

BATAVIA CITY COUNCIL BUSINESS MEETING

**City Hall - Council Board Room
One Batavia City Centre
Monday, April 13, 2015
7:00 PM**

AGENDA

- I. Call to Order
- II. Invocation – Councilperson Doeringer
- III. Pledge of Allegiance
- IV. Public Comments
- V. Council Response to Public Comments
- VI. Approval of March 2015 Minutes
- VII. Approval of February Monthly Financial Statements
- VIII. Assignment of Agenda Items
- IX. Communications
 - a. CRB of Batavia, LLC – The North Pole: Liquor License
 - b. Genesee County Crop Walk – Saturday, April 25, 2015
 - c. Batavia Concert Band – July 1, 8, 15, 22, 29, 2015
 - d. BID Downtown Public Market – Thursdays, June 18-September 24, 2015
 - e. Beertavia – Saturday, May 16, 2015
- X. Council President Report
 - a. Announcement of the next regular City Council Conference meeting to be held on Monday, April 27, 2015 at 7:00 p.m. at the City Hall Council Board Room, 2nd Floor, City Centre.
 - b. Homeowner of Year Award – Ray and Patty Chaya
 - c. Community Volunteer of the Year – Steven Grice
 - d. Business of the Year – P.W. Minor & Son, Inc.
 - e. Employee of the Year – Kerry Driscoll, Human Resource Clerk
- XI. City Attorney's Report
- XII. City Manager's Report
- XIII. Unfinished Business

XIV. New Business

- #30-2015 Resolution to Amend the 2014-2015 Budget to Reflect the Receipt of \$6,542 from New York State Archives Grant
- #31-2015 Resolution Roof Replacement at the Water Plant
- #32-2015 Resolution Authorizing the Adoption of a Purchasing Manual for the City of Batavia, New York
- #33-2015 Resolution Authorizing the City Council President to Sign a Dwyer Stadium Lease and Sublease Extension Agreement
- #34-2015 Resolution to Authorize the City Manager to Execute and Submit a Department Homeland Security-Staffing for Adequate Fire and Emergency Response (Safer) Grant for Fiscal Year 2015 and 2016
- #35-2015 Resolution Transferring \$10,000 from the Liability and Casualty Reserve Fund to the General Fund Unassigned Fund Balance

XV. Executive Session... Real Property and Employment Matters

XVI. Adjournment

GENERAL FUND
CITY OF BATAVIA
FOR PERIOD ENDED - February 28, 2015

<u>DESCRIPTION</u>	<u>ADJUSTED BUDGET</u>	<u>YTD TOTAL</u>	<u>% OF BUDGET</u>	<u>YTD 2013</u>	<u>YTD Change %</u>	<u>Change \$</u>
Revenues						
Real Property Taxes	\$ 5,045,741.00	\$ 5,029,777.83	99.68%	\$ 4,981,181.09	0.98%	\$ 48,597
Gain-Sale Tax Acquired Proper	\$ -	\$ 30,837.30		\$ 95,693.41	-67.77%	\$ (64,856)
Payments in Lieu of Tax	\$ 61,730.00	\$ 61,032.68	98.87%	\$ 56,721.56	7.60%	\$ 4,311
Other tax items	\$ -	\$ -		\$ 49,452.97	-100.00%	\$ (49,453)
Interest & Pen. on Tax	\$ 175,000.00	\$ 120,678.66	68.96%	\$ 264,890.93	-54.44%	\$ (144,212)
Sales and Use Tax	\$ 6,045,000.00	\$ 4,743,539.81	78.47%	\$ 4,678,397.33	1.39%	\$ 65,142
Utility Gross Receipts Tax	\$ 240,000.00	\$ 164,950.91	68.73%	\$ 157,486.11	4.74%	\$ 7,465
Cable TV Franchise	\$ 210,000.00	\$ -	0.00%	\$ -		\$ -
Clerk/Treasurer Fees	\$ 37,000.00	\$ 20,515.47	55.45%	\$ 28,643.91	-28.38%	\$ (8,128)
Charges for tax redemption	\$ -	\$ 3,150.00		\$ 3,494.60	-9.86%	\$ (345)
Marriage Licenses	\$ 3,000.00	\$ 3,147.50	104.92%	\$ 3,310.00	-4.91%	\$ (163)
Other Gen Govern Dept Inc.	\$ 16,300.00	\$ 16,300.44	100.00%	\$ 13,649.52	19.42%	\$ 2,651
Police Fees	\$ 2,700.00	\$ 2,622.25	97.12%	\$ 2,594.75	1.06%	\$ 28
Dog Seizure Fees	\$ 500.00	\$ 590.00	118.00%	\$ 620.00	-4.84%	\$ (30)
Other Public Safety Income	\$ -	\$ 1,262.32		\$ -		\$ 1,262
Vital Statistics Fees	\$ 37,000.00	\$ 28,196.00	76.21%	\$ 31,307.00	-9.94%	\$ (3,111)
Ambulance service revenue	\$ -	\$ 351.59		\$ 737.38	-52.32%	\$ (386)
Public Works Services	\$ 12,000.00	\$ 15,061.37	125.51%	\$ 5,253.46	186.69%	\$ 9,808
Fines & Forfeited Bail	\$ 150,000.00	\$ 100,647.20	67.10%	\$ 84,500.06	19.11%	\$ 16,147
Maintenance Fee - Ice Rink	\$ 35,100.00	\$ 34,800.00	99.15%	\$ 34,000.00	2.35%	\$ 800
Park User Fees	\$ 3,000.00	\$ 2,575.00	85.83%	\$ 3,275.00	-21.37%	\$ (700)
Special Recreat. Fac Charges	\$ 29,689.00	\$ 29,688.87	100.00%	\$ 29,688.87	0.00%	\$ -
Other Culture & Rec Dept Inc	\$ 3,000.00	\$ 3,210.94	107.03%	\$ 1,706.34	88.18%	\$ 1,505
Zoning Fees	\$ 1,500.00	\$ 1,100.00	73.33%	\$ 950.00	15.79%	\$ 150
Code Violation Charges	\$ 36,000.00	\$ 52,793.00	146.65%	\$ 41,128.50	28.36%	\$ 11,665
EMS Program	\$ 45,490.00	\$ 391.00	0.86%	\$ 5,147.50	-92.40%	\$ (4,757)
Youth Rec/Donations	\$ -	\$ -		\$ -		\$ -
Interest and Earnings	\$ 5,000.00	\$ 2,720.08	54.40%	\$ 6,892.18	-60.53%	\$ (4,172)
Interest and Earnings Reserves	\$ -	\$ 10,556.41		\$ 5,341.97	97.61%	\$ 5,214
Rental of Real Property	\$ 43,340.00	\$ 43,223.16	99.73%	\$ 57,865.45	-25.30%	\$ (14,642)
Rental, other - facility usage	\$ 1,000.00	\$ 435.00	43.50%	\$ 455.00	-4.40%	\$ (20)
Business/Occup. Licenses	\$ 5,000.00	\$ 4,225.00	84.50%	\$ 7,315.00	-42.24%	\$ (3,090)
Games of Chance	\$ 75.00	\$ 765.25	1020.33%	\$ 481.09	59.07%	\$ 284
Bingo Licenses	\$ 2,500.00	\$ 1,599.50	63.98%	\$ 2,851.47	-43.91%	\$ (1,252)
Dog Licenses	\$ 12,000.00	\$ 10,573.00	88.11%	\$ 10,996.00	-3.85%	\$ (423)
Licenses, Other	\$ 700.00	\$ 445.09	63.58%	\$ 252.31	76.41%	\$ 193
Bldg/Alter Permits	\$ 40,000.00	\$ 31,380.48	78.45%	\$ 39,631.50	-20.82%	\$ (8,251)
Street Opening Permits	\$ 10,000.00	\$ 8,120.00	81.20%	\$ 12,750.00	-36.31%	\$ (4,630)
Plumbing Permits	\$ 4,000.00	\$ 3,067.00	76.68%	\$ 2,989.00	2.61%	\$ 78
Permits, Other	\$ 5,500.00	\$ 7,050.00	128.18%	\$ 6,825.00	3.30%	\$ 225
Parking Ticket Fees	\$ 36,624.00	\$ 25,800.00	70.45%	\$ 31,545.00	-18.21%	\$ (5,745)
Forfeiture of Deposits	\$ 500.00	\$ 525.00	105.00%	\$ 2,225.00	-76.40%	\$ (1,700)
White Goods	\$ -	\$ -		\$ 1,900.00	-100.00%	\$ (1,900)
Sale of Scrap/Excess Mat.	\$ 2,000.00	\$ 5,609.20	280.46%	\$ 4,235.95	32.42%	\$ 1,373
Minor Sales	\$ 1,300.00	\$ 712.36	54.80%	\$ 1,261.96	-43.55%	\$ (550)
Sale of Real Property	\$ -	\$ -		\$ -		\$ -
Sale of Equipment	\$ 23,000.00	\$ 20,851.02	90.66%	\$ 56,374.00	-63.01%	\$ (35,523)
Insurance Recoveries	\$ -	\$ 56,637.88		\$ 19,833.42	185.57%	\$ 36,804
Other Comp for Loss	\$ -	\$ 1,543.44		\$ 468.02	229.78%	\$ 1,075
Refund-Prior Year Exps	\$ -	\$ -		\$ 138.40	-100.00%	\$ (138)
Healthcare Premiums	\$ 75,670.00	\$ 21,602.63	28.55%	\$ 146,625.16	-85.27%	\$ (125,023)
Healthcare Revenue	\$ -	\$ 23,387.78		\$ 9,580.39	144.12%	\$ 13,807
VLT	\$ 195,000.00	\$ 440,789.00	226.05%	\$ 346,334.00	27.27%	\$ 94,455
Unclassified Revenue	\$ 1,000.00	\$ 12,282.14	1228.21%	\$ 14,472.32	-15.13%	\$ (2,190)
Per Capita State Aid	\$ 1,750,975.00	\$ 1,750,975.00	100.00%	\$ 1,750,975.00	0.00%	\$ -
Mortgage Tax	\$ 105,000.00	\$ 113,829.96	108.41%	\$ 140,759.14	-19.13%	\$ (26,929)
Real Property Tax Admin	\$ -	\$ 11,484.93		\$ -		\$ 11,485
State Aid - Record Mgmt	\$ 12,247.00	\$ 15,518.00	126.71%	\$ 26,372.00	-41.16%	\$ (10,854)
State Aid - Public Safety	\$ 89,321.28	\$ 16,363.18	18.32%	\$ 18,480.95	-11.46%	\$ (2,118)
Consolidate Highway (CHIPS)	\$ 236,260.00	\$ 95,362.57	40.36%	\$ 217,773.26	-56.21%	\$ (122,411)
Recreation Program	\$ 16,330.00	\$ 17,196.50	105.31%	\$ 17,434.00	-1.36%	\$ (238)
Arterial Reimbursement	\$ 150,900.00	\$ 86,949.91	57.62%	\$ 79,449.91	9.44%	\$ 7,500
State Aid - Planning Studies	\$ 31,838.00	\$ -	0.00%	\$ -		\$ -
Fed. Aid - Bullet Proof Vest	\$ 2,710.00	\$ 2,324.86	85.79%	\$ -		\$ 2,325
Fed Aid - Public safety	\$ 9,095.60	\$ 9,064.60	99.66%	\$ 47,105.00	-80.76%	\$ (38,040)
Interfund Transfers	\$ 300,000.00	\$ 175,000.00	58.33%	\$ 7,682.83	2177.81%	\$ 167,317
TOTAL REVENUES	\$ 15,358,635.88	\$ 13,495,190.07	87.87%	\$ 13,669,501.97	-1.28%	\$ (174,312)

GENERAL FUND
CITY OF BATAVIA
FOR PERIOD ENDED - February 28, 2015

<u>DESCRIPTION</u>	<u>ADJUSTED BUDGET</u>	<u>YTD TOTAL</u>	<u>% OF BUDGET</u>	<u>YTD 2013</u>	<u>YTD Change %</u>	<u>Change \$</u>
Expenses						
City Council	\$ 52,510.00	\$ 41,060.30	78.20%	\$ 41,214.12	-0.37%	\$ (154)
City Manager	\$ 165,590.00	\$ 148,644.21	89.77%	\$ 142,888.76	4.03%	\$ 5,755
Finance	\$ 116,140.00	\$ 105,464.18	90.81%	\$ 103,138.18	2.26%	\$ 2,326
Administrative Services	\$ 314,577.25	\$ 263,921.49	83.90%	\$ 242,047.76	9.04%	\$ 21,874
Clerk-Treasurer	\$ 140,588.07	\$ 123,261.63	87.68%	\$ 110,662.18	11.39%	\$ 12,599
City Assessment	\$ 137,794.00	\$ 110,413.61	80.13%	\$ 116,037.62	-4.85%	\$ (5,624)
Legal Services	\$ 261,150.00	\$ 211,217.97	80.88%	\$ 219,594.98	-3.81%	\$ (8,377)
Personnel	\$ 149,250.00	\$ 126,866.92	85.00%	\$ 102,969.73	23.21%	\$ 23,897
Engineering	\$ 51,863.71	\$ 19,863.71	38.30%	\$ 10,845.00	83.16%	\$ 9,019
Elections	\$ 34,735.00	\$ 34,735.00	100.00%	\$ 23,365.00	48.66%	\$ 11,370
Public Works Admin	\$ 93,690.00	\$ 79,408.75	84.76%	\$ 83,702.43	-5.13%	\$ (4,294)
City Facilities	\$ 291,201.21	\$ 184,905.41	63.50%	\$ 159,264.80	16.10%	\$ 25,641
Information Systems	\$ 126,500.00	\$ 111,821.17	88.40%	\$ 62,530.21	78.83%	\$ 49,291
Contingency	\$ 112,400.00	\$ -	0.00%	\$ -		\$ -
Police	\$ 3,766,555.67	\$ 3,117,482.03	82.77%	\$ 2,774,094.03	12.38%	\$ 343,388
Fire	\$ 3,485,517.87	\$ 3,203,399.77	91.91%	\$ 2,679,970.10	19.53%	\$ 523,430
Control of Dogs	\$ 1,330.00	\$ 974.28	73.25%	\$ 897.68	8.53%	\$ 77
Inspection	\$ 323,156.85	\$ 282,148.75	87.31%	\$ 233,088.16	21.05%	\$ 49,061
Vital Statistics	\$ 18,240.00	\$ 15,467.00	84.80%	\$ 15,803.78	-2.13%	\$ (337)
Maintenance Admin	\$ 180,850.00	\$ 158,293.85	87.53%	\$ 157,535.41	0.48%	\$ 758
Street Maintenance	\$ 583,705.00	\$ 553,199.71	94.77%	\$ 673,109.36	-17.81%	\$ (119,910)
Public Works Garage	\$ 464,790.00	\$ 343,848.16	73.98%	\$ 384,435.65	-10.56%	\$ (40,587)
Snow Removal	\$ 816,949.00	\$ 392,072.72	47.99%	\$ 395,037.75	-0.75%	\$ (2,965)
Street Lights/Traf Signals	\$ 282,350.00	\$ 200,435.94	70.99%	\$ 189,893.04	5.55%	\$ 10,543
Sidewalk Repairs	\$ 161,970.00	\$ 161,970.00	100.00%	\$ 26,028.12	522.29%	\$ 135,942
Parking Lots	\$ 32,990.00	\$ 28,725.75	87.07%	\$ 58,632.36	-51.01%	\$ (29,907)
Community Development	\$ 15,800.00	\$ 43,795.82	277.19%	\$ 21,237.54	106.22%	\$ 22,558
Economic Development	\$ 16,838.00	\$ 4,850.00	28.80%	\$ 104,789.23	-95.37%	\$ (99,939)
Council on Arts	\$ 2,250.00	\$ 2,250.00	100.00%	\$ 2,250.00	0.00%	\$ -
Parks	\$ 703,902.04	\$ 565,058.68	80.28%	\$ 502,977.80	12.34%	\$ 62,081
Summer Recreation	\$ 65,566.02	\$ 60,477.57	92.24%	\$ 56,004.30	7.99%	\$ 4,473
Youth Services	\$ 157,265.00	\$ 128,341.35	81.61%	\$ 123,878.56	3.60%	\$ 4,463
Historic Preservation	\$ 2,395.00	\$ 410.19	17.13%	\$ 1,735.97	-76.37%	\$ (1,326)
Celebrations	\$ 14,330.00	\$ 11,183.59	78.04%	\$ 8,462.10	32.16%	\$ 2,721
Planning & Zoning Boards	\$ 3,200.00	\$ 1,419.58	44.36%	\$ 2,029.64	-30.06%	\$ (610)
Storm Sewers	\$ 221,080.00	\$ 109,997.19	49.75%	\$ 142,256.35	-22.68%	\$ (32,259)
Refuse & Recycling	\$ 75,150.00	\$ 48,697.99	64.80%	\$ 192,305.64	-74.68%	\$ (143,608)
Street Cleaning	\$ 127,929.39	\$ 81,084.32	63.38%	\$ 102,723.07	-21.07%	\$ (21,639)
Medical Insurance	\$ 1,704,530.00	\$ 1,363,541.20	80.00%	\$ 1,346,909.96	1.23%	\$ 16,631
Debt Service	\$ 645,513.00	\$ 560,803.51	86.88%	\$ 646,233.20	-13.22%	\$ (85,430)
Energy Lease	\$ 71,101.00	\$ 71,099.75	100.00%	\$ 69,007.24	3.03%	\$ 2,093
Transfer for capital projects	\$ 125,000.00	\$ 125,000.00	100.00%	\$ 425,000.00	-70.59%	\$ (300,000)
Transfer to other funds	\$ 378,940.00	\$ 378,940.00	100.00%	\$ 286,530.00	32.25%	\$ 92,410
Capital Reserves	\$ 478,599.00	\$ 478,599.00	100.00%	\$ 929,874.00	-48.53%	\$ (451,275)
TOTAL EXPENSES	\$ 16,975,782.08	\$ 14,055,152.05	82.80%	\$ 13,970,990.81	0.60%	\$ 84,161
Operating Income (Loss)		\$ (559,961.98)		\$ (301,488.84)	85.73%	\$ (258,473)

WATER FUND
CITY OF BATAVIA
FOR PERIOD ENDED - February 28, 2015

<u>DESCRIPTION</u>	<u>ADJUSTED BUDGET</u>	<u>YTD TOTAL</u>	<u>% OF BUDGET</u>	<u>YTD 2013</u>	<u>YTD Change %</u>
Revenues					
Metered Water Sales	\$ 2,536,824.00	\$ 1,952,992.19	76.99%	\$ 2,058,195.70	-5.11%
Bulk Water Sales	\$ 15,000.00	\$ 13,630.16	90.87%	\$ 13,496.83	0.99%
Water Service Charges	\$ 2,500.00	\$ 2,454.99	98.20%	\$ 1,595.00	53.92%
Capital improvement fee	\$ 77,278.00	\$ 73,379.02	94.95%	\$ 61,489.55	19.34%
Int/Pen-Water Rents	\$ 35,000.00	\$ 26,432.40	75.52%	\$ 25,564.87	3.39%
County Contract	\$ 1,373,980.00	\$ 987,465.00	71.87%	\$ 1,018,432.50	-3.04%
Interest and Earnings	\$ 1,000.00	\$ 1,931.68	193.17%	\$ 3,779.35	-48.89%
Interest and Earnings-Reserve	\$ -	\$ 7,199.54		\$ 3,808.84	89.02%
Rental of Real Property	\$ 550,000.00	\$ 412,500.00	75.00%	\$ 412,500.00	0.00%
Sale of scrap	\$ -	\$ 2,953.43		\$ -	
Sale of equipment	\$ -	\$ 600.50		\$ -	
Gain on disposition of asset	\$ -	\$ -		\$ 2,160.00	-100.00%
Insurance recoveries	\$ -	\$ -		\$ 360.14	-100.00%
Healthcare premiums	\$ 1,360.00	\$ -	0.00%	\$ -	
Healthcare revenue	\$ -	\$ 1,419.60		\$ 854.80	66.07%
Unclassified revenue	\$ 5,000.00	\$ 3,125.79	62.52%	\$ 2,990.44	4.53%
Reserve revenue	\$ -	\$ -		\$ -	
Interfund transfers	\$ -	\$ -		\$ -	
Total Revenue	\$ 4,597,942.00	\$ 3,486,084.30	75.82%	\$ 3,605,228.02	-3.30%
Expenses					
Contingency	\$ 31,700.00	\$ -	0.00%	\$ -	0.00%
Water Admin	\$ 2,346,469.96	\$ 1,722,323.50	73.40%	\$ 1,628,191.10	5.78%
Pump Station & Filtration	\$ 1,271,555.40	\$ 1,046,576.78	82.31%	\$ 1,008,567.66	3.77%
Water Distribution	\$ 453,780.00	\$ 416,934.95	91.88%	\$ 318,084.99	31.08%
Medical Insurance	\$ 166,550.00	\$ 120,945.11	72.62%	\$ 112,564.90	7.44%
Debt Service bonds	\$ 32,046.00	\$ 5,064.02	15.80%	\$ 16,395.79	-69.11%
Energy lease	\$ 16,968.00	\$ 2,546.34	15.01%	\$ 2,799.20	-9.03%
Transfer to Other Funds	\$ 301,460.00	\$ 176,460.00	58.54%	\$ 38,920.00	353.39%
Transfer to capital projects	\$ 77,278.00	\$ -	0.00%	\$ -	
Capital Reserves	\$ 58,300.00	\$ 72,060.13	123.60%	\$ 57,360.00	25.63%
Total Expense	\$ 4,756,107.36	\$ 3,562,910.83	74.91%	\$ 3,182,883.64	11.94%
Operating Income (Loss)		\$ (76,826.53)		\$ 422,344.38	-118.19%

Consumption

*consumption in 1,000 gallons

	<u>2014</u>	<u>Difference</u>	<u>2013</u>	<u>Difference</u>	<u>2012</u>	<u>Difference</u>
April	60,255	-2.56%	61,837	2.43%	60,370	-6.45%
May	16,638	-16.37%	19,894	-4.81%	20,899	-2.62%
June	20,649	4.18%	19,821	-9.13%	21,813	1.36%
July	67,810	0.85%	67,240	-10.36%	75,008	11.61%
August	20,993	-6.42%	22,434	-5.81%	23,819	2.93%
Sept	22,085	-3.66%	22,923	-8.17%	24,963	2.71%
Oct	76,963	-12.35%	87,803	-26.06%	118,747	11.14%
Nov	21,574	-6.76%	23,137	-4.80%	24,304	-1.49%
Dec	21,477	-4.43%	22,473	-2.45%	23,037	3.63%
Jan	75,713	1.62%	74,507	-8.21%	81,168	-2.76%
Feb	20,758	-22.53%	26,795	12.78%	23,759	1.46%
March	22,267	0.86%	22,077	-2.28%	22,592	3.73%
Total	447,182	-5.05%	470,941	-9.52%	520,479	3.15%

**SEWER FUND
CITY OF BATAVIA
FOR PERIOD ENDED - February 28, 2015**

<u>DESCRIPTION</u>	<u>ADJUSTED BUDGET</u>	<u>YTD TOTAL</u>	<u>% OF BUDGET</u>	<u>YTD 2013</u>	<u>YTD Change %</u>
Revenues					
Sewer Rents	\$ 2,430,180.00	\$ 2,397,749.94	98.67%	\$ 2,370,130.27	1.17%
Sewer Surcharge	\$ -	\$ 37,203.49		\$ 85,671.97	-56.57%
Int/Pen-Sewer Rents	\$ 25,000.00	\$ 18,136.73	72.55%	\$ 18,870.64	-3.89%
Interest and earnings	\$ 1,280.00	\$ 1,732.42	135.35%	\$ 2,578.68	-32.82%
Interest & Earnings Cap. Rsv	\$ -	\$ 3,246.83		\$ 1,840.32	76.43%
Gain on dispositin of asset	\$ -	\$ -		\$ 2,160.00	-100.00%
Sale of equipment	\$ -	\$ 3,875.50		\$ -	
Insurance recoveries	\$ -	\$ -		\$ 280.63	-100.00%
Healthcare premiums	\$ 900.00	\$ 1,315.73	146.19%	\$ 666.07	97.54%
Healthcare revenue	\$ -	\$ -		\$ -	
Unclassified revenue	\$ 70,000.00	\$ 96,932.71	138.48%	\$ 114,243.73	-15.15%
Interfund transfers inc	\$ -	\$ -		\$ -	
Reserve revenue	\$ -	\$ -		\$ -	
Total Revenues	\$ 2,527,360.00	\$ 2,560,193.35	101.30%	\$ 2,596,442.31	-1.40%
Expenses					
Contingency	\$ 28,636.00	\$ -	0.00%	\$ -	
Wastewater Admin	\$ 322,174.85	\$ 254,979.23	79.14%	\$ 217,233.34	17.38%
Sanitary Sewers	\$ 558,680.00	\$ 213,906.03	38.29%	\$ 459,286.07	-53.43%
Wastewater Treatment	\$ 880,844.38	\$ 605,274.00	68.72%	\$ 606,725.12	-0.24%
Medical Insurance	\$ 154,700.00	\$ 108,685.20	70.26%	\$ 85,875.69	26.56%
Debt Service	\$ 191,025.00	\$ 12,998.74	6.80%	\$ 29,880.72	-56.50%
Energy lease	\$ 7,039.00	\$ 1,056.24	15.01%	\$ 1,161.10	-9.03%
Transfer to Other Funds	\$ 37,430.00	\$ 37,430.00	100.00%	\$ 28,310.00	32.21%
Transfers for Capital projects	\$ 500,000.00	\$ -	0.00%	\$ -	
Capital Reserves	\$ 120,500.00	\$ 124,375.50	103.22%	\$ 121,020.00	2.77%
Total Expenses	\$ 2,801,029.23	\$ 1,358,704.94	48.51%	\$ 1,549,492.04	-12.31%
Operating Income (Loss)		\$ 1,201,488.41		\$ 1,046,950.27	14.76%

Consumption

*consumption in 1,000 gallons

	<u>2014</u>	<u>Difference</u>	<u>2013</u>	<u>Difference</u>	<u>2012</u>
April	89,954	-4.78%	94,469	4.94%	90,021
May	53,952	11.96%	48,189	10.46%	43,624
June	20,497	4.17%	19,677	-9.00%	21,623
July	102,880	5.70%	97,334	-2.77%	100,111
Aug	58,595	5.90%	55,333	132.14%	23,836
Sept	22,017	-3.65%	22,851	-8.11%	24,869
Oct	109,123	-1.18%	110,430	-7.00%	118,745
Nov	61,673	3.69%	59,481	10.85%	53,657
Dec	21,399	-4.47%	22,400	-2.48%	22,969
Jan	113,840	-1.29%	115,332	3.36%	111,578
Feb	55,705	-3.78%	57,892	18.39%	48,898
March	22,119	0.77%	21,950	-2.25%	22,456
Total	731,754	0.88%	725,338	6.29%	682,387

WORKERS COMPENSATION FUND
CITY OF BATAVIA
FOR PERIOD ENDED - February 28, 2015

<u>DESCRIPTION</u>	<u>ADJUSTED BUDGET</u>	<u>YTD TOTAL</u>	<u>% OF BUDGET</u>	<u>YTD 2013</u>	<u>YTD Change %</u>
<u>Revenues</u>					
Workers Compensation	\$ 444,820.00	\$ 444,830.00	100.00%	\$ 336,900.00	32.04%
Interest and earnings	\$ -	\$ 113.26		\$ 159.97	-29.20%
Interest and earnings - Cap Rsrvs	\$ -	\$ 660.06		\$ 373.61	76.67%
Insurance Recoveries	\$ 75,580.00	\$ -	0.00%	\$ -	
Reserve revenue	\$ 20,000.00	\$ -	0.00%	\$ -	
 Total Revenues	 \$ 540,400.00	 \$ 445,603.32	 82.46%	 \$ 337,433.58	 32.06%
 Contractual Expense	 \$ 540,400.00	 \$ 406,081.41	 75.14%	 \$ 395,916.39	 2.57%
 Total Expenses	 \$ 540,400.00	 \$ 406,081.41	 75.14%	 \$ 395,916.39	 2.57%
 Operating Income/(Loss)	 \$ -	 \$ 39,521.91		 \$ (58,482.81)	 -167.58%

Lisa Casey

From: Shawn Heubusch
Sent: Tuesday, April 07, 2015 9:21 AM
To: Heidi Parker; Rob J. Yaeger
Cc: Lisa Casey
Subject: RE: Liquor license application

We have no objections.

Thanks,

Shawn Heubusch
Chief of Police
City of Batavia
10 West Main Street
Batavia, N.Y. 14020
(585) 345-6360 – phone
(585) 344-1878 – fax
(585) 345-6350 - dispatch

Confidentiality Notice: The information contained in this email is confidential and may be privileged and exempt from disclosure. It is intended only for the use of the individual or entity named in the body of the message above. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this email is strictly prohibited. If you have received this email in error, please immediately notify me by replying to this message or by calling any of the above numbers and please destroy all copies and attachments

From: Heidi Parker
Sent: Friday, March 27, 2015 1:11 PM
To: Rob J. Yaeger
Cc: Shawn Heubusch; Lisa Casey
Subject: Liquor license application

Hi,
Please let me know if there are any objections to the attached liquor license application.

Lisa, this will go on the business agenda under communications if PD approves.
Thanks,

Heidi

Heidi J Parker
Clerk-Treasurer
City of Batavia
One Batavia City Centre
Batavia, NY 14020
585 345-6305, opt 5, opt 1
585 343-9221 (fax)

OFFICE USE ONLY		
<input type="radio"/> Original	<input type="radio"/> Amended	Date _____

State of New York
Executive Department
Division of Alcoholic Beverage Control
State Liquor Authority

**Standardized NOTICE FORM for Providing 30-Day Advanced Notice to a
Local Municipality or Community Board**
(Page 1 of 2 of Form)

1. Date Notice was Sent: (mm/dd/yyyy) 03/17/2015
2. Select the type of Application that will be filed with the Authority for an On-Premises Alcoholic Beverage License
- ☒ New Application ☐ Renewal ☐ Alteration ☐ Corporate Change

This 30-Day Advance Notice is Being Provided to the Clerk of the following Local Municipality or Community Board

3. Name of Municipality or Community Board BATAVIA CITY CLERK

Applicant/Licensee Information

4. License Serial Number, if not New Application: Expiration Date, if not New Application:
5. Applicant or Licensee Name: CRB OF BATAVIA, LLC
6. Trade Name (if any): THE NORTH POLE
7. Street Address of Establishment: 241-243 S SWAN ST
8. City, Town or Village: BATAVIA, **NY** Zip Code: 14020
9. Business Telephone Number of Applicant/Licensee: UNASSIGNED
10. Business Fax Number of Applicant/Licensee:
11. Business E-mail of Applicant/Licensee:

**For New applicants, provide description below using all information known to date.
For Alteration applicants, attach complete description and diagram of proposed alteration(s).
For Current Licensees, set forth approved Method of Operation only.
Do Not Use This Form to Change Your Method of Operation.**

12. Type(s) of Alcohol sold or to be sold: ("X" One) ☐ Beer Only ☐ Wine & Beer Only ☒ Liquor, Wine & Beer

13. Extent of Food Service: ("X" One) ☒ Restaurant (Sale of food primarily; Full food menu; Kitchen run by chef) ☐ Tavern/Cocktail Lounge/Adult Venue/Bar (Alcohol sales primarily; Meets legal minimum food availability requirements)

14. Type of Establishment: ("X" all that apply)
- | | | | | | |
|---|---|--------------------------------------|--|--------------------------------------|--------------------------------------|
| <input checked="" type="checkbox"/> Recorded Music | <input type="checkbox"/> Live Music | <input type="checkbox"/> Disc Jockey | <input type="checkbox"/> Juke Box | <input type="checkbox"/> Karaoke Bar | <input type="checkbox"/> Stage Shows |
| <input type="checkbox"/> Patron Dancing (small scale) | <input type="checkbox"/> Cabaret, Night Club (Large Scale Dance Club) | | <input type="checkbox"/> Catering Facility | | |
| <input type="checkbox"/> Capacity of 600 or more patrons | <input type="checkbox"/> Topless Entertainment | <input type="checkbox"/> Restaurant | <input type="checkbox"/> Hotel | | |
| <input type="checkbox"/> Recreational Facility (Sports Facility/Vessel) | <input type="checkbox"/> Club (e.g. Golf Club/Fraternal Org.) | | <input type="checkbox"/> Bed & Breakfast | | |
| <input type="checkbox"/> Seasonal Establishment | | | | | |

15. Licensed Outdoor Area: ("X" all that apply)
- | | | | | |
|---|---|----------------------------------|---|---|
| <input type="checkbox"/> None | <input checked="" type="checkbox"/> Patio or Deck | <input type="checkbox"/> Rooftop | <input type="checkbox"/> Garden/Grounds | <input type="checkbox"/> Freestanding Covered Structure |
| <input type="checkbox"/> Sidewalk Cafe <input type="checkbox"/> Other (specify): | | | | |

OFFICE USE ONLY		
<input type="radio"/> Original	<input type="radio"/> Amended	Date _____

State of New York
Executive Department
Division of Alcoholic Beverage Control
State Liquor Authority

**Standardized NOTICE FORM for Providing 30-Day Advanced Notice to a
Local Municipality or Community Board**
(Page 2 of 2 of Form)

16. List the floor(s) of the building that the establishment is located on:
17. List the room number(s) the establishment is located in within the building, if appropriate:
18. Is the premises located with 500 feet of three or more on-premises liquor establishments? ☐ Yes ☒ No
19. Will the license holder or a manager be physically present within the establishment during all hours of operation? ☒ Yes ☐ No
20. Does the applicant or licensee own the building in which the establishment is located? ("X" One) ☐ Yes (If Yes SKIP 21-24) ☒ No

Owner of the Building in Which the Licensed Establishment is Located

21. Building Owner's Full Name:
22. Building Owner's Street Address:
23. City, Town or Village: State: Zip Code:

**Attorney Representing the Applicant in Connection with the Applicant's License Application Noted as Above for the
Establishment Identified in this Notice**

25. Attorney's Full Name:
26. Attorney's Street Address:
27. City, Town or Village: State: Zip Code:
28. Business Telephone Number of Attorney:
29. Business Email Address of Attorney:

I am the applicant or hold the license or am a principal of the legal entity that holds or is applying for the license. Representations in this form are in conformity with representations made in submitted documents relied upon by the Authority when granting the license. I understand that representations made in this form will also be relied upon, and that false representations may result in disapproval of the application or revocation of the license.

By my signature, I affirm - under **Penalty of Perjury** - that the representations made in this form are true.

30. Printed Name: Title:

Signature: X Christopher Bardol

Genesee County Crop Walk

There are no additional costs for any departments.

Batavia Concert Band

The cost for public works is estimated at \$795.85. There are no additional costs for any departments.

BID Downtown Public Market

There are no additional costs for any departments.

Beertavia

The cost for the police department is estimated at \$132.00. There are no additional costs for any other departments. The fire department will perform a site inspection prior to the event.



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

MAR 23 2015

CITY OF BATAVIA
CLERK OF CITY

Official Use Only:

2015-10

Event Application #:

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

Genesee Co. CROP Walk

Name of Renter / Sponsor / Organization:

Fundraising walk event

Type / Name of Event:

Sat. April 25, 2015

Date(s) & Time(s) of Event:

Profit

Non-Profit



CONTACT INFORMATION:

Beth Stroh

Primary Contact Name

bethstroh@yahoo.com

E-Mail Address

c/o First Presby. Church, 300 E Main St.

Primary Contact Address

344 3176

Home Phone #

255 0135

Cell Phone #

343 0505

Other #

Bob Krize

Secondary Contact Name

bobkrize@hotmail.com

E-Mail Address

20 Vernon Ave., Batavia

Secondary Contact Address

343 5991

Home Phone #

590 6157

Cell Phone #

343 0505

Other #

EVENT DAY CONTACT INFORMATION:

Beth Stroh

Contact Name

344 3176

Home Phone #

255 0135

Cell Phone #

Other #

Location of your event: Start @ First Presby Church; see map.

Please provide details of your event:

Fundraising walk event. See route map attached.

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: _____ Set-Up Time: _____ Tear Down Date: _____ Tear Down Time: _____

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

4/25/15 9:30am 10:15am est. 10-200
Date: Start Time: End Time: Estimated Crowd Size: # of Vendors / Displays

Date: Start Time: End Time: 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 ☐

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 30 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)

None required. F&I only.

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

_____, 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.

Date:

Name of Event Sponsor:

Authorized Signature, Title

Name -- Printed or Typed

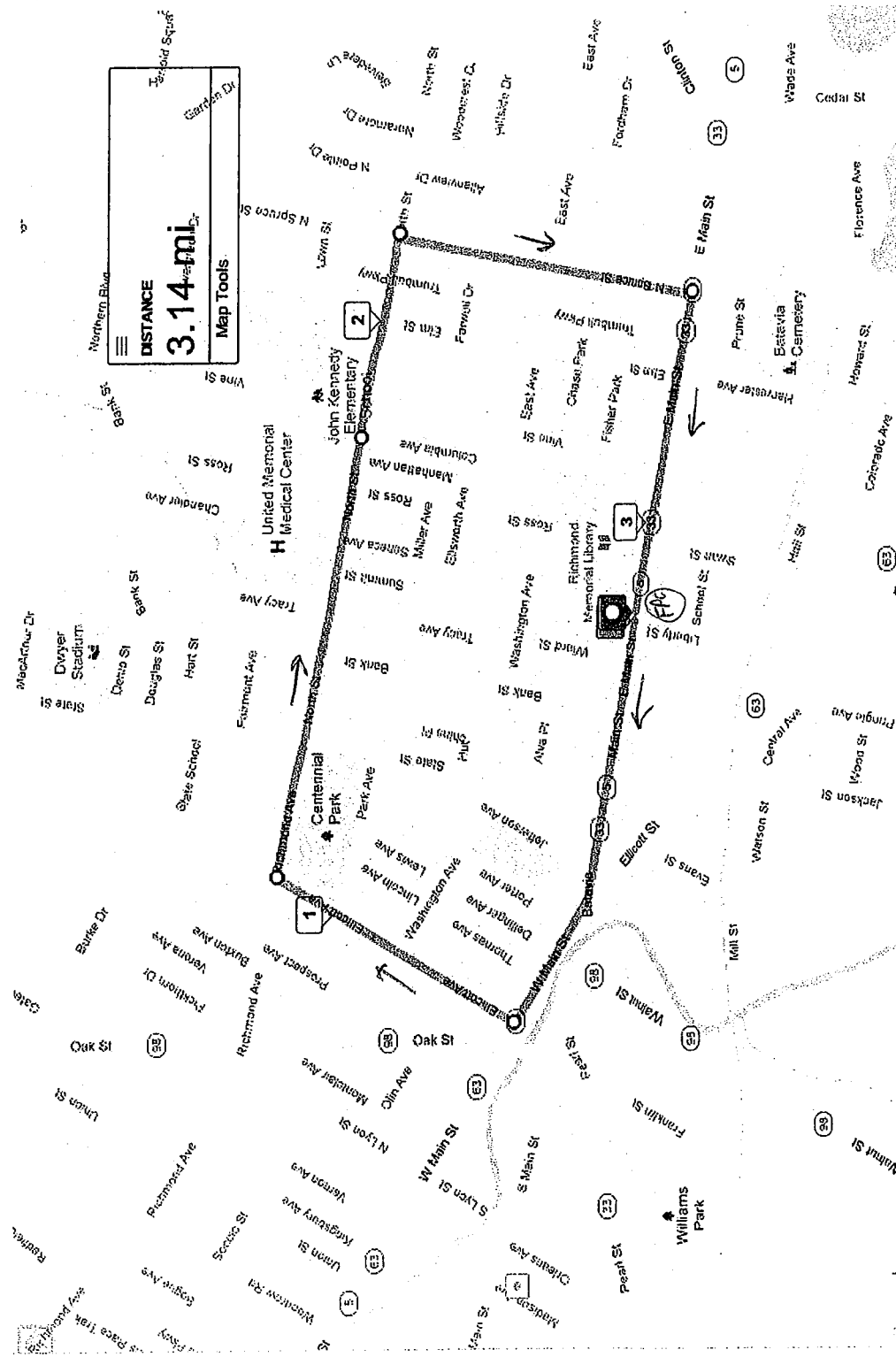
The rules and information contained within this application have been read and will be adhered to.

Date:

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

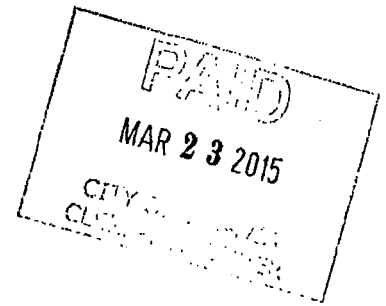
Batavia, New York 14020

(585) 545-6300

Official Use Only:

2015-11

Event Application #:



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

Batavia Concert Band

Name of Renter / Sponsor / Organization:

Concerts in the Park

Type / Name of Event:

July 1, 8, 15, 22, 29 2015

Date(s) & Time(s) of Event:

6:30 (lock-in) 7:00-8:45 pm

Profit ☐

Non-Profit ☒

CONTACT INFORMATION:

Bob Knipe

Primary Contact Name

bobknipe@hotmail.com

E-Mail Address

20 Vernon Ave. Batavia

Primary Contact Address

343 5991

Home Phone #

590 6457

Cell Phone #

Other #

Bob Pasteci

Secondary Contact Name

bpasteci@rochester.rr.com

E-Mail Address

Secondary Contact Address

880 6504

Cell Phone #

Other #

EVENT DAY CONTACT INFORMATION:

Bob Knipe

Contact Name

343 5991

Home Phone #

590 6457

Cell Phone #

Other #

Location of your event:

Centennial Park, Batavia

Please provide details of your event:

Park location: South side, across from Lewis Ave.

(1) Need power on to outlets on pole in park

(2) Need 45 chairs delivered by 6:20 pm; pickup after 8:45 pm, Wednesdays

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):

July 1, 8, 15, 22, 29
Set-Up Date:

6:20 pm
Set-Up Time:

Tear Down Date:

Tear Down Time:

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Same
Date:

7:00 pm
Start Time:

8:40 pm
End Time:

150-250
Estimated Crowd Size:

—
of Vendors / Displays

Date:

Start Time:

End Time:

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 ☐

Batavia Concert Band
Name of Company Providing Above:

Bob Krip
Company Contact/Representative

() 343 5991
Phone #

20 Vernon Ave., Batavia
Address, Street

City

NX 1400
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?

Amplifier / PA system.

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)

Power mowers & chair delivery/pickup only. Band will set up/take down chairs

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

Batavia Concert Band, 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 Concert Band (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.

3/20/15
Date:

Batavia Concert Band Robert A. Kripe
Name of Event Sponsor:
[Signature]
Authorized Signature, Title
Robert A. Kripe
Name -- Printed or Typed

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

3/20/15
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:

2015-12
Event Application #:

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

BATAVIA BUSINESS IMPROVEMENT DISTRICT MANAGEMENT ASSOCIATION INC.

Name of Renter / Sponsor / Organization:

DOWNTOWN BATAVIA PUBLIC MARKET
Type / Name of Event:

JUNE 18 - SEPT. 24TH EVERY THURSDAY
Date(s) & Time(s) of Event

9:00 AM - 4:00 PM Profit ☐ Non-Profit ☒

CONTACT INFORMATION:

DON BURKEL / ANTHONY CONDELLO
Primary Contact Name

B.I.D., 200 EAST MAIN STREET, #12, BATAVIA
Primary Contact Address

dburkel@downtownbataviainc.com
E-Mail Address

585-344-0900
Home Phone #

585-409-4028
Cell Phone #

Other #

ANTHONY CONDELLO, MKT. MGR.
Secondary Contact Name

SAME AS ABOVE
Secondary Contact Address

E-Mail Address

585-343-5300
Home Phone #

Cell Phone #

Other #

EVENT DAY CONTACT INFORMATION:

B.I.D. OFFICE
Contact Name

585-344-0900
Home Phone #

Cell Phone #

Other #

Location of your event: BANK STREET & ALVA PLACE PARKING LOT (SEE MAP)

Please provide details of your event: THE DOWNTOWN BATAVIA PUBLIC MARKET WILL BE HELD ON THURSDAYS (JUNE 18 - SEPT. 24), 9:00 AM - 4:00 PM. VENDORS WILL BE SELLING FRESH PRODUCE, FRUIT, BAKED GOODS, FLOWERS, WOODEN CRAFTS, PULLED PORK SANDWICHES AND MORE.

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

Type of alcoholic beverage to be served: (TASTING ONLY) 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? WINERY *

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 HAVE A SPECIAL FARMER'S MARKET PERMIT THROUGH NY AG & MARKETS AND LIQUOR AUTHORITY FOR TASTINGS ONLY. THEY ALSO CAN SELL WINE IN THE BOTTLE.

EVENT INFORMATION (required):

JUNE 18 - SEPT. 24

EVERY THURSDAY

Set-Up Date:

8:00 AM

Set-Up Time:

SAME DATES / DAY

Tear Down Date:

4:15 PM

Tear Down Time:

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

THURSDAYS

Date:

9:00 AM

Start Time:

4:00 PM

End Time:

100-200

Estimated Crowd Size:

10-14

of Vendors / Displays

Date:

Start Time:

End Time:

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 ☐

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 WILL USE CANOPIES (10X10)

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

^{PARKING LOT}
Will street(s) need to be closed for the event? Yes ☒ No ☐ Reason: SECTION AS PER MAP
WILL BE CLOSED FOR USE BY VENDORS

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.

BATAVIA BUSINESS IMPROVEMENT DISTRICT MANAGEMENT ASSOC. INC. Hold Harmless Agreement

B.I.D. 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.

3/16/15
Date:

BATAVIA BUSINESS IMPROVEMENT DISTRICT MGT. ASSOC. INC.
Name of Event Sponsor:

Don Burkel EXECUTIVE DIR. / DOWNTOWN MGR.
Authorized Signature, Title

DON BURKEL
Name - Printed or Typed

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

3/16/15
Date:

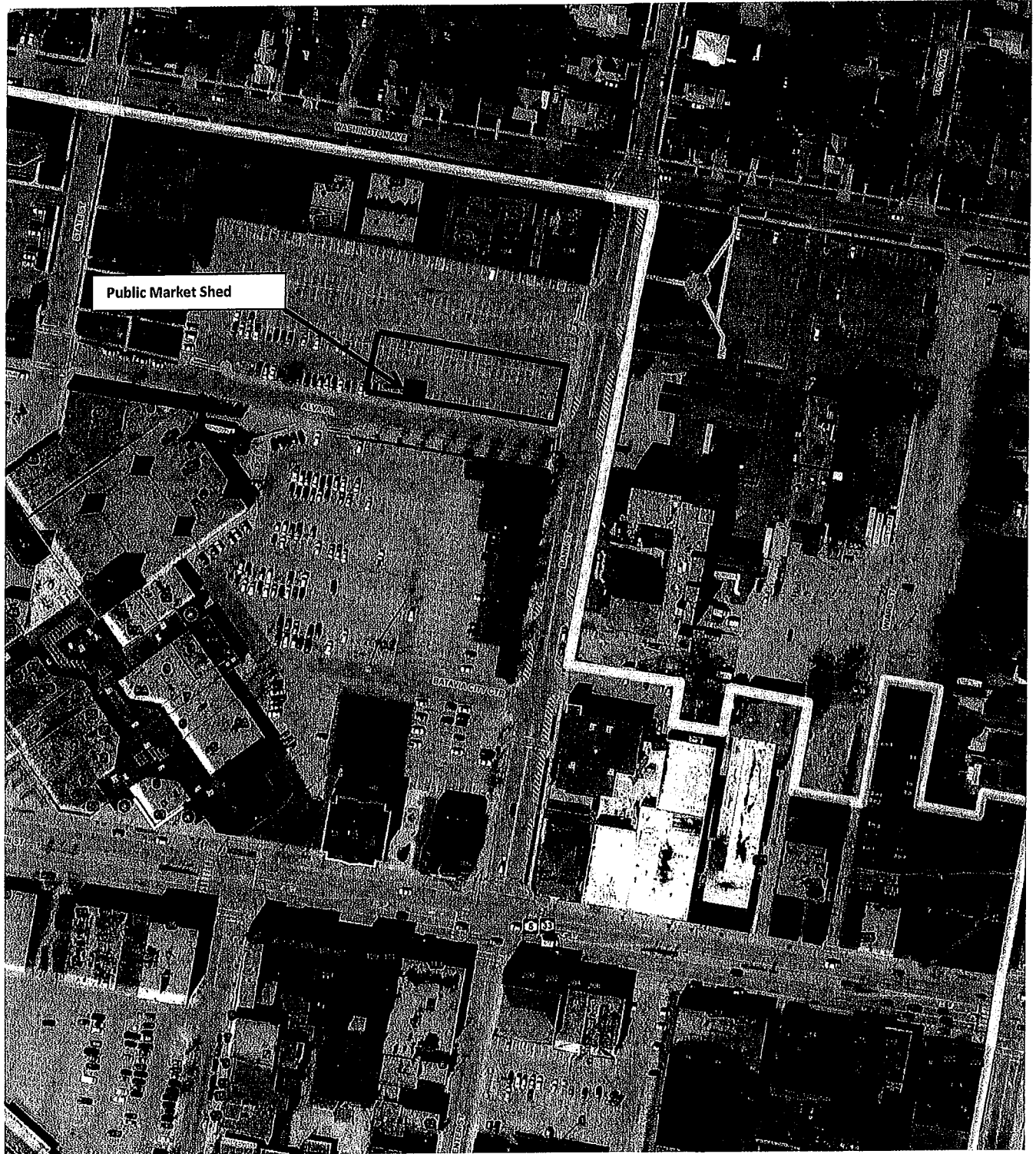
Don Burkel
Signature of Applicant:

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.

Revised 2/11/15



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

Official Use Only:

2015-13
Event Application #:

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

BATAVIA BUSINESS IMPROVEMENT DISTRICT MANAGEMENT ASSOCIATION INC.

Name of Renter / Sponsor / Organization:

BEERTAVIA: CRAFT BEER FEST
Type / Name of Event:

SATURDAY, MAY 16, 3-6 PM
Date(s) & Time(s) of Event

Profit ☐ Non-Profit ☒

CONTACT INFORMATION:

DON BURKEL

Primary Contact Name

200 EAST MAIN ST, BATAVIA

Primary Contact Address

dburkel@downtownbataviany.com

E-Mail Address

585-344-0900

Home Phone #

Cell Phone #

Other #

LAURIE OLTRAMARI

Secondary Contact Name

SAME AS ABOVE

Secondary Contact Address

loltramari@downtownbataviany.com

E-Mail Address

585-344-0900

Home Phone #

Cell Phone #

Other #

EVENT DAY CONTACT INFORMATION:

B.I.D. OFFICE

Contact Name

585-344-0900

Home Phone #

Cell Phone #

Other #

Location of your event: JACKSON, CENTER & SCHOOL STREETS PARKING LOT (SEE MAP)

Please provide details of your event: BEERTAVIA IS A CRAFT BEER FEST FEATURING 15-20 MICRO BREWIES FROM ALL OVER NYS. THEY WILL PROVIDE TASTINGS TO BETWEEN 800-1,000 ATTENDEES.

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 ☐

(TASTINGS)

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? BATAVIA B.I.D.

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):

**SATURDAY
MAY 16TH**

Set-Up Date:

5:00 AM

Set-Up Time:

**SATURDAY
MAY 16TH**

Tear Down Date:

6:15 PM

Tear Down Time:

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

MAY 16TH

Date:

3:00 PM

Start Time:

6:00 PM

End Time:

800-1,000

Estimated Crowd Size:

15-20

of Vendors / Displays

Date:

Start Time:

End Time:

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: **PARKING LOT** 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 ☐

STONE ROW

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) **25 K** 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.

1 TENT (40 X 140) & 1 TENT (40 X 80)

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:

<u>SCHOOL STREET</u>	<u>SCHOOL</u>	&	<u>CENTER</u>
<small>Street to be closed</small>	<small>Cross Streets</small>		
<u>SCHOOL STREET</u>	<u>SCHOOL</u>	&	<u>JACKSON</u>
<small>Street to be closed</small>	<small>Cross Streets</small>		
		&	
<small>Street to be closed</small>	<small>Cross Streets</small>		
		&	
<small>Street to be closed</small>	<small>Cross Streets</small>		

Will street barricades be requested from the City? Yes ☒ No ☐ How Many? 5

Will traffic cones be requested from the City? Yes ☒ No ☐ How Many? 20
(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)

TRASH CANS (10) , PICNIC TABLES (4)

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

_____, 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.

Date:

Name of Event Sponsor:

Authorized Signature, Title

Name -- Printed or Typed

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

Date:

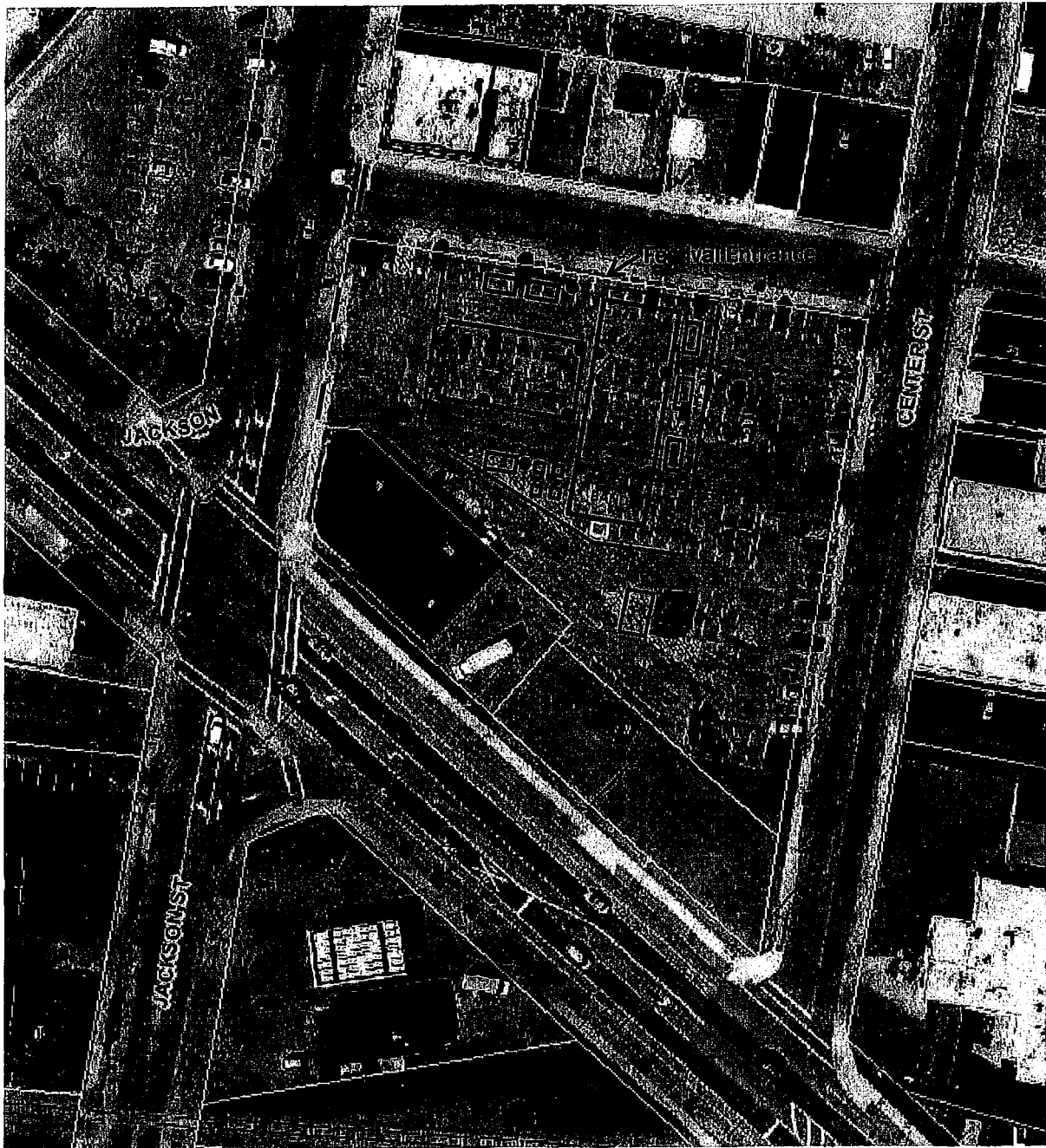
Signature of Applicant:

Please forward this application to:

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

Beertavia

Jackson, Center & School Street Parking Lot



Barricades (5)	-----
Food Vendors	-----
Garbages (10)	-----
Generator	-----
Roll Off Disposal Unit	-----
Security Perimeter Fencing	-----
<i>(1 entrance; other openings are emergency exits only)</i>	
Tables	-----
Tent(s)	-----
Washroom Facilities	-----

#30-2015

**RESOLUTION TO AMEND THE 2014-2015 BUDGET TO REFLECT THE RECEIPT
OF \$6,542 FROM NEW YORK STATE ARCHIVES GRANT**

Motion of Councilperson

WHEREAS, the City received \$6,542 from the New York State Archives for Historical Records project; and

WHEREAS, to properly account for the expenditure of this money, a budget amendment needs to be made; and

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Batavia that the City Manager be and hereby is authorized to make the following budget amendments to the 2014-2015 budget to undertake the projects of "New York State Archives Grant":

Effective immediately, amend the 2014-15 budget by increasing expenditure accounts

1.1325.0423.1141 by \$2,560

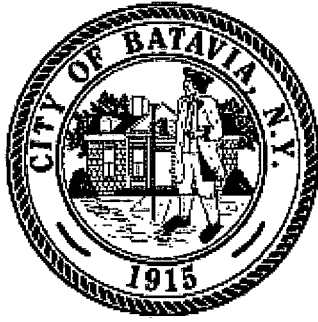
1.1325.430.1141 by \$3,982

and increasing revenue account

1.1.3060.1141 by \$6,542

Seconded by Councilperson

and on roll call



MEMO

To: Honorable Members, Batavia City Council
Date: April 7, 2015
Subject: Agenda item for April 13, 2015 City Council Meeting: *A resolution approving the construction award for the Water Filtration Plant roof replacement.*

The City has received bids ranging from \$152,500.00 to 179,210.00 for the replacement of the roof for the Water Filtration Plant located at 480 Lehigh Avenue. Conestoga-Rovers & Associates (CRA) has canvassed the bids and recommends that the City of Batavia award the contract to Progressive Roofing Inc., the lowest responsible bidder for \$152,500.00.

Supporting Documents:

1. Resolution
2. CRA Bid Recommendation Letter

31-2015
RESOLUTION TO ENTER INTO AN AGREEMENT WITH
PROGRESSIVE ROOFING INC.
FOR THE WATER FILTRATION PLANT 2015 ROOF REPLACEMENT PROJECT

Motion of Councilperson

WHEREAS, a project for the replacement of the roof for the Water Filtration Plant located at 480 Lehigh Avenue; and

WHEREAS, a competitive bid was made by Progressive Roofing Inc., for the replacement of the roof specified in the contract document titled Water Filtration Plant 2015 Roof Replacement Project; and

WHEREAS, Progressive Roofing Inc. is the lowest responsible bidder (\$152,500.00);

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 Progressive Roofing Inc. for replacement of the roof on the Water Filtration Plant.

Seconded by Councilperson
and on the roll call



**CONESTOGA-ROVERS
& ASSOCIATES**

285 Delaware Avenue, Suite 500, Buffalo, New York 14202
Telephone: (716) 856-2142 Fax: (716) 856-2160
www.CRAworld.com

April 6, 2015

Reference No. 630577

Ms. Sally Kuzon, Director of Public Works
City of Batavia
One Batavia City Centre
Batavia, New York 14020

Dear Ms. Kuzon:

Re: City of Batavia
Water Filtration Plant
2015 Roof Replacement Project

On Monday, April 6, 2015 at 10:00 a.m. local time, the City of Batavia received five bids for the above-referenced project. The bids were as follows:

<u>Bidder</u>	<u>Total Amount of Base Bid</u>
Progressive Roofing, Inc.	\$152,500.00
Spring Sheet Metal & Roofing, Inc.	\$154,149.00
Grove Roofing Services, Inc.	\$161,600.00
Action Roofing, Inc.	\$173,800.00
Jos. A. Sanders & Sons	\$179,210.00

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

We have reviewed the bid proposal received from the low bidder for the above-referenced project, Progressive Roofing, Inc., and have found they have performed similar work acceptably. We, therefore, recommend award of the Water Filtration Plant 2015 Roof Replacement Project to Progressive Roofing, Inc., in the total base bid amount of \$152,500.00, contingent upon the availability of project funding and review by the City's legal counsel.

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

Yours truly,

CRA INFRASTRUCTURE & ENGINEERING, INC.


Daniel J. Kolkmann
Construction Manager

DJK/jap/019
Encl.

cc: Robert P. Lannon Jr., P.E. – CRA
File: 630577, Corr



#32-2015

**RESOLUTION AUTHORIZING THE ADOPTION OF A PURCHASING MANUAL FOR
THE CITY OF BATAVIA, NEW YORK**

Motion of Councilperson

WHEREAS, General Municipal Law requires the governing body of every municipality annually review and adopt a procurement policy for all goods and services; and

WHEREAS, the City Council last adopted its Purchasing Manual on February 10, 2014;
and

WHEREAS, it is required by the Office of the New York State Comptroller that the City Council annually review the City's procurement policy and update as needed; and

WHEREAS, comments have been solicited from all Department Heads and Bureau Chief's in the City of Batavia involved in the procurement process; and

WHEREAS, said Purchasing Manual has been reviewed and approved by the City's Attorney; and

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Batavia, New York does hereby adopt the following Purchasing Manual effective immediately.

Seconded by Councilperson

and on roll call

#33-2015

RESOLUTION AUTHORIZING THE CITY COUNCIL PRESIDENT TO SIGN A DWYER STADIUM LEASE AND SUBLEASE EXTENSION AGREEMENT

Motion of Councilperson

WHEREAS, the City of Batavia is the owner of Dwyer Stadium and the Batavia Regional Recreation Corporation (BRRRC) operates and manages the Dwyer Stadium facility as outlined in the Dwyer Stadium Lease Agreement; and

WHEREAS, the Genesee County Baseball Club, Inc. (GCBC) owns the Batavia Muckdogs minor league franchise and the BRRRC sublets the premises to GCBC so that the Batavia Muckdogs can use the facility to play its home baseball games at Dwyer Stadium; and

WHEREAS, GCBC and Rochester Community Baseball, Inc. (RCBI) are parties to a Management and Operating Agreement by which RCBI manages and operates the day to day business of GCBC including the Batavia Muckdogs, pursuant to and as more particularly provided for by the Management and Operating Agreement; and

WHEREAS, the City, BRRRC, GCBC and RCBI are mutually desirous of extending the Lease and Sublease Agreements, which presently is to expire on April 2, 2015, in accordance with, and as more particularly provided for by an Extension agreement; and

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Batavia that the Council President by and is hereby authorized to sign said lease and sublease extension agreement as stated in "Attachment A" on behalf of the City of Batavia.

**Seconded by Councilperson
and on roll call**

Attachment A

DWYER STADIUM
LEASE AND SUBLEASE
EXTENSION AGREEMENT

This Lease and Sublease Extension Agreement ("Extension Agreement") is made the day of April , 2015 by and among the City of Batavia ("City"), Batavia Regional Recreation Corporation ("BRRC"), Genesee County Baseball Club, Inc. ("GCBC") and Rochester Community Baseball, Inc. ("RCBI").

RECITALS

- A. The City and BRRC are parties to a Lease Agreement, dated March 12, 2008 pursuant to which the City, as owner of certain real property with improvement thereon consisting of a baseball field and grandstand facilities, known as Dwyer Stadium ("Premises" or "Facility"), leases the Facility to BRRC to operate and manage the Facility.
- B. BRRC, GCBC and the City are parties to a Sublease Agreement, dated April 3, 2008 pursuant to which BRRC subleases the Facility to GCBC, owner of the Batavia Muckdogs, minor league franchise of the New York-Pennsylvania Professional Baseball League, Inc. ("NY-Penn League"), so that the Batavia Muckdogs can use the Facility to play its home baseball games at the Facility and which Sublease Agreement amended the Lease Agreement, in part, as more particularly set forth in the Sublease Agreement.
- C. GCBC and RCBI are parties to a Management and Operating Agreement by which RCBI manages and operates the day to day business of GCBC including the Batavia Muckdogs, pursuant to and as more particularly provided for by the Management and Operating Agreement.
- D. In connection with RCBI's operation of the Batavia Muckdogs, GCBC, BRRC and RCBI are parties to a Delegation Agreement, dated April 3, 2008 pursuant to which GCBC delegates to RCBI all of its rights, duties, privileges, obligations, benefits, responsibilities and authority under the Sublease Agreement and RCBI accepted and assumed such delegation and the City consented to the terms and conditions of the Delegation Agreement.
- E. On or about January 19, 2011 the City, BRRC, GCBC and RCBI mutually extended the Lease Agreement and Sublease Agreement, which presently are to expire on April 2, 2013.
- F. On or about March 13, 2013 the City, BRRC, GCBC and RCBI mutually extended the Lease Agreement and Sublease Agreement, which presently are to expire on April 2, 2015.
- G. The City, BRRC, GCBC and RCBI are mutually desirous of extending the Lease Agreement and Sublease Agreement, which presently is to expire on April 2, 2015, and to confirm the

continuation of the Delegation Agreement, in accordance with, and as more particularly provided for by this Extension Agreement.

NOW, THEREFORE, for good and valuable consideration the receipt of which is hereby acknowledged by the parties hereto and in consideration of the mutual covenants and agreements contained therein, it is agreed as follows:

1. Subject to and pursuant to the terms and conditions set forth in this Extension Agreement, the Lease Agreement, as amended by the Sublease Agreement, is extended so that the term of the Lease Agreement shall continue through and including April 2, 2017, unless terminated earlier as more particularly provided for therein.
 2. The Lease Agreement, as amended by the Sublease Agreement, shall remain in full force and effect in accordance with its provisions during the extended term.
 - (b) The Sublease Agreement shall remain in full force and effect in accordance with its provisions except as follows:
 - (i) Section 18 of the Sublease Agreement is hereby amended as follows:

18. Capital Fund. In addition to the City's obligations set forth in Section 13 of the Lease Agreement, the City shall maintain the Dwyer Stadium Capital Fund, which funds shall be utilized as set herein and as permitted by the fund. The current balance in the capital fund is \$55,975. The City shall maintain a minimum capital fund balance of \$20,000 during the 2015 and 2016 NY-Penn League seasons. Under no circumstances shall the payment of the capital fund obligation eliminate (and shall be in addition to) the City's financial obligation to maintain and repair the Premises as provided in Section 13 of the lease or pursuant to Sections 5(d), 5(h), 5(i) or Section 19 herein. GCBC shall on an annual basis submit a capital project plan and budget for the next year for review and approval by the City. The City shall approve the capital project and spending prior to GCBC performing or undertaking any capital projects or improvements.
3. The parties hereby agree and reconfirm that the Delegation Agreement remains in full force and effect in accordance with its provisions.
4. Except as specifically set forth in this Extension Agreement, neither the Lease Agreement, Sublease Agreement nor the Delegation Agreement are otherwise amended or modified.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day first written above.

CITY of BATAVIA

GENESEE COUNTY BASEBALL
CLUB, INC.

By: _____
Brooks Hawley, Council President

By: _____
Brian Paris, President

BATAVIA REGIONAL
RECREATION CORPORATION

ROCHESTER COMMUNITY
BASEBALL, INC.

By: _____
Steven Maxwell, President

By: _____
Naomi Silver, President

STATE OF NEW YORK)
 :SS.:
COUNTY OF GENESEE)

On this ____ day of _____ 2015, before me personally came BROOKS HAWLEY, known to me to be the COUNCIL PRESIDENT of the CITY OF BATAVIA and the same person who executed the foregoing instrument; and that she acknowledged that she executed the foregoing instrument on behalf of the CITY OF BATAVIA as said COUNCIL PRESIDENT and pursuant to the authority vested in her by resolution of the City of Batavia City Council.

Notary Public

STATE OF NEW YORK)
 :SS.:
COUNTY OF _____)

On this ____ day of _____ 2015, before me personally came STEVEN MAXWELL, to me known, who being by me duly sworn, did depose and say that he has an office at _____; that he is the PRESIDENT of the BATAVIA REGIONAL RECREATION CORPORATION, the corporation described in and which executed the foregoing instrument; and that he signed his name thereto by order of the board of directors of said corporation.

Notary Public

STATE OF NEW YORK)
 :SS.:
COUNTY OF GENESEE)

On this _____ day of _____ 2015, before me personally came BRIAN PARIS, to me known, who being by me duly sworn, did depose and say that he has an office at _____; that he is the PRESIDENT of the GENESEE COUNTY BASEBALL CLUB, INC., the corporation described in and which executed the foregoing instrument; and that he signed his name thereto by order of the board of directors of said corporation.

Notary Public

STATE OF NEW YORK)
 :SS.:
COUNTY OF _____)

On this _____ day of _____ 2015, before me personally came NAOMI SILVER, to me known, who being by me duly sworn, did depose and say that he has an office at _____; that he is the PRESIDENT of the ROCHESTER COMMUNITY BASEBALL, INC., the corporation described in and which executed the foregoing instrument; and that he signed his name thereto by order of the board of directors of said corporation.

Notary Public

#34-2015

**RESOLUTION TO AUTHORIZE THE CITY MANAGER TO EXECUTE AND SUBMIT
A DEPARTMENT HOMELAND SECURITY-STAFFING FOR ADEQUATE FIRE AND
EMERGENCY RESPONSE (SAFER) GRANT FOR FISCAL YEAR 2015 AND 2016**

Motion of Councilperson

WHEREAS, it is the desire of the City Council to submit an application for the DHS-SAFER Grant to fill three (3) current vacancies within the Fire Department in a period of two (2) years at which time the City assumes funding the positions per the current collective bargaining contract; and

WHEREAS, there is no City match required for this grant; and

WHEREAS, the City of Batavia Fire Department has been short staffed for the past four (4) years which has consistently resulted in daily staffing levels of six (6) firefighters and increased overtime to maintain minimum staffing. This trend will continue until the Fire Department achieves the established staffing level in January 2018 according to the current hiring guidelines; and

WHEREAS, the grant award provides for a total federal share during the first 12-month period of \$245,712.00, second 12-month period of \$270,282.00 totaling, \$515,994.00; and

NOW THEREFORE, BE IT RESOLVED, that the City Manager of the City of Batavia, Genesee County, New York, is hereby authorized as the official representative of the City of Batavia to execute and submit DHS-SAFER Grant application for a total of three (3) current vacancies within the Fire Department for the Fiscal Year 2015 and 2016, all understandings and assurances contained therein, and is hereby directed and authorized to act in connection with the submission of the application and to provide such additional information as may be required.

**Seconded by Councilperson
and on roll call**

#35-2015

**RESOLUTION TRANSFERRING \$10,000 FROM THE LIABILITY AND CASUALTY
RESERVE FUND TO THE GENERAL FUND UNASSIGNED FUND BALANCE**

Motion of Councilperson

WHEREAS, pursuant to General Municipal Law 6-n the City of Batavia has an established Liability and Casualty Reserve fund for payments and costs related to judgments, actions or claims against the City of Batavia; and

WHEREAS, the City of Batavia has incurred costs in liability deductible for numerous liability claims; and

WHEREAS, the City Council is desirous of transferring \$10,000 of Liability and Casualty reserve restricted fund balance to the General Fund unassigned fund balance to assist with the expenditure as a result of the incurred costs in defense of the City and to be paid to Selective Insurance Company of America; and

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Batavia does hereby transfer \$10,000 from the Liability and Casualty Reserve Fund to the General Fund; and

BE IT FURTHER RESOLVED, by the Council of the City of Batavia that the City Manager be and hereby is authorized to make the following budget transfer:

Expense		
1.1315.0740	Administrative Services Judgments and Claims	\$10,000
Revenue		
1.1.1511.2104	Appropriated Reserves Liability and Casualty	\$10,000

**Seconded by Councilperson
and on roll call**

MOTION TO ENTER EXECUTIVE SESSION

Motion of Councilperson

WHEREAS, Article 7, Section 105(1)(h), of the Public Officer's Law permits the legislative body of a municipality to enter into Executive Session to discuss "...the proposed acquisition, sale, or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof...".

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...".

NOW, THEREFORE, BE IT RESOLVED, by the City 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**