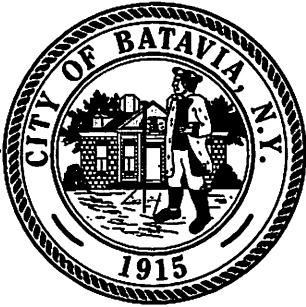


## **BATAVIA CITY COUNCIL CONFERENCE MEETING**

**City Hall - Council Board Room  
One Batavia City Centre  
May 24, 2021 at 7:00 p.m.**

### **AGENDA**

- I. Call to Order
- II. Invocation – Councilmember Pacino
- III. Pledge of Allegiance
- IV. Public Comments
- V. Council Response to Public Comments
- VI. Communications
  - a. Just Kings Chicken BBQ – May 29, 2021
  - b. Blue Pearl Yoga – June 1 – Sept 30 (Thursday's)
  - c. GLOW OUT 5K – June 10, 2021
  - d. GLOW OUT Parade – June 12, 2021
  - e. Home to Home Concert Series – July 3, 2021
  - f. Genesee Symphony Orchestra – July 17, 2021
- VII. Council President Report
  - a. Announcement of the next City Council Business Meeting to be held on Monday, June 14, 2021 at 7:00 p.m. at the City Hall Council Board Room, 2<sup>nd</sup> Floor, City Centre
- VIII. Budget Amendments for Parking Lot Projects
- IX. Casella Waste Management of NY- Collect Trash from City Parks and Downtown Trash Receptacles
- X. Audit Committee – Appoint Members to Various City Committees/Boards
- XI. Executive Session...Employment Matters
- XII. Adjournment



## MEMORANDUM

**To:** Rachael Tabelski, City Manager  
**From:** Heidi J. Parker, Clerk-Treasurer  
**Date:** 5/18/21  
**Subject:** Event Summary

Below please find the summary for the events to be reviewed by City Council on May 24, 2021:

**Just Kings Chicken BBQ – 5/29/21**

There were no costs from the departments.

**Blue Pearl Yoga – 6/1 – 9/30/21**

There were no costs from the departments.

**GLOW Out 5K Run and Celebration – 6/10/21**

Estimated cost from police was \$300. There were no costs from the other departments.

**GLOW Out Parade – 6/12/21**

Estimated cost from police was \$510. There were no costs from the other departments.

**Home to Home Concert Series – 7/3/21**

There were no costs from the departments.

**Genesee Symphony Orchestra – 7/17/21**

Estimated cost from public works was \$162. There were no costs from the other departments.

**\*\*NOTE** – Event sponsors are responsible for any costs that may be incurred because of their event and have been made aware of this change until further notice.



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

**PAID**  
MAY 18 2021  
CITY OF BATAVIA  
CLERK-TREASURER

**Official Use Only:**

2021-14  
Event Application #:

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

Event Sponsor Just Kings  
 Type of Event Chicken BBQ  
 Date of Event May ~~25, 2021~~ 29, 2021 Saturday  
 Time of Event (don't include set up time here - just actual event time) 1:00pm  
 Location of Event Williams Park  
 Details of Event (be as specific as possible!) a regular chicken bbq with rolls and chips

**Contact Information:**

Primary contact:

Secondary contact:

Name Gregory Munroe II  
 Phone # 585-297-2987  
 E-mail address gmunroe1@gmail.com

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

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

**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 25, 2021

Set up time: 11:00 am

Tear down date: May 25, 2021

Tear down time: 7:00 pm

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

Date: May 25, 2021 Start time: 1 pm End time: 7 pm

Estimated crowd size: \_\_\_\_\_ # of Vendors/Displays 1

**WILL THE EVENT INCLUDE:**

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

\_\_\_\_\_  
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\* 10x10 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: \_\_\_\_\_

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

_____	&	_____
<i>Street to be closed</i>	<i>Cross Streets</i>	
_____	&	_____
<i>Street to be closed</i>	<i>Cross Streets</i>	
_____	&	_____
<i>Street to be closed</i>	<i>Cross Streets</i>	
_____	&	_____
<i>Street to be closed</i>	<i>Cross Streets</i>	

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

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

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

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

**POLICE**

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

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

**PLEASE NOTE:**

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

---

**Hold Harmless Agreement**

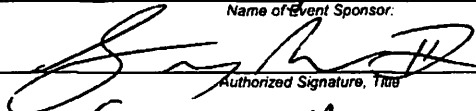
Just Kings, the organizer/sponsor, shall indemnify, hold harmless, assume liability for and defend the City of Batavia, its employees, officers and agents from any and all damages, costs and expenses including but not limited to, attorney's fees, court costs, and all other sums which the City of Batavia 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 Just Kings (Organizer/Sponsor), its members, agents, employees, volunteers, officers, or directors in relation to activities described in this application and sanctioned by the issuance of a special event permit.

5-25-2021

Date:

Just Kings

Name of Event Sponsor:



Authorized Signature, Title

Gregory Munroe

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**

**SPECIAL EVENT APPLICATION  
DEPARTMENT APPROVAL SUMMARY**

**FOR OFFICIAL CITY USE ONLY**

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

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

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

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

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

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

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

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

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



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

**PAID**  
MAY - 5 2021  
CITY OF BATAVIA  
CLERK-TREASURER

**Official Use Only:**

2021-10  
Event Application #:

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

Event Sponsor Blue Pearl Yoga  
Type of Event Yoga in the Park  
Date of Event Tuesday, June 1 - Thursday, Sept 30  
Time of Event (don't include set up time here - just actual event time) 7:00 pm - 8:00 pm  
Location of Event Centennial Park  
Details of Event (be as specific as possible) Two, one-hour yoga classes to be held every Tues. Thursday @ 7pm from June 1 - Sept 30  
Weather permitting

**Contact Information:**

Primary contact:

Name Patty Hawley  
Phone # 585 813-8399  
E-mail address phawley@gmail.com

Secondary contact:

Name Karen Reisdorf  
Phone # 301-848-4902  
E-mail address reisdorfkaren@gmail.com

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

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

Type of alcoholic beverage to be served: Liquor  Wine  Beer

Will you be providing alcohol to your group? Yes  No

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

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

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

**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: Tues. June 1

Set up time: 7:00 pm

Tear down date: Thurs. Sept. 30

Tear down time: 8:15 pm

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

Date: 6/1 - 9/30 Start time: 7:00 pm End time: 8:00 pm

Estimated crowd size: 15 - 25 # of Vendors/Displays —

**WILL THE EVENT INCLUDE:**

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

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

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

Music: Live Group  Recorded/DJ

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

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

**CITY SERVICES SUPPORT:**

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

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

**ELECTRIC:**

Will electric be needed for the event? Yes  No

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

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

Yes  No   
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: \_\_\_\_\_

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

_____	_____	&	_____
<i>Street to be closed</i>		<i>Cross Streets</i>	
_____	_____	&	_____
<i>Street to be closed</i>		<i>Cross Streets</i>	
_____	_____	&	_____
<i>Street to be closed</i>		<i>Cross Streets</i>	
_____	_____	&	_____
<i>Street to be closed</i>		<i>Cross Streets</i>	

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

Will traffic cones be requested from the City? Yes  No  How Many? \_\_\_\_\_

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

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

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

*No*

**POLICE**

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

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

**PLEASE NOTE:**

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

---

**Hold Harmless Agreement**

Blue Pearl Yoga, 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 Blue Pearl Yoga (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.

4-28-2021

Date:

Blue Pearl Yoga

Name of Event Sponsor:

Patricia Hawley, Owner

Authorized Signature, Title

Patricia Hawley

Name - Printed or Typed

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

4-28-2021

Date:

Patricia Hawley

Signature of Applicant

**Please forward this application to:**

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

**SPECIAL EVENT APPLICATION  
DEPARTMENT APPROVAL SUMMARY**

**FOR OFFICIAL CITY USE ONLY**

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

*If recommendation is denied, please attach a brief explanation*

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

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

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

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

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

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

--

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

--

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





ELENVEL-01

GVENKAT

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
5/3/2021

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).

<b>PRODUCER</b> Alliant Insurance Services, Inc. 4530 Walney Rd Ste 200 Chantilly, VA 20151-2285	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): (855) 827-9642 E-MAIL ADDRESS: yoga-questions@alliant.com FAX (A/C, No): (703) 563-1510
	<b>INSURER(S) AFFORDING COVERAGE</b>
<b>INSURED</b>  Elena Veltz 7 Meadowcrest Drive Batavia, NY 14020	<b>NAIC #</b> INSURER A: Lloyd's of London 00000 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

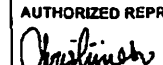
**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

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 INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO JECT <input type="checkbox"/> LOC OTHER:	X	YOGAI668921-1	7/23/2020	7/23/2021	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 2,500 PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liab	X	YOGAI668921-1	7/23/2020	7/23/2021	Each Claim 2,000,000
A	Professional Liab	X	YOGAI668921-1	7/23/2020	7/23/2021	Aggregate 4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) THIS CERTIFICATE OF INSURANCE SERVES AS EVIDENCE OF COMBINED PROFESSIONAL/GENERAL LIABILITY COVERAGE. FURTHER, THE CERTIFICATE HOLDER IS ADDED AS ADDITIONAL INSURED PER FOLLOWING ENDORSEMENT.

Aggregate Limit of Liability for all coverages set forth above: \$4,000,000

<b>CERTIFICATE HOLDER</b>  Batavia City Centre One City Centre, Batavia, NY 14020	<b>CANCELLATION</b>  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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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
04/29/2021

<b>PRODUCER</b> Maguire Insurance Agency, Inc. FWI 1 Bala Plz Ste 100 Bala Cynwyd, PA 19004-1401 610.617.7900	<b>THIS CERTIFICATION IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.</b>	
	<b>INSURERS AFFORDING COVERAGE</b>	<b>NAIC #</b>
<b>INSURED</b> Blue Pearl Yoga LLC Blue Pearl Yoga LLC 200 Main St Ste Batavia, NY 14020-	INSURER A: Philadelphia Indemnity Insurance Company	18058
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

## COVERAGES

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 CERTIFICATION 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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A	X	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> PROFESSIONAL LIABILITY GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	PHPK2233971-000	02/09/2021	02/09/2022	EACH OCCURENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$2,500 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (EA accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT OTHER THAN AUTO ONLY: EA ACC AGG
		EXCESS / UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION				EACH OCCURENCE AGGREGATE
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below				<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
		OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS  
 It is understood and agreed that the following entity is added as an additional insured but only with respect(s) to the operations of the named insured except that liability resulting from the additional insured's sole negligence.

## CERTIFICATE HOLDER

City of Batavia  
 1 City Center  
 Batavia, NY 14020-

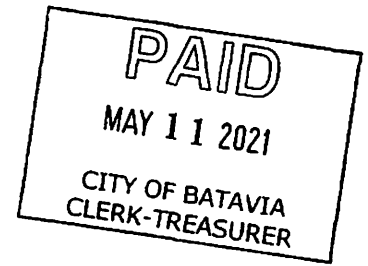
## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE



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



Official Use Only:

2021-12  
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 5K run and celebration w/ DJ (color Run)  
Date of Event 06/10/2021 - Thursday  
Time of Event (don't include set up time here - just actual event time) 6:30 pm - 8:30 pm  
Location of Event Centennial Park

Details of Event (be as specific as possible!) 5K run starts and ends at Centennial Park. At the end of the run there will be a DJ and belly dance troupe performing for an hour. There will be a water station at the corner of N. Spruce Street and North st. Colored, biodegradable corn starch will be thrown in the park.

Contact Information:

Primary contact:

Name Gregory A. Hallock  
Phone # (646) 530-1980  
E-mail address ghallock@goart.org

Secondary contact:

Name Jackie McLean  
Phone # (585) 737-0499  
E-mail address jackie.mclean411@gmail.com

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

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

Type of alcoholic beverage to be served: Liquor  Wine  Beer

Will you be providing alcohol to your group? Yes  No

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

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

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

**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: 06/10/2021 Set up time: 5pm

Tear down date: 06/10/2021 Tear down time: 8:30pm

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

Date: 06/10/2021 Start time: 5pm End time: 9pm

Estimated crowd size: 50 # of Vendors/Displays 1

**WILL THE EVENT INCLUDE:**

- Parade: Yes  No  (MAP OF DESIRED ROUTE MUST BE ATTACHED)
  - Run or Walk: Yes  No  (MAP OF DESIRED ROUTE MUST BE ATTACHED)
  - Music: Yes  No  (SITE DRAWING OF STAGE OR DJ LOCATION ATTACHED) - marked on race map and highlighted in blue.
  - Street Closure(s): Yes  No  (MAP OF CLOSED STREETS AND DROP LOCATION OF BARRICADES) - highlighted in orange
  - 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  not booked yet

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? DJ

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: race  
We will put up barriers and take them down 5 min before and after runners

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

<u>Richmond Avenue</u> <small>Street to be closed</small>	<u>Ellicott Ave</u>	&	<u>Bank St.</u>
<u>Bank Street</u> <small>Street to be closed</small>	<u>Richmond</u>	&	<u>Vine St.</u>
<u>Vine Street</u> <small>Street to be closed</small>	<u>Bank St.</u>	&	<u>Evergreen Dr.</u>
<u>Evergreen Drive</u> <small>Street to be closed</small>	<u>N. Spruce St.</u>	&	<u>East Ave.</u>
<u>N. Spruce St.</u> <small>Street to be closed</small>	<u>Evergreen Dr.</u>	&	

Will street barricades be requested from the City? Yes  No  How Many? 46

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

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

Are there any other city materials or personnel requested for the event? Identify below: *(there may be additional costs)*  
no

**POLICE**

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

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

East Ave  
Ross St.  
Washington Ave.  
Ellicott Ave.

N. Spruce St. & Ross St.  
East Ave. & Washington Ave.  
Ross St. & Ellicott Ave.  
Washington Ave. & Richmond Ave.

**PLEASE NOTE:**

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

**Hold Harmless Agreement**

GLOW OUT!, 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 OUT! (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.

05/10/2021  
Date:

GLOW OUT!  
Name of Event Sponsor:  
Gregory A. Hallock Board President  
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.

05/10/2021  
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**

**SPECIAL EVENT APPLICATION  
DEPARTMENT APPROVAL SUMMARY**

**FOR OFFICIAL CITY USE ONLY**

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

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

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

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

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

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

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

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

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

# GLOW CORPORATE CUP 5K

## START

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

## 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 PP on ELM

## 3 MILE

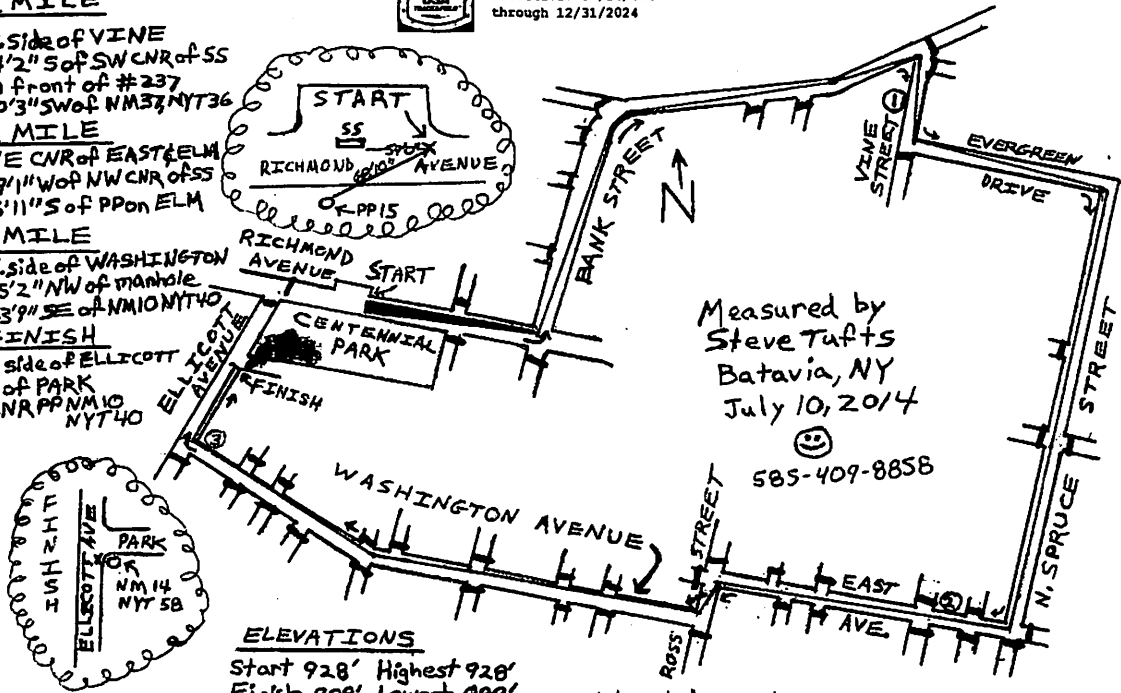
- N. side of WASHINGTON
- 45' 2" NW of manhole
- 53' 9" SE of NM10, NYT40

## FINISH

- E. side of ELLICOTT
- S of PARK
- CNR of NM10, NYT40



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

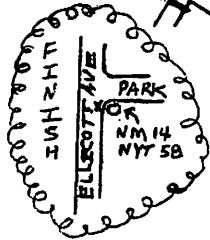


Measured by  
 Steve Tufts  
 Batavia, NY  
 July 10, 2014

585-409-8858

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

Calibrated on NY0611/KL





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

**PAID**  
MAY 11 2021  
CITY OF BATAVIA  
CLERK-TREASURER

Official Use Only:

2021-13  
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 Parade

Date of Event 06/12/2021 - Saturday

Time of Event (don't include set up time here - just actual event time) 10am - 11am

Location of Event Batavia City Center Parking Lot

Details of Event (be as specific as possible!) The parade will start on Ava Place at Batavia City Center, turn left on Bank, left on Washington, right on Ellicott, right on Richmond, left on Bank and end at Dwyer Stadium

Contact Information:

Primary contact:

Name Gregory A. Hallock  
Phone # (646) 530-1980  
E-mail address ghallock@goart.org

Secondary contact:

Name Jackie McLean  
Phone # (585) 737-0499  
E-mail address jackiemclean411@gmail.com

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

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

Type of alcoholic beverage to be served: Liquor  Wine  Beer

Will you be providing alcohol to your group? Yes  No

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

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

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

**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: 06/12/2021

Set up time: 8:30 am

Tear down date: 06/12/2021

Tear down time: 12 pm

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

Date: 06/12/2021 Start time: 8:30 am End time: 12 pm

Estimated crowd size: 500 # of Vendors/Displays 1

**WILL THE EVENT INCLUDE:**

- Parade: Yes  No  (MAP OF DESIRED ROUTE MUST BE ATTACHED)
  - Run or Walk: Yes  No  (MAP OF DESIRED ROUTE MUST BE ATTACHED)
  - Music: Yes  No  (SITE DRAWING OF STAGE OR DJ LOCATION ATTACHED) *bands playing while marching*
  - Street Closure(s): Yes  No  (MAP OF CLOSED STREETS AND DROP LOCATION OF BARRICADES) - *highlighted in orange*
  - 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   
*Marching Bands*

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  
We will put up barriers and take them down 5 min before and after marches

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

<u>Alva Place</u>	<u>State St</u>	&	<u>Bank St.</u>
<u>Bank Street</u>	<u>Alva Pl. + Washington Ave</u>	&	<u>Richmond/North + Denio St.</u>
<u>Washington Ave</u>	<u>Bank St.</u>	&	<u>Ellicott Ave.</u>
<u>Ellicott Ave</u>	<u>Washington Ave.</u>	&	<u>Richmond Ave.</u>
<u>Richmond Ave</u>	<u>Ellicott Ave.</u>	&	<u>Bank St.</u>

Will street barricades be requested from the City? Yes  No  How Many? 27

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

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

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

**POLICE**

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

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



**PLEASE NOTE:**

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

---

**Hold Harmless Agreement**

GLOW OUT!, 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 OUT! (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.

05/10/2021  
Date:

GLOW OUT!  
Name of Event Sponsor:  
Gregory A. Hallock, Board President  
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.  
05/10/2021  
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**

**SPECIAL EVENT APPLICATION  
DEPARTMENT APPROVAL SUMMARY**

**FOR OFFICIAL CITY USE ONLY**

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

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

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

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

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

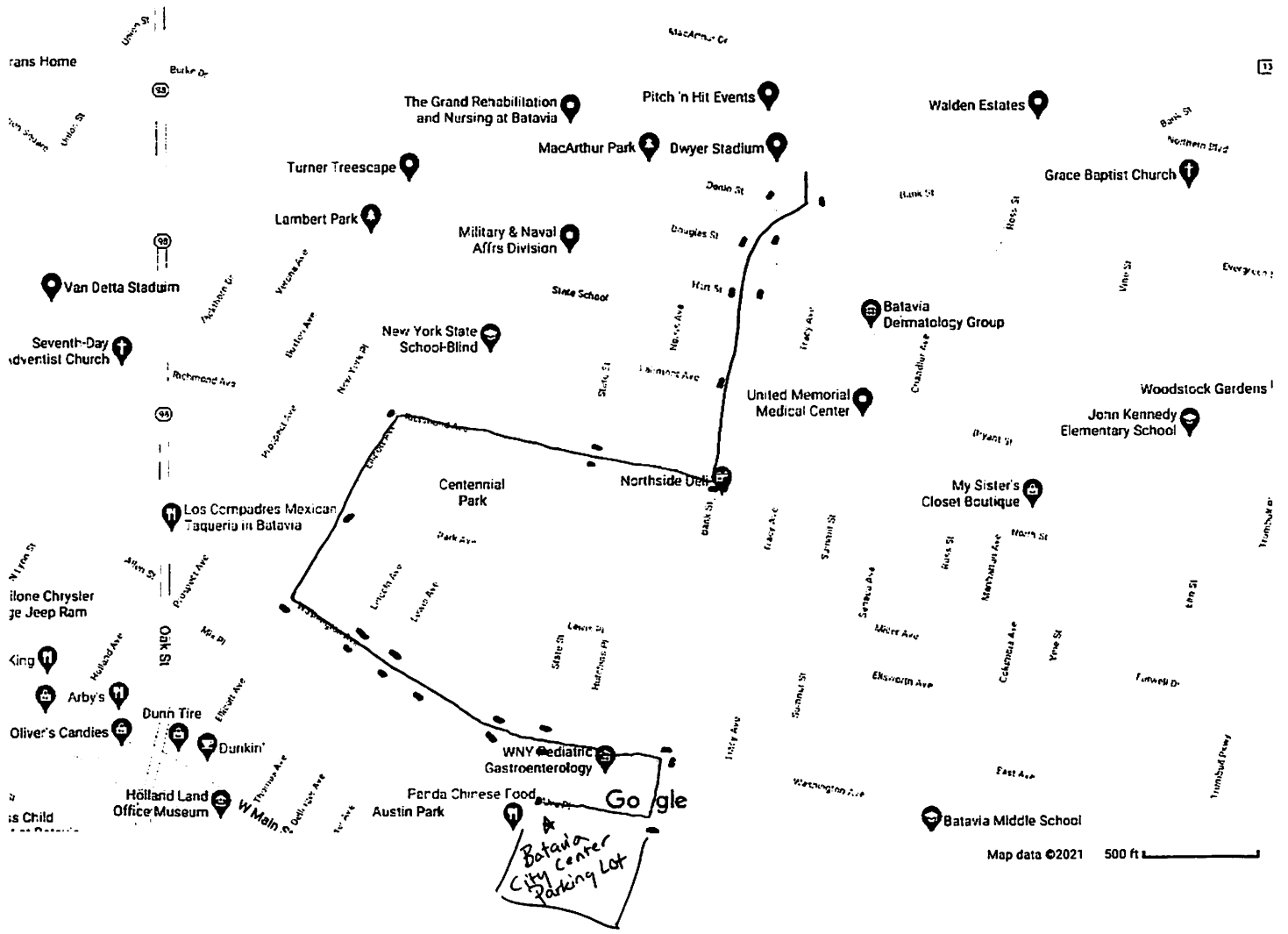
**Department Cost Estimate:** \_\_\_\_\_  
*If applicable*

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

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

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

# Go gle Maps





City of Batavia  
Batavia, New York 14020  
(585) 345-6500

PAID  
MAY - 7 2021  
CITY OF BATAVIA  
CLERK-TREASURER

Official Use Only:

2021-9  
Event Application #:

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

Event Sponsor Bill and Kay McDonald  
Type of Event Home to Home Concert Series for the Common Good  
Date of Event Saturday, July 3, 2021  
Time of Event (don't include set up time here - just actual event time) 1 - 5 pm  
Location of Event Jackson Square  
Details of Event (be as specific as possible!) Music concert, part 1 of a series of concerts provided by Bill and Kay McDonald, Genesee County Chamber of Commerce and Go Art.

Contact information:

Primary contact:

Name Bill McDonald  
Phone # 585-250-2269  
E-mail address billmcdonald50@gmail.com

Secondary contact:

Name Kay McDonald  
Phone # 585-322-2424  
E-mail address kaymcdonald500@gmail.com

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

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

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: Sat. July 3

Set up time: 10 AM

Tear down date: Sat July 3

Tear down time: 7 pm

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

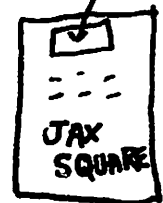
Date: Sat July 3 Start time: 1 pm End time: 5 pm

Estimated crowd size: 150 # of Vendors/Displays 2

**WILL THE EVENT INCLUDE:**

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

MUSIC STAGE



Name of Company Providing Above:

Company Contact/Representative

Phone #

Address, Street

City

Zip Code

Music: Live Group  Recorded/DJ

Old Hippies / Wild Flower Music Bill McDonald (585) 250-2269

Name of Company Providing Above:

Company Contact/Representative

Phone #

20 Douglas St  
Address, Street

Batavia NY  
City

14020  
Zip Code

**CITY SERVICES SUPPORT:**

City Code 66-15, D-2

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

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

**ELECTRIC:**

Will electric be needed for the event? Yes  No

What will you be providing electric to? Stage for sound equipment, pa

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\* \_\_\_\_\_  
3 10 x 10 pop up canopies

**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: No Street Closure needed.

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

_____	_____	&	_____
<i>Street to be closed</i>		Cross Streets	
_____	_____	&	_____
<i>Street to be closed</i>		Cross Streets	
_____	_____	&	_____
<i>Street to be closed</i>		Cross Streets	
_____	_____	&	_____
<i>Street to be closed</i>		Cross Streets	

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

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

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

Are there any other city materials or personnel requested for the event? Identify below: (there may be additional costs)  
NO

**POLICE**

Will City Police Officers be requested for the event? Yes  No  Possible walk through presence

**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 Property Secured
5. Deep Fryers Must Be Approved. Commercial Types Require a Type "K" Portable Fire Extinguisher
6. All Food Vendors Must Have a Type ABC Fire Extinguisher. All Fire Extinguishers Must Be Inspected Within The Last Year. **A Valid Health Department Permit Must Be Displayed.**
7. No grease or substance of any kind may be discharged upon the streets, sidewalks, or into the storm drains and/or sewers
8. City Sign Ordinances Shall Be Complied With At All Times And In All Regards
9. No paint or other markings may be placed on the street surface.
10. Any overtime and/or material costs in excess of \$500, as determined by City Departments, must be paid by the event sponsor or other party
11. The application fee is due at time of submission of the application and is non-refundable.
12. If approved, a Certificate of Liability Insurance of at least \$1,000,000 naming the City of Batavia as an additional insured for at least the day(s) of the event must be submitted to the City Clerk prior to the event date.

**Hold Harmless Agreement**

Bill and Kay McDonald, 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 Bill and Kay McDonald (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.

April 27, 2021  
Date:

Bill McDonald Kay McDonald  
Name of Event Sponsor  
Bill McDonald Kay McDonald  
Authorized Signatory, Title  
Bill McDonald Kay McDonald  
Name - Printed or Typed

The rules and information contained within this application have been read and will be adhered to.  
4/27/2021  
Date: Bill McDonald Kay McDonald  
Signature of Applicant:

**Please forward this application to:**

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

**SPECIAL EVENT APPLICATION  
DEPARTMENT APPROVAL SUMMARY**

**FOR OFFICIAL CITY USE ONLY**

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

*If recommendation is denied, please attach a brief explanation*

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

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

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

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

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

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

--

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

--

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

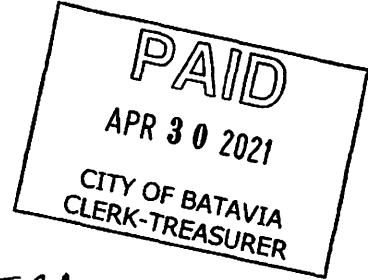




City of Batavia  
Batavia, New York 14020  
(385) 345-6300

Official Use Only:

2021-8  
Event Application #



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

Event Sponsor GENESEE SYMPHONY ORCHESTRA  
 Type of Event 75<sup>th</sup> ANNIVERSARY KICK-OFF AND NEW LOGO REVEAL EVENT  
 Date of Event JULY 17<sup>th</sup> 2021 Saturday  
 Time of Event (don't include set up time here - just actual event time) 4 PM - 7 PM  
 Location of Event AUSTIN PARK - LIONS CLUB PAVILION AND LAWN AREA  
 Details of Event (be as specific as possible) A SMALL CONCERT, FOOD TRUCKS, MEDIA AND PUBLIC EVENT TO KICK OFF 75<sup>th</sup> ANNIVERSARY OF THE GSO!  
WE WOULD LIKE TO SHARE SOME MUSIC AND EXCITEMENT IN THE HEART OF OUR COMMUNITY.

Contact Information:

Primary contact:

Secondary contact:

Name DAVE PORTER (operations co-chair) ROXANNE CHORTE (GSO PRES.)  
 Phone # 585-813-3111 585-356-9635  
 E-mail address porterbrass@gmail.com roxie.gso@gmail.com

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

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

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

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

**EVENT INFORMATION (required):**

Set up date: JULY 17<sup>TH</sup>, 2021 Set up time: 1-4 PM

Tear down date: JULY 17<sup>TH</sup>, 2021 Tear down time: 7-8 PM

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

Date: JULY 17<sup>TH</sup>, 2021 Start time: 4 PM End time: 7 PM

Estimated crowd size: 150 # of Vendors/Displays 3-4 FOOD TRUCKS

**WILL THE EVENT INCLUDE:**

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

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

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

Music: Live Group  Recorded/DJ

GENESSEE SYMPHONY ORCHESTRA DAVE PORTER (585) 813-3111  
Name of Company Providing Above: Company Contact/Representative Phone #

P.O. Box 391 BATAVIA, NY 14021  
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? 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\* \_\_\_\_\_

**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)

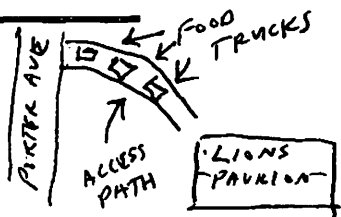
*WE WILL CLEAN THE PAVILION/AREA BEFORE AND AFTER THE EVENT. WE WILL MANAGE THE CARRY IN / CARRY OUT BY PROVIDING OUR OWN METAL CONTAINERS FOR PATRONS.*

**POLICE**

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

*REQUEST DIAGRAM FOR FOOD TRUCK ACCESS TO PAVILION*

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



*WE APPRECIATE THE OPPORTUNITY PROVIDED BY THE CITY OF BATAVIA TO SHARE OUR SPECIAL EVENT IN A BEAUTIFUL CITY PARK. OUR MISSION IS TO BRING CLASSICAL AND POP ORCHESTRA MUSIC TO ALL OF OUR COMMUNITY, AUSTIN PARK GIVES US AN OPPORTUNITY TO PROVIDE AN OUTREACH TO OUR COMMUNITY. IT WOULD GREATLY HELP OUR SENIOR PATRONS IF*

Page 3 of 7

City of Batavia Event Application

*WE WOULD BE ALLOWED USE OF THE BATHROOMS FOR THIS EVENT.*

*IT WOULD ALSO BE VERY HELPFUL TO OUR SENIORS IF THE FOOD TRUCKS WERE ALLOWED TO ~~BE~~ PARK CLOSE TO THE PAVILION FROM THE PORTER AVE PARK ACCESS PATH. WE WOULD LIKE TO MOVE THE PICNIC TABLES OUTSIDE OF THE LIONS PAVILION FOR OUR PATRONS TO SIT AND ENJOY THE EVENT. ALL TABLES WOULD BE MOVED BACK. THANKS FOR CONSIDERING OUR REQUESTS, DAVE PORTER*

**PLEASE NOTE:**

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

**Hold Harmless Agreement**

GENESSEE SYMPHONY ORCHESTRA, 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 GENESSEE SYMPHONY ORCHESTRA (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.

04/28/2021

Date:

GENESSEE SYMPHONY ORCHESTRA

Name of Event Sponsor

[Signature] (OPERATIONS CO-CHAIR - GSO)

Authorized Signature, Title

DAVID W. PORTER

Name - Printed or Typed

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

04/28/2021

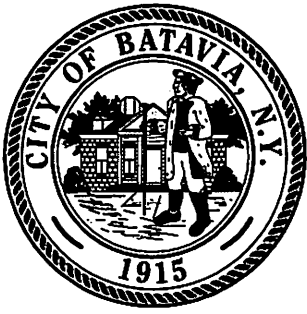
Date:

[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



# City of Batavia

## Memorandum

To: Honorable City Council Members

From: Rachael J. Tabelski, MPA, City Manager

Date: May 15, 2021

Subject: Parking Lot Projects FY21/22

The financing, replacement and maintenance of infrastructure has been a goal of the City for many years. In 2014, the City of Batavia City Council adopted the Capital Infrastructure Plan (CIP), Equipment Replacement Plan (ERP) and Parking Lot/Sports Surface Management Plan.

These plans are used as a financial forecasting and planning tool designated to assist the City in defining infrastructure and equipment needs, establish priorities and pursue concrete actions and strategies for funding projects in future budget years.

The plans have been very successful to ensure that infrastructure and equipment replacements were planned for, and budgeted. In 2020, as the COVID-19 pandemic began, the plans to rehabilitate City parking lots were put on hold. As we have emerged from the pandemic and the City is working to get back to business, I recommend we reinstate the Parking Lot/Sports Surface Management Plan and advance two resurfacing projects.

I recommend amending the FY21/22 budget and pledging \$70,000 from the Parking Lot Reserves to authorize the paving of the Center Street, Canale, and Lions Park parking lot.

Project	Near	Cost in 2016	FY20/21	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26
Court Street Plaza	<i>Court</i>	\$96,748						\$199,969	
Center Street	<i>Center</i>	\$41,200			\$50,000				
Alva Lot	<i>Alva</i>	\$96,000					\$104,902		
Canale Lot	<i>Ellicott</i>	\$4,760	\$5,150	\$5,150	\$7,200				
Lions Park - Main	<i>Wallace</i>	\$9,018	\$9,270	\$9,270	\$12,500				
Williams Park	<i>Parking</i>	\$32,292	\$5,000	\$5,000		\$41,000			
Bur. Of Maint	<i>Walnut</i>	\$141,134							\$196,267
<b>Total</b>		\$421,152	\$5,000	\$5,000	\$69,700	\$41,000	\$104,902	\$199,969	\$196,267

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

Phone: 585-345-6330  
 Fax: 585-343-8182  
[www.batavianewyork.com](http://www.batavianewyork.com)

#-2021

**A RESOLUTION AMENDING THE 2021-2022 BUDGET AND AUTHORIZING EXPENSES RELATED TO THE CENTER STREET, CANALE, AND LIONS PARKING LOT RESURFACING**

**Motion of Councilmember**

**WHEREAS**, the Council of the City of Batavia recognizes that the financing, replacement and maintenance of infrastructure and equipment is a crucial aspect of providing excellent service to residents, businesses, visitors and property owners in the City of Batavia; and

**WHEREAS**, the Parking Lot/Sports Surface Management Plan was created to assist the City in defining infrastructure and equipment needs, establish priorities and pursue concrete actions and strategies for funding projects in future budget years; and

**WHEREAS**, the Council of the City of Batavia is desirous in maintaining parking lots for the use of City residents and visitors in and around Batavia.

**NOW, THEREFORE, BE IT RESOLVED**, the Council of the City of Batavia hereby approves the following budget amendments.

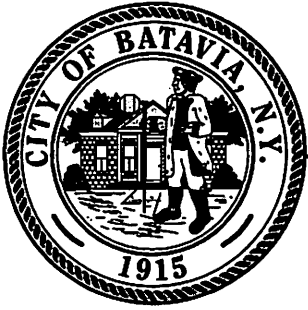
**Increase Revenue:**

A.00.0000 0511-2111	Appropriated Reserve Parking Lot	\$70,000
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**Increase Expense:**

A.03.5010.5650 401-2111	Center, Canale and Lions Parking Lots	\$70,000
-------------------------	---------------------------------------	----------

**Seconded by Councilmember  
and on roll call**



# City of Batavia

## *Memorandum*

To: Rachael Tabela – City Manager

From: Ray Tourt

Date: May 17, 2021

Subject: Casella Waste Management of NY offer to collect trash from City Parks and the Downtown trash receptacles

The City was contacted by Mr. Jeff Pero of Casella Waste Management of NY. Mr. Pero would like to be able to give back to the community by way of providing free trash collection service to City parks and to the litter receptacles in the downtown business district. This would require a partnership agreement between Casella and the City. If mutually agreed upon, Casella will service the parks daily (M-F) and will service the downtown once a week. The City will provide Casella trash bags for the parks and allow Casella to repaint the trash receptacles in the parks and to place a placard on the trash receptacles they are servicing. The placard would read “Serviced by Casella Waste”. The initial term of the agreement would be through November 30<sup>th</sup> of this year with the ability to be extended.

#-2021

**A RESOLUTION TO ENTER INTO AN AGREEMENT WITH  
CASELLA WASTE MANAGEMENT OF NY PARTNER AGREEMENT FOR  
GARBAGE SERVICES IN CITY PARK AND MAIN STREET**

**Motion of Councilmember**

**WHEREAS**, the City agrees to partner contract with the Casella Waste Management of NY for trash removal and refuse services on Main Street and in multiple city park locations for the enjoyment of all Batavia residents; and

**WHEREAS**, Casella Waste Management of NY, a for-profit organization servicing the community in refuse collection, would like to volunteer their services for trash removal and refuse collection; and

**WHEREAS**, the City is desirous to maintaining refuse collection services on Downtown Business District and within city parks and will supplement collection with City staff; and

**WHEREAS**, the City agrees to the contract with Casella Waste Management of NY and Casella Waste Management of NY agrees to provide the services set forth herein partner agreement for garbage services with Casella Waste Management of NY in City parks and Main Street.

**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 Casella Waste Management of NY for voluntary collection service for the removal of trash from City parks and the downtown business district for a term of from May 24, 2021 to November 30, 2021 with a renewal for up to two(2) one (1) year periods after November 30, 2021.

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



**A PARTNER AGREEMENT FOR GARBAGE SERVICES WITH  
CASELLA WASTE MANAGEMENT OF NY, IN CITY PARKS AND MAIN STREET**

**THIS AGREEMENT, made the \_\_\_\_\_ day of \_\_\_\_\_, 2021** between the CITY OF BATAVIA, One City Center, Batavia, NY 14020, (hereinafter the “City”), and Casella Waste Management of NY, 11 Apollo Drive, Batavia, New York (hereinafter “Casella”).

**WHEREAS**, the City agrees to partner contract with Casella for trash removal and refuse services in the Downtown Business District and in multiple city park locations for the benefit of all Batavia residents; and

**WHEREAS**, Casella, a for-profit organization servicing the community in refuse collection, would like to volunteer their services for trash removal and refuse collection; and

**WHEREAS**, the City is desirous to maintaining refuse collection services on Downtown Business District and within city parks and will supplement collection with City staff; and

**WHEREAS**, the City agrees to the contract with Casella and Casella agrees to provide the services set forth herein.

1. Term. The term of the agreement is May 24, 2021 through November 30, 2021 unless terminated earlier as provided for herein.
2. Termination. The City or Casella can terminate the agreement with sixty (60) days written notice without cause. This agreement may also be terminated in the event of a default by either party, which is not cured as provided in Section 12.
3. Services and Obligations. Casella agrees to empty park trash receptacles on a daily basis (M-F) as part of their daily collection routes to include Austin Park, Centennial Park, Farrell Park, Kibbe Park, Lambert Park, Lion’s Park, Pringle Park Williams Park and John Kennedy School (When summer recreation program is in session) in return, Casella will be allowed to paint the trash barrels blue and add a placard denoting that service is provided courtesy of Casella. The City will provide trash bags and retainers for Casella to use to service the park trashcans. Additionally, Casella agrees to empty the trash receptacles in the Downtown Business District on a weekly basis as part of their collection route. In return, Casella will modify the trash barrels to put handles on them for ease of handling and will also place a placard denoting that service is provided by Casella on the exterior of the trash receptacles. The trash removal services shall be provided at no cost to the City.

4. Program Supplies. The City will provide the Casella with 1,000 garbage bags to be used as defined in the Services and Obligations Section 3 above.
5. COVID-19 Health & Safety Compliance. Casella will comply with all federal, state and local laws and Executive Orders applicable to the COVID-19 Pandemic or any other communicable disease while performing duties under this Agreement. Casella shall defend, indemnify, and hold harmless the City of Batavia from and against all claims, demands, cause of action, liabilities, losses, damages, judgements, penalties, costs, and expenses (including reasonable attorney's fees) arising out of or caused by negligent or intentional acts or omission by Casella in conjunction with the COVID-19 Pandemic.
6. Insurance. The Casella, at its sole cost and expense, furnish comprehensive general liability insurance policy which names the City as an additional insured party; said policy to be in the amount not less than \$1 million or such higher amount as may be deemed appropriate and \$3 million in umbrella coverage. This insurance policy shall be obtained from an insurance company licensed to do business in the State of New York, and it shall provide for thirty (30) days written notice to the City prior to any cancellation.
7. Workman's Compensation Certification. Casella will provide the City with a Workman's Compensation Certificate and shall remain current on Workman's Compensation for employees for the duration of this Agreement. The City is not liable for any workplace injuries in relationship to this Agreement.
8. Indemnification. Casella will defend, indemnify, and hold harmless the City of Batavia, its officers, employees, and officials from and against all claims, damages, liability, costs, expenses, including reasonable attorneys' fees arising out of Casella's actions and services under this agreement, including any claims for personal injury, wrongful death and property damage. The City of Batavia, its officers, employees, and officials shall not be liable, and Casella waives any and all claims for damages to persons or property arising from Casella's services under this agreement, except resulting from the negligence of the City or its agents and employees.
9. Event of Default. In the event that Casella fails to provide the services set forth in this agreement and such default continues after written notice from the City, Casella shall be in default of the agreement. If the City fails to provide bags or access as provided herein or access

to facilities to provide the required services, and such default continues after written notice from Casella, the City shall be in default. In the event of a default, the party shall be provided with ten (10) days written notice and an opportunity to cure the alleged default.

10. Compliance with Laws. Casella shall abide by all applicable state and federal laws and regulations related to youth services in providing services under this agreement.
11. Entire Agreement. This agreement shall constitute the sole and complete agreement between the City and Casella for the services set forth herein and there are no additional agreements, addenda or understandings related to Casella's services.
12. Controlling Law and Venue This agreement shall be enforced in accordance with the laws of the State of New York. Further, the Casella and City agree that any disputes or actions related to this agreement shall be brought in New York State Supreme Court, Genesee County, New York.
13. Renewal. Upon mutual written agreement of both parties, this agreement can be renewed for up to two (2) one (1) year periods after November 30, 2021.
14. Payment. Casella will be volunteering their services and there will be no charge to the City of Batavia.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first above written.

CITY OF BATAVIA

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City Council President

CASELLA WASTE MANAGEMENT OF NY

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General Manager

**#-2021**  
**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**

Nicholas Harris  
Marc Staley  
Paul Battaglia

December 31, 2021  
December 31, 2021  
December 31, 2021

Councilmembers:  
F. Robert Bialkowski  
Eugene Jankowski Jr.

December 31, 2021  
December 31, 2021

**Seconded by Councilmember  
and on roll call**

**DRAFT**

## **MOTION TO ENTER EXECUTIVE SESSION**

### **Motion of Councilmember**

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

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

**Seconded by Councilmember  
and on roll call**