



BATAVIA CITY COUNCIL CONFERENCE MEETING

**City Hall - Council Board Room
One Batavia City Centre
Monday, June 25, 2018 at 7:00 PM**

AGENDA

- I. Call to Order
- II. Invocation – Councilperson Viele
- III. Pledge of Allegiance
- IV. Public Comments
- V. Council Response to Public Comments
- VI. Communications
 - a. St. Anthony's/City Church Public Picnic
 - b. BID Wine Walk
 - c. Go Art Shakespeare in the Park
 - d. The Batavia Ramble
- VII. Council President Report
 - a. Announcement of the next regular City Council Business and Conference Meeting to be held on Monday, July 9, 2018 at 7:00 p.m. at the City Hall Council Board Room, 2nd Floor, City Centre
- VIII. Presentation – MRAP
- IX. Appoint Audit Advisory Committee
- X. Appoint Historic Preservation Commission
- XI. Sale of Surplus Properties to Genesee County
- XII. Schedule a Public Hearing to Provide Information for CDBG Program
- XIII. City Sidewalk Replacement
- XIV. Sign Ordinance Review
- XV. Redfield Pillar Project
- XVI. OARS Website
- XVII. Overnight Parking

- XVIII. Refuse Collection Zones
- XIX. MacArthur Park Baseball Field Update
- XX. Adjournment

St. Anthony's/City Church Public Picnic

There are no costs from the departments.

BID Wine Walk

Estimated cost from the police department is \$92. There are no other costs from the other departments.

Go Art Shakespeare in the Park

There are no costs from the departments.

The Batavia Ramble

Estimated cost from the police department is \$368. There are no other costs from the other departments.



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

DATE: 06/14/2018
GENERAL RECEIPTS
RECEIPT TYPE: 2590
RECEIPT # 237339
AMOUNT PAID ----

TIME: 09:06:34

25.00

Official Use Only:

2018-22

Event Application #:

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

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

Event Sponsor St. Anthony's / City Church

Type of Event Public Picnic

Date of Event 7/5/18 - Thursday

Time of Event (don't include set up time here - just actual event time) 5:00-8:30pm

Location of Event 114 Liberty St Batavia

Details of Event (be as specific as possible!) outdoor picnic, outdoor music, outdoor grilling, outdoor bounce houses, outdoor trolley, outdoor facepainting

Contact Information:

Primary contact:

Secondary contact:

Name Ryan Macdonald
Phone # 585-343-1225
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 ☒

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: 7/5/18Set up time: 10:00amTear down date: 7/5/18Tear down time: 10:00pm**PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:**Date: 7/5/18 Start time: 5:00 End time: 8:30Estimated crowd size: 300 # of Vendors/Displays approx. 3**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 ☐

City Church _____ Ryan Macdonald _____ 585343-1225
Name of Company Providing Above: _____ Company Contact/Representative: _____ Phone #: _____

210 E. Main St _____ Batavia _____ 14020
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.

multiple 10x20 tents and a 70ft. bounce house

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:

that the section on Central Ave between Liberty St and Pringle Ave
be blocked off for the event

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

Central Ave
Street to be closed

Liberty St
Cross Streets

&
Cross Streets

Pringle Ave
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

Will traffic cones be requested from the City? Yes ☒ No ☐ How Many? 4

(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 and fire

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

St. Anthony's a City Church, 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 St. Anthony's a City Church (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.

6/13/18
Date:

St. Anthony's a City Church
Name of Event Sponsor:

Trustee
Authorized Signature, Title

Ryan M. Macdonald
Name - Printed or Typed

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

6/13/18
Date:

[Signature]
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:

2018-17

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 Wine Walk

Date of Event Saturday Oct. 16th 2018

Time of Event (don't include set up time here - just actual event time) 4 PM - 8 PM

Location of Event Downtown Batavia Businesses (20-25 stops)

Details of Event (be as specific as possible!) Annual Wine Walk - 1000 tickets sold (21+ yrs. or older) Ticket holders will walk from location to location testing wine or cider. Alcohol will not be permitted past store's location. Each business will file a temporary event app. w/ NY's liquor & provide insurance coverage.

Contact Information:

Primary contact:

Name Beth Kemp

Phone # 344-0900

E-mail address bkemp@downtownbataviainc.com

Secondary contact:

Name Leanna DiRisio

Phone # 738-7388

E-mail address leanna@thehiddendoorbataviainc.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? wineries &

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. **

* wineries who have farmer's market permit through NYS Ag & Market will be allowed to sell. All products sold must be labeled & sealed

EVENT INFORMATION (required):

Set up date: Oct 6, 2018 Set up time: 2:00 PM
Tear down date: Oct 6, 2018 Tear down time: 8:00 PM

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: Oct 6 Start time: 4:00 PM End time: 8:00 PM
Estimated crowd size: 1200 # of Vendors/Displays _____

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. _____

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 ☒

**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 Business (B.I.D.)
Improvement District

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 B.I.D. (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.

5/3/18
Date

Downtown Batavia B.I.D.
Name of Event Sponsor

Elizabeth Kemp Exec. Director
Authorized Signature, Title

Both Kemp
Name - Printed or Typed

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

5/3/18
Date

Elizabeth 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

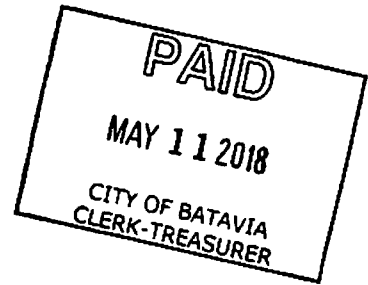
Official Use Only:

2018-18

Event Application #:



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



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

Event Sponsor Genesee-Orleans Regional Arts Council
Type of Event Shakespeare in the Park ("Shake on the Lakes")
Date of Event August 9, 2018
Time of Event (don't include set up time here - just actual event time) _____
Location of Event Centennial Park
Details of Event (be as specific as possible!) _____

Contact Information:

Primary contact:

Name Gregory Hallock
Phone # (585) 343-9313
E-mail address ghallock@gnart.org

Secondary contact:

Name Josh Rice
Phone # (501) 351-1240
E-mail address shakeonthe lakes@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. ****

EVENT INFORMATION (required):

Set up date: August 9, 2018 Set up time: 4 pm
Tear down date: August 9, 2018 Tear down time: Completed by 10 pm

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: August 9, 2018 Start time: 6:30 pm End time: 8 pm
Estimated crowd size: _____ # of Vendors/Displays _____

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 ☒ as part of the play, Shake on the Lake
Shake on the Lake Josh Rice (501) 356-6340
Name of Company Providing Above: _____ Company Contact/Representative _____ Phone # _____
P.O. Box 57 Silver Lake, NY 14549
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 and lights for the show
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.

ANCHORING INTO PAVEMENT IS PROHIBITED!

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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.**
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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

Genesee-Orleans Regional Arts Council 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 Genesee-Orleans Regional Arts Council (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.

05/07/2018
Date

Genesee-Orleans Regional Arts Council
Name of Event Sponsor
Gregory A. Hallock, Executive Director
Authorized Signature, Title
Gregory A. Hallock
Name - Printed or Typed

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

05/07/2018
Date

Gregory A. Hallock
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

DATE: 06/06/2019
GENERAL RECEIPTS
RECEIPT TYPE: 2590
RECEIPT # 236674
AMOUNT PAID ----

TIME: 13:41:01

25.00

Official Use Only:

2018-21

Event Application #:

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

Event Sponsor The Batavia Ramble

Type of Event Music & Arts Festival

Date of Event 7-7-2018

Time of Event (don't include set up time here - just actual event time) 10AM - 9pm

Location of Event Jackson Square, Center Street, School St.

Details of Event (be as specific as possible!) Music and Arts Festival featuring two stages (Jackson Sq: Center St) Craft vendors, Artists, Kids Zone w/ games and bounce houses
Food trucks & general concessions

Contact Information:

Primary contact:

Name Paul a Draper III
Phone # 585-993-3971
E-mail address thebataviaramble@gmail.com

Secondary contact:

STEPHEN KOWALCYK
585-727-0581
STEPHEN.KOWALCYK@JMAZL.COM

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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: 7-7-18

Set up time: 8:00 AM

Tear down date: 7-7-18

Tear down time: 10:00 PM

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: 7-7-18

Start time: 10:00 AM

End time: 9:00 PM

Estimated crowd size: 1,000

of Vendors/Displays 50

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 ☐

30 different bands playing on 2 different stages
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 for bands (Jackson Square)

Will generators be used? Yes ☒ No ☐

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

SIZE OF GENERATOR(S) 1BD FUEL SOURCE - GAS - ☐ - DIESEL - ☐ - PROPANE - ☐

Small for vendor use (limited)

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 are allowed
10x10 tents properly secured & weighted, bounce houses erected in Kids Zone
20x40 tent over Center St. stage for band shell

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: Safety of vendors/vendors
and allowing community members to enjoy and be safe at festival

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

<u>Center street</u>	<u>Main st</u>	<u>&</u>	<u>School st.</u>
<small>Street to be closed</small>		<small>Cross Streets</small>	
		<u>&</u>	
		<small>Cross Streets</small>	
		<u>&</u>	
		<small>Cross Streets</small>	
		<u>&</u>	
		<small>Cross Streets</small>	

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?
(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

The Batavia Ramble 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 The Batavia Ramble (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.

6/5/18
Date

The Batavia Ramble
Name of Event Sponsor
Paul Draper III, Event Coordinator
Authorized Signature, Title
Paul Draper III
Name - Printed or Typed

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

6/5/18
Date

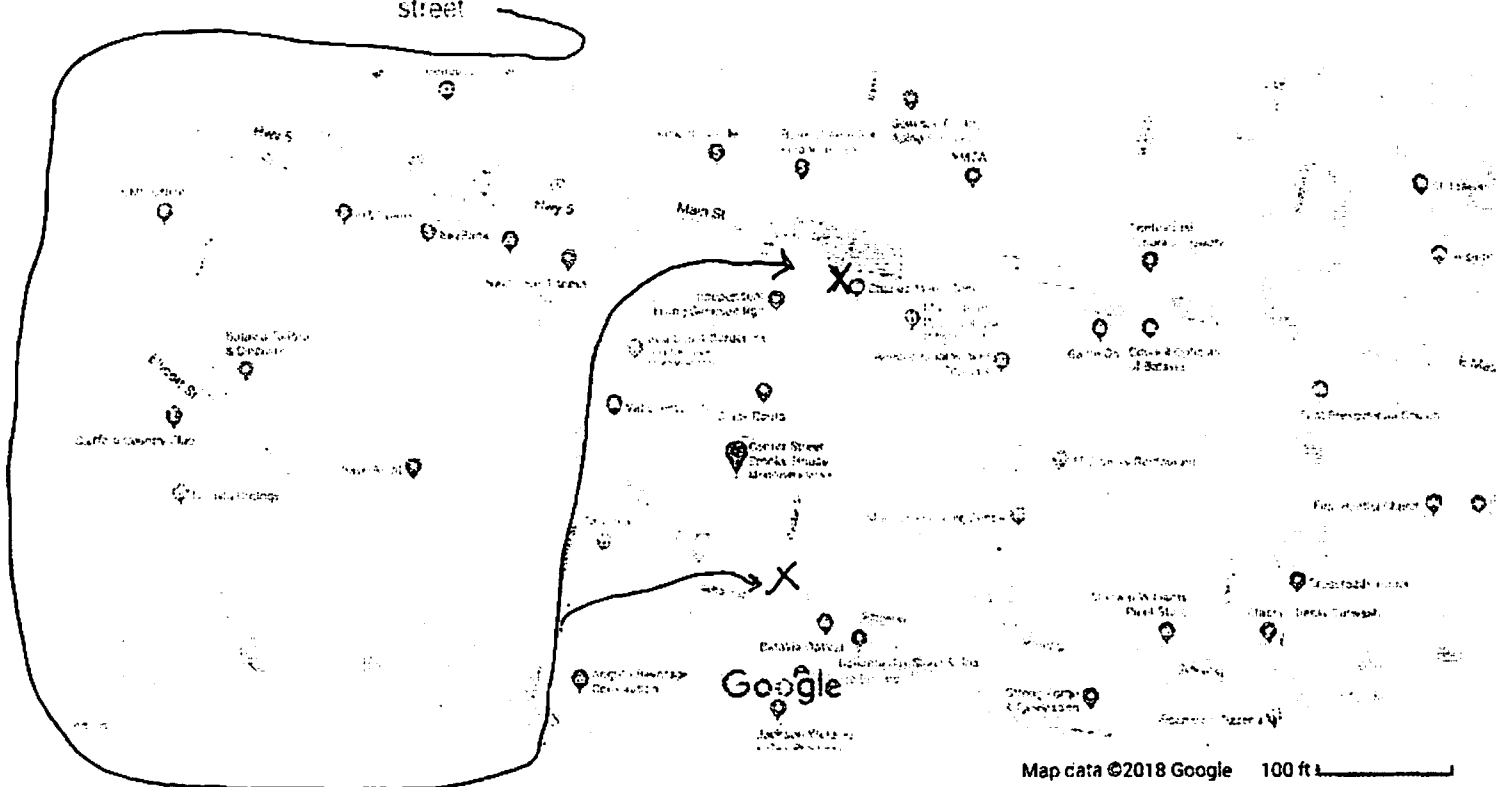
Paul Draper III
Signature of Applicant

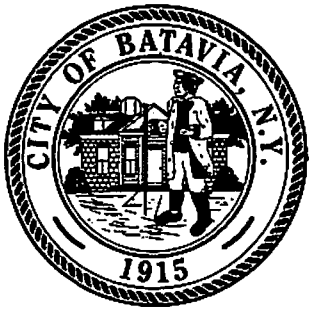
Please forward this application to:

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

Google Maps Center Street Smoke House

Looking for enough barricades to block off Center street between Main Street and School street





City of Batavia

Memorandum

To: Matt Worth, Interim-City Manager

From: Shawn Heubusch, Police Chief

Date: April 3, 2018

Subject: Authorization to acquire an armored vehicle via the 1033 program

The City of Batavia Police Department commands the County's only Multi-Jurisdictional Emergency Response Team (ERT) for the purpose of tactical responses to situations that occur throughout the County that are beyond the capability of ordinary patrol officers. Some examples of these situations include, but are not limited to, hostage situations, barricaded individuals that are armed or thought to be armed with firearms, high risk search/arrest warrant services as well as situations where suspects are actively firing at first responders to name a few. The ERT exists to mitigate the risk involved with these high-risk operations that must be dealt with by law enforcement for the sake of the safety of the community. The ERT is currently composed of 15 members from the various law enforcement agencies throughout the County. This team operates under an Inter-Municipal Agreement that was updated on July 30, 2015 and covers liability, training and command and control issues respective to the operations of the ERT. The ERT is used regularly to accomplish a variety of missions as outlined above (unfortunately, these situations are becoming more prevalent in our society). The team trains regularly in an effort to obtain standards as outlined by the MPTC for NYS.

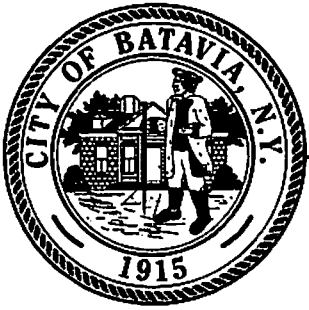
The team currently has a single vehicle dedicated to its operations, this vehicle is a 2010 Ford cargo van. This vehicle works well as a transport vehicle and command post while on the scene of an incident, however provides no ballistic protection from any type of firearm. We are looking to obtain an armored vehicle that can be used as a rescue vehicle in many different situations and also provide much needed ballistic protection to our officers.

The City of Batavia Police Department is currently enrolled in the Federal 1033 program and has been a recipient of the program in the past. We would like to apply to the program to obtain an armored vehicle. The military makes available to local law enforcement armored vehicles that are no longer in-service for military operations, the most popular, and practical, being the Mine Resistant Ambush Protected vehicle more commonly known as the MRAP. This vehicle provides the ballistic protection

Police Department
10 Main Street
Batavia, New York 14020



Phone: 585-345-6350
Fax: 585-344-1878
Records: 585-345-6303
Detective Bureau: 585-345-6370
www.batavianewyork.com



City of Batavia

necessary to keep officers and civilians safe during high risk operations. This vehicle can be, and has been, used as a high water rescue vehicle and is also capable of rescuing individuals from a variety of terrains. The vehicle was purpose built for the military to withstand firearm rounds up to and including .50 caliber ammunition. The vehicle was also built to withstand explosions from improvised explosive devices (IED's) that would be encountered in combat areas. The vehicle itself is manufactured by Navistar International, the same company that provides diesel trucks such as dump trucks and snow plows to municipalities.

The ideal vehicle for the law enforcement tactical use is a Lenco Bearcat. This vehicle is purpose built for law enforcement and sold to law enforcement agencies across the world. The Police Department obtained an estimate for the purchase of a Lenco Bearcat in 2016 of \$254,452. This estimate included minimal options that would be necessary for this region, such as diesel engine and off-road package.

The MRAP is offered to local law enforcement agencies through the 1033 program for a cost of \$ 0*. The only costs to the municipalities are the costs of transport from whatever port it is located (worst case scenario estimate of \$7,000 depending on location), repairs and upfitting (dependent upon condition) and yearly maintenance (estimated at \$500 to \$1,500). All of these costs are estimates based upon similar expenditures by other law enforcement agencies in New York State over the last 5 years. In total an MRAP can be obtained and upfitted for approximately \$11,500 to \$17,000, a fraction of the cost of a Lenco Bearcat. The costs would be split evenly between the City of Batavia Police Department and the Genesee County Sheriff's Office (see attached letter of support from Sheriff William Sheron).

The MRAP is considered "controlled property" under the 1033 Program and therefore needs the signature of the City Council President to apply to the Program for the vehicle.

It is my recommendation that City Council approve the Council President to sign the New York 1033 Law Enforcement Agency Controlled Property Request Authorization form. This signature will allow the City of Batavia to be put on a list to obtain an MRAP when one becomes available through the program.

Thank you for your time and consideration.

Police Department
10 Main Street
Batavia, New York 14020



Phone: 585-345-6350
Fax: 585-344-1878
Records: 585-345-6303
Detective Bureau: 585-345-6370
www.batavianewyork.com

#-2018

**A RESOLUTION AUTHORIZING THE CITY COUNCIL PRESIDENT TO SIGN AS
THE AUTHORIZED REPRESENTATIVE FOR THE CITY OF BATAVIA ON THE
NEW YORK 1033 PROGRAM LAW ENFORCEMENT AGENCY CONTROLLED
PROPERTY REQUEST AUTHORIZATION FORM**

Motion of Councilperson

WHEREAS, the City of Batavia is desirous of retaining a wheeled armored vehicle (MRAP or similar) for utilization by the City Police Department's Emergency Response Team (ERT) as a Rescue Vehicle; and

WHEREAS, such wheeled armored vehicles are considered Controlled Property and therefore require prior authorization from the appropriate Civilian Governing Body of the Law Enforcement Agency; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Batavia that the Council President is hereby authorized and directed to sign as the Authorized Representative of the Civilian Governing Body for the purpose of applying for a wheeled armored vehicle through the New York 1033 Program.

**Seconded by Councilperson
and on roll call**



New York State
Accredited Agency

Office of the Sheriff

Genesee County, New York

William A. Sheron, Jr., Sheriff

Gregory H. Walker, Undersheriff

April 18, 2018

Chief Shawn Heubusch
City of Batavia Police Department
10 West Main Street
Batavia, New York 14020

Re: Letter of Support

Dear Chief Heubusch:

The purpose of my letter is to express full support for the purchase of a Mine Resistant Ambush Protected (MRAP) vehicle to be utilized by the Emergency Response Team (ERT) along with other police emergency situations.

Per our discussions, the Genesee County Sheriff's Office is prepared to cover up to 50% of the purchase cost and annual maintenance. If the Batavia City Council approves this request, I will move forward and present it to the Genesee County Legislature for approval.

Sincerely,

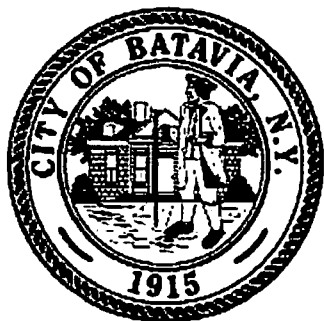
William A. Sheron, Jr.
Sheriff

Sheriff's Office
165 Park Road
Batavia, NY 14020
(585) 345-3000
FAX: (585) 343-9129

Genesee County Jail
P.O. Box 151
Batavia, NY 14021-0151
(585) 343-0838
FAX: (585) 344-2541

Genesee Justice
14 West Main Street
Batavia, NY 14020
(585) 815-7821
FAX: (585) 345-3095

**Justice for Children
Advocacy Center**
304 East Main Street
Batavia, NY 14020
(585) 344-8576
FAX: (585) 345-3090



City of Batavia

TO: Matt Worth, Interim City Manager
FROM: Lisa Neary, Deputy Director of Finance
DATE: June 19, 2018
RE: Audit Advisory Board

As part of the City of Batavia's audit process, the City appoints three city residents and two councilmembers to the Audit Advisory Board for the purpose of reviewing the City's financial audit and to provide recommendations to the council as the Board sees fit.

Our three City residents were appointed last year for a term that expires December 31, 2020 and Bob Bialkowski and Eugene Jankowski served for a term that expired December 31, 2017, therefore two councilmembers are needed to fill those positions.

Attached is a resolution to appoint those people to serve on the Audit Advisory Board as determined by Council.

Please let me know if you have any questions.

#-2018
A RESOLUTION TO APPOINT MEMBERS TO
VARIOUS CITY COMMITTEES/ BOARDS

Motion of Councilperson

WHEREAS, certain vacancies exist on various City Committees/Boards; and

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Batavia that the following appointments be made:

Audit Advisory Board

Nicholas Harris
Marc Staley
David Leone
Councilmembers:

December 31, 2020

December 31, 2020

December 31, 2020

December 31, 2018

December 31, 2018

Seconded by Councilperson
and on roll call

-2018
**A RESOLUTION TO APPOINT MEMBERS TO VARIOUS CITY COMMITTEES/
BOARDS**

Motion of Councilperson

WHEREAS, certain vacancies exist on various City Committees/Boards.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Batavia that the following appointments be made:

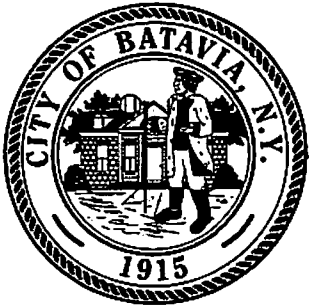
Historic Preservation Commission

Ryan Duffy
Henry Emmans

December 31, 2020
December 31, 2020

**Seconded by Councilperson
and on roll call**

DRAFT



City of Batavia

Memorandum

To: Honorable City Council

From: Matt Worth, Interim City Manager

Date: June 13, 2018

Subject: Sale of Surplus Properties to Genesee County

Through the tax foreclosure process the City has acquired two parcels adjacent to the Tonawanda Creek at South Lyon St. These parcels are identified as South Lyon St SBL# 84.039-1-15 and South Main St SBL# 84.039-1-36. These parcels have a combined total assessed value of \$700 and are small irregularly shaped parcels, not suitable for development.

It is recommended that the City Council approve the sale of these two parcels, for below market value, to Genesee County for future right-of-way in the replacement of the South Lyon St bridge. This project will be a benefit to all City of Batavia residents, and will reduce the future overall cost of the project by eliminating the need to obtain right-of-way through the typically cumbersome and costly federal requirements when a project is designed.

Supporting Documentation:
Draft Resolution
Request Letter from Genesee County Highway Supt.
Sketch of properties

#-2018

A RESOLUTION TO DISCONTINUE THE PUBLIC USE AND TO AUTHORIZE THE COUNCIL PRESIDENT TO SIGN AGREEMENTS FOR THE SALE OF SOUTH MAIN ST AND SOUTH LYON STREET PROPERTY ADJACENT TO THE TONAWANDA CREEK

Motion of Councilperson

WHEREAS, the City foreclosed South Lyon St, SBL #84.039-1-15 and South Main St, SBL #84.039-1-36 for non-payment of property taxes; and

WHEREAS, the property is located adjacent to the South Lyon St Bridge; and

WHEREAS, Genesee County has the responsibility for maintenance, repair, and ultimate replacement of the South Lyon St Bridge; and

WHEREAS, Genesee County has a need for additional Right-of-Way for the replacement of the South Lyon St Bridge; and

WHEREAS, the replacement of this bridge will improve the quality of life for all residents of the City of Batavia; and

WHEREAS, the assessed value of these properties is \$700; and

WHEREAS, based upon recent inspection of the properties by the City of Batavia the properties have negligible value; and

WHEREAS, it is in the best interest of the City of Batavia to sell and transfer said parcels to Genesee County to facilitate replacement of the South Lyon St Bridge; and

WHEREAS, the sale of the parcels to Genesee County is in accordance with Batavia Municipal Code Section 66-9(C); and

WHEREAS, the sale of the parcels will result in public use for the benefit of residents, the City has determined that it is in the best interest of the City to waive requirements to obtain an appraisal of the property prior to transfer; and

WHEREAS, based upon the considerations affecting this property the City agrees to transfer the parcel to Genesee County for nominal consideration.

NOW THEREFORE, BE IT RESOLVED, by the Council of the City of Batavia, that it discontinues the public use of said property and authorizes the City Council President to sign all necessary and appropriate closing documents, including a Quit Claim deed, to convey the property to Genesee County, subject to purchaser's execution of a Contract of Sale that is satisfactory to the City Attorney's Office.

**Seconded by Councilperson
and on roll call**



GENESEE COUNTY HIGHWAY DEPARTMENT

153 Cedar Street
Batavia, New York 14020
Phone: (585) 344-8508 Fax: (585) 343-9303

Paul Osborn
Park Supervisor-Forester
Terry Ross
Facility Maintenance Supervisor
Jason Long
Airport Supervisor
Chris Klein
Fleet Maintenance Supervisor

Timothy J. Hens, P.E. Highway Superintendent
David Wozniak, Deputy Superintendent

RECEIVED

MAY 21 2018

TO: MATT WORTH, CITY MANAGER
RAY TOURT, DPW SUPERINTENDENT

City Manager's Office

FROM: TIMOTHY HENS, P.E., SUPERINTENDENT OF HIGHWAYS

DATE: MAY 17, 2018

SUBJ: SOUTH LYONS STREET BRIDGE PARCELS

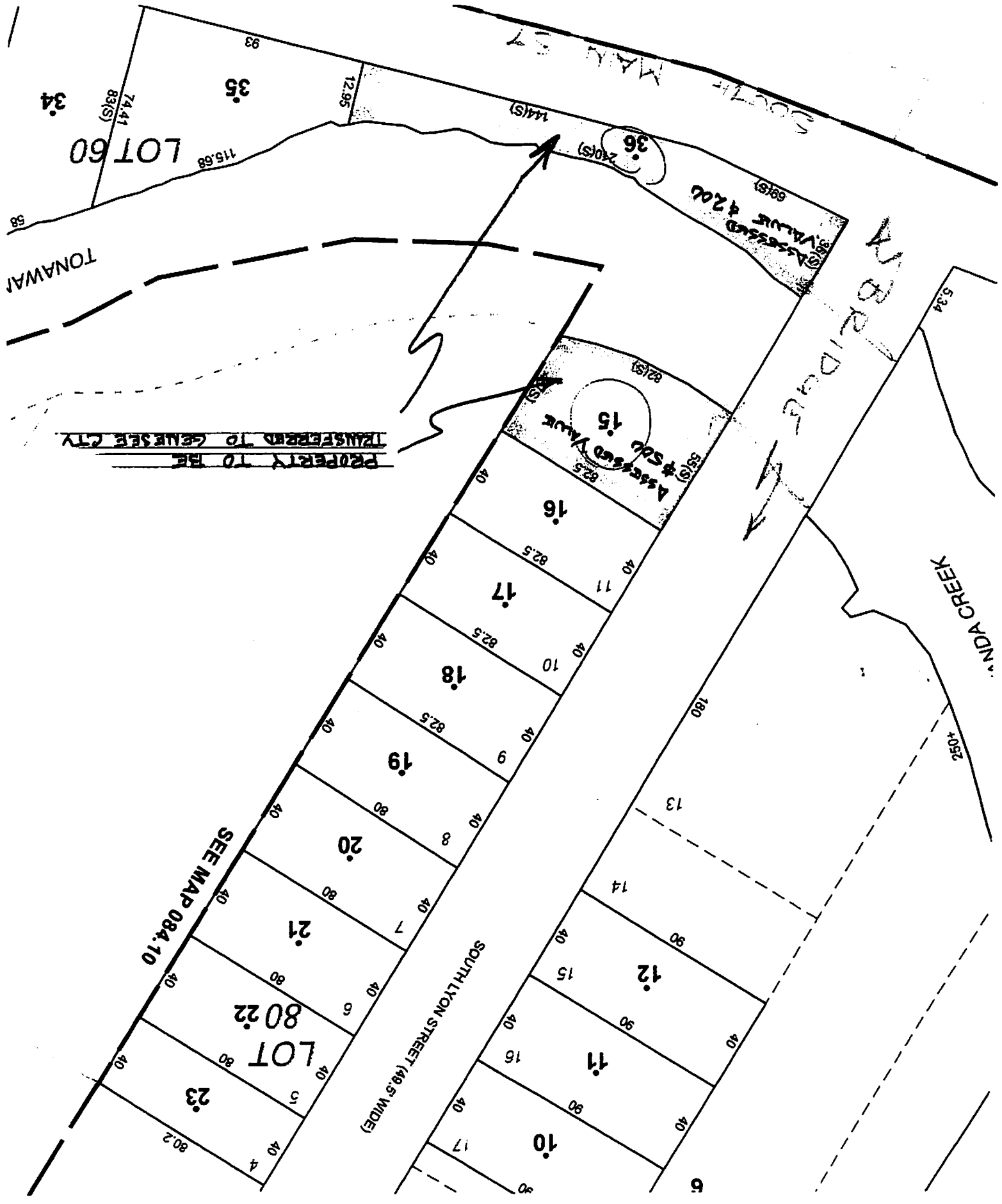
The South Lyons Street Bridge will soon need to be reconstructed under a federal or state aid program. In order to advance the replacement of the bridge, it is very likely that additional right of way will be needed for equipment access or construction.

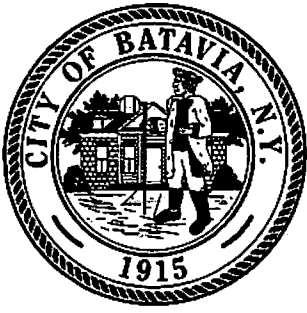
The City recently had two parcels immediately adjacent to the bridge on its foreclosure listing. Both parcels would significantly reduce, and streamline, the right of way acquisition process required to replace the bridge.

The County is very interested in obtaining rights or easement to these properties from the City. Assuming the City would concur with such a transfer please let me know the next steps to acquiring these parcels.

Sincerely,

TIMOTHY J. HENS, P.E.
Superintendent of Highways





City of Batavia

Memorandum

To: Honorable City Council

From: Matt Worth, Interim City Manager

Date: June 18, 2018

Subject: CDBG Grant Application

Through a sub-committee of the BDC, it is suggested that a feasibility study be moved forward to determine the financial viability of an additional sheet of ice at the City's ice rink, along with the possibility of a field house. These facilities create a destination place for the City, drawing in people from outside of the community. This creates additional demands for service by hotels, restaurants, etc. This type of facility would be integral to any recreation plan the City develops as scheduled in the adopted Strategic Plan.

A feasibility study qualifies under the Community Development Block Grant (CDBG) program for funding. LaBella Associates has been contracted to prepare a grant application to fund a feasibility study, with any required city match to be funded privately up to \$5,000 which should meet the match needs.

The CDBG program requires a public hearing to allow for input on the development needs of the City, in particular as it relates to this project. The timeline for the application deadline will require Council to take action to set the public hearing, as well as a future resolution endorsing the application. The resolution setting the public hearing is the first step in this process.

Supporting Documentation
Draft Resolution

#-2018

**A RESOLUTION TO SCHEDULE A PUBLIC HEARING TO PROVIDE
INFORMATION TO THE PUBLIC ON THE COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROGRAM**

Motion of

WHEREAS, it is the desire of the City of Batavia to submit applications for the 2018 New York State Community Development Block Grant (CDBG) program; and

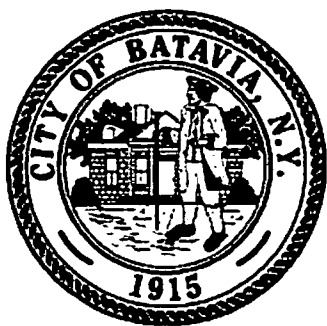
WHEREAS, the process for CDBG applications involve holding one public hearing prior to submission of any 2018 CDBG grant applications to provide residents with information about the CDBG program and to discuss community development needs and priorities; and

WHEREAS, residents are invited to attend the hearing to assist the City in defining community development priorities.

NOW THEREFORE, BE IT RESOLVED, that the City of Batavia will hold a Public Hearing on the CDBG program at the City Hall, One Batavia City Centre, Batavia, NY at 7:00 p.m. on July 9, 2018; and

BE IT FURTHER RESOLVED, that the City Clerk publish or cause to be published a Public Hearing notice in the official newspaper of the City of said Public Hearing.

**Seconded by Councilperson
and on roll call**



Memorandum

To: Honorable City Council

From: Matt Worth, Interim City Manager

Date: June 19, 2018

Subject: 2018 Sidewalk Replacement Contract

On June 4, 2018 an advertisement for bids was issued for the "City of Batavia Sidewalk Replacement Project - 2018". The project consists of replacing approximately 2,400 sy of sidewalk, as well as the installation of ADA compliant curb ramps at intersections in the areas where this work is being completed (River Street, Verona Avenue, New York Place, Eleanor Place, Margaret Place, Trumbull Parkway, Clifton Avenue and Lehigh Avenue).

Contract documents were prepared by the City's consulting engineer, and there was a bid opening date of June 14, 2018. There were four (4) competitive bids. After careful review, the City's consulting engineer recommended to award the lowest responsible bidder.

Supporting Documentation:

Draft Resolution
Recommendation letter

#-2018

**A RESOLUTION TO ENTER INTO AN AGREEMENT WITH
MASTER'S EDGE, INC. FOR CITY SIDEWALK REPLACEMENT PROJECT - 2018**

Motion of Councilperson

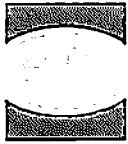
WHEREAS, a project for the replacement of approximately 2,400 square yards of City sidewalks and handicap accessible ramps on portions of River Street, Verona Avenue, New York Place, Eleanor Place, Margaret Place, Trumbull Parkway, Clifton Avenue, and Lehigh Avenue; and

WHEREAS, a competitive bid was made by Master's Edge, Inc., for the replacement of City sidewalks and handicap accessible ramps as specified in the contract document titled City of Batavia Sidewalk Replacement Project - 2018; and

WHEREAS, Master's Edge, Inc. is the lowest responsible bidder (\$227,270.00).

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Batavia that the City Council President is hereby authorized on behalf of the City to execute an agreement with Master's Edge, Inc. for sidewalk replacements.

**Seconded by Councilperson
and on the roll call**



June 15, 2018

Reference No. 630577

Matthew Worth
City of Batavia
1 City Centre
Batavia, New York 14020

Dear Mr. Worth:

Re: City of Batavia
2018 City Sidewalk Replacement Project
Contract No. 2018-2

On Thursday, June 14, 2018 at 10:00 a.m. local time, the City of Batavia received four bids for the above-referenced project. The bids were as follows:

<u>Bidder</u>	<u>Total Amount of Bid</u>
Master's Edge, Inc.	\$ 227,270.00
Roman Construction Development Corp.	\$ 276,260.00
Millennium Construction, Inc.	\$ 305,680.00
CVF, Inc.	\$ 309,325.00

We have enclosed five copies of the bid tabulations for your information.

We have reviewed the qualifications and experience of the low bidder for the above-referenced project, Master's Edge, Inc., and have found they have performed similar work acceptably. We, therefore, recommend award of the 2018 City Sidewalk Replacement project to Master's Edge, Inc., in the Total Bid Amount of \$227,270.00, contingent upon availability of project funding and review by the City's legal counsel.

Should you have any questions or require additional information, please advise.

Sincerely,

GHD CONSULTING SERVICES INC.

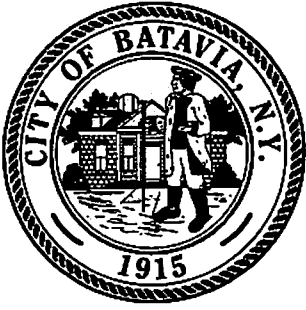


Daniel J. Kolkmann
Construction Manager

DJK/des/Worth-15

Encl. Bid Tabulation; Copy of Proposal and Bid Bond of Low Bidder

cc: Robert P. Lannon Jr., PE, GHD
File: 630577, Correspondence



City of Batavia

Memorandum

To: Honorable City Council

From: Matt Worth, Interim City Manager

Date: June 18, 2018

Subject: Sign Ordinance Review

The City adopted a new sign code in January 2017 through a local law which involved significant changes from the previous version. With the sign code's adoption, the Inspection Bureau has been enforcing the code as written as it applies to projects within the City. During this period, various questions as to interpretation of the code have been revealed.

As with any major change in operations, it is appropriate to review if the new code has been successful, and if the desired results have occurred. In addition, it is also appropriate to review for potential refinements that will allow for the code to be implemented in the best fashion possible for the City.

It is recommended that the City Council direct the City of Batavia Planning and Development Committee to review the recently adopted sign code to determine if changes are appropriate. This review should be completed with the support of the City Attorney and the Code Enforcement Officers to ensure full evaluation potential changes to the Sign Code, if recommended.

Once reviewed, any necessary changes will require appropriate action by City Council for adoption.

Supporting Documentation
Draft Resolution

#-2018

**A RESOLUTION REFERRING THE REVIEW OF SIGNS IN THE BATAVIA
MUNICIPAL CODE TO THE PLANNING AND DEVELOPMENT COMMITTEE**

Motion of Councilperson

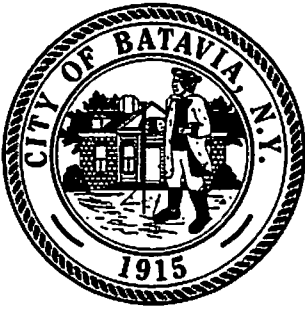
WHEREAS, the City Council is desirous of reviewing the City's sign code, Batavia Municipal Code. Section §190-43, in response to concerns from the Bureau of Inspection, in relation to the recently adopted sign code; and

WHEREAS, under the City Charter § 13-3 the City Planning and Development Committee shall have such powers and duties to serve in an advisory capacity and provide such advice as to assist the City Council in developing a strategy that interprets, plans and leads in the implementation of land use matters relating to public and private development within the City of Batavia; and

WHEREAS, General City Law Section 27 provides City Council with the authority to refer matters the Planning and Development Committee requesting reviews and recommendations regarding planning and development within the City of Batavia; and

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Batavia hereby requests that the City Planning and Development Committee to review §190-43. Signs, of the Batavia Municipal Code, to include application and implementation matters, as well as potential revisions, and make a recommendation to the City Council for consideration.

**Seconded by Councilperson
and on roll call**



City of Batavia

Memorandum

To: Honorable City Council

From: Matt Worth, Interim City Manager

Date: June 14, 2018

Subject: Redfield Pillar Project

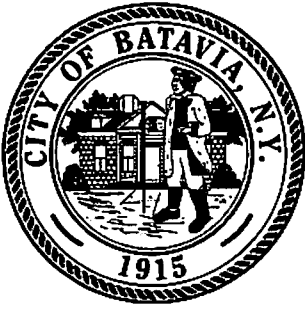
In-Site-Architecture was hired to evaluate the Redfield Ave pillar structures and provide plans and specifications suitable for bidding. They have identified significant areas where mortar needs to be removed, stone that is not appropriate or does not match, all of which need to be replaced. This evaluation of the Redfield Pillar project has resulted in an estimate of \$57,000 - \$67,000 for completion.

This project came to the forefront of Council's attention for consideration in February, well into the current Fiscal Year's budget adoption process. As a result, funds were not appropriated, nor was there a true understanding of the scope of work required to properly restore these structures.

A review with the City's primary grant writer has revealed that the structures do not have a historical designation at either the state or federal level. This lack of state or federal designation limits the availability for government grants for restoration. In addition, the grant process is typically designed for larger projects than what is being projected for the Redfield Pillars.

Council members have mentioned several different financial avenues as possibilities for moving this project forward. I have tried to capture these, as well as offering other possible ways of funding this project for consideration.

- The Vibrant Batavia dedicated fund balance currently has \$27,211 available which would seem to be a suitable application of these funds at some level. This would leave a \$30,000+ gap in funding to complete the work.

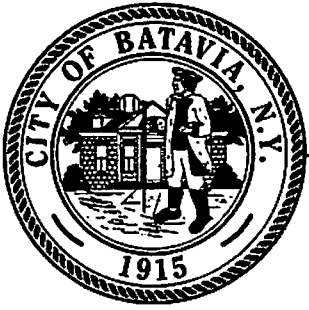


City of Batavia

- A benefit assessment for affected property owners on Redfield Pkwy would require Council to enact a local law, public hearing, etc which would create an extended timeline and likely limit the project to 2019 construction. Assuming the use of Vibrant Batavia funds, this would result in an approximate \$500 assessment cost to each Redfield property to fund an additional \$30,000.
- A community approach, with the Redfield Pkwy association leading may be viable for way for the community to fund this restoration outside of City tax funds. In concert with the Historic Preservation Commission, there may be avenues to tap into private restoration foundations. Again, this community approach would require an extended timeline to allow for the project to be funded through this means. The City would set up an “agency fund” specifically to receive and hold these monies.
- Council could assign fund balance to this project as needed. Assigning fund balance circumvents the normal budgetary review and is typically reserved for items with unexpected timelines, or emergency actions. This is likely the only option that would allow for the work to be completed this
- Allow the project to go through the normal budget process, and be incorporated into the capital program for FY 2019/2020

Ultimately, a combination of strategies may need to be utilized to move this project forward on a reasonable timeline. While structurally sound at this time, the pillars exposure to the elements, specifically the freeze/thaw cycle, will further deteriorate the pillars to a point where there could be structural a failure in the future.

Supporting Documentation:
Executive Summary by In-Site-Architecture
Plans (Previously Provided)



City of Batavia

Memorandum

To: Honorable City Council

From: Matt Worth, Interim City Manager

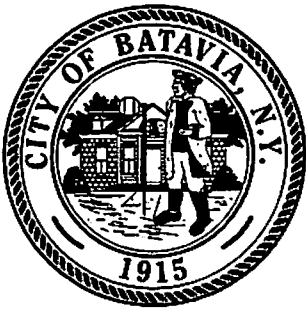
Date: June 18, 2018

Subject: OARS Website

In response to an inquiry by Councilperson Christian, I have researched the County OARS system to determine if additional information could be included allowing for property owners to be contacted directly.

The Online Assessment Roll System (OARS) is a website tool that allows for the public to review properties and tax information throughout the County. The information provided is available for users to view, however the terms specifically indicate that it is not to be used to gather any information not intentionally provided.

Speaking with the Real Property Department at the County, the OARS system is an assessment tool, and should be used as such. The County has also indicated that phone contact information has not been a part of the OARS system at any time.



City of Batavia

Memorandum

To: Honorable City Council

From: Matt Worth, Interim City Manager

Date: June 18, 2018

Subject: Overnight Parking on City Streets / Parking Lots

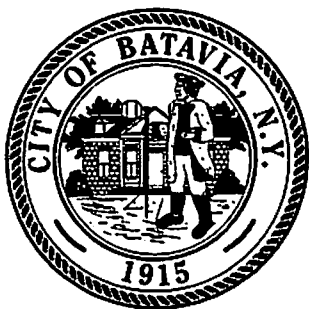
An internal review was completed on the impact of overnight parking on streets might have in the City of Batavia. The review also considered City parking lots to a lesser degree.

The City of Batavia has a restriction for on-street parking between the hours of 2am – 6am. This is particularly important during the winter months; however, this can also be a factor during summer months for street sweeping, utility repairs, and general street maintenance. The review of this issue found several factors that should be considered before Council decides to move forward with lifting this restriction. At this time staff has not received any significant requests from residents for a change in this rule, and individual properties have been reviewed and various forms of relief given when appropriate.

The benefit of removing this restriction would be a convenience factor for people living on smaller lots and managing several vehicles. Specifically, this would reduce the need to “shuffle” cars in the morning as people leave a residence. This also allows for parking when residents have visitors that may be staying at a property overnight. These benefits would be restricted to summer season only, as it would be anticipated that restrictions would remain in place from mid-fall through mid-spring. On-street overnight parking in the winter has a severe negative impact on the ability to do snow operations.

The negative aspect of overnight parking is significant. A bulleted list is as follows:

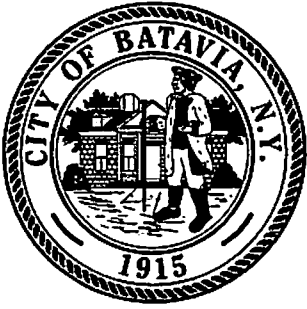
- Negative impact on budget
- Cars could park in the same spot on a street for extended time (days)
- Parking on one side of street will be an impact for residents specific to one side.
- Opportunity for abandoned/stolen cars to be left and un-noticed
- Impact to Parking lots if overnights are allowed
- Cars still have to be parked off-street in winter (October thru April).



City of Batavia

- Could encourage conversion of single family property to rentals with insufficient parking.
- Likely impact to leaf operations in the fall
- Increase in parking complaints from residents
- Impacts ability to cone-off areas early to allow for maintenance operations

While many communities do accommodate overnight on-street parking, the issue can be complex and can have many un-intended consequences. I would suggest that if this is an initiative that Council would like to pursue, that staff be given additional time to review with other communities that have made a similar change.



City of Batavia

Memorandum

To: Honorable City Council

From: Matt Worth, Interim City Manager

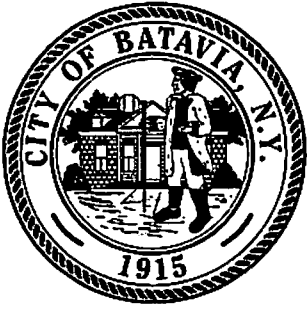
Date: June 18, 2018

Subject: Refuse Collection Zones

When the City stopped providing municipal solid waste collection property owners independently contracted with various vendors for this service. One of the changes that have occurred is that refuse collection now happens on varied days in a neighborhood depending on a vendor's schedule.

An ordinance requiring specific zones to have refuse collection on certain days of the week would have impacts that should be considered. Dedicated days of collection will allow for enforcement of front yard trash to be more easily managed and tracked. Requiring vendors to service the City on a 4 or 5-day cycle may increase cost or limit the number of vendors available to residents.

A plan to implement a zoned collection system will likely require additional outreach to residents, vendors and the Inspection Bureau to fully understand potential impacts. If this is an initiative that Council would like to pursue, I would suggest additional time be allotted to allow for information to be gathered.



City of Batavia

Memorandum

To: Honorable City Council

From: Matt Worth, Interim City Manager

Date: June 13, 2018

Subject: MacArthur Park Baseball Field Update

I reached out to GHD, the City consulting engineer in regards to the northeast baseball field being limited to 6yrs and under age group use, and how that might change any recommendations that they have previously made. Their response was as follows:

- The height of the fencing might be able to be lowered to a standard height in the outfield with a younger (U6) age group

All other recommendations remained the same as far as the fence being in place for safety separation of the playing field, spectators, and adjacent fields.

Per GHD's response, my recommendation remains that the improvement to the fields should be in accordance with these guidelines so that the field is utilized in a safe manner.