

BATAVIA CITY COUNCIL CONFERENCE MEETING

**City Hall - Council Board Room
One Batavia City Centre
Monday, June 26, 2017 at 7:00 PM**

AGENDA (Amended)

- I. Call to Order
- II. Invocation – Councilperson Bialkowski
- III. Pledge of Allegiance
- IV. Public Comments
- V. Council Response to Public Comments
- VI. Communications
 - a. Ramble Music & Arts Festival – July 1st
 - b. Kiwanis 5K Run/Walk – July 4th
 - c. Picnic in the Park – July 4th
 - d. Community Action Children’s Carnival – August 18th
 - e. Beertavia – August 12th
 - f. BID Wine Walk – October 7th
- VII. Council President Report
 - a. Announcement of the July City Council Business and Conference meeting to be held on Monday, July 10, 2017 at 7:00 p.m. at the City Hall Council Board Room, 2nd Floor, City Centre
- VIII. Appoint Members to Various City Committees/Boards
- IX. Schedule a Public Hearing to Provide Information to Public on CDBG Program
- X. Close-out Capital Project
- XI. Authorize Budget Transfers and Budget Amendments
- XII. Engineering Services for the Pedestrian Way
- XIII. Agreement with NYS DOT for Preliminary Engineering for Pedestrian Way
- XIV. Executive Session...Litigation and Employment Matters
- XV. Adjournment

Upcoming Events:

Ramble Music & Arts Festival

There are no OT or material costs from the departments.

Kiwanis 5K Run/Walk

Costs estimated from the police department are \$368. There are no other costs from the other departments.

Picnic in the Park

Costs estimated from the police department are \$276 and from the BOM are \$335. There are no costs from the other departments.

Community Action Children's Carnival

There are no costs from the departments.

Beertavia

There are no OT or material costs from the departments.

BID Wine Walk

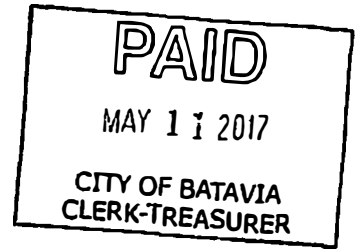
Costs estimated from the police department are \$92. There are no other costs from the other departments.



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

Official Use Only:

2017-22
Event Application #:



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

Event Sponsor Downtown Batavia Business Improvement District Manage. Assoc
 Type of Event Downtown Ramble Music & Arts Festival
 Date of Event Saturday, July 1st
 Time of Event (don't include set up time here - just actual event time) _____
 Location of Event Downtown (Center St, School St, Jackson St)
 Details of Event (be as specific as possible!) Music & arts festival featuring 2 stages (1 in Jackson Square, 1 on Center St) vendors, kids zone with games & bounce houses, food trucks

Contact Information:

Primary contact:

Secondary contact:

Name Beth Kemp
 Phone # 344-0905
 E-mail address kemp@downtownbataviainc.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: July 1, 2017

Set up time: 8:30 AM

Tear down date: July 1, 2017

Tear down time: 9:30 PM

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: 7/1/17

Start time: 10:00 AM

End time: 9:00 PM

Estimated crowd size: 1,000

of Vendors/Displays 100

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
* 20 different bands playing on 2 different stages.

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? sound for bands (Jackson Square)

Will generators be used? Yes No

If yes, INCLUDE SITE DRAWING INDICATING PLACEMENT/LOCATION OF GENERATOR

SIZE OF GENERATOR(S) TBD FUEL SOURCE - GAS - - DIESEL - - PROPANE -

↳ waiting on requests back for donated generator to be used for any vendor needing electric

TENTS/CANOPIES:

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

Please list size(s) of Tents/Canopies or other temporary structures erected.

Vendors are allowed
10x10 tents properly secured & weighted, bounce houses
erected in kids zone

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: safety of vendors/bands
and allowing community members to enjoy and be safe at festival.

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

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

Will street barricades be requested from the City? Yes No How Many? 12-14

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

Batavia Business Improvement District Management Assoc.

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 Batavia BID Manag. Assoc. (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.

4/28/17
Date:

Batavia Business Improvement District Management Assoc.
Name of Event Sponsor:

Elizabeth M Kemp, Exec. Director
Authorized Signature, Title

Elizabeth (Beth) Kemp
Name - Printed or Typed

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

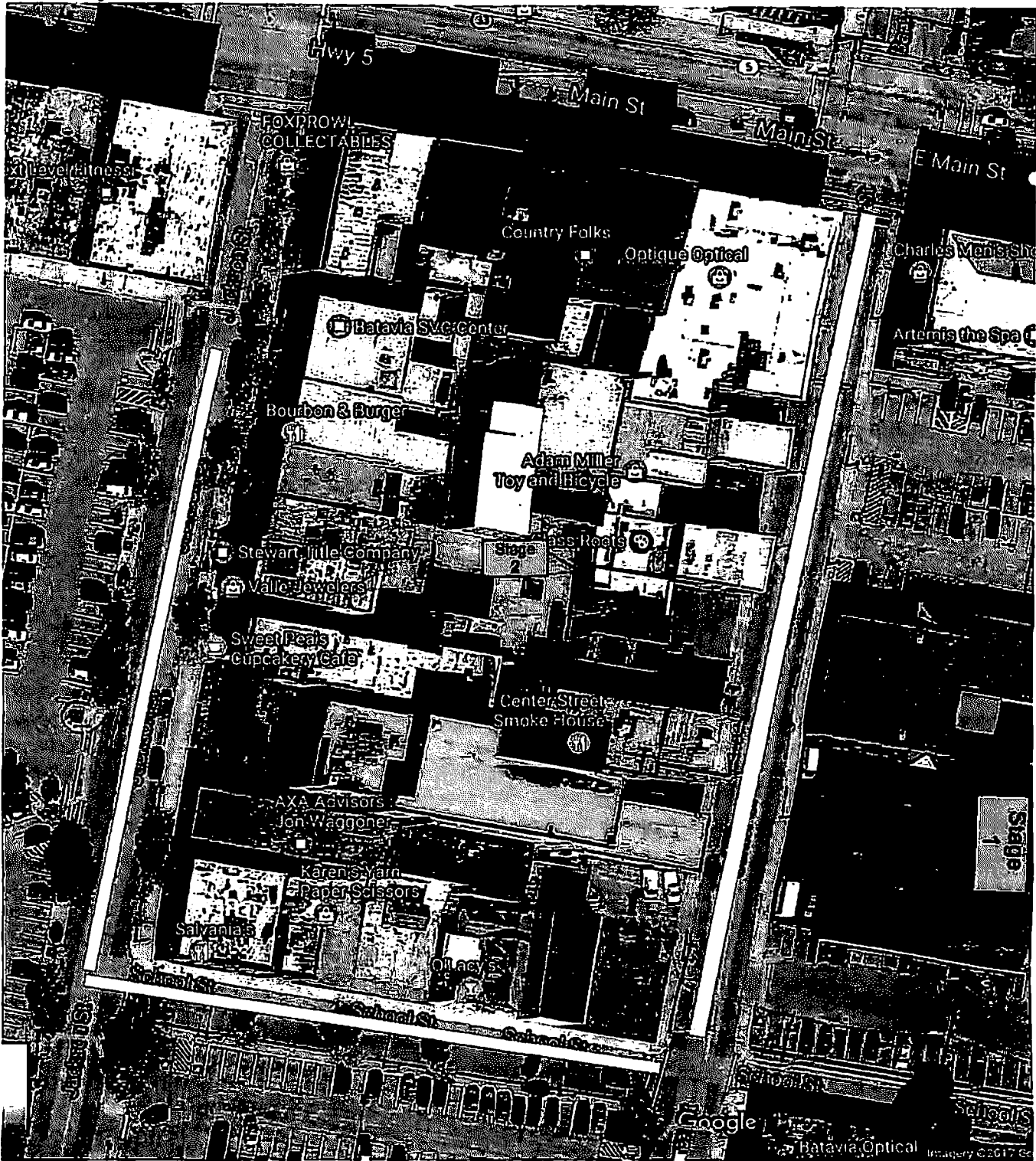
4/28/17
Date:

Elizabeth M Kemp
Signature of Applicant:


Please forward this application to:

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

2017 Downtown Ramble Music & Arts Festival



 Road Closing Barricade

 Stage 1 Center Street (South of School St., facing Main St.)

 Stage 2 Jackson Square

Vendor Alleys

Requesting to close off most of Center Street, Jackson Street and School Street. Multiple bands will play on 2 different stages throughout the day on either Stage 1 located in the Generations Center Parking Lot and Stage 2 located in Jackson Square. Craft and food vendors will be set up along Jackson and Center Streets. A kids zone will be located on Center Street closer to Main St. Kids zone will host games, bounce houses and train. A small group of custom stock cars will be allowed on School Street for show.



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

Official Use Only:

2017-24
Event Application #

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

Event Sponsor The Kiwanis Club of Batavia

Type of Event 5K run/walk

Date of Event July 4, 2017

Time of Event (don't include set up time here - just actual event time) 9:00 AM

Location of Event Centennial Park and Glow Corporate Cup 5K route

Details of Event (be as specific as possible!) It is a 5 Kilometer run/walk that begins at Centennial Park on Richmond Ave and finishes at the park on Ellicott Ave

Contact Information:

Primary contact:

Name David V. Chao
Phone # 585-356-7670
E-mail address chao9300@aol.com

Secondary contact:

Chuck Flynn
716-860-2222
cflynn001@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: Score-this.com

Will there be alcohol at your event?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	If yes, complete the following:
Type of alcoholic beverage to be served:	Liquor <input type="checkbox"/>	Wine <input type="checkbox"/>	Beer <input type="checkbox"/>
Will you be providing alcohol to your group?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Will you be selling alcohol to your group?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Insurance certificate WILL BE required with Liquor Legal.
Will people be allowed to bring alcohol to the event?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	DATE: 05/31/2017 TIME: 13:49:44 GENERAL RECEIPTS RECEIPT TYPE: 259G RECEIPT N 35420
Who will be applying to the NYS Liquor Authority for the permit to sell?	AMOUNT PAID --- 25.00		

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

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

EVENT INFORMATION (required):

Set up date: 7/4/17

Set up time: 7:30AM

Tear down date: 7/4/17

Tear down time: 11:30AM

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: 7/4/17 Start time: 8:00AM End time: 11:00AM

Estimated crowd size: 300 # of Vendors/Displays 3

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

BHS Brass Ensemble

Sean Williams

(585) 343-2480

Name of Company Providing Above:

Company Contact/Representative

Phone #

Centennial Park
Address, Street

Ratavia 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? _____

Will generators be used? Yes No

If yes, INCLUDE SITE DRAWING INDICATING PLACEMENT/LOCATION OF GENERATOR

SIZE OF GENERATOR(S) _____ FUEL SOURCE - GAS - - DIESEL - - PROPANE -

TENTS/CANOPIES:

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

Please list size(s) of Tents/Canopies or other temporary structures erected. a finish line
will be erected on corner of Park Ave and Ellicott Ave

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: To allow
runners to finish safely

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

Ellicott Ave Street to be closed Washington Ave Cross Streets & Park Ave
Richmond Ave Street to be closed Ellicott Av. Cross Streets & State St
Street to be closed Street to be closed Cross Streets & Cross Streets
Street to be closed Street to be closed Cross Streets & Cross Streets

Will street barricades be requested from the City? Yes No How Many? 4

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

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

5/18/17

Date:

The Kiwanis Club of Batavia

Name of Event Sponsor

David V. Chu

Authorized Signature, Title

David V. Chu

Name - Printed or Typed

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

5-18-17

Date:

David V. Chu

Signature of Applicant:

Please forward this application to:

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

GLOW CORPORATE CUP 5K



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

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

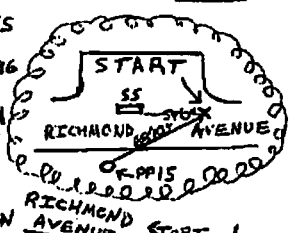
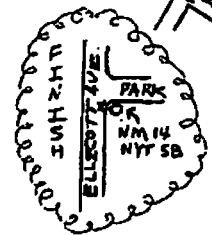
- NE CNR of EAST & ELM
- 19'11" W of NW CNR of SS
- 5'11" S of P on ELM

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



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



Measured by
 Steve Tufts
 Batavia, NY
 July 10, 2014
 ☺
 585-404-8858

Calibrated on NY06111KL



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

PAID
JUN - 1 2017
CITY OF BATAVIA
CLERK-TREASURER

Official Use Only:

2017-25
Event Application #:

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

Event Sponsor Genesee-Orleans Regional Arts Council / GO ART!
Type of Event Annual Picnic in the Park
Date of Event July 4th, 2017
Time of Event (don't include set up time here - just actual event time) 11-5pm
Location of Event Centennial Park, Batavia
Details of Event (be as specific as possible) GO ART's annual "Picnic in the Park" community arts event w/ live music, arts, crafts and food.

Contact Information:

Primary contact:

Name Gregory Hallock
Phone # 343-9313
E-mail address ghallock@goart.org

Secondary contact:

Name Jennifer Gray
Phone # 343-9313
E-mail address jgray@goart.org

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

Will there be alcohol at your event?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	If yes, complete the following:
Type of alcoholic beverage to be served:	Liquor <input type="checkbox"/>	Wine <input type="checkbox"/>	Beer <input type="checkbox"/>
Will you be providing alcohol to your group?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Will you be selling alcohol to your group?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Insurance certificate WILL BE required with Liquor Legal.
Will people be allowed to bring alcohol to the event?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
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: TOD - mutually agreed upon w/ DPN Set up time: TOD
Tear down date: same day Tear down time: same day / immediately following

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: 7/4/17 Start time: 11am - 5pm End time: 5pm
Estimated crowd size: 3-5K # of Vendors/Displays 30-50 arts, crafts, food, Non-profits

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

GO ART, same as above
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? main stage, some food vendors

Will generators be used? Yes No

If yes, INCLUDE SITE DRAWING INDICATING PLACEMENT/LOCATION OF GENERATOR

SIZE OF GENERATOR(S) _____ FUEL SOURCE - GAS - - DIESEL - - PROPANE -

TENTS/CANOPIES:

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

Please list size(s) of Tents/Canopies or other temporary structures erected. 2 flat beds from Cy Farms + 2 tents from Sterling: 30x50, 20x20

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: kiddie parade - Ellicott Ave from Richmond to Park then on Park from Ellicott to Lincoln.

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

Ellicott Ave to Park Ave &
Street to be closed Cross Streets
Corner of Park Ave to Lincoln Ave &
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? 6-8

Will traffic cones be requested from the City? Yes No How Many? 34
(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.

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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

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

5/25/2017
Date:

GO ART!

Gregory A. Hallock, Executive Director
Authorized Signature, Title
Gregory A. Hallock
Name - Printed or Typed

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

5/25/17
Date

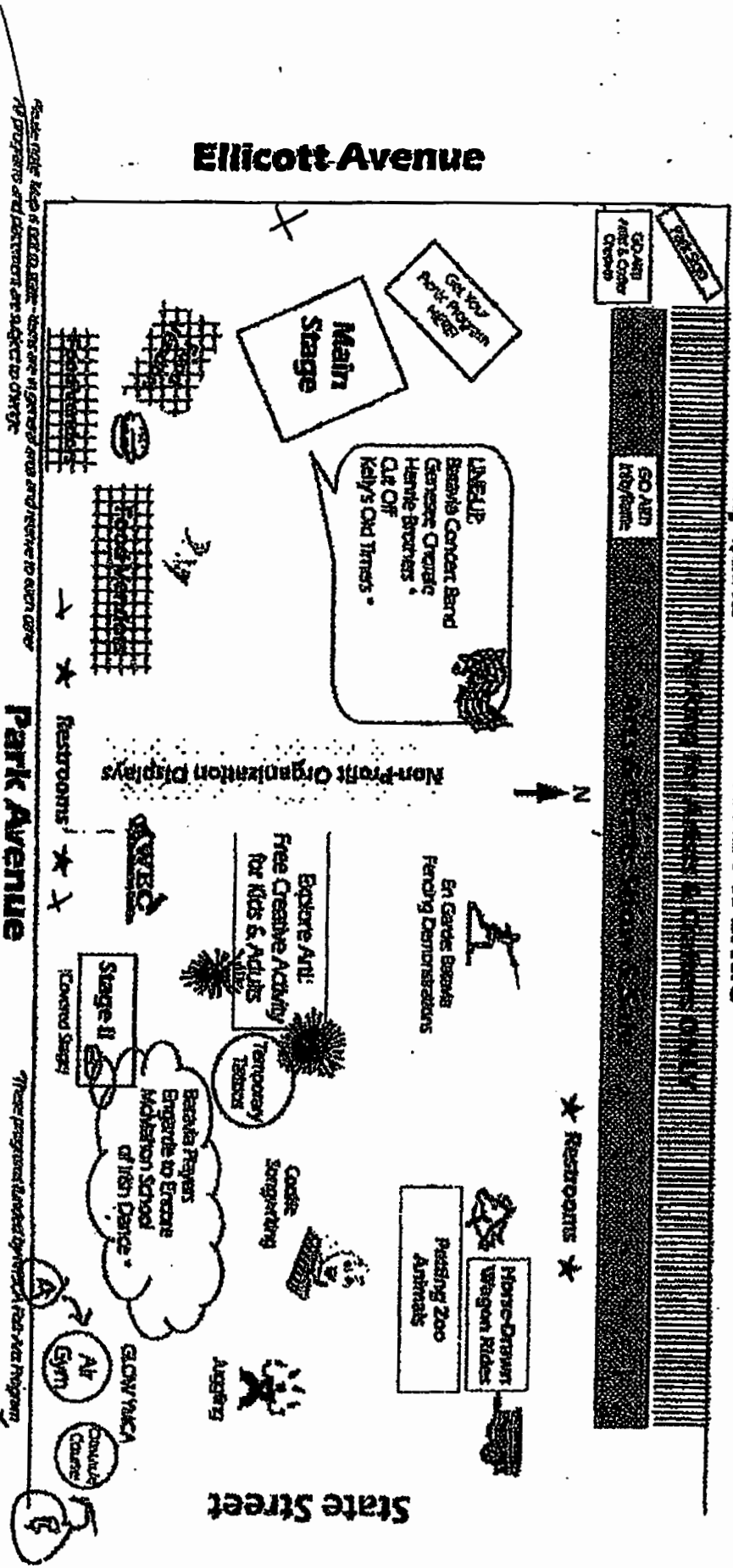
[Signature]
Signature of Applicant

Please forward this application to:

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

Centennial Park, Batavia, NY
 GO AHEAD Picnic in the Park—July 4, 2012

Richmond Avenue



Ellicott Avenue

State Street

Park Avenue

fee pd. 4/27/17
AUC



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

Official Use Only:

2017-19

Event Application #:

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

Community Action of Orleans & Genesee

Sponsor / Organization:

Childrens Carnival

Type / Name of Event:

Friday Aug. 18, 2017 7am-5pm

Date(s) & Time(s) of Event

Profit

Non-Profit

CONTACT INFORMATION:

Lisa P Wittmeyer

Primary Contact Name

5073 Clinton St Rd

Primary Contact Address

lwittmeyer@caoginc.org

E-Mail Address

343-7798

Home Phone #

802-7256

Cell Phone #

Other #

Kim Gloskowski

Secondary Contact Name

same

Secondary Contact Address

kgloskowski@caoginc.org

E-Mail Address

Home Phone #

356-7803

Cell Phone #

Other #

EVENT DAY CONTACT INFORMATION:

Lisa P Wittmeyer

Contact Name

343-7798

Home Phone #

802-7256

Cell Phone #

Other #

Location of your event: Austin Park

Please provide details of your event: Event time 10am-2pm (we'll be there at 8am for set up), open to all area children; organizations & businesses invited to set up games and a craft booth for children.

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):

Aug 18, 2017 Set-Up Date: 8am Set-Up Time: 2pm Tear Down Date: Aug. 18, 2017 Tear Down Time:

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Aug 18, 2017 Date: 10am Start Time: 2pm End Time: 100+ Estimated Crowd Size: 40 # of Vendors / Displays

WILL THE EVENT INCLUDE:

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

Inflatable Bounce House donated by YMCA Name of Company Providing Above: Company Contact/Representative: Phone #:

Address, Street City Zip Code

Music: Live Group [] Recorded/DJ [x]

DJ Davey Gravey David Laraby Name of Company Providing Above: Phone #:

Albion NY 14411 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 [x] No []

What will you be providing electric to? bounce house, music

Will generators be used? Yes [] No [x]

If yes, INCLUDE SITE DRAWING INDICATING PLACEMENT/LOCATION OF GENERATOR

SIZE OF GENERATOR(S) FUEL SOURCE - GAS - [] - DIESEL - [] - PROPANE - []

TENTS/CANOPIES:

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

Please list size(s) of Tents/Canopies or other temporary structures erected. 8' x 8' or 10' x 10'
Canopies (approx 30)

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)

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.
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 the event is approved, a Certificate of Liability Insurance 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

Community Action, 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 Community Action (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.

4-27-17
Date:

Community Action of Orleans & Genesee
Name of Event Sponsor:

Lisa P. Wittmeyer - Event Coordinator
Authorized Signature, Title

Lisa P. Wittmeyer
Name - Printed or Typed

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

4-27-17
Date:

Lisa P. Wittmeyer
Signature of Applicant:

Please forward this application to:

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

Fee pd 4/6/17
Ainc



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

Official Use Only:

2017-15
Event Application #:

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

Event Sponsor Downtown Batavia Business Improvement District Management Assn.

Type of Event Beertaria

Date of Event Aug 12, 2017 Saturday

Time of Event (don't include set up time here - just actual event time) 2-6 PM

Location of Event Banks St & Alva Place parking lot

Details of Event (be as specific as possible) Beertaria will be located in the Downtown

Public Market location. Craft breweries will serve ticket holders (21 yrs. + older)

Vendors may sell products. A temporary parking lot will be constructed.

Security - Security fencing will define the area.

Primary contact:

Secondary contact:

Name Beith Kemp

Steve Krna

Phone # 344-0900

343-7307

E-mail address bkemp@downtownbataviany.com

Steve@gpins.net

* 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.downtownbataviany.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? *breweries, ciders, meadery

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. **

* Craft breweries have a special farmers market permit through NYS Ag + Market. If they desire, they can sell beer by bottles or in growlers.

EVENT INFORMATION (required):

Set up date: Friday, Aug 11 Set up time: 9 AM
Tear down date: Monday, Aug 14 Tear down time: 9 AM

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: Aug 12 Start time: 2 pm End time: 8 pm
Estimated crowd size: 1,000 # of Vendors/Displays 20

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

TBD

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

If yes, INCLUDE SITE DRAWING INDICATING PLACEMENT/LOCATION OF GENERATOR

SIZE OF GENERATOR(S) TBD FUEL SOURCE - GAS - - DIESEL - - PROPANE -

TENTS/CANOPIES:

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

Please list size(s) of Tents/Canopies or other temporary structures erected.

40 x 80 Main,
12 x 12 Headline Sponsor Tent

ANCHORING INTO PAVEMENT IS PROHIBITED!

If anchoring in grass, soil areas please contact the NYS Dig Safe # at: 1-800-962-7962 or 811

STREET CLOSURE(S):

ANY EVENT REQUIRING A STREET CLOSURE REQUIRES 90 DAY ADVANCE NOTICE

Will street(s) need to be closed for the event? Yes No Reason: Alva Place may be used for event parking for workers, etc but does not need to be closed.

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? 10
(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)

4-6 Trash containers

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.

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

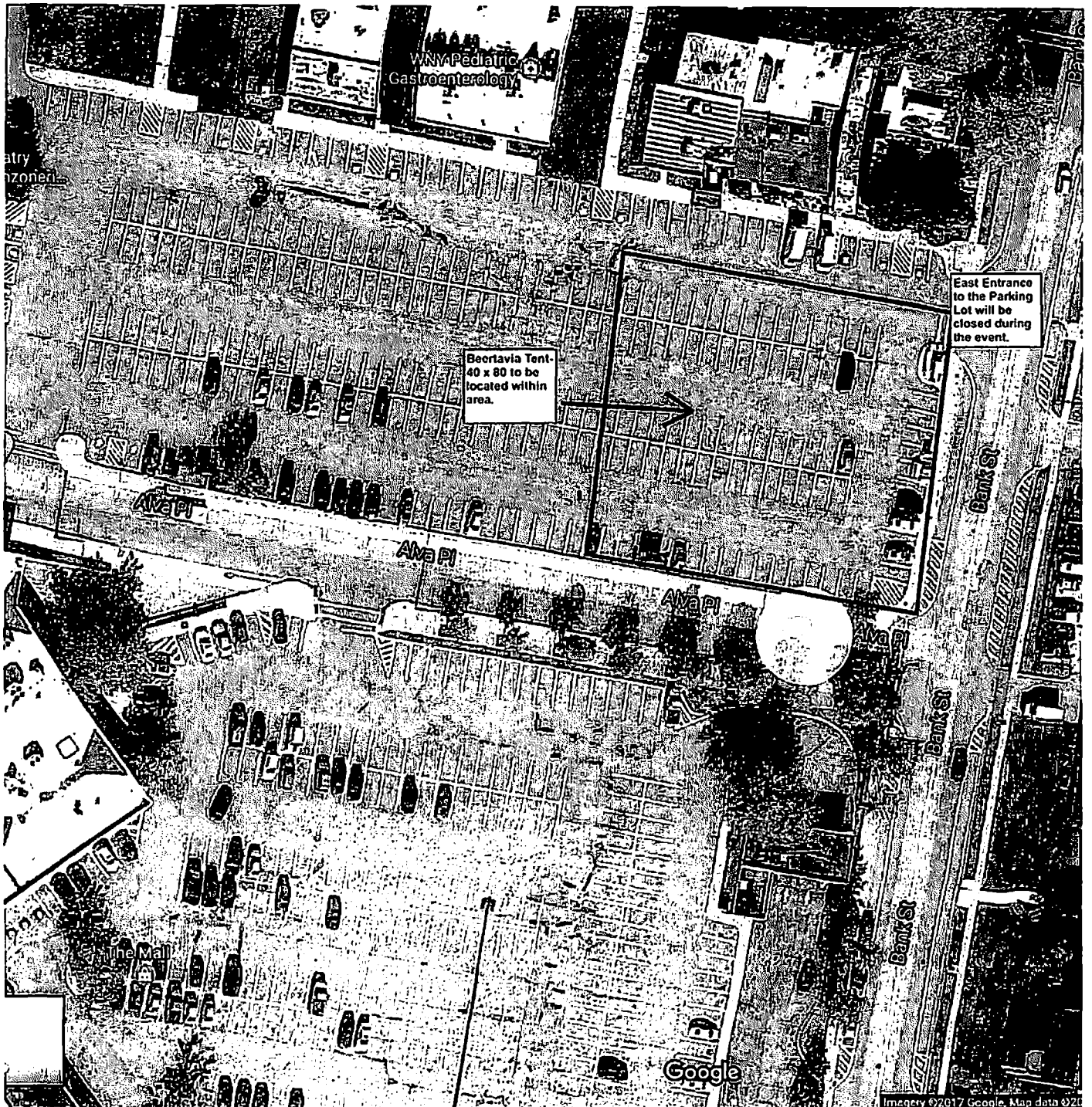
3/15/17 Date: Batavia Business Improvement District Management Association Inc. Name of Event Sponsor:
Elizabeth M Kemp, Exec Director Authorized Signature, Title
Elizabeth (Beth) Kemp Name - Printed or Typed

The rules and information contained within this application have been read and will be adhered to.
3/15/17 Date: Elizabeth M Kemp Signature of Applicant

Please forward this application to:
**City Clerk's Office
Attention: Events Applications Department
One Batavia City Centre
Batavia, New York 14020**

Beertavia

Location at Bank St & Alva Place



Beertavia will utilize the Alva Place/Bank Street Parking lot where the Downtown Batavia Public Market is located. The area for Beertavia will be coned off the night before the event. Surrounding businesses will be notified in advance. The tent will be erected the night before the event (August 11th) and taken down on the Monday after the event (August 14th). A temporary parklet will be created for the event. Security fencing will be placed around the perimeter of event. Security will check Ids. Persons must be 21yrs of age or older to enter.

Fee pd 4/6/17
Ainc



City of Batavia
Batavia, New York 14020
(585) 347-6300

Official Use Only:

2017-17
Event Application #:

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

Event Sponsor Downtown Batavia Business Improvement District Management Assor.

Type of Event Wine Walk

Date of Event October 7, 2017 Saturday

Time of Event (don't include set up time here - just actual event time) 3-8 PM

Location of Event Downtown Batavia (20-24 different shops/locations)

Details of Event (be as specific as possible!) Annual Wine Walk - 1000 tickets sold (21+ yrs. older) Ticket holders will walk from location to location tasting a wine or cider at each location. Alcohol will not be permitted past each store's location. Each shop owner will file for a temporary alcohol permit app w/ NY state and provide proper insurance coverage.

Contact Information:
Primary contact: Beth Kemp
Phone # 344-0900
E-mail address bkemp@downtownbataviany.com
Secondary contact:

* 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: DowntownBataviany.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? Wineries *

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. **

* wineries ^{who} have farmers market permit through NYS Ag+Market will be allowed to sell. All products sold must be labeled and sealed.

EVENT INFORMATION (required):

Set up date: Oct 7, 2017 Set up time: 2:00 PM
Tear down date: Oct 7, 2017 Tear down time: 8:00 PM

PLEASE LIST ALL DATES / TIMES AND CROWD INFORMATION BELOW:

Date: Oct 7 Start time: 3:00 PM End time: 8:00 PM
Estimated crowd size: 1200 # 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

If yes, INCLUDE SITE DRAWING INDICATING PLACEMENT/LOCATION OF GENERATOR

SIZE OF GENERATOR(S) _____ FUEL SOURCE - GAS - - DIESEL - - PROPANE -

TENTS/CANOPIES:

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

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)

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.

Downtown Batavia
Business Improvement District
Management Assoc.

Hold Harmless Agreement

Downtown Batavia B.I.D. Management Assoc., 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 Downtown B.I.D. Management Assoc. (Organizer/Sponsor), its members, agents, employees, volunteers, officers, or directors in relation to activities described in this application and sanctioned by the issuance of a special event permit.

3/31/17
Date

Downtown Batavia B.I.D. Management Assoc.
Name of Event Sponsor:

Elizabeth J. Kemp, Exec. Director
Authorized Signature, Title

Beth Kemp
Name - Printed or Typed

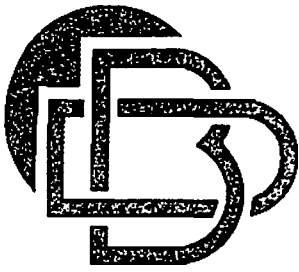
The rules and information contained within this application have been read and will be adhered to.

3/31/17
Date

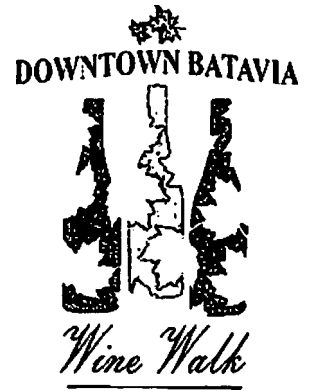
Elizabeth J. Kemp
Signature of Applicant

Please forward this application to:

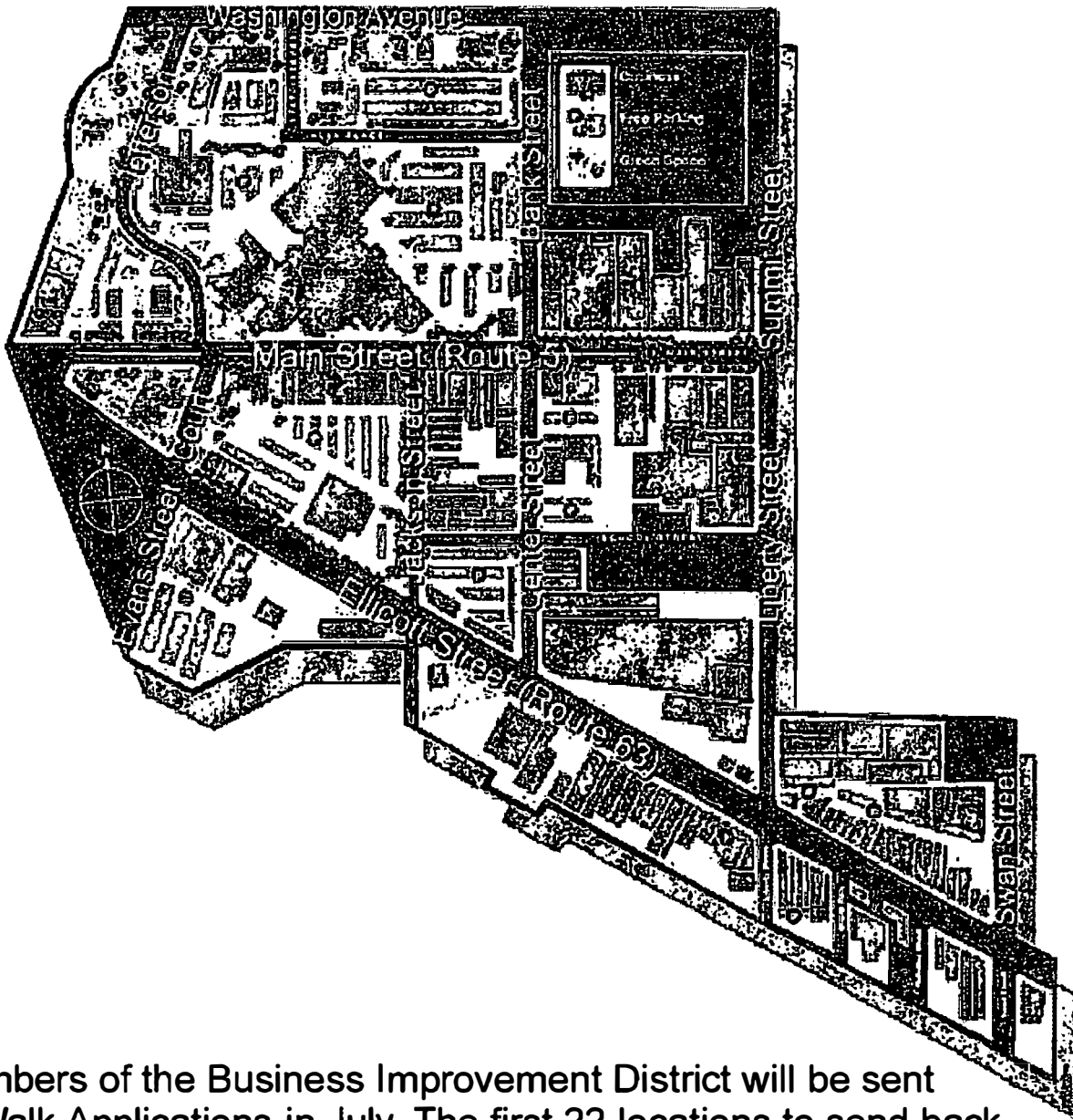
City Clerk's Office
Attention: Events Applications Department
One Batavia City Centre
Batavia, New York 14020



**DOWNTOWN
BATAVIA**
BUSINESS IMPROVEMENT DISTRICT



Wine Walk 2017



All Members of the Business Improvement District will be sent Wine Walk Applications in July. The first 22 locations to send back their application will be participants on the 2017 Wine Walk. Exact locations and addresses on wine walk will be sent over in August.

#-2017
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:

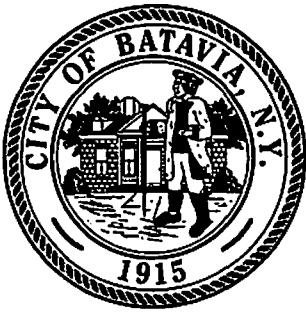
Bob Bialkowski

December 31, 2017

Eugene Jankowski

December 31, 2017

Seconded by Councilperson
and on roll call



Memorandum

To: Honorable City Council

From: Jason Molino, City Manager

Date: June 21, 2017

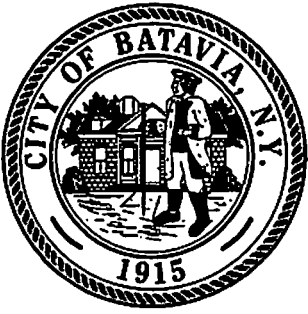
Subject: Community Development Block Grant application

Background: As part of the 2017 Consolidated Funding Application (CFA) round, New York State is offering grants under the Community Development Block Grant (CDBG) which is administered by the NYS Office of Community Renewal. The total amount of funding statewide under the program is \$20 million. The CDBG program provides funding for small communities to undertake projects that create jobs, improve public infrastructure and facilities and planning initiatives. Any proposals must address an activity which, if implemented, meets at least one of two national objectives under the CDBG program. That is, it must be shown that either 1) at least 51% of the persons who would benefit from implementation of the plan are low- and moderate- income persons, or 2) the plan addresses a slum or blighted area in the community.

The City is currently reviewing potential projects in the City that best align with the City's Strategic Plan, specifically infrastructure projects. The City has already committed to improving and investing in our infrastructure and as a result has a State recognized water and sewer capital plan. Capturing additional funding for water, sewer or stormwater projects would allow the City to further advance capital infrastructure investments.

The CDBG grant program under the "Water/Sewer/Wastewater" category allows communities to apply for up to \$750,000 and the program will fund up to 100% of total project costs.

As part of the application process the City is required to conduct a public hearing providing the public an opportunity to comment regarding potential projects. In addition, the City is required to adopt a resolution to submit the application. Because there is only one City Council meeting in July it is recommended that the resolution to set the public hearing be adopted at the June 26th Council meeting, and the resolution to submit the application, be acted on at the July 10th Business meeting. The public



City of Batavia

hearing would be set for July 10th at 7pm at City Hall and would be published in the newspaper of record prior to the hearing.

Recommendation: It is recommended that the City Council set the public hearing for July 10th at the June 26th Council meeting, and the resolution to submit the application be adopted at the July 10th meeting. The public hearing would then be published, conducted and the application submitted by the July 28th deadline.

#-2017

**A RESOLUTION TO SCHEDULE A PUBLIC HEARING TO PROVIDE
INFORMATION TO THE PUBLIC ON THE COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROGRAM**

Motion of

WHEREAS, it is the desire of the City of Batavia to submit applications for the 2017 New York State Community Development Block Grant (CDBG) program; and

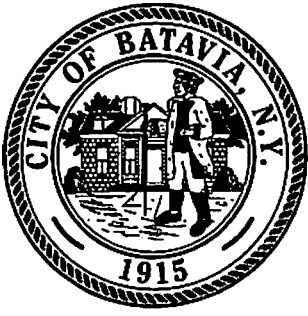
WHEREAS, the process for CDBG applications involve holding one public hearing prior to submission of any 2017 CDBG grant applications to provide residents with information about the CDBG program and to discuss community development needs and priorities; and

WHEREAS, residents are invited to attend the hearing to assist the City in defining community development priorities.

NOW THEREFORE, BE IT RESOLVED, that the City of Batavia will hold a Public Hearing on the CDBG program at the City Hall, One Batavia City Centre, Batavia, New York at 5:00 p.m. on July 7, 2017; and

BE IT FURTHER RESOLVED, that the City Clerk publish or cause to be published a Public Hearing notice in the official newspaper of the City of said Public Hearing.

**Seconded by
and on roll call**



City of Batavia

Memorandum

To: Jason Molino, City Manager

From: Lisa Neary, Deputy Director of Finance

Date: 6/20/17

Subject: Capital Project Close Out Resolution

In an effort to keep our capital project fund up-to-date and current, it is necessary to close out capital project #1508 central pump station – replace CPS control. Attached is a resolution supporting this action.

- 2017
A RESOLUTION TO CLOSE OUT CAPITAL PROJECT

Motion of Councilperson

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

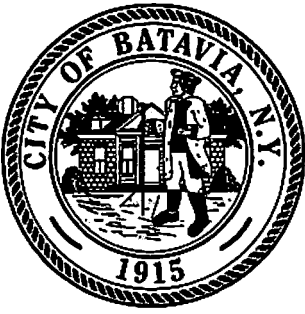
WHEREAS, projects completed at this time that require official closing are listed as follows:

#1508 Central Pump Station – Replace CPS Control

WHEREAS, the City Council authorizes the City Manager to make the recommended transfers and close out the specified capital projects effective March 31, 2017.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Batavia that the capital project, Central Pump Station – Replace CPS Control, be closed effective March 31, 2017.

**Seconded by Councilperson
and on roll call**



Memorandum

To: Honorable City Council
From: Jason Molino, City Manager
Date: June 20, 2017
Subject: Year-end budget amendment

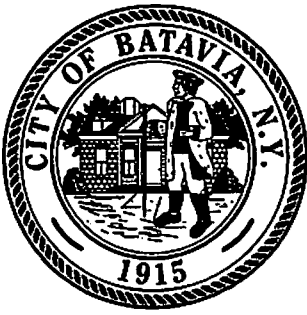
In order to close out the prior fiscal year, budget amendments are required to balance budget lines. Attached is a resolution making the necessary budget amendment and below is an explanation of each amendment. Amendments are done annually prior to year-end close out.

- An increase in medical insurance budget lines in general, water and sewer funds of a total of \$555,550. This increase is due to extraordinary claims that were not expected. The City is self-insured for health insurance which means that the City pays all actual healthcare claims, not an insurance premium. Unfortunately, from time to time, unexpected claims can arise. This past year the City experienced some higher than average claims, in addition to an outlier claim. This one claim is responsible for the majority of the budget adjustment. In addition, the City has received \$387,375 in stop-loss payments and an additional \$28,918.21 in healthcare premiums, however an additional \$132,722 is still needed from the City's healthcare reserve. The City has approximately \$304,000 in healthcare reserve after this adjustment. These reserves have been established in recent years in preparation of unexpected healthcare claims. City staff continue to review healthcare claims on a monthly basis. It should be noted that in response to some upward trending in healthcare claims the 2017/18 healthcare budget was increased by 10% over the prior year.
- An increase in Tax Foreclosure Expenses of \$37,405.59. This is due to the City taking several properties through tax foreclosure and the requirement to pay back school taxes due to the foreclosure. As a result the tax foreclosure expenses are higher than normal this year.

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

**TDD 800-662-1220
Phone: 585-345-6330
Fax: 585-343-8182
www.batavianewyork.com**



City of Batavia

- An increase in Assessment Professional Fees of \$5,750.35 due to a two property assessment challenges that required preliminary appraisals to be completed. Both cases have been resolved.
- An increase in Legal Fees of \$37,556.11 due to the existing litigation surrounding the mall concourse.
- An increase in Property Loss of \$262,770.35. This increase and subsequent decrease in fund balance is due to the foreclosure and then transfer of the former Della Penna property. When the property was acquired in the 2015/16 fiscal year the City experienced an increase in fund balance as the property was considered an asset equal to the value of delinquent taxes. The property has since been transferred for redevelopment, and as a result is no longer an asset on the City's financial statements and therefore is considered a loss. In essence the City experienced a fund balance increase in 2015/16 due to acquiring the property and a fund balance decrease in 2016/17 due to disposal of the property.

Use of Contingency (\$75,741.31) from last year will be used to account for the General Fund budget amendment. The remaining balance in the General Contingency Budget is \$127,918.

If you have any questions please feel free to contact me.

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#-2017

A RESOLUTION TO AUTHORIZE BUDGET TRANSFERS AND BUDGET AMENDMENTS

Motion of Councilperson

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Batavia does hereby authorize the City Manager to transfer from the General Fund Self-Insurance Health Benefit reserve; to utilize contingency and to appropriate fund balance to accounts as shown below; and

BE IT FURTHER RESOLVED, by the City Council of the City of Batavia that the City Manager be and hereby is authorized to make the following budget amendments:

Effective March 31, 2017, amend the 2016-17 budget by increasing expenditure accounts:

001.9060.0807.0000	Medical Insurance	\$353,375.31
001.9060.0807.2108	Medical Insurance - reserve	\$132,721.88
002.9060.0807.0000	Water Fund Medical Insurance	\$ 46,274.48
003.9060.0807.0000	Wastewater Fund Medical Insurance	\$ 23,176.75
001.1325.0472.0000	Tax Foreclosure Expenses	\$ 37,405.59
001.1355.0437.0000	Assessment Professional Fees	\$ 5,750.35
001.1420.0437.0000	Legal Professional Fees	\$ 37,556.11
001.1680.0201.0000	IT Small Equipment	\$ 779.61
001.1931.0423.0000	Property Loss	\$262,770.35

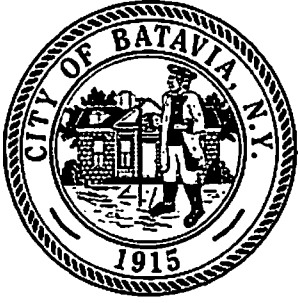
by decreasing expense account:

001.1990.0500.0000	General Fund Contingency	\$ 75,741.31
002.1990.0500.0000	Water Fund Contingency	\$ 8,541.27

and increasing revenue account:

001.0001.2702.0009	Healthcare Revenue Misc	\$324,457.10
001.0001.2702.0000	Healthcare Premiums	\$ 28,918.21
001.0001.0511.2108	Appropriated reserves Health Ins.	\$132,721.88
002.0002.2702.0009	Water Fund Healthcare Revenue	\$ 37,733.21
003.0003.2702.0009	Sewer Fund Healthcare Revenue.	\$ 23,176.75
001.0001.3995.0000	Assessment Parcel Reimbursement	\$ 5,750.35
001.0001.0599.0000	Appropriating Fund Balance	\$262,770.35

**Seconded by Councilperson
and on roll call**



City of Batavia

Memorandum

To: Jason Molino, City Manager

From: Matt Worth, Director of Public Works *MW*

Date: June 20, 2017

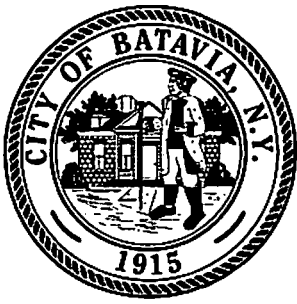
Subject: Pedestrian Way Project Engineering Services

The City of Batavia received funding through the Transportation Alternatives Program to reconstruct approximately 12,000 lf of sidewalk, referred to as the Pedestrian Way Project. As the approval process moves forward the first step is to engage the services of a consulting engineer to begin the scoping and preliminary design.

The City sent out requests for letters of interest to all as approved consultants to do Locally Administered Federal Aid (LAFA) projects in NYSDOT Region 4. The City is in the process of evaluating the proposals, with NYSDOT oversight, and expect to provide a recommendation to the City Council for award of the consulting contract at the July business meeting.

Supporting Documentation:

Request for Letters of Interest
NYSDOT LAFA List
Draft Resolution



City of Batavia

May 4, 2017

Barton & Loguidice, D.P.C
Matthew J Schooley, P.E.
11 Centre Park Suite 203
Rochester, NY 14614

RE: City of Batavia Pedestrian Way PM PIN 4761.00 – Letter of Interest

Dear Matthew J Schooley, P.E.,

The City of Batavia is starting the consultant selection process for the construction of approximately 12,000 LF of sidewalk in the City of Batavia. This is a federally funded, locally administered “pass-thru” project with an estimated construction cost of \$1.16 million. The City is inviting firms from the NYSDOT Region 4 LDSA to provide a proposal of project understanding and qualifications. Please allow this letter to serve as an invitation to your firm to provide a “Letter of Interest” for engineering services for the above project.

The project consists of the construction of approximately 12,000 LF of sidewalk in the following areas:

- State St – Both sides from Washington Ave to Richmond Ave, East side from Hart St to MacArthur Dr
- Washington Ave – Both sides from State St to Bank St
- Bank St – East side from Washington Ave to North St, West side from North St to Denio St
- Richmond Ave – South side from Ellicott Ave to State St
- Improvement to the pedestrian crosswalk traffic signal system at State and Richmond that will better accommodate the visually impaired.

In order to complete this work (2019 Construction), the selected consultant shall be familiar with pedestrian sidewalk construction, survey & mapping, SHPO, ADA, ESA, public/stakeholder involvement, ROW, NYSDOT and FHWA project development procedures and requirements. Scoping will begin Fall 2017 and progress through to construction to be complete by Fall of 2019. Our desired bid opening date for the construction contract is Spring 2019. If your firm is interested in providing engineering services for this project, submit the following information for evaluation:

1. Descriptions of similar projects that your firm has had experience with.
2. Identify the proposed project team and list the team’s experience with similar projects.
3. Describe your team’s approach and understanding of this project.
4. DBE participation.
5. Familiarity with locally administered Projects in Region 4.

Please limit your submission to a cover letter and no more than **five (5) single sided pages** with 12 point font. Submit six (6) copies of this information to my office by **3 P.M. on Wednesday, May 24th**. The original grant application can be accessed at <http://www.batavianewyork.com/bureau-of-engineering>

Sincerely,

Matthew Worth
Director of Public Works

Department of Public Works
One Batavia City Centre
Batavia, New York 14020

Phone: 585-345-6325
Fax: 585-343-1385
www.batavianewyork.com

Firm	Consultants name
Barton & Loguidice, D.P.C	Matthew J Schooley, P.E.
Bergmann Associates	Mark McAnany, P.E.
C&S Companies	James Mossissey, P.E.
Clark Patterson Lee	Daniel Duprey, Jr, P.E
CHA Consulting, Inc.	Frank DelSignore, P.E.
Erdman Anthony	William McCormick, PE
Fisher Associates	Roseann Schmid, P.E.
Foit Albert Associates	Gerard Sentz, P.E.
Hunt Engineers, Architects, Land	Barry Dumbauld, P.E.
LaBella Associates D.P.C.	Brian Miller, P.E
Lu Engineers	R. Scott Prior, P.E.
Popli Design Group	S. Jay Popli
Stantec	James Hofmann, P.E
TY Lin International	James Krapf, P.E.
Wendel WD Architecture, Engine	Michael Leydecker, P.E.

Address 1

11 Centre Park Suite 203
200 First Federal Plaza
150 State Street, Suite 120
205 St Paul Street, Suite 500
16 West Main Street Powers Building Suite 830
145 Culver Road, Suite 200
135 Calkins Road, Suite A
763 Main Street
4 Commercial Street Suite 300, 2nd Floor
300 State Street Suite 201
339 East Ave, Suite 200
555 Penbrooke Drive
61 Commercial Street, Suite 100
255 East Avenue
100 Chestnut Street, Suite 1110

Address 2

Rochester, NY 14614
Rochester, NY 14614
Rochester, New York 14614
Rochester NY 14604
Rochester, NY 14614
Rochester, NY 14620
Rochester, NY 14623
Buffalo NY 14203
Rochester, NY 14614
Rochester, NY 14614
Rochester, NY 14604
Penfield, NY 14526
Rochester, New York 14614
Rochester, NY 14604
Rochester, NY 14604

#-2017

A RESOLUTION TO ENTER INTO AN AGREEMENT WITH XXXXXXXXX FOR ENGINEERING SERVICES FOR THE CITY OF BATAVIA PEDESTRIAN WAY

Motion by Councilperson

WHEREAS, a Project for the Reconstruction of Sidewalks for Pedestrian Way, P.I.N. 4761.00, is eligible for funding under Title 23 U.S. Code, as amended, that calls the apportionment of the costs of such program to be borne at the ratio of 80% Federal funds and 20% non-federal funds; and

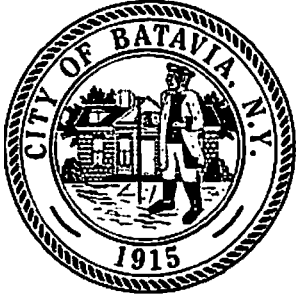
WHEREAS, the City of Batavia desires to advance the Project, and has previously been approved for inclusion as part of the Transportation Alternative Program with the New York State Department of Transportation (NYSDOT) for the City to administer this project, and

WHEREAS, a request for proposals was issued for a consultant to perform the Engineering Services, and

WHEREAS, proposals were received by eight consulting firms to perform engineering services and a committee of City and NYSDOT personnel selected XXXXXXXX to perform the work.

NOW, THEREFORE, be it resolved that City Council approves the award of a contract for Engineering Services for the Reconstruction of Sidewalks for the Pedestrian Way to XXXX for XXXX or as otherwise modified by New York State Department of Transportation.

**Seconded by Councilperson
And on roll call**



City of Batavia

Memorandum

To: Jason Molino, City Manager

From: Matt Worth, Director of Public Works *(M.W.)*

Date: June 20, 2017

Subject: Pedestrian Way Project – Agreements with NYSDOT

The City of Batavia was awarded funding through the Transportation Alternatives Program to reconstruct approximately 12,000 lf of sidewalk, referred to as the Pedestrian Way Project. The total estimated cost of this project is \$1,158,000 including all engineering and construction, with 80% of that cost being reimbursed through the Federal Highway Administration.

It is recommended that appropriations be approved and authorization be given to the Council President to enter into agreement with NYSDOT to complete the Scoping, Preliminary Design, and Right of Way incidental phases of this project in the amount of \$181,000 which will ultimately be reimbursed at a rate of 80% through FHWA. It is recommended that available Sidewalk reserves and CHIPS funding be utilized for the 20% City share of this project.

It is expected that additional authorizations will be presented to council in 2018 for Right of Way acquisition, Construction, and Construction Inspection to complete the project.

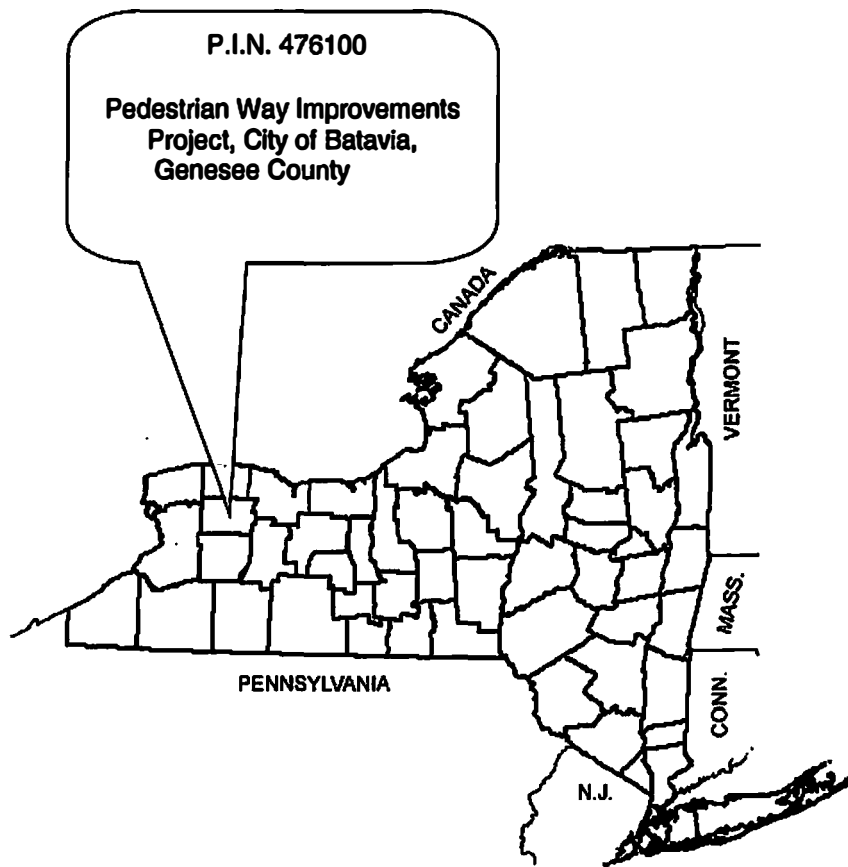
Supporting Documentation:

NYSDOT Initial Project Proposal
Draft Resolution

TRANSPORTATION

INITIAL PROJECT PROPOSAL

June 2017



U.S. Department of Transportation Federal Highway Administration

NEW YORK STATE DEPARTMENT OF TRANSPORTATION
ANDREW M. CUOMO, Governor MATTHEW J. DRISCOLL, Commissioner

NEW YORK STATE DEPARTMENT OF TRANSPORTATION



PROJECT APPROVAL SHEET

(Pursuant to SAFETEA-LU Matrix)

Milestones

Signatures

Dates

A. Recommendation for
IPP Approval:

The project cost and schedule are consistent with the Regional Capital Program.




James P. Willer, Regional Program Manager

6/15/17

B. IPP Approval:

The project is ready to be added to the Regional Capital Program and project
scoping or preliminary design can begin.



Kevin C. Bush, Regional Director

6/16/17

PIN: 476100

PROJECT NAME: Batavia's Pedestrian Way Improvements Project

MUNICIPALITY: City of Batavia

COUNTY: Genesee

ROUTE/LIMITS: State St. from Washington Ave. to MacArthur Dr.;
 Washington Ave. from State St. to Bank St.;
 Bank St. from Washington Ave. to Denio St.;
 Richmond Ave. from Ellicott St. to State St., and
 The Richmond Ave./State St. intersection.

BIN(s): N.A.

PROJECT LENGTH: 2.27 miles (12,000 feet)

FEDERAL AID SYSTEM: Urban

FUNCTIONAL CLASS/ EXISTING AADT (TRUCKS- %): 3 Collectors (1. Richmond Ave. – 12,220 AADT – 2009 count; 2. State St. – 7,300 AADT – 2005 count; 3. Washington Ave. – 4,030 AADT – 2011 count; 4. 1 Local (Bank St.)

EXISTING CHARACTERISTICS OF CONCERN: The existing sidewalks are cracked and uneven in various locations. These sidewalks show wear from age, weather and erosion. This results in a significant maintenance cost and effort to the City of Batavia.

MEASURE/INDICATOR
 Pedestrian Infrastructure

ELEMENT

PROJECT OBJECTIVE(S): To improve the area's walkability; to improve pedestrian safety and to provide an alternative to motor vehicle trips. Improve pedestrian connections between homes, parks, middle and high schools, medical facilities and area businesses. Improve pedestrian access to public transit. Implement recommendations of the Batavia Walkability Action Plan.

PROJECT ELEMENT(S) TO BE ADDRESSED:

- | | |
|--|---|
| <input type="checkbox"/> Deck/Minor Bridge Rehabilitation | <input type="checkbox"/> Bridge Replacement, Existing Location |
| <input type="checkbox"/> Major Bridge Rehabilitation | <input type="checkbox"/> Bridge Replacement, New Location |
| <input type="checkbox"/> Highway Resurfacing | <input type="checkbox"/> Highway Reconstruction |
| <input type="checkbox"/> Appurtenance | <input type="checkbox"/> Culvert Rehabilitation/Replacement |
| <input type="checkbox"/> Traffic Control | <input type="checkbox"/> Corrective/Preventive Bridge Maintenance |
| <input checked="" type="checkbox"/> Other: Pedestrian infrastructure improvements. | |

DESCRIPTION OF PROPOSED WORK: The City of Batavia will reconstruct approximately 12,000 linear feet of sidewalks along both sides of State Street from Washington Ave. to Richmond Ave., east side of State St. from Hart St. to MacArthur Dr.; replace sidewalks along both sides of Washington Ave. from State St. to Bank St.; replace sidewalks along Bank St.'s east side from Washington Ave. to North St., replace sidewalks along Bank St.'s west side from North St. to Denio St.; replace sidewalks along the south side of Richmond Ave. from Ellicott Ave. to State St.; and improvement of the pedestrian crosswalk system at the State St./Richmond Ave. including audible/tactile pedestrian signals to better accommodate the visually impaired.

PRIORITY RESULTS: Mobility & Reliability Safety Security
 Economic Competitiveness Environmental Stewardship

FUNDING SOURCE: 100% State Federal

SEQRA AND NEPA CLASSIFICATION [OR] SEQRA CLASSIFICATION:

SEQRA Type: Exempt Type II Non-Type II
 Type I* Unlisted* (*Locally Administered)

NEPA Class: Class II - CE (C-List or D-List To Be Determined Later)
 N/A – Project is 100% State funded

The following checklists will be completed:

- Federal Environmental Approval Worksheet
 Regional Environmental Checklist
 Landscape Architectural/Environmental Services IPP Report

MPO INVOLVEMENT: No Yes TIP Name: Batavia Pedestrian Way Project
TIP No.: N17-05-GN2

TIP AMENDMENT REQUIRED: No Yes Needed by:

STIP STATUS: On STIP Not on STIP Added at the June 8th, 2017 GTC Board Meeting.

NOTES ON SPECIAL CIRCUMSTANCES: Project implementation to be administered by the City of Batavia. The sponsor's project manager is Matthew Worth, 585-345-6325.

SPECIAL TECHNICAL ACTIVITIES REQUIRED: A State-Local agreement will be required to allow for reimbursement of sponsor expenditures consistent with the applicable Federal Aid Program.

PLANNED PUBLIC INVOLVEMENT: The City of Batavia will conduct public outreach through public information/input meeting(s).

WORKZONE SAFETY & MOBILITY: The Region has determined the subject project is not significant per 23 CFR 630.1010. A Transportation Management Plan (TMP) will be prepared for the project consisting of a Temporary Traffic Control (TTC) Plan. Transportation operations and public information components of a TMP will be considered by the City of Rochester.

PROBABLE SCHEDULE AND COST:

The Scoping/Preliminary Engineering will begin in August 2017. Final Design will begin in July 2018. The final plans, specifications and estimate will be produced in March 2019 for a bid opening in May 2019. Construction will start in July 2019 and be completed by November 2019. The estimated cost of engineering, right of way, and construction is \$1,158,500.

DESIRED LETTING: May 2019 **DESIRED CONSTRUCTION COMPLETION:** November 2019

June 2017

Initial Project Proposal

PIN 4761.00

SCHEDULE ISSUES: Public Meeting 4(f)/106 FHWA sign-off
 Permits Other - Identify
 Consultant(s) for: Design and CI No Consultant Needed

Project Phase	Activity Duration	Estimated Cost	Fund Source	Obligation Date
Scoping + Design 1-4	12 months	\$89,000	TAP	Aug-2017
Detail Design	5 months	\$49,000	TAP	Jul-2018
Right of Way Incidentals	12 months	\$42,000	TAP	Aug-2017
Right of Way Acquisition	5 months	\$28,000	TAP	Jul-2018
Construction	7 months	\$844,000	TAP	Apr-2019
Inspection	7 months	\$106,000	TAP	Apr-2019
Total		\$1,158,000		

BASIS OF ESTIMATE: City of Batavia's October 2016 TAP funding application.

PROJECT MANAGEMENT GROUP: Simple Moderate Complex

STATEWIDE SIGNIFICANCE: Yes No Remarks:

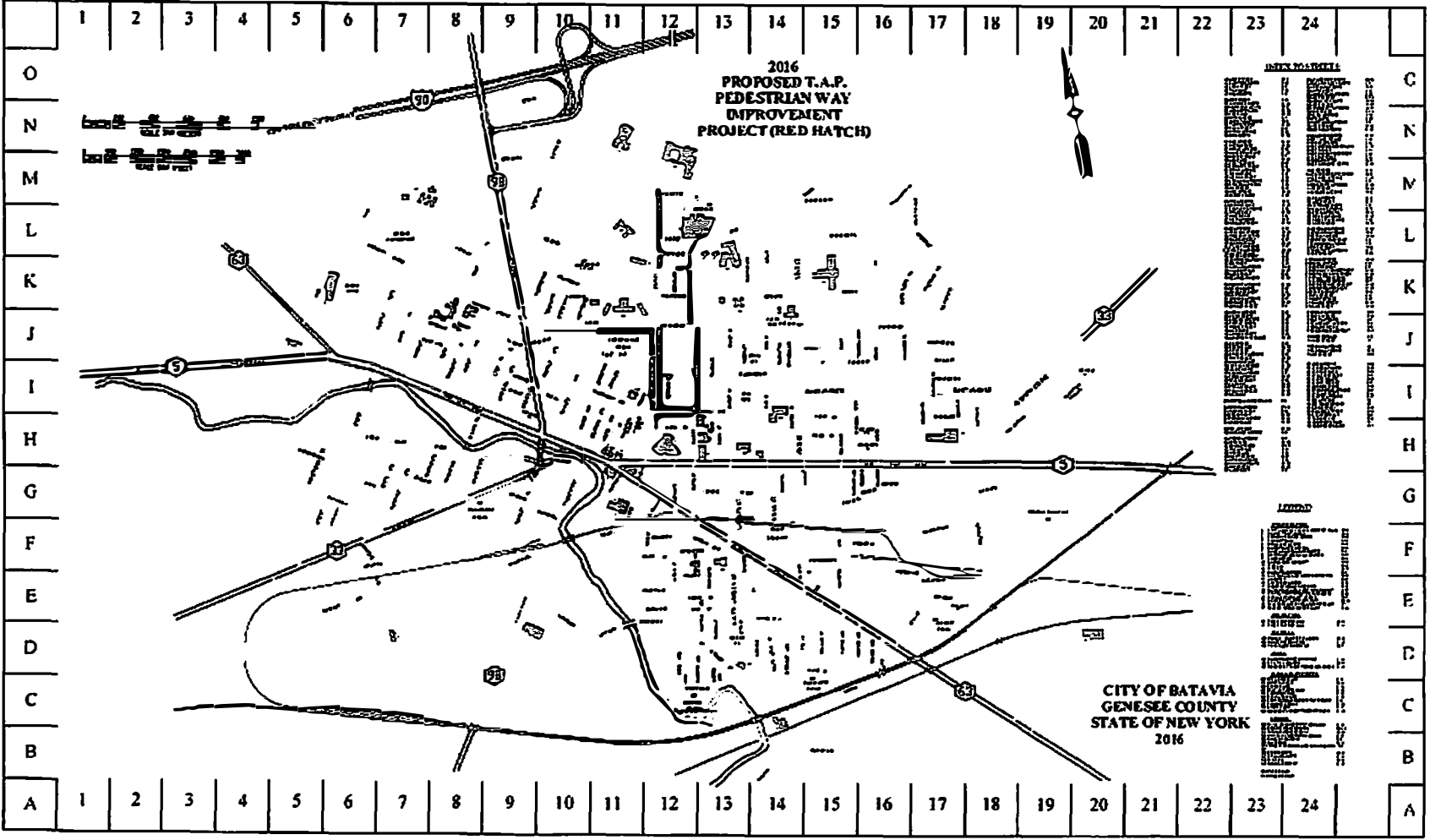
PUBLIC FRIENDLY DESCRIPTION OF PROJECT: The City of Batavia will reconstruct a total of 2.27 miles of sidewalks along 4 city streets – State St., Washington Ave., Bank St., and Richmond Ave.

PROJECT MANAGER/JOB MANAGER: Steve Beauvais

FUNCTIONAL AREA(S): Local Projects Unit

PHONE(S): 585-272-3466

IPP PREPARED BY: Steve Beauvais (for the City of Batavia) **DATE:** 06/09/17



#-2017

**A RESOLUTION AUTHORIZING AGREEMENT WITH
NEW YORK STATE DEPARTMENT OF TRANSPORTATION FOR
PRELIMINARY ENGINEERING, DESIGN AND RIGHT OF WAY FOR THE
CITY OF BATAVIA PEDESTRIAN WAY IMPROVEMENTS PROJECT**

Motion of Councilperson

WHEREAS, a project for the reconstruction of approximately 12,000 LF of sidewalk for State Street on both sides from Washington Ave to Richmond Ave, East side of State Street from Hart Street to MacArthur Drive, Washington Avenue on both sides from State Street to Bank Street, the East side of Bank Street from Washington Avenue to North Street and the West side from North Street to Denio Street, and Richmond Avenue on the South side from Ellicott Avenue to State Street, City of Batavia, Genesee County, P.I.N. 4761.00 (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 by making a commitment of 100% of the non-Federal share of the costs of Preliminary Engineering, Design and Right of Way Acquisitions and Incidentals; and

NOW THEREFORE, the City Council, duly convened does hereby resolve that the above-referenced Project is approved; and

BE IT FURTHER RESOLVED, that the City Council hereby authorizes the payment in the first instance 100% of the Federal and non-Federal share of the cost of Preliminary Engineering, Design and Right of Way for the Project or portions thereof; and

BE IT FURTHER RESOLVED, that the sum of \$181,000 is hereby appropriated and made available to cover the cost of participation in the above phase of the Project; and

BE IT FURTHER RESOLVED, that in the event the full Federal and non-Federal share of the Project costs exceeds the amount appropriated above, the City Council shall convene as soon as possible to appropriate said excess amount immediately upon notification by the New York State Department of Transportation thereof; and

BE IT FURTHER RESOLVED, that the Council President be and is hereby authorized to execute all necessary agreements, and the Director of Public Works is authorized to execute certifications or reimbursement requests for Federal aid on behalf of the City Council with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of Project costs and permanent funding of the local share of Federal aid and State aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.

**Seconded by Councilperson
and on roll call**

FORWARDED

MOTION TO ENTER EXECUTIVE SESSION

Motion of Councilperson

WHEREAS, Article 7, Section 105(1)(d), of the Public Officer's Law permits the legislative body of a municipality to enter into Executive Session to discuss "...proposed, pending or current litigation..."; and

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...".

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 Councilperson
and on roll call**