

BATAVIA CITY COUNCIL CONFERENCE MEETING

*(Special Business Meeting
before Conference Meeting)*

**City Hall - Council Board Room
One Batavia City Centre
Monday, January 23, 2017 at 7:00 PM**

AGENDA

- I. Call to Order
- II. Invocation – Councilperson Briggs
- III. Pledge of Allegiance
- IV. Public Comments
- V. Council Response to Public Comments
- VI. Communications
 - a. Great Tabernacle Campaign/ EFF Church Music Festival, Austin Park
 - b. Care-A-Van Picnics, Austin Park
- VII. Council President Report
 - a. Announcement of the next regular City Council Business meeting to be held on Tuesday, February 14, 2017 at 7:00 p.m. at the City Hall Council Board Room, 2nd Floor, City Centre
 - b. Proclamation recognizing January 22-28, 2017 as School Choice Week in Batavia
- VIII. Budget Resolutions that require Public Hearings
- IX. Dehumidification Unit Replacement at the Ice Rink
- X. Pump Station Electric and control Upgrades
- XI. Gate Replacement and Rail Repairs at Central Pump Station Wet Well
- XII. 2017 STOP-DWI Award
- XIII. NYS Division of Homeland Security and Emergency Services Grant
- XIV. Budget Work Session – DPW, Water and Sewer Budgets
- XV. Adjournment

Great Tabernacle Campaign/EFF Church Music Festival, August 24-26, 2017 - Austin Park

Care-A-Van Picnics, Every Thursday (14 cook-outs) June 1st through August 31st - Austin Park

**SPECIAL EVENT APPLICATION
DEPARTMENT APPROVAL SUMMARY**

FOR OFFICIAL CITY USE ONLY

Event Application #: 2017-01 Great Tabernacle
Campaign/ EFF Church

Department: Bur. of Maint
List Department Name Here

Department Approval

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

Department Cost Estimate: No O.T. – Reg time only
If applicable

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

Application and meeting on 1/18/17

Further Information Requested: Fillable table – type your response here:

DATES of EVENT: August 25 and 26 (effectively will monopolize park from August 24 (set-up) thru August 27 (breakdown). EFF has coordinated with Care-A-Van as to not infringe on Care-A-Van event on August 24. EFF met with City Staff and are revising their event as not to close any streets or parking lots. Jason from EFF will coordinate with Bureau of Maintenance in May for final footprint of event. The event organizer will provide safety personnel, refuse collection, "Port-a-Potties" for the event. They will coordinate with FD for tent and generator set ups. EFF requests use of park primarily south of playground and pavilion. EFF has requested parking on westside of Jefferson Ave from Washington Ave to curve be blocked off for food vendors (4-6). Possible non-food vendors to set up in northside of park. Stage and ministry tents to the southside of park. EFF has requested to cone off an area of parking for a roll-off dumpster and to borrow 10-12 trash barrels. EFF will endeavor to minimize equipment or vehicles in the park only for set up and breakdown. EFF understands that any damages the City inquires as a result of this event that they will be responsible for to include cost to correct.

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

Submitted By: <u>Raymond Tour/ Supt.</u>	<u>1/18/17</u>
<small>Name / Title</small>	<small>Date Submitted</small>



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

Fee pd 10/6/16
Aunc

Official Use Only:

Event Application #:

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

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

Event Sponsor Great Tabernacle Campaign/EFFChurch

Type of Event Music Festival

Date of Event August 24-26 2017

Time of Event (don't include set up time here - just actual event time) Thurs 6-9:30 Fri 9-30 Saturday 2-9

Location of Event Austin Park

Details of Event (be as specific as possible!) Collaboration of local churches and Ministries working together to unite and Bless the community with music, speaking, Food, games Bounce houses etc.

Contact Information:

Primary contact:

Name Jason Norton

Phone # 585-993-1888

E-mail address Pastor Jason @ EFFChurch .com

Secondary contact:

Name Michelle Norton

Phone # 585-297-3155

E-mail address Pastor Michelle @ EFFChurch .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: www.greattabernacle.org

Will there be alcohol at your event?

Yes

☐

No

☒

If yes, complete the following:

Type of alcoholic beverage to be served:

Liquor

☐

Wine

☐

Beer

☐

Will you be providing alcohol to your group?

Yes

☐

No

☐

Will you be selling alcohol to your group?

Yes

☐

No

☐

Insurance certificate **WILL BE** required with Liquor Legal.

Will people be allowed to bring alcohol to the event?

Yes

☐

No

☐

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

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

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

EVENT INFORMATION (required):Set up date: 8-23-17Set up time: all dayTear down date: 8-26-8-27Tear down time: evening 8-26 morning 8-27**PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:**Date: 8-24 and 8-25 Start time: 7:00 PM End time: 10:00 PM
Date: 8-26 Start time: 2:00 PM End time: 9:00 PMEstimated crowd size: 1200-1800# of Vendors/Displays 6 vendors / Food
30 churches + ministries**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 ☐Indigo ProductionsJoe716, 836-2930

Name of Company Providing Above:

Company Contact/Representative

Phone #

313 Kensington Ave Buffalo NY 14214

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? all Production Staging, lighting, Sound,
also all church tentsWill generators be used? Yes ☒ No ☐

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

SIZE OF GENERATOR(S) 70 KVA FUEL SOURCE - GAS - ☐ - DIESEL - ☒ - PROPANE - ☐Quiet generators

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.

10 X 10 Pop ups20 X 20 TENTS 40 X 20**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:SafetyCrowd Control

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

Jefferson Avenue

Street to be closed

Jefferson Avenue

Street to be closed

Street to be closed

Street to be closed

Jefferson

Cross Streets

Jefferson

Cross Streets

Cross Streets

Cross Streets

& entrance to Tim Horton

& Washington Ave

& Tomawanda

&

&

&

Will street barricades be requested from the City? Yes ☒ No ☐ How Many? 6Will traffic cones be requested from the City? Yes ☒ No ☐ How Many? 16

(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)

POLICEWill 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.**

we will also have a Team of Safety
Personnel, around 30-40 persons.

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

GTC and EFFchurch, 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 GTC and EFFchurch (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.

10-6-16
Date:

GTC Jason Norton EFFchurch
Name of Event Sponsor:
Jason Norton Pastor/President
Authorized Signature, Title
Jason Norton
Name - Printed or Typed

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

10-6-16
Date:

[Signature]
Signature of Applicant:

Please forward this application to:

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



B. J. MUIRHEAD CO., INC.

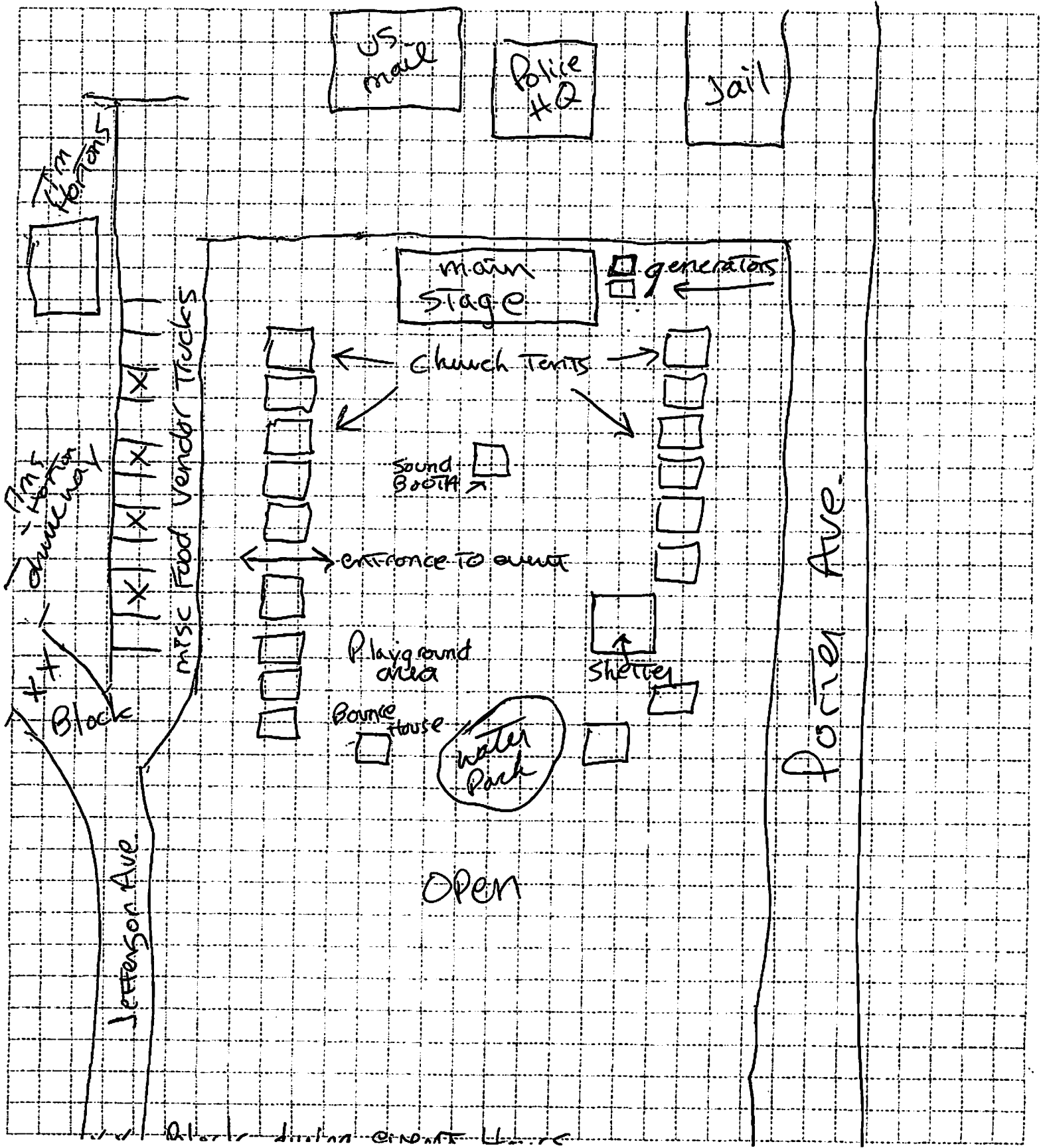
www.bjmuirhead.com

115 MID COUNTY DRIVE
ORCHARD PARK, NY 14127
716-667-7100 PHONE
716-667-7104 FAX

7 LINDEN PARK
ROCHESTER, NY 14625
585-248-8806 PHONE
585-586-9289 FAX

main Street

SUBJECT: _____ DATE: _____



**SPECIAL EVENT APPLICATION
DEPARTMENT APPROVAL SUMMARY**

FOR OFFICIAL CITY USE ONLY

Event Application #: 2017-02 Care-A-Van

Department: Bur. of Maint
List Department Name Here

Department Approval

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

Department Cost Estimate: No O.T. – Reg time only
f applicable

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

Application

Further Information Requested: Fillable table – type your response here:

DATES of EVENT: June 1-8-15-22-29 July 6-13-20-27 August 3-10-17-24-31. (14 days)

Applicants must provide for trash removal and police litter in park after event.

No vehicles in the park. Organizers responsible for any damages.

Organizer will be responsible for opening and closing of restrooms for the event. The organizer will be issued a key for the season and will pick the key up from the Director of Public Works prior to the first use and return immediately after the last use of the season. Prior to the use by Care A Van the Bureau of Maintenance will service the restrooms earlier in the day and lock the restrooms (throughout the season). Any service issues will be noted before locking the restrooms before the event. The following day the restrooms will be serviced again and service issues between the time the Bureau of Maintenance locks the restrooms and service the next morning will be noted.

Please note that the Spray Park is not guaranteed to be in service. Service will only be performed during the regular work day.

Please note that the pavilion is only equipped with a 15 Amp service. If tripped by users it will be serviced during the regular work day.

Please note that the restrooms will only be serviced during regular work day.

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

Submitted By: Raymond Tourt/ Supt.

Name / Title

1/12/17

Date Submitted

**SPECIAL EVENT APPLICATION
DEPARTMENT APPROVAL SUMMARY**

FOR OFFICIAL CITY USE ONLY

Event Application #: 2017-2

Department: Police
List Department Name Here

Department Approval

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

Department Cost Estimate: \$ 0 - \$ 2,609.60
If applicable

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

The event organizer has not requested police services for security purposes and at this time the Police Dept. is not providing security for this event. However, if activity calls for security the event organizer will be responsible for actual personnel costs for 2 uniformed officers for 2 hrs. per event. The average hourly rate for the OT detail is \$46.60 per hr. There are 14 events this year.

Further Information Requested: Fillable table – type your response here:

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

Submitted By: _____ Name / Title _____ Date Submitted



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

Official Use Only:

2017-2

Event Application #:

Fee rec'd
1/6/17
Amc

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

CAKE-A-VAN MINISTRIES INC.

Name of Renter / Sponsor / Organization:

COOKOUTS - 14 TOTAL

Type / Name of Event:

EVERY THURSDAY

6/1 - 8/31

Date(s) & Time(s) of Event

Profit

☐

Non-Profit

☒

CONTACT INFORMATION:

PAUL OHLSON

Primary Contact Name

4 LEWIS AVENUE

Primary Contact Address

343-0328

Home Phone #

Cell Phone #

Other #

E-Mail Address

BRIDGET OHLSON

Secondary Contact Name

343-0328

Home Phone #

Secondary Contact Address

Cell Phone #

Other #

E-Mail Address

EVENT DAY CONTACT INFORMATION:

PAUL OHLSON

Contact Name

343-0328

Home Phone #

Cell Phone #

Other #

Location of your event:

AUSTIN PARK

Please provide details of your event:

COOKOUT EVERY THURSDAY FROM 5-8 PM

TO INCLUDE LIVE MUSIC, MEAL, 10 MINUTE SERMON - GRILLS ARE
NORMAL HOUSEHOLD GRILLS - HAVE PERMITS FROM HEALTH DEPT.

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.

Fee rec'd
1/6/17
Amc



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

Official Use Only:

2017-2

Event Application #:

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

CAKE-A-VAN MINISTRIES INC.

Name of Renter / Sponsor / Organization:

COOKOUTS - 14 TOTAL

Type / Name of Event:

EVERY THURSDAY
6/1 - 8/31

Date(s) & Time(s) of Event

Profit Non-Profit

☐

☒

CONTACT INFORMATION:

PAUL OHLSON

Primary Contact Name

4 LEWIS AVENUE

Primary Contact Address

E-Mail Address

343-0328

Home Phone #

Cell Phone #

Other #

REGRET OHLSON

Secondary Contact Name

343-0328

Home Phone #

Secondary Contact Address

E-Mail Address

Cell Phone #

Other #

EVENT DAY CONTACT INFORMATION:

PAUL OHLSON

Contact Name

343-0328

Home Phone #

Cell Phone #

Other #

Location of your event: AUSTIN PARK

Please provide details of your event: COOKOUT EVERY THURSDAY FROM 5-8 PM

TO INCLUDE LIVE MUSIC, MEAL, 10 MINUTE SERMON - GRILLS ARE
NORMAL HOUSEHOLD GRILLS - HAVE PERMITS FROM HEALTH DEPT.

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

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

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

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

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

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

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

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

TENTS/CANOPIES:

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

Yes ☒ No ☐

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

Yes ☐ No ☐

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

10x10 & 10x20 IF RAINING - ALL POP UP

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

Hold Harmless Agreement

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

1/6/17

Date:

CARE-A-VAN MINISTRIES

Name of Event Sponsor:

PAUL OHLSON

PRESIDENT

Authorized Signature, Title

PAUL OHLSON

Name - Printed or Typed

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

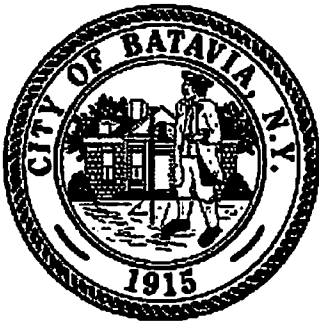
1/6/17

Date:

Signature of Applicant:


Please forward this application to:

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



City of Batavia

To: Honorable City Council

From: Jason Molino, City Manager 

Date: January 19, 2017

Subject: Budget Resolutions that require Public Hearings

Attached are three resolutions introducing the proposed Budget Ordinance, Water Rate changes and Business Improvement District (BID) Plan amendments. All three actions require a public hearing prior to consideration to execution. It is recommended that the Budget Ordinance, Water Rate changes and Business Improvement District (BID) Plan amendments be introduced at the February 14th Business Meeting and the public hearings be conducted at the February 27th Council meeting. Any resolution can be amended prior to the public hearing; however any substantial changes following the public hearing would require another public hearing prior to adoption.

The proposed amendments to the BID plan are not included in the attached resolution, however the extent of the BID plan amendment only includes the decrease of BID assessment from \$120,000 in 2016/2017 to \$57,926 for 2017/2018. The proposed amended BID Plan will be filed in City Clerk's Office no later than February 1st per the General Municipal Law.

It is recommended that all three resolutions be moved to the February 14th meeting so that public hearings can be scheduled for February 27th.

#-2017
**A RESOLUTION INTRODUCING 2017-2018 BUDGET ORDINANCE AND
SCHEDULING A PUBLIC HEARING**

Motion of Councilperson

WHEREAS, the City Manager prepared and submitted to the City Council a Proposed Budget for the 2017-2018 fiscal year on January 9, 2017 pursuant to Section 16.3 of the City Charter, copies of which were received by all members of the City Council and a copy placed on file in the City Clerk's Office; and

WHEREAS, a Public Hearing is required for compliance with the City Charter and the public hearing will be held on February 27, 2017 at 7:00 PM in the Council Board Room of City Hall.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Batavia that the 2017-2018 Budget Ordinance is hereby introduced pursuant to Section 3.13 of the City Charter.

BE IT FURTHER RESOLVED, that the City Council hold a public hearing on said Budget Ordinance in the Council Board Room, Second Floor, One Batavia City Centre, Batavia, New York, at 7:00 PM on Tuesday, February 27, 2017; and

BE IT FURTHER RESOLVED, that the City Clerk publish or cause to be published a public notice in the official newspaper of the City of said public hearing at least five (5) days prior thereto.

**Seconded by Councilperson
and on roll call**

ORDINANCE #001-2017
AN ORDINANCE ADOPTING THE 2017-2018 BUDGET AND DETERMINING THE
AMOUNT OF TAX TO BE LEVIED ON ALL REAL PROPERTY FOR THE 2017-2018
FISCAL YEAR

BE IT ENACTED, by the Council of the City of Batavia, New York:

SECTION 1. The proposed Budget for 2017-2018, submitted by the City Manager pursuant to Sections 16.3, 16.4, and 16.5 of the City Charter on January 9, 2017, setting forth the estimates of revenues and expenditures for the fiscal year 2017-2018 of the various funds of the City of Batavia, namely, General Fund, Water Fund, Sewer Fund, and Workers' Compensation Fund is hereby approved and that the several amounts allowed as estimated expenditures be and are hereby appropriated to the use of the several departments of the City of Batavia for the purpose set forth in each estimate in the proposed budgets for the fiscal year 2017-2018.

SECTION 2. The City Council does hereby finally ascertain, fix, and determine that the entire amount necessary, proper, and legal be raised by tax to defray the expenditures of the City of Batavia for the fiscal year of 2017-2018 is \$5,263,942.

SECTION 3. The sum of \$5,263,942 the entire amounts heretofore ascertained, fixed, and determined as necessary, proper, and legal be raised by tax to defray the expenditures of the City of Batavia for the fiscal year 2017-2018, be and the same is hereby levied on all the real property subject to taxation by the City of Batavia according to valuation upon the assessment roll for the fiscal year 2017-2018.

SECTION 4. The amounts to be raised by taxation as hereby stated for City purposes is hereby a warrant upon the Clerk-Treasurer to spread and extend such levies upon the current assessment tax roll and to collect the same.

SECTION 5. The budget summaries, as filed in the Clerk-Treasurer's Office of the various funds of the City of Batavia, are made a part hereof and are hereby declared to be part of the Ordinance.

SECTION 6. This Ordinance shall become effective April 1, 2017.

Budget Summaries

General Fund

General Fund - Capital Reserves	\$ 271,205.00
City Council	\$ 51,580.00
City Manager	\$ 186,400.00
Finance	\$ 136,665.00
Administrative Services	\$ 333,877.00
Clerk/Treasurer	\$ 147,360.00
City Assessment	\$ 148,835.00
Legal Services	\$ 221,000.00
Personnel	\$ 531,950.00
Engineering	\$ 32,000.00
Elections	\$ 13,885.00
Public Works Administration	\$ 106,060.00
City Facilities	\$ 355,460.00
Information Systems	\$ 118,828.00
General Fund - Contingency	\$ 125,000.00
Police	\$ 4,298,080.00
Fire	\$ 4,091,165.00
Control of Dogs	\$ 1,355.00
Inspection	\$ 376,710.00
Vital Statistics	\$ 19,430.00
Maintenance Administration	\$ 209,664.00
Street Maintenance	\$ 681,174.00
Public Works Garage	\$ 579,839.00
Snow Removal	\$ 654,277.00
Street Lights & Traffic Signals	\$ 282,450.00
Sidewalk Repairs	\$ 52,800.00
Parking Lots	\$ 30,525.00
Community Development	\$ 20,000.00
Economic Development	\$ 125,000.00
Council on Arts	\$ 2,250.00
Parks	\$ 622,570.00
Summer Recreation	\$ 79,970.00
Youth Services	\$ 188,315.00
Historic Preservation	\$ 2,100.00
Community Celebrations	\$ 21,550.00
Planning & Zoning Boards	\$ 3,400.00
Storm Sewer	\$ 259,155.00
Refuse & Recycling	\$ 64,990.00
Street Cleaning	\$ 133,890.00
Medical Insurance	\$ 9,140.00

General Fund - Debt Service/Bonds	\$ 478,476.00
General Fund – BAN	\$.00
Install Pur Debt - Municipal Lease	\$ 33,845.00
Gen. Fund – Debt Srvc-Energy Lease	\$ 77,763.00
General Fund - Transfer/Other Funds	\$ 322,690.00
TOTAL	\$ 16,502,678.00

Water, Wastewater & Workers Comp Funds

PROPOSED 2017/18

Water Administration	\$ 2,460,312.00
Pump Station & Filtration	\$ 1,320,000.00
Water Distribution	\$ 438,320.00
Water Fund – Medical Insurance	\$ 2,290.00
Water Fund Contingency	\$ 15,000.00
Water Fund - Debt Service/Bonds	\$ 26,500.00
Install Pur Debt – Municipal Lease	\$ 4,032.00
Water Fund– Debt Srvc-Energy Lease	\$ 18,558.00
Water Fund – Transfers for Cap Proj	\$.00
Water Fund - Transfer to Other Funds	\$ 243,820.00
Water Fund - Reserve	\$ 102,902.00
Water Fund – Debt Service – BAN	\$ 1,788.00
TOTAL	\$ 4,633,522.00

Wastewater Administration	\$ 371,892.00
Sanitary Sewers	\$ 632,185.00
Wastewater Treatment	\$ 810,180.00
WW Fund Contingency	\$ 15,000.00
WW Fund – Medical Insurance	\$ 470.00
WW Fund – Debt Service/Bonds	\$ 161,938.00
WW Fund – Debt Service/BAN	\$ 36,672.00
WW Fund - Debt Srvc-Energy Lease	\$ 7,699.00
Install Pur Debt – Municipal Lease	\$ 29,028.00
WW Fund – Transfer to Other Funds	\$ 31,880.00
WW Fund – Transfer for Capital Proj	\$.00
WW Fund - Reserve	\$ 680,000.00
TOTAL	\$ 2,776,944.00

Workers' Compensation	\$ 323,390.00
TOTAL	\$ 323,390.00

TOTAL

\$ 24,236,534.00

DRAFT

#-2017

A RESOLUTION INTRODUCING A LOCAL LAW AMENDING SECTION 184-41 (A), (B), (C), AND (O) OF THE BATAVIA MUNICIPAL CODE TO ESTABLISH NEW WATER RATES, METER FEES AND A CAPITAL IMPROVEMENT FEE AND PROVIDING FOR PUBLIC NOTICE AND HEARING

Motion of Councilperson

BE IT RESOLVED, that Local Law No. 2 of the Year 2017 entitled “LOCAL LAW NO. 2 OF THE YEAR 2017 CITY OF BATAVIA TO AMEND §184-41 (A), (B), (C), AND (O) OF THE CODE OF THE CITY OF BATAVIA TO ESTABLISH NEW WATER RATES, METER FEES AND A CAPITAL IMPROVEMENT FEE” be introduced before the City Council of Batavia, New York; and

BE IT FURTHER RESOLVED, that copies of the aforesaid proposed Local Law be laid upon the desk of each member of the City Council by the City Clerk; and

BE IT FURTHER RESOLVED, that the City Council hold a public hearing on said proposed Local Law in the Council Board Room, Second Floor, One Batavia City Centre, Batavia, New York, at 7:00 p.m. on Tuesday, February 27, 2017; and

BE IT FURTHER RESOLVED, that the City Clerk publish or caused to be published a public notice in the official newspaper of the City of Batavia at least three (3) days prior thereto.

**Seconded by Councilperson
and on roll call**

**LOCAL LAW NO. 2 OF THE YEAR 2017
CITY OF BATAVIA**

**A LOCAL LAW TO AMEND §184-41(A), (B), (C), AND (O) OF THE CODE OF THE
CITY OF BATAVIA TO ESTABLISH NEW WATER RATES, METER FEES AND A
CAPITAL IMPROVEMENT FEE**

Be It Enacted by the City Council of the City of Batavia, New York as follows:

Section 1. § 184-41. Water rates.

A. Water Rates

City – Water – Quarterly Schedule

~~\$4.95~~ [\$5.12] per 1,000 gallons

Town Served Directly by the City – Building and Hydrants

~~\$6.35~~ [\$6.57] per 1,000 gallons

B. Bulk rate at water plant fill station: ~~\$6.63~~ [\$6.86] per 1,000 gallons; cards: \$12.50 each.

Section 3. Effective Date

The foregoing amendment shall become effective with the water consumed ~~April 1, 2016~~
~~as billed on and after June 1, 2016~~ [April 1, 2017 as billed on and after June 1, 2017].

C. Quarterly meter service and availability charge for meters:

Type	Size in Inches	Quarterly Fee
Disc	5/8	\$-9.64 [\$9.98]
Disc	3/4	\$12.20 [\$12.52]
Disc	1	\$12.85 [\$13.30]
Disc	1 ½	\$21.84 [\$22.61]
Disc	2	\$30.33 [\$31.39]
Compound	2	\$25.69 [\$26.59]
Compound	3	\$97.71 [\$101.13]
Compound	4	\$155.52 [\$160.96]
Compound	6	\$234.93 [\$243.15]
Turbo	3	\$57.81 [\$59.84]
Turbo	4	\$97.71 [\$101.13]
Fireline	4	\$97.71 [\$101.13]
Fireline	6	\$155.52 [\$160.96]

Fireline	8	\$216.79 [\$224.38]
Fireline	10	\$283.10 [\$293.01]

All of the above meter service charges include the required remote reading encoder systems.

O. Quarterly Capital Improvement fee for meters:

Type	Size in Inches	Quarterly Fee
Disc	5/8	\$4.95 [\$5.45]
Disc	¾	\$6.27 [\$6.90]
Disc	1	\$6.60 [\$7.26]
Disc	1 ½	\$11.22 [\$12.34]
Disc	2	\$15.58 [\$17.13]
Compound	2	\$13.20 [\$14.52]
Compound	3	\$50.19 [\$55.21]
Compound	4	\$79.89 [\$87.88]
Compound	6	\$120.70 [\$132.77]
Turbo	3	\$29.70 [\$32.67]
Turbo	4	\$50.19 [\$55.21]
Fireline	4	\$50.19 [\$55.21]
Fireline	6	\$79.89 [\$87.88]
Fireline	8	\$111.38 [\$122.51]
Fireline	10	\$145.45 [\$159.99]

Deletions designated by ~~strikeout~~
Additions designated as [brackets]

#-2017

**A RESOLUTION TO SCHEDULE A PUBLIC HEARING AND INTRODUCE
PROPOSED LOCAL LAW NO. 3 OF THE YEAR 2017 ENTITLED "AMENDING THE
BUSINESS IMPROVEMENT DISTRICT PLAN"**

Motion of Councilperson

BE IT RESOLVED, that proposed Local Law No. 3 of the year 2017 entitled "LOCAL LAW NO. 3 OF THE YEAR 2017 AMENDING THE BUSINESS IMPROVEMENT DISTRICT PLAN" is introduced before the City Council of the City of Batavia, New York; and

BE IT FURTHER RESOLVED, that copies of the aforesaid proposed Local Law be laid upon the desk of each member of the City Council; and

BE IT FURTHER RESOLVED, that the City Council hold a public hearing on said proposed Local Law at City Hall, One Batavia City Centre, Batavia, New York, at 7:00 p.m. on Monday, February 27, 2017; and

BE IT FURTHER RESOLVED, that the City Clerk publish or cause to be published a public notice in the official newspaper of the City of said public hearing at least ten (10) days prior thereto.

**Seconded by Councilperson and on
roll call**

LOCAL LAW NO. 3 OF THE YEAR 2017

CITY OF BATAVIA

A LOCAL LAW AMENDING THE BUSINESS IMPROVEMENT DISTRICT PLAN

A **LOCAL LAW** amending the Business Improvement District Plan in the City of Batavia in accordance with Article 19-A of the General Municipal Law submitted to the City Clerk on February 1, 2017.

BE IT ENACTED by the City Council of the City of Batavia as follows:

SECTION 1. The Downtown Business Improvement District established by Local Law No. 6 of 1997 adopted on November 24, 1997 and further outlined in Chapter 58 of the Code of the City of Batavia, and was amended by Local Law No. 3 of 2005 adopted on June 27, 2005 to include the Ellicott Street business area and further amended by Local Law No. 3 of 2016 on August 6, 2016, the City Council having found that the amendment of the district plan, herein attached, is in the public interest, that all notice and hearing requirements have been complied with, that all properties within the district will benefit from the amendments and that all property benefited is included in the boundaries of the district.

SECTION 2. The provision of services within the district shall be pursuant to said amended district plan of the Downtown Batavia Business Improvement District (BID). All said services shall be in addition to, and not a substitution for required municipal services provided by the City of Batavia on a city-wide basis.

SECTION 3. To the extent not explicitly provided herein, the provisions set forth in Article 19-A of the General Municipal Law shall govern the operation of the Downtown Batavia Business Improvement District and the Batavia Business Improvement District Management Association. Insofar as the provisions of this Local Law are inconsistent with the provisions of any other Local Law or act, the provisions of this local law shall be controlling.

SECTION 4. Any additional amendments to the BID or the BID Plan shall be made in accordance with the provisions set forth in section 980-i of Article 19-A of the General Municipal Law.


SECTION 5. The invalidity of any word, section, clause, paragraph, sentence, part or provision of this Local Law shall not affect the validity of any other part of this Local Law which can be given effect without such invalid part or parts.



City of Batavia

Memorandum

To: Jason Molino, City Manager

From: Matt Worth, Director of Public Works 

Date: January 17, 2017

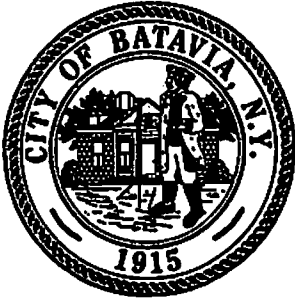
Subject: Dehumidification unit replacement at the Ice Rink

The dehumidification units at the City's ice rink have become un-reliable, and due to their age, replacement parts have become increasingly difficult to find. In collaboration with the City's ice rink operator, we have reviewed several replacement options for long term dehumidification at this facility. Dehumidification is critical to the operation of this facility, especially when the outside temperatures are significantly warmer than the ice temperature inside resulting in extreme condensation and fogging. The bids include options for standard refrigeration style units as well as an alternate for a desiccant style unit which would have a lower operating cost.

Bids have been prepared and advertised, with a bid opening date of February 1st. Once the bids are received they will be evaluated with a recommendation to the City Council for award at the February 14th business meeting.

This project was proposed in the current budget, and utilizes facility reserves from the ice rink account.

Att: Draft Resolution



City of Batavia

Memorandum

To: Jason Molino, City Manager

From: Matt Worth, Director of Public Works *MW*

Date: January 17, 2017

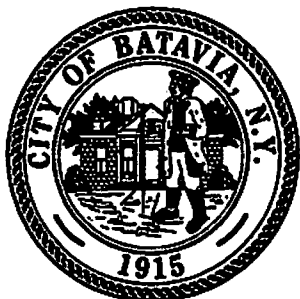
Subject: Pump Station Electric and Control upgrades

This project consists of upgrading several pump stations in the City's sanitary and storm system. Three of the sanitary pump stations (River, West Main, and Naramore) were rebuilt in 1988 and are in need of modern controls which will be consistent with our other sanitary pump stations in the system. The sanitary pump station on Industrial Dr was built in the early 1970's and will have new controls as well as a new electric service installed. The last part of this project is the installation of a new electric service at the Lehigh storm water pump station which was built in the 1950's, but had the controls replaced approximately 5 years ago.

This project is expected to be advertised for bids within the next two weeks, with a bid opening in mid to late February. It is expected that a recommendation for award will be presented to the City Council at the March business meeting for award.

This project was proposed in the current budget, and utilizes facility reserves from wastewater and general fund accounts.

Att: Draft Resolution



City of Batavia

Memorandum

To: Jason Molino, City Manager

From: Matt Worth, Director of Public Works

Date: January 17, 2017

Subject: Gate Replacement and Rail Repairs at Central Pump Station wet well

The Central Pump Station is the final collection point of all wastewater before being pumped up to the Wastewater Treatment Plant. This facility was constructed in 1988 – 1990 and has been in operation 24hrs/day since it was put on-line in July of 1990.

The wet well is a 25 foot deep chamber where all of the wastewater flows into. This chamber is divided into two sections with three pumps in each section. Normal operations allow for the wastewater to flow between the two chambers at a constant level. Slide gates were originally installed to allow for the chambers to be isolated for maintenance purposes, however, these gates have failed due to the materials used, and the corrosive atmosphere in the wet well. In addition, one of the rail systems that allow for the pumps to be removed and installed has had a failure which will require one side to be isolated for the repairs to be made.

Engineering money from the wastewater operations budget has been used to do engineering work to design a new slide gate system, and repair of the damaged rail, along with an inspection of all of the other rail systems. At this time, bid documents have been prepared and are ready to be issued so that we can receive contractor pricing for these repairs.

It is anticipated that formal bids will be opened in February for a formal award resolution to be presented to council for consideration at the February or March Business meeting. Wastewater Facility Reserve funds will be used for this project.


Att: Draft Resoultion



City of Batavia

Memorandum

To: Jason Molino, City Manager

From: Shawn Heubusch, Chief of Police 

Date: January 18, 2017

Subject: 2017 STOP-DWI Award

Copy: Lisa Neary, Deputy Director of Finance

On January 1st, 2017 the City Police were awarded \$24,681 from the Genesee County STOP-DWI program to provide for specialized patrols targeting drug and alcohol impaired driving, the purchase of equipment that will enhance DWI enforcement and training of personnel in specialized DWI enforcement methods.

The City of Batavia will benefit greatly from this STOP- DWI funding by enhancing the Police Department's ability to conduct more specialized enforcement details to target alcohol or drug impaired drivers.

Feel free to call with any questions you may have. Thank you.

Attachments: Grant Award Documents

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

#-2017

**A RESOLUTION TO AMEND THE 2016-2017 POLICE DEPARTMENT BUDGET TO
REFLECT THE RECEIPT OF A STOP-DWI GRANT AMENDMENT IN THE AMOUNT OF
\$24,681 TO ADDRESS THE CRIMES OF DRIVING WHILE INTOXICATED AND/OR
DRIVING WHILE ABILITY IMPAIRED BY DRUGS**

Motion of Councilperson

WHEREAS, the City of Batavia Police Department has received additional grant funding in the amount of \$24,681 from THE GENESEE COUNTY STOP-DWI PROGRAM TO COMBAT IMPAIRED DRIVING BY FUNDING SPECIALIZED PATROL FUNCTIONS, TRAINING AND EQUIPMENT; and

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

NOW THEREFORE, BE IT RESOLVED, by the Council of the City of Batavia that the City Manager be and hereby is authorized to make the following budget amendment to the 2016-2017 budget to cover various initiatives to combat alcohol and drug related traffic offenses:

Effective February 14, 2017, amend the 2016-17 budget:

Increase expenditure accounts

001.3120.0101.1162	\$	18,578.50
001.3120.0802.1162	\$	1,421.50
001.3120.0431.1162	\$	481.00
001.3120.0201.1162	\$	1,500.00
001.3120.0435.1162	\$	2,700.00

Increase revenue accounts

1.1.3389.1162	\$	24,681.00
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**Seconded by Councilperson
and on roll call**



L. Matthew Landers
Coordinator

**WORKING AGREEMENT
BATAVIA CITY POLICE DEPARTMENT**

The Genesee County Special Traffic Options Program for Driving While Intoxicated (STOP-DWI) Program was established in 1982 for the purpose of developing a comprehensive county-wide program to combat drunk driving. A major function of this STOP-DWI Program is to coordinate the activities of the participating agencies in this effort, and to analyze their performance in accordance with the STOP-DWI philosophy and the New York State Department of Motor Vehicles Rules and Regulations.

The following is a cooperative agreement between Genesee County STOP-DWI Program and Batavia City Police Department. It will outline reporting procedures to be followed by Batavia City Police Department.

- 1) A monthly report and voucher for reimbursement for services are due by the 10th of each month. (i.e. January 2017, report/voucher due date is February 10, 2017) If no activity has occurred, such should be indicated on the report form.
- 2) Funds have been allocated in the amount of \$24,681 for the Law Enforcement component of the budget.

Enforcement Nights	\$20,000
Training	\$ 2,700
Equipment/Supplies	\$ 481
Calibrations/Repairs	\$ 1,500
- 3) The STOP-DWI Program will provide monthly forms for vouchering and reporting STOP-DWI related activities. Reimbursement will be limited to those services or materials delineated in the approved 2017 STOP-DWI Plan.
- 4) Program evaluations will be conducted by the STOP-DWI Coordinator in a manner mutually agreeable between the Agency and the Coordinator to ascertain program effectiveness in combating the drinking driver problem.
- 5) The duration of this working agreement will be from January 1, 2017 through December 31, 2017.

6) The STOP-DWI Program reserves the right to reject (partially or fully) any claims for reimbursement for the following reasons:

- a) Insufficient funds available to the STOP-DWI Program.
- b) The expenditures are not in the program's established budget.
- c) Report forms are more than 90 days in arrears.



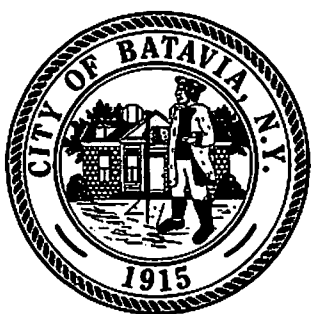
Chief Shawn Heubusch
Batavia City Police Department

1/5/17
Date



L. Matthew Landers
STOP-DWI Coordinator


1/5/17
Date



City of Batavia

Memorandum

To: Jason Molino, City Manager

From: Shawn Heubusch, Police Chief 

Date: 12/20/2016

Subject: NYS Division of Homeland Security and Emergency Services Grant

On June 1, 2016 the City Police were awarded \$2,945.00 from the NYS Division of Homeland Security and Emergency Services for Operation Safeguard – Red Team Exercise CTZ10.

Counter Terrorism Zone (CTZ) 10, encompassing Genesee, Orleans, and Wyoming Counties, conducted a Red Team Exercise from June 6-10, 2016. The exercise tested twenty-five (25) locations to evaluate the effectiveness of New York State's suspicious activity reporting programs, and further enhance the relationship between law enforcement, private sector businesses, and the general public.

The funding received will be used to cover personnel expenses incurred during the grant period by the City of Batavia Police Department personnel.

Feel free to call with any questions you may have. Thank you.

Cc: Lisa Neary, Deputy Director of Finance

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

-2017

**A RESOLUTION TO AMEND THE 2016-2017 POLICE DEPARTMENT BUDGET TO
REFLECT THE RECEIPT OF A NYS DIVISION OF HOMELAND SECURITY AND
EMERGENCY SERVICES GRANT**

Motion of Councilperson

WHEREAS, the City of Batavia Police Department has received a grant in the amount of \$2,945 from the New York State Division of Homeland Security and Emergency Services to participate in Operation Safeguard Program – Red Team Exercise Counter Terrorism Zone (CTZ) 10. The exercise tested twenty-five (25) locations to evaluate the effectiveness of New York State’s suspicious activity reporting programs, and further enhance the relationship between law enforcement, private sector businesses, and the general public; and

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

NOW THEREFORE, BE IT RESOLVED, by the Council of the City of Batavia that the City Manager be and hereby is authorized to make the following budget amendment to the 2016-2017 budget effective February 14, 2017 to cover personnel expenses incurred during Red Team Exercise CTZ 10:

Increase expenditure accounts:

001.3120.0101.XXXX	\$	2,735.00
001.3120.0802.XXXX	\$	210.00

Increase revenue accounts:

001.0001.3389.XXXX	\$	2,945.00
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Seconded by Councilperson

and on roll call