

## BATAVIA CITY COUNCIL BUSINESS MEETING

City Hall - Council Board Room  
One Batavia City Centre  
March 11, 2024 at 7:00 p.m.

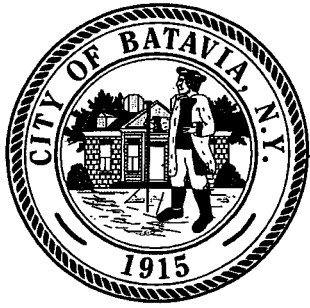
### AGENDA

- I. Call to Order
- II. Invocation – Councilmember Briggs
- III. Pledge of Allegiance
- IV. Public Comments
- V. Council Response to Public Comments
- VI. Communications
  - a. Eli Fish Relay Race & Patio Party - 3/23/2024
  - b. Kiwanis Easter Egg Hunt - 3/30/2024
  - c. All Babies Cherished - 6/1/2024
- VII. Council President Report
  - a. Announcement of the next City Council Meeting to be held on Monday, March 25<sup>th</sup>, 2024 at 7:00 p.m. at the City Hall Council Board Room, 2<sup>nd</sup> Floor, City Centre
- VIII. Approval of January 2024 Financials
- IX. Approval of February 2024 Minutes
- X. Assignment of Agenda Items
- XI. City Attorney’s Report
- XII. City Manager’s Report
- XIII. Unfinished Business
- XIV. New Business
  - #21-2024 A Resolution To Establish And Update Current Capital Projects And Transfer Funds For Capital Project Budgets
  - #22-2024 A Resolution Adopting The City Of Batavia Strategic Plan For Fiscal Years 24/25

- #23-2024 A Resolution Appointing Ryan Duffy To The City Historian Position
- #24-2024 A Resolution To Adopt 2024-2025 Budget Ordinance
- #25-2024 A Resolution Adopting Local Law No. 1 Of The Year 2024 To Amend Section 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
- #26-2024 A Resolution Authorizing The Adoption Of An Investment Policy For The City Of Batavia, New York
- #27-2024 A Resolution Transferring \$6,200 To The Parking Lot Capital Reserve Fund
- #28-2024 A Resolution Transferring \$7,110.31 From The Employee Benefit Accrued Liability Reserve And To Amend The Budget
- #29-2024 A Resolution Authorizing The Adoption Of A Purchasing Manual For The City Of Batavia, New York
- #30-2024 A Resolution To Declare Police Department Equipment Surplus For The Purpose Of Disposal – Ammunition
- #31-2024 A Resolution To Declare Police Department Equipment Surplus For The Purpose Of Disposal – Vehicles
- #32-2024 A Resolution To Amend The 2023-2024 Police Department Budget To Reflect The Receipt Of Additional STOP-DWI Grant Funds In The Amount Of \$12,550 To Address The Crimes Of Driving While Intoxicated And/Or Driving While Ability Impaired By Drugs
- #33-2024 A Resolution To Amend The 2023-24 Police Department Budget To Reflect The Receipt Of A NYS Division Of Homeland Security And Emergency Services Grant
- #34-2024 A Resolution To Submit An Application For The 2023 Assistance Firefighters Grant Program
- #35-2024 A Resolution To Approve The Healthcare And Mental Hygiene Worker Bonus Program And Amend The 2023/2024 City Budget
- #36-2024 A Resolution For The City Of Batavia To Become A Pro-Housing Community
- #37-2024 A Resolution Appointing A Prohousing Officer
- #38-2024 A Resolution To Accept The Drinking Water Source Protection Program Technical Assistance

- #39-2024 A Resolution To Update And Use Reserves For Current Water Plant Improvement Capital Project
- #40-2024 A Resolution To Declare Bureau Of Maintenance Equipment Surplus For The Purpose Of Disposal
- #41-2024 A Resolution To Accept A Grant Award And Enter Into An Agreement With The New York State Office Of Parks, Recreation And Historic Preservation And Amend The 2023-2024 City Of Batavia Budget
- #42-2024 A Resolution Authorizing General Obligation Bonds Or Bond Anticipation Notes Of The City Of Batavia, Genesee County, New York, To Finance The Conversion To And Acquisition Of A Led Street Lighting System, The Expenditure Of Sums For Such Purpose, And Determining Other Matters In Connection Therewith

- XV. Executive Session.....Employment Matters
- XVI. Adjournment



# City of Batavia

## **MEMORANDUM**

**To:** Rachael Tabelski, City Manager  
**From:** Heidi J. Parker, Clerk-Treasurer  
**Date:** 3/5/24  
**Subject:** **Event Summary**

Below please find the summary for the events to be reviewed by City Council on March 11, 2024:

**Eli Fish – Relay Foot Race & Patio Party – 3/23/24**

Application pending upon department approval prior to the event.

**Kiwanis Easter Egg Hunt – 3/30/24**

There were no costs from the departments.

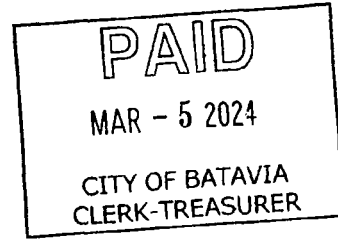
**All Babies Cherished 5K Run – 6/1/24**

Estimated cost from the police department is \$560.00. There are no costs from the other departments.

**\*\*NOTE** – Event sponsors are responsible for costs that may be incurred because of their event and have been made aware of estimated costs, if any. For final approval, all applicants must submit a certificate of liability insurance to the Clerk’s Office prior to the event date.



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



Official Use Only:

2024-17  
Event Application #

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

Event Sponsor Eli Fish Brewing Company

Type of Event Relay Foot Race & Patio Party

Day and Date of Event Saturday, March 23, 2024

Time of Event (don't include set up time here – just actual event time) 3pm - 10 pm

Location of Event Jackson Square

Details of Event (be as specific as possible!) \_\_\_\_\_

Anniversary Party including outdoor beer trailer, live DJ, and relay race around the square.

Full description of event attached.

**Contact Information:**

Primary contact:  
Name Kaeli LaFrance  
Phone # (518) 651-0920  
Mailing address 109 Main Street, Batavia, NY  
E-mail address kaeli@elifishbrewing.com

Secondary contact:  
Matt Gray  
(919) 889-3371  
109 Main St  
zarley21@gmail.com

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

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? Sydney Carli

Is the Sponsor requesting waiver of the Open Container law per §34-7 of the City Code? Yes  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: Saturday, March 23, 2024 Set up time: 2 pm

Tear down date: Sunday, March 24, 2024 Tear down time: 10 am

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

Date: 3/23/24 Start time: 2 pm End time: 10 pm

Estimated crowd size: 80-100 # of Vendors/Displays \_\_\_\_\_

**WILL THE EVENT INCLUDE:**

- Block Party: Yes  No  (MAP OF STREET CLOSURE MUST BE ATTACHED)
- 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

Eli Fish Brewing Co  
Name of Company Providing Above

Eli Fish Brewing Co  
Company Contact/Representative

(585)343-0008  
Phone #

109 Main St.

Address Street

Batavia  
City

14020  
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  \*see Special Events Inspection list for compliance\*

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

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

**TENTS/CANOPIES/POP-UPS: See appendices for compliance checklist – all tents will be inspected \*\***

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

**NOTE** – Appropriate anchoring is required for all tents, canopies, and pop-up structures

Please list size(s) of Tents/Canopies or other temporary structures erected\* \_\_\_\_\_  
five 10x10 canopies tents \_\_\_\_\_

**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: Race around the block

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

Center Street	Main Street	&	Ellicott Street
<small>Street to be closed</small>		<small>Cross Streets</small>	
Jackson Street	Main Street	&	Ellicott Street
<small>Street to be closed</small>		<small>Cross Streets</small>	
School Street	Center Street	&	Jackson Street
<small>Street to be closed</small>		<small>Cross Streets</small>	
		&	
<small>Street to be closed</small>		<small>Cross Streets</small>	

Will street barricades be requested from the City? Yes  No  How Many? 4

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)*

Block parties must allow local traffic and driveways cannot be blocked. Initial here: KL (if hosting block party)

**POLICE**

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

If yes, what type of request? Traffic control  Security  Community Policing   
Other : Specify \_\_\_\_\_

**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. Additional operational costs of the City, as determined by City Departments, must be paid by the event sponsor at the conclusion of the event. The application fee is due at time of submission and is non-refundable.
11. Vendor/participants must also follow all inspection/temporary structure rules found in the appendices (pg 6-7)
12. For block parties, sponsors must notify all affected neighbors and local traffic/driveway access must be maintained.
13. 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**

Eli Fish Brewing Company, 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 Eli Fish Brewing Company (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.

3/5/24  
Date

Eli Fish Brewing Company  
Name of Event Sponsor

Kaeli LaFrance  
Authorized Signature, Title

Kaeli LaFrance  
Name - Printed or Typed

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

3/5/24  
Date

Kaeli LaFrance  
Signature of Applicant

**Please forward this application to:**

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



**SPECIAL EVENT APPLICATION  
DEPARTMENT APPROVAL SUMMARY**

**FOR OFFICIAL CITY USE ONLY**

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

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

**Event Application #:** \_\_\_\_\_

**Department:** \_\_\_\_\_  
*List Department Name Here*

**Department Approval**

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

**Department Cost Estimate:** \_\_\_\_\_  
*If applicable*

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

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

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**Submitted By:** \_\_\_\_\_ Name / Title Date Submitted

Appendices

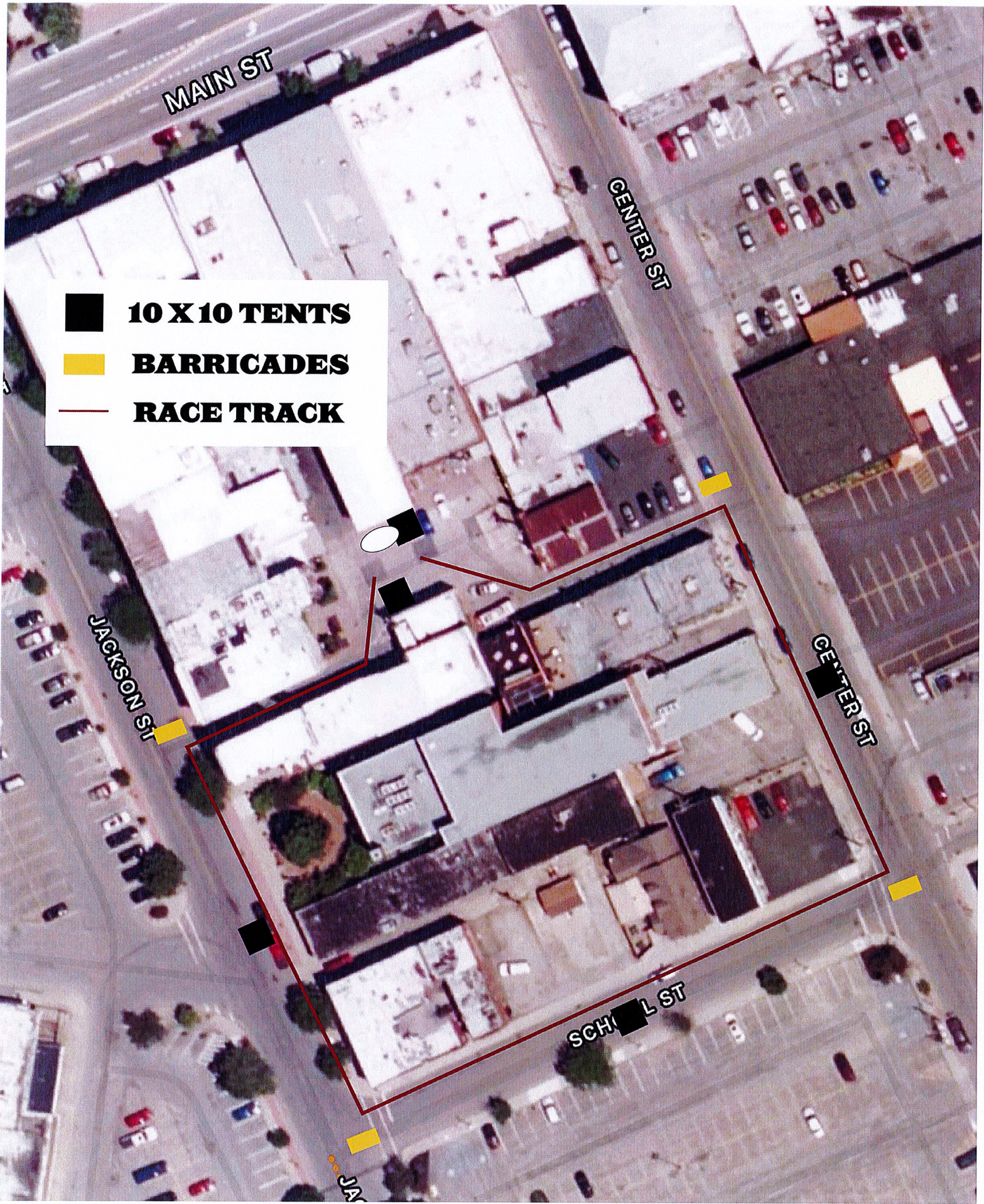
SPECIAL EVENTS INSPECTION			
YES	Item to verify	NO	Corrective action
	Extension cords plugged into approved electrical boxes?		Do not use unless cords plugged direct
	Generator in use 20 feet from any structure?		Do not use generator unless moved to safe area
	Generator has appropriate extinguisher available		Do not use unless extinguisher present
	Generator grounded?		Do not use unless grounded
	Inflatable secured to ground?		Do not use unless secured
	Inflatable rods covered?		Do not use unless rods are covered for safety
	Propane tanks secured?		Do not use unless secured
	Outside cooking has appropriate extinguisher?		Do not use unless extinguisher present
	Fireworks display 75 feet from any structure?		Do not light unless in approved location
	Fireworks display has proper extinguishers?		Do not light unless extinguisher is present
	Does cooking under tent meet the safety standard?		Do not cook unless tent is rated for fire resistance or cooking outside tent
	Are Easy up tents properly roped, braced or anchored to withstand elements of weather and collapse?		Do not occupy until proper securing is approved by inspector
	Does Easy up tent have permanent label ID of size and fabric?		Tent not to be used without proper label
	Outdoor cooking that produces sparks or grease laden vapors?		Shall be outside of tents unless tent is fire rated and extinguishers or hood present
	Does the venue have a crowd of 250 people or more?		Must have crowd managers trained as approved by inspector

TEMPORARY STRUCTURE SETUP AND DAILY CHECKLIST (tent and membrane structures)			
YES	Item to Verify	NO	Corrective Action
	Is structure at least 20 feet from any property lines?		Do not occupy or use structure. Structure needs to be relocated a minimum of 20 feet from any property lines.
	Is structure within 20 feet of any building?		Do not occupy or use structure. Structure needs to be relocated a minimum of 20 feet from any building.
	Is structure within 20 feet of another structure?		Evaluate all structures within 20 feet of each other as a single structure meeting all applicable requirements.
	Is structure within 20 feet of parking?		Restrict parking or relocate structure at least 20 feet from parking.
	Is structure within 20 feet of any internal combustion engines?		Do not use internal combustion engine until relocated at least 20 feet from structure.
	Are "No Smoking" signs posted inside and outside?		Do not occupy or use structure unless no smoking signs are posted and enforced.
	Are fireworks and unapproved open flames prohibited inside and outside the structure?		Do not occupy or use structure unless fireworks and all unapproved open flames are prohibited in the structure and within 20 feet of exterior of structure.
	Are all points in the structure within 100 feet of an exit?		Do not occupy or use structure unless sufficient nearby exits are provided.
	Ensure "Exit" signs are posted and clearly visible.		Do not occupy or use structure unless required "Exit" signs are provided.
	Ensure "Exit" signs are illuminated.		Do not use or occupy structure unless illuminated exits are provided.
	Ensure that exit signs have either two separate circuits or two sources of power depending on occupant load.		Do not use or occupy structure until a minimum of two circuits or sources of power are provided as required. Typically this is accomplished through the use of AC Powered Exit signs with internal battery backup.
	Are exits open and uncovered?		Do not occupy or use structure unless all required exits are functional.
	Are all aisles at least 44 inches wide? Do aisles increase in width where required?		Do not occupy or use structure unless proper aisle widths are maintained.
	Is the Occupant Load posted appropriately?		Do not occupy or use structure unless the correct occupant load is posted appropriately.
	Ensure emergency lighting is provided.		Do not use or occupy structure unless emergency lighting is provided.
	Is a label permanently affixed to the structure bearing the identification of size and material type?		Do not use or occupy structure unless label is present.
	2A:10BC Fire extinguishers are provided (see information packet for minimum number required).		Do not use or occupy structure until sufficient, properly sized, fire extinguishers are provided.
	At least one 4OBC rated fire extinguisher shall be provided for each kitchen, mess hall, power generator, or transformer and at locations where flammable or combustible liquids are used, stored, or dispensed.		Do not use or operate any of these hazards unless appropriate fire extinguishers are provided as described in Temporary Membrane Structures, Tents and Canopies document and applicable codes.
	Weeds and other combustible vegetation shall be removed from within 30 feet of the structure area.		Do not use or occupy the structure unless combustible vegetation has been removed from the specified area.
	The floor surface inside, including the grounds adjacent to or within 30 feet outside of temporary tents, canopies, and membrane structures, shall be kept free of combustible waste.		Do not use or occupy the structure unless combustible waste is removed or stored in proper containers.
	Such waste shall be stored in approved containers until removed from the premises.		Do not use or occupy the structure unless trash containers have been emptied from the previous day.
	Outdoor cooking that produces sparks or grease-laden vapors. Must be outside tent.		Do not use cooking source under tent
	Is tent secure		20 lbs per leg or tent stakes
Inspection performed by:		Date:	

6th Anniversary Party & The Great Fish Race  
Eli Fish Brewing Company  
Saturday, March 23rd, 2024, 4:00 pm - 10:00 pm

Celebrating our 6th year Anniversary, would like to have a Patio Party in Jackson Square & Relay Race around the half block through School St. We will sell 3-4 of our draft beers from our properly cooled beer trailer and have a DJ playing on our patio, using our outlets on the patio. The DJ starts at 3 pm on the patio and the relay race will begin at 4 pm and end within 2 hours of beginning, after which the DJ will continue playing. Max sixteen teams consisting of four members will compete in a five heat relay race, 4 teams competing in each heat with the winners of each competing in the fifth for the grand prize. Instead of a baton, each team will be passing off a big frozen fish at each relay point. We will have four frozen fish, each of which will be kept in a proper cooler for "freshness", although no one will be consuming these fish after the race. The race track starts in Jackson Square, then out to Jackson St, onto School St, onto Center St, and then ends in Jackson Square (indicated on map). Our race will only require about halfway in-between the yellow lines and sidewalk (indicated on map). We have volunteers scheduled to man each barricade (indicated on map) and ensure any traffic or emergency vehicles are allowed to safely pass while keeping the runners safe. We will also set up three 10x10 canopy tents at each relay point (indicated on map) where volunteers will make sure runners are following rules & regulations. After the race is complete will have the DJ playing on our patio and people listening and buying beer from the trailer in Jackson Square. After the race concludes our volunteers will promptly pick up all of our equipment, and clean up any trash left around the block and in the square (same as after the DJ concludes). Coordinators will be back in Jackson Square at 9:30 am Sunday morning for ensured cleanliness.

Important Note: We will only need to barricade part of the street from 4 pm - 6 pm during the race.



MAIN ST

CENTER ST

CENTER ST

JACKSON ST

SCHOOL ST

JACKSON ST

- 10 X 10 TENTS
- BARRICADES
- RACE TRACK



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

**PAID**  
FEB 23 2024  
CITY OF BATAVIA  
CLERK-TREASURER

Official Use Only:

2024-15

Event Application #:

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

Event Sponsor Kiwanis Club of Batavia

Type of Event Easter Egg Hunt

Day and Date of Event March 30, 2024

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

Location of Event Centennial Park

Details of Event (be as specific as possible!) Kiwanis club will put out approximately

4,000 Easter eggs starting at 7am. Approx 300 kids broken into 3  
age groups will wait for the sun at 9am to collect eggs

**Contact Information:**

Primary contact:

Name Matt Landers

Phone # (585) 409-8789

Mailing address S Altman Drive

E-mail address mlanders@yahoo.com

Secondary contact:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\* 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? \_\_\_\_\_

Is the Sponsor requesting waiver of the Open Container law per §34-7 of the City Code? Yes  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: 3/30/24 Set up time: 7 am

Tear down date: 3/30/24 Tear down time: 10 am

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

Date: 3/30/24 Start time: 9 am End time: 9:30 am

Estimated crowd size: 300-500 # of Vendors/Displays 0

**WILL THE EVENT INCLUDE:**

- Block Party: Yes  No  (MAP OF STREET CLOSURE MUST BE ATTACHED)
- 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  *\*see Special Events Inspection ✓ list for compliance\**

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

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

**TENTS/CANOPIES/POP-UPS: See appendices for compliance checklist – all tents will be inspected \*\***

Will Tents/Canopies or other membrane structures be erected at event? *if raining lower* Yes  No   
Will a bounce house or other air supported structures be erected at event? Yes  No

**NOTE** – Appropriate anchoring is required for all tents, canopies, and pop-up structures

Please list size(s) of Tents/Canopies or other temporary structures erected\* 10x10 pop-up 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: \_\_\_\_\_

**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)*

**Block parties must allow local traffic and driveways cannot be blocked. Initial here: \_\_\_\_\_** (if hosting block party)

**POLICE**

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

If yes, what type of request? Traffic control  Security  Community Policing   
Other : Specify \_\_\_\_\_

**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. Additional operational costs of the City, as determined by City Departments, must be paid by the event sponsor at the conclusion of the event. The application fee is due at time of submission and is non-refundable.
11. Vendor/participants must also follow all inspection/temporary structure rules found in the appendices (pg 6-7)
12. For block parties, sponsors must notify all affected neighbors and local traffic/driveway access must be maintained.
13. 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**

Kiwanis Club of Batavia 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 Kiwanis Club of Batavia (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.

2/11/24  
Date:

Kiwanis Club of Batavia  
Name of Event Sponsor:

[Signature] / Post President  
Authorized Signature, Title

L. Matthew Landers  
Name - Printed or Typed

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

2/11/24  
Date:

[Signature]  
Signature of Applicant

**Please forward this application to:**

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

**SPECIAL EVENT APPLICATION  
DEPARTMENT APPROVAL SUMMARY**

**FOR OFFICIAL CITY USE ONLY**

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

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

**Event Application #:** \_\_\_\_\_

**Department:** \_\_\_\_\_  
*List Department Name Here*

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

**Department Cost Estimate:** \_\_\_\_\_  
*If applicable*

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

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

**Submitted By:** \_\_\_\_\_  
*Name / Title* *Date Submitted*

Appendices

SPECIAL EVENTS INSPECTION			
YES	Item to verify	NO	Corrective action
	Extension cords plugged into approved electrical boxes?		Do not use unless cords plugged direct
	Generator in use 20 feet from any structure?		Do not use generator unless moved to safe area
	Generator has appropriate extinguisher available		Do not use unless extinguisher present
	Generator grounded?		Do not use unless grounded
	Inflatable secured to ground?		Do not use unless secured
	Inflatable rods covered?		Do not use unless rods are covered for safety
	Propane tanks secured?		Do not use unless secured
	Outside cooking has appropriate extinguisher?		Do not use unless extinguisher present
	Fireworks display 75 feet from any structure?		Do not light unless in approved location
	Fireworks display has proper extinguishers?		Do not light unless extinguisher is present
	Does cooking under tent meet the safety standard?		Do not cook unless tent is rated for fire resistance or cooking outside tent
	Are Easy up tents properly roped, braced or anchored to withstand elements of weather and collapse?		Do not occupy until proper securing is approved by inspector
	Does Easy up tent have permanent label ID of size and fabric?		Tent not to be used without proper label
	Outdoor cooking that produces sparks or grease laden vapors?		Shall be outside of tents unless tent is fire rated and extinguishers or hood present
	Does the venue have a crowd of 250 people or more?		Must have crowd managers trained as approved by inspector

TEMPORARY STRUCTURE SETUP AND DAILY CHECKLIST (tent and membrane structures)			
YES	Item to Verify	NO	Corrective Action
	Is structure at least 20 feet from any property lines?		Do not occupy or use structure. Structure needs to be relocated a minimum of 20 feet from any property lines.
	Is structure within 20 feet of any building?		Do not occupy or use structure. Structure needs to be relocated a minimum of 20 feet from any building.
	Is structure within 20 feet of another structure?		Evaluate all structures within 20 feet of each other as a single structure meeting all applicable requirements.
	Is structure within 20 feet of parking?		Restrict parking or relocate structure at least 20 feet from parking.
	Is structure within 20 feet of any internal combustion engines?		Do not use internal combustion engine until relocated at least 20 feet from structure.
	Are "No Smoking" signs posted inside and outside?		Do not occupy or use structure unless no smoking signs are posted and enforced.
	Are fireworks and unapproved open flames prohibited inside and outside the structure?		Do not occupy or use structure unless fireworks and all unapproved open flames are prohibited in the structure and within 20 feet of exterior of structure.
	Are all points in the structure within 100 feet of an exit?		Do not occupy or use structure unless sufficient nearby exits are provided.
	Ensure "Exit" signs are posted and clearly visible.		Do not occupy or use structure unless required "Exit" signs are provided.
	Ensure "Exit" signs are illuminated.		Do not use or occupy structure unless illuminated exits are provided.
	Ensure that exit signs have either two separate circuits or two sources of power depending on occupant load.		Do not use or occupy structure until a minimum of two circuits or sources of power are provided as required. Typically this is accomplished through the use of AC Powered Exit signs with internal battery backup.
	Are exits open and uncovered?		Do not occupy or use structure unless all required exits are functional.
	Are all aisles at least 44 inches wide? Do aisles increase in width where required?		Do not occupy or use structure unless proper aisle widths are maintained.
	Is the Occupant Load posted appropriately?		Do not occupy or use structure unless the correct occupant load is posted appropriately.
	Ensure emergency lighting is provided.		Do not use or occupy structure unless emergency lighting is provided.
	Is a label permanently affixed to the structure bearing the identification of size and material type?		Do not use or occupy structure unless label is present.
	2A:10BC Fire extinguishers are provided (see information packet for minimum number required).		Do not use or occupy structure until sufficient, properly sized, fire extinguishers are provided.
	At least one 4OBC rated fire extinguisher shall be provided for each kitchen, mess hall, power generator, or transformer and at locations where flammable or combustible liquids are used, stored, or dispensed.		Do not use or operate any of these hazards unless appropriate fire extinguishers are provided as described in Temporary Membrane Structures, Tents and Canopies document and applicable codes.
	Weeds and other combustible vegetation shall be removed from within 30 feet of the structure area.		Do not use or occupy the structure unless combustible vegetation has been removed from the specified area.
	The floor surface inside, including the grounds adjacent to or within 30 feet outside of temporary tents, canopies, and membrane structures, shall be kept free of combustible waste.		Do not use or occupy the structure unless combustible waste is removed or stored in proper containers.
	Such waste shall be stored in approved containers until removed from the premises.		Do not use or occupy the structure unless trash containers have been emptied from the previous day.
	Outdoor cooking that produces sparks or grease-laden vapors. Must be outside tent.		Do not use cooking source under tent
	Is tent secure		20 lbs per leg or tent stakes
Inspection performed by:		Date:	



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

**PAID**  
FEB - 6 2024  
CITY OF BATAVIA  
CLERK-TREASURER

Official Use Only:

2024-10

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

Day and Date of Event June 1, 2024 - Saturday

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

Location of Event 350 Bank Street

Details of Event (be as specific as possible!) 5K Run (map included) Vine St. / Evergreen / Spruce / North St. / Narramore Dr. / East Ave. / Ross St. / North St. / Bank St.

**Contact Information:**

Primary contact:  
Name Sue Sherman  
Phone # 356-2583  
Mailing address 445 Ellicott St, Batavia  
E-mail address Sueabcherished@gmail.com

Secondary contact:  
Richard Dunn  
297-0371  
226 State St, Batavia  
richarddunn226@gmail.com

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

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

Type of alcoholic beverage to be served: Liquor  Wine  Beer

Will you be providing alcohol to your group? Yes  No

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

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

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

Is the Sponsor requesting waiver of the Open Container law per §34-7 of the City Code? Yes  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: 6/1/24 Set up time: 07:00

Tear down date: 6/1/24 Tear down time: 12:00

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

Date: 6/1/24 Start time: 07:00 End time: 12:00

Estimated crowd size: 100 # of Vendors/Displays 0

**WILL THE EVENT INCLUDE:**

- Block Party: Yes  No  (MAP OF STREET CLOSURE MUST BE ATTACHED)
- 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  \*see Special Events Inspection ✓ list for compliance\*

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

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

Portable for Computer / Timing Equipment

**TENTS/CANOPIES/POP-UPS: See appendices for compliance checklist – all tents will be inspected \*\***

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

**NOTE** – Appropriate anchoring is required for all tents, canopies, and pop-up structures

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: Police presence to  
pause traffic while runners pass

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

\_\_\_\_\_  
Street to be closed & \_\_\_\_\_  
Cross Streets  
\_\_\_\_\_  
Street to be closed & \_\_\_\_\_  
Cross Streets  
\_\_\_\_\_  
Street to be closed & \_\_\_\_\_  
Cross Streets  
\_\_\_\_\_  
Street to be closed & \_\_\_\_\_  
Cross Streets

Will street barricades be requested from the City? Yes  No  How Many? \_\_\_\_\_

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

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

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

NO

Block parties must allow local traffic and driveways cannot be blocked. Initial here: \_\_\_\_\_ (if hosting block party)

**POLICE**

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

If yes, what type of request? Traffic control  Security  Community Policing   
Other : Specify \_\_\_\_\_

**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
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11. Vendor/participants must also follow all inspection/temporary structure rules found in the appendices (pg 6-7)
12. For block parties, sponsors must notify all affected neighbors and local traffic/driveway access must be maintained.
13. 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**

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 ABC (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.

2/6/24  
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.

2/6/24  
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**



**SPECIAL EVENT APPLICATION  
DEPARTMENT APPROVAL SUMMARY**

**FOR OFFICIAL CITY USE ONLY**

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

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

**Event Application #:** \_\_\_\_\_

**Department:** \_\_\_\_\_  
*List Department Name Here*

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

**Department Cost Estimate:** \_\_\_\_\_  
*If applicable*

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

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

**Submitted By:** \_\_\_\_\_ Name / Title Date Submitted

Appendices

SPECIAL EVENTS INSPECTION			
YES	Item to verify	NO	Corrective action
	Extension cords plugged into approved electrical boxes?		Do not use unless cords plugged direct
	Generator in use 20 feet from any structure?		Do not use generator unless moved to safe area
	Generator has appropriate extinguisher available		Do not use unless extinguisher present
	Generator grounded?		Do not use unless grounded
	Inflatable secured to ground?		Do not use unless secured
	Inflatable rods covered?		Do not use unless rods are covered for safety
	Propane tanks secured?		Do not use unless secured
	Outside cooking has appropriate extinguisher?		Do not use unless extinguisher present
	Fireworks display 75 feet from any structure?		Do not light unless in approved location
	Fireworks display has proper extinguishers?		Do not light unless extinguisher is present
	Does cooking under tent meet the safety standard?		Do not cook unless tent is rated for fire resistance or cooking outside tent
	Are Easy up tents properly roped, braced or anchored to withstand elements of weather and collapse?		Do not occupy until proper securing is approved by inspector
	Does Easy up tent have permanent label ID of size and fabric?		Tent not to be used without proper label
	Outdoor cooking that produces sparks or grease laden vapors?		Shall be outside of tents unless tent is fire rated and extinguishers or hood present
	Does the venue have a crowd of 250 people or more?		Must have crowd managers trained as approved by inspector

**TEMPORARY STRUCTURE SETUP AND DAILY CHECKLIST (tent and membrane structures)**

YES	Item to Verify	NO	Corrective Action
	Is structure at least 20 feet from any property lines?		Do not occupy or use structure. Structure needs to be relocated a minimum of 20 feet from any property lines.
	Is structure within 20 feet of any building?		Do not occupy or use structure. Structure needs to be relocated a minimum of 20 feet from any building.
	Is structure within 20 feet of another structure?		Evaluate all structures within 20 feet of each other as a single structure meeting all applicable requirements.
	Is structure within 20 feet of parking?		Restrict parking or relocate structure at least 20 feet from parking.
	Is structure within 20 feet of any internal combustion engines?		Do not use internal combustion engine until relocated at least 20 feet from structure.
	Are "No Smoking" signs posted inside and outside?		Do not occupy or use structure unless no smoking signs are posted and enforced.
	Are fireworks and unapproved open flames prohibited inside and outside the structure?		Do not occupy or use structure unless fireworks and all unapproved open flames are prohibited in the structure and within 20 feet of exterior of structure.
	Are all points in the structure within 100 feet of an exit?		Do not occupy or use structure unless sufficient nearby exits are provided.
	Ensure "Exit" signs are posted and clearly visible.		Do not occupy or use structure unless required "Exit" signs are provided.
	Ensure "Exit" signs are illuminated.		Do not use or occupy structure unless illuminated exits are provided.
	Ensure that exit signs have either two separate circuits or two sources of power depending on occupant load.		Do not use or occupy structure until a minimum of two circuits or sources of power are provided as required. Typically this is accomplished through the use of AC Powered Exit signs with internal battery backup.
	Are exits open and uncovered?		Do not occupy or use structure unless all required exits are functional.
	Are all aisles at least 44 inches wide? Do aisles increase in width where required?		Do not occupy or use structure unless proper aisle widths are maintained.
	Is the Occupant Load posted appropriately?		Do not occupy or use structure unless the correct occupant load is posted appropriately.
	Ensure emergency lighting is provided.		Do not use or occupy structure unless emergency lighting is provided.
	Is a label permanently affixed to the structure bearing the identification of size and material type?		Do not use or occupy structure unless label is present.
	2A:10BC Fire extinguishers are provided (see information packet for minimum number required).		Do not use or occupy structure until sufficient, properly sized, fire extinguishers are provided.
	At least one 4OBC rated fire extinguisher shall be provided for each kitchen, mess hall, power generator, or transformer and at locations where flammable or combustible liquids are used, stored, or dispensed.		Do not use or operate any of these hazards unless appropriate fire extinguishers are provided as described in Temporary Membrane Structures, Tents and Canopies document and applicable codes.
	Weeds and other combustible vegetation shall be removed from within 30 feet of the structure area.		Do not use or occupy the structure unless combustible vegetation has been removed from the specified area.
	The floor surface inside, including the grounds adjacent to or within 30 feet outside of temporary tents, canopies, and membrane structures, shall be kept free of combustible waste.		Do not use or occupy the structure unless combustible waste is removed or stored in proper containers.
	Such waste shall be stored in approved containers until removed from the premises.		Do not use or occupy the structure unless trash containers have been emptied from the previous day.
	Outdoor cooking that produces sparks or grease-laden vapors. Must be outside tent.		Do not use cooking source under tent
	Is tent secure		20 lbs per leg or tent stakes

Inspection performed by:

Date:

ALL BABIES CHERISHED

5K

RUN BABY RUN

8<sup>th</sup> Annual

SATURDAY, JUNE 1, 2024

Registration 8:00 am / Race begins 9:00 am

Northgate Church, 350 Bank Street, Batavia, NY 14020

Saturday, June 1, 2024

9:00 am Race Start Time

Northgate Free Methodist Church

350 Bank Street, Batavia, NY 14020

\$25 Entry Fee

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

Benefit to support All Babies Cherished

Pregnancy Assistance Center

T-Shirts for all entrants registered by May 12

Prizes for 5 age categories, male and female

Timing by SPIRIT Timing



# Monthly Council Financial Report - DRAFT

Through 01/31/24  
Summary Listing

Organization	Organization Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
<b>Fund Category Governmental Funds</b>								
<b>Fund Type General Fund</b>								
<b>Fund A - General Fund</b>								
<b>REVENUE</b>								
Division 00 - Revenue								
Department 0000 - Revenues								
0000	Revenue	20,471,953.70	2,257,307.79	20,295,887.23	.00	176,066.47	99	21,688,821.86
		\$20,471,953.70	\$2,257,307.79	\$20,295,887.23	\$0.00	\$176,066.47	99%	\$21,688,821.86
Department 0000 - Revenues Totals								
Division 00 - Revenue Totals		\$20,471,953.70	\$2,257,307.79	\$20,295,887.23	\$0.00	\$176,066.47	99%	\$21,688,821.86
<b>REVENUE TOTALS</b>		\$20,471,953.70	\$2,257,307.79	\$20,295,887.23	\$0.00	\$176,066.47	99%	\$21,688,821.86
<b>EXPENSE</b>								
Division 01 - General Governmental Services								
0900	Reserves	588,667.00	.00	.00	.00	588,667.00	0	.00
1010	City Council	62,620.00	15,170.22	48,863.79	.00	13,756.21	78	55,658.63
1230	City Manager	209,151.74	13,030.77	164,109.79	1,176.74	43,865.21	79	191,475.09
1310	Finance	129,457.06	5,297.17	104,062.60	16.06	25,378.40	80	123,176.99
1420	Legal Services	225,160.00	27,724.97	196,167.27	.00	28,992.73	87	252,451.23
1989	Contingency	304,480.00	.00	.00	.00	304,480.00	0	.00
6460	Community Development	533,782.82	14,312.72	66,463.57	156,289.26	311,029.99	42	30,757.01
6989	Economic Development	115,498.00	7,957.41	121,681.73	17,842.59	(24,026.32)	121	96,710.55
7010	Council on the Arts	6,500.00	.00	6,500.00	.00	.00	100	2,250.00
7550	Community Celebrations	12,932.00	20.40	6,783.95	.00	6,148.05	52	6,455.60
9710	Debt Service - Bonds	353,572.00	.00	353,571.92	.00	.08	100	358,082.80
9785	Installment Purchase Debt	.00	.00	.00	.00	.00	+++	28,585.88
9901	Interfund Transfer	3,073,660.00	.00	5,913,890.19	.00	(2,840,230.19)	192	4,197,398.31
9950	Transfer to Capital Projects	65,000.00	.00	.00	.00	65,000.00	0	199,318.88
Division 01 - General Governmental Services Totals		\$5,680,480.62	\$83,513.66	\$6,982,094.81	\$175,324.65	(\$1,476,938.84)	126%	\$5,542,320.97
Division 02 - Administrative Services								
Department 1325 - Clerk-Treasurer								
1315	Dept of Administrative Services	284,603.00	10,007.07	246,498.72	.00	38,104.28	87	324,292.14
1325	Clerk-Treasurer	157,177.33	7,983.82	135,241.61	3,501.02	18,434.70	88	139,321.12
1450	Elections	.00	.00	.00	.00	.00	+++	29,195.00
3510	Control of Dogs	1,403.00	3.59	1,167.06	.00	235.94	83	1,099.18
4020	Vital Statistics	20,925.06	1,179.36	16,834.20	16.06	4,074.80	81	19,323.51
Department 1325 - Clerk-Treasurer Totals		\$179,505.39	\$9,166.77	\$153,242.87	\$3,517.08	\$22,745.44	87%	\$188,938.81
1355	Assessment	143,608.20	4,011.24	98,947.72	9,648.20	35,012.28	76	139,519.41
1430	Personnel	280,478.20	18,987.11	218,798.00	946.08	60,734.12	78	210,208.30
1680	Information Services	112,527.00	11,852.39	83,433.74	27,401.13	1,692.13	98	101,405.75

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Organization	Organization Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
<b>Fund Category Governmental Funds</b>								
<b>Fund Type General Fund</b>								
<b>Fund A - General Fund</b>								
<b>EXPENSE</b>								
<b>Division 02 - Administrative Services</b>								
<b>Department 7140 - Youth Bureau</b>								
7140	Summer Recreation	78,846.00	.00	77,591.00	.00	1,255.00	98	75,091.00
7310	Youth Service	130,744.00	.00	36,461.00	.00	94,283.00	28	109,590.98
Department 7140 - Youth Bureau Totals		\$209,590.00	\$0.00	\$114,052.00	\$0.00	\$95,538.00	54%	\$184,681.98
Division 02 - Administrative Services Totals		\$1,210,311.79	\$54,024.58	\$914,973.05	\$41,512.49	\$253,826.25	79%	\$1,149,046.39
<b>Division 03 - Public Works</b>								
<b>Engineering</b>								
1440	Department of Public Works	12,750.00	35.95	5,038.35	.00	7,711.65	40	7,035.71
1490	Department of Public Works	96,204.27	6,428.88	72,722.46	64.27	23,417.54	76	79,260.68
<b>Department 1620 - City Facilities</b>								
<b>Facilities</b>								
1620	Facilities-Ice Rink	282,369.00	12,800.48	189,850.50	9,123.27	83,395.23	70	225,883.53
1621	Facilities - Dwyer	61,240.00	30,530.77	59,847.74	8,129.36	(6,737.10)	111	98,125.58
1622	Facilities - Dwyer	31,750.00	.00	24,474.88	.00	7,275.12	77	10,194.28
Department 1620 - City Facilities Totals		\$375,359.00	\$43,331.25	\$274,173.12	\$17,252.63	\$83,933.25	78%	\$334,203.39
3620	Inspection	444,003.40	23,706.56	323,165.59	22,956.05	97,881.76	78	379,569.95
<b>Department 5010 - Bureau of Maintenance</b>								
<b>Maintenance Admin</b>								
5010	Street Maintenance	130,678.67	9,237.42	107,812.61	160.67	22,705.39	83	123,207.28
5110	CHIPS Perm Improv Highway	552,270.00	20,661.21	385,017.32	120,992.00	46,260.68	92	721,209.46
5132	Public Works Garage	264,174.00	.00	121,675.48	.00	142,498.52	46	501,228.56
5142	Snow Removal	540,935.00	24,742.39	291,656.23	2,948.24	246,330.53	54	397,671.62
5182	Street Lighting Traffic Signals	472,934.00	136,843.09	190,915.78	66,630.59	215,387.63	54	322,988.80
5650	Parking Lots	253,660.00	19,518.28	191,245.44	6,000.00	56,414.56	78	241,780.24
7110	Parks	207,822.00	.00	207,821.85	.00	.15	100	36,490.38
8140	Storm Sewer - BOM	548,060.00	29,019.27	440,982.29	.00	107,077.71	80	491,368.69
8170	Street Cleaning	173,620.00	5,481.58	66,686.58	15,000.00	91,933.42	47	77,495.18
Department 5010 - Bureau of Maintenance Totals		\$3,269,993.67	\$248,748.32	\$2,102,807.62	\$211,731.50	\$955,454.55	71%	\$3,016,736.59
7510	Historic Preservation	6,290.00	1,395.11	4,292.73	.00	1,997.27	68	5,710.52
8020	Planning and Zoning	1,300.00	2.40	933.29	.00	366.71	72	772.08
8141	Storm Sewer - Water-WW	30,300.00	1,305.55	12,745.64	.00	17,554.36	42	18,490.68
8160	Refuse and Recycling	107,980.00	.00	46,440.47	27,200.00	34,339.53	68	85,626.04
Division 03 - Public Works Totals		\$4,344,180.34	\$324,954.02	\$2,894,319.27	\$279,204.45	\$1,222,656.62	72%	\$3,927,405.64
<b>Division 04 - Police</b>								
<b>Department 3120 - Police</b>								
3120	Police	4,640,527.63	316,838.00	4,077,866.22	139,396.64	423,264.77	91	4,549,580.40

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Organization	Organization Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
<b>Governmental Funds</b>								
<b>Fund Type General Fund</b>								
<b>Fund A - General Fund EXPENSE</b>								
Division 04 - Police								
Department 3120 - Police								
3121	Emergency Response Team	32,480.00	568.52	26,128.17	.00	6,351.83	80	29,825.21
3122	Net	276,850.00	18,325.90	136,236.25	23,652.09	116,961.66	58	448.91
3123	Community Policing & Events	12,440.00	482.24	16,791.92	.00	(4,351.92)	135	11,590.35
3124	K-9	950.00	129.99	1,707.99	.00	(757.99)	180	16,211.38
Department 3120 - Police Totals		\$4,963,247.63	\$336,344.65	\$4,258,730.55	\$163,048.73	\$541,468.35	89%	\$4,607,656.25
Division 04 - Police Totals		\$4,963,247.63	\$336,344.65	\$4,258,730.55	\$163,048.73	\$541,468.35	89%	\$4,607,656.25
Division 05 - Fire								
Department 3410 - Fire								
3410	Fire	4,550,949.93	267,804.73	3,571,882.44	16,561.75	962,505.74	79	4,153,401.80
3411	State Internal EMS Program	2,250.00	.00	782.62	.00	1,467.38	35	380.21
3412	State External EMS Program	9,625.00	316.34	5,631.96	.00	3,993.04	59	7,740.84
3413	Non State EMS Program	12,810.00	.00	3,721.95	.00	9,088.05	29	4,758.55
Department 3410 - Fire Totals		\$4,575,634.93	\$268,121.07	\$3,582,018.97	\$16,561.75	\$977,054.21	79%	\$4,166,281.40
Division 05 - Fire Totals		\$4,575,634.93	\$268,121.07	\$3,582,018.97	\$16,561.75	\$977,054.21	79%	\$4,166,281.40
<b>EXPENSE TOTALS</b>		\$20,773,855.31	\$1,066,957.98	\$18,580,136.65	\$675,652.07	\$1,518,066.59	93%	\$19,392,710.65
<b>Fund A - General Fund Totals</b>								
<b>REVENUE TOTALS</b>		20,471,953.70	2,257,307.79	20,295,887.23	.00	176,066.47	99%	21,688,821.86
<b>EXPENSE TOTALS</b>		20,773,855.31	1,066,957.98	18,580,136.65	675,652.07	1,518,066.59	93%	19,392,710.65
<b>Net Gain (Loss)</b>		(\$301,901.61)	\$1,190,349.81	\$1,715,750.58	(\$675,652.07)	\$1,342,000.12	(345%)	\$2,296,111.21
<b>Fund Type General Fund Totals</b>								
<b>REVENUE TOTALS</b>		20,471,953.70	2,257,307.79	20,295,887.23	.00	176,066.47	99%	21,688,821.86
<b>EXPENSE TOTALS</b>		20,773,855.31	1,066,957.98	18,580,136.65	675,652.07	1,518,066.59	93%	19,392,710.65
<b>Net Gain (Loss)</b>		(\$301,901.61)	\$1,190,349.81	\$1,715,750.58	(\$675,652.07)	\$1,342,000.12	(345%)	\$2,296,111.21

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Summary Listing

Organization	Organization Description	Annual Budget/Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget	Prior Year Total/Actual
Fund Category	Governmental Funds							
Fund Type	Special Revenue Funds							
Fund	MS - Workers compensation fund							
	REVENUE							
Division	00 - Revenue							
Department	0000 - Revenues							
	Revenue							
0000		245,560.00	6,992.72	326,377.77	.00	(80,817.77)	133%	362,544.85
	Department 0000 - Revenues Totals	\$245,560.00	\$6,992.72	\$326,377.77	\$0.00	(\$80,817.77)	133%	\$362,544.85
	Division 00 - Revenue Totals	\$245,560.00	\$6,992.72	\$326,377.77	\$0.00	(\$80,817.77)	133%	\$362,544.85
	REVENUE TOTALS	\$245,560.00	\$6,992.72	\$326,377.77	\$0.00	(\$80,817.77)	133%	\$362,544.85
	EXPENSE							
Division	01 - General Governmental Services							
Workers Compensation								
9040		245,560.00	16,707.96	190,830.41	237.95	54,491.64	78%	201,478.88
	Division 01 - General Governmental Services Totals	\$245,560.00	\$16,707.96	\$190,830.41	\$237.95	\$54,491.64	78%	\$201,478.88
	EXPENSE TOTALS	\$245,560.00	\$16,707.96	\$190,830.41	\$237.95	\$54,491.64	78%	\$201,478.88
Fund	MS - Workers compensation fund Totals							
	REVENUE TOTALS	245,560.00	6,992.72	326,377.77	.00	(80,817.77)	133%	362,544.85
	EXPENSE TOTALS	245,560.00	16,707.96	190,830.41	237.95	54,491.64	78%	201,478.88
	Fund MS - Workers compensation fund Net Gain (Loss)	\$0.00	(\$9,715.24)	\$135,547.36	(\$237.95)	\$135,309.41	+++	\$161,065.97



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Organization	Organization Description	Annual Budget Amount	Actual Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
Fund Category	<b>Governmental Funds</b>								
Fund Type	<b>Special Revenue Funds</b>								
Fund	<b>MS1 - Health Insurance Fund</b>								
	<b>REVENUE</b>								
Division	<b>00 - Revenue</b>								
Department	<b>0000 - Revenues</b>								
	<b>Revenue</b>								
0000		3,378,530.00	5,939.82	5,939.82	3,578,983.36	.00	(200,453.36)	106%	3,283,070.41
	Department <b>0000 - Revenues Totals</b>	\$3,378,530.00	\$5,939.82	\$5,939.82	\$3,578,983.36	\$0.00	(\$200,453.36)	106%	\$3,283,070.41
	Division <b>00 - Revenue Totals</b>	\$3,378,530.00	\$5,939.82	\$5,939.82	\$3,578,983.36	\$0.00	(\$200,453.36)	106%	\$3,283,070.41
	<b>REVENUE TOTALS</b>	\$3,378,530.00	\$5,939.82	\$5,939.82	\$3,578,983.36	\$0.00	(\$200,453.36)	106%	\$3,283,070.41
	<b>EXPENSE</b>								
Division	<b>01 - General Governmental Services</b>								
Department	<b>Health Insurance</b>								
9060		3,378,530.00	401,872.14	401,872.14	3,112,813.55	272.12	265,444.33	92%	2,808,097.95
	Division <b>01 - General Governmental Services Totals</b>	\$3,378,530.00	\$401,872.14	\$401,872.14	\$3,112,813.55	\$272.12	\$265,444.33	92%	\$2,808,097.95
	<b>EXPENSE TOTALS</b>	\$3,378,530.00	\$401,872.14	\$401,872.14	\$3,112,813.55	\$272.12	\$265,444.33	92%	\$2,808,097.95
Fund	<b>MS1 - Health Insurance Fund Totals</b>	3,378,530.00	5,939.82	5,939.82	3,578,983.36	.00	(200,453.36)	106%	3,283,070.41
	<b>REVENUE TOTALS</b>	3,378,530.00	5,939.82	5,939.82	3,578,983.36	.00	(200,453.36)	106%	3,283,070.41
	<b>EXPENSE TOTALS</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<b>Net Gain (Loss)</b>	\$0.00	(\$395,932.32)	(\$395,932.32)	\$466,169.81	(\$272.12)	\$465,897.69	+++	\$474,972.46
Fund Type	<b>Special Revenue Funds Totals</b>								
	<b>REVENUE TOTALS</b>	3,624,090.00	12,932.54	12,932.54	3,905,361.13	.00	(281,271.13)	108%	3,645,615.26
	<b>EXPENSE TOTALS</b>	3,624,090.00	418,580.10	418,580.10	3,303,643.96	510.07	319,935.97	91%	3,009,576.83
	<b>Net Gain (Loss)</b>	\$0.00	(\$405,647.56)	(\$405,647.56)	\$601,717.17	(\$510.07)	\$601,207.10	+++	\$636,038.43
Fund Category	<b>Governmental Funds Totals</b>								
	<b>REVENUE TOTALS</b>	24,096,043.70	2,270,240.33	2,270,240.33	24,201,248.36	.00	(105,204.66)	100%	25,334,437.12
	<b>EXPENSE TOTALS</b>	24,397,945.31	1,485,538.08	1,485,538.08	21,883,780.61	676,162.14	1,838,002.56	92%	22,402,287.48
	<b>Net Gain (Loss)</b>	(\$301,901.61)	\$784,702.25	\$784,702.25	\$2,317,467.75	(\$676,162.14)	\$1,943,207.22	(544%)	\$2,932,149.64

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Organization	Organization Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget	Prior Year Total/Actual
Fund Category	<b>Proprietary Funds</b>							
Fund Type	<b>Enterprise Funds</b>							
Fund	<b>EM - City Centre Fund</b>							
	<b>REVENUE</b>							
Division	<b>00 - Revenue</b>							
Department	<b>0000 - Revenues</b>							
Revenue		253,225.00	428.90	241,477.29	.00	11,747.71	95%	291,414.57
	<b>0000 - Revenues Totals</b>	\$253,225.00	\$428.90	\$241,477.29	\$0.00	\$11,747.71	95%	\$291,414.57
Division	<b>00 - Revenue</b>	\$253,225.00	\$428.90	\$241,477.29	\$0.00	\$11,747.71	95%	\$291,414.57
	<b>REVENUE TOTALS</b>	\$253,225.00	\$428.90	\$241,477.29	\$0.00	\$11,747.71	95%	\$291,414.57
	<b>EXPENSE</b>							
Division	<b>03 - Public Works</b>							
Administration		218,235.00	9,834.44	143,111.60	6,776.22	68,347.18	69	124,698.41
Depreciation		.00	.00	.00	.00	.00	+++	53,076.70
Interfund Transfer		34,990.00	.00	34,990.00	.00	.00	100	32,910.00
	<b>03 - Public Works Totals</b>	\$253,225.00	\$9,834.44	\$178,101.60	\$6,776.22	\$68,347.18	73%	\$210,685.11
Division	<b>03 - Public Works</b>	\$253,225.00	\$9,834.44	\$178,101.60	\$6,776.22	\$68,347.18	73%	\$210,685.11
	<b>EXPENSE TOTALS</b>	\$253,225.00	\$9,834.44	\$178,101.60	\$6,776.22	\$68,347.18	73%	\$210,685.11
Fund	<b>EM - City Centre Fund Totals</b>							
	<b>REVENUE TOTALS</b>	253,225.00	428.90	241,477.29	.00	11,747.71	95%	291,414.57
	<b>EXPENSE TOTALS</b>	253,225.00	9,834.44	178,101.60	6,776.22	68,347.18	73%	210,685.11
Fund	<b>EM - City Centre Fund Net Gain (Loss)</b>	\$0.00	(\$9,405.54)	\$63,375.69	(\$6,776.22)	\$56,599.47	+++	\$80,729.46

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Organization	Organization Description	Budget:Amount	Annual	MTD	Actual Amount	YTD	Encumbrances	YTD	Budget Less	% of	Prior Year
				Actual Amount	Actual Amount	Actual Amount		Actual	YTD Actual	Budget	Total
Fund Category	Proprietary Funds										
Fund Type	Enterprise Funds										
Fund	ES - Wastewater Fund										
	REVENUE										
Division	00 - Revenue										
Department	0000 - Revenues										
Revenue											
0000			4,385,650.00	812,176.20	4,711,999.57	.00			(326,349.57)	107%	4,544,145.75
	Department 0000 - Revenues Totals		\$4,385,650.00	\$812,176.20	\$4,711,999.57	\$0.00			(\$326,349.57)	107%	\$4,544,145.75
	Division 00 - Revenue Totals		\$4,385,650.00	\$812,176.20	\$4,711,999.57	\$0.00			(\$326,349.57)	107%	\$4,544,145.75
	REVENUE TOTALS		\$4,385,650.00	\$812,176.20	\$4,711,999.57	\$0.00			(\$326,349.57)	107%	\$4,544,145.75
	EXPENSE										
Division	03 - Public Works										
Reserves			1,158,918.00	.00	.00	.00			1,158,918.00	0	.00
1710	Administration		670,245.69	29,096.81	543,699.38	37,592.23			88,954.08	87	527,830.32
1989	Contingency		100,000.00	.00	.00	.00			100,000.00	0	.00
1994	Depreciation		.00	.00	.00	.00			.00	+++	1,616,955.96
8120	Sanitary Sewers BOM		476,430.00	17,867.03	402,809.77	60,496.00			13,124.23	97	505,315.80
8121	Sanitary Sewer Water/WW		236,511.48	117,705.35	237,009.69	111,932.36			(112,430.57)	148	111,890.27
8130	Wastewater Treatment		1,213,231.44	115,357.59	728,836.79	75,046.03			409,348.62	66	847,418.83
9710	Debt Service - Bonds		386,393.00	.00	42,125.90	.00			344,267.10	11	80,001.90
9901	Interfund Transfer		296,540.00	.00	1,455,458.00	.00			(1,158,918.00)	491	588,904.00
	Division 03 - Public Works Totals		\$4,538,269.61	\$280,026.78	\$3,409,939.53	\$285,066.62			\$843,263.46	81%	\$4,278,317.08
	EXPENSE TOTALS		\$4,538,269.61	\$280,026.78	\$3,409,939.53	\$285,066.62			\$843,263.46	81%	\$4,278,317.08
Fund	ES - Wastewater Fund Totals										
	REVENUE TOTALS		4,385,650.00	812,176.20	4,711,999.57	.00			(326,349.57)	107%	4,544,145.75
	EXPENSE TOTALS		4,538,269.61	280,026.78	3,409,939.53	285,066.62			843,263.46	81%	4,278,317.08
	Fund ES - Wastewater Fund Net Gain (Loss)		(\$152,619.61)	\$532,149.42	\$1,302,060.04	(\$285,066.62)			\$1,169,613.03	(666%)	\$265,828.67

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Organization	Organization Description	Annual Budget/Amount	Actual Amount	MTD Actual Amount	YTD Actual Amount	Encumbrances	YTD Budget	Budget Less YTD Actual	% of Budget	Prior Year Total/Actual
Fund Category	Proprietary Funds									
Fund Type	Enterprise Funds									
Fund	EW - Water Fund									
	REVENUE									
Division	00 - Revenue									
Department	0000 - Revenues									
Revenue										
0000		5,863,234.00	1,157,842.27		4,807,500.31	.00		1,055,733.69	82%	6,580,451.62
	Department 0000 - Revenues Totals	\$5,863,234.00	\$1,157,842.27		\$4,807,500.31	\$0.00		\$1,055,733.69	82%	\$6,580,451.62
	Division 00 - Revenue Totals	\$5,863,234.00	\$1,157,842.27		\$4,807,500.31	\$0.00		\$1,055,733.69	82%	\$6,580,451.62
	REVENUE TOTALS	\$5,863,234.00	\$1,157,842.27		\$4,807,500.31	\$0.00		\$1,055,733.69	82%	\$6,580,451.62
	EXPENSE									
Division	03 - Public Works									
Reserves		79,730.00	.00		.00	.00		79,730.00	0	.00
Contingency		5,050.00	.00		.00	.00		5,050.00	0	.00
Depreciation		.00	.00		.00	.00		.00	+++	279,626.41
Water Administration		2,863,770.27	23,997.68		1,759,965.07	29,716.71		1,074,088.49	62	2,870,372.68
Pump Station and Filtration		1,620,349.88	121,688.72		1,174,546.76	283,618.45		162,184.67	90	1,389,348.40
Water Distribution		478,330.00	30,836.70		379,133.39	60,798.65		38,397.96	92	362,010.62
Debt Service - Bonds		241,986.00	.00		29,971.13	.00		212,014.87	12	58,802.47
Debt Service - BAN		15,000.00	.00		.00	.00		15,000.00	0	.00
Interfund Transfer		634,900.00	.00		439,630.00	.00		195,270.00	69	1,113,847.61
Division 03 - Public Works Totals		\$5,939,116.15	\$176,523.10		\$3,783,246.35	\$374,133.81		\$1,781,735.99	70%	\$6,074,008.19
	EXPENSE TOTALS	\$5,939,116.15	\$176,523.10		\$3,783,246.35	\$374,133.81		\$1,781,735.99	70%	\$6,074,008.19
Fund	EW - Water Fund Totals									
REVENUE TOTALS		5,863,234.00	1,157,842.27		4,807,500.31	.00		1,055,733.69	82%	6,580,451.62
EXPENSE TOTALS		5,939,116.15	176,523.10		3,783,246.35	374,133.81		1,781,735.99	70%	6,074,008.19
Fund EW - Water Fund Net Gain (Loss)		(\$75,882.15)	\$981,319.17		\$1,024,253.96	(\$374,133.81)		\$726,002.30	(85.7%)	\$506,443.43
Fund Type	Enterprise Funds Totals									
REVENUE TOTALS		10,502,109.00	1,970,447.37		9,760,977.17	.00		741,131.83	93%	11,416,011.94
EXPENSE TOTALS		10,730,610.76	466,384.32		7,371,287.48	665,976.65		2,693,346.63	75%	10,563,010.38
Fund Type Enterprise Funds Net Gain (Loss)		(\$228,501.76)	\$1,504,063.05		\$2,389,689.69	(\$665,976.65)		\$1,952,214.80	(75.4%)	\$853,001.56
Fund Category	Proprietary Funds Totals									
REVENUE TOTALS		10,502,109.00	1,970,447.37		9,760,977.17	.00		741,131.83	93%	11,416,011.94
EXPENSE TOTALS		10,730,610.76	466,384.32		7,371,287.48	665,976.65		2,693,346.63	75%	10,563,010.38

# Monthly Council Financial Report - DRAFT

Through 01/31/24  
Summary Listing

Organization	Organization Description	Budget Amount	Annual	MTD	YTD	YTD	Encumbrances	Budget Less	% of	Prior Year
			Actual Amount	Actual Amount	Actual Amount	Actual Amount		YTD Actual	Budget	Total/Actual
Fund Category	Proprietary Funds Net Gain (Loss)	(\$228,501.76)	\$1,504,063.05	\$2,389,689.69	(\$665,976.65)	\$1,952,214.80	(754%)	\$853,001.56		
Grand Totals										
	REVENUE TOTALS	34,598,152.70	4,240,687.70	33,962,225.53	.00	635,927.17	98%	36,750,449.06		
	EXPENSE TOTALS	35,128,556.07	1,951,922.40	29,255,068.09	1,342,138.79	4,531,349.19	87%	32,965,297.86		
	Grand Total Net Gain (Loss)	(\$530,403.37)	\$2,288,765.30	\$4,707,157.44	(\$1,342,138.79)	\$3,895,422.02	(634%)	\$3,785,151.20		

# General Fund Financial Report #2 - DRAFT

by Account Classification

Through 01/31/24

Prior Fiscal Year Activity Included

Organization	Organization Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<i>Real Property Tax</i>										
A.00.0000.0000	General Fund, Revenue, Revenues, Revenue	6,619,602.00	.00	6,619,602.00	.00	.00	6,619,601.60	.40	100	6,100,401.66
	<i>Real Property Tax Totals</i>	\$6,619,602.00	\$0.00	\$6,619,602.00	\$0.00	\$0.00	\$6,619,601.60	\$0.40	100%	\$6,100,401.66
<i>Real Property Tax Items</i>										
A.00.0000.0000	General Fund, Revenue, Revenues, Revenue	230,464.00	.00	230,464.00	11,268.79	.00	290,751.94	(60,287.94)	126	945,981.40
	<i>Real Property Tax Items Totals</i>	\$230,464.00	\$0.00	\$230,464.00	\$11,268.79	\$0.00	\$290,751.94	(\$60,287.94)	126%	\$945,981.40
<i>Sales Tax and Other</i>										
A.00.0000.0000	General Fund, Revenue, Revenues, Revenue	7,763,427.00	.00	7,763,427.00	1,935,202.00	.00	6,316,683.22	1,446,743.78	81	8,188,047.56
	<i>Sales Tax and Other Totals</i>	\$7,763,427.00	\$0.00	\$7,763,427.00	\$1,935,202.00	\$0.00	\$6,316,683.22	\$1,446,743.78	81%	\$8,188,047.56
<i>Departmental Income</i>										
A.00.0000.0000	General Fund, Revenue, Revenues, Revenue	210,350.00	.00	210,350.00	21,378.39	.00	157,390.19	52,959.81	75	181,973.70
	<i>Departmental Income Totals</i>	\$210,350.00	\$0.00	\$210,350.00	\$21,378.39	\$0.00	\$157,390.19	\$52,959.81	75%	\$181,973.70
<i>Intergov't charges</i>										
A.00.0000.0000	General Fund, Revenue, Revenues, Revenue	239,195.00	.00	239,195.00	4,710.00	.00	145,355.95	93,839.05	61	204,771.90
	<i>Intergov't charges Totals</i>	\$239,195.00	\$0.00	\$239,195.00	\$4,710.00	\$0.00	\$145,355.95	\$93,839.05	61%	\$204,771.90
<i>Use of Money and Property</i>										
A.00.0000.0000	General Fund, Revenue, Revenues, Revenue	321,787.00	.00	321,787.00	62,407.06	.00	529,978.37	(208,191.37)	165	323,386.15
	<i>Use of Money and Property Totals</i>	\$321,787.00	\$0.00	\$321,787.00	\$62,407.06	\$0.00	\$529,978.37	(\$208,191.37)	165%	\$323,386.15
<i>Licenses and Permits</i>										
A.00.0000.0000	General Fund, Revenue, Revenues, Revenue	137,400.00	.00	137,400.00	7,921.35	.00	111,524.36	25,875.64	81	226,655.49
	<i>Licenses and Permits Totals</i>	\$137,400.00	\$0.00	\$137,400.00	\$7,921.35	\$0.00	\$111,524.36	\$25,875.64	81%	\$226,655.49
<i>Fines and Forfeitures</i>										
A.00.0000.0000	General Fund, Revenue, Revenues, Revenue	111,000.00	.00	111,000.00	4,723.00	.00	49,596.02	61,403.98	45	60,996.81
	<i>Fines and Forfeitures Totals</i>	\$111,000.00	\$0.00	\$111,000.00	\$4,723.00	\$0.00	\$49,596.02	\$61,403.98	45%	\$60,996.81
<i>Misc Local Sources</i>										
A.00.0000.0000	General Fund, Revenue, Revenues, Revenue	123,050.00	103,500.00	226,550.00	18,707.16	.00	374,843.21	(148,293.21)	165	564,849.37
	<i>Misc Local Sources Totals</i>	\$123,050.00	\$103,500.00	\$226,550.00	\$18,707.16	\$0.00	\$374,843.21	(\$148,293.21)	165%	\$564,849.37
<i>Federal and State</i>										
A.00.0000.0000	General Fund, Revenue, Revenues, Revenue	2,300,816.00	764,285.70	3,065,101.70	190,990.04	.00	3,011,495.37	53,606.33	98	3,195,421.05
	<i>Federal and State Totals</i>	\$2,300,816.00	\$764,285.70	\$3,065,101.70	\$190,990.04	\$0.00	\$3,011,495.37	\$53,606.33	98%	\$3,195,421.05
<i>Transfers In</i>										
A.00.0000.0000	General Fund, Revenue, Revenues, Revenue	275,000.00	.00	275,000.00	.00	.00	2,688,667.00	(2,413,667.00)	978	1,696,336.77
	<i>Transfers In Totals</i>	\$275,000.00	\$0.00	\$275,000.00	\$0.00	\$0.00	\$2,688,667.00	(\$2,413,667.00)	978%	\$1,696,336.77
<i>Appropriated Reserves</i>										
A.00.0000.0000	General Fund, Revenue, Revenues, Revenue	676,182.00	141,895.00	818,077.00	.00	.00	.00	818,077.00	0	.00
	<i>Appropriated Reserves Totals</i>	\$676,182.00	\$141,895.00	\$818,077.00	\$0.00	\$0.00	\$0.00	\$818,077.00	0%	\$0.00
<i>Appropriated Fund Balance</i>										
A.00.0000.0000	General Fund, Revenue, Revenues, Revenue	454,000.00	.00	454,000.00	.00	.00	.00	454,000.00	0	.00
	<i>Appropriated Fund Balance Totals</i>	\$454,000.00	\$0.00	\$454,000.00	\$0.00	\$0.00	\$0.00	\$454,000.00	0%	\$0.00
	<b>REVENUE TOTALS</b>	\$19,462,273.00	\$1,009,680.70	\$20,471,953.70	\$2,257,307.79	\$0.00	\$20,295,887.23	\$176,066.47	99%	\$21,688,821.86

# General Fund Financial Report #2 - DRAFT

by Account Classification  
Through 01/31/24  
Prior Fiscal Year Activity Included

Organization	Organization Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
A.01.0900	General Fund,General Governmental Services,Reserves	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
A.01.1010	General Fund,General Governmental Services,City Council	48,410.00	.00	48,410.00	13,160.00	.00	36,534.99	.00	11,875.01	75	47,000.00
A.01.1230	General Fund,General Governmental Services,City Manager	153,470.00	.00	153,470.00	11,087.79	.00	119,695.77	.00	33,774.23	78	138,782.41
A.01.1310	General Fund,General Governmental Services,Finance	62,620.00	.00	62,620.00	4,429.11	.00	49,532.74	.00	13,087.26	79	56,152.85
A.01.6460	General Fund,General Governmental Services,Community Development	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
A.01.7550	General Fund,General Governmental Services,Community Celebrations	8,840.00	.00	8,840.00	.00	.00	3,553.52	.00	5,286.48	40	3,194.17
A.02.1315	General Fund,Administrative Services,Dept of Administrative Services	96,430.00	.00	96,430.00	6,954.72	.00	73,831.23	.00	22,598.77	77	72,301.31
A.02.1325.1325	General Fund,Administrative Services,Clerk-Treasurer,Clerk-Treasurer	90,160.00	.00	90,160.00	6,230.19	.00	65,581.15	.00	24,578.85	73	74,571.80
A.02.1325.4020	General Fund,Administrative Services,Clerk-Treasurer,Vital Statistics	16,120.00	.00	16,120.00	1,064.11	.00	12,866.45	.00	3,253.55	80	15,331.19
A.02.1355	General Fund,Administrative Services,Assessment	51,080.00	.00	51,080.00	3,675.60	.00	42,100.59	.00	8,979.41	82	49,734.78
A.02.1430	General Fund,Administrative Services,Personnel	196,910.00	.00	196,910.00	13,948.14	.00	139,746.06	.00	57,163.94	71	125,844.27
A.02.7140.7140	General Fund,Administrative Services,Youth Bureau,Summer Recreation	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
A.02.7140.7310	General Fund,Administrative Services,Youth Bureau,Youth Services	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
A.03.1490	General Fund,Public Works,Department of Public Works	74,580.00	.00	74,580.00	5,414.92	.00	55,269.88	.00	19,310.12	74	64,442.01
A.03.1620.1620	General Fund,Public Works,City Facilities,Facilities	83,680.00	.00	83,680.00	6,285.95	.00	55,875.99	.00	27,804.01	67	60,589.39
A.03.1620.1621	General Fund,Public Works,City Facilities,Facilities-Ice Rink	1,240.00	.00	1,240.00	451.92	.00	2,762.44	.00	(1,522.44)	223	5,981.10
A.03.1620.1622	General Fund,Public Works,City Facilities,Facilities - Dwyer	4,870.00	.00	4,870.00	.00	.00	8,884.49	.00	(4,014.49)	182	3,793.24
A.03.3620	General Fund,Public Works,Inspection	283,680.00	.00	283,680.00	20,254.43	.00	227,126.89	.00	56,553.11	80	252,284.08
A.03.5010.5010	General Fund,Public Works,Bureau of Maintenance,Maintenance Admin	88,390.00	.00	88,390.00	6,828.30	.00	71,441.20	.00	16,948.80	81	83,614.34
A.03.5010.5110	General Fund,Public Works,Bureau of Maintenance,Street Maintenance	237,980.00	.00	237,980.00	19,125.85	.00	204,175.82	.00	33,804.18	86	311,014.00
A.03.5010.5132	General Fund,Public Works,Bureau of Maintenance,Public Works Garage	265,370.00	.00	265,370.00	13,847.94	.00	139,303.59	.00	127,066.41	52	175,721.59
A.03.5010.5142	General Fund,Public Works,Bureau of Maintenance,Snow Removal	188,070.00	.00	188,070.00	9,197.11	.00	17,609.20	.00	170,460.80	9	99,509.50
A.03.5010.5182	General Fund,Public Works,Bureau of Maintenance,Street Lighting Traffic Signals	19,990.00	.00	19,990.00	506.67	.00	2,854.83	.00	17,135.17	14	8,991.42
A.03.5010.7110	General Fund,Public Works,Bureau of Maintenance,Parks	362,170.00	.00	362,170.00	26,111.12	.00	283,369.46	.00	78,800.54	78	326,213.38
A.03.5010.8140	General Fund,Public Works,Bureau of Maintenance,Storm Sewer - BOM	118,190.00	.00	118,190.00	4,384.10	.00	39,425.63	.00	78,764.37	33	50,314.89

# General Fund Financial Report #2 - DRAFT

by Account Classification

Through 01/31/24  
Prior Fiscal Year Activity Included

Organization	Organization Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	YTD Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
<i>Personnel Services</i>										
A.03.5010.8170	General Fund,Public Works,Bureau of Maintenance,Street Cleaning	92,510.00	.00	92,510.00	3,021.68	.00	69,593.17	22,916.83	75	74,389.27
A.03.7510	General Fund,Public Works,Historic Preservation	5,000.00	.00	5,000.00	1,250.00	.00	3,750.00	1,250.00	75	5,123.12
A.03.8141	General Fund,Public Works,Storm Sewer - Water-WW	10,150.00	.00	10,150.00	176.28	.00	5,256.28	4,893.72	52	7,420.23
A.03.8160	General Fund,Public Works,Refuse and Recycling	21,160.00	.00	21,160.00	.00	.00	19,342.86	1,817.14	91	18,207.00
A.04.3120.3120	General Fund,Police,Police	3,038,830.00	70,456.00	3,109,286.00	275,015.62	.00	2,757,689.78	351,596.22	89	3,040,016.30
A.04.3120.3121	General Fund,Police,Police,Emergency Response Team	22,100.00	.00	22,100.00	529.25	.00	21,258.17	841.83	96	22,133.36
A.04.3120.3122	General Fund,Police,Police,Net	4,500.00	89,200.00	93,700.00	9,864.91	.00	59,843.49	33,856.51	64	417.65
A.04.3120.3123	General Fund,Police,Police,Community Policing & Events	11,550.00	.00	11,550.00	449.21	.00	15,617.74	(4,067.74)	135	10,781.64
A.04.3120.3124	General Fund,Police,Police,K-9	.00	.00	.00	.00	.00	.00	.00	+++	.00
A.05.3410.3410	General Fund,Fire,Fire,Fire	3,081,750.00	.00	3,081,750.00	223,304.85	.00	2,491,543.32	590,206.68	81	2,891,950.92
A.05.3410.3411	General Fund,Fire,Fire,State Internal EMS Program	1,000.00	.00	1,000.00	.00	.00	128.63	871.37	13	.00
A.05.3410.3412	General Fund,Fire,Fire,State External EMS Program	6,000.00	.00	6,000.00	289.21	.00	2,550.53	3,449.47	43	3,972.70
A.05.3410.3413	General Fund,Fire,Fire,Non State EMS Program	7,300.00	.00	7,300.00	.00	.00	1,356.11	5,943.89	19	1,975.99
<i>Personnel Services Totals</i>		\$8,754,100.00	\$159,656.00	\$8,913,756.00	\$686,858.98	\$0.00	\$7,098,472.00	\$1,815,284.00	80%	\$8,101,769.90
<i>Equipment</i>										
A.01.0900	General Fund,General Governmental Services,Reserves	578,667.00	.00	578,667.00	.00	.00	.00	578,667.00	0	.00
A.01.1310	General Fund,General Governmental Services,Finance	.00	.00	.00	.00	.00	.00	.00	+++	6,841.58
A.01.7550	General Fund,General Governmental Services,Community Celebrations	.00	.00	.00	.00	.00	.00	.00	+++	.00
A.02.1680	General Fund,Administrative Services,Information Services	42,500.00	5,027.00	47,527.00	.00	9,409.20	31,989.15	6,128.65	87	37,168.33
A.02.7140.7310	General Fund,Administrative Services,Youth Bureau,Youth Service	.00	.00	.00	.00	.00	.00	.00	+++	.00
A.03.1620.1620	General Fund,Public Works,City Facilities,Facilities	21,900.00	.00	21,900.00	.00	.00	80.74	21,819.26	0	4,264.99
A.03.1620.1621	General Fund,Public Works,City Facilities,Facilities-Ice Rink	.00	.00	.00	.00	.00	.00	.00	+++	.00
A.03.1620.1622	General Fund,Public Works,City Facilities,Facilities - Dwyer	.00	.00	.00	.00	.00	.00	.00	+++	.00
A.03.3620	General Fund,Public Works,Inspection	28,000.00	.00	28,000.00	.00	22,859.65	.00	5,140.35	82	37,980.19
A.03.5010.5010	General Fund,Public Works,Bureau of Maintenance,Maintenance Admin	.00	.00	.00	.00	.00	.00	.00	+++	.00
A.03.5010.5110	General Fund,Public Works,Bureau of Maintenance,Street Maintenance	203,000.00	.00	203,000.00	.00	120,992.00	75,500.00	6,508.00	97	304,185.14
A.03.5010.5112	General Fund,Public Works,Bureau of Maintenance,CHIPS Perm Improv Highway	264,174.00	.00	264,174.00	.00	.00	121,675.48	142,498.52	46	501,228.56
A.03.5010.5132	General Fund,Public Works,Bureau of Maintenance,Public Works Garage	2,250.00	.00	2,250.00	.00	.00	1,500.00	750.00	67	8,690.00



# General Fund Financial Report #2 - DRAFT

by Account Classification

Through 01/31/24  
Prior Fiscal Year Activity Included

Organization	Organization Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<b>EXPENSE</b>										
<i>Equipment</i>										
A.03.5010.5142	General Fund,Public Works,Bureau of Maintenance,Snow Removal	16,332.00	.00	16,332.00	13,106.19	.00	14,384.55	1,947.45	88	.00
A.03.5010.5182	General Fund,Public Works,Bureau of Maintenance,Street Lighting Traffic Signals	1,600.00	.00	1,600.00	.00	6,000.00	12,000.00	(16,400.00)	1125	329.00
A.03.5010.7110	General Fund,Public Works,Bureau of Maintenance,Parks	13,850.00	.00	13,850.00	.00	.00	11,800.00	2,050.00	85	.00
A.03.5010.8140	General Fund,Public Works,Bureau of Maintenance,Storm Sewer - BOM	.00	.00	.00	.00	.00	.00	.00	+++	.00
A.04.3120.3120	General Fund,Police,Police	46,550.00	235,540.97	282,090.97	.00	125,713.87	175,908.16	(19,531.06)	107	337,728.89
A.04.3120.3121	General Fund,Police,Police,Emergency Response Team	.00	.00	.00	.00	.00	.00	.00	+++	.00
A.04.3120.3122	General Fund,Police,Police,Net	.00	155,000.00	155,000.00	7,724.69	23,652.09	71,873.43	59,474.48	62	.00
A.04.3120.3124	General Fund,Police,Police,K-9	.00	.00	.00	.00	.00	.00	.00	+++	9,326.03
A.05.3410.3410	General Fund,Fire,Fire,Fire	117,600.00	90,597.00	208,197.00	17,929.48	16,226.82	40,946.76	151,023.42	27	115,511.14
A.05.3410.3412	General Fund,Fire,Fire,State External EMS Program	600.00	.00	600.00	.00	.00	595.02	4.98	99	459.03
<i>Equipment Totals</i>		\$1,337,023.00	\$486,164.97	\$1,823,187.97	\$38,760.36	\$324,853.63	\$558,253.29	\$940,081.05	48%	\$1,363,712.88
<i>Contracted Exp</i>										
A.01.0900	General Fund,General Governmental Services,Reserves	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	.00
A.01.1010	General Fund,General Governmental Services,City Council	10,500.00	.00	10,500.00	1,003.48	.00	9,533.87	966.13	91	5,063.02
A.01.1230	General Fund,General Governmental Services,City Manager	22,035.00	176.74	22,211.74	1,107.22	1,176.74	16,383.00	4,652.00	79	27,574.28
A.01.1310	General Fund,General Governmental Services,Finance	52,701.00	16.06	52,717.06	540.90	16.06	42,699.98	10,001.02	81	48,292.80
A.01.1420	General Fund,General Governmental Services,Legal Services	225,160.00	.00	225,160.00	27,724.97	.00	196,167.27	28,992.73	87	252,451.23
A.01.1989	General Fund,General Governmental Services,Contingency	371,480.00	(67,000.00)	304,480.00	.00	.00	.00	304,480.00	0	.00
A.01.6460	General Fund,General Governmental Services,Community Development	6,000.00	527,782.82	533,782.82	14,312.72	156,289.26	66,463.57	311,029.99	42	30,757.01
A.01.6989	General Fund,General Governmental Services,Economic Development	115,498.00	.00	115,498.00	7,957.41	17,842.59	121,681.73	(24,026.32)	121	96,710.55
A.01.7010	General Fund,General Governmental Services,Council on the Arts	6,500.00	.00	6,500.00	.00	.00	6,500.00	.00	100	2,250.00
A.01.7550	General Fund,General Governmental Services,Community Celebrations	2,222.00	.00	2,222.00	20.40	.00	1,924.12	297.88	87	2,056.47
A.02.1315	General Fund,Administrative Services,Dept of Administrative Services	146,633.00	25,000.00	171,633.00	2,521.34	.00	159,016.05	12,616.95	93	237,648.90
A.02.1325.1325	General Fund,Administrative Services,Clerk-Treasurer,Clerk-Treasurer	35,127.00	12,080.33	47,207.33	1,297.79	3,501.02	53,565.37	(9,859.06)	121	49,751.67
A.02.1325.1450	General Fund,Administrative Services,Clerk-Treasurer,Elections	.00	.00	.00	.00	.00	.00	.00	+++	29,195.00
A.02.1325.3510	General Fund,Administrative Services,Clerk-Treasurer,Control of Dogs	1,403.00	.00	1,403.00	3.59	.00	1,167.06	235.94	83	1,099.18
A.02.1325.4020	General Fund,Administrative Services,Clerk-Treasurer,Vital Statistics	1,149.00	16.06	1,165.06	40.03	16.06	941.54	207.46	82	1,032.91

# General Fund Financial Report #2 - DRAFT

by Account Classification  
Through 01/31/24  
Prior Fiscal Year Activity Included

Organization	Organization Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
A.02.1355	General Fund,Administrative Services,Assessment	80,960.00	48.20	81,008.20	59.04	9,648.20	47,019.00	24,341.00	70	80,169.71	
A.02.1430	General Fund,Administrative Services,Personnel	25,640.00	48.20	25,688.20	1,724.58	946.08	24,782.67	(40.55)	100	15,515.16	
A.02.1680	General Fund,Administrative Services,Information Services	65,000.00	.00	65,000.00	11,852.39	17,991.93	51,444.59	(4,436.52)	107	64,237.42	
A.02.7140.7140	General Fund,Administrative Services,Youth Bureau,Summer Recreation	78,846.00	.00	78,846.00	.00	.00	77,591.00	1,255.00	98	75,091.00	
A.02.7140.7310	General Fund,Administrative Services,Youth Bureau,Youth Service	130,744.00	.00	130,744.00	.00	.00	36,461.00	94,283.00	28	109,590.98	
A.03.1440	General Fund,Public Works,Engineering	12,750.00	.00	12,750.00	35.95	.00	5,038.35	7,711.65	40	7,035.71	
A.03.1490	General Fund,Public Works,Department of Public Works	5,950.00	64.27	6,014.27	603.64	64.27	4,586.77	1,363.23	77	5,299.50	
A.03.1620.1620	General Fund,Public Works,City Facilities,Facilities	160,619.00	.00	160,619.00	6,041.74	9,123.27	121,126.92	30,368.81	81	149,548.55	
A.03.1620.1621	General Fund,Public Works,City Facilities,Facilities-Ice Rink	14,000.00	45,900.00	59,900.00	30,045.03	8,129.36	56,876.85	(5,106.21)	109	91,688.01	
A.03.1620.1622	General Fund,Public Works,City Facilities,Facilities - Dwyer	26,500.00	.00	26,500.00	.00	.00	14,926.52	11,573.48	56	6,134.55	
A.03.3620	General Fund,Public Works,Inspection	42,797.00	30,096.40	72,893.40	1,958.36	96.40	46,077.79	26,719.21	63	41,970.69	
A.03.5010.5010	General Fund,Public Works,Bureau of Maintenance,Maintenance Admin	23,758.00	160.67	23,918.67	1,899.35	160.67	20,861.74	2,896.26	88	24,160.21	
A.03.5010.5110	General Fund,Public Works,Bureau of Maintenance,Street Maintenance	63,280.00	.00	63,280.00	97.30	.00	63,955.72	(675.72)	101	58,279.01	
A.03.5010.5132	General Fund,Public Works,Bureau of Maintenance,Public Works Garage	216,495.00	.00	216,495.00	9,860.59	2,948.24	109,512.59	104,034.17	52	171,972.68	
A.03.5010.5142	General Fund,Public Works,Bureau of Maintenance,Snow Removal	229,202.00	.00	229,202.00	113,854.17	66,630.59	135,822.48	26,748.93	88	190,919.78	
A.03.5010.5182	General Fund,Public Works,Bureau of Maintenance,Street Lighting Traffic Signals	228,000.00	.00	228,000.00	18,973.66	.00	173,955.81	54,044.19	76	229,876.19	
A.03.5010.5410	General Fund,Public Works,Bureau of Maintenance,Sidewalks	.00	.00	.00	.00	.00	.00	.00	+++	.00	
A.03.5010.5650	General Fund,Public Works,Bureau of Maintenance,Parking Lots	205,000.00	2,822.00	207,822.00	.00	.00	207,821.85	.15	100	36,490.38	
A.03.5010.7110	General Fund,Public Works,Bureau of Maintenance,Parks	98,860.00	.00	98,860.00	964.52	.00	84,889.48	13,970.52	86	103,358.63	
A.03.5010.8140	General Fund,Public Works,Bureau of Maintenance,Storm Sewer - BOM	30,320.00	.00	30,320.00	767.39	15,000.00	10,222.73	5,097.27	83	11,218.42	
A.03.5010.8170	General Fund,Public Works,Bureau of Maintenance,Street Cleaning	14,650.00	.00	14,650.00	.00	.00	14,079.98	570.02	96	13,893.18	
A.03.7510	General Fund,Public Works,Historic Preservation	900.00	.00	900.00	49.48	.00	255.85	644.15	28	195.64	
A.03.8020	General Fund,Public Works,Planning and Zoning	1,300.00	.00	1,300.00	2.40	.00	933.29	366.71	72	772.08	
A.03.8141	General Fund,Public Works,Storm Sewer - Water-WW	19,360.00	.00	19,360.00	1,115.98	.00	7,086.89	12,273.11	37	9,553.97	
A.03.8160	General Fund,Public Works,Refuse and Recycling	85,200.00	.00	85,200.00	.00	27,200.00	25,617.88	32,382.12	62	66,026.21	
A.04.3120.3120	General Fund,Police,Police	247,117.00	10,683.66	257,800.66	21,106.50	13,682.77	259,271.26	(15,153.37)	106	286,584.64	
A.04.3120.3121	General Fund,Police,Police,Emergency Response Team	8,680.00	.00	8,680.00	.00	.00	3,251.27	5,428.73	37	6,012.15	

# General Fund Financial Report #2 - DRAFT

by Account Classification

Through 01/31/24

Prior Fiscal Year Activity Included

Organization	Organization Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
<i>Contracted Exp</i>										
A.04.3120.3122	General Fund,Police,Police,Net	.00	.00	.00	.00	.00	.00	.00	+++	.00
A.04.3120.3123	General Fund,Police,Police,Community Policing & Events	.00	.00	.00	.00	.00	.00	.00	+++	.00
A.04.3120.3124	General Fund,Police,Police,K-9	950.00	.00	950.00	129.99	.00	1,707.99	(757.99)	180	6,885.35
A.05.3410	General Fund,Fire,Fire	.00	.00	.00	.00	.00	.00	.00	+++	.00
A.05.3410.3410	General Fund,Fire,Fire,Fire	202,947.00	16,919.93	219,866.93	9,727.11	334.93	163,586.01	55,945.99	75	274,520.47
A.05.3410.3411	General Fund,Fire,Fire,State Internal EMS Program	850.00	.00	850.00	.00	.00	359.03	490.97	42	80.57
A.05.3410.3412	General Fund,Fire,Fire,State External EMS Program	675.00	.00	675.00	5.10	.00	607.54	67.46	90	16.13
A.05.3410.3413	General Fund,Fire,Fire,Non State EMS Program	2,650.00	.00	2,650.00	.00	.00	212.26	2,437.74	8	2.03
<i>Contracted Exp Totals</i>										
		\$3,330,408.00	\$604,815.34	\$3,935,223.34	\$287,404.12	\$350,798.44	\$2,445,986.67	\$1,138,438.23	71%	\$2,920,982.02
<i>Debt Principle</i>										
A.01.9710	General Fund,General Governmental Services,Debt Service - Bonds	286,200.00	.00	286,200.00	.00	.00	286,200.00	.00	100	283,700.00
A.01.9730	General Fund,General Governmental Services,Debt Service - BAN	.00	.00	.00	.00	.00	.00	.00	+++	.00
A.01.9785	General Fund,General Governmental Services,Installment Purchase Debt	.00	.00	.00	.00	.00	.00	.00	+++	28,113.00
A.01.9789	General Fund,General Governmental Services,Debt Service Energy Lease	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Debt Principle Totals</i>										
		\$286,200.00	\$0.00	\$286,200.00	\$0.00	\$0.00	\$286,200.00	\$0.00	100%	\$311,813.00
<i>Debt Interest</i>										
A.01.9710	General Fund,General Governmental Services,Debt Service - Bonds	67,372.00	.00	67,372.00	.00	.00	67,371.92	.08	100	74,382.80
A.01.9730	General Fund,General Governmental Services,Debt Service - BAN	.00	.00	.00	.00	.00	.00	.00	+++	.00
A.01.9785	General Fund,General Governmental Services,Installment Purchase Debt	.00	.00	.00	.00	.00	.00	.00	+++	472.88
A.01.9789	General Fund,General Governmental Services,Debt Service Energy Lease	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Debt Interest Totals</i>										
		\$67,372.00	\$0.00	\$67,372.00	\$0.00	\$0.00	\$67,371.92	\$0.08	100%	\$74,855.68
<i>Employee Benefits</i>										
A.01.1010	General Fund,General Governmental Services,City Council	3,710.00	.00	3,710.00	1,006.74	.00	2,794.93	915.07	75	3,595.61
A.01.1230	General Fund,General Governmental Services,City Manager	33,470.00	.00	33,470.00	835.76	.00	28,031.02	5,438.98	84	25,118.40
A.01.1310	General Fund,General Governmental Services,Finance	14,120.00	.00	14,120.00	327.16	.00	11,829.88	2,290.12	84	11,889.76
A.01.7550	General Fund,General Governmental Services,Community Celebrations	1,870.00	.00	1,870.00	.00	.00	1,306.31	563.69	70	1,204.96
A.02.1315	General Fund,Administrative Services,Dept of Administrative Services	16,540.00	.00	16,540.00	531.01	.00	13,651.44	2,888.56	83	14,341.93
A.02.1325.1325	General Fund,Administrative Services,Clerk-Treasurer,Clerk-Treasurer	19,810.00	.00	19,810.00	455.84	.00	16,095.09	3,714.91	81	14,997.65
A.02.1325.4020	General Fund,Administrative Services,Clerk-Treasurer,Vital Statistics	3,640.00	.00	3,640.00	75.22	.00	3,026.21	613.79	83	2,959.41

# General Fund Financial Report #2 - DRAFT

by Account Classification

Through 01/31/24

Prior Fiscal Year Activity Included

Organization	Organization Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
<b>EXPENSE</b>											
<i>Employee Benefits</i>											
A.02.1355	General Fund, Administrative Services, Assessment	11,520.00	.00	11,520.00	276.60	.00	9,828.13	1,691.87	85	9,614.92	
A.02.1430	General Fund, Administrative Services, Personnel	57,880.00	.00	57,880.00	3,314.39	.00	54,269.27	3,610.73	94	68,848.87	
A.02.7140.7140	General Fund, Administrative Services, Youth Bureau, Summer Recreation	.00	.00	.00	.00	.00	.00	.00	+++	.00	
A.02.7140.7310	General Fund, Administrative Services, Youth Bureau, Youth Service	.00	.00	.00	.00	.00	.00	.00	+++	.00	
A.03.1490	General Fund, Public Works, Department of Public Works	15,610.00	.00	15,610.00	410.32	.00	12,865.81	2,744.19	82	9,519.17	
A.03.1620.1620	General Fund, Public Works, City Facilities, Facilities	16,170.00	.00	16,170.00	472.79	.00	12,766.85	3,403.15	79	11,480.60	
A.03.1620.1621	General Fund, Public Works, City Facilities, Facilities-Ice Rink	100.00	.00	100.00	33.82	.00	208.45	(108.45)	208	456.47	
A.03.1620.1622	General Fund, Public Works, City Facilities, Facilities - Dwyer	380.00	.00	380.00	.00	.00	663.87	(283.87)	175	266.49	
A.03.3620	General Fund, Public Works, Inspection	59,430.00	.00	59,430.00	1,493.77	.00	49,960.91	9,469.09	84	47,334.99	
A.03.5010.5010	General Fund, Public Works, Bureau of Maintenance, Maintenance Admin	18,370.00	.00	18,370.00	509.77	.00	15,509.67	2,860.33	84	15,432.73	
A.03.5010.5110	General Fund, Public Works, Bureau of Maintenance, Street Maintenance	48,010.00	.00	48,010.00	1,438.06	.00	41,385.78	6,624.22	86	47,773.31	
A.03.5010.5132	General Fund, Public Works, Bureau of Maintenance, Public Works Garage	56,820.00	.00	56,820.00	1,033.86	.00	42,340.05	14,479.95	75	41,287.35	
A.03.5010.5142	General Fund, Public Works, Bureau of Maintenance, Snow Removal	39,330.00	.00	39,330.00	685.62	.00	23,099.55	16,230.45	59	32,559.52	
A.03.5010.5182	General Fund, Public Works, Bureau of Maintenance, Street Lighting Traffic Signals	4,070.00	.00	4,070.00	37.95	.00	2,434.80	1,635.20	60	2,583.63	
A.03.5010.7110	General Fund, Public Works, Bureau of Maintenance Parks	73,180.00	.00	73,180.00	1,943.63	.00	60,923.35	12,256.65	83	61,796.68	
A.03.5010.8140	General Fund, Public Works, Bureau of Maintenance, Storm Sewer - BOM	25,110.00	.00	25,110.00	330.09	.00	17,038.22	8,071.78	68	15,961.87	
A.03.5010.8170	General Fund, Public Works, Bureau of Maintenance, Street Cleaning	18,680.00	.00	18,680.00	223.40	.00	15,320.89	3,359.11	82	15,013.93	
A.03.7510	General Fund, Public Works, Historic Preservation	390.00	.00	390.00	95.63	.00	286.88	103.12	74	391.76	
A.03.8141	General Fund, Public Works, Storm Sewer - Water-WW	790.00	.00	790.00	13.29	.00	402.47	387.53	51	1,516.48	
A.03.8160	General Fund, Public Works, Refuse and Recycling	1,620.00	.00	1,620.00	.00	.00	1,479.73	140.27	91	1,392.83	
A.04.3120.3120	General Fund, Police, Police	991,350.00	.00	991,350.00	20,715.88	.00	884,997.02	106,352.98	89	885,250.57	
A.04.3120.3121	General Fund, Police, Police, Emergency Response Team	1,700.00	.00	1,700.00	39.27	.00	1,618.73	81.27	95	1,679.70	
A.04.3120.3122	General Fund, Police, Police, Net	350.00	.00	350.00	736.30	.00	4,519.33	23,630.67	16	31.26	
A.04.3120.3123	General Fund, Police, Police, Community Policing & Events	890.00	.00	890.00	33.03	.00	1,174.18	(284.18)	132	808.71	
A.04.3120.3124	General Fund, Police, Police, K-9	.00	.00	.00	.00	.00	.00	.00	+++	.00	
A.05.3410.3410	General Fund, Fire, Fire, Fire	1,007,990.00	33,146.00	1,041,136.00	16,843.29	.00	875,806.35	165,329.65	84	871,419.27	
A.05.3410.3411	General Fund, Fire, Fire, State Internal EMS Program	400.00	.00	400.00	.00	.00	294.96	105.04	74	299.64	

# General Fund Financial Report #2 - DRAFT

by Account Classification

Through 01/31/24

Prior Fiscal Year Activity Included

Organization	Organization Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<i>Employee Benefits</i>										
A.05.3410.3412	General Fund, Fire, Fire, State External EMS Program	2,350.00	.00	2,350.00	22.03	.00	1,878.87	471.13	80	3,292.98
A.05.3410.3413	General Fund, Fire, Fire, Non State EMS Program	2,860.00	.00	2,860.00	.00	.00	2,153.58	706.42	75	2,780.53
	<i>Employee Benefits Totals</i>	\$2,548,510.00	\$60,946.00	\$2,609,456.00	\$53,934.52	\$0.00	\$2,209,962.58	\$399,493.42	85%	\$2,222,859.98
<i>Transfers</i>										
A.01.9901	General Fund, General Governmental Services, Interfund Transfer	3,073,660.00	.00	3,073,660.00	.00	.00	5,913,890.19	(2,840,230.19)	192	4,197,398.31
A.01.9950	General Fund, General Governmental Services, Transfer to Capital Projects	65,000.00	.00	65,000.00	.00	.00	.00	65,000.00	0	199,318.88
	<i>Transfers Totals</i>	\$3,138,660.00	\$0.00	\$3,138,660.00	\$0.00	\$0.00	\$5,913,890.19	(\$2,775,230.19)	188%	\$4,396,717.19
	<b>EXPENSE TOTALS</b>	\$19,462,273.00	\$1,311,582.31	\$20,773,855.31	\$1,066,957.98	\$675,652.07	\$18,580,136.65	\$1,518,066.59	93%	\$19,392,710.65
<i>Grand Totals</i>										
	<b>REVENUE TOTALS</b>	\$19,462,273.00	\$1,009,680.70	\$20,471,953.70	\$2,257,307.79	\$0.00	\$20,295,887.23	\$176,066.47	99%	\$21,688,821.86
	<b>EXPENSE TOTALS</b>	\$19,462,273.00	\$1,311,582.31	\$20,773,855.31	\$1,066,957.98	\$675,652.07	\$18,580,136.65	\$1,518,066.59	93%	\$19,392,710.65
	<i>Grand Totals</i>	\$0.00	(\$301,901.61)	(\$301,901.61)	\$1,190,349.81	(\$675,652.07)	\$1,715,750.58	(\$1,342,000.12)		\$2,296,111.21

# Council Monthly Financial Report #2 - DRAFT

by Account Classification

Through 01/31/24

Prior Fiscal Year Activity Included

Organization	Organization Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
<i>Real Property Tax Items</i>										
EW.00.0000.0000	Water Fund,Revenue,Revenues,Revenue	306,855.00	.00	306,855.00	38,144.62	.00	278,331.31	28,523.69	91%	211,755.69
	<i>Real Property Tax Items Totals</i>	\$306,855.00	\$0.00	\$306,855.00	\$38,144.62	\$0.00	\$278,331.31	\$28,523.69	91%	\$211,755.69
<i>Use of Money and Property</i>										
EW.00.0000.0000	Water Fund,Revenue,Revenues,Revenue	2,280,555.00	.00	2,280,555.00	606,352.79	.00	1,954,743.82	325,811.18	86%	2,236,546.59
	<i>Use of Money and Property Totals</i>	\$2,280,555.00	\$0.00	\$2,280,555.00	\$606,352.79	\$0.00	\$1,954,743.82	\$325,811.18	86%	\$2,236,546.59
<i>Fines and Forfeitures</i>										
EW.00.0000.0000	Water Fund,Revenue,Revenues,Revenue	.00	.00	.00	.00	.00	94.94	(94.94)	+++	.00
	<i>Fines and Forfeitures Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$94.94	(\$94.94)	+++	\$0.00
<i>Misc Local Sources</i>										
EW.00.0000.0000	Water Fund,Revenue,Revenues,Revenue	15,440.00	.00	15,440.00	976.47	.00	1,739.54	13,700.46	11%	265,115.49
	<i>Misc Local Sources Totals</i>	\$15,440.00	\$0.00	\$15,440.00	\$976.47	\$0.00	\$1,739.54	\$13,700.46	11%	\$265,115.49
<i>Federal and State</i>										
EW.00.0000.0000	Water Fund,Revenue,Revenues,Revenue	.00	.00	.00	.00	.00	88,374.06	(88,374.06)	+++	166,197.30
	<i>Federal and State Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$88,374.06	(\$88,374.06)	+++	\$166,197.30
<i>Transfers In</i>										
EW.00.0000.0000	Water Fund,Revenue,Revenues,Revenue	.00	.00	.00	.00	.00	79,730.00	(79,730.00)	+++	526,687.61
	<i>Transfers In Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$79,730.00	(\$79,730.00)	+++	\$526,687.61
<i>Appropriated Reserves</i>										
EW.00.0000.0000	Water Fund,Revenue,Revenues,Revenue	57,500.00	.00	57,500.00	.00	.00	.00	57,500.00	0	.00
	<i>Appropriated Reserves Totals</i>	\$57,500.00	\$0.00	\$57,500.00	\$0.00	\$0.00	\$0.00	\$57,500.00	0%	\$0.00
<i>Water</i>										
EW.00.0000.0000	Water Fund,Revenue,Revenues,Revenue	3,202,884.00	.00	3,202,884.00	512,368.39	.00	2,404,486.64	798,397.36	75%	3,174,148.94
	<i>Water Totals</i>	\$3,202,884.00	\$0.00	\$3,202,884.00	\$512,368.39	\$0.00	\$2,404,486.64	\$798,397.36	75%	\$3,174,148.94
	<b>REVENUE TOTALS</b>	\$5,863,234.00	\$0.00	\$5,863,234.00	\$1,157,842.27	\$0.00	\$4,807,500.31	\$1,055,733.69	82%	\$6,580,451.62
<i>Personnel Services</i>										
EW.03.8310	Water Fund,Public Works,Water Administration	225,210.00	.00	225,210.00	15,882.78	.00	166,222.47	58,987.53	74	177,598.81
EW.03.8320	Water Fund,Public Works,Pump Station and Filtration	537,840.00	.00	537,840.00	37,372.76	.00	380,217.66	157,622.34	71	506,715.64
EW.03.8340	Water Fund,Public Works,Water Distribution	292,640.00	.00	292,640.00	28,493.32	.00	281,587.26	11,052.74	96	281,550.63
	<i>Personnel Services Totals</i>	\$1,055,690.00	\$0.00	\$1,055,690.00	\$81,748.86	\$0.00	\$828,027.39	\$227,662.61	78%	\$965,865.08
<i>Equipment</i>										
EW.03.0900	Water Fund,Public Works,Reserves	79,730.00	.00	79,730.00	.00	.00	.00	79,730.00	0	.00
EW.03.8310	Water Fund,Public Works,Water Administration	350.00	.00	350.00	.00	.00	.00	350.00	0	22,488.11
EW.03.8320	Water Fund,Public Works,Pump Station and Filtration	42,340.00	.00	42,340.00	31,666.93	13,334.03	45,264.58	(16,258.61)	138	28,828.27
EW.03.8340	Water Fund,Public Works,Water Distribution	72,500.00	.00	72,500.00	.00	60,496.00	10,403.22	1,600.78	98	4,551.08
EW.20	Water Fund,General Government	.00	.00	.00	.00	.00	.00	.00	+++	.00
EW.25	Water Fund,Public Safety	.00	.00	.00	.00	.00	.00	.00	+++	.00
EW.30	Water Fund,Transportation	.00	.00	.00	.00	.00	.00	.00	+++	.00

# Council Monthly Financial Report #2 - DRAFT

by Account Classification  
Through 01/31/24  
Prior Fiscal Year Activity Included

Organization	Organization Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<b>EXPENSE</b>											
<i>Equipment</i>											
EW.35	Water Fund,Culture and Recreation	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
EW.40	Water Fund,Home and Community Service	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Equipment Totals</i>	\$194,920.00	\$0.00	\$194,920.00	\$31,666.93	\$73,830.03	\$55,667.80	\$65,422.17	66%	66%	\$55,867.46
<i>Contracted Exp</i>											
EW.03.0900	Water Fund,Public Works,Reserves	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
EW.03.1989	Water Fund,Public Works,Contingency	5,050.00	.00	5,050.00	.00	.00	.00	5,050.00	0	0	.00
EW.03.1994	Water Fund,Public Works,Depreciation	.00	.00	.00	.00	.00	.00	.00	.00	+++	279,626.41
EW.03.1995	Water Fund,Public Works,Loss on Sale of Assets	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
EW.03.8310	Water Fund,Public Works,Water Administration	2,512,601.00	74,909.27	2,587,510.27	6,789.71	29,716.71	1,550,749.40	1,007,044.16	61	61	2,632,288.13
EW.03.8320	Water Fund,Public Works,Pump Station and Filtration	926,247.00	972.88	927,219.88	49,841.95	270,284.42	659,667.88	(2,732.42)	100	100	764,420.74
EW.03.8340	Water Fund,Public Works,Water Distribution	53,660.00	.00	53,660.00	215.15	302.65	33,663.10	19,694.25	63	63	27,428.83
EW.20	Water Fund,General Government	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
EW.25	Water Fund,Public Safety	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
EW.30	Water Fund,Transportation	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
EW.35	Water Fund,Culture and Recreation	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
EW.40	Water Fund,Home and Community Service	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
EW.40.1994	Water Fund,Home and Community Service,Depreciation	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Contracted Exp Totals</i>	\$3,497,558.00	\$75,882.15	\$3,573,440.15	\$56,846.81	\$300,303.78	\$2,244,080.38	\$1,029,055.99	71%	71%	\$3,703,764.11
<i>Debt Principle</i>											
EW.03.9710	Water Fund,Public Works,Debt Service - Bonds	184,500.00	.00	184,500.00	.00	.00	.00	184,500.00	0	0	.00
EW.03.9730	Water Fund,Public Works,Debt Service - BAN	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
EW.03.9785	Water Fund,Public Works,Installment Purchase Debt	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
EW.03.9789	Water Fund,Public Works,Debt Service Energy Lease	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Debt Principle Totals</i>	\$184,500.00	\$0.00	\$184,500.00	\$0.00	\$0.00	\$0.00	\$184,500.00	0%	0%	\$0.00
<i>Debt Interest</i>											
EW.03.9710	Water Fund,Public Works,Debt Service - Bonds	57,486.00	.00	57,486.00	.00	.00	29,971.13	27,514.87	52	52	58,802.47
EW.03.9730	Water Fund,Public Works,Debt Service - BAN	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	0	.00
EW.03.9785	Water Fund,Public Works,Installment Purchase Debt	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
EW.03.9789	Water Fund,Public Works,Debt Service Energy Lease	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Debt Interest Totals</i>	\$72,486.00	\$0.00	\$72,486.00	\$0.00	\$0.00	\$29,971.13	\$42,514.87	41%	41%	\$58,802.47
<i>Employee Benefits</i>											
EW.03.8310	Water Fund,Public Works,Water Administration	50,700.00	.00	50,700.00	1,325.19	.00	42,993.20	7,706.80	85	85	37,997.63
EW.03.8320	Water Fund,Public Works,Pump Station and Filtration	112,950.00	.00	112,950.00	2,807.08	.00	89,396.64	23,553.36	79	79	89,383.75
EW.03.8340	Water Fund,Public Works,Water Distribution	59,530.00	.00	59,530.00	2,128.23	.00	53,479.81	6,050.19	90	90	48,480.08
	<i>Employee Benefits Totals</i>	\$223,180.00	\$0.00	\$223,180.00	\$6,260.50	\$0.00	\$185,869.65	\$37,310.35	83%	83%	\$175,861.46

# Council Monthly Financial Report #2 - DRAFT

by Account Classification

Through 01/31/24

Prior Fiscal Year Activity Included

Organization	Organization Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
EW.03.9901	Water Fund,Public Works,Interfund Transfer	634,900.00	.00	634,900.00	.00	.00	439,630.00	195,270.00	69%	1,113,847.61
	<i>Transfers Totals</i>	\$634,900.00	\$0.00	\$634,900.00	\$0.00	\$0.00	\$439,630.00	\$195,270.00	69%	\$1,113,847.61
	<b>EXPENSE TOTALS</b>	\$5,863,234.00	\$75,882.15	\$5,939,116.15	\$176,523.10	\$374,133.81	\$3,783,246.35	\$1,781,735.99	70%	\$6,074,008.19
	<i>Grand Totals</i>									
	<b>REVENUE TOTALS</b>	\$5,863,234.00	\$0.00	\$5,863,234.00	\$1,157,842.27	\$0.00	\$4,807,500.31	\$1,055,733.69	82%	\$6,580,451.62
	<b>EXPENSE TOTALS</b>	\$5,863,234.00	\$75,882.15	\$5,939,116.15	\$176,523.10	\$374,133.81	\$3,783,246.35	\$1,781,735.99	70%	\$6,074,008.19
	<i>Grand Totals</i>	\$0.00	(\$75,882.15)	(\$75,882.15)	\$981,319.17	(\$374,133.81)	\$1,024,253.96	(\$726,002.30)		\$506,443.43



# Council Monthly Financial Report #2 - DRAFT

by Account Classification  
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Prior Fiscal Year Activity Included

Organization	Organization Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
<i>Departmental Income</i>											
ES.00.0000.0000	Wastewater Fund, Revenue, Revenues, Revenue	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Departmental Income Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<i>Use of Money and Property</i>											
ES.00.0000.0000	Wastewater Fund, Revenue, Revenues, Revenue	52,000.00	.00	52,000.00	58,373.15		385,396.00	(333,396.00)	(333,396.00)	741	180,761.39
	<i>Use of Money and Property Totals</i>	\$52,000.00	\$0.00	\$52,000.00	\$58,373.15		\$385,396.00	(\$333,396.00)	(\$333,396.00)	741%	\$180,761.39
<i>Fines and Forfeitures</i>											
ES.00.0000.0000	Wastewater Fund, Revenue, Revenues, Revenue	.00	.00	.00	.00		148.12	(148.12)	(148.12)	+++	.00
	<i>Fines and Forfeitures Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00		\$148.12	(\$148.12)	(\$148.12)	+++	\$0.00
<i>Misc Local Sources</i>											
ES.00.0000.0000	Wastewater Fund, Revenue, Revenues, Revenue	54,150.00	.00	54,150.00	811.13		29,444.67	24,705.33	24,705.33	54	109,414.15
	<i>Misc Local Sources Totals</i>	\$54,150.00	\$0.00	\$54,150.00	\$811.13		\$29,444.67	\$24,705.33	\$24,705.33	54%	\$109,414.15
<i>Federal and State</i>											
ES.00.0000.0000	Wastewater Fund, Revenue, Revenues, Revenue	.00	.00	.00	.00		.00	.00	.00	+++	118,287.00
	<i>Federal and State Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$118,287.00
<i>Transfers In</i>											
ES.00.0000.0000	Wastewater Fund, Revenue, Revenues, Revenue	.00	.00	.00	.00		.00	(1,158,918.00)	(1,158,918.00)	+++	315,164.00
	<i>Transfers In Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$1,158,918.00	(\$1,158,918.00)	+++	\$315,164.00
<i>Appropriated Reserves</i>											
ES.00.0000.0000	Wastewater Fund, Revenue, Revenues, Revenue	459,500.00	.00	459,500.00	.00		.00	459,500.00	459,500.00	0	.00
	<i>Appropriated Reserves Totals</i>	\$459,500.00	\$0.00	\$459,500.00	\$0.00		\$0.00	\$459,500.00	\$459,500.00	0%	\$0.00
<i>Sewer</i>											
ES.00.0000.0000	Wastewater Fund, Revenue, Revenues, Revenue	3,820,000.00	.00	3,820,000.00	752,991.92		3,138,092.78	681,907.22	681,907.22	82	3,820,519.21
	<i>Sewer Totals</i>	\$3,820,000.00	\$0.00	\$3,820,000.00	\$752,991.92		\$3,138,092.78	\$681,907.22	\$681,907.22	82%	\$3,820,519.21
	<b>REVENUE TOTALS</b>	\$4,385,650.00	\$0.00	\$4,385,650.00	\$812,176.20		\$4,711,999.57	(\$326,349.57)	(\$326,349.57)	107%	\$4,544,145.75
<i>EXPENSE</i>											
<i>Personnel Services</i>											
ES.03.1710	Wastewater Fund, Public Works, Administration	276,820.00	.00	276,820.00	19,693.54		207,490.31	69,329.69	69,329.69	75	225,473.64
ES.03.8120	Wastewater Fund, Public Works, Sanitary Sewers BOM	143,390.00	.00	143,390.00	14,834.04		123,577.25	19,812.75	19,812.75	86	142,640.60
ES.03.8121	Wastewater Fund, Public Works, Sanitary Sewer Water/WW	118,800.00	.00	118,800.00	2,707.05		44,956.51	73,843.49	73,843.49	38	64,646.83
ES.03.8130	Wastewater Fund, Public Works, Wastewater Treatment	274,650.00	.00	274,650.00	20,654.18		216,933.71	57,716.29	57,716.29	79	254,668.10
	<i>Personnel Services Totals</i>	\$813,660.00	\$0.00	\$813,660.00	\$57,888.81		\$592,957.78	\$220,702.22	\$220,702.22	73%	\$687,429.17
<i>Equipment</i>											
ES.03.0900	Wastewater Fund, Public Works, Reserves	858,918.00	.00	858,918.00	.00		.00	858,918.00	858,918.00	0	.00
ES.03.1710	Wastewater Fund, Public Works, Administration	.00	.00	.00	.00		.00	.00	.00	+++	.00
ES.03.8120	Wastewater Fund, Public Works, Sanitary Sewers BOM	57,500.00	.00	57,500.00	.00	60,496.00	.00	(2,996.00)	(2,996.00)	105	.00
ES.03.8121	Wastewater Fund, Public Works, Sanitary Sewer Water/WW	45,500.00	15,341.48	60,841.48	97,188.42		116,334.64	(55,493.16)	(55,493.16)	191	189.88

# Council Monthly Financial Report #2 - DRAFT

by Account Classification  
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Prior Fiscal Year Activity Included

Organization	Organization Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
<b>EXPENSE</b>										
<i>Equipment</i>										
ES.03.8130	Wastewater Fund,Public Works,Wastewater Treatment	225,000.00	.00	225,000.00	53,295.80	.00	119,236.06	105,763.94	53	12,060.22
ES.20	Wastewater Fund,General Government	.00	.00	.00	.00	.00	.00	.00	+++	.00
ES.25	Wastewater Fund,Public Safety	.00	.00	.00	.00	.00	.00	.00	+++	.00
ES.30	Wastewater Fund,Transportation	.00	.00	.00	.00	.00	.00	.00	+++	.00
ES.35	Wastewater Fund,Culture and Recreation	.00	.00	.00	.00	.00	.00	.00	+++	.00
ES.40	Wastewater Fund,Home and Community Service	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Equipment Totals</i>		\$1,186,918.00	\$15,341.48	\$1,202,259.48	\$150,484.22	\$60,496.00	\$235,570.70	\$906,192.78	25%	\$12,250.10
<i>Contracted Exp</i>										
ES.03.0900	Wastewater Fund,Public Works,Reserves	300,000.00	.00	300,000.00	.00	.00	.00	300,000.00	0	.00
ES.03.1710	Wastewater Fund,Public Works,Administration	197,399.00	136,176.69	333,575.69	7,886.15	37,592.23	286,622.49	9,360.97	97	259,216.74
ES.03.1989	Wastewater Fund,Public Works,Contingency	100,000.00	.00	100,000.00	.00	.00	.00	100,000.00	0	.00
ES.03.1994	Wastewater Fund,Public Works,Depreciation	.00	.00	.00	.00	.00	.00	.00	+++	1,616,955.96
ES.03.1995	Wastewater Fund,Public Works,Loss on Sale of Assets	.00	.00	.00	.00	.00	.00	.00	+++	.00
ES.03.8120	Wastewater Fund,Public Works,Sanitary Sewers BOM	231,610.00	.00	231,610.00	1,918.90	.00	241,038.89	(9,428.89)	104	337,921.80
ES.03.8121	Wastewater Fund,Public Works,Sanitary Sewer Water/WW	47,690.00	.00	47,690.00	17,606.79	111,932.36	72,342.70	(136,585.06)	386	31,148.96
ES.03.8130	Wastewater Fund,Public Works,Wastewater Treatment	659,100.00	1,101.44	660,201.44	39,860.75	75,046.03	348,060.33	237,095.08	64	537,472.27
ES.20	Wastewater Fund,General Government	.00	.00	.00	.00	.00	.00	.00	+++	.00
ES.25	Wastewater Fund,Public Safety	.00	.00	.00	.00	.00	.00	.00	+++	.00
ES.30	Wastewater Fund,Transportation	.00	.00	.00	.00	.00	.00	.00	+++	.00
ES.35	Wastewater Fund,Culture and Recreation	.00	.00	.00	.00	.00	.00	.00	+++	.00
ES.40	Wastewater Fund,Home and Community Service	.00	.00	.00	.00	.00	.00	.00	+++	.00
ES.40.1994	Wastewater Fund,Home and Community Service,Depreciation	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Contracted Exp Totals</i>		\$1,535,799.00	\$137,278.13	\$1,673,077.13	\$67,272.59	\$224,570.62	\$948,064.41	\$500,442.10	70%	\$2,782,715.73
<i>Debt Principle</i>										
ES.03.9710	Wastewater Fund,Public Works,Debt Service - Bonds	309,300.00	.00	309,300.00	.00	.00	.00	309,300.00	0	.00
ES.03.9730	Wastewater Fund,Public Works,Debt Service - BAN	.00	.00	.00	.00	.00	.00	.00	+++	.00
ES.03.9785	Wastewater Fund,Public Works,Installment Purchase Debt	.00	.00	.00	.00	.00	.00	.00	+++	.00
ES.03.9789	Wastewater Fund,Public Works,Debt Service Energy Lease	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Debt Principle Totals</i>		\$309,300.00	\$0.00	\$309,300.00	\$0.00	\$0.00	\$0.00	\$309,300.00	0%	\$0.00
<i>Debt Interest</i>										
ES.03.9710	Wastewater Fund,Public Works,Debt Service - Bonds	77,093.00	.00	77,093.00	.00	.00	42,125.90	34,967.10	55	80,001.90

# Council Monthly Financial Report #2 - DRAFT

by Account Classification  
Through 01/31/24  
Prior Fiscal Year Activity Included

Organization	Organization Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<i>EXPENSE</i>										
<i>Debt Interest</i>										
ES.03.9730	Wastewater Fund,Public Works,Debt Service - BAN	.00	.00	.00	.00	.00	.00	.00	+++	.00
ES.03.9785	Wastewater Fund,Public Works,Installment Purchase Debt	.00	.00	.00	.00	.00	.00	.00	+++	.00
ES.03.9789	Wastewater Fund,Public Works,Debt Service Energy Lease	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Debt Interest Totals</i>		\$77,093.00	\$0.00	\$77,093.00	\$0.00	\$0.00	\$42,125.90	\$34,967.10	55%	\$80,001.90
<i>Employee Benefits</i>										
ES.03.1710	Wastewater Fund,Public Works,Administration	59,850.00	.00	59,850.00	1,517.12	.00	49,586.58	10,263.42	83	43,139.94
ES.03.8120	Wastewater Fund,Public Works,Sanitary Sewers BOM	43,930.00	.00	43,930.00	1,114.09	.00	38,193.63	5,736.37	87	24,753.40
ES.03.8121	Wastewater Fund,Public Works,Sanitary Sewer Water/WW	9,180.00	.00	9,180.00	203.09	.00	3,375.84	5,804.16	37	15,904.60
ES.03.8130	Wastewater Fund,Public Works,Wastewater Treatment	53,380.00	.00	53,380.00	1,546.86	.00	44,606.69	8,773.31	84	43,218.24
<i>Employee Benefits Totals</i>		\$166,340.00	\$0.00	\$166,340.00	\$4,381.16	\$0.00	\$135,762.74	\$30,577.26	82%	\$127,016.18
<i>Transfers</i>										
ES.03.9901	Wastewater Fund,Public Works,Interfund Transfer	296,540.00	.00	296,540.00	.00	.00	1,455,458.00	(1,158,918.00)	491	588,904.00
<i>Transfers Totals</i>		\$296,540.00	\$0.00	\$296,540.00	\$0.00	\$0.00	\$1,455,458.00	(\$1,158,918.00)	491%	\$588,904.00
<b>EXPENSE TOTALS</b>		\$4,385,650.00	\$152,619.61	\$4,538,269.61	\$280,026.78	\$285,066.62	\$3,409,939.53	\$843,263.46	81%	\$4,278,317.08
<i>Grand Totals</i>										
<b>REVENUE TOTALS</b>		\$4,385,650.00	\$0.00	\$4,385,650.00	\$812,176.20	\$0.00	\$4,711,999.57	(\$326,349.57)	107%	\$4,544,145.75
<b>EXPENSE TOTALS</b>		\$4,385,650.00	\$152,619.61	\$4,538,269.61	\$280,026.78	\$285,066.62	\$3,409,939.53	\$843,263.46	81%	\$4,278,317.08
<i>Grand Totals</i>		\$0.00	(\$152,619.61)	(\$152,619.61)	\$532,149.42	(\$285,066.62)	\$1,302,060.04	(\$1,169,613.03)		\$265,828.67

# Council Monthly Financial Report #2 - DRAFT

by Account Classification  
Through 01/31/24  
Prior Fiscal Year Activity Included

Organization	Organization Description	Adopted Budget	Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
<i>Departmental Income</i>											
EM.00.0000.0000	City Centre Fund, Revenue, Revenues, Revenue	230,344.00	.00	230,344.00	.00	.00	232,451.17	(2,107.17)	101	101%	226,052.31
	<i>Departmental Income Totals</i>	\$230,344.00	\$0.00	\$230,344.00	\$0.00	\$0.00	\$232,451.17	(\$2,107.17)	101%	101%	\$226,052.31
<i>Use of Money and Property</i>											
EM.00.0000.0000	City Centre Fund, Revenue, Revenues, Revenue	3,500.00	.00	3,500.00	101.54	.00	8,156.99	(4,656.99)	233	233%	2,340.83
	<i>Use of Money and Property Totals</i>	\$3,500.00	\$0.00	\$3,500.00	\$101.54	\$0.00	\$8,156.99	(\$4,656.99)	233%	233%	\$2,340.83
<i>Fines and Forfeitures</i>											
EM.00.0000.0000	City Centre Fund, Revenue, Revenues, Revenue	.00	.00	.00	40.00	.00	423.00	(423.00)	+++	+++	1,461.67
	<i>Fines and Forfeitures Totals</i>	\$0.00	\$0.00	\$0.00	\$40.00	\$0.00	\$423.00	(\$423.00)	+++	+++	\$1,461.67
<i>Misc Local Sources</i>											
EM.00.0000.0000	City Centre Fund, Revenue, Revenues, Revenue	1,620.00	.00	1,620.00	287.36	.00	446.13	1,173.87	28	28%	5,578.71
	<i>Misc Local Sources Totals</i>	\$1,620.00	\$0.00	\$1,620.00	\$287.36	\$0.00	\$446.13	\$1,173.87	28%	28%	\$5,578.71
<i>Federal and State</i>											
EM.00.0000.0000	City Centre Fund, Revenue, Revenues, Revenue	.00	.00	.00	.00	.00	.00	.00	+++	+++	.00
	<i>Federal and State Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	+++	\$0.00
<i>Transfers In</i>											
EM.00.0000.0000	City Centre Fund, Revenue, Revenues, Revenue	.00	.00	.00	.00	.00	.00	.00	+++	+++	55,981.05
	<i>Transfers In Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	+++	\$55,981.05
<i>Appropriated Reserves</i>											
EM.00.0000.0000	City Centre Fund, Revenue, Revenues, Revenue	.00	.00	.00	.00	.00	.00	.00	+++	+++	.00
	<i>Appropriated Reserves Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	+++	\$0.00
<i>Appropriated Fund Balance</i>											
EM.00.0000.0000	City Centre Fund, Revenue, Revenues, Revenue	17,761.00	.00	17,761.00	.00	.00	.00	17,761.00	0	0%	.00
	<i>Appropriated Fund Balance Totals</i>	\$17,761.00	\$0.00	\$17,761.00	\$0.00	\$0.00	\$0.00	\$17,761.00	0%	0%	\$0.00
	<b>REVENUE TOTALS</b>	\$253,225.00	\$0.00	\$253,225.00	\$428.90	\$0.00	\$241,477.29	\$11,747.71	95%	95%	\$291,414.57
<i>EXPENSE</i>											
<i>Personnel Services</i>											
EM.03.1710	City Centre Fund, Public Works, Administration	88,375.00	.00	88,375.00	5,425.41	.00	58,796.44	29,578.56	67	67%	62,096.42
	<i>Personnel Services Totals</i>	\$88,375.00	\$0.00	\$88,375.00	\$5,425.41	\$0.00	\$58,796.44	\$29,578.56	67%	67%	\$62,096.42
<i>Equipment</i>											
EM.03.1710	City Centre Fund, Public Works, Administration	17,000.00	.00	17,000.00	.00	.00	11,279.77	5,720.23	66	66%	300.97
EM.40	City Centre Fund, Home and Community Service	.00	.00	.00	.00	.00	.00	.00	+++	+++	.00
	<i>Equipment Totals</i>	\$17,000.00	\$0.00	\$17,000.00	\$0.00	\$0.00	\$11,279.77	\$5,720.23	66%	66%	\$300.97
<i>Contracted Exp</i>											
EM.03.1710	City Centre Fund, Public Works, Administration	98,500.00	.00	98,500.00	3,999.17	6,776.22	61,939.24	29,784.54	70	70%	49,326.50
EM.03.1989	City Centre Fund, Public Works, Contingency	.00	.00	.00	.00	.00	.00	.00	+++	+++	.00
EM.03.1994	City Centre Fund, Public Works, Depreciation	.00	.00	.00	.00	.00	.00	.00	+++	+++	53,076.70
EM.03.1995	City Centre Fund, Public Works, Loss on Sale of Assets	.00	.00	.00	.00	.00	.00	.00	+++	+++	.00
	<i>Contracted Exp Totals</i>	\$98,500.00	\$0.00	\$98,500.00	\$3,999.17	\$6,776.22	\$61,939.24	\$29,784.54	70%	70%	\$102,403.20

# Council Monthly Financial Report #2 - DRAFT

by Account Classification

Through 01/31/24

Prior Fiscal Year Activity Included

Organization	Organization Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<b>EXPENSE</b>										
<i>Debt Principle</i>										
EM.03.9710	City Centre Fund,Public Works,Debt Service - Bonds	.00	.00	.00	.00	.00	.00	.00	+++	.00
EM.03.9730	City Centre Fund,Public Works,Debt Service - BAN	.00	.00	.00	.00	.00	.00	.00	+++	.00
EM.03.9785	City Centre Fund,Public Works,Installment Purchase Debt	.00	.00	.00	.00	.00	.00	.00	+++	.00
EM.03.9789	City Centre Fund,Public Works,Debt Service Energy Lease	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Debt Principle Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<i>Debt Interest</i>										
EM.03.9710	City Centre Fund,Public Works,Debt Service - Bonds	.00	.00	.00	.00	.00	.00	.00	+++	.00
EM.03.9730	City Centre Fund,Public Works,Debt Service - BAN	.00	.00	.00	.00	.00	.00	.00	+++	.00
EM.03.9785	City Centre Fund,Public Works,Installment Purchase Debt	.00	.00	.00	.00	.00	.00	.00	+++	.00
EM.03.9789	City Centre Fund,Public Works,Debt Service Energy Lease	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Debt Interest Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<i>Employee Benefits</i>										
EM.03.1710	City Centre Fund,Public Works,Administration	14,360.00	.00	14,360.00	409.86	.00	11,096.15	3,263.85	77	12,974.52
<i>Employee Benefits Totals</i>		\$14,360.00	\$0.00	\$14,360.00	\$409.86	\$0.00	\$11,096.15	\$3,263.85	77%	\$12,974.52
<i>Transfers</i>										
EM.03.9901	City Centre Fund,Public Works,Interfund Transfer	34,990.00	.00	34,990.00	.00	.00	34,990.00	.00	100	32,910.00
<i>Transfers Totals</i>		\$34,990.00	\$0.00	\$34,990.00	\$0.00	\$0.00	\$34,990.00	\$0.00	100%	\$32,910.00
<b>EXPENSE TOTALS</b>		\$253,225.00	\$0.00	\$253,225.00	\$9,834.44	\$6,776.22	\$178,101.60	\$68,347.18	73%	\$210,685.11
<i>Grand Totals</i>										
<b>REVENUE TOTALS</b>		\$253,225.00	\$0.00	\$253,225.00	\$428.90	\$0.00	\$241,477.29	\$11,747.71	95%	\$291,414.57
<b>EXPENSE TOTALS</b>		\$253,225.00	\$0.00	\$253,225.00	\$9,834.44	\$6,776.22	\$178,101.60	\$68,347.18	73%	\$210,685.11
<i>Grand Totals</i>		\$0.00	\$0.00	\$0.00	(\$9,405.54)	(\$6,776.22)	\$63,375.69	(\$56,599.47)		\$80,729.46

# Council Monthly Financial Report #2 - DRAFT

by Account Classification

Through 01/31/24

Prior Fiscal Year Activity Included

Organization	Organization Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<i>Use of Money and Property</i>											
MS.00.0000.0000	Workers compensation fund,Revenue,Revenues,Revenue	.00	.00	.00	6,992.72	.00	55,817.77	(55,817.77)	+++	+++	23,221.19
	<i>Use of Money and Property Totals</i>	\$0.00	\$0.00	\$0.00	\$6,992.72	\$0.00	\$55,817.77	(\$55,817.77)	+++	+++	\$23,221.19
<i>Misc Local Sources</i>											
MS.00.0000.0000	Workers compensation fund,Revenue,Revenues,Revenue	.00	.00	.00	.00	.00	.00	.00	+++	+++	71,573.66
	<i>Misc Local Sources Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	+++	\$71,573.66
<i>Transfers In</i>											
MS.00.0000.0000	Workers compensation fund,Revenue,Revenues,Revenue	245,560.00	.00	245,560.00	.00	.00	270,560.00	(25,000.00)	110	110	267,750.00
	<i>Transfers In Totals</i>	\$245,560.00	\$0.00	\$245,560.00	\$0.00	\$0.00	\$270,560.00	(\$25,000.00)	110%	110%	\$267,750.00
	<b>REVENUE TOTALS</b>	\$245,560.00	\$0.00	\$245,560.00	\$6,992.72	\$0.00	\$326,377.77	(\$80,817.77)	133%	133%	\$362,544.85
<i>EXPENSE</i>											
<i>Contracted Exp</i>											
MS.01.9040	Workers compensation fund,General Governmental Services,Workers Compensation	125,110.00	.00	125,110.00	.00	237.95	131,176.01	(6,303.96)	105	105	110,464.76
	<i>Contracted Exp Totals</i>	\$125,110.00	\$0.00	\$125,110.00	\$0.00	\$237.95	\$131,176.01	(\$6,303.96)	105%	105%	\$110,464.76
<i>Employee Benefits</i>											
MS.01.9040	Workers compensation fund,General Governmental Services,Workers Compensation	120,450.00	.00	120,450.00	16,707.96	.00	59,654.40	60,795.60	50	50	91,014.12
	<i>Employee Benefits Totals</i>	\$120,450.00	\$0.00	\$120,450.00	\$16,707.96	\$0.00	\$59,654.40	\$60,795.60	50%	50%	\$91,014.12
<i>Transfers</i>											
MS.01.9901	Workers compensation fund,General Governmental Services,Interfund Transfer	.00	.00	.00	.00	.00	.00	.00	+++	+++	.00
	<i>Transfers Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	+++	\$0.00
	<b>EXPENSE TOTALS</b>	\$245,560.00	\$0.00	\$245,560.00	\$16,707.96	\$237.95	\$190,830.41	\$54,491.64	78%	78%	\$201,478.88
<i>Grand Totals</i>											
	<b>REVENUE TOTALS</b>	\$245,560.00	\$0.00	\$245,560.00	\$6,992.72	\$0.00	\$326,377.77	(\$80,817.77)	133%	133%	\$362,544.85
	<b>EXPENSE TOTALS</b>	\$245,560.00	\$0.00	\$245,560.00	\$16,707.96	\$237.95	\$190,830.41	\$54,491.64	78%	78%	\$201,478.88
	<i>Grand Totals</i>	\$0.00	\$0.00	\$0.00	(\$9,715.24)	(\$237.95)	\$135,547.36	(\$135,309.41)			\$161,065.97

# Council Monthly Financial Report #2 - DRAFT

by Account Classification

Through 01/31/24

Prior Fiscal Year Activity Included

Organization	Organization Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
<i>Use of Money and Property</i>											
MS1.00.0000.0000	Health Insurance Fund,Revenue,Revenues,Revenue	.00	.00	.00	4,367.67	.00	69,048.99	69,048.99	(69,048.99)	+++	22,309.97
	<i>Use of Money and Property Totals</i>	\$0.00	\$0.00	\$0.00	\$4,367.67	\$0.00	\$69,048.99	\$69,048.99	(\$69,048.99)	+++	\$22,309.97
<i>Misc Local Sources</i>											
MS1.00.0000.0000	Health Insurance Fund,Revenue,Revenues,Revenue	.00	.00	.00	1,572.15	.00	15,404.37	15,404.37	(15,404.37)	+++	180,070.44
	<i>Misc Local Sources Totals</i>	\$0.00	\$0.00	\$0.00	\$1,572.15	\$0.00	\$15,404.37	\$15,404.37	(\$15,404.37)	+++	\$180,070.44
<i>Transfers In</i>											
MS1.00.0000.0000	Health Insurance Fund,Revenue,Revenues,Revenue	3,378,530.00	.00	3,378,530.00	.00	.00	3,494,530.00	3,494,530.00	(116,000.00)	103	3,080,690.00
	<i>Transfers In Totals</i>	\$3,378,530.00	\$0.00	\$3,378,530.00	\$0.00	\$0.00	\$3,494,530.00	\$3,494,530.00	(\$116,000.00)	103%	\$3,080,690.00
<i>Appropriated Reserves</i>											
MS1.00.0000.0000	Health Insurance Fund,Revenue,Revenues,Revenue	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Appropriated Reserves Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<i>Appropriated Fund Balance</i>											
MS1.00.0000.0000	Health Insurance Fund,Revenue,Revenues,Revenue	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Appropriated Fund Balance Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>EXPENSE</b>	<b>REVENUE TOTALS</b>	\$3,378,530.00	\$0.00	\$3,378,530.00	\$5,939.82	\$0.00	\$3,578,983.36	\$3,578,983.36	(\$200,453.36)	106%	\$3,283,070.41
<i>Contracted Exp</i>											
MS1.01.9060	Health Insurance Fund,General Governmental Services,Health Insurance	9,000.00	.00	9,000.00	.00	272.12	9,842.79	9,842.79	(1,114.91)	112	4,774.16
	<i>Contracted Exp Totals</i>	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$272.12	\$9,842.79	\$9,842.79	(\$1,114.91)	112%	\$4,774.16
<i>Employee Benefits</i>											
MS1.01.9060	Health Insurance Fund,General Governmental Services,Health Insurance	3,369,530.00	.00	3,369,530.00	401,872.14	.00	3,102,970.76	3,102,970.76	266,559.24	92	2,803,323.79
	<i>Employee Benefits Totals</i>	\$3,369,530.00	\$0.00	\$3,369,530.00	\$401,872.14	\$0.00	\$3,102,970.76	\$3,102,970.76	\$266,559.24	92%	\$2,803,323.79
<i>Transfers</i>											
MS1.01.9061	Health Insurance Fund,General Governmental Services,Interfund Transfer	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Transfers Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<b>EXPENSE TOTALS</b>	\$3,378,530.00	\$0.00	\$3,378,530.00	\$401,872.14	\$272.12	\$3,112,813.55	\$3,112,813.55	\$265,444.33	92%	\$2,808,097.95
<i>Grand Totals</i>											
	<b>REVENUE TOTALS</b>	\$3,378,530.00	\$0.00	\$3,378,530.00	\$5,939.82	\$0.00	\$3,578,983.36	\$3,578,983.36	(\$200,453.36)	106%	\$3,283,070.41
	<b>EXPENSE TOTALS</b>	\$3,378,530.00	\$0.00	\$3,378,530.00	\$401,872.14	\$272.12	\$3,112,813.55	\$3,112,813.55	\$265,444.33	92%	\$2,808,097.95
	<i>Grand Totals</i>	\$0.00	\$0.00	\$0.00	(\$395,932.32)	(\$272.12)	\$466,169.81	\$466,169.81	(\$465,897.69)		\$474,972.46

# **CITY OF BATAVIA**

## **BUSINESS MINUTES**

### **FEBRUARY 12, 2024**

The regular business meeting of the City Council was held Monday, February 12, 2024 at 7:00 PM in the Council Chambers, One Batavia City Centre, Batavia, New York, with Council President Jankowski presiding.

Present were Council President Jankowski and Councilmembers Viele, Twichell, Geib, McGinnis, Briggs, Schmidt, Richmond and Bialkowski.

Council President Jankowski called the meeting to order at 7:00 PM. Councilmember Richmond led the Invocation and Pledge of Allegiance.

#### **Public Comments**

Rob Houseknecht of Bogue Avenue said that he had attended a citywide meeting at the Holland Land Office over the weekend, and wanted Council to be aware that the community was not happy with the current budget. He said that he was not in favor of a tax increase of any size, as people are being hit from all sides of government with increased taxation. He noted his concerns with a City of our size needing a full time grant writer position, and said he wondered why that person could not also take on some of the duties with the newly requested position at the Batavia Police Department. He also had concerns with the City looking to hire five new police officers, as management had said that the City streets were safe to walk anytime of the day or night. He then asked Council why a Batavia Police car was parked in Akron? He then said that Council should continue to look for ways to consolidate positions and reduce the current budget request without an increase.

John Roach, Grandview Terrace, said that nobody wants to pay higher taxes, and that the current budget request is as lean as it can get. He asked for input from the two Councilmembers put on record as voting no for the increase, as to what they would cut. He said that the amounts returned to the budget with the removal of half of the cost of a parking lot, or the removal of radios would not allow for a flat tax with the current budget.

#### **Council Response to Public Comments**

Councilmember Viele said that staff did a great job with the budget as it stands. He noted that residents should be most upset with the ever-increasing school taxes, as they are out of control. Councilmember Richmond noted that he and Councilmember Bialkowski had been on the Audit Committee, which had reviewed the budget line by line with City staff and that all seemed in line. He also noted that the grant writer would more than pay for their salary with the number of grants they secure. He additionally noted that it is all well and good to look at cutting positions from different departments until they are needed. He also praised staff for all of their hard work in preparing this budget. Councilmember Twichell confirmed with Assistant City Manager, Eric Fix, that a property assessed at \$100,000 would see an increase of approximately \$2.85, which he noted



was like a cup of coffee. City Manager, Rachael Tabela, said that she wants all City residents to feel safe walking on City streets any time of the day or night, and is a goal with the Police Department's Neighborhood Enforcement Team. She then noted that the police vehicle sited in Akron, is a contractual arrangement with the Student Resource Officer employed with the Batavia Police Department that resides in Akron. She then noted the many vehicles that City employees take home which are contractual in nature, as well as letting them arrive at the scene of incidents in a more timely manner. Council President Jankowski clarified with Public Works Director, Brett Frank, that the City was looking into using used vehicles in the future for City employees as a possible way to reduce the expense of purchasing new vehicles.

### **Communications**

None

### **Council President Report**

Council President Jankowski announced that the next regular City Council Meeting to be held on Monday, February 26, 2024 pm at the City Hall Council Board Room, 2<sup>nd</sup> Floor, City Centre.

### **Proclamation**

Councilmember Briggs read a proclamation for Larry Barnes, who resigned his appointed position as City Historian after over 15 years of service to the City and its residents. She noted that during his tenure he had been an important resource for the citizens of the community. Mr. Barnes said that he wanted to thank everyone very much for the recognition, and that it had been a privilege to serve them. He also said that some residents would be surprised to hear that he had taught Psychology for 37 years prior to his entry into volunteer work. He said that Sue Conklin at the County's History Department had asked if he would be interested in sorting and organizing the many accumulated records at the county, he had agreed to volunteer, and was off and running. He noted that the knowledge from working with the records fascinated him, and pretty soon, I became a City of Batavia history buff. He noted that during his time with City he had authored three books, written many monographs and created numerous oral presentations. He hoped that his story might inspire future historians with the City.

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The financials from December 2023 and the minutes from January 2024 were approved.

The Council President assigned the regular agenda items.

\* \* \*

### **City Attorney's Report**

Mr. Van Nest noted that he had nothing specific to report at this time.

\* \* \*

### **City Manager's Report**

Mrs. Tabelski noted that she would have Brett Frank give the update on the Bank Street water project, streetscape project, and police department construction. She also noted that Assistant City Manager, Eric Fix, would update Council on the City Centre silo project. Mr. Frank said that the Bank Street water project has four service connections being put in now and then final paving will be done in the spring, which will wrap up Phase I of the project. He said we are looking to break ground on the new police station in late spring early summer, and when that gets close to being done, the streetscape enhancement project will start. He noted that the streetscape project will take place on the back end of the police station wrapping up the project in 2025. Councilmember Bialkowski asked where the contractors would be staging items for the projects. Mrs. Tabelski noted that the items would be staged in the JC Penney lot, and that she was working with the downtown market for a location. Mrs. Tabelski also updated Council on the pending timeline with the EPA'S Lead and Copper Rule Revision requiring the City to develop a service line inventory, which documents the materials of both public and private service lines in the City's water system. She noted that this inventory must be completed by October 24, 2024, and potential project for lead pipeline replacement could cost \$30 million. Mr. Fix said the silo project at the City Centre would begin in April with all of the silos being removed and then rebuilt all at once. He noted that the project is expected to take between 60 and 90 days, and the Mall Merchants are being made aware of the project timeline. Mrs. Tabelski said the Jackson Square project is nearly completed and thought the project would be ready to go for concert season. She gave a brief overview of a few of the upcoming projects, and noted that the Town continues to exceed its daily sewer limits. She said she hoped to have an update for Council in the very near future on that issue.

\* \* \*

### **Unfinished Business**

None.

\* \* \*

### **New Business**

**#17-2024**

### **RESOLUTION TO APPOINT MEMBERS TO VARIOUS CITY COMMITTEES/ BOARDS**

#### **Motion of Councilmember Schmidt**

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

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

**Historic Preservation Commission**

Gregory Hallock

December 31, 2026

**Seconded by Councilmember Briggs and on roll call approved unanimously.**

\* \* \*

**#18-2024**

**RESOLUTION TO GRANT SPECIAL PERMISSION TO THE BATAVIA BUSINESS  
IMPROVEMENT DISTRICT FOR THE 2024 BEER WALK**

**Motion of Councilmember McGinnis**

**WHEREAS**, the City Council of the City of Batavia supports businesses across the City of Batavia and in downtown; and

**WHEREAS**, the Batavia Business Improvement District (BID) has requested the City Council allow open containers for the Beer Walk on February 24, 2024; and

**WHEREAS**, the City Council of the City of Batavia may grant special permission under the Batavia Municipal Code Section 37-4 to allow for open containers in the public space for community events and festivals.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Batavia, in accordance with Section 37-4 of the Batavia Municipal Code, grants special permission for open containers to be allowed in the BID District for the BeerWalk, and

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that prior to permitting any open containers the City shall be provided with necessary insurance certificates and insurance policies from the BID and will approve coverages as a condition of participation under this grant of special permission.

**Seconded by Councilmember Viele and on roll call approved unanimously.**

\* \* \*

**# 19-2024**

**A RESOLUTION INTRODUCING 2024-2025 BUDGET ORDINANCE AND  
SCHEDULING A PUBLIC HEARING**

**Motion of Councilmember Viele**

**WHEREAS**, the City Manager prepared and submitted to the City Council a Proposed Budget for the 2024-2025 fiscal year on January 8, 2024 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 26, 2024 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 2024-2025 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 Monday, February 26, 2024; 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 Councilmember McGinnis and on roll call approved unanimously.**

\* \* \*

**#20- 2024**

**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 Councilmember Twichell**

**BE IT RESOLVED**, that Local Law No. 1 of the Year 2024 entitled “**LOCAL LAW NO. 1 OF THE YEAR 2024 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 Monday, February 26, 2024; 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 said public hearing at least three (3) days prior thereto.

**Seconded by Councilmember Viele and on roll call approved unanimously.**

\* \* \*

**Meeting adjourned at 7:40 PM.**

**Respectfully submitted,**

**Aimslee M. Cassidy  
Dep. Clerk-Treasurer**

# **CITY OF BATAVIA – CONFERENCE MINUTES**

## **MONDAY, JANUARY 22, 2024**

Present were Councilmembers Viele, Twichell, Geib, McGinnis, Briggs, Schmidt, and Bialkowski. Council President Jankowski and Councilmember Richmond were absent.

In attendance from the City were Chief Heubusch, Brett Frank, Chief Graham, Tom Phelps, Rebecca McGee, Scott Allen, Lisa Neary, and Krista Galdun.

### **Call to Order**

Council President Pro Tem Viele called the meeting to order at 7:00 PM. Councilmember Briggs led the Invocation and the Pledge of Allegiance.

### **Public Comments**

None.

### **Council Response to Public Comments**

None.

### **Communications**

EverPresent Church submitted an application for a luncheon on Sunday, February 11<sup>th</sup> from 12-4pm in the City Centre concourse. Council approved.

The Batavia Business Improvement District requested to hold their annual Beer Walk on Saturday, February 24<sup>th</sup> from 4-8pm around the downtown district. Council approved.

The Batavia Concert Band requested to hold their summer concert series in Centennial Park on Wednesdays starting June 26<sup>th</sup> through August 7<sup>th</sup> from 7-8:30pm. Council approved.

### **Council President Report**

Council President Pro Tem Viele announced the next City Council meeting to be held on Monday, February 12, 2024 at 7:00 pm at the City Hall Council Board Room, 2<sup>nd</sup> Floor, City Centre.

Budget work sessions were set as follows:

- i. Monday, January 22<sup>nd</sup> after Council Meeting (Budget Revenue Discussion)
- ii. Thursday, January 25<sup>th</sup> at 6:00pm (DPW, General Government, and Administrative)
- iii. Monday, January 29<sup>th</sup> at 6:00pm (Police)
- iv. Wednesday, January 31<sup>st</sup> at 6:00pm (Fire)

- v. Wednesday, February 7<sup>th</sup> at 6:00pm (Water 7 Wastewater)
- vi. Friday, February 7<sup>th</sup> at 6:00pm if needed

**Appointments – Historic Presevation Commission – Gregory Hallock**

Mrs. Tabelski noted that this application had been reviewed by Councilmembers Schmidt and Briggs and he met the qualifications. Council agreed to move the item forward.

**Special Permission – BID Beer Walk**

Mrs. Tabelski explained this was requested to allow open container in the downtown area in conjunction with the Beer Walk event. Council agreed to move the item forward.

**Creation and Appointment of Committee for Citywide Zoning Code Update**

Mrs. Tabelski reminded Council of the recommendation to update the zoning code after the master plan was created and it should include members of the Planning and Development Committee, Zoning Board of Appeals, and the public. She suggested creating this committee for a year long process to review the zoning code and recommend updates. Councilmember Bialkowski noted that he may be interested in being the Council representative on this committee. Council agreed to move the item to the business meeting immediately following.

**FY 24/25 Budget Ordinance Resolution to Schedule a Public Hearing**

Mrs. Tabelski noted that this was to introduce the budget and schedule the public hearing. She thanked department heads and managers for a good budget process that starts in October. She noted that the proposed tax rate increase was \$.02 with a total budget of around \$37 million. Council agreed to move the item forward.

**FY 24/25 Water & Sewer Rate Local Law Resolution to Schedule a Public Hearing**

Mrs. Tabelski noted that this was to introduce the local law and schedule the public hearing for the change to the water rates. Council agreed to move the item forward.

**Annual Resolution – Strategic Plan**

Mrs. Tabelski noted that this is a plan of priorities for the year including City Centre projects, lead service identification project and the police facility. Council agreed to move the item to the March business meeting.

**Annual Resolution – Capital Project Resolution**

Mrs. Tabelski explained that this was a resolution for anticipated capital projects for the year. Council agreed to move the item to the March business meeting.

**CDBG Grant Agreement**

Mrs. Tabelaški noted that this is for a housing rehab project for single family homeowners to do improvement projects. Council agreed to move the item to the business meeting immediately following.

**IAFF Contract**

Mrs. Tabelaški noted that the current union contract expires on 3/31/24 and a tentative agreement was reached with IAFF in December 2023. She reviewed the changes to the 5-year agreement. Council agreed to move the item to the business meeting immediately following.

**AFSCME Contract**

Mrs. Tabelaški noted that this union contract also expires on 3/31/24 and a tentative agreement was reached after meeting with the union on a 4-year agreement. She also reviewed the changes with Council. Council agreed to move the item to the business meeting immediately following.

\* \* \*

**Conference Meeting adjourned at 7:37 PM.**

**Respectfully submitted,**

**Heidi J Parker  
Clerk-Treasurer**





Refurbish Water Treatment Plant Filters	\$1,500,000	County WIIA Grant	22/23/24/25
Bank Street 8" Water Project	\$650,000	NBRC Grant \$334,000 Water Capital Reserves \$316,000	22/23/24/25
Jackson Street Water Project	\$1,560,000	CDBG Grant \$1,000,000 Water Capital Reserves \$560,000	22/23/24/25
Precipitator – Water Plant	\$2,410,000	County WIIA Grant	22/23/24/25
Lime and Ferric Feeders- Water Plant	\$1,000,000	County WIIA Grant	22/23/24/25
Backwash Pump Improvements- Water Plant	\$350,000	County WIIA Grant	22/23/24/25
Heating, Ventilation, Roof, Tunnel and Electrical- Water Plant	\$360,000	County WIIA Grant Water Capital Reserves \$51,500	22/23/24/25
Low Lift Pump Installation	\$300,000	County WIIA Grant	22/23/24/25
Water Valve Replacement	\$420,000	Finance	25/26
Water Meter Replacement	\$2,500,000	Grant eligible/ Finance	25/26
Pearl Street Water Project	\$3,400,000	Grant eligible/ Finance	25/26
Lead Line Service Inventory Pot Holing	\$5,000,000	Grant pending/ Finance	24/25/26

### **Sewer Fund**

Bypass System Repairs & WWTP Air System Upgrades	\$1,500,000	Facility Reserves	24/25
Maple and Mill Street Sanitary	\$1,000,000	Finance	24/25
Aerated Pond No. 2 Sludge Removal	\$4,000,000	Sludge Reserves	24/25/26
Wastewater Treatment Plant Generator Replacement	\$120,000	Grant eligible/ Finance	24/25/26
Central Pump Station Fire Suppression System Improvements	\$80,000	Grant eligible/ Finance	24/25/26
Central Pump Station Pump No. 5 Replacement and Conduit Impr.	\$650,000	Grant eligible/ Finance	24/25/26

Aeration System Repairs	\$2,000,000	Grant eligible/ Finance	24/25/26
GIS System Development - Collection System	\$500,000	Grant eligible/ Finance	24/25/26

**City Centre Fund**

City Centre DRI Silos	\$1,250,000	DRI Grant \$1,000,000 National Grid \$250,000	22/23/24/25
Theater Roof Project	\$310,000	Facility Reserves	24/25

**Second by Councilmember  
and on roll call**

#22-2024

**A RESOLUTION ADOPTING THE CITY OF BATAVIA STRATEGIC PLAN FOR  
FISCAL YEARS 24/25**

**Motion of Councilmember**

**WHEREAS**, the City Council has been engaged in the development of a City of Batavia Strategic Plan in recognition of the changing needs and challenges of the City of Batavia; and

**WHEREAS**, the intent of developing a Strategic Plan is to allocate our available resources to best meet the needs of our residents, while balancing the fiscal, infrastructure and environmental factors that may affect the community in the future; and

**WHEREAS**, on January 8, 2024 the City Council was presented with the proposed City of Batavia Strategic Plan for 2024-2029 that contained ongoing and new initiatives for the upcoming and future fiscal years; and

**WHEREAS**, the Strategic Plan for Fiscal Year 24/25 has been updated and amended by the City Manager, reviewed by Department Heads, presented to City Council, and included in Budget Book.

**NOW, THEREFORE BE IT FURTHER RESOLVED**, by the City Council of the City of Batavia:

1. The Strategic Plan identifies initiatives and projects that allocate staff resources to ensure alignment with the adopted strategic priorities of City Council; and
2. The Strategic Plan is a working document, it is non-binding, but is the first of many steps toward improving rational, long-range planning for the City of Batavia.

**NOW, THEREFORE BE IT RESOLVED**, the City Council of the City of Batavia hereby adopts the Strategic Plan for Fiscal Year 24/25.

**Seconded by Councilmember  
and on roll call**

**#23-2024**

**A RESOLUTION APPOINTING RYAN DUFFY TO THE CITY HISTORIAN POSITION**

**Motion of Councilmember**

**WHEREAS**, the position of City Historian is mandated by the Arts and Cultural Affairs Law of New York State; and

**WHEREAS**, a specific appointment process and certain specific responsibilities of the City Historian are also mandated by the Arts and Cultural Affairs Law of New York State; and

**WHEREAS**, both the New York State Museum and the Association of Public Historians of New York State have published at length the appropriate role of a City Historian; and

**WHEREAS**, Consistent with Article 57 of the Arts and Cultural Affairs Law of New York, guidelines published by the New York State Museum, and the job description recommended by the Association of Public Historians of New York State.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Batavia that Ryan Duffy is hereby appointed as the City Historian for the City of Batavia effective immediately, such appointment to remain in force until the end of the four year term.

**Seconded by Councilmember  
and on roll call**

**#24-2024**  
**A RESOLUTION TO ADOPT 2024-2025 BUDGET ORDINANCE**

**Motion of Councilmember**

**WHEREAS**, the City Manager prepared and submitted to the City Council a Proposed Budget for the 2024-2025 fiscal year on January 8, 2024 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**, the City Council has reviewed and amended the City Manager's proposed budget.

**WHEREAS**, said proposed budget estimated revenues and expenditures for all operating funds of the City of Batavia are \$37,061,280 including the General Fund at \$21,757,873.00; and

**WHEREAS**, said proposed budget includes revenues to be received through the property tax levy of \$6,710,000; and

**WHEREAS**, the City Council of the City of Batavia wishes to grant its non-union City employees a scheduled salary increase of 2.5%, effective April 1, 2024; and

**WHEREAS**, the City Council of the City of Batavia wishes to grant a salary adjustment due to the minimum wage increase for all seasonal and part-time employees; and

**WHEREAS**, the City Council held 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 Monday, February 26, 2024; and

**WHEREAS**, the City Clerk published a public notice in the official newspaper of the City of said public hearing at least five (5) days prior thereto.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Batavia hereby adopts the 2024-2025 Budget Ordinance pursuant to Section 16.6 of the City Charter.

**Seconded by Councilmember  
and on roll call**

**ORDINANCE #001-2024**  
**AN ORDINANCE ADOPTING THE 2024-2025 BUDGET AND DETERMINING THE**  
**AMOUNT OF TAX TO BE LEVIED ON ALL REAL PROPERTY FOR THE 2024-2025**  
**FISCAL YEAR**

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

**SECTION 1.** The proposed Budget for 2024-2025, submitted by the City Manager pursuant to Sections 16.3, 16.4, and 16.5 of the City Charter on January 8, 2024, setting forth the estimates of revenues and expenditures for the fiscal year 2024-2025 of the various funds of the City of Batavia, namely, General Fund, Water Fund, Sewer Fund, City Centre Fund, Workers' Compensation Fund, and Health Insurance 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 2024-2025.

**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 2024-2025 is \$6,710,000.

**SECTION 3.** The sum of \$6,710,000 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 2024-2025, 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 2024-2025.

**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, 2024.

## Budget Summaries

### General Fund

General Fund – Reserves	\$ 690,000.00
City Council	\$ 45,717.00
City Manager	\$ 147,638.00
Finance	\$ 115,700.00
Legal Services	\$ 230,167.00
General Fund - Contingency	\$ 375,000.00
Community Development	\$ 6,000.00
Economic Development	\$ 113,300.00
Council on Arts	\$ 5,000.00
Community Celebrations	\$ 13,500.00
General Fund - Debt Service/Bonds	\$ 440,463.00
General Fund - Debt Service/BAN	\$ 40,000.00
General Fund – Interfund Transfer	\$ 3,144,885.00
General Fund – Transfer to Cap Proj	\$ 310,000.00
Administrative Services	\$ 237,711.00
Clerk-Treasurer	\$ 148,956.00
Elections	\$ .00
Control of Dogs	\$ 1,460.00
Vital Statistics	\$ 21,916.00
Assessment	\$ 146,328.00
Personnel	\$ 196,065.00
Information Services	\$ 89,000.00
Youth Bureau – Summer Recreation	\$ 85,288.00
Youth Bureau – Youth Service	\$ .00
Engineering	\$ 13,000.00
Department of Public Works	\$ 107,260.00
City Facilities – Facilities	\$ 289,316.00
Facilities – Ice Rink	\$ 20,500.00
Facilities – Dwyer	\$ 43,500.00
Inspection	\$ 461,005.00
Public Works BOM Admin	\$ 173,205.00
Street Maintenance	\$ 533,974.00
CHIPS Perm Improv Highway	\$ 1,009,754.00
Public Works Garage	\$ 523,494.00
Snow Removal	\$ 465,890.00
Street Lighting Traffic Signals	\$ 107,791.00



Sidewalks	\$ 300,000.00
Parking Lots	\$ 278,510.00
Parks	\$ 605,747.00
Storm Sewer – BOM	\$ 163,672.00
Street Cleaning	\$ 129,593.00
Historic Preservation	\$ 6,283.00
Planning and Zoning	\$ 1,800.00
Storm Sewer – Water-WW	\$ 26,577.00
Refuse and Recycling	\$ 122,201.00
Police	\$ 4,768,850.00
Emergency Response Team	\$ 39,336.00
Police – Net	\$ 221,579.00
Community Policing & Events	\$ 18,147.00
K-9	\$ 950.00
Fire	\$ 4,700,470.00
State Internal EMS Program	\$ 2,035.00
State External EMS Program	\$ 9,513.00
Non-State EMS Program	\$ 9,827.00
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<b>TOTAL GENERAL FUND</b>	<b>\$ 21,757,873.00</b>

**Water, Wastewater & Workers Comp Funds**

**PROPOSED  
2024/25**

Water Fund – Reserves	\$ 80,000.00
Water Fund Contingency	\$ 50,000.00
Water Administration	\$ 3,304,185.00
Pump Station and Filtration	\$ 2,048,967.00
Water Distribution	\$ 509,053.00
Water Fund – Debt Svc - Bonds	\$ 186,408.00
Water Fund– Debt Service - BAN	\$ .00
Water Fund – Interfund Transfer	\$ 392,588.00
<hr/>	
<b>TOTAL WATER</b>	<b>\$ 6,571,201.00</b>

WW Fund – Reserves	\$ 1,110,000.00
Wastewater Administration	\$ 724,077.00
WW Contingency	\$ 100,000.00
WW Fund Sanitary Sewers BOM	\$ 282,176.00
WW Fund Sanitary Sewer Water/WW	\$ 432,180.00
WW Fund Wasterwater Treatment	\$ 1,061,467.00
WW Fund – Debt Service - Bonds	\$ 328,059.00

WW Fund – Interfund Transfer	\$ 350,520.00
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TOTAL WASTEWATER	\$ 4,388,479.00
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Workers' Compensation	\$ 332,621.00
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TOTAL WORKER'S COMP	\$ 332,621.00
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TOTAL WATER, WASTEWATER, WORKERS' COMP	\$ 11,292,301.00
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**CITY CENTRE & HEALTH  
INSURANCE FUNDS**

Administration	\$ 537,545.00
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City Centre Fund-Interfund Transfer	\$ 29,593.00
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TOTAL CITY CENTRE	\$ 567,138.00
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Medical Insurance	\$ 3,443,968.00
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Transfer to Reserves	\$ 0.00
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TOTAL HEALTH INSURANCE	\$ 3,443,968.00
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TOTAL CITY CENTRE & HEALTH INSURANCE	\$ 4,011,106.00
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**TOTAL ALL FUNDS** **\$ 37,061,280**

**#25-2024**

**A RESOLUTION ADOPTING LOCAL LAW NO. 1 OF THE YEAR 2024 TO AMEND SECTION 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**

**Motion of Councilmember**

**WHEREAS**, Local Law No. 1 of the Year 2024 entitled “LOCAL LAW NO. 1 OF THE YEAR 2024 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” was introduced before the City Council of Batavia, New York; and

**WHEREAS**, copies of the aforesaid proposed Local Law were laid upon the desk of each member of the City Council by the City Clerk; and

**WHEREAS**, the City Council held 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 Monday, February 26, 2024; and

**WHEREAS**, the City Clerk published or caused to be published a public notice in the official newspaper of the City of said public hearing at least three (3) days prior thereto.

**BE IT RESOLVED**, that the City Council of the City of Batavia hereby adopts Local Law No. 1 of the year 2024, entitled “Local Law No. 1 of 2024 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”

**Seconded by Councilmember  
and on roll call**

**LOCAL LAW NO. 1 OF THE YEAR 2024  
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**

~~\$6.27~~ [\$6.46] per 1,000 gallons

**Town Served Directly by the City – Building and Hydrants**

~~\$7.92~~ [\$8.16] per 1,000 gallons

~~B. Bulk rate at water plant fill station: \$7.61 [\$7.88] per 1,000 gallons; cards: \$12.50 each.~~

**Section 3. Effective Date**

The foregoing amendment shall become effective with the water consumed ~~April 1, 2023~~  
~~as billed on and after June 1, 2023~~ [April 1, 2024 billed on and after June 1, 2024]

C. Quarterly meter service and availability charge for meters:

<b>Type</b>	<b>Size in Inches</b>	<b>Quarterly Fee</b>
Disc	5/8	<del>\$15.45</del> [\$17.45]
Disc	3/4	<del>\$19.55</del> [\$22.08]
Disc	1	<del>\$20.60</del> [\$23.27]
Disc	1 ½	<del>\$35.00</del> [\$39.53]
Disc	2	<del>\$48.60</del> [\$54.90]
Compound	2	<del>\$41.17</del> [\$46.50]
Compound	3	<del>\$156.58</del> [\$176.85]
Compound	4	<del>\$294.24</del> [\$281.50]
Compound	6	<del>\$376.49</del> [\$425.23]
Turbo	3	<del>\$92.65</del> [\$104.64]
Turbo	4	<del>\$156.58</del> [\$176.85]
Fireline	4	<del>\$156.58</del> [\$176.85]
Fireline	6	<del>\$249.24</del> [\$281.50]
Fireline	8	<del>\$347.43</del> [\$392.40]

Fireline	10	\$453.70 [ <del>\$512.44</del> ]
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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	<del>\$12.97</del> [ <del>\$18.97</del> ]
Disc	3/4	<del>\$16.44</del> [ <del>\$24.04</del> ]
Disc	1	<del>\$17.30</del> [ <del>\$25.30</del> ]
Disc	1 1/2	<del>\$29.41</del> [ <del>\$43.01</del> ]
Disc	2	<del>\$40.83</del> [ <del>\$59.72</del> ]
Compound	2	<del>\$34.60</del> [ <del>\$50.60</del> ]
Compound	3	<del>\$131.56</del> [ <del>\$192.41</del> ]
Compound	4	<del>\$209.39</del> [ <del>\$306.26</del> ]
Compound	6	<del>\$316.32</del> [ <del>\$462.66</del> ]
Turbo	3	<del>\$77.84</del> [ <del>\$113.84</del> ]
Turbo	4	<del>\$131.56</del> [ <del>\$192.41</del> ]
Fireline	4	<del>\$131.56</del> [ <del>\$192.41</del> ]
Fireline	6	<del>\$209.39</del> [ <del>\$306.26</del> ]
Fireline	8	<del>\$291.90</del> [ <del>\$426.93</del> ]
Fireline	10	<del>\$381.19</del> [ <del>\$557.53</del> ]

Deletions designated by ~~strikeout~~

Additions designated as [brackets]

#26-2024

**A RESOLUTION AUTHORIZING THE ADOPTION OF AN INVESTMENT POLICY  
FOR THE CITY OF BATAVIA, NEW YORK**

**Motion of Councilmember**

**WHEREAS**, the City of Batavia is the custodian of moneys and is authorized to invest such money; and

**WHEREAS**, the City's independent auditor had recommended an investment policy be updated and reviewed annually by Council; and

**WHEREAS**, the Council of the City of Batavia originally adopted the Investment Policy April 11, 2011 and has subsequently revised and adopted it each year thereafter; and

**WHEREAS**, such policy is in compliance with the current legal requirements under New York State General Municipal Law Sections 10 and 11 and is in the required format mandated by the State Comptroller; and

**WHEREAS**, said policy has been reviewed and approved by both the City's Fiscal Advisor and the City's Independent Auditor;

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Batavia, New York hereby authorizes the adoption of the attached Investment Policy effective immediately.

**Seconded by Councilmember  
and on roll call**

## **City of Batavia Investment Policy**

### **I. Scope**

This investment policy applies to all money and other financial resources available to the City of Batavia for deposit and/or investment on its own behalf or on behalf of any other entity or individual.

### **II. Objective**

The primary objectives of the local government's investment activities are, in priority order:

1. To conform with all applicable federal, State and other legal requirements (legality)
2. To adequately safeguard principal (safety)
3. To provide sufficient liquidity to meet all operating requirements (liquidity)
4. To obtain a reasonable rate of return (yield)

### **III. Delegation of Authority**

The governing board's responsibility for administration of the investment program is delegated to the City Manager who shall establish written procedures for the operation of the investment program consistent with these investment policies. Such procedures shall include internal controls to provide a satisfactory level of accountability based upon records incorporating the description and amounts of investments, the fund(s) for which they are held, the place(s) where kept, and other relevant information, including dates of sale or other dispositions and amounts realized. In addition, the internal control procedures shall describe the responsibilities and levels of authority for key individuals involved in the investment program.

### **IV. Prudence**

All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the City of Batavia to govern effectively.

Investments shall be made with prudence, diligence, skill, judgment, and care, under circumstances then prevailing, which knowledgeable and prudent persons acting in like capacity would use, not for speculation, but for investment, considering the safety and liquidity of the principal as well as the probable income to be derived.

All participants involved in the investment process shall refrain from personal business activity that could conflict or appear to conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

### **V. Diversification**

It is the policy of the City of Batavia to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling.

The governing board shall establish appropriate limits for the amount of investments which can be made with each financial institution or dealer, and shall evaluate this listing at least annually.

**VI. Internal Controls**

It is the policy of the City of Batavia for all moneys collected by any officer or employee of the government to transfer those funds to the Clerk-Treasurer within one (1) day of receipt, or within the time period specified by law, whichever is shorter.

The City Manager is responsible for establishing and maintaining internal control procedures to provide reasonable, but not absolute, assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management’s authorization, properly recorded, and managed in compliance with applicable laws and regulations.

**VII. Designation of Depositories**

The banks and trust companies that are authorized for the deposit of funds:

<u>Depository Name</u>	<u>Officer</u>
Bank of Castile	Jaime Sallome
Bank of America	Kevin Gilbert
JP Morgan Chase	Pamela Thompson
Key Bank	Amanda Vigneri
Manufacturers & Traders Trust Company	Glen Liucci
Five Star Bank	Elizabeth Nowak
Edward Jones Investments	
BankonBuffalo	David Paul

*\*Per a December 14, 2020 resolution passed by The City of Batavia City Council, this policy allows the City Manager, in consultation with the City Clerk-Treasurer and Deputy Director of Finance, to authorize the deposit of funds into established financial institutions so the City can make investments in a timely manner to ensure maximum return of the taxpayer’s money. Furthermore, to ensure full accountability and transparency, the City Manager must advise Council of the new financial institution added, if any, to the list of designated depositories at the next council meeting during the City Manager’s report.*

**VIII. Securing Deposits and Investments:**

All deposits and investments at a bank or trust company, including all demand deposits, certificates of deposit and special time deposits (hereinafter, collectively, “deposits”) made by officers of the City of Batavia that are in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured by:

1. A pledge of “eligible securities” with an aggregate “market value” (as provided in GML Section 10) that is at least equal to the aggregate amount of deposits by the officers. See Attachment A of this policy for a listing of “eligible securities.”
2. A pledge of a pro rata portion of a pool of eligible securities, having in the aggregate a market value at least equal to the aggregate amount of deposits from all such officers within the State at the bank or trust company



3. An “eligible surety bond” payable to the government for an amount at least equal to 100% of the aggregate amount of deposits and the agreed-upon interest, if any, executed by an insurance company authorized to do business in New York State, whose claims – paying ability is rated in the highest rating category by at least two nationally recognized statistical rating organizations. The governing board shall approve the terms and conditions of the surety bond.
4. An “irrevocable letter of credit” issued in favor of the City of Batavia by a federal home loan bank whose commercial paper and other unsecured short-term debt obligations are rated in the highest rating category by at least one nationally recognized statistical rating organization, as security for the payment of 100% of the aggregate amount of deposits and the agreed-upon interest, if any.

## **IX. Collateralization and Safekeeping**

Eligible securities used for collateralizing deposits made by officers of the City of Batavia shall be held by (the depository or a third party) bank or trust company subject to security and custodial agreements.

The security agreement shall provide that eligible securities (or the pro rata portion of a pool of eligible securities) are being pledged to secure such deposits together with agreed-upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon a default. It shall also provide the conditions under which the securities (or pro rata portion of a pool of eligible securities) may be sold, presented for payment, substituted or released and the events which will enable the local government to exercise its rights against the pledged securities.

In the event that the pledged securities are not registered or inscribed in the name of the City of Batavia, such securities shall be delivered in a form suitable for transfer or with an assignment in blank to the City of Batavia or the custodial bank or trust company. Whenever eligible securities delivered to the custodial bank or trust company are transferred by entries on the books of a federal reserve bank or other book-entry system operated by a federally regulated entity without physical delivery of the evidence of the obligations, then the records of the custodial bank or trust company shall be required to show, at all times, the interest of the government in the securities (or the pro rata portion of a pool of eligible securities) as set forth in the security agreement.

The custodial agreement shall provide that pledged securities (or the pro rata portion of a pool of eligible securities) will be held by the bank or trust company as agent of, and custodian for, the City of Batavia, will be kept separate and apart from the general assets of the custodial bank or trust company and will not be commingled with or become part of the backing of any other deposit or other bank liability. The agreement shall also describe how the custodian shall confirm the receipt, substitution, or release of the collateral and it shall provide for the frequency of revaluation of collateral by the custodial bank or trust company and for the substitution of collateral when a change in the rating of a security causes ineligibility. The security and custodial agreements shall also include all other provisions necessary to provide the City of Batavia with a perfected security interest in the eligible securities and to otherwise secure the local government’s interest in the collateral, and may contain other provisions that the governing board deems necessary.

## **X. Permitted investments**

As provided by General Municipal Law Section 11, the City of Batavia authorizes the City Manager to invest moneys not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- Special time deposit accounts in, or certificates of deposit issued by, a bank or trust company located and authorized to do business in the State of New York
- Through a deposit placement that meets the conditions set forth in General Municipal Law Section 10(2)(a)(ii)
- Obligations of the United States of America
- Obligations guaranteed by agencies of the United States of America, where the payment of principal and interest are guaranteed by the United States of America
- Obligations of the State of New York
- Obligations of the City of Batavia, but only with moneys in a reserve fund established pursuant to General Municipal Law Section 6-c, 6-d, 6-e, 6-f, 6-g, 6-h, 6-j, 6-k, 6-l, 6-m, or 6-n.

All investment obligations shall be payable or redeemable at the option of the City of Batavia within such times as the proceeds will be needed to meet expenditures for purposes for which the moneys were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable in any event at the option of the City of Batavia within two years of the date of purchase. Time deposit accounts and certificates of deposit shall be payable within such times as the proceeds will be needed to meet expenditures for which the moneys were obtained, and shall be secured as provided in Sections VIII and IX herein.

Except as may otherwise be provided in a contract with bondholders or noteholders, any moneys of the City of Batavia authorized to be invested may be commingled for investment purposes, provided that any investment of commingled moneys shall be payable or redeemable at the option of the City of Batavia within such time as the proceeds shall be needed to meet expenditures for which such moneys were obtained, or as otherwise specifically provided in General Municipal Law Section 11. The separate identity of the sources of these funds shall be maintained at all times and income received shall be credited on a pro rata basis to the fund or account from which the moneys were invested.

Any obligation that provides for the adjustment of its interest rate on set dates is deemed to be payable or redeemable on the date on which the principal amount can be recovered through demand by the holder.

## **XI. Authorized financial institutions and dealers**

All financial institutions and dealers with which the City of Batavia transacts business shall be creditworthy, and have an appropriate level of experience, capitalization, size, and other factors that make the financial institution or the dealer capable and qualified to transact business with the City of Batavia. The City Manager shall evaluate the financial position and maintain a listing of proposed depositories, trading partners, and custodians. Recent Reports of Condition and Income (call reports) shall be obtained for proposed banks, and security dealers that are not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers.

The City of Batavia shall maintain a list of financial institutions and dealers approved for investment purposes, and establish appropriate limits to the amounts of investments that can be made with each financial institution or dealers.

## **XII. Purchase of investments**

The City Manager is authorized to contract for the purchase of investments:

1. Directly, from an authorized trading partner
2. By participation in a cooperative investment agreement with other authorized municipal corporations pursuant to article 5-G of the General Municipal Law and in accordance with Article 3-A of the General Municipal Law.

All purchased obligations, unless registered or inscribed in the name of the local government, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold, or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the City of Batavia by the bank or trust company.

Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law Section 10(3)(a). The agreement shall provide that securities held by the bank or trust company, as agent of, and custodian for, the City of Batavia, will be kept separate and apart from the general assets of the custodial bank or trust company and will not be commingled with or become part of the backing of any other deposit or other bank liability. The agreement shall also describe how the custodian shall confirm the receipt and release of the securities. Such agreement shall include all provisions necessary to secure the local government's perfected interest in the securities, and the agreement may also contain other provisions that the governing board deems necessary. The security and custodial agreements shall also include all other provisions necessary to provide the City of Batavia with a perfected interest in the securities.

The City Manager can direct the bank or trust company to register and hold the evidences of investments in the name of its nominee, or may deposit or authorize the bank or trust company to deposit, or arrange for their deposit with a federal reserve bank or other book-entry transfer system operated by a federally regulated entity. The records of the bank or trust company shall show, at all times, the ownership of such evidences of investments, and they shall be, when held in the possession of the bank or trust company, at all times, kept separate from the assets of the bank or trust company. All evidences of investments delivered to a bank or trust company shall be held by the bank or trust company pursuant to a written custodial agreement as set forth in General Municipal Law Section 10(3)(a), and as described earlier in this section. When any such evidences of investments are so registered in the name of a nominee, the bank or trust company shall be absolutely liable for any loss occasioned by the acts of such nominee with respect to such evidences of investments.

### **XIII. Courier service**

The City Manager may, subject to the approval of the governing board by resolution, enter into a contract with a courier service for the purpose of causing the deposit of public funds with a bank or trust company. The courier service shall be required to obtain a surety bond for the full amount entrusted to the courier, payable to the City of Batavia and executed by an insurance company authorized to do business in the State of New York, with a claims-paying ability that is rated in the highest rating category by at least two nationally recognized statistical rating organizations, to insure against any loss of public deposits entrusted to the courier service for deposit or failure to deposit the full amount entrusted to the courier service.

The City of Batavia may agree with the depository bank or trust company that the bank or trust company will reimburse all or part of, but not more than, the actual cost incurred by the City of Batavia in transporting items for deposit through a courier service. Any such reimbursement agreement shall apply only to a specified deposit transaction, and may be subject to such terms, conditions and limitations as the bank or trust company deems necessary to ensure sound banking practices, including, but not limited to, any terms, conditions or limitations that may be required by the banking department or other federal or State authority.

**XIV. Annual review and amendments**

The City of Batavia shall review this investment policy annually, and it shall have the power to amend this policy at any time.

**XV. Definitions**

The terms “public funds”, “public deposits”, “bank”, “trust company”, “eligible securities”, “eligible surety bond”, and “eligible letter of credit” shall have the same meanings as set forth in General Municipal Law Section 10.

**XVI. Reference(s)**

- City of Batavia Charter
- New York State General Municipal Code

Original Author: Lisa Neary, Deputy Director of Finance  
 Heidi Parker, Clerk/Treasurer

<b>Date Revised/ Adopted</b>		4/11/11	2/27/12	3/11/13	2/19/14	3/9/15	3/14/16	3/13/17	3/12/18
<b>Revised by</b>			L Neary	L Neary	L Neary	L Neary	H Parker	H Parker	H Parker
<b>Date Adopted</b>		3/9/2020	12/14/2020	3/14/22	3/13/23				
<b>Revised by</b>		H Parker	H Parker	H Parker	H Parker				

**Attachment A**

Schedule of Eligible Securities

(i) Obligations issued by the United States of America, an agency thereof or a United States government sponsored corporation or obligations fully insured or guaranteed as to the payment of principal and interest by the United States of America, an agency thereof or a United States sponsored corporation.

(ii) Obligations issued or fully guaranteed by the International Bank for Reconstruction and Development, the Inter-American Development Bank, the Asian Development Bank, and the African Development Bank.

(iii) Obligations partially insured or guaranteed by any agency of the United States of America, at a proportion of the market value of the obligation that represents the amount of the insurance or guaranty.

(iv) Obligations issued or fully insured or guaranteed by this state, obligations issued by a

municipal corporation, school district or district corporation of this state or obligations of any public benefit corporation which under specific state statute may be accepted as security for deposit of public moneys.

(v) Obligations issued by states (other than this state) of the United States rated in one of the three highest categories at least one nationally recognized statistical rating organization.

(vi) Obligations of Puerto Rico rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.

(vii) Obligations of counties, cities and other governmental entities of another state having the power to levy taxes that are backed by the full faith and credit of such governmental entity and rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.

(viii) Obligations of domestic corporations rated in one of the two highest rating categories by at least one nationally recognized statistical rating organization.

(ix) Any mortgage related securities, as defined in the Securities Exchange Act of 1934, as amended, which may be purchased by banks under the limitations established by federal bank regulatory agencies.

(x) Commercial paper and bankers' acceptances issued by a bank (other than the bank with which the money is being deposited or invested) rated in the highest short-term category by at least one nationally recognized statistical rating organization and having maturities of not longer than sixty days from the date they are being pledged.

(xi) Zero-coupon obligations of the United States government marketed as "Treasury STRIPS".

**#27-2024**

**A RESOLUTION TRANSFERRING \$6,200 TO THE PARKING LOT CAPITAL  
RESERVE FUND**

**Motion of Councilmember**

**WHEREAS**, pursuant to General Municipal Law 6-c the City of Batavia has an established Parking Lot Reserve Fund; and

**WHEREAS**, the City of Batavia, through December 31, 2023, received parking and dumpster permit revenue in the amount of \$6,200 and is desirous of transferring said \$6,200 to the Parking Lot Capital Reserve Fund to assist with future replacement and improvements of City parking lots.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Batavia does hereby authorize the transfer \$6,200 of parking and dumpster permit revenue to the Parking Lot Capital Reserve Fund.

**Seconded by Councilmember  
and on roll call**

#28-2024

**A RESOLUTION TRANSFERRING \$7,110.31 FROM THE EMPLOYEE BENEFIT ACCRUED LIABILITY RESERVE AND TO AMEND THE BUDGET**

**Motion of Councilmember**

**WHEREAS**, pursuant to General Municipal Law 6-p, the City of Batavia has an established Employee Benefit Accrued Liability Reserve fund for payment of accrued benefits due to employees upon termination of the employees' service; and

**WHEREAS**, the City of Batavia for the fiscal year ending March 31, 2024 will have approximately \$241,115 of Employee Benefit Accrued Liability Reserve; and

**WHEREAS**, the City of Batavia for the fiscal year ending March 31, 2024 will have had three employees retire/terminate from General Fund employment with payable accrued employee benefits totaling approximately \$7,110.31.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Batavia that the City Manager is hereby authorized to use approximately \$7,110.31 of Employee Benefit Accrued Liability Reserve and to make the following budget transfers:

Effective March 31, 2024, the following transfers are hereby approved:

Increasing expenditure accounts:

Fire Department	A.04.3120.3120 100	\$ 7,110.31
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Increasing revenue account:

Appropriated Employee Benefit Accrued Liability Reserve	A.00.0000.0000 0511.2109	\$ 7,110.31
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**Seconded by Councilmember  
and on roll call**

**#29-2024**

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

**Motion of Councilmember**

**WHEREAS**, General Municipal Law §104-b (4) requires the governing body of every municipality annually review and adopt a procurement policy for all goods and services; and

**WHEREAS**, the City Council last adopted its Purchasing Manual on March 13, 2023; and

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

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

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

**Seconded by Councilmember**

**and on roll call**



**#30-2024**

**RESOLUTION TO DECLARE POLICE DEPARTMENT EQUIPMENT SURPLUS FOR  
THE PURPOSE OF DISPOSAL**

**Motion of Councilmember**

**WHEREAS**, The Police Department has declared the equipment listed below surplus;  
and

**WHEREAS**, the City of Batavia requires a surplus declaration of property to be made prior  
to disposal or sale of equipment; and

**WHEREAS**, the Police Department desires to trade-in the equipment listed below towards  
the purchase of new equipment.

**NOW THEREFORE, BE IT RESOLVED**, by the Council of the City of Batavia that the  
City Manager be and hereby is authorized to declare the following as surplus for the purpose of  
disposal:

16,000 rounds of AE40R3 - .40 caliber ammunition

2,000 rounds of P40HST3 - .40 caliber ammunition

1,000 rounds of LE12700 - 12 gauge ammunition

500 rounds of F127RS - 12 gauge ammunition

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Batavia  
does hereby authorize the surplus of said equipment for the purpose of trade-in.

**Seconded by Councilmember  
and on roll call**

**#31-2024**

**RESOLUTION TO DECLARE POLICE DEPARTMENT EQUIPMENT SURPLUS FOR THE PURPOSE OF DISPOSAL**

**Motion of Councilmember**

**WHEREAS**, The Police Department has declared the equipment listed below surplus;  
and

**WHEREAS**, the City of Batavia requires a surplus declaration of property to be made prior to disposal or sale of equipment; and

**WHEREAS**, the Police Department desires to use the proceeds from selling the equipment listed below in order to offset the purchase of future equipment needs by placing the proceeds into the Police Equipment Reserve account.

**NOW THEREFORE, BE IT RESOLVED**, by the Council of the City of Batavia that the City Manager be and hereby is authorized to declare the following as surplus for the purpose of disposal:

2009 Chrysler Towne & Country	VIN - 2A8HR44E29R577372
2010 Chevrolet Impala	VIN - 2G1WA5EKXA1260452
2010 Chevrolet Impala	VIN - 2G1WA5EK4A1260432
2010 Chevrolet Impala	VIN - 2G1WASEN2A1147654
2012 Ford Escape	VIN - 1FMCU9DG2CKA51033
2020 Ford PI Utility	VIN - 1FM5K8AB1LGB22937

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Batavia does hereby authorize the transfer of the proceeds from the sale of said equipment to the Police Equipment Reserve Fund.

**Seconded by Councilmember  
and on roll call**

#32-2024

**A RESOLUTION TO AMEND THE 2023-2024 POLICE DEPARTMENT BUDGET TO REFLECT THE RECEIPT OF ADDITIONAL STOP-DWI GRANT FUNDS IN THE AMOUNT OF \$12,550 TO ADDRESS THE CRIMES OF DRIVING WHILE INTOXICATED AND/OR DRIVING WHILE ABILITY IMPAIRED BY DRUGS**

**Motion of Councilmember**

**WHEREAS**, the City of Batavia Police Department has received additional grant funding in the amount of \$12,550 from THE GENESEE COUNTY STOP-DWI PROGRAM TO COMBAT IMPAIRED DRIVING BY FUNDING SPECIALIZED PATROL FUNCTIONS AND EQUIPMENT; 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 2023-2024 budget to cover various initiatives to combat alcohol and drug related traffic offenses:

Increase expenditure accounts

A.04.3120.3120.299-100001                      \$ 12,550.00

Increase revenue accounts

A.00.0000.0000 3389-100001                      \$ 12,550.00

**Seconded by Councilmember  
and on roll call**

**#33-2024**

**A RESOLUTION TO AMEND THE 2023-24 POLICE DEPARTMENT BUDGET TO REFLECT THE RECEIPT OF A NYS DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES GRANT**

**Motion of Councilmember**

**WHEREAS**, the City of Batavia Police Department has received a grant in the amount of \$4,232 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 various 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 2023-2024 budget to cover personnel expenses incurred during Red Team Exercise CTZ 10:

Increase expenditure accounts:		
A.04.3120.3120 199-100004	\$	4,232
Increase revenue accounts:		
A.00.0000.0000 4389-100004	\$	4,232

**Seconded by Councilmember**

**and on roll call**

**#34-2024**

**RESOLUTION TO SUBMIT AN APPLICATION FOR THE 2023 ASSISTANCE  
FIREFIGHTERS GRANT PROGRAM**

**Motion of Councilmember**

**WHEREAS**, the Department of Homeland Security (DHS) is requesting funding proposals for the Fiscal Year 2023 Assistance to Firefighters Grant Program; and

**WHEREAS**, the purpose of the Assistance to Firefighters Grant (AFG) Program is to enhance the safety of the public and firefighters with respect to fire and fire-related hazards by providing direct financial assistance to eligible fire departments for critically-needed resources to equip and train emergency personnel, enhance operational efficiencies, and support community resilience; and

**WHEREAS**, the City of Batavia Fire Department is seeking such assistance and will honor the AFG required 5% match of funds awarded should the application be successful.

**NOW THEREFORE, LET IT BE RESOLVED** by the City of Batavia Council that it hereby authorizes submission of an application to the Assistance to Firefighters Grant program.

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

#35-2024

**RESOLUTION TO APPROVE THE HEALTHCARE AND MENTAL HYGIENE  
WORKER BONUS PROGRAM AND AMEND THE 2023/2024 CITY BUDGET**

**Motion of Councilmember**

**WHEREAS**, New York State allocated funding to the NYS Healthcare Worker Bonus Program for the purpose of recruitment and retention which mandates the payment of bonuses for certain frontline healthcare workers; and

**WHEREAS**, Human Resources submitted claims for eligible titles based on criteria designed by New York State two vesting periods; and

**WHEREAS**, the City of Batavia received two payments from the state including F.I.C.A. which was paid as a bonus to the City's frontline healthcare workers; and

**WHEREAS**, the City is requesting to amend the 2023-2024 budget to properly account for this revenue and expense.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Batavia to authorize the City Manager to accept the funding from NYS Healthcare Worker Bonus Program and to amend the budget for the 23/24 fiscal year as follows:

Increase expense:

A.05.340.3410 100	Fire Department Salaries	\$99,000.00
A.05.340.3410 802	Fire Dept. Social Security	\$ 7,573.50

Increase revenue:

A.00.0000.0000 3489	State Aid, other health	\$106,573.50
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**Seconded by Councilmember  
and on roll call**

**#36-2024**

**A RESOLUTION FOR THE CITY OF BATAVIA TO BECOME A PRO-HOUSING COMMUNITY**

**Motion of Councilmember**

**WHEREAS**, the City of Batavia believes that the lack of housing for New York residents of all ages and income levels negatively impacts the future of New York State’s economic growth and community well-being; and

**WHEREAS**, the housing crisis has negative effects at regional and local levels, we believe that every community must do their part to contribute to housing growth and benefit from the positive impacts a healthy housing market brings to communities; and

**WHEREAS**, we believe that supporting housing production of all kinds in our community will bring multiple benefits, including increasing housing access and choices for current and future residents, providing integrated accessible housing options that meet the needs of people with sensory and mobility disabilities, bringing economic opportunities and vitality to our communities, and allowing workers at all levels to improve their quality of life through living closer to their employment opportunities; and

**WHEREAS**, we believe that evidence showing that infill development that reduces sprawl and supports walkable communities has significant environmental and public health benefits; and

**WHEREAS**, we believe that affirmatively furthering fair housing and reducing segregation is not only required by law, but is essential for keeping our community strong and vibrant.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of Batavia, in order to take positive steps to alleviate the housing crisis, adopts the ProHousing Communities pledge, which will have us endeavor to take the following important steps:

1. Streamlining permitting for housing.
2. Adopting policies that affirmatively further fair housing.
3. Incorporating regional housing needs into planning decisions.
4. Increasing development capacity for residential uses.
5. Enacting policies that encourage a broad range of housing development.

**Seconded by Councilmember  
and on roll call**

**#37-2024**  
**A RESOLUTION APPOINTING A PROHOUSING OFFICER**

**Motion of Councilmember**

**WHEREAS**, the City of Batavia, State of New York, wants to contribute to housing growth and benefit from the positive impacts a healthy housing market brings to communities; and

**WHEREAS**, certification as a Pro Housing community opens doors to funding opportunities that would otherwise be unavailable to the City of Batavia; and

**WHEREAS**, the Pro Housing officer is committed to maintaining City Zoning Codes and permit data to maintain pro housing status; and

**WHEREAS**, the Pro Housing officer supports the fair housing officer and their directives.

**NOW, THEREFORE BE IT RESOLVED** that the City Council of the City of Batavia appoints the Assistant City Manager to serve as the Pro Housing Officer for the City of Batavia.

**Seconded by Councilmember**  
**and on roll call**



**#38-2024**  
**RESOLUTION TO ACCEPT THE DRINKING WATER SOURCE PROTECTION  
PROGRAM TECHNICAL ASSISTANCE**

**Motion of Councilmember**

**WHEREAS**, the preservation and safeguarding of our drinking water sources is paramount to the health and well-being of our community; and

**WHEREAS**, the City of Batavia has applied for the Drinking Water Source Protection Program (DWSP2) free technical assistance from the New York Department of Environmental Conservation (DEC); and

**WHEREAS**, the City of Batavia has been awarded the technical assistance which will aid in the development and implementation of a Drinking Water Source Protection Program, developing actionable steps to protect our drinking water sources now and into the future.

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Batavia accepts the offer of technical assistance for a Drinking Water Source Protection Program; and

**BE IT FURTHER RESOLVED**, that the committee tasked with overseeing the technical assistance adheres to the two-year timeline; and

**BE IT FURTHER RESOLVED**, that this resolution be communicated to all relevant stakeholders, including members of the community, to promote transparency and instill confidence in our commitment to safeguarding our drinking water sources.

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

**#39-2024**

**A RESOLUTION TO UPDATE AND USE RESERVES FOR CURRENT WATER  
PLANT IMPROVEMENT CAPITAL PROJECT**

**Motion of Councilmember**

**WHEREAS**, Genesee County is required by agreement to fund the repair and replacement of water production equipment within the City of Batavia Water Treatment Plant; and

**WHEREAS**, the City of Batavia is making these improvements on behalf of Genesee County; and

**WHEREAS**, the City of Batavia has secured a Water Infrastructure Improvement Act (WIIA) grant in the amount of \$2,207,580 from the New York State Environmental Facilities Corporation to aid in the funding of these improvements; and

**WHEREAS**, by Inter-municipal Agreement, the County has committed to fund the remaining share of the capital improvement; and

**WHEREAS**, pursuant to General Municipal Law 6-c, the City of Batavia has an established Water Capital Improvement Reserve aid in funding capital improvements for the Water Fund; and

**WHEREAS**, the City of Batavia for the fiscal year ending March 31, 2024 has approximately \$3,245,106 of Water Capital Improvement Reserves; and

**WHEREAS**, the City has agreed to fund 50% of the necessary brick and mortar expenses using Water Capital Improvement Reserves at a cost of \$51,500.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Batavia will assist the County of Genesee by funding 50% (\$51,500) of the necessary brick and mortar repairs at the Water Treatment Plant and will utilize the Water Capital Improvement Reserves to do so.

**Seconded by Councilmember  
and on roll call**

#40-2024

**RESOLUTION TO DECLARE BUREAU OF MAINTENANCE EQUIPMENT SURPLUS  
FOR THE PURPOSE OF DISPOSAL**

**Motion of Councilmember**

**WHEREAS**, The Bureau of Maintenance has declared the equipment listed below surplus; and

**WHEREAS**, the City of Batavia requires a surplus declaration of property to be made prior to disposal or sale of equipment; and

**WHEREAS**, the Bureau of Maintenance desires to use the proceeds from selling the equipment listed below in order to offset the purchase of future equipment.

**NOW THEREFORE, BE IT RESOLVED**, by the Council of the City of Batavia that the City Manager be and hereby is authorized to declare the following as surplus for the purpose of disposal:

2019 GEHL Track Loader RT 105                      GHLRT105K0D701399

2019 GEHL Track Loader RT 165                      GHLRT165B0D302151

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Batavia does hereby authorize the transfer of the proceeds from the sale of said equipment to the Bureau of Maintenance Equipment.

**Seconded by Councilmember  
and on roll call**

**#41-2024**

**A RESOLUTION TO ACCEPT A GRANT AWARD AND ENTER INTO AN AGREEMENT WITH THE NEW YORK STATE OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION AND AMEND THE 2023-2024 CITY OF BATAVIA BUDGET**

**Motion by Councilmember**

**WHEREAS**, The City of Batavia applied for financial assistance from the New York State Office of Parks, Recreation and Historic Preservation (“OPRHP”) under the Environmental Protection Fund Grant Program for the purpose of funding the Revitalization of Austin Park;

**WHEREAS**, that The City of Batavia is authorized and directed to accept these grant funds in an amount not to exceed \$500,000 for the project described in the grant application;

**WHEREAS**, that The City of Batavia is authorized and directed to agree to the terms and conditions of the Master Contract with OPRHP for the Revitalization of Austin Park, City Project # 240001;

**WHEREAS**, pursuant to General Municipal Law 6-c, the City of Batavia has an established DPW reserve fund for payment of the acquisition of equipment for the Department of Public Works; and

**WHEREAS**, the City of Batavia has approximately \$960,822 of DPW reserves; and

**WHEREAS**, the above mentioned grant requires a match of 25% of the total grant award, a budget amendment is required to approve the use of DPW reserves for this match.

**NOW THEREFORE, BE IT RESOLVED**, by the Council of the City of Batavia that the City Manager be and hereby is authorized as the signing authority to execute the Master Contract and any amendments thereto, any required deed of easement, and any other certifications to the individual who holds the following position: City Manager; and

**BE IT FURTHER RESOLVED**, by the Council of the City of Batavia that the City Manager is hereby authorized to use approximately \$225,000 of DPW reserves and to make the following budget amendment effective March 11, 2024:

Increase expenditure account:

A.01.9950 900-2102 Transfer to Capital Projects DPW reserve \$225,000.00

Increase revenue account:

A.00.0000.0000 0511-2102 Appropriated DPW Reserve \$225,000.00

**Seconded by Councilmember**  
**And on roll call**

**#42-2024**  
**BOND RESOLUTION**  
**CITY COUNCIL OF THE CITY OF BATAVIA**  
**RESOLUTION NO. \_\_\_\_ 2024**  
**March \_\_\_\_, 2024**

**A RESOLUTION AUTHORIZING GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE CITY OF BATAVIA, GENESEE COUNTY, NEW YORK, TO FINANCE THE CONVERSION TO AND ACQUISITION OF A LED STREET LIGHTING SYSTEM, THE EXPENDITURE OF SUMS FOR SUCH PURPOSE, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.**

**WHEREAS**, the **CITY OF BATAVIA** (the “**City**”), in the County of Genesee, by its City Council, by resolution No. 13-2023, adopted February 13, 2023 (“**Resolution 13-2023**”), determined it necessary for the City, to convert its street lighting system to an LED Street Lighting System (the “**System**”) for efficient illumination of City Streets; and authorized the acquisition of existing lighting facilities, the conversion thereof to LED Lighting and the construction related thereto at an estimated cost of \$1,700,000.00 (the “**Project**”); and

**WHEREAS**, the plan for the completion of the Project consisted of the City acquiring, by purchase, certain existing lighting facilities and related real property interests from the Niagara Mohawk Power Corporation d/b/a National Grid at a cost of \$220,952.00 (the “**National Grid Purchase**”) as well as the City’s conversion/replacement and installation of 1,591 LED streetlights (the “**Conversion**”), for a total project cost of \$1,700,00.00; and

**WHEREAS**, in furtherance of the Project the City elected to participate in the New York Power Authority’s (“**NYPA**”) Energy Efficiency Program for the completion of the Conversion, and on or about December 29, 2022, entered into an Amended Customer Project Commitment (the “**ACPC**”) whereby NYPA agreed to complete the Conversion and the City agreed to repay NYPA the costs of the Conversion upon its completion; and

**WHEREAS**, the ACPC provided that the conversion was to be completed in two separate phases as follows:

**Phase 1:** Consisting of 676 Service Classification 3 (SC-3) streetlights; 641 of which were to be converted to LEDs, while the remaining 34 streetlights which were already LEDs were to be left as is;

**Phase 2:** Consisting of 952 Service Classification 2 (SC-2) streetlights purchased pursuant to the National Grid Purchase prior to the Conversion, 950 of which were to Be converted to LEDs and the remaining 2 fixtures while the remaining 2 streetlights which were already LEDs were to be left as is; and

**WHEREAS**, the Project has been completed by NYPA and, pursuant to the ACPC the City is fully obligated to repay NYPA the costs of the Project.

**BE IT RESOLVED**, by the affirmative vote of not less than two-thirds of the total voting strength of the City Council of the City of Batavia, Genesee County, New York, as follows:

**Section 1.** The authorization of the Project is hereby reaffirmed in an aggregate principal amount of \$1,700,000.00.

**Section 2.** The Project is an object and/or purpose described in Subdivision 5 of Paragraph (a) of Section 11 of the LFL.

**Section 3.** The plan for the financing of such maximum estimated cost is by the issuance of general obligation serial bonds or Bond Anticipation Notes of the City in an aggregate principal amount not exceeding the amount of \$1,700,00.00 which are hereby authorized to be issued therefor pursuant to the LFL.

**Section 4.** It is hereby determined that the proposed maturity of the obligations authorized by this resolution will be in excess of five (5) years.

**Section 5.** It is hereby determined that the period of probable usefulness of the System is thirty (30) years, pursuant to Subdivision 5 of Paragraph (a) of Section 11.00 of the LFL. It is hereby further determined that the maximum maturity of the bonds herein authorized will not be in excess of thirty (30) years.

**Section 6.** The faith and credit of the City of Batavia, Genesee County, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds as the same respectively become due and payable. An annual appropriation shall be made in every year sufficient to pay the principal of and interest on such bonds becoming due and payable in such year.

**Section 7.** Subject to the provisions of this resolution and of the LFL and pursuant to the provisions of LFL Sections 21.00, 50.00, 56.00 to 60.00, 62.00 and 63.00, the powers and duties of the City Council pertaining or incidental to the sale and issuance of the obligations herein authorized, including but not limited to prescribing the terms, form and contents and as to the sale and issuance of the bonds herein authorized are hereby delegated to the City Manager, the chief fiscal officer of the City.

**Section 8.** All other matters except as provided herein relating to the bonds or notes

herein authorized including the date, denominations, maturities and interest payment dates, within the limitations prescribed herein and the manner of execution of the same, including the consolidation with other issues, and also the ability to issue bonds with substantially level or declining annual debt service, shall be determined by the City Manager, as the chief fiscal officer of the City. Such bonds shall contain substantially the recital of validity clause provided for in LFL Section 52.00 and shall otherwise be in such form and contain such recitals, in addition to those required by LFL Section 51.00, as the City Manager shall determine, consistent with all applicable LFL provisions.

**Section 9.** The City Manager is further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the bonds authorized by this resolution, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and to designate the bonds authorized by this resolution as "qualified tax-exempt bonds" in accordance with Section 265(b)(3)(B)(i) of the Code.

**Section 10.** The City Manager is further authorized to enter into a continuing disclosure agreement with the initial purchaser of the bonds or notes authorized by this resolution, containing provisions which are satisfactory to such purchaser in compliance with the provisions of Rule 15c12-12, promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934.

**Section 11.** The validity of such bonds may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which the City is not authorized to expend money, or
- 2) The provisions of law which should be complied with at the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- 3) Such obligations are authorized in violation of the provisions of the Constitution of the State of New York.

**Section 12.** The temporary use of available funds of the City, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is hereby authorized

pursuant to Section 165.10 of the LFL for the purpose or purposes described in Section 1 of this resolution. The City then reasonably expects to reimburse any such expenditures (to the extent made after the date hereof or within 60 days prior to the date hereof) with the proceeds of the bonds authorized by Section 1 of this resolution. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2 and any other provision of the Internal Revenue Code or Internal Revenue Service Regulations relating to the qualification for reimbursement of costs related to the Project. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

**Section 13.** This resolution shall take effect immediately.

**Section 14.** This resolution or a summary hereof shall be published in full in the official legal newspaper of the City for such purposes, together with a notice of the City Clerk in substantially the form provided in Section 81.00 of the LFL.

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## **MOTION TO ENTER EXECUTIVE SESSION**

### **Motion of Councilmember**

**WHEREAS**, Article 7, Section 105(1)(f), of the Public Officer's Law permits the legislative body of a municipality to enter into Executive Session to discuss "...the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation...".

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

**Seconded by Councilmember  
and on roll call**