

BATAVIA CITY COUNCIL CONFERENCE MEETING

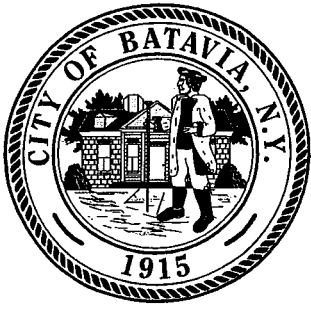
City Hall - Council Board Room
One Batavia City Centre
April 22, 2024 at 7:00 p.m.

AGENDA

- I. Call to Order
- II. Invocation – Councilmember Bialkowski
- III. Pledge of Allegiance
- IV. Public Comments
- V. Council Response to Public Comments
- VI. Communications
 - a. Brighton Securities Shred Day – 5/24/24
 - b. Memorial Day Parade – 5/27/24
 - c. GLOW OUT Pride Parade and Festival- 6/8/24
 - d. Kiwanis Club 5K Road Race – 7/4/24
 - e. GO ART Music & Art Festival – 7/6/24
 - f. GLOW Corporate Cup 5K – 8/1/24
 - g. U Connect Care Overdose Awareness Day – 8/28/24
 - h. Alzheimer’s Association Walk – 9/14/24
- VII. Council President Report
 - a. Announcement of the next City Council Meeting to be held on Monday, May 13, 2024 at 7:00 p.m. at the City Hall Council Board Room, 2nd Floor, City Centre
- VIII. Memorial For Edward LaValley at Yard Waste Station Discussion
- IX. Audit Committee Appointments
- X. Board of Assessment Review (BAR) Appointments
- XI. Tree Bid Awards
- XII. Introduce SEQR Forms / Coordinated Review Process – Cohocton/Walnut
- XIII. Eli Fish Access Agreement
- XIV. Restore NY – Application to Apply

- XV. Restore NY – Request to Hold Public Hearing***
- XVI. K-9 Committed Fund Balance
- XVII. Creek Park Committed Fund Balance
- XVIII. Zoning Code Update Committed Fund Balance
- XIX. Capital Project Closeouts
- XX. Edward Byrne Memorial Justice Assistance Grant Award
- XXI. Police Department – Surplus Equipment - Shotguns
- XXII. Adjournment

***Move to Tonight's Business Agenda



MEMORANDUM

To: Rachael Tabelski, City Manager
From: Heidi J. Parker, Clerk-Treasurer
Date: 4/16/24
Subject: **Event Summary**

Below please find the summary for the events to be reviewed by City Council on April 22, 2024:

Brighton Securities Shred Day – 5/24/24

There were no costs from the departments.

Memorial Day Parade – 5/27/24

Estimated cost from the police department is \$1,028 and from Bureau of Maintenance is \$1,789.51. There were no costs from the other departments.

GLOW OUT Pride Parade and Festival – 6/8/24

Estimated cost from the police department is \$600 and from Bureau of Maintenance is \$430.24. There were no costs from the other departments.

Kiwanis Club 5K Road Race – 7/4/24

Estimated cost from the police department is \$600. There were no costs from the other departments.

GO ART Music & Art Festival – 7/6/24

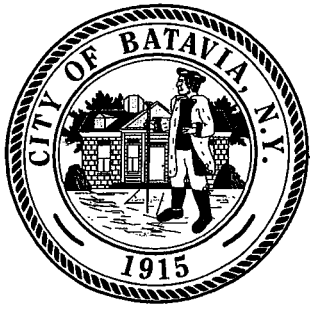
Estimated cost from the Bureau of Maintenance is \$430.24. There were no costs from the other departments.

GLOW Corporate Cup – 8/1/24

Estimated cost from the police department is \$828. There were no costs from the other departments.

U Connect Care Overdose Awareness Day – 8/28/24

There were no costs from the departments.



City of Batavia

Walk to End Alzheimer's – 9/14/24

There were no costs from the 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) 545-6300

PAID
APR - 9 2024
CITY OF BATAVIA
CLERK-TREASURER

Official Use Only:

2024-23

Event Application #:

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

Event Sponsor Brighton Securities

Type of Event Street Day

Day and Date of Event 5/24/24 - Friday

Time of Event (don't include set up time here - just actual event time) 12-3pm

Location of Event 212 E. Main St Batavia, NY 14020

Details of Event (be as specific as possible!) 13th Annual free document destruction & disposal day where the public is free to contactlessly drop off or and dispose of old documents.

Contact Information:

Primary contact:

Name Christina Gregory
Phone # 585.340.2281
Mailing address 212 E Main St Batavia, NY 14020
E-mail address cgregory@brightonsec.com

Secondary contact:

Michelle Roszeller
585.344.1850
mroszeller@brightonsec.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: br.brightonsec.com/events/65-24-2024

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: 5/24/24 Set up time: 11:30 AM

Tear down date: 5/24/24 Tear down time: 3:30 PM

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: 5/24/24 Start time: 12:00 PM End time: 3:00 PM

Estimated crowd size: 50¹⁰⁰ Throughout the event # 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

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? 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* 1 - 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

Brighton Securities, 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 Brighton Securities (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.

4/11/24
Date:

Brighton Securities
Name of Event Sponsor:

Christina Gregory, Marketing Operations Manager
Authorized Signature, Title

Christina Gregory
Name - Printed or Typed

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

Date:

Signature of Applicant:

Please forward this application to:

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/28/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Haylor, Freyer & Coon, Inc. PO Box 4743 Syracuse NY 13221	CONTACT NAME: Kristen Gilfus	
	PHONE (A/C No, Ext): 315-451-1500	FAX (A/C, No): 315-362-5747
E-MAIL ADDRESS: certificates@haylor.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Ohio Security Insurance Co.		24082
INSURER B : Aspen American Insurance Company		43460
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

INSURED
 Brighton Securities Corp
 1703 Monroe Ave
 Rochester NY 14618

BRIGHTONSE

COVERAGES

CERTIFICATE NUMBER: 1028935078

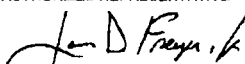
REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	Y Y	BZS2458084540	6/30/2023	6/30/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY		BZS2458084540	6/30/2023	6/30/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	Y Y	USO2458084540	6/30/2023	6/30/2024	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Professional Liability		LR00QX123	4/11/2023	4/11/2024	Each Claim limit \$1,000,000 Aggregate limit \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 General Liability Additional Insured & Waiver of Subrogation form# BP7996 07/10
 Umbrella policy follows General Liability form

CERTIFICATE HOLDER**CANCELLATION**

Proof of Insurance Only	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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

Official Use Only:

2024-20

Event Application #:

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

Event Sponsor City of Batavia
 Type of Event Memorial Day Parade
 Day and Date of Event Monday May 27th, 2024
 Time of Event (don't include set up time here - just actual event time) 9:00 am - 10:00 am
 Location of Event Eastowne Plaza & Alva Place Parking Lot
 Details of Event (be as specific as possible!) Annual parade honoring Veterans and First Responders.

Contact Information:

Primary contact:

Name Bob Bialkowski
 Phone # 585-343-4471
 Mailing address One Batavia City Centre
 E-mail address bbowski@yahoo.com

Secondary contact:

Name Krista Galdun
 Phone # 585-345-6333
 Mailing address Same
 E-mail address kgaldun@batavianewyork.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? _____

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: May 27th, 2024 Set up time: 8:00am

Tear down date: n/a Tear down time: n/a

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: 5/27/24 Start time: 8:00am End time: 10:00am

Estimated crowd size: 3,000 # of Vendors/Displays n/a

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

Some parade participants
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? 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: Parade

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

East Main East towne Plaza - Bank St. & Bank St.
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? As required

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

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

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

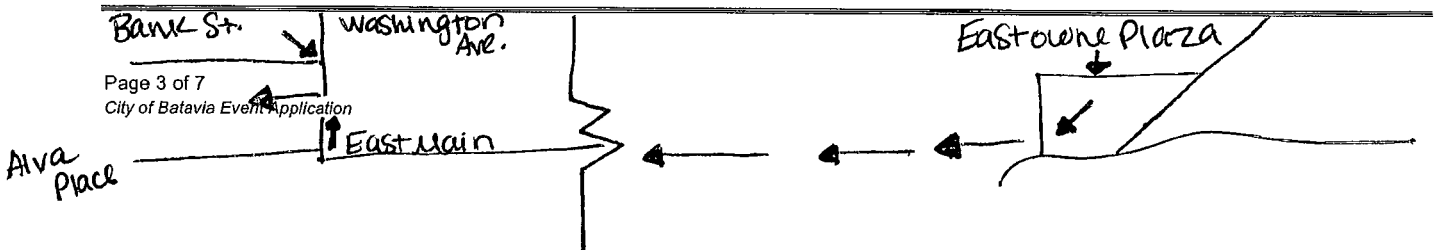
Block parties must allow local traffic and driveways cannot be blocked. Initial here: _____ (if hosting block party)

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

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

3/14/24
Date:

City of Batavia
Name of Event Sponsor:
Rachael J. Tabelski
Authorized Signature, Title
Rachael J. Tabelski
Name - Printed or Typed

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

3/14/24
Date:

Rachael J. Tabelski
Signature of Applicant:

Please forward this application to:

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



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

PAID
FEB 16 2024
CITY OF BATAVIA
CLERK-TREASURER

Official Use Only:

2024-12
Event Application #:

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

Event Sponsor GLOW OUT!

Type of Event Pride Parade and Festival

Day and Date of Event Saturday, June 8, 2024

Time of Event (don't include set up time here – just actual event time) 4 pm – 10 pm

Location of Event Liberty St. for parade line-up | Jackson Square and Jackson St. between Main and Ellicott Streets for the festival

Details of Event (be as specific as possible!) If approved, we will line up for the parade in the parking lan on Liberty St., alongside the First Presbyterian Church. Food trucks and the health/vendor fair will be set up on Jackson Street, with the performances and organization's tables in Jackson Square.

Contact Information:

Primary contact:
Name John Couri
Phone # 774-644-0491
Mailing address 120 Grandview Terrace, Batavia
E-mail address johncourie@icloud.com

Secondary contact:
Name Sara Vacin
Phone # 716-803-0901
Mailing address 131 Tracy Avenue, Batavia
E-mail address svacin@glowout.org

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

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

Type of alcoholic beverage to be served: Liquor Wine Beer

Will you be providing alcohol to your group? Yes No

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

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

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

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, 6/8 Set up time: Noon

Tear down date: Saturday, 6/8 Tear down time: 10 pm - Midnight

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: Saturday, 6/8 Start time: 4 pm End time: 10 pm

Estimated crowd size: 650 # of Vendors/Displays 30

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: Esdee Entertainment _____ Company Contact/Representative Scotty DiMartino _____ Phone # (585) 409-9519

Address, Street 4 Verona Rd. _____ City Batavia _____ Zip Code 14020

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? Lighting and sound equipment. We learned from last year and will establish an agreement with a local business to use their electricity.

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* _____

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: Parade and health/vendor fair

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

Festival: Jackson St.	Main Street	&	Ellicott Street
<small>Street to be closed</small>		<small>Cross Streets</small>	
Parade: Liberty St.	School Street	&	Washington Avenue
<small>Street to be closed</small>		<small>Cross Streets</small>	
Washington Avenue	Summit Street	&	Bank Street
<small>Street to be closed</small>		<small>Cross Streets</small>	
Bank Street	School Street	&	Jackson St.
<small>Street to be closed</small>		<small>Cross Streets</small>	

Will street barricades be requested from the City? Yes No How Many? 20

Will traffic cones be requested from the City? Yes No How Many? 20
(Drop off locations of requested items must be identified on the site drawing)

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

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

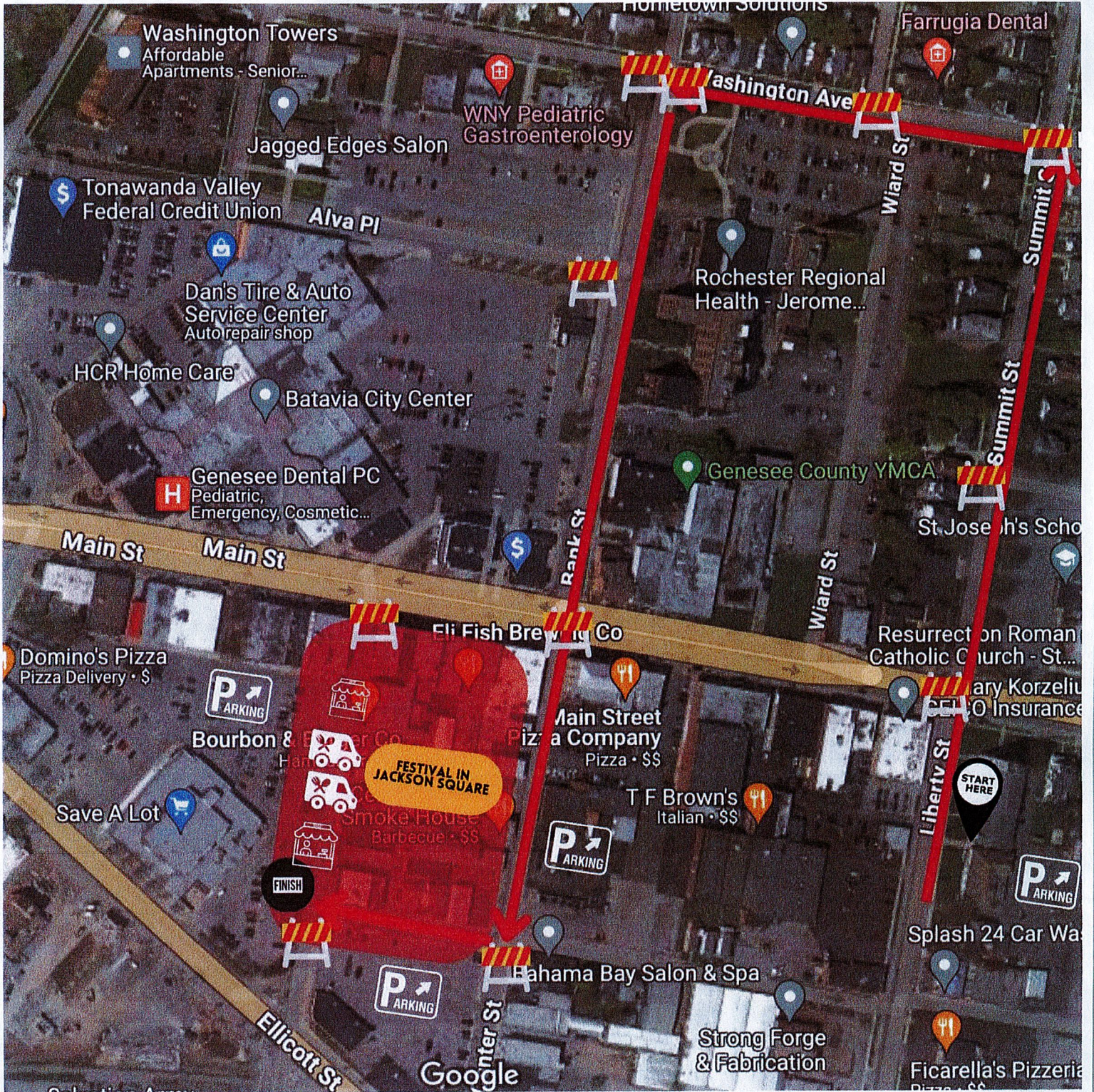
_____, the organizer/sponsor, shall indemnify, hold harmless, assume liability for and defend the City of Batavia, its employees, officers and agents from any and all damages, costs and expenses including but not limited to, attorney's fees, court costs, and all other sums which the City of Batavia its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

2/15/24
Date:

FLOW OUT!
Name of Event Sponsor:
Sara Vacin
Authorized Signature, Title
Sara Vacin
Name - Printed or Typed

The rules and information contained within this application have been read and will be adhered to.
2/15/24 Date: John [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



Washington Towers
Affordable
Apartments - Senior...

Jagged Edges Salon

WNY Pediatric
Gastroenterology

Washington Ave

Farrugia Dental

Tonawanda Valley
Federal Credit Union

Alva Pl

Dan's Tire & Auto
Service Center
Auto repair shop

Rochester Regional
Health - Jerome...

HCR Home Care

Batavia City Center

Genesee Dental PC
Pediatric,
Emergency, Cosmetic...

Genesee County YMCA

St. Joseph's Scho

Main St
Main St

Eli Fish Brewery Co

Resurrection Roman
Catholic Church - St...

Domino's Pizza
Pizza Delivery • \$

P
PARKING

Bourbon & E...

Main Street
Pizza Company
Pizza • \$\$

Mary Korzeliu
O Insurance

Save A Lot

FESTIVAL IN
JACKSON SQUARE

T F Brown's
Italian • \$\$

START
HERE

FINISH

Smoke House
Barbecue • \$\$

P
PARKING

Splash 24 Car Wa

Ellicott St

Habama Bay Salon & Spa

P
PARKING

Center St

Strong Forge
& Fabrication

Ficarella's Pizzeria
Pizza • \$\$



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

PAID
FEB 22 2024
CITY OF BATAVIA
CLERK-TREASURER

Official Use Only:

2024-14
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 5K ROAD RACE
Day and Date of Event THURSDAY JULY 4, 2024
Time of Event (don't include set up time here - just actual event time) 9:00 - 11:00 AM
Location of Event START AND FINISH AT CENTENNIAL PARK

Details of Event (be as specific as possible!) RICHMOND TO BANK, (L) ON BANK TO VINE, (R) ON VINE TO EVERGREEN, (L) ON EVERGREEN TO N. SPRUCE, (R) ON N. SPRUCE TO EAST AVE, (R) ON EAST AVE TO ROSS, (L) ON ROSS TO WASHINGTON, (R) ON WASHINGTON TO ELLICOTT AVE, (R) ON ELLICOTT AVE TO FINISH

Contact Information:

Primary contact:
Name DAVID A. RUMSEY
Phone # 585 409 7284
Mailing address 6436 MAIN RD, STRATFORD
E-mail address d.a.rumsey@hotmail.com

Secondary contact:
Name DAVID CHUA
Phone # 585 356 7674
E-mail address dchua@lincolninvestment.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: July 4, 2024 Set up time: 7:00 AM

Tear down date: July 4, 2024 Tear down time: 11:00-12:00 PM

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: 7/4/2024 Start time: 7:30 AM End time: 11:30 AM

Estimated crowd size: 200 # of Vendors/Displays N/A

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? possibly for timing company. May supply their own.

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* 9x9 canopy

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 ROUTE ON CITY STREETS, SEE ATTACHED MAP

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

(START)	<u>Richmond</u>	<u>Ellicott Ave</u>	&	<u>state</u>
	<small>Street to be closed</small>		<small>Cross Streets</small>	
(FINISH)	<u>ELLICOTT AVE</u>	<u>WASHINGTON</u>	&	<u>RICHMOND</u>
	<small>Street to be closed</small>		<small>Cross Streets</small>	
	<small>Street to be closed</small>		<small>Cross Streets</small>	
	<small>Street to be closed</small>		<small>Cross Streets</small>	

Will street barricades be requested from the City? Yes No How Many? 2

Will traffic cones be requested from the City? Yes No How Many? 25
(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 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 (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.

2/22/2024

Date:

KIWANIS CLUB OF BATAVIA

Name of Event Sponsor:

David A. Rumsey, President

Authorized Signature, Title

DAVID A. RUMSEY

Name - Printed or Typed

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

2/22/2024

Date:

David A. Rumsey
Signature of Applicant:

Please forward this application to:

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

KIWANIS CLUBS 4th July 5K GLOW CORPORATE CUP

- START**
- N. side of RICHMOND
 - 59'0" E. from SE. CNR of Storm Sewer
 - 68'10" NE of Power Pole 15



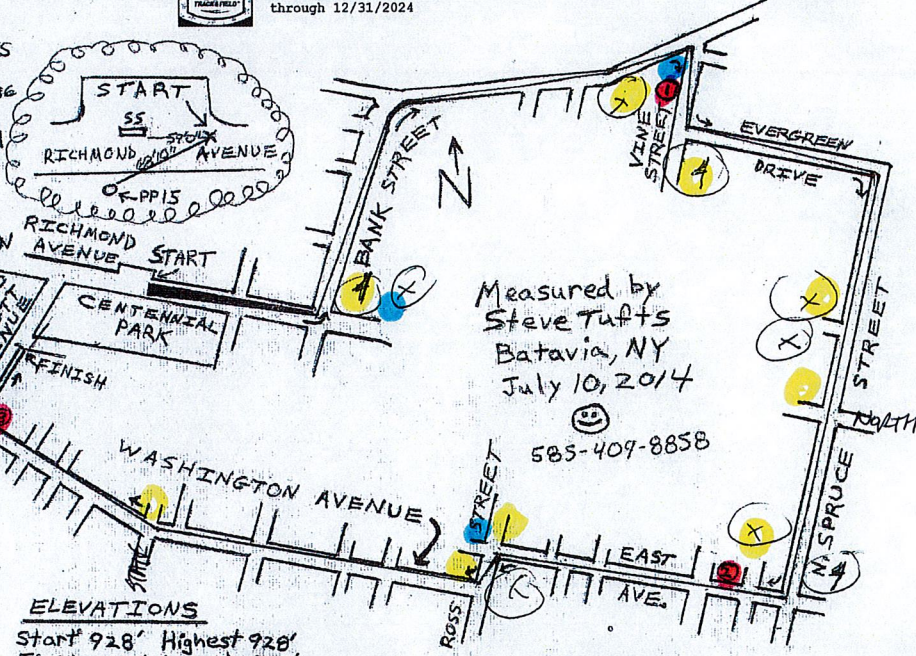
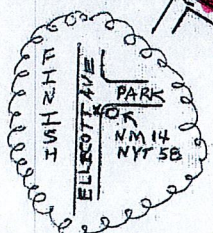
USATF Certificate
 NY14090JG
 Effective: 07/14/2014
 through 12/31/2024

- 1 MILE**
- W. side of VINE
 - 14'2" S of SW CNR of SS in front of #237
 - 60'3" SW of NM37, NYT36

- 2 MILE**
- NE CNR of EAST & ELM
 - 19'1" W of NW CNR of SS
 - 5'11" S of PPO on ELM

- 3 MILE**
- N. side of WASHINGTON
 - 45'2" NW of manhole
 - 53'9" SE of NM10, NYT40

- FINISH**
- E side of ELLICOTT
 - S of PARK
 - CNR of NM10, NYT40



Measured by
 Steve Tufts
 Batavia, NY
 July 10, 2014
 ☺
 585-409-8858

ELEVATIONS
 Start 928' Highest 928'
 Finish 908' Lowest 889'

Calibrated on NY06111KL



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

PAID
MAR 13 2024
CITY OF BATAVIA
CLERK-TREASURER

Official Use Only:

2024-18

Event Application #:

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

Event Sponsor Genesee-Orleans Regional Arts Council, Inc. (GO ART!)

Type of Event Music + Art Festival

Day and Date of Event July 6 2024 - Saturday

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

Location of Event Jackson Square, Jackson St., School St.

Details of Event (be as specific as possible) two music stages w/ 20-30 bands, artisan alley w/ artists creating work (10-15 artists), arts + craft vendors (15-20), 4-5 food trucks, 1 folk art stage (dance + other folk performers), children's craft area.

Contact Information:

Primary contact:

Secondary contact:

Name Gregory Hallock

Mary Jo Whitman

Phone # (585) 343-9313

(585) 343-9313

Mailing address 201 East Main St. Batavia

201 East Main St. Batavia

E-mail address ghallock@gpart.org

mjwhitman@gpart.org

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

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

Type of alcoholic beverage to be served: N/A 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? only in Jackson Square

~~EH Fish Brewing Co.~~ N/A

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: 07/06/2024

Set up time: 7am - 10am

Tear down date: 07/06/2024

Tear down time: 9pm - 11pm

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: 07/01/2023 Start time: 10am End time: 10 pm

Estimated crowd size: 1,000 # of Vendors/Displays 30

WILL THE EVENT INCLUDE:

- Parade: Yes No (MAP OF DESIRED ROUTE MUST BE ATTACHED)
- Run or Walk: Yes No (MAP OF DESIRED ROUTE MUST BE ATTACHED)
- Music: Yes No (SITE DRAWING OF STAGE OR DJ LOCATION ATTACHED)
- Street Closure(s): Yes No (MAP OF CLOSED STREETS AND DROP LOCATION OF BARRICADES)
- Other: vendors Yes No (MAP OF DESIRED ROUTE MUST BE ATTACHED)
- Fireworks or Hazardous Materials? Yes No Carnival or Amusement Rides? Yes No

Name of Company Providing Above:

Company Contact/Representative

Phone #

Address, Street

City

Zip Code

Music: Live Group Recorded/DJ

GO ART! Gregory Hallock (555) 343-9313

Name of Company Providing Above:

Company Contact/Representative

Phone #

201 East Main St.

Batavia

14020

Address, Street

City

Zip Code

CITY SERVICES SUPPORT:

City Code 66-15, D-2

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

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

ELECTRIC:

Will electric be needed for the event? Yes No

What will you be providing electric to? musicians + vendors

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) (6,000-7,000 watt) 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* 10x20, 20x20, 30x40

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: event is happening on the street

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

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

Will street barricades be requested from the City? Yes No How Many? 8

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

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

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

picnic tables, garbage cans

POLICE

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

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

PLEASE NOTE:

1. Be as specific as possible in the description so we have the best understanding of your event. Also, be clear as to what you would like provided by the City. **Applications should be submitted at least 30 days in advance.**
2. Fire hydrants, Cross Streets/Alleys and Store Fronts **Shall Not Be Blocked** by any Vehicle or Concession at any time.
3. An Emergency Vehicle Safety Lane Must be Maintained at All times at All Locations
4. Fuel Containers Must be of an Approved type and Must be Properly Secured
5. Deep Fryers Must Be Approved. Commercial Types Require a Type "K" Portable Fire Extinguisher
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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

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

01/18/2024
Date:

GO ART!
Name of Event Sponsor:
Gregory A. Hallock, Executive Director
Authorized Signature, Title
Gregory A. Hallock
Name - Printed or Typed

The rules and information contained within this application have been read and will be adhered to.
01/18/2024
Date:

Gregory A. Hallock
Signature of Applicant:

Please forward this application to:

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



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

PAID
FEB 14 2024
CITY OF BATAVIA
CLERK-TREASURER

Official Use Only:

2024-13
Event Application #:

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

Event Sponsor GLOW YMCA 5K Run
Type of Event GLOW Corporate Cup
Day and Date of Event Thursday, August 1, 2024
Time of Event (don't include set up time here - just actual event time) 6:00 p.m.
Location of Event Centennial Park

Details of Event (be as specific as possible!) 5K run/walk beginning and ending at Centennial park. Corporate teams from the GLOW region participate to raise funds for the GLOW YMCA.

Contact Information:

Primary contact:
Name Steve Tufts, Race Director
Phone # 585 344 3329
Mailing address 21 Masse Place, Batavia
E-mail address steven-tufts@ml.com

Secondary contact:
Rob Walker
344-1064
209 East Main Street, Batavia
rwalker@glowymca.org

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

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

Type of alcoholic beverage to be served: Liquor Wine Beer

Will you be providing alcohol to your group? Yes No

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

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

Who will be applying to the NYS Liquor Authority for the permit to sell? 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: 7/29/24 Set up time: 8 am
Tear down date: 8/2/24 Tear down time: morning

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: 8/1/24 Start time: 12:00 pm End time: 10:00 pm
Estimated crowd size: 1,200 # of Vendors/Displays 50 Tents

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

Merrill Lynch John Ritter 585 344-3325
Name of Company Providing Above: _____ Company Contact/Representative _____ Phone # _____
21 Masse Place Batavia 14020
Address, Street _____ City _____ Zip Code _____

CITY SERVICES SUPPORT:

City Code 66-15, D-2

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

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

ELECTRIC:

Will electric be needed for the event? Yes No

What will you be providing electric to? Music stage and PA system

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* 24'x16' mobile stage
plus dozens of tents of various sizes.

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: Ease of setup, congestion relief, safety of participants.

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

<u>Ellicott Avenue</u> <small>Street to be closed</small>	<u>Washington Avenue</u> <small>Cross Streets</small>	&	<u>Richmond Avenue</u> <small>Cross Streets</small>
<u>12-8 pm</u> <small>Street to be closed</small>		&	
<u>Richmond Avenue</u> <small>Street to be closed</small>	<u>New York Place</u> <small>Cross Streets</small>	&	<u>State Street</u> <small>Cross Streets</small>
<u>5-6:15 pm</u> <small>Street to be closed</small>		&	

Will street barricades be requested from the City? Yes No How Many? 10
 Will traffic cones be requested from the City? Yes No How Many? 40
 (Drop off locations of requested items must be identified on the site drawing)

4 - Ellicott/Washington
2 - Ellicott/Park
4 - Ellicott/Richmond
Ellicott/Park

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)
Goal for start is to have traffic on Richmond sealed off by 5:30 so participants feel safe on their way to the 6:00 start.

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 Temporary parking ban on Bank St.

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

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

1/29/2024
Date:

GLow YMCA
Name of Event Sponsor:
Rob Walker
Authorized Signature, Title
Rob Walker
Name - Printed or Typed

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

1/26/24
Date:

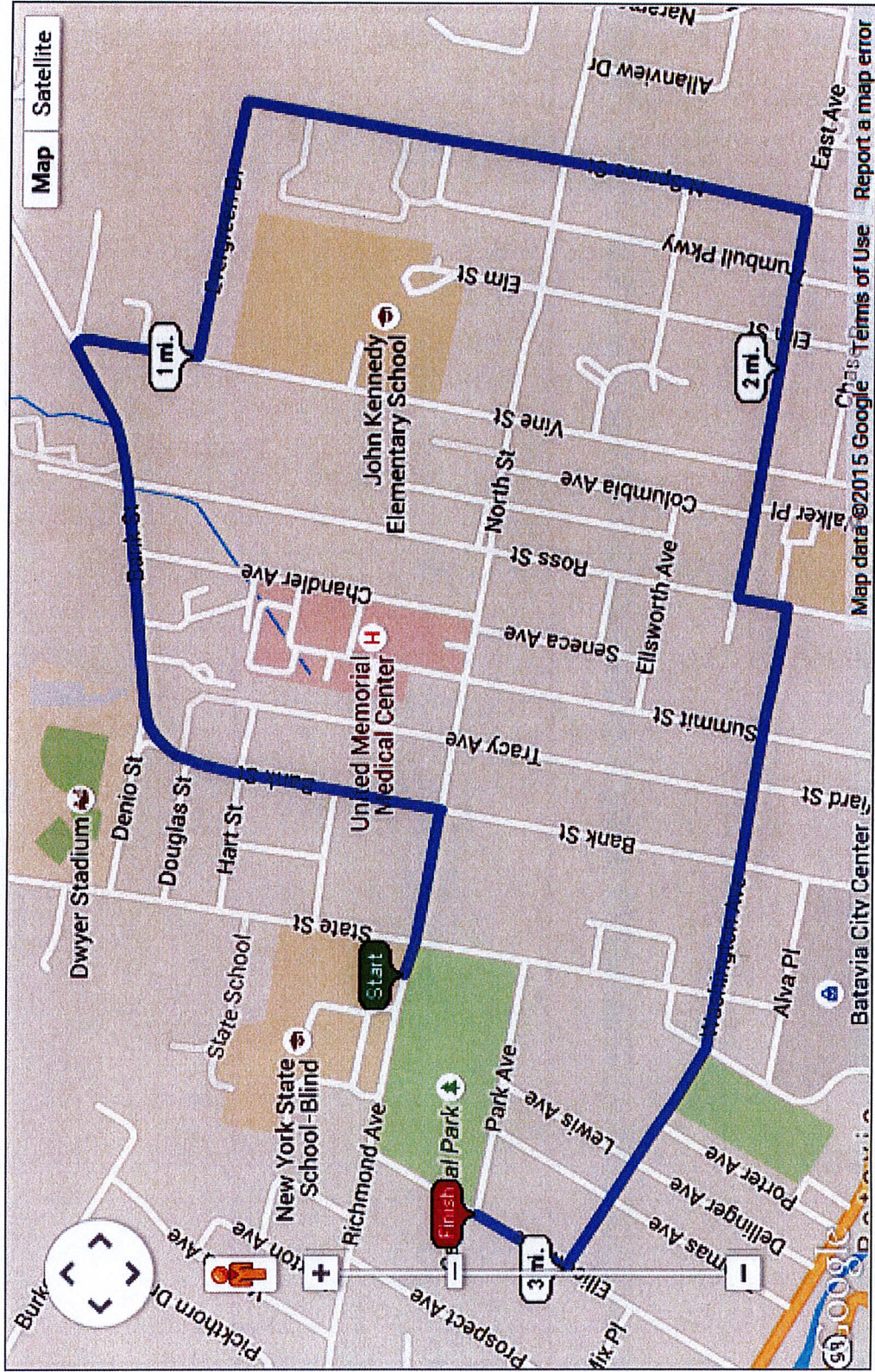
[Signature]
Signature of Applicant:

Please forward this application to:

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



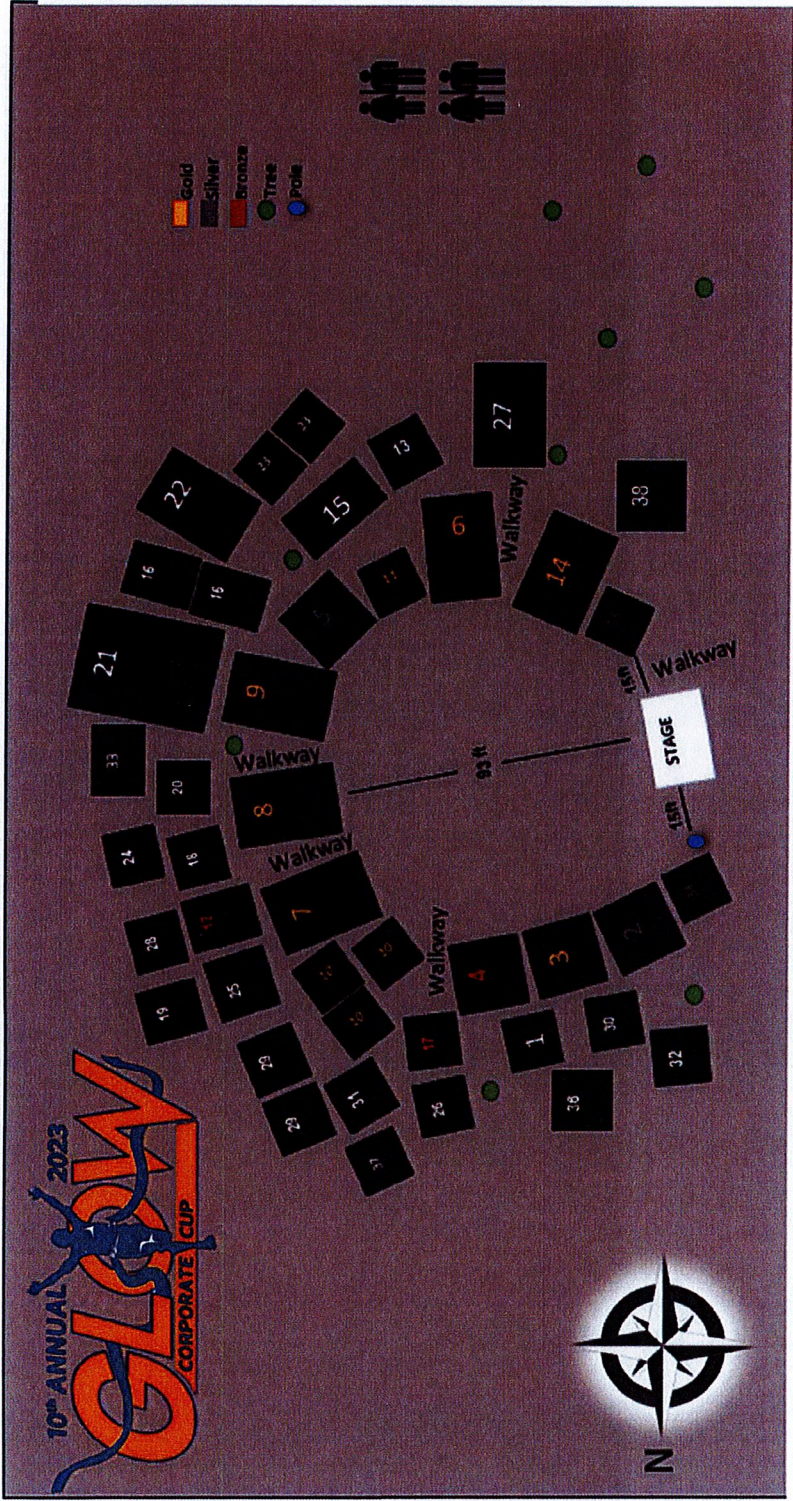
Proposed 5K Course Map – 2024



Map data ©2015 Google. Terms of Use Report a map error



PARK AVENUE



RICHMOND AVENUE



ELLCOTT AVENUE

1 Takeform 10x10	13 LeRoy Village Green 12x12	25 Massive 12X12	37 Western NY Energy 10x10
2 Toyota 20x20 S	14 Liberty Pumps 20x30 G	26 GCC 10X10	38 YMCA
3 Batavia Downs 20x20 G	15 Batavia City Schools 10x20	27 Farm Credit East 20X30	STAGE 24x16
4 ARC of Genesee Orleans 20x20 B	16 GVEP (2) 10X20	28 Batavia Housing Authority 10x10	
5 SunGrow 20x20 S	17 Genesee Patrons 10X10 B	29 Amada Tool America (2) 12X12	
6 UMMC 20x30 G	18 Sharpe Training 10x10	30 Genesee Dental 10x10	
7 Tompkins 20x30 G	19 Bontrager 10x15	31 GCASA 10x10	
8 Merrill Lynch 20x30 P	20 GCEDC 10X10	32 Person Centered Services 12x12	
9 Freed Maxick 20x30 G	21 Genesee County 30X40	33 U of R 10X20	
10 Lawley/TVFCU (3)10x10 G	22 City of Batavia 20X30	34 W8TA 10X10 S	
11 Five Star 10x10 G	23 Genesee County Chamber (2)10x10	35 USGypsum 12X12 S	
12 Crossfit Silver Fox/Oxbo 10x20 B	24 Agri Business Child Dev. 12x12	36 Fishers 14x14	





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

PAID
APR - 8 2024
CITY OF BATAVIA
CLERK-TREASURER

Official Use Only:

2024-22
Event Application #:

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

Event Sponsor U Connect Care (formerly GASA)
Type of Event Overdose Awareness Day
Day and Date of Event Wed. August 28th
Time of Event (don't include set up time here - just actual event time) 3-7pm
Location of Event Austin Park
Details of Event (be as specific as possible!) A awareness Event - Speakers, resource tables, live band in the pavilion

Contact Information:

Primary contact:

Name Sue Gagne
Phone # 585-356-8018
Mailing address 5130 East Main St, Batavia
E-mail address sgagne@uconnectcare.org

Secondary contact:

Name Amy Kabel
Phone # 585-815-3437
Mailing address 5130 East Main St, Batavia
E-mail address akabel@uconnectcare.org

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

Will there be alcohol at your event? Yes No If yes, complete the following:
Type of alcoholic beverage to be served: Liquor Wine Beer
Will you be providing alcohol to your group? Yes No
Will you be selling alcohol to your group? Yes No Insurance certificate **WILL BE** required with **Liquor Legal**.
Will people be allowed to bring alcohol to the event? Yes No
Who will be applying to the NYS Liquor Authority for the permit to sell? 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: Wed. Aug 28, 2024

Set up time: 1 pm

Tear down date: Wed. Aug 28, 2024

Tear down time: 7:30 pm

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: 8.28.24 Start time: 3pm End time: 7pm

Estimated crowd size: 100 # of Vendors/Displays 30

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

Groove Neil Gagne 585 750-3428
Name of Company Providing Above: _____ Company Contact/Representative _____ Phone # _____

5509 Horseshoe Lk Rd Batavia 14020
Address, Street _____ City _____ Zip Code _____

CITY SERVICES SUPPORT:

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

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

ELECTRIC:

Will electric be needed for the event? Yes No

What will you be providing electric to? music equipment / PA system for speakers

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* 10 X 15 - standard size

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

U Connect Care, 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 U Connect Care (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.

3/14/2024

Date:

UConnectCare

Name of Event Sponsor:

Director of Grants Management

Authorized Signature, Title

Ang Kasep

Name - Printed or Typed

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

3.14.24

Date:

Sue Hanel

Signature of Applicant:

Please forward this application to:

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



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

Official Use Only:

2024-11
Event Application #:

PAID
FEB - 7 2024
CITY OF BATAVIA
CLERK-TREASURER

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

Event Sponsor ALZHEIMER'S ASSOCIATION WNY
 Type of Event WALK TO END Alzheimer's - SEPTEMBER 14th 2024 Saturday
 Day and Date of Event Saturday September 14 2024
 Time of Event (don't include set up time here - just actual event time) 9 AM - 1 pm
 Location of Event Centennial Park
 Details of Event (be as specific as possible!) Walk 1.5-2 mile with event
Starting and Finishing @ Centennial Park
Tents, Stage, refreshments, Porta Potties 300-500 people

Contact Information:

Primary contact:

Name Lynn Hughes
 Phone # 716-870-8206
 Mailing address 6400 Sheridan Drive Suite 320
Amherst NY 14221
 E-mail address lhughes@alz.org

Secondary contact:

Name Lynn Westcott
 Phone # 716-440-4251
 Mailing address 6400 Sheridan Drive Suite 320 Amherst NY 14221
 E-mail address lwestcott@alz.org

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

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: Friday Sept 13th Set up time: 8am - 4pm
Tear down date: ? TBD Tear down time: TBD

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: 9/14/2024 Start time: 9am End time: 1pm
Estimated crowd size: 300-500 # of Vendors/Displays 10

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
Biggs - Joseph Johnson asudij90@rochester.rr.com DS
Name of Company Providing Above: _____ Company Contact/Representative _____ Phone # _____

Jimijam mlc
Address, Street _____ City _____ Zip Code _____

CITY SERVICES SUPPORT:

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

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

ELECTRIC:

Will electric be needed for the event? Yes No
What will you be providing electric to? Sound System + Microphone

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*

See attach 2023 Tents/Tables/Chair & Stage
new vendor being (RFP) 2024

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? 24
(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 Traffic control / Patrol for Walk Route

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 *✓ music cones*
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

ALZHEIMER'S Assoc

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

1/2/2024

Date:

ALZHEIMER'S Assoc. wny WALK TO END ALZ

Name of Event Sponsor:

Lynn Westcott, Sr Director of Development

Authorized Signature, Title

Lynn Westcott

Name - Printed or Typed

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

1/2/2024

Date:

Lynn Westcott

Signature of Applicant:

Please forward this application to:

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

Centennial Park



Promise Garden

Flowers

Top Team Village

Refreshments

Vendor

ALZ Chapter

Promise Garden

Raffle, 50/50, Merch

STAGE

Kids Zone

Photo

CheckIn/Reg/Volunteer

START/FINISH
BALLOON ARCH

Richmond Ave

Park Ave

Park Ave

Park Ave

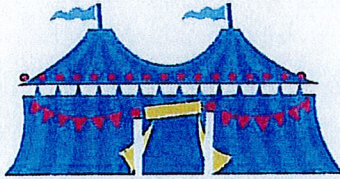


**VIP &
HANDICAP
PARKING
ONLY**

**VIP &
HANDICAP
PARKING
ONLY**

2023

STERLING TENTS & AWNINGS
150 Pearl St.
Batavia, NY 14020
585-343-3726
585-343-4999 (FAX)

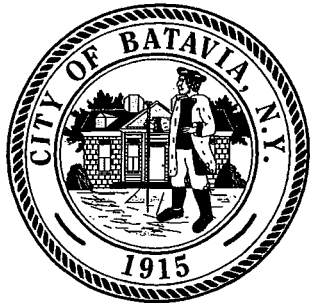


www.sterlingtents.com

ALZHEIMER'S RENTED EQUIPMENT AT CENTENNIAL PARK ~~SEPTEMBER 16, 2023~~

1-20x40 Tents w/2 sides	@	\$ 525.00 each
2-20x30 Tents w/2 sides	@	\$ 465.00 each
2--20x20 Tents w/2 sides	@	\$ 410.00 each
3-15x15 Tents w/2 sides	@	\$ 255.00 each
1-8x8 Stage (under 15x15 near power source)		\$ 115.00
40-8' Banquet Tables	@	11.25 each
80-Brown Wood Chairs	@	1.60 each

The table & chair prices include the delivery and pick up, but not the set up or takedown. That is the responsibility of the customer or caterer



City of Batavia

Memorandum

To: Rachael Tabelski, City Manager

From: Lisa Neary, Deputy Director of Finance

Date: April 8, 2024

Subject: Audit Advisory Board

As part of the City of Batavia's audit process, the City appoints three city residents and councilmembers to the Audit Advisory Board for the purpose of reviewing the City's financial audit and to provide recommendations to the council as the Board sees fit.

Our three City residents were appointed in 2022 for a term that expires after the audit of the fiscal year ending March 31, 2024. This year three Councilmembers requested to serve for the current one year term that expires after the audit of the fiscal year ending March 31, 2024; Councilmember Bialkowski, Councilmember Richmond and Councilmember Schmidt.

Attached is a resolution to appoint the Audit Advisory Board.

Please let me know if you have any questions.

#-2024
A RESOLUTION TO APPOINT MEMBERS TO
VARIOUS CITY COMMITTEES/ BOARDS

Motion of Councilmember

WHEREAS, certain vacancies exist on various City Committees/Boards; and

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

Audit Advisory Board

For the audit years ending 3/31:

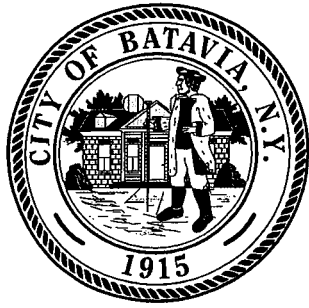
Nicholas Harris	2022 - 2024
Marc Staley	2022 - 2024
Paul Battaglia	2022 - 2024

Councilmembers:

For the audit year ending 3/31:

F. Robert Bialkowski	2024
Richard Richmond	2024
Tammy Schmidt	2024

**Seconded by Councilmember
and on roll call**



City of Batavia

Memorandum

To: Rachael Tabelski, City Manager
From: Heidi J. Parker, Clerk-Treasurer
Date: April 10, 2024
Subject: Appointments to Board of Assessment Review (BAR)

Currently, there are two vacancies on the Board of Assessment Review (BAR).

Dwight Thornton applied to be reappointed however he had already served two terms. Mr. Thornton had to wait three months and there were no other applicants to take his position. His term expired on September 30, 2023 and he can be re-appointed.

A second qualified applicant applied. Pier Cipollone is a local resident, former councilmember, and Batavia Development Corporation President.

Both applications were sent to Councilmembers Briggs and Schmidt for review and approval to be considered at the next conference agenda. Both applicants currently reside in the City of Batavia.

It is recommended that Council approve the reappointment of Dwight Thornton and appointment of Pier Cipollone to the Board of Assessment Review until September 30, 2028.

#XX-2024
**RESOLUTION TO APPOINT MEMBERS TO VARIOUS CITY COMMITTEES/
BOARDS**

Motion of Councilmember

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

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

Board of Assessment Review (BAR)

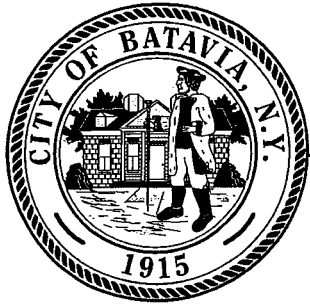
Dwight Thornton

September 30, 2028

Pier Cipollone

September 30, 2028

**Seconded by Councilmember
and on roll call**



City of Batavia

Memorandum

To: Rachael Tabelski – City Manager
From: Scott Allen - Supt. of Maintenance
Date: March 20, 2024
Subject: Tree Trimming and Removal Bid

Please be advised that the City has received bids for Tree Trimming and Removal #2024-05. Bids were publicly opened on March 18 at 11:00 AM at City Hall.

Four bids were received. The lowest responsible bidder is The Tree Doctor Inc. of Clarence, NY. For the sum of \$39,600.00

This project is a unit price contract for annual trimming and removal of City trees as budgeted in the FY24/25 City Budget. The City has budgeted \$31,500 for tree trimming and removal and will maintain expenses inside the approved budget.

The term of the contract expires on March 31, 2025. The contract has a provision for two, one-year extensions if mutually agreed upon by the contractor and the City, so the contract can be extended to March 31, 2027.

I recommend selecting The Tree Doctor Inc., of Clarence, NY for the tree trimming and removal contract for \$39,600.

#XX-2024
A RESOLUTION TO ENTER INTO AN AGREEMENT WITH
THE TREE DOCTOR INC.
FOR THE TRIMMING AND REMOVAL OF CITY TREES CONTRACT #2024-05

Motion of Councilmember

WHEREAS, Tree trimming and removal services funded in fiscal year 2024/2025 City Budget; and

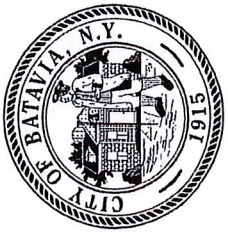
WHEREAS, a competitive bid was made by The Tree Doctor Inc. of Clarence, NY to provide services as specified in the contract document titled Trimming & Removal of City Tree #2024-05 for the sum of \$39,600.00; and

WHEREAS, there were four (4) bidders and The Tree Doctor Inc. is the lowest responsible bidder; and

WHEREAS, The Tree Doctor Inc. and the City may mutually agree to extend this contract for two one-year terms as provided in the contract documents; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Batavia that the City Council President is hereby authorized on behalf of the City to execute an agreement with The Tree Doctor Inc. for the annual service of Trimming & Removal of City Trees and two one-year extensions if mutually agreed upon.

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



Tree Trimming & Removal
March 18, 2024 @ 11:00 A.M.

BID #2024-05

Company	Bid Amount
Terry Tree Service	\$ 40,090.00
High Falls Tree Service	\$ 42,700.00
Tree Doctor	\$ 39,600.00
AJ's Tree Service	\$ 40,150.00

Received by: Samuel Dancer

Witnessed by: [Signature]

**CITY OF BATAVIA, NY
FOR : TREE TRIMMING & REMOVAL**

**BID #2024-05
MARCH 18, 2024
@ 11:00 A.M.**

COMPANY NAME/ADDRESS/ CONTACT PERSON	PHONE /FAX NUMBERS/EMAIL
<p>Terry Tree Svc 270 Middle Rd Hewitt NY <i>Scott Gardner</i></p>	<p>Phone: 585-436-2900 Fax: 585-783-1209 Email: sgardner@terrytree.com</p>
<p>The Tree Doctor 4752 Shisher Rd. Clarence 14031</p>	<p>Phone: (716) 759-1138 Fax: _____ Email: chris@treedoctorconsulting.com</p>
<p>High Falls Tree Middle Rd Hann. NY</p>	<p>Phone: (585) 749-7284 Fax: _____ Email: Dan.Hackett@highfalls.com</p>
<p>AJ's Tree Service 9500 Main Rd 0</p>	<p>Phone: 716-708-1282 Fax: _____ Email: joffe@ajstreeservice.com</p>
	<p>Phone: _____ Fax: _____ Email: _____</p>
	<p>Phone: _____ Fax: _____ Email: _____</p>
	<p>Phone: _____ Fax: _____ Email: _____</p>
	<p>Phone: _____ Fax: _____ Email: _____</p>

SECTION 300. PROPOSAL (UNIT PRICE BASIS)

TO: CITY OF BATAVIA
BATAVIA, NEW YORK

The undersigned, in compliance with the invitation for bids for the

**TRIMMING AND REMOVAL OF TREES THROUGHOUT THE CITY OF
BATAVIA, NEW YORK (BID # 2024-05)**

declares that he has examined the Plans and Specifications with related documents and the site of the proposed work, has read and comprehends all of the provisions of the Plans, Specifications, and Contract Documents, and is aware of all the requirements of the work in a sufficient manner to submit a valid bid, and being familiar with all of the conditions surrounding the construction of the proposed project, hereby proposes to furnish all labor, materials, supplies, tools, and equipment and to perform the work in accordance with the Contract Documents.

In submitting this bid the undersigned declares that said bid has been arrived at by the bidder independently and has been submitted without collusion with any other vendor of materials, supplies, or equipment of the type described in the invitation for bids and the contents of the bid have not been communicated by the bidder or its surety on any bond furnished herewith prior to the official opening of the bid.

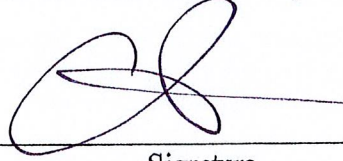
The undersigned certifies that he has authority for the company to sign this bid proposal.

The undersigned agrees that if awarded the contract he will:

- 1) Commence work under this Contract on or before a date to be specified in a written Notice to Proceed from the City of Batavia to provide regular or emergency trimming or removal work as needed throughout the **Contract period, which extends through March 31, 2025.** (NOTE: See Section 700.2 Term for contract extension for up to two (2) additional years.) Emergency work for this contract is defined as the removal of a tree or limbs that pose an immediate threat to life or property. This would involve only one or a small number of trees. It is not intended to include more extensive work such as major damage caused by wind or ice storm, which would be subject to negotiation for hourly rates, and the City would reserve the right to utilize other contractors in lieu of or in addition to the contractor awarded the contract referenced herein. The undersigned also agrees to pay for each consecutive calendar day thereafter as provided in Section 247 of the Information and General Conditions.
- 2) **Abide by the New York State Department of Labor laws regarding payment of prevailing wages. Payroll records may be requested by the City to verify compliance.**
- 3) Perform said work described in the Specifications and shown on the Plans for the unit prices as shown on the Schedule of Bid Items. The City may delete or add specific tree removals and/or trimmings in order to meet budget restrictions or availability of

funds.

- 4) The undersigned agrees to accept the aforesaid unit bid prices in compensation for any additions or deductions caused by variation in quantities due to more accurate measurement or by any changes or alterations in the Plans or Specifications of the work and for use in the computation of the value of the work performed for monthly estimates.



Signature

Chris Nicastro

Printed Name

The Tree Doctor

Company Name

4752 Shisler Rd.

Address

Clarence, NY 14031

City, State, Zip

SECTION 300.

BIDDER QUALIFICATIONS

THE FOLLOWING DOCUMENTATION SHALL BE COMPLETED/FURNISHED BY EACH BIDDER AND SUBMITTED WITH THE PROPOSAL AT TIME OF BID OPENING.

- a. Whether or not he/she is now or ever has been engaged in any work similar to that covered by the Specifications herein.
The Tree Doctor was awarded and completed this bid in the past.
- b. The years in which such work was performed.
2018 - 2020
- c. Such other information that will show the Bidder's ability to carry out the required work and to secure adequate financing for carrying out all responsibilities required by these Specifications.
We are a full service tree care company with over 2,000 regular clients.
- d. A list of equipment and personnel proposed for use in the performance of this Contract.
2 - 90' spider lifts.
3 - Track machine / loaders
1 - 2750 stump grinder
Multiple trucks + trailers for transport
Full staff
- e. A history of performance of similar work with other clients, including names, telephone, and address of contact reference persons. - provide four (4) minimum.
Neil Marzot - Town of Darien (716) 474-3595.
Jack Feltz - National Grid (716) 867-3097
Mike Armstrong - Stafford Country Club (585) 301-6218
Scott Dodson - Park Country Club (716) 818-1126

(Attach addition sheets, information, or documents as necessary and identify to which statement it corresponds.)

SECTION 300. Accompanying this Proposal is a (Bid Bond) (Certified Check) in the amount of

One thousand nine hundred ninety dollars $\frac{00}{100}$ \$ 1,990.⁰⁰

payable to the City of Batavia, New York. In case this Proposal is accepted by the City of Batavia, New York and the undersigned fails to execute the Contract in conformity with the Contract Documents and furnish bond, as specified therein, within ten (10) days after notification of the Award of Contract, then the monies represented by such bid bond or certified check shall be regarded as liquidated damages and shall be forfeited and become the property of the City of Batavia, New York.

The undersigned agrees that this bid shall be good and may not be withdrawn for a period of at least thirty (30) calendar days after the scheduled closing time of receiving bids.

Dated: 3 | 18 | 24

The Tree Doctor, Inc.

Legal Name of Business

Signature:



Chris Nicastro

Name (Printed or Typed)

Manager | Salesman
Title

Contractor Mailing Address:

4752 Ghisler Rd
Clarence, NY 14031

If a Corporation

Jeff Phelps, President
_____, Secretary
_____, Treasurer

SECTION 300.

NON-COLLUSIVE BIDDING CERTIFICATION

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

- (1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
- (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and,
- (3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

The herein certification is made pursuant to General Municipal Law, Section 103-d (Ch. 675, Laws of 1966).

(For Use by Individuals and Partnerships)

The undersigned, _____, being the individual or partner submitting a bid herein to the City of Batavia, affirms that the foregoing certification is true, under penalty of perjury.

_____ Date _____ Signature _____

(For Use by Corporations)

Any bid herein made to the City of Batavia, N.Y. by a corporate bidder for work or services performed or to be performed, or goods sold or to be sold, where competitive bidding is required and where such bid contains the certification referred to hereinabove, shall be deemed to have been authorized by the Board of Directors of the herein corporate bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation.

The herein certificate is made pursuant to General Municipal Law, Section 103-d (Ch. 675, Laws of 1966).

The undersigned, Jeff Phelps, being an officer of the corporate bidder herein, namely, its President, affirms that the foregoing statement and certification is true, under penalty of perjury.

(SEAL OF THE CORPORATION)

The Tree Doctor
Corporate Bidder

By Jeff Phelps

Title President

Date 3/18/24

SCHEDULE OF BID ITEMS
BID # 2024-05
TRIMMING & REMOVAL OF CITY TREES

ITEM NO.	APPROX QTY. (*)	UNIT	DESCRIPTION (Diameter)	UNIT BID PRICE		TOTAL AMT. BID
				WRITTEN WORDS	FIG.	
1	2	EA.	Tree Removal 12.0-15.0 Inches	Two hundred + $\frac{00}{100}$	200	400
2	2	EA.	Tree Removal 15.1-18.5 Inches	Five hundred fifty + $\frac{00}{100}$	550	1100
3	8	EA.	Tree Removal 18.6-24.5 Inches	Eight hundred + $\frac{00}{100}$	800	6400
4	7	EA.	Tree Removal 24.6-30.5 Inches	One thousand + $\frac{00}{100}$	1000	7000
5	6	EA.	Tree Removal 30.6-36.5 Inches	One thousand two hundred fifty + $\frac{00}{100}$	1250	7500
6	2	EA.	Tree Removal 36.6-42.5 Inches	Two thousand two hundred + $\frac{00}{100}$	2200	4400
7	2	EA.	Tree Removal 42.6-48.5 Inches	Two thousand three hundred + $\frac{00}{100}$	2300	4600
8	2	EA.	Tree Removal over 48.6 Inches	Three thousand two hundred + $\frac{00}{100}$	3200	6400
9	12	EA.	Tree Trimming	One hundred fifty + $\frac{00}{100}$	150	1800

Notes:

(*) The City may add additional trees in the Notice to Proceed as well as throughout the contract period, which extends through March 31, 2025 (w/ two-year extension). Actual quantities have not been determined but its estimated value of work is approximate \$ 30,000.

GRAND TOTAL ALL BID ITEMS 1 - 6

(WRITTEN WORDS)

Thirty nine thousand six hundred and $\frac{00}{100}$

(FIGURES)

39,600.⁰⁰

SECTION 400. CONTRACT

THIS AGREEMENT, made this the _____ day of _____ 2024,
by and between the CITY OF BATAVIA, hereinafter referred to as the City and
The Tree Doctor, Inc., an
individual, a partnership, or a corporation (cross out two that do not apply) of the
Town of Clarence, County of Erie and State
of New York _____ hereinafter called "Contractor".

WITNESSETH: that for and in consideration of the payments and agreements hereinafter mentioned, to be made and performed by the City, the Contractor hereby agrees with the City to commence and complete the work specified in Bid No. 2024-05 and described as follows:

TRIMMING & REMOVAL OF TREES THROUGHOUT
CITY OF BATAVIA, NEW YORK

_____ hereinafter called
the Project, for the sum of: Thirty nine thousand six hundred
dollars and $\frac{00}{100}$ Dollars \$ 39,600.00

and all extra work in connection therewith, under the terms as stated in the Information and General Conditions of Contract; and at his (its or their) own proper cost and expense to furnish all the materials, supplies, machinery, equipment, tools, superintendence, labor, insurance, and other accessories and services necessary to complete the said project in accordance with the conditions and prices stated in the Proposal, Information and General Conditions, Specifications, Supplemental General Conditions, and Special Conditions of the Contract, the plans, which include all maps, plats, prints, and other drawings and printed or written explanatory matter thereof; as prepared by the Director of Public Works/City Engineer, all of which are made a part hereof and collectively evidence and constitute the contract.

The Contractor hereby agrees to commence work under this contract in a written Notice to Proceed from the City to be available for regular or emergency trimming or removal work as needed throughout the contract period, which extends through March 31, 2027. (NOTE: See Section 700.2 Term for Contract extension for up to two (2) additional years.) The Contractor further agrees to pay, as liquidated damages, the sum for each consecutive calendar day thereafter as hereinafter provided in Section 247 of the Information and General Conditions.

The City agrees to pay the Contractor for the performance of the contract, subject to additions and deductions, in accordance with and subject to the provisions embodied in the documents made a part of this contract.

IN WITNESS WHEREOF, this contract has been executed by the City, acting by and through the Council President, and the Contractor has duly executed this agreement on the day and year written above.

[Faint, illegible handwritten text]

THE CITY OF BATAVIA, N.Y. (L. S.)

By: _____
President, City Council

(Affix corporate seal
of Contractor,
if a corporation)

Contractor (L. S.)

By: [Signature]
President

ACKNOWLEDGMENT BY CO-PARTNERSHIP CONTRACTOR

STATE OF NEW YORK)

County of Erie)

ss.:

On this 13 day of March, 2024, before me personally
came and appeared Jeffrey Phelps, to me known and known to me to be
the person who executed the above instrument, who, being duly sworn by me, did for himself
depose and say that he is a member of the firm of

The Tree Doctor Inc., consisting of himself and
N/A

and that he executed
the foregoing instrument in the firm name of

The Tree Doctor Inc. and that he had
authority to sign same, and he did duly acknowledge to me that he executed the same as the act
and deed of said firm of

The Tree Doctor Inc. for the uses and purposes mentioned therein.

ANDREA WINNEY
Notary Public, State of New York
No. 01W6138082
Qualified in Erie County
My Comm. Expires December 12, 2025

[Signature]
Notary Public

ACKNOWLEDGMENT BY INDIVIDUAL CONTRACTOR

STATE OF NEW YORK)

SS.:

County of _____)

On this _____ day of _____, 20_____, before me personally came _____ to me known and known to me to be the person described in, and who executed the foregoing instrument and severally acknowledged that he executed the same.

Notary Public

ACKNOWLEDGMENT BY CONTRACTOR, IF A CORPORATION

STATE OF NEW YORK)

SS.:

County of Erie)

On this 13 day of March, 2024, before me personally came Jeffrey Phelps to me known, who being duly sworn, did depose and say that he is the owner of the Tree Doctor Inc.. The corporation described in and which executed the foregoing instrument; that he knew the seal of said corporation; that the seal affixed to said instrument was such corporate seal; that it was so affixed by the order of the Board of Directors of said corporation, and that he signed his name thereto by like order.

ANDREA WINNEY
Notary Public, State of New York
No. 01W18138082
Qualified in Erie County
My Comm. Expires December 12, 2025

Andrea Winney
Notary Public

SECTION 500 - CERTIFICATE OF CITY ATTORNEY

I, George Van Nest , the duly authorized and acting legal representative of the City of Batavia do hereby certify as follows:

I have examined the foregoing contract and surety bonds and the manner of execution thereof, and I am of the opinion that each of the aforesaid agreements appears to have been duly executed by the proper parties thereto acting through their duly authorized representatives; that said representatives by signing, represent that they have full power and authority to execute said agreements on behalf of the respective parties named thereon; and that the foregoing agreements constitute valid and legally bind obligations upon the parties executing the same in accordance with terms, conditions, and provisions thereof.

Dated: _____

(Signature)

HOLD DOCUMENT UP TO THE LIGHT TO VIEW TRUE WATERMARK

OFFICIAL CHECK

HOLD DOCUMENT UP TO THE LIGHT TO VIEW TRUE WATERMARK

M&T Bank

Buffalo, NY 14240

103066720-2

10-4/220

THE TREE DOCTOR INC
REMITTER

DATE 03/14/2024

Security Features Details on Back.

PAY TO THE ORDER OF CITY OF BATAVIA \$ 1,990.00

ONE THOUSAND NINE HUNDRED NINETY and 00/100USDollars

#63 - Clarence

Judith A. Mangano
MP AUTHORIZED SIGNATURE
[Signature]
MP AUTHORIZED SIGNATURE

⑈ 103066720⑈ ⑆ 022000046⑆ 1700 10 199 15934⑈



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/13/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AC Associates of NY Inc 11198 Alexander Rd Attica NY 14011 INSURED The Tree Doctor Inc 4752 Shisler Rd Clarence NY 14031-2127	CONTACT NAME: Irene Phelps PHONE (A/C, No, Ext): (585)591-3910 FAX (A/C, No): (585)591-3911 E-MAIL ADDRESS: iphelps@acins.agency <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">INSURER(S) AFFORDING COVERAGE</td> <td style="text-align: center;">NAIC #</td> </tr> <tr> <td>INSURER A : Erie Insurance Company</td> <td style="text-align: center;">26263</td> </tr> <tr> <td>INSURER B : New York State Insurance Fund</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Erie Insurance Company	26263	INSURER B : New York State Insurance Fund		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : Erie Insurance Company	26263														
INSURER B : New York State Insurance Fund															
INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL	SUBR	NSD	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					Q39-6950053	03/19/2024	03/19/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PROP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY					Q03-6940003	03/19/2024	03/19/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000					Q27-6970018	03/19/2024	03/19/2025	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N			N/A	Z12921193	04/01/2024	04/01/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Contractors Equipment Coverage Contractors Rented/lease Equip					Q39-6950053	03/19/2024	03/19/2025	\$170,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER CANCELLATION

City of Batavia 1 Batavia City Centre Batavia NY 14020	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Susan Phelps</i>
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/13/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		CONTACT NAME: Irene Phelps	
AC Associates of NY Inc (Attica)		PHONE (A/C, No, Ext): (585)591-3910	FAX (A/C, No): (585)591-3911
11198 Alexander Rd		E-MAIL ADDRESS: iphelps@acins.agency	
Attica NY 14011		INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED		INSURER A : Erie Insurance Company	26263
The Tree Doctor Inc		INSURER B : New York State Insurance Fund	
4752 Shisler Rd		INSURER C :	
Clarence NY 14031-2127		INSURER D :	
		INSURER E :	
		INSURER F :	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

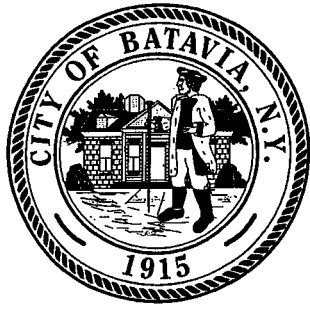
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A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED. <input checked="" type="checkbox"/> RETENTION \$ 10,000			Q27-6970018	03/19/2023	03/19/2024	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
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City of Batavia

Memorandum

To: Honorable City Council

From: Rachael J. Tabelski, City Manager

Date: April 15, 2024

Subject: Cohocton/Walnut Water Main Replacement- SEQR/Intent to Declare Lead Agency

In accordance with the New York State Environmental Quality Review (SEQR) I recommend that the City of Batavia serve as lead agency to conduct an environmental review of the Cohocton/Walnut Water Main Replacement Project. The project involves replacement of approximately 3,900 +/- linear feet of existing 12" water lines along nearby utility lines, and approximately 2,300 +/- linear feet of existing 8" water lines along Walnut Street, as well as the installation of approximately 800 +/- linear feet of new water lines connecting Walnut Street to the Southern portion of Franklin Street.

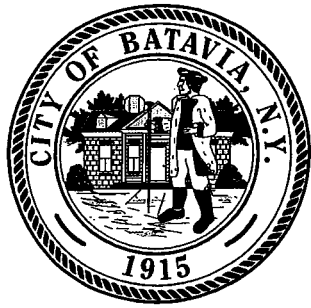
The City has hired Labella Engineers to prepare the Part 1 Environmental Assessment Form (EAF). Labella will notify Involved Agencies of the City's declaration of Lead Agency distribute the completed Part 1 EAF for review and comment.

Project Background

The City intends to replace an aged 10" water main known as "the Cohocton" as well as the 8" Walnut water main with a 12" water pipes.

We have had on record 22 breaks on these lines 19 on walnut and 3 on the Cohocton. The City will replace approximately 6980ft. of pipe, or approximately 1 1/3 miles, to complete this project. To assist with the cost of replacing these water lines the City can apply for a WIIA grant. The Environmental Facilities Corporation is now accepting applications for the next round of Water Infrastructure Improvement (WIIA) & Intermunicipal Grant (IMG) funding. There is \$325 million available this round. Applications are due by 5 p.m. on June 14.

EFC and the NYS Department of Health (DOH) will evaluate all applications for projects received based on factors including protection of public health and water quality; median household income;



City of Batavia

population served; governmental and community support; environmental justice considerations; and the readiness of the project to proceed.

The City of Batavia DPW has been working with GHD engineers and has achieved 90% design on the project. We still need to complete the SEQR and easement work associated with the project, but feel that that this project will be a good candidate for WIIA funding.

The total estimated cost of the project is \$3.1M. WIIA eligible drinking water projects may receive grant funding in the amount of 60% of net eligible project costs, limited to \$5M. 60% of the project cost equals \$1,860,000. The City will be responsible for the remaining \$1,240,000 and would finance this portion.

**Full Environmental Assessment Form
Part 1 - Project and Setting**

Instructions for Completing Part 1

Part 1 is to be completed by the applicant or project sponsor. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either “Yes” or “No”. If the answer to the initial question is “Yes”, complete the sub-questions that follow. If the answer to the initial question is “No”, proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

A. Project and Applicant/Sponsor Information.

Name of Action or Project: City of Batavia - 2024 WIIA Grant Application - Cohocton Water Main Replacement		
Project Location (describe, and attach a general location map): Proposed project is located at the southern portion in the City of Batavia, within Genesee County, New York. Portions of Walnut Street and a corridor between Treadeasy Avenue and Walnut Street will be within the areas of construction.		
Brief Description of Proposed Action (include purpose or need): The City of Batavia proposes the replacement of 3,900 +/- linear feet of existing 12" water lines along nearby utility lines, and approximately 2,300 +/- linear feet of existing 8" water lines along Walnut Street, as well as the installation of approximately 800+/- linear feet of new water lines connecting Walnut Street to the Southern portion of Franklin Street.		
Name of Applicant/Sponsor: City of Batavia (Rachael. J. Tabelski, City Manager)	Telephone: (585) 345-6345	
	E-Mail: rtabelski@batavianewyork.com	
Address: One Batavia City Centre		
City/PO: Batavia	State: NY	Zip Code: 14020
Project Contact (if not same as sponsor; give name and title/role):	Telephone:	
	E-Mail:	
Address:		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor):	Telephone:	
	E-Mail:	
Address:		
City/PO:	State:	Zip Code:

B. Government Approvals

B. Government Approvals, Funding, or Sponsorship. (“Funding” includes grants, loans, tax relief, and any other forms of financial assistance.)

Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Counsel, Town Board, <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No or Village Board of Trustees		
b. City, Town or Village Planning Board or Commission <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
c. City, Town or Village Zoning Board of Appeals <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
d. Other local agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Local DPW - highway work permit; Depew Lancaster&Western RR; CSX RR - Easement/land	Spring/Summer 2024 use agreement & RR xing
e. County agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Genesee County Planning - 239-m review; Genesee County DOH - water lines;	Spring/Summer 2024
f. Regional agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
g. State agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	EFC - WIIA Grant; NYSDEC - poss wetlands; NYSDOH - water lines; NYSDOT - highway work	Spring/Summer 2024 permit
h. Federal agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	USFWS & USACE - poss wetlands;	Spring/Summer 2024
i. Coastal Resources.		
i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
iii. Is the project site within a Coastal Erosion Hazard Area?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

C. Planning and Zoning

C.1. Planning and zoning actions.

Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed? Yes No

- If Yes, complete sections C, F and G.
- If No, proceed to question C.2 and complete all remaining sections and questions in Part 1

C.2. Adopted land use plans.

a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located? Yes No

If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? Yes No

b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?) Yes No

If Yes, identify the plan(s):

c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan? Yes No

If Yes, identify the plan(s):

C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. Yes No
If Yes, what is the zoning classification(s) including any applicable overlay district?

Project area consists of existing water lines located within the road right-of-way as well as along utility lines and a railroad. The portion of new water lines to be installed is located along a railroad.

b. Is the use permitted or allowed by a special or conditional use permit? Yes No

c. Is a zoning change requested as part of the proposed action? Yes No

If Yes,
i. What is the proposed new zoning for the site? _____

C.4. Existing community services.

a. In what school district is the project site located? Batavia City School District

b. What police or other public protection forces serve the project site?
City of Batavia Police Dept.

c. Which fire protection and emergency medical services serve the project site?
City of Batavia Fire Dept.

d. What parks serve the project site?
None

D. Project Details

D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)? Water Main Replacement/Installation

b. a. Total acreage of the site of the proposed action? +/-0.6 acres
b. Total acreage to be physically disturbed? +/-1.0 acres
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? NA acres
Project area consists of City of Batavia road right-of-way as well as portion of land owned by Niagara Mohawk dba Nat'l Grid, New York Central Lines, and Genesee & Mohawk Valley Railroad Company

c. Is the proposed action an expansion of an existing project or use? Yes No
i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % 13+/- Units: linear feet (800 lf new water line plus 6,200 lf of replacement water line.)

d. Is the proposed action a subdivision, or does it include a subdivision? Yes No

If Yes,
i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types) _____

ii. Is a cluster/conservation layout proposed? Yes No

iii. Number of lots proposed? _____

iv. Minimum and maximum proposed lot sizes? Minimum _____ Maximum _____

e. Will the proposed action be constructed in multiple phases? Yes No

i. If No, anticipated period of construction: +/-6 months

- ii. If Yes:
- Total number of phases anticipated _____
 - Anticipated commencement date of phase 1 (including demolition) _____ month _____ year
 - Anticipated completion date of final phase _____ month _____ year
 - Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: _____

f. Does the project include new residential uses? Yes No
 If Yes, show numbers of units proposed.

	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase	_____	_____	_____	_____
At completion	_____	_____	_____	_____
of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)? Yes No
 If Yes,

i. Total number of structures _____
 ii. Dimensions (in feet) of largest proposed structure: _____ height; _____ width; and _____ length
 iii. Approximate extent of building space to be heated or cooled: _____ square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage? Yes No
 If Yes,

i. Purpose of the impoundment: _____
 ii. If a water impoundment, the principal source of the water: Ground water Surface water streams Other specify: _____
 iii. If other than water, identify the type of impounded/contained liquids and their source. _____
 iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres
 v. Dimensions of the proposed dam or impounding structure: _____ height; _____ length
 vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____

D.2. Project Operations

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite) Yes No
 If Yes:

i. What is the purpose of the excavation or dredging? _____
 ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?
 • Volume (specify tons or cubic yards): _____
 • Over what duration of time? _____
 iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____
 iv. Will there be onsite dewatering or processing of excavated materials? Yes No
 If yes, describe. _____
 v. What is the total area to be dredged or excavated? _____ acres
 vi. What is the maximum area to be worked at any one time? _____ acres
 vii. What would be the maximum depth of excavation or dredging? _____ feet
 viii. Will the excavation require blasting? Yes No
 ix. Summarize site reclamation goals and plan: _____

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area? Yes No
 If Yes:

i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): The NYSDEC Environmental Resource Mapper shows several mapped State and/or Federally-regulated wetlands within the vicinity of the project area. The City of Batavia intends to have a wetland delineation performed and will obtain all necessary wetland permits from NYSDEC/USACE/USFWS, if determined to be necessary.

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:
 As currently planned, the project would involve excavation for 12" pipe (3.5' +/- wide trench) for approximately 150 linear feet within the mapped USFWS designated wetland (Approximately 525 SF or 0.01 AC in total). The area would include stone bedding and backfill over top of 12" pipe.

iii. Will the proposed action cause or result in disturbance to bottom sediments? Yes No
 If Yes, describe: _____

iv. Will the proposed action cause or result in the destruction or removal of aquatic vegetation? Yes No
 If Yes:

- acres of aquatic vegetation proposed to be removed: _____
- expected acreage of aquatic vegetation remaining after project completion: _____
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): _____
- proposed method of plant removal: _____
- if chemical/herbicide treatment will be used, specify product(s): _____

v. Describe any proposed reclamation/mitigation following disturbance: _____

Wetland area will be returned and restored to pre-construction conditions.

c. Will the proposed action use, or create a new demand for water? Yes No
 If Yes:

i. Total anticipated water usage/demand per day: _____ gallons/day

ii. Will the proposed action obtain water from an existing public water supply? Yes No

If Yes:

- Name of district or service area: _____
- Does the existing public water supply have capacity to serve the proposal? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No
- Do existing lines serve the project site? Yes No

iii. Will line extension within an existing district be necessary to supply the project? Yes No

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____
- Source(s) of supply for the district: _____

iv. Is a new water supply district or service area proposed to be formed to serve the project site? Yes No

If Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- Proposed source(s) of supply for new district: _____

v. If a public water supply will not be used, describe plans to provide water supply for the project: _____

vi. If water supply will be from wells (public or private), what is the maximum pumping capacity: _____ gallons/minute.

d. Will the proposed action generate liquid wastes? Yes No

If Yes:

i. Total anticipated liquid waste generation per day: _____ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): _____

iii. Will the proposed action use any existing public wastewater treatment facilities? Yes No

If Yes:

- Name of wastewater treatment plant to be used: _____
- Name of district: _____
- Does the existing wastewater treatment plant have capacity to serve the project? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No

- Do existing sewer lines serve the project site? Yes No
- Will a line extension within an existing district be necessary to serve the project? Yes No

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? Yes No

If Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- What is the receiving water for the wastewater discharge? _____

v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans):

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____

e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? Yes No

If Yes:

i. How much impervious surface will the project create in relation to total size of project parcel?
 _____ Square feet or _____ 0 acres (impervious surface)
 _____ Square feet or _____ NA acres (parcel size)

ii. Describe types of new point sources. NA _____

iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)?
NA _____

- If to surface waters, identify receiving water bodies or wetlands: _____
NA _____
- Will stormwater runoff flow to adjacent properties? Yes No

Project will temporarily disturb +/-1.0 acre of land. All areas will be re-seeded or re-paved once construction is complete. No new impervious surface area is anticipated.

iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? Yes No

f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? Yes No

If Yes, identify:

i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)

ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)

iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation)

g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? Yes No

If Yes:

i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) Yes No

ii. In addition to emissions as calculated in the application, the project will generate:

- _____ Tons/year (short tons) of Carbon Dioxide (CO₂)
- _____ Tons/year (short tons) of Nitrous Oxide (N₂O)
- _____ Tons/year (short tons) of Perfluorocarbons (PFCs)
- _____ Tons/year (short tons) of Sulfur Hexafluoride (SF₆)
- _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs)
- _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)? Yes No

If Yes:

i. Estimate methane generation in tons/year (metric): _____

ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): _____

i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations? Yes No

If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): _____

j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services? Yes No

If Yes:

i. When is the peak traffic expected (Check all that apply): Morning Evening Weekend
 Randomly between hours of _____ to _____.

ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): _____

iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____

iv. Does the proposed action include any shared use parking? Yes No

v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: _____

vi. Are public/private transportation service(s) or facilities available within ½ mile of the proposed site? Yes No

vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? Yes No

viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? Yes No

k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? Yes No

If Yes:

i. Estimate annual electricity demand during operation of the proposed action: _____

ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____

iii. Will the proposed action require a new, or an upgrade, to an existing substation? Yes No

l. Hours of operation. Answer all items which apply.

<p>i. During Construction:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ 7:30 AM - 3:30 PM • Saturday: _____ As needed • Sunday: _____ As needed • Holidays: _____ As needed 	<p>ii. During Operations:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ 24/7 • Saturday: _____ 24/7 • Sunday: _____ 24/7 • Holidays: _____ 24/7
--	---

m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? Yes No

If yes:

i. Provide details including sources, time of day and duration:
 During construction, ambient noise levels will likely rise. However, this will be temporary in nature and during daytime hours.

ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? Yes No
 Describe: _____

n. Will the proposed action have outdoor lighting? Yes No

If yes:

i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:

ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? Yes No
 Describe: _____

o. Does the proposed action have the potential to produce odors for more than one hour per day? Yes No
 If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____

p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? Yes No

If Yes:

i. Product(s) to be stored _____

ii. Volume(s) _____ per unit time _____ (e.g., month, year)

iii. Generally, describe the proposed storage facilities: _____

q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? Yes No

If Yes:

i. Describe proposed treatment(s):

ii. Will the proposed action use Integrated Pest Management Practices? Yes No

r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? Yes No

If Yes:

i. Describe any solid waste(s) to be generated during construction or operation of the facility:

- Construction: _____ tons per _____ (unit of time)
- Operation : _____ tons per _____ (unit of time)

ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:

- Construction: _____
- Operation: _____

iii. Proposed disposal methods/facilities for solid waste generated on-site:

- Construction: _____
- Operation: _____

s. Does the proposed action include construction or modification of a solid waste management facility? Yes No
 If Yes:
 i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): _____
 ii. Anticipated rate of disposal/processing:
 • _____ Tons/month, if transfer or other non-combustion/thermal treatment, or
 • _____ Tons/hour, if combustion or thermal treatment
 iii. If landfill, anticipated site life: _____ years

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? Yes No
 If Yes:
 i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: _____

 ii. Generally describe processes or activities involving hazardous wastes or constituents: _____

 iii. Specify amount to be handled or generated _____ tons/month
 iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: _____

 v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? Yes No
 If Yes: provide name and location of facility: _____

 If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility:

E. Site and Setting of Proposed Action

E.1. Land uses on and surrounding the project site

a. Existing land uses.
 i. Check all uses that occur on, adjoining and near the project site.
 Urban Industrial Commercial Residential (suburban) Rural (non-farm)
 Forest Agriculture Aquatic Other (specify): Utility lines and railroad
 ii. If mix of uses, generally describe:

b. Land uses and covertypes on the project site.

Land use or Covertypes	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces	+/-0.2	+/-0.2	0
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: <u>grassy areas along roadways, utility lines and railroad tracks</u>	+/-0.8	+/-0.8	0

c. Is the project site presently used by members of the community for public recreation? Yes No
i. If Yes: explain: _____

d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site? Yes No
If Yes,
i. Identify Facilities: _____

e. Does the project site contain an existing dam? Yes No
If Yes:
i. Dimensions of the dam and impoundment:
• Dam height: _____ feet
• Dam length: _____ feet
• Surface area: _____ acres
• Volume impounded: _____ gallons OR acre-feet
ii. Dam's existing hazard classification: _____
iii. Provide date and summarize results of last inspection: _____

f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility? Yes No
If Yes:
i. Has the facility been formally closed? Yes No
• If yes, cite sources/documentation: _____
ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: _____
iii. Describe any development constraints due to the prior solid waste activities: _____

g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste? Yes No
If Yes:
i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: _____

h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site? Yes No
If Yes:
i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply: Yes No
 Yes – Spills Incidents database Provide DEC ID number(s): _____
 Yes – Environmental Site Remediation database Provide DEC ID number(s): _____
 Neither database
ii. If site has been subject of RCRA corrective activities, describe control measures: _____
N/A _____
iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database? Yes No
If yes, provide DEC ID number(s): 819011, 819019, C819019, C819023, C819021, 819016
iv. If yes to (i), (ii) or (iii) above, describe current status of site(s):
819011 - Class C (completed); 819019 & C819019 - Class A (active); C819023 & C819021 - A (active); and 819016 - N (no further action).

v. Is the project site subject to an institutional control limiting property uses? Yes No

- If yes, DEC site ID number: _____
- Describe the type of institutional control (e.g., deed restriction or easement): _____
- Describe any use limitations: _____
- Describe any engineering controls: _____
- Will the project affect the institutional or engineering controls in place? Yes No
- Explain: _____

E.2. Natural Resources On or Near Project Site

a. What is the average depth to bedrock on the project site? _____ At least 15 feet (Per soil borings)

b. Are there bedrock outcroppings on the project site? Yes No
 If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %

c. Predominant soil type(s) present on project site:

Rhinebeck silt loam	_____	+/-30 %
Mohawk channery silt loam	_____	+/-20 %
Lamson sandy loam	_____	+/-20 %

d. What is the average depth to the water table on the project site? Average: _____ +/-9.5 feet (Per soil borings)

e. Drainage status of project site soils:

<input checked="" type="checkbox"/> Well Drained:	_____	+/-25 % of site
<input checked="" type="checkbox"/> Moderately Well Drained:	_____	+/-5 % of site
<input checked="" type="checkbox"/> Poorly Drained	_____	+/-70 % of site

f. Approximate proportion of proposed action site with slopes:

<input type="checkbox"/> 0-10%:	_____	+/-80 % of site
<input type="checkbox"/> 10-15%:	_____	+/-15 % of site
<input type="checkbox"/> 15% or greater:	_____	+/-5 % of site

g. Are there any unique geologic features on the project site? Yes No
 If Yes, describe: _____

h. Surface water features.

i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? Yes No

ii. Do any wetlands or other waterbodies adjoin the project site? Yes No

If Yes to either i or ii, continue. If No, skip to E.2.i.

iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? Yes No

iv. For each identified regulated wetland and waterbody on the project site, provide the following information:

- Streams: Name _____ Classification _____
- Lakes or Ponds: Name _____ Classification _____
- Wetlands: Name Federal Waters _____ Approximate Size tbd _____
- Wetland No. (if regulated by DEC) _____

v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? Yes No
 If yes, name of impaired water body/bodies and basis for listing as impaired: _____

i. Is the project site in a designated Floodway? Yes No

j. Is the project site in the 100-year Floodplain? Yes No

k. Is the project site in the 500-year Floodplain? Yes No

l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? Yes No
 If Yes:
 i. Name of aquifer: Principal Aquifer, Primary Aquifer _____

m. Identify the predominant wildlife species that occupy or use the project site: _____
 Typical urban/suburban species native _____ to Genesee County. _____

n. Does the project site contain a designated significant natural community? Yes No
 If Yes:
 i. Describe the habitat/community (composition, function, and basis for designation): _____

 ii. Source(s) of description or evaluation: _____
 iii. Extent of community/habitat:
 • Currently: _____ acres
 • Following completion of project as proposed: _____ acres
 • Gain or loss (indicate + or -): _____ acres

o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? Yes No
 If Yes:
 i. Species and listing (endangered or threatened): _____

 None flagged by the NYSDEC EAF Mapper, however the Northern Long-Eared Bat (NLEB), an endangered species, was flagged by the USFWS. According to a determination generated using the USFWS iPac system, the project is anticipated to have 'No Effect' on the NLEB.

p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? Yes No
 If Yes:
 i. Species and listing: _____

q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? Yes No
 If yes, give a brief description of how the proposed action may affect that use: _____

E.3. Designated Public Resources On or Near Project Site

a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? Yes No
 If Yes, provide county plus district name/number: _____

b. Are agricultural lands consisting of highly productive soils present? Yes No
 i. If Yes: acreage(s) on project site? _____
 ii. Source(s) of soil rating(s): _____

c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? Yes No
 If Yes:
 i. Nature of the natural landmark: Biological Community Geological Feature
 ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____

d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? Yes No
 If Yes:
 i. CEA name: _____
 ii. Basis for designation: _____
 iii. Designating agency and date: _____

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Nature of historic/archaeological resource: <input type="checkbox"/> Archaeological Site <input type="checkbox"/> Historic Building or District	
<i>ii.</i> Name: _____	
<i>iii.</i> Brief description of attributes on which listing is based: _____	
f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
g. Have additional archaeological or historic site(s) or resources been identified on the project site?	
If Yes:	
<i>i.</i> Describe possible resource(s): _____	
<i>ii.</i> Basis for identification: _____	
h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource?	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes:	
<i>i.</i> Identify resource: DeWitt Recreation Area	
<i>ii.</i> Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): Local Park	
<i>iii.</i> Distance between project and resource: _____ +/-1.5 miles.	
i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666?	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes:	
<i>i.</i> Identify the name of the river and its designation: _____	
<i>ii.</i> Is the activity consistent with development restrictions contained in 6NYCRR Part 666?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	

F. Additional Information

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

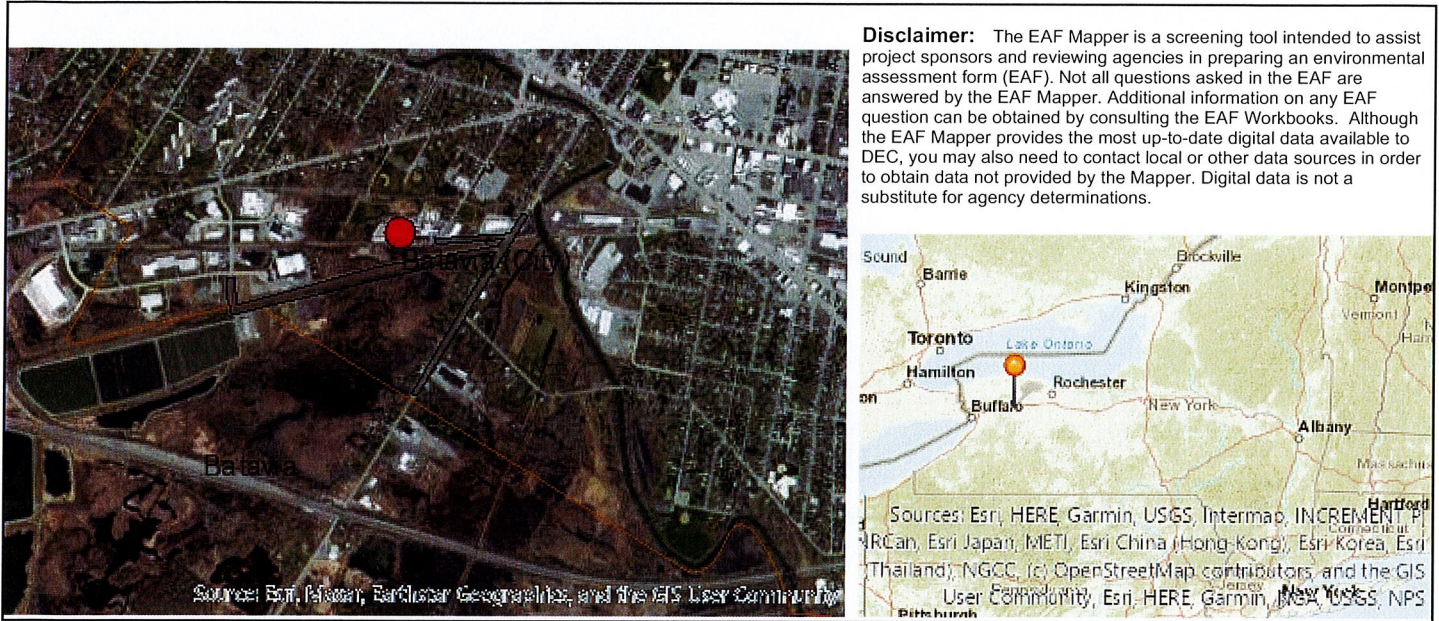
G. Verification

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name City of Batavia - Rachael Tabelski Date _____

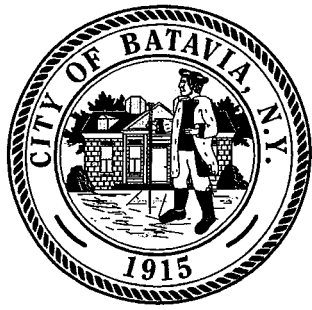
Signature _____ Title City Manager

PRINT FORM



B.i.i [Coastal or Waterfront Area]	No
B.i.ii [Local Waterfront Revitalization Area]	No
C.2.b. [Special Planning District]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h [DEC Spills or Remediation Site - Potential Contamination History]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Listed]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Environmental Site Remediation Database]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.iii [Within 2,000' of DEC Remediation Site]	Yes
E.1.h.iii [Within 2,000' of DEC Remediation Site - DEC ID]	819011, 819019, C819019, C819023, C819021, 819016
E.2.g [Unique Geologic Features]	No
E.2.h.i [Surface Water Features]	Yes
E.2.h.ii [Surface Water Features]	Yes
E.2.h.iii [Surface Water Features]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
E.2.h.iv [Surface Water Features - Wetlands Name]	Federal Waters
E.2.h.v [Impaired Water Bodies]	No
E.2.i. [Floodway]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.2.j. [100 Year Floodplain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.2.k. [500 Year Floodplain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.

E.2.l. [Aquifers]	Yes
E.2.l. [Aquifer Names]	Principal Aquifer, Primary Aquifer
E.2.n. [Natural Communities]	No
E.2.o. [Endangered or Threatened Species]	No
E.2.p. [Rare Plants or Animals]	No
E.3.a. [Agricultural District]	No
E.3.c. [National Natural Landmark]	No
E.3.d [Critical Environmental Area]	No
E.3.e. [National or State Register of Historic Places or State Eligible Sites]	Yes - Digital mapping data for archaeological site boundaries are not available. Refer to EAF Workbook.
E.3.e.ii [National or State Register of Historic Places or State Eligible Sites - Name]	
E.3.f. [Archeological Sites]	Yes
E.3.i. [Designated River Corridor]	No



City of Batavia

Memorandum

To: Honorable City Council

From: Rachael J. Tabelski, City Manager

Date: April 10, 2024

Subject: Access License Agreement with AGRV Properties Inc. (Eli Fish)

AGRV Properties Inc. a New York State corporation located at 109 Main Street, Batavia New York (Eli Fish) is the owner of the premises adjacent to City owned property Jackson Square.

On February 10, 2020 the City of Batavia sold a portion of Jackson Square to AGRV Properties to construct an outdoor patio. A 12 ft by 50 ft parcel of property abutting Jackson Square was sold for \$840 at fair market value.

AGRV Properties constructed the patio and an exterior decorative fence was inadvertently paced just across the property line on City property during construction.

The decorative fence does not infringe on the Jackson Square property and is an asset to the area known as Jackson square to separate the private property from the City property.

AGRV had a survey completed and the City Attorney drafted a revocable license agreement (attached).

To address this issue, the license agreement will grant a revocable license to maintain the licensed premises at its current location and possession insofar as it is located on City Property. If the license is terminated AGRV will promptly remove the fence and restore the premise to its prior condition. AGRV shall maintain the property and hold the City harmless for any cost, claim, expense or liability incurred with regard to the license.

I recommend that the City Council of the City of Batavia authorize the access license agreement with AGRV Properties Inc.

#XX-2024

**A RESOLUTION TO APPROVE AN ACCESS LICENSE AGREEMENT WITH
AGRV PROPERTIES INC. (ELI FISH)**

Motion of Councilmember

WHEREAS, the City of Batavia sold a 12 ft. by 50 ft. parcel of land abutting Jackson Square to AGRV Properties Inc. on February 20th 2020 to construct an outdoor patio; and

WHEREAS, the City of Batavia has inspected the construction and has found that the decorative fence outlining the patio was inadvertently constructed several inches over AGRV's property on City Property, commonly known as Jackson Square; and

WHEREAS, the City of Batavia and AGRV Properties Inc. agree to the terms of a revocable license agreement to maintain the licensed premises at its current location and possession insofar as it is located on City Property; and

WHEREAS, If the license is terminated AGRV Properties Inc. will promptly remove the fence and restore the premise to its prior condition; and

WHEREAS, AGRV shall maintain the property and holds the City harmless for any cost, claim, expense or liability incurred with regard to the license; and

WHEREAS, the Agreement between AGRV Properties Inc. will be effective upon signature of the agreement.

NOW, THEREFORE, BE IT RESOLVED, that the City Council President for the City of Batavia is hereby authorized to sign a Access License Agreement with AGRV Properties Inc..

**Seconded by Councilmember
and on roll call**

LICENSE AGREEMENT

THIS AGREEMENT is made the ___ day of March, 2024, by and between THE CITY OF BATAVIA, NEW YORK, a municipal corporation with offices located at 1 West Main Street, Batavia, New York 14020 (the "Grantor") and AGRV PROPERTIES, INC., a New York State corporation with offices at 109 Main Street, Batavia, New York 14020 (the "Grantee").

WHEREAS, Grantor is the owner of premises commonly known as Jackson Square; and

WHEREAS, Grantee is the owner of adjoining premises commonly known as 109 Main Street, Batavia, New York; and

WHEREAS, the Grantee has maintained a fenced in patio partially on the premises owned by Grantor; and

WHEREAS, an instrument survey of the premises of Grantor prepared by Gregory W. Townsend, dated February 22, 2024, a copy of which is attached hereto and made a part hereof shows the common boundary line between the above two parcels and the approximate location of the fenced in patio as maintained by Grantee on the premises of Grantor (the "Licensed Premises").

NOW, THEREFORE, in consideration of One Dollar in hand received by Grantor from Grantee, and the mutual covenants contained herein, the parties hereto agree as follows:

1. Grantor hereby grants to Grantee a revocable license to maintain the Licensed Premises in its present location and position insofar as it is located on the premises of Grantor. In the event that Grantor terminates the license, it shall provide thirty (30) days written notice to Grantee. Upon termination, Grantee shall promptly remove the fence and restore the licensed premises to its prior condition within a reasonable time period.

2. Grantee hereby waives and agrees any claim against the premises of Grantor other than as granted by this agreement.

3. Grantee agrees that all costs and expenses of maintaining the Licensed Premises and all risks and liabilities associated with the Licensed Premises are and shall continue to be the responsibility of Grantee and Grantee hereby agrees to defend, indemnify and hold Grantor harmless for any cost, claim, expense or liability, including but not limited to reasonable attorney's fees, incurred by Grantor with regard to said Licensed Premises.

IN WITNESS WHEREOF, this agreement has been signed on the date indicated above.

GRANTORS:

THE CITY OF BATAVIA, NEW YORK

By: _____

GRANTEES:

AGRV PROPERTIES, INC.

By: _____

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

On this ___ day of March, 2024, before me, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Notary Public

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

On this ___ day of March, 2024, before me, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Notary Public

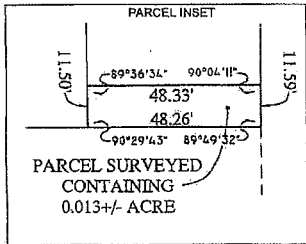
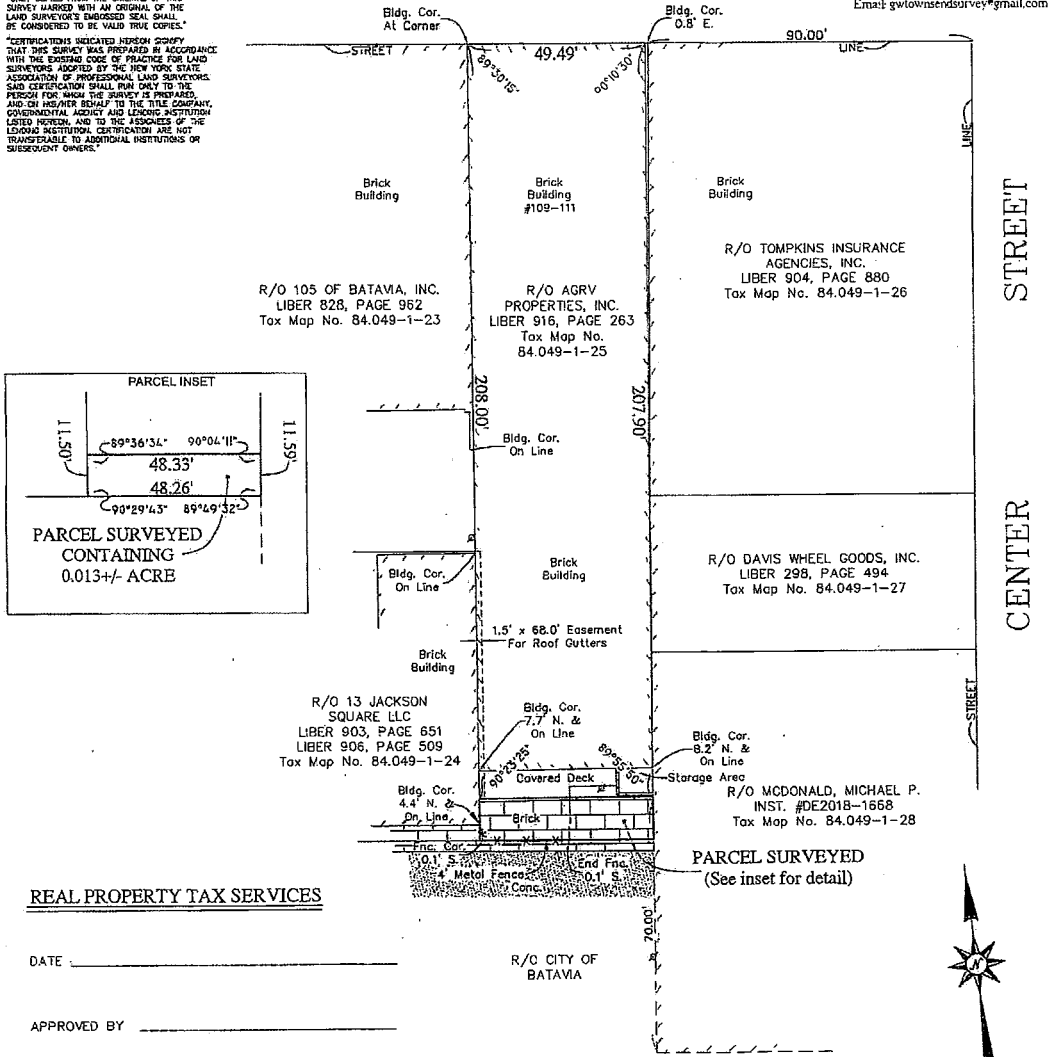
"UNAUTHORIZED ALTERATION OR ADDITIONS TO A SURVEY MAP BEARING A LICENSED LAND SURVEYOR'S SEAL IS A VIOLATION OF SECTION 7200, SUB-DIVISION 2 OF THE NEW YORK STATE EDUCATION LAW."

"ONLY COPIES FROM THE ORIGINAL OF THIS SURVEY MARKED WITH AN ORIGINAL OF THE LAND SURVEYOR'S EMPLOYED SEAL SHALL BE CONSIDERED TO BE VALID TRUE COPIES."

"CERTIFICATIONS INDICATED HEREON CONFIRM THAT THIS SURVEY WAS PREPARED IN ACCORDANCE WITH THE EXISTING CODE OF PRACTICE FOR LAND SURVEYING ADOPTED BY THE NEW YORK STATE ASSOCIATION OF PROFESSIONAL LAND SURVEYORS. SAID CERTIFICATION SHALL RUN ONLY TO THE PERSON FOR WHOM THE SURVEY IS PREPARED, AND ON HIS/HER BEHALF TO THE TITLE COMPANY, GOVERNMENTAL AGENCY AND LEGAL INSTITUTION LISTED HEREON, AND TO THE ASSIGNEES OF THE LEGAL INSTITUTION. CERTIFICATION ARE NOT TRANSFERABLE TO ADDITIONAL INSTITUTIONS OR SUBSEQUENT OWNERS."

GREGORY W. TOWNSEND
 Licensed Land Surveyor
 435 East Main Street
 Batavia, New York 14020
 Phone (585) 344-1331
 Email: gwtownsendsurvey@gmail.com

MAIN STREET (99.0' R.O.W.)



REAL PROPERTY TAX SERVICES

DATE _____

APPROVED BY _____

APPROVED BY CITY OF BATAVIA PLANNING BOARD

CHAIRMAN _____

DATE _____

APPROVED BY CITY OF BATAVIA ENGINEERS

ENGINEER _____

DATE _____

FILED IN GENESEE COUNTY CLERK'S OFFICE AS:

MAP No. _____, SLIDE No. _____

CABINET No. _____

COUNTY CLERK _____

DATE _____

I HEREBY CERTIFY THAT THIS LAND SEPARATION AND MERGER WAS PREPARED BY ME, AND WAS MADE FROM AN ACTUAL SURVEY COMPLETED BY ME ON MARCH 13, 2020 AND REFERENCES LISTED HEREON

- REFERENCES
- SURVEY MAP NO. 15-315 BY GREGORY W. TOWNSEND, L.S., DATED SEPTEMBER 11, 2015
 - SURVEY MAP NO. 02-262-A BY DAVID S. LAMENDOLA, L.S., DATED OCTOBER 6, 2003
 - SURVEY MAP NO. 02-262-R BY GREGORY W. TOWNSEND, L.S. LAST DATED SEPTEMBER 18, 2014
 - SURVEY MAP NO. 14-50 BY GREGORY W. TOWNSEND, L.S., DATED MARCH 4, 2014

- NOTES:
- The Parcel Surveyed is to be merged with Tax Map No. 84.049-1-25
 - The Parcel Surveyed is part of land belonging to the City of Batavia

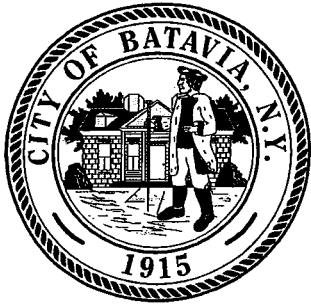
BOUNDARY SURVEY SHOWING THE SEPARATION AND MERGER OF LANDS OF THE CITY OF BATAVIA, BEING PART OF ORIGINAL VILLAGE LOT NO. 25. SITUATE IN THE CITY OF BATAVIA, COUNTY OF GENESEE AND STATE OF NEW YORK

MARCH 13, 2020 SCALE 1" = 30'

JOB NO. 20-104
 REVISED (METAL FENCE) - FEBRUARY 13, 2024

DATE _____
 N.Y.S.R.L.S. No. 50249





City of Batavia

Memorandum

To: Honorable Council Members

From: Rachael Tabelski

Date: April 11, 2024

Subject: Restore NY Grant

The City of Batavia is eligible to submit a round 8 Restore NY grant, and I recommend that the City Council consider supporting the application for 214-216 E. Main Street for rehabilitation and renovation.

The project is in the center of downtown would offer updated new commercial and residential spaces. 214-216 E. Main Street, owned by Rick Mancuso, was an applicant for the City's original DRI project but was not awarded funding.

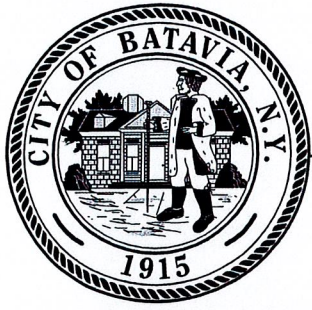
The project will invest \$1M- \$1.5M and will consist of two buildings comprising 9,900 and 24,000 sq. ft. respectively. Exterior work will include facades upgrades, and internal renovations will focus on rehabilitating 6 upper floor apartments, and creation of 5-8 new units depending on architectural review.

This priority project will be transformational and propel Batavia's ongoing downtown revitalization momentum.

In addition to being located in the City's DRI priority project zone, the 214 & 216 E. Main are within the boundaries of both a BOA and former Empire Zone. The proposed project is also adjacent to three other DRI projects that have been completed or will be completed within the next year.

I recommend, City Council advance the following two resolutions.

1. Approval to Apply for Re-Store NY
2. Set a Public Hearing for May 13, 2024



City of Batavia



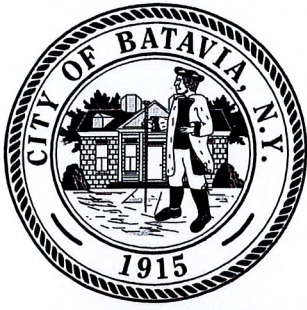
Historic photograph of 216 Main St.



Existing Conditions

Office of the City Manager
One Batavia City Centre
Batavia, New York 14020

Phone: 585-345-6330
Fax: 585-343-8182
www.batavianewyork.com



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#XX-2024

A RESOLUTION TO SUBMIT AN APPLICATION FOR THE ROUND 7 RESTORE NY COMMUNITIES INITIATIVE MUNICIPAL GRANT PROGRAM

Motion of Councilmember

WHEREAS, the Empire State Development Corporation is requesting funding proposals for the eighth round of the Restore NY Municipal Grant program; and

WHEREAS, grant funds are available for projects to demolish/deconstruct and/or rehabilitate/reconstruct vacant, abandoned, surplus and/or condemned residential, commercial and/or mixed-use buildings; and

WHEREAS, an important goal of Restore NY is to revitalize urban centers, rural areas, and disadvantaged communities. It is anticipated that upon completion, the projects funded by Restore NY grants will attract individuals, families, and industry and commercial enterprises to the municipality. It is further anticipated that the improved community and business climate will result in an increased tax base thereby improving municipal finances and the wherewithal to further grow the municipality's tax and resource base, lessening its dependence on state aid; and

WHEREAS, cities with populations less than 40,000 can apply for up to \$2,000,000 in grant funding;

NOW THEREFORE, LET IT BE RESOLVED by the City of Batavia Council that it hereby authorizes submission of a Restore NY grant application not to exceed \$2,000,000 for the 214-216 E Main Street project in downtown Batavia.

BE IT FURTHER RESOLVED, that the City Manager of the City of Batavia, Genesee County, New York, is hereby authorized as the official representative of the City of Batavia to execute and submit the Restore NY application, all understandings and assurances contained therein, and is also hereby authorized to execute any grant agreements or documentation to implement the grant.

BE IT FURTHER RESOLVED, that project meets the following objectives:

- (1) The project is consistent with the City of Batavia Comprehensive Plan, Downtown Revitalization Initiative (DRI) Strategic Investment Plan, and Brownfield Opportunity Area (BOA) Plan.
- (2) The proposed financing for the project is appropriate and committed.
- (3) The project facilitates effective and efficient use of existing and future public resources so as to promote both economic development and preservation of community resources.
- (4) The project develops and enhances infrastructure and/or other facilities in a manner that will attract, create and sustain employment opportunities where applicable.

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

#XX-2024

RESOLUTION TO SCHEDULE A PUBLIC HEARING FOR THE ROUND 8 RESTORE NY COMMUNITIES INITIATIVE MUNICIPAL GRANT PROGRAM

Motion of Councilmember

WHEREAS, the Empire State Development Corporation is requesting funding proposals for the eighth round of the Restore NY Municipal Grant program; and

WHEREAS, grant funds are available for projects to demolish/deconstruct and/or rehabilitate/reconstruct vacant, abandoned, surplus and/or condemned residential, commercial and/or mixed-use buildings; and

WHEREAS, an important goal of Restore NY is to revitalize urban centers, rural areas, and disadvantaged communities. It is anticipated that upon completion, the projects funded by Restore NY grants will attract individuals, families, and industry and commercial enterprises to the municipality. It is further anticipated that the improved community and business climate will result in an increased tax base thereby improving municipal finances and the wherewithal to further grow the municipality's tax and resource base, lessening its dependence on state aid; and

WHEREAS, cities with populations less than 40,000 can apply for up to \$2,000,000 in grant funding;

WHEREAS, a public hearing on the application and properties involved in the application is required prior to submission.

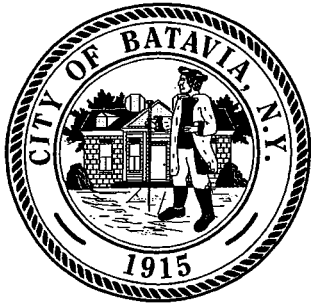
NOW THEREFORE, LET IT BE RESOLVED by the City of Batavia Council that it hereby schedules a public hearing for the Round 8 Restore NY application for May 13, 2024 at 7 p.m. at City Hall, One Batavia City Centre, Batavia, NY, 14020.

BE IT FURTHER RESOLVED, that a Notice of said hearing will be published for three consecutive days in the Batavia Daily News.

BE IT FURTHER RESOLVED, that it will include the following property assessment list:

<i>Site</i>	<i>Size (sq. ft)</i>	<i>Building Type</i>	<i>Project Type</i>	<i>Building Category</i>
214 East Main St	7,500	Commercial	Rehabilitation	Vacant
216 East Main St	20,000	Comm./Res.	Rehabilitation	Vacant

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



City of Batavia

Memorandum

To: Rachael Tabelski, City Manager

From: Lisa Neary, Deputy Director of Finance

Date: April 3, 2024

Subject: K-9 Committed Fund Balance

On August 12, 2019, City council authorized the City to establish a K-9 program including allowing for the receipt of donations and aid to fund the program. In June of 2020, Council agreed, at the recommendation of the City's audit firm, to create a K-9 program Committed Fund Balance to keep donations received for the program, net of expenses, in a separate fund to be used solely for funding the program.

For the fiscal year ending 3/31/24, the City received \$12,178.67 in donations and expensed \$1,977.97 in the K-9 program, thus there will be an increase of \$10,200.70 to the K-9 Committed Fund Balance. The balance of the K-9 Committed Fund Balance at 3/31/23 was \$13,353.56 with the addition of \$10,200.70 the K-9 Committed Fund Balance will be \$23,554.26 at 3/31/24.

Attached please find a resolution supporting this action. This will be effective March 31, 2024. I'm available at any time if you have any questions.

#XX- 2024

**A RESOLUTION TO AUTHORIZE THE ADDITION OF FUNDS TO K-9 COMMITTED
FUND BALANCE**

Motion of Councilmember

WHEREAS, the Council for the City of Batavia authorized on August 12, 2019 the establishment of a Police Department K-9 program and authorized the receiving of donations and aid in funding the program; and

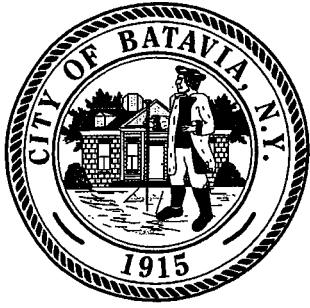
WHEREAS, the City of Batavia received \$12,178.67 in donations for the K-9 program in the fiscal year ending 3/31/2024; and

WHEREAS, the City of Batavia had \$1,977.97 in expenses for the K-9 program in the fiscal year ending 3/31/2024; and

WHEREAS, the K-9 Committed Fund balance had a balance at 3/31/23 of \$13,353.56.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Batavia, effective 3/31/24, does authorize the addition of funds to the K-9 committed fund balance in the amount of \$10,200.70 (\$12,178.67 less \$1,977.97) leaving a balance of \$23,554.26 for future use in running the K-9 program.

**Seconded by Councilmember
and on roll call**



City of Batavia

Memorandum

To: Rachael Tabelski, City Manager

From: Lisa Neary, Deputy Director of Finance

Date: March 28, 2024

Subject: Committed Fund Balance – Creek Park

In October 2023, a resolution (#97-2023) was passed committing fund balance in the amount of \$15,000 to support an environmental study of the Creek Park area. The City then contracted with Roux Engineering and Geology to prepare a limited Phase II Environmental Investigation and report.

\$15,000 has been paid to Roux in the fiscal year ending March 31, 2024 and therefore, I am requesting council to approve the release of and the transfer of committed fund balance in the amount of \$15,000 to unassigned fund balance, effective March 31, 2024.

Please let me know if you have any questions.

#XX-2024

**A RESOLUTION TRANSFERRING \$15,000 FROM COMMITTED FUND BALANCE
TO UNASSIGNED FUND BALANCE OF CREEK PARK FUNDS FOR AN
ENVIRONMENTAL STUDY**

Motion of Councilmember

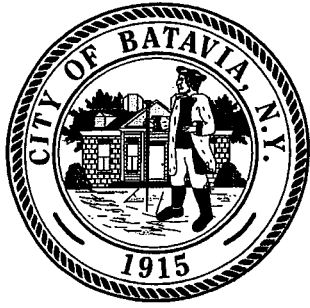
WHEREAS, the City of Batavia committed fund balance in the amount of \$15,000 in October of 2023, Resolution #97-2023, for an environmental study of the Creek Park area to help facilitate the development of that area; and

WHEREAS, the City of Batavia contracted with and paid \$15,000 to Roux Engineering and Geology to prepare the limited Phase II Environmental Investigation on the Creek Park area.

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Batavia does hereby release the commitment of Creek Park funds and transfer \$15,000 from committed General Fund balance to unassigned General Fund balance, effective 3/31/2024.

**Seconded by Councilmember
And on roll call**

DRAFT



City of Batavia

Memorandum

To: Rachael Tabelski, City Manager

From: Lisa Neary, Deputy Director of Finance

Date: April 1, 2024

Subject: Committed Fund Balance – Zoning Code Update

In October 2023, a resolution (#94-2023) was passed committing fund balance in the amount of \$75,000 to support a land use planning and zoning code update. The City then contracted with Labella Associates for professional services for the project of zoning code update and future land use planning.

As of the year ending March 31, 2024, the City has expensed \$2,215.61 to Labella for these services; therefore, I am requesting council to approve the release of \$2,215.61 and the transfer of committed fund balance in the same amount, to unassigned fund balance, effective March 31, 2024.

Please let me know if you have any questions.

#XX-2024

A RESOLUTION TO RELEASE AND TRANSFER \$2,215.61 FROM COMMITTED FUND BALANCE TO UNASSIGNED FUND BALANCE FOR ZONING CODE UPDATE AND FUTURE LAND USE PLANNING

Motion of Councilmember

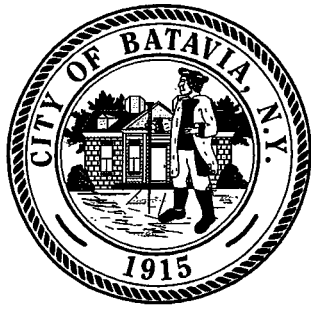
WHEREAS, the City of Batavia committed fund balance in the amount of \$75,000 in October of 2023, Resolution #94-2023, for a zoning code update and future land use planning for the City, as brought forth in the 2017 Comprehensive Plan Update; and

WHEREAS, the City of Batavia contracted with and paid \$2,215.61 to Labella Associates through the City's fiscal year ending March 31, 2024 for this purpose.

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Batavia does hereby release \$2,215.61 of the commitment of Zoning Code update and Future Land Use Planning funds and transfer that amount from committed General Fund balance to unassigned General Fund balance, effective 3/31/2024.

**Seconded by Councilmember
And on roll call**

DRAFT



Memorandum

To: Rachael Tabelski, City Manager

From: Lisa Neary, Deputy Director of Finance

Date: March 28, 2024

Subject: Closing capital projects for year end

In an effort to keep our capital project fund up-to-date and current, it is necessary to close out certain capital projects that are completed at this time. Those capital projects are listed as follows:

ERP – General Fund #181803
ERP – Water Fund and Sewer Fund #180003
Spartan Fire Pumper #220003
Hart, Fairmont & Norris Complete Streets Project #230002

Both the ERP-General Fund and the Spartan Fire Pumper projects have negative balances and therefore Administrative and Fire reserve transfers into the Capital Fund in the amount of \$16,738.08 and \$21,730.34, respectively, are needed in order to properly close them out.

Attached please find a resolution in support of these actions.

#XX - 2024
A RESOLUTION TO CLOSE OUT CAPITAL PROJECTS

Motion of Councilmember

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

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

#181803	ERP – General Fund
#180003	ERP – Water and Sewer Fund
#220003	Spartan Fire Pumper
#230002	Hart, Fairmont & Norris Complete Streets Project

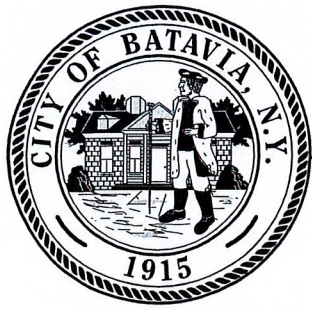
WHEREAS, in order to close the ERP – General Fund project, a transfer of \$16,738.08 from Administrative Reserves to the capital fund will be required, previously approved by council on the City’s annual capital project resolution; and

WHEREAS, in order to close the Spartan Fire Pumper project, a transfer of \$21,730.34 from the fire department reserves to the capital fund will be required; and

WHEREAS, the City Council authorizes the City Manager to make the recommended transfers and close out the specified capital projects effective March 31, 2024.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Batavia that the above referenced transfers and capital projects be closed effective March 31, 2024.

**Seconded by Councilmember
and on roll call**



City of Batavia

Memorandum

To: Rachael Tabelski City Manager

From: Shawn Heubusch, Police Chief

Date: April 3, 2024

Subject: New York State FY 2019 Edward Byrne Memorial Justice Assistance Grant (JAG)

I am pleased to inform you that The City of Batavia Police Department was awarded \$36,400 to support our License Plate Reader program from the NYS Byrne Memorial JAG Program.

The funding will be used to purchase, install and support license plate reader cameras throughout the City to aid in investigations for crime deterrence.

Please see the attached grant award notice.

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



**Phone: 585-345-6350
Fax: 585-344-1878
Records: 585-345-6303
Detective Bureau: 585-345-6370
www.batavianewyork.com**

#XX-2024

A RESOLUTION TO AMEND THE 2024-2025 POLICE DEPARTMENT BUDGET TO REFLECT THE RECEIPT OF A NEW YORK STATE FY 2019 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) IN THE AMOUNT OF \$36,400

Motion of Councilmember

WHEREAS, the City of Batavia Police Department has received a Edward Byrne Memorial Justice Assistance Grant (JAG) in the amount of \$36,400 to support the purchase of License Plate Reader (LPR) cameras to aid in investigations and crime deterrence; 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 2024-2025 budget:

Increase expenditure accounts	
Grant Equipment	
A.04.3120.3120 299-241204	\$ 36,400.00
Increase revenue accounts	
Federal Aid, crime control	
A.00.0000.0000 4320-241204	\$ 36,400.00

**Seconded by Councilmember
and on roll call**



Division of Criminal Justice Services

KATHY HOCHUL
Governor

ROSSANA ROSADO
Commissioner

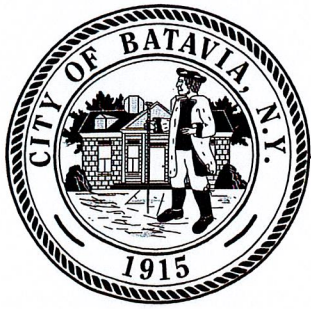
CILLIAN FLAVIN
Deputy Commissioner

Grant Award Notice

Grantee/Contractor: City of Batavia / Batavia Police Department	Date: 4/2/2024
Program Name: Law Enforcement Equipment	Award Amount: \$36,400 ¹
Signatory Name and Title: Shawn Heubusch, Chief	Term Dates: TBD
Email: sheubusch@batavianewyork.com	Contract Number: T632890
Program Description: To support the purchase of LPR cameras to aid in investigations and crime deterrence.	
The following additional information is provided as required when grants are supported with federal funding:	
<u>Federal Award Identification Information</u>	
Award Name: New York State FY 2019 Edward Byrne Memorial Justice Assistance Grant (JAG) Program Application Federal Award Number: 2019-DJ-BX-0017 Name of the Federal Award Agency: Bureau of Justice Assistance (BJA) Federal Award Lapse Date: 9/30/2025 Total Amount of Federal Award: \$ 8,576,883 Federal Fiscal Year of Funds: FFY 19 Catalog of Federal Domestic Assistance (CFDA) Title and Number: 16.738 Edward Byrne Memorial Justice Assistance Grant Program	
Grant Questions	
Primary Contact Meagan Armstrong, Public Safety Grants Representative NYS Division of Criminal Justice Services Office of Program Development and Funding Phone: 518.485.5569 Email: meagan.armstrong@dcjs.ny.gov	Secondary Contact Joe Lostritto, Public Safety Grants Representative NYS Division of Criminal Justice Services Office of Program Development and Funding Phone: 518.485.7662 Email: joe.lostritto@dcjs.ny.gov

¹ This funding is provided by the Division of Criminal Justice Services (DCJS) with federal funds through the Bureau of Justice Assistance. Grantees receiving these funds will be subject to federal rules, regulations, and reporting requirements.

Thank you for all the work you do. We look forward to working with you in our continued efforts to safeguard the health and safety of all New York residents and visitors.



City of Batavia

Memorandum

To: Rachael Tabelski, City Manager

From: Shawn Heubusch, Police Chief

Date: April 12, 2024

Subject: Surplus of police equipment for disposal

Per the City of Batavia Purchasing Manual, property valued over \$1,000.00 must be declared surplus by resolution of City Council prior to being disposed of.

The attached draft resolution is for the surplus of seven Benelli shotguns. The shotguns have been taken out of service as part of the overhaul of our weapons program and will no longer be utilized and therefore are considered surplus at this time.

I request the proceeds from any sales to be placed into the Police Equipment Reserve Fund to offset the costs of future equipment purchases.

Please advise if you should have any questions or concerns regarding this MEMO.

Thank you.

Police Department
10 Main Street
Batavia, New York 14020



Phone: 585-345-6350
Fax: 585-344-1878
Records: 585-345-6303
Detective Bureau: 585-345-6370
www.batavianewyork.com

#XX-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:

MAKE	MODEL	SERIAL #
BENELLI Shotgun	M1 SUPER90	M288710
BENELLI Shotgun	M1 SUPER90	M288739
BENELLI Shotgun	M1 SUPER90	M288713
BENELLI Shotgun	M1 SUPER90	M288746
BENELLI Shotgun	M1 SUPER90	M339550
BENELLI Shotgun	M1 SUPER90	M288711
BENELLI Shotgun	M1 SUPER90	M288745

NOW, THEREFORE, BE IT FURTHER 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**