



BATAVIA CITY COUNCIL SPECIAL BUSINESS MEETING

City Hall - Council Board Room
One Batavia City Centre
Monday, June 22, 2020 at 7:00 PM
(following Conference meeting)

AGENDA

- I. Call to Order
- II. New Business
 - #45-2020 A Resolution Authorizing Agreement With Ty Lin International For Engineering Services For The Highway Preventive Maintenance Project (Harvester And Richmond)
 - #46-2020 A Resolution To Execute The 2020 Funding Agreement Between Genesee County And City Of Batavia For Reimbursement Of Funds Related To Youth Bureau Programming
 - #47-2020 A Resolution To Authorize Budget Amendments For 2019/2020 Fiscal Year
 - #48-2020 A Resolution To Appoint Members To Various City Committees/Boards
 - #49-2020 A Resolution \$11,228.53 Of Donations For The K-9 Program To Committed Fund Balance
- III. Adjournment



City of Batavia

Memorandum

To: Martin Moore, City Manager

From: Matt Worth, Director of Public Works

Date: April 20, 2020
Rev/Update June 12, 2020

Subject: Selection of Design Professional for Richmond Avenue / Harvester Avenue Project

The City of Batavia was awarded Federal Highway funding through the Genesee Transportation Council for the rehabilitation of Richmond Avenue (State St to Oak St) and Harvester Avenue. The selection of a design professional to begin scoping and preliminary design is the first step towards completing the construction scheduled for 2022.

The solicitation for design professionals was issued on March 24, 2020 to a pre-approved NYSDOT list of design firms with proposals due on Tuesday April 21, 2020. A team of City employees including The Director of Public Works, Superintendent of Maintenance, Superintendent of Water/Wastewater and City Manager shall review and score the proposals during the week. Once a design firm is selected, and NYSDOT has signed off on the process, a contract shall be developed and recommendation for approval at the May 11, 2020 Council Business Meeting.

It is expected that the review and scoring shall be complete by the Monday April 27, 2020 Conference Meeting where additional information to Council shall be provided.

UPDATE:

As was announced at the April 27th Council Meeting it was announced that TY-Lin Engineers out of Rochester, NY has been selected as the design firm for this project. The design fees have been negotiated, and reviewed by NYSDOT with an agreed upon "not to exceed" cost of \$330,000 which includes scoping, preliminary design, detailed design and ROW investigation. This is below the budgeted amount of \$331,700 and the actual "tight estimate" is several thousand dollars lower yet, which could allow for some flexibility to try and transfer these funds into construction.

Supporting Documentation:
Draft Resolution

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#45-2020

**A RESOLUTION AUTHORIZING AGREEMENT WITH
TY LIN INTERNATIONAL FOR ENGINEERING SERVICES FOR THE HIGHWAY
PREVENTIVE MAINTENANCE PROJECT (HARVESTER AND RICHMOND)**

Motion of Councilmember

WHEREAS, a project for the preventive maintenance of two streets Harvester Avenue from NYS Routes 5/33 to NYS Route 63, and Richmond Avenue from Oak Street to State Street, City of Batavia, Genesee County, P.I.N. 4761.16 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs of such program to be borne at the ratio of 80% Federal funds and 20% non-Federal funds; and

WHEREAS, the City of Batavia desires to advance the project that has been previously approved as part of the New York State Transportation Improvement Program

WHEREAS, a request for proposals was issued, and a committee of City and NYSDOT personnel selected TY LIN International to perform the work out of nine proposals that were received;

NOW THEREFORE, be it resolved that City Council approves the award of a contract for Engineering services for PIN 4761.01 City of Batavia Harvester St. and Richmond Ave. to TY LIN International for \$330,000.00 or as otherwise modified by New York State Department of Transportation.

**Seconded by Councilmember
and on roll call**

#46-2020

**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**

#47-2020

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
001.31200.0802.0000	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 Srvcs	\$	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**

#48-2020

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	December 31, 2020
Marc Staley	December 31, 2020
David Leone	December 31, 2020

Councilmembers:

Bob Bialkowski	December 31, 2020
Jeremy Karas	December 31, 2020

**Seconded by Councilperson
and on roll call**

#49-2020

**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**