

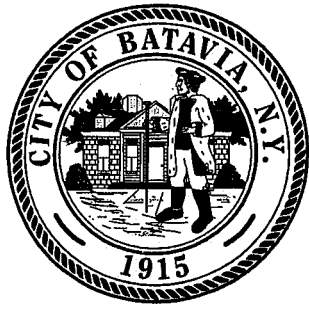


**BATAVIA CITY COUNCIL  
CONFERENCE MEETING**

**City Hall - Council Board Room  
One Batavia City Centre  
Monday, June 22, 2020 at 7:00 PM**

**AGENDA**

- I. Call to Order
- II. Invocation - Councilmember Briggs
- III. Pledge of Allegiance
- IV. Public Comments
- V. Council Response to Public Comments
- VI. Communications
- VII. Council President Report
  - a. Announcement of the next City Council Business and Conference Meeting will be held on Monday, July 13, 2020 at 7:00 p.m. at the City Hall Council Board Room, 2<sup>nd</sup> Floor, City Centre
- VIII. Deer Committee Update – Councilmember Canale
- IX. Route 98/Oak Street Manholes – Councilmember Karas
- X. 6<sup>th</sup> Ward Leaders Update - yard debris – Councilmember Christian
- XI. Outdoor Dining on City Property Discussion – temporary COVID-19 measure
- XII. Sewer Rehabilitation Project - Franklin Street and Richmond Avenue
- XIII. Youth Bureau Revenue Agreement
- XIV. Budget Transfers FY19/20
- XV. Audit Committee Appointees
- XVI. Assigning Donations for K-9 to Committed Fund Balance
- XVII. Adjournment



# City of Batavia

## *Memorandum*

To: Martin Moore, City Manager

From: Matt Worth, Director of Public Works

Date: June 15, 2020

Subject: Franklin St – Richmond Avenue Sewer rehabilitation project

The Franklin St Sewer project was originally scheduled to be a complete sewer line replacement. Upon detailed inspection the Department determined that an excavated repair of one section would then allow for the rest of the line to be re-lined at significant cost savings. The project was then expanded to include Richmond Avenue so that the sewer could be lined ahead of the rehabilitation project scheduled in 2022. The project will also include a mill and overlay of Franklin St as part of the sewer rehabilitation.

The original budget for this project was \$1,048,596 however with the changes made, it is expected that the cost will be significantly lower even with the addition of the Richmond Avenue lining. Engineering costs for this project are projected to be approximately 25% of original estimates.

The project was advertised for bids on June 11, 2020 with bid opening scheduled for July 2, 2020 with a recommendation to be received from the engineers by July 7, 2020 allowing for Council to take formal action at the July 13, 2020 Business Meeting.

Supporting Documentation:  
Advertisement for Bids  
Draft Resolution

CITY OF BATAVIA  
GENESEE COUNTY, NEW YORK

2020 INFRASTRUCTURE IMPROVEMENT PROJECT

CONTRACT NO. 2020-2

**Notice to Bidders**

All work will be in accordance with the Contract Drawings and Specifications and as directed by ENGINEER. Separate sealed Bids will be received by the City of Batavia until 10:00 a.m. local time on July 2, 2020 at the office of the City Clerk, City of Batavia City Hall, One Batavia City Centre, Batavia, New York 14020, and then at that time and place be publicly opened and read aloud.

All Bids shall be made on the forms furnished and shall be enclosed in a sealed envelope marked "CITY OF BATAVIA 2020 INFRASTRUCTURE IMPROVEMENT PROJECT, CONTRACT NO. 2020-2" and directed to the City of Batavia.

The project consists of the CIPP lining of sanitary sewers, rehabilitation of manholes, construction of curb ramps and milling and paving of various roads in the City of Batavia as described in the Contract Documents

The Contract Documents may be examined at the following locations:

GHD Consulting Services Inc.  
285 Delaware Avenue, Suite 500  
Buffalo, New York 14202

Avalon Plan Room  
[www.avalonplanroom.com](http://www.avalonplanroom.com)

City of Batavia  
City Hall  
One Batavia City Centre  
Batavia, New York 14020

Construction Exchange of Buffalo and WNY  
2660 William Street  
Cheektowaga, New York 14227

F.W. Dodge Online Services  
[www.dodge.construction.com](http://www.dodge.construction.com)

The Contract Documents may be viewed and ordered through Avalon Plan Room, at: [www.avalonplanroom.com](http://www.avalonplanroom.com) in the "Public Bid" section. If you do not have internet access or have questions on ordering from the site, please contact Avalon Document Services at (716) 995-7777.

A non-refundable payment of Twenty-five Dollars (\$25.00) payable to Avalon Document Services will be required to obtain the Proposal Booklet and a CD with an electronic version of the Contract Documents for the above contract. Cash payments will not be accepted. The payment includes shipping of the Proposal Booklet and CD to anywhere in the Continental United States. By submission of the \$25.00 non-refundable payment, bidder will be registered as an official planholder. **Only official planholders are eligible to bid on the project.** Subcontractors, suppliers, equipment vendors, etc., will also be required to submit the non-refundable payment in order to receive the Proposal Booklet and CD with electronic version of the Contract Documents.

If bidders wish to purchase printed copies of the Contract Documents (beyond the Proposal Booklet), they may be obtained through Avalon. Only official planholders will be allowed to obtain printed copies of the Contract Documents. Bidders acknowledge that they are responsible for review of all components of the Contract Documents, including all specification sections and drawings, regardless of how many drawings they print and in which format/size they are printed. Full-size drawings are on 24-inch by 36-inch paper. Bidders acknowledge they are responsible for properly scaling drawings if they are printed on any other size.

Bids must be submitted on the form(s) furnished in the Proposal Booklet. The entire Proposal Booklet shall be submitted with the bid along with any other required forms outlined in the Contract Documents. Failure to submit a bid on the proposal form(s) furnished in the Proposal Booklet, will result in automatic disqualification of bid. Addendum pages, if issued, along with any other required forms outlined in the Contract Documents, shall be stapled to the original pages of the Proposal Booklet and submitted as part of the Bid.

A bid security in the amount of 5% of the total bid made payable to the "City of Batavia" will be required and is subject to the conditions provided in the Instructions to Bidders. Failure to submit a bid bond or certified check with bid will result in automatic disqualification of bid. If, upon acceptance of his bid, a bidder fails to enter into a Contract with the City of Batavia, the bid security shall be forfeited to and become the property of the City.

No bidder may withdraw his Bid within forty-five (45) calendar days after the actual date of the opening thereof. The successful bidder will be required to furnish a performance bond and payment bond, each in an amount equal to 100 percent (100%) of the total Contract award amount.

The City of Batavia is exempt from the payment of sales and compensating use taxes of the State of New York and of cities and counties on all materials, equipment, and supplies sold to the City of Batavia pursuant to this Contract. Also exempt from such taxes are purchases by the CONTRACTOR and his Subcontractors of materials, equipment, and supplies to be sold to the City of Batavia pursuant to this Contract, including tangible personal property to be incorporated in any structure, building, or other real property forming part of the Project. These taxes are not to be included in the Bid.

Each bidder's attention is called to the General Municipal Law, which requires a Bidder's Certificate of Non-Collusion. Copies of such certifications are part of the Proposal Form, and unless completed with the Bid, will **not** be accepted.

The City of Batavia reserves the right to waive any informalities in the Bid and to reject any or all Bids.

Date: June 11, 2020

CITY OF BATAVIA

ENGINEER:  
GHD Consulting Services Inc.  
285 Delaware Avenue, Suite 500  
Buffalo, New York 14202

#-2020

**A RESOLUTION TO ENTER INTO AN AGREEMENT WITH  
XXXX FOR THE 2020 INFRASTRUCTURE IMPROVEMENT PROJECT, CONTRACT  
NO. 2020-2 A FRANKLIN STREET AND RICHMOND AVENUE SEWER PROJECT**

**Motion of Councilmember**

**WHEREAS**, a project to line the sewer along Franklin Street from Pearl Street to the end, and Richmond Avenue from Oak Street to State Street; and

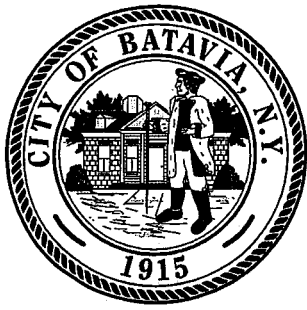
**WHEREAS**, a competitive bid was made by XXXX for the lining of the sewer as specified in the contract document titled 2020 Infrastructure Improvement Project, Contract No. 2020-2; and

**WHEREAS**, XXXX is the lowest responsible bidder (\$XXXXXX); 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 XXXXXX in the amount of \$XXXXXXX for the sewer lining of Franklin Street and Richmond Avenue (Oak Street to State Street).

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

**DRAFT**



# City of Batavia

## *Memorandum*

To: Batavia City Council

From: Jocelyn Sikorski, Executive Director

Date: June 2, 2020

Subject: Permission to Apply & Accept YDP Funding from Genesee County Youth Bureau

### Youth Bureau Grant – Permission to Apply & Accept YDP Funding

Source: Genesee County Youth Bureau  
Amount: \$16,000  
Purpose: The City Youth Bureau applied for the funding to support the Liberty Center for Youth and Summer Recreation for the 2020 funding year and was awarded \$16,000 in funding.

The Genesee County Youth Bureau administers population-based funding made available to the counties by the NYS Office of Children and Family Services through the Bureau of Youth Development (BYD). Youth Development Prevention (YDP) supports programs that provide opportunities for youth to gain important life skills and core competencies, and that allow youth to have meaningful roles in their communities. Youth development initiatives benefit young people in their homes and neighborhoods, in schools, as well as in foster care and residential treatment. The goal is for all New York State youth to reach their full potential and become healthy, productive adults. No local match is required to receive YDP funds.

The Genesee County Youth Bureau contracts with agencies and municipalities to provide prevention, intervention and recreation programming. Prevention programs are designed to reach the general youth population and address general developmental needs of all youth. This is a top priority as the goal is to prevent delinquent acts from occurring. Programs foster positive involvement and attachment of youth to family, school and positive peer groups, recognizing such commitments reduce the likelihood of delinquent behavior.

The Executive Director is requesting the Council President to execute the 2020 Funding Agreement between the Genesee County and City of Batavia as deemed necessary.

The sum will be paid upon satisfactory fulfillment of program requirements. The sum may be reduced subject to the availability of state aid.

**Youth Bureau  
114 Liberty St.  
Batavia, New York 14020**

**Phone: 585-345-6420  
Fax: 585-345-3063  
[www.batavianewyork.com](http://www.batavianewyork.com)**

#-2020

**A RESOLUTION TO EXECUTE THE 2020 FUNDING AGREEMENT BETWEEN  
GENESEE COUNTY AND CITY OF BATAVIA FOR REIMBURSEMENT OF FUNDS  
RELATED TO YOUTH BUREAU PROGRAMMING**

**Motion of Councilmember**

**WHEREAS**, The City of Batavia has budgeted \$16,000 in revenue anticipated from Genesee County for delivery of youth services, and

**WHEREAS**, the City of Batavia Youth Bureau, applied for the funding from Genesee County Youth Bureau for the Youth Development Program (YDP) funding to support the Liberty Center for Youth and Summer Recreation Program for the 2020 funding year, and

**WHEREAS**, the City of Batavia was awarded \$16,000 in funding, subject to availability of state aid.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Batavia authorizes the Council President to execute the funding agreement between Genesee County and the City of Batavia for reimbursement of funds related to youth bureau programming

**Seconded by Councilmember  
and on roll call**

**DRAFT**

## AGREEMENT

**THIS AGREEMENT**, made and dated the 8<sup>th</sup> day of April, 2020, between the **County of GENESEE, New York**, a municipal corporation of the State of New York with offices at **County Building I, BATAVIA, NEW YORK**, hereinafter referred to as the "County" acting for and on behalf of the **GENESEE COUNTY YOUTH BUREAU** and **City of Batavia Youth Recreation and Youth Services Program**, an association having its office and principal place of business at 114 Liberty St., Batavia NY 14020 hereafter referred to as the "Agency".

### WITNESSETH:

**WHEREAS**, THE County through its Youth Bureau is desirous of providing a Contact Genesee program, and

**WHEREAS**, the Agency has heretofore made application to the Youth Bureau of the County for funds necessary to support the providing of the aforementioned youth program to be performed, of which application is attached hereto and made part hereof and

**WHEREAS**, the County is a municipality eligible to receive reimbursement of program expenditures from the State of New York for sponsoring said youth service program, and

**NOW THEREFORE**, in consideration of the mutual promises and covenants herein contained and for other good and valuable consideration, the receipt of which is hereby acknowledged, it is agreed among the parties as follows:



**FIRST:** The Agency agrees to operate a **Summer Recreation and Youth Services** program as set forth in the program application, which is attached hereto and made apart hereof, in accordance with the existing rules and regulations of the County Youth Bureau and the New York State Office of Children & Family Services, and the laws and the Constitution of the State of New York.

**SECOND:** The cost to provide the program for the term **January 1, 2020**, through **December 31, 2020**, is **\$248,328**. The County agrees to reimburse the Agency up to a sum not to exceed **\$16,000**. The sum will be paid upon satisfactory fulfillment of program requirements. The sum may be reduced subject to the availability of state aid.

**THIRD:** The County will make payments to the Agency upon submission to the County by the Agency, of monthly or quarterly vouchers in the form required by the County. All expenditures made by the Agency in connection herewith, must be made in accordance with the detailed contract budget as approved by the New York State Office of Children & Family Services to qualify for payment. Said budget is attached hereto and made a part hereof.

**FOURTH:** It is understood by and among the parties that considerations set forth in paragraph second above represents the full obligation of the County hereunder and that the County intends to apply to the State of New York for reimbursement of funds for acting as sponsor of this program.

**FIFTH:** The County hereby designates the Executive Director of the Youth Bureau as the contract supervisor herein and said supervisor shall be responsible for evaluating the services provided under this agreement by the Agency. The Agency's failure to comply with the supervisor's request to correct program deficiencies within a reasonable time shall constitute a breach of this Agreement.

**SIXTH:** The Agency agrees to maintain complete and separate fiscal accounts for the program in accordance with generally accepted accounting principals together with other

records and reports of this Program. The Agency agrees to make such accounts, records and reports available to the County upon request of the programs supervisor within 5 days of such request. The Agency agrees to allow the County to provide the New York State Office of Children & Family Services with all such accounts, records and reports if requested:

**SEVENTH:** The agency agrees that all equipment purchased with a unit cost over \$100, with a useful life of more than two years is the property of the County and upon the termination of this contract; the County may request that the equipment be returned.

**EIGHTH:** The Program run by the Agency shall be open to all children regardless of race, creed or color and shall comply with all applicable state and federal statues, rules and regulations including freedom of information laws.

**NINTH:** The refusal of the Agency or any of its officers, directors, staff, or members, when called before a Grand Jury to testify concerning any transaction or contract had with the State of New York, any political subdivision thereof, a public authority or with any public department, agency or official, of the State of New York, or of any political subdivision thereof, or of a public authority, to sign a waiver of immunity against subsequent criminal prosecution or to answer any relevant question concerning such transaction or contract, shall disqualify the Agency and such officer, director, staff or member thereof, from thereafter sell to or submitting bids to or receiving awards from or entering into any contract with Genesee County or any public department, agency, or official thereof, for goods, work or services for a period of five years after such refusal, and any and all contracts made with any municipal corporation or any public department, agency, or official thereof by such person, and by any firm, partnership or corporation without any liability on the part of the municipal corporation or any penalty or damages on account of such cancellation or termination.

**TENTH:** The Agency shall indemnify and hold the County harmless from all claims, demands, causes of action and judgments arising out of injury to persons or property as a

result of the providing of this program by the Agency. In furtherance thereof, the Agency agrees to maintain liability insurance coverage sufficient to protect its interest and that of the County and to name the County as an additional insured on said policies for the purpose of protecting the County in the conduct of this program.

**ELEVENTH:** This Agreement is contingent upon the approval of the New York State Office of Children & Family Services of the financial aid requested for the Program, which is the subject of this Agreement. This Agreement shall not take effect and payments shall not be made unless approval for the application to the New York State Office of Children & Family Services for aid for this project is received.

IN WITNESS WHEREOF, the undersigned have set their hand this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**COUNTY OF GENESEE**

By *Robert M. Stein*  
Chairman, County Legislature

City of Batavia

By \_\_\_\_\_  
President, City Council

**Total Program Budget Summary  
Genesee-Orleans Youth Bureau**

Agency/Municipality: City of Batavia  
Program Name: Batavia Youth & Rec  
Funding Year: 2020

**Personal Services**

Position Title	Rate of Pay	Basis (W, BW, SM)	Total OCFS Program Amount	Total OCFS Funds Requested for this program
Program Coordinator	24.36/hr	BW	51,557	
Program Assistant	18.20/hr	BW	37,843	
Rec Specialist		BW	5,308	
Rec Leaders - 7		BW	41,564	
Rec Attendants - 11		BW	45,735	
Total Salaries & Wages			182,007	
Total Fringe Benefits			24,923	
Total Personal Services			206,930	0

**Contracted Services & Stipends**

Type of Service or Consultant Title	Rate of Pay	Basis (S, M, HR)	Total OCFS Program Amount	Total OCFS Funds Requested for this Program
Genesee Co - Ex Director		Q	19,525	
Contract Programs			3,100	
Total Contracted Services			22,625	0

**Maintenance & Operation**

(all other expenses except facility repairs)

	Total OCFS Program Amount	Total OCFS Funds Requested for this Program
Consumable Supplies: to include food	13,750	Item Descriptions
Maintenance/Equipment Repairs	1,500	
Equipment Rentals (list in space at right)		
Equipment Purchases (list in space at right)		
Space Rentals (indicate rate/basis/type at right)	13,200	
Travel (includes mileage rate @0. ___ per mile)	2,275	
Training Expenses	900	
Utilities and Telephones	2,370	
Other Costs (list in space at right)	9,896	
Total Maintenance & Operation	43,891	16,330

Total OCFS Program Amount	273,446	
<b>TOTAL OCFS FUNDS REQUESTED</b>		<b>16,330</b>

List other funding sources:

		Actual 2019	Estimated 2020
Grants	Senator Ranzenhofer	10,000	
Municipal funding	City of Batavia, Town of Batavia	238,056	250,516
UW			
Other sources	YMCA	2,750	6,600

#-2020

**A RESOLUTION TO AUTHORIZE BUDGET AMENDMENTS FOR 2019/2020 FISCAL YEAR**

**Motion of Councilperson**

**WHEREAS**, in order to close out the 2019-2020 fiscal year budget certain budget transfers and amendments need to be made; and

**WHEREAS**, the City of Batavia experienced expenses over budget in General Fund areas including information technology, legal services, recognition of city owned assets, clerk, and police, as well as, in the Workers Comp Fund and Health Insurance fund in the 19/20 fiscal year; and

**WHEREAS**, pursuant to Article 4, section 4a of the Workers' Compensation Law requiring the City to establish a reserve fund, the City has a Workers' Compensation Reserve Fund with an estimated balance of \$642,452.73 as of March 31, 2020; and

**WHEREAS**, pursuant to General Municipal Law 6-n, the City of Batavia has an established Self-Insurance Health Benefit Plan Reserve Fund with an estimated balance of \$411,450 as of March 31, 2020.

**NOW, THEREFORE, BE IT RESOLVED**, that the Council of the City of Batavia does hereby authorize the City Manager to utilize contingency, other revenue accounts and reserves as shown below; and

**BE IT FURTHER RESOLVED**, by the Council of the City of Batavia that the City Manager be and hereby is authorized to make the following budget amendments and transfers effective March 31, 2020: **To amend the 2019-20 budget**

**By increasing expenditure accounts:**

001.1325.0400.0000	Clerk Treasurer Other Expenses	\$ 17,081.98
001.1420.0437.0000	Legal Professional Fees	\$ 53,333.72
001.1680.0201.1906	Info.Sys. Small Equip. COVID	\$ 1,995.07
001.1680.0423.0000	Info.Sys. Contract Services	\$ 30,950.00
001.3120.0101.0000	Police Overtime	\$ 115,288.45
001.3120.0101.1177	Police Overtime DWI Crackdown	\$ 597.44
001.3120.0200.0000	Police Equipment	\$ 3,053.64
001.3120.0802.0000	Police Social Security	\$ 1,732.84
001.5110.0401.9405	Street Maintenance CHIPS	\$ 57,522.22
001.6989.0400.0000	Recognize City owned Assets	\$ 209,491.29
006.9040.0803.0061	Workers Comp – Police	\$ 13,628.24
006.9040.0803.0062	Workers Comp – Fire	\$ 64,847.24
006.9040.0803.0063	Workers Comp – DPW	\$ 12,534.17
007.9060.0423.0000	Health Ins Fd Contract Svcs	\$ 2,067.15
007.9060.0807.0000	Health Ins. Fd – Health Ins	\$1,252,719.08
007.9060.0807.0008	Health Ins. Fd – Health Ins Retirees	\$ 309,929.58

**By decreasing expense account:**

001.1990.0500.0000 General Fund Contingency \$ 254,500.00

**By increasing revenue accounts:**

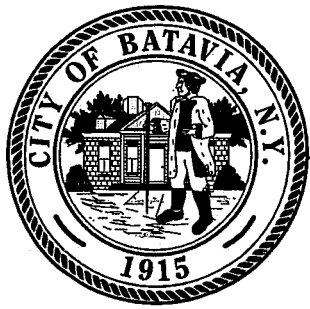
001.0001.3589.0000 State Aid-PAVE NY & Winter Rec \$ 57,522.22  
001.3120.0101.1177 Police DWI Crackdown 18/19 \$ 597.44  
001.0001.1110.0000 Sales & Use Tax \$ 178,426.99  
006.0006.0511.2160 Approp. Reserves – Workers Comp \$ 91,009.65  
007.0007.2401.0000 Interest and Earnings \$ 2,067.15  
007.0007.2680.0000 Insurance Recoveries (stop loss) \$ 916,093.19  
001.0001.0511.2108 Health Insurance Reserves \$ 302,816.70  
007.0007.0599.0000 Appropriate Fund Balance \$ 268,034.59

**Effective March 31, 2020 approve budget transfer from and to:**

002.9961.0908.0000 Transfer out for Health Insurance \$ 41,637.30  
003.9961.0908.0000 Transfer out for Health Insurance \$ 30,281.67  
004.9961.0908.0000 Transfer out for Health Insurance \$ 3,785.21  
007.0007.5031.0000 Interfund Transfer In \$ 75,704.18

**Seconded by Councilperson  
and on roll call**

DRAFT



# City of Batavia

## *Memorandum*

To: Martin D. Moore, Ph.D., City Manager

From: Lisa Neary, Deputy Director of Finance

Date: June 9, 2020

Subject: Audit Advisory Board

As part of the City of Batavia's audit process, the City appoints three city residents and two 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 last year for a term that expires December 31, 2020 and Bob Bialkowski and Paul Viele served for a term that expired December 31, 2019, therefore two councilmembers are needed to fill those positions. It was determined in the business meeting that Councilmember Bialkowski and Karas are interested in participating on the board for 2020.

Attached is a resolution to appoint those people to serve on the Audit Advisory Board as determined by Council.

Please let me know if you have any questions.

#-2020

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

**Motion of Councilperson**

**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  
David Leone

December 31, 2020  
December 31, 2020  
December 31, 2020

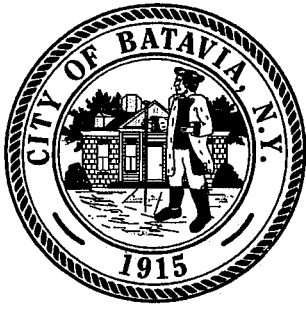
Councilmembers:  
Bob Bialkowski  
Jeremy Karas

December 31, 2020  
December 31, 2020

**Seconded by Councilperson  
and on roll call**

**DRAFT**





# City of Batavia

## *Memorandum*

To: Martin Moore, Ph.D., City Manager

From: Lisa Neary, Deputy Director of Finance

Date: June 4, 2020

Subject: K-9 Program Donations

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. After speaking with the City's audit firm, it was determined that the best way to account for this is to place these funds (after subtracting out expenses) into Committed Fund Balance so that the funds will be available in the next fiscal year for continued use toward this program. If we do not take this step, the donations will be absorbed in the City's Unassigned Fund Balance and therefore become unavailable to be used specifically for this program. This is a way to account for whatever donations that may be left at year end in a way to keep it restricted for that program.

Attached please find a resolution supporting this action. This would be effective at our year ending March 31, 2020. I'm available at any time if you have any questions.

#-2020

**A RESOLUTION COMMITTING \$11,228.53 OF DONATIONS FOR THE K-9  
PROGRAM TO 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 \$11,228.53 in donations for the K-9 program in the fiscal year ending 3/31/2020; and

**WHEREAS**, the Bureau of Finance is desirous to place these funds, effective 3/31/20 and each year end moving forward, net of k-9 related expenses, into Committed Fund Balance to be used in funding the program.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Batavia, effective 3/31/20 and each year end moving forward, does hereby authorize the transfer of donations, net of expenses, for the k-9 program to Committed Fund Balance.

**Seconded by Councilmember  
and on roll call**

**DRAFT**