insurance is required from them with Liquor Legal in addition to your insurance. **

EVENT INFORMATION (required):Set up date: June 24 July 29
July 22 Aug 5Set up time: 7:00 PM

Tear down date: _____

Tear down time: 10:00 PM**PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:**Date: June 24 July 29
July 22 Aug 5 Start time: 7:00 PM End time: 10:00 PMEstimated crowd size: 30-50 # of Vendors/Displays 1-2 food vendors**WILL THE EVENT INCLUDE:**

Parade: Yes ☐ No ☒ (MAP OF DESIRED ROUTE MUST BE ATTACHED)
Run or Walk: Yes ☐ No ☒ (MAP OF DESIRED ROUTE MUST BE ATTACHED)
Music: Yes ☐ No ☒ (SITE DRAWING OF STAGE OR DJ LOCATION ATTACHED)
Street Closure(s): Yes ☐ No ☒ (MAP OF CLOSED STREETS AND DROP LOCATION OF BARRICADES)
Other: Yes ☐ No ☐ (MAP OF DESIRED ROUTE MUST BE ATTACHED)

Fireworks or Hazardous Materials? Yes ☐ No ☒ Carnival or Amusement Rides? Yes ☐ No ☒

Name of Company Providing Above: _____ Company Contact/Representative _____ Phone # _____

Address, Street _____ City _____ Zip Code _____

Music: Live Group ☐ Recorded/DJ ☐

Name of Company Providing Above: _____ Company Contact/Representative _____ Phone # _____

Address, Street _____ City _____ Zip Code _____

CITY SERVICES SUPPORT:

City Code 66-15, D-2 The City reserves the right, as part of the permitting process, to require the applicant to pay for additional operational costs of the City associated with the event.

FOR EVENTS IN CITY PARKS, GARBAGE PICK-UP WILL BE MADE ONLY TO GARBAGE CANS ON SITE. ADDITIONAL GARBAGE MUST BE BAGGED AND REMOVED FROM PREMISES BY EVENT SPONSOR.

ELECTRIC:Will electric be needed for the event? Yes ☒ No ☐What will you be providing electric to? projector, DVD player, inflatable screenWill generators be used? Yes ☒ No ☐

If yes, INCLUDE SITE DRAWING INDICATING PLACEMENT/LOCATION OF GENERATOR

SIZE OF GENERATOR(S) TBD FUEL SOURCE - GAS - ☐ - DIESEL - ☐ - PROPANE - ☐

TENTS/CANOPIES:

Will Tents/Canopies or other membrane structures be erected at event?

Will a bounce house or other air supported structures be erected at event?

Yes



No



Yes



No



Please list size(s) of Tents/Canopies or other temporary structures erected.

Screen

10 X 10 To cover

inflatable movie screen

ANCHORING INTO PAVEMENT IS PROHIBITED!

If anchoring in grass, soil areas please contact the NYS Dig Safe # at: 1-800-962-7962 or 811

STREET CLOSURE(S):

ANY EVENT REQUIRING A STREET CLOSURE REQUIRES 90 DAY ADVANCE NOTICE

Will street(s) need to be closed for the event? Yes ☐ No ☒ Reason: _____

List Street(s) and Cross Street(s) that will be affected:

_____	_____	&	_____
Street to be closed	_____	Cross Streets	_____
_____	_____	&	_____
Street to be closed	_____	Cross Streets	_____
_____	_____	&	_____
Street to be closed	_____	Cross Streets	_____
_____	_____	&	_____
Street to be closed	_____	Cross Streets	_____

Will street barricades be requested from the City? Yes ☒ No ☐ How Many? 2-4

to be placed near Main as a safety precaution.

Will traffic cones be requested from the City? Yes ☐ No ☒ How Many? _____

(Drop off locations of requested items must be identified on the site drawing)

BANNERS / SIGNS OR OTHER DECORATIONS ARE NOT TO BE ATTACHED TO STREET BARRICADES, TRAFFIC CONES, LIGHT POLES, OR ANY OTHER CITY PROPERTY

Are there any other city materials or personnel requested for the event? Identify below: (there may be additional costs)

POLICE

Will City Police Officers be requested for the event? Yes ☐ No ☒

FINAL DETERMINATION FOR NUMBER OF POLICE OFFICERS and UTILIZATION WILL BE AT THE DISCRETION OF THE CITY.

PLEASE NOTE:

1. Be as specific as possible in the description so we have the best understanding of your event. Also, be clear as to what you would like provided by the City. Applications should be submitted at least 30 days in advance.
2. Fire hydrants, Cross Streets/Alleys and Store Fronts Shall Not Be Blocked by any Vehicle or Concession at any time.
3. An Emergency Vehicle Safety Lane Must be Maintained at All times at All Locations
4. Fuel Containers Must be of an Approved type and Must be Properly Secured
5. Deep Fryers Must Be Approved. Commercial Types Require a Type "K" Portable Fire Extinguisher
6. All Food Vendors Must Have a Type ABC Fire Extinguisher. All Fire Extinguishers Must Be Inspected Within The Last Year. A Valid Health Department Permit Must Be Displayed.
7. No grease or substance of any kind may be discharged upon the streets, sidewalks, or into the storm drains and/or sewers
8. City Sign Ordinances Shall Be Complied With At All Times And In All Regards
9. No paint or other markings may be placed on the street surface.
10. Any overtime and/or material costs in excess of \$500, as determined by City Departments, must be paid by the event sponsor or other party
11. The application fee is due at time of submission of the application and is non-refundable.
12. If approved, a Certificate of Liability Insurance of at least \$1,000,000 naming the City of Batavia as an additional insured for at least the day(s) of the event must be submitted to the City Clerk prior to the event date.

Hold Harmless Agreement

Downtown Batavia
Business Improvement District
Management Assoc

the organizer/sponsor, shall indemnify, hold harmless, assume liability for and defend the City of Batavia, its employees, officers and agents from any and all damages, costs and expenses including but not limited to, attorney's fees, court costs, and all other sums which the City of Batavia its employees, officers and agents may pay or become obligated to pay on account of any and every demand, claim or assertion of liability, or any claim founded thereon, arising or alleged to have arisen out of the activities described in this special event application and sanctioned by the permit issued by the City of Batavia or by any act or omission of the Downtown Batavia BID (Organizer/Sponsor), its members, agents, employees, volunteers, officers, or directors in relation to activities described in this application and sanctioned by the issuance of a special event permit.

3/31/17
Date:

Downtown Batavia B.I.D. Management Assoc
Name of Event Sponsor:
Elizabeth M Kemp, Exec. Director
Authorized Signature, Title
Beth Kemp
Name - Printed or Typed

The rules and information contained within this application have been read and will be adhered to.

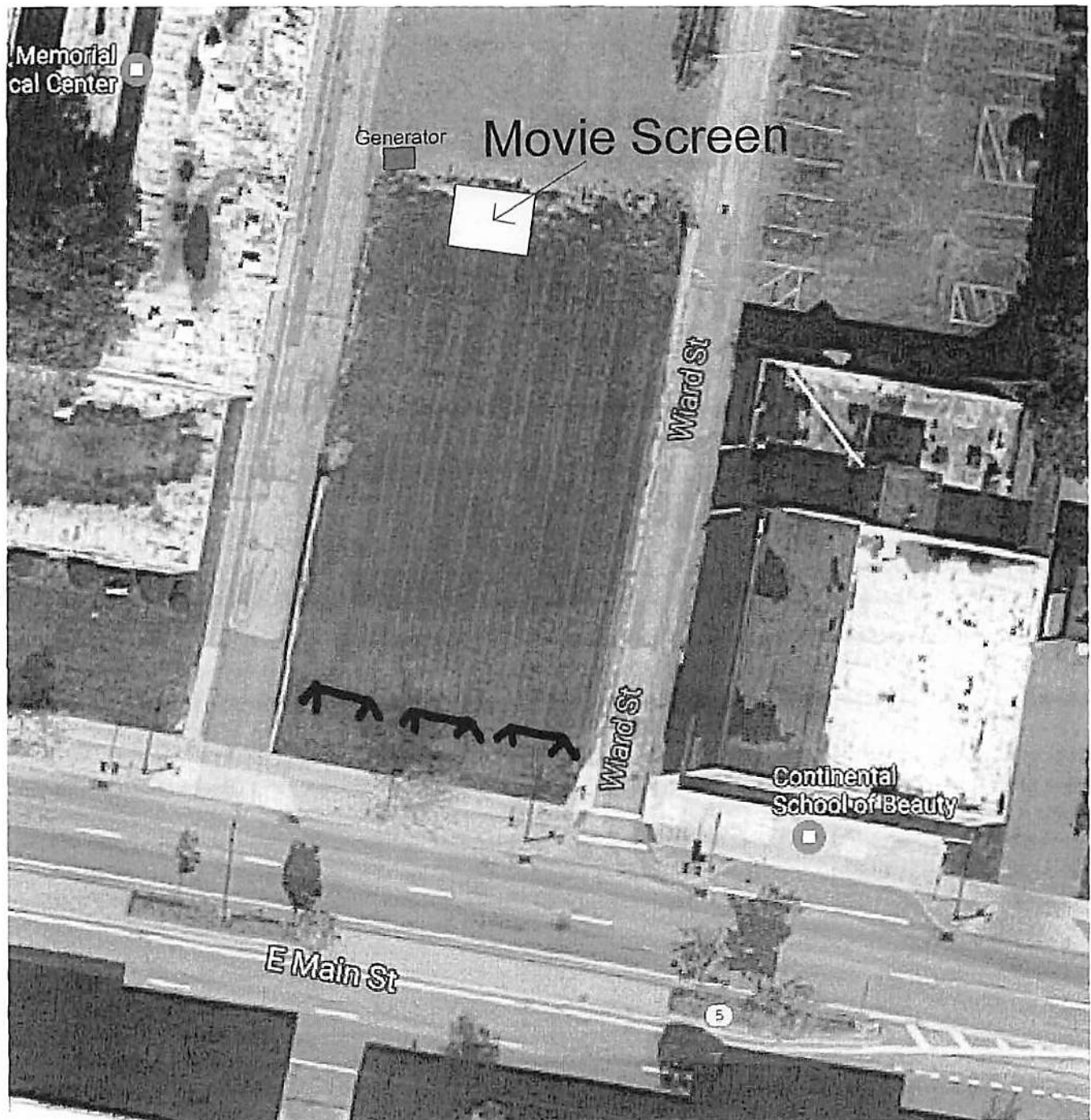
3/31/17
Date:

Elizabeth M Kemp
Signature of Applicant:

Please forward this application to:

City Clerk's Office
Attention: Events Applications Department
One Batavia City Centre
Batavia, New York 14020

Movies On Main Family Movie Nights



↖ ↗ barricades used as a safety precaution for families to stay up more, away from Main St and to not impose on any sidewalk area.

Fee pd 4/6/17
AUC



City of Batavia
Batavia, New York 14020
(585) 345-6300

Official Use Only:

2017-16

Event Application #

Event Application Fee - \$25.00 (non-refundable)
(A separate permit must be issued for each item requested)

Event Sponsor Donald R. Carroll

Type of Event 5K ~~Run~~ Run/Walk

Date of Event Saturday August 19, 2017

Time of Event (don't include set up time here - just actual event time) 9:00 AM

Location of Event Kibbe Park

Details of Event (be as specific as possible!) race check-in @ 7:45AM @ Pavilion in Kibbe Park. Race begins promptly @ 9:00AM and weaves 3.1 miles through Southside streets to end back at Kibbe Park (see attached map)

Contact Information:

Primary contact:

Name Beth Kemp
Phone # 993-7747
E-mail address billing@mytshirtsetc.com

Secondary contact:

Brian Kemp
345-1993
(same)

* Events will be posted on the City's website calendar. If there is a website you would like to include that people can visit for more information or registration, if applicable, note website here: DonCarrollRace.com

Will there be alcohol at your event? Yes ☐ No ☒ If yes, complete the following:

Type of alcoholic beverage to be served: Liquor ☐ Wine ☐ Beer ☐

Will you be providing alcohol to your group? Yes ☐ No ☒

Will you be selling alcohol to your group? Yes ☐ No ☒ Insurance certificate WILL BE required with Liquor Legal.

Will people be allowed to bring alcohol to the event? Yes ☐ No ☒

Who will be applying to the NYS Liquor Authority for the permit to sell?

It is the Applicant's responsibility to police the area during the gathering to make sure all Alcohol Beverage Control rules are followed. Also, after the event Applicant is responsible to dispose of all empty bottles and debris.

** If you are contracting with a group to sell alcohol during your event on city property, separate insurance is required from them with Liquor Legal in addition to your insurance. **

EVENT INFORMATION (required):

Set up date: 8/19/17 Set up time: 7:00 AM
Tear down date: 8/19/17 Tear down time: 11:00 AM

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: 8/19/17 Start time: 9:00 AM End time: 11:00 AM
Estimated crowd size: 150 # of Vendors/Displays 0

WILL THE EVENT INCLUDE:

Parade: Yes ☐ No ☒ (MAP OF DESIRED ROUTE MUST BE ATTACHED)
Run or Walk: Yes ☒ No ☐ (MAP OF DESIRED ROUTE MUST BE ATTACHED)
Music: Yes ☒ No ☐ (SITE DRAWING OF STAGE OR DJ LOCATION ATTACHED)
Street Closure(s): Yes ☒ No ☐ (MAP OF CLOSED STREETS AND DROP LOCATION OF BARRICADES)
Other: Yes ☐ No ☐ (MAP OF DESIRED ROUTE MUST BE ATTACHED)
Fireworks or Hazardous Materials? Yes ☐ No ☒ Carnival or Amusement Rides? Yes ☐ No ☒

Name of Company Providing Above Company Contact/Representative () Phone #

Address, Street City Zip Code
Music: Live Group ☐ Recorded/DJ ☒ Music played through PA system

Name of Company Providing Above Company Contact/Representative () Phone #

Address, Street City Zip Code

CITY SERVICES SUPPORT:

City Code 66-15, D-2 The City reserves the right, as part of the permitting process, to require the applicant to pay for additional operational costs of the City associated with the event.

FOR EVENTS IN CITY PARKS, GARBAGE PICK-UP WILL BE MADE ONLY TO GARBAGE CANS ON SITE. ADDITIONAL GARBAGE MUST BE BAGGED AND REMOVED FROM PREMISES BY EVENT SPONSOR.

ELECTRIC:

Will electric be needed for the event? Yes ☒ No ☐
What will you be providing electric to? PA system, laptop for race results

Will generators be used? Yes ☐ No ☒
If yes, INCLUDE SITE DRAWING INDICATING PLACEMENT/LOCATION OF GENERATOR
SIZE OF GENERATOR(S) _____ FUEL SOURCE - GAS - ☐ - DIESEL - ☐ - PROPANE - ☐

Will Tents/Canopies or other membrane structures be erected at event?
Will a bounce house or other air supported structures be erected at event?
Please list size(s) of Tents/Canopies or other temporary structures erected

Yes ☐ No ☒
Yes ☐ No ☒

If anchoring in grass, soil areas please contact the NYS Dig Safe # at: 1-800-962-7962 or 811

ANY EVENT REQUIRING A STREET CLOSURE REQUIRES 90 DAY ADVANCE NOTICE

Will street(s) need to be closed for the event? Yes ☒ No ☐ Reason: Racer safety for starting lineup and safety of race staff & volunteers for setup

portion of Kibbe Ave	Oakland Ave	&	Elmwood Ave
Street to be closed		Cross Streets	
Jackson Ave	Oakland Ave	&	Elmwood Ave
Street to be closed		Cross Streets	
		&	
Street to be closed		Cross Streets	
		&	
Street to be closed		Cross Streets	

Will street barricades be requested from the City? Yes ☒ No ☐ How Many? 8

Will traffic cones be requested from the City? Yes ☒ No ☐ How Many? 6-8
(Drop off locations of requested items must be identified on the site drawing)

BANNERS / SIGNS OR OTHER DECORATIONS ARE NOT TO BE ATTACHED TO STREET BARRICADES, TRAFFIC CONES, LIGHT POLES, OR ANY OTHER CITY PROPERTY

Are there any other city materials or personnel requested for the event? Identify below: (there may be additional costs)

Will City Police Officers be requested for the event? Yes ☐ No ☒

**FINAL DETERMINATION FOR NUMBER OF POLICE OFFICERS
and UTILIZATION WILL BE AT THE DISCRETION OF THE CITY.**

PLEASE NOTE:

1. Be as specific as possible in the description so we have the best understanding of your event. Also, be clear as to what you would like provided by the City. **Applications should be submitted at least 30 days in advance.**
2. Fire hydrants, Cross Streets/Alleys and Store Fronts **Shall Not Be Blocked** by any Vehicle or Concession at any time.
3. An Emergency Vehicle Safety Lane Must be Maintained at All times at All Locations
4. Fuel Containers Must be of an Approved type and Must be Properly Secured
5. Deep Fryers Must Be Approved. Commercial Types Require a Type "K" Portable Fire Extinguisher
6. All Food Vendors Must Have a Type ABC Fire Extinguisher. All Fire Extinguishers Must Be Inspected Within The Last Year. **A Valid Health Department Permit Must Be Displayed.**
7. No grease or substance of any kind may be discharged upon the streets, sidewalks, or into the storm drains and/or sewers
8. City Sign Ordinances Shall Be Complied With At All Times And In All Regards
9. No paint or other markings may be placed on the street surface.
10. Any overtime and/or material costs in excess of \$500, as determined by City Departments, must be paid by the event sponsor or other party
11. The application fee is due at time of submission of the application and is non-refundable.
12. If approved, a Certificate of Liability Insurance of at least \$1,000,000 naming the City of Batavia as an additional insured for at least the day(s) of the event must be submitted to the City Clerk prior to the event date.

Hold Harmless Agreement

Donald R Carroll
Memorial 5K, the organizer/sponsor, shall indemnify, hold harmless, assume liability for and defend the City of Batavia, its employees, officers and agents from any and all damages, costs and expenses including but not limited to, attorney's fees, court costs, and all other sums which the City of Batavia its employees, officers and agents may pay or become obligated to pay on account of any and every demand, claim or assertion of liability, or any claim founded thereon, arising or alleged to have arisen out of the activities described in this special event application and sanctioned by the permit issued by the City of Batavia or by any act or omission of the _____ (Organizer/Sponsor), its members, agents, employees, volunteers, officers, or directors in relation to activities described in this application and sanctioned by the issuance of a special event permit.

3/24/17
Date:

Donald R. Carroll Memorial 5K
Name of Event Sponsor:

Elizabeth M Kemp, Director
Authorized Signature, Title

Elizabeth (Beth) Kemp
Name - Printed or Typed

The rules and information contained within this application have been read and will be adhered to.

3/24/17
Date:

Elizabeth M Kemp
Signature of Applicant:

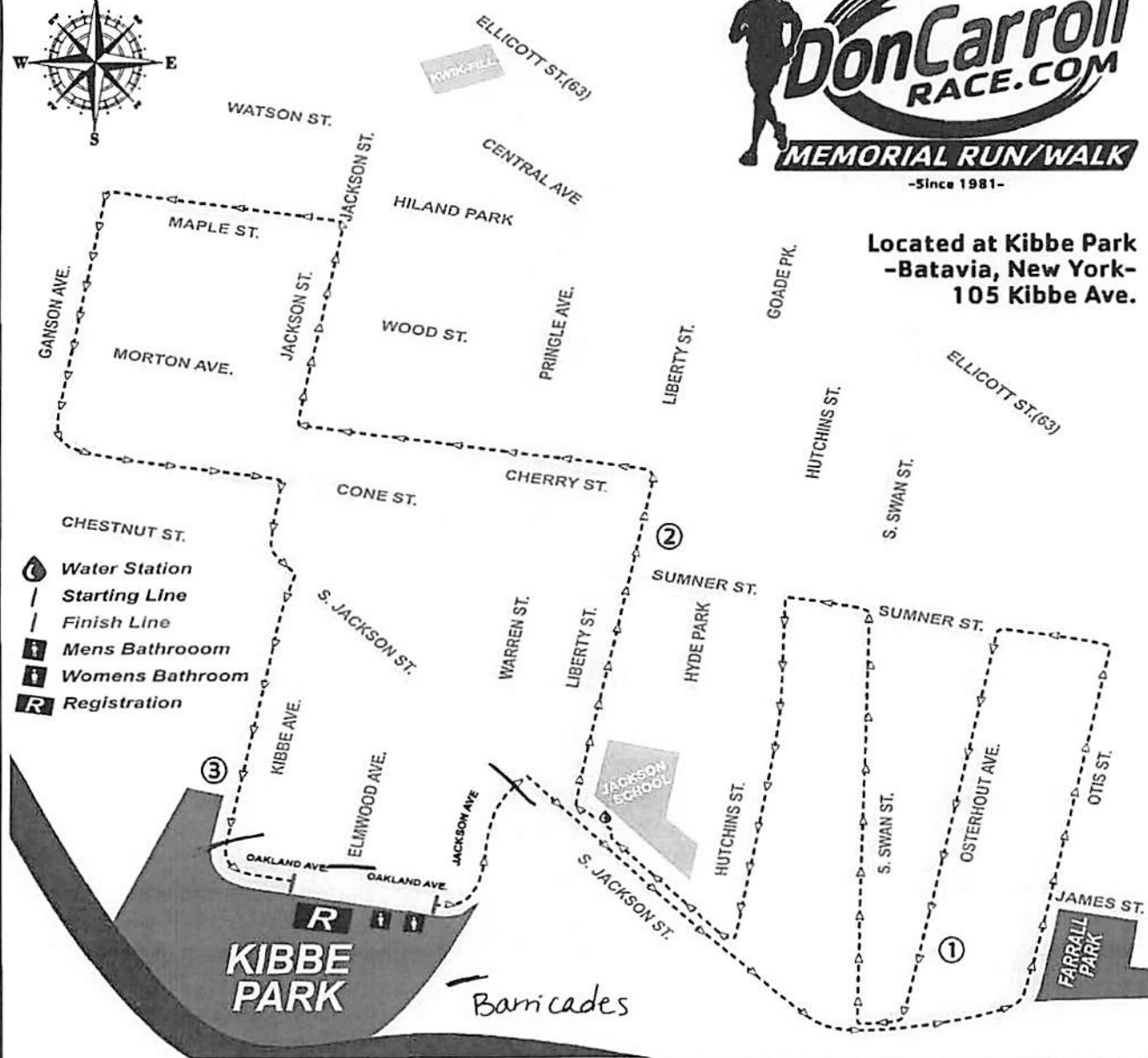
Please forward this application to:

City Clerk's Office
Attention: Events Applications Department
One Batavia City Centre
Batavia, New York 14020



-Since 1981-

Located at Kibbe Park
-Batavia, New York-
105 Kibbe Ave.



105-111 KIBBE AVENUE · BATAVIA, NY

Starting Line:

5 Oakland Ave.

Finish Line:

20 Jackson Ave.

① Mile Mark:

206 Osterhout Ave.

② Mile Mark:

203 Liberty St.

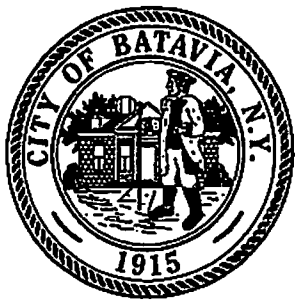
③ Mile Mark:

32 Kibbe Ave.



Race Directors:


Beth and Brian Kemp
DonCarrollRace.com
37 Main St.
Batavia, NY 14020



City of Batavia

Memorandum

To: Jason Molino, City Manager

From: Matt Worth, Director of Public Works 

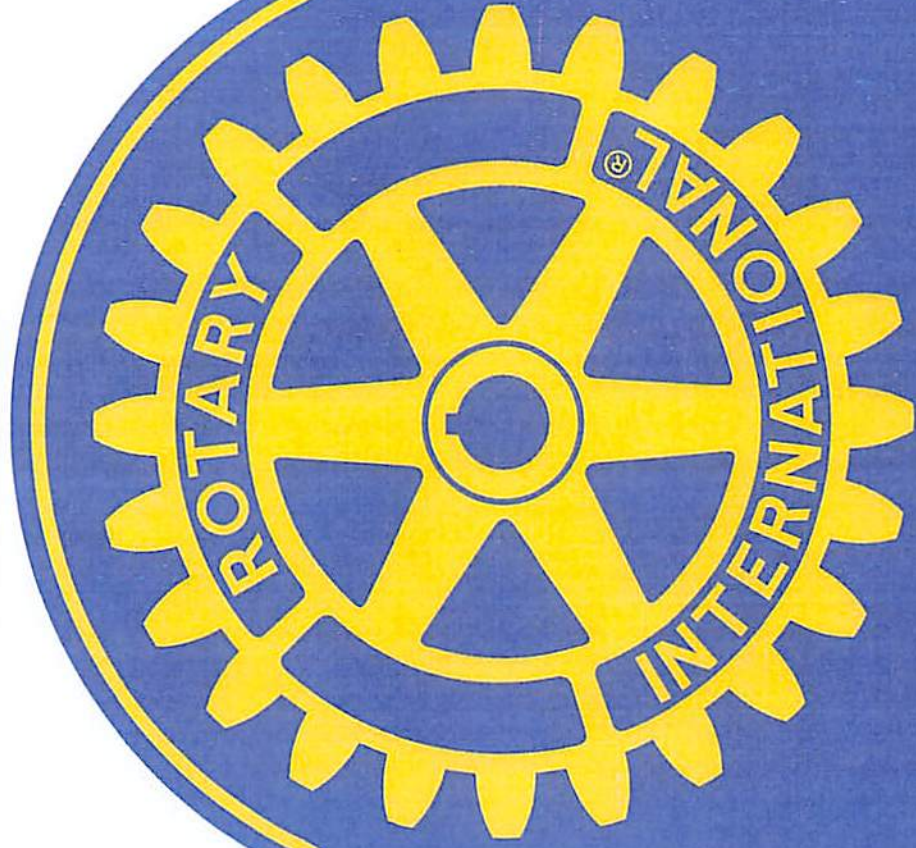
Date: May 9, 2017

Subject: Rotary Park Sign

The Rotary Club of Batavia has sponsored the City park area between the current Key Bank, and YNGODESS shop which is named "Rotary Park". The Rotarians annually do a park clean-up, mulching, and plantings of the area as part of their support of the park.

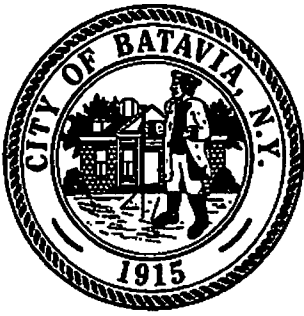
In an effort to raise awareness of the Rotarians, as well as identify the park by name, The Rotary Club of Batavia is requesting permission to install a single post mounted wood carved sign (18" x 24") approximately 5ft high. The sign would be installed behind the sidewalk, facing Main St. adjacent to the Key Bank building.

Supporting Documentation:
Sign Proof



ROTARY PARK


The Rotary Club of Batavia



City of Batavia

Memorandum

To: Jason Molino, City Manager

From: Matt Worth, Director of Public Works 

Date: May 5, 2017

Subject: Historic District Signs

The Historic Preservation Commission has forwarded an effort to install signs that designate two specific Historic Districts. This activity would appear to be consistent with the purpose identified for the commission as described in Sections 100-1, 100-2 D (6), 100-2 D (7), and 100-2 D (8) of the City of Batavia Municipal Code.

The sign installations would be located at #20 and #41 Ross St and #5 and #13 James St. Upon a site visit with the Superintendent of Maintenance, with a member of the HPC, it appears that there is sufficient room to install these signs within the parkway area between the curb and sidewalk.

Letters have been sent to the owners of these properties to receive comment on the proposed installation. I will report on any comments once received.

Supporting Documentation
Memo from HPC
Sign Proof

Memo

To: Batavia City Council
From: Historic Preservation Commission
Cc: Jason Molino, City Manager
Date: April 13, 2017
Re: Historic District Signs

To raise community awareness of the Ross Street and James Street Historic Districts, the City of Batavia Historic Preservation Commission has voted to place signage in the parkway at both ends of the districts. The Ross Street District, designated in 1996, runs from 20 to 41 Ross Street and the James Street District, designated in 1999, runs from 5 to 13 James Street.

Each carved, high-density urethane sign will be a 1x2 foot oval, attached with stationary brackets to an 8 foot steel post with scroll bracket. They will be painted with black gloss enamel and gold leaf lettering and will read:

City of Batavia (in top curve)

Ross Street /James Street (2 of each)

Historic District

Historic Preservation Commission (in bottom curve).

Please see attached drawing.

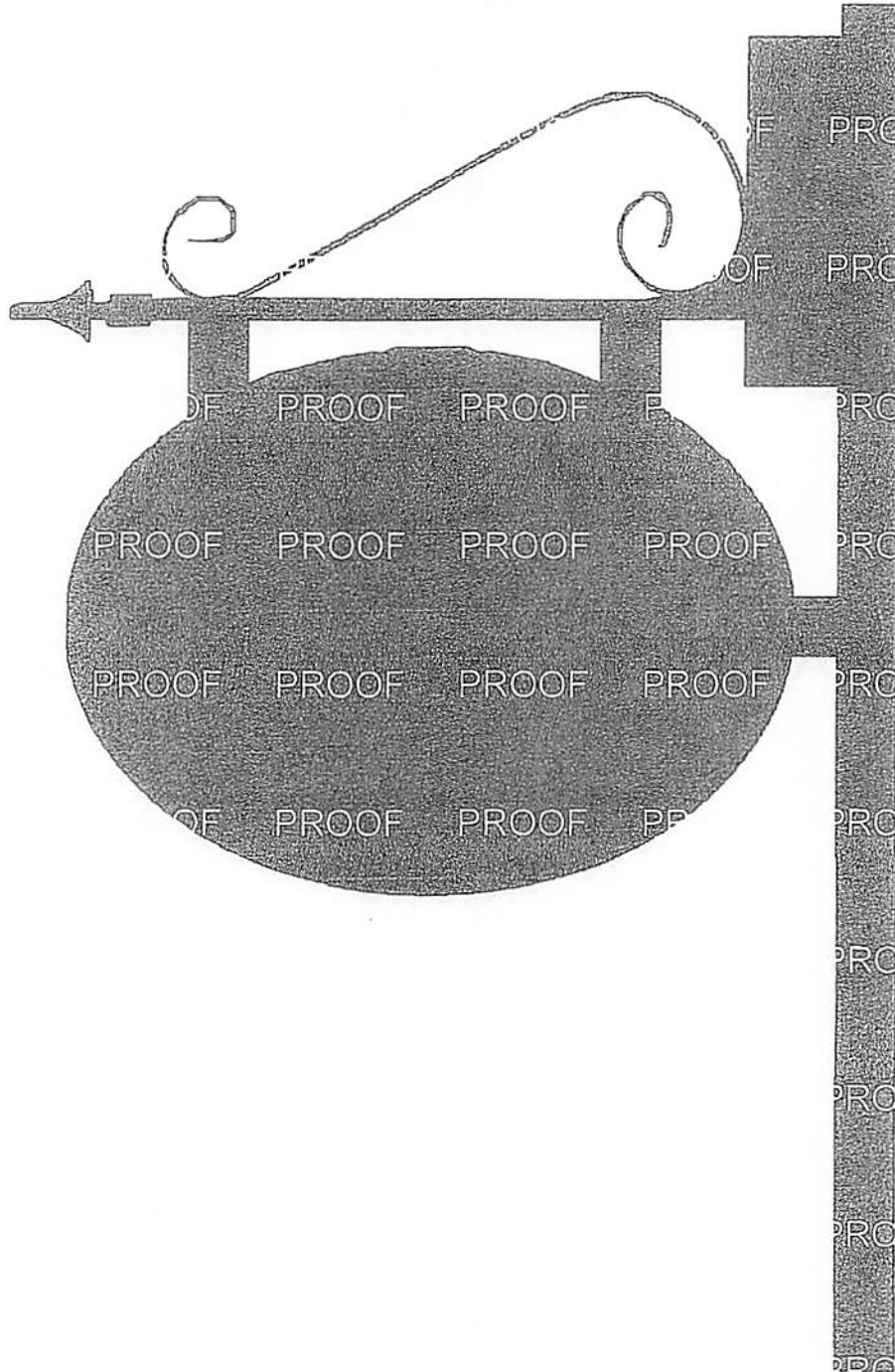
This project will not incur any additional cost to the city as the funds are in the budget line for the commission.



Russ @ WMS.R
Russ @ KIAN
James St.

Estimate #1496 - 6

12/22/2016



12' x 24"

This artwork is Copyright (c) 2016
Use of this artwork by any party other than for any purpose whatever is prohibited without a signed release from
I accept the artwork above for this project.

Signed by

Date

Amt. Paid Today



Estimate #1496 - B

12/22/2016

Prepared For:
Historic Preservation Commission
Don Burkel

Phone: Fax:
Alt. Phone:
Email: doneburkel@aol.com

Prepared By:
Marcy
Batavia Sign Company
5264 Clinton Street Rd.
Batavia, NY 14020 USA
Phone: 5853441234 Fax: 5853441234
Alt. Phone:
Email: bataviasign@yahoo.com

Description: Sign with Brackets

Estimated Time For Production: 10 working days

Quantity	Description	Each	Total	Taxable
4	12.00 in x 24.00 in Carved/Routed HDU (1 1/2") Oval Shaped City of Batavia James St. (2) Ross St. (2) Historic District Historic Preservation Commission	160.00	\$640.00	✓
2	One Shot Gloss Enamel (Quart) Black and Gold	35.00	\$70.00	✓
4	Steel Post with Scroll Bracket & stationary brackets to secure to posts	136.50	\$546.00	✓
2	Painting of Panels & Posts (Hours) - Paint sign (2 coats) paint post (2 coats)	90.00	\$180.00	✓
		Subtotal	\$1,436.00	
		Sales Tax	\$114.88	
		Total	\$1,550.88	

Terms: Deposit of 50% required at the time of order. Balance due upon job completion. Sign layout and design will be created once a deposit or corporate PO# has been issued. Deposit may be paid via credit card, cash or check. This estimate is good for 30 days from the above printed date. Labor hours are an estimation only and may be subject to change upon job completion depending on actual job requirements, this includes layout & design work.

By my signature, I authorize work to begin and agree to pay the above amount in full according to the terms on this agreement.


Signed by Date Amt. Paid Today



City of Batavia

Memorandum

To: Jason Molino, City Manager

From: Matt Worth, Director of Public Works 

Date: May 11, 2017

Subject: Engineering Services Request for Qualifications (RFQ)

The procurement of engineering services has offered several challenges over the past few years. While it is considered a professional service not subject to many of the procurement steps, it still requires a level of investigation and due diligence to ensure the City is receiving the best service and value. It is impractical to advertise for proposals for each and every project, especially with the number of engineering firms located between Buffalo and Rochester. It is also advantageous to have the same firm that has completed preliminary work, ultimately do final design and construction services for continuity of the project.

An engineering services RFQ was prepared and advertised soliciting firms to submit a ten page document outlining their qualifications, expertise, and availability to provide a broad range of services. The City received proposals from nine firms which are currently being reviewed and evaluated by senior public works staff. This will provide a qualified "short-list" of firms for the City to utilize. This process will give the City the flexibility to select the best firm for the project, while still offering the advantage of having more than one firm available and competing for the work.

This process will ultimately allow for a more streamline procurement of services, while meeting the requirements of the City Purchasing Policy. Once a project is identified, firm(s) from the pre-approved short-list will submit specific proposals for selection and will enter into a stand-alone contract with the City for that project.

Supporting Documentation
RFQ Document
Draft Resolution

CITY OF BATAVIA
DEPARTMENT OF PUBLIC WORKS
ONE BATAVIA CITY CENTRE, BATAVIA, NY 14020

Request for Qualifications
General Engineering Services for City of Batavia

The City of Batavia is seeking Qualifications Statements for General Engineering services. This RFQ is for consulting services on projects within the City of Batavia. Submit four (4) bound copies of your qualifications statements to Matt Worth, Director of Public Works, One Batavia City Centre, Batavia, NY 14020 on or before 1 pm on May 10, 2017.

Reference your submittals as "Qualifications for General Engineering Service for the City of Batavia".

The Statements of Qualifications in its entirety shall not exceed five (5) pages; double sided; size 12 font. The proposal shall include a clear table of contents addressing all the requirements of the RFQ. These requirements will be strictly enforced.

The City of Batavia reserves the right to reject any or all Statements of Qualifications. This invitation does not commit the City of Batavia to accept any Statements of Qualifications and does not obligate the City of Batavia for any cost associated with the preparation of the same.

If you have any questions regarding the RFQ, please contact Matt Worth, Director of Public Works at 585-345-6325.

Purpose

It is the intention of this RFQ to provide the City with a "short list" of pre-qualified firms to be assigned various engineering tasks as need arises.

Evaluation

The City of Batavia will evaluate all the **Statements of Qualifications** to select four (4) consultant teams. The qualifications will be comparatively evaluated based upon the requirements stated in the body of this RFQ. After reviewing the Statement of Qualifications the consultants will be ranked on their

- Appropriate Job Title Billing Rates – 10%
- Familiarity of the City of Batavia – 10%
- History of similar relationships with communities like Batavia – 20%
- Staff/Firm expertise – 30%
- Ability to provide a wide range of services consistent with the list under the "Professional Service" Heading – 30%

Agreements and Project Assignments

The selected consultant teams will be invited to enter into a General Engineering services agreement with the City of Batavia. The General Engineering Service agreement will be valid for a period of three (3) years from the date of legislative approval. The City reserves the right to renew the agreements for an additional three (3) years.

It should be noted that the four (4) consultant teams will be selected based on the evaluation criteria. The scope of services, fee proposals, and negotiations will occur as the specific projects are assigned to a consultant. Once a scope of services and fee is successfully negotiated, the City of Batavia shall issue a purchase order authorizing the consultant to proceed.

Initially, the agreement will be non-project specific. No guarantee of work assignments or projects can be made, however, the assignment of projects will be based on the City's needs.

Professional Service

The following is a general framework of services that could be provided by the Engineering Consultant. Services should not be limited by this framework. Instead, the scope of services will be tailored to each individual project, its budget, schedule, and nature of work. Consultant teams submitting responses to this RFQ shall consider the following as potential projects.

- Assessment of Existing Conditions and Infrastructure
- Assessment of space and functional program information
- Assessment of a Site's ability to accommodate the proposed project
- Project initiation reports (feasibility analysis, master planning, alternative conceptual design options with order of magnitude cost implication, consideration to future expansion, etc.)
- Schematic design
- Design Development (Draft Design Reports, Preparation of Final Design Reports)
- Construction documents (Final Plans and Specifications, Executions of Contract Documents, Project Schedules, Payment Certifications, etc.)
- Assist in the review and award recommendation of contract bids
- As-Built drawings
- Construction Inspection Services/ Construction Administration
- Pre- Bid Meetings and Progress Meetings
- Geotechnical Evaluation
- Energy
- Environmental Services – Testing and Evaluation
- Structural /Civil Engineering
- Structural testing per chapter 17 of the Building Code of New York State
- Testing of Building materials (concrete, bolts, weldments, soils, masonry, etc.)
- Electrical/SCADA Systems – Evaluating, design, and inspection
- Plumbing Systems – Evaluating, design, and inspection
- Mechanical Systems – Evaluating, design, and inspection
- Highway and Road design/ Construction/ Inspection (locally funded)
- Embankment Stabilization/ revetment
- Culvert Design

- Architectural Services
- Wetland Delineation
- Environmental permitting
- Traffic Studies
- Right-of-way Appraisal/ Acquisitions
- Surveying services including ROW surveys
- Project Cost and monitoring Control
- Cultural Resources surveys
- Endangered species surveys
- CAD/Mapping/drafting Services
- Water and Sewer Rate calculations
- Dispute Settlements
- Design and Manage Capital Improvement Projects (Water, Storm, Sanitary, Roads)

Statement of Qualifications Content

- A statement is required of each firm submitting qualifications that best describes the firm's understanding of this undertaking, their unique qualifications, their knowledge of government projects, and flexibility in implementing projects of varied scope and nature.
- A list of communities and dates where you have provided similar services
- Provide the following information:
 - A statement clearly indicating that your firm has the capacity to enter into the General Engineering Agreement.
 - Indicate the primary location of the offices where the work would be performed.
 - An organizational chart indicating the staff that may be assigned to the contract and their responsibilities.
 - Demonstrate the ability to perform small projects in a timely manner.
 - A list of job titles and their associated hourly billing rates with a not-to-exceed hourly rate and an overhead multiplier for 2017-2020.
 - Include a complete statement of non-collusion

General Information

To be selected, the Consultant needs to be a licensed and authorized by the State of New York to practice Engineering.

There are no DBE/WBE/MBE requirements for these projects, although participation is encouraged.

The chosen consultants shall not be permitted to subcontract any or all of the work performed without first obtaining written permission from the City.

These engineering services will not include any projects related to the Federal/State Aid "Pass Thru" Program or any other projects that are not solely funded by the City of Batavia.

The City of Batavia reserves the right to reject any or all proposals.

-2017

**A RESOLUTION SELECTING A LIST OF ENGINEERING FIRMS FOR
ENGINEERING SERVICES FOR THE CITY OF BATAVIA**

Motion of Councilperson

WHEREAS, the City of Batavia has projects that need engineering services including design, bid document preparation, and inspection; and

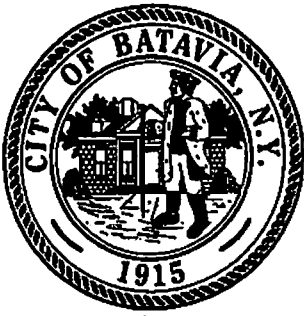
WHEREAS, a request for qualifications was advertised and nine (9) firms submitted a ten (10) page proposal outlining their qualifications, expertise, and availability; and

WHEREAS, after careful review four (4) firms were identified as being qualified to perform Engineering Services for the City of Batavia; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Batavia approves this list of Engineering Firms to contract with for Engineering Services

- .
- .
- .
- .


**Seconded by Councilperson
and on roll call**



City of Batavia

Memorandum

To: Jason Molino, City Manager

From: Matt Worth, Director of Public Works 

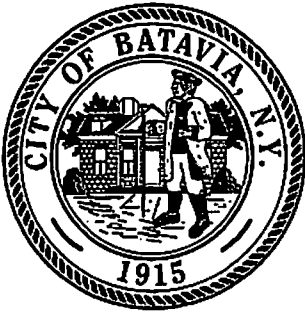
Date: May 10, 2017

Subject: Surplus of 1995 Front End Loader

The City is preparing to purchase a new front end loader as is budgeted for this year. The new loader will replace a 1995 Caterpillar unit (City ID #245) which requires regular maintenance to keep in service. After extensive research, and evaluation of possible replacement units, the City has secured a trade-in value of this unit of \$27,500 as part of the transaction for the new purchase.

It is requested that this unit be declared surplus, and authorized to be traded-in as part of the purchase of the new unit.

Supporting Documentation
Memo from Ray Tourt
Draft Resolution



City of Batavia

Memorandum

To: Matt Worth – Director of Public Works

From: Ray Tourt – Superintendent of Maintenance

Date: May 2, 2017

Subject: Surplus equipment disposal

We are requesting permission to dispose/surplus the following equipment by trade as identified.

Unit 245 – 1995 Caterpillar Wheel loader Serial # 8TK3092 with accessories. The unit has 8056 hrs, was repainted in 2007, rebuilt transmission in 2009. Unit is 22 years old and has become costly to keep in service. The cab is rusting through as well as body panels, linkage & pivot points have excessive slop from wear and the unit has begun developing engine oil leaks and hydraulic leaks in major components. This has been a good machine but it is time to replace with a reliable, modern machine to perform critical operations.

This equipment is being replaced as part of the approved fiscal year budget 2017/2018 and have been previously identified within the City of Batavia's Equipment Replacement Plan.

#2017

**A RESOLUTION TO DECLARE DEPARTMENT OF PUBLIC WORKS VEHICLES
AND EQUIPMENT SURPLUS FOR THE PURPOSE OF SALVAGE AND DISPOSAL**

Motion of Councilperson

WHEREAS, the Department of Public Works have declared the vehicles and equipment listed below surplus and the cost of needed repairs exceeding the vehicle's value; and

WHEREAS, the City of Batavia requires a surplus declaration of property to be made prior to disposal or sale of vehicles and equipment; and

WHEREAS, any revenue received from disposal is to be put into the respective department's equipment reserve fund, fund revenue or be used for trade in value for approved equipment replacement; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Batavia that the City Manager is authorized to declare the following as surplus for the purpose of salvage and disposal; and

BE IT FURTHER RESOLVED, that the City Manager be and hereby is authorized to make the necessary budget transfers in the 2017-2018 budget:

- 1995 Caterpillar Wheel loader, SN – 8TK3092

**Seconded by Councilperson
and on roll call**



City of Batavia

Memorandum

To: Jason Molino, City Manager

From: Matt Worth, Director of Public Works

Date: May 2, 2017

Subject: Central Pump Station 200HP Pump

The Central Pump Station (CPS) Facility receives all wastewater within the City and Town of Batavia sanitary sewer systems. The waste stream is then pumped to the Wastewater Treatment Facility for treatment and discharge into the Tonawanda Creek.

The CPS has three 75HP pumps and three 200HP pumps, which can pump a maximum of 24MGD with 5 of the 6 pumps running. This facility went into operation in 1990 and has been running continuously 24hrs/day ever since. Two of the original 75HP pumps have been replaced over the years, but all three of the 200HP pumps are original, with bearings and seals having been replaced at times.

Recently, one of the 200HP pumps experienced a bearing failure. Upon inspection, it was determined that in addition to replacing the bearings and seals additional wear of the outer housing, and some suspect areas in the inner electrical components could result in a premature failure after installing new bearings and seals. In light of this inspection, I do not believe it is prudent to invest \$26,099.00 for a repair of a 27 year old pump as it is 1/3 of the cost towards a brand new unit.

It is my recommendation that funds in the amount of \$78,000 are appropriated from the sewer facility reserve for the purchase of a new 200HP Flygt Pump for the Central Pump Station. This unit is the exact replacement model for the unit that has failed.

#-2017

**A RESOLUTION TO TRANSFER RESERVES AND AMEND THE BUDGET TO
PURCHASE A PUMP FOR CENTRAL PUMP STATION**

Motion of Councilperson

WHEREAS, the City of Batavia has an established Sewer Facility Reserve Fund; and

WHEREAS, the City of Batavia has a 27 year old pump that has malfunctioned at the Central Pump Station; and

WHEREAS, the Department of Public Works has conducted an assessment to repair the 27 year old pump in the amount of \$26,099.00 or replace the pump in the amount of \$78,0000.00; and

WHEREAS, it is recommended by the Director of Public Works to purchase a new pump for \$78,000.00 for the Department of Public Works to be efficient and effective in the future; and

WHEREAS, to properly account for the expenditure of this money, budget amendments need to be made.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Batavia that the City Manager be and hereby is authorized to use \$78,000 of Sewer Facility Reserve Fund monies to purchase a 200HP Flygt Pump for the Central Pump Station and to make the following budget amendments to the 2017-2018 budget to cover said service:

Increasing revenue accounts:

003.0003.0511.2130	Appropriated reserves (Sewer Facility Reserve)	\$78,000
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Increase expenditure accounts:

003.8130.0200.2130	Equipment Sewer Facility (Reserves)	\$78,000
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**Seconded by Councilperson
and on roll call**



City of Batavia

To: Honorable City Council

From: Jason Molino, City Manager

Date: May 17, 2017

Subject: Proposed Extension of Current Sales Tax and Water Agreements

Background: In 1999 the City and County entered into the Sales Tax Allocation Agreement formalizing the percentage share of County sales tax to be distributed between the City, County, Towns and Villages. This agreement came in tandem with the creation of the Operation and Maintenance Agreement for the Water Treatment Plant and the Water Treatment Facilities Agreement, as all three agreements addressed the Genesee County Public Water Supply Program, economic development and water demands in the County.

All three agreements were renewed and extended in 2007 for an additional 10 years. As outlined in the Sales Tax Allocation Agreements, a Sales Tax Committee including selected members from City Council, the County Legislature and representatives from the surrounding Towns and Villages were tasked to make recommendations to both governing bodies regarding all three agreements.

It is imperative to note that, while not mentioned in the Sales Tax Allocation Agreement, the two water agreements have bearing on the outcome of the sales tax agreement and that any recommendation regarding any one agreement would be intrinsically impacted by the other two. As such, in November 2016, the former Sales Tax Committee transitioned into the Sales Tax and Water Agreements Oversight Committee whose purpose is to evaluate recommendations made by a Working Group comprised of the City and Assistant City Manager, the Director of the City's Department of Public Works, the County and Assistant County Manager, the County Highway Superintendent and partnering engineering firms GHD and Clark Patterson Lee. The Working Group's task is to make recommendations to the Oversight Committee on how to approach the next steps with the all three agreements.

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Office of the City Manager
One Batavia City Centre
Batavia, New York 14020

TDD 800-662-1220
Phone: 585-345-6330
Fax: 585-343-8182
www.batavianewyork.com



City of Batavia

Since November 2016, the Working Group has met several times and accomplished the following tasks in pursuit of its goal:

- Reassessed the water supply threat
- Completed water plant scoring and capital investment recommendations
- Completed countywide water system master planning and preliminary engineering
- Reworked the County capital plan to reflect 20 years with annual projections
- Researched and outlined possible revenue source theories for funding sustainable water
- Explored the process and timeline of creating a countywide water district
- Looked at long-term water revenue models for both the County and the City
- Considered several sales tax distribution models
- Combined hydraulic models with master capital plan
- Researched and considered water capital funding options

Over the course of its work, the Working Group has updated the Oversight Committee on four occasions, keeping lawmakers apprised of progress and answering questions regarding the tasks. Among the findings presented to the Oversight Committee on May 2, 2017 were the following:

- The original concept for water included a countywide water district overlay; however legal research uncovered the need to obtain approvals from each town to allow the countywide water district to be formed.
- Amending existing water supply agreements with towns is more expedient than forming a countywide water district that accomplished the same.
- The timeline for water is extremely complicated with many critical elements, i.e., there are 21 water-related agreements that need to be opened and re-negotiated in order to move forward. These 21 agreements involve all the Towns and Villages in the County, the Monroe County Water Authority, the County and the City of Batavia.
- It is the consensus of the Working Group that due to the timeline of critical elements and many approvals needed, a water agreement cannot be reached under the current timeline. Given the findings listed above, the Working Group also presented the Oversight Committee with the following recommendations at the May 2, 2017 meeting:

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City of Batavia

- An extension of both the water and sales tax agreements for ten months, until December 31, 2018. Completing the sales tax agreement without completing the new water agreements is not in the best interest of any of the parties involved.
- A new proposed timeline (see attached) that reflects the working group's recommendations as well as milestones needed to ensure water needs of the entire County in the long-term.
- The Working Group and the Oversight Committee remain in place as is and develop a schedule for regular updates to the Oversight Committee.

At the May 2 meeting, the Oversight Committee agreed to all three recommendations and next steps to make the following recommendations to its collective governing bodies.

Recommendation: It is recommended that the City Council approve three resolutions: (1) extending the current sales tax allocation-agreement with the County of Genesee; and (2) approving a renewal and extension of lease with the County of Genesee for water treatment facilities; and (3) approving the extension of an operation and maintenance agreement for the water treatment facilities.

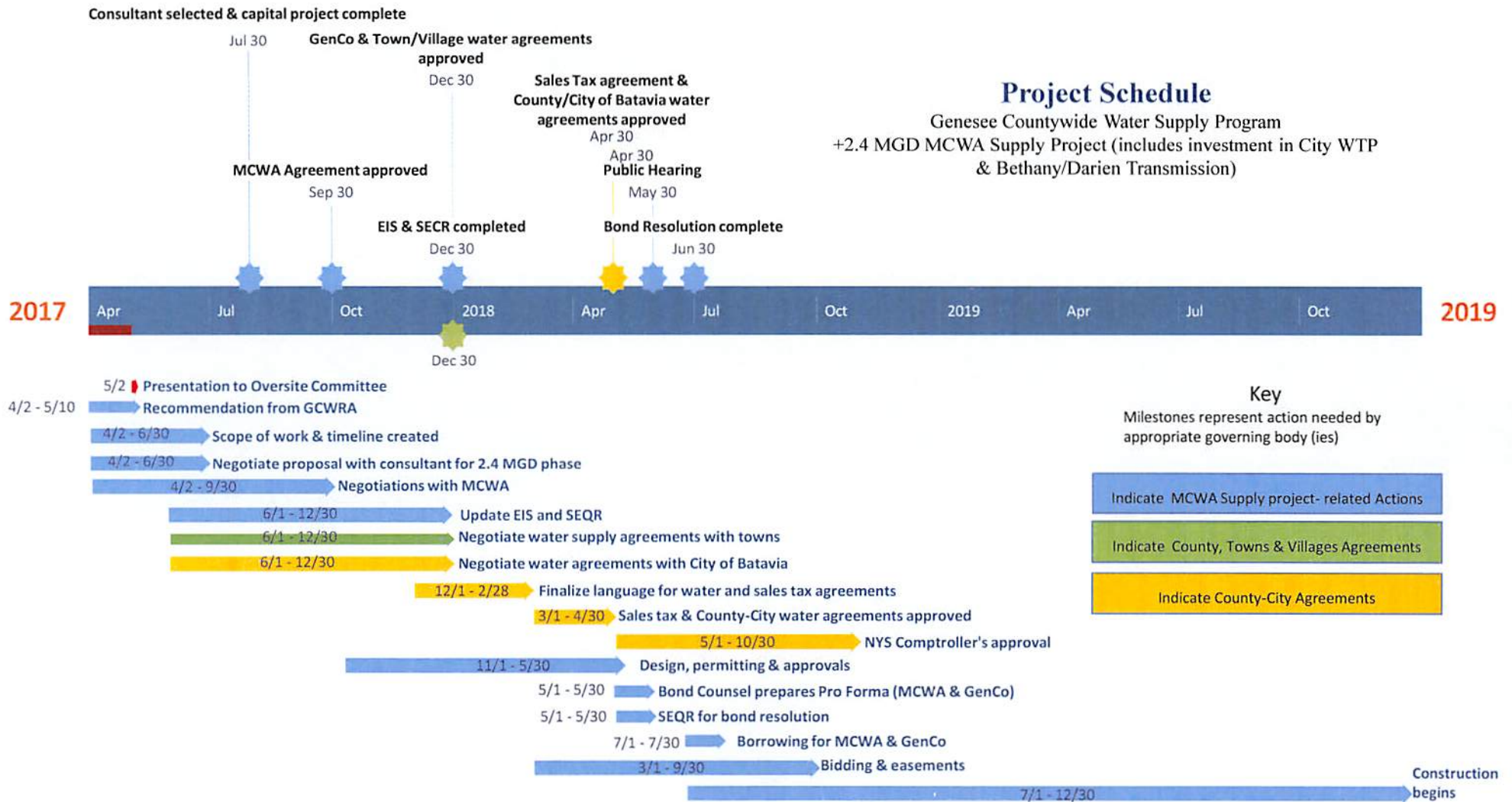
Supporting Documents:

1. A resolution authorizing the extension of the current sales tax agreement with the County of Genesee
2. A resolution approving the renewal and extension of lease with the County of Genesee for water treatment facilities.
3. A resolution approving the extension of an operation and maintenance agreement for the water treatment facilities.
4. Proposed timeline for Working Group.

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#-2017

**A RESOLUTION EXTENDING THE CURRENT SALES TAX
ALLOCATION-AGREEMENT WITH THE COUNTY OF GENESEE**

Motion of Councilperson

WHEREAS, the City Council by resolution adopted December 31, 2007 authorized the President of City Council to execute the Sales Tax Agreement between the City of Batavia and County of Genesee, and

WHEREAS, Paragraph Five of the agreement provides that the current term is ten (10) years, running from March 1, 2008 through February 28, 2018; and

WHEREAS, Paragraph Six of such agreement provides for formation of a Committee with members of the County Legislature, City Council and elected officials of Villages and Towns in Genesee County to recommend to the Legislature and City Council whether to amend, modify or extend the agreement for an additional term; and; and

WHEREAS, this Committee was formed and has convened as set forth in the Sixth Paragraph of the Agreement, in order to make a recommendation to the Legislature and the City Council as to whether or not to amend, modify or extend this Agreement for an additional term, and

WHEREAS, this Committee has met numerous times, and has in fact recommended to the Legislature and the City Council that the Agreement be extended for a period of 10 months to allow the Committee to continue to meet in order to conduct additional fact finding, negotiations and deliberations, and

WHEREAS, Paragraph Seven of such agreement states that within the time frames set forth herein and the statutory notice requirements in Articles 28 and 29 of the Tax Law, this Agreement may be modified, terminated or otherwise amended in the event that both the City Council and the County Legislature, by formal resolution, mutually agree to do so. Neither party may do so unilaterally. Any such modification, termination or amendment must be reduced to writing, executed by such officers of each body as they shall respectively designate and approved by the Office of the State Comptroller as set forth above.

NOW, THEREFORE, BE IT RESOLVED, that the City Council does hereby elect to extend the Sales Tax Agreement between the City of Batavia and County of Genesee dated December 31, 2007 effective February 28, 2008 for a period of eight months, from March 1, 2018 and through December 31, 2018, and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the City Council President is authorized to execute an amended Sales Tax Allocation Agreement addressing said extension through December 31, 2018.

**Seconded by Councilperson
and on roll call**

**SALES TAX ALLOCATION AMENDED AGREEMENT
BETWEEN THE COUNTY OF GENESEE AND THE CITY OF BATAVIA**

THIS AGREEMENT made the _____ day _____, 2017, by and between the County of Genesee, a municipal corporation of the State of New York, with offices located at the Old Courthouse, 7 Main Street, Batavia, New York, 14020 (hereinafter "County"), and the City of Batavia, a municipal corporation of the State of New York with offices located at One Batavia City Centre, Batavia, New York 14020 (hereinafter "City").

WITNESSETH:

WHEREAS, the Parties previously entered into an "Agreement Sales Tax Allocation County of Genesee and City of Batavia", dated December 31, 2007, (hereinafter "Agreement") and

WHEREAS, pursuant to the Fifth Paragraph the current term of the Agreement is for ten years, from March 1, 2008 through February 28, 2018, and

WHEREAS, the Parties desire and intend to extend the prior Agreement for an additional 10 months.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, it is agreed as follows:

1. The Fifth Paragraph of the previous agreement shall be revised to extend the term for an additional period of 10 months, to end on December 31, 2018, instead of the date of February 28, 2018.
2. The parties acknowledge that the prior notice by the County to the City to terminate the Agreement pursuant to the second paragraph of the Sixth Paragraph shall remain in full force and effect; except that the termination date is extended until December 31, 2018.
3. Any and all terms and conditions set forth in the prior Agreement, which are not specifically revised or amended herein, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have signed this Amended Agreement the day and year first written above.

CITY OF BATAVIA

By: _____
Eugene Jankowski, Jr.
President, City Council

COUNTY OF GENESEE

By: _____
Raymond Cianfrini
Chairman, County Legislature

#-2017

**A RESOLUTION APPROVING A RENEWAL AND EXTENSION OF
LEASE WITH THE COUNTY OF GENESEE FOR WATER TREATMENT
FACILITIES**

Motion of Councilperson

WHEREAS, the City of Batavia and the County of Genesee entered into a lease agreement dated November 20, 2000 which was extended and renewed on December 31, 2007 for the lease by the County of the City's water treatment plant, water supply facilities and water transmission system (the "Facilities"); and

WHEREAS, the current term of the lease agreement is through February 28, 2018; and

WHEREAS, the City and County have agreed to extend the Sales Tax Allocation Agreement and Water Supply Operation and Maintenance agreement through December 31, 2018; and

WHEREAS, the lease agreement needs to run for the same term as the Sales Tax Agreement and Operation and Maintenance agreement; and

WHEREAS, the parties now wish to extend the lease agreement through December 31, 2018; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Batavia does hereby authorize the President of City Council to execute a renewal and extension of the lease agreement for the Facilities for a term beginning March 1, 2018 through December 31, 2018.

Seconded by Councilperson
And on roll call

**SECOND AMENDMENT
TO CITY OF BATAVIA AND COUNTY OF GENESEE
LEASE AGREEMENT FOR WATER SUPPLY AND TREATMENT FACILITIES
DATED DECEMBER 31, 2007**

THIS AGREEMENT, made the _____ day of May, 2017, by and between the City of Batavia, a municipal corporation of the State of New York, with offices located at City Hall, One Batavia City Centre, Batavia, New York, hereinafter referred to as the “City,” and the County of Genesee with offices at Old County Courthouse, 7 Main Street, Batavia, New York, hereinafter referred to as the “County.”

WITNESSETH:

WHEREAS, the City and the County have entered into a lease agreement, dated January 20, 2000 whereby the City leased its water facilities to the County;

WHEREAS, the City and the County subsequently entered into a Water Supply Operation & Maintenance Agreement, dated April 10, 2001 whereby the operational procedures for the water facilities were addressed for a period from March 1, 2000 to February 28, 2010; and

WHEREAS, on December 31, 2007, the City and County entered an extension and renewal of the lease agreement; and

WHEREAS, the current term of the lease agreement is through February 28, 2018; and

WHEREAS, the City and County have continued to review the lease and the terms of the related Operation and Maintenance Agreement executed by and between the City and the County for the operation of the water facilities; and

WHEREAS, the City and County intend the terms of the lease and Operation and Maintenance Agreement to be commensurate with the term of a Sales Tax Allocation Agreement between the parties; and

WHEREAS, the City and County have agreed to extend the Sales Tax Agreement through December 31, 2018; and

WHEREAS, the City and County have mutually determined that it is appropriate to enter a new lease agreement and extend the Operation and Maintenance Agreement for a period of ten (10) months through December 31, 2018; and

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein and in the Operation and Maintenance Agreement, and the December 31, 2007 agreement executed by the City and County respectively, it is agreed as follows:

Paragraph 1 of the lease agreement between the City and County, dated December 31, 2007 is hereby amended to add the following:

The term of the lease of the "Facilities" shall be extended for a period of an additional ten (10) months commencing February 28, 2018 through December 31, 2018.

The December 31, 2007 Agreement is in all other respects re-affirmed and re-stated.

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized officers the day and year first above-written.

CITY OF BATAVIA

(SEAL)

By: _____
EUGENE JANKOWSKI, JR.
BATAVIA CITY COUNCIL PRESIDENT

COUNTY OF GENESEE

(SEAL)

By: _____
RAYMOND CIANFRINI
LEGISLATIVE CHAIR

STATE OF NEW YORK)

COUNTY OF GENESEE) SS.:

On _____, 2017, before me personally came Eugene Jankowski, Jr. to me known, who being by me duly sworn did depose and say that he/she is the Batavia City Council President of the City of Batavia, New York, the municipal corporation described in foregoing, and acknowledged that he/she executed the same by order of such corporation.

Notary Public

STATE OF NEW YORK)

COUNTY OF GENESEE) SS.:

On _____, 2017, before me personally came Raymond Cianfrini to me known, who being by me duly sworn did depose and say that he/she is the _____ Legislative Chair of the Genesee County Legislature, the municipal corporation described in the foregoing, and acknowledged that she executed the same by order of the Legislature of said County; and that she signed her name thereto by like order.

Notary Public

#-2017

**A RESOLUTION APPROVING THE EXTENSION OF AN
OPERATION AND MAINTENANCE AGREEMENT FOR THE
WATER TREATMENT PLANT**

Motion of Councilperson

WHEREAS, the City of Batavia and the County of Genesee have previously entered into a Lease Agreement for the lease by the county of the City's water treatment plant, water supply facilities and water transmission system, and

WHEREAS, the parties agreed to extend and renew the original Lease Agreement and enter a new Lease Agreement through February 28, 2018, and

WHEREAS, as a portion of said Lease Agreement, the parties entered into a separate Operation and Maintenance Agreement which was extended through February 28, 2018 pursuant to which the City operates the water treatment plant on behalf of the County, and

WHEREAS, the parties wish to extend said Operation and Maintenance Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Batavia does hereby authorize the President of City Council to execute an extension of the Operation and Maintenance Agreement with the County of Genesee dated April 10, 2001 which was extended and modified on December 31, 2007 through December 31, 2018 under the same terms and conditions.

**Seconded by Councilperson
and on roll call**

**AMENDMENT
TO CITY OF BATAVIA AND COUNTY OF GENESEE
WATER SUPPLY OPERATION & MAINTENANCE AGREEMENT
DATED APRIL 10, 2001**

THIS AGREEMENT, made the _____ day of May, 2017, by and between the City of Batavia, a municipal corporation of the State of New York, with offices located at City Hall, One Batavia City Centre, Batavia, New York, hereinafter referred to as the "City," and the County of Genesee with offices at Old County Courthouse, 7 Main Street, Batavia, New York, hereinafter referred to as the "County."

WITNESSETH:

WHEREAS, the City and the County have entered into a lease agreement, dated January 20, 2000 whereby the City leased its water facilities to the County;

WHEREAS, the City and the County subsequently entered into a Water Supply Operation & Maintenance Agreement, dated April 10, 2001 whereby the operational procedures for the water facilities were addressed for a period from March 1, 2000 to February 28, 2010; and

WHEREAS, on December 31, 2007, the City and County entered an extension and renewal of the lease agreement; and

WHEREAS, the current term of the lease agreement is through February 28, 2018; and

WHEREAS, the City and County have continued to review the lease and the terms of the related Operation and Maintenance Agreement executed by and between the City and the County for the operation of the water facilities; and

WHEREAS, the City and County intend the terms of the lease and Operation and Maintenance Agreement to be commensurate with the term of a Sales Tax Allocation Agreement between the parties; and

WHEREAS, the City and County have mutually determined that it is appropriate to enter a new lease agreement and extend the Operation and Maintenance Agreement for a period of ten (10) months through December 31, 2018; and

WHEREAS, the City and County have entered a new lease agreement for the water facilities dated December 31, 2007; and

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein and in the Operation and Maintenance Agreement, and the January 20, 2000 agreement executed by the City and County respectively, it is agreed as follows:

Paragraph 8.1 of the Agreement between the City and County, dated April 10, 2001 is hereby amended to read as follows:

The term of this Agreement and the term of the lease of the "Facilities" described in the January 20, 2000 City/County water agreement shall be extended for a period of an additional ten (10) months commencing February 28, 2018 through December 31, 2018.

The April 10, 2001 Agreement is in all other respects re-affirmed and re-stated.

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized officers the day and year first above-written.

CITY OF BATAVIA

(SEAL)

By: _____
EUGENE JANKOWSKI, JR.
BATAVIA CITY COUNCIL PRESIDENT

COUNTY OF GENESEE

(SEAL)

By: _____
RAYMOND CIANFRINI
LEGISLATIVE CHAIR

DRAFT

STATE OF NEW YORK)

COUNTY OF GENESEE) SS.:

On _____, 2017, before me personally came Eugene Jankowski, Jr. to me known, who being by me duly sworn did depose and say that he/she is the Batavia City Council President of the City of Batavia, New York, the ~~municipal~~ corporation described in foregoing, and acknowledged that he/she executed ~~the same~~ by order of such corporation.

Notary Public

STATE OF NEW YORK)

COUNTY OF GENESEE) SS.:

On _____, 2017, before me personally came Raymond Cianfrini to me known, who being by me duly sworn did depose and say that he/she is the Legislative Chair of the Genesee County Legislature, the municipal corporation described in the foregoing, and acknowledged that she executed the same by order of the Legislature of said County; and that she signed her name thereto by like order.

Notary Public

MOTION TO ENTER EXECUTIVE SESSION

Motion of Councilperson

WHEREAS, Article 7, Section 105(1)(f), of the Public Officer's Law permits the legislative body of a municipality to enter into Executive Session to discuss "...the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation..."and;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Batavia, that upon approval of this Motion, the City Council does hereby enter into Executive Session.

**Seconded by Councilperson
and on roll call**