

# **CITY OF BATAVIA – CONFERENCE MINUTES**

## **MONDAY, SEPTEMBER 25, 2023**

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

In attendance from the City were Chief Heubusch, Erik Fix, Brett Frank, Tom Phelps, Rebecca McGee, and Krista Galdun.

### **Call to Order**

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

### **Public Comments**

None.

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

None.

### **Communications**

Notre Dame High School requested to hold a 5K on Saturday, September 30<sup>th</sup> from 9am-12pm starting and ending at ND High School and through City streets. Council approved.

The BID requested to hold their annual wine walk on Saturday, October 7<sup>th</sup> from 4-8pm at downtown businesses. They requested open container on the application. It was later determined that due to it being discussed at the meeting, open container was approved but City staff will put forward a resolution for open container requests going forward for a more formal approval process.

The Batavia Development Corp submitted an application for an indoor farmer's market on various Saturdays starting October 28<sup>th</sup> through March 30, 2024 in the City Centre Concourse from 10am-1:30pm. Council approved.

### **Council President Report**

Council President Jankowski announced the next City Council meeting to be held on Tuesday, October 10, 2023 at 7:00 pm at the City Hall Council Board Room, 2<sup>nd</sup> Floor, City Centre.

### **Proclamation**

Thad Mart Retirement – Council President Jankowski presented a proclamation for

09/25/2023

Thad Mart who retired as a detective on August 19, 2023 after 17 years of service. He began as a police officer, had previously served in the US Navy, and served the City in many positions throughout his career. He has been recognized for his outstanding police work by many organizations and was an outstanding trainer to many. The City of Batavia made the proclamation to sincerely thank Detective Mart for his service to the City and the country.

### **Presentations**

a – Audit Presentation – Erica Handley, Director at Drescher & Malecki, presented the audit of the 2022-2023 fiscal year and went over the deliverables related to the audit. She noted that a single audit opinion was issued due to the City expending more than \$750,000 in federal funds. Ms. Handley reviewed the auditor communications, noted they received full cooperation from all departments and explained that they planned on issuing an unmodified opinion on the audit. She reviewed the general fund revenues and expenditures and what made up the fund balance. She also reviewed the business type activities and noted that the City was in a good financial position.

b – Batavia Home Fund presentation – Erik Fix, Assistant City Manager, explained this was a joint fund between the City, Town of Batavia and GCEDC. He noted that it has been in operation for about a year and it's for three activities which are new builds, renovations and conversions. He noted that almost half of the City stock is over 80 years old and this was designed to help fund these new projects. Mr. Fix explained the project scoring model which will help make sure it's a good fit and between \$10,000 and \$50,000 is available for each reimbursable project. He noted that GCEDC would provide \$100,000 of initial funding. Councilmember Canale stated that there was a need for housing for young professionals but also for seniors looking for reasonably priced housing. Mr. Fix agreed and noted that was a focus of the group. Mrs. Tabelski noted that the City struggles for available land so looking for varying types of housing and would be happy to help facilitate if Harvester was looking to convert.

### **Appointments – Pamela Meyer – Historic Preservation**

Councilmember Schmidt noted that she, along with Councilmember Briggs, approved of the appointment and thought that Mrs. Meyer was a great fit based on her activities. Council agreed to move the item forward.

### **Assignment of Unassigned Fund Balance to Reserves**

Mrs. Tabelski noted that, per the audit review, the City wanted to move some unassigned fund balance to reserves and noted her recommendations which included police, fire, public works, ice rink, facilities, sidewalks, compensated absences, retirement, and parking lot reserves. She noted that the total was \$2.1 million. Council agreed to move the item forward.

### **Appropriate Unassigned Fund Balance to Zoning Code Update Committed Fund Balance**

Mrs. Tabelski noted that the City needs flexible zoning to have more housing in different areas and this would be for zoning code update. She asked for \$75,000 and noted it would be a 9-13 month process. She explained that a committee would be formed, it was a long process but also long overdue. Council agreed to move the item forward.

### **Appropriate Sewer Unassigned Fund Balance to Sludge Reserve**

Mrs. Tabelski wanted to move \$2 million of unassigned fund balance to the sludge reserve as pond A2 needs to be cleaned first based on the study. Council agreed to move the item forward.

### **Ice Rink Chiller Replacement SEQR**

Mrs. Tabelski noted that the City needs to declare lead agency status for this project. Council agreed to move the item forward.

### **Creek Park Committed Fund Balance and Environmental**

Mrs. Tabelski noted that last fall there was approval for use of funds for the Creek Park and the company changed their name so doing this resolution to account for the updates. Council agreed to move the item forward.

### **Dwyer Stadium Lease Agreement**

Mrs. Tabelski noted that CAN-USA has operated Dwyer Stadium for the past three seasons and have updated Council each year on their activities and results. She noted they discussed a lease extension option with extensions up to three times and up to five years each. She recommended the City approved the lease agreement. Council agreed to move the item forward.

### **Mix Place Re-Zone**

Mrs. Tabelski reminded Council that it was recommended to rezone a specific parcel on Mix Place but think it's a better idea to update some of the zoning code to modify definitions which would accomplish the same thing but not be limited to just those parcels. Mr. Van Nest noted this would go back to the Planning and Development Committee for review on the revisions. Council agreed to move the item forward.

### **Traffic Safety Grant**

Chief Heubusch noted that the police apply for this grant each year to fund overtime for reductions of dangerous driving and the grant runs from October 2023 to September 2024. Council agreed to move the item forward.

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**Conference Meeting adjourned at 8:03 PM.**

**Respectfully submitted,**

**Heidi J Parker  
Clerk-Treasurer**

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