

## **BATAVIA CITY COUNCIL CONFERENCE MEETING**

**City Hall - Council Board Room  
One Batavia City Centre  
Monday, March 26, 2018 at 7:00 PM**

### **AGENDA**

- I. Call to Order
- II. Invocation – City Council President Jankowski
- III. Pledge of Allegiance
- IV. Public Comments
- V. Council Response to Public Comments
- VI. Communications
  - a. Color-A-Thon 5K – June 16<sup>th</sup>
  - b. All Babies Cherished 5K – June 9<sup>th</sup>
  - c. Memorial Day Parade – May 28<sup>th</sup>
  - d. Genesee County Farmer's Market – June 8<sup>th</sup>- Oct 26<sup>th</sup> 2018 (Tues., Thurs., Fri.)
  - e. Jackson Square Concert Series – June 22<sup>nd</sup> – August 24<sup>th</sup>
  - f. Beertavia – July 28<sup>th</sup>
- VII. Council President Report
  - a. Announcement of the next regular City Council Business meeting to be held on Monday, April 9, 2018 at 7:00 p.m. at the City Hall Council Board Room, 2<sup>nd</sup> Floor, City Centre
- VIII. Inter-Municipal Agreement for Law Enforcement Mutual Aid Services
- IX. Bridge NY Program – South Lyon Street Bridge
- X. Administrative Services for CDBG Grant for Brooklyn Avenue
- XI. Replacement of Roofs at Dwyer Stadium
- XII. Close-out Capital Projects
- XIII. Appoint Members to Various City Committees/Boards
- XIV. Opportunity Zones
- XV. Sump Pump Discharges into Sanitary Sewer
- XVI. Executive Session...Real Property
- XVII. Adjournment

**Color-A-Thon 5K**

Costs estimated from the police department are \$365. There are no other costs from the other departments.

**All Babies Cherished 5K**

Costs estimated from the police department are \$365. There are no other costs from the other departments.

**Memorial Day Parade**

Cost estimates are \$460 from the police department and \$1,122 from public works. There are no other costs from the other departments.

**Genesee County Farmer's Market**

There are no costs from the departments.

**Jackson Square Concert Series**

Cost estimates are \$920 from the police department and \$100 from public works. There are no other costs from the other departments.

**Beertavia**

There are no costs from the departments.

**Field Reservations – Informational and for scheduling purposes only**

Batavia City School – Dudley tennis courts

Notre Dame HS – Williams Park baseball field

Notre Dame HS – Lions Park softball field

Batavia Girls Fast Pitch Softball – Lions Park softball

Batavia Minor League Youth Baseball – MacArthur Park

Fee pd 311  
amc



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

Official Use Only:

2018-8

Event Application #:

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

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

Event Sponsor Batavia Girls Softball + Tennis (Coach Jim Fazio) + Boys Baseball (Coach Rick Saunders)

Type of Event Color-A-Thon (5K)

Date of Event Saturday June 16, 2018

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

Location of Event Batavia High School

Details of Event (be as specific as possible!) 5K run starting and finishing at Batavia

High School. Runners will run the set course and have powdered colors

thrown at them at 3 locations. Powder is made from corn starch and safe.

Contact Information:

Primary contact:

Name Nickie Fazio

Phone # (585) 356-1690

E-mail address jfazio2@rochester.rr.com

Secondary contact:

Jim Fazio

(585) 356-0901

jfazio@gyrobes.org

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

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

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

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

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

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

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

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

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

**EVENT INFORMATION (required):**

Set up date: Saturday June 16, 2018 Set up time: 8:00 AM  
Tear down date: Saturday June 16, 2018 Tear down time: 10:00 AM

**PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:**

Date: June 16, 2018 Start time: 9:00 AM End time: 10:00 AM  
Estimated crowd size: 150-200 # of Vendors/Displays: 1 (at BHS)

**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?

Yes ☐No ☒

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

Yes ☐No ☒

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

**ANCHORING INTO PAVEMENT IS PROHIBITED!**

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

**STREET CLOSURE(S):****ANY EVENT REQUIRING A STREET CLOSURE REQUIRES 90 DAY ADVANCE NOTICE**Will street(s) need to be closed for the event? Yes ☐ No ☒ Reason:**List Street(s) and Cross Street(s) that will be affected:**

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

Will street barricades be requested from the City? Yes ☐ No ☒ How Many? \_\_\_\_\_Will traffic cones be requested from the City? Yes ☐ No ☒ How Many? \_\_\_\_\_

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

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

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

**POLICE**Will City Police Officers be requested for the event? Yes ☐ No ☐**FINAL DETERMINATION FOR NUMBER OF POLICE OFFICERS  
and UTILIZATION WILL BE AT THE DISCRETION OF THE CITY.**

**PLEASE NOTE:**

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

**Hold Harmless Agreement**

Jim Fazio (BHS), 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 Jim Fazio (BHS) (Organizer/Sponsor), its members, agents, employees, volunteers, officers, or directors in relation to activities described in this application and sanctioned by the issuance of a special event permit.

2/27/18  
Date

Batavia Softball, Tennis and Box Baseball  
Name of Event Sponsor

James K. Fazio, head coach (arsity)  
Authorized Signature, Title

James K. Fazio  
Name - Printed or Typed

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

2/27/18  
Date

[Signature]  
Signature of Applicant

**Please forward this application to:**

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

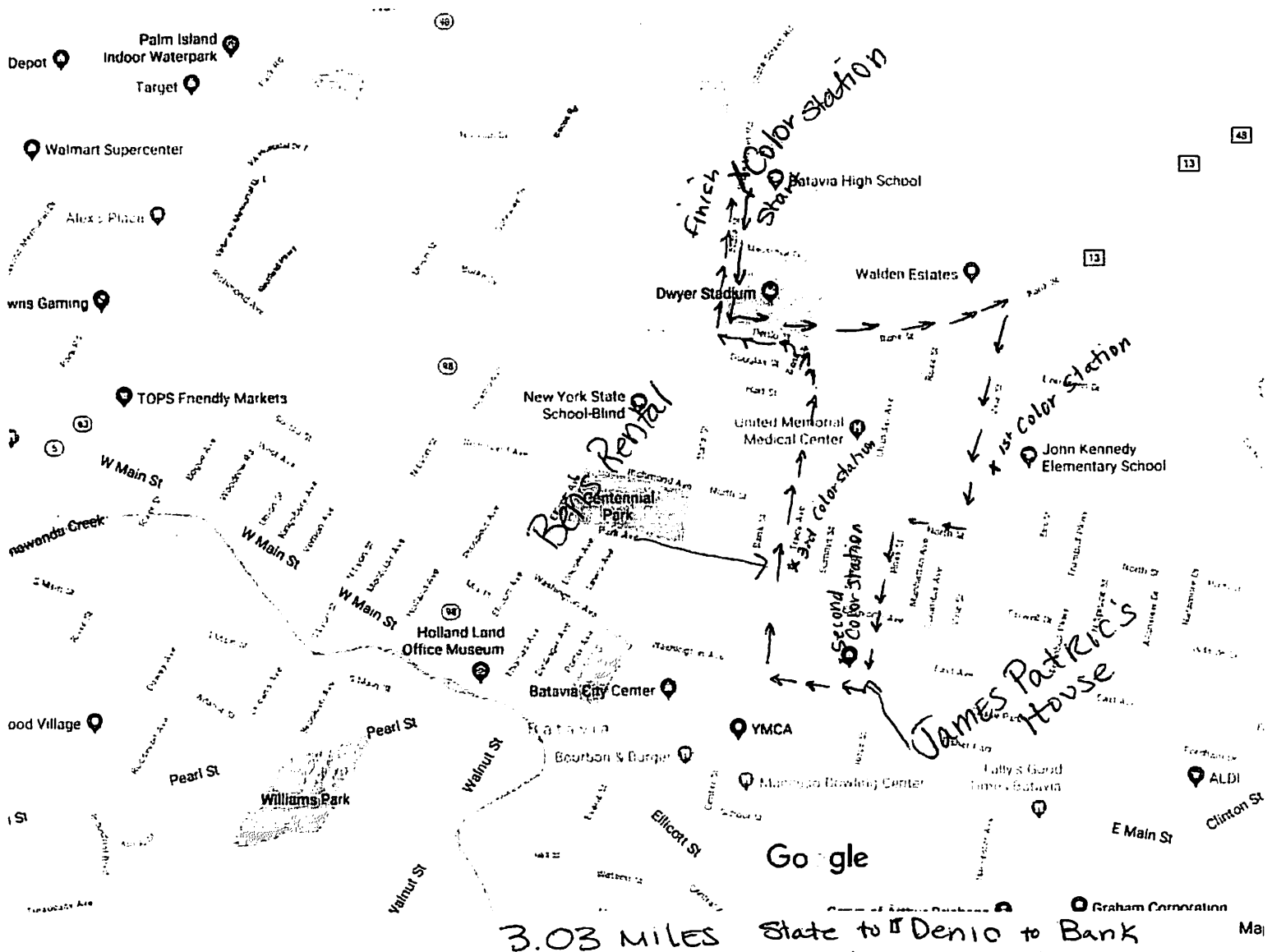
2/27/2018

Nickie Fazio (585) 356-1190

Google Maps

Batavia (tennis court

Google Maps



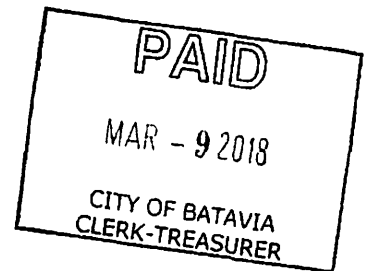
3.03 MILES

State to Denio to Bank  
Rt on Vine Rt on North  
LT on Ross Rt on Washington  
Rt on Tracy Rt on Bank Ldn Denio  
Rt on State

<https://www.google.com/maps/@43.0054986,-78.1781646,15z>



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



**Official Use Only:**

2018-11  
Event Application #

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

Event Sponsor ALL BABIES CHERISHED

Type of Event 5K RUN

Date of Event JUNE 9, 2018 - Saturday

Time of Event (don't include set up time here - just actual event time) 9:00 - 11:00 AM

Location of Event 350 BANK STREET

Details of Event (be as specific as possible!) 5K RUN / WALK THROUGH Northeast Batavia streets / START + STOP ON PRIVATE PROPERTY

**Contact Information:**

Primary contact:

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

Secondary contact:

Sue Sherman  
585-356-2583

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

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

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

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

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

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

Who will be applying to the NYS Liquor Authority for the permit to sell? No

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

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



**EVENT INFORMATION (required):**Set up date: 6/9/18 Set up time: 07:00 amTear down date: 6/9/18 Tear down time: 12:00 pm**PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:**Date: 6/9/18 Start time: 09:00 am End time: 11:00 amEstimated crowd size: 120 # of Vendors/Displays 1**WILL THE EVENT INCLUDE:**

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

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

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Name of Company Providing Above \_\_\_\_\_ Company Contact/Representative \_\_\_\_\_ Phone # \_\_\_\_\_

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Address: Street \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_Music: Live Group ☐ Recorded/DJ ☐

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Name of Company Providing Above \_\_\_\_\_ Company Contact/Representative \_\_\_\_\_ Phone # \_\_\_\_\_

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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  
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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:**

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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.

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**Hold Harmless Agreement**

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

3/9/18  
Date

ALL BABIES CHERISHED  
Name of Event Sponsor

Richard Dunn ORGANIZER  
Authorized Signature, Title

RICHARD DUNN  
Name - Printed or Typed

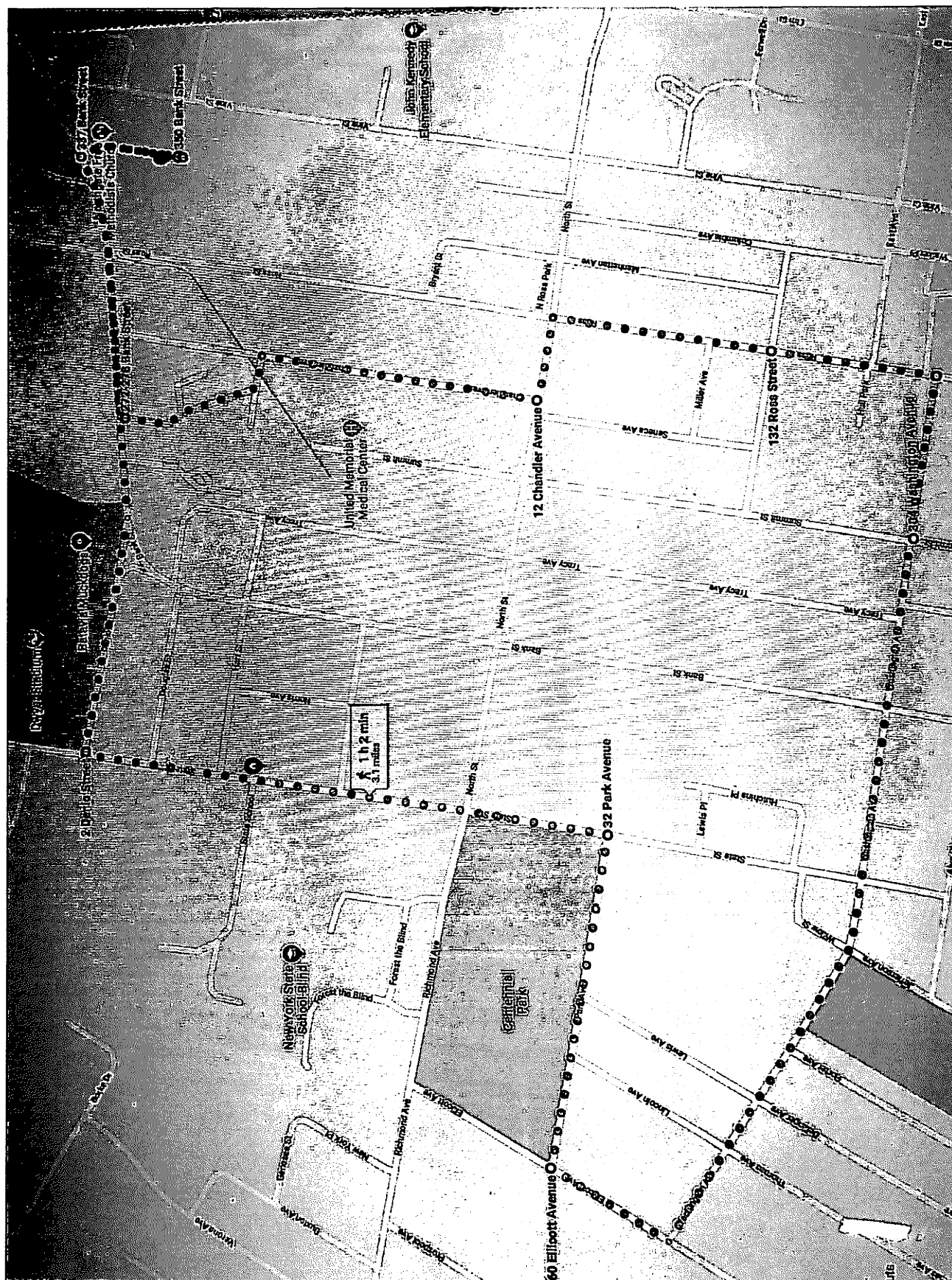
The rules and information contained within this application have been read and will be adhered to.

3/9/18  
Date

Richard Dunn  
Signature of Applicant

**Please forward this application to:**

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



ALL BABIES CHERISHED

# 5K

BABY RUN

4<sup>th</sup> Annual

SATURDAY, JUNE 9, 2018

Registration 8:00 am / Race begins 9:00 am  
Northgate Church, 350 Bank Street, Batavia, NY 14020

Saturday, June 9, 2018

9:00 am Race Start Time

Northgate Free Methodist Church

350 Bank Street, Batavia, NY 14020

\$25 Entry Fee –

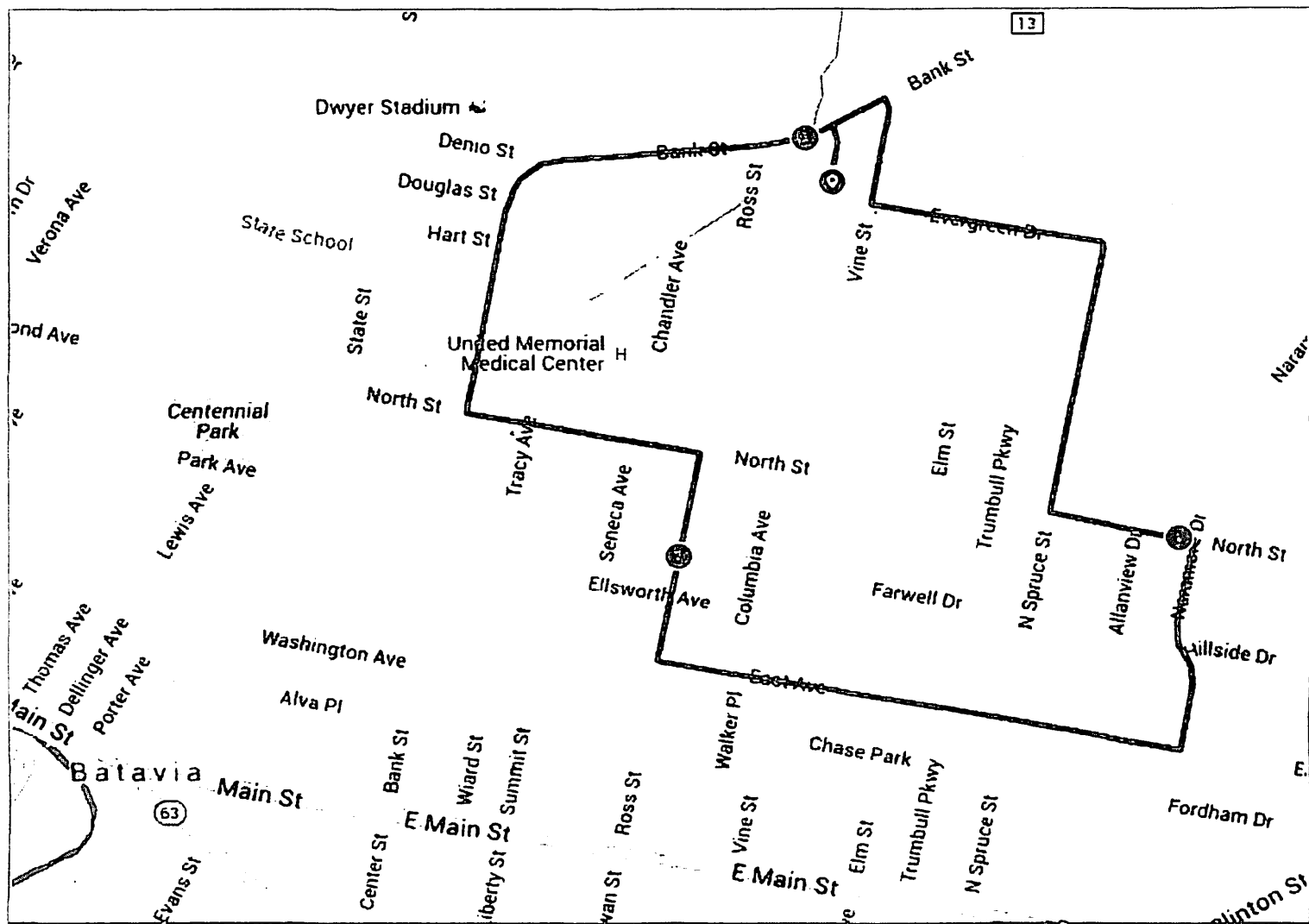
Register online @ [RunSignup.com](http://RunSignup.com)

Benefit to support All Babies Cherished  
Pregnancy Assistance Center

T-Shirts for all entrants registered by May 21

Prizes for 5 age categories, male and female

Timing by ScoreThis!





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

Official Use Only:

2018-12  
Event Application #:

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

N/A

Event Sponsor CITY OF BATAVIA

Type of Event MEMORIAL DAY PARADE

Date of Event MAY 28, 2018 - Monday

Time of Event (don't include set up time here - just actual event time) 09:45 - 10:45

Location of Event EAST MAIN STREET

Details of Event (be as specific as possible) PARADE STARTS AT EASTOWN PLAZA, PROCEEDS WEST ON MAIN ST, TURNS NORTH ON BARN ST. AND ENDS AT ALVA PLACE

Contact Information:

Primary contact:

Secondary contact:

Name BUB BIALKOWSKI  
Phone # C 585 409-3624  
E-mail address BBWSKI@YAHOO.COM

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

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

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

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

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

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

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

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

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

**EVENT INFORMATION (required):**Set up date: MAY 28, 2018Set up time: 09:00Tear down date: MAY 28, 2018Tear down time: 11:00**PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:**Date: MAY 28, 2018Start time: 09:45End time: 10:45Estimated crowd size: 3000# of Vendors/Displays N/A**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 SCHOOL 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) N/A 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.

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**STREET CLOSURE(S):**

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

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

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

<u>EAST MAIN</u> Street to be closed	<u>13Ave</u> Cross Streets	<u>&amp; ALL CROSS STREETS ALONG</u>
Street to be closed	Cross Streets	<u>ROUTE</u>
Street to be closed	Cross Streets	
Street to be closed	Cross Streets	

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

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

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

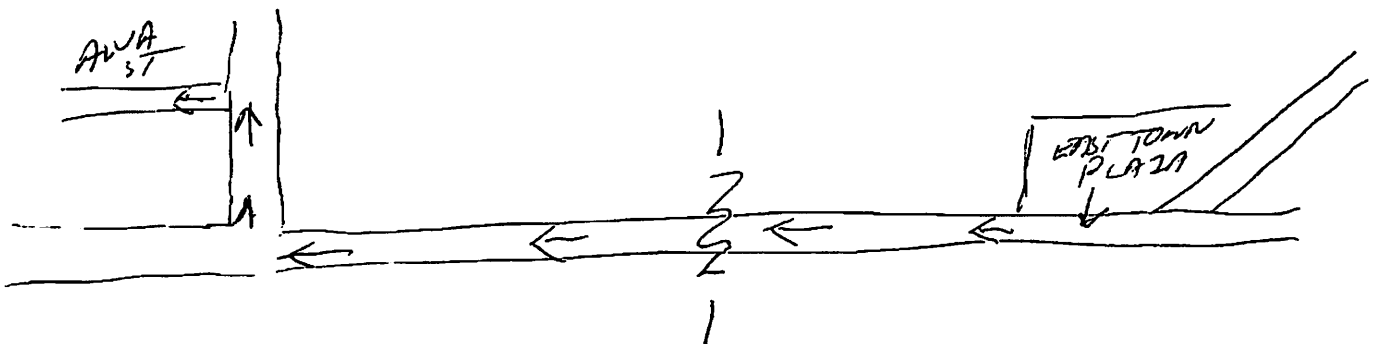
Are there any other city materials or personnel requested for the event? Identify below: (there may be additional costs)

NO

**POLICE**

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

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





**PLEASE NOTE:**

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

**Hold Harmless Agreement**

N/A, 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.

MARCH 14 2018  
Date:

CITY OF BATAVIA  
Name of Event Sponsor:  
[Signature]  
Authorized Signature, Title  
F. ROBERT BIALKOWSKI  
Name - Printed or Typed

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

MARCH 14 2018  
Date:

[Signature] COUNCILMAN AT LARGE  
Signature of Applicant:  
CITY OF BATAVIA

Please forward this application to:

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



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

DATE: 05/11/2018  
GENERAL RECEIPT  
CHECK # 0001  
AMOUNT PAID \$25.00

TIME: 15:03:21

Official Use Only:

2018-13  
Event Application #:

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

Event Sponsor Genesee Country Farmer's Market

Type of Event Downtown Batavia Public Market

Date of Event June 8th - Oct 21st every Tues, Thurs, Friday

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

Location of Event Alva & Bank Parking lot

Details of Event (be as specific as possible!) Downtown Public Market will be open T, Th & Fri's from 9am-4pm. Vendors will be selling fresh produce, fruit, baked goods, flowers, crafts, etc.

Contact Information:

Primary contact:

Name Mike Bakos  
Phone # 716-844-4958  
E-mail address mbakos@rochester.rr.com

Secondary contact:

Beth Kemp  
585-993-7747  
bkemp@downtownbataviany.com

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

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

Type of alcoholic beverage to be served: Liquor ☐ Wine ☒ Beer ☒  
(tasting only)

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, Cidery, Meadery, Brewery\*

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

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

\* have a special Farmer's Market permit through NY Ag & Market and Liquor Authority for tasting only. They can sell product in approved containers.

**EVENT INFORMATION (required):**

Set up date: June 8<sup>th</sup> - Oct 26<sup>th</sup> every Tues, Th, Fri Set up time: 8:00 AM  
Tear down date: " " Tear down time: 4:15 PM

**PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:**

Date: June 8 - Oct 26 Start time: 9 AM End time: 4 PM  
Estimated crowd size: 50 - 100 # of Vendors/Displays 25 - 30

**WILL THE EVENT INCLUDE:**

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

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

\_\_\_\_\_  
Name of Company Providing Above Company Contact/Representative Phone #

\_\_\_\_\_  
Address, Street City Zip Code

Music: Live Group ☐ Recorded/DJ ☐

\_\_\_\_\_  
Name of Company Providing Above Company Contact/Representative Phone #

\_\_\_\_\_  
Address, Street City Zip Code

**CITY SERVICES SUPPORT:**

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

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

**ELECTRIC:**

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

What will you be providing electric to? \_\_\_\_\_  
\_\_\_\_\_

Will generators be used? Yes ☐ No ☒

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

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

**TENTS/CANOPIES:**

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

Yes ☒ No ☐  
Yes ☐ No ☒

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

Vendors use 10x10

tents weighted down properly.

**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 <sup>Lot</sup> street(s) need to be closed for the event? Yes ☒ No ☐ Reason:

Partial parking lot

Closure (see map attached) will be closed for 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. **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.

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**Hold Harmless Agreement**

Genesee Country Farmers Market, 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 GCFM (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.

3/11/18  
Date

Genesee Country Farmer's Market  
Name of Event Sponsor

Elizabeth W Kemp Board of Directors  
Authorized Signature, Title

Elizabeth (Beth) Kemp  
Name - Printed or Typed

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

3/11/18  
Date

Elizabeth W 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**



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

DATE: 03/15/2019 TIME: 15:43:21  
GENERAL RECEIPTS  
RECEIPT TYPE: 2590  
RECEIPT # 225341  
AMOUNT PAID ----- 25.00

**Official Use Only:**

2018-14  
Event Application #

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

Event Sponsor Downtown Batavia Business Improvement District  
Type of Event Jackson Square Concert Series  
Date of Event June 22, 29 July 6, 13, 20, 27 Aug 3, 10, 17, 24  
Time of Event (don't include set up time here - just actual event time) 7-9 PM  
Location of Event Jackson Square  
Details of Event (be as specific as possible!) Musicians/Bands to perform every Friday night on Jackson Square stage from 7-9 PM. Possible food/refreshments

**Contact Information:**

Primary contact:

Secondary contact:

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

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

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

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

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

EVENT INFORMATION (required):

Set up date: June 22 - Aug 24  
every Friday  
Tear down date: June 22 - Aug 24

Set up time: 5:00 PM  
Tear down time: 9:30 PM

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: Every Friday  
June 22 - Aug 24 Start time: 7:00 PM End time: 9:00 PM  
Estimated crowd size: 100 # of Vendors/Displays 2-3

WILL THE EVENT INCLUDE:

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

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

Name of Company Providing Above:

Company Contact/Representative

Phone #

Address, Street

City

Zip Code

Music: Live Group ☒ Recorded/DJ ☐

See attached listing of bands & dates

Name of Company Providing Above:

Company Contact/Representative

Phone #

Address, Street

City

Zip Code

CITY SERVICES SUPPORT:

City Code 66-15, D-2

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

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

ELECTRIC:

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

What will you be providing electric to? Sound, lighting

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.

Tent over stage

**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 ☐

Just a walk through.

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



**PLEASE NOTE:**

1. Be as specific as possible in the description so we have the best understanding of your event. Also, be clear as to what you would like provided by the City. **Applications should be submitted at least 30 days in advance.**
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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.

**Batavia Business Improvement District Management Assoc. 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

**Batavia BID Management Assoc.** (Organizer/Sponsor), its members, agents, employees, volunteers, officers, or directors in relation to activities described in this application and sanctioned by the issuance of a special event permit.

11/10/18  
Date:

Downtown Batavia BID Management Assoc.  
Name of Event Sponsor:

Elizabeth M Kemp Exec. Director  
Authorized Signature, Title

Beth Kemp  
Name - Printed or Typed

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

11/10/18  
Date:

Elizabeth M Kemp  
Signature of Applicant

Please forward this application to:

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



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

DATE: 03/15/2018 TIME: 15:43:50  
GENERAL RECEIPT#  
RECEIPT TYPE: 2590  
RECEIPT # 029340  
AMOUNT PAID ---- 15.00

Official Use Only:

2018-15  
Event Application #:

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

Event Sponsor Batavia Business Improvement District  
Type of Event Beertaria Craft Beer Festival  
Date of Event Saturday, July 28th

Time of Event (don't include set up time here - just actual event time) 2-6 PM

Location of Event Alva & Bank parking lot

Details of Event (be as specific as possible!) Beertaria will be located in the Downtown Public Market location. Craft Brewers will serve ticket holders (21 yrs. + older) Vendors may sell products. A temporary parklet will be constructed. Security + security fencing will define the area.

Contact Information:

Primary contact:

Secondary contact:

Name Beth Kemp Steve Krna  
Phone # 344-0900 343-7307  
E-mail address bkemp@downtownbataviany.com Steve@gpins.net

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

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

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

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

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

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

Who will be applying to the NYS Liquor Authority for the permit to sell? breweries, Cideries, meadery \*

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. \*\*

\* Craft brewers have a special farmer's market permit through NYS Ag & Market. If desired, they can sell beer by bottles or growlers.

**EVENT INFORMATION (required):**

Set up date: Friday July 27 Set up time: 9 AM  
Tear down date: Monday July 30 Tear down time: 9 AM

**PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:**

Date: July 28 Start time: 2:00 PM End time: 8:00 PM  
Estimated crowd size: 1,000 # of Vendors/Displays 20

**WILL THE EVENT INCLUDE:**

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

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

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

\_\_\_\_\_  
Address, Street City Zip Code

Music: Live Group ☒ Recorded/DJ ☐

TBD  
\_\_\_\_\_  
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) TBD FUEL SOURCE - GAS - ☐ - DIESEL - ☐ - PROPANE - ☐

## TENTS/CANOPIES:

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

Yes ☒ No ☐  
Yes ☐ No ☒

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

40 x 80 Main Tent  
12 x 12 Sponsor Tent

## ANCHORING INTO PAVEMENT IS PROHIBITED!

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

## STREET CLOSURE(S):

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

Will street(s) need to be closed for the event? Yes ☐ No ☒ Reason: Alva Place parking lot  
may be used for event, workers, etc and does not need to be closed.

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? 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)

4-16 additional garbage cans  
16 picnic tables

## 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
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11. The application fee is due at time of submission of the application and is non-refundable.
12. If approved, a Certificate of Liability Insurance of at least \$1,000,000 naming the City of Batavia as an additional insured for at least the day(s) of the event must be submitted to the City Clerk prior to the event date.

**Hold Harmless Agreement**

Downtown Batavia  
Business Improvement District (BID) Management Assoc.

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

1/26/18  
Date:

Batavia Business Improvement District Management Assoc.  
Name of Event Sponsor.

Elizabeth M Kemp Exec. Director  
Authorized Signature, Title

Elizabeth (Beth) Kemp  
Name - Printed or Typed

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

1/26/18  
Date:

Elizabeth M Kemp  
Signature of Applicant

Please forward this application to:

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

THIS AUTHORIZATION IS TO BE SIGNED AND DATED

The following authorization must be signed and dated by an individual applicant, each member of a partnership or an authorized officer of a corporation.

The undersigned, each for herself/himself, certifies that she/he is the applicant or applicant principal of the above named; that she/he knows the contents of the above application and the statements contained therein; and that the same are true of her/his own knowledge. If the applicant is a corporation then the corporate principal acknowledges that she/he has been authorized, by order of the Board of Directors of said applicant corporation to make the statements and answers in this application on behalf of said corporation with the same force and effect as if said corporation made such statements and answers itself. The undersigned certifies that she/he has read the terms and conditions for the permit applied for and agrees to comply with these conditions.

Elizabeth Kemp

Print name of applicant or principal signing authorization  
(If a partnership, all partners must sign)

Exec. Director

Title of principal

Elizabeth McKemp

Signature of applicant or principal

3977 W. Main St Rd Batavia NY 14020

Home address of applicant or principal

585-344-0900

Telephone Number of applicant or principal

1/26/18

Dated

Print name of applicant or principal signing authorization  
(If a partnership, all partners must sign)

Title of principal

Signature of applicant or principal

Home address of applicant or principal

Telephone Number of applicant or principal

Dated

## BREW FEST REQUIREMENTS

1. All products to be distributed must be received by the permit holder and properly invoiced and inventoried. Any left over product must be retained by the permit holder.
2. All breweries are required to provide permit holder with a copy of their brewing license and the applicable brand label registration certificates.
3. Licensed brewery or distributor personnel to be on site only to describe their products and shall be prohibited from serving or dispensing their products.
4. Volunteers (permit holder) will dispense and serve all products, with supervision by permit holder. No volunteers will be employed by or affiliated with any of the breweries or distributors exhibiting at the event.
5. Food products will be available at the events for all patrons.
6. Permit holder will prominently post a notice to inform patrons that we reserve the right to refuse alcohol to anyone who appears intoxicated even if their tickets have not been completely exhausted.
7. Once an "of age" patron is admitted, a set number of tickets (8, 10, 12) will be issued for use at any of the various sampling stations for the session. If additional tickets are requested, patrons will be re-evaluated for sobriety. Samples must be approximately 3-5 ounces.
8. If any net profits from the event are to be donated to a charity: You are required, within 7 days of the event, to notify the SLA with the name of the specific charity or charities receiving the net profits, as well as the amount donated to such charity/charities.
9. No variations of the above brew fest requirements are to be made unless prior notice and approval is received from the NYSLA.

I have read and understood the above, and hereby state that these requirements will be fulfilled at this event.

Signature Elizabeth McKemp Date 1/26/18

Title EXEC. Director Organization Batavia Business Improvement District Management Assoc.

## Special Event Permit Application

### New York State Liquor Authority

#### Landlord Authorization Form

Date(s) of event: Saturday, July 28<sup>th</sup> 2018  
Name of Applicant: Batavia Business Improvement District  
Venue Name: Beertaria  
Venue Street Address: Alva & Bank Parking Lot  
Venue City and zip code: Batavia 14020

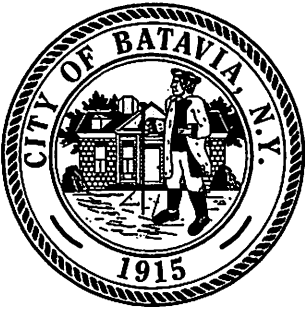
***By my signature, I acknowledge that I am the landlord/owner of the applied for premises, or that I am a duly authorized representative of the landlord/owner, to sign this landlord authorization form. I hereby grant permission for the sale or services of alcoholic beverages by the applicant for consumption on said property.***

City of Batavia  
Print Name of Landlord/Owner

Jim Ficarella Superintendent of water/wastewater  
Print Your Name and Title

James M. Ficarella 3/14/2018  
Signature & Date





# City of Batavia

## *Memorandum*

To: Matt Worth, Interim City Manager

From: Shawn Heubusch, Police Chief 

Date: February 28, 2018

Subject: Inter-Municipal Agreement for Law Enforcement Mutual Aid Services

The City of Batavia Police Department along with the other Police agencies in Genesee County have historically had an Inter-Municipal Agreement in place for police services. Attached is an updated copy of that agreement to reflect changes deemed appropriate by the law enforcement leaders in Genesee County.

The City Police have benefited many times from mutual aid provided this department by outside agencies when the resources inside the department are stretched beyond our capabilities. In turn the County has benefited from the same agreement with respect to our assistance aided them in times of need. The proposed agreement, already approved by the County Legislature and reviewed by the City Attorney, outlines the ways by which each agency involved goes about requesting that mutual aid as well as addresses liability issues that may arise from such responses.

I respectfully request that this agreement, along with four (4) original documents be introduced for discussion at the March 26, 2018 Conference meeting and then signed by the City Council President at the April 9, 2018 Business Meeting.

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

**Police Department**  
10 Main Street  
Batavia, New York 14020



**Phone: 585-345-6350**  
**Fax: 585-344-1878**  
**Records: 585-345-6303**  
**Detective Bureau: 585-345-6370**  
**[www.batavianewyork.com](http://www.batavianewyork.com)**

**#-2018**

**A RESOLUTION TO ENTER INTO AN INTER-MUNCIPAL AGREEMENT WITH  
GENESEE COUNTY, THE VILLAGE OF LEROY AND THE VILLAGE OF CORFU  
FOR LAW ENFORCEMENT MUTUAL AID**

**Motion of Councilperson**

**WHEREAS**, the County maintains the Genesee County Sheriff's Office with offices at 165 Park Road, Batavia, New York, which has law enforcement jurisdiction throughout the County of Genesee, New York; and

**WHEREAS**, the City of Batavia maintains a police department with offices at 10 West Main Street, Batavia, New York, which has law enforcement jurisdiction within the geographical boundaries of the City of Batavia; and

**WHEREAS**, the Village of LeRoy maintains a police department with offices at 3 West Main Street, LeRoy, New York, which has law enforcement jurisdiction within the geographical boundaries of the Village of LeRoy, New York; and

**WHEREAS**, The Village of Corfu maintains a police department with offices at 116 East Main Street, Corfu, New York, which has law enforcement jurisdiction within the geographical boundaries of the Village of Corfu, New York; and

**WHEREAS**, from time to time, law enforcement demands exceed the resources of a particular law enforcement agency so that mutual assistance and cooperation from other law enforcement agencies is necessary to properly respond to provide law enforcement services; and

**WHEREAS**, the parties desire to enter into agreement providing for mutual aid law enforcement services among the parties in time of need;

**NOW THEREFORE, BE IT RESOLVED**, that the City Council President for the City of Batavia is hereby authorized to sign an Inter-Municipal Agreement with Genesee County, the Village of LeRoy and the Village of Corfu a law enforcement mutual aid services as attached hereto.

**Seconded by Councilperson  
and on roll call**

**INTERMUNICIPAL AGREEMENT  
GENESEE COUNTY LAW ENFORCEMENT  
MUTUAL AID AGREEMENT**

COPY

THIS AGREEMENT, made and dated this \_\_\_\_ day of \_\_\_\_\_ 2018, by and among:

- the COUNTY OF GENESEE, a municipal corporation of the State of New York, with offices at the Old Courthouse, 7 Main Street, Batavia, New York, hereinafter referred to as the COUNTY;
- WILLIAM A. SHERON, JR., the duly elected SHERIFF of the County of Genesee, with offices at 165 Park Road, Batavia, New York, hereinafter referred to as the SHERIFF;
- the CITY OF BATAVIA, a municipal corporation of the State of New York, with offices at One City Centre, Main Street, Batavia, New York, hereinafter referred to as the CITY;
- SHAWN HEUBUSCH, the duly appointed CHIEF OF POLICE of the City of Batavia, with offices at 10 West Main Street, Batavia, New York, hereinto referred to as the BATAVIA POLICE CHIEF;
- the VILLAGE OF LEROY, a municipal corporation of the State of New York, with offices at 3 West Main Street, LeRoy, New York, hereinafter referred to as VILLAGE OF LEROY;
- CHRISTOPHER K. HAYWARD, the duly appointed CHIEF OF POLICE, of the Village of LeRoy, with offices at 3 West Main Street, LeRoy, New York, hereinafter referred to as the LEROY POLICE CHIEF; and
- the VILLAGE OF CORFU, a municipal corporation of the State of New York, with offices at 116 East Main Street, Corfu, New York, hereinafter referred to as VILLAGE OF CORFU; and

WITNESSETH:

WHEREAS, the County maintains the Genesee County Sheriff's Office with offices at 165 Park Road, Batavia, New York, which has law enforcement jurisdiction throughout the County of Genesee, New York, and,

WHEREAS, the City of Batavia maintains a police department with offices at 10 West Main Street, Batavia, New York, which has law enforcement jurisdiction within the geographical boundaries of the City of Batavia, New York, and,

WHEREAS, the Village of LeRoy maintains a police department with offices at 3 West Main Street, LeRoy, New York, which has law enforcement jurisdiction within the geographical boundaries of the Village of LeRoy, New York, and

WHEREAS, the Village of Corfu maintains a police department with offices at 116 East Main Street, Corfu, New York, which has law enforcement jurisdiction within the geographical boundaries of the Village of Corfu, New York, and

WHEREAS, from time to time, law enforcement demands exceed the resources of a particular law enforcement agency so that mutual assistance and cooperation from other law enforcement agencies is necessary to properly respond to provide law enforcement services, and

WHEREAS, the parties desire to enter into agreement providing for mutual aid law enforcement services among the parties in times of need,


NOW, THEREFORE, in consideration of the covenants and agreements set forth herein and for other good and valuable consideration, the receipt of which is hereby acknowledged, the parties agree as follows:

- A. If, in the normal course of business, circumstances arise whereby supplementary or specialized police assistance is needed by one party, the other parties to this Agreement shall be available, within their means, and upon request, other duties permitting, and will respond to a request by making its services available to the requesting party's law enforcement agency.
- B. Recognizing that the Sheriff's Office retains jurisdiction throughout Genesee County, including the City and Villages, and is funded by a county-wide tax base, when responding to a request for law enforcement services made by the City or Villages, the Sheriff's Office will act on its own authority, whereas to the contrary, when the City or Village law enforcement agencies are responding to a request from the Sheriff's Office, they shall be acting upon the authority of the Sheriff's Office, and, the County will indemnify and save harmless the City and Villages for third party liability while rendering aid under this Agreement, acts of gross negligence, wanton, reckless or intentional harm by their own officers excepted; and each party to this Agreement shall waive any and all claims against all other parties hereto, which may arise out of their activities outside their respective jurisdictions while rendering aid under this Agreement.
- C. That a request for law enforcement assistance shall be from the officer in charge of the requesting agency to the officer in charge of the assisting agency, setting forth the nature and extent of the assistance requested, and, when responding, the assisting agency's officers will be under and shall comply with the directions and control of the requesting agency's officer in charge, unless such direction would violate its own departmental directives, rules, regulations or procedures, in which case, the assisting agency would so notify the requesting agency and withdraw, if necessary. A request for assistance shall be communicated by the most expedient means, as long as it originates from the officer in charge and is legitimate. Such requests may be communicated through the Genesee County Emergency Dispatch Center.
- D. The mutual aid law enforcement assistance rendered under this Agreement shall be available upon approval of the Sheriff, Batavia City Police Chief, LeRoy Village Police Chief, and Corfu Village Mayor of a written operational plan, and an Emergency Response Team Operational/Response Plan, which shall outline the procedures to be followed in responding to a request for assistance. The plan may be reviewed annually for proposed amendments, as needed.
- E. All immunities from liability and exemptions from laws, ordinances and regulations, which law enforcement officers enjoy in their own jurisdictions, shall be effective in the jurisdiction in which they are giving assistance, unless otherwise prohibited by law. All compensation and other benefits enjoyed by law enforcement officers in their own jurisdictions shall extend to the services they perform under this Agreement.
- F. This Agreement shall remain in effect until terminated by all parties upon written notice setting forth the date of such termination. Withdrawal from this Agreement by any one party hereto shall be made by thirty (30) days written notice to all parties, but shall not terminate this Agreement among the remaining parties.
- G. This Agreement shall be governed by the laws of the State of New York.

IN WITNESS WHEREOF, the undersigned have set their hands this \_\_\_\_\_ day of \_\_\_\_\_ 2018.

**COUNTY OF GENESEE:**

COPY

  
By: Robert J. Bausch, Chair  
Legislature

\_\_\_\_\_  
By: William A. Sheron, Jr., Sheriff  
Sheriff's Office

**CITY OF BATAVIA:**

\_\_\_\_\_  
By: Eugene Jankowski, Jr., President  
City Council

\_\_\_\_\_  
By: Shawn Heubusch, Chief  
Police Department

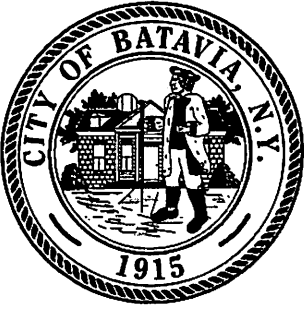
**VILLAGE OF LEROY:**

\_\_\_\_\_  
By: Greg Rogers, Mayor

\_\_\_\_\_  
By: Christopher K. Hayward, Chief  
Police Department

**VILLAGE OF CORFU:**

\_\_\_\_\_  
By: Joseph "Biggs" Johnson, Mayor



# City of Batavia

## *Memorandum*

To: Honorable City Council

From: Matt Worth, Interim City Manager

Date: March 19, 2018

Subject: BRIDGE-NY Program, South Lyon St Bridge

New York State introduced the BRIDGE-NY program in 2016 as an initiative to provide enhanced funding of \$250 million, in addition to existing funding, for bridge rehabilitation and replacement across New York State. The program allows for each municipality to apply for projects with a deadline of April 27<sup>th</sup> 2018 for bridges.

Genesee County has responsibility for all culverts and bridges over 5ft in span or diameter. Genesee County has engaged consultants to prepare the BRIDGE-NY project applications for bridges in several municipalities across the County. Successful project applications will be contracted for and administered by Genesee County, however the applications are required to be submitted and signed by the individual municipality.

Genesee County has identified the South Lyon Street bridge in the City as a candidate for replacement under this program. It is requested that City Council endorse the submission of this application and authorize the City Council President to sign the application.

Supporting Documentation:

Draft Resolution  
Genesee County BRIDGE-NY Program

**#-2018**

**A RESOLUTION FOR BRIDGE NEW YORK GRANT APPLICATIONS**

**WHEREAS**, the New York State Department of Transportation is soliciting applications for the Bridge-NY Program which provides 100% State funding for up to 1 bridge replacements and 3 culvert replacements for a municipality per year; and

**WHEREAS**, Genesee County maintains all bridges and culverts over 5 feet in diameter for each municipality in the County; and

**WHEREAS**, the New York State Department of Transportation allows municipalities to sponsor applications to the Bridge-NY program for all bridges and culverts within their community regardless of ownership; and

**WHEREAS**, Genesee County is looking to maximize the use of State aid to help alleviate its backlog of bridge and culvert replacements; and

**WHEREAS**, Genesee County will prepare Bridge-NY applications, provide interim funding and administer the program at no cost to the City of Batavia; and

**WHEREAS**, the City of Batavia is required to authorize Bridge-NY applications as the sponsor of the project.

**NOW THEREFORE BE IT RESOLVED**, the City of Batavia does hereby authorize the City Council President to submit the applications for the Bridge NY Program as recommended by Genesee County.

**Second by Councilperson  
and on roll call**

# 2018 BRIDGE-NY Program

## Genesee County

Town	PROJECT SELECTION								
	BRIDGE					CULVERT			
	BIN	County ID	Location	Feature Carried	SPONSOR	County ID	Location	Feature Carried	SPONSOR
Alabama	3314990	122	Meadville Rd	Canal Feeder	Town				
Oakfield						2B	East Shelby Rd	Drainage	Town
						16B	Macomber Rd	Oak Orchard Feeder	Town
Elba						311	Bridge Rd	Spring Creek Feeder	Town
Byron	3315180	401	Tower Hill Rd	Spring Creek	County	416	Cole Rd	Bergen Swamp	Town
Bergen						6E	West Sweden Rd	Black Creek Feeder	County
						11E	West Sweden Rd	Bergen Swamp	County
						507	Sackett Rd	Black Creek Feeder	Town
Bergen (Village)						502	Gilbert St	Black Creek Feeder	Village
Pembroke	3315430	606	Cohocton Rd	Murder Creek	Town	2F	N Lake Rd	Murder Creek Feeder	Town
Batavia	3315640	705	Upton Rd	Bowen Creek	Town	716	Dorman Rd	Drainage	Town
						6G	Creek Rd	Drainage	Town
Batavia (City)	2210820	N/A	South Lyons St	Tonawanda Creek	City				
Stafford	3315950	801	Sweetland Rd	Black Creek	Town	8H	Horsehoe Lake Rd	Black Creek Feeder	County
LeRoy						5J	Randall Rd	Oatka Creek Feeder	Town
						6J	West Bergen Rd	Oatka Creek Feeder	Town
						919	Quinlan Rd	Oatka Creek Feeder	Town
Darien						1019	Colby Rd	Ellicott Creek	Town
						1020	Colby Rd	Ellicott Creek	Town
Alexander						2M	Dodgeson Rd	Bowen Creek Feeder	Town
						8M	Sandpit Rd	Tonawanda Creek Feeder	County
						1120	Cookson Rd	Drainage	Town
						1128	Peaviner Rd	Drainage	Town
						1131	Browns Mill Rd	Little Tonawanda Creek Feeder	Town
						1136	Dry Bridge Rd	Drainage	Town
Bethany	3315880	1202	Silver Rd	Little Tonawanda Creek	Town	1N	Creek Rd	Little Tonawanda Creek Feeder	Town
	3315990	1221	McLernon Rd	Black Creek	County	5N	Francis Rd	Little Tonawanda Creek Feeder	Town
						12N	Fargo Rd	Drainage	County
						13N	Raymond Rd	Black Creek	County
						1214	Paul Rd	Black Creek Feeder	Town
						1215	Paul Rd	Black Creek Feeder	Town
Pavilion						1317	Hawks Rd	Drainage	Town
						1319	Junction Rd	Drainage	Town
						1321	Unnamed Rd	Oatka Creek Feeder	Town
						1323	Landfill Rd	Drainage	Town

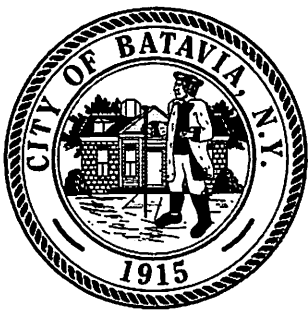
GROUP 1

GROUP2

GROUP 3

GROUP 4





# City of Batavia

## *Memorandum*

To: Honorable City Council

From: Matthew Worth, Interim City Manager

Date: March 19, 2018

Subject: Administrative Services for CDBG Grant for Brooklyn Avenue

The City of Batavia was awarded a Community Development Block Grant (CDBG) for 900 linear feet of water mains on Brooklyn Avenue in the amount of \$333,000. The total funding included \$12,800 for Grant Administration. On February 1, 2018 a request for proposals was issued for Grant Administration. There were three firms that submitted proposals.

Each firm was asked to submit the following:

- Successful performance in managing similar CDBG programs and the extent of CDBG experience
- The demonstrated technical resources available within the firm to carry out the assignments
- The availability of those resources to the City of Batavia
- The cost for services

A consultant selection committee was established to score the three administrative submittals. After independent review by each member of the committee, LaBella Associates received the highest score.

### **Supporting Documents:**

1. Draft Resolution

**#-2018**

**A RESOLUTION TO ENTER INTO AN AGREEMENT WITH LABELLA  
ASSOCIATES FOR ADMINISTRATIVE SERVICES FOR THE 2017 CDBG  
PROGRAM AWARD- BROOKLYN AVENUE WATER IMPROVEMENT  
PROJECT**

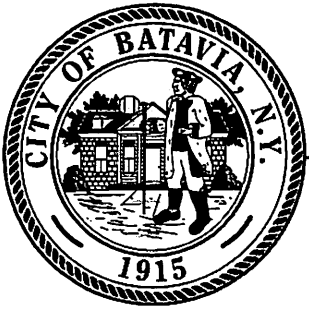
**Motion by Councilperson**

**WHEREAS**, a Project for the replacement of 900 linear feet of water mains on a portion of Brooklyn Avenue was awarded Communities Development Block Grant; and

**WHEREAS**, a request for proposals were received for a consultant to perform the Administrative Services, and a committee of City personnel selected LaBella Associates to perform the work;

**NOW, THEREFORE, BE IT RESOLVED**, that City Council approves the award of a contract for Administrative Services for the replacement of water mains on Brooklyn Avenue to LaBella Associates in the amount of \$12,000.

**Seconded by Councilperson**  
**And on roll call**



# City of Batavia

## *Memorandum*

To: Honorable City Council

From: Jim Ficarella, Superintendent of Water and Wastewater

Date: March 19, 2018

Subject: Replacement of roofs at Dwyer Stadium

The City has issued a notice to bid for the replacement of roofs at Dwyer Stadium for the home team clubhouse and the visitor team clubhouse. The City will receive bids on April 2, 2018. This is budgeted in 2018-2019 budget under the Dwyer Stadium reserve funds. The City of Batavia will canvassed the bids and have recommendation of the lowest bidder at the April Business meeting.

### **Supporting Documents:**

1. Draft Resolution

**# -2018**  
**A RESOLUTION TO ENTER INTO AN AGREEMENT WITH**  
**XXXXXX INC.**  
**FOR THE ROOFS AT DWYER STADIUM**

**Motion of Councilperson**

**WHEREAS**, the City of Batavia has solicited bids for the replacement of the roof for the Home Team Clubhouse and the Visitor Clubhouse at Dwyer Stadium located at 299 Bank Street and funded in the Dwyer Stadium Reserve Funds in the 2018-2019 Budget; and

**WHEREAS**, XXXX bids were received on April 2, 2018 and XXXX Inc., was the lowest responsible bidder for the replacement of the two roofs at Dwyer stadium; and

**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 XXXX Inc. for replacement of the roofs at Dwyer Stadium.

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

**#- 2018**  
**A RESOLUTION TO CLOSE OUT CAPITAL PROJECT**

**Motion of Councilperson**

**WHEREAS,** The City of Batavia should periodically close capital projects which are completed; and

**WHEREAS,** projects completed at this time that require official closing are listed as follows:

#1601 Wet Well

#1605 Dehumidification – Ice Rink

**WHEREAS,** the City Council authorizes the City Manager to make the recommended transfers and close out the specified capital projects effective March 31, 2018.

**NOW, THEREFORE, BE IT RESOLVED,** by the Council of the City of Batavia that the capital projects, Wet Well and Dehumidification, be closed effective March 31, 2018.

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

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

**Motion of Councilperson**

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

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

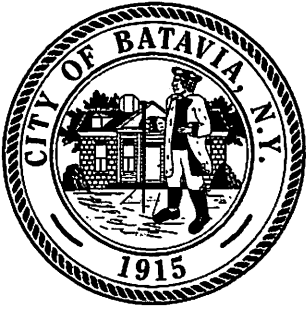
**Board of Assessment Review**

Tammy Hathaway

September 30, 2020

**Seconded by Councilperson  
and on roll call**

**DRAFT**



# City of Batavia

## *Memorandum*

To: Honorable City Council

From: Matt Worth, Interim City Manager

Date: March 19, 2018

Subject: Opportunity Zones

There is new federal legislation to create what are known as “Opportunity Zones.” These zones are designed to encourage private investment into low-income and rural communities based on census data. The program allows for private monies to be invested into an “Opportunity Fund” that can be used for investment only in the dedicated opportunity zones. The program ultimately provides tax incentives for the private investor, while creating a capital fund to be utilized only in the designated areas.

The legislation allows for the nomination of up to 25% of the eligible census tracts for inclusion, with the nominations made by the Governor no later than April 20, 2018. The City of Batavia has four census tracts that qualify, corresponding to Wards 2, 3, 5, and 6. It is recommended that Council formally endorse, by resolution, that these census tracts be nominated for inclusion as “Opportunity Zones.”

It should be noted that the nomination will be associated to a GCEDC recommendation which will include the City census tracts and areas of the Town of Alabama.

### Supporting Documentation:

Draft Resolution

Draft Letter to Finger Lakes Regional Economic Development Council

#-2018

**A RESOLUTION TO RECOMMEND THE DESIGNATION OF FOUR SPECIFIC  
AND ELIGIBLE CENSUS TRACTS AS FEDERAL QUALIFIED OPPORTUNITY  
ZONES (QOZ)**

**Motion of Councilperson**

**WHEREAS**, New York State is participating in the newly introduced federal Opportunity Zone community development program to spur private investment in distressed communities nationwide offered through the *Tax Cuts and Job Acts of 2017*; and

**WHEREAS**, the federal program reassures private investment in urban and rural communities as Qualified Opportunity Zones (QOZ) by providing federal tax incentives for private entities to reinvest capital gains into Opportunity Funds that will stimulate investment in disadvantaged areas; and

**WHEREAS**, New York State is currently reviewing eligible census tracts to nominate as Qualified Opportunity Zones (QOZ) wherein New York State leadership encourages public engagement during this process; and

**WHEREAS**, coupling Opportunity Funds with the locally enacted Pathway to Prosperity tax increment financing program may assure clean-up of brownfield sites, gain new investor commitments to Batavia and will ensure that our region can be an attractive economic driver creating jobs, building tax base and increasing population, as well as providing new pathways to prosperity for all citizens; and

**WHEREAS**, in the City of Batavia, under the 2011-2015 American Community Survey (ACS) 5-Year data from the Census Bureau has a total of four (4) census tracts eligible for QOZ designation as Low-Income Communities (LIC's) and further extends to include Qualified Contiguous Tracts making the entire City of Batavia eligible; and

**WHEREAS**, providing investments through Opportunity Funds to these identified census tracts will re-define the lives of the individuals that live in our lowest income areas of the City of Batavia; and

**WHEREAS**, the four (4) eligible census tracts qualified for the Opportunity Zone program within the designated New York State plan are;

1. CT9508 – City of Batavia – Ward 2
2. CT 9506- City of Batavia – Ward 3
3. CT 9507- City of Batavia – Ward 5
4. CT 9510- City of Batavia – Ward 6



**WHEREAS**, this district has been identified by the economic development agencies at the State, Region, Genesee County and City of Batavia as priority investment areas including designation as the Department of State Brownfield Opportunity Area, Batavia Pathway to Prosperity PILOT Increment Financing District, and most recently the Governor's Downtown Revitalization Initiative (DRI); and

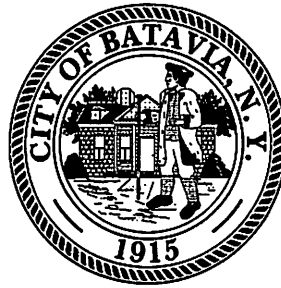
**WHEREAS**, the City of Batavia has momentum and is slated to double the community's public-private investment, expand affordable high-quality downtown housing and create new jobs that will surpass all accounts of the previous decade having suffered stagnation or decline for years;

**NOW THEREFORE BE IT RESOLVED**, the City of Batavia recommends the designation of all four (4) specific and eligible census tracts as Qualified Opportunity Zone (QOZ) which have 20% or higher poverty and a median family income 80% below the area median income; and

**BE IT FURTHER RESOLVED**, the City of Batavia does hereby authorize the City Council President to submit the nomination to New York State for the four specific and eligible census tracts as Qualified Opportunity Zone (QOZ).

**Second by Councilperson  
and on roll call**

DRAFT



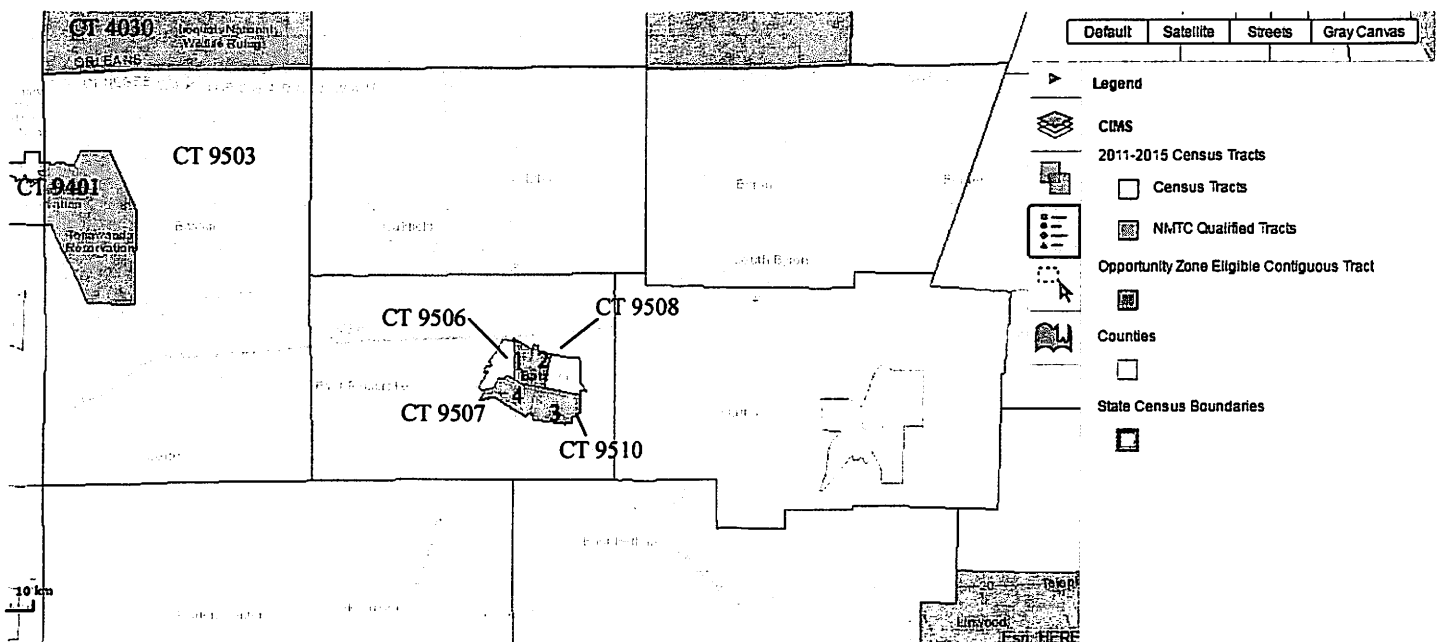
March 20, 2018

Ms. Anne M. Kress & Mr. Robert Duffy, Co-Chairs  
Finger Lakes Regional Economic Development Council  
c/o Empire State Development  
400 Andrews Street, Suite 300  
Rochester, NY 14604

Dear Chairwoman Kress and Chairman Duffy:

We are writing to **recommend the designation of five specific and eligible census tracts as Qualified Opportunity Zones (QOZ)** within Genesee County under the newly introduced *Federal Tax Cuts and Jobs Act of 2017* and designation by New York State's Chief Executive Officer Governor Andrew Cuomo. The federal Opportunity Zones coupled with the instituted City of Batavia and Genesee County unique tax increment financing programs would further leverage private investments in the most distressed areas outside Monroe County. Community leadership stands ready to implement a range of programs designed to reduce poverty and foster prosperity.

It is my understanding that each state is eligible to designate 25% of a state's eligible QOZs for purposes of encouraging private investment in low-income and rural communities. In Genesee County, under the 2011-2015 American Community Survey (ACS) 5-Year data from the Census Bureau **has a total of 12 census tracts eligible for QOZ designation as Low-Income Communities (LIC's) or Qualified Contiguous Tracts**. Designation as a LIC tract means an individual poverty rate of at least 20% and median family income no greater than 80% of the area median. Qualified Contiguous Tracts are eligible for designation if they are contiguous with an LIC designated as a QOZ and the median family income of contiguous tract does not exceed 125% of the median family income of that contiguous tract.



**The five eligible census tracts we would like designated within the New York State plan include:**

- |                             |  |
|-----------------------------|--|
| 1. CT 9506- City of Batavia | 4. CT 9510- City of Batavia                    |
| 2. CT 9507- City of Batavia | 5. CT 9503 Town of Alabama WNY STAMP site      |
| 3. CT 9508- City of Batavia | *Adjacent to a LIC census tracts 9401 and 4030 |

Within the City of Batavia there are four census tracts that have 20% or higher poverty and a median family income 80% below the area median income. These districts have been identified by the economic development agencies in the Region and Genesee County as priority investment areas including the Department of State Brownfield Opportunity Area, Batavia Pathway to Prosperity PILOT Increment Financing District, and most recently the Governor's Downtown Revitalization Initiative (DRI). **As a result, Batavia already has momentum and is slated to double the community's public-private investment, expand affordable high-quality downtown living spaces and create new jobs that will surpass all accounts of the previous decade having suffered stagnation or decline.** The inclusion of these districts in the QOZ program is critical to the continued investment and revitalization of economic prosperity in the City of Batavia.

The fifth census tract encompasses the Town of Alabama and contains New York State's premiere greenfield mega site (over 1,000 acres), Western New York Science and Technology Advanced Manufacturing Park (WNY STAMP), designed to attract semiconductor, advanced manufacturing, photovoltaic and bio-manufacturing companies. Having this census tract designated as an Opportunity Zone will increase our ability to attract global tenants and make meaningful positive changes in terms of job and population in the region. **To-date, significant New York State investment has demonstrated WNY STAMP support; Opportunity Zone designation would further acknowledge the Park as a regional priority that must be afforded every opportunity to compete on a level playing state-wide, nationally and internationally.**

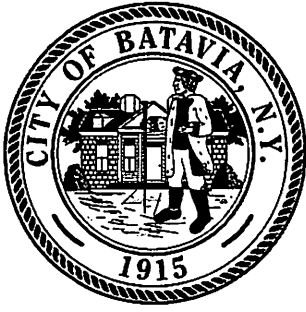
Providing investments through Opportunity Funds to these identified census tracts will re-define the lives of the individuals that live in our lowest income areas of Genesee County. Cleaning up brownfield sites, gaining new investor commitments to both Batavia and the Town of Alabama as host community to WNY STAMP will ensure that our region can be an attractive economic driver creating jobs, building tax base and increasing population, as well as providing new pathways to prosperity for all citizens.

Sincerely,

Robert Bausch, Chairman  
Genesee County Legislature

Eugene Jankowski Jr., President  
Batavia City Council

cc: Conor McMahon, Finger Lakes Regional Representative for Governor Andrew Cuomo  
Chris Leo, Office of Community Renewal  
Vincent Esposito, Empire State Development Finger Lakes Regional Office  
Chris Bauer, New York State Department of State  
Michael Ranzenhofer, New York State Senate  
Steve Hawley, New York State Assembly



# City of Batavia

## *Memorandum*

To: Honorable City Council

From: Matt Worth, Interim City Manager

Date: March 21, 2018

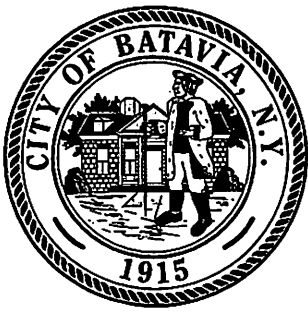
Subject: Sump Pump Discharges into Sanitary Sewer

As normal course of its duties, the Department of Public Works has been monitoring wastewater flows during significant rain events and high-water events. The term generally used for this condition is inflow and infiltration (I + I) with inflow being water directly introduced into the sanitary system and infiltration being ground water that makes its way into the system through cracks in the sewer pipe or manholes.

The sewer lining projects that the City has utilized over the years is an effective method of controlling infiltration as it creates a lining that seals any cracks and failing joints as well as rehabilitating the pipe system and improving the flow characteristics of the pipe. Inflow is typically more specific to rain events and flooding, as flood waters on a street creates a significant amount of water going into openings in manholes and sump pumps collecting rain waters can be tied directly into the house sanitary sewer connection.

The Department of Public Works began an effort to target areas where inflow was creating failures in the sanitary sewer system during significant rain and snow melt events. During 2017 an area of Bank St was reviewed where, during rain events, the City pump station would become flooded and basements were impacted. Currently, Redfield Parkway and Bogue Ave are being reviewed as these streets discharge into the West Main St lift station which can become flooded during periods of heavy rain and melting. The reduction in sump pump connections has been an effective tool to reduce sanitary sewer system failures, as well as complying with the City Code.

Supporting Documentation  
Sample Letters to Residents



# City of Batavia

March 21, 2018

«Name\_»

«Mailing»

«Mailing\_2»

Dear «Name\_»,

During weather events where there is either significant rain or snow melt-off we have experienced conditions that overwhelm the sanitary pump station on «Street». This results in the pump station flooding, and the sanitary system backing up at times causing issues in resident's basements. This is primarily caused due to a condition which we refer to as "inflow" of the system.

While inflow can be caused by several different conditions, in a residential area such as yours, this is primarily caused by sump pumps and roof drains being connected to the sanitary sewer. While this was a common occurrence years ago, it is no longer allowed and is in fact a violation of several different codes and ordinances, BMC 147-34.

The elimination of these connections should mitigate the problem with the pump station flooding and removes a significant amount of clean water that is unnecessarily sent to the wastewater treatment facility, adding to the cost of treatment.

At this time, I am requesting that you contact me at 585-345-6324 by April 20, 2018 so that we can schedule an appointment to review your property at «AutoMergeField» «Street» to see if you have this type of connection and review the options and time frames for correction. Attached is some information that shows some possible solutions, as well as the challenges that these connections into the sanitary sewer present.

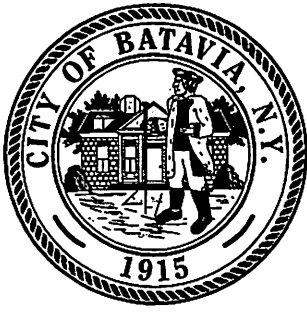
We look forward to working with you to improve the system to everyone's benefit.

Sincerely,

Jim Ficarella

**Department of Public Works**  
One Batavia City Centre  
Batavia, New York 14020

Phone: 585-345-6325  
Fax: 585-343-1385  
[www.batavianewyork.com](http://www.batavianewyork.com)



# City of Batavia

## **Please Disconnect your Sump Pump from the Sewer Pipe**

### **What is a Sump Pump?**

A sump pump is an appliance in your basement that pumps ground water out from and around you house's foundation. Some homes have a sump pump while others do not. Often sump pumps are improperly connected to the sanitary sewer system.

### **Why disconnect your sump pump?**

The City of Batavia is experiencing high flows at the Wastewater Treatment Plant and Pump Stations. These flows are the result from excessive amounts of water entering the sanitary sewer system. Some of the water that enters the sewer is from groundwater that leaks into the piping system. Other sources of water have been identified as inflow from sump pumps and roof downspouts that are connected to the sanitary sewer system

### **§ 147-34 Improper usage of sewers.**

*The Director shall have the right to inspect and/or test any building sewer and building drain and appurtenances or private sewers that discharge wastewater directly or indirectly to the wastewater treatment system. This includes the authority to inspect basements for illegal connections such as sump pumps. In the case of basement inspection, the Director shall give prior notice of no less than 12 hours nor more than 48 hours if requested by the owner. If it is found that such sewers or drains are used or maintained in such a way as to cause any discharge that violates this chapter, the Director will initiate enforcement actions in accordance with Articles XI and XII.*

The direct result of these additional flows is an increase in the size and cost of treatment, an increase in wear and tear of the equipment and reduced equipment life span. The added cost of equipment upgrades and operations is then passed onto each customer through the sewer rate.

The impact of sump pump flows on a wastewater treatment plant can be significant. These additional flows can lead to operational problems at the treatment plant as well as sanitary sewer overflows causing backups into basements. The following illustrates the impact of sump pump flows:



# City of Batavia

## The Facts:

- The average homeowner sump pump is between 1/3 and 1/2 horsepower.
- The average discharge rate is between 2500 to 3200 gallons per hour (gph) or 42 to 53 gallons per minute (gpm).

## The Example:

- Using the low end pumping rate of 42 gpm
- Using an average pump time of 5 minutes per hour
- Using 50 sump pump connections

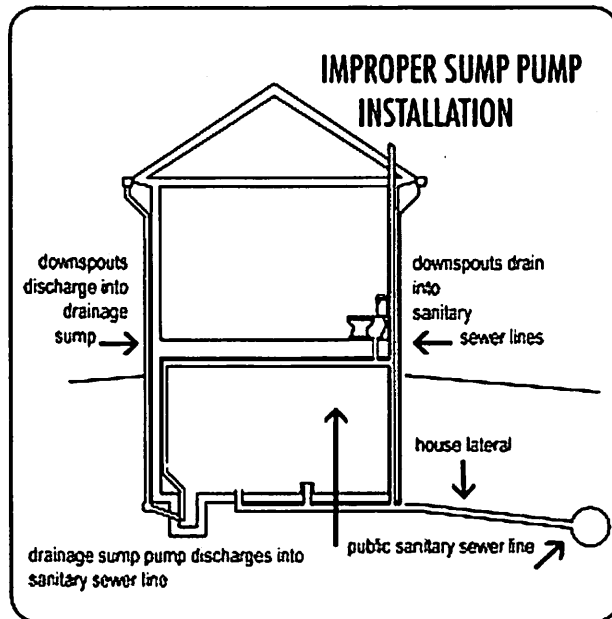
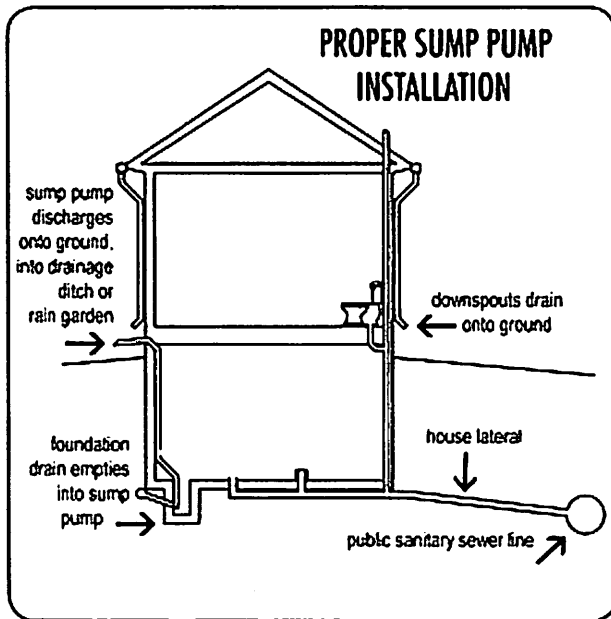
During a wet weather event (substantial rain, snow melt) the following can be assumed:

$42 \text{ gpm} \times 5 \text{ mins/hr} = 210 \text{ gallons per hour/connection}$

$210 \text{ gph} \times 24 \text{ hrs/day} = 5040 \text{ gallons per day/connection}$

$5040 \text{ gpd/connection} \times 50 \text{ connections} = \mathbf{252,000 \text{ gallons per day extra flow!}}$

That's  $252,000 \times \$2.89/1,000$  gallons a day in addition to the usual daily flow.



Thank you for your assistance with this matter. If you have any questions please feel free to contact our office at 585-345-6324.

## **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...".

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

**Seconded by Councilperson  
and on roll call**