

BATAVIA CITY COUNCIL CONFERENCE MEETING

**City Hall - Council Board Room
One Batavia City Centre
Monday, June 27, 2016 at 7:00 PM**

AGENDA

- I. Call to Order
- II. Invocation – Councilperson Hawley
- III. Pledge of Allegiance
- IV. Public Comments
- V. Council Response to Public Comments
- VI. Communications:
 - a. Go Art Picnic in the Park, July 4th Noon to 5 p.m. (Kiddie Parade at 11 a.m.)
 - b. Don Carroll 5K Race/Walk, August 20th 9:00 to 10:00 a.m.
 - c. National Night Out, August 2nd 6:00 to 8:00 p.m.
 - d. Kiwanis Club 5K, July 4th at 8:30 a.m.
- VII. Council President Report:
 - a. Announcement of the next regular City Council Business and Conference meeting to be held on Monday, July 11, 2016 at 7:00 p.m. at the City Hall Council Board Room, 2nd Floor, City Centre.
 - b. Proclamation – Community Volunteer of the Year Award – Larry Barnes
- VIII. City Managers Report
- IX. Public Hearings:
 - a. Introduce Proposed Local Law No. 3 of the Year 2016 Entitled Amending the Business Improvement District Plan
 - b. For Approval of a Cable Television Agreement between Community Cable Corporation (North Penn Video) and the City of Batavia
 - c. For Approval of a Cable Television Agreement Between Empire Video Services Corporation (Empire Video) and the City of Batavia
- X. Authorize Budget Transfers And Budget Amendments
- XI. Appoint Members to Various City Committees/Boards
- XII. 2017/2020 Transportation Improvement Program (TIP)
- XIII. Adjournment

GO Art Picnic in the Park

Estimated cost for the police department is \$226 and for bureau of maintenance is \$335 for a total of \$561. There are no other costs from other departments.

Don Carroll 5K Race/Walk

Estimated cost for the police department is \$453. There are no other costs from other departments.

National Night Out

There are no estimated costs from any departments.

Kiwanis Club 5K

Estimated cost for the police department is \$362.56. There are no other costs from other departments.

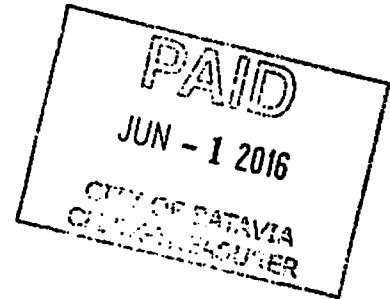
Official Use Only:

2016-23

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)

Genesee-Orleans Regional Arts Council (aka GO ART!)

Name of Renter / Sponsor / Organization:

GO ART's 38th Annual Picnic in the Park

Type / Name of Event:

Monday, July 4, Noon-5pm

Date(s) & Time(s) of Event

Profit

☐

Non-Profit

☒

CONTACT INFORMATION:

Jennifer Gray, Director

Primary Contact Name

201 E. Main St., Batavia, NY 14020

Primary Contact Address

jgray@goart.org

E-Mail Address

585-343-9313

Home Phone #

919-889-3373

Cell Phone #

Other #

Gregory Hallock

Secondary Contact Name

201 E. Main St., Batavia, NY 14020

Secondary Contact Address

ghallock@goart.org

E-Mail Address

585-343-9313

Home Phone #

646-530-1980

Cell Phone #

Other #

EVENT DAY CONTACT INFORMATION:

Jennifer Gray

Contact Name

Home Phone #

919-889-3373

Cell Phone #

Other #

Location of your event: Centennial Park, Batavia

Please provide details of your event: GO ART!'s 38th Annual "Picnic in the Park" includes two stages with live entertainment, arts & crafts show & sale, nonprofit booths, food vendors, children's activities and is free.

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):

TBD-mutually agreed upon w/DPW

Set-Up Date:

TBD

Set-Up Time:

Same day, after event

Tear Down Date:

5-7pm

Tear Down Time:

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:Mon. July 4th 2016

Noon

5pm

3-5000

50 crafters, 30 NP, 5
food

Date:

Start Time:

End Time:

Estimated Crowd Size:

of Vendors / Displays

Mon. July 4th 201611am (Kiddie
Parade)

Noon

100

0

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 ☐

GO ART!, same as above

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 ☐

Some food vendors and non-profits

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) Provided by YMCA FUEL SOURCE - GAS - ☐ - DIESEL - ☐ - PROPANE - ☐

TENTS/CANOPIES:

Will Tents/Canopies or other membrane structures be erected at event? Yes ☒ No ☐
Will a bounce house or other air supported structures be erected at event? Yes ☒ No ☐

Please list size(s) of Tents/Canopies or other temporary structures erected. 2 flatbeds from CY Farms & 2 tents from Sterling: Main Stage 30'x50' & Explore Art Tent 20'x20' stage provided by City & Tent by Chamber - 12'x8'

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: Kiddie Parade - kids invited to arrive at 11am to decorate scooters etc., Parade on Ellicott Ave. from Richmond to Park & from Ellicott to Lincoln at 11:30 to kick off event

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

Ellicott Avenue	Richmond Avenue	&	Park Avenue
Street to be closed		Cross Streets	
Park Avenue	Ellicott Avenue	&	Lincoln Avenue
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? 6-8

Will traffic cones be requested from the City? Yes ☒ No ☐ How Many? 3-4
(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

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

GO Art!, 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 GO ART! (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.

May 19th 2016
Date:

GO ART!
Name of Event Sponsor:
[Signature], Executive Dir.
Authorized Signature, Title
Jennifer Gray
Name - Printed or Typed

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

5/19/16
Date:

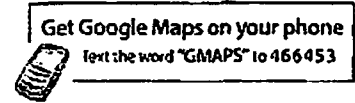
[Signature]
Signature of Applicant:

Please forward this application to:

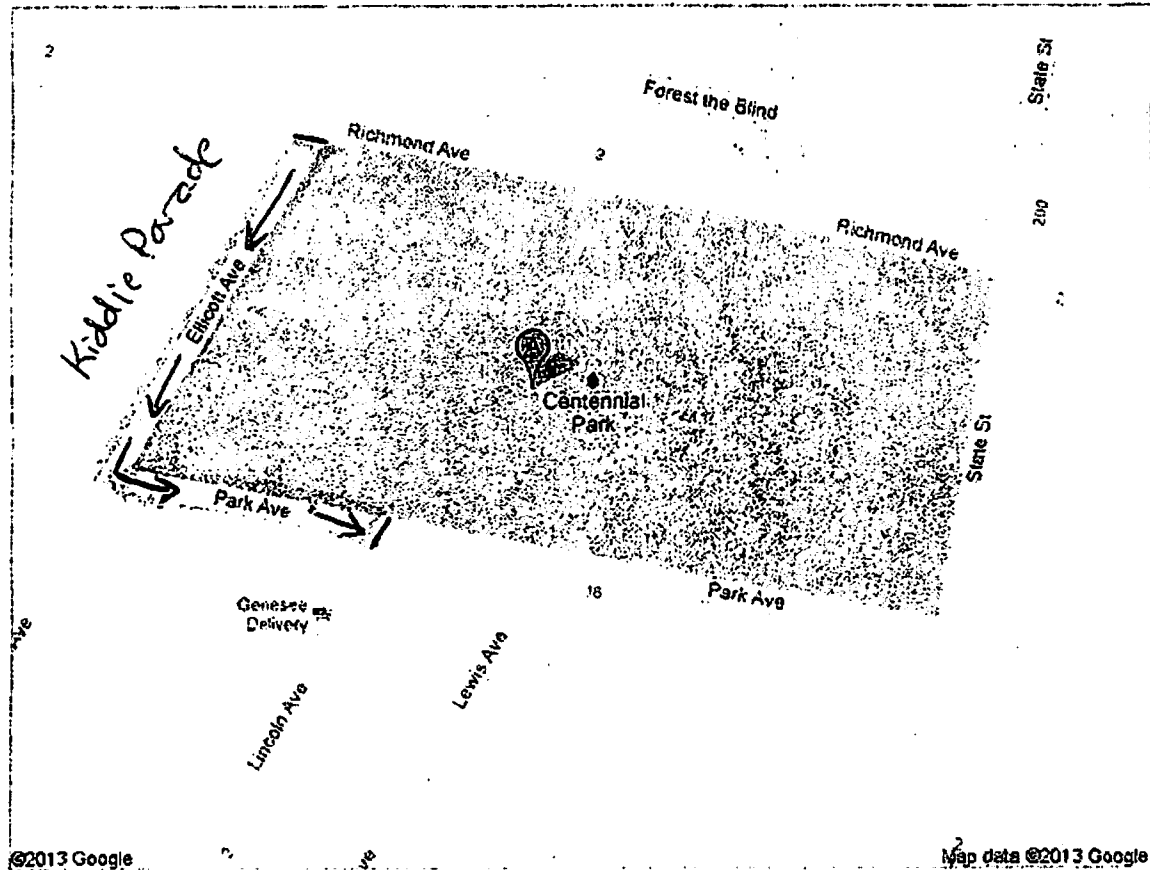
City Clerk's Office
Attention: Events Applications Department
One Batavia City Centre
Batavia, New York 14020



Centennial Park, near Batavia, Genesee,
New York

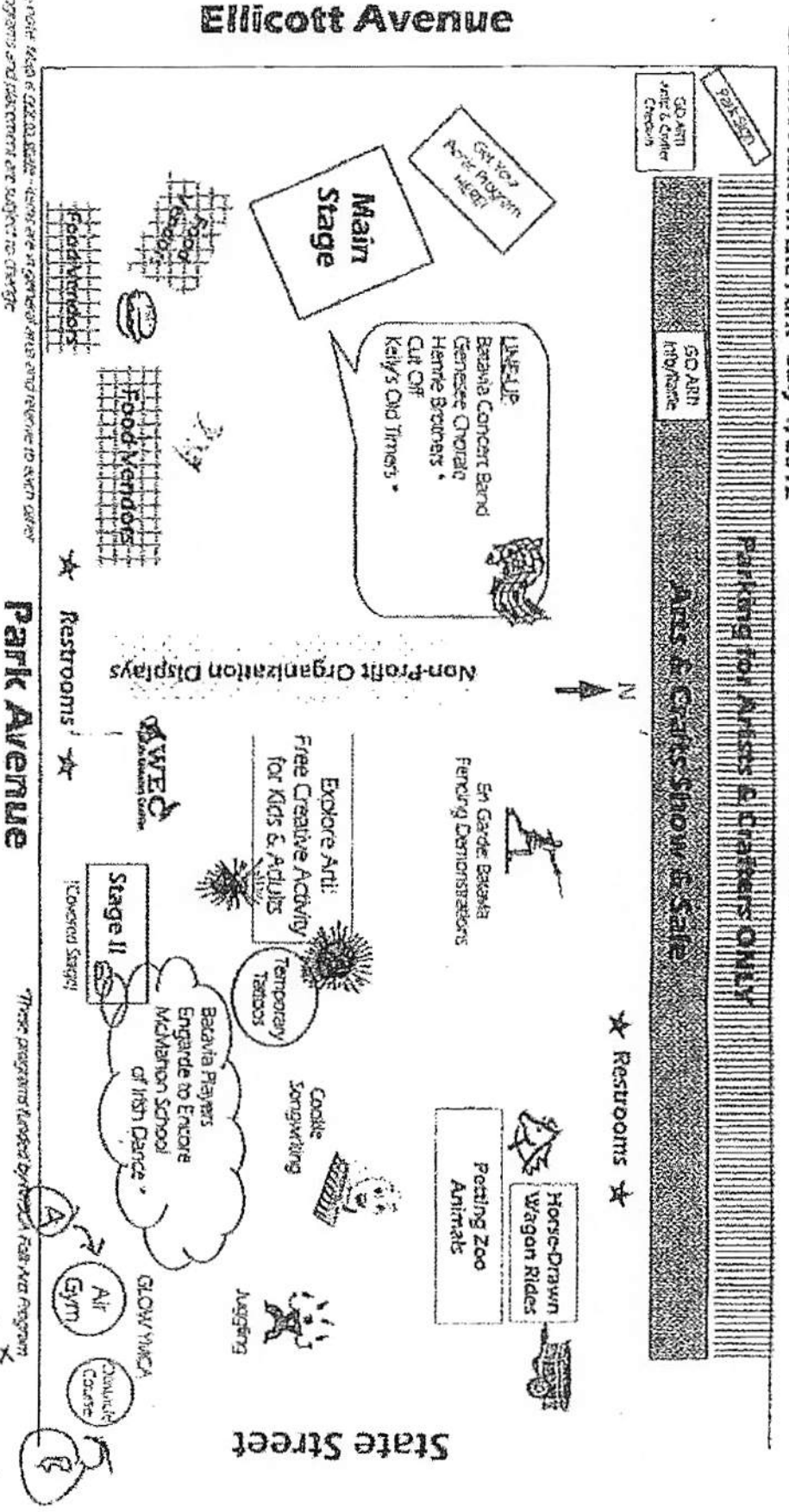


A. Centennial Park
Batavia, NY



Centennial Park, Batavia, NY
GO ART! Picnic in the Park—July 4, 2012

Richmond Avenue



5853441666 >>

Genesee YMCA

2013-05-29 13:58

P 2/2

Genesee
A + B





**Genesee-Orleans
Regional Arts Council**

38th Annual GO ART! Picnic in the Park
July 4th, 2016
Noon to 5pm
Centennial Park, Batavia
Event Application to the City of Batavia

The following is a mutually developed list of items/services that the City of Batavia has graciously assisted with over the past several years for the July 4th GO ART! Picnic in the Park in Centennial Park, Batavia, and for which we are respectfully requesting assistance again this year:

- Stage used for "Stage 2," delivered and positioned;
- Pick up tent from Chamber of Commerce and deliver to Centennial Park; also set up tent on stage (above), take down tent after the event, and return it to the Chamber;
- 15-20 garbage barrels and distribute throughout the Park;
- Dumpster;
- Deliver and set up steps, lattice boards, and plywood (same 2x4s that have been used for years) for the Main Stage (Main Stage comprised of 2 flat beds and tent);
- Bucket truck and operator to hang ropes;
- Signs & stakes - stakes installed and signs attached throughout Park;
- Check and make sure electric boxes are working;
- Stakes marking area for horse & wagon rides
- Barricades to reserve a rectangular span of approximately 5-6 car-lengths behind the Main Stage (on Ellicott) for the performers to load/unload equipment;
- Lastly, chairs for the Concert Band: 50 chairs... 10:15 am delivery, pick up anytime after 1:00 pm.

On behalf of the GO ART! Board of Directors, I sincerely thank you for your consideration of our request again this year, and we look forward to a wonderful Picnic in the Park!

Additional info:

I have enclosed three separate maps. One describes the parade route and the other two indicate the generators location as well as the electric boxes located in the park. Generator A is powering a fan that inflates the YMCA's bounce house. Generator B is powering 2 fans that inflate the YMCA's obstacle course.

We have always run electric for the vendors & stages from the two boxes that are in the park.



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

Official Use Only:

2016-25

Event Application #:

PAYED

MAY 31 2016

CITY OF BATAVIA
CLERK OF THE BOARD

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

Don Carroll 5K Race/Walk

Name of Renter / Sponsor / Organization:

5K

Type / Name of Event:

Aug 20, 2016

Date(s) & Time(s) of Event

Profit

Non-Profit



CONTACT INFORMATION:

Beth Kemp

Primary Contact Name

bKemp@genesee.ny.com

E-Mail Address

3977 West Main St Rd

Primary Contact Address

993-7747

Cell Phone #

343-7440 x25

Other #

Brian Kemp

Secondary Contact Name

billing@mytshirtsetc.com

E-Mail Address

3977 West Main St Rd

Secondary Contact Address

350-1785

Cell Phone #

345-1993

Other #

EVENT DAY CONTACT INFORMATION:

Beth Kemp

Contact Name

Home Phone #

993-7747

Cell Phone #

Other #

Location of your event:

Start/Finish Line @ Kibbe Park

Please provide details of your event:

please see attached map for route of race details

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):

8/20/16 7:00 AM 8/20/16 10:00 AM
 Set-Up Date: Set-Up Time: Tear Down Date: Tear Down Time:

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

8/20/16 9:00 AM 10:00 AM 140 0
 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? laptop, PA system

Will generators be used? Yes ☒ No ☒
 If yes, INCLUDE SITE DRAWING INDICATING PLACEMENT/LOCATION OF GENERATOR

SIZE OF GENERATOR(S) Small household FUEL SOURCE - GAS - ☒ - DIESEL - ☐ - PROPANE - ☐

Used to power microphone & speakers for announcements to racers.

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.

10x10 Registration pop

up tent & table

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:

start & finish line,

Safety for the racers.

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

Kibbe Ave

Street to be closed

Oakland Ave

Street to be closed

Street to be closed

Street to be closed

&
Cross Streets

&
Cross Streets

&
Cross Streets

&
Cross Streets

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

4-8

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

Don Carroll SK
(Beth Kemp), 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 Don Carroll SK (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.

5/11/11
Date:

Don Carroll SK

Name of Event Sponsor:

Elizabeth Kemp, Director

Authorized Signature, Title

Beth Kemp

Name - Printed or Typed

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

5/11/11
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

**SPECIAL EVENT APPLICATION
DEPARTMENT APPROVAL SUMMARY**

FOR OFFICIAL CITY USE ONLY

OFFICIAL USE ONLY			
Department Recommendations:	Approved	Denied	Additional Costs
DPW (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	
Fire Dept. (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	
Police Dept. (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	
<div align="right">Department Initials</div>			
<i>If recommendation is denied, please attach a brief explanation</i>			

OFFICIAL USE ONLY	
Date Received	Council Action: (Approved / Disapproved)
Date of Council Action:	Insurance Received (if applicable)

Event Application #: _____

Department: _____
List Department Name Here

Department Approval	YES	NO
DPW	<input type="checkbox"/>	<input type="checkbox"/>
Fire	<input type="checkbox"/>	<input type="checkbox"/>
Police	<input type="checkbox"/>	<input type="checkbox"/>

Department Cost Estimate: _____
If applicable

Estimate based on: Fillable table – type your response here:

If Application not Approved, Provide Reason Here: Fillable table – type your response here:

Submitted By: _____
Name / Title

Date Submitted



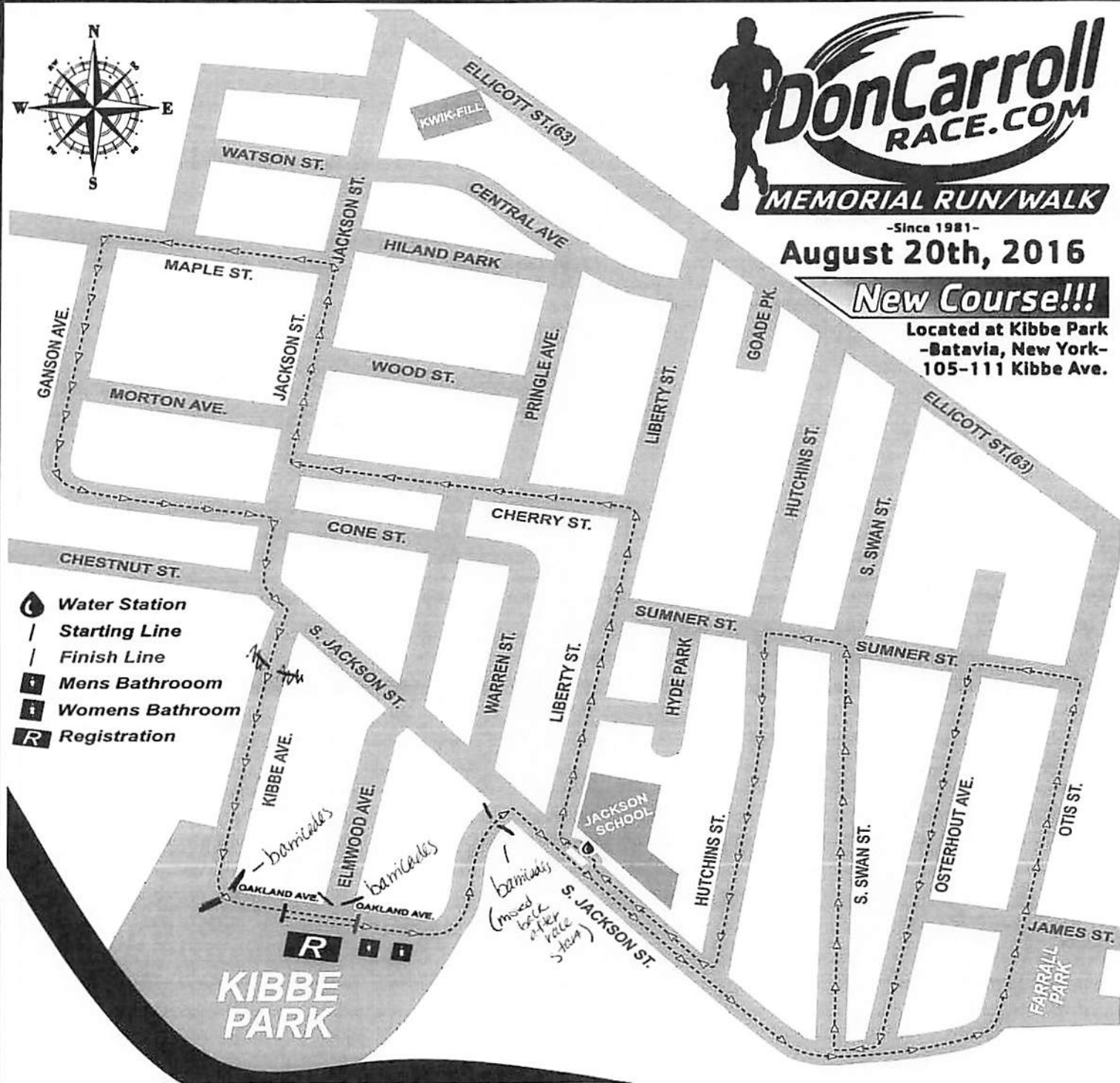
MEMORIAL RUN/WALK

-Since 1981-

August 20th, 2016

New Course!!!

Located at Kibbe Park
-Batavia, New York-
105-111 Kibbe Ave.



New Course!!! 105-111 KIBBE AVENUE · BATAVIA, NY

Starting Line:

Finish Line:

1 Mile Mark:

2 Mile Mark:

3 Mile Mark:



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

Official Use Only:

2016-27

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 Batavia Police / Batavia Youth Bureau

Type of Event National Night out

Date of Event Aug 2, 2016 Tue.

Time of Event (don't include set up time here - just actual event time) 6pm 8pm

Location of Event Birchwood Village Batavia ny

Details of Event (be as specific as possible) An event promoting positive relations between the police + community members including other community partners. 13th Annual

Contact Information:

Primary contact:

Name Richard Schauf

Phone # 585-345-6312

E-mail address jschauf@Bataviawest.com

Secondary contact:

Name Toni Funk

Phone # 345-6421

E-mail address Funk@Bataviawest.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: NA

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? NA

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: Tue. 08/02/16 Set up time: 6⁰⁰ p.m.

Tear down date: Tue 08/02/16 Tear down time: 8⁰⁰ p.m.

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: 08-02-16 Start time: 6⁰⁰ p.m. End time: 8⁰⁰ p.m.

Estimated crowd size: 200 # of Vendors/Displays 10

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: N/A 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: _____ 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?

Yes ☒ No ☐

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

Yes ☐ No ☒

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

(Note: on private property) Park area of Birchwood village

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: Park fire equipment

from the Batavia City Fire Dept for Display

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

Intersecting Dewey Ave to Pearl to Birchwood Dr.
Street to be closed Cross Streets
Street to be closed &
Street to be closed Cross Streets
Street to be closed &
Street to be closed Cross Streets
Street to be closed &
Street to be closed Cross Streets

Will street barricades be requested from the City?

Yes ☒ No ☐

How Many?

4

Will traffic cones be requested from the City?

Yes ☒ No ☐

How Many?

10

(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)

NA

POLICE

Will City Police Officers be requested for the event?

Yes ☐ No ☐

* will be present for event

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 Police, 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 Police (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.

06-09-16
Date:

Batavia Police Dept.
Name of Event Sponsor:

[Signature]
Authorized Signature, Title

Richard Schuch
Name - Printed or Typed

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

06-09-16
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

**SPECIAL EVENT APPLICATION
DEPARTMENT APPROVAL SUMMARY**

FOR OFFICIAL CITY USE ONLY

OFFICIAL USE ONLY				
Department Recommendations:	Approved	Denied	Additional Costs	Department Initials
DPW (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Fire Dept. (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Police Dept. (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<i>If recommendation is denied, please attach a brief explanation</i>				

OFFICIAL USE ONLY	
_____	_____
<i>Date Received</i>	<i>Council Action: (Approved / Disapproved)</i>
_____	_____
<i>Date of Council Action:</i>	<i>Insurance Received (if applicable)</i>

Event Application #: _____

Department: _____
List Department Name Here

Department Approval	YES	NO
DPW	<input type="checkbox"/>	<input type="checkbox"/>
Fire	<input type="checkbox"/>	<input type="checkbox"/>
Police	<input type="checkbox"/>	<input type="checkbox"/>

Department Cost Estimate: _____
if applicable

Estimate based on: *Fillable table - type your response here:*

If Application not Approved, Provide Reason Here: *Fillable table - type your response here*

Submitted By: _____ *Name / Title* _____ *Date Submitted*

Fee rec'd 6/10/16
Aime



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

Official Use Only:

2016-28

Event Application #:

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

The Kiwanis Club of Batavia

Name of Renter / Sponsor / Organization:

5K race

Type / Name of Event

8:30 July 4, 2016

Date(s) & Time(s) of Event

Profit

☐

Non-Profit

☒

CONTACT INFORMATION:

David V chus

Primary Contact Name

chus930@aol.com

E-Mail Address

29 Trumbull PKwy Batavia NY 14020

Primary Contact Address

585-356-7674

Home Phone #

same

Cell Phone #

Other #

Patrick Corona

Secondary Contact Name

pjcorona119@gmail.com

E-Mail Address

24 Northern Blvd Batavia NY 14020

Secondary Contact Address

585-409-8344

Home Phone #

Cell Phone #

Other #

EVENT DAY CONTACT INFORMATION:

David V chus

Contact Name

585-356-7674

Home Phone #

Cell Phone #

Other #

Location of your event:

Centennial Park start & finish

Please provide details of your event:

see attached race route

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):

7/4/16 7:00 AM 7/4/16 11:00 AM
Set-Up Date: Set-Up Time: Tear Down Date: Tear Down Time:

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

7/4/16 8:00 AM 11:00 AM 250 4
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 ☐

BHS Trumpet ensemble Sean Williams (585) 615-1658
Name of Company Providing Above: Company Contact/Representative Phone #
Lincoln St 260 State St Batavia NY 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. _____

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.**
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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 Kiwanis, 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 Kiwanis (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.

6-1-16

Date:

Batavia Kiwanis

Name of Event Sponsor:

David V. Chu race director

Authorized Signature, Title

David V. Chu

Name - Printed or Typed

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

6-1-16

Date:

David V. Chu

Signature of Applicant:

Please forward this application to:

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

**SPECIAL EVENT APPLICATION
DEPARTMENT APPROVAL SUMMARY**

FOR OFFICIAL CITY USE ONLY

OFFICIAL USE ONLY

Department Recommendations:

	Approved	Denied	Additional Costs	Department Initials
DPW (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Fire Dept. (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Police Dept. (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

If recommendation is denied, please attach a brief explanation

OFFICIAL USE ONLY

_____ *Date Received*

_____ *Council Action: (Approved / Disapproved)*

_____ *Date of Council Action:*

_____ *Insurance Received (if applicable)*

Event Application #: _____

Department: _____
List Department Name Here

Department Approval

	YES	NO
DPW	<input type="checkbox"/>	<input type="checkbox"/>
Fire	<input type="checkbox"/>	<input type="checkbox"/>
Police	<input type="checkbox"/>	<input type="checkbox"/>

Department Cost Estimate: _____
If applicable

Estimate based on: *Fillable table – type your response here:*

If Application not Approved, Provide Reason Here: *Fillable table – type your response here:*

Submitted By:

_____ *Name / Title*

_____ *Date Submitted*



nyrun

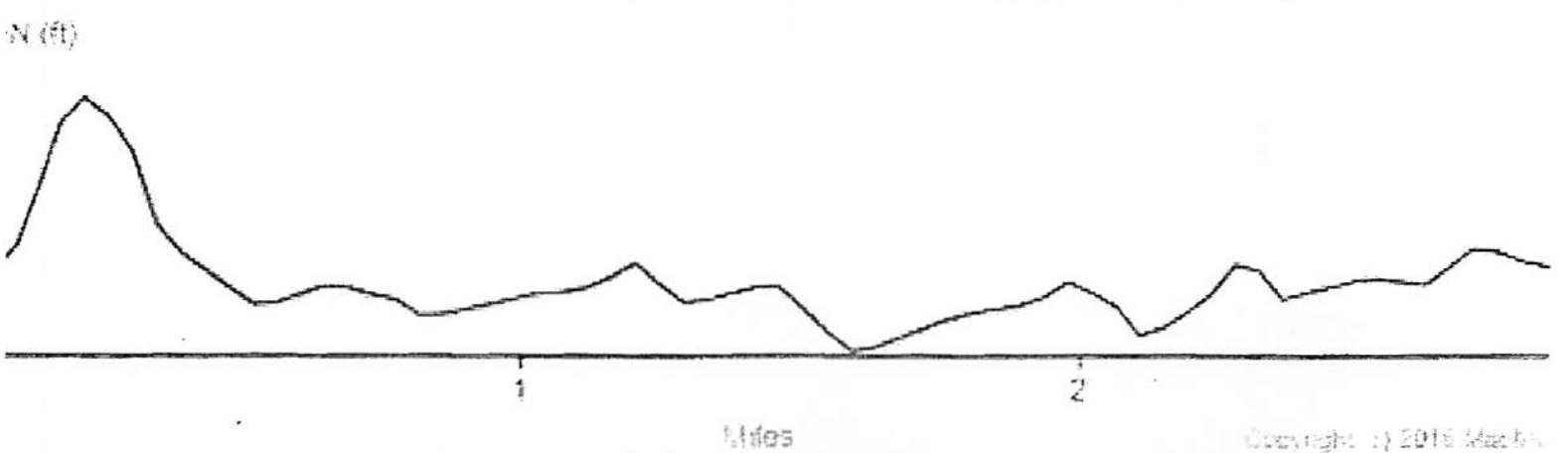
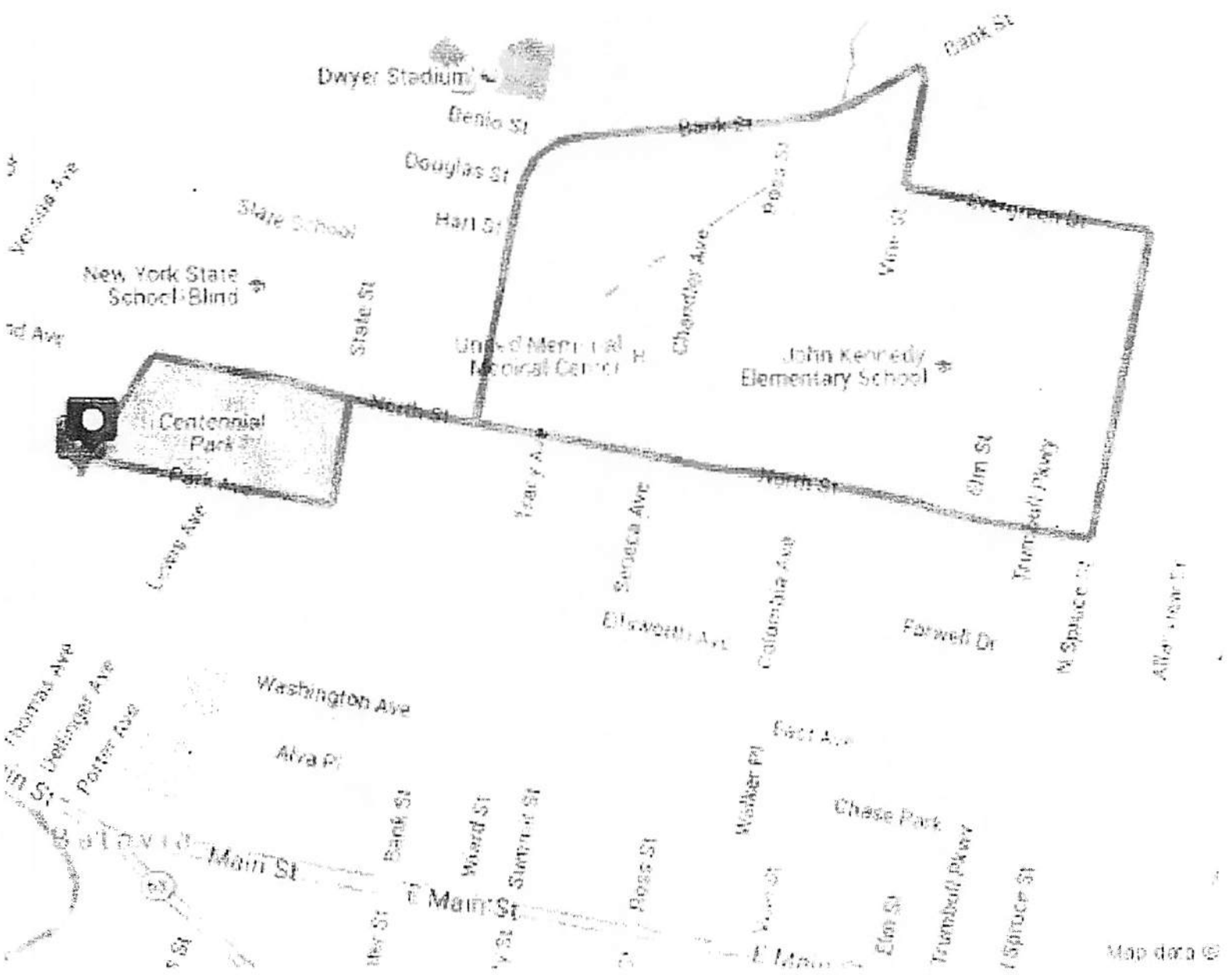
2016 GLOW Corporate Cup

Distance: 3.1 mi

Elevation: 37.41 ft (Max: 936.81 ft)



GLOW
CORPORATE






City of Batavia

Memorandum

To: Honorable City Council

From: Jason Molino, City Manager 

Date: June 22, 2016

Subject: Year-end budget amendment

In order to close out the prior fiscal year, budget amendments will be required to balance budget lines. Attached is a resolution making the necessary budget amendment and below is an explanation of each amendments. Amendments are done annually prior to year-end close out.

- An increase in medical insurance budget lines in general, water and sewer funds of a total of \$123,788.33. This increase is due to two extraordinary cases that were not expected. The City is self-insured for health insurance which means that the City pays all actual healthcare claims, not an insurance premium. Every year prior to making a budget recommendation for health insurance the City works with a benefits consultant to conduct a review and actuarial claims estimates based on the prior year's history of claims. The City's aggressive wellness plan and regular monitoring of healthcare claims has assisted in maintaining lower than average growth in annual healthcare claims. Unfortunately, from time to time, unexpected claims can arise. The claims have been reviewed by City staff and the City's third party administrator. The City has over \$575,000 collectively in three separate healthcare reserve funds in the general, water and sewer funds. These reserves have been established in recent years in preparation of unexpected healthcare claims. This is the first time the City has had the need to utilize these reserve funds since the reserve funds were created in 2009. City staff will continue to review healthcare claims on a monthly basis to monitor if any changes in claims persists.
- An increase in Tax Foreclosure Expenses (001.1325.0472) of \$34,822.89. This is due to the City taking several commercial properties through tax foreclosure and the requirement to pay back school taxes due to the foreclosure. As a result the tax foreclosure expenses are higher than normal this year. Because the City typically does not foreclose on commercial properties it is not expected these expenses will continue into future years.



City of Batavia

- Use of Contingency (\$34,822.89) from last year will be used to account for the General Fund budget amendment. The remaining balance in the General Contingency Budget is \$136,167.11.

If you have any questions please feel free to contact me.

#-2016
A RESOLUTION TO AUTHORIZE BUDGET TRANSFERS AND BUDGET
AMENDMENTS

Motion of Councilperson

WHEREAS, in order to close out the 2015-2016 fiscal year budget certain budget amendments and transfers need to be made:

WHEREAS, pursuant to General Municipal Law 6-n, the City of Batavia has an established Self Insurance Health Benefit reserve fund for payment of benefits with a balance at March 31, 2016 of \$500,705 in the General Fund, \$40,868.82 in the Water Fund and \$38,555.83 in the Wastewater Fund; and

WHEREAS, the City of Batavia's Medical Insurance expense increased in the 15/16 fiscal year; and

WHEREAS, The City of Batavia has experienced an increase in tax foreclosures thereby increasing tax foreclosure expenses over and above the adopted budget.

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Batavia does hereby authorize the City Manager to transfer \$99,810.59 from the General Fund Self-Insurance Health Benefit reserve; \$7,384.88 from the Water Fund Self-Insurance Health Benefit reserve and \$16,592.86 from the Wastewater Fund Self-Insurance Health Benefit reserve to accounts as shown below; 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 amendments:

Effective March 31, 2016, amend the 2015-16 budget by increasing expenditure accounts:

001-9060.0802.2108 Medical Ins Social Security - reserve	\$ 291.18
001-9060.0807.2108 Medical Insurance - reserve	\$ 99,519.41
002-9060.0807.2123 Water Fund Medical Ins - reserve	\$ 7,384.88
003-9060.0807.2133 Wastewater Fund Medical Ins-reserve	\$ 16,592.86
001.1325.0472.0000 Tax Foreclosure Expenses	\$ 34,822.89

by decreasing expense account:

001-1990.0500 Contingency	\$ 34,822.89
---------------------------	--------------

and increasing revenue account:

001.0001.0511.2108 Appropriated reserves Health Ins.	\$ 99,810.59
002.0002.0511.2123 Appropriated reserves Health Ins.	\$ 7,384.88
003.0003.0511.2133 Appropriated reserves Health Ins.	\$ 16,592.86

Seconded by Councilperson
and on roll call

#-2016
**A RESOLUTION TO APPOINT/REAPPOINT 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:

Youth Board

Paige Wasilewski
Brooks Hawley, Councilperson

December 31, 2018
December 31, 2016

Audit Advisory Board

Marc Staley
Nicholas Harris
David Leone

December 31, 2016
December 31, 2016
December 31, 2016

**Seconded by Councilperson
and on roll call**



City of Batavia

Memorandum

To: Jason Molino, City Manager

From: Matt Worth, Director of Public Works

Date: June 22, 2016

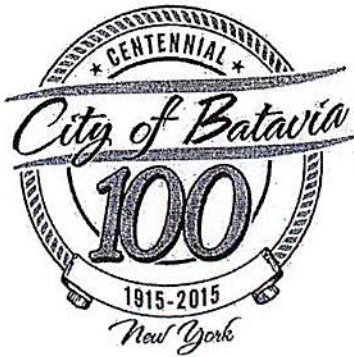
Subject: Notice of Project Inclusion 2017/2020 Transportation Improvement Program (TIP)

This past August, the Genesee Transportation Council (GTC) put out a call for projects to be considered for inclusion in the 2017-2020 Transportation Improvement Program. This program manages projects that use Federal Transportation Funds, and also meet the criteria and are consistent with the Long Range Transportation Plan (LRTP) for this region. The focus of the LRTP is the maintenance of existing pavements, and the preventive maintenance of element-specific work on bridges. After careful consideration the City submitted two project applications to be considered by the GTC for inclusion in the final TIP project list.

We have recently been informed that the City application for our project "City of Batavia Highway PM (Six Streets)" has been approved for inclusion on the final TIP list. This project consists of milling and resurfacing Clinton St, East Ave, Liberty St, South Liberty St, Swan St, and Vine St. In total, it is expected that this work will have an estimated project budget of \$2,550,463 which will be 80% funded through Federal Transportation Funds. The remaining 20% funding will have to be provided through a local match, and other opportunities will be explored to reduce this funding match further if possible.

The next steps in the process will be the solicitation of proposals from engineering firms and the formation of a selection committee. Once the Federal Highway Funding is approved in the fall, the selection of an engineering firm can be completed and scoping/preliminary engineering work can begin. Final Design would be expected in the fall of 2017, and construction in the summer of 2018.

Supporting Documentation:
TIP Application Cover Letter
TIP Initial Project Proposal



City of Batavia

October 15, 2015



Mr. James Stack, Assistant Director
Genesee Transportation Council
50 West Main Street, Suite 8112
Rochester, NY 14614

RE: 2017/2020 Transportation Improvement Program – City of Batavia Applications

Dear Jim:

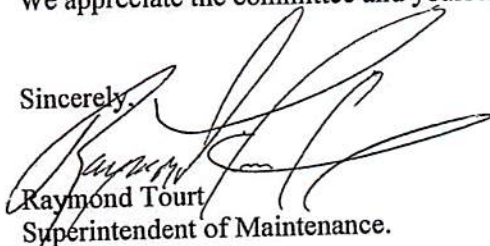
I am submitting applications for two projects on behalf of Matt Worth – Director of Public Works, City of Batavia, for the 2017/2020 TIP program. The two projects are rehabilitative in nature even though one is classified as a reconstruction.

The first of the projects is the milling and resurfacing of seven lane miles involving six streets within the City of Batavia. Two of the streets are minor arterials and the remainder are urban collectors. The involved are Clinton St/Rt33, East Ave, Liberty St, So. Liberty St, Swan St and Vine St. These streets provide travel ways for commuters, business and schools within the community. We will address any pedestrian needs as well as look at potential bicycle accommodations as part of the project.

The second project is the partial reconstruction of Richmond Avenue from Oak St to State St. This is looking to remove of the existing composite asphalt/concrete pavement and replacing it with a modern full-depth asphalt pavement. The City continues to absorb costs for various solutions for ride quality but these are short lived and a new structural road bed is needed to prevent movement caused by the existing concrete base. Pedestrian sidewalks were recently rehabilitated so there should be no concerns to address there. There is an opportunity, with the over width pavement to add bicycle lanes if on-street parking is restructured. We feel base rubblization would harm shallow underground utilities and why we are considering reconstruction.

We appreciate the committee and yourself for providing us this opportunity to submit these projects.

Sincerely,



Raymond Tourt
Superintendent of Maintenance.

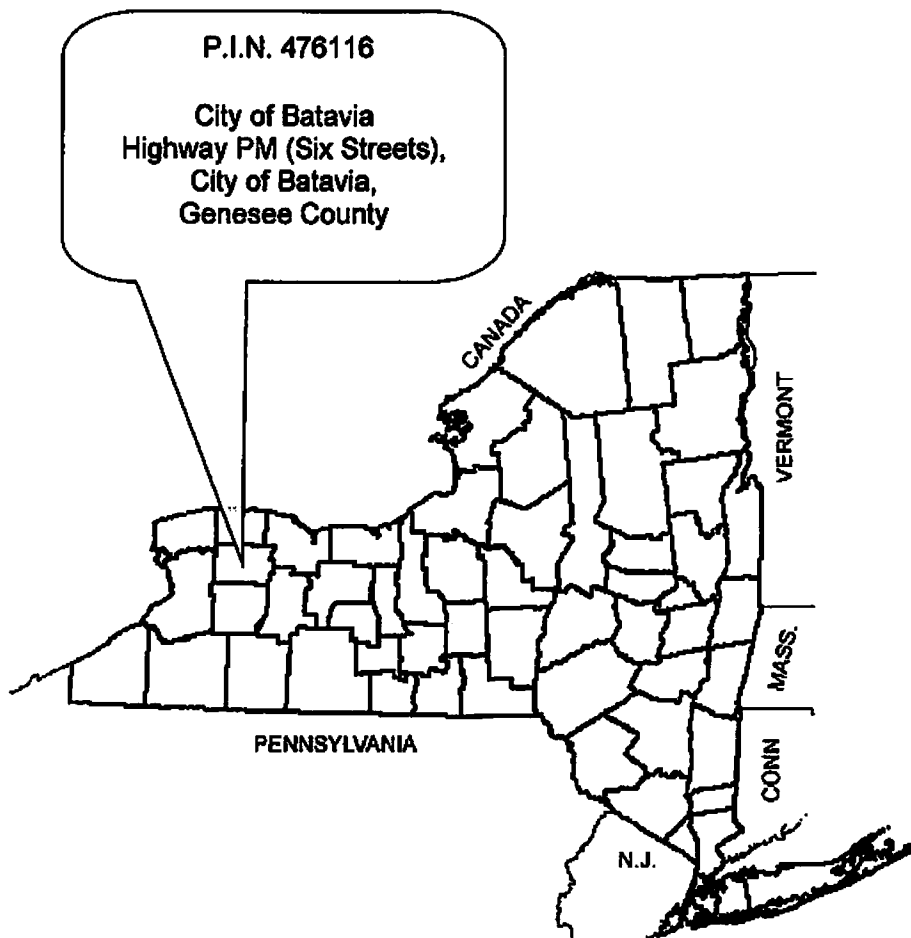
Bureau of Maintenance
147 Walnut Street
Batavia, New York 14020

Phone: 585-345-6400 Opt. 1
Fax: 585-343-6199
www.batavianewyork.com

TRANSPORTATION

INITIAL PROJECT PROPOSAL

June 2016



U.S. Department of Transportation Federal Highway Administration

NEW YORK STATE DEPARTMENT OF TRANSPORTATION
ANDREW M. CUOMO, Governor MATTHEW J. DRISCOLL, Commissioner

PROPOSED



PROJECT APPROVAL SHEET
(Pursuant to SAFETEA-LU Matrix)

Milestones

Signatures

Dates

**A. Recommendation for
IPP Approval:**

The project cost and schedule are consistent with the Regional Capital Program.

James P. Willer, Regional Program Manager

B. IPP Approval:

The project is ready to be added to the Regional Capital Program and project
scoping or preliminary design can begin.

Kevin C. Bush, Regional Director

PIN: 476116

PROJECT NAME: City of Batavia Highway PM (Six Streets)

MUNICIPALITY: City of Batavia

COUNTY: Genesee

ROUTE/LIMITS: Clinton Street from NYS Routes 5/33 to City Line
 East Avenue from Clinton Street to Ross Street
 Liberty Street from NYS Route 63 to NYS Route 5/33
 South Liberty Street from South Jackson Street to NYS Route 63
 Swan Street from NYS Route 63 to NYS Routes 5/33
 Vine Street from NYS Routes 5/33 to Bank Street

BIN(s): N.A.

PROJECT LENGTH: Clinton Street – 0.65 miles; East Avenue – 0.87 miles; Liberty Street - 0.27 miles; S. Liberty Street – 0.44 miles; Swan Street – 0.36 miles; Vine Street – 0.94 miles. 3.53 miles – total.

FEDERAL AID SYSTEM: FA, Non-NHS

FUNCTIONAL CLASS/ EXISTING AADT (TRUCKS- %):

Clinton Street	Minor Arterial	8,270 AADT (2014)	(6.3%)
East Avenue	Collector	5,878 AADT (2011)	(1.3%)
Liberty Street	Collector	3,958 AADT (2014)	(1.8%)
South Liberty Street	Minor Arterial	1,955 AADT (2014)	(2.9%)
Swan Street	Collector	2,351 AADT (2010)	(3.2%)
Vine Street	Collector	1,991 AADT (2014)	(2.4%)

EXISTING CHARACTERISTICS OF CONCERN:

All roadway surfaces have various levels of pavement distress and will need remedial work (mill and resurface) to restore riding surfaces.

MEASURE/INDICATOR: Pavement Condition*

Clinton Street	69
East Avenue	65
Liberty Street	60
South Liberty Street	64
Swan Street	40
Vine Street	58-73

*Batavia uses a rating of 0 to 100 based on RSMS City developed rating system.

PROJECT OBJECTIVE(S):

Restore to smooth roadway surfaces for safe and efficient motor vehicle travel. Clinton Street, East Ave (portion) and Liberty Street appear to be able to accommodate bicycle lanes if on street parking is restructured. Replacement of any defective sidewalks and installation of compliant ADA curb ramps will ensure pedestrians are provided a safe means of travel along these City streets.

PROJECT ELEMENT(S) TO BE ADDRESSED:

- | | |
|---|--|
| <input type="checkbox"/> Deck/Minor Bridge Rehabilitation | <input type="checkbox"/> Bridge Replacement, Existing Location |
| <input type="checkbox"/> Major Bridge Rehabilitation | <input type="checkbox"/> Bridge Replacement, New Location |
| <input checked="" type="checkbox"/> Highway Resurfacing | <input type="checkbox"/> Highway Reconstruction |
| <input type="checkbox"/> Appurtenance | <input type="checkbox"/> Culvert Rehabilitation/Replacement |
| <input type="checkbox"/> Traffic Control | <input type="checkbox"/> Corrective/Preventative |
| <input type="checkbox"/> Other: | <input type="checkbox"/> Bridge Maintenance |

DESCRIPTION OF PROPOSED WORK:

This project addresses needed pavement rehabilitation work. Clinton Street, East Ave (portion) and Liberty Street appear to be able to accommodate bicycle lanes if on street parking is restructured. Replacement of any defective sidewalks and installation of compliant ADA curb ramps will ensure pedestrians are provided a safe means of travel along these six City street segments.

PRIORITY RESULTS: ☒ Mobility & Reliability ☐ Safety ☐ Security
☐ Economic Competitiveness ☐ Environmental Stewardship

FUNDING SOURCE: ☐ 100% State ☒ Federal

SEQRA AND NEPA CLASSIFICATION [OR] SEQRA CLASSIFICATION:

SEQRA Type: ☐ Exempt ☒ Type II ☐ Non-Type II
☐ Type I* ☐ Unlisted* (*Locally Administered)

NEPA Class: ☒ Class II - CE (C-List or D-List To Be Determined During Design)
☐ N/A – Project is 100% State funded

The following checklists will be completed:

- ☒ Federal Environmental Approval Worksheet
☒ Regional Environmental Checklist
☐ Landscape Architectural/Environmental Services IPP Report

MPO INVOLVEMENT: ☐ No ☒ Yes TIP Name: City of Batavia: Mill & Resurface Six City Street Segments
TIP No.: TBD

TIP AMENDMENT REQUIRED: ☒ No ☐ Yes Needed by:

STIP STATUS: ☒ On STIP ☐ Not on STIP

NOTES ON SPECIAL CIRCUMSTANCES: Scoping, design, and construction are to be administered by the City of Batavia. The sponsor's project manager is Matt Worth, Director – Department of Public Works, (585) 345-6329.

SPECIAL TECHNICAL ACTIVITIES REQUIRED: A State-Local agreement will be required to allow for reimbursement of sponsor expenditures consistent with the applicable Federal Aid Program. A safety screening will be conducted during preliminary engineering.

PLANNED PUBLIC INVOLVEMENT: A Public Involvement Plan will be developed during preliminary engineering and will be implemented throughout final design and construction.

WORKZONE SAFETY & MOBILITY:

A Transportation Management Plan (TMP) will be prepared for the project consistent with 23 CFR 630.1012. The TMP will consist of a Temporary Traffic Control (TTC) plan. Transportation Operations (TO) and Public Information (PI) components of a TMP will be considered during final design.

PROBABLE SCHEDULE AND COST:

Consultant selection will start shortly and will be completed by fall 2016. Scoping/Preliminary Engineering will begin in October 2016. Final design will begin in October 2017. The PS&E will be produced in February 2018 for a bid opening in April 2018. The contract award and construction start will be in June 2018 and construction will be completed by November 2018. The estimated cost of engineering, construction and inspection is \$2,086,285.

DESIRED LETTING: 4/2018**DESIRED CONSTRUCTION COMPLETION:** 11/2018

SCHEDULE ISSUES: ☐ Public Meeting ☐ 4(f)/106 FHWA sign-off
☐ Permits ☐ Other - Identify
☒ Consultant(s) for: Design and CI ☐ No Consultant Needed

Project Phase	Activity Duration	Estimated Cost	Fund Source	Obligation Date
Scoping	3 months	\$40,049	STP-Flex	Oct-2016
Design I-IV	8 months	\$19,995	STP-Flex	Oct-2016
Design V-VI	5 months	\$204,133	STP-Flex	Oct-2017
Construction	7 months	\$2,041,327	STP-Flex	Feb-2018
Construction Inspection	7 months	\$244,958	STP-Flex	Feb-2018
TOTAL		\$2,550,463		

BASIS OF ESTIMATE:

Sponsor's TIP Application

PROJECT MANAGEMENT GROUP:☐ Simple ☒ Moderate ☐ Complex**STATEWIDE SIGNIFICANCE:**☐ Yes ☒ No Remarks:**PUBLIC FRIENDLY DESCRIPTION OF PROJECT:**

Project proposes to provide a smooth driving surface by removing the top layer(s) of pavement and replacing in-kind. Work will be conducted on some or all of the following roadways: Clinton St, East Ave, Liberty Street, South Liberty St, Swan St and Vine St in the City of Batavia.

PROJECT MANAGER/JOB MANAGER: Steve Beauvais**FUNCTIONAL AREA(S):**

Local Projects Unit

PHONE(S):

585-272-3466

IPP PREPARED BY:

Steve Beauvais (for the City of Batavia)

DATE: 6/8/16

