

Canandaigua Town Board Meeting Agenda for September 20, 2021

➤ Call To Order and Pledge of Allegiance

➤ Pledge led by Linda Dworaczyk

➤ Roll Call

➤ Town Clerk Confirmation meeting was properly advertised

➤ Circulation of Written Communications – Attachment #1

- Email from a resident regarding jet skis and fast boats on the lake - August 19, 2021
- Email from a resident regarding the tentative 2022 budget - September 8, 2021

➤ Privilege of the Floor

➤ Priority Business

➤ Presentations

- Uptown (Bergman Associates) – Form Based Code, Uptown Study, Form Based Code and Form Based Code Mixed Use subarea (Kimberly Baptiste & Samantha Aldrich)

Continued Public Hearings:

- Public hearing on a text code amendment amending portions of Town Code pertaining to zoning relating to form-based code, Uptown Form Based Code (Phase 1 – SR332).
(NOTE: This public hearing pertains to Resolution No.2021-172)

New Public Hearings:

- Public hearing on a text code amendment to incorporate the Form Based Code as part of the Town's Code §220, Form Based Code Zoning District (Uptown Canandaigua).
(NOTE: This public hearing pertains to Resolution No.2021-220)
- Public hearing on a text code amendment, local law to designate certain parcels in the Form Based Code Zoning District and to rezone certain parcels in Uptown Canandaigua to Form Based Code, and Mixed-Use subarea Form Based Code.
(NOTE: This public hearing pertains to Resolution No.2021-221)

ZOOM MEETING INFORMATION:

Please register in advance of this meeting using the following link:

https://us02web.zoom.us/meeting/register/tZYqc-GtgTotH92PBu15q7_hCirh9kEvA6VV

After registering, you will receive a confirmation email containing information about joining the meeting.

Please be aware all participants will be muted upon entry to the meeting and will only be able to speak after being acknowledged. Participants should use the "raise hand" feature or the chat box to request to speak. No screen sharing will be permitted. All meetings are recorded. Individuals will be removed from the meeting for inappropriate behavior.

- Reports of Town Officials and Department Heads – Attachment #2
 - A. Highway / Water Superintendent
 - B. Assessor
 - C. Historian
 - D. Town Clerk
 - E. Planner
 - F. Human Resources and Payroll Coordinator/Parks Coordinator
 - G. Town Manager
 - H. Supervisor / Deputy Supervisor
 - 1. Monthly Financial Reports
 - a. Revenue & Expense Report Executive Summary
 - b. Overtime Report – All Departments
 - c. Overtime Report – Highway & Water
- Reports of Committees, Boards and Commissions
 - A. Town Board Committees (as needed)
 - a. Finance – Councilwoman Dworaczyk
 - b. Planning – Councilman Fennelly
 - c. Environmental – Councilman Simpson
 - d. Ordinance – Councilman Davis
 - B. Planning Board, Chairman Oyler
 - C. Zoning Board of Appeals, Chairman Robinson
 - D. Environmental Conservation Board
 - E. Citizens' Implementation Committee, Chairwoman Reynolds
 - F. Parks & Recreation Committee, Chairman MacNeil
 - G. Special Events Committee, Chairwoman Fuller
 - H. Agriculture Committee, Chairman DiCarlo
 - I. Drainage Committee, Chairman Oyler
- Privilege of the Floor
- Resolutions and Motions

Continued Resolutions:

- Resolution No. 2021 – 172: Adoption of the Uptown Canandaigua Form Based Code, and SEQR determination of non-significance.
- Resolution No. 2021 – 175: SEQR determination of non-significance, and adoption of a text code amendment pertaining to zoning in order to allow for the replacement of certain preexisting signs with digital signs.
- Resolution No. 2021 – 195: Adoption of policy relating to COVID-19, vaccination for employees of the Town of Canandaigua.

RESOLUTION NO. 2021 – 172: ADOPTION OF THE UPTOWN CANANDAIGUA FORM BASED CODE AND SEQR DETERMINATION OF NON-SIGNIFICANCE

WHEREAS, the Town of Canandaigua Town Board (hereinafter referred to as “Town Board”) is considering adoption of the Uptown Canandaigua Form Based Code for certain portions of the Uptown area in the Town of Canandaigua as noted in the draft document (hereinafter referred to as “Form Based Code”), prepared by Bergmann Associates and available to view in the Town Hall upon request or on the [Town’s website](#); and

WHEREAS, the Town Board of the Town of Canandaigua is grateful for the support and the assistance of the Economic Development Committee and the Ordinance Committee during the preparation of the Form Based Code; and

WHEREAS, the Town Board authorized, via Resolution number 2019-199, the use of Bergmann Associates for professional services to prepare the Uptown Canandaigua Form Based Code and the hiring of Bergmann Associates to hold public meetings, workshops, information sessions, and vision planning sessions in 2017 and 2018 for the creation of the Uptown study; and

WHEREAS, the Economic Development Committee has been working on the plan since September 2019 with support and feedback from the Town Board Ordinance Committee; and

WHEREAS, the Town Board held a public hearing on July 19, 2021, August 16, 2021, and September 20, 2021 regarding the draft Form Based Code; and

WHEREAS, the Town Board has reviewed the Short Environmental Assessment Form (EAF) Part 1; and

WHEREAS, the Town Board determines that said Action is classified as an Unlisted Action under Part 617 of the State Environmental Quality Review (SEQR) Regulations; and

WHEREAS, the Town Board has determined that the proposed action is subject to a single agency review pursuant to Part 617.6(b) (4) of the SEQR Regulations; and

WHEREAS, the Town Board determines that it is the most appropriate agency for making the determination of significance thereon under the SEQR Regulations; and

WHEREAS, the Town Board has given consideration to the criteria for determining significance as set forth in Section 617.7(c) (1) of the SEQR Regulations and the information contained in the Full EAF Part 1; and

WHEREAS, the Town Board has completed Part 2 and Part 3 of the Full EAF; and

WHEREAS, a copy of the Full Environmental Assessment Form has been presented to the Town Board for consideration; this information is also available for review on the Town's website and is on file with the Town Clerk's office; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby designates itself as lead agency for the described action; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua has reasonably concluded there would not be any substantial adverse impact on the following: land use planning or zoning regulations; intensity of use of the land; character or quality of the existing community; environmental characteristics; existing level of traffic or infrastructure, use of energy; public or private water supplies; public or private wastewater treatment utilities; character or quality of important historic, archaeological, architectural or aesthetic resources; natural resources; potential for erosion, flooding or drainage problems; or creation of a hazard to environmental resources or human health; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua determines upon the information and analysis documented, the proposed action will not result in any significant adverse environmental impacts; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua does hereby make a Determination of Non-Significance on the proposed adoption of the Uptown Canandaigua Form Based Code; and

BE IT FURTHER RESOLVED, the Town Manager is hereby directed to sign the Full Environmental Assessment Form Part 3 and file with the Town Clerk as evidence the Town Board has determined the proposed action will not result in any significant adverse environmental impact; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to prepare a local law for incorporation of the form-based code into the Town Code, Chapter 220, Article V District Regulations; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua hereby adopts the Uptown Canandaigua Form Based Code; and

BE IT FINALLY RESOLVED, the Town Board wishes to extend sincere appreciation to the Economic Development Committee, the Ordinance Committee, and Bergmann Associates for their time and efforts in the development of the Uptown Canandaigua Form Based Code.

Attachment #3

(NOTE: The following resolution also pertains to Resolution No.2021-208. The Town Board may wish to consider Resolution No.2021-208 prior to consideration of Resolution No.2021-175)

RESOLUTION NO. 2021 – 175: SEQR DETERMINATION OF NON-SIGNIFICANCE, AND ADOPTION OF A TEXT CODE AMENDMENT PERTAINING TO ZONING IN ORDER TO ALLOW FOR THE REPLACEMENT OF CERTAIN PRE-EXISTING SIGNS WITH DIGITAL SIGNS

WHEREAS, the Town of Canandaigua has completed a study of a transportation and business corridor in the vicinity of Route 332 north of the City of Canandaigua (“Uptown Canandaigua Corridor”); and

WHEREAS, Article IX of Chapter 220 of the Town Code provides regulations governing signs within the Town of Canandaigua; and

WHEREAS, certain existing signs within the Town of Canandaigua are owned by Lamar Advertising of Penn LLC d/b/a Lamar Advertising of Rochester (“Lamar”) on land owned or leased by Lamar; and

WHEREAS, the Town of Canandaigua requested that Lamar remove certain signs within the Town of Canandaigua based on certain previous provisions adopted under previous local law; and

WHEREAS, Lamar has the capability to put in place certain kinds of digitally programmable signs, can have their display changed at controlled frequency, and can have their display light intensity change at different times of day or as ambient lighting conditions change (“Digital Signs”); and

WHEREAS, Lamar and representatives of the Town of Canandaigua have discussed the placement of Digital Signs at two existing locations (SR 332, and SR5&20); and

WHEREAS, the Federal Highway Beautification Act and Section 88 of the New York Highway Law require the payment of just compensation for the removal of signs in certain areas that have been in existence since before a specified date; and

WHEREAS, Lamar and the Town of Canandaigua are parties to litigation over Lamar’s claim to entitlement to compensation arising from the requested removal of certain signs within the Town of Canandaigua; and

WHEREAS, Lamar and the Town of Canandaigua believe it to be in their mutual interest to and to resolve the litigation between them; and

WHEREAS, as a condition to resolution of the litigation between Lamar and the Town of Canandaigua, certain provisions must be adopted and included in the Town Code to provide for the placement of digital signs within the Town of Canandaigua in order to allow the construction of digital signs or allow the existing signs to remain or provide compensation; and

WHEREAS, the Town Board held a public hearing on July 19, 2021 and August 16, 2021 regarding the proposed law to allow for the construction of digital signs when replacing existing billboard signs (to be further clarified at one location on SR332, and at one location on SR5&20); and

WHEREAS, the Town Board has reviewed the Short Environmental Assessment Form (EAF) Part 1; and

WHEREAS, the Town Board determines that said Action is classified as an Unlisted Action under Part 617 of the State Environmental Quality Review (SEQR) Regulations; and

WHEREAS, the Town Board has determined that the proposed action is subject to a single agency review pursuant to Part 617.6(b) (4) of the SEQR Regulations; and

WHEREAS, the Town Board determines that it is the most appropriate agency for making the determination of significance thereon under the SEQR Regulations; and

WHEREAS, the Town Board has given consideration to the criteria for determining significance as set forth in Section 617.7(c) (1) of the SEQR Regulations and the information contained in the Full EAF Part 1; and

WHEREAS, the Town Board has completed Part 2 and Part 3 of the Short EAF; and

WHEREAS, a copy of the Short Environmental Assessment Form has been presented to the Town Board for consideration; this information is also available for review on the Town's website and is on file with the Town Clerk's office; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby designates itself as lead agency for the described action; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua has reasonably concluded there would not be any substantial adverse impact on the following: land use planning or zoning regulations; intensity of use of the land; character or quality of the existing community; environmental characteristics; existing level of traffic or infrastructure, use of energy; public or private water supplies; public or private wastewater treatment utilities; character or quality of important historic, archaeological, architectural or aesthetic resources; natural resources; potential for erosion, flooding or drainage problems; or creation of a hazard to environmental resources or human health; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua determines upon the information and analysis documented, the proposed action will not result in any significant adverse environmental impacts; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua does hereby make a Determination of Non-Significance on the proposed adoption of the proposed text code amendment; and

BE IT FURTHER RESOLVED, the Town Manager is hereby directed to sign the Full Environmental Assessment Form Part 3 and file with the Town Clerk as evidence the Town Board has determined the proposed action will not result in any significant adverse environmental impact; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua hereby adopts Local Law No. ____ of the Year 2021, a text code amendment (§220-79(E) relating to digital signs; and

BE IT FINALLY RESOLVED, the Town Board of the Town of Canandaigua hereby directs the Town Clerk to enter Local Law No. ____ of the Year 2021 in the minutes of this meeting, and in the Local Law Book of the Town of Canandaigua, and to give due notice of the adoption of said Local Law to the Secretary of State of New York and the Town Manager / Budget Officer.

Attachment #4

(NOTE: The Town Manager is requesting the Town Board table the following resolution indefinitely as rules and regulations are still changing at the Federal and State level which may affect this resolution)

RESOLUTION NO. 2021 – 195: ADOPTION OF POLICY RELATING TO COVID-19 VACCINATION FOR EMPLOYEES OF THE TOWN OF CANANDAIGUA

WHEREAS, the Town of Canandaigua Town Board (hereinafter referred to as “Town Board”) prioritizes the safety of their employees; and

WHEREAS, the State of New York announced on July 28, 2021, that New York will require all state employees to be vaccinated against the coronavirus by Labor Day, September 6, 2021 or agree to undergo weekly tests for the COVID-19 virus; and

WHEREAS, the Town Board wishes to adopt a similar policy for the Town of Canandaigua; and

WHEREAS, the COVID-19 Proof of Vaccination and/or Negative Test Policy, is to be included with the Town of Canandaigua COVID-19 Paid Leave Policy, as part of the Comprehensive Emergency Pandemic Response Plan; and

WHEREAS, the Town Manager and Human Resources and Payroll Coordinator are recommending that this policy have an effective date of October 1, 2021 in order to provide employees time to obtain the required vaccination; and

NOW THEREFORE BE IT RESOLVED; The Town Board hereby adopts the COVID-19 Proof of Vaccination and/or Negative Test Policy for employees and directs the HR and Payroll Coordinator to make the appropriated adjustments to the current COVID-19 Paid Leave Policy to reflect this update as part of the Town’s current policy.

Attachment #5

New Resolutions:

FINANCE

- Resolution No. 2021 – 206: Acceptance of the Monthly Financial Reports
- Resolution No. 2021 – 207: Acknowledgement of Receipt of Tentative Budget, Declaration of Preliminary Budget of the Town of Canandaigua for the Year 2022, Establishment of Public Hearing
- Resolution No. 2021 – 208: Authorization for Certain Officials to Execute a Legal Settlement Agreement as a Result of a Lawsuit Filed by Lamar Advertising, Canandaigua National Bank, and Joan Purdy
- Resolution No. 2021 – 209: Authorizing Town Manager to Create an Office Specialist I Position
- Resolution No. 2021 – 210: Budget Adjustment Authorization to Account for Increased Revenue in the Highway Fund (DA100)
- Resolution No. 2021 – 211: Capital Project Budget Adjustment Authorization to Account for Additional American Rescue Plan Act (ARPA) Coronavirus Local Fiscal Recovery Funds
- Resolution No. 2021 – 212: Approval of Information Technology Professional Services Agreement with Integrated Systems
- Resolution No. 2021 – 213: Budget Transfer Authorization for Canandaigua Consolidated Water District Engineering
- Resolution No. 2021 – 214: Amending Town of Canandaigua 2021 Fee Schedule
- Resolution No. 2021 – 215: Authorizing Town Manager to Execute Contract with SG Security for the Replacement of the Town Hall Fire Panel
- Resolution No. 2021 – 216: Authorizing Town Clerk to Execute Contract with Instream for the Scanning of Documents Associated with the LGRMIF Grant
- Resolution No. 2021 – 217: Authorizing Town Clerk to Execute Contract with Solara Concepts for Records Management Policy and Procedures Associated with the LGRMIF Grant
- Resolution No. 2021 – 218: Ratification of Temporary, Part Time Deputy Town Clerk Salary
- Resolution No. 2021 – 219: Acknowledgement of Planning Application Representing Canandaigua Crossings LLC, Owner of Property at 2536 Rochester Point Road for Site Plan Approval

ORDINANCE

- Resolution No. 2021 – 220: Adoption of a local Law to Amend Town Code to Include the Uptown Canandaigua Form Based Code and SEQR Determination of Non-Significance
- Resolution No. 2021 – 221: SEQR Determination of Non-Significance and Adoption of a local Law to Designate Certain Parcels in the Form Based Code District and to Amend the Official Zoning Map to Reflect These Changes
- Resolution No. 2021 – 222: Appointment of Certain Positions as Town of Canandaigua Zoning Officer(s)

PLANNING / PUBLIC WORKS

- Resolution No. 2021 – 223: Approval of Contract Agreement for Snow and Ice Control on County Roadways for the 2021-2022 Snow Removal Season
- Resolution No. 2021 – 224: Approval of Generator Maintenance Agreement with Cummins, Inc.
- Resolution No. 2021 – 225: Authorizing Highway Superintendent to Promote Motor Equipment Operator to Working Supervisor
- Resolution No. 2021 – 226: Authorizing Highway Superintendent to Promote Motor Equipment Operator to Working Supervisor
- Resolution No. 2021 – 227: Accepting the Resignation of Working Supervisor Ken Brockett
- Resolution No. 2021 – 228: Authorization to Hire Seasonal Motor Equipment Operator

ENVIRONMENTAL

- None

ECONOMIC DEVELOPMENT / GENERAL

- Resolution No. 2021 – 229: Authorizing Town Manager to Make Grant Application Relating to Motion Junction, COVID-19 Small Business Relief, and Setting a Public Hearing on Said Application
- Resolution No. 2021 – 230: Accepting the Resignation of Water Maintenance Assistant Mark Scott
- Resolution No. 2021 – 231: Lincoln Hill Farm Catering Inc Alcoholic Beverages License Notice
- Resolution No. 2021 – 232: Soil Erosion and Sediment Control Surety for 1900 Sand Hill Road (TAX MAP # 57.00-1-3.121)
- Resolution No. 2021 – 233: Soil Erosion and Sediment Control Surety for 4495 Davidson Landing (TAX MAP # 126.20-1-8.000)
- Resolution No. 2021 – 234: Soil Erosion and Sediment Control Surety for 5481 Rochester Point Drive (TAX MAP # 154.06-2-1.200)

RESOLUTION NO. 2021 – 206: ACCEPTANCE OF THE MONTHLY FINANCIAL REPORTS

WHEREAS, the Town Board is responsible for the general oversight of the Town's operations and finances; and

WHEREAS, the Town Supervisor, as Chief Financial Officer, is responsible for providing financial reports to the Town Board; and

WHEREAS, the Town Supervisor has provided the Town Board with hard copies and electronic copies of this month's Monthly Revenue/Expense Control Report, the Highway/Water Department Overtime Report and All Department Overtime Report; and

NOW THEREFORE BE IT RESOLVED, the Canandaigua Town Board hereby confirms receipt and acceptance of these items.

RESOLUTION NO. 2021 – 207: ACKNOWLEDGEMENT OF RECEIPT OF TENTATIVE BUDGET, DECLARATION OF PRELIMINARY BUDGET OF THE TOWN OF CANANDAIGUA FOR THE YEAR 2022, ESTABLISHMENT OF PUBLIC HEARING

WHEREAS, NOTICE IS HEREBY GIVEN that the tentative budget of the Town of Canandaigua for the fiscal year 2022 including: general Town funds, highway, special improvement districts funds, lighting district funds, drainage district funds, and fire protection fund has been completed in accordance with the Town of Canandaigua's adopted Budget Development Policy by the Budget Officer as well as filed in the office of the Town Clerk of the Town of Canandaigua, 5440 Route 5 and 20 West, Canandaigua NY 14424, where it is available for inspection by any interested person during office hours; and

WHEREAS, it is the understanding of the Town Board that the 2022 Tentative Town of Canandaigua budget is tax cap compliant; and

WHEREAS, the Town Board's Finance Committee has reviewed the tentative budget during a budget workshop meeting on September 9, 2021; and

WHEREAS, it is the intent of the Town Board to declare the tentative budget as the preliminary budget; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua does hereby acknowledge receipt of the tentative budget by the Budget Officer and does hereby declare the tentative budget as the 2022 Town of Canandaigua Preliminary budget; and

BE IT FURTHER RESOLVED, the Town Board has determined the 2022 Preliminary Town-wide Total Budget to be:

General Fund:	\$ 4,720,500.00
Highway Fund:	\$ 4,259,736.00
Fire District:	\$ 1,141,320.00
Water District(s):	\$ 2,197,162.00
Lighting District(s):	\$ 15,691.00
Drainage District(s):	\$ 7,101.00
Sewer District:	\$ 18,224.00

BE IT FURTHER RESOLVED, the Town Board directs the Budget Officer to prepare for viewing the preliminary budget of the Town of Canandaigua for the fiscal year 2022, including general Town funds, highway, special improvement districts funds, lighting district funds, and fire protection funds; and to file by September 30, 2021, in the office of the Town Clerk of the Town of Canandaigua, 5440 Route 5 and 20 West, Canandaigua NY 14424, where it is to be available for inspection by any interested person during office hours; and

BE IT FURTHER RESOLVED, the Town Board of Canandaigua does hereby establish a public hearing to be held on said preliminary budget on Monday, October 18, 2021 at 6:00 pm, (lower level meeting room at 5440 Route 5 & 20 West, Canandaigua, NY and also by remote meeting (Zoom)). At such hearing, any person may be heard in favor of or against the preliminary budget as compiled or for or against any item or items therein contained; and

BE IT FURTHER RESOLVED, the following are the proposed 2022 salaries of certain Elected Town Officers of the Town of Canandaigua:

Supervisor	\$ 20,000.00
Town Board member(s)	\$ 5,371.00
Town Clerk	\$ 66,583.00
Highway & Water Superintendent	\$106,520.00
Town Justice(s)	\$ 26,453.00

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua wishes to inform citizens that they have the right to provide written and oral comments and ask questions concerning the entire budget and the relationships of entitlement funds to the entire budget; and

BE IT FINALLY RESOLVED, that the Town Board of the Town of Canandaigua hereby directs the Town Clerk to post and provide notice of said public hearing.

(NOTE: Rather than attaching to this resolution, the 2022 tentative budget(s) are available to view on the Town's website www.townofcanandaigua.org under 'Budget' in their entirety)

RESOLUTION NO. 2021 - 208: AUTHORIZATION FOR CERTAIN OFFICIALS TO EXECUTE A LEGAL SETTLEMENT AGREEMENT AS A RESULT OF A LAWSUIT FILED BY LAMAR ADVERTISING, CANANDAIGUA NATIONAL BANK, AND JOAN PURDY

WHEREAS, the Town of Canandaigua, Town Board of the Town of Canandaigua (herein after referred to as 'Town Board'), and certain officials of the Town of Canandaigua have been named in a civil action (19-cv-6487-CHS-MJP) relating to billboard signs in the Town of Canandaigua; and

WHEREAS, the Town Board of the Town of Canandaigua by Local Law No. 4 of 1989 designated these signs as non-conforming; and

WHEREAS, on January 8, 2009, the Zoning Officer of the Town of Canandaigua informed the landowners the signs would need to be removed by January 6, 2019; and

WHEREAS, on May 30, 2019 the Code Enforcement Officer sent a letter to the landowners including the letter from the Zoning Officer of January 8, 2009 as a reminder; and

WHEREAS, Lamar Advertising, Canandaigua National Bank, and Joan Purdy filed civil action against the Town of Canandaigua; and

WHEREAS, the Town Board of the Town of Canandaigua has been working with Lamar Advertising for over two years to come to terms with regard to a settlement agreement; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua does hereby authorize the execution of the proposed settlement agreement and authorizes the Town Supervisor, Town Manager, and Town Code Enforcement Officer to execute the document; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide a copy of this resolution to the Town Supervisor, Town Manager, and Town Code Enforcement Officer.

Attachment #6

RESOLUTION NO. 2021 – 209: AUTHORIZING TOWN MANAGER TO CREATE AN OFFICE SPECIALIST I POSITION SHARED BETWEEN THE TOWN CLERK AND DEVELOPMENT OFFICE

WHEREAS, the Town of Canandaigua Town Board (hereinafter referred to as “Town Board”) is aware of the need for restructuring and the creation of certain positions in the Town of Canandaigua to promote efficiency and support for the Town Clerk’s Office (Records Management) and the Development Office; and

WHEREAS, the current civil service position classified as Office Specialist 1 position is encumbered by the Senior Clerk;

WHEREAS, the Town Manager is recommending to create an additional Office Specialist I position to keep up with the current demands of the Development Office and Records Management; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua authorizes the Town Manager to create one (1) Office Specialist I position and execute any and all documents to create such position(s); and

BE IT FINALLY RESOLVED, the Town Clerk shall provide a copy of this resolution to the Town Manager and the HR and Payroll Coordinator.

RESOLUTION NO. 2021 – 210: BUDGET ADJUSTMENT AUTHORIZATION TO ACCOUNT FOR INCREASED REVENUE IN THE HIGHWAY FUND (DA100)

WHEREAS, the Town of Canandaigua Highway & Water Superintendent has been asked by the Kinder Morgan Company to complete an asphalt repair on Brickyard Road in the Town of Canandaigua for compensation, because they have not been successful in hiring a contractor to complete this work; and

WHEREAS, the Town of Canandaigua Highway & Water Superintendent has estimated the labor and equipment for this repair to cost \$20,561.05 and wishes to complete this work as soon as possible so that Brickyard Road can be opened for travel; and

WHEREAS, to account for this increased revenue in the Highway Fund (DA100) the Canandaigua Town Board is aware of the need to perform a budget adjustment to the 2021 Town Budget; and

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby authorizes a budget adjustment to the Highway Fund (DA100) and directs the Town Manager and Finance Clerk to make the following budget adjustment entry to the 2021 Town Budget:

INCREASE:	DA100.2410 (Rental of Labor)	\$10,561.00
	DA100.2414 (Rental of Equipment)	<u>\$10,000.00</u>
		\$20,561.00
INCREASE:	DA100.5110.130 (General Repair Wages)	\$10,561.00
	DA100.5130.400 (Machinery, Contractual)	<u>\$10,000.00</u>
		\$20,561.00

BE IT FINALLY RESOLVED, the Town Clerk shall provide a copy of this resolution to the Town Manager and Finance Clerk.

Attachment #7

RESOLUTION NO. 2021 – 211: CAPITAL PROJECT BUDGET ADJUSTMENT AUTHORIZATION TO ACCOUNT FOR ADDITIONAL AMERICAN RESCUE PLAN ACT (ARPA) CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as ‘Town Board’) via Resolution No. 2021-191, has created capital project H33 in order to track expenditures from the Town of Canandaigua’s allocation of American Rescue Plan Act (ARPA) Coronavirus Local Fiscal Recovery Funds; and

WHEREAS, the Town Board has received correspondence dated August 23, 2021 from the NYS Division of Budget regarding an increase in the total allocation of funds for the Town of Canandaigua; and

WHEREAS, to account for this increase, the Town Board wishes to perform a budget adjustment to the capital project H33; and

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby authorizes and directs the Town Manager and Finance Clerk to make the following budget adjustment entry to the capital project H33 which will result in a total capital project budget of \$1,159,176.00:

INCREASE:	HH100.0410.00033 (Due From Federal & State Govt)	\$ 4,713.00
INCREASE:	HH100.0688.00033 (Other Liability)	\$ 4,713.00

BE IT FURTHER RESOLVED, the Town Board is aware that in accordance with NYS Comptroller guidance, the ARPA funds shall be accounted for as a liability until use has been determined and expenses are incurred; and

BE IT FINALLY RESOLVED, the Town Clerk shall provide a copy of this resolution to the Town Manager and Finance Clerk.

Attachment #8

RESOLUTION NO. 2021 – 212: APPROVAL OF INFORMATION TECHNOLOGY PROFESSIONAL SERVICES AGREEMENT WITH INTEGRATED SYSTEMS

WHEREAS, the Town of Canandaigua's existing service agreement with Integrated Systems for 100 hours at \$75 per hour is about to expire; and

WHEREAS, the Town's current provider, Integrated Systems, has provided the Town with a quote for two (2) 100-hour contracts at \$75 per hour (\$15,000) due to anticipated work associated with a homeland security grant and ongoing improvements relative to the Town's Wi-Fi network; and

WHEREAS, the monies to cover the cost of this proposed agreement are allocated in budget line AA100.1680.400.00000; and

WHEREAS, the last 100-hour service agreement was approved and signed by the Town Manager in April 2021; and

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves the quote and authorizes the Town Manager to execute the agreement for two (2) 100-hour contracts with Integrated Systems.

Attachment #9

RESOLUTION NO. 2021 – 213: BUDGET TRANSFER AUTHORIZATION FOR CANANDAIGUA CONSOLIDATED WATER DISTRICT ENGINEERING

WHEREAS, the Town of Canandaigua's 2021 Adopted Budget included an allocation of funds for engineering services to the Canandaigua Consolidated Water District through budget line SW500.8310.450 (Water.Engineering); and

WHEREAS, the Highway & Water Superintendent and Town Manager have reviewed this budget line and determined that future expenditures resulting from the required revision of the Emergency

Response Plan and re-submission of the Green Infrastructure Grant Initiative will exceed the current total budget and as such are recommending the following budget transfer:

DECREASE: SW500.1990.400 (Contingency)	\$10,000.00
INCREASE: SW500.8310.450 (Water.Engineering)	\$10,000.00

; and

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby authorizes and directs the Town Manager and Finance Clerk to make the above detailed budget transfer to the Canandaigua Consolidated Water District fund (SW500); and

BE IT FINALLY RESOLVED, the Town Clerk shall provide a copy of this resolution to the Town Manager and Finance Clerk.

RESOLUTION NO. 2021 – 214: AMENDING TOWN OF CANANDAIGUA 2021 FEE SCHEDULE

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as the “Town Board”) adopted the Town of Canandaigua 2021 Fee Schedule via Resolution 2020-285; and

WHEREAS, the Town Board is considering the adoption of the Form Based Code (herein referred to as FBC); and

WHEREAS, Section 1, F. Administrative Fees 1. Collection of Administrative Fees of the FBC, enables the Development Office will Development Office to accept fees; and

WHEREAS, Site Plan Applications will be accepted for review under the FBC for major projects over 5,000 square feet and minor projects under 5,000 square feet; and

WHEREAS, Section 1, F. Administrative Fees 1. Parks and Recreation Fees for New Development of the FBC establishes the collection of impact fees to offset new residential development, per dwelling unit; and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby amends the 2021 fee schedule to include the following fees and directs the Development Office to apply the following fees:

FORM BASED CODE:	
Site Plan Review (Minor)	
(under 5,000 sf)	\$ 250.00
Site Plan Review (Major)	
(over 5,000 sf)	\$ 500.00
Parks and Recreation Impact Fee	
(per dwelling unit)	\$1,000.00

BE IT FINALLY RESOLVED, the Town Board directs the Town Clerk to amend the Town of Canandaigua 2021 Fee Schedule to reflect the changes.

Attachment #10

RESOLUTION NO. 2021 – 215: AUTHORIZING TOWN MANAGER TO EXECUTE CONTRACT WITH SG SECURITY FOR THE REPLACEMENT OF THE TOWN HALL FIRE PANEL

WHEREAS, the Town Hall fire system has indicated fire alarm calls (automatic fire alarm) to the Town's security company and automatic to the Cheshire Volunteer Fire Department on 8/23/21 (@9:07pm), 9/7/21 (@2:49pm), 9/9/21 (@2:44pm), 9/10/21 (@6:33pm), 9/14/21 (@12:29pm), 9/14/21 (@3:21pm), 9/15/21 (@3:00am); and

WHEREAS, the security alarm company has tried replacing sensors in the building; however, the automatic alarm keeps activating; and

WHEREAS, the Cheshire Volunteer Fire Department and the security system in responding to these fire alarms has suggested to the Town replace the current fire panel as it is out-of-date and is the original system that was installed when the Town Hall was built in the mid-1990's; and

WHEREAS, the Town Clerk has received a quote from SG Security to replace the final panel and appendences at a total cost of \$9,978 with a monthly monitoring service fee of \$40.00; and

WHEREAS, the Town Manager has directed the fire alarm system be replaced immediately as an emergency repair operation; and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby acknowledges and authorizes the Town Manager to execute any documents necessary for SG Security to replace the existing Town Hall fire panel at a cost of \$9,978.00 and monthly monitoring fee of \$40.00 to be paid from the budget account AA100.1620.200; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide a copy of this resolution to the Town Manager and Finance Clerk.

Attachment #11

RESOLUTION NO. 2021 – 216: AUTHORIZING TOWN CLERK TO EXECUTE CONTRACT WITH INSTREAM FOR THE SCANNING OF DOCUMENTS ASSOCIATED WITH THE LGRMIF GRANT

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as the "Town Board") authorized the Town Manager via Resolution 2021-193 to execute the NYS Archives, State Education Department, LGRMIF Grant and to establish capital project budget H32; and

WHEREAS, Instream has submitted a proposal as part of the original grant application to perform scanning of site plans, user manuals, board applications, etc. for the Town at a cost of \$32,271; and

WHEREAS, the Town Clerk has reviewed the proposed contract from Instream and is recommending it to the Town Board for approval; and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby authorizes the Town Clerk to execute any documents necessary to complete the Instream contract at a cost of \$32,271.00 to be paid from the capital project budget account HH100.1460.400.00032; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide a copy of this resolution to the Town Manager and Finance Clerk.

Attachment #12

RESOLUTION NO. 2021 – 217: AUTHORIZING TOWN CLERK TO EXECUTE CONTRACT WITH SOLARA CONCEPTS FOR RECORDS MANAGEMENT POLICY AND PROCEDURES ASSOCIATED WITH THE LGRMIF GRANT

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as the “Town Board”) authorized the Town Manager via Resolution 2021-193 to execute the NYS Archives, State Education Department, LGRMIF Grant and to establish capital project budget H32; and

WHEREAS, Solara Concepts has submitted a proposal as part of the original grant application to perform the consulting and assistance to design electronic process to retain and review records management policy and procedures for the Town at a total cost of \$11,320.00; and

WHEREAS, the Town Clerk has reviewed the proposed contract from Solara Concepts and is recommending it to the Town Board for approval; and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby authorizes the Town Clerk to execute any documents necessary to complete the Solara Concepts contract for a cost of \$11,320.00 to be paid from the capital project budget account HH100.1460.400.00032; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide a copy of this resolution to the Town Manager and Finance Clerk.

Attachment #13

RESOLUTION NO. 2021 – 218: AUTHORIZATION OF TEMPORARY, PART TIME DEPUTY TOWN CLERK

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as ‘Town Board’) has been informed of the LGRMIF Grant that was awarded to the Town of Canandaigua and Town Clerk’s office to transfer paper records into an electronic data software management program (Laserfiche); and

WHEREAS, the Town Clerk and the HR and Payroll Coordinator have interviewed candidates to fill this temporary, part-time position to fulfill the obligations of the grant; and

WHEREAS, the Town Clerk is recommending hiring Brandi Langan to fill the Temporary, Part-Temporary Deputy Town Clerk position with a start date of October 4, 2021, and is recommending a rate of \$15.00 per hour to be paid from the HH100.1460.100.00032 (Records Mgmt.Personal Services) budget account; and

NOW THEREFORE BE IT RESOLVED, the Town Board authorizes the hiring of Brandi Langan as the Temporary, Part-Time Deputy Town Clerk at a rate of pay of \$15.00 per hour and authorizes the Town Manager to execute any and all documents to implement the appointment; and

BE IT FINALLY RESOLVED; the Town Clerk is directed to provide a copy of this resolution to the HR and Payroll Coordinator.

**RESOLUTION NO. 2021 – 219: ACKNOWLEDGEMENT OF PLANNING APPLICATION
REPRESENTING CANANDAIGUA CROSSINGS LLC OWNER OF PROPERTY AT 2536
ROCHESTER POINT ROAD FOR SITE PLAN APPROVAL**

WHEREAS, the Planning Board of the Town of Canandaigua (herein after referred to as “Planning Board”) per Section II (D) (6) (i) of the Form Based Code Document, made a motion to refer an application to the Town Board for its endorsement to continue site plan approval with the Planning Board as required in Form Based Code; and

WHEREAS, CPN-21-056, TM #70.11-01-7.110, BME Associates representing Canandaigua Crossings LLC, owner of property at 2536 Rochester Road, requested a Single-Stage Site Plan approval to construct a two-story 8,000-square-foot commercial/retail building with parking, stormwater management and other associated site improvements in the Community Commercial (CC) zoning district and detailed on site plans dated June 9, 2021, last revised August 10, 2021, prepared by BME Associates, and all other relevant information submitted as of September 3, 2021 (the current application); and;

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as ‘Town Board’) is reviewing, for adoption, the Uptown Form Based Code Document and consequent rezoning of certain parcels to the Form Based Code District and updating the Town of Canandaigua Official Zoning Map to reflect the Form Based Code District for certain areas of the Town, including TM#70.11-01-7.100; and

WHEREAS, the proposed application is located within the 332 Designated area of the Form Based Code Zoning District and the Planning Board has requested that the applicant consider moving the building closer to the road and providing parking in the rear of the building so that the project could be more in compliance with the proposed Form Based Code Document; and

WHEREAS, the Planning Board is requesting the Town Board endorse the Planning Board's recommendation to continue site plan approval through the Form Based Code; and

WHEREAS, since the Planning Board's meeting it has been determined the applicant will continue under the existing Community Commercial Zoning (CC) since the Form Based Code had not yet been adopted at the time of the applicant's submission to the Town of Canandaigua; and

NOW THEREFORE BE IT RESOLVED, the Town Board acknowledges the Planning Board's referral to the Town Board; and

BE IT FURTHER RESOLVED, the Town Board makes no determination for or against the application as the Town Board understands the application will continue under Community Commercial and the applicant is requesting a variance from the Zoning Board of Appeals on September 21, 2021 to be more in compliance with Form Based Code; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide a copy of this resolution to the Town Manager and the Town Planner.

Attachment #14

RESOLUTION NO. 2021 - 220: ADOPTION OF A LOCAL LAW TO AMEND TOWN CODE TO INCLUDE THE UPTOWN CANANDAIGUA FORM BASED CODE AND SEQR DETERMINATION OF NON-SIGNIFICANCE

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as "Town Board") on September, 20, 2021, passed Resolution No. 2021-172 adopting the Uptown Canandaigua Form Based Code; and

WHEREAS, the Town Board previously directed the Town Manager to prepare a local law to incorporate the Uptown Canandaigua Form Based Code into Town Code, Chapter 220, Article V District Regulations; and

WHEREAS, the Town Board is considering the adoption of said local law; and

WHEREAS, the Town of Canandaigua held a public hearing on the proposed local law on September 20, 2021; and

WHEREAS, the Town Board has reviewed the Short Environmental Assessment Form (EAF) Part 1; and

WHEREAS, the Town Board determines that said Action is classified as an Unlisted Action under Part 617 of the State Environmental Quality Review (SEQR) Regulations; and

WHEREAS, the Town Board has determined that the proposed action is subject to a single agency review pursuant to Part 617.6(b) (4) of the SEQR Regulations; and

WHEREAS, the Town Board determines that it is the most appropriate agency for making the determination of significance thereon under the SEQR Regulations; and

WHEREAS, the Town Board has given consideration to the criteria for determining significance as set forth in Section 617.7(c) (1) of the SEQR Regulations and the information contained in the Short EAF Part 1; and

WHEREAS, the Town Board has completed Part 2 and Part 3 of the Short EAF; and

WHEREAS, a copy of the Short EAF has been presented to the Town Board for consideration; this information is also available for review on the Town's website and is on file with the Town Clerk's office; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby designates itself as lead agency for the described action; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua has reasonably concluded there would not be any substantial adverse impact on the following: land use planning or zoning regulations; intensity of use of the land; character or quality of the existing community; environmental characteristics; existing level of traffic or infrastructure, use of energy; public or private water supplies; public or private wastewater treatment utilities; character or quality of important historic, archaeological, architectural or aesthetic resources; natural resources; potential for erosion, flooding or drainage problems; or creation of a hazard to environmental resources or human health; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua determines upon the information and analysis documented, the proposed action will not result in any significant adverse environmental impacts; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua does hereby make a Determination of Non-Significance on the proposed action; and

BE IT FURTHER RESOLVED, the Town Manager is hereby directed to sign the Environmental Assessment Form Part 3 and file with the Town Clerk as evidence the Town Board has determined the proposed action will not result in any significant adverse environmental impact; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua, after due deliberation, finds it in the best interest of the Town of Canandaigua and the community to adopt said Local Law; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua hereby adopts Local Law No. ____ of the Year 2021; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua directs the Town Clerk to include SEQR, findings, and narrative of the Town Board of the Town of Canandaigua as it pertains to this Local Law for filing purposes; and

BE IT FINALLY RESOLVED, the Town Board of the Town of Canandaigua hereby directs the Town Clerk to enter Local Law No. ____ of the Year 2021 in the minutes of this meeting, and in the Local Law Book of the Town of Canandaigua, and to give due notice of the adoption of said Local Law to the Secretary of State of New York.

Attachment #15

RESOLUTION NO. 2021 – 221: SEQR DETERMINATION OF NON-SIGNIFICANCE AND ADOPTION OF A LOCAL LAW TO DESIGNATE CERTAIN PARCELS IN THE FORM BASED CODE DISTRICT AND TO AMEND THE OFFICIAL ZONING MAP TO REFLECT THESE CHANGES

WHEREAS, the Town of Canandaigua Town Board (hereinafter referred to as “Town Board”) adopted the Uptown Canandaigua Form Based Code, prepared by Bergmann Associates via resolution number 2021-172; and

WHEREAS, the Uptown Canandaigua Form Based Code designated two subareas, State Route 332 Subarea and the Mixed-Use Development Subarea of the Uptown area to be rezoned to a Form Based Code District; and

WHEREAS, this action being proposed is to designate the real property, located within the Town of Canandaigua, as part of the Form Based Code District by amending the official zoning map of the Town of Canandaigua and remove the existing underlying zoning district and the mixed use overlay for the parcels identified to be included in Form Based Code District;

WHEREAS, the Town Board held a public hearing on September 20, 2021 regarding the intent to rezone the designated parcels; and

WHEREAS, the Town Board has reviewed the Environmental Assessment Form (EAF) Part 1; and

WHEREAS, the Town Board determines that said Action is classified as an Unlisted Action under Part 617 of the State Environmental Quality Review (SEQR) Regulations; and

WHEREAS, the Town Board has determined that the proposed action is subject to a single agency review pursuant to Part 617.6(b) (4) of the SEQR Regulations; and

WHEREAS, the Town Board determines that it is the most appropriate agency for making the determination of significance thereon under the SEQR Regulations; and

WHEREAS, the Town Board has considered the criteria for determining significance as set forth in Section 617.7(c) (1) of the SEQR Regulations and the information contained in the Full EAF Part 1; and

WHEREAS, the Town Board has completed Part 2 and Part 3 of the Full EAF; and

WHEREAS, a copy of the Full Environmental Assessment Form has been presented to the Town Board for consideration; this information is also available for review on the Town's website and is on file with the Town Clerk's office; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby designates itself as lead agency for the described action; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua has reasonably concluded there would not be any substantial adverse impact on the following: land use planning or zoning regulations; intensity of use of the land; character or quality of the existing community; environmental characteristics; existing level of traffic or infrastructure, use of energy; public or private water supplies; public or private wastewater treatment utilities; character or quality of important historic, archaeological, architectural or aesthetic resources; natural resources; potential for erosion, flooding or drainage problems; or creation of a hazard to environmental resources or human health; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua determines upon the information and analysis documented, the proposed action will not result in any significant adverse environmental impacts; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua does hereby make a Determination of Non-Significance on the proposal to designate certain parcels in the Form Based Code District and to amend the official zoning map to reflect these changes; and

BE IT FURTHER RESOLVED, the Town Manager is hereby directed to sign the Full Environmental Assessment Form Part 3 and file with the Town Clerk as evidence the Town Board has determined the proposed action will not result in any significant adverse environmental impact; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua hereby adopts by local law and designates said parcels' zoning to Form Based Code district and the Form Based Code mixed-use development subarea district subject to certain design standards set forth in the Uptown Canandaigua Form Based Code document as part of Local Law No. ____ of the Year 2021; and

BE IT FINALLY RESOLVED, the Town Clerk is hereby directed to update the official zoning map and provide copies of this resolution to the Town Manager and the Town Planner.

(NOTE: At the request of the stakeholders involved and the recommendation of the Town Manager and Town Planner, the Town Manager is requesting the Town Board also include Tax Map ID #56.00-2-32.112 in the Mixed-Use Development Subarea)

Attachment #16

RESOLUTION NO. 2021 - 222: APPOINTMENT OF CERTAIN POSITIONS AS TOWN OF CANANDAIGUA ZONING OFFICER(S)

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as 'Town Board') has previously by resolution appointed certain positions to also serve in the capacity as Town of Canandaigua Zoning Officer(s); and

WHEREAS, the Town Board per Resolution No. 2021-086, hired Shawna Bonshak as the Town of Canandaigua Town Planner; and

WHEREAS, the Town Manager has determined, due to her role in project and property review and compliance, the duties of Zoning Officer should also fall under her responsibilities; and

WHEREAS, Article XI Administration and Enforcement, 220-99 details the duties of the Zoning Officer; and

WHEREAS, the Town Manager recommends the Town Board appoint the position(s) of Town of Canandaigua Code Enforcement Officer and Town of Canandaigua Town Planner be appointed as Zoning Officer(s) of the Town of Canandaigua; and

NOW THEREFORE BE IT RESOLVED, the Town Board appoints the position(s) of Town of Canandaigua Code Enforcement Officer and Town of Canandaigua Town Planner as Zoning Officer(s) of the Town of Canandaigua; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide a copy of this resolution to the Town Manager, Town Planner, Human Resource Coordinator, and Code Enforcement Officers.

RESOLUTION NO. 2021 – 223: APPROVE CONTRACT AGREEMENT FOR SNOW AND ICE CONTROL ON COUNTY ROADWAYS FOR THE 2021-2022 SNOW REMOVAL SEASON

WHEREAS, the Town of Canandaigua has received from Ontario County a contract agreement for snow and ice control services on County roadways for the period of October 1, 2021 to September 30, 2022; and

WHEREAS, the recommendation of the Highway Superintendent is to accept this contract with the understanding that the Town will submit the required Ontario County paperwork for the base reimbursement rate of \$5,800.00 per mile which equates to \$ 142,506.00; and

NOW, THEREFORE BE IT RESOLVED, the Town of Canandaigua Town Board hereby approves the contract agreement with Ontario County for snow and ice control services for the 2021-2022 winter season and directs the Town Supervisor to execute said agreement and submit a copy to the Town Clerk's office.

Attachment #17

RESOLUTION NO. 2021 – 224: APPROVAL OF GENERATOR MAINTENANCE AGREEMENT WITH CUMMINS, INC

WHEREAS, the West Street Pump Station, West Lake Road Booster Station, and Goodale Road Pump Station house a Cummins emergency standby generator that has been maintained semi-annually by Cummins, Inc.; and

WHEREAS, the Water Superintendent is proposing a Planned Equipment Maintenance Agreement to continue the semi-annual maintenance schedule from September 2021 through March 2026 for an annual rate of \$2,527.53 for the first two years while the generators at West Lake Booster Station are under warranty, and an annual rate of \$4329.28 for the remaining 3 years; and

WHEREAS, the cost of this maintenance has been allocated in the budget line SW500.8340.440 (Services and Maintenance); and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Canandaigua hereby accepts the Planned Equipment Maintenance Agreement from Cummins, Inc. and authorizes the Water Superintendent to execute this agreement.

Attachment #18

RESOLUTION NO. 2021 – 225: AUTHORIZING HIGHWAY SUPERINTENDENT TO PROMOTE MOTOR EQUIPMENT OPERATOR TO WORKING SUPERVISOR

WHEREAS, the Town of Canandaigua Town Board (hereinafter referred to as “Town Board”) is aware of the need for restructuring and the creation of certain positions in the Town of Canandaigua to promote efficiency; and

WHEREAS, the Highway Department has a vacancy in the position of a working supervisor due to the resignation of long-time working supervisor Ken Brockett; and

WHEREAS, the Highway Superintendent has followed the policy of posting the notice of position and;

WHEREAS, the Highway Superintendent has recommended that Larry Tyler be placed into the position of Working Supervisor beginning October 1, 2021, with an hourly rate of pay be set at \$29.93 based on the union agreement; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua authorizes the Highway Superintendent to promote Larry Tyler to the position of Working Supervisor and authorizes the Town Manager to execute any and all documents; and

BE IT FINALLY RESOLVED, the Town Clerk shall provide a copy of this resolution to the Town Manager and the HR and Payroll Coordinator.

RESOLUTION NO. 2021 – 226: AUTHORIZING HIGHWAY SUPERINTENDENT TO PROMOTE MOTOR EQUIPMENT OPERATOR TO WORKING SUPERVISOR

WHEREAS, the Town of Canandaigua Town Board (hereinafter referred to as “Town Board”) is aware of the need for restructuring and the creation of certain positions in the Town of Canandaigua to promote efficiency; and

WHEREAS, the Highway Department has a vacancy in the position of a working supervisor; and

WHEREAS, the Highway Superintendent has followed the policy of posting the notice of position; and

WHEREAS, the Highway Superintendent has recommended that Travis Spike be placed into the position of Working Supervisor beginning October 1, 2021, with an hourly rate of pay be set at \$28.43 based on the union agreement; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua authorizes the Highway Superintendent to promote Travis Spike to the position of Working Supervisor and authorizes the Town Manager to execute any and all documents; and

BE IT FINALLY RESOLVED, the Town Clerk shall provide a copy of this resolution to the Town Manager and the HR and Payroll Coordinator.

RESOLUTION NO. 2021 – 227: ACCEPTING THE RESIGNATION OF WORKING SUPERVISOR KEN BROCKETT

WHEREAS, Ken Brockett, Town of Canandaigua Working Supervisor, has tendered his resignation effective September 29, 2021; and

WHEREAS, Mr. Brockett was hired on October 26, 1978, as a Motor Equipment Operator and then promoted to the position of Working Supervisor; and

WHEREAS, during his tenure as Working Supervisor Mr. Brockett has installed miles of water main, constructed many roads, assisted with his ability to fabricate metal, offered advice to the three different Highway Superintendents that he worked with during his career, and plowed snow to provide safe travels for the residents of the Town of Canandaigua; and

WHEREAS, throughout his 43 years of service, Mr. Brockett has been committed to the residents of the Town of Canandaigua, the Town Board and its mission; and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby accepts the resignation of Mr. Brockett, and thanks him for his years of dedicated service to the Town of Canandaigua and its residents and wishes him well with future endeavors.

RESOLUTION NO. 2021 – 228: AUTHORIZATION TO HIRE SEASONAL PART-TIME MOTOR EQUIPMENT OPERATOR

WHEREAS, the Town of Canandaigua has an opening for a seasonal, part-time Motor Equipment Operator position; and

WHEREAS, the Highway Superintendent has confirmed there is a need to fill this position; and

WHEREAS: the Highway Superintendent is looking to place Ken Brockett into the position of seasonal motor equipment operator beginning October 1, 2021, at a rate of pay of \$ 27.51

NOW THEREFORE BE IT RESOLVED, that the Canandaigua Town Board hereby approves the hiring of Ken Brockett to fill the seasonal, part time motor equipment operator position at an hourly rate of \$27.51/hour to be charged to the budget line DA.100.5110.130; and

BE IT FINALLY RESOLVED, the Town Board authorizes the Town Manager to execute any and all documents relative to the hiring of the seasonal, part-time motor equipment operator.

RESOLUTION NO.2021 – 229: AUTHORIZATION FOR THE TOWN MANAGER TO MAKE GRANT APPLICATION RELATING TO MOTION JUNCTION, COVID-19 SMALL BUSINESS RELIEF, AND SETTING A PUBLIC HEARING ON SAID APPLICATION

WHEREAS, the NYS Community Development Block Grant has extended the window for applications for CARES Act Funding associated with eligible projects relative to the COVID-19 pandemic; and

WHEREAS, the Town Manager of the Town of Canandaigua has identified through consultation with NYS CDBG that outdoor safe ADA play and establishment of a small business recovery fund are both possible eligible uses of CARES Act Funding; and

WHEREAS, the Town Manager has identified the possibility of projects including financial assistance including reimbursement associated with the construction of Motion Junction, along with the creation of a small business COVID-19 relief recovery fund; and

WHEREAS, the Town Manager is requesting to make application to NYS CDBG Housing Community Renewal for funding associated with the construction of Motion Junction, and the construction of an ADA fully inclusive building at Motion Junction to be inclusive of everyone using the facility along with the possible creation of a COVID-19 small business relief recovery fund; and

WHEREAS, a requirement of the grant application is for the sponsoring municipality to hold a public hearing on the grant application; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua does hereby establish a public hearing on a CARES CDBG-CV grant application from the Town of Canandaigua to be held on _____, September __, 2021 at _____ by remote means utilizing zoom and open to the public; and

BE IT FURTHER RESOLVED, the Town Board authorizes the Town Manager to execute any documents associated with the grant application for funding associated with the construction of Motion Junction and the creation of a small business COVID-19 relief recovery fund; and

BE IT FURTHER RESOLVED, if awarded the Town Board understands certain requirements exist including regulations involving those small businesses eligible for consideration as part of the COVID-19 relief recovery fund; and

BE IT FURTHER RESOLVED, the Town Board understands the Canandaigua LDC surveyed local businesses in the Canandaigua community including in the Town of Canandaigua, many of which identified financial impacts associated with COVID-19, and some of whom might qualify; and

BE IT FINALLY RESOLVED, the Town Board directs the Town Clerk to provide notice of said public hearing and provide a copy of this resolution to the Town Manager.

Attachment #23

RESOLUTION NO. 2021 – 230: ACCEPTING THE RESIGNATION OF WATER MAINTENANCE ASSISTANT MARK SCOTT

WHEREAS, Mark Scott, Town of Canandaigua Water Maintenance Assistant, has tendered his resignation effective September 30, 2021; and

WHEREAS, during his tenure with the Town of Canandaigua, Mr. Scott assisted with the implantation of new technologies in the Water Department, he assisted with the multi-year Canandaigua Consolidated water project which included the installation of two new water tanks and a new booster pump facility, he brought a positive and helpful demeanor to his everyday interactions with residents, he ensured continued operations through careful inventory, he ensured the safety of the water supply through sample requirements and flushing, he helped to maintain the safety of roadways during inclement weather through plowing operations, and he always had a joke to share with coworkers; and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby accepts the resignation of Mr. Scott, and thanks him for his years of service to the Town of Canandaigua and its residents and wishes him well with future endeavors.

BLOCK: The following Resolutions No.2021-231 through No.2021-234 are offered as a block.

RESOLUTION NO. 2021 – 231: LINCOLN HILL FARM CATERING INC ALCOHOLIC BEVERAGES LICENSE NOTICE

WHEREAS, on April 19, 2021, the Town Board adopted Resolution NO. 2021-102 expressing not opinion for or against a new On-Premises Alcoholic Beverage license for Lincoln Hill Farm Catering LLC; and

WHEREAS, on August 25, 2021, the Town Clerk received a revised 30-Day Advanced Notice, (“30-Day Notice”), for a New Application of the On-Premises Alcoholic Beverages license application for Lincoln Hill Farm Catering LLC to be located at 3530 State Route 364 (TM# 98.15-1-27.100); and

WHEREAS, the Town does not express any opinion for or against the application; and

NOW, THEREFORE, BE IT RESOLVED that, the Town Board takes no further action relative to the 30-Day Notice.

Attachment #19

RESOLUTION NO. 2021 – 232: SOIL EROSION AND SEDIMENT CONTROL SURETY FOR 1900 SAND HILL ROAD (TAX MAP # 57.00-1-3.121)

WHEREAS, the Town of Canandaigua Planning Board has granted a site plan approval for the development / construction of a single-family dwelling located at 1900 Sand Hill Road (Tax Map # 57.00-1-3.121); and

WHEREAS, the Town of Canandaigua Planning Board has determined that a soil erosion and sediment control surety is to be provided and accepted by the Town Board; and

WHEREAS, the Town Code Enforcement Officer Christopher Jensen has reviewed the proposed estimate and found it to be satisfactory to meet the conditions of approval and the work to be completed; and

WHEREAS, the applicant has provided a cash deposit in the amount of \$1,328.25 for the purposes of the soil erosion and sediment control; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves and accepts the cash surety (in the form of a check from David Altemus) in the total amount of \$1,328.25.

Attachment #20

RESOLUTION NO. 2021 – 233: SOIL EROSION AND SEDIMENT CONTROL AND LANDSCAPING SURETIES FOR 4495 DAVIDSON LANDING (TAX MAP # 126.20-1-8.000)

WHEREAS, the Town of Canandaigua Planning Board has granted a site plan approval for the development / construction of a single-family dwelling located at 4495 Davidson Landing (Tax Map # 126.20-1-8.000); and

WHEREAS, the Town of Canandaigua Planning Board has determined that a soil erosion and sediment control surety and a landscaping surety are to be provided and accepted by the Town Board; and

WHEREAS, the Town Code Enforcement Officer Christopher Jensen has reviewed the proposed estimates and found them to be satisfactory to meet the conditions of approval and the work to be completed; and

WHEREAS, the applicant has provided a cash deposit in the amount of \$17,650 for the purposes of the soil erosion and sediment control and landscaping; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves and accepts the cash surety (in the form of two checks from Debra and Daniel Gill) in the total amount of \$17,650.

Attachment #21

RESOLUTION NO. 2021 – 234: SOIL EROSION AND SEDIMENT CONTROL AND LANDSCAPING SURETY FOR 5481 ROCHESTER POINT DRIVE (TAX MAP # 154.06-2-1.200)

WHEREAS, the Town of Canandaigua Planning Board has granted a site plan approval for the development / construction of a single-family dwelling located at 5481 Rochester Point Drive (Tax Map # 154.06-2-1.200); and

WHEREAS, the Town of Canandaigua Planning Board has determined that a soil erosion and sediment control and landscaping surety is to be provided and accepted by the Town Board; and

WHEREAS, the Town Code Enforcement Officer Christopher Jensen has reviewed the proposed estimate and found it to be satisfactory to meet the conditions of approval and the work to be completed; and

WHEREAS, the applicant has provided a cash deposit in the amount of \$18,352 for the purposes of the soil erosion and sediment control; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves and accepts the cash surety (in the form of a check from Jennifer Gabler and Stephen Bloch) in the total amount of \$18,352.

Attachment #22

- Approval of the following Town Board Meeting Minutes:
August 16, 2021

- Payment of the Bills
Abstract Claim Fund Totals presented by Town Clerk
Voucher Summary Report for Town Board signatures
(By signing, Town Board members represent they have reviewed the purchases for compliance with the Town's approved policies & approve of the prepared Voucher Summary Report and the attached invoices)

Utility Abstract dated 8/26/2021 totaling \$ 16,200.60

General Fund	\$ 2,743.40
Highway Fund	\$ 4.19
Capital Projects	\$ 1,160.00
Water Districts	\$ 534.01
Custodial Funds	\$ 11,759.00

Town Board Abstract dated 9/20/2021 totaling \$ 580,075.19

General Fund	\$ 253,256.83
Highway Fund	\$ 209,422.06
Capital Projects	\$ 59,580.20
Lighting Districts	\$ 1,123.05
Water Districts	\$ 28,462.26
Custodial Funds	\$ 28,230.79

- Privilege of the Floor
- Other Business
- Privilege of the Floor
- Executive Session, as requested
 - *Executive Session requested by the Town Manager with the Town Attorney and the Human Resource Coordinator for the employment history of a particular person.*
- Adjournment

ATTACHMENT 1

From: Doug Finch, Town Manager <dfinch@townofcanandaigua.org>
Sent: Thursday, September 9, 2021 12:15 PM
To: Sarah Reynolds
Subject: FW: Jet skis and fast boats on the lake

For communication binder please

Douglas E. Finch, Town Manager

Town of Canandaigua
5440 Route 5&20W
Canandaigua, NY 14424
Phone: (585)394-1120 ext. 2234

From: Rosenbaum, Michele VMD (michele.rosenbaum@zoetis.com) <michele.rosenbaum@zoetis.com>
Sent: Thursday, August 19, 2021 12:54 PM
To: dfinch@townofcanandaigua.org
Subject: Jet skis and fast boats on the lake

Hi Doug,

Please see the article link below.

Many of these same problems are happening on our lake with speeding and very loud jet skis, very loud music from boats and jet skis going very close to shore. I spoke with the sheriffs in their boats- said not much they can do which was disappointing. I think alcohol has a lot to do with it as well.

<https://amp.telegram.com/amp/747082600>

Kind regards,

Michele

Michele Rosenbaum VMD DACVD
Medical Lead, Dermatology-Professional
Zoetis Petcare | Medical Affairs
Mobile: 585.755.8947 | Michele.rosenbaum@zoetis.com

"We take care of pets, like pets take care of you." 🐶🐱

sreynolds@townofcanandaigua.org

From: Doug Finch, Town Manager <dfinch@townofcanandaigua.org>
Sent: Wednesday, September 8, 2021 6:20 PM
To: Sarah Reynolds
Subject: FW: 2022 Town Budget

For communication binder

Douglas E. Finch, Town Manager
Town of Canandaigua
5440 Route 5&20W
Canandaigua, NY 14424
Phone: (585)394-1120 ext. 2234

-----Original Message-----

From: Timothy Cole (slivers1952@yahoo.com) <slivers1952@yahoo.com>
Sent: Wednesday, September 8, 2021 4:39 PM
To: dfinch@townofcanandaigua.org
Subject: 2022 Town Budget

Hi Doug,

We just wanted to extend a very appreciative and sincere thank you to you and the Town staff that crunched the Town budget and worked so hard to keep it in line.

The fact that you folks look out for the little guy, speaks volumes!

Tim and Theresa Cole
3786 Middle Cheshire

Sent from my iPhone

ATTACHMENT 2

Assessor's Report – September 10, 2021

There were 15 residential sales recorded in the MLS for the Town of Canandaigua for the month of August 2021. All the sales were single-family houses ranging from \$166,100 - \$1,275,000 with an average sale price of \$401,867 and a median value of \$329,900. The average days on market was 7 days. The average List/Sale ratio was 101.41%. There were no Townhouses that transferred in arm's length transactions.

By comparison, August 2020 had a total of 19 residential sales. There were 16 single-family houses ranging from \$52,000 - \$750,000 with an average sale price of \$292,243 and a median value of \$210,000. The average days on market was 82 days. The average List/Sale ratio was 92.40%. There were also 3 Townhouses that sold within the range between for \$110,000 to \$299,000. The average days on market was 39 days. The average List/Sale ratio was 97.71%.

There are currently 11 active residential listings and 36 properties under contract in our town.

On September 9, the Ontario and Yates County Assessor's gathered for a tour of the Greenidge Power Plant in Dresden NY. This power plant was originally constructed as a coal power plant in 1938. It had been closed and vacant for many years. Finally in 2015, after clearing numerous hurdles with the many needed permits and meeting all regulations with the DEC and EPA, the plant was converted to Natural Gas operations that supplies NYSEG and was reopened. The tour was so interesting because much of the structure is original, and it is massive, complete with a railway that runs through the middle of the building and giant boilers that are 7 stories high. To generate additional income, Greenidge also operates a bitcoin mine on the property. Since its opening, there has been a great boost to the local economy because the company is committed to hiring only local contractors for their projects. One local electric contractor has been on site with a crew ranging between 2 – 30 people continuously since 2016. Local landscapers care for the lawns that cover roughly 300 acres. There is ongoing controversy with environmentalists who believe the plant poses a significant risk to the ecological sustainability of the region as a result of its effect on local emissions and air quality. The same day as our tour, Senator Kirsten Gillibrand issued a statement calling on the EPA to open an investigation as to whether to renew their permit. I was impressed with the rejuvenation of a once decaying and neglected plant and will be following the news to see how the controversy is resolved in the days and months ahead.

Respectfully Submitted,

Pamela Post

Pam Post, Assessor

Town Clerk Report for the September 20, 2021, Town Board Meeting

1. **Monthly Financial Report:** Revenues collected in the Town Clerk's office for the month of August 2021 totaled \$67,480.95. (see attached).
2. **CMC Class:** I have successfully completed by first set of Certified Municipal Clerk classes. These online / virtual classes took place the weeks of July 12 and July 19, 2021, from 8:00 a.m. to 12:30 p.m. To help cover the costs of this year's tuition, I was awarded a \$400 scholarship, of which I will reapply for again next year. As part of the course work, we had to work in small groups (which was great as we got to know the other participants from across the country and one person was from Canada), interact with everyone during each class, and write a "term" paper on how these classes will impact my Town Clerk office. Next year's class will be held again during the month of July. They are hoping that it will be in person in Albany. (See letter of completion)
3. **Mailchimp Update:** As of September 8, 2021, the number of people receiving notifications from the Town via Mailchimp is 1,560.
4. **Resolutions:**
 - a. Sureties: Altemus, 1900 Sand Hill Road
Bloch, 5481 Rochester Point Drive
Gill, 4495 Davidson Landing
 - b. LGRMIF Grant: Instream for Document Scanning
Solara Concepts for Review/Writing Record Management Policy
and Procedures
Hiring Temporary Part-Time Deputy Town Clerk
 - c. Town Hall Fire Panel Replacement

Please let me know if you have any questions.

Submitted by,

Jean Chrisman
Town Clerk

Account#	Account Description	Fee Description	Qty	Local Share
A.2001	Cabins / Halls / Paviliions	Onanda Halls/Lodging	15	3,710.00
	Park Rentals	Onanda Cabin Residential Weekly	3	1,450.00
		Sub-Total:		\$5,160.00
A1255	Marriage Lic.	Marriage License Fees	20	350.00
		Sub-Total:		\$350.00
A2001	Walk Ins	Onanda Receipts	150	6,925.00
		Sub-Total:		\$6,925.00
AA100.0380	AR Charge Back Billing	AR Charge Back Billing	1	350.00
		Sub-Total:		\$350.00
AA100.1255	Conservation	Conservation	16	80.92
	Misc. Fees	Marriage Cert	20	200.00
		Sub-Total:		\$280.92
AA100.1603	Misc. Fees	Death Cert	30	300.00
		Sub-Total:		\$300.00
AA100.2001	BYS Fee	BYS Fee	28	140.00
	Cart Fee	CC Cart Fee	228	34.20
	Credit Card Processing Fee	Credit Card Processing Fee	195	354.36
	General Lic.	Park Permit Res	4	140.00
		Park Permits Non	1	65.00
	Onanda Cabin NON Residential Daily	Onanda Cabin NON Residential Daily	13	1,640.00
	Onanda Cabin NON Residential Weekly	Onanda Cabin NON Residential Weekly	10	4,580.00
	Onanda Cabin Residential Daily	Onanda Cabin Residential Daily	5	365.00
	Onanda Park Pavilion	Onanda Park Pavilions	12	1,060.00
	Outhouse Park Hall Full Day	Outhouse Park Hall Full Day	9	1,250.00
	Outhouse Park Pavilion	Outhouse Park Pavilion	7	255.00
	Pavilion rental	Pierce Park Pavilions	6	120.00
	Refund Processing Fee	Park Rental Cancelation Processing Fee	2	100.00
	WL Schoolhouse Weekend	WL Schoolhouse Weekday	3	75.00
		Sub-Total:		\$10,178.56
AA100.2110	Plan & Zone	Zoning Fee	6	900.00
	Shrot-Term Rental Registration	Short-Term Rental Registration	1	33.00
		Sub-Total:		\$933.00
AA100.2120	Plan & Zone	Soil Erosion	7	1,050.00
		Sub-Total:		\$1,050.00
AA100.2544	Dog Licensing	Female, Spayed	103	1,957.00
		Female, Unspayed	7	189.00
		Male, Neutered	86	1,634.00
		Male, Unneutered	4	108.00
		Replacement Tags	3	9.00
	Late Fees	Late Fees	28	140.00

Account#	Account Description	Fee Description	Qty	Local Share
			Sub-Total:	\$4,037.00
AA100.2590	Building Fee	Building Fee	28	7,695.60
	Plan & Zone	Site Development	24	3,863.60
			Sub-Total:	\$11,559.20
AA100.2591	Misc. Fees	Transfer Coupons	1311.5	2,623.00
			Sub-Total:	\$2,623.00
CM100-2001	Plan & Zone	Parks And Recreation	5	5,000.00
			Sub-Total:	\$5,000.00
SW500.2140	Rents Payments	Rents Payments	23	12,291.49
			Sub-Total:	\$12,291.49
SW500.2142	Water Sales	Water Sales	6	282.50
			Sub-Total:	\$282.50
SW500.2144	Service Hookups	Service Hookups	6	3,675.00
			Sub-Total:	\$3,675.00
SW500.2148	Penalty	Penalty	19	320.20
			Sub-Total:	\$320.20

Total Local Shares Remitted:	\$65,315.87
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Amount paid to: NYS Ag. & Markets for spay/neuter program	222.00
Amount paid to: NYS Environmental Conservation	1,493.08
Amount paid to: State Health Dept. For Marriage Licenses	450.00

Total State, County & Local Revenues:	\$67,480.95
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Total Non-Local Revenues:	\$2,165.08
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To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Jean Chrisman, Town Clerk, Town of Canadaigua during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor

Date


 Town Clerk

 9/8/2021
 Date

August 30, 2021

Jean Chrisman
City/Town of Canandigua
5770 Rossier Road
Canandigua, NY 14424

Dear Jean,

This letter serves as confirmation for the 40 classroom hours (20 units) earned by you during the July sessions of the New York Municipal Clerks Institute towards the CMC/MMC Designation. The list below includes classes attended during the Institute, July 12 through July 23, 2021. You are responsible to submit this documentation to IIMC as proof of education credits earned toward your CMC/MMC designation.

You completed and have been given credit for the following coursework:

	Session Title
1	Introduction, Learning Action Plan Instructions
2	IT E-government, strategic management
3	Parks Case Study Part 1
4	Innovation as an Enabler
5	Negotiating Part 1
6	Negotiating Part 2
7	Records Management – CMC only
8	Written Skills: Memo Writing
10	Grant Writing
11	Human Resources Management
12	Cybersecurity
13	Data Visualization
14	Pivot Tables and Charts
15	Oral Presentations
16	Social Media – CMC only
17	Records Mgt, Legal Content Mgt, Imaging
19	Budgeting
20	Economic Development
21	Ethics
22	Parks Case Study Part 2

Please review this list of classes and contact Barbara Mathews at bmathews@albany.edu immediately if you find any discrepancies in the above information.

It has been our privilege to work with you this Summer, and we look forward to our work together in the future.

Sincerely,

A handwritten signature in cursive script, appearing to read "Julie Novkov".

Julie Novkov, Interim Dean
Rockefeller College of Public Affairs and Policy

A handwritten signature in cursive script, appearing to read "Eugene J. Monaco".

Eugene Monaco, Director
New York State Municipal Clerks Institute

jchrisman@townofcanandaigua.org

From: Mathews, Barbara (bmathews@albany.edu) <bmathews@albany.edu>
Sent: Monday, August 30, 2021 11:52 AM
To: jchrisman@townofcanandaigua.org
Subject: RE: Final CMC Course Work Summary Paper
Attachments: Chrisman Completion Letter.pdf

Hi Jean,
Attached is your completion letter.
Please let me know if it contains any errors.
Best,
Barbara

From: jchrisman@townofcanandaigua.org <jchrisman@townofcanandaigua.org>
Sent: Wednesday, August 18, 2021 12:55 PM
To: Mathews, Barbara <bmathews@albany.edu>
Subject: Final CMC Course Work Summary Paper

Good Afternoon Barbara,

Please find attached my paper to complete the two weeks of CMC courses (the weeks of July 12 and July 19, 2021). Please let me know if you need anything further to complete my coursework.

I truly enjoyed the two weeks of classes. They were amazing. I'm looking forward to next year's classes (hopefully in person).

Enjoy the remainder of your summer days.

Jean Chrisman
Town Clerk
Town of Canandaigua

Jean Chrisman
Town Clerk / Receiver of Taxes
Town of Canandaigua
(585) 394-1120 Ext 2225

Town of Canandaigua

5440 Routes 5 & 20 West • Canandaigua, NY 14424 • (585) 394-1120

Established 1789

August 2021 Monthly Report Shawna Bonshak, Town Planner

Permit and Board Activity:

Building Permits August 2021	# Issued
Single Family	6
Townhome (units)	-
Alterations	8
Roof Repair/Replace	8
Addition/Deck	4
Accessory Structure	3
Swimming Pool	1
Dock	-
Fence	2
Generator	5
Operating Permits	-
Ag Pond	-
Sign	-
Total Permits:	37

TOC PB is scheduled to meet on September 14th and 28th, via hybrid.

	<u>TOC Planning Board Reviews (August 10th and 24th)</u>
<u>Special Use Permit</u>	
<u>Single Stage Site Plan (Commercial)</u>	2536 State Route 332- 8,000 sf commercial building (cont to 9/14)
<u>Single Stage Site Plan (Residential)</u>	3535 Rt. 364- prelim site plan- 2 single family residential, 116 townhomes & new road (*both applications continued to 10/12) 3551 County Road 16- demo and construct new single-family dwelling 4655 County Road 16- site work and installation of tram
<u>Subdivision</u>	4455 Middle Cheshire Road, 2 lot subdivision 3535 Rt. 364- prelim subdiv for 2 single family residential, 116 townhomes & new road * State Route 21/Parrish Street Ext, PierceBrook Subdivision, creation of 92 parcels (92 sg family dwellings) (con't to 9/14) New, upcoming applications for September include 4351 Tichenor Point (driveway realignment), 3434 Middle Cheshire Road (Major Home Occupancy- farm stand), 0000 County Road 16 (field access drive), 5167 Overlook (Major Home Occupancy- Federal Firearms).

Highlights

#TOC2022

Much planning, during August, went into the Strategic Plan meeting scheduled for 9/22, 5:30 p.m., Onanda Park (Crouch Hall). All Boards, Committees and Teams as well as the public are encouraged to attend. We will be setting 3 to 5 attainable goals for 2022 based on the newly adopted Comprehensive Plan. If you have not yet RSVP'd, to myself or Sarah, please do so asap.

Ordinance Committee

Continued work on Ridgelines/Viewsheds. Hoping to move on the Ag/Farmland Overlay before the end of 2021.

ECB

The ECB reviewed one referral at their August meeting. Much of the discussion was about the 2021 budget and plans for 2022.

Ontario County Planning Board

County Planning has reached out again in reference to a representative from the Town. We have had one application so far.

Respectfully submitted,
Shawna Bonshak

Print Date: 09-09-2021
Print Time: 14:04
Town of Canandaigua

Inv. Code	Description	Qty	Cost	Discount	Net Sales
Cabin					
ABODE	Abode	1.0000	0.00	0.00	485.00
HAY	Hayowentha	2.0000	0.00	0.00	395.00
LH	Little House	1.0000	0.00	0.00	200.00
LS-CAB-A	Anekule	3.0000	0.00	0.00	660.00
LS-CABIN-H	Haeho	4.0000	0.00	0.00	1,335.00
LS-CABIN-WA	Wapoos	1.0000	0.00	0.00	360.00
LS-CABIN-WE	Wequash	3.0000	0.00	60.00	760.00
LS_CABIN_T	Tilipe	0.0000	0.00	0.00	160.00
UL-CABIN-A	Adsila	3.0000	0.00	0.00	645.00
UL-CABIN-...	Chowat	-1.0000	0.00	0.00	-180.00
UL-CABIN-O	Oawensa	2.0000	0.00	0.00	450.00
Total Cabin		19.0000	0.00	60.00	5,270.00

Subtotal:	5,270.00
Discounts:	<u>60.00</u>
Sales:	5,210.00
Taxes:	<u>124.45</u>
Totals:	5,334.45

Total	19.00	0.00	60.00	5,270.00
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Subtotal:	5,270.00
Discounts:	<u>60.00</u>
Sales:	5,210.00
Taxes:	<u>124.45</u>
Totals:	5,334.45

Pavilion and Building Rental Sales

Print Date: 09-13-2021
 Print Time: 09:06
 Town of Canandaigua

Sales Report - Sales By Category Aug 1 2021 to Aug 31 2021

Inv. Code	Description	Qty	Cost	Discount	Net Sales
Rental Unit					
CROUCH_H	Crouch Hall	6.0000	0.00	375.00	1,350.00
GORHAM_O	Gorham Lodge-Overnight	1.0000	0.00	0.00	1,275.00
HOLDEN_P	Holden Pavilion	3.0000	0.00	0.00	255.00
KING_H	King Hall	5.0000	0.00	70.00	930.00
OP_H	Outhouse Park Hall	9.0000	0.00	100.00	1,200.00
OP_P	Outhouse Park Pavilion	5.0000	0.00	60.00	225.00
PPP_1	Pierce Park Pavilion #1	5.0000	0.00	30.00	120.00
PPP_2	Pierce Park Pavilion #2	1.0000	0.00	15.00	30.00
ROTARY_P	Rotary Pavilion	4.0000	0.00	35.00	440.00
UP_38	Upland Pavilion #38	2.0000	0.00	0.00	150.00
WLRS	West Lake Road Schoolhouse	2.0000	0.00	10.00	45.00
Total Rental Unit		43.0000	0.00	695.00	6,020.00
					Subtotal: 6,020.00
					Discounts: <u>695.00</u>
					Sales: 5,325.00
					Taxes: <u>104.46</u>
					Totals: 5,429.46
<hr/>					
Total		43.00	0.00	695.00	6,020.00
					Subtotal: 6,020.00
					Discounts: <u>695.00</u>
					Sales: 5,325.00
					Taxes: <u>104.46</u>
					Totals: 5,429.46

Onanda Cabins

Print Date: 09-01-2021
Print Time: 14:22
Town of Canandaigua

Occupancy Percentage Report - Weekly Aug 1 2021 to Aug 31 2021

Site Class	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total
Week 30 - Jul 2021								
Sites-General							Aug-1-21 12	12
Week 30 Rentals:							12	12
Rentals Available:							14	14
Occupancy Percentage:							85.71%	85.71%
Week 31 - Aug 2021								
Sites-General	Aug-2-21 11	Aug-3-21 10	Aug-4-21 10	Aug-5-21 11	Aug-6-21 13	Aug-7-21 13	Aug-8-21 9	77
Week 31 Rentals:	11	10	10	11	13	13	9	77
Rentals Available:	14	14	14	14	14	14	14	98
Occupancy Percentage:	78.57%	71.43%	71.43%	78.57%	92.86%	92.86%	64.29%	78.57%
Week 32 - Aug 2021								
Sites-General	Aug-9-21 7	Aug-10-21 7	Aug-11-21 8	Aug-12-21 8	Aug-13-21 8	Aug-14-21 11	Aug-15-21 10	59
Week 32 Rentals:	7	7	8	8	8	11	10	59
Rentals Available:	14	14	14	14	14	14	14	98
Occupancy Percentage:	50.00%	50.00%	57.14%	57.14%	57.14%	78.57%	71.43%	60.20%
Week 33 - Aug 2021								
Sites-General	Aug-16-21 10	Aug-17-21 10	Aug-18-21 10	Aug-19-21 10	Aug-20-21 13	Aug-21-21 9	Aug-22-21 7	69
Week 33 Rentals:	10	10	10	10	13	9	7	69
Rentals Available:	14	14	14	14	14	14	14	98
Occupancy Percentage:	71.43%	71.43%	71.43%	71.43%	92.86%	64.29%	50.00%	70.41%
Week 34 - Aug 2021								
Sites-General	Aug-23-21 7	Aug-24-21 7	Aug-25-21 6	Aug-26-21 7	Aug-27-21 9	Aug-28-21 9	Aug-29-21 7	52
Week 34 Rentals:	7	7	6	7	9	9	7	52
Rentals Available:	14	14	14	14	14	14	14	98
Occupancy Percentage:	50.00%	50.00%	42.86%	50.00%	64.29%	64.29%	50.00%	53.06%
Week 35 - Sep 2021								
Sites-General	Aug-30-21 13	Aug-31-21 12						25
Week 35 Rentals:	13	12						25
Rentals Available:	14	14						28
Occupancy Percentage:	92.86%	85.71%						89.29%
Total Rentals:	48	46	34	36	43	42	45	294
Total Available:	70	70	56	56	56	56	70	434
Occupancy Percentage:	68.57%	65.71%	60.71%	64.29%	76.79%	75.00%	64.29%	67.74%

TOWN OF CANANDAIGUA

TOWN MANAGER MONTHLY REPORT

September 20, 2021

PERSONNEL

KUDOS: Kudo's this month to the Canandaigua community who came together over 700 strong to volunteer time the week of August 23rd for the construction of the equipment at Motion Junction. Many people said there were amazed at the playground and look forward to the grand opening of the facility in 2022.

FINANCE

NYCLASS: Attached to my report is the most recent statement from NYCLASS regarding our reserve funds. Interest rates are down, and the interest income is also down accordingly.

SPECIAL DISTRICTS: While preparing the 2022 Tentative Budget I have identified a couple of items that need additional research relative to special districts. The following two special districts show a loss in taxable value, so I have asked the Town's Assessor to dig into this more and report back the information:

SW520 (Andrews Road WD): 2020 - \$8,316,904 / 2021 - \$8,303,956

SW530 (Emerson Allen Rd WD): 2019 - \$6,340,141 / 2020 - \$5,663,951 / 2021 - \$5,649,609
Additionally, the following drainage district had an increase in units which appears to likely be an error as units that are in the St. James Parkway HOA were added to the Lakewood Meadows Drainage District; however, the St. James Parkway HOA is responsible for their own stormwater management and should not be included in the Lakewood Meadows Drainage District:

SD605 (Lakewood Meadows DD): 2020 – 748 units / 2021 – 764 units

ARP FUNDS: Attached to your agenda is a resolution to increase our ARPA funds, as a result of notification from the State that some municipalities have decided not to accept the funds so those funds are being redistributed to other municipalities.

LDC: Attached to my report is the update to date profit and loss statement for the LDC. The agenda includes a new agreement with the City of Canandaigua to support the LDC for the next three years.

GENERAL:

ENHANCED LAW ENFORCEMENT: Attached to my report is the monthly enhanced law enforcement report from the Ontario County Sherriff's department. I have requested additional patrol of Middle Cheshire Road and CR16 following additional resident complaints.

TOWN OF CANANDAIGUA
TOWN MANAGER MONTHLY REPORT

September 20, 2021

STRATEGIC PLANNING: The Citizen's Implementation Committee (CIC) has scheduled a strategic planning session to consider the priority action items associated with the Comprehensive Plan for September 22, 2021 at Crouch Hall at Onanda Park. All boards and members are encouraged to participate.

2020 CENSUS: Attached to my report is additional information that I gathered from data as a result of the 2020 Census. The information identifies a 4% increase in the Town of Canandaigua's population. Additionally, it identifies approximately 48% of the Town's population lives North of SR5&20 with nearly 52% South of SR5&20. Additionally, the data shows about 55% of the Town's population of age 17 & under lives North of SR5&20 a location that includes two of our Town parks, with the neighborhood park Old Brookside.

DOH INSPECTION: On August 11, 2021 the West Lake Schoolhouse Beach was inspected by the NYS Department of Health. No violations were observed.

Sincerely,

Doug Finch, Town Manager



Summary Statement

August 31, 2021

Page 1 of 15

Investor ID: NY-01-1004

0000577-0004655 PDF 334304

Town of Canandaigua
5440 Route 5 & 20 West
Canandaigua, NY 14424

NYCLASS

NYCLASS

Average Monthly Yield: 0.0251%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NY-01-1004-0001	INVESTMENTS	2,001,487.67	0.00	0.00	42.73	323.94	2,001,510.26	2,001,530.40
NY-01-1004-0002	CONT. TAX RESERVE (AA231)	474,292.99	0.00	0.00	10.19	135.20	474,298.38	474,303.18
NY-01-1004-0003	OPEN SPACE RESERVE (AA234)	1,103,463.82	0.00	0.00	23.56	283.88	1,103,476.27	1,103,487.38
NY-01-1004-0004	PARKS FUND (CM100/CR)	652,006.88	0.00	0.00	13.95	185.48	652,014.25	652,020.83
NY-01-1004-0005	HWY EQUIP RESERVE (DA230)	186,844.05	0.00	0.00	4.03	52.99	186,846.18	186,848.08
NY-01-1004-0006	HWY IMPROV RESERVE (DA232)	208,532.47	0.00	0.00	4.38	59.15	208,534.78	208,536.85

Tel: (855) 804-9980

<https://www.newyorkclass.org/>



Summary Statement

August 31, 2021

Page 2 of 15

Investor ID: NY-01-1004

Town of Canandaigua
5440 Route 5 & 20 West
Canandaigua, NY 14424

NYCLASS - (continued)

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NY-01-1004-0007	HWY SNOW RD REPAIR RESERVE (DA235)	205,352.15	0.00	0.00	4.34	57.98	205,354.44	205,356.49
NY-01-1004-0008	REPAIR RESERVE FUND (AA232)	80,109.02	0.00	0.00	1.81	21.42	80,109.98	80,110.83
NY-01-1004-0009	TECHNOLOGY RESERVE FUND (AA233)	45,978.57	0.00	0.00	0.93	10.54	45,979.06	45,979.50
NY-01-1004-0010	NYS EMP SYST RESERVE (AA235)	226,240.65	0.00	0.00	4.92	64.46	226,243.25	226,245.57
NY-01-1004-0011	BONDED INDEBTEDNESS RESERVE (AA237)	215,502.60	0.00	0.00	4.61	49.60	215,505.04	215,507.21
NY-01-1004-0012	SOLID WASTE MGMT RESERVE (AA238)	551,246.74	0.00	0.00	11.78	136.62	551,252.97	551,258.52
TOTAL		5,951,057.61	0.00	0.00	127.23	1,381.26	5,951,124.86	5,951,184.84

INVESTMENTS

Account Summary

Average Monthly Yield: 0.0251%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	2,001,487.67	0.00	0.00	42.73	323.94	2,001,510.26	2,001,530.40

Transaction Activity

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
08/01/2021	Beginning Balance			2,001,487.67	
08/31/2021	Income Dividend Reinvestment	42.73			
08/31/2021	Ending Balance			2,001,530.40	

CONT. TAX RESERVE (AA231)

Account Summary

Average Monthly Yield: 0.0251%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	474,292.99	0.00	0.00	10.19	135.20	474,298.38	474,303.18

Transaction Activity

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
08/01/2021	Beginning Balance			474,292.99	
08/31/2021	Income Dividend Reinvestment	10.19			
08/31/2021	Ending Balance			474,303.18	

OPEN SPACE RESERVE (AA234)

Account Summary

Average Monthly Yield: 0.0251%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	1,103,463.82	0.00	0.00	23.56	283.88	1,103,476.27	1,103,487.38

Transaction Activity

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
08/01/2021	Beginning Balance			1,103,463.82	
08/31/2021	Income Dividend Reinvestment	23.56			
08/31/2021	Ending Balance			1,103,487.38	



Account Statement

August 31, 2021

Page 6 of 15

Account Number: NY-01-1004-0004

PARKS FUND (CM100/CR)

Account Summary

Average Monthly Yield: 0.0251%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	652,006.88	0.00	0.00	13.95	185.48	652,014.25	652,020.83

Transaction Activity

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
08/01/2021	Beginning Balance			652,006.88	
08/31/2021	Income Dividend Reinvestment	13.95			
08/31/2021	Ending Balance			652,020.83	

HWY EQUIP RESERVE (DA230)

Account Summary

Average Monthly Yield: 0.0251%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	186,844.05	0.00	0.00	4.03	52.99	186,846.18	186,848.08

Transaction Activity

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
08/01/2021	Beginning Balance			186,844.05	
08/31/2021	Income Dividend Reinvestment	4.03			
08/31/2021	Ending Balance			186,848.08	

HWY IMPROV RESERVE (DA232)

Account Summary

Average Monthly Yield: 0.0251%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	208,532.47	0.00	0.00	4.38	59.15	208,534.78	208,536.85

Transaction Activity

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
08/01/2021	Beginning Balance			208,532.47	
08/31/2021	Income Dividend Reinvestment	4.38			
08/31/2021	Ending Balance			208,536.85	

HWY SNOW RD REPAIR RESERVE (DA235)

Account Summary

Average Monthly Yield: 0.0251%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	205,352.15	0.00	0.00	4.34	57.98	205,354.44	205,356.49

Transaction Activity

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
08/01/2021	Beginning Balance			205,352.15	
08/31/2021	Income Dividend Reinvestment	4.34			
08/31/2021	Ending Balance			205,356.49	

REPAIR RESERVE FUND (AA232)

Account Summary

Average Monthly Yield: 0.0251%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	80,109.02	0.00	0.00	1.81	21.42	80,109.98	80,110.83

Transaction Activity

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
08/01/2021	Beginning Balance			80,109.02	
08/31/2021	Income Dividend Reinvestment	1.81			
08/31/2021	Ending Balance			80,110.83	

TECHNOLOGY RESERVE FUND (AA233)

Account Summary

Average Monthly Yield: 0.0251%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	45,978.57	0.00	0.00	0.93	10.54	45,979.06	45,979.50

Transaction Activity

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
08/01/2021	Beginning Balance			45,978.57	
08/31/2021	Income Dividend Reinvestment	0.93			
08/31/2021	Ending Balance			45,979.50	

NYS EMP SYST RESERVE (AA235)

Account Summary

Average Monthly Yield: 0.0251%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	226,240.65	0.00	0.00	4.92	64.46	226,243.25	226,245.57

Transaction Activity

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
08/01/2021	Beginning Balance			226,240.65	
08/31/2021	Income Dividend Reinvestment	4.92			
08/31/2021	Ending Balance			226,245.57	

BONDED INDEBTEDNESS RESERVE (AA237)

Account Summary

Average Monthly Yield: 0.0251%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	215,502.60	0.00	0.00	4.61	49.60	215,505.04	215,507.21

Transaction Activity

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
08/01/2021	Beginning Balance			215,502.60	
08/31/2021	Income Dividend Reinvestment	4.61			
08/31/2021	Ending Balance			215,507.21	

SOLID WASTE MGMT RESERVE (AA238)

Account Summary

Average Monthly Yield: 0.0251%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	551,246.74	0.00	0.00	11.78	136.62	551,252.97	551,258.52

Transaction Activity

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
08/01/2021	Beginning Balance			551,246.74	
08/31/2021	Income Dividend Reinvestment	11.78			
08/31/2021	Ending Balance			551,258.52	

NYCLASS

NYCLASS

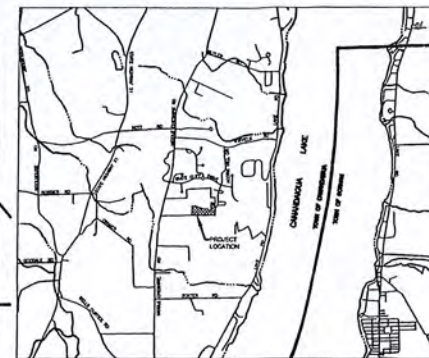
Date	Dividend Rate	Daily Yield
08/01/2021	0.000000000	0.0251%
08/02/2021	0.00000688	0.0251%
08/03/2021	0.00000687	0.0251%
08/04/2021	0.00000688	0.0251%
08/05/2021	0.00000687	0.0251%
08/06/2021	0.000002064	0.0251%
08/07/2021	0.000000000	0.0251%
08/08/2021	0.000000000	0.0251%
08/09/2021	0.00000687	0.0251%
08/10/2021	0.00000688	0.0251%
08/11/2021	0.00000688	0.0251%
08/12/2021	0.00000688	0.0251%
08/13/2021	0.000002064	0.0251%
08/14/2021	0.000000000	0.0251%
08/15/2021	0.000000000	0.0251%
08/16/2021	0.00000686	0.0251%
08/17/2021	0.00000688	0.0251%
08/18/2021	0.00000688	0.0251%
08/19/2021	0.00000688	0.0251%
08/20/2021	0.000002064	0.0251%
08/21/2021	0.000000000	0.0251%
08/22/2021	0.000000000	0.0251%
08/23/2021	0.00000687	0.0251%
08/24/2021	0.00000687	0.0251%
08/25/2021	0.00000689	0.0251%
08/26/2021	0.00000687	0.0251%
08/27/2021	0.000002064	0.0251%
08/28/2021	0.000000000	0.0251%
08/29/2021	0.000000000	0.0251%
08/30/2021	0.00000688	0.0251%
08/31/2021	0.00000687	0.0251%

Performance results are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**

O.C.C.O MAP #28449 - 21 LOTS

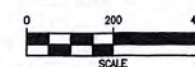
NOTES:

- | | | |
|---|--|--|
| <p>1. TOTAL PROJECT AREA OF THE AMENDED LAKEWOOD MEADOWS SUBDIVISION SECTION 9 IS 82.94 ACRES CONTAINING 81 LOTS (15 PATIO LOTS AT 8,500 SF AND 69 TOWN HOME LOTS AT 3,500 SF AVERAGE) AND 87.44 ACRES OF OPEN SPACE OR 81.3%</p> | <p>7. ALL IMPROVEMENTS SHALL BE IN ACCORDANCE WITH THE MOST RECENT STANDARDS AND SPECIFICATIONS OF THE TOWN OF CANANDAIGUA AND THE APPROPRIATE WATER/SEWER AGENCIES, UNLESS OTHERWISE NOTED.</p> | <p>9. LOT YIELD PER THE CONSERVATION SUBDIVISION ORDINANCE FOR FORMER SECTIONS 9 & 10:</p> <p>A. TOTAL NET AREA: 61.71 AC (PER NOTE #6C)
 B. DENSITY EQUALS ONE LOT PER NET ACRE: 62 LOTS
 C. FORMER SECTION 5B DENSITY: 19 LOTS</p> |
| <p>AMENDED OPEN SPACE LAKEWOOD MEADOWS SUBDIVISION SECTION 1-8 IS 292 LOTS ON 316.74 ACRES WITH A MINIMUM 183.6 ACRES OF OPEN SPACE OR 58%</p> | <p>8. PROPOSED STREET WIDTHS:
 22' FOR LOCAL COLLECTORS: ST. JAMES PARKWAY & ARBOUT HILL DRIVE
 20' FOR ALL OTHER STREETS: HARVEST VIEW RD, WOODVINE RISE RD. THIS IS NON STANDARD AND WILL REQUIRE PLANNING BOARD WAIVER AT FINAL APPROVAL(S). "20" WIDTH IS TO BE REQUIRED AT ALL HYDRANT LOCATIONS TO MEET NEW YORK STATE FIRE CODE.</p> | <p>10. PROPOSED OPEN SPACE OF FORMER SECTIONS 9 & 10: 47.44 AC OR 58%</p> |
| <p>LAKEWOOD MEADOWS SECTION 1-8 RECEIVED OVERALL PRELIMINARY SUBDIVISION APPROVAL ON JULY 13, 2004 AS A CLUSTER SUBDIVISION UNDER 27B OF TOWN LAW. THE APPROVAL INCLUDING 230 LOTS ON 255.4 ACRES WITH 131.1 ACRES OF OPEN SPACE OR 51%</p> | <p>7. LAKEWOOD MEADOWS FORMER SECTIONS 9 & 10 WERE REZONED TO SCR-1 WITH LOCAL NUMBER 3 OF 2006 (11.3 OF 2006). THE DENSITY CALCULATIONS FOR FORMER SECTIONS 9 & 10 ARE BASED ON THE SCR-1 ZONING DISTRICT AS DEFINED BY LOCAL LAW NO. 7 OF 2004 AS FOLLOWS:</p> | <p>11. TOTAL PROPOSED OPEN SPACE OF AMENDED SECTIONS 1-6: 184.94 AC OR 58.4%</p> <p>ORIGINAL OPEN SPACE SECTION 1-8
 (ORIGINAL OPEN SPACE SECTION 5B)
 OPEN SPACE FOR AMENDED SECTION 9</p> <p>131.14 AC
 (13.64 AC) (REMOVED)
 67.44 AC (ADDED)</p> |
| <p>2. EXISTING ZONING: SECTION 9 SCR-1; THIS PROPOSAL IS TO BE DEVELOPED AS A CONSERVATION SUBDIVISION AS DEFINED IN THE TOWN LAW.</p> | | |
| <p>3. PROPOSED USE: SINGLE FAMILY DWELLINGS</p> | | |
| <p>4. REQUESTED LOT STANDARDS:</p> | <p>CONSTRAINED LANDS AREAS FOR FORMER SECTIONS 9 & 10:</p> | |
| <p><u>PATIO LOTS</u></p> <p>LOT SIZE: 8,500 SF ±</p> <p>MINIMUM WIDTH @ SETBACK: 66'</p> <p>LOT DEPTH: 120' ±</p> <p>MAXIMUM BUILDING COVERAGE: 55%</p> <p>MAXIMUM BUILDING HEIGHT: 35'</p> <p><u>SETBACKS:</u></p> <p>FRONT: 20'</p> <p>SIDE: 6'</p> <p>REAR: 10'</p> <p>MIN BLDG. SEPARATION: NA</p> | <p>A. PARCEL SIZE: 69.2 ACRES
 B. CONSTRAINED LANDS: 7.49 ACRES</p> <p>1. WETLANDS = 0.0 ACRES
 2. 100 FLOOD PLAINS = 0.0 ACRES
 3. SLOPES GREATER THAN 20% = 0.0 ACRES
 4. PUBLIC UTILITIES = 0.09 ACRES (EXISTING WATERMAIN)
 5. WOODLANDS (0.2 ACRES) = 0.0 ACRES
 6. DRAINAGE CONTROL = 1.0 ACRES
 7. MIDDLE CHESHIRE ROAD RIGHT-OF-WAY = 0.89 ACRES</p> <p>C. TOTAL DEVELOPMENT LAND = 61.71 ACRES
 D. 1 DWELLING / ACRE = 62 DWELLINGS</p> | <p>12. ONE STREET TREE WITH A MINIMUM CALIPER OF 2 1/2 INCHES IS TO BE PLANTED PER LOT</p> <p>13. IN GROUND SWIMMING POOLS ARE TO BE LOCATED IN THE REAR OF THE LOT WITH A MINIMUM SETBACK OF FIFTEEN (15) FEET.</p> <p>14. THE APPLICANT WILL FILE SUBDIVISION DEED RESTRICTIONS CONCERNING ACCESSORY STRUCTURES. COPIES OF THESE RESTRICTIONS ARE ON FILE AT THE CANANDAIGUA TOWN HALL.</p> <p>15. THE PROPOSED TRAIL SHALL BE INSTALLED BY THE DEVELOPER TO LIMITS AS SHOWN ON FINAL SUBDIVISION DESIGN PLANS. THE DEVELOPER WILL BE RESPONSIBLE FOR MAINTENANCE OF THE TRAIL UNTIL SUCH TIME AS IT IS CONVEYED TO THE HOMEOWNERS ASSOCIATION, AT WHICH TIME THE HOA WILL ASSUME MAINTENANCE RESPONSIBILITIES.</p> |
| <p><u>TOWN HOME LOTS</u></p> <p>LOT SIZE: 3,500 SF ±</p> <p>MINIMUM WIDTH @ SETBACK: N/A</p> <p>LOT DEPTH: 84' ±</p> <p>MAXIMUM BUILDING COVERAGE: N/A</p> <p>MAXIMUM BUILDING HEIGHT: 35'</p> <p><u>SETBACKS:</u></p> <p>FRONT: 20' (FROM ROAD R.O.W.)</p> <p>SIDE: 6' (NON-COMMON LOT LINES ONLY)</p> <p>REAR: 10'</p> <p>MIN BLDG. SEPARATION: 40'</p> | <p>6. OPEN SPACE TABULATION PER THE CONSERVATION SUBDIVISION ORDINANCE:</p> <p>A. PARCEL SIZE: 69.2 ACRES
 B. CONSTRAINED LANDS: 7.49 ACRES</p> <p>1. WETLANDS = 0.0 ACRES
 2. 100 FLOOD PLAINS = 0.0 ACRES
 3. SLOPES GREATER THAN 20% = 0.0 ACRES
 4. PUBLIC UTILITIES = (EXISTING WATERMAIN)
 5. WOODLANDS (0.2 ACRES) = 0.0 ACRES
 6. DRAINAGE CONTROL = 1.0 ACRES
 7. MIDDLE CHESHIRE ROAD RIGHT-OF-WAY = 0.89 ACRES</p> | <p>16. OPEN SPACE PARCELS ARE TO BE OWNED AND MAINTAINED BY THE DEVELOPER UNTIL SUCH TIME THAT THE HOA IS ESTABLISHED AND THE PROPERTY IS TRANSFERRED. OPEN SPACE MAINTENANCE TO BE SPECIFIED IN THE HOA DOCUMENTS ON FILE WITH THE TOWN OF CANANDAIGUA. MAINTENANCE TO CONSIST OF ANNUAL CARE OF OPEN SPACE MEADOW AREAS AND SEMI-ANNUAL CARE OF LANDSCAPE PLANTINGS.</p> <p>17. ANY FINAL GRADE DEVIATIONS OF HOUSE PAD ELEVATIONS MORE THAN TWELVE INCHES SHALL BE APPROVED BY THE PLANNING BOARD.</p> <p>18. THIS PROPERTY MAY BE NEAR A FARM, AS DEFINED IN THE NEW YORK STATE AGRICULTURE AND MARKETS LAW, SECTION 301, SUBSECTION 11. SOUND FARMING PRACTICES MAY GENERATE DUST, ODOR, SMOKE, NOISE, AND VIBRATION.</p> <p>19. ALL OPEN SPACE AREAS INCLUDING STORMWATER MANAGEMENT FACILITIES AND THE MAINTENANCE RESPONSIBILITIES OF THESE AREAS WILL BE TRANSFERRED TO THE HOA</p> |



LOCATION MAP

NOT TO SCALE



APPROVED BY:
John S. Holt - meo
TOWN ENGINEER
DATE: *8/13/15*

APPROVED BY:
Shirley A. Scholz
PLANNING BOARD CHAIRPERSON
DATE: *8-18-15*

APPROVED BY:
James E. Platts
TOWN HIGHWAY & WATER SUPERINTENDENT
DATE: *8/18/15*

O.C.C.O MAP #29326 - 19 LOTS

O.C.C.O MAP #29964 - 23 LOTS

O.C.C.O MAP #32053-A - 14 LOTS

O.C.C.O MAP #29327 - 25 LOTS

32 LOTS

O.C.C.O MAP #29188 - 27 LOTS

24 lots
12.7± ac

O.C.C.O MAP #32053 - 20 LOTS

O.C.C.O MAP #32593 - 17 LOTS

DESIGN SPEED LIMIT: 55MPH			
SIGHT CRITERIA	REQUIRED	AVAILABLE LEFT	AVAILABLE RIGHT
INTERSECTION SIGHT DISTANCE	610 FEET	GREATER THAN 710 FEET	GREATER THAN 1000 FEET
STOPPING SIGHT DISTANCE	495 FEET		



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FINAL PLANS - SECTION 9A
for
LAKEWOOD MEADOW
SUBDIVISION

ST. JAMES PARKWAY
ONTARIO COUNTY

TOWN OF CANANDAIGUA

JOB NO: 0551-14
SCALE: 1" = 200'
DRAWN: RJT
DESIGNED: RJT
DATE: 12/18/14

REVISIONS

DATE	BY	REVISION
02/23/15	RJT	TOWN, AGENCY COMM
05/12/15	RJT	ISSUED FOR BID
08/12/15	RJT	COUNTY DPW COM.

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ROBERT P. BRINGLE, F.Y.

DRAWING TITLE:
OVERALL PLAN

2 of 16	SV1.0
SHEET No:	
0551-14	
JOB No:	
	DRAWING No:



TRAFFIC REPORT



During the Month of August 2021, Deputies continued to work the Enhanced Law Enforcement traffic patrol in the Town of Canandaigua. During this time, Deputies worked a total of 25 hours conducting traffic operations. Combined, they initiated 37 traffic stops and issued 25 citations consisting of the following:

State Route 332 - 11 citations
- 9 Speed in Zone
- 2 Disobeyed Traffic Device

Seneca Point Road - 6 citations
- 2 Disobeyed Traffic Device
- 1 Speed in Zone
- 1 Cracked Windshield
- 1 Uninspected Vehicle
- 1 Unregistered Vehicle

Cooley Road - 3 citations
- 1 Speed over 55mp
- 1 Uninspected Vehicle
- 1 Disobeyed Traffic Device

County Road 30 - 1 citation
- 1 Speed in Zone

County Road 28 - 1 citation
- 1 Disobeyed Traffic Device

New Michigan Road - 1 citation
- 1 Disobeyed Traffic Device

Middle Cheshire Road - 1 citation
- 1 Speed in Zone

North Street - 1 citation
- 1 Speed in Zone

In addition to the above enforcement efforts, the deputies reported the following activity:

- Responded to a littering complaint.
- Responded to a reckless driver complaint.
- Conducted stationary Radar on County Road 16 and Middle Cheshire Road.

Respectfully,

John Falbo
Chief Deputy, OCSO

From: [dob.sm.localarpa \(dob.sm.localarpa@budget.ny.gov\)](mailto:dob.sm.localarpa@budget.ny.gov)
To: dfinch@townofcanandaigua.org
Subject: Local ARPA Notification: Subsequent Distribution and Allocation
Date: Monday, August 23, 2021 3:13:49 PM



Division of the Budget

ANDREW M. CUOMO
Governor

ROBERT F. MUJICA JR.
Director of the Budget

August 23, 2021

Douglas E. Finch
Town Manager
Town of Canandaigua
5440 Route 5&20W
Canandaigua, NY 14424

Thank you for submitting your request to receive funds from the ARPA Coronavirus Local Fiscal Recovery Fund on behalf of your local government.

The American Rescue Plan Act and United States Department of the Treasury guidelines provide that any "remaining funds" from any "non-responsive" municipalities should be distributed among the responsive municipalities in a "subsequent distribution." In New York State, very few municipalities were non-responsive.

As such, your municipality will receive an additional allocation of **\$4,713.40**. This brings your total allocation to **\$1,159,175.99**. By Summer 2022, this allocation will have been made in the following payment amounts, the first of which you may have already received:

- **First 50% of main allocation (Summer 2021): \$577,231.30**
- **First 50% of additional allocation (Summer 2021): \$2,356.70**
- **Second 50% of main allocation plus second 50% of additional allocation, combined (Summer 2022): \$579,587.99**

As with the initial payment, funds will be disbursed by the Office of the New York State Comptroller (OSC) electronically, using your municipality's existing banking information from the New York State Vendor File. You should have received

instructions from OSC about how to confirm and provide any necessary updates/corrections of that information. If your municipality did not receive the initial payment electronically from the State, you should have received instructions from OSC for adding banking information to allow your municipality to receive these payments electronically. If you need further assistance, please contact epayment@osc.ny.gov.

In addition, please be advised of the following:

- **Retain NEU Recipient Number.** You must retain your NEU Recipient Number as an identifying number for the lifecycle of this program, including for reporting purposes. As a reminder, your NEU Recipient Number is: **NY3203**
- **Review Federal Reporting Requirements.** The Federal Government has established usage and reporting requirements for these funds. NEUs should visit the United States Department of Treasury website: <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds/recipient-compliance-and-reporting-responsibilities>
- **Register on SAM.gov.** In order to receive funds your municipality must not be excluded or disqualified from SAM.gov, and for reporting requirements, you will be required to be registered with SAM.gov. If your municipality is not registered, please do so as soon as possible.

Thank you.

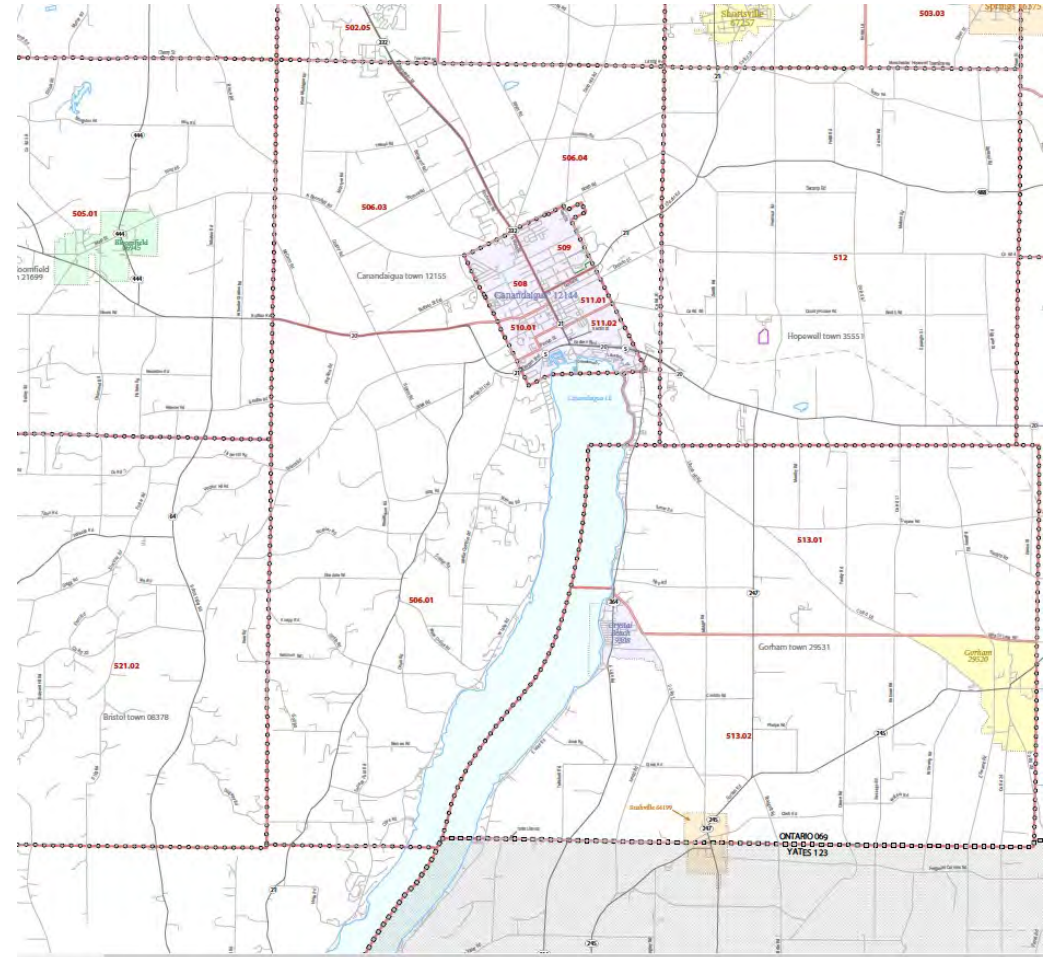
2020 Census – Town of Canandaigua

(3) 2020 Census tracts

506.03 – SR332 West, 5&20 North

506.04 – SR332 East,
East side of Cdga Lake

506.01 – 5&20South
West side of Cdga Lake



2020 Census – Town of Canandaigua

(3) 2020 Census tracts

506.03 – SR332 West, 5&20 North 2,790

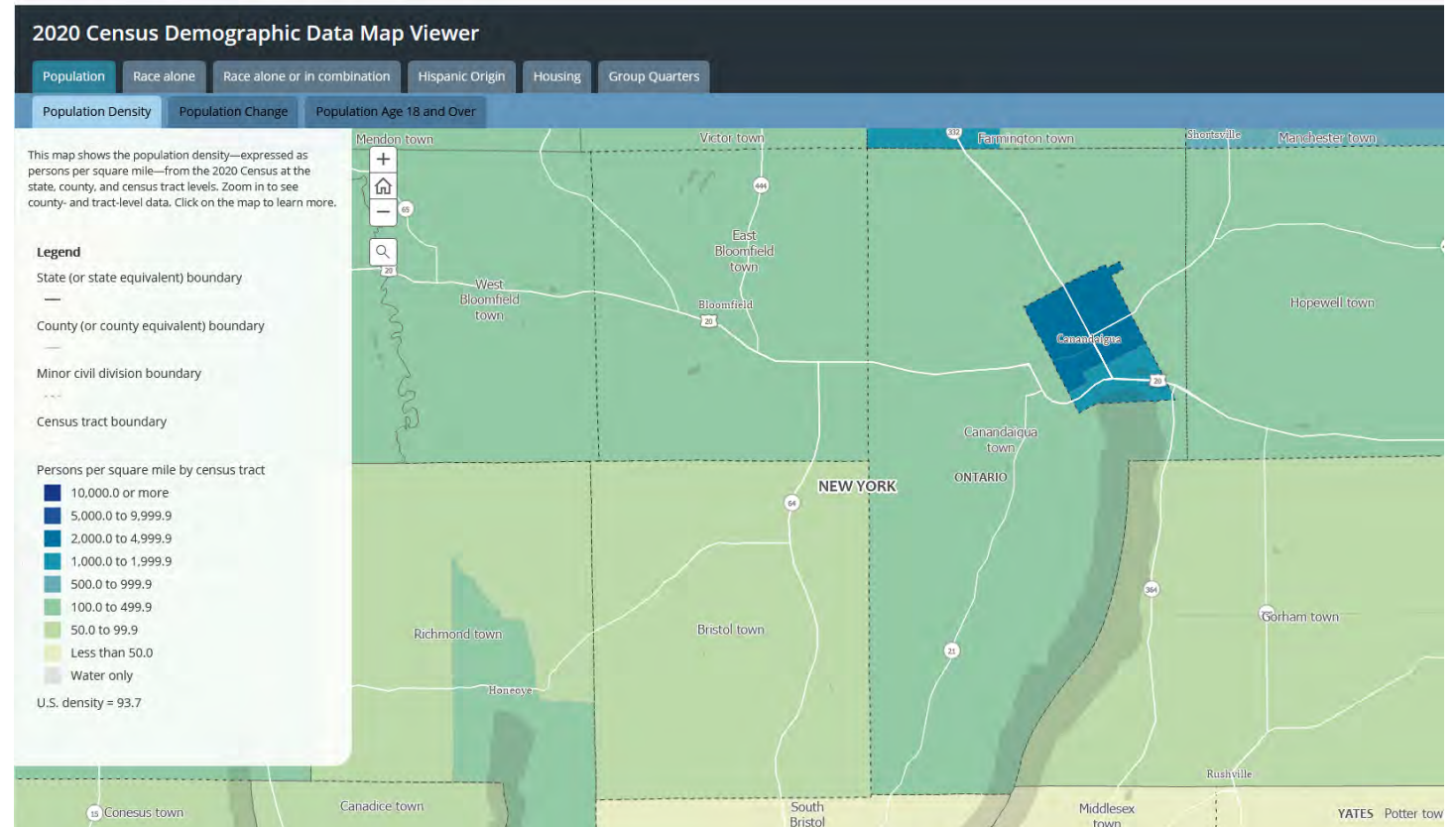
506.04 – SR332 East, 2,545

East side of Cdga Lake

506.01 – 5&20South 5,774

West side of Cdga Lake

Total: 11,109



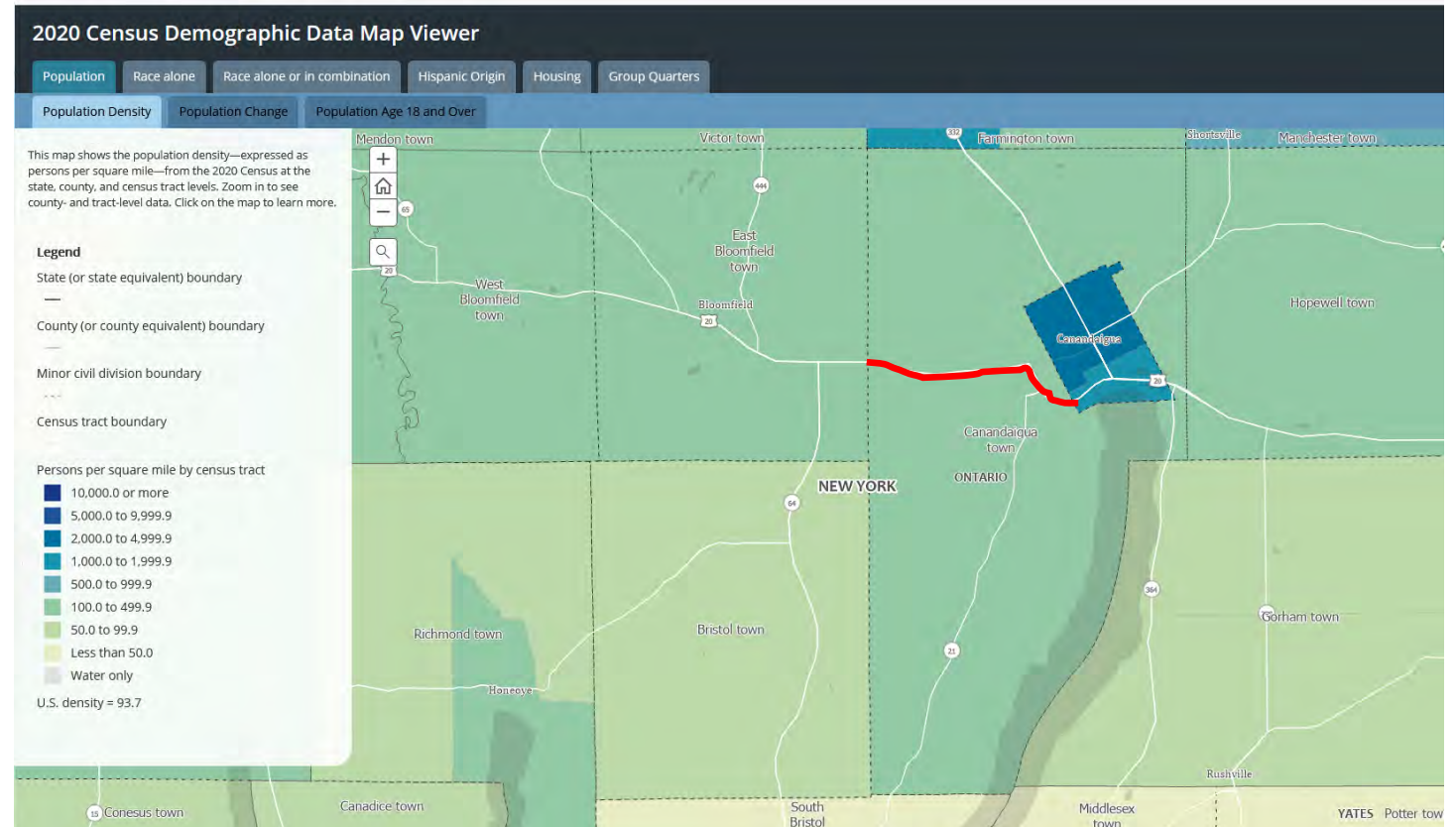
2020 Census – Town of Canandaigua

2020 Census Population Data:

506.03 & 506.04 – 5 & 20 North 5,335
(48.0%)

506.01 – 5 & 20 South 5,774
(51.9%)

Total: 11,109



2020 Census – 506.04 SR332 East, East side of Cdga Lake

Population: 2,545

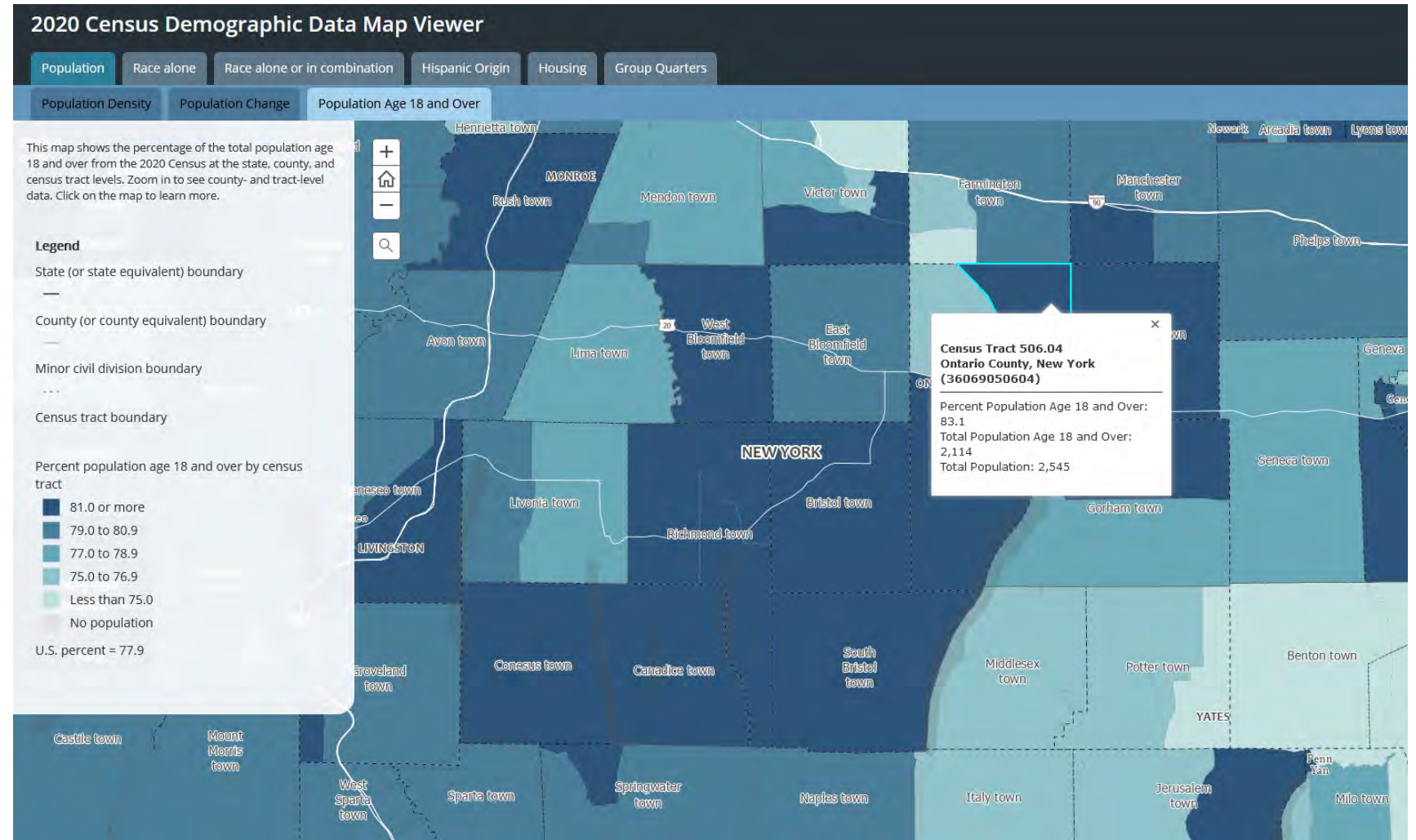
Percentage of Town: 22.9%

Percentage Age 18 & Over: 83.1%

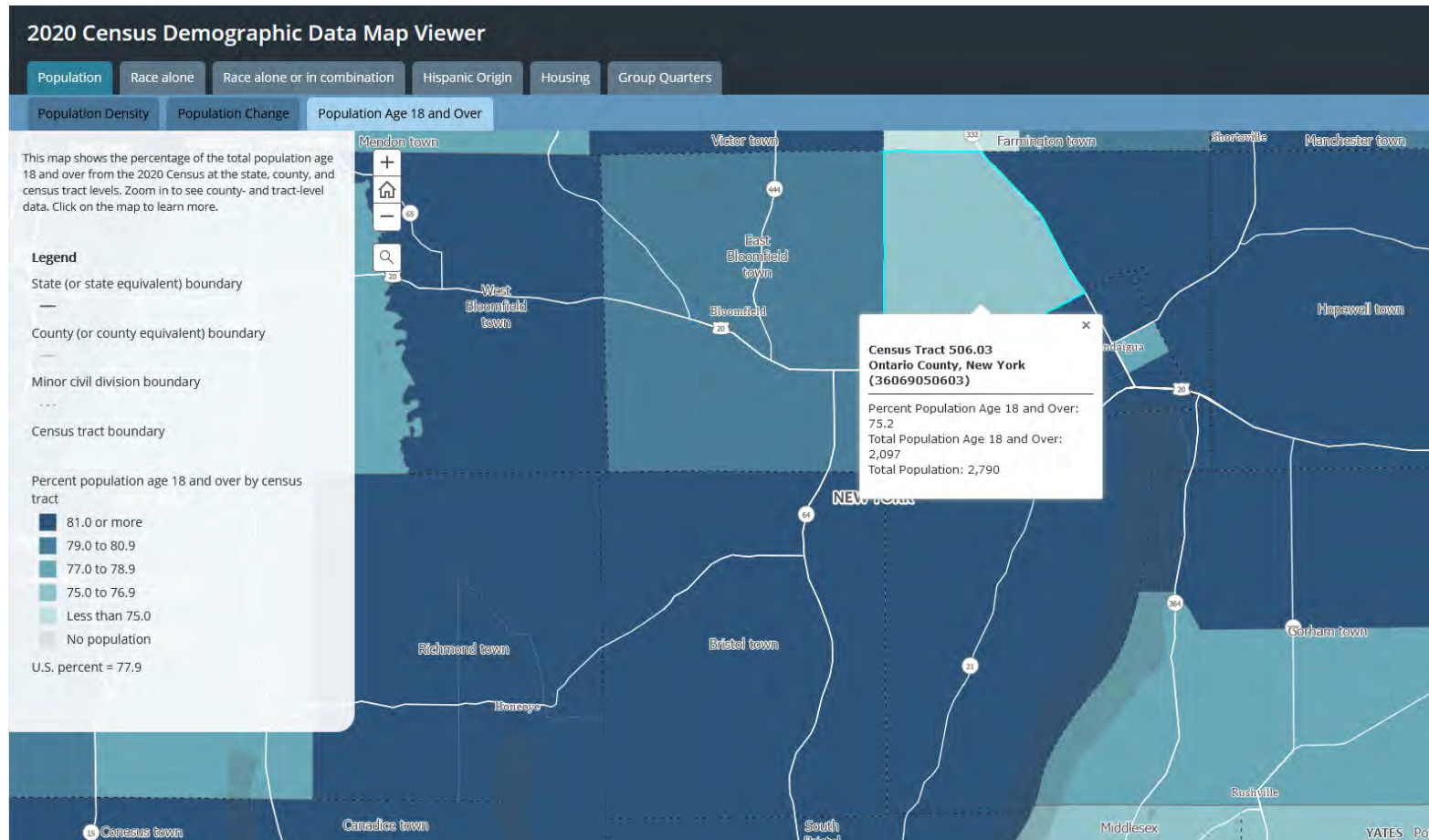
Number of persons Age
17 & Under: 431

Percentage of Town persons Age
17 & Under: 21.2%

This district has the second lowest percent of people Age 18 & over, meaning as a percentage this district has the second most young people 17 & under



2020 Census – 506.03 SR332 West, 5&20 North



Population: 2,790

Percentage of Town: 25.1%

Percentage Age 18 & Over: 75.2%

Number of persons Age
17 & Under: 693

Percentage of Town persons Age
17 & Under: 34.1%

This district has the lowest percent of people Age 18 & over, meaning as a percentage this district has the most young people 17 & under

2020 Census – 506.01 5&20 South, West side of Cdga Lake

Population: 5,774

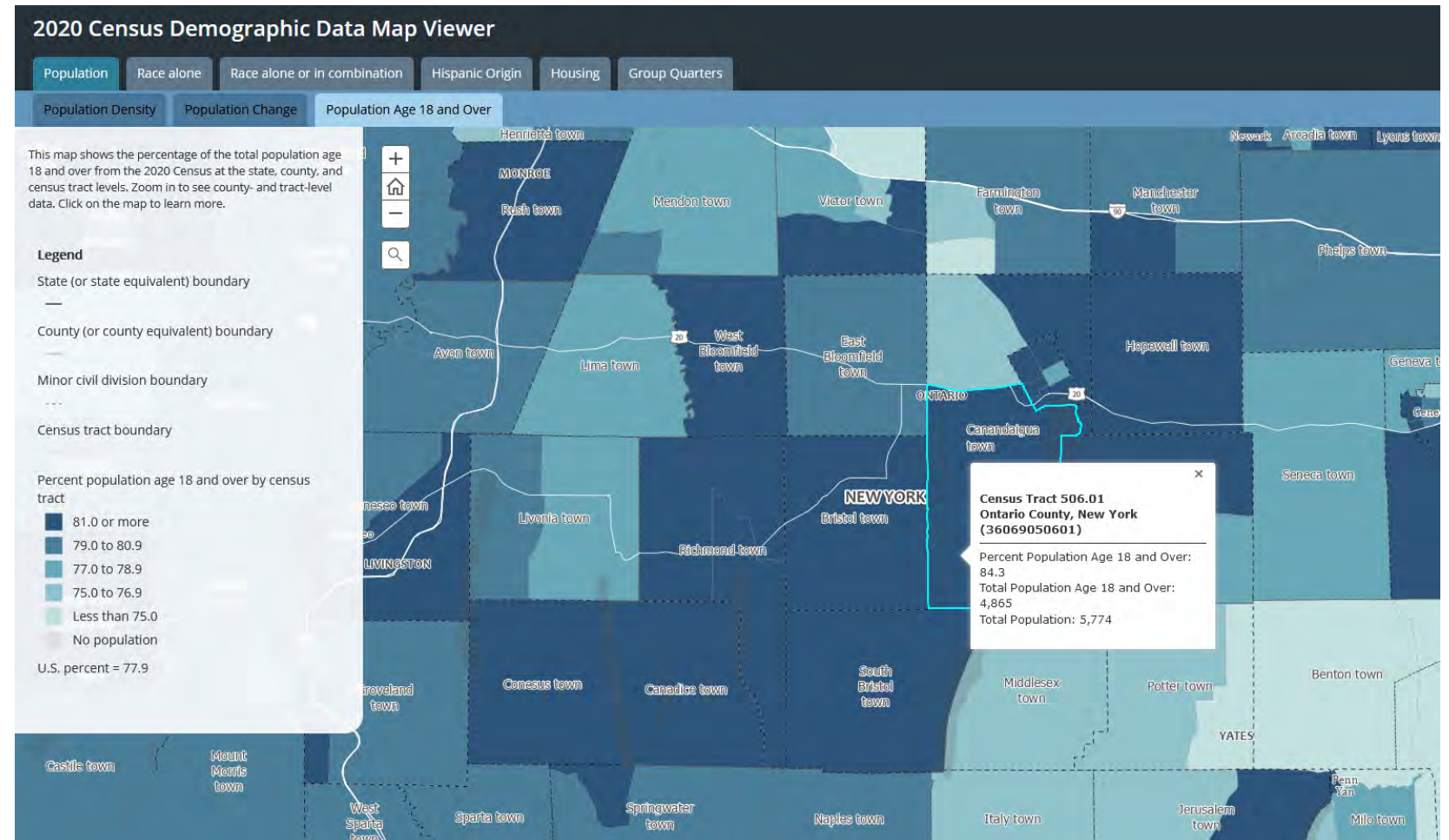
Percentage of Town: 51.9%

Percentage Age 18 & Over: 84.3%

Number of persons Age
17 & Under: 909

Percentage of Town persons Age
17 & Under: 44.7%

This district has the highest
percent of people Age 18 & over



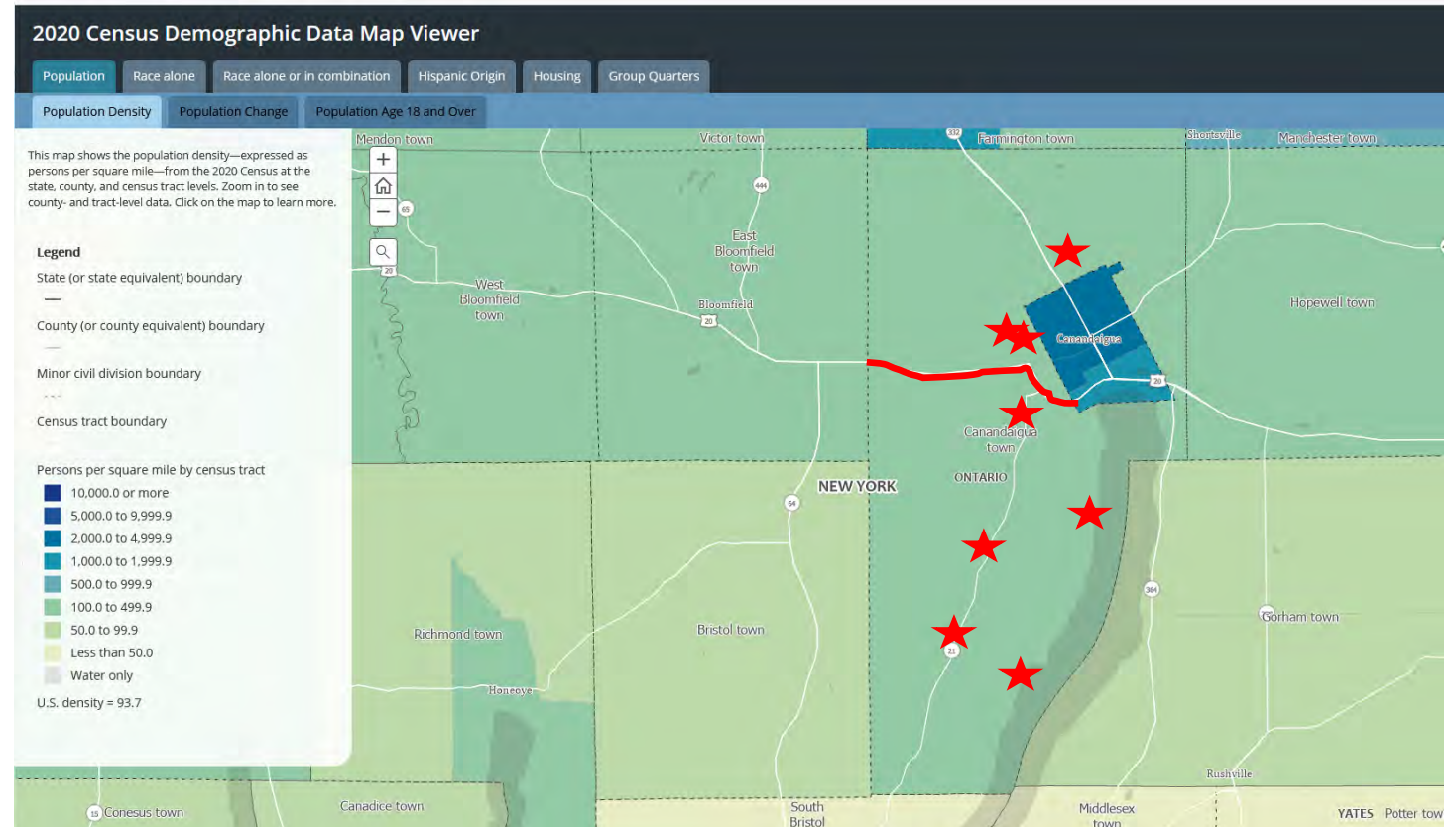
2020 Census – Town of Canandaigua

2020 Census Population Data 17 & Under:

506.03 & 506.04 – 5 & 20 North 1,124
(55.3%)

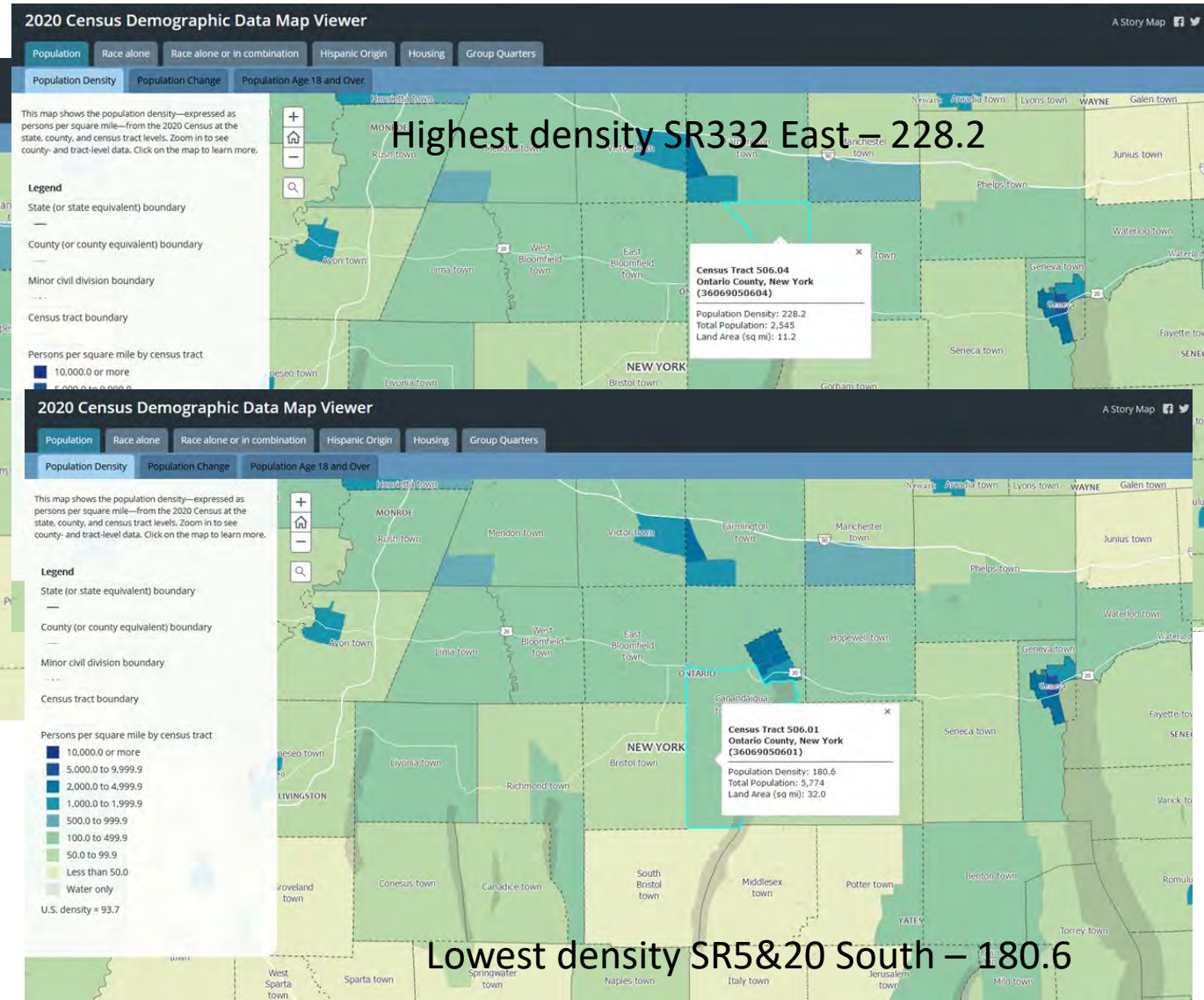
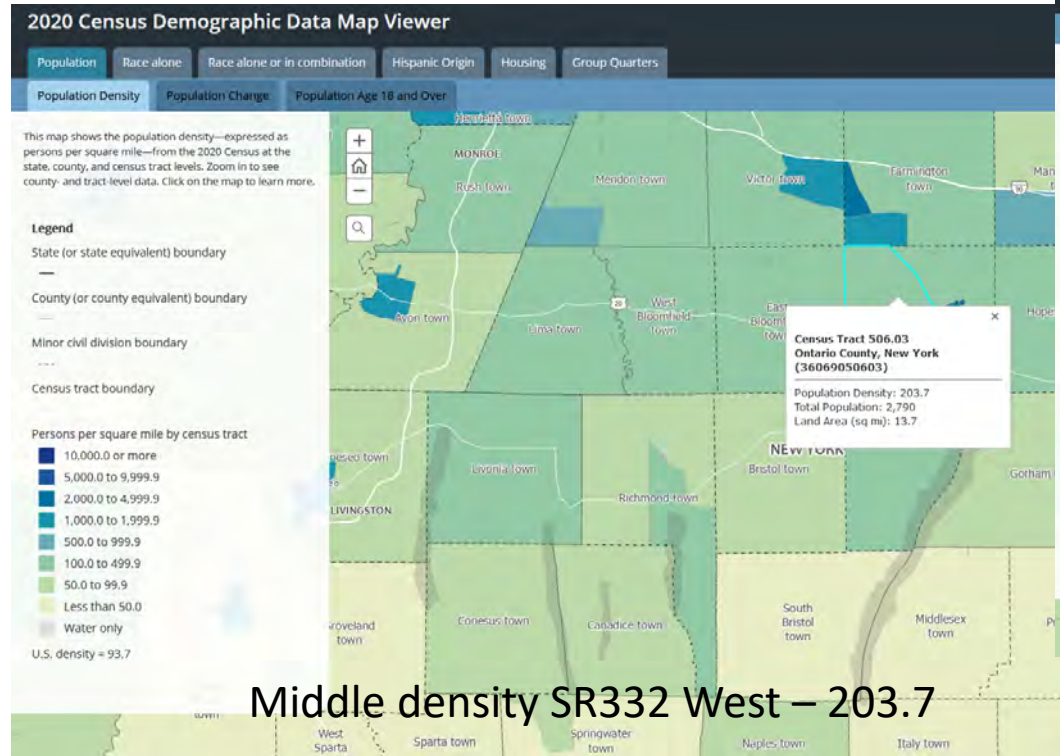
506.01 – 5 & 20 South 909
(44.7%)

Total: 2,033



★ Town Park Locations

2020 Census – Town of Canandaigua DENSITY



Bathing Beach Inspection Summary Report

Operation: WEST LAKE ROAD - BUTLER BEACH (ID: 325743)
Facility Name: WEST LAKE ROAD - BUTLER BEACH
Facility Code: 34-3879 Facility Email: dfinch@townofcanandaigua.org
Facility Address: 3660 West Lake Road, Canandaigua, NY 14424

To the Attention of:

Doug Finch
TOWN OF CANANDAIGUA
5440 Routes 5 & 20 West
Canandaigua, NY 14424
Email: dfinch@townofcanandaigua.org

Field Visit

Date: August 11, 2021 11:58 AM
Inspector: John Wiant (john.wiant@health.ny.gov)
Responsible Person: Emailed To The Operator

Summary

Number of Public Health Hazards Found:	0
Number of Public Health Hazards NOT Corrected:	0
Number of Other Violations Found:	0

Each item found in violation is reported below along with the code requirement.

NO PUBLIC HEALTH HAZARDS REPORTED

NO NON-PUBLIC HEALTH HAZARDS REPORTED

Additional Information Collected During Inspection

Supervision Level at Time of Inspection: IIb
Temporary Residence / Campground: No

Comments: The bathing beach was closed at the time of the Field Visit. During the Field Visit bathers were observed swimming even though no Lifeguard was on duty and a sign stating no swimming when a lifeguard is not on duty has been posted at this bathing beach. The Town of Canandaigua was called and informed.

Town of Canandaigua

5440 Routes 5 & 20 West Canandaigua, NY 14424
(585) 394-1120 / Fax (585) 394-9476
www.townofcanandaigua.org

MEMO

To: Canandaigua Town Board Date: September 9, 2021
From: Kate Silverstrim-Jensen, Finance Clerk II
Re: August 2021 Revenue/Expense Control Report

BALANCE SHEET

Bank statements have been reconciled through August 31, 2021.

REVENUES

Receipts recorded for August total \$343,644.86 and include the following:

- Town Clerk - \$255,219.71 and \$6,000 in special park & recreation funds.
- Sureties Accepted - \$24,038.50
- Justice Fines & Fees - \$22,485.00
- Bristol Code Enforcement - \$18,000.00
- Development Office - \$7,265.00 applied against accounts receivable
- Refunds and/or Reimbursements - \$6,121.28
- Metal Recycling - \$2,959.30
- Other - \$1,156.07
- Park Bench Sponsors - \$400.00

EXPENDITURES

We expect the available balance in each fund to be about 33.36% at the end of August.

- General Fund (AA100) – Expenditures to date are \$1,905,295.10 against a budget of \$4,941,969.79 which leaves 56.66% available.
- Highway Fund (DA100) – Expenditures to date are \$1,787,232.42 against a budget of \$3,693,529.80 which leaves 51.61% available.
- Water Fund (SW500) – Expenditures to date are \$631,089.06 against a budget of \$1,616,018.48 which leaves 60.95% available.



Town of Canandaigua , NY

Monthly Budget Report

Account Summary

For Fiscal: 2021 Period Ending: 08/31/2021

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: AA100 - GENERAL FUND							
Revenue							
AA100.1001.00000	REAL PROPERTY TAXES	560,000.00	560,000.00	0.00	560,000.00	0.00	0.00 %
AA100.1030.00000	SPECIAL ASSESSMENT/PILOT	25,071.00	25,071.00	0.00	25,838.47	767.47	103.06 %
AA100.1090.00000	PENALTY ON TAXES	15,000.00	15,000.00	0.00	11,420.28	-3,579.72	23.86 %
AA100.1120.00000	NON PROPERTY SALES TAX	1,875,000.00	2,275,000.00	0.00	605,990.83	-1,669,009.17	73.36 %
AA100.1170.00000	CABLE TV FRANCHISE FEES	85,000.00	85,000.00	0.00	45,340.70	-39,659.30	46.66 %
AA100.1255.00000	TOWN CLERK FEES	1,900.00	1,900.00	440.56	1,318.40	-581.60	30.61 %
AA100.1603.00000	VITAL STATISTICS FEE	5,500.00	5,500.00	131.00	1,854.00	-3,646.00	66.29 %
AA100.2001.00000	PARK & RECREATION FEES	100,000.00	100,000.00	22,904.53	80,172.30	-19,827.70	19.83 %
AA100.2110.00000	ZONING FEES	30,000.00	30,000.00	350.00	29,124.99	-875.01	2.92 %
AA100.2120.00000	SOIL EROSION CONTROL	6,000.00	6,000.00	1,050.00	5,100.00	-900.00	15.00 %
AA100.2148.00000	RETURNED CHECK FEE	60.00	60.00	0.00	60.00	0.00	0.00 %
AA100.2192.00000	CEMETERY SERVICES	500.00	500.00	0.00	350.00	-150.00	30.00 %
AA100.2302.00000	SERVICES/OTHER GOVERNMENTS	27,000.00	27,000.00	19,000.00	26,000.00	-1,000.00	3.70 %
AA100.2401.00000	INTEREST & EARNINGS	15,000.00	15,000.00	110.23	1,013.43	-13,986.57	93.24 %
AA100.2410.00000	RENTAL OF REAL PROPERTY	17,910.00	17,910.00	900.00	15,510.00	-2,400.00	13.40 %
AA100.2544.00000	DOG LICENSES	25,000.00	25,000.00	2,962.00	15,677.00	-9,323.00	37.29 %
AA100.2590.00000	SITE DEVELOPMENT FEES	75,000.00	75,000.00	10,182.60	57,356.60	-17,643.40	23.52 %
AA100.2591.00000	TRANSFER STATION FEES	20,000.00	20,000.00	2,657.00	16,414.00	-3,586.00	17.93 %
AA100.2610.00000	FINES & FORFEITED BAIL	92,500.00	92,500.00	8,126.00	68,455.00	-24,045.00	25.99 %
AA100.2651.00000	RECYCLING REVENUE	7,500.00	7,500.00	2,959.30	16,960.52	9,460.52	226.14 %
AA100.2665.00000	SALE OF EQUIPMENT	21,500.00	21,500.00	0.00	0.00	-21,500.00	100.00 %
AA100.2680.00000	INSURANCE RECOVERIES	150.00	150.00	0.00	0.00	-150.00	100.00 %
AA100.2701.00000	REFUND PRIOR YEARS EXP	0.00	0.00	0.00	5,734.70	5,734.70	0.00 %
AA100.2705.00000	GIFTS & DONATIONS	0.00	1,400.00	400.00	1,400.00	0.00	0.00 %
AA100.2750.00000	AIM-RELATED PAYMENTS	25,000.00	25,000.00	0.00	0.00	-25,000.00	100.00 %
AA100.2770.00000	MISCELLANEOUS INCOME	0.00	0.00	39.01	65.56	65.56	0.00 %
AA100.3005.00000	ONTARIO CO MORTGAGE TAX	230,000.00	230,000.00	0.00	344,927.76	114,927.76	149.97 %
AA100.3092.00000	ST AID.PLANNING STUDIES	10,000.00	10,000.00	0.00	0.00	-10,000.00	100.00 %
AA100.5031.00000	INTERFUND TRANSFERS	212,465.00	212,465.00	0.00	21,556.42	-190,908.58	89.85 %
AA100.5031.0000H	INTERFUND TRANSFERS.CAPITAL P	0.00	1,971.00	0.00	15,163.21	13,192.21	769.32 %
AA100.5031.0000R	TRANSFER FROM RESERVE	0.00	30,050.00	0.00	30,050.00	0.00	0.00 %
AA100.5031.000CM	INTERFUND TRANSFERS.PARK FUN	490,500.00	490,500.00	0.00	0.00	-490,500.00	100.00 %
AA100.5710.00000	SERIAL BONDS	1.00	1.00	0.00	0.00	-1.00	100.00 %
AA100.9000.00000	APPROPRIATED FUND BALANCE FO	498,850.00	498,850.00	0.00	0.00	-498,850.00	100.00 %
Revenue Total:		4,472,407.00	4,905,828.00	72,212.23	2,002,854.17	-2,902,973.83	59.17 %
Expense							
AA100.1010.110.00000	TOWN BOARD.ELECTED	21,060.00	21,060.00	1,620.00	13,770.00	7,290.00	34.62 %
AA100.1010.400.00000	TOWN BOARD.CONTRACTUAL	4,500.00	6,500.00	0.00	6,090.58	409.42	6.30 %
AA100.1110.110.00000	JUSTICES.ELECTED	51,868.00	51,868.00	3,989.84	33,913.64	17,954.36	34.62 %
AA100.1110.120.00000	JUSTICES.COURT CLERK, FT	52,000.00	52,000.00	4,000.00	34,000.00	18,000.00	34.62 %
AA100.1110.130.00000	JUSTICES.COURT CLERK, PT	5,000.00	5,000.00	0.00	399.33	4,600.67	92.01 %
AA100.1110.140.00000	JUSTICES.COURT CLERK, PT	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
AA100.1110.200.00000	JUSTICES.CAPITAL.EQUIPMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
AA100.1110.400.00000	JUSTICES.CONTRACTUAL	7,500.00	7,500.00	0.00	5,675.21	1,824.79	24.33 %
AA100.1110.401.00000	JUSTICES..CONTR.COURTSECURITY	10,000.00	10,000.00	3,351.51	4,053.28	5,946.72	59.47 %
AA100.1220.110.00000	SUPERVISOR.ELECTED	20,808.00	20,808.00	1,600.62	13,605.27	7,202.73	34.62 %
AA100.1220.120.00000	SUPERVISOR.DEPUTY SUPERVISOR	2,500.00	2,500.00	153.84	1,153.80	1,346.20	53.85 %
AA100.1220.400.00000	SUPERVISOR.CONTRACTUAL	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
AA100.1230.100.00000	TOWN MANAGER.PERSONAL SERVI	128,750.00	128,750.00	9,903.84	84,182.64	44,567.36	34.62 %
AA100.1230.120.00000	TOWN MGR.ADMINISTRATIVE AIDE	31,500.00	31,500.00	2,719.75	19,396.57	12,103.43	38.42 %

Monthly Budget Report

For Fiscal: 2021 Period Ending: 08/31/2021

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
AA100.1230.144.00000	TOWN MGR. CLERK FINANCE	61,500.00	61,500.00	4,730.76	40,211.46	21,288.54	34.62 %
AA100.1230.200.00000	TOWN MANAGER.CAPITAL.EQUIPM	35,850.00	35,850.00	0.00	26,839.39	9,010.61	25.13 %
AA100.1230.400.00000	TOWN MANAGER.CONTRACTUAL	8,460.00	8,460.00	166.16	2,478.51	5,981.49	70.70 %
AA100.1320.400.00000	AUDITOR.CONTRACTUAL	18,000.00	18,000.00	0.00	10,000.00	8,000.00	44.44 %
AA100.1340.400.00000	BUDGET.CONTRACTUAL	6,000.00	6,000.00	0.00	220.04	5,779.96	96.33 %
AA100.1345.400.00000	PURCHASING.CONTRACTUAL	1,500.00	1,500.00	0.00	263.80	1,236.20	82.41 %
AA100.1355.120.00000	ASSESSOR.PERSONAL SERVICES	63,000.00	63,000.00	4,846.16	41,192.36	21,807.64	34.62 %
AA100.1355.132.00000	ASSESSOR.REAL PROPERTY AIDE FT	0.00	5,500.00	0.00	0.00	5,500.00	100.00 %
AA100.1355.150.00000	ASSESSOR.BAR REVIEW SALARY	1,750.00	1,750.00	0.00	875.00	875.00	50.00 %
AA100.1355.200.00000	ASSESSOR.CAPITAL.EQUIPMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
AA100.1355.400.00000	ASSESSOR.CONTRACTUAL	11,539.00	11,539.00	1,299.49	4,193.07	7,345.93	63.66 %
AA100.1355.420.00000	ASSESSOR.BAR REVIEW CONTRACT	200.00	200.00	0.00	95.31	104.69	52.35 %
AA100.1410.110.00000	TOWN CLERK.ELECTED	64,357.00	64,357.00	4,950.54	42,079.59	22,277.41	34.62 %
AA100.1410.131.00000	TOWN CLERK.DEPUTY F/T	38,106.00	38,106.00	2,940.36	24,190.57	13,915.43	36.52 %
AA100.1410.141.00000	TOWN CLERK.DEPUTY P/T	23,020.00	23,020.00	0.00	11,584.80	11,435.20	49.68 %
AA100.1410.200.00000	TOWN CLERK.CAPITAL.EQUIPMENT	1,975.00	1,975.00	0.00	236.13	1,738.87	88.04 %
AA100.1410.400.00000	TOWN CLERK.CONTRACTUAL	12,850.00	12,850.00	75.00	10,474.35	2,375.65	18.49 %
AA100.1420.400.00000	ATTORNEY.CONTRACTUAL	15,000.00	15,000.00	2,880.00	4,182.94	10,817.06	72.11 %
AA100.1430.132.00000	PERSONNEL.HR AND PAYROLL COO	70,125.00	70,125.00	5,000.00	36,424.37	33,700.63	48.06 %
AA100.1430.141.00000	PERSONNEL.CLERK P/T	16,000.00	16,000.00	0.00	464.50	15,535.50	97.10 %
AA100.1430.200.00000	PERSONNEL.CAPITAL.EQUIPMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
AA100.1430.410.00000	PERSONNEL.CONTRACTUAL	6,580.00	6,580.00	222.30	981.46	5,598.54	85.08 %
AA100.1430.420.00000	PERSONNEL.EAP HUMAN RESOURC	1,400.00	1,400.00	0.00	1,186.56	213.44	15.25 %
AA100.1440.400.00000	ENGINEERING.CONTRACTUAL	3,500.00	3,500.00	0.00	312.50	3,187.50	91.07 %
AA100.1440.406.00000	ENGINEERING. SEWERS	2,500.00	2,500.00	165.00	1,817.50	682.50	27.30 %
AA100.1450.400.00000	ELECTIONS.CONTRACTUAL	8,750.00	8,750.00	33.85	33.85	8,716.15	99.61 %
AA100.1460.200.00000	RECORDS MANAGEMENT.CAPITAL.	500.00	500.00	0.00	0.00	500.00	100.00 %
AA100.1460.400.00000	RECORDS MANAGEMENT.CONTRAC	5,635.00	7,635.00	75.29	1,873.35	5,761.65	75.46 %
AA100.1480.400.00000	PUBLICSERVINFO.CONTRACTUAL.C	5,200.00	5,200.00	85.99	583.49	4,616.51	88.78 %
AA100.1620.200.00000	BUILDINGS.CAPITAL.EQUIPMENT	45,800.00	55,800.00	0.00	19,424.09	36,375.91	65.19 %
AA100.1620.400.00000	BUILDINGS.CONTRACTUAL	4,000.00	4,000.00	0.00	1,771.94	2,228.06	55.70 %
AA100.1620.403.00000	BUILDINGS..TOWNHALL.CONTR.UTI	45,000.00	45,000.00	3,775.44	22,553.05	22,446.95	49.88 %
AA100.1620.404.00000	BUILDINGS..HIGHWAYBLDG.CONTR	79,000.00	73,840.00	2,985.70	42,966.43	30,873.57	41.81 %
AA100.1620.405.00000	BUILDINGS..PARKS.CONTR.UTILITY.	37,250.00	37,250.00	1,730.16	17,687.11	19,562.89	52.52 %
AA100.1620.410.00000	BUILDINGS.JANITORIAL	33,000.00	33,000.00	1,332.00	12,284.81	20,715.19	62.77 %
AA100.1670.400.00000	PRINTING & MAILING.CONTRACTU	10,500.00	15,500.00	205.87	7,768.30	7,731.70	49.88 %
AA100.1680.200.00000	DATA PROCESSING.CAPITAL.EQUIP	40,350.00	129,770.00	1,749.62	17,052.01	112,717.99	86.86 %
AA100.1680.400.00000	DATA PROCESSING.CONTRACTUAL	75,360.00	90,360.00	4,796.51	36,081.50	54,278.50	60.07 %
AA100.1910.400.00000	UNALLOCATED INSURANCE	100,000.00	100,000.00	0.00	67,583.55	32,416.45	32.42 %
AA100.1920.400.00000	MUNICIPAL ASSOCIATION DUES	1,500.00	1,500.00	0.00	1,500.00	0.00	0.00 %
AA100.1940.200.00000	PURCHASE OF LAND/RIGHT OF WAY	1.00	14,501.00	0.00	14,005.00	496.00	3.42 %
AA100.1940.400.00000	PURCHASE OF LAND/RIGHT OF WAY	0.00	30,050.00	0.00	30,050.00	0.00	0.00 %
AA100.1990.400.00000	CONTINGENCY	90,000.00	298,000.00	0.00	0.00	298,000.00	100.00 %
AA100.3120.400.00000	POLICE.CONTRACTUAL	29,500.00	29,500.00	4,043.56	10,167.23	19,332.77	65.53 %
AA100.3310.200.00000	TRAFFIC.CAPITAL.EQUIPMENT	17,000.00	17,000.00	0.00	0.00	17,000.00	100.00 %
AA100.3310.400.00000	TRAFFIC.CONTRACTUAL	86,000.00	86,000.00	1,860.50	10,113.45	75,886.55	88.24 %
AA100.3510.400.00000	DOG CONTROL CONTRACTUAL	25,000.00	25,000.00	0.00	24,971.00	29.00	0.12 %
AA100.4020.100.00000	REGISTRAR.PERSONAL SERVICES	2,400.00	2,400.00	0.00	1,200.00	1,200.00	50.00 %
AA100.4020.400.00000	REGISTRAR.CONTRACTUAL	250.00	250.00	0.00	23.62	226.38	90.55 %
AA100.4540.400.00000	AMBULANCE CONTRACTUAL	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
AA100.5010.110.00000	HIGHWAY SUPT.ELECTED	53,837.00	53,837.00	4,141.30	35,201.05	18,635.95	34.62 %
AA100.5010.120.00000	HIGHWAY.DEPUTY	3,255.00	3,255.00	250.38	2,128.23	1,126.77	34.62 %
AA100.5010.130.00000	HIGHWAY.ACCOUNT CLERK	19,094.00	7,094.00	0.00	5,840.79	1,253.21	17.67 %
AA100.5010.131.00000	HIGHWAY.SENIOR ACCOUNT CLERK	0.00	17,160.00	1,768.25	7,961.25	9,198.75	53.61 %
AA100.5182.400.00000	STREET LIGHTING.CONTRACTUAL	28,500.00	28,500.00	1,591.65	14,928.45	13,571.55	47.62 %
AA100.6410.410.00000	PUBLICITY.CONTRACTUAL	6,500.00	6,500.00	0.00	0.00	6,500.00	100.00 %
AA100.6410.420.00000	PUBLICITY.PARK	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
AA100.6989.400.00000	ECONOMIC DEVELOPMENT.CONTR	50,000.00	50,000.00	0.00	50,000.00	0.00	0.00 %

Monthly Budget Report

For Fiscal: 2021 Period Ending: 08/31/2021

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
AA100.7020.141.00000	RECREATION.SR LIFEGUARD	7,440.00	7,440.00	1,464.38	6,354.39	1,085.61	14.59 %
AA100.7110.121.00000	PARKS.MAINTENANCE ASSISTANT	50,337.00	21,060.00	0.00	21,059.07	0.93	0.00 %
AA100.7110.130.00000	PARK.LABORER F/T	39,520.00	68,797.00	5,465.13	28,349.13	40,447.87	58.79 %
AA100.7110.131.00000	SEASONAL.ONANDA PERSONAL SE	56,119.00	56,119.00	7,946.55	30,208.78	25,910.22	46.17 %
AA100.7110.142.00000	REC.ATTENDANTS GATEHOUSE	10,790.00	10,790.00	2,775.75	9,676.03	1,113.97	10.32 %
AA100.7110.143.00000	PARK.LABORERS P/T SEASONAL	46,900.00	46,900.00	2,552.00	12,687.38	34,212.62	72.95 %
AA100.7110.200.00000	PARKS.NORMAL.CAP.MAINTENANC	277,502.00	277,502.00	15,545.00	75,896.36	201,605.64	72.65 %
AA100.7110.201.00000	PARKS.PRKFUND.NEWREC.EXP.PAR	490,500.00	504,686.79	24,405.91	187,496.67	317,190.12	62.85 %
AA100.7110.400.00000	PARK.CONTRACTUAL	96,160.00	97,360.00	7,691.87	48,076.54	49,283.46	50.62 %
AA100.7110.402.00000	PARKS.LANDSCAPING	5,300.00	5,500.00	98.04	98.04	5,401.96	98.22 %
AA100.7110.404.00000	PARKS AUBURN TRAIL	10,000.00	13,125.00	0.00	750.00	12,375.00	94.29 %
AA100.7140.141.00000	PLAYGROUND/RECREATION.LIFEGU	42,600.00	42,600.00	9,754.08	30,510.99	12,089.01	28.38 %
AA100.7140.142.00000	PLAYGROUND/RECREATION.SPECIA	14,532.00	14,532.00	0.00	0.00	14,532.00	100.00 %
AA100.7140.400.00000	PLAYGROUND/RECREATION.CONTR	10,100.00	10,100.00	110.00	2,451.32	7,648.68	75.73 %
AA100.7140.405.00000	RECREATION.EVENTS.MOVIE NIGHT	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
AA100.7140.410.00000	PLAYGROUND/RECREATION.DAY CA	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
AA100.7450.410.00000	MUSEUM.CONTRACTUAL	10,000.00	10,000.00	0.00	10,000.00	0.00	0.00 %
AA100.7510.120.00000	HISTORIAN.PERSONAL SERVICES	3,500.00	3,500.00	0.00	1,167.67	2,332.33	66.64 %
AA100.7510.400.00000	HISTORIAN.CONTRACTUAL	750.00	750.00	0.00	49.53	700.47	93.40 %
AA100.7550.400.00000	CELEBRATIONS.CONTRACTUAL	4,500.00	2,500.00	0.00	436.74	2,063.26	82.53 %
AA100.7620.400.00000	ADULT RECREATION.CONTRACTUAL	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
AA100.8010.120.00000	PLANNER.PERSONAL SVCS	60,818.00	52,498.00	4,076.92	23,617.45	28,880.55	55.01 %
AA100.8010.141.00000	ZONING.INSPECTOR P/T	8,699.00	8,699.00	695.26	5,598.67	3,100.33	35.64 %
AA100.8010.144.00000	ZONING..OFFICE SPECIALIST I	40,840.00	14,840.00	0.00	13,708.50	1,131.50	7.62 %
AA100.8010.146.00000	ZONING.SENIOR ACCOUNT CLERK	0.00	34,320.00	3,520.00	14,093.75	20,226.25	58.93 %
AA100.8010.400.00000	ZONING INSPECTOR.CONTRACTUAL	920.00	920.00	64.60	630.42	289.58	31.48 %
AA100.8020.120.00000	PLANNING BOARD.PERSONAL SERV	6,375.00	12,025.00	0.00	7,012.50	5,012.50	41.68 %
AA100.8020.140.00000	PB STENOGRAPHER P/T.PERSONAL	6,250.00	6,250.00	449.82	3,362.94	2,887.06	46.19 %
AA100.8020.150.00000	ECB.PERSONAL SERVICES	4,200.00	4,200.00	0.00	1,800.00	2,400.00	57.14 %
AA100.8020.160.00000	PLAN..ECB SECRETARY STENOGRAP	1,400.00	2,900.00	465.50	2,983.68	-83.68	-2.89 %
AA100.8020.400.00000	PLANNING BOARD.CONTRACTUAL	7,300.00	7,300.00	3,513.44	6,017.11	1,282.89	17.57 %
AA100.8020.410.00000	PLANNING.ENGINEERING.CONTRA	5,000.00	5,000.00	0.00	210.00	4,790.00	95.80 %
AA100.8020.412.00000	PLANNING.COMP PLAN	300.00	300.00	0.00	0.00	300.00	100.00 %
AA100.8020.424.00000	PLANNING.UPTOWN	30,000.00	26,350.00	0.00	6,592.00	19,758.00	74.98 %
AA100.8020.428.00000	PLANNING.HISTORICAL PROJECT TE	15,950.00	11,030.00	0.00	0.00	11,030.00	100.00 %
AA100.8020.430.00000	PLANNING..MIDDLECHESHIRE RD	10,500.00	10,500.00	0.00	0.00	10,500.00	100.00 %
AA100.8020.431.00000	PLANNING.AFFORDABLE HOUSING	0.00	10,000.00	0.00	0.00	10,000.00	100.00 %
AA100.8020.450.00000	PLANNING.ECB.CONTRACTUAL	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
AA100.8040.120.00000	ZONING BOARD OF APPEALS.PERS	5,573.00	5,573.00	0.00	2,786.50	2,786.50	50.00 %
AA100.8040.400.00000	ZONING BOARD OF APPEALS CONT	3,500.00	3,500.00	795.00	1,814.47	1,685.53	48.16 %
AA100.8140.400.00000	STORMSEWERS.CONTRACTUAL	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
AA100.8160.130.00000	WASTE & RECYCLING MEO.PERSON	60,000.00	60,000.00	4,938.05	37,399.85	22,600.15	37.67 %
AA100.8160.140.00000	WASTE & RECYCLING LABORS PT.PE	26,000.00	26,000.00	1,371.88	15,434.44	10,565.56	40.64 %
AA100.8160.200.00000	WASTE & RECYCLING EQUIPMENT	0.00	52,000.00	0.00	51,954.11	45.89	0.09 %
AA100.8160.400.00000	WASTE & RECYCLING CONTRACTUA	96,000.00	103,381.00	10,472.51	59,127.84	44,253.16	42.81 %
AA100.8540.400.00000	DRAINAGE.CONTRACTUAL	500.00	500.00	0.00	0.00	500.00	100.00 %
AA100.8664.121.00000	CODE ENFORCEMENT	69,822.00	69,822.00	5,370.92	45,652.82	24,169.18	34.62 %
AA100.8664.122.00000	CODE ENFORCEMENT	17,663.00	17,663.00	1,369.34	11,145.76	6,517.24	36.90 %
AA100.8664.124.00000	CODE ENFORCEMENT	63,334.00	63,334.00	4,871.84	41,410.64	21,923.36	34.62 %
AA100.8664.200.00000	CODE ENFORCEMENT.CAPITAL.EQU	500.00	500.00	0.00	0.00	500.00	100.00 %
AA100.8664.400.00000	CODE ENFORCEMENT.CONTRACTU	4,500.00	4,500.00	598.05	1,577.19	2,922.81	64.95 %
AA100.8710.400.00000	CONSERVATION.CONTRACTUAL	6,300.00	6,300.00	280.00	2,240.00	4,060.00	64.44 %
AA100.8730.450.00000	FORESTRY TREE ADVISORY BOARD	11,501.00	11,501.00	0.00	4,773.00	6,728.00	58.50 %
AA100.8810.400.00000	CEMETERIES CONTRACTUAL	11,500.00	11,500.00	0.00	5,666.32	5,833.68	50.73 %
AA100.8989.400.00000	CDGA LAKE MANAGEMENT PLAN	29,500.00	28,000.00	0.00	27,920.00	80.00	0.29 %
AA100.9010.800.00000	NYS RETIREMENT	133,572.00	133,572.00	0.00	0.00	133,572.00	100.00 %
AA100.9030.800.00000	SOCIAL SECURITY/MEDICARE	115,000.00	115,000.00	8,351.49	62,091.13	52,908.87	46.01 %
AA100.9040.800.00000	WORKERS COMPENSATION	76,200.00	76,200.00	0.00	74,265.00	1,935.00	2.54 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
AA100.9050.800.00000	UNEMPLOYMENT INSURANCE	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
AA100.9055.800.00000	DISABILITY INSURANCE	2,500.00	2,500.00	0.00	1,392.80	1,107.20	44.29 %
AA100.9060.810.00000	MEDICAL INSURANCE	176,737.00	176,737.00	13,334.53	115,981.10	60,755.90	34.38 %
AA100.9060.811.00000	DENTAL INSURANCE	13,000.00	13,000.00	955.08	8,501.88	4,498.12	34.60 %
AA100.9060.820.00000	HOSPITAL/MEDICAL BUY-OUT	4,000.00	4,000.00	461.52	1,923.00	2,077.00	51.93 %
AA100.9060.830.00000	HSA ACCOUNT	44,010.00	44,010.00	2,788.38	42,131.34	1,878.66	4.27 %
AA100.9710.600.00000	SERIAL BONDS.PRINCIPAL	244,500.00	244,500.00	0.00	0.00	244,500.00	100.00 %
AA100.9710.700.00000	SERIAL BONDS.INTEREST	113,013.00	113,013.00	0.00	38,506.25	74,506.75	65.93 %
AA100.9730.700.00000	BAN INTEREST	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
AA100.9901.900.00000	INTERFUND TRANSFER	0.00	4,920.00	4,920.00	4,920.00	0.00	0.00 %
Expense Total:		4,472,407.00	4,941,969.79	236,514.08	2,141,809.18	2,800,160.61	56.66 %
Fund: AA100 - GENERAL FUND Surplus (Deficit):		0.00	-36,141.79	-164,301.85	-138,955.01	-102,813.22	-284.47 %
Fund: AA231 - CONTINGENT/TAX RESERVE							
Revenue							
AA231.2401.00000	INTEREST & EARNINGS.CONT TAX R	0.00	0.00	10.19	135.20	135.20	0.00 %
Revenue Total:		0.00	0.00	10.19	135.20	135.20	0.00 %
Fund: AA231 - CONTINGENT/TAX RESERVE Total:		0.00	0.00	10.19	135.20	135.20	0.00 %
Fund: AA232 - CAMPUS REPAIR RESERVE							
Revenue							
AA232.2401.00000	INTEREST & EARNING.BUILDING RE	0.00	0.00	1.81	22.22	22.22	0.00 %
Revenue Total:		0.00	0.00	1.81	22.22	22.22	0.00 %
Fund: AA232 - CAMPUS REPAIR RESERVE Total:		0.00	0.00	1.81	22.22	22.22	0.00 %
Fund: AA233 - TECHNOLOGY RESERVE							
Revenue							
AA233.2401.00000	INTEREST & EARNING.TECHNOLOG	0.00	0.00	0.93	11.88	11.88	0.00 %
Revenue Total:		0.00	0.00	0.93	11.88	11.88	0.00 %
Fund: AA233 - TECHNOLOGY RESERVE Total:		0.00	0.00	0.93	11.88	11.88	0.00 %
Fund: AA234 - OPEN SPACE RESERVE							
Revenue							
AA234.2401.00000	INTEREST & EARNING.OPEN SPACE	0.00	0.00	23.56	299.84	299.84	0.00 %
AA234.9000.00000	APPROPRIATED FUND BALANCE FO	0.00	30,050.00	0.00	0.00	-30,050.00	100.00 %
Revenue Total:		0.00	30,050.00	23.56	299.84	-29,750.16	99.00 %
Expense							
AA234.9901.900.00000	INTERFUND TRANSFER	0.00	30,050.00	0.00	30,050.00	0.00	0.00 %
Expense Total:		0.00	30,050.00	0.00	30,050.00	0.00	0.00 %
Fund: AA234 - OPEN SPACE RESERVE Surplus (Deficit):		0.00	0.00	23.56	-29,750.16	-29,750.16	0.00 %
Fund: AA235 - NYS EMPLOYEE SYSTEM RESERVE							
Revenue							
AA235.2401.00000	INTEREST & EARNING.NYS RETIRE	0.00	0.00	4.92	64.46	64.46	0.00 %
Revenue Total:		0.00	0.00	4.92	64.46	64.46	0.00 %
Fund: AA235 - NYS EMPLOYEE SYSTEM RESERVE Total:		0.00	0.00	4.92	64.46	64.46	0.00 %
Fund: AA237 - BONDED INDEBTEDNESS RESERVE							
Revenue							
AA237.2401.00000	INTEREST & EARNINGS.BONDED IN	0.00	0.00	4.61	55.59	55.59	0.00 %
Revenue Total:		0.00	0.00	4.61	55.59	55.59	0.00 %
Fund: AA237 - BONDED INDEBTEDNESS RESERVE Total:		0.00	0.00	4.61	55.59	55.59	0.00 %
Fund: AA238 - SOLID WASTE MANAGEMENT RESERVE							
Revenue							
AA238.2401.00000	INTEREST & EARNINGS.SOLID WAS	0.00	0.00	11.78	146.60	146.60	0.00 %
Revenue Total:		0.00	0.00	11.78	146.60	146.60	0.00 %
Fund: AA238 - SOLID WASTE MANAGEMENT RESERVE Total:		0.00	0.00	11.78	146.60	146.60	0.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: CL100 - LOCAL SOLID WASTE							
Revenue							
CL100.2401.00000	INTEREST & EARNINGS	0.00	0.00	0.00	2.27	2.27	0.00 %
	Revenue Total:	0.00	0.00	0.00	2.27	2.27	0.00 %
Expense							
CL100.1480.400.00000	PUBLICSERVINFO.CONTRACTUAL.C	0.00	0.00	0.00	8,462.75	-8,462.75	0.00 %
CL100.9901.900.00000	INTERFUND TRANSFER	0.00	1,971.00	0.00	1,971.21	-0.21	-0.01 %
	Expense Total:	0.00	1,971.00	0.00	10,433.96	-8,462.96	-429.37 %
	Fund: CL100 - LOCAL SOLID WASTE Surplus (Deficit):	0.00	-1,971.00	0.00	-10,431.69	-8,460.69	-429.26 %
Fund: CM100 - (CR) RECREATION.MISCELLANEOUS							
Revenue							
CM100.2001.00000	PARK & RECREATION FEES	0.00	0.00	6,000.00	28,000.00	28,000.00	0.00 %
CM100.2401.00000	INTEREST & EARNINGS	0.00	0.00	16.68	202.41	202.41	0.00 %
	Revenue Total:	0.00	0.00	6,016.68	28,202.41	28,202.41	0.00 %
	Fund: CM100 - (CR) RECREATION.MISCELLANEOUS Total:	0.00	0.00	6,016.68	28,202.41	28,202.41	0.00 %
Fund: DA100 - HIGHWAY							
Revenue							
DA100.1001.00000	REAL PROPERTY TAXES	865,000.00	865,000.00	0.00	865,000.00	0.00	0.00 %
DA100.1120.00000	NON PROPERTY SALES TAX	1,980,000.00	1,980,000.00	0.00	1,980,000.00	0.00	0.00 %
DA100.2302.00000	SERVICES/OTHER GOVERNMENTS	135,000.00	135,000.00	3,069.40	147,473.80	12,473.80	109.24 %
DA100.2303.00000	SALE OF FUEL	5,000.00	5,000.00	582.84	2,180.06	-2,819.94	56.40 %
DA100.2401.00000	INTEREST & EARNINGS	4,400.00	4,400.00	172.11	1,054.31	-3,345.69	76.04 %
DA100.2410.00000	RENTAL OF LABOR/INDIVIDUALS	0.00	0.00	1,545.45	5,634.99	5,634.99	0.00 %
DA100.2665.00000	SALE OF EQUIPMENT	40,000.00	40,000.00	0.00	0.00	-40,000.00	100.00 %
DA100.2701.00000	REFUND PRIOR YEAR EXP	0.00	0.00	535.07	4,081.33	4,081.33	0.00 %
DA100.3501.00000	NYS STATE AID CHIPS	275,000.00	445,000.00	0.00	44,640.40	-400,359.60	89.97 %
DA100.9000.00000	APPROPRIATED FUND BALANCE FO	194,777.00	194,777.00	0.00	0.00	-194,777.00	100.00 %
	Revenue Total:	3,499,177.00	3,669,177.00	5,904.87	3,050,064.89	-619,112.11	16.87 %
Expense							
DA100.1440.400.00000	HWY.ENGINEERING.CONTRACTUAL	20,000.00	20,000.00	1,735.00	4,615.00	15,385.00	76.93 %
DA100.1710.400.00000	HWY.CONTRACTUAL	8,000.00	8,000.00	1,354.90	3,033.44	4,966.56	62.08 %
DA100.5110.130.00000	GENERAL REPAIRS.WAGES F/T	596,700.00	596,700.00	72,633.43	389,525.65	207,174.35	34.72 %
DA100.5110.131.00000	GENERAL REPAIRS.VACATIONBUYB	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
DA100.5110.400.00000	GENERAL REPAIRS.CONTRACTUAL	791,002.00	961,002.00	81,510.67	335,615.24	625,386.76	65.08 %
DA100.5130.200.00000	MACHINERY.CAPITAL.EQUIPMENT	322,000.00	322,000.00	0.00	75,971.21	246,028.79	76.41 %
DA100.5130.400.00000	MACHINERY.CONTRACTUAL..	240,000.00	216,355.35	7,258.59	76,995.71	139,359.64	64.41 %
DA100.5130.400.00110	MACHINERY.CONTRACTUAL.CAR #1	0.00	1,037.91	0.00	1,037.91	0.00	0.00 %
DA100.5130.400.00111	MACHINERY.CONTRACTUAL.CAR#1	0.00	93.99	0.00	93.99	0.00	0.00 %
DA100.5130.400.00114	MACHINERY.CONTRACTUAL.CAR#1	0.00	65.49	0.00	65.49	0.00	0.00 %
DA100.5130.400.00115	MACHINERY.CONTRACTUAL.CAR#1	0.00	7.80	0.00	7.80	0.00	0.00 %
DA100.5130.400.00201	MACHINERY.CONTRACTUAL.TRUCK	0.00	1,016.12	1,016.12	1,016.12	0.00	0.00 %
DA100.5130.400.00203	MACHINERY.CONTRACTUAL.TRUCK	0.00	5,255.17	1,948.28	5,255.17	0.00	0.00 %
DA100.5130.400.00204	MACHINERY.CONTRACTUAL.TRUCK	0.00	3,131.80	103.98	3,131.80	0.00	0.00 %
DA100.5130.400.00205	MACHINERY.CONTRACTUAL.TRUCK	0.00	1,114.44	0.00	1,114.44	0.00	0.00 %
DA100.5130.400.00206	MACHINERY.CONTRACTUAL.TRUCK	0.00	144.84	0.00	144.84	0.00	0.00 %
DA100.5130.400.00207	MACHINERY.CONTRACTUAL.TRUCK	0.00	3,553.87	162.81	3,553.87	0.00	0.00 %
DA100.5130.400.00208	MACHINERY.CONTRACTUAL.TRUCK	0.00	20.00	0.00	20.00	0.00	0.00 %
DA100.5130.400.00209	MACHINERY.CONTRACTUAL.TRUCK	0.00	58.73	0.00	58.73	0.00	0.00 %
DA100.5130.400.00213	MACHINERY.CONTRACTUAL.TRUCK	0.00	1,563.96	249.49	1,563.96	0.00	0.00 %
DA100.5130.400.00214	MACHINERY.CONTRACTUAL.TRUCK	0.00	607.41	0.00	607.41	0.00	0.00 %
DA100.5130.400.00217	MACHINERY.CONTRACTUAL.TRUCK	0.00	1,754.27	-127.19	1,754.27	0.00	0.00 %
DA100.5130.400.00219	MACHINERY.CONTRACTUAL.TRUCK	0.00	1,265.90	0.00	1,265.90	0.00	0.00 %
DA100.5130.400.00233	MACHINERY.CONTRACTUAL.TRUCK	0.00	731.05	690.43	731.05	0.00	0.00 %
DA100.5130.400.00234	MACHINERY.CONTRACTUAL.TRUCK	0.00	20.00	0.00	20.00	0.00	0.00 %
DA100.5130.400.00236	MACHINERY.CONTRACTUAL.TRUCK	0.00	2,156.40	0.00	2,156.40	0.00	0.00 %
DA100.5130.400.00237	MACHINERY.CONTRACTUAL.TRUCK	0.00	2,857.36	87.96	2,857.36	0.00	0.00 %

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DA100.5130.400.00239	MACHINERY.CONTRACTUAL.TRUCK	0.00	1,417.30	293.14	1,417.30	0.00	0.00 %
DA100.5130.400.00240	MACHINERY.CONTRACTUAL TRUCK	0.00	217.42	-38.82	217.42	0.00	0.00 %
DA100.5130.400.00245	MACHINERY.CONTRACTUAL.TRUCK	0.00	26.95	26.95	26.95	0.00	0.00 %
DA100.5130.400.00247	MACHINERY.CONTRACTUAL.TRUCK	0.00	1,403.06	0.00	1,403.06	0.00	0.00 %
DA100.5130.400.00306	MACHINERY.CONTRACTUAL.GRADE	0.00	1,027.00	0.00	1,027.00	0.00	0.00 %
DA100.5130.400.00312	MACHINERY.CONTRACTUAL.GRADE	0.00	387.30	0.00	387.30	0.00	0.00 %
DA100.5130.400.00313	MACHINERY.CONTRACTUAL.TRAILE	0.00	16.82	0.00	16.82	0.00	0.00 %
DA100.5130.400.00320	MACHINERY.CONTRACTUAL.EXCAV	0.00	455.02	58.39	455.02	0.00	0.00 %
DA100.5130.400.00324	MACHINERY.CONTRACTUAL.EXCAV	0.00	482.13	145.07	482.13	0.00	0.00 %
DA100.5130.400.00326	MACHINERY.CONTRACTUAL.TRACT	0.00	1,732.75	956.92	1,732.75	0.00	0.00 %
DA100.5130.400.00340	MACHINERY.CONTRACTUAL.SWEEP	0.00	841.19	0.00	841.19	0.00	0.00 %
DA100.5130.400.00355	MACHINERY.CONTRACTUAL.DOZER	0.00	430.38	0.00	430.38	0.00	0.00 %
DA100.5130.400.00359	MACHINERY.CONTRACTUAL.MOWE	0.00	266.61	0.00	266.61	0.00	0.00 %
DA100.5130.400.00360	MACHINERY.CONTRACTUAL.FORKLI	0.00	940.60	0.00	940.60	0.00	0.00 %
DA100.5130.400.00362	MACHINERY.CONTRACTUAL.TRAILE	0.00	322.34	0.00	322.34	0.00	0.00 %
DA100.5130.400.00363	MACHINERY.CONTRACTUAL.LOADE	0.00	2,135.26	0.00	2,135.26	0.00	0.00 %
DA100.5130.400.00365	MACHINERY.CONTRACTUAL.EXCAV	0.00	408.46	0.00	408.46	0.00	0.00 %
DA100.5130.400.00366	MACHINERY.CONTRACTUAL.EXCAV	0.00	2,518.13	0.00	2,518.13	0.00	0.00 %
DA100.5130.400.00368	MACHINERY.CONTRACTUAL.MOWE	0.00	199.85	0.00	199.85	0.00	0.00 %
DA100.5130.400.00369	MACHINERY.CONTRACTUAL.LOADE	0.00	1,871.33	0.00	1,871.33	0.00	0.00 %
DA100.5130.400.00370	MACHINERY.CONTRACTUAL.SNOW	0.00	28.24	0.00	28.24	0.00	0.00 %
DA100.5130.400.00371	MACHINERY.CONTRACTUAL.LOADE	0.00	118.36	0.00	118.36	0.00	0.00 %
DA100.5130.400.00372	MACHINERY.CONTRACTUAL.TRACT	0.00	42.94	0.00	42.94	0.00	0.00 %
DA100.5130.400.00373	MACHINERY.CONTRACTUAL.MOWE	0.00	131.99	0.00	131.99	0.00	0.00 %
DA100.5130.400.00374	MACHINERY.CONTRACTUAL.MOWE	0.00	123.47	0.00	123.47	0.00	0.00 %
DA100.5130.400.00502	MACHINERY.CONTRACTUAL.PARKS	0.00	1,182.68	0.00	1,182.68	0.00	0.00 %
DA100.5130.400.00504	MACHINERY.CONTRACTUAL.PK UTV	0.00	36.92	36.92	36.92	0.00	0.00 %
DA100.5130.400.00508	MACHINERY.CONTRACTUAL.PKTRU	0.00	364.21	0.00	364.21	0.00	0.00 %
DA100.5130.400.00999	MACHINERY.CONTRACTUAL.CHESHI	0.00	2,412.23	164.37	2,412.23	0.00	0.00 %
DA100.5130.410.00000	MACHINERY.FUEL METERING	190,000.00	190,000.00	14,900.30	86,438.30	103,561.70	54.51 %
DA100.5142.130.00000	SNOW REMOVAL.WAGES F/T	423,300.00	423,300.00	0.00	242,463.23	180,836.77	42.72 %
DA100.5142.400.00000	SNOW REMOVAL.CONTRACTUAL	425,000.00	425,000.00	0.00	264,276.24	160,723.76	37.82 %
DA100.9010.800.00000	NYS RETIREMENT	122,686.00	122,686.00	0.00	0.00	122,686.00	100.00 %
DA100.9030.800.00000	SOCIAL SECURITY/MEDICARE	75,000.00	75,000.00	5,391.13	47,722.65	27,277.35	36.37 %
DA100.9040.800.00000	WORKERS COMPENSATION	60,000.00	60,000.00	0.00	60,000.00	0.00	0.00 %
DA100.9050.800.00000	UNEMPLOYMENT INSURANCE	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
DA100.9055.800.00000	DISABILITY INSURANCE	500.00	500.00	0.00	362.42	137.58	27.52 %
DA100.9060.810.00000	MEDICAL INSURANCE	151,961.00	150,867.00	10,881.88	95,359.32	55,507.68	36.79 %
DA100.9060.811.00000	DENTAL INSURANCE	13,668.00	13,668.00	1,087.10	9,788.40	3,879.60	28.38 %
DA100.9060.820.00000	HOSPITAL/MEDICAL BUY-OUT	4,000.00	4,000.00	307.68	2,615.28	1,384.72	34.62 %
DA100.9060.830.00000	HSA ACCOUNT	43,360.00	44,454.00	0.00	44,452.88	1.12	0.00 %
Expense Total:		3,499,177.00	3,693,529.80	202,835.50	1,787,232.42	1,906,297.38	51.61 %
Fund: DA100 - HIGHWAY Surplus (Deficit):		0.00	-24,352.80	-196,930.63	1,262,832.47	1,287,185.27	5,285.57 %
Fund: DA230 - HWY EQUIPMENT RESERVE							
Revenue							
DA230.2401.00000	INTEREST & EARNING.EQUIPMENT	0.00	0.00	4.03	52.99	52.99	0.00 %
Revenue Total:		0.00	0.00	4.03	52.99	52.99	0.00 %
Fund: DA230 - HWY EQUIPMENT RESERVE Total:		0.00	0.00	4.03	52.99	52.99	0.00 %
Fund: DA232 - HWY IMPROVEMENT RESERVE							
Revenue							
DA232.2401.00000	INTEREST & EARNING.HWY IMPRO	0.00	0.00	4.38	59.15	59.15	0.00 %
Revenue Total:		0.00	0.00	4.38	59.15	59.15	0.00 %
Fund: DA232 - HWY IMPROVEMENT RESERVE Total:		0.00	0.00	4.38	59.15	59.15	0.00 %

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Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE							
Revenue							
DA235.2401.00000	INTEREST & EARNING.SNOW&ICE R	0.00	0.00	4.34	57.98	57.98	0.00 %
Revenue Total:		0.00	0.00	4.34	57.98	57.98	0.00 %
Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE Total:		0.00	0.00	4.34	57.98	57.98	0.00 %
Fund: HH100 - CAPITAL PROJECTS							
Revenue							
HH100.2401.00018	INTEREST & EARNINGS.SUCKERBRO	0.00	0.00	13.84	97.73	97.73	0.00 %
HH100.2401.00027	INTEREST & EARNINGS.PENDLETON	0.00	0.00	2.51	19.52	19.52	0.00 %
HH100.2401.00029	INTEREST & EARNINGS.MWRR	0.00	0.00	0.00	3.74	3.74	0.00 %
HH100.2401.00031	INTEREST & EARNINGS.HISTORICAL	0.00	0.00	0.31	0.31	0.31	0.00 %
HH100.2401.00033	INTEREST & EARNINGS.ARP FUNDS	0.00	0.00	36.34	36.34	36.34	0.00 %
HH100.2401.0026W	INTEREST & EARNINGS.WATER DIST	0.00	0.00	66.36	507.29	507.29	0.00 %
HH100.2710.0026W	PREMIUM & ACCRUED INT ON OB.	0.00	0.00	0.00	178,986.80	178,986.80	0.00 %
HH100.3092.00028	STATE AID CAPITAL.HWA ERADICATI	0.00	0.00	0.00	5,000.00	5,000.00	0.00 %
HH100.3097.00018	STATE AID CAPITAL.SUCKER BROOK	0.00	0.00	0.00	1,283.80	1,283.80	0.00 %
HH100.3297.00029	STATE AID, OTHER.MWRR	0.00	0.00	0.00	13,850.52	13,850.52	0.00 %
HH100.5031.00031	INTERFUND TRANSFER.HISTORICAL	0.00	0.00	4,920.00	4,920.00	4,920.00	0.00 %
HH100.5710.0026W	SERIAL BONDS.WATER DISTRICT UP	0.00	0.00	0.00	3,570,000.00	3,570,000.00	0.00 %
Revenue Total:		0.00	0.00	5,039.36	3,774,706.05	3,774,706.05	0.00 %
Expense							
HH100.1355.400.00027	APPRAISAL.PENDLETON FARMS PD	0.00	0.00	0.00	3,500.00	-3,500.00	0.00 %
HH100.1380.400.0026W	FISCAL AGENT FEES.CONTRACTUAL.	0.00	0.00	1,800.00	4,050.00	-4,050.00	0.00 %
HH100.1420.400.00027	LEGAL.CONTRACTUAL.PENDLETON	0.00	0.00	0.00	1,462.50	-1,462.50	0.00 %
HH100.1420.400.0026W	ATTORNEY.CONTRACTUAL.WATER D	0.00	0.00	435.00	660.00	-660.00	0.00 %
HH100.1420.401.0026W	ATTORNEY.BOND COUNSEL.WATER	0.00	0.00	1,160.00	1,160.00	-1,160.00	0.00 %
HH100.1440.200.0026W	ENGINEERING.CAPITAL.EQUIPMENT	0.00	0.00	9,468.70	136,658.31	-136,658.31	0.00 %
HH100.1680.201.00030	DATA.CYBERSECURITY.PLANNING	0.00	0.00	0.00	12,500.00	-12,500.00	0.00 %
HH100.1680.202.00030	DATA.CYBERSECURITY.IMPLEMENTA	0.00	0.00	0.00	2,050.50	-2,050.50	0.00 %
HH100.8097.200.00027	PLANNING.CAPITAL.PENDLETON FA	0.00	0.00	0.00	3,500.00	-3,500.00	0.00 %
HH100.8310.200.0026W	WATER ADMIN.WATER TANKS & SU	0.00	0.00	0.00	785,834.49	-785,834.49	0.00 %
HH100.8310.201.0026W	WATER ADMIN.ELECTRIC SERVICE F	0.00	0.00	0.00	19,300.00	-19,300.00	0.00 %
HH100.8310.202.0026W	WATER ADMIN.PUMP FACILITY.WD	0.00	0.00	7,483.24	157,123.42	-157,123.42	0.00 %
HH100.8310.203.0026W	WATER ADMIN.ELECTRIC SERVICE F	0.00	0.00	0.00	137,011.90	-137,011.90	0.00 %
HH100.8310.204.0026W	WATER ADMIN.TRANSMISSION MAI	0.00	0.00	0.00	1,980.00	-1,980.00	0.00 %
HH100.8310.205.0026W	WATER ADMIN.MOBILIZATION & G	0.00	0.00	71,109.57	158,339.82	-158,339.82	0.00 %
HH100.9730.600.0026W	BAN.PRINCIPAL.WATER DISTRICT U	0.00	0.00	0.00	3,570,000.00	-3,570,000.00	0.00 %
HH100.9730.700.0026W	BAN.INTEREST.WATER DISTRICT UP	0.00	0.00	0.00	50,835.00	-50,835.00	0.00 %
HH100.9901.900.00029	INTERFUND TRANSFER OUT.MWRR	0.00	0.00	0.00	13,192.00	-13,192.00	0.00 %
Expense Total:		0.00	0.00	91,456.51	5,059,157.94	-5,059,157.94	0.00 %
Fund: HH100 - CAPITAL PROJECTS Surplus (Deficit):		0.00	0.00	-86,417.15	-1,284,451.89	-1,284,451.89	0.00 %
Fund: SD600 - RT 332 DRAINAGE DISTRICT							
Revenue							
SD600.1030.00000	SPECIAL ASSESSMENT.RT 332 DRAI	25,080.00	25,080.00	0.00	25,080.00	0.00	0.00 %
SD600.2401.00000	INTEREST & EARNINGS.RT 332 DRAI	100.00	100.00	7.54	53.49	-46.51	46.51 %
SD600.9000.00000	APPROPRIATED FUND BALANCE FO	24,920.00	24,920.00	0.00	0.00	-24,920.00	100.00 %
Revenue Total:		50,100.00	50,100.00	7.54	25,133.49	-24,966.51	49.83 %
Expense							
SD600.8520.400.00000	MAINTENANCE..RT 332 DRAINAGE	50,100.00	50,100.00	0.00	453.00	49,647.00	99.10 %
Expense Total:		50,100.00	50,100.00	0.00	453.00	49,647.00	99.10 %
Fund: SD600 - RT 332 DRAINAGE DISTRICT Surplus (Deficit):		0.00	0.00	7.54	24,680.49	24,680.49	0.00 %
Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT							
Revenue							
SD605.2401.00000	INTEREST & EARNINGS.LAKEWOOD	20.00	20.00	1.82	12.89	-7.11	35.55 %

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SD605.9000.00000	APPROPRIATED FUND BALANCE FO	0.00	8,000.00	0.00	0.00	-8,000.00	100.00 %
	Revenue Total:	20.00	8,020.00	1.82	12.89	-8,007.11	99.84 %
Expense							
SD605.8520.400.00000	MAINTENANCE...LAKEWOOD MEAD	20.00	8,020.00	0.00	0.00	8,020.00	100.00 %
	Expense Total:	20.00	8,020.00	0.00	0.00	8,020.00	100.00 %
	Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT Surplu	0.00	0.00	1.82	12.89	12.89	0.00 %
Fund: SD610 - ASHTON DRAINAGE DISTRICT							
Revenue							
SD610.2401.00000	INTEREST & EARNINGS.ASHTON DR	10.00	10.00	0.92	6.52	-3.48	34.80 %
	Revenue Total:	10.00	10.00	0.92	6.52	-3.48	34.80 %
Expense							
SD610.8520.400.00000	MAINTENANCE...ASHTON DRAINAG	10.00	10.00	0.00	0.00	10.00	100.00 %
	Expense Total:	10.00	10.00	0.00	0.00	10.00	100.00 %
	Fund: SD610 - ASHTON DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	0.92	6.52	6.52	0.00 %
Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT							
Revenue							
SD615.2401.00000	INTEREST & EARNINGS.FOX RIDGE	25.00	25.00	2.21	15.66	-9.34	37.36 %
SD615.9000.00000	APPROPRIATED FUND BALANCE FO	0.00	8,000.00	0.00	0.00	-8,000.00	100.00 %
	Revenue Total:	25.00	8,025.00	2.21	15.66	-8,009.34	99.80 %
Expense							
SD615.8520.400.00000	MAINTENANCE...FOX RIDGE DRAIN	25.00	8,025.00	0.00	123.63	7,901.37	98.46 %
	Expense Total:	25.00	8,025.00	0.00	123.63	7,901.37	98.46 %
	Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	2.21	-107.97	-107.97	0.00 %
Fund: SD620 - LANDINGS DRAINAGE DISTRICT							
Revenue							
SD620.2401.00000	INTEREST & EARNINGS.LANDINGS	5.00	5.00	0.48	3.41	-1.59	31.80 %
	Revenue Total:	5.00	5.00	0.48	3.41	-1.59	31.80 %
Expense							
SD620.8520.400.00000	MAINTENANCE...LANDINGS DRAINA	5.00	5.00	0.00	0.00	5.00	100.00 %
	Expense Total:	5.00	5.00	0.00	0.00	5.00	100.00 %
	Fund: SD620 - LANDINGS DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	0.48	3.41	3.41	0.00 %
Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT							
Revenue							
SD625.2401.00000	INTEREST & EARNINGS.OLD BROOK	10.00	10.00	0.87	6.14	-3.86	38.60 %
	Revenue Total:	10.00	10.00	0.87	6.14	-3.86	38.60 %
Expense							
SD625.8520.400.00000	MAINTENANCE...OLD BROOKSIDE D	10.00	10.00	0.00	0.00	10.00	100.00 %
	Expense Total:	10.00	10.00	0.00	0.00	10.00	100.00 %
	Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT Surplus (Defic	0.00	0.00	0.87	6.14	6.14	0.00 %
Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT							
Revenue							
SD630.2401.00000	INTEREST & EARNINGS.LAKESIDE ES	5.00	5.00	0.60	4.25	-0.75	15.00 %
	Revenue Total:	5.00	5.00	0.60	4.25	-0.75	15.00 %
Expense							
SD630.8520.400.00000	MAINTENANCE...LAKESIDE ESTATES	5.00	5.00	0.00	0.00	5.00	100.00 %
	Expense Total:	5.00	5.00	0.00	0.00	5.00	100.00 %
	Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT Surplus (De	0.00	0.00	0.60	4.25	4.25	0.00 %
Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT							
Revenue							
SD635.1030.00000	SPECIAL ASSESSMENT.WATERFORD	2,576.00	2,576.00	0.00	2,576.00	0.00	0.00 %
SD635.2401.00000	INTEREST & EARNINGS.WATERFOR	5.00	5.00	0.72	5.11	0.11	102.20 %
	Revenue Total:	2,581.00	2,581.00	0.72	2,581.11	0.11	0.00 %

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Expense							
SD635.8520.400.00000	MAINTENANCE..WATERFORD POIN	2,581.00	2,581.00	0.00	0.00	2,581.00	100.00 %
Expense Total:		2,581.00	2,581.00	0.00	0.00	2,581.00	100.00 %
Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT Surplus (D		0.00	0.00	0.72	2,581.11	2,581.11	0.00 %
Fund: SD640 - STABLEGATE DRAINAGE DISTRICT							
Revenue							
SD640.2401.00000	INTEREST & EARNINGS.STABLEGATE	10.00	10.00	1.14	8.07	-1.93	19.30 %
Revenue Total:		10.00	10.00	1.14	8.07	-1.93	19.30 %
Expense							
SD640.8520.400.00000	MAINTENANCE..STABLEGATE DRAI	10.00	10.00	0.00	0.00	10.00	100.00 %
Expense Total:		10.00	10.00	0.00	0.00	10.00	100.00 %
Fund: SD640 - STABLEGATE DRAINAGE DISTRICT Surplus (Deficit):		0.00	0.00	1.14	8.07	8.07	0.00 %
Fund: SF450 - FIRE PROTECTION							
Revenue							
SF450.1001.00000	REAL PROPERTY TAXES.FIRE PROTE	1,120,920.00	1,120,920.00	0.00	1,120,920.00	0.00	0.00 %
SF450.2401.00000	INTEREST & EARNINGS.FIRE PROTE	400.00	400.00	4.70	137.13	-262.87	65.72 %
SF450.9000.00000	APPROPRIATED FUND BALANCE FO	20,000.00	20,020.00	0.00	20,000.00	-20.00	0.10 %
Revenue Total:		1,141,320.00	1,141,340.00	4.70	1,141,057.13	-282.87	0.02 %
Expense							
SF450.3410.400.00000	FIRE PROTECTION DISTRICT AGREE	1,141,320.00	1,141,340.00	0.00	1,141,339.85	0.15	0.00 %
Expense Total:		1,141,320.00	1,141,340.00	0.00	1,141,339.85	0.15	0.00 %
Fund: SF450 - FIRE PROTECTION Surplus (Deficit):		0.00	0.00	4.70	-282.72	-282.72	0.00 %
Fund: SL700 - CENTERPOINT LIGHTING DISTRICT							
Revenue							
SL700.1001.00000	REAL PROPERTY TAXES.CENTERPOI	1,200.00	1,200.00	0.00	1,200.00	0.00	0.00 %
SL700.2401.00000	INTEREST & EARNINGS.CENTERPOI	6.00	6.00	0.22	2.52	-3.48	58.00 %
SL700.9000.00000	APPROPRIATED FUND BALANCE FO	4,394.00	5,214.00	0.00	0.00	-5,214.00	100.00 %
Revenue Total:		5,600.00	6,420.00	0.22	1,202.52	-5,217.48	81.27 %
Expense							
SL700.5182.200.00000	STREET LIGHTING.CAP EQUIP.CENT	4,000.00	4,820.00	0.00	4,819.28	0.72	0.01 %
SL700.5182.400.00000	UTILITIES ELECTRIC..CENTERPOINT	1,600.00	1,600.00	103.21	915.23	684.77	42.80 %
Expense Total:		5,600.00	6,420.00	103.21	5,734.51	685.49	10.68 %
Fund: SL700 - CENTERPOINT LIGHTING DISTRICT Surplus (Deficit):		0.00	0.00	-102.99	-4,531.99	-4,531.99	0.00 %
Fund: SL705 - FOX RIDGE LIGHTING DISTRICT							
Revenue							
SL705.1001.00000	REAL PROPERTY TAXES.FOX RIDGE L	12,000.00	12,000.00	0.00	12,000.00	0.00	0.00 %
SL705.2401.00000	INTEREST & EARNINGS.FOX RIDGE	6.00	6.00	0.36	3.91	-2.09	34.83 %
Revenue Total:		12,006.00	12,006.00	0.36	12,003.91	-2.09	0.02 %
Expense							
SL705.5182.200.00000	EQUIPMENT..FOX RIDGE LIGHTING	806.00	806.00	0.00	0.00	806.00	100.00 %
SL705.5182.400.00000	UTILITIES ELECTRIC..FOX RIDGE LIG	10,200.00	10,200.00	858.66	6,038.80	4,161.20	40.80 %
SL705.5182.401.00000	STREET LIGHTING.MAINTENANCE.F	1,000.00	1,000.00	0.00	109.68	890.32	89.03 %
Expense Total:		12,006.00	12,006.00	858.66	6,148.48	5,857.52	48.79 %
Fund: SL705 - FOX RIDGE LIGHTING DISTRICT Surplus (Deficit):		0.00	0.00	-858.30	5,855.43	5,855.43	0.00 %
Fund: SL710 - LANDINGS LIGHTING DISTRICT							
Revenue							
SL710.2401.00000	INTEREST & EARNINGS.LANDINGS L	1.00	1.00	0.08	0.55	-0.45	45.00 %
Revenue Total:		1.00	1.00	0.08	0.55	-0.45	45.00 %
Expense							
SL710.5182.400.00000	UTILITIES ELECTRIC..LANDINGS LIG	1.00	1.00	0.00	0.00	1.00	100.00 %
Expense Total:		1.00	1.00	0.00	0.00	1.00	100.00 %
Fund: SL710 - LANDINGS LIGHTING DISTRICT Surplus (Deficit):		0.00	0.00	0.08	0.55	0.55	0.00 %

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Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT							
Revenue							
SL715.2401.00000	INTEREST & EARNINGS.LAKEWOOD	3.00	3.00	0.20	1.42	-1.58	52.67 %
SL715.9000.00000	APPROPRIATED FUND BALANCE FO	2,075.00	2,075.00	0.00	0.00	-2,075.00	100.00 %
	Revenue Total:	2,078.00	2,078.00	0.20	1.42	-2,076.58	99.93 %
Expense							
SL715.5182.240.00000	UTILITIES-EQUIPMENT.LAKEWOOD	1,800.00	1,800.00	0.00	0.00	1,800.00	100.00 %
SL715.5182.400.00000	UTILITIES-ELECTRIC.LAKEWOOD ME	278.00	278.00	17.97	157.55	120.45	43.33 %
	Expense Total:	2,078.00	2,078.00	17.97	157.55	1,920.45	92.42 %
	Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT Surplus	0.00	0.00	-17.77	-156.13	-156.13	0.00 %
Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT							
Revenue							
SL720.1001.00000	REAL PROPERTY TAXES.FALLBROOK	1,000.00	1,000.00	0.00	1,000.00	0.00	0.00 %
SL720.2401.00000	INTEREST & EARNINGS.FALLBROOK	3.00	3.00	0.16	1.34	-1.66	55.33 %
SL720.9000.00000	APPROPRIATED FUND BALANCE FO	300.00	300.00	0.00	0.00	-300.00	100.00 %
	Revenue Total:	1,303.00	1,303.00	0.16	1,001.34	-301.66	23.15 %
Expense							
SL720.5182.400.00000	UTILITIES ELECTRIC.FALLBROOK PA	1,303.00	1,303.00	121.34	863.20	439.80	33.75 %
	Expense Total:	1,303.00	1,303.00	121.34	863.20	439.80	33.75 %
	Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT Surplus (Deficit)	0.00	0.00	-121.18	138.14	138.14	0.00 %
Fund: SS800 - SANITARY SEWER							
Revenue							
SS800.1030.00000	SPECIAL ASSESSMENTS..PURDY/MO	18,210.00	18,210.00	0.00	18,210.00	0.00	0.00 %
SS800.2401.00000	INTEREST & EARNINGS.SEWER	14.00	14.00	1.14	8.13	-5.87	41.93 %
	Revenue Total:	18,224.00	18,224.00	1.14	18,218.13	-5.87	0.03 %
Expense							
SS800.9710.600.00000	SERIAL BONDS.PRINCIPAL.PURDY/	18,210.00	18,210.00	0.00	0.00	18,210.00	100.00 %
SS800.9710.700.00000	SERIAL BONDS.INTEREST.PURDY/M	14.00	14.00	0.00	0.00	14.00	100.00 %
	Expense Total:	18,224.00	18,224.00	0.00	0.00	18,224.00	100.00 %
	Fund: SS800 - SANITARY SEWER Surplus (Deficit):	0.00	0.00	1.14	18,218.13	18,218.13	0.00 %
Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT							
Revenue							
SW500.1001.00000	REAL PROPERTY TAXES.CANDGA CO	575,000.00	575,000.00	0.00	575,000.00	0.00	0.00 %
SW500.2140.00000	WATER QUARTERLY SALES.CANDGA	715,000.00	715,000.00	202,839.29	351,574.63	-363,425.37	50.83 %
SW500.2142.00000	WATER FILL STATION SALES.CANDG	15,000.00	15,000.00	409.25	1,138.26	-13,861.74	92.41 %
SW500.2144.00000	WATER NEW SERVICES.CANDGA CO	17,500.00	17,500.00	9,677.41	18,827.41	1,327.41	107.59 %
SW500.2148.00000	PENALTY ON WATER.CANDGA CON	5,000.00	5,000.00	498.02	2,346.00	-2,654.00	53.08 %
SW500.2389.00000	INTEREST OTHER GOVT	2,215.00	2,215.00	0.00	0.00	-2,215.00	100.00 %
SW500.2401.00000	INTEREST & EARNINGS.CANANDAI	6,500.00	6,500.00	74.97	2,737.24	-3,762.76	57.89 %
SW500.5031.00000	INTERFUND TRANSFERS.CANDGA C	12,083.00	12,083.00	0.00	12,081.00	-2.00	0.02 %
SW500.9000.00000	APPROPRIATED FUND BALANCE FO	221,007.00	267,507.00	0.00	0.00	-267,507.00	100.00 %
	Revenue Total:	1,569,305.00	1,615,805.00	213,498.94	963,704.54	-652,100.46	40.36 %
Expense							
SW500.1380.400.00000	FISCAL AGENT FEES.CANDGA CONS	500.00	500.00	0.00	0.00	500.00	100.00 %
SW500.1910.400.00000	UNALLOCATED INS.CONTRACTUAL.	7,300.00	7,300.00	0.00	7,300.00	0.00	0.00 %
SW500.1990.400.00000	CONTINGENCY.CONTRACTUAL.CAN	17,800.00	17,800.00	0.00	0.00	17,800.00	100.00 %
SW500.8310.120.00000	WATER ADMIN.SUPER.SALARY.CAN	51,000.00	51,000.00	3,923.08	33,346.18	17,653.82	34.62 %
SW500.8310.121.00000	WATER ADMIN.OFFICE SPECIALIST I	19,095.00	7,095.00	0.00	6,222.76	872.24	12.29 %
SW500.8310.122.00000	WATER ADMIN.SENIOR ACCOUNT C	0.00	17,160.00	1,760.00	7,040.00	10,120.00	58.97 %
SW500.8310.131.00000	WATER ADMIN.MAINASST.CANDGA	169,243.00	169,243.00	12,419.23	105,863.14	63,379.86	37.45 %
SW500.8310.200.00000	WATER ADMIN.CAP EQUIP.CANDGA	95,001.00	89,841.00	0.00	1,000.00	88,841.00	98.89 %
SW500.8310.400.00000	WATER ADMIN.CONTRACTUAL.CAN	1,920.00	1,920.00	256.54	1,459.07	460.93	24.01 %
SW500.8310.410.00000	WATER ADMIN.LEGAL SERVICES.CA	5,000.00	5,000.00	0.00	1,180.00	3,820.00	76.40 %
SW500.8310.420.00000	WATER ADMIN.METER READING.C	24,500.00	24,500.00	1,525.74	13,945.65	10,554.35	43.08 %
SW500.8310.423.00000	WATER ADMIN.VEHICLE GPS.CAND	2,000.00	2,000.00	81.47	570.29	1,429.71	71.49 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
SW500.8310.424.00000	WATER ADMIN.TRAINING & DUES.C	2,000.00	2,000.00	446.00	1,018.00	982.00	49.10 %
SW500.8310.450.00000	WATER ADMIN.ENGINEERING.CAN	35,000.00	24,000.00	1,320.00	21,816.47	2,183.53	9.10 %
SW500.8320.400.00000	WATER PURCHASES.CONT.CANDGA	530,000.00	530,000.00	2.61	201,572.10	328,427.90	61.97 %
SW500.8320.420.00000	WATER PURCHASES.UTILITIES.CAN	51,000.00	51,000.00	668.98	21,028.36	29,971.64	58.77 %
SW500.8340.440.00000	SERVICES & MAINT.SERVICES & MA	140,000.00	135,213.48	36,758.45	88,482.38	46,731.10	34.56 %
SW500.8397.200.00000	WATER CAP PROJECTS.CAP EQUIP.C	65,000.00	127,500.00	0.00	73,732.96	53,767.04	42.17 %
SW500.9010.800.00000	NYS RETIREMENT...CANDGA CONS	15,351.00	15,351.00	0.00	0.00	15,351.00	100.00 %
SW500.9030.800.00000	SOCIAL SECURITY...CANDGA CONS	16,000.00	16,000.00	1,189.04	10,838.59	5,161.41	32.26 %
SW500.9040.800.00000	WORKERS COMPENSATION...CAND	6,700.00	6,700.00	0.00	6,700.00	0.00	0.00 %
SW500.9050.800.00000	UNEMPLOYMENT INSURANCE.CAN	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
SW500.9055.800.00000	DISABILITY INSURANCE...CANDGA C	100.00	100.00	0.00	68.58	31.42	31.42 %
SW500.9060.810.00000	HOSPITAL/MEDICAL INSURANCE.CA	25,000.00	24,530.00	2,034.83	17,761.59	6,768.41	27.59 %
SW500.9060.811.00000	DENTAL INSURANCE.CANDGA CON	1,500.00	1,500.00	150.82	1,365.30	134.70	8.98 %
SW500.9060.820.00000	HOSPITAL/MEDICAL INSURANCE.B	2,000.00	2,000.00	153.84	1,307.64	692.36	34.62 %
SW500.9060.830.00000	HOSPITAL/MEDICAL INS.HSA ACCO	7,000.00	7,470.00	0.00	7,470.00	0.00	0.00 %
SW500.9090.876.00000	EMP BENEFIT VAC BUYBACK	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
SW500.9710.600.00000	SERIAL BONDS PRINCIPAL	127,918.00	127,918.00	0.00	0.00	127,918.00	100.00 %
SW500.9710.700.00000	SERIAL BONDS INTEREST	95,542.00	95,542.00	0.00	0.00	95,542.00	100.00 %
SW500.9730.700.00000	BAN.INTEREST	50,835.00	50,835.00	0.00	0.00	50,835.00	100.00 %
Expense Total:		1,569,305.00	1,616,018.48	62,690.63	631,089.06	984,929.42	60.95 %
Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT S		0.00	-213.48	150,808.31	332,615.48	332,828.96	5,906.39 %
Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT							
Revenue							
SW505.1001.00000	REAL PROPERTY TAXES.CANDGA BR	10,150.00	10,150.00	0.00	10,150.14	0.14	100.00 %
SW505.1030.00000	SPECIAL ASSESSMENT.CANDGA BRI	61,149.00	61,149.00	0.00	61,149.00	0.00	0.00 %
SW505.2401.00000	INTEREST & EARNINGS.CANANDAI	58.00	58.00	4.21	32.19	-25.81	44.50 %
SW505.3991.00000	STATE AID CAP PROJ	18,000.00	18,000.00	0.00	0.00	-18,000.00	100.00 %
SW505.9000.00000	APPROPRIATED FUND BALANCE FO	7,589.00	7,589.00	0.00	0.00	-7,589.00	100.00 %
Revenue Total:		96,946.00	96,946.00	4.21	71,331.33	-25,614.67	26.42 %
Expense							
SW505.8340.400.00000	SERVICES & MAINTENANCE.CONT.C	32,000.00	32,000.00	0.00	1,490.00	30,510.00	95.34 %
SW505.9710.600.00000	SERIAL BONDS BRISTOL.PRINCIPAL.	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
SW505.9710.700.00000	SERIAL BONDS BRISTOL.INTEREST.C	39,625.00	39,625.00	0.00	19,812.50	19,812.50	50.00 %
SW505.9903.900.00000	TRANSFER/WATER-MAINT.CANDGA	1,919.00	1,919.00	0.00	1,919.00	0.00	0.00 %
SW505.9903.901.00000	TRANSFER/WATER-MAINT...CANDG	3,402.00	3,402.00	0.00	3,402.00	0.00	0.00 %
Expense Total:		96,946.00	96,946.00	0.00	26,623.50	70,322.50	72.54 %
Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT Su		0.00	0.00	4.21	44,707.83	44,707.83	0.00 %
Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT							
Revenue							
SW515.1001.00000	REAL PROPERTY TAXES.CANDGA-FA	194,067.00	194,067.00	0.00	194,067.00	0.00	0.00 %
SW515.2140.00000	OTHER THAN TAXES.CANDGA - FAR	0.00	0.00	0.00	34.98	34.98	0.00 %
SW515.2401.00000	INTEREST & EARNINGS.CANANDAI	45.00	45.00	3.11	22.05	-22.95	51.00 %
SW515.9000.00000	APPROPRIATED FUND BALANCE	0.00	135.00	0.00	0.00	-135.00	100.00 %
Revenue Total:		194,112.00	194,247.00	3.11	194,124.03	-122.97	0.06 %
Expense							
SW515.8350.400.00000	FARM.COMMON WATER.CONTRAC	194,068.00	194,068.00	0.00	194,068.00	0.00	0.00 %
SW515.8389.400.00000	CDGA.COMMON WATER.CONTRAC	44.00	179.00	135.00	169.98	9.02	5.04 %
Expense Total:		194,112.00	194,247.00	135.00	194,237.98	9.02	0.00 %
Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT Sur		0.00	0.00	-131.89	-113.95	-113.95	0.00 %
Fund: SW520 - ANDREWS - NORTH ROAD WATER DISTRICT							
Revenue							
SW520.1001.00000	REAL PROPERTY TAXES.ANDREWS -	6,692.00	6,692.00	0.00	6,692.00	0.00	0.00 %
SW520.2401.00000	INTEREST & EARNINGS.ANDREWS -	2.00	2.00	0.36	2.54	0.54	127.00 %
Revenue Total:		6,694.00	6,694.00	0.36	6,694.54	0.54	0.01 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense							
SW520.8350.400.00000	FARM.COMMON WATER.CONT.AN	6,694.00	6,694.00	0.00	6,694.00	0.00	0.00 %
Expense Total:		6,694.00	6,694.00	0.00	6,694.00	0.00	0.00 %
Fund: SW520 - ANDREWS - NORTH ROAD WATER DISTRICT Surplus		0.00	0.00	0.36	0.54	0.54	0.00 %
Fund: SW525 - MCINTYRE ROAD WATER DISTRICT							
Revenue							
SW525.1001.00000	REAL PROPERTY TAXES.MCINTYRE	7,100.00	7,100.00	0.00	7,100.00	0.00	0.00 %
SW525.2401.00000	INTEREST & EARNINGS.MCINTYRE	8.00	8.00	0.60	5.03	-2.97	37.13 %
SW525.9000.00000	APPROPRIATED FUND BALANCE FO	762.00	762.00	0.00	0.00	-762.00	100.00 %
Revenue Total:		7,870.00	7,870.00	0.60	7,105.03	-764.97	9.72 %
Expense							
SW525.9710.600.00000	SERIAL BONDS.PRINCIPAL.MCINTYR	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
SW525.9710.700.00000	SERIAL BONDS.INTEREST.MCINTYRE	3,702.00	3,702.00	0.00	1,851.00	1,851.00	50.00 %
SW525.9903.900.00000	TRANSFER/WATER-MAINTENANCE.	1,168.00	1,168.00	0.00	1,168.00	0.00	0.00 %
Expense Total:		7,870.00	7,870.00	0.00	3,019.00	4,851.00	61.64 %
Fund: SW525 - MCINTYRE ROAD WATER DISTRICT Surplus (Deficit):		0.00	0.00	0.60	4,086.03	4,086.03	0.00 %
Fund: SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT							
Revenue							
SW530.1001.00000	REAL PROPERTY TAXES.EMERSON A	17,600.00	17,600.00	0.00	17,600.00	0.00	0.00 %
SW530.2401.00000	INTEREST & EARNINGS.EMERSON A	2.00	2.00	0.23	1.64	-0.36	18.00 %
SW530.9000.00000	APPROPRIATED FUND BALANCE	413.00	413.00	0.00	0.00	-413.00	100.00 %
Revenue Total:		18,015.00	18,015.00	0.23	17,601.64	-413.36	2.29 %
Expense							
SW530.8389.400.00000	COMMON WATER.CONTRACTUAL.E	4,559.00	4,559.00	0.00	4,559.00	0.00	0.00 %
SW530.9710.600.00000	SERIAL BONDS.PRINCIPAL.EMERSON	7,000.00	7,000.00	0.00	7,000.00	0.00	0.00 %
SW530.9710.700.00000	SERIAL BONDS.INTEREST.EMERSON	6,456.00	6,456.00	0.00	6,457.00	-1.00	-0.02 %
Expense Total:		18,015.00	18,015.00	0.00	18,016.00	-1.00	-0.01 %
Fund: SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT S		0.00	0.00	0.23	-414.36	-414.36	0.00 %
Fund: SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT							
Revenue							
SW535.1001.00000	REAL PROPERTY TAXES.COUNTY RO	15,600.00	15,600.00	0.00	15,600.00	0.00	0.00 %
SW535.2401.00000	INTEREST & EARNINGS.EX 36 - COU	12.00	12.00	0.91	7.96	-4.04	33.67 %
Revenue Total:		15,612.00	15,612.00	0.91	15,607.96	-4.04	0.03 %
Expense							
SW535.8340.400.00000	SERVICES & MAIN.CONT.CO RD #30	348.00	348.00	0.00	0.00	348.00	100.00 %
SW535.9710.600.00000	SERIAL BONDS.PRINCIPAL.EX 36 - C	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
SW535.9710.700.00000	SERIAL BONDS.INTEREST.CO RD #30	9,075.00	9,075.00	0.00	4,537.50	4,537.50	50.00 %
SW535.9903.900.00000	TRANSFER/WATER-MAINTENANCE.	1,189.00	1,189.00	0.00	1,189.00	0.00	0.00 %
Expense Total:		15,612.00	15,612.00	0.00	5,726.50	9,885.50	63.32 %
Fund: SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT Surplu		0.00	0.00	0.91	9,881.46	9,881.46	0.00 %
Fund: SW540 - HOPKINS GRIMBLE WATER DISTRICT							
Revenue							
SW540.1001.00000	REAL PROPERTY TAXES.HOPKINS G	12,688.00	12,688.00	0.00	12,688.00	0.00	0.00 %
SW540.2401.00000	INTEREST & EARNINGS.HOPKINS G	11.00	11.00	0.77	6.80	-4.20	38.18 %
Revenue Total:		12,699.00	12,699.00	0.77	12,694.80	-4.20	0.03 %
Expense							
SW540.9710.600.00000	SERIAL BONDS.PRINCIPAL.HOPKINS	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
SW540.9710.700.00000	SERIAL BONDS.INTEREST.HOPKINS	5,238.00	5,238.00	0.00	2,618.75	2,619.25	50.00 %
SW540.9903.900.00000	TRANSFER/WATER-MAINTENANCE.	2,461.00	2,461.00	0.00	2,461.00	0.00	0.00 %
Expense Total:		12,699.00	12,699.00	0.00	5,079.75	7,619.25	60.00 %
Fund: SW540 - HOPKINS GRIMBLE WATER DISTRICT Surplus (Defici		0.00	0.00	0.77	7,615.05	7,615.05	0.00 %
Fund: SW545 - HICKOX ROAD WATER DISTRICT							
Revenue							
SW545.1001.00000	REAL PROPERTY TAXES.HICKOX ROA	3,650.00	3,650.00	0.00	3,650.00	0.00	0.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
SW545.2401.00000	INTEREST & EARNINGS.HICKOX RO	1.00	1.00	0.21	2.25	1.25	225.00 %
	Revenue Total:	3,651.00	3,651.00	0.21	3,652.25	1.25	0.03 %
	Expense						
SW545.8340.440.00000	SERVICES & MAINTENANCE.HICKOX	629.00	629.00	0.00	0.00	629.00	100.00 %
SW545.9795.600.00000	DEBT PRIN OTHER GOVT DUE TO O	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
SW545.9903.900.00000	TRANSFER/WATER-MAINTENANCE.	522.00	522.00	0.00	522.00	0.00	0.00 %
	Expense Total:	3,651.00	3,651.00	0.00	522.00	3,129.00	85.70 %
	Fund: SW545 - HICKOX ROAD WATER DISTRICT Surplus (Deficit):	0.00	0.00	0.21	3,130.25	3,130.25	0.00 %
Fund: SW550 - NOTT RD EXT. 40 WATER DISTRICT							
	Revenue						
SW550.1001.00000	REAL PROPERTY TAXES.NOTT RD EX	5,525.00	5,525.00	0.00	5,525.00	0.00	0.00 %
SW550.2401.00000	INTEREST & EARNINGS.NOTT RD EX	4.00	4.00	0.39	3.21	-0.79	19.75 %
	Revenue Total:	5,529.00	5,529.00	0.39	5,528.21	-0.79	0.01 %
	Expense						
SW550.9710.600.00000	SERIAL BONDS.PRINCIPAL.NOTT RD	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
SW550.9710.700.00000	SERIAL BONDS.INTEREST.NOTT RD	1,829.00	1,829.00	0.00	914.50	914.50	50.00 %
SW550.9903.900.00000	TRANSFER/WATER-MAINTENANCE.	700.00	700.00	0.00	700.00	0.00	0.00 %
	Expense Total:	5,529.00	5,529.00	0.00	1,614.50	3,914.50	70.80 %
	Fund: SW550 - NOTT RD EXT. 40 WATER DISTRICT Surplus (Deficit):	0.00	0.00	0.39	3,913.71	3,913.71	0.00 %
Fund: SW555 - CO RD 32 EXT. 41 WATER DISTRICT							
	Revenue						
SW555.1001.00000	REAL PROPERTY TAXES.CO RD 32 EX	11,750.00	11,750.00	0.00	11,750.00	0.00	0.00 %
SW555.2401.00000	INTEREST & EARNINGS.CO RD 32 E	7.00	7.00	0.22	4.50	-2.50	35.71 %
	Revenue Total:	11,757.00	11,757.00	0.22	11,754.50	-2.50	0.02 %
	Expense						
SW555.8340.400.00000	SERVICES & MAIN.CONT.CO RD 32	501.00	501.00	0.00	0.00	501.00	100.00 %
SW555.9795.650.00000	DEBT PRINCIPAL DUE TO OTHER GO	8,321.00	8,321.00	0.00	0.00	8,321.00	100.00 %
SW555.9795.700.00000	DEBT INTEREST DUE TO OTHER GO	2,215.00	2,215.00	0.00	2,215.20	-0.20	-0.01 %
SW555.9903.900.00000	TRANSFER/WATER-MAINTENANCE.	720.00	720.00	0.00	720.00	0.00	0.00 %
	Expense Total:	11,757.00	11,757.00	0.00	2,935.20	8,821.80	75.03 %
	Fund: SW555 - CO RD 32 EXT. 41 WATER DISTRICT Surplus (Deficit)	0.00	0.00	0.22	8,819.30	8,819.30	0.00 %
	Report Surplus (Deficit):	0.00	-62,679.07	-291,956.10	288,729.86	351,408.93	560.65 %

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: AA100 - GENERAL FUND						
Revenue	4,472,407.00	4,905,828.00	72,212.23	2,002,854.17	-2,902,973.83	59.17 %
Expense	4,472,407.00	4,941,969.79	236,514.08	2,141,809.18	2,800,160.61	56.66 %
Fund: AA100 - GENERAL FUND Surplus (Deficit):	0.00	-36,141.79	-164,301.85	-138,955.01	-102,813.22	-284.47 %
Fund: AA231 - CONTINGENT/TAX RESERVE						
Revenue	0.00	0.00	10.19	135.20	135.20	0.00 %
Fund: AA231 - CONTINGENT/TAX RESERVE Total:	0.00	0.00	10.19	135.20	135.20	0.00 %
Fund: AA232 - CAMPUS REPAIR RESERVE						
Revenue	0.00	0.00	1.81	22.22	22.22	0.00 %
Fund: AA232 - CAMPUS REPAIR RESERVE Total:	0.00	0.00	1.81	22.22	22.22	0.00 %
Fund: AA233 - TECHNOLOGY RESERVE						
Revenue	0.00	0.00	0.93	11.88	11.88	0.00 %
Fund: AA233 - TECHNOLOGY RESERVE Total:	0.00	0.00	0.93	11.88	11.88	0.00 %
Fund: AA234 - OPEN SPACE RESERVE						
Revenue	0.00	30,050.00	23.56	299.84	-29,750.16	99.00 %
Expense	0.00	30,050.00	0.00	30,050.00	0.00	0.00 %
Fund: AA234 - OPEN SPACE RESERVE Surplus (Deficit):	0.00	0.00	23.56	-29,750.16	-29,750.16	0.00 %
Fund: AA235 - NYS EMPLOYEE SYSTEM RESERVE						
Revenue	0.00	0.00	4.92	64.46	64.46	0.00 %
Fund: AA235 - NYS EMPLOYEE SYSTEM RESERVE Total:	0.00	0.00	4.92	64.46	64.46	0.00 %
Fund: AA237 - BONDED INDEBTEDNESS RESERVE						
Revenue	0.00	0.00	4.61	55.59	55.59	0.00 %
Fund: AA237 - BONDED INDEBTEDNESS RESERVE Total:	0.00	0.00	4.61	55.59	55.59	0.00 %
Fund: AA238 - SOLID WASTE MANAGEMENT RESERVE						
Revenue	0.00	0.00	11.78	146.60	146.60	0.00 %
Fund: AA238 - SOLID WASTE MANAGEMENT RESERVE Total:	0.00	0.00	11.78	146.60	146.60	0.00 %
Fund: CL100 - LOCAL SOLID WASTE						
Revenue	0.00	0.00	0.00	2.27	2.27	0.00 %
Expense	0.00	1,971.00	0.00	10,433.96	-8,462.96	-429.37 %
Fund: CL100 - LOCAL SOLID WASTE Surplus (Deficit):	0.00	-1,971.00	0.00	-10,431.69	-8,460.69	-429.26 %
Fund: CM100 - (CR) RECREATION.MISCELLANEOUS						
Revenue	0.00	0.00	6,016.68	28,202.41	28,202.41	0.00 %
Fund: CM100 - (CR) RECREATION.MISCELLANEOUS Total:	0.00	0.00	6,016.68	28,202.41	28,202.41	0.00 %
Fund: DA100 - HIGHWAY						
Revenue	3,499,177.00	3,669,177.00	5,904.87	3,050,064.89	-619,112.11	16.87 %
Expense	3,499,177.00	3,693,529.80	202,835.50	1,787,232.42	1,906,297.38	51.61 %
Fund: DA100 - HIGHWAY Surplus (Deficit):	0.00	-24,352.80	-196,930.63	1,262,832.47	1,287,185.27	5,285.57 %
Fund: DA230 - HWY EQUIPMENT RESERVE						
Revenue	0.00	0.00	4.03	52.99	52.99	0.00 %
Fund: DA230 - HWY EQUIPMENT RESERVE Total:	0.00	0.00	4.03	52.99	52.99	0.00 %
Fund: DA232 - HWY IMPROVEMENT RESERVE						
Revenue	0.00	0.00	4.38	59.15	59.15	0.00 %
Fund: DA232 - HWY IMPROVEMENT RESERVE Total:	0.00	0.00	4.38	59.15	59.15	0.00 %
Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE						
Revenue	0.00	0.00	4.34	57.98	57.98	0.00 %
Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE Total:	0.00	0.00	4.34	57.98	57.98	0.00 %
Fund: HH100 - CAPITAL PROJECTS						
Revenue	0.00	0.00	5,039.36	3,774,706.05	3,774,706.05	0.00 %
Expense	0.00	0.00	91,456.51	5,059,157.94	-5,059,157.94	0.00 %
Fund: HH100 - CAPITAL PROJECTS Surplus (Deficit):	0.00	0.00	-86,417.15	-1,284,451.89	-1,284,451.89	0.00 %

Monthly Budget Report

For Fiscal: 2021 Period Ending: 08/31/2021

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: SD600 - RT 332 DRAINAGE DISTRICT						
Revenue	50,100.00	50,100.00	7.54	25,133.49	-24,966.51	49.83 %
Expense	50,100.00	50,100.00	0.00	453.00	49,647.00	99.10 %
Fund: SD600 - RT 332 DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	7.54	24,680.49	24,680.49	0.00 %
Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT						
Revenue	20.00	8,020.00	1.82	12.89	-8,007.11	99.84 %
Expense	20.00	8,020.00	0.00	0.00	8,020.00	100.00 %
Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT Surplus	0.00	0.00	1.82	12.89	12.89	0.00 %
Fund: SD610 - ASHTON DRAINAGE DISTRICT						
Revenue	10.00	10.00	0.92	6.52	-3.48	34.80 %
Expense	10.00	10.00	0.00	0.00	10.00	100.00 %
Fund: SD610 - ASHTON DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	0.92	6.52	6.52	0.00 %
Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT						
Revenue	25.00	8,025.00	2.21	15.66	-8,009.34	99.80 %
Expense	25.00	8,025.00	0.00	123.63	7,901.37	98.46 %
Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	2.21	-107.97	-107.97	0.00 %
Fund: SD620 - LANDINGS DRAINAGE DISTRICT						
Revenue	5.00	5.00	0.48	3.41	-1.59	31.80 %
Expense	5.00	5.00	0.00	0.00	5.00	100.00 %
Fund: SD620 - LANDINGS DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	0.48	3.41	3.41	0.00 %
Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT						
Revenue	10.00	10.00	0.87	6.14	-3.86	38.60 %
Expense	10.00	10.00	0.00	0.00	10.00	100.00 %
Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	0.87	6.14	6.14	0.00 %
Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT						
Revenue	5.00	5.00	0.60	4.25	-0.75	15.00 %
Expense	5.00	5.00	0.00	0.00	5.00	100.00 %
Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	0.60	4.25	4.25	0.00 %
Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT						
Revenue	2,581.00	2,581.00	0.72	2,581.11	0.11	0.00 %
Expense	2,581.00	2,581.00	0.00	0.00	2,581.00	100.00 %
Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	0.72	2,581.11	2,581.11	0.00 %
Fund: SD640 - STABLEGATE DRAINAGE DISTRICT						
Revenue	10.00	10.00	1.14	8.07	-1.93	19.30 %
Expense	10.00	10.00	0.00	0.00	10.00	100.00 %
Fund: SD640 - STABLEGATE DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	1.14	8.07	8.07	0.00 %
Fund: SF450 - FIRE PROTECTION						
Revenue	1,141,320.00	1,141,340.00	4.70	1,141,057.13	-282.87	0.02 %
Expense	1,141,320.00	1,141,340.00	0.00	1,141,339.85	0.15	0.00 %
Fund: SF450 - FIRE PROTECTION Surplus (Deficit):	0.00	0.00	4.70	-282.72	-282.72	0.00 %
Fund: SL700 - CENTERPOINT LIGHTING DISTRICT						
Revenue	5,600.00	6,420.00	0.22	1,202.52	-5,217.48	81.27 %
Expense	5,600.00	6,420.00	103.21	5,734.51	685.49	10.68 %
Fund: SL700 - CENTERPOINT LIGHTING DISTRICT Surplus (Deficit):	0.00	0.00	-102.99	-4,531.99	-4,531.99	0.00 %
Fund: SL705 - FOX RIDGE LIGHTING DISTRICT						
Revenue	12,006.00	12,006.00	0.36	12,003.91	-2.09	0.02 %
Expense	12,006.00	12,006.00	858.66	6,148.48	5,857.52	48.79 %
Fund: SL705 - FOX RIDGE LIGHTING DISTRICT Surplus (Deficit):	0.00	0.00	-858.30	5,855.43	5,855.43	0.00 %
Fund: SL710 - LANDINGS LIGHTING DISTRICT						
Revenue	1.00	1.00	0.08	0.55	-0.45	45.00 %
Expense	1.00	1.00	0.00	0.00	1.00	100.00 %
Fund: SL710 - LANDINGS LIGHTING DISTRICT Surplus (Deficit):	0.00	0.00	0.08	0.55	0.55	0.00 %
Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT						
Revenue	2,078.00	2,078.00	0.20	1.42	-2,076.58	99.93 %

Monthly Budget Report

For Fiscal: 2021 Period Ending: 08/31/2021

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense	2,078.00	2,078.00	17.97	157.55	1,920.45	92.42 %
Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT Surplus	0.00	0.00	-17.77	-156.13	-156.13	0.00 %
Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT						
Revenue	1,303.00	1,303.00	0.16	1,001.34	-301.66	23.15 %
Expense	1,303.00	1,303.00	121.34	863.20	439.80	33.75 %
Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT Surplus (Deficit)	0.00	0.00	-121.18	138.14	138.14	0.00 %
Fund: SS800 - SANITARY SEWER						
Revenue	18,224.00	18,224.00	1.14	18,218.13	-5.87	0.03 %
Expense	18,224.00	18,224.00	0.00	0.00	18,224.00	100.00 %
Fund: SS800 - SANITARY SEWER Surplus (Deficit):	0.00	0.00	1.14	18,218.13	18,218.13	0.00 %
Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT						
Revenue	1,569,305.00	1,615,805.00	213,498.94	963,704.54	-652,100.46	40.36 %
Expense	1,569,305.00	1,616,018.48	62,690.63	631,089.06	984,929.42	60.95 %
Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT S	0.00	-213.48	150,808.31	332,615.48	332,828.96	5,906.39 %
Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT						
Revenue	96,946.00	96,946.00	4.21	71,331.33	-25,614.67	26.42 %
Expense	96,946.00	96,946.00	0.00	26,623.50	70,322.50	72.54 %
Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT Su	0.00	0.00	4.21	44,707.83	44,707.83	0.00 %
Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT						
Revenue	194,112.00	194,247.00	3.11	194,124.03	-122.97	0.06 %
Expense	194,112.00	194,247.00	135.00	194,237.98	9.02	0.00 %
Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT Sur	0.00	0.00	-131.89	-113.95	-113.95	0.00 %
Fund: SW520 - ANDREWS - NORTH ROAD WATER DISTRICT						
Revenue	6,694.00	6,694.00	0.36	6,694.54	0.54	0.01 %
Expense	6,694.00	6,694.00	0.00	6,694.00	0.00	0.00 %
Fund: SW520 - ANDREWS - NORTH ROAD WATER DISTRICT Surplus	0.00	0.00	0.36	0.54	0.54	0.00 %
Fund: SW525 - MCINTYRE ROAD WATER DISTRICT						
Revenue	7,870.00	7,870.00	0.60	7,105.03	-764.97	9.72 %
Expense	7,870.00	7,870.00	0.00	3,019.00	4,851.00	61.64 %
Fund: SW525 - MCINTYRE ROAD WATER DISTRICT Surplus (Deficit):	0.00	0.00	0.60	4,086.03	4,086.03	0.00 %
Fund: SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT						
Revenue	18,015.00	18,015.00	0.23	17,601.64	-413.36	2.29 %
Expense	18,015.00	18,015.00	0.00	18,016.00	-1.00	-0.01 %
Fund: SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT S	0.00	0.00	0.23	-414.36	-414.36	0.00 %
Fund: SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT						
Revenue	15,612.00	15,612.00	0.91	15,607.96	-4.04	0.03 %
Expense	15,612.00	15,612.00	0.00	5,726.50	9,885.50	63.32 %
Fund: SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT Surplu	0.00	0.00	0.91	9,881.46	9,881.46	0.00 %
Fund: SW540 - HOPKINS GRIMBLE WATER DISTRICT						
Revenue	12,699.00	12,699.00	0.77	12,694.80	-4.20	0.03 %
Expense	12,699.00	12,699.00	0.00	5,079.75	7,619.25	60.00 %
Fund: SW540 - HOPKINS GRIMBLE WATER DISTRICT Surplus (Defici	0.00	0.00	0.77	7,615.05	7,615.05	0.00 %
Fund: SW545 - HICKOX ROAD WATER DISTRICT						
Revenue	3,651.00	3,651.00	0.21	3,652.25	1.25	0.03 %
Expense	3,651.00	3,651.00	0.00	522.00	3,129.00	85.70 %
Fund: SW545 - HICKOX ROAD WATER DISTRICT Surplus (Deficit):	0.00	0.00	0.21	3,130.25	3,130.25	0.00 %
Fund: SW550 - NOTT RD EXT. 40 WATER DISTRICT						
Revenue	5,529.00	5,529.00	0.39	5,528.21	-0.79	0.01 %
Expense	5,529.00	5,529.00	0.00	1,614.50	3,914.50	70.80 %
Fund: SW550 - NOTT RD EXT. 40 WATER DISTRICT Surplus (Deficit):	0.00	0.00	0.39	3,913.71	3,913.71	0.00 %
Fund: SW555 - CO RD 32 EXT. 41 WATER DISTRICT						
Revenue	11,757.00	11,757.00	0.22	11,754.50	-2.50	0.02 %
Expense	11,757.00	11,757.00	0.00	2,935.20	8,821.80	75.03 %

Monthly Budget Report

For Fiscal: 2021 Period Ending: 08/31/2021

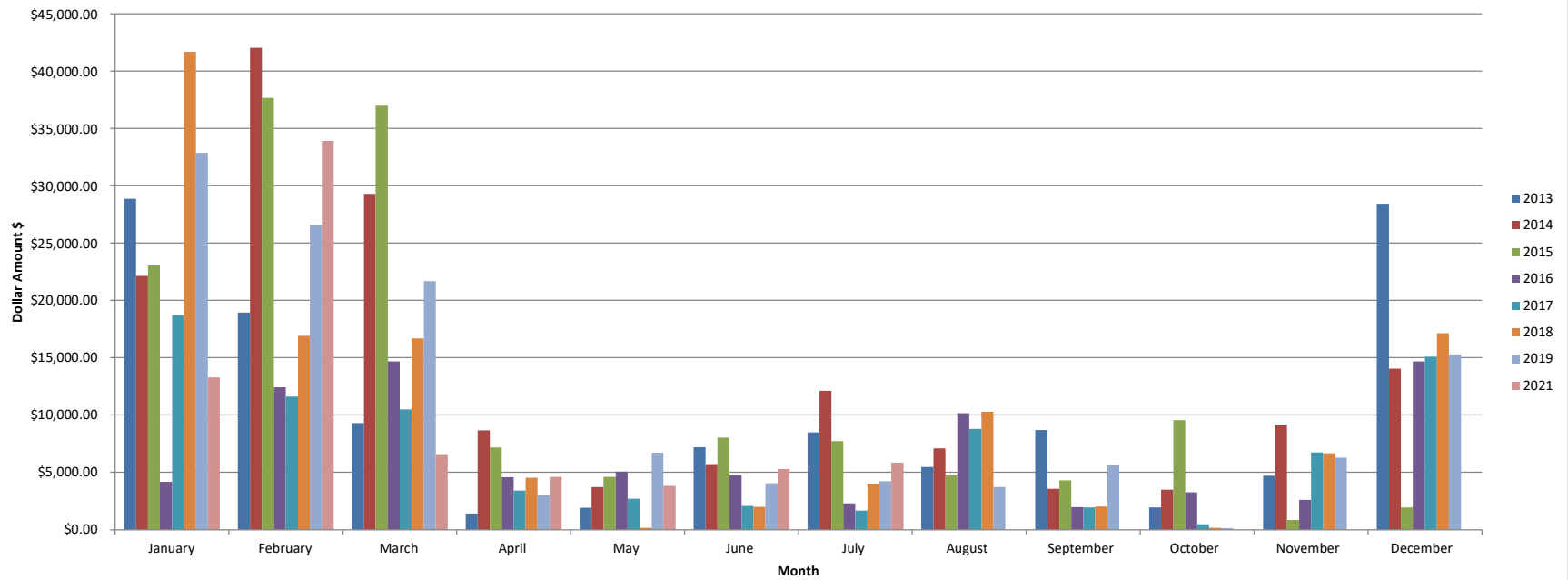
Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: SW555 - CO RD 32 EXT. 41 WATER DISTRICT Surplus (Deficit)	0.00	0.00	0.22	8,819.30	8,819.30	0.00 %
Report Surplus (Deficit):	0.00	-62,679.07	-291,956.10	288,729.86	351,408.93	560.65 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
AA100 - GENERAL FUND	0.00	-36,141.79	-164,301.85	-138,955.01	-102,813.22
AA231 - CONTINGENT/TAX RESER	0.00	0.00	10.19	135.20	135.20
AA232 - CAMPUS REPAIR RESERVI	0.00	0.00	1.81	22.22	22.22
AA233 - TECHNOLOGY RESERVE	0.00	0.00	0.93	11.88	11.88
AA234 - OPEN SPACE RESERVE	0.00	0.00	23.56	-29,750.16	-29,750.16
AA235 - NYS EMPLOYEE SYSTEM F	0.00	0.00	4.92	64.46	64.46
AA237 - BONDED INDEBTEDNESS	0.00	0.00	4.61	55.59	55.59
AA238 - SOLID WASTE MANAGEN	0.00	0.00	11.78	146.60	146.60
CL100 - LOCAL SOLID WASTE	0.00	-1,971.00	0.00	-10,431.69	-8,460.69
CM100 - (CR) RECREATION.MISCE	0.00	0.00	6,016.68	28,202.41	28,202.41
DA100 - HIGHWAY	0.00	-24,352.80	-196,930.63	1,262,832.47	1,287,185.27
DA230 - HWY EQUIPMENT RESER'	0.00	0.00	4.03	52.99	52.99
DA232 - HWY IMPROVEMENT RES	0.00	0.00	4.38	59.15	59.15
DA235 - SNOW/ICE REMOVAL RD	0.00	0.00	4.34	57.98	57.98
HH100 - CAPITAL PROJECTS	0.00	0.00	-86,417.15	-1,284,451.89	-1,284,451.89
SD600 - RT 332 DRAINAGE DISTRI	0.00	0.00	7.54	24,680.49	24,680.49
SD605 - LAKEWOOD MEADOWS D	0.00	0.00	1.82	12.89	12.89
SD610 - ASHTON DRAINAGE DIST	0.00	0.00	0.92	6.52	6.52
SD615 - FOX RIDGE DRAINAGE DIS	0.00	0.00	2.21	-107.97	-107.97
SD620 - LANDINGS DRAINAGE DIS	0.00	0.00	0.48	3.41	3.41
SD625 - OLD BROOKSIDE DRAINAC	0.00	0.00	0.87	6.14	6.14
SD630 - LAKESIDE ESTATES DRAIN	0.00	0.00	0.60	4.25	4.25
SD635 - WATERFORD POINT DRAI	0.00	0.00	0.72	2,581.11	2,581.11
SD640 - STABLEGATE DRAINAGE C	0.00	0.00	1.14	8.07	8.07
SF450 - FIRE PROTECTION	0.00	0.00	4.70	-282.72	-282.72
SL700 - CENTERPOINT LIGHTING C	0.00	0.00	-102.99	-4,531.99	-4,531.99
SL705 - FOX RIDGE LIGHTING DIST	0.00	0.00	-858.30	5,855.43	5,855.43
SL710 - LANDINGS LIGHTING DIST	0.00	0.00	0.08	0.55	0.55
SL715 - LAKEWOOD MEADOWS LI	0.00	0.00	-17.77	-156.13	-156.13
SL720 - FALLBROOK PARK LIGHTIN	0.00	0.00	-121.18	138.14	138.14
SS800 - SANITARY SEWER	0.00	0.00	1.14	18,218.13	18,218.13
SW500 - CANANDAIGUA CONSOLI	0.00	-213.48	150,808.31	332,615.48	332,828.96
SW505 - CANANDAIGUA BRISTOL	0.00	0.00	4.21	44,707.83	44,707.83
SW515 - CANANDAIGUA-FARMIN	0.00	0.00	-131.89	-113.95	-113.95
SW520 - ANDREWS - NORTH ROA	0.00	0.00	0.36	0.54	0.54
SW525 - MCINTYRE ROAD WATER	0.00	0.00	0.60	4,086.03	4,086.03
SW530 - EMERSON ALLEN TOWNI	0.00	0.00	0.23	-414.36	-414.36
SW535 - EX 36 - COUNTY ROAD #:	0.00	0.00	0.91	9,881.46	9,881.46
SW540 - HOPKINS GRIMBLE WATI	0.00	0.00	0.77	7,615.05	7,615.05
SW545 - HICKOX ROAD WATER DI	0.00	0.00	0.21	3,130.25	3,130.25
SW550 - NOTT RD EXT. 40 WATER	0.00	0.00	0.39	3,913.71	3,913.71
SW555 - CO RD 32 EXT. 41 WATE	0.00	0.00	0.22	8,819.30	8,819.30
Report Surplus (Deficit):	0.00	-62,679.07	-291,956.10	288,729.86	351,408.93

	2013	2014	2015	2016	2017	2018	2019	2020	2021
January	\$28,862.28	\$22,155.51	\$23,046.67	\$4,183.58	\$18,707.18	\$41,679.61	\$32,857.11	\$27,324.64	\$13,273.75
February	\$18,935.61	\$42,035.88	\$37,674.78	\$12,418.13	\$11,601.64	\$16,910.89	\$26,602.24	\$20,572.14	\$33,905.16
March	\$9,287.84	\$29,302.83	\$36,977.77	\$14,682.85	\$10,491.75	\$16,677.83	\$21,675.11	\$10,122.18	\$6,592.62
April	\$1,401.60	\$8,649.62	\$7,173.22	\$4,584.14	\$3,402.95	\$4,524.16	\$3,033.55	\$6,204.17	\$4,592.96
May	\$1,914.73	\$3,707.54	\$4,618.01	\$5,061.36	\$2,715.51	\$178.52	\$6,696.39	\$236.97	\$3,819.66
June	\$7,188.71	\$5,730.26	\$8,040.67	\$4,741.15	\$2,060.55	\$1,984.64	\$4,053.52	\$1,112.97	\$5,287.97
July	\$8,475.63	\$12,116.04	\$7,718.19	\$2,298.19	\$1,664.52	\$4,001.48	\$4,222.09	\$5,123.36	\$5,855.13
August	\$5,479.85	\$7,085.96	\$4,720.03	\$10,152.84	\$8,794.31	\$10,281.09	\$3,710.81	\$375.47	
September	\$8,704.27	\$3,575.99	\$4,299.72	\$1,962.98	\$1,940.93	\$2,009.68	\$5,625.97	\$947.17	
October	\$1,948.35	\$3,476.09	\$9,558.24	\$3,273.32	\$459.55	\$173.01	\$145.03	\$5,423.05	
November	\$4,708.75	\$9,158.92	\$844.76	\$2,596.51	\$6,743.01	\$6,656.18	\$6,289.66	\$3,912.18	
December	\$28,423.96	\$14,038.96	\$1,957.16	\$14,667.81	\$15,086.85	\$17,126.83	\$15,295.31	\$13,596.37	
Totals	\$125,331.58	\$161,033.60	\$146,629.22	\$80,622.86	\$83,668.75	\$122,203.92	\$130,206.79	\$94,950.67	\$73,327.25

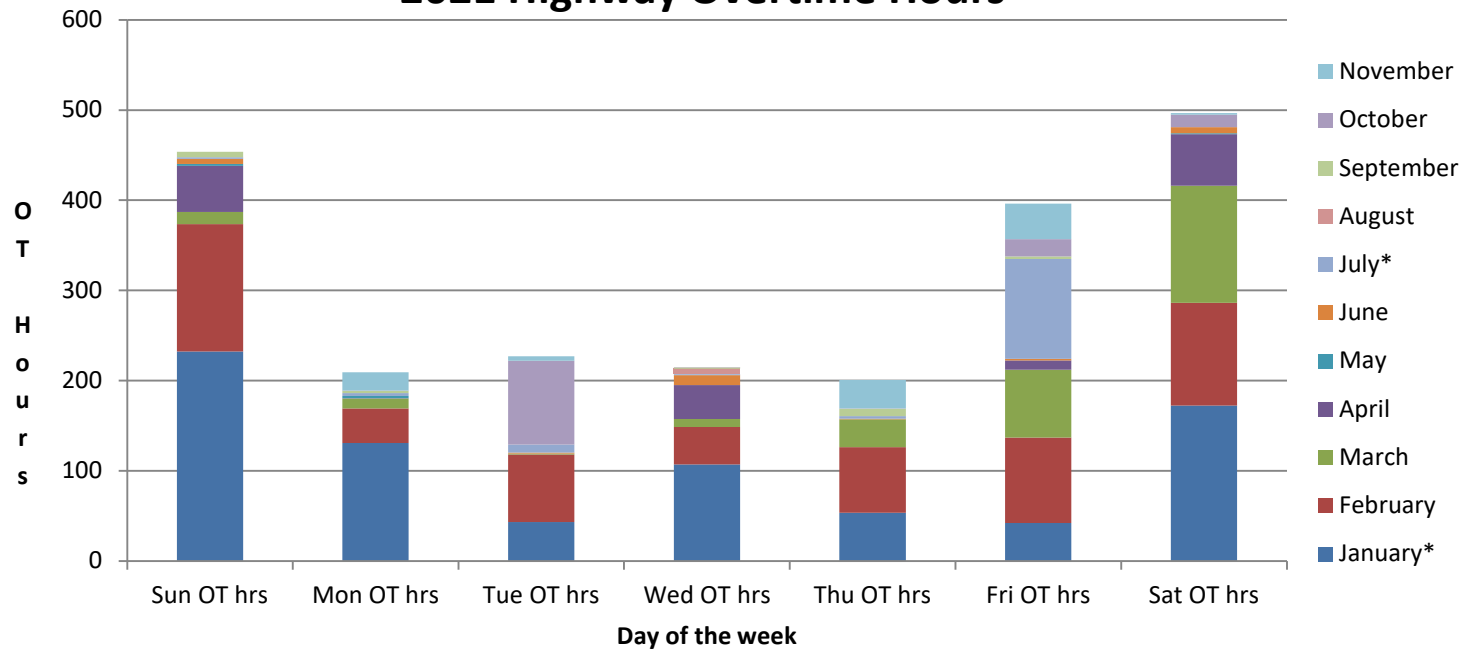
Overtime Amounts for All Employees 2013-2021



	Sun OT hrs	Mon OT hrs	Tue OT hrs	Wed OT hrs	Thu OT hrs	Fri OT hrs	Sat OT hrs
January	48.5	48.75	59.75	41.5	33	85.25	98.5
February	53.5	90.75	167.75	84.75	92.5	142.75	168.75
March	56.5	31.25	22.25	0.5	2.25	2.75	32.25
April	0	0	0	0	5	95.25	0
May*	0	0	0	0	23.5	65.25	12.5
June	0	0	0	0	30.25	61.25	21.75
July	8.5	0	0	0	7	106	6.75
August	33	1	10.75	2.5	23.75	101	13
September	0	0	0	0	0	0	0
October	0	0	0	0	0	0	0
November*	0	0	0	0	0	0	0
December	0	0	0	0	0	0	0
	200.00	171.75	260.50	129.25	217.25	659.50	353.50

*3 pay period month

2021 Highway Overtime Hours



ATTACHMENT 3

ONTARIO COUNTY PLANNING BOARD

Referrals for Review at the: **Coordinated Review Committee Meeting – Cancelled**
County Planning Board Meeting – August 11, 2021 at 7:00pm @ 20 Ontario Street
 Telephone: 585-396-4455

Referral No	Municipality	Referring Board	Applicant	Application Type	Class	Page
154 - 2021	Town of Canandaigua	Town Board	Town of Canandaigua	Text Amendment	2	1
156 - 2021	Town of Victor	Planning Board	Hines, Kenton	Site Plan	Exempt	3
157 - 2021	Town of Canandaigua	Town Board	Town of Canandaigua	Text Amendment	2	
158 - 2021	Town of Canandaigua	Town Board	Town of Canandaigua	Text Amendment	2	4
159 - 2021	Town of Canandaigua	Town Board	Steele, Sue	Site Plan	Exempt	5
160 - 2021	Town of Victor	Zoning Board of Appeals	Reese, Tom	Area Variance	1	
161 - 2021	Town of Victor	Zoning Board of Appeals	770 Canning Parkway LLC	Area Variance	1	6
162 - 2021	Town of Victor	Town Board	Town of Victor	Map Amendment	2	
163 - 2021	Town of Farmington	Planning Board	Loomis Road Industrial Park LLC	Special Use Permit	1	7
164 - 2021	Town of Farmington	Planning Board	Gerstner Medical	Site Plan	1	
164.1 - 2021	Town of Farmington	Planning Board	Gerstner Medical	Subdivision	1	8
165 - 2021	Town of Geneva	Zoning Board of Appeals	Seneca Builders Co Inc	Area Variance	1	
165.1 - 2021	Town of Geneva	Planning Board	Seneca Builders Co Inc	Special Use Permit	1	
166 - 2021	Town of Geneva	Planning Board	Arnold, Jeff	Site Plan	2	9
167 - 2021	Village of Manchester	Zoning Board of Appeals	Indus KENY, Inc	Area Variance	AR 2	
168 - 2021	Town of Phelps	Board of Appeals	Povero Yunits LLC	Site Plan	2	10
169 - 2021	Town of Victor	Planning Board	Victor Health and Wellness Plaza	Site Plan	1	12

155-2021 to extend a moratorium on solar energy facilities in the Town of Farmington was a late referral on the July agenda and it not carried over.

154 - 2021	Town of Canandaigua Town Board	Class: 2
Referral Type:	Text Amendment	
Applicant:	Town of Canandaigua	
Brief Description:	Text amendment to apply form based regulations instead of use based zoning regulations to land in the SR 332 corridor between Campus Drive and North Street/North Road including lands fronting cross streets, and both sides of Sommers Drive, Firehall Road, Parkside Drive, and Macedon Road/CR 28 in the Town of Canandaigua. https://www.co.ontario.ny.us/DocumentCenter/View/29768/154-2021-2nd-try-Uptown_Draft-FBC_62021	

The form-based code regulations implement the intent of the Uptown Canandaigua Plan to allow and encourage site design that supports a pedestrian and bicycle friendly environment with area workplaces, stores, and services easily accessible from area multi-family residential uses. The regulations allow 85 percent lot coverage and require buildings to occupy 70 percent of street frontage with parking to side and rear. The regulations continue to involve the Town Board in reviewing many area site plans and introduces administrative sign review.

Comments

1. A zoning map amendment and referral will be needed. The map amendment should address changes to the base zoning districts and any related changes to the Mixed-Use Overlay District.

2. How will form based code be incorporated into existing code? What other code deletions/revisions/cross references are needed to incorporate the form-based regulations?
3. Do the provisions of section I J Nonconformities and K Nuisances (vibration, noise, smoke, odor, dust, gas etc.) suggest edits that should be made to existing regulations and performance standards or different rules that apply only to land in form based code district? It would be confusing for the public and the CEO to have 2 sets of standards related to these topics .
4. II C1a on p. 15 and D1a on p. 19 cross reference another location when the relevant information is also provided at the top of the page, other than the cross reference, the application checklist appears to include the same language and content. This type of redundancy requires readers to unnecessarily check cross references and can easily lead to code inconsistencies if such standards are changed. For example, the page break at bottom of page 16 appears to have restarted subsection numbering with i rather than continuing with xii.
5. Do the provisions of section II C 3 suggest edits that should be made to existing site plan application checklist or different site plan submission list specific to form based districts? It would be confusing for the public and the CEO to have 2 sets of such standards. If not already required by existing site plan application requirements, the Town Board should require applications to include information on fill volume as well as location and location of driveways on both sides of the road within 500' of the property under review. Additional requirement for information on location, height, light output, color, and shielding of outdoor lighting would also be desirable.
6. Are the variance procedures outlined in subsection II E intended as edits to the existing variance procedures? It would be confusing for the public and the CEO to have 2 sets of variance procedures in the code.
7. Section II F. may more accurately be labeled administrative sign review. Is the intention to apply administrative sign review generally or just in the form base code district?
8. In Section III definition of accessory structure excludes buildings while definition of structure includes buildings.
9. Section III Terms provides definitions, some with standards and IV Rules for all Subareas defines terms and includes standards, some with images. In some cases, the definitions in Section III and IV differ (see Building, coverage re decks; building height; lot frontage). Both sections also mix definitions and standards (see build-to-zone). Furthermore, the Town of Canandaigua code consolidates most definitions in Article 1 Section II. It will be confusing for public and CEO if there are 2 locations with conflicting definitions for common zoning terms.
10. Should signs be added to list of accessory uses?
11. Commercial outdoor storage definition would apply to storage on a residential lot.
12. Definitions that refer to people such as Applicant should be gender neutral.
13. It seems retail curb-side pick-up is here to stay. See CPB referral 143-2021 from July regarding relocation and expansion of Target Drive-up/Pick-up area. Canandaigua may want to establish standards for drive-up/pick-up of retail goods.
14. Consider including measurement standards and illumination threshold for light pollution/light trespass.
15. Consider how definition of lot depth applies to corner lots and whether a corner lot has 2 front lot lines, or 1 front lot line and 1 side street lot line given language elsewhere that a corner lot requires 2 front yards.
16. Clarify whether open space is intended to include or exclude stormwater management facilities.
17. Why is definition of parcel only based on metes and bounds not subdivision plan?
18. The form-based code definition of Plan Approval, Site indicates such approval is not a final approval. The site plan review procedures in section II D.6, however, refer to the Planning Board's initial review as findings that shall be submitted in a report to the Town Board and authorize the Town Board to send the Site Plan back to the Planning Board for review and approval, presumably final or perhaps the term defined and used should be Plan approval, preliminary site
19. In definition of setback, street line is not defined elsewhere, Lot Line, Front or Lot Line, Street are defined terms.
20. In definition of sign, monument sign is not a defined term; ground sign is a defined term. Use defined term in Section IV D.
21. Sign, Window definition excludes any window signage facing a parking area and not a public street.
22. Are both business identification and tenant identification definitions needed? Also, business advertising sign not a defined term.
23. Are both development identification and multi-use development identification definitions needed?
24. The required clear height is 7' for awnings in section IV B. building standards p. 41, 10' for projecting signs in section IV D sign standards p. 57, and 9' for balconies in IV B p. 42. Should these all be the same?

25. C. 1 on p. 43 - image standard for parking along less than 30% of lot frontage may be confusing since Lot frontage is defined with regard to minimum building frontage.
26. E. on p 44 includes 9'x18' dimensions for parking spaces however the definition on p. 30 requires parking space to have 200 SF. The standards in C.1.B indicates massing of parking room should be less than 50 spaces, however image on p. 44 shows "rooms" of 20 or 54 parking spaces.
27. Image on P. 44 has a secondary street label though this term is not defined. It would also be helpful to show building entrances and the pedestrian routes from streets and parking to entrance(s). The pedestrian routes identified in red are also vehicle circulation routes.
28. Landscaping standards on p. 46 don't include minimum width of tree lawn or minimum size of tree grate, perhaps 750 CF of soil is intended to cover this, but that is a cumbersome standard to enforce.
29. Lighting standards on p. 50 establish standard for light trespass onto public roads but not adjacent uses. Consider using defined term light pollution or change defined term.
30. Outdoor amenity space on p. 53 is inconsistent regarding whether such space must be publicly accessible. Also consider moving table to text column since it is a standard.
31. Drive-through standards on p.55 limit vehicle light fixtures to 16' in height and require max fixture height of 10' in pedestrian areas. Lighting standards for parking and pedestrian areas on p. 51 limits parking area lights to 20' and pedestrian area lights to 15'. Consider using same standards in both locations.
32. Consider adding awning/ valance clearance height to image on p. 57 and coordinate with clear heights for awnings, signs, and balconies in Section IV B on p. 41-42.
33. If projecting sign maximum projection is 18" and max sign area is 15 SF that would lead to two sided signs 5' tall.
34. Maximum height of projecting sign is variously listed as 2nd story or 20' on p. 57.
35. Non-Commercial speech signs are listed as needing to confirm to the requirements of this article and as exempt on p. 61.
36. Directional signs are discussed in subsection 4 E on p. 61 not in subsection 5. Do Temporary or Real Estate signs need to comply with sign regulations of IV D or are they intended as subsection K. under 4. Exempt signs?
37. P. 69 and p. 75 Public utility facilities is a defined term not Public utility substation.
38. Images on p. 70 should reflect 85 percent max. lot coverage.
39. Many sign standards are included in IV D. and V. Such repetition of standards in more than one location often leads to code inconsistencies as standards are updated.
40. With 75' minimum lot width, Section VI should cross reference standards for access control in 220-75 outlining spacing, design, changes in access, and access variance standards. With a 40-mph speed limit, the desirable access connection spacing is 440'. Appropriate access connection spacing maintains the safety and capacity of the roadway and reduces vehicle/pedestrian conflicts.

156 - 2021	Town of Victor Planning Board	Class: Exempt
Referral Type:	Site Plan	
Applicant:	Hines, Kenton	
Tax Map No(s):	1.02-1-20.080	
Brief Description:	Site plan for 2,100 SF barn at single family home at 6700 Woodbrooke Road in the Town of Victor.	

157 - 2021	Town of Canandaigua Town Board	Class: 2
Referral Type:	Text Amendment	
Applicant:	Town of Canandaigua	
Brief Description:	Text amendment to Chapter 220-79(c) regarding digital signs in the Town of Canandaigua. https://www.co.ontario.ny.us/DocumentCenter/View/29924/157-2021-06-15-Draft-digital-signs-local-law	

The proposed Digital-Electronic sign regulations meet recommended NYS guidelines for maximum day and nighttime brightness and instantaneous transitions on Commercial Electronic Variable Message Signs (CEVMS) .

Ontario County Comments on Uptown Form Based Code

August 2021

1. A zoning map amendment and referral will be needed. The map amendment should address changes to the base zoning districts and any related changes to the Mixed-Use Overlay District.

Noted. The Town of Canandaigua will prepare a zoning map amendment and referral.

2. How will form based code be incorporated into existing code? What other code deletions/revisions/cross references are needed to incorporate the form-based regulations?

The form based code will be adopted as a stand-alone document with encompassing definitions and regulations, which supersedes the existing code within the area specified. A local law acknowledging this change will be adopted and a reference will be provided in the existing zoning code.

3. Do the provisions of section I J Nonconformities and K Nuisances (vibration, noise, smoke, odor, dust, gas etc.) suggest edits that should be made to existing regulations and performance standards or different rules that apply only to land in form based code district? It would be confusing for the public and the CEO to have 2 sets of standards related to these topics.

The current Town code does not address nuisances; therefore, there are no conflicts between the existing ordinance and the form based code. However, it is noted that all regulations that are within the Form Based Code supersede existing regulations, within the Form Based Code district.

4. II C1a on p. 15 and D1a on p. 19 cross reference another location when the relevant information is also provided at the top of the page, other than the cross reference, the application checklist appears to include the same language and content. This type of redundancy requires readers to unnecessarily check cross references and can easily lead to code inconsistencies if such standards are changed. For example, the page break at bottom of page 16 appears to have restarted subsection numbering with i rather than continuing with xii.

Noted. Edits have been made to correct numbering in the document.

5. Do the provisions of section II C 3 suggest edits that should be made to existing site plan application checklist or different site plan submission list specific to form based districts? It would be confusing for the public and the CEO to have 2 sets of such standards. If not already required by existing site plan application requirements, the Town Board should require applications to include information on fill volume as well as location and location of driveways on both sides of the road within 500' of the property under review. Additional requirement for information on location, height, light output, color, and shielding of outdoor lighting would also be desirable.

The provisions of Section II.C.3. refer to the site plan application following sketch plan review. As described in Section II.C.4.c. proposed conditions in the site application should include "delineation of limits of any land to be disturbed in any manner including areas to be cleared of vegetation, cut, filled, excavated or graded. The delineation shall include dimensions and other references needed to allow efficient field verification", "location and widths of all proposed driveway intersections with streets and sight distances", and delineation of "outdoor lighting".

6. Are the variance procedures outlined in subsection II E intended as edits to the existing variance procedures? It would be confusing for the public and the CEO to have 2 sets of variance procedures in the code.

Variance procedures in the form based code are consistent with the existing Town ordinance.

7. Section II F. may more accurately be labeled administrative sign review. Is the intention to apply administrative sign review generally or just in the form base code district?

Noted.

Ontario County Comments on Uptown Form Based Code

August 2021

8. In Section III definition of accessory structure excludes buildings while definition of structure includes buildings.

Noted. This is consistent with the existing Town code.

9. Section III Terms provides definitions, some with standards and IV Rules for all Subareas defines terms and includes standards, some with images. In some cases, the definitions in Section III and IV differ (see Building, coverage re decks; building height; lot frontage). Both sections also mix definitions and standards (see build-to-zone).

Edited.

10. Furthermore, the Town of Canandaigua code consolidates most definitions in Article 1 Section II. It will be confusing for public and CEO if there are 2 locations with conflicting definitions for common zoning terms.

As noted, and identified in the Form Based Code, this is intended to be a stand alone document. The purpose of the district is unique and individual and sometimes variations between the two codes are intentional to reflect that.

11. Should signs be added to list of accessory uses?

No.

12. Commercial outdoor storage definition would apply to storage on a residential lot.

Noted.

13. Definitions that refer to people such as Applicant should be gender neutral.

Noted.

14. It seems retail curb-side pick-up is here to stay. See CPB referral 143-2021 from July regarding relocation and expansion of Target Drive-up/Pick-up area. Canandaigua may want to establish standards for drive-up/pick-up of retail goods.

Noted.

15. Consider including measurement standards and illumination threshold for light pollution/light trespass.

Noted. As proposed as what was preferred and agreed upon by the committee and Town Board.

16. Consider how definition of lot depth applies to corner lots and whether a corner lot has 2 front lot lines, or 1 front lot line and 1 side street lot line given language elsewhere that a corner lot requires 2 front yards.

Noted.

17. Clarify whether open space is intended to include or exclude stormwater management facilities.

Stormwater management facilities are included because they are not listed and are not a building, structure, parking or travel lane.

18. Why is definition of parcel only based on metes and bounds not subdivision plan?

Ontario County Comments on Uptown Form Based Code

August 2021

This definition is from the existing Town code.

19. The form-based code definition of Plan Approval, Site indicates such approval is not a final approval. The site plan review procedures in section II D.6, however, refer to the Planning Board's initial review as findings that shall be submitted in a report to the Town Board and authorize the Town Board to send the Site Plan back to the Planning Board for review and approval, presumably final or perhaps the term defined and used should be Plan approval, preliminary site.

This definition is derived from the existing Town code.

20. In definition of setback, street line is not defined elsewhere, Lot Line, Front or Lot Line, Street are defined terms.

Street Line definition was added from the existing Town code into the form based code.

21. In definition of sign, monument sign is not a defined term; ground sign is a defined term. Use defined term in Section IV D.

Ground sign definition changed to monument sign.

22. Sign, Window definition excludes any window signage facing a parking area and not a public street.

We are only regulating window signs facing the public realm.

23. Are both business identification and tenant identification definitions needed? Also, business advertising sign not a defined term.

Added Advertising sign to definitions. Both are needed since tenant refers to an establishment within a multi-use development.

24. Are both development identification and multi-use development identification definitions needed?

Yes.

25. The required clear height is 7' for awnings in section IV B. building standards p. 41, 10' for projecting signs in section IV D sign standards p. 57, and 9' for balconies in IV B p. 42. Should these all be the same?

No. These are based on best practices derived from multiple research sources and confirmed through discussion with committee and Town Board.

26. C. 1 on p. 43 - image standard for parking along less than 30% of lot frontage may be confusing since Lot frontage is defined with regard to minimum building frontage.

Changed to 'property lot width'.

27. E. on p 44 includes 9'x18' dimensions for parking spaces however the definition on p. 30 requires parking space to have 200 SF. The standards in C.1.B indicates massing of parking room should be less than 50 spaces, however image on p. 44 shows "rooms" of 20 or 54 parking spaces.

Changed definition of off-street parking space to say "area no more than 200 square feet per motor vehicle". The diagram on page 44 is included as an illustrative example.

Ontario County Comments on Uptown Form Based Code

August 2021

28. Image on P. 44 has a secondary street label though this term is not defined. It would also be helpful to show building entrances and the pedestrian routes from streets and parking to entrance(s). The pedestrian routes identified in red are also vehicle circulation routes.

Changed to 'secondary street' in image to 'side street'.

29. Landscaping standards on p. 46 don't include minimum width of tree lawn or minimum size of tree grate, perhaps 750 CF of soil is intended to cover this, but that is a cumbersome standard to enforce.

Noted.

30. Lighting standards on p. 50 establish standard for light trespass onto public roads but not adjacent uses. Consider using defined term light pollution or change defined term.

Changed regulations to light "pollution".

31. Outdoor amenity space on p. 53 is inconsistent regarding whether such space must be publicly accessible. Also consider moving table to text column since it is a standard.

Outdoor amenity space provisions clearly state that it is required to be accessible for the occupants of the development, not members of the public.

32. Drive-through standards on p.55 limit vehicle light fixtures to 16' in height and require max fixture height of 10' in pedestrian areas. Lighting standards for parking and pedestrian areas on p. 51 limits parking area lights to 20' and pedestrian area lights to 15'. Consider using same standards in both locations.

Changed to 20' max in height for vehicular areas, and 15' max in height for pedestrian areas.

33. Consider adding awning/ valance clearance height to image on p. 57 and coordinate with clear heights for awnings, signs, and balconies in Section IV B on p. 41-42.

These are regulations for the awning **SIGN** not the awning dimensions itself.

34. If projecting sign maximum projection is 18" and max sign area is 15 SF that would lead to two sided signs 5' tall.

This has been changed to 12 SF maximum.

35. Maximum height of projecting sign is variously listed as 2nd story or 20' on p. 57.

Page 57 states, the maximum height is 20'; however, regulations also states it cannot be located higher than the top of the building or the top of the second floor of the building to which it is attached.

36. Non-Commercial speech signs are listed as needing to conform to the requirements of this article and as exempt on p. 61.

Modified.

37. Directional signs are discussed in subsection 4 E on p. 61 not in subsection 5. Do Temporary or Real Estate signs need to comply with sign regulations of IV D or are they intended as subsection K. under 4. Exempt signs?

Deleted "directional signs" from the title in Subsection 5.

Ontario County Comments on Uptown Form Based Code

August 2021

38. P. 69 and p. 75 Public utility facilities is a defined term not Public utility substation.

Changed to "facilities"

39. Images on p. 70 should reflect 85 percent max. lot coverage.

Noted.

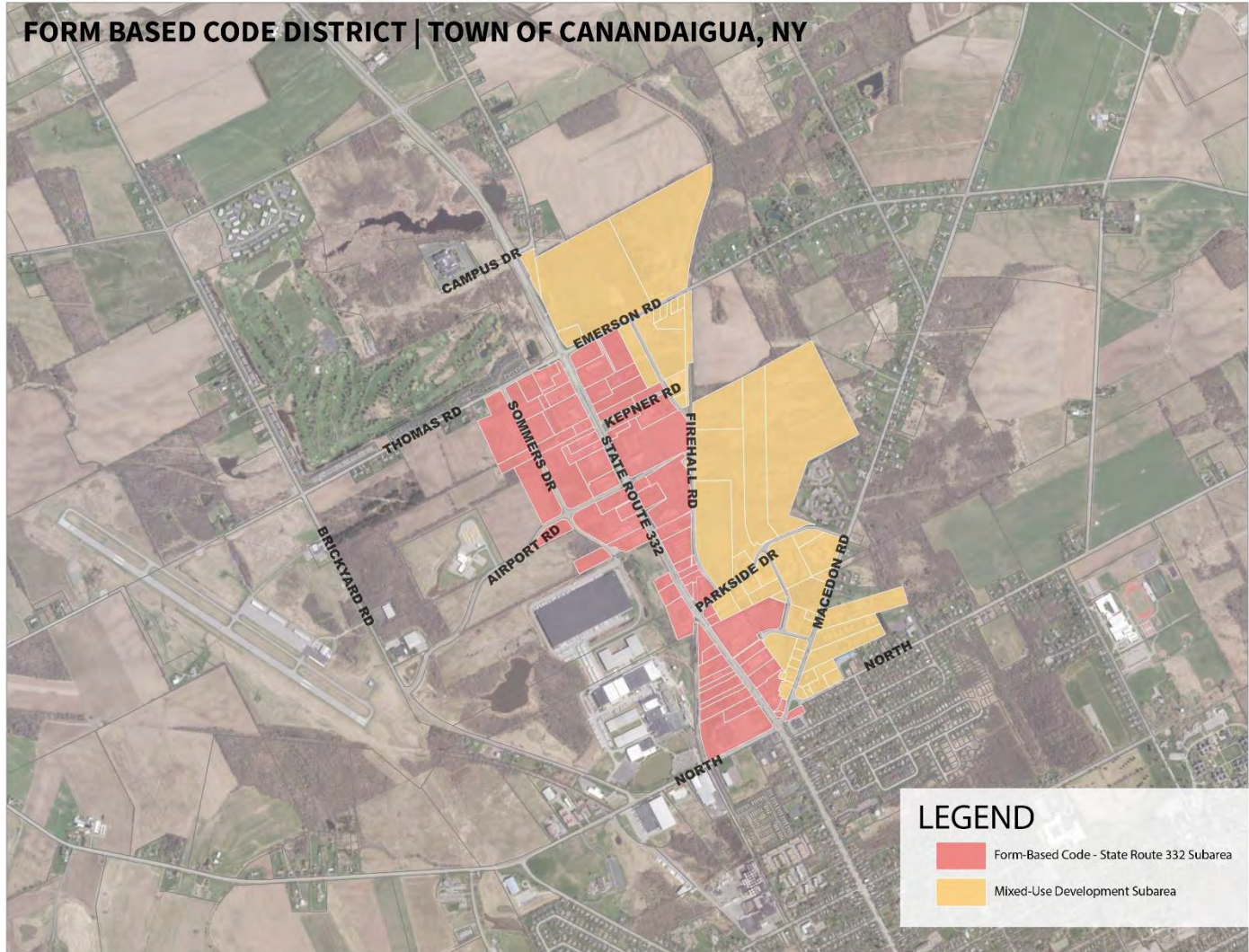
40. Many sign standards are included in IV D. and V. Such repetition of standards in more than one location often leads to code inconsistencies as standards are updated.

Noted.

41. With 75' minimum lot width, Section VI should cross reference standards for access control in 220-75 outlining spacing, design, changes in access, and access variance standards. With a 40-mph speed limit, the desirable access connection spacing is 440'. Appropriate access connection spacing maintains the safety and capacity of the roadway and reduces vehicle/pedestrian conflicts.

Noted.

FORM BASED CODE DISTRICT | TOWN OF CANANDAIGUA, NY



Map updated August 6, 2021

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Town of Canandaigua			
Name of Action or Project:			
Uptown Form Based Code			
Project Location (describe, and attach a location map):			
Town of Canandaigua "Uptown" area north of North Road, South of Emerson Road, and between the Airport and Canandaigua Academy.			
Brief Description of Proposed Action:			
The Town Board is considering the adoption of a form based code for certain portions of the Town of Canandaigua in the "Uptown" area of the Town as described in the draft document.			
Name of Applicant or Sponsor:		Telephone: 585-394-1120	
Town of Canandaigua		E-Mail: sreynolds@townofcanandaigua.org	
Address:			
5440 Route 5 & 20 West			
City/PO:		State:	Zip Code:
Canandaigua		NY	14424
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?			NO
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			YES
			<input type="checkbox"/>
			<input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency?			NO
If Yes, list agency(s) name and permit or approval:			YES
			<input type="checkbox"/>
			<input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned _____ acres			
or controlled by the applicant or project sponsor?			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations? b. Consistent with the adopted comprehensive plan?	NO <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	N/A <input type="checkbox"/> <input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	NO <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	<input type="checkbox"/>	<input type="checkbox"/>

18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
_____	<input type="checkbox"/>	<input type="checkbox"/>

19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
_____	<input type="checkbox"/>	<input type="checkbox"/>

20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
_____	<input type="checkbox"/>	<input type="checkbox"/>

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor/name: <u>Douglas E. Finch, Town of Canandaigua</u> Date: <u>6/21/2021</u> Signature: _____ Title: <u>Town Manager</u>		

Project:

Date:

Short Environmental Assessment Form

Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept “Have my responses been reasonable considering the scale and context of the proposed action?”

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Project:

Date:

Short Environmental Assessment Form

Part 3 Determination of Significance

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

- ☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- ☒ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Town Board of the Town of Canandaigua

Name of Lead Agency

Douglas E. Finch

Date

Town Manager

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)

PRINT FORM

ATTACHMENT 4

Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

☐ County ☐ City ☒ Town ☐ Village
(Select one:)

of Canandaigua

DRAFT
6/15/2021

Local Law No. _____ of the year 20²¹

A local law Amending Chapter 220 Zoning Section 220-79(C) Compliance and Creating

(Insert Title)

Section 220-79(E) Digital Signs

Be it enacted by the Town Board _____ of the
(Name of Legislative Body)

☐ County ☐ City ☒ Town ☐ Village
(Select one:)

of Canandaigua _____ as follows:

See Attachment 1

(If additional space is needed, attach pages the same size as this sheet, and number each.)

Local Law ____ of 2021

Attachment 1

DRAFT
(6/15/2021)

DRAFT

SECTION ONE. Canandaigua Town Code § 220-79(E) is hereby created to read as follows:

E. Digital Signs

- (1) Digital Signs. An off-site sign or billboard that utilizes digital or light-emitting diodes (LEDs) or similar electronic methods to create a changeable image display area.
- (2) Electronically Changing Message Signs. A sign or portion thereof designed to accommodate and display electronic messages and that can be changed or rearranged electronically without any physical alteration of the face or surface of the sign
- (3) Digital or Electronic Signs. Digital Signs and Electronic Changing Message Signs shall collectively be identified and defined under the Code as “Digital or Electronic Signs.”
- (4) Digital or Electronic Signs shall be permitted under the following conditions: Digital or Electronic Signs are authorized as off-site signs under the Code. Any proposed new Digital or Electronic Signs may only be sited and erected as replacements for preexisting off-site signs that are not Digital or Electronic Signs. Any off-site sign to be replaced by a Digital or Electronic Sign must have previously been lawfully erected but is no longer authorized due to the enactment of Section 220-87D of the Code (and such off-site sign must have first been made nonconforming by Local Law No. 4 of 1989). In addition, any proposed Digital or Electronic Signs shall be subject to the following requirements (and be referred to for purposes of this Section 4 a-j as a ‘sign’):
 - (a) Maximum brightness. Maximum brightness shall not exceed 5,000 cd/m² in daylight and 280 cd/m² at night (one hour after sunset to one hour before sunrise).
 - (b) Automatic dimmer. The sign shall be equipped with both a dimmer control and a photocell, which will automatically adjust the display intensity according to natural ambient light conditions and not exceed maximum brightness.
 - (c) Dwell time. The message/image change interval shall be a minimum of (6) six seconds.
 - (d) Static image. The displayed image shall remain static during the (6) six second interval.

- (e) No moving images. There shall be no visual special effects of any kind during a message or during the transition between successive messages.
 - (f) Transitions. The sign shall transition from one message to the next, with no perceptible dimming or blanking of the display, and with no visible effects such as fade, dissolve, animation, flashing or moving lights.
 - (g) Transition Time. The time interval used to change from one complete message, image or display to the next complete message, image or display shall be as close to instantaneous as possible and must take a maximum of one (1) second.
 - (h) No sequenced messages. Sequencing of messages, such as using two or more successive screens to convey a message on a single sign that will not fit on one screen shall not be used.
 - (i) Default display. The signs shall contain a default mechanism that will freeze the sign in one position, or the off position, if a malfunction occurs.
 - (j) Not interactive. The signs shall not be interactive and shall not feature or support personalized communications with a driver in real-time, nor emit sound, odor, or visible matter, other than light.
- (5) No effect of conversion. The conversion of a preexisting nonconforming off-site sign to a Digital or Electronic Sign, including relocation and structural improvements related thereto, shall not be considered as a removal, replacement, change, expansion or restoration of a nonconformity and as such, the following provisions shall apply:
- (a) Modifications to a preexisting nonconforming off-site sign needed to convert it to a Digital or Electronic Sign, including structural alterations, shall be allowed.
 - (b) Conversion ratio. There is an exchange or conversion ratio required for any proposed new Digital or Electronic Sign as follows: for every one (1) square foot of Digital or Electronic Sign area proposed at least one (1) square foot of preexisting sign area shall be removed or taken out of service.
- (6) No other Digital or Electronic Signs. No off-site Digital or Electronic Sign that is otherwise prohibited by Section 220-87D, shall be permitted unless it is a replacement for a sign that qualifies as a preexisting nonconforming sign according to Subsection (C)(2)(a) and that meets the requirements of Section (4) above.

SECTION TWO. Severability. If any portion of this Local Law shall be deemed by a court of competent jurisdiction to be invalid, illegal, or unenforceable, the remainder of this Local Law shall remain in full force and effect.

SECTION THREE. Effective Date. This Local Law shall be effective immediately upon its filing with the New York State Secretary of State.

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

1. (Final adoption by local legislative body only.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20²¹ of the (County)(City)(Town)(Village) of Canandaigua was duly passed by the Town Board on _____ 20____, in accordance with the applicable provisions of law.

2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer*.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ and was deemed duly adopted on _____ 20____, in accordance with the applicable provisions of law.

3. (Final adoption by referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ on _____ 20____.

Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on _____ 20____, in accordance with the applicable provisions of law.

4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ on _____ 20____. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of _____ 20____, in accordance with the applicable provisions of law.

* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

5. (City local law concerning Charter revision proposed by petition.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the City of _____ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on _____ 20____, became operative.

6. (County local law concerning adoption of Charter.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the County of _____ State of New York, having been submitted to the electors at the General Election of November _____ 20____, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph _____ above.

Clerk of the county legislative body, City, Town or Village Clerk or
officer designated by the legislative body

Date: _____

(Seal)

25. C. 1 on p. 43 - image standard for parking along less than 30% of lot frontage may be confusing since Lot frontage is defined with regard to minimum building frontage.
26. E. on p 44 includes 9'x18' dimensions for parking spaces however the definition on p. 30 requires parking space to have 200 SF. The standards in C.1.B indicates massing of parking room should be less than 50 spaces, however image on p. 44 shows "rooms" of 20 or 54 parking spaces.
27. Image on P. 44 has a secondary street label though this term is not defined. It would also be helpful to show building entrances and the pedestrian routes from streets and parking to entrance(s). The pedestrian routes identified in red are also vehicle circulation routes.
28. Landscaping standards on p. 46 don't include minimum width of tree lawn or minimum size of tree grate, perhaps 750 CF of soil is intended to cover this, but that is a cumbersome standard to enforce.
29. Lighting standards on p. 50 establish standard for light trespass onto public roads but not adjacent uses. Consider using defined term light pollution or change defined term.
30. Outdoor amenity space on p. 53 is inconsistent regarding whether such space must be publicly accessible. Also consider moving table to text column since it is a standard.
31. Drive-through standards on p.55 limit vehicle light fixtures to 16' in height and require max fixture height of 10' in pedestrian areas. Lighting standards for parking and pedestrian areas on p. 51 limits parking area lights to 20' and pedestrian area lights to 15'. Consider using same standards in both locations.
32. Consider adding awning/ valance clearance height to image on p. 57 and coordinate with clear heights for awnings, signs, and balconies in Section IV B on p. 41-42.
33. If projecting sign maximum projection is 18" and max sign area is 15 SF that would lead to two sided signs 5' tall.
34. Maximum height of projecting sign is variously listed as 2nd story or 20' on p. 57.
35. Non-Commercial speech signs are listed as needing to confirm to the requirements of this article and as exempt on p. 61.
36. Directional signs are discussed in subsection 4 E on p. 61 not in subsection 5. Do Temporary or Real Estate signs need to comply with sign regulations of IV D or are they intended as subsection K. under 4. Exempt signs?
37. P. 69 and p. 75 Public utility facilities is a defined term not Public utility substation.
38. Images on p. 70 should reflect 85 percent max. lot coverage.
39. Many sign standards are included in IV D. and V. Such repetition of standards in more than one location often leads to code inconsistencies as standards are updated.
40. With 75' minimum lot width, Section VI should cross reference standards for access control in 220-75 outlining spacing, design, changes in access, and access variance standards. With a 40-mph speed limit, the desirable access connection spacing is 440'. Appropriate access connection spacing maintains the safety and capacity of the roadway and reduces vehicle/pedestrian conflicts.

156 - 2021	Town of Victor Planning Board	Class: Exempt
Referral Type:	Site Plan	
Applicant:	Hines, Kenton	
Tax Map No(s):	1.02-1-20.080	
Brief Description:	Site plan for 2,100 SF barn at single family home at 6700 Woodbrooke Road in the Town of Victor.	

157 - 2021	Town of Canandaigua Town Board	Class: 2
Referral Type:	Text Amendment	
Applicant:	Town of Canandaigua	
Brief Description:	Text amendment to Chapter 220-79(c) regarding digital signs in the Town of Canandaigua. https://www.co.ontario.ny.us/DocumentCenter/View/29924/157-2021-06-15-Draft-digital-signs-local-law	

The proposed Digital-Electronic sign regulations meet recommended NYS guidelines for maximum day and nighttime brightness and instantaneous transitions on Commercial Electronic Variable Message Signs (CEVMS) .

Comment

1. The NYS CEVMS guidelines recommend a minimum dwell time of 8 seconds, not 6 seconds as proposed.
<https://www.dot.ny.gov/divisions/engineering/real-estate/repository/cevms-criteria-for-website.pdf>
2. The proposed conversion ratio which required a 1 SF reduction in allowable sign areas for each SF converted to a digital or electronic sign allows owners of pre-existing, non-conforming off premises signs to increase the effectiveness of their sign by displaying more than 1 message while improving the visual character of Canandaigua.

158 - 2021	Town of Canandaigua Town Board	Class: 2
Referral Type:	Text Amendment	
Applicant:	Town of Canandaigua	
Brief Description:	Text amendment to Conservation Subdivision regulations in the Town of Canandaigua. https://www.co.ontario.ny.us/DocumentCenter/View/29925/158-2021-06-07-Draft-Conservation-Subdivision-LL	

The proposed changes to the conservation subdivision regulation identify 3 categories of potential conservation land (constrained, priority, other). The priority conservation assets include vulnerable ecological communities, woodlands and agricultural lands in Town identified Strategic Protection Areas, land 100' to 150' from stream corridors, and land with slopes of 15 to 40 percent. Land with slope of 40 percent or greater and land within 100' of streams are defined as constrained or unbuildable land along with floodplains, wetlands, and land in utility easements. Other conservation includes lands visible or adjacent to historic sites and public and conserved lands, land visible from Canandaigua Lake, buffers to resources on adjacent properties, other natural cover types, scenic landscapes, recreation resources, and farmed prime soils or soils of statewide significance outside Strategic Protection Area.

The regulations proposed maintain the required overall conservation of 40 percent of land area and add provision for conservation of 80 percent of priority conservation lands. The proposed regulations replace exemptions related to number of lots created, percent of road frontage developed, and whether a new street is involved with exceptions based on parent parcel less than 3 acres, lack of substantial land with conservation value, or lot configuration or parcel size not well suited to preservation of a significant amount of land.

The proposed regulations call for completion of the conservation analysis before determination of the maximum number of developable units. The proposed regulations require the applicant to identify the conservation value of defined constrained, priority and other conservation lands and to prepare a management plan for conserved lands. The proposed regulations no longer require the Planning Board to make findings regarding its determination of how much and which lands to preserve if conservation areas occupy more than 40 percent of the site.

Comments

1. How would the conservation subdivision provision apply to subdivision of land for non-residential uses or for development of four-plex residential development not requiring subdivision of lots?
2. Consider re-writing C. 3. (b)[2] regarding exemption from conservation subdivision to refer to parent lots as of the date of adoption of the law with small areas of conservation value unconnected to other constrained or priority conservation assets or potential trail corridors.
3. As applicability of conservation subdivision regulations may often hinge on D. (2)(c)[1] regarding natural land cover types included as other conservation assets, the Town may want to further define ecological types that are not considered "natural".
4. The provisions of D (2) (b) and D (2) (c) requiring land with prime soils or soils of statewide importance to be farmed for the past 2 years to be considered a conservation asset leaves valuable agricultural land vulnerable to development and farm operations constrained in their attempts to lease land. At a minimum, the provision should recognize farmland left fallow as part of a farm management plan as "farmed". Referring body may also consider including valuable soils in the Town identified Agricultural Protection Area as priority conservation asset regardless of farmed status.
5. Referring body should consider further defining extent of land area related to scenic landscapes, recreational resources, lands providing connectivity to public land, and buffer areas that would be considered other conservation assets.

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project: Digital Signage Law			
Project Location (describe, and attach a location map): Town of Canandaigua			
Brief Description of Proposed Action: Text code amendment that would change zoning code to allow digital signs to replace existing billboards in the Town of Canandaigua.			
Name of Applicant or Sponsor: Town of Canandaigua		Telephone: 585-394-1120	
		E-Mail: dfinch@townofcanandaigua.org	
Address: 5440 Route 5 & 20 West			
City/PO: Canandaigua		State: NY	Zip Code: 14424
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:		NO <input type="checkbox"/>	YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, are adjoining or near the proposed action: <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify): <input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations? b. Consistent with the adopted comprehensive plan?	NO <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	N/A <input type="checkbox"/> <input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	NO <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, <div style="margin-left: 20px;"> a. Will storm water discharges flow to adjacent properties? b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? </div> If Yes, briefly describe: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
<p>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p> <p>Applicant/sponsor/name: <u>Town of Canandaigua, Douglas. E. Finch</u> Date: _____</p> <p>Signature: _____ Title: <u>Town Manager</u></p>		

Project:

Date:

Short Environmental Assessment Form

Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept “Have my responses been reasonable considering the scale and context of the proposed action?”

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Project:

Date:

Short Environmental Assessment Form

Part 3 Determination of Significance

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

- ☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- ☒ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Town of Canandaigua, Town Board

Name of Lead Agency
Douglas E. Finch

Date
Town Manager

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)

ATTACHMENT 5

TOWN OF CANANDAIGUA COVID-19 PAID LEAVE POLICY

Adopted by the Town Board of the Town of Canandaigua
on December 21, 2020 by Resolution No. 2020 – 304
Amended July 19, 2021 by Resolution No. 2021 – 180

The **Families First Coronavirus Response Act (FFCRA or Act)** requires certain employers, including the Town of Canandaigua, to provide their employees with paid sick leave or expanded family and medical leave for specified reasons related to COVID-19.

1) Essential Employees:

For the purposes of this policy, an essential employee is an employee who does not have the ability to work remotely. Every effort should be made for employees to work remotely as much as possible during a Health Emergency declared by the Governor of the State of New York, Ontario County, or the Town Supervisor of the Town of Canandaigua. The Town Board of the Town of Canandaigua hereby declares the following positions as essential because some or all of their job responsibilities may or may not be able to be performed remotely: Administrative Coordinator, Assessor, Clerk to Town Justice, Code Enforcement Officer, Deputy Highway Superintendent, Deputy Town Clerk, Finance Clerk II, Heavy Equipment Mechanic, Highway Superintendent, Human Resource and Payroll Coordinator, Laborer, Motor Equipment Operator, Lifeguard, Office Specialist I, Park Maintenance Assistant, Recreation Attendant, Recreation Specialist, Transfer Station Operator, Town Board Member, Town Clerk, Town Justice, Town Manager, Town Planner, Town Supervisor, Water Superintendent, Water Maintenance Assistant, Working Supervisor, and Zoning Inspector.

2) Eligibility

1. An employee must have been employed for at least 30 days.
2. An employee does not have the ability to work remotely or has been deemed essential.

3) Paid Leave

1. The Town of Canandaigua will provide the following:
 - i) Two weeks (up to 80 hours) of **paid sick leave** at the employee's regular rate of pay where the employee is unable to work because the employee is quarantined (pursuant to Federal, State, or local government order or advice of a health care provider), and/or experiencing COVID-19 symptoms and seeking a medical diagnosis; or
 - ii) Two weeks (up to 80 hours) of **paid sick leave** at two-thirds the employee's regular rate of pay (employee may use any combination of accrued time off for remaining one-third of regular pay or elect to receive the reduced two-thirds pay) because the employee is unable to work because of a bona fide need to care for an individual subject to quarantine (pursuant to Federal, State, or local government order or advice of a health care provider), or care for a child (under 18 years of age) whose school or child care provider is closed or unavailable for reasons related to COVID-19, and/or the employee is experiencing a substantially similar condition as specified by the Secretary of Health and Human Services, in consultation with the Secretaries of the Treasury and Labor; or
 - iii) Up to an additional 10 weeks of **paid expanded family and medical leave** at two-thirds the employee's regular rate of pay where an employee is unable to work due to a bona fide need for leave to care for a child whose school or child care provider is closed or unavailable for reasons related to COVID-19.

4) Procedure for Requesting Paid Leave

1. When requesting paid sick leave or expanded family and medical leave, you must provide your employer (Human Resources) a completed paid leave request in writing including the following information as soon as practicable:
 - i) Your name;
 - ii) The date(s) for which you request leave;
 - iii) The reason for leave; and
 - iv) A statement that you are unable to work because of the above reason.
 - v) If you request leave because you are subject to a quarantine or isolation order or to care for an individual subject to such an order, you should additionally provide the name of the government entity that issued the order. If you request leave to self-quarantine based on the advice of a health care provider or to care for an individual who is self-quarantining based on such advice, you should additionally provide the name of the health care provider who gave advice.
2. If you request leave to care for your child whose school or place of care is closed, or child care provider is unavailable, you must also provide:
 - i) The name of your child;
 - ii) The name of the school, place of care, or child care provider that has closed or become unavailable; and
 - iii) A statement that no other suitable person is available to care for your child.

5) Essential Employees

An employee that has been referred to the Public Health Department must comply with the recommendations and directive of that department with respect to COVID-19 testing, quarantine, isolations, and return to work. This policy attempts to cover the most common situations but cannot account for all possible situations. If a situation arises not covered by this policy, or a change in public health policy occurs, the Essential Employee's direct supervisor, working with Human Resources, shall make the determination regarding that employees return to work.

1. Essential Employees with symptoms consistent with COVID-19:

- i) Essential Employees with the symptoms listed below should **NOT** report to work without an alternative medical diagnosis. Employees who begin to exhibit these symptoms while at work, should immediately contact their supervisor (who shall immediately consult with Human Resources) and leave the workplace. Essential Employee should contact their healthcare provider to discuss symptoms and possibility of a COVID-19 test. Essential Employee may be required to provide a return to work note from their healthcare provider. People with COVID-19 have a wide range of symptoms – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. Employees with these symptoms or combinations of symptoms may have COVID-19:

- Cough (not related to seasonal allergies)
- Shortness of breath or difficulty breathing
- Fever (>100 F)

Or at least **two** of these symptoms:

- Chills
- Repeated shaking with chills
- Muscle pain/aches
- Nausea/vomiting

- Diarrhea
 - Headache (not related to other causes)
 - Sore throat
 - Loss of taste or smell
- ii) Essential employees, who did not have a COVID-19 test but had COVID-19 symptoms (without an alternative diagnosis), and were directed to care for themselves at home by a medical doctor or Local Health Department (LHD) and have provided a copy of the doctor's note or LHD release to Human Resources may return to work after:
- At least 3 days (72 hours) has passed without a fever (100 F or greater), without the use of fever-reducing medications; AND
 - Other symptoms have improved enough they can work; AND
 - At least 14 days have passed since their first symptom appeared.
2. Essential Employees who have been **exposed to a confirmed or suspected case of COVID-19** may be permitted to work in the required workplace setting if all of the following conditions are met:
- Essential Employee has received a negative result from a COVID-19 test.
 - Essential Employee is asymptomatic.
 - Essential Employee self-monitors temperature and symptoms upon arrival to work and at least every 12 hours while at work.
 - If Essential Employee develops symptoms consistent with COVID-19 (listed above) while working, they should immediately stop work and isolate at home.
 - Essential Employees required to interact with individuals within 6 feet are required to wear a facemask while working for 14 days following the last exposure.
 - Essential Employees should avoid common areas such as the breakroom and must take breaks in a separate location from other employees.
 - Essential Employees must wear a mask while using the bathroom or locker room.
 - An Essential Employee whose job duties permit a separation of greater than 6 feet do not need to wear a facemask.
3. Essential Employees, who are directed to quarantine at home by a medical provider or LHD because they have symptoms and **test positive for COVID-19**, may return to the work site under the following conditions:
- At least 3 days (72 hours) has passed without a fever (100 F or greater), without the use of fever-reducing medications; AND
 - Other symptoms have improved enough they can work; AND
 - At least 14 days have passed since their first symptom appeared; AND
 - They have received a letter or other documentation from the Public Health Department advising that their isolation/quarantine period has ended.
 - For employees who test positive for COVID-19, the Public Health Department will conduct contact tracing for co-workers that may have had close contact with the confirmed-positive employee and may direct those individuals that have had close contact with the confirmed-positive employee to be aware of the symptoms and self-assess for those symptoms every day while under a quarantine/isolation order.
4. **Fully vaccinated**, essential employees, following an exposure to someone suspected or confirmed COVID-19 may return to work as long as the following conditions are met:
- There are no Covid-like symptoms
 - Fever or chills

- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- They should continue to monitor symptoms for 14 days after exposure. In the event symptoms appear during the 14 days the essential employees must notify their direct supervisor and human resources.

6) Proof of Vaccine and/or Negative Test

Effective October 1, 2021, all paid employees of the Town of Canandaigua who have not received a vaccine to protect against the COVID-19 virus are required to either:

- 1) obtain a COVID-19 vaccine and provide proof of said vaccine to the Human Resources and Payroll Coordinator; or
- 2) provide proof of a negative test weekly before their next shift in order to continue working. The employee may not work until the negative COVID-19 Test is provided to the Department Head and the Human Resources and Payroll Coordinator. Employees who are required to test weekly will do so on their own personal time, but may choose to use their sick, personal, or comp leave time to do so.

Employees who have already received a COVID-19 vaccine prior to October 1, 2021 must provide proof of vaccination status to the Human Resources and Payroll Coordinator prior to October 1, 2021.

ATTACHMENT 6

DRAFT SETTLEMENT AGREEMENT

This Settlement Agreement (the “Agreement”) is entered into this ____ day of ____, 2021 (the “Effective Date”), by and between Lamar Advertising of Penn, LLC d/b/a Lamar Advertising of Rochester (“Lamar”), the Canandaigua National Bank and Trust Company, and Joan Purdy (collectively, the “Plaintiffs”); and the Town of Canandaigua (the “Town”), the Town Board of the Town of Canandaigua (the “Canandaigua Town Board”), and Chris Jensen in his official capacity as Code Enforcement Officer of the Town of Canandaigua (collectively, the “Defendants”) (with Plaintiffs and Defendants collectively referred to as the “Parties”), in order to resolve litigation currently pending between the Parties in the United States District Court for the Western District of New York, styled *Lamar Advertising of Penn, LLC et al. v. Town of Canandaigua et al.*, Civil Action No. 19-cv-6487-CJS-MJP (“the Action”).

1. Good and Sufficient Consideration

The Parties agree that the promises exchanged in this Agreement constitute good, fair and sufficient consideration.

2. Amendments to Town Code

As part of the consideration for this settlement, the Canandaigua Town Board shall amend the Canandaigua Town Code (“the Code”) by passage of a resolution substantially in the form in Exhibit 1.

3. No Payment

No Party is required to make any monetary payment to any other Party as a condition of this Agreement.

4. Converted Route 332 Sign

The Parties agree that the sign located at 2241 State Route 332 as of June 28, 2019 (“Old Route 332 Sign”) shall be converted to (or reconstructed as) a Digital or Electronic Sign as defined in the Town Code Amendment in Exhibit 1 (“Converted Route 332 Sign”).

The location of the Converted Route 332 Sign shall be in approximately the same location as the Old Route 332 Sign along Route 332, and if necessary shall be subject to site plan approval from the Town of Canandaigua Planning Board.

The Parties agree that the appearance of the Converted Route 332 Sign at the time of conversion shall generally be as depicted in Exhibit 2, and that occasional updates to the style and other maintenance and repair of the Converted Route 332 Sign are consistent with applicable provisions of the Code. The Converted Route 332 Sign may have one digital face, and Lamar may change a digital face to a static face or vice versa based on future needs, provided that such conversion complies with the then-applicable requirements of Town Code.

In addition to advertising displayed in the electronic display area of the Converted Route 332 Sign, the Converted Route 332 Sign shall also display a non-electronic welcome message and may also display Lamar branding (including an electrically illuminated/internally lit Lamar name/logo), generally as depicted in Exhibit 2.

Specifications for the digital face(s) of the Converted Route 332 Sign are:

- a. Maximum height. The highest point of the sign shall be no higher than 22 feet above the surrounding ground level unless otherwise agreed in a signed writing by the Town Manager. The Town Board, by entering this Agreement, agrees that the Town Manager is authorized to agree to a design for the Converted Route 332 Sign with a different maximum height.
- b. Electronic image area. The electronic display area of the sign shall be no more than 300 square feet.
- c. Maximum brightness. Maximum brightness will not exceed 5,000 cd/m² in daylight and 280 cd/m² at night (one hour after sunset to one hour before sunrise);
- d. Automatic dimmer. The sign must be equipped with both a dimmer control and a photocell, which will automatically adjust the display intensity according to natural ambient light conditions and not exceed maximum brightness;
- e. Dwell time. The message/image change interval will be a minimum of eight (8) seconds.
- f. Static image. The displayed image will remain static during the eight (8) second interval.
- g. No moving images. There will be no visual special effects of any kind during a message or during the transition between successive messages.
- h. Transitions. The sign must transition from one message to the next, with no perceptible dimming or blanking of the display, and with no visible effects such as fade, dissolve, animation, flashing or moving lights.
- i. Transition Time. The time interval used to change from one complete message, image or display to the next complete message, image or display shall be as close to instantaneous as possible and must take a maximum of one (1) second.
- j. No sequenced messages. Sequencing of messages, such as using two or more successive screens to convey a message on a single sign that will not fit on one screen may not be used.
- k. Default display. The sign will contain a default mechanism that will freeze the sign in one position, or the off position, if a malfunction occurs.

- l. Not interactive. The sign will not be interactive and will not feature or support personalized communications with a driver or other person in real-time, nor emit sound, odor, or visible matter, other than light.
- m. The sign shall be single sided.

5. Refurbished Route 5&20 Sign

The Parties agree that the two signs located at Route 5&20 in the vicinity of Flint Creek as of June 28, 2019 (“Old Route 5&20 Signs”) shall be relocated and converted and combined to be (or reconstructed as) a single Digital or Electronic Sign as defined in the Town Code Amendment in Exhibit 1 (“Refurbished Route 5&20 Sign”).

The location of the Refurbished Route 5&20 Sign shall be the same parcel of land where the Old Route 5&20 Signs are currently located, and if necessary shall be subject to site plan approval from the Town of Canandaigua Planning Board.

The Parties agree that the Refurbished Route 5&20 Sign shall be a single Digital or Electronic Sign of the type illustrated in Exhibit 3, and that it need not be a monument-type sign structure such as that generally depicted in Exhibit 2. The Refurbished Route 5&20 Sign may, but need not, be mounted on the existing frame structure, or it may be mounted on a new pylon.

Defendants agree that, in addition to advertising displayed in the electronic display area of the Refurbished Route 5&20 Sign, the Refurbished Route 5&20 Sign may also display non-electronic Lamar branding.

Specifications for the Refurbished Route 5&20 Sign are:

- a. Maximum height. The highest point of the sign shall be no higher than 25 feet above the surrounding ground level.
- b. Electronic image area. The electronic display area of the sign shall be no more than 300 square feet.
- c. Maximum brightness. Maximum brightness will not exceed 5,000 cd/m² in daylight and 280 cd/m² at night (one hour after sunset to one hour before sunrise);
- d. Automatic dimmer. The sign must be equipped with both a dimmer control and a photocell, which will automatically adjust the display intensity according to natural ambient light conditions and not exceed maximum brightness;
- e. Dwell time. The message/image change interval, will be a minimum of eight (8) seconds.

- f. Static image. The displayed image will remain static during the eight (8) second interval.
- g. No moving images. There will be no visual special effects of any kind during a message or during the transition between successive messages.
- h. Transitions. The sign must transition from one message to the next, with no perceptible dimming or blanking of the display, and with no visible effects such as fade, dissolve, animation, flashing or moving lights.
- i. Transition Time. The time interval used to change from one complete message, image or display to the next complete message, image or display shall be as close to instantaneous as possible and must take a maximum of one (1) second.
- j. No sequenced messages. Sequencing of messages, such as using two or more successive screens to convey a message on a single sign that will not fit on one screen may not be used.
- k. Default display. The sign will contain a default mechanism that will freeze the sign in one position, or the off position, if a malfunction occurs.
- l. Not interactive. The sign will not be interactive and will not feature or support personalized communications with a driver in real-time, nor emit sound, odor, or visible matter, other than light.
- m. Sign shall be single sided.

6. First Operation of the Signs

The date on which the Converted Route 332 Sign first displays a paid advertisement on its electronic display area shall be deemed its date of “First Operation.”

The date on which the Refurbished Route 5&20 Sign first displays a paid advertisement on its electronic display area shall be deemed its date of “First Operation.”

7. Town Advertising on the Converted Route 332 Sign

Lamar agrees that for thirty (30) years, beginning with the first calendar year beginning after the date of First Operation, it will provide the Town of Canandaigua with six (6) 28-day “flights” (during which the Town’s message will be displayed in one of six rotating message slots) of digital message display on the Converted Route 332 Sign each calendar year without any charge or cost to the Town. The Town’s flights shall not overlap, such that the Town may use only one message slot at a time. Any unused flights remaining at the end of a calendar year shall expire and not carry over to the following year. The Town may use its digital message flights for non-profit municipal advertising or messages, and the Town may allocate some or all of its display time to non-profit organizations, not-for-profit organizations, or other municipal governments or

organizations (for example, a local fire department, local Scouting units, or a local food bank). The Town's slots may not be used for political or issue-oriented advertising. The Town's slots may not be used for commercial advertising, and the Town may not sell its slots to third parties.

The Town must inform Lamar of its chosen flights a reasonable amount of time before the 28-day flights begin, and at least three (3) weeks in advance. If all slots during any flight have already been rented to other advertisers (or otherwise already designated for other use, such as for non-profit organizations, not-for-profit organizations, other municipalities, etc. or for Lamar's own advertising), Lamar shall offer the Town alternative flights that are available. If the Town provides insufficient notice of its desired flights, such that an insufficient number of flights/slots remain available during the calendar year to provide the Town six full flights, Lamar shall not be obligated to cancel its other advertising commitments and any remaining advertising flights/slots are forfeit and shall not carry over to the following calendar year. The Town shall be responsible for informing Lamar of its proposed digital messages for display sufficiently in advance to allow Lamar to program and prepare to display those messages, including informing Lamar of the messages for any organization that the Town designates to receive the Town's message time. Lamar and the Town may agree to change the scheduled time and date that the Town's messages will be displayed through an exchange of emails, notwithstanding any other provision of this agreement that requires changes to be agreed to in a signed writing.

In the event that the Town of Canandaigua does not provide to Lamar its proposed advertising content at least 3 weeks before the beginning of the scheduled display time, Lamar shall not be obligated to display the Town's proposed content. Instead, Lamar may display a "Welcome to Canandaigua" message or other pre-agreed default message in the Town's message slot.

The Parties agree that Lamar may refuse to display any message or display that it reasonably believes to be unsafe (including to drivers who might view the sign), incompatible with the technical capabilities of the Converted Route 332 Sign, offensive, encouraging illegal activity, disparaging to a Lamar customer, or otherwise incompatible with Lamar's advertising standards.

8. Town Advertising on the Refurbished Route 5&20 Sign

Lamar agrees that for thirty (30) years, beginning with the first calendar year beginning after the date of First Operation, it will provide the Town of Canandaigua with six (6) 28-day "flights" (during which the Town's message will be displayed in one of six rotating message slots) of digital message display on the Refurbished Route 5&20 Sign each calendar year. The Town's flights shall not overlap, such that the Town may use only one message slot at a time. Any unused flights remaining at the end of a calendar year shall expire and not carry over to the following year. The Town may use its digital message flights for non-profit municipal advertising or messages, and the Town may allocate some or all of its display time to non-profit organizations, not-for-profit organizations, or other municipal governments or organizations (for example, a local fire department, local Scouting units, or a local food bank). The Town's slots may not be used for political or issue-oriented advertising. The Town's slots may not be used for commercial advertising, and the Town may not sell its slots to third parties.

The Town must inform Lamar of its chosen flights a reasonable amount of time before the 28-day flights begin, and at least three (3) weeks in advance. If all slots during any flight have already been rented to other advertisers (or otherwise already designated for other use, such as for non-profit organizations, not-for-profit organizations, other municipalities, etc. or for Lamar's own advertising), Lamar shall offer the Town alternative flights that are available. If the Town provides insufficient notice of its desired flights, such that an insufficient number of flights/slots remain available during the calendar year to provide the Town six full flights, Lamar shall not be obligated to cancel its other advertising commitments and any remaining advertising flights/slots are forfeit and shall not carry over to the following calendar year. The Town shall be responsible for informing Lamar of its proposed digital messages for display sufficiently in advance to allow Lamar to program and prepare to display those messages, including informing Lamar of the messages for any organization that the Town designates to receive the Town's message time. Lamar and the Town may agree to change the scheduled time and date that the Town's messages will be displayed through an exchange of emails, notwithstanding any other provision of this agreement that requires changes to be agreed to in a signed writing.

In the event that the Town of Canandaigua does not provide to Lamar its proposed advertising content at least 3 weeks before the beginning of the scheduled display time, Lamar shall not be obligated to display the Town's proposed content. Instead, Lamar may display a "Welcome to Canandaigua" message or other pre-agreed default message in the Town's message slot.

The Parties agree that Lamar may refuse to display any message or display that it reasonably believes to be unsafe (including to drivers who might view the sign), incompatible with the technical capabilities of the Refurbished Route 5&20 Sign, offensive, encouraging illegal activity, disparaging to a Lamar customer, or otherwise incompatible with Lamar's advertising standards.

9. Permits for Signs: Issuance of those Permits Deemed Required by the Town is a Condition Precedent to this Settlement

To the extent required by the Town of Canandaigua Town Code, the Parties agree to cooperate in the application for and approval of all such Town permits required for the construction and the operation of the Converted Route 332 Sign and all permits required for the construction and the operation of the Refurbished Route 5&20 Sign, which permits shall issue forthwith as long as the Converted 332 Sign and the Refurbished Route 5&20 Sign are constructed in the manner set out in this Agreement, and in compliance with Town Code.

To the extent the Town determines any permit or approval is required other than that set out in Section 10 for the signs at issue needed to effect this settlement, a condition precedent to this settlement becoming operative and taking affect or having any effect is the issuance of each of the referenced permits in this section 9. In the event the permits referenced in this section 9 deemed by the Town as required but are not issued in the manner contemplated by the previous provisions of this section, the parties shall meet and confer to resolve any dispute associated with issuance of such permits, and if either party requests it, such party may involve the Court in such discussions.

If the parties cannot resolve any such dispute with the issuance of such permits including the time to do so to their mutual satisfaction within 21 days after a meet and confer is requested by either party, this settlement shall not become effective, be null and void and have no effect and be deemed void ab initio.

10. Site Plan Approval: Issuance of Site Plan Approval is a Condition Precedent to this Settlement

The Parties agree to cooperate in the application for and obtaining any site plan approval required for the construction and the operation of the Converted Route 332 Sign and site plan approval required for the construction and the operation of the Refurbished Route 5&20 Sign. The Town Planning Board shall issue a decision on the applications for site plan approval within sixty-two days following submission of a complete application, and the determination of completeness of such application shall not be unreasonably withheld.

A condition precedent to this settlement becoming operative and taking affect or having any effect is the approval of the site plan applications referenced in this section 10. In the event the Town Planning Board does not issue site plan approval referenced in this section 10 within sixty-two (62) days following submission of complete applications, , the parties shall meet and confer to resolve any dispute associated with issuance of such approvals, and if either party requests it, such party may involve the Court in such discussions. If the parties cannot resolve any such dispute with the issuance of any such approvals, including the time to do so to their mutual satisfaction within 21 days after a meet and confer is requested by either party, this settlement shall not become effective, be null and void and have no effect and be deemed void ab initio.

11. Local Municipality Certifications

The Town shall issue to Lamar a Local Municipality Certification (using NYSDOT form ROW381, or such other form or paperwork that the NYSDOT may require) for the Converted Route 332 Sign within sixty (60) days after the Effective Date of this Agreement. The Town shall issue to Lamar a Local Municipality Certification (using NYSDOT form ROW381, or such other form or paperwork that the NYSDOT may require) for the Refurbished Route 5&20 Sign within sixty (60) days after the Effective Date of this Agreement. The Town shall cooperate with Lamar in preparing and submitting any other applications that New York State may require for the construction and operation of the Converted Route 332 Sign and the Refurbished Route 5&20 Sign.

12. No Contrary Action

The Town Board shall not enact or pass any local law or enact any amendment to the Code or take any action that is contrary to the terms of this Agreement.

The Town shall not enact or pass any local law or enact any amendment to the Code or take any action that would require removal of or prevent the operation of or prevent the sale of advertising on the Converted Route 332 Sign.

The Town shall not enact or pass any local law or enact any amendment to the Code or take any action that would require removal of or prevent the operation of or prevent the sale of advertising on the Refurbished Route 5&20 Sign.

13. Grandfathering of Signs

For all purposes, including any action to enforce any zoning ordinance, and including any other dispute concerning the Converted Route 332 Sign, the Parties shall deem and treat the Converted Route 332 Sign as having been in existence since the date that the Old Route 332 Sign was erected, including in any legal proceeding. For all purposes, including any action to enforce any zoning ordinance, and including any other dispute concerning the Refurbished Route 5&20 Sign, the Parties shall deem and treat the Refurbished Route 5&20 Sign as having been in existence since the date that the oldest of the Old Route 5&20 Signs was erected, including in any legal proceeding, except as to the ability to reconstruct the old signs.

Unless otherwise required by a non-appealable decision of a court of competent jurisdiction, in the event that any Defendant takes any action that requires removal of or prevents the operation of or prevents the sale of advertising on the Converted Route 332 Sign, the Town shall pay to Lamar just compensation for the Converted Route 332 Sign according to the provisions of Section 88 of the New York State Highway Law as if the Converted Route 332 Sign existed as of the date that the Old Route 332 Sign was erected. This compensation shall not be made in whole or in part by amortization nor shall such compensation be limited in any fashion by any other local law or legislation. If following the entry of this settlement agreement, there is a change in federal or state law which the Town believes may require the removal of or prevents the operation of or prevents the sale of advertising on the Converted Route 332 Sign, the Town shall cooperate with Lamar to challenge any such change and/or its application to this sign, but Lamar shall bear the cost of any such challenge including litigation arising therefrom.

Unless otherwise required by a non-appealable decision of a court of competent jurisdiction, in the event that any Defendant takes any action that requires removal of or prevents the operation of or prevents the sale of advertising on the Refurbished Route 5&20 Sign, the Town shall pay to Lamar just compensation for the Refurbished Route 5&20 Sign according to the provisions of Section 88 of the New York State Highway Law as if the Refurbished Route 5&20 Sign existed as of the date that the oldest of the Old Route 5&20 Signs was erected. This compensation shall not be made in whole or in part by amortization nor shall such compensation be limited in any fashion by any other local law or legislation. If following the entry of this settlement agreement, there is a change in federal or state law which the Town believes may require the removal of or prevents the operation of or prevents the sale of advertising on the Refurbished Route 5 & 20 Sign, the Town shall cooperate with Lamar to challenge any such change and/or its application to this sign, but Lamar shall bear the cost of any such challenge including litigation arising therefrom.

In the event that the Converted Route 332 Sign is targeted for removal as a result of authorized and lawful action of a federal, state, county, or other governmental authority having jurisdiction or agency or court having jurisdiction, the owner / lessee of the Relocated Route 332

Sign shall be entitled to compensation (from such other governmental authority, not the Town of Canandaigua) according to the provisions of Section 88 of the New York State Highway Law as if the Converted Route 332 Sign existed as of the date that the Old Route 332 Sign was erected. This compensation shall not be made in whole or in part by amortization nor shall such compensation be limited in any fashion by any other local law or legislation. The Town of Canandaigua shall cooperate with Lamar and/or any owner or lessee of the Converted Route 332 Sign in efforts to obtain compensation for any removal of the Converted Route 332 Sign, and shall take no action that would hinder any efforts by Lamar and/or any owner or lessee of the Converted Route 332 Sign to obtain compensation for any removal of the Converted Route 332 Sign.

In the event that the Refurbished Route 5&20 Sign is targeted for removal as a result of authorized action of a federal, state, county, or other governmental authority having jurisdiction or agency or court having jurisdiction, the owner of the Refurbished Route 5&20 Sign shall be entitled to compensation (from such other governmental authority, not the Town of Canandaigua) according to the provisions of Section 88 of the New York State Highway Law as if the Refurbished Route 5&20 Sign existed as of the date that the oldest of the Old Route 5&20 Signs was erected. This compensation shall not be made in whole or in part by amortization nor shall such compensation be limited in any fashion by any other local law or legislation. The Town of Canandaigua shall cooperate with Lamar and/or any owner or lessee of the Refurbished Route 5&20 Sign in efforts to obtain compensation for any removal of the Refurbished Route 5&20 Sign, and shall take no action that would hinder any efforts by Lamar and/or any owner or lessee of the Refurbished Route 5&20 Sign to obtain compensation for any removal of the Refurbished Route 5&20 Sign.

14. Removal of Existing Signs

Lamar agrees to remove the Route 21 Sign within sixty (60) days after the First Operation of the Converted Route 332 Sign. Removal of all or any portion of the structure of the Old Route 332 Sign or of the Old Route 5&20 Signs, whether before or during or after work on the Converted Route 332 Sign and the Refurbished Route 5&20 Sign, is only for purposes of settlement of this Action and shall not hinder any claim by Lamar to just compensation for the Converted Route 332 Sign or the Refurbished Route 5&20 Sign according to the provisions of Section 88 of the New York State Highway Law or any other law concerning compensation for the removal of signs.

15. Dismissal of Litigation

The Parties agree that they will stipulate to dismissal of the Action without prejudice, with each Party to bear its own attorneys' fees and costs. Plaintiffs shall file the stipulation of dismissal within thirty (30) days following the last of a) enactment by Defendants of the Town Code Amendment in Exhibit 1; b) the issuance of each building or other permit(s) as may be required to authorize constructing, maintaining and erecting of the Converted Route 332 Sign required by paragraph 9 above; c) the issuance of each building or other permit(s) as may be required to authorize the constructing, maintaining and erecting of the Refurbished Route 5&20 Sign required by paragraph 9 above; d) the issuance of the site plan approval for the Converted Route 332 Sign required by paragraph 10 above; e) the issuance of the site plan approval for the Refurbished Route

5&20 Sign required by paragraph 10 above; and f) the issuance of the Local Municipality Certifications required by paragraph 11 above.

16. Public Disclosure of Agreement

The Parties agree that they may publicly disclose this Agreement with its Exhibits.

17. Authority to Enter Agreement

Each Party to this Agreement represents and warrants that the execution of this Agreement has been duly authorized on its behalf and that the person signing on its behalf has sufficient authority and has been authorized to execute this Agreement.

18. Successors and Assigns

This Agreement shall be binding upon and inure to the benefit of the respective successors and assigns of the Parties hereto.

19. Counterparts

This Agreement may be executed in counterparts (including executed counterparts delivered and exchanged by facsimile transmission or e-mail), each of which shall be deemed a duplicate original, but all of which together shall constitute one and the same instrument.

20. Integration Clause

This Agreement constitutes the full and entire understanding and agreement between the Parties with respect to the settlement of the Action, and supersedes all prior settlement conversations, negotiations, and understandings between them with respect to the settlement of the Action.

21. Severability

In case any provision of this Agreement is declared invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions of this Agreement shall not in any way be affected or impaired thereby. Please note this section shall not apply should the settlement agreement not take effect and by operation of Sections 9 and 10 be null and void because of the failure of issuance of any permits or approvals needed for the signs at issue to be erected

In the event either the Converted Route 332 Sign or the Refurbished Route 5 & 20 Sign is condemned, removed, or rendered non-operable, whether by action of the Town, by action of any governmental entity, agency, or court, by Lamar's own action or decision, or for any other reason, any obligation by Lamar to provide the Town with advertising on such sign shall terminate, but the parties' remaining rights and obligations under this Agreement shall remain in effect. In the event either sign is converted from a digital sign to a static sign, Lamar's obligations to provide

the Town with advertising flights on the converted sign shall terminate, but the parties' remaining rights and obligations under this Agreement shall remain in effect.

22. Modifications Must Be in Writing

No amendment, change, or modification of this Agreement shall be valid, unless in writing and signed by the party to be charged with the amendment, change, or modification.

23. Advice of Counsel

Each of the Parties acknowledges that it has received independent legal advice from counsel of its choice with respect to the advisability of executing this Agreement.

24. Drafting

The Parties acknowledge that they have cooperated in the drafting of this Agreement, and the negotiations and drafting of this Agreement shall have no role in its interpretation.

25. Headings

The headings in this Agreement are only for convenience and shall have no effect upon the interpretation of this Agreement.

26. Governing Law

This Agreement shall be interpreted and enforced in accordance with the laws of the State of New York.

27. Venue

Any action to enforce this Agreement, or any dispute over the terms or enforceability of this Agreement, or any other dispute among any of the Parties concerning this Agreement or the subject matter of this Agreement, shall be brought only in the federal or state courts in the County of Monroe in the State of New York.

28. Notice

Notice shall be deemed made including concerning any request under Sections 9 or 10 when any such writing containing sufficient first class postage is delivered to a certified receptacle for handling and delivery of such mail and addressed below with copies e-mailed as set forth below:

To LAMAR ADVERTISING OF PENN LLC

D/B/A LAMAR ADVERTISING OF ROCHESTER

James Newton
Vice President/General Manager
LAMAR OUTDOOR ADVERTISING

55 Rockwood Street
Rochester, NY 14610

with a copy e-mailed to jnewton@lamar.com
and a copy to Joseph Picciotti at jp Picciotti@harrisbeach.com

To TOWN OF CANANDAIGUA

TOWN OF CANANDAIGUA
Attn: Town Manager
5440 Route 5 & 20 West
Canandaigua, NY 14424

TOWN OF CANANDAIGUA

By: _____
Doug Finch
Town Manager

CANANDAIGUA TOWN BOARD

By: _____
Cathy Menikotz
Town Supervisor

CANANDAIGUA CODE
ENFORCEMENT OFFICER

By: _____
Chris Jensen
Code Enforcement Officer

LAMAR ADVERTISING OF PENN LLC
D/B/A LAMAR ADVERTISING OF ROCHESTER

BY: _____

CANANDAIGUA NATION BANK
AND TRUST COMPANY

BY: _____

JOAN PURDY

By: _____
Joan Purdy

EXHIBIT 1

Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

☐ County ☐ City ☒ Town ☐ Village
(Select one:)

of Canandaigua

DRAFT
6/15/2021

Local Law No. _____ of the year 20²¹

A local law Amending Chapter 220 Zoning Section 220-79(C) Compliance and Creating

(Insert Title)

Section 220-79(E) Digital Signs

Be it enacted by the Town Board _____ of the
(Name of Legislative Body)

☐ County ☐ City ☒ Town ☐ Village
(Select one:)

of Canandaigua _____ as follows:

See Attachment 1

(If additional space is needed, attach pages the same size as this sheet, and number each.)

Local Law ____ of 2021

Attachment 1

DRAFT
(6/15/2021)

DRAFT

SECTION ONE. Canandaigua Town Code § 220-79(E) is hereby created to read as follows:

E. Digital Signs

- (1) Digital Signs. An off-site sign or billboard that utilizes digital or light-emitting diodes (LEDs) or similar electronic methods to create a changeable image display area.
- (2) Electronically Changing Message Signs. A sign or portion thereof designed to accommodate and display electronic messages and that can be changed or rearranged electronically without any physical alteration of the face or surface of the sign
- (3) Digital or Electronic Signs. Digital Signs and Electronic Changing Message Signs shall collectively be identified and defined under the Code as “Digital or Electronic Signs.”
- (4) Digital or Electronic Signs shall be permitted under the following conditions: Digital or Electronic Signs are authorized as off-site signs under the Code. Any proposed new Digital or Electronic Signs may only be sited and erected as replacements for preexisting off-site signs that are not Digital or Electronic Signs. Any off-site sign to be replaced by a Digital or Electronic Sign must have previously been lawfully erected but is no longer authorized due to the enactment of Section 220-87D of the Code (and such off-site sign must have first been made nonconforming by Local Law No. 4 of 1989). In addition, any proposed Digital or Electronic Signs shall be subject to the following requirements (and be referred to for purposes of this Section 4 a-j as a ‘sign’):
 - (a) Maximum brightness. Maximum brightness shall not exceed 5,000 cd/m² in daylight and 280 cd/m² at night (one hour after sunset to one hour before sunrise).
 - (b) Automatic dimmer. The sign shall be equipped with both a dimmer control and a photocell, which will automatically adjust the display intensity according to natural ambient light conditions and not exceed maximum brightness.
 - (c) Dwell time. The message/image change interval shall be a minimum of (6) six seconds.
 - (d) Static image. The displayed image shall remain static during the (6) six second interval.

- (e) No moving images. There shall be no visual special effects of any kind during a message or during the transition between successive messages.
 - (f) Transitions. The sign shall transition from one message to the next, with no perceptible dimming or blanking of the display, and with no visible effects such as fade, dissolve, animation, flashing or moving lights.
 - (g) Transition Time. The time interval used to change from one complete message, image or display to the next complete message, image or display shall be as close to instantaneous as possible and must take a maximum of one (1) second.
 - (h) No sequenced messages. Sequencing of messages, such as using two or more successive screens to convey a message on a single sign that will not fit on one screen shall not be used.
 - (i) Default display. The signs shall contain a default mechanism that will freeze the sign in one position, or the off position, if a malfunction occurs.
 - (j) Not interactive. The signs shall not be interactive and shall not feature or support personalized communications with a driver in real-time, nor emit sound, odor, or visible matter, other than light.
- (5) No effect of conversion. The conversion of a preexisting nonconforming off-site sign to a Digital or Electronic Sign, including relocation and structural improvements related thereto, shall not be considered as a removal, replacement, change, expansion or restoration of a nonconformity and as such, the following provisions shall apply:
- (a) Modifications to a preexisting nonconforming off-site sign needed to convert it to a Digital or Electronic Sign, including structural alterations, shall be allowed.
 - (b) Conversion ratio. There is an exchange or conversion ratio required for any proposed new Digital or Electronic Sign as follows: for every one (1) square foot of Digital or Electronic Sign area proposed at least one (1) square foot of preexisting sign area shall be removed or taken out of service.
- (6) No other Digital or Electronic Signs. No off-site Digital or Electronic Sign that is otherwise prohibited by Section 220-87D, shall be permitted unless it is a replacement for a sign that qualifies as a preexisting nonconforming sign according to Subsection (C)(2)(a) and that meets the requirements of Section (4) above.

SECTION TWO. Severability. If any portion of this Local Law shall be deemed by a court of competent jurisdiction to be invalid, illegal, or unenforceable, the remainder of this Local Law shall remain in full force and effect.

SECTION THREE. Effective Date. This Local Law shall be effective immediately upon its filing with the New York State Secretary of State.

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

1. (Final adoption by local legislative body only.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20²¹ of the (County)(City)(Town)(Village) of Canandaigua was duly passed by the Town Board on _____ 20____, in accordance with the applicable provisions of law.

2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer*.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ and was deemed duly adopted on _____ 20____, in accordance with the applicable provisions of law.

3. (Final adoption by referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ on _____ 20____.

Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on _____ 20____, in accordance with the applicable provisions of law.

4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ on _____ 20____. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of _____ 20____, in accordance with the applicable provisions of law.

* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

5. (City local law concerning Charter revision proposed by petition.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the City of _____ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on _____ 20____, became operative.

6. (County local law concerning adoption of Charter.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the County of _____ State of New York, having been submitted to the electors at the General Election of November _____ 20____, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph _____ above.

Clerk of the county legislative body, City, Town or Village Clerk or
officer designated by the legislative body

Date: _____

(Seal)

EXHIBIT 2

12' x 24' LED board with 15' V.

25' tall overall structure height.

16" x 53" lighted City ID sign
mounted on both sides.

Pole cover to be aluminum constructed with textured beige finish.
52" wide x 52" deep. (Extends to 9'-6" wide at top)
Lower 67" to have stone panel system applied with
raised top cap.

16" x 53" lighted City ID sign
mounted on both sides.

9'-2" x 31'-5" LED board.
Single Sided.

22' tall overall structure height.

16" x 53" lighted Town of... ID sign.
Internally lit with white LED system.

Pole cover to be aluminum
constructed with textured beige finish.
52" wide x 52" deep.
(Extends to 9'-6" wide at top)
Lower 67" to have stone
panel system applied with
raised top cap.

12'-10"

B

8-17-21



ADDRESS _____
DATE 6-25-21
DRAWING NUMBER 6-25-21



12' x 24' LED board with 15' V.

25' tall overall structure height.

16" x 53" lighted City ID sign
mounted on both sides.

Pole cover to be aluminum constructed with textured beige finish.
52" wide x 52" deep. (Extends to 9'-6" wide at top)
Lower 67" to have stone panel system applied with
raised top cap.



LAMAR

Town of
CANANDAIGUA

B

RMG
Outdoor Inc.

ADDRESS _____
DATE 6-25-21
DRAWING NUMBER 6-25-21



22'

16" x 53" lighted City ID sign
mounted on both sides.

9'-2" x 31'-5" LED board.
Single Sided.

22' tall overall structure height.

16" x 53" lighted Town of... ID sign.
Internally lit with white LED system.

Pole cover to be aluminum
constructed with textured beige finish.
52" wide x 52" deep.
(Extends to 9'-6" wide at top)
Lower 67" to have stone
panel system applied with
raised top cap.

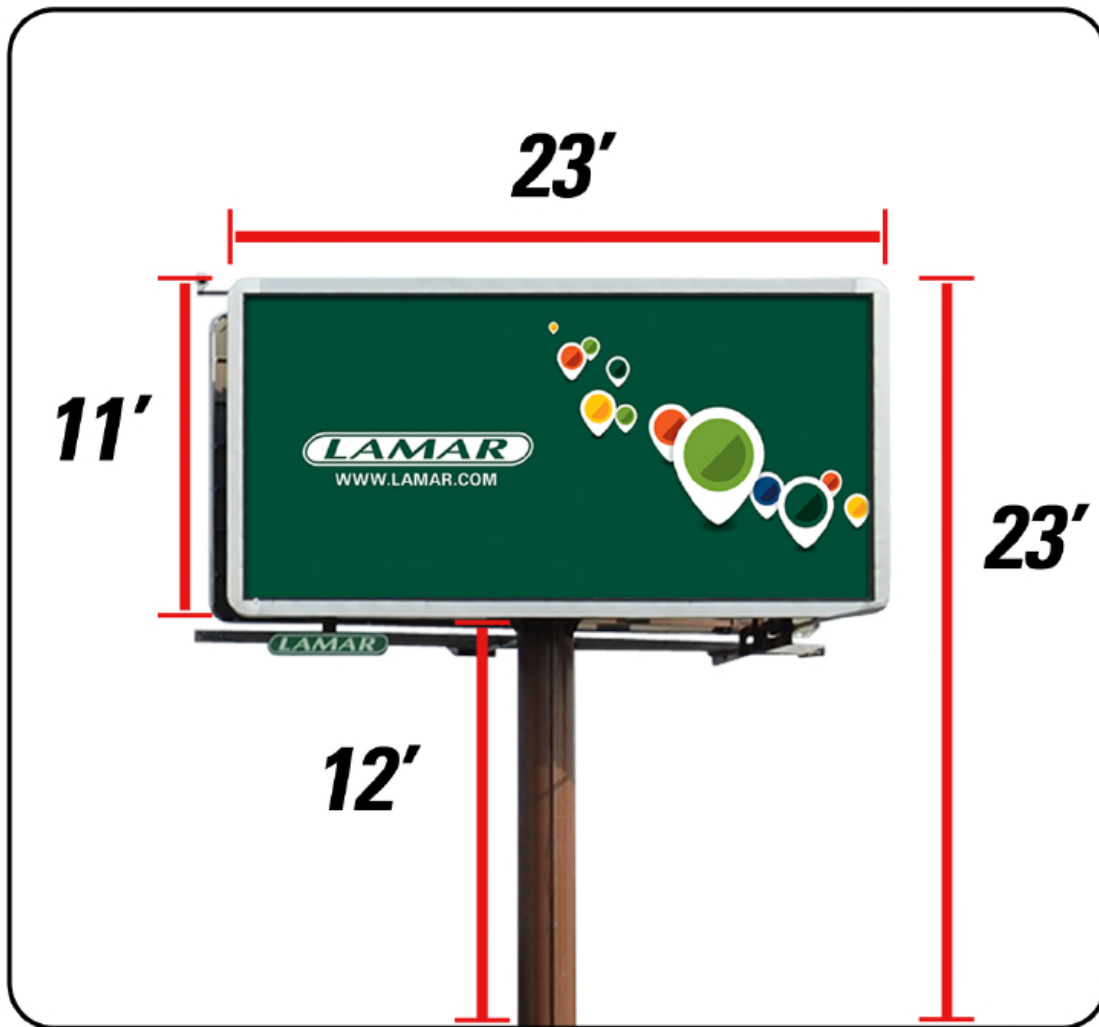
12'-10"

8-17-21

RMG
Outdoor Inc.



EXHIBIT 3



New Digital Sign on Routes 5&20

Note: All dimensions are approximate

Town of Canandaigua

SIGN PERMIT APPLICATION

(Complete a separate form for each proposed sign.)

SECTION I – APPLICANT / PROPERTY INFORMATION:

- Subject Property** Address: 4406 Route 5 & 20
Subject Property Tax Map Number: 84.00-1-26.120 Zoning District: CC / MU
- Name and address of **Property Owner**: TLC Properties INC
5321 Corporate Blvd. Baton Rouge, LA 70808
Telephone Number / E-mail Address: 888.308.5060 : migreene@lamar.com
- Name and Address of **Applicant** if not property owner: Mike Greene - Lamar Advertising
Telephone Number / E-mail Address: migreene@lamar.com
- Briefly describe the current structures on and use of the property: Two Static Advertising Signs 300 SqFt Each

SECTION II – EXISTING SIGNS

Describe All Existing Signs on the Property: Two Static Advertising Signs 300 SqFt Each

SECTION III – DIMENSIONS FOR PROPOSED SIGN		ZONING OFFICER TO COMPLETE	
DIMENSIONAL DESCRIPTION	APPLICANT TO COMPLETE	Allowed By Code	Variance Needed
Square Footage of Display Area	300 SqFt		
Ground Sign:			
Front Setback (measured from the road right-of-way)	25.5 Ft	15 ft	
Left Side Setback	63.7 ft	15 ft	
Right Side Setback	277.5 ft	15 ft	
Height of Proposed Sign (ground to top of supporting structure)	25 ft		
Building Sign:			
Existing Building Frontage	n/a		
Height of Proposed Sign	n/a		

SECTION IV – DESCRIPTION DETAILS FOR PROPOSED SIGN

Proposed Wording of Sign: n/a

Type of Installation: ☒ Ground Sign ☐ Building Sign ☐ Other (Explain)

Material: ☐ Plastic ☐ Metal ☐ Wood ☒ Other

Illumination of Sign: ☐ Back – Lit ☐ Overhead (Down Lighting) ☐ Ground Lit (Up Lighting) ☒ Internal

☐ None

SECTION V – SITE INFORMATION: Per § 220-80-A: A sketch site plan shall be attached to this permit application showing the following information:

- Location of building, structure, or land to which or upon which the sign is to be erected; and
- Location and setbacks of any existing or proposed ground sign and the location and setbacks of all other signs and/or buildings on the property; and
- Location (drawn to scale not exceeding one inch equals 20 feet) and position of the sign on any buildings or structures, including a depiction of the building front view or elevation; and
- Detailed drawing or blueprint (to a scale not exceeding one inch equals one foot) showing the construction details of the sign, the lettering and/or pictorial matter and color of each, and the position of lighting or other extraneous devices; and
- Identification of all other signs existing on said parcel of land and whether each other sign is conforming or legally nonconforming.

Upon a determination of compliance, a sign permit shall be issued by the Zoning Officer. The applicant shall have 120 days from the date of issuance to install the sign and submit a request for a certificate of sign compliance or the sign permit will expire.

Within five business days of the placement of any approved sign the applicant shall request for a certificate of sign compliance and provide two sets of photographs of the site and the sign to the Development Office. Upon verification of compliance with this chapter and/or previous Town approval(s), the Zoning Officer shall issue a certificate of sign compliance.

Should the Zoning Officer, upon inspection, find the sign not to be in compliance with this chapter or previous Town approval(s), the applicant shall be so notified by certified mail. The applicant shall, within 30 days from the date of the notification letter, correct the cited deficiencies and notify the Zoning Officer of the corrections. In no event shall said thirty day period extend the one-hundred twenty day validation period for the sign permit prescribed within this subsection.

SECTION VI – CONTRACTOR AND INSURANCE INFORMATION:

General Contractor: Hunter Construction

Address: 3222 County Route 4, Fulton, NY 13069

Telephone: 315.380.6889

CONTRACTOR INSURANCE CERTIFICATES REQUIRED: ☐ C-105.2 / U-26.3 and DB-120.1 or ☐ CE-200 / BP-1

Property Owner is responsible for any consultant fees*
(Town Engineer, Town Attorney, etc.) incurred during the application process.

***See Town Clerk for current Fee Schedule**

Please note that the **Property Owner** is responsible for all consultant fees during the review of this application including legal, engineering, or other outside consultants. Applications submitted to the Town of Canandaigua Planning Board will normally receive chargeback fees of at least five hours to ten hours for planning services including intake, project review, resolution preparation, SEQR, and findings of fact. PLEASE NOTE that the number of hours will be SIGNIFICANTLY INCREASED due to incomplete applications, plans lacking detail, or repeated continuations. Subdivision applications and larger commercial or industrial projects traditionally require more hours of engineering, legal, and other consultant review and preparation and will incur higher costs. Applications for new construction may be referred to the Town Engineer for engineering review which may include at least an additional eight to twelve hours of review time. The **Property Owner** will also be responsible for legal fees for applications submitted to the Town of Canandaigua Planning Board, Zoning Board of Appeals, or the Town of Canandaigua Development Office. Fees for engineering and legal expenses traditionally range between one hundred and one hundred fifty dollars per hour. A copy of the Town's annual fee schedule is available upon request from the Development Office or the Town Clerk's Office. The **Property Owner's** signature below indicates that the **Property Owner** understands that the **Property Owner** will be responsible for all outside consultant fees incurred as a result of the submitted application, and consents to these charges. Additionally projects approved by the Town of Canandaigua Planning Board may be required to pay a parks and recreation fee as established by the Town Board (currently \$ 1,000 per unit) if required as part of the conditions of approval.

TLC Properties INC
(property owner)

TLC Properties INC
(property owner)

The undersigned represents and agrees as a condition to the issuance of these permits that the development will be accomplished in accordance with the Town Zoning Law, the New York State Uniform Fire Prevention and Building Code, approvals/conditions described on the ZBA / PB decision sheet, and the plans and specifications annexed hereto.

PERMIT CANNOT BE ISSUED WITHOUT PROPERTY OWNER SIGNATURE

Owner's Signature: _____

Date: 09/07/2021

Please **DO NOT** send payment with this application.

******* FOR OFFICE USE ONLY *******

Proposed signage complies with the Town's Sign regulations.	Yes	No	
Planning Board and/or Zoning Board of Appeals requirements have been met.	Yes	No	N/A

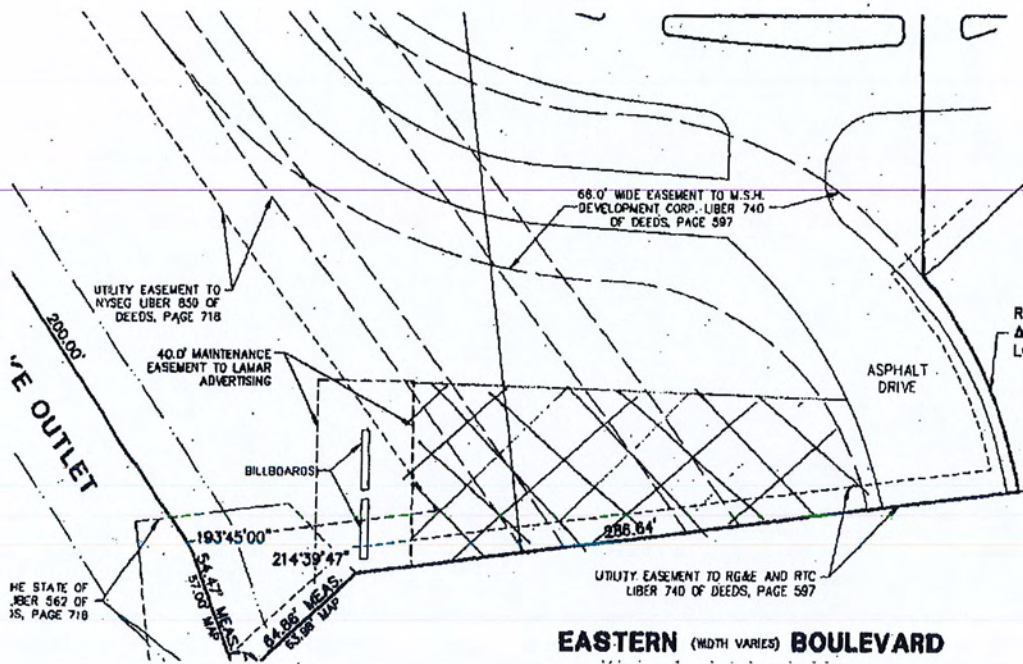
Zoning Officer

Date

Permit # _____

Total Permit Fee _____ per sign (Non-Refundable)

EXHIBIT "A-1"
Sign Location Easement



[illegible]

November 28, 2011

DESCRIPTION OF A MAINTENANCE EASEMENT
LAMAR ADVERTISING
#4406 EASTERN BOULEVARD
TOWN OF CANANDAIGUA

All that tract or parcel of land situate in the Town of Canandaigua, County of Ontario, State of New York, and is more particularly described as follows;

Beginning at a point in the north right-of-way of Eastern Boulevard (N.Y.S. Route 5 & U.S. Route 20), said point being 42.14 feet northeasterly from the intersection formed by the aforesaid right-of-way, and the west property line of Lot 1 of the R&F Canandaigua LLC Subdivision, filed in the O.C.C.O., map number 31450,

- Thence, 1 - Northerly, forming an angle in the northwest quadrant of $132^{\circ}-04'-47''$, a distance of 90.80 feet to a point,
- Thence, 2 - Easterly, forming an interior angle of $90^{\circ}-00'-00''$, a distance of 40.00 feet to a point,
- Thence, 3 - Southerly, forming an interior angle of $90^{\circ}-00'-00''$, A distance of 72.56 feet to a point in the north right-of-way of Eastern Boulevard (N.Y.S. Route 5 & U.S. Route 20),
- Thence, 4 - Westerly along aforesaid right-of-way, forming an interior angle of $97^{\circ}-25'-00''$, a distance of 23.33 feet,
- Thence, 5 - Southwesterly along aforesaid right-of-way forming an interior angle of $214^{\circ}-39'-47''$, a distance of 22.72 to the point and place of beginning,

Course 5 forms a closing angle of $47^{\circ}-55'-13''$ with Course 1

Intending to describe a 40.0' wide maintenance easement to Lamar Advertising, #4406 Eastern Boulevard (N.Y.S. Route 5 & U.S. Route 20), Town of Canandaigua,



Surveying Services, Inc.
100 West 10th Street
Buffalo, NY 14203
Phone: 716-835-1442
Fax: 716-835-1441
www.surveying.com

TABLE 1

NO.	DESCRIPTION	DATE
1	REVISION	10/1/00
2	REVISION	10/1/00
3	REVISION	10/1/00
4	REVISION	10/1/00
5	REVISION	10/1/00
6	REVISION	10/1/00
7	REVISION	10/1/00
8	REVISION	10/1/00
9	REVISION	10/1/00
10	REVISION	10/1/00

- NOTES:
1. ALL DIMENSIONS ARE IN FEET AND INCHES.
 2. ALL DIMENSIONS ARE TO THE CENTER OF THE ROAD.
 3. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.
 4. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.
 5. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.
 6. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.
 7. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.
 8. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.
 9. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.
 10. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

LEGEND

1. ALL DIMENSIONS ARE IN FEET AND INCHES.

2. ALL DIMENSIONS ARE TO THE CENTER OF THE ROAD.

3. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

4. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

5. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

6. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

7. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

8. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

9. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

10. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

TABLE 2

NO.	DESCRIPTION	DATE
1	REVISION	10/1/00
2	REVISION	10/1/00
3	REVISION	10/1/00
4	REVISION	10/1/00
5	REVISION	10/1/00
6	REVISION	10/1/00
7	REVISION	10/1/00
8	REVISION	10/1/00
9	REVISION	10/1/00
10	REVISION	10/1/00

TABLE 3

1. ALL DIMENSIONS ARE IN FEET AND INCHES.

2. ALL DIMENSIONS ARE TO THE CENTER OF THE ROAD.

3. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

4. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

5. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

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7. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

8. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

9. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

10. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

TABLE 4

1. ALL DIMENSIONS ARE IN FEET AND INCHES.

2. ALL DIMENSIONS ARE TO THE CENTER OF THE ROAD.

3. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

4. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

5. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

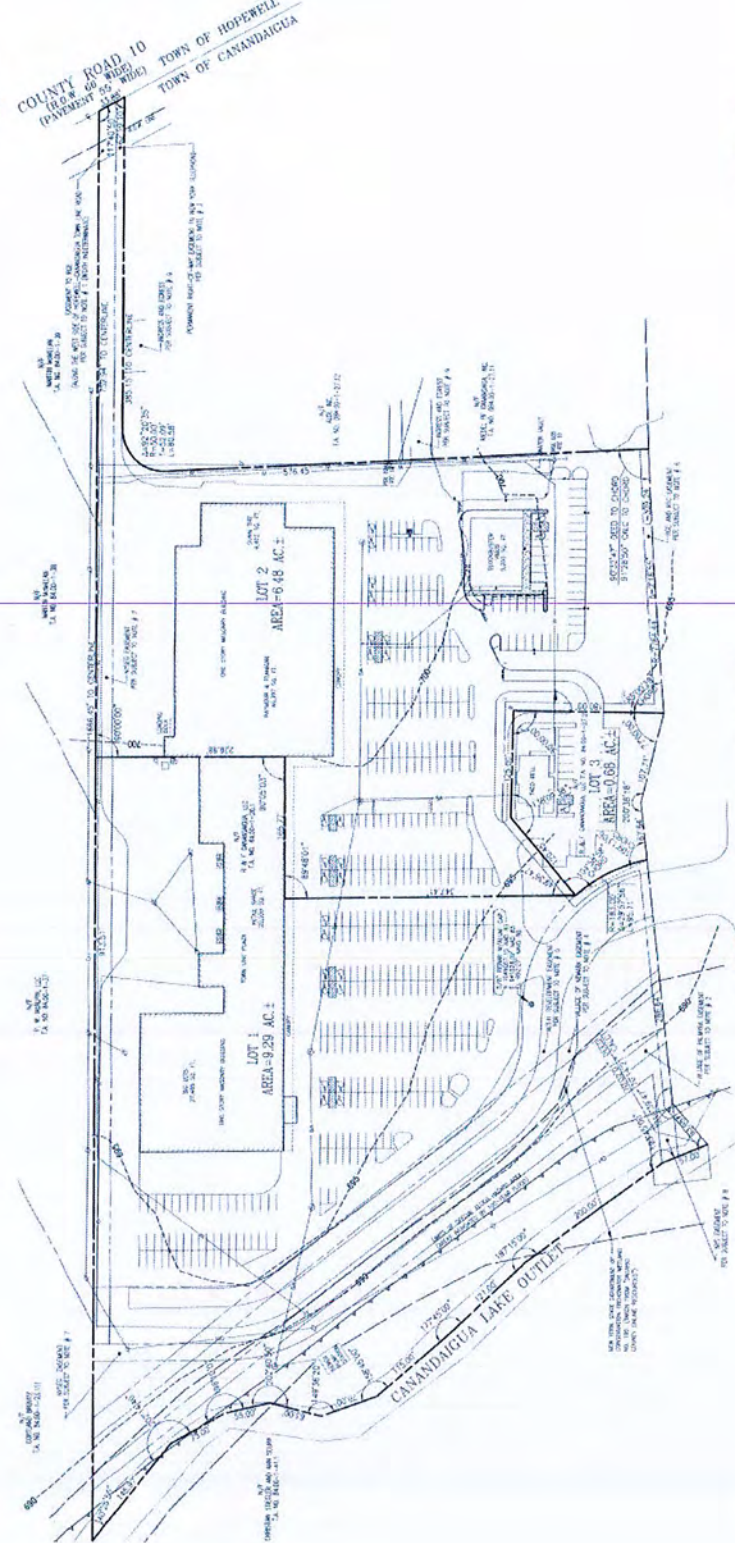
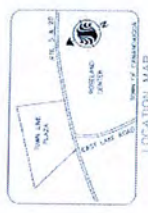
6. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

7. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

8. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

9. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

10. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.



EASTERN BOULEVARD N.Y.S. ROUTES 5 & 20
(R.O.W. WITH VARIATION)
(100' WIDE)

EAST LAKE ROAD

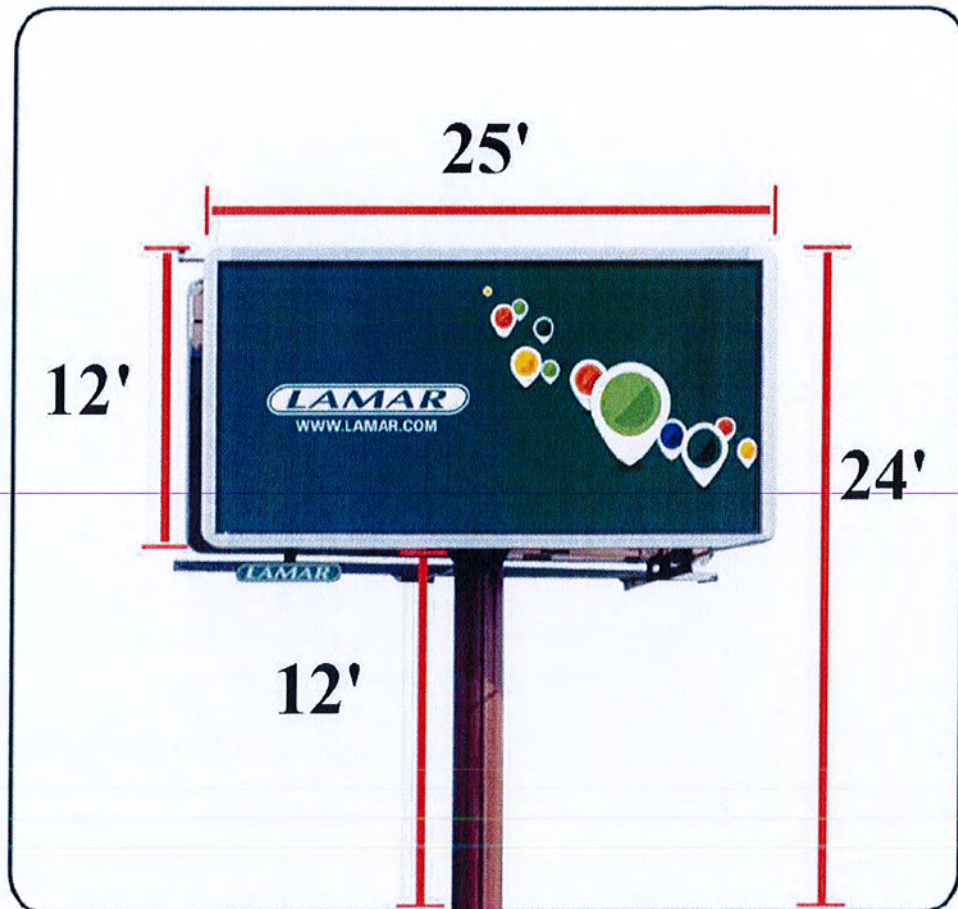
31450

NOTES:

1. ALL DIMENSIONS ARE IN FEET AND INCHES.
2. ALL DIMENSIONS ARE TO THE CENTER OF THE ROAD.
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9. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.
10. ALL DIMENSIONS ARE TO THE CENTER OF THE LOT.

Surveying Services, Inc.
100 West 10th Street
Buffalo, NY 14203
Phone: 716-835-1442
Fax: 716-835-1441
www.surveying.com





New Digital Sign on Routes 5&20

Note: All dimensions are approximate

Town of Canandaigua

SIGN PERMIT APPLICATION (Complete a separate form for each proposed sign.)

SECTION I – APPLICANT / PROPERTY INFORMATION:

- Subject Property** Address: 2241 St. Rt. 332
Subject Property Tax Map Number: 56.00-0-51.100 Zoning District: CC / MU
- Name and address of **Property Owner**: Canandaigua National Bank and Trust
72 S. Main Street Canandaigua, NY 14424
Telephone Number / E-mail Address: 585.393.6119
- Name and Address of **Applicant** if not property owner: Mike Greene - Lamar Advertising
55 Rockwood St. Rochester, NY 14610
Telephone Number / E-mail Address: 585.244.5330 // migreene@lamar.com
- Briefly describe the current structures on and use of the property: Currently there is one single static sign
that is 300 SqFt used for advertising.

SECTION II – EXISTING SIGNS

Describe All Existing Signs on the Property: One Single 300 SqFt static advertising sign

SECTION III – DIMENSIONS FOR PROPOSED SIGN		ZONING OFFICER TO COMPLETE	
DIMENSIONAL DESCRIPTION	APPLICANT TO COMPLETE	Allowed By Code	Variance Needed
Square Footage of Display Area	300 SqFt		
Ground Sign:			
Front Setback (measured from the road right-of-way)	28.76 ft	15 ft	
Left Side Setback	311.69 ft	15 ft	
Right Side Setback	240.64 ft	15 ft	
Height of Proposed Sign (ground to top of supporting structure)	22-25 ft		
Building Sign:			
Existing Building Frontage	n/a		
Height of Proposed Sign	n/a		

SECTION IV – DESCRIPTION DETAILS FOR PROPOSED SIGN

Proposed Wording of Sign: n/a

Type of Installation: X Ground Sign Building Sign Other (Explain)

Material: Plastic Metal Wood X Other

Illumination of Sign: Back – Lit Overhead Ground Lit X Internal
 None (Down Lighting) (Up Lighting)

SECTION V – SITE INFORMATION: Per § 220-80-A: A sketch site plan shall be attached to this permit application showing the following information:

- Location of building, structure, or land to which or upon which the sign is to be erected; and
- Location and setbacks of any existing or proposed ground sign and the location and setbacks of all other signs and/or buildings on the property; and
- Location (drawn to scale not exceeding one inch equals 20 feet) and position of the sign on any buildings or structures, including a depiction of the building front view or elevation; and
- Detailed drawing or blueprint (to a scale not exceeding one inch equals one foot) showing the construction details of the sign, the lettering and/or pictorial matter and color of each, and the position of lighting or other extraneous devices; and
- Identification of all other signs existing on said parcel of land and whether each other sign is conforming or legally nonconforming.

Upon a determination of compliance, a sign permit shall be issued by the Zoning Officer. The applicant shall have 120 days from the date of issuance to install the sign and submit a request for a certificate of sign compliance or the sign permit will expire.

Within five business days of the placement of any approved sign the applicant shall request for a certificate of sign compliance and provide two sets of photographs of the site and the sign to the Development Office. Upon verification of compliance with this chapter and/or previous Town approval(s), the Zoning Officer shall issue a certificate of sign compliance.

Should the Zoning Officer, upon inspection, find the sign not to be in compliance with this chapter or previous Town approval(s), the applicant shall be so notified by certified mail. The applicant shall, within 30 days from the date of the notification letter, correct the cited deficiencies and notify the Zoning Officer of the corrections. In no event shall said thirty day period extend the one-hundred twenty day validation period for the sign permit prescribed within this subsection.

SECTION VI – CONTRACTOR AND INSURANCE INFORMATION:

General Contractor: Hunter Construction

Address: 3555 County Route 4 Fulton, NY 13069

Telephone: 315.380.6889

CONTRACTOR INSURANCE CERTIFICATES REQUIRED: ☐ C-105.2 / U-26.3 and DB-120.1 or ☐ CE-200 / BP-1

Property Owner is responsible for any consultant fees*
(Town Engineer, Town Attorney, etc.) incurred during the application process.

****See Town Clerk for current Fee Schedule***

Please note that the **Property Owner** is responsible for all consultant fees during the review of this application including legal, engineering, or other outside consultants. Applications submitted to the Town of Canandaigua Planning Board will normally receive chargeback fees of at least five hours to ten hours for planning services including intake, project review, resolution preparation, SEQR, and findings of fact. PLEASE NOTE that the number of hours will be SIGNIFICANTLY INCREASED due to incomplete applications, plans lacking detail, or repeated continuations. Subdivision applications and larger commercial or industrial projects traditionally require more hours of engineering, legal, and other consultant review and preparation and will incur higher costs. Applications for new construction may be referred to the Town Engineer for engineering review which may include at least an additional eight to twelve hours of review time. The **Property Owner** will also be responsible for legal fees for applications submitted to the Town of Canandaigua Planning Board, Zoning Board of Appeals, or the Town of Canandaigua Development Office. Fees for engineering and legal expenses traditionally range between one hundred and one hundred fifty dollars per hour. A copy of the Town's annual fee schedule is available upon request from the Development Office or the Town Clerk's Office. The **Property Owner's** signature below indicates that the **Property Owner** understands that the **Property Owner** will be responsible for all outside consultant fees incurred as a result of the submitted application, and consents to these charges. Additionally projects approved by the Town of Canandaigua Planning Board may be required to pay a parks and recreation fee as established by the Town Board (currently \$ 1,000 per unit) if required as part of the conditions of approval.

Canandaigua National Bank and Trust

(property owner)

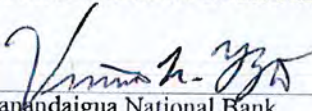
Canandaigua National Bank and Trust

(property owner)

The undersigned represents and agrees as a condition to the issuance of these permits that the development will be accomplished in accordance with the Town Zoning Law, the New York State Uniform Fire Prevention and Building Code, approvals/conditions described on the ZBA / PB decision sheet, and the plans and specifications annexed hereto.

PERMIT CANNOT BE ISSUED WITHOUT PROPERTY OWNER SIGNATURE

Owner's Signature:


Canandaigua National Bank
Vincent K. Yacuzzo, EVP and CFO

Date:

9/8/21

Please DO NOT send payment with this application.

******* FOR OFFICE USE ONLY *******

Proposed signage complies with the Town's Sign regulations.

Yes No

Planning Board and/or Zoning Board of Appeals requirements have been met.

Yes No N/A

Zoning Officer

Date

Permit # _____

Total Permit Fee _____ per sign (Non-Refundable)

"UNAUTHORIZED ALTERATION OR ADDITION TO A SURVEY MAP BEARING A LICENSED LAND SURVEYOR'S SEAL IS A VIOLATION OF SECTION 7208, SUBDIVISION 2, OF THE NEW YORK STATE EDUCATION LAW"

"COPIES FROM THE ORIGINAL OF THIS SURVEY MAP NOT MARKED WITH AN ORIGINAL OF THE LAND SURVEYOR'S INKED SEAL OR HIS EMBOSSED SEAL SHALL NOT BE CONSIDERED A VALID TRUE COPY"

DEED REFERENCE:

DEKOUSKI TO CANANDAIGUA NATIONAL CORPORATION BY DEED FILED JUNE 21, 1990 IN LIBER 898 OF DEEDS AT PAGE 309.

DAVIS TO THE CANANDAIGUA NATIONAL BANK AND TRUST COMPANY BY DEED FILED OCT. 19, 2005 IN LIBER 1150 OF DEEDS AT PAGE 798.

ABSTRACT REFERENCE:

MONROE TITLE INSURANCE CORP., ABSTRACT NO. 19611 LAST DATED AUG. 4, 2005.

- MAP REFERENCES:**
1. NEW YORK STATE DEPARTMENT OF TRANSPORTATION (S.H. NO. 484) CANANDAIGUA-VICTOR ROAD, MAP NO. 133 R-1, PARCEL NO. 168 & 169, FILED FEB. 5, 1999 IN THE ONTARIO COUNTY CLERK'S OFFICE.
 2. NEW YORK STATE DEPARTMENT OF TRANSPORTATION (S.H. NO. 484) CANANDAIGUA-VICTOR ROAD, MAP NO. 132, PARCEL NO. 166 & 167 FILED DEC. 21, 1998 IN THE ONTARIO COUNTY CLERK'S OFFICE.
 3. MAP OF SURVEY PREPARED FOR CANANDAIGUA NATIONAL CORP., BY YEARS BOUNDARY DATED MAY 5, 2004 BEING FILE NO. YB0343.
 4. A MAP OF A SURVEY OF LAND TO BE CONVEYED BY TERRY A. & DEBRA L. DEKOUSKI, BY RONALD H. PHILLIPS, L.S. FILED JUNE 21, 1990 AS ONTARIO COUNTY FILED MAP NO. 18117.
 5. MAP OF SURVEY SHOWING LANDS OF LAWRENCE C. FREERE, BY JOHN R. BOONSTRA, L.S. FILED SEPT. 14, 1992 AS ONTARIO COUNTY FILED MAP NO. 20128.
 6. SUBDIVISION MAP PREPARED FOR LAURENCE C. & CLARA R. FREERE, BY VENEZIA AND ASSOCIATES FILED NOV. 28, 1994 AS ONTARIO COUNTY FILED MAP NO. 21930.
 7. MAP OF SURVEY PREPARED FOR EDWARD E. DAVIS AND CANANDAIGUA NATIONAL CORP., BY YEARS BOUNDARY FILED OCT. 19, 2005 AS ONTARIO COUNTY FILED MAP NO. 29093.

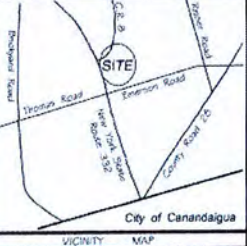
THIS IS TO CERTIFY THAT I AM A LICENSED LAND SURVEYOR AND THAT THIS PLAN WAS COMPLETED ON DEC. 13, 2005 FROM NOTES FROM AN INSTRUMENT SURVEY ON APRIL 13, 2004 AND SEPT. 16, 2005.



SIGNED: JEREMY E. YEARS, L.S. LICENSE NO. 050488

"VERIFICATIONS INDICATED HEREON SIGNIFY THAT THIS SURVEY WAS PREPARED IN ACCORDANCE WITH THE EXISTING CODE OF PRACTICE FOR LAND SURVEYS ADOPTED BY THE NEW YORK STATE ASSOCIATION OF PROFESSIONAL LAND SURVEYORS. SAID CERTIFICATIONS SHALL RUN ONLY TO THE PERSON FOR WHOM THE SURVEY IS PREPARED, AND ON HIS BEHALF TO THE TITLE COMPANY, GOVERNMENTAL AGENCY AND LENDING INSTITUTION LISTED HEREON, AND TO THE ASSIGNEES OF THE LENDING INSTITUTION." "CERTIFICATIONS ARE NOT TRANSFERABLE TO ADDITIONAL INSTITUTIONS OR SUBSEQUENT OWNERS."

CERTIFICATIONS:

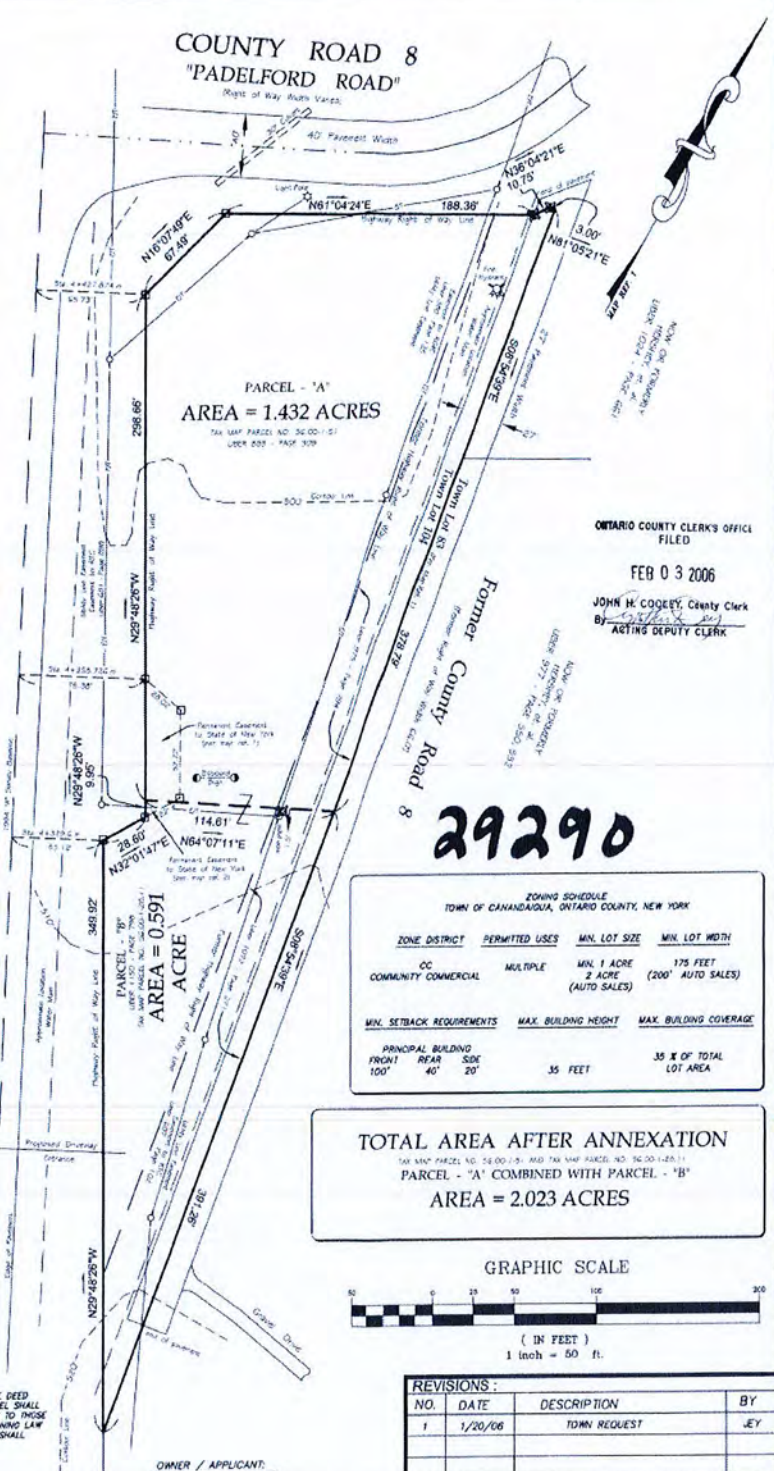


NOTE: CONTOUR LINES SHOWN ON THIS PLAN ARE BASED ON A TOPOGRAPHIC SURVEY PREPARED BY YEARS BOUNDARY BEING FILE NO. YB0914 AND FILE NO. YB0396.

FLOOD ZONE DATA:

PROPERTY IS IN FLOOD ZONE "X" COMMUNITY PANEL NO. 305980005 C EFFECTIVE DATE MARCH 3, 1997

NEW YORK STATE ROUTE 332
"CANANDAIGUA - VICTOR ROAD" (S.H. NO. 484)



ONTARIO COUNTY CLERK'S OFFICE
FILED
FEB 03 2006
JOHN M. COONEY, County Clerk
By: [Signature] ACTING DEPUTY CLERK

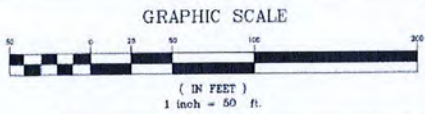
29290

ZONING SCHEDULE
TOWN OF CANANDAIGUA, ONTARIO COUNTY, NEW YORK

ZONE DISTRICT	PERMITTED USES	MIN. LOT SIZE	MIN. LOT WIDTH
CC COMMUNITY COMMERCIAL	MULTIPLE	MIN. 1 ACRE 2 ACRE (AUTO SALES)	175 FEET (200' AUTO SALES)

MIN. SETBACK REQUIREMENTS			MAX. BUILDING HEIGHT	MAX. BUILDING COVERAGE
PRINCIPAL BUILDING	FRONT	REAR	SIDE	35 % OF TOTAL LOT AREA
	100'	40'	20'	35 FEET

TOTAL AREA AFTER ANNEXATION
TAX MAP PARCEL NO. 58.00-1-51 AND TAX MAP PARCEL NO. 56.00-1-28.11
PARCEL - "A" COMBINED WITH PARCEL - "B"
AREA = 2.023 ACRES



REVISIONS:

NO.	DATE	DESCRIPTION	BY
1	1/20/06	TOWN REQUEST	J.E.Y.

OWNER / APPLICANT:
THE CANANDAIGUA NATIONAL BANK AND TRUST COMPANY
72 SOUTH MAIN STREET
CANANDAIGUA, N.Y. 14424

James J. Penwell
PLANNING BOARD CHAIRMAN

YEARS
boundary
LAND SURVEYING SERVICES
JEREMY E. YEARS, L.S.
6110 Grimbale Road, Canandaigua, N.Y. 14424

Phone: 585-393-1962
Fax: 585-393-9832

- LEGEND:**
- IRON PIN OR PIPE END
 - IRON PIN SET
 - DRILL HOLE
 - P.K. NAIL FOUND
 - CONCRETE MONUMENT
 - UTILITY POLE
 - UTILITY LINES
 - PROPERTY LINE
 - CENTERLINE

FINAL ANNEXATION MAP PREPARED FOR
THE CANANDAIGUA NATIONAL BANK
AND TRUST COMPANY
SHOWING LAND IN
TOWN LOT 104
TOWN OF CANANDAIGUA
COUNTY OF ONTARIO STATE OF NEW YORK

SCALE: 1" = 50'
DATE: DEC. 13, 2005

TAX MAP NO.: 58.00-1-51 AND 56.00-1-28.11
FILE NO.: YB 0983

12' x 24' LED board with 15' V.

25' tall overall structure height.

16" x 53" lighted City ID sign mounted on both sides.

Pole cover to be aluminum constructed with textured beige finish.

52" wide x 52" deep. (Extends to 9'-6" wide at top)
Lower 67" to have stone panel system applied with raised top cap.

16" x 53" lighted City ID sign mounted on both sides.

9'-2" x 31'-5" LED board.
Single Sided.

22' tall overall structure height.

16" x 53" lighted Town of... ID sign.
Internally lit with white LED system.

Pole cover to be aluminum constructed with textured beige finish.
52" wide x 52" deep.
(Extends to 9'-6" wide at top)
Lower 67" to have stone panel system applied with raised top cap.

12'-10"

B

8-17-21



ADDRESS
DATE 6-25-21
DRAWING NUMBER 6-25-21

↑
UPTOWN
CANANDAIGUA

1

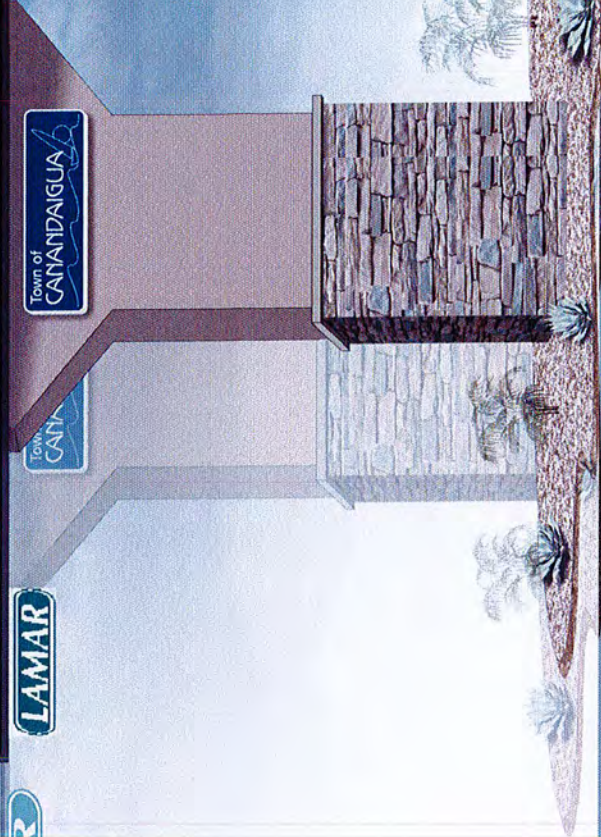
2

LAMAR

LAMAR

Town of
CANANDAIGUA

Town of
CANANDAIGUA



12' x 24' LED board with 15' V.

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16" x 53" lighted City ID sign
mounted on both sides.

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UPTOWN

CANANDAIGUA

LAMAR

Town of
CANANDAIGUA

B

RMG
Outdoor Inc.

ADDRESS _____
DATE 6-25-21
DRAWING NUMBER 6-25-21



22'

16" x 53" lighted City ID sign
mounted on both sides.

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Single Sided.

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12'-10"

↑ UPTOWN

CANANDAIGUA

LAMAR

Town of
CANANDAIGUA

8-17-21

RMG
Outdoor Inc.



Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, NY 14424
(585) 394-1120
Fax (585) 394-9476

Established 1789

January 8, 2009

Certified / Return Receipt Requested

Mr. George Hamlin, President
Canandaigua National Bank & Trust
72 Main Street
Canandaigua, New York 14424

RE: Billboard Sign
Property @ 2241 NYS Route 332
Tax Map # 56.00-1-51.100

Dear Mr. Hamlin:

Billboard signs located within the Town of Canandaigua have been determined to be off-site signs. Off-site signs are not permitted within the Town. In an effort to bring these signs into compliance with the Town's sign regulations, the Town Board requested that all billboard signs located within the Town of Canandaigua be appraised to determine their estimated value.

Chapter 105 Section 902(C)(5) allows the Town to use an appraised value to determine how long the billboard sign can remain on your property. As described in the enclosed evaluation, the billboard sign located on your property referenced above is valued at \$13,000. Using the table described in Chapter 105 Section 902(C)(5), the billboard sign located on your property can remain for 10 years from the date of this letter. This billboard sign shall be removed from your property on / before January 6, 2019.

Should you have any questions, please do not hesitate to contact me.

Sincerely,



Jean Chrisman
Zoning Officer

Enc. (Sign Regulations, Evaluation, Ariel Photo)

c: Lloyd Kinnear, Town Supervisor

- b) Multiple On-site Signs -- Any lawfully erected on-site sign which was first made non-conforming by Local Law No. 4 of 1989 and which continues to be non-conforming under the Town Zoning Law and which has not been designated as either the single building-mounted sign or the single free-standing sign accorded an extended time to continue pursuant to Section 105-902(C)(1), above 3).
- 3) Non-conforming Signs Not Lawfully Erect -- Any sign made non-conforming by this or any prior Local Law which was not lawfully erected shall be considered to be in violation of this Law and subject to removal pursuant to Section 105-913 herein.
- 4) Alteration of Non-Conforming Signs -- Except for maintenance required to keep a sign in good repair, non-conforming signs shall not be altered, rebuilt, enlarged, extended or relocated, unless such action changes a non-conforming sign into a conforming sign.
- 5) Amortization Schedule for the Removal of Off-Site Signs

<u>fair market value on date of notice of removal requirement</u>	<u>years allowed</u>
under \$1,999	3
\$2,000 to \$3,999	4
\$4,000 to \$5,999	6
\$6,000 to \$7,999	7
\$8,000 to \$9,999	9
\$10,000 and over	10

D. Exempt Signs

- 1) Governmental Signs -- The regulations specified herein shall not apply to any sign or directional device erected by any governmental agency to serve a governmental purpose, any identification sign indicating the location of underground utility lines, any posted or preserve signs erected pursuant to the Environmental Conservation Law of the State of New York or any other sign required to be erected by laws of the United States or the State of New York.
- 2) Civic and Community Service Signs -- The regulations specified herein shall not apply to any sign found by the Canandaigua Town Board to be necessary to a civic or community service or otherwise necessary to serve the public interest, provided the findings of such board describe the nature, including size, location, design, illumination and duration, of any such sign found to be necessary.

Section 105-903: Sign Permits and Approvals - General

A. Site Development Permit Required

- 1) Except as provided in sub-section B of this section, a site development permit shall generally be required prior to erecting, altering, rebuilding, enlarging, extending or relocating any sign within the Town of Canandaigua.

Billboard Valuation

Background:

The three firms that dominate the outdoor advertising business are CBS (formerly Viacom) Clear Channel Outdoor and Lamar Advertising Co. All 3 are public companies. Lamar (the largest only pure outdoor advertising firm of the three) trades on Nasdaq under the symbol lamr. These 3 major firms control 85% of outdoor advertising revenue in 2002.

From The Valuation of Billboards by Dwain R. Stoops, MAI SRA and Marvin L. Wolverton, PhD, MAI: "The overarching lesson for real property appraisers is that extreme caution and care must be taken when employing data from company financial statements to develop an income statement, capitalization rate, or gross income multiplier for a single structure, or site valuation, or both. Net operation income (EBITDA) must be allocated according to the opportunity costs of a firm's assets-real property, tangible personal property and intangible assets-in order to parse out net operating income (EBITDA) to a company's sign structure and sites. This will most likely require more detailed information than public financial statements provide and the imputation of rent to most of a firm's assets used in the production process. Similarly, gross income multipliers and capitalization rates will be inaccurate and misleading if gross income, EBITDA, and price data are taken at face value. This is because numerous assets in addition to sign structures and sites are included in plant and company acquisition prices, and EBITDA must be allocated to the opportunity costs of holding these various assets before calculating a capitalization rate applicable to sign structures and sites."

Assumptions: Scope of Work

I have reviewed all 3 types of valuation.

- Cost: Marshall & Swift life expectancy low 8 yrs, Ave 10 yrs, Good 12 yrs, Excellent 14yrs
 - No delineation was made for cost per sign of billboards
 - Lamar – estimate 15 yrs life on its sign
- Sales: in searching the internet I found no sales of single use billboards.
- Income: I wrote and asked for lease, rental information on 4 sites that have billboards in the Town of Canandaigua. I had only 1 written reply – site # 60427, Lamar, on tax map # 84.00-1-41.100. There was a verbal rental on a site on Route 21 which has since been torn down.

Based on limited income information a review of the physical characteristics of each separate billboard I put the estimate of value of each billboard as follows: \$2,000 lease on 1 site, 2 posters @ \$4.05 per square foot.

All billboards are the same standard size

Site #1 84.00-1-26.100

- 2 signs, 247 sq ft apiece on 30 sheet poster (bled)
- Physical dimensions 10.75 ft X 23 ft = 247 sq ft
- Construction – steel I beams for support
- Visibility – excellent
- \$1,200 lease (estimate), superior site
- \$1,200 /10% + \$12,000 per sign

Site #2 84.00-1-41.100

- 2 signs – 1 lease amount of \$2,000 per year
- Construction – treated pole
- Condition – fair
- Visibility – average, line of sight limits exposure time
- \$2,000/10% = \$20,000 for both signs – 1 contract

Site #3 56.00-1-51.100

- 1 sign with night lighting
- Construction – angle iron
- Condition – fair
- Visibility – excellent
- \$1,300 per year (estimate) /10% = \$13,000

Site #4 710.00-1-74.110

- Sign – lease amount verbal at \$800
- Angle iron
- Construction Condition – fair
- Visibility – exposure time poor, line of sight is limited due to tall vegetation
Location of sign and angle of sign
- \$800 /10% = \$8,000

Valuation of Billboard

Tax parcel 56.00-1-51.100

Lamar # 60083

Zoning: CC commercial; Property class 331 vacant w/imp

Location:

Located on the east side of Rt 332 south of Co Rd 28. The sign is approximately 115 ft east of Rt 332 and 337 ft due south of Co Rd 28.

Site:

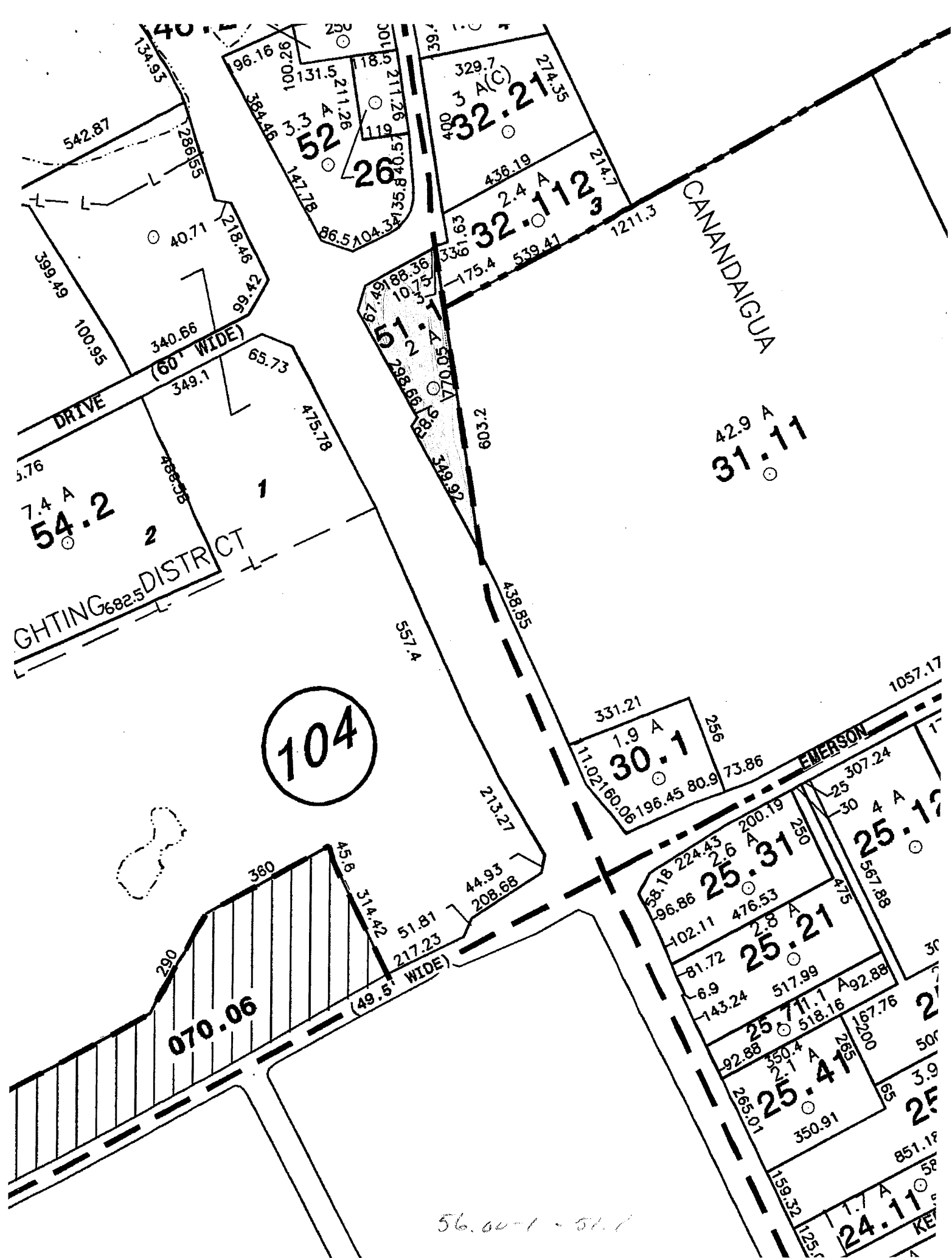
The soils are Kc and have surface standing water at inspection. Access is from a one way road leading to the putting green to the south. The sign has electric service and a halogen light.

Line of sight:

There is excellent visibility from Rt 332. Speed limit is 55 mph. Sight distance of sign is visible from 700 +/- ft of Rt 332.

Physical characteristics of sign:

Sign dimensions are 129 +/- in high and 23 +/- ft wide. The main support is (4) 2 1/2 in bolted angle irons with (4) right angle supports 8 ft from base of sign. There are (2) 3 in X 3 in steel welded angle irons top and bottom that are attached separate to the uprights. A 2 ft X 6 ft plank goes full length. The face of the billboard appears to be a full length canvas stretch with come-a-longs to keep the canvas tight. There is an electric service meter on the corner of the sign. There is also a #3052 NY signs on the bottom right corner of the sign.



☒ PARCELS

☐ HYDROLOGY

☒ NWL_WETLANDS

☒ NYS_WETLANDS

☐ CANADAGUASOILS_N

☒ MAJORCONTOURS

☒ MINORCONTOURS

☒ CURB_STOPS

☒ WATERMANS

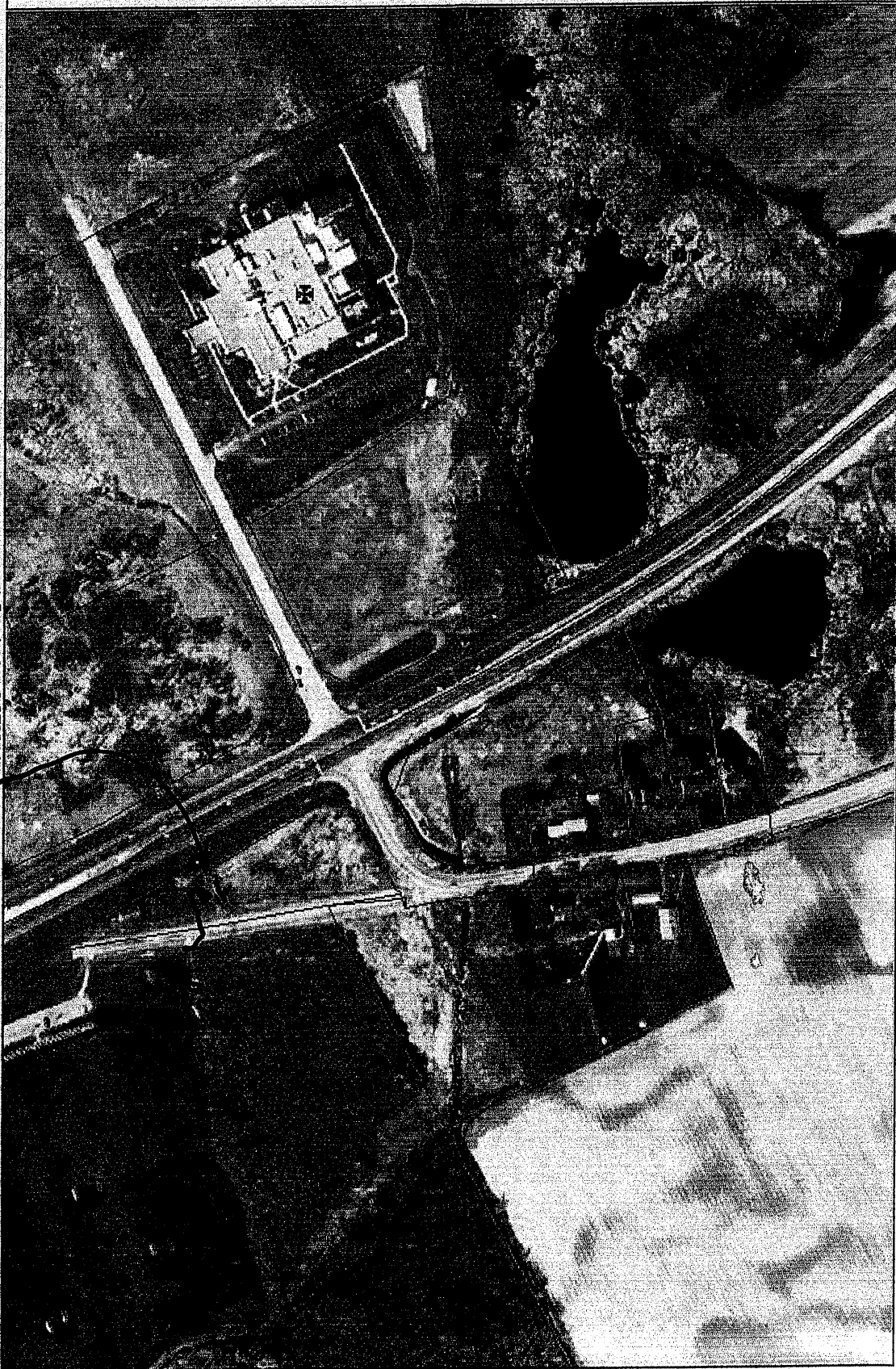
☒ HYDRANTS

☒ GRID

☒ ZONECLIP

☐ CANANDAIGUA1.SID1

☒ CANANDAIGUA2.SID1



One Inch = 0.0599 Miles

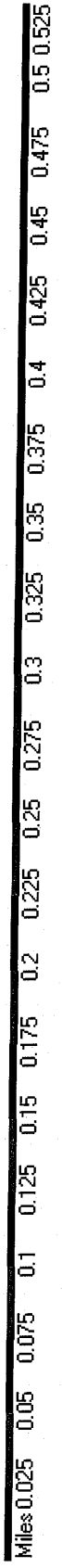
Miles 0.025 0.05 0.075 0.1 0.125 0.15 0.175 0.2 0.225 0.25 0.275 0.3 0.325 0.35 0.375 0.4 0.425 0.45 0.475 0.5 0.525

Bill Board

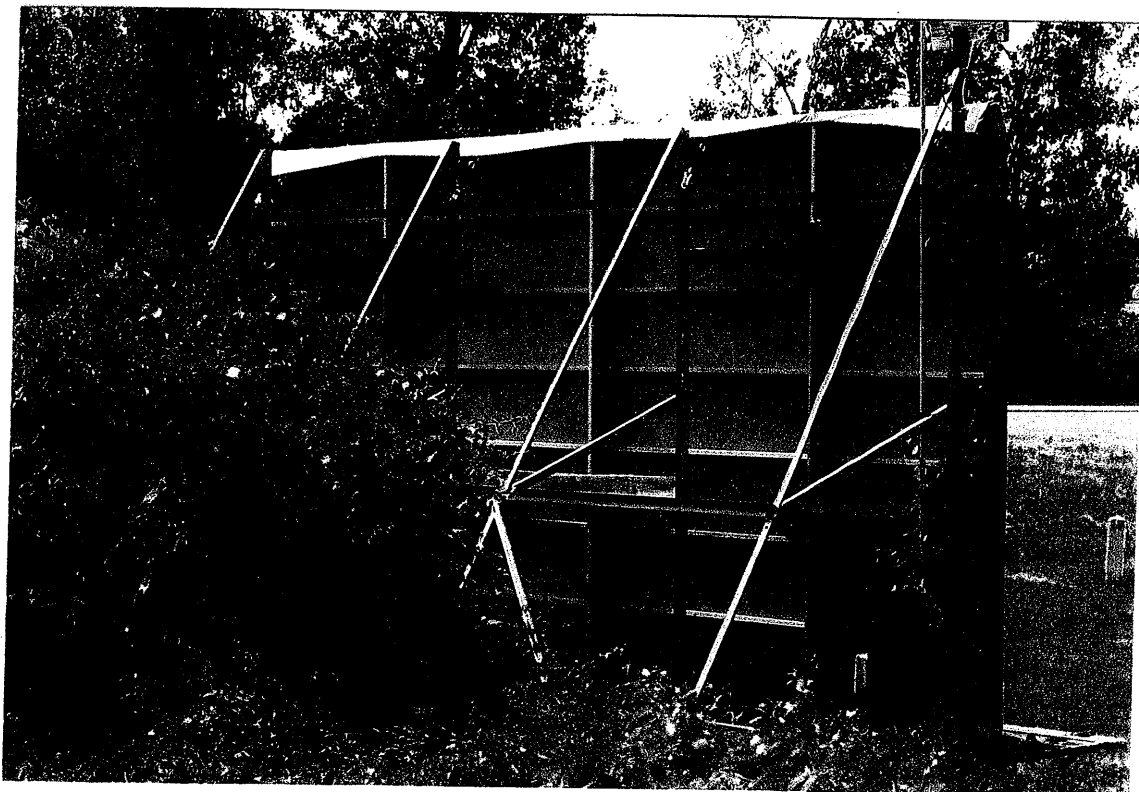
- ☒ PARCELS
- ☐
- ☒ HYDROLOGY
- ☒ NWL_WETLANDS
- ☒ NYS_WETLANDS
- ☒ CANADAGUASOILS_N
- ☒ MAJORCONTOURS
- ☒ MINORCONTOURS
- ☒ CURB_STOPS
- ☒ WATERMANS
- ☒ HYDRANTS
- ☒ GRID
- ☒ ZONECLIP

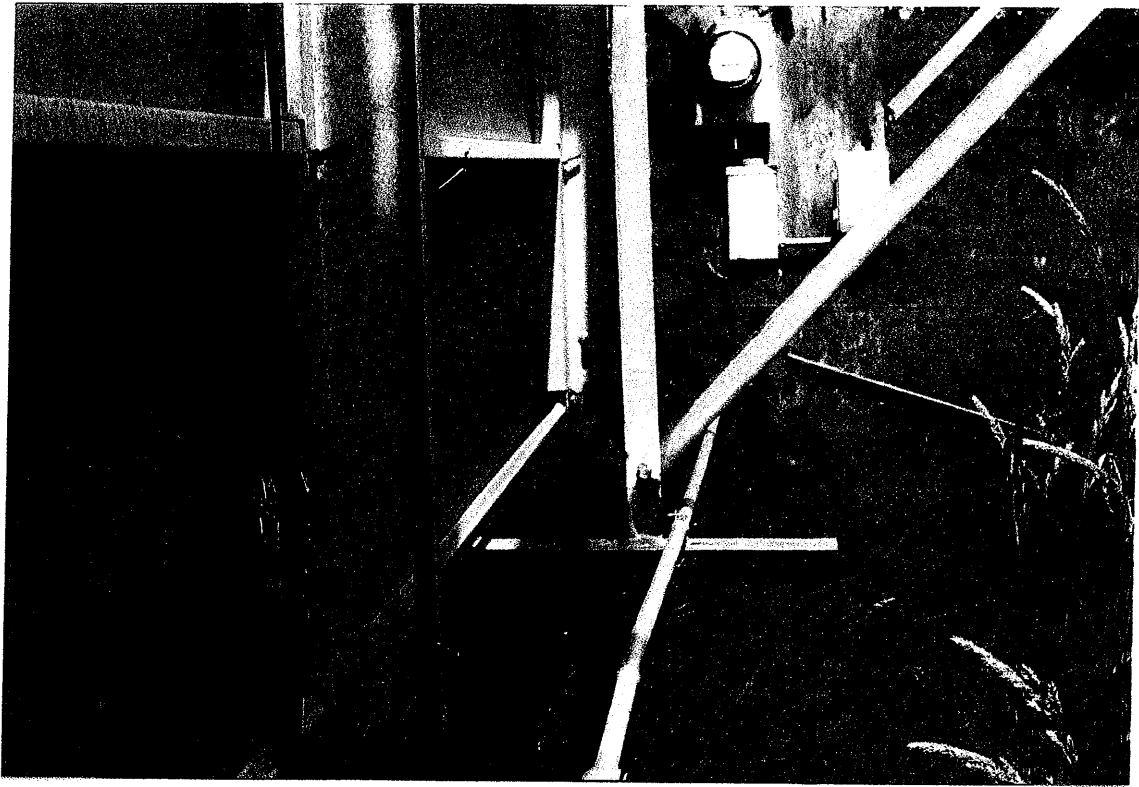


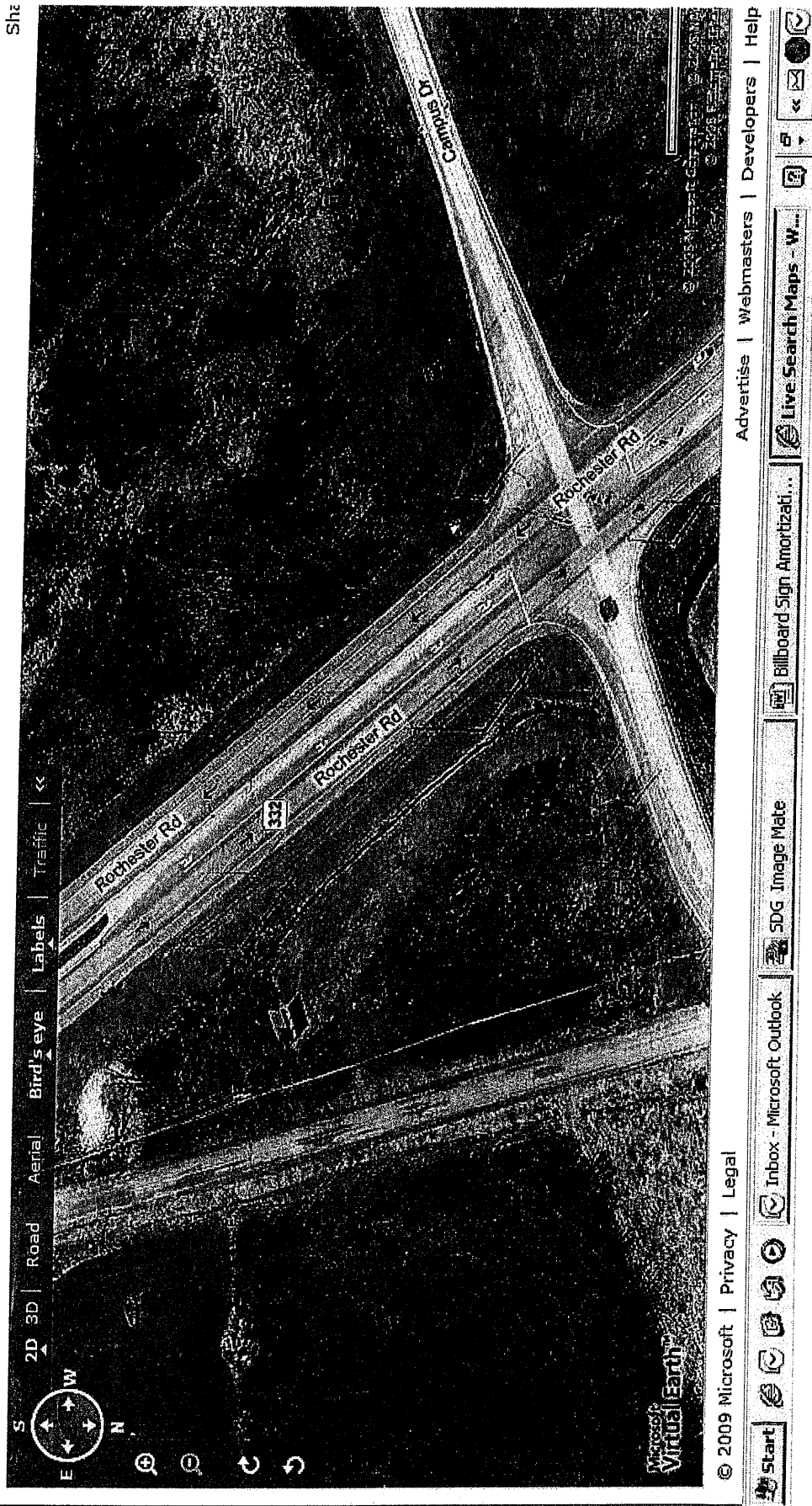
One Inch = 0.0608 Miles



PC - new farm class III wet







Property Description - 2009

Residential

Status: **Active** Roll Section: **Taxable**

SWIS: **322400** TaxMap#: **56.00-1-51.100**

2241 St Rt 332

Zoning Code: **CC** Site: **1**

Neighborhood: **24550**

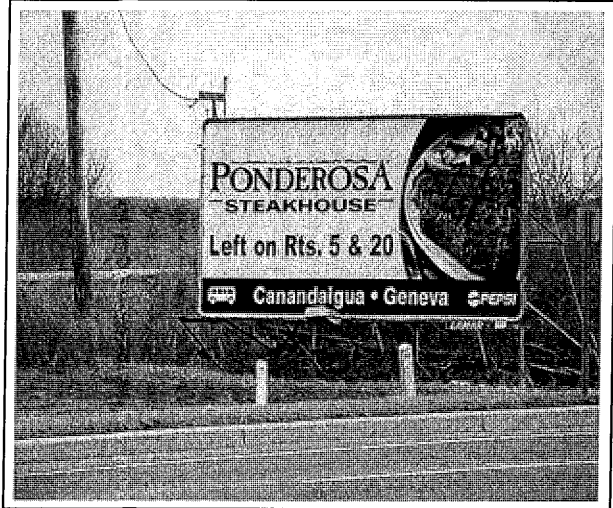
Property Class: **331-Com vac w/imp**

School District

Deed Book: **1,153** Page: **601**

Owner:

Canandaigua Nat. Bank & T
72 Main St
Canandaigua NY 14424



03/16/2004 Billboard 3/04

Structure

Number of Baths: **1**
Number of Bedrooms:
Number of Kitchens:
Number of Fireplaces:
Overall Condition:
Overall Grade:
Porch Type:
Porch Area:
Year Built:
Basement Type:
Base Garage Capacity:
Att Garage Capacity:

Area

Living Area:
First Story Area:
Second Story Area:
Additional Story Area:
Half Story Area:
Three-Quarter Story Area:
Finished Over Garage:
Finished Attic:
Finished Basement:
Finished Rec Room:
Number of Stories:

Utilities

Sewer Type: **Comm/public**
Water Supply: **Comm/public**
Utilities: **Electric**
Heat Type:
Fuel Type:
Central Air: **NO**

Improvements:

Improvement: **MISCELLANEOUS STRUC.**
Grade: **Average**
Condition: **Good**
Size1: **2500** Size2: **Year: 1970**

Last Sale:

No Sale

Land:

Land Type: **Primary**
Acreage: **1**
Land Type: **Residual**
Acreage: **0.4**
Total Acreage: **2**

Assessment:

Land: **65,000**
Total: **90,000**

Taxes:

Taxes **not available or charged**

ATTACHMENT 7

Town of Canandaigua

5440 Route 5 & 20 West
Canandaigua, NY 14424
(585) 394-3300
FAX (585) 394-9476

Established 1789

INVOICE 083021

AUGUST 30, 2021

Bill To

US Pipeline
8100 Washington Ave, Suite 200
Houston, TX 77007

DESCRIPTION	TOTAL
Temporary Repair 8/24/21-8/25/21	\$10,201.05
Final Paving Date TBD	\$10,360.00
TOTAL DUE	\$20,561.05

REMIT TO:

Town of Canandaigua
Attn: Kate Silverstrim-Jensen
5440 Route 5 & 20 W
Canandaigua, NY 14424

THANK YOU!

Brickyard Road Pipeline Replacement
Date TBD

Labor	# of employees	rate/hour	total hours	Subtotal
Employees	7	\$ 50.00	8	\$ 2,800.00

Equipment	Cost/Day
Paver	\$ 500.00
Excavator	\$ 500.00
Roller	\$ 100.00
Truck 1	\$ 300.00
Truck 2	\$ 300.00
Truck 3	\$ 300.00
Subtotal	\$ 2,000.00

Materials	Tons	Cost/Ton	Total
Binder (3")	50	\$ 60.00	\$ 3,000.00
Top Coat (1.5")	40	\$ 64.00	\$ 2,560.00
		Subtotal	\$ 5,560.00

Total \$ 10,360.00**

**Please note that additional charges may apply if more materials or labor are needed.

Additional charges may also apply due to changes in the asphalt index or equipment rental rates.

ATTACHMENT 8

ksilverstrim@townofcanandaigua.org

From: Doug Finch, Town Manager <dfinch@townofcanandaigua.org>
Sent: Tuesday, August 31, 2021 10:39 AM
To: 'Kate Silverstrim'
Subject: FW: Local ARPA Notification: Subsequent Distribution and Allocation

FYI updated

Douglas E. Finch, Town Manager

Town of Canandaigua
5440 Route 5&20W
Canandaigua, NY 14424
Phone: (585)394-1120 ext. 2234

From: dob.sm.localarpa (dob.sm.localarpa@budget.ny.gov) <dob.sm.localarpa@budget.ny.gov>
Sent: Monday, August 23, 2021 3:01 PM
To: dfinch@townofcanandaigua.org
Subject: Local ARPA Notification: Subsequent Distribution and Allocation



ANDREW M. CUOMO
Governor

ROBERT F. MUJICA JR.
Director of the Budget

August 23, 2021

Douglas E. Finch
Town Manager
Town of Canandaigua
5440 Route 5&20W
Canandaigua, NY 14424

Thank you for submitting your request to receive funds from the ARPA Coronavirus Local Fiscal Recovery Fund on behalf of your local government.

The American Rescue Plan Act and United States Department of the Treasury guidelines provide that any "remaining funds" from any "non-responsive" municipalities should be distributed among the responsive municipalities in a "subsequent distribution." In New York State, very few municipalities were non-responsive.

As such, your municipality will receive an additional allocation of **\$4,713.40**. This brings your total allocation to **\$1,159,175.99**. By Summer 2022, this allocation will have been made in the following payment amounts, the first of which you may have already received:

- **First 50% of main allocation (Summer 2021): \$577,231.30**
- **First 50% of additional allocation (Summer 2021): \$2,356.70**
- **Second 50% of main allocation plus second 50% of additional allocation, combined (Summer 2022): \$579,587.99**

As with the initial payment, funds will be disbursed by the Office of the New York State Comptroller (OSC) electronically, using your municipality's existing banking information from the New York State Vendor File. You should have received instructions from OSC about how to confirm and provide any necessary updates/corrections of that information. If your municipality did not receive the initial payment electronically from the State, you should have received instructions from OSC for adding banking information to allow your municipality to receive these payments electronically. If you need further assistance, please contact epayment@osc.ny.gov.

In addition, please be advised of the following:

- **Retain NEU Recipient Number.** You must retain your NEU Recipient Number as an identifying number for the lifecycle of this program, including for reporting purposes. As a reminder, your NEU Recipient Number is: **NY3203**
- **Review Federal Reporting Requirements.** The Federal Government has established usage and reporting requirements for these funds. NEUs should visit the United States Department of Treasury website: <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds/recipient-compliance-and-reporting-responsibilities>
- **Register on SAM.gov.** In order to receive funds your municipality must not be excluded or disqualified from SAM.gov, and for reporting requirements, you will be required to be registered with SAM.gov. If your municipality is not registered, please do so as soon as possible.

Thank you.

ATTACHMENT 9



Professional Services Agreement

The following is a listing of all Professional Services Agreements that Integrated Systems is offering for **Engineering Services and Software Development**. It includes Network and System troubleshooting, programming, end user technical support, cabling and travel. The hours may be used for any combination of services. The larger the time block purchased, the greater the savings per hour. Contract rates cover work performed by any Integrated Systems Engineer at one unit per hour, except for services requiring a Senior Engineer whose hours are billed at 1.3 units per hour; those services include; Server Implementations, Network Design and Engineering, and at client request.

Professional Service Agreement Terms:

Payment in full is due before any project/support is started.

Purchase of Professional Service Agreements are non refundable.

Clients with **PSA** receive priority telephone response time over non-PSA clients.

Banked Unused Time **does not** expire

(average response time: less than 1 hour)

Clients with **PSA** receive priority on-site response time for troubleshooting & technical support over non-PSA clients.

Clients with **PSA** have the option to have updates delivered via modem; mail; or on-site delivery.

Travel time is billed as straight time

Weekend/Overtime hours will be billed at 2 X regular rate

Modem/Phone charges are the responsibility of the client and are always billable.

Engineer's time is billable when:

- Working on additions/updates to programs / integration/ research
- Travel time between office and customer's location
- Time involved in gathering information for projects
- For support covering overnight staff, lodging, meals billed at \$150.00 per day.
- No extra charges for ground travel, flight costs are billed to the customer.

Statements of time spent on this contract are available at the Client's Request

LIMITATION OF WARRANTY LIABILITY: The obligation of Integrated Systems under the warranty is limited to the repair or replacement, at Integrated Systems option, of a non-conforming product, part or component thereof, except consumable accessories, within a reasonable time after notification. The client's remedies are limited to Integrated Systems obligations stated herein, subject to the "EXCLUSIVE REMEDY" set forth in the paragraph below. This warranty extends only to the client. **THIS WARRANTY IS EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS.** Integrated Systems has not made and makes no guarantee or warranty, including implied warranty or merchantability or fitness, that the system, equipment, or services supplied will avert, avoid or prevent the loss of data or information or the consequences therefrom, which the system or service is designed to provide. It is mutually understood and agreed that in executing this Agreement, client is not relying on any advice or advertisement of Integrated Systems. Client agrees that any representation, promise, condition, inducement or warranty, express or implied, including those of merchantability and fitness, not included in writing in this Agreement shall not be binding upon any "party." The client assumes all risk for loss or damage to the client equipment and data files except as specified herein.

EXCLUSIVE REMEDY: Because of the nature of the services rendered and the system as a whole, it is impractical and extremely difficult to fix the actual damages, if any, which may result from failure on the part of



Integrated Systems to perform its responsibilities under this contract. Client does not desire this contract to provide full liability for loss, damage or injury due directly or indirectly to occurrences, or consequences therefrom, which the service or system is designed to deter or avert. In the event Integrated Systems should be found liable for loss, damage or injury due to a failure of the equipment or services provided under this Agreement or the equipment in any respect, its liability shall be limited to \$250.00, as the agreed upon liquidated damages and not as a penalty. Such liquidated damages is the exclusive remedy for any failure of services or equipment, and the provisions of this paragraph shall apply if loss, damage or injury, irrespective of cause or origin, results directly or indirectly to a person or property from the performance or nonperformance of any obligation of Integrated Systems from negligence, active or otherwise, of Integrated Systems, its agents or employees. It is intended and expressly agreed that the purpose of the preceding provisions are to set an upper limit to the amount recoverable by the client and to fix liability of Integrated Systems at a specific sum of \$250.00. If client desires additional liability coverage, it shall be his responsibility to secure it from an insurance carrier or other agency of his choice, at his own expense. The client shall bring no suit against Integrated Systems more than one (1) year after the accrual of the cause of action therefore.

The Client agrees that, during the term of this Agreement and for a period of twenty-four (24) months thereafter, it will not actively solicit an Integrated Systems employee as a candidate or possible candidate for any position with the client or potential client, without first obtaining the written permission of Integrated Systems. Due to the difficulty of assessing damages in the event of a breach of this provision, the parties agree that Client will pay Integrated Systems, upon Integrated Systems written notice to the Client, an amount equal to three times the annual wages of any Integrated Systems employee who is referred by Client in violation of this provision. The Client will also reimburse Integrated Systems for any attorney's fees incurred by Integrated Systems in collecting amounts owed under this provision.

Pursuant to NYS General Municipal Law §103(16) the Town of Canandaigua certifies that this contract was awarded in compliance with the competitive bidding requirements of the State of New York for a professional service and agrees that the terms and conditions of such contract are available for use by other government entities and authorized Purchasers provided that Purchaser enters into a separate independent contract with Contractor, and in said contract Purchaser accepts sole responsibility for any payment due the Contractor for services/material rendered to that Purchaser

Contract	Hours	Rate/Hour	Total Cost	Savings
None		\$ 155.00		None
A	10	\$ 95.00	\$ 950.00	\$ 600.00
B	25	\$ 90.00	\$ 2250.00	\$ 1625.00
C	50	\$ 85.00	\$ 4250.00	\$ 3500.00
D	100+	\$ 75.00	\$ 7500.00+	\$ 8000.00+

Contract Selected: _____



I have read the above terms and conditions of the time contracts. I understand and agree to the above conditions and terms of the contract:

Client: _____
Address: _____
Client Signature: _____ **Date:** _____

Integrated Systems Signature: _____ **Date:** _____

Professional Services (PSA) Contract Summary

Date: 8-20-21			
Client: Town of Canandaigua			
Contract Number: 1281	Start Date	End Date	
Contract Service Dates	4/29/2021	8/20/2021	
	Banked Hours	Cost Per Hour	Value of Contract
Contract Details	94	\$ 75.00	\$ 7,050.00
Rack Value of Banked Hours	100	\$ 165.00	\$ 16,500.00
Total Time Spent with Customer Logged on this Contract	68		
Savings Due to Discounted Hourly Rate of this Contract			\$ 9,450.00
Discounts Extended to Client by Integrated Systems on this Contract			
Value of Discounts Extended to Client on this Contract		\$ 75.00	\$ -
Total Savings to Client over the Period of Contract			\$ 9,450.00
Total Hours Billed to Contract OVER the Contracted Bank of Time			
Total amount due by Client to Integrated Systems			\$ -
Balance - Over to be Billed to Client or Available on new contract	26		
Total Savings to You			\$ 9,450.00

Note : "Total Savings to Client" are a summary of the discounts extended by Integrated Systems (from the actual time spent on your projects), plus the savings provided by the discounted price per hour of the Contract.

Integrated Systems wants you, the client, **to be satisfied** with the value you receive in the services that we extend to you to solve your IT problems. If, for any reason, you are not satisfied with our approach or solution to any issue addressed on this contract, I would encourage you to first address your concerns with your Sales Representative. If you need further resolution, then reach out to the technical services managers, Mike Walker (Data Center Services) at 585-565-3482 or Josh Dawson (Infrastructure Services) at 585-565-3378. If you are still not satisfied that Integrated Systems has remedied your concern(s), you are always welcomed to discuss them with myself (Mark Hamilton) at 585-565-3357.

Contract Reconciliation for _____ has been reviewed with _____
 (Client) Integrated Systems CSA

Contract Time Log and Unit Summary

Contract Number: 1281

(sorted by Contract Number, Time Log Start Date and Time)

Contract Description: 100 Unit PSA Ref. No. INV 18267

Basis: Units Max. Units: 94 Units Remaining: 25.31 Charge/Unit: \$75.00

Contract Information

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	5/25/2021	5/25/2021	5/24/2022	Do Not Bill		\$7,500.00

Time Log Detail

Start Date & Time	Tech	Log Reason	Time	Unit Factor	Units	Apply To Contract	Invoiceable
4/29/2021 8:00AM	JJD	Engineering	1:00	1.30	1.30	Yes	Yes
Comment: Put together all data for heat maps to be created.							
SO No. 35449 Account: Town of Canandaigua, No. 344							

Total Time Log Detail for Start Date: 4/29/2021

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total											
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units										
1:00	1.30	0:00	0.00	1:00	1.30	0:00	0.00	1:00	1.30										
										Start Date & Time		Tech	Log Reason		Time	Unit Factor	Units	Apply To Contract	Invoiceable
										5/5/2021	3:00PM	JJD	Engineering		1:00	1.30	1.30	Yes	Yes
										Comment: Put together information from heat maps for Dave. Also work with dist to get pricing for all equipment. SO No. 35449 Account: Town of Canandaigua, No. 344									

Total Time Log Detail for Start Date: 5/5/2021

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units
1:00	1.30	0:00	0.00	1:00	1.30	0:00	0.00	1:00	1.30
Start Date & Time	Tech	Log Reason	Time	Unit Factor	Units	Apply To Contract	Invoiceable		

Contract Description: 100 Unit PSA Ref. No. INV 18267

Basis: Units Max. Units: 94 Units Remaining: 25.31 Charge/Unit: \$75.00

Contract Information

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	5/25/2021	5/25/2021	5/24/2022	Do Not Bill		\$7,500.00

Time Log Detail

5/13/2021	8:30AM	SC	Data Center	8:00	1.00	8.00	Yes	Yes
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Comment: Drove to site.
Worked with Mark. Went over CyFlare penetration test results spreadsheet. Discussed identified vulnerabilities and how to fix them. Worked from top of list (most critical vulnerabilities) to bottom (scored lowest risk level). Changed default logins on identified printers, stored passwords in Tigerpaw.
Set ID and PIN for System Manager, confirmed it is no longer possible to bypass authentication.
Set password on HP printer. Confirmed no longer able to access device administration without authentication
Called Toshiba support, put in service ticket to find out if we can disable SNMP on their printers and what the effect would be.
Disabled SMBv1 on servers and NASs. Called Buffalo support, asked if we could force the NASs to require SMB signing. They told us to send an email to corporate about it. Discussed with Jean, she does not want us to pursue further.
Looked into disabling RC4 cipher on identified devices.
Checked switch mentioned in report. Switch needs firmware update to support stronger cipher suites.
Added registry keys to disable deprecated versions of TLS on server. Set Canon Clerk printer to prohibit weak encryption methods.
Disabled HTTP (plaintext) access on identified devices, except camera which is controlled by a third party.
Identified device that is using telnet, it is a timeclock at highway.
Restricted access to default IIS page, confirmed browsing to server now shows a 403 error.
Drove from site.

SO No. 35701 Account: Town of Canandaigua, No. 344

Contract Description: 100 Unit PSA Ref. No. INV 18267

Basis: Units Max. Units: 94 Units Remaining: 25.31 Charge/Unit: \$75.00

Contract Information

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	5/25/2021	5/25/2021	5/24/2022	Do Not Bill		\$7,500.00

Time Log Detail

5/13/2021	8:30AM	MAS	Data Center		5:30	1.00	5.50	Yes	Yes
Comment: Worked with Sam. Sam is updating a list to show what was completed. Went over CyFlare penetration test results spreadsheet. Discussed identified vulnerabilities and how to fix them. Worked from top of list (most critical vulnerabilities) to bottom (scored lowest risk level). Changed default logins on identified printers, stored passwords in Tigerpaw. Set ID and PIN for System Manager, confirmed it is no longer possible to bypass authentication. Set password on HP printer. Confirmed no longer able to access device administration without authentication. Called Toshiba support, put in service ticket to find out if we can disable SNMP on their printers and what the effect would be. Disabled SMBv1 on servers and NASs. Called Buffalo support, asked if we could force the NASs to require SMB signing. They told us to send an email to corporate about it. Discussed with Jean, she does not want us to pursue further. Looked into disabling RC4 cipher on identified devices. Checked switch mentioned in report. Switch needs firmware update to support stronger cipher suites. Added registry keys to disable deprecated versions of TLS on server. Disabled HTTP (plaintext) access on identified devices, except camera which is controlled by a third party. Identified device that is using telnet, it is a TimeClock at highway. Restricted access to default IIS page, confirmed browsing to server now shows a 403 error. Still no response from Toshiba support when we left. Still items to address but will need to review list again.									
SO No. 35701 Account: Town of Canandaigua, No. 344									

Total Time Log Detail for Start Date: 5/13/2021

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units
13:30	13.50	0:00	0.00	13:30	13.50	0:00	0.00	13:30	13.50
Start Date & Time	Tech	Log Reason		Time	Unit Factor	Units	Apply To Contract	Invoiceable	

Contract Description: 100 Unit PSA Ref. No. INV 18267

Basis: Units Max. Units: 94 Units Remaining: 25.31 Charge/Unit: \$75.00

Contract Information

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	5/25/2021	5/25/2021	5/24/2022	Do Not Bill		\$7,500.00

Time Log Detail

5/14/2021	1:40PM	SC	DC-Software Applications	2:40	1.00	2.67	Yes	Yes
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Comment: Discussed vulnerability number 4 (information disclosure from AD domain controller) with Jean. Explained that the domain controller is not accessible over the internet, and is only accessible from their internal network. Jean said that she did not want to pursue this further.

Logged onto main highway switch. Backed up configuration. Updated switch firmware, rebooted switch to set newer firmware version to active image. Switch was now using a secure cipher suite for web management sessions.

Rebooted Canon Clerk printer to apply changes prohibiting use of weak encryption.

Called Laserfiche to discuss disabling HTTP OPTIONS method in IIS and how it would impact their program; left a voicemail.

Tracked expired certificate (vuln 17) to MegaRAID storage manager program.

Worked with Mike from Toshiba to disable TLS 1.0 and 1.1 on the Toshiba printers. Mike is going to look into disabling the HTTP OPTIONS method on the printers' embedded web servers and get back to us.

Discussed time clocks with Doug. Time clocks were received through USA Payroll, will need to contact them to see about upgrading the time clock management from telnet to SSH.

SO No. 35701 Account: Town of Canandaigua, No. 344

Total Time Log Detail for Start Date: 5/14/2021

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units
2:40	2.67	0:00	0.00	2:40	2.67	0:00	0.00	2:40	2.67

Start Date & Time	Tech	Log Reason	Time	Unit Factor	Units	Apply To Contract	Invoiceable
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Contract Description: 100 Unit PSA Ref. No. INV 18267

Basis: Units Max. Units: 94 Units Remaining: 25.31 Charge/Unit: \$75.00

Contract Information

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	5/25/2021	5/25/2021	5/24/2022	Do Not Bill		\$7,500.00

Time Log Detail

5/19/2021	1:00PM	SC	DC-Software Applications	1:00	1.00	1.00	Yes	Yes
Comment: Did research into various cipher suite vulnerabilities and how to mitigate them. Vulnerabilities 12-14 on the penetration test report coincide with specific SSL/TLS vulnerabilities and attacks, each with a specific mitigation. Vulnerability 12 is related to the SWEET32 attack. SWEET32 takes advantage of weaknesses in 64 bit block ciphers (3DES, RC2, RC4, IDEA). This can be mitigated by disabling cipher suites that use these ciphers through PowerShell. Vulnerability 13 is the LUCKY13 vulnerability. Cipher suites that use CBC (Cipher Block Chaining) are vulnerability to LUCKY13. This can again be mitigated by disabling these cipher suites in PowerShell. Vulnerability 14 is the BEAST vulnerability. The BEAST attack is mitigated by disabling older versions of TLS (1.0 and 1.1). This was done for the server and Canon printer during previous mitigations. SO No. 35701 Account: Town of Canandaigua, No. 344								
5/19/2021	2:30PM	SC	DC-Software Applications	0:15	1.00	0.25	Yes	Yes
Comment: Spoke with David at Asure Force Support. He said it is not possible to use SSH instead of TELNET on the time clocks, but that TELNET is not normally how the timeclocks are configured. David said that we could block port 23 without affecting time clock operation, and that the timeclocks only need ports 8288 and 8289 open to function. SO No. 35701 Account: Town of Canandaigua, No. 344								

Total Time Log Detail for Start Date: 5/19/2021

Apply To Contract			Not Apply To Contract		Invoiceable		Not Invoiceable		Total		
Time		Units	Time		Units	Time		Units	Time		Units
1:15		1.25	0:00		0.00	1:15		1.25	0:00		0.00
1:15		1.25	0:00		0.00	1:15		1.25	0:00		0.00

Start Date & Time		Tech	Log Reason	Time	Unit Factor	Units	Apply To Contract	Invoiceable
5/20/2021	11:50AM	DN	Data Center	0:25	1.00	0.42	Yes	Yes
Comment: Logged don the server. Got the IP address for the printer. Did a ping to the server. Replied. Logged into printer web interface. Printer showing online. Logged on Michele's computer. Did a ping to the printer. Able to hit the printer. Logged into the printer interface. Went to SNMP settings. SNMP was disabled. Enabled SNMP. Printers showed on line on Michele's computer. Did a test page. Test worked								
SO No. 35701 Account: Town of Canandaigua, No. 344								

Contract Description: 100 Unit PSA Ref. No. INV 18267

Basis: Units Max. Units: 94 Units Remaining: 25.31 Charge/Unit: \$75.00

Contract Information

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	5/25/2021	5/25/2021	5/24/2022	Do Not Bill		\$7,500.00

Time Log Detail

5/20/2021	1:00PM	MAS	Data Center		1:30	1.00	1.50	Yes	Yes
Comment: Contact Toshiba, spoke with Michael Kurz(315-410-1139) an go reported when we turn off SNMP service on copiers the printers go off line. I discussed we just need to change the Community strings for SNMP and needed to know where we need to make the changes in the printer drivers on the shared printers. Two places were changed, one in preferences and one in the port settings. We changed the passwords and updated the driver settings and now printers are online and test printed. Called Jean to advise of the changes and I believe all are using the shares on the server but if they find someone who has the printer installed locally they will need to update the SNMP setting on that device.									
SO No. 35701 Account: Town of Canandaigua, No. 344									
5/20/2021	3:00PM	SC	DC-Network		2:00	1.00	2.00	Yes	Yes
Comment: Spoke to Jean about what disabling SNMP on their printers would do. She decided that she wants SNMP disabled. Disabled SNMP on the devices identified in the vulnerability scan. Also talked to Jean about what I was told by David with Asure Force Support regarding their time clocks. Jean wants to leave the time clocks as is. Discussed how disabling TLS 1.0 and 1.1, insecure cipher suites, and the HTTP OPTIONS method would affect Laserfiche with Jesse at General Code. Created a GPO to push registry keys that disable TLS 1.0 and 1.1. Created another GPO to set computers to only use secure cipher suites. This GPO disables cipher suites that use RC4 (vuln 9), 64-bit block ciphers (vuln 12), CBC mode of encryption (vuln 13), and static key ciphers (vuln 20). Waiting to discuss with Jean before deploying GPOs.									
SO No. 35701 Account: Town of Canandaigua, No. 344									

Total Time Log Detail for Start Date: 5/20/2021

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units
3:55	3.92	0:00	0.00	3:55	3.92	0:00	0.00	3:55	3.92
Start Date & Time	Tech	Log Reason		Time	Unit Factor	Units	Apply To Contract	Invoiceable	

Contract Description: 100 Unit PSA Ref. No. INV 18267

Basis: Units Max. Units: 94 Units Remaining: 25.31 Charge/Unit: \$75.00

Contract Information

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	5/25/2021	5/25/2021	5/24/2022	Do Not Bill		\$7,500.00

Time Log Detail

5/22/2021	10:30AM	SC	DC-Server Management	5:30	1.00	5.50	Yes	Yes
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Comment: Pushed GPOs to disable TLS 1.0 and 1.1 and insecure cipher suites. Received authorization from Jean to use scanning tools to test the fixes. Restarted server and a test workstation. Scanned server, it reported that only TLS 1.2 was available, and reported as not vulnerable to SWEET32, LUCKY13, and BEAST vulnerabilities. Ran tests on workstation, workstation received the same results. Enabled SSH on highway switch. Attempted to change cipher suites on the switch, but the commands for doing so were not available on this model switch. Blocked MegaRAID storage manager on Windows firewall on the server (vulnerability 17). Ran an nmap scan on the server, port showed as filtered. Used sslscan to attempt to connect to the program, was unable to make the connection (as expected). Ran into issue with BAS. NY Clerk program was unable to launch on their workstations. Tested the database connection on one of their computers, received 'SSL error', stating that the client and server could not agree on an algorithm. Re-enabled all cipher suites on both client and server, still received same error. Re-enabled TLS 1.0 and 1.1 on server and workstation, rebooted both to apply changes. Worked with Vicktor from BAS support to allow necessary BAS programs through the firewall on the server. Tested database connection, client and server were able to communicate, and was able to login to BAS. Had Vicktor from BAS put in a support ticket to find out if BAS can be compatible with TLS 1.2. Created a GPO to reactivate TLS 1.0 and 1.1 on domain computers, pushed GPO.

SO No. 35701 Account: Town of Canandaigua, No. 344

Total Time Log Detail for Start Date: 5/22/2021

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units
5:30	5.50	0:00	0.00	5:30	5.50	0:00	0.00	5:30	5.50

Start Date & Time	Tech	Log Reason	Time	Unit Factor	Units	Apply To Contract	Invoiceable
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Contract Description: 100 Unit PSA Ref. No. INV 18267

Basis: Units Max. Units: 94 Units Remaining: 25.31 Charge/Unit: \$75.00

Contract Information

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	5/25/2021	5/25/2021	5/24/2022	Do Not Bill		\$7,500.00

Time Log Detail

5/24/2021	8:50AM	DN	DC-Server Management	0:45	1.00	0.75	Yes	Yes
Comment: Logged on Kates computer. Launched the app. Error message pops up. Program is installed on local on the computer but pointing to the server. Logged on the server. Checked the Encode server. Services were running. Restarted the Incase services. Checked the encase program on the server. When I clicked on Income, screen pops up to update the program then log in screen comes in. Called over to Kate to see if she was able to get to Encode. She is getting the same error. Advised Kate I would reach out to Sam to see if any the security changes that where made affected the Encode program. Reached out to Sam. He said that he turned on windows firewall on Thursday. Logged on the server turned off the windows firewall. Called back over to Kate. Had Kate log into the Encode program. Did update. Kate was able to log in SO No. 35774 Account: Town of Canandaigua, No. 344								
5/24/2021	4:00PM	DN	DC-User Management	0:20	1.00	0.33	Yes	Yes
Comment: Logged on the pop server and set up mail forward from Troy's email to Lindsay email SO No. 35781 Account: Town of Canandaigua, No. 344								

Total Time Log Detail for Start Date: 5/24/2021

Apply To Contract			Not Apply To Contract		Invoiceable		Not Invoiceable		Total		
Time		Units	Time		Units	Time		Units	Time		Units
1:05		1.08	0:00		0.00	1:05		1.08	0:00		0.00
1:05		1.08	0:00		0.00	1:05		1.08	0:00		0.00
Start Date & Time		Tech	Log Reason			Time	Unit Factor	Units	Apply To Contract	Invoiceable	
5/25/2021	3:10PM	SC	DC-Software Applications			0:15	1.00	0.25	Yes	Yes	
			Comment: Called over and got remoted on with Jean. The NY Clerk program was unable to connect. Tested the database connection through the program launcher, program reported an SSL Error; the client and server couldn't agree on an algorithm. Ran a gpupdate /force to apply the GPO for re-enabling TLS 1.0 and 1.1. Restarted Jean's computer. Did another database connection test when the computer came back up. It was successful this time. Had Jean login; she was able to login and use the program.								
			SO No. 35783 Account: Town of Canandaigua, No. 344								

Total Time Log Detail for Start Date: 5/25/2021

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units
0:15	0.25	0:00	0.00	0:15	0.25	0:00	0.00	0:15	0.25
Start Date & Time	Tech	Log Reason			Time	Unit Factor	Units	Apply To Contract	Invoiceable

Contract Description: 100 Unit PSA Ref. No. INV 18267

Basis: Units Max. Units: 94 Units Remaining: 25.31 Charge/Unit: \$75.00

Contract Information

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	5/25/2021	5/25/2021	5/24/2022	Do Not Bill		\$7,500.00

Time Log Detail

5/26/2021	8:50AM	SC	DC-Software Applications	0:25	1.00	0.42	Yes	No
Comment: Called over and got remoted on with Pam. Her mapped drives were showing red lines through them indicating they were disconnected. Clicked on them; the drives were actually connected, and clicking on them removed the red lines. However, Pam was stilling missing her P drive. Ran a gpupdate. Had Pam log out and log back on. Her P drive was now available. Pam also wanted me to look at RPS with her, since she reported having issues connecting to it earlier this week. Pam logged into RPS and was able to connect and use the program without issue. Spoke to Lisa, Lisa said Jean had restarted her computer, and was not having any issues upon reboot. SO No. 35794 Account: Town of Canandaigua, No. 344								

Total Time Log Detail for Start Date: 5/26/2021

Apply To Contract			Not Apply To Contract		Invoiceable		Not Invoiceable		Total		
Time		Units	Time		Units	Time		Units	Time		Units
0:25		0.42	0:00		0.00	0:00		0.00	0:25		0.42
Start Date & Time		Tech	Log Reason			Time	Unit Factor	Units	Apply To Contract	Invoiceable	
5/28/2021	9:00AM	SC	DC-Server Management			6:00	1.00	6.00	Yes	No	
			Comment: Looked at shared folders and file permissions Went over permissions with Jean and implemented the changes she wanted. Created new groups to facilitate the changes: Assessors Read Write BAS Read Write Finance Read Write Human Resources Read Write Reorganized some shared folders, and made new shares to better implement the permissions changes. Per Jean, gave herself, Rebecca, and Lisa modify permissions to each of their personal folders. Created groups OU, placed custom groups into the OU. Created a mapped drives GPO, applied to domain. Went over AD users and group memberships with Jean. Per Jean, disabled Eric Coopers and Samantha Pierce's user accounts. SO No. 35814 Account: Town of Canandaigua, No. 344								
5/28/2021	2:00PM	SC	DC-Software Applications			0:30	1.00	0.50	Yes	No	
			Comment: Worked with Gary from RPS and Chris from Tyler Technologies to determine which executables would need to be let through the firewall on the server. Turned Windows Firewall on. Had Pam try to connect to RPS, she was able to connect. SO No. 35701 Account: Town of Canandaigua, No. 344								

Contract Description: 100 Unit PSA Ref. No. INV 18267

Basis: Units Max. Units: 94 Units Remaining: 25.31 Charge/Unit: \$75.00

Contract Information

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	5/25/2021	5/25/2021	5/24/2022	Do Not Bill		\$7,500.00

Time Log Detail**Total Time Log Detail for Start Date: 5/28/2021**

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units
6:30	6.50	0:00	0.00	0:00	0.00	6:30	6.50	6:30	6.50

Start Date & Time	Tech	Log Reason	Time	Unit Factor	Units	Apply To Contract	Invoiceable
6/2/2021 2:55PM	DN	DC-User Management	0:15	1.00	0.25	Yes	No
		Comment: Called over to Lisa. Logged on the server reset the PW. Lisa was able to log on					
		SO No. 35836 Account: Town of Canandaigua, No. 344					
6/2/2021 4:00PM	SC	DC-Network	0:45	1.00	0.75	Yes	No
		Comment: Called over and spoke to Lisa. Got a number for Nick at the park. Called over to Nick. Had him give me IP configuration information for the Ranger2 computer. Had him ping by IP address and then by hostname, both were successful. Had him get me remoted on. Looked at network configuration. Had Nick go over to the other computer that has been unable to connect. Had him check the Ethernet connection between the computer and the router, had him confirm the Ethernet cable was plugged in securely on both ends. Had Nick run an ipconfig and tell me what he saw, the computer has an APIPA address. Attempted to walk him through setting a static IP address on the machine, but he was unable to as his account does not have administrative privileges. Had Nick check if the computer was on the domain, it was not. Advised Nick that I would attempt to get in contact with Tyler and find out if he has the administrative credentials we can use to configure that computer.					
		SO No. 35837 Account: Town of Canandaigua, No. 344					

Total Time Log Detail for Start Date: 6/2/2021

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units
1:00	1.00	0:00	0.00	0:00	0.00	1:00	1.00	1:00	1.00

Start Date & Time	Tech	Log Reason	Time	Unit Factor	Units	Apply To Contract	Invoiceable
6/3/2021 8:31AM	SK	Managed Subscription Renewal	0:20	1.00	0.33	Yes	No
		Comment: Time to renew Adobe quote#8497					
		SO No. 35846 Account: Town of Canandaigua, No. 344					

Contract Description: 100 Unit PSA Ref. No. INV 18267

Basis: Units Max. Units: 94 Units Remaining: 25.31 Charge/Unit: \$75.00

Contract Information

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	5/25/2021	5/25/2021	5/24/2022	Do Not Bill		\$7,500.00

Time Log Detail**Total Time Log Detail for Start Date: 6/3/2021**

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units
0:20	0.33	0:00	0.00	0:00	0.00	0:20	0.33	0:20	0.33
Start Date & Time	Tech	Log Reason	Time	Unit Factor	Units	Apply To Contract	Invoiceable		
6/8/2021	7:45AM	MAS	Data Center	4:30	1.00	4.50	Yes	No	
		Comment:	Go over list with Jean. Check server and backups as per check list. Update check list for printing for Jean. Work with Tylertech and we ere able to configure firewall exclusion for ports 55100, 55101,55102, 1433. Now we can have the firewall on and the Tyler software works. Update the spreadsheet for the penetration check list with the info for these ports. Reset Shawna B. VPN password and give to Jean.Test Jean's PC for slow connection to BAS. Check network connection and replaced her cat5 cable. Tested connection from anohter network drop and no change. Jean call BAS for support.						
		SO No. 35852	Account: Town of Canandaigua, No. 344						
6/8/2021	1:00PM	MAS	Data Center	3:45	1.00	3.75	Yes	No	
		Comment:	Work with BAS and check Jean's PC and found the shortcut was using the server path for the executable and now BAS opens as expected. Set up 3 new users, Marks, DanN, and SamC for integrated users and give admin rights. as requested. Give Jean rights as admin as requested so she will no longer use the TOCAAdmin user. Updated firmware on both NAS drives and reboot as needed and run restore from each NAS to check operation. Restored file from Veeam back as per check list. Give Jean passwords for the printers https Log on and the snmp user settings. Go over penetration info spreadsheet created with Sam C and discuss items with Jean. All items on the list were addressed and some were not able to be updated as some software is still not able function with TLS1.0 disabled. Put the penetration spreadsheet on Jean's desktop for her review.						
		SO No. 35852	Account: Town of Canandaigua, No. 344						

Total Time Log Detail for Start Date: 6/8/2021

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units
8:15	8.25	0:00	0.00	0:00	0.00	8:15	8.25	8:15	8.25
Start Date & Time	Tech	Log Reason	Time	Unit Factor	Units	Apply To Contract	Invoiceable		

Contract Description: 100 Unit PSA Ref. No. INV 18267

Basis: Units Max. Units: 94 Units Remaining: 25.31 Charge/Unit: \$75.00

Contract Information

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	5/25/2021	5/25/2021	5/24/2022	Do Not Bill		\$7,500.00

Time Log Detail

7/6/2021	10:00AM	DN	DC-User Management	0:20	1.00	0.33	Yes	No
Comment: Logged on Mail server and forwarded rdoyle@townofcanandaigua.org to jchrisman@townofcanandaigua.org and record@townofcanandaigua.org SO No. 36056 Account: Town of Canandaigua, No. 344								

Total Time Log Detail for Start Date: 7/6/2021

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units
0:20	0.33	0:00	0.00	0:00	0.00	0:20	0.33	0:20	0.33
Start Date & Time	Tech	Log Reason	Time	Unit Factor	Units	Apply To Contract	Invoiceable		
7/9/2021	10:05AM	DN	Data Center	1:30	1.00	1.50	Yes	No	
Comment: Logged on the computer. Tried to open Outlook. Gets pop " The set of folders cannot be opened. Errors have been detected in the file " Located the file. File shows corruption. Did a backup of the file. Ran repair on the OST file with Microsoft repair tool. Tried to open the repaired file. Outlook throws up the same message. Tried to run a repair on another OST file with 11 gigs of info. Tried to open the repaired file. Outlook threw up same message Called over to Jim. Let him know that the Outlook OST file was corrupt and would not open. . Advised I could create a new profile in Outlook and get back his messages. Jim was okay with creating a new profile. Created a new profile in Outlook. Emails started coming through. Checked Jim's webmail to see if there were any contacts. Multiple contacts. Export to CSV files. Imported them into Outlook. Called Jim back. Had Jim check Outlook. Outlook was working the way Jim wanted. SO No. 36092 Account: Town of Canandaigua, No. 344									

Total Time Log Detail for Start Date: 7/9/2021

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units
1:30	1.50	0:00	0.00	0:00	0.00	1:30	1.50	1:30	1.50
Start Date & Time	Tech	Log Reason	Time	Unit Factor	Units	Apply To Contract	Invoiceable		

Contract Description: 100 Unit PSA Ref. No. INV 18267

Basis: Units Max. Units: 94 Units Remaining: 25.31 Charge/Unit: \$75.00

Contract Information

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	5/25/2021	5/25/2021	5/24/2022	Do Not Bill		\$7,500.00

Time Log Detail

7/13/2021	7:45AM	MAS	Data Center	5:30	1.00	5.50	Yes	No
Comment: Oniste 8am, talk with Jean and Lisa and go over list. Check server and backups as per check list. Installed Windows updates on server and restated at 12:30pm. Troubleshoot SQLBAK jobs for BAS data as file in backup folder are from last month. Updated folder rights on backup folder and re-run jobs and now current backups in folder. For Pam, work with RPS support Tammy and Jim and assist with replacing RPS.dat file with a backup file provided. Tammy is now able to open RPS and apply updates as needed. Tammy tried the updates last week and they failed and had issues with RPS so they wanted the backup file put in place. Discuss with Pam and Jim from RPS to have Jim confirm RPS photo locations for the database as Pam is considering not using SDG anymore and she needed to confirm image locations and they are on the server. Confirm users could reconnect after reboot and have Jean confirm Laserfiche is working and up to date, we logged in and there are current files from 7/1, when Rebecca last scanned in files. SO No. 36089 Account: Town of Canandaigua, No. 344								
7/13/2021	1:45PM	MAS	Data Center	3:00	1.00	3.00	Yes	No
Comment: For Kate, check default settings on Development Toshiba and set default to print black. Also for Kate, update folder rights for Kate folder on the M drive, added Sarah and Shawna to the rights. Assist Pam with RPS again, after she did a backup of RPS her user was no longer in the database. I advised we call Jim back but Pam said Tammy just updated the users and possibly did not save them. Pam logged in as Tammy and added herself back and now she can log in and she said the data looks up to date. Discuss NAS drives with Jean and advised I will need to move one of the backups going to NAS 4 as it is getting full. I moved Thursday D to NAS3 and test run. Removed the Thursday backup data from NAS4, now shows only 67% full. NAS 3 is about 30% full. Update check list and go over with Jean . SO No. 36089 Account: Town of Canandaigua, No. 344								

Total Time Log Detail for Start Date: 7/13/2021

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units
8:30	8.50	0:00	0.00	0:00	0.00	8:30	8.50	8:30	8.50
Start Date & Time	Tech	Log Reason		Time	Unit Factor	Units	Apply To Contract	Invoiceable	
8/2/2021	11:11AM	SK	Managed Subscription Renewal	0:20	1.00	0.33	Yes	No	
Comment: Managed renewal fee for quote#8741									
SO No. 36231 Account: Town of Canandaigua, No. 344									

Contract Description: 100 Unit PSA Ref. No. INV 18267

Basis: Units Max. Units: 94 Units Remaining: 25.31 Charge/Unit: \$75.00

Contract Information

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	5/25/2021	5/25/2021	5/24/2022	Do Not Bill		\$7,500.00

Time Log Detail

8/2/2021	11:30AM	DN	DC-AV Management	0:20	1.00	0.33	Yes	No
Comment: Logged on to SonicWall portal and activated license for Capture Client and Gateway renewal. SO No. 36231 Account: Town of Canandaigua, No. 344								

Total Time Log Detail for Start Date: 8/2/2021

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units
0:40	0.66	0:00	0.00	0:00	0.00	0:40	0.66	0:40	0.66

				Unit		Apply To	
Start Date & Time	Tech	Log Reason	Time	Factor	Units	Contract	Invoiceable
8/4/2021	8:20AM	SC	DC-Server Management	0:30	1.00	0.50	Yes No

Comment: Called and was able to speak with Jim. Discussed with him about locking down the highway folder on the M drive. Explained to Jim that the goal of tightening the permissions on the highway files and folders was to make them accessible only by users that need those files to do their jobs, and have them not be accessible by users who do not need access to the files. Jim gave me a list of users that needed to have access to the files: Katelyn, Jim Fletcher, Mike Boyce, Mark Scott, Jim Burke, Kate, Lindsay, Chris Jensen, Doug Finch. Created a new group called 'Highway Read Write', added the users Jim specified to the group. Disabled inheritance on the highway folder. Added Highway Read Write group with modify permissions, removed domain users group from the ACL, applied permissions. Tested permissions with effective access tool on subfolders and files to confirm they were applied properly.

SO No. 35814 Account: Town of Canandaigua, No. 344

Total Time Log Detail for Start Date: 8/4/2021

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units
0:30	0.50	0:00	0.00	0:00	0.00	0:30	0.50	0:30	0.50

Start Date & Time	Tech	Log Reason	Time	Unit Factor	Units	Apply To Contract	Invoiceable
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Contract Description: 100 Unit PSA Ref. No. INV 18267

Basis: Units Max. Units: 94 Units Remaining: 25.31 Charge/Unit: \$75.00

Contract Information

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	5/25/2021	5/25/2021	5/24/2022	Do Not Bill		\$7,500.00

Time Log Detail

8/5/2021	9:20AM	SC	DC-Software Applications	0:50	1.00	0.83	Yes	No
Comment: Called over and spoke to Jim. Had him get me remoted on. Jim said that he was unable to open his file explorer. Clicked on the icon in the tray, the file explorer was not opening. Clicked a few times in rapid succession on the icon, and the file explorer opened. Checked for other monitors to see if the file explorer was on another one. Saw that there were 3 monitors detected. Discussed with Jim, he said that he only had two monitors. Had him trace the monitor connections on the back of his computer to confirm there were only two. Jim confirmed that there were only two monitor connections. Opened display settings, attempted to set the third monitor to disconnected, however, this only moved the third monitor to the far right where as it had been on the far left previously. Checked device manager, there were two display adapters, one for the Intel integrated graphics and one for a NVidia GT 730. Pulled up a picture of Jim's computer, and had him identify if there was a graphics card in one of the expansion slots, Jim confirmed there was. Asked Jim if the monitors were plugged into the integrated graphics or the GPU, Jim identified the monitors as being plugged into the integrated graphics. Device manager was showing a driver error for the GT 730 adapter. Checked for driver updates, but Jim already had the latest one. Attempted to open NVidia control panel, but program would not open. Rolled back GT 730 drivers to previous version. After rolling back the drivers, NVida control panel program opened normally, and only two monitors were showing in display settings now. Had Jim plug the monitors into the GPU. Still only two displays were showing after Jim plugged the monitors into the GPU. Rebooted the computer. Confirmed that only two monitors were showing after the reboot.								
SO No. 36256 Account: Town of Canandaigua, No. 344								

Total Time Log Detail for Start Date: 8/5/2021

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units
0:50	0.83	0:00	0.00	0:00	0.00	0:50	0.83	0:50	0.83
Start Date & Time	Tech	Log Reason		Time	Unit Factor	Units	Apply To Contract	Invoiceable	

Contract Description: 100 Unit PSA Ref. No. INV 18267

Basis: Units Max. Units: 94 Units Remaining: 25.31 Charge/Unit: \$75.00

Contract Information

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	5/25/2021	5/25/2021	5/24/2022	Do Not Bill		\$7,500.00

Time Log Detail

8/10/2021	7:45AM	MAS	Data Center	5:00	1.00	5.00	Yes	No
Comment: Oniste 8am, talk with Jean and go over list. Check server for updates and start install windows updates so we can reboot at noon. Check Doug's laptop for intermittent Outlook issues and drive map script pops up when logging in. Check Office 365 for updates and download and install. Check windows updates and installed pending version 21H1 update and rebooted. Also found his laptop was set to sleep in 20min, set to 5 hours. Possible the sleep function is locking up Outlook when left open and it goes to sleep, it may not respond right away. Work with Pam and RPS support (Tammy) and assist Tammy with uninstall process of RPS on Pam's desktop and reinstall new version. Tammy will update other machines as needed. Check backups and backup files as per check list. Reboot server at noon. It came back online about 20min and all service s started and had Lisa cock operation of mapped drives and BAS.								
SO No. 36262 Account: Town of Canandaigua, No. 344								
8/10/2021	1:30PM	MAS	Data Center	3:00	1.00	3.00	Yes	No
Comment: Check Kaitlynn's VPN user and it is not set to expire password. Kaitlynn mentioned her user PW for windows was expiring and she updated it. She is working from home and she logged off and back on again to the VPN and did not get the PW reset prompt. Check email accounts list with Jean and ok to remove Tbloom as it has already been archived. Reset PW for TBennett email and connect and download email and save to a PST file and place in Jean's folder on server. Jean was able to open and view the email. I removed the TBennett account. Checked for files to clean up on server and noticed Pam P. has duplicates of her scan folder. Pam said she will start cleaning them up. Check with Sarah and she is looking for QuickTime software. Could not find it for Windows. I suggested avidimux software and installed with no guarantee it will do what she wants. It may help until they find another solution. Go over check list with Jean and she signed it. Tyler is re-wiring the patch panels in the server area, to prepare for new network switches.								
SO No. 36262 Account: Town of Canandaigua, No. 344								

Total Time Log Detail for Start Date: 8/10/2021

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units
8:00	8.00	0:00	0.00	0:00	0.00	8:00	8.00	8:00	8.00
Start Date & Time	Tech	Log Reason		Time	Unit Factor	Units	Apply To Contract	Invoiceable	

Contract Description: 100 Unit PSA Ref. No. INV 18267

Basis: Units Max. Units: 94 Units Remaining: 25.31 Charge/Unit: \$75.00

Contract Information

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	5/25/2021	5/25/2021	5/24/2022	Do Not Bill		\$7,500.00

Time Log Detail

8/12/2021	11:15AM	MAS	Data Center	0:45	1.00	0.75	Yes	No
Comment: Called Sarah and she logged me in remotely and check emails and setting in Outlook. Tried to see if the email was visible as text or html and appears the email is empty as the source file is empty. Sarah said she thinks it is mostly from CDGA emails but reports some outside emails have done the same thing. Sarah had to leave, called Jean. Checked and found similar issue back in April with Kaitlynn. Jean was able to log into webmail and the emails are not blank. It appears this is an Outlook 365 update issue. Confirm Outlook is up to date, installed update for Sarah and Jean updated hers. They will try and see if it still happens as it is random. May need to revert back or repair Outlook to resolve. Jean said she will call back on Monday to report. SO No. 36293 Account: Town of Canandaigua, No. 344								

Total Time Log Detail for Start Date: 8/12/2021

Apply To Contract			Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units		Time	Units	Time	Units	Time	Units	Time	Units
0:45	0.75		0:00	0.00	0:00	0.00	0:45	0.75	0:45	0.75
Start Date & Time		Tech	Log Reason			Time	Unit Factor	Units	Apply To Contract	Invoiceable
8/17/2021	9:20AM	MAS	DC-User Management			0:20	1.00	0.33	Yes	No
Comment: Called Jean and log in and reset her VPN user password as requested. Confirm user name and give PW to Jean.										
SO No. 36324 Account: Town of Canandaigua, No. 344										

Total Time Log Detail for Start Date: 8/17/2021

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units
0:20	0.33	0:00	0.00	0:00	0.00	0:20	0.33	0:20	0.33

Total Time Log Detail for Contract Number: 1281

Apply To Contract		Not Apply To Contract		Invoiceable		Not Invoiceable		Total	
Time	Units	Time	Units	Time	Units	Time	Units	Time	Units
68:05	68.67	0:00	0.00	30:10	30.77	37:55	37.90	68:05	68.67

ATTACHMENT 10

Town of Canandaigua
2021 Fee Schedule
 (Effective _____, 2021)

No permit or certificate shall be issued, no approval shall be granted, no application shall be considered complete, no park reservation shall be confirmed, and no public hearing shall be scheduled or held until the fees, as established by the Town Board, have been paid in full. Accepted forms of payment are: cash, check, or credit card (Visa, MasterCard, and Discover).

CABIN / PAVILION / LODGE / HALL RENTALS:

- All lakeside cabins will be rented weekly when reservations are made prior to May 1 (Saturday 3pm to Saturday 10am).
- There is a two-night minimum for lakeside cabin rentals made May 1 through October 31.
- Upland cabins can be rented at any time for a two-night stay during the rental season.
- Upland Cabins are available April 15 to October 31
- Lakeside Cabins are available April 1 to October 31
- Onanda Park Parking Fees are in effect Memorial Day Weekend through Labor Day
- King Hall is available April 15 to October 31
- Gorham Lodge, Crouch Hall, Outhouse Park Hall, West Lake Road Schoolhouse Hall, and all pavilions are available year-round
- The cost for a multi-day cabin reservation shall not exceed the cost to rent a cabin for one week.
- All rentals must be paid in full within 1 week of the request along with submittal of a signed reservation form.
- To qualify for Town resident rates, a Town resident must make the reservation and be the primary user.
- Cancellations made a minimum of 2 weeks prior to the arrival date will be eligible for a refund minus a \$50 processing fee. There are no refunds for pavilion cancellations.
- Cancellations made a minimum of 2 weeks prior to the arrival date for one or more cabins related to a multiple cabin reservation, will be eligible for a refund minus a \$50 processing fee for each canceled cabin.

Onanda Park Cabins: Weekly Rentals (2 weeks max)	Town Resident	Non-Resident
<u>Upland Cabins:</u> Litahni, Oawensa, Chowat, Gowana, Chule, Kiniks, Adsila	\$175	\$285
<u>Lakeside Cabins:</u> Anekule (7), Tilipe (5), Hacho (14), Wapoos (11), Wequash (13), and Little House (2)	\$200	\$360
Abode (3)	\$300	\$485
Hayowentha (12)	\$425	\$660
Onanda Park Cabins: Daily Rentals (3pm to 10am)		
<u>Upland Cabins:</u> Litahni, Oawensa, Chowat, Gowana, Chule Kiniks, Adsila	\$55	\$90
<u>Lakeside Cabins:</u> Anekule (7), Tilipe (5), Hacho (14), Wapoos (11), Wequash (13), and Little House (2)	\$70	\$100

Onanda Park Cabins: Weekly Rentals (2 weeks max)	Town Resident	Non-Resident
Abode (3)	\$75	\$115
Hayowentha (12)	\$100	\$165
Onanda Park Cabins: Off-Season Weekly Rates (Lakeside Cabins Only – April 1 to Thursday before Memorial Day Weekend and Tuesday after Labor Day to October 31)		
<u>Lakeside Cabins:</u> Anekule (7), Tilipe (5), Haeho (14), Wapoos (11), Wequash (13), and Little House (2)	\$150	\$310
Abode (3)	\$175	\$360
Hayowentha (12)	\$375	\$610
Onanda Park Cabins: Off-Season Daily Rates (2 Night Minimum) (Lakeside Cabins Only – April 1 to Thursday before Memorial Day Weekend and Tuesday after Labor Day to October 31)		
<u>Lakeside Cabins:</u> Anekule (7), Tilipe (5), Haeho (14), Wapoos (11), Wequash (13), and Little House (2)	\$55	\$85
Abode (3)	\$60	\$100
Hayowentha (12)	\$85	\$150
Onanda Park Parking Fees:		
Season Passes	\$35	\$65
Weekday per Vehicle	\$5	\$5
Weekends and Holidays per Vehicle	\$7	\$7
Daily Walk-In per Person (excluding field trips of schools located in Canandaigua)	\$1	\$1
Water Trail (access from water by non-motorized craft)	\$0	\$0
Gorham Lodge		
Overnight Rental (3pm to 10am)	\$320	\$425
Full Day Rental (9am to 9pm)	\$250	\$325
½ Day Rental (9am to 3pm OR 3pm to 9pm)	\$130	\$175

		Town Resident	Non- Resident
Crouch Hall @ Onanda Park	9am to 9pm	\$150	\$225
King Hall @ Onanda Park	9am to 9pm	\$130	\$200
Pavilions @ Onanda Park (9am – 9pm)	Rotary	\$75	\$110
	Holden	\$55	\$85
	0.12		
	Upland Pavilions (31, 38, or 42)	\$50	\$75
West Lake Road Schoolhouse (9am – 9pm)	Monday Friday	\$25	\$35
	Saturday or Sunday	\$40	\$60
Outhouse Hall	9am to 9pm	\$100	\$150
Outhouse Park Pavilion	9am to 9pm	\$30	\$45
Pierce Park Pavilion #1	9am to 9pm	\$15	\$30
Pierce Park Pavilion #2	9am to 9pm	\$15	\$30
Blue Heron Pavilion	9am to 9pm	\$15	\$30
Credit Card Convenience/Processing Fee		2.75%	2.75%
Cart Fee		15¢	15¢
Book-Your-Site Fee		\$5.00	\$5.00
Facility Alcohol Permit		\$100	\$100
Bench Sponsorship with Engraved Plaque		\$400	\$400

DEVELOPMENT OFFICE:		
Zoning Board of Appeals:	Area Variance, Use Variance, Interpretation (Per Requested Variance)	\$100
Solar:	Small Scale Solar Residential	\$100
	Large Scale Solar Facility (where permitted)	\$5 per kw
Planning Board:		
Special Use Permit Application, Sketch Plan Application		\$100
Lot Line Adjustments (for each existing and proposed lot)		\$100 per lot
Major Subdivision (5 or more lots) – Preliminary Approval		\$1,000 plus \$100 per lot
Major Subdivision (5 or more lots) – Final Approval		\$1,000 plus \$100 per lot
Minor Subdivision (up to and including 4 lots) – Preliminary Approval		\$250 plus \$50 per lot
Minor Subdivision (up to and including 4 lots) – Final Approval		\$250 plus \$50 per lot
Formed Based Code:		
Site Plan Review (Minor – Under 5,000 sf)		\$250
Site Plan Review (Major – 5,000 sf or greater)		\$500
Park and Recreation Fee (per dwelling unit)		\$1,000 per unit
Site Plan / Construction / Building Permits:		
<u>Single-Family (Residential) Dwelling / Manufactured Home (AR1, AR2, R120, R130, RLD, RR3, SCR1)</u>		
Planning Board Site Plan Approval		\$150
Extension of Site Plan Approval		\$100
Construction, expansion or structural alternation, including accessory structures		\$50 plus 20¢ per sq ft (Minimum \$100)
Mechanical improvements		\$50
Annual Short Term Rental Registration		\$100 / Dwelling
Unlisted Permits		\$50
Issuance of Special Use Permit		\$50
Sign Permit		\$150 per sign
Soil Erosion & Sedimentation		\$150
MS4 Acceptance Certificate		\$150
Hot Tub / Pool (Above Ground)		\$100
Hot Tub / Pool (In Ground)		\$150
Hot Tub / Pool Re-Inspection (for each re-inspection)		\$50
Certificate of Compliance (not associated with current building permit)		\$50

Certificate of Pre-Existing Non-Conforming	\$100
Certificate of Non-Conformity	\$100
Open Building Permit Extension	\$100
Release of Stop Work Order	\$100
Park & Recreation (Per Dwelling Unit)	\$1,000 per unit
Consultant Fees	See Town Code Chapter 11

Multiple Family Dwelling (MR, MR281, MH)	
Site Plans – Preliminary Approval	\$250 plus \$50 per dwelling unit
Site Plans – Final Approval	\$250 plus \$50 per dwelling unit
Extension of Site Plan Approval	\$100
New Construction, expansion or structural alternations	\$500 plus 30¢ per sq ft
Mechanical improvements	\$200
Unlisted Permit	\$100
Issuance of Special Use Permit	\$50
Sign Permit	\$150 per sign
Soil Erosion & Sedimentation	\$150
MS4 Acceptance Certificate	\$150
Hot Tub / Pool (Above Ground)	\$100
Hot Tub / Pool (In Ground)	\$150
Hot Tub / Pool Re-Inspection (for each re-inspection)	\$50
Open Building Permit Extension	\$100
Certificate of Compliance (not associated with current building permit)	\$50
Certificate of Pre-Existing Non-Conforming	\$100
Certificate of Non-Conformity	\$100
Release of Stop Work Order	\$100
Park & Recreation (Per Dwelling Unit)	\$1,000 per unit
Consultant Fees	See Town Code Chapter 11
Commercial and Industrial (CC, NC, I, LI, RB1)	
Site Plan Approval – Preliminary	\$250
Site Plan Approval – Final	\$250
Extension of Site Plan Approval	\$100
New Construction, expansion or structural alterations	\$500 plus 30¢ per sq ft
Mechanical improvements	\$500
Interior Renovation / Modification	\$500
Issuance of Special Use Permit	\$50
Soil Erosion and Sedimentation	\$150

MS4 Acceptance Certificate	\$150
Sign Permit	\$250 per sign
Sign Permit – Tenant Identification Sign	\$150 per sign
Fire Safety Re-Inspection	\$100
Unlisted Permits	\$100
Certificate of Compliance (not associated with current building permit)	\$50
Certificate of Pre-Existing Non-Conforming	\$100
Certificate of Non-Conformity	\$100
Open Building Permit Extension	\$100

Release of Stop Work Order	\$100
Park & Recreation Fee	\$1,000 per building
Consultant Fees	See Town Code Chapter 11

¹Categories are defined by the occupancy classifications described in the NYS Uniform Fire Prevention and Building Code. Floor or ground area shall be based on the outside dimensions; living area to include breezeway, mud-room, enclosed porch, attached garage, attic and living area in the basement. This calculation shall apply to both new and/or renovated space.

²See Zoning and/or Code Enforcement Officer for Permit Requirements.

³ “Structural Alteration” includes windows, doors, and load bearing modifications.

⁴ “Mechanical Improvements” include HVAC, electrical, heating and roofs.

WATER DEPARTMENT

Meters for Canandaigua Consolidated & Bristol Water Districts Only:

(The pricing includes tapping of the water main, bronze saddle, corporation stop, curb box valve, curb box, valve box, SS rod, water meter, ERT, and right angle meter valve and inspection of trench)

¾"	\$850
1"	\$925
1.5"	\$1,757
2"	\$2,222
Water meter larger than 2"	Contact Water Superintendent
¾ inch water meter, ERT, right angle meter valve and inspection	\$550
1 inch water meter, ERT, right angle meter valve and inspection	\$600
Meter pits are required when the location of the structure is farther than 500 feet from the road.	
¾" meter pit	\$550
1" meter pit	\$790
Replacement Cost of Water Meter Materials:	
Electronic reading device (ERT)	\$260
¾" water meter replacement	\$90
1" water meter replacement	\$190
1 ½ " water meter replacement	\$725
2" water meter replacement	\$960

Directional Drilling Under A Road: Pipe	Up to 2"	\$1,200
	2" and larger	Contact Water Superintendent
Testing water meter for accuracy		\$50

Hydrant Meter Rental (Includes a water meter and back flow device that will be connected to the hydrant by the Water Department. A \$500 deposit is required. When equipment is returned in working condition, deposit will be refunded). Hydrant meter rentals will be invoiced monthly.	\$50 rental fee/month plus \$4.35 per 1,000 gallons
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Water Charge to Town of East Bloomfield	\$2.62 per 1,000 gallons
Water Charge to the Town of Hopewell, Town of Farmington, and Town of Gorham	\$1.93 per 1,000 gallons

Canandaigua Consolidated District Fees:			
Meter Size	Gallons of Consumption	Minimum Bill \$4.23 per 1,000 Gallons	Additional Cost Per 1,000 Gallons
¾"	0 – 6,000	\$26.10	\$4.35
1"	0 – 10,000	\$43.50	
1 ½"	0 – 16,000	\$69.60	
2"	0 – 30,000	\$130.50	
3"	0 – 50,000	\$217.50	
4"	0 - 80,000	\$348.00	
6"	0 – 160,000	\$696.00	
8" – 12"	0 – 200,000	\$870.00	

Bristol Water District Fees:			
Meter Size	Gallons of Consumption	Minimum Bill \$4.64 per 1,000 Gallons	Additional Cost Per 1,000 Gallons
¾"	0 – 6,000	\$28.56	\$4.76
1"	0 – 10,000	\$47.60	
1 ½"	0 – 16,000	\$76.16	
2"	0 – 30,000	\$142.80	
3"	0 – 50,000	\$238.00	
4"	0 - 80,000	\$380.80	
6"	0 – 160,000	\$761.60	
8" – 12"	0 – 200,000	\$952.00	

Fee Schedule for Town of Canandaigua Water Department to Repair the Water System:		
The purpose of this section is for the setting of fees associated with the Town of Canandaigua Water Department to repair any damage that may occur to the water system by an outside agency. Some examples, including but not limited to, are damage to the water main, water service, curb stop, or meter pit or any other water infrastructure that is in the right of way. The Water Department does not maintain any water infrastructure after the curb stop. The need for repair and the type of repair are at the sole discretion of the Town of Canandaigua Water Superintendent. Additional materials fees may apply. The responsible party will be invoiced according to the following:		
Employees:		
Labor per man hour, straight time		\$ 45.00
Labor per man hour, on overtime		\$ 67.50
Administrative cost, per hour		\$ 80.00
Heavy Equipment:		
Excavator 20 ton, per hour		\$ 150.00
Mini excavator, per hour		\$ 85.00
Dump truck, per hour		\$ 85.00
Water loss, calculated by the Water Superintendent		\$ 5.50 per 1,000 gallons

TRANSFER STATION

Transfer Station Coupons: (Coupons, \$2 each, can be purchased at the Town Clerk's office or at the Transfer Station. The machine at the Transfer Station only accepts 1's, 10's and 20's.)	# of Coupons Required
Furniture:	
Stuffed Chair	2
Couch, Love Seat, Sectional (EACH section)	3
Kitchen Chair, Stool, Office Chair, or Patio Chair	1
Coffee/Side Table, Small Shelf	1
Kitchen Table, Desk, Small Dresser, or Book Case	2
Large Dining Table (w/ leaves), Over-Sized Desk, or Large Dresser	3
Mattress (Twin Size)	2
Mattress (Full or Larger Size)	3
Box Spring (Twin Size)	2
Box Spring (Full or Larger Size)	3
Construction & Demolition Debris:	
9' x 12' Carpet	3
9' x 12' Carpet Padding	2
Bath Tub	2
Toilet, Vanity, or Sink	2
30 Gallon Bag or Garbage Can (unit of measure)	1
55 Gallon Barrel (unit of measure)	2
Wood, Drywall, Vinyl Siding: ½ Bed Pick-Up Load	7
Wood, Drywall, Vinyl Siding: Full Bed Pick-Up Load*	14
Shingles or Tile: ½ Bed Pick-Up Load	9
Shingles or Tile: Full Bed Pick-Up Load*	18
*Additional fees will apply for trailer or oversized truck loads	
Electronics:	
CRT Monitor – 18" or Smaller	7
CRT Monitor 19" – 26"	9
CRT Monitor 27" and Larger	22
Any Wood Console / Projection / Oversized Units	25
Flat Panel TV up to 26"	4
Flat Panel TV 27" and up	9
Transfer Station Permit Placard (2 Year)	Free

TOWN BOARD	
Petition to Amend Official Zoning Map (Mixed Use Overlay Districts)	\$50
Formal Rezoning Process	\$500

TOWN CLERK OFFICE		
Dog Licenses:	Spayed / Neutered	\$20
	Unspayed / Unneutered	\$30
	Replacement Tag	\$3
	Late Fee (if not paid within 30 days of first renewal notice)	\$5
Marriage License (Includes Certificate of Marriage Registration):		
	Active Military	\$17.50
	Non-Military	\$40
Certified Transcript of Marriage (per transcript)		\$10
Birth Certificate (per certificate)		\$10
Death Certificate (per certificate)		\$10
Genealogy Search		\$11 / \$22
Hunting / Fishing Licenses		NYS DEC
FOIL:	8 ½" 11" / 8 ½" x 14" / 8 ½" x 17"	25¢ / page
	Documents in any Disc Format (CD, DVD, etc.)	\$1.25 / disc
	Flash Drive	\$4.50
	Map Charges (larger than 11" x 17")	Per Ontario County Copy Rate
Games of Chance		\$25
Returned Check Fee		\$20
Burial Fees at Academy Cemetery:	Adult Casket	\$500
	Cremation	\$350
	Infant	\$200
Copies	8 ½" 11" or 8 ½" x 14" or 11" x 17"	25¢ / page
Peddler & Soliciting Permit		\$100 / Applicant

History:

Adopted by the Town Board of the Town of Canandaigua 6/6/77. Amended in its entirety by resolution on 11/7/83, 6/11/90, and 5/8/95 except for those fees listed separate under local law. Further amended 4/3/07, 12/18/07, 3/3/09, 4/21/09; 12/15/10; 1/3/11; 2/13/12, 1/28/13, 1/6/14, 4/28/14, 1/5/15, 12/21/15, 5/16/16, 7/18/16, 9/19/16, 1/9/2017, 4/17/17, 5/15/17, 1/8/18, 5/21/18, 8/20/18; 1/7/19, 2/11/2019, 3/18/19, 7/1/19, 8/19/19, 1/6/2020, 3/16/20, 12/21/2020 and April 19, 2021.

ATTACHMENT 11

Licensed by NYS Department of State
License #12000040966



Stacy Britton
SG Security Systems
22 Main St
Bloomfield, NY 14469
585-657-6565 Office
sbritton@sgsecurity.com

ESTIMATE

September 2, 2021

Town of Canandaigua
Town Hall
5440 Route 5 & 20
Canandaigua

Dear Jean,

This estimate is designed to meet the requirements set forth in our conversation. SG Security Systems would agree to provide the following.

Unless Otherwise Stated, This Estimate is Subject to Sales Tax

Project Scope: Remove the Cererus fire control panel, 25 smoke detectors, 8 horn strobes, and 5 strobes. Install a Silent Knight addressable fire alarm control panel, 25 addressable smoke sensors, install addressable modules at all of the heat detectors and pull stations. Replace 8 horn strobes and 5 strobes

- 1 Silent Knight 6700 Addressable Fire Panel
- 25 Addressable Smoke Detector
- 14 Addressable Modules
- 3 Relay bases
- 1 Dual Path Cell
- 1 NAC Power Supply
- Labor, cable, batteries, and miscellaneous material

Estimated cost to replace existing fire panel: \$9978.00

Pricing is good for 30 days.

Monthly Monitoring Service \$ 40.00

SG Security Systems, Inc. will design, furnish, and install the specified equipment to meet all manufacturers specifications. Pricing includes all freight, labor, and miscellaneous installation expenses. SG Security Systems agrees to warranty all parts and labor provided by our technicians for one year.

Warranty:

SG Security Systems Warrants that it will be responsible for any defect in workmanship for a period of one (1) calendar year from the completion of its work. Warranties on material installed shall comply with the manufactures' warranty or one year whichever comes first. SG Security Systems Shall not be held liable for the errors and omissions in design prepared by others. SG Security Systems assumes no responsibility for inadequacies of materials and equipment specified or supplied by Others.

Repairs shall be performed during SG Security Systems normal business hours. After hours, weekend and holiday service are not included in the warranty. SG Security Systems reserves the option to either replace or repair the equipment and reserves the right to substitute materials of equal quality at time of replacement, or to use reconditioned parts of equal value in fulfillment of this warranty. This warranty does not include batteries, door contacts, reprogramming, retraining and damage by acts of God.

Payment:

Invoice for payment by SG Security Systems submitted to **Town of Canandaigua**, shall be made as per proposal terms or due upon receipt. Finance charges of 1.5% will be applied to accounts 15 days past due date. In the event your account is turned over to a collection agency and/or attorney, **Town of Canandaigua**, will be held responsible for any and all collection costs including reasonable attorney fees.

Miscellaneous:

We require that any formal contract, which may follow this bid proposal, contain no deviations from this proposal without our express written authorization. Any changes to this proposal must be in writing and signed by both parties. No verbal changes to this proposal are acceptable. The above prices, specifications, and conditions constitute the scope of SG Security Systems proposal. SG Security Systems may withdraw this proposal if it is not accepted by **Town of Canandaigua**, within thirty-days from the date on page 1 of this proposal. This proposal does not include any permits or inspections unless stated herein.

Acknowledgment by each party of this proposal through your signature below or allowing the start of this project establishes contractual terms and conditions as set forth within the preceding two pages.

As always, SG Security Systems looks forward to working with you and pledges to meet your exact needs.

SG Security Systems_____

Town of Canandaigua

By: Stacy Britton
Stacy Britton

By: _____
Customer Name

Date: September 2, 2021

Date: _____

Estimate #2912

ATTACHMENT 12

Statement of Work/Service Contract

Date	08/23/2021
Client	Town of Canandaigua
Job name	LGRMIF Grant Project
Contact name	Jean Chrisman

Executive Summary

This statement of work summarizes our responsibilities as the conversion services provider. InStream will convert an estimated 79,300 documents and 12,300 maps/plans to digital format and store them in the Towns repository.

Project Information

1. Records to be converted - highway and water department records
2. Mixed sizes of documents from 8 1/2 x 11 to c/d/e size maps in drawers and boxes:
3. Estimated volumes:
4. Highway/water - (19 drawers 41,800 documents - 12 cabinets 11,500 maps)
5. Planning dept. - (25 boxes 37,500 documents - 750 maps included)
6. Indexing for property files and maps: property address and additional fields to be determined by the Town of Canandaigua database
7. Total estimated maps and plans image volume: 12,300
8. Total estimated documents volumes: 79,300

Deliverables

1. InStream will provide pickup and return all originals and digital media.
2. Document preparation: Instream will remove all staples and paperclips and unfold maps, so they are flat in document scanning condition.
3. InStream will return the documents and maps in their original boxes in the order they were received.
4. InStream will convert all maps and documents to 300 dpi multiple page pdf/a files meeting NYS archives imaging production guidelines.
5. Indexing: files will be named by property address and other fields in the towns database. The town to provide import specifications to Laserfiche at the start of the project.
6. All images will be subjected to the InStream rigorous QA process.
7. Requested records located and available within two business hours (8am to 3pm, Monday to Friday) via exclusive InStream's EVault.
8. While in InStream's possession, documents will be stored in an on-premise secure fireproof class a dod vault. All InStream employees are subject to confidentiality agreements.
9. The Actual number of images captured will determine final invoice amounts. Typical completion will vary depending on batch size. InStream can adjust our scheduling to meet your needs.
10. InStream is fully insured.
11. All imaging work will be based on the imaging standards outlined in the NYS archives imaging production guidelines. No offshore labor will be utilized.
12. InStream will only be in possession of 1/3 of the documents at any given time. Pickups and returns will be referred to as a batch.

Schedule

Task	Date
Batch #1 pickup	11/02/2021
Batch #1 return	12/17/2021
Batch #2 pickup	12/17/2021
Batch #2 return	01/31/2022
Batch #3 pickup	01/31/2022
Batch #3 return	03/17/2022
Batch #4 pickup	03/17/2022
Batch #4 return	05/02/2022

Pricing

Qty.	Item	Rate	Cost
12,300	Maps and plans preparation	\$0.10	\$1,230.00
12,300	Maps and plans scanning	\$1.60	\$19,680.00
12,300	Maps and plans QA and indexing	\$0.15	\$1,845.00
79,300	Document preparation	\$0.03	\$2,379.00
79,300	Document scanning	\$0.06	\$4,758.00
79,300	Document QA and indexing	\$0.03	\$2,379.00
Total			\$32,271.00

Acceptance

The client named below verifies that the terms of this statement of work are acceptable. Thus, the parties here are each acting with proper authority by their respective companies.

Print Name

Title

Signature

Date

ATTACHMENT 13

Town of Canandaigua
Policies & Procedures Electronic Migration & Update for Town Clerk's Office
Letter of Agreement with Solara Concepts
9/8/2021

Services to be Provided

Overview: Sally Howard of Solara Concepts will provide consulting and assist the Canandaigua Town Clerk's Office to design an electronic process to retain and regularly review the Policies & Procedures documents, implement a standard template, update existing documents, and add any new Policies & Procedures documents needed. Consulting will include **items listed in the Policies and Procedures Worksheet (.xlsx)**, and any modifications as requested and approved by the client. Sally will be working primarily with **Jean Chrisman and Lisa Record** of TOWN OF CANANDAIGUA on this project.

Timeframe & Scope - Scope Overview:

- See the **Quote worksheet** (ProcedureDirectory_Quote2021Aug31.xlsx)
- **Estimated: \$11,320** total cost for the clickable Procedure Directory, template, updated documents, and training, per the Quote worksheet. (5 hours inventory is already complete.)
- With **Town Clerk input** on procedure changes starting **by Tues, November 16, 2021**, the **initial pilot** to be ready to test no later than **Tues, December 21, 2021**.
- **All documents and training** identified in the Quote spreadsheet will be complete no later than **Tues, June 21, 2022**. An interim goal is to have at least **80%** of the documents complete by Tues, March 22, 2022.
- **Additions: If any additional procedures are identified** and can't be included in the existing budget, I will submit a **request to expand** the scope and the total cost, pending Town Clerk and Town Board approval.
- The estimate assumes **internal support** from **Town staff members to:**
 - Review and clarify the latest, accurate procedures.
 - Assist with documents that require scanning.
 - IT assistance if a VPN remote connection is needed.
- **Complimentary:** Up to **five hours** of complimentary follow-up, additions or updates are available **from July 2022 to December 2022**, to take care of any "loose ends."

Terms

Pricing: The rate for this project period August 2021 to December 2022 is **\$80/hour (non-profit rate)**, rounded to the nearest 15 minutes. **FYI: General pricing** for ad hoc work after December 2022: work is billed at the rate of **\$100/hour if less than 4 hours**. If **four or more hours** are booked in a 30-day period, the rate is **\$80/hour (non-profit rate)**. Work over one hour is rounded to the nearest 15 minutes.

Any Hours and scope will be pre-approved by Jean Chrisman prior to work proceeding. Feel free to approve and add one update or work session at a time (a la carte). These rates are guaranteed through **12/31/2022**.



Payment Terms: Solara Concepts will invoice the customer for the hours completed to date **at least monthly**, submitting the invoice **prior to the next Town Board meeting (typically 3rd Monday)**. Payment in full of the invoiced amount is due in the next eligible check run (within 45 days of invoice).

Cancellation: In the unlikely event that cancellation is needed, either party may cancel this agreement at any time by sending a cancellation notice both by email and phone call. Payment will be due for hours worked up to the time the cancellation notice is received.

Follow-up Help: Questions are welcome and often can be handled quickly via phone or email at no charge, so do not hesitate to contact Sally at Solara Concepts. If questions are frequent or not quick to resolve, Sally will provide a price quotation for the work and wait for authorization prior to additional time being spent.

Data Integrity: A backup of data and design that reside on the server is the responsibility of TOWN OF CANANDAIGUA prior to each work session. The maintenance and integrity (including backups, network security, virus protection, accurate data entry, paper trail of the most critical data, etc.) are the responsibility of TOWN OF CANANDAIGUA. The consulting and programming is provided “as is” to TOWN OF CANANDAIGUA with no implied warranty. Testing by TOWN OF CANANDAIGUA staff will certify that project and application features are working as required.

Quality: Services provided will be performed in accordance with the best practices of the business. All data and information will be handled with care and respect.

Confidentiality: Data and information identified as confidential will be kept confidential.

Copying and Copyrighting: TOWN OF CANANDAIGUA may freely copy and distribute any components of the **documents** designed by Solara Concepts for in-house use as needed. The components of the **documents** that are designed by Solara Concepts may not be copyrighted nor resold outside TOWN OF CANANDAIGUA without a separate agreement between Solara Concepts and TOWN OF CANANDAIGUA.

Certified Women-Owned Business: Solara Concepts is vendor # 20373568, a certified woman-owned business in New York State.

Authorization of this Agreement

I agree to the terms and arrangements described above and approve work to begin. Additional consulting will be defined and approved as needed.

_____ (signature) _____ (date)

Jean Chrisman
Town Clerk / Receiver of Taxes
Town of Canandaigua
<http://www.townofcanandaigua.org/>

Send invoice to:

(Please provide contact information for the person to receive the invoice.)

Preferred Invoice Format:

☒ Emailed PDF document ☐ Paper document, mailed ☐ Faxed document

Name:	Jean Chrisman
Title:	Town Clerk / Receiver of Taxes
Address:	5440 Route 5 & 20 West
City, State, Zip:	Canandaigua, NY 14424
Phone:	(585) 394-1120 x2225
Fax:	(585) 394-9476
Email:	jchrisman@townofcanandaigua.org
Send copy to:	
Notes:	

Thank you for this opportunity to work with you on this data project!

_____	(Signature) _____	(date)
Sally S. Howard	<u>www.SolaraConcepts.com</u>	
Principal	24 Kramer Street	
Solara Concepts	Rochester, New York 14623	
585-507-2112	Solara Concepts Tax ID: 51-0419791	
<u>showard@solaraconcepts.com</u>	NYS WBE Vendor ID: 20373568	

Solara Concepts is a NYS Certified Women-Owned Business Entity (Vendor # 20373568)

ATTACHMENT 14

ATTACHMENT 15

Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

☐ County ☐ City ☒ Town ☐ Village
(Select one:)

of Canandaigua

DRAFT

8/9/2021

Local Law No. _____ of the year 20 21

A local law Amending Chapter 220 creating Section 220-32 titled Form Based Code Zoning District
(Insert Title)

Be it enacted by the Town Board _____ of the
(Name of Legislative Body)

☐ County ☐ City ☒ Town ☐ Village
(Select one:)

of Canandaigua _____ as follows:

See Attachment A

(If additional space is needed, attach pages the same size as this sheet, and number each.)

DRAFT

TOWN OF CANANDAIGUA

LOCAL LAW # ____ of 2021

Attachment A

DRAFT

Be it enacted by the Town of Canandaigua Town Board as follows:

SECTION ONE. Intent. The intent of this Local Law is to incorporate the Uptown Canandaigua Form Based Code into the Town of Canandaigua Town Code, Chapter 220, Article V District Regulations, (§220-32) Section 32, creating a zoning district "Form Based Code Zoning District".

SECTION TWO. All regulations and the identification of properties subject to the Form Based Code Zoning District have been identified in the adopted plan 'Uptown Canandaigua Form Based Code' dated August 2021.

SECTION THREE. If any part or provision of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of the Local Law or the application thereof to other persons or circumstances, and the Town of Canandaigua Town Board hereby declares that it would have passed this Local Law or the remainder thereof had such invalid application or invalid provision been apparent.

SECTION FOUR. All Ordinances, Local Laws and parts thereof inconsistent with this Local Laws and parts thereof inconsistent with this Local Law are hereby repealed.

SECTION FIVE. This Local Law shall take effect immediately upon filing in the office of the Secretary of State in accordance with section twenty-seven of the Municipal Home Rule Law.

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

1. (Final adoption by local legislative body only.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 2021 of the (County)(City)(Town)(Village) of Canandaigua was duly passed by the Town Board _____ on _____ 2021, in accordance with the applicable provisions of law.

2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer*.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ and was deemed duly adopted on _____ 20____, in accordance with the applicable provisions of law.

3. (Final adoption by referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ on _____ 20____.

Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on _____ 20____, in accordance with the applicable provisions of law.

4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ on _____ 20____. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of _____ 20____, in accordance with the applicable provisions of law.

* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

5. (City local law concerning Charter revision proposed by petition.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the City of _____ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on _____ 20____, became operative.

6. (County local law concerning adoption of Charter.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the County of _____ State of New York, having been submitted to the electors at the General Election of November _____ 20____, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph _____ above.

Clerk of the county legislative body, City, Town or Village Clerk or officer designated by local legislative body

Date: _____

(Seal)

DRAFT

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project: Local Law to Incorporate Form Based Code into Town Code			
Project Location (describe, and attach a location map): Town of Canandaigua			
Brief Description of Proposed Action: Adoption of text code amendment that would incorporate the Form Based Code document as a stand-alone code in existing Town Code			
Name of Applicant or Sponsor: Town of Canandaigua, Shawna Bonshak, Planner		Telephone: 585-394-1120	
		E-Mail: sbonshak@townofcanandaigua.org	
Address: 5440 Route 5 & 20 West			
City/PO: Canandaigua		State: NY	Zip Code: 14424
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:		NO <input type="checkbox"/>	YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres b. Total acreage to be physically disturbed? _____ acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, are adjoining or near the proposed action: <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify): <input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations? b. Consistent with the adopted comprehensive plan?	NO <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	N/A <input type="checkbox"/> <input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	NO <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, <div style="margin-left: 20px;"> a. Will storm water discharges flow to adjacent properties? b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? </div> If Yes, briefly describe: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
<p>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p> <p>Applicant/sponsor/name: <u>Town of Canandaigua, Douglas E. Finch</u> Date: _____</p> <p>Signature: _____ Title: <u>Town Manager</u></p>		

Project:

Date:

Short Environmental Assessment Form

Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Project:

Date:

Short Environmental Assessment Form

Part 3 Determination of Significance

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

- ☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- ☒ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Town Board

September 20, 2021

Name of Lead Agency

Date

Douglas E. Finch

Town Manager

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)

PRINT FORM

ONTARIO COUNTY PLANNING BOARD

Referrals for Review at the: **Coordinated Review Committee Meeting – Cancelled**
County Planning Board Meeting – August 11, 2021 at 7:00pm @ 20 Ontario Street
 Telephone: 585-396-4455

This document will serve as the **Official Notice of Findings and Decision** for the applications submitted for review at the August 11, 2021 County Planning Board meeting. This document includes voting record for those August referrals not subject to final local action by the time of the September 8 2020 CPB meeting. Staff comments on other referrals is included in the April 2020 referral list and staff comments document.

Referral No	Municipality	Referring Board	Applicant	Application Type	Class	Page
154 - 2021	Town of Canandaigua	Town Board	Town of Canandaigua	Text Amendment	2	1
157 - 2021	Town of Canandaigua	Town Board	Town of Canandaigua	Text Amendment	2	
161 - 2021	Town of Victor	Zoning Board of Appeals	770 Canning Parkway LLC	Area Variance	1	
162 - 2021	Town of Victor	Town Board	Town of Victor	Map Amendment	2	
163 - 2021	Town of Farmington	Planning Board	Loomis Road Industrial Park LLC	Special Use Permit	1	
164 - 2021	Town of Farmington	Planning Board	Gerstner Medical	Site Plan	1	
169 - 2021	Town of Victor	Planning Board	Victor Health and Wellness Plaza	Site Plan	1	

155-2021 to extend a moratorium on solar energy facilities in the Town of Farmington was a late referral on the July agenda and it not carried over.

154 - 2021	Town of Canandaigua Town Board	Class: 2
Referral Type:	Text Amendment	
Applicant:	Town of Canandaigua	
Brief Description:	Text amendment to apply form based regulations instead of use based zoning regulations to land in the SR 332 corridor between Campus Drive and North Street/North Road including lands fronting cross streets, and both sides of Sommers Drive, Firehall Road, Parkside Drive, and Macedon Road/CR 28 in the Town of Canandaigua. https://www.co.ontario.ny.us/DocumentCenter/View/29768/154-2021-2nd-try-Uptown_Draft-FBC_62021	

The form-based code regulations implement the intent of the Uptown Canandaigua Plan to allow and encourage site design that supports a pedestrian and bicycle friendly environment with area workplaces, stores, and services easily accessible from area multi-family residential uses. The regulations allow 85 percent lot coverage and require buildings to occupy 70 percent of street frontage with parking to side and rear. The regulations continue to involve the Town Board in reviewing many area site plans and introduces administrative sign review.

Comments

1. A zoning map amendment and referral will be needed. The map amendment should address changes to the base zoning districts and any related changes to the Mixed-Use Overlay District.
2. How will form based code be incorporated into existing code? What other code deletions/revisions/cross references are needed to incorporate the form-based regulations?
3. Do the provisions of section I J Nonconformities and K Nuisances (vibration, noise, smoke, odor, dust, gas etc.) suggest edits that should be made to existing regulations and performance standards or different rules that apply only to land in form based code district? It would be confusing for the public and the CEO to have 2 sets of standards related to these topics .
4. II C1a on p. 15 and D1a on p. 19 cross reference another location when the relevant information is also provided at the top of the page, other than the cross reference, the application checklist appears to include the same language and content. This type of redundancy requires readers to unnecessarily check cross references and can easily lead to code inconsistencies if such

standards are changed. For example, the page break at bottom of page 16 appears to have restarted subsection numbering with i rather than continuing with xii.

5. Do the provisions of section II C 3 suggest edits that should be made to existing site plan application checklist or different site plan submission list specific to form based districts? It would be confusing for the public and the CEO to have 2 sets of such standards. If not already required by existing site plan application requirements, the Town Board should require applications to include information on fill volume as well as location and location of driveways on both sides of the road within 500' of the property under review. Additional requirement for information on location, height, light output, color, and shielding of outdoor lighting would also be desirable.
6. Are the variance procedures outlined in subsection II E intended as edits to the existing variance procedures? It would be confusing for the public and the CEO to have 2 sets of variance procedures in the code.
7. Section II F. may more accurately be labeled administrative sign review. Is the intention to apply administrative sign review generally or just in the form base code district?
8. In Section III definition of accessory structure excludes buildings while definition of structure includes buildings.
9. Section III Terms provides definitions, some with standards and IV Rules for all Subareas defines terms and includes standards, some with images. In some cases, the definitions in Section III and IV differ (see Building, coverage re decks; building height; lot frontage). Both sections also mix definitions and standards (see build-to-zone). Furthermore, the Town of Canandaigua code consolidates most definitions in Article 1 Section II. It will be confusing for public and CEO if there are 2 locations with conflicting definitions for common zoning terms.
10. Should signs be added to list of accessory uses?
11. Commercial outdoor storage definition would apply to storage on a residential lot.
12. Definitions that refer to people such as Applicant should be gender neutral.
13. It seems retail curb-side pick-up is here to stay. See CPB referral 143-2021 from July regarding relocation and expansion of Target Drive-up/Pick-up area. Canandaigua may want to establish standards for drive-up/pick-up of retail goods.
14. Consider including measurement standards and illumination threshold for light pollution/light trespass.
15. Consider how definition of lot depth applies to corner lots and whether a corner lot has 2 front lot lines, or 1 front lot line and 1 side street lot line given language elsewhere that a corner lot requires 2 front yards.
16. Clarify whether open space is intended to include or exclude stormwater management facilities.
17. Why is definition of parcel only based on metes and bounds not subdivision plan?
18. The form-based code definition of Plan Approval, Site indicates such approval is not a final approval. The site plan review procedures in section II D.6, however, refer to the Planning Board's initial review as findings that shall be submitted in a report to the Town Board and authorize the Town Board to send the Site Plan back to the Planning Board for review and approval, presumably final or perhaps the term defined and used should be Plan approval, preliminary site
19. In definition of setback, street line is not defined elsewhere, Lot Line, Front or Lot Line, Street are defined terms.
20. In definition of sign, monument sign is not a defined term; ground sign is a defined term. Use defined term in Section IV D.
21. Sign, Window definition excludes any window signage facing a parking area and not a public street.
22. Are both business identification and tenant identification definitions needed? Also, business advertising sign not a defined term.
23. Are both development identification and multi-use development identification definitions needed?
24. The required clear height is 7' for awnings in section IV B. building standards p. 41, 10' for projecting signs in section IV D sign standards p. 57, and 9' for balconies in IV B p. 42. Should these all be the same?
25. C. 1 on p. 43 - image standard for parking along less than 30% of lot frontage may be confusing since Lot frontage is defined with regard to minimum building frontage.
26. E. on p 44 includes 9'x18' dimensions for parking spaces however the definition on p. 30 requires parking space to have 200 SF. The standards in C.1.B indicates massing of parking room should be less than 50 spaces, however image on p. 44 shows "rooms" of 20 or 54 parking spaces.
27. Image on P. 44 has a secondary street label though this term is not defined. It would also be helpful to show building entrances and the pedestrian routes from streets and parking to entrance(s). The pedestrian routes identified in red are also vehicle circulation routes.

28. Landscaping standards on p. 46 don't include minimum width of tree lawn or minimum size of tree grate, perhaps 750 CF of soil is intended to cover this, but that is a cumbersome standard to enforce.
29. Lighting standards on p. 50 establish standard for light trespass onto public roads but not adjacent uses. Consider using defined term light pollution or change defined term.
30. Outdoor amenity space on p. 53 is inconsistent regarding whether such space must be publicly accessible. Also consider moving table to text column since it is a standard.
31. Drive-through standards on p.55 limit vehicle light fixtures to 16' in height and require max fixture height of 10' in pedestrian areas. Lighting standards for parking and pedestrian areas on p. 51 limits parking area lights to 20' and pedestrian area lights to 15'. Consider using same standards in both locations.
32. Consider adding awning/ valance clearance height to image on p. 57 and coordinate with clear heights for awnings, signs, and balconies in Section IV B on p. 41-42.
33. If projecting sign maximum projection is 18" and max sign area is 15 SF that would lead to two sided signs 5' tall.
34. Maximum height of projecting sign is variously listed as 2nd story or 20' on p. 57.
35. Non-Commercial speech signs are listed as needing to confirm to the requirements of this article and as exempt on p. 61.
36. Directional signs are discussed in subsection 4 E on p. 61 not in subsection 5. Do Temporary or Real Estate signs need to comply with sign regulations of IV D or are they intended as subsection K. under 4. Exempt signs?
37. P. 69 and p. 75 Public utility facilities is a defined term not Public utility substation.
38. Images on p. 70 should reflect 85 percent max. lot coverage.
39. Many sign standards are included in IV D. and V. Such repetition of standards in more than one location often leads to code inconsistencies as standards are updated.
40. With 75' minimum lot width, Section VI should cross reference standards for access control in 220-75 outlining spacing, design, changes in access, and access variance standards. With a 40-mph speed limit, the desirable access connection spacing is 440'. Appropriate access connection spacing maintains the safety and capacity of the roadway and reduces vehicle/pedestrian conflicts.

Board Motion: To retain referral # 154-2021 as a Class 2 and return it to the referring board with comments and a recommendation for approval.

Motion made by: AJ Magnan

Seconded by: Mike Woodruff

Vote: 13 in favor, 0 opposed, 0 abstentions. Motion carried.

157 - 2021	Town of Canandaigua Town Board	Class: 2
Referral Type:	Text Amendment	
Applicant:	Town of Canandaigua	
Brief Description:	Text amendment to Chapter 220-79(c) regarding digital signs in the Town of Canandaigua. https://www.co.ontario.ny.us/DocumentCenter/View/29924/157-2021-06-15-Draft-digital-signs-local-law	

The proposed Digital-Electronic sign regulations meet recommended NYS guidelines for maximum day and nighttime brightness and instantaneous transitions on Commercial Electronic Variable Message Signs (CEVMS) .

Comment

1. The NYS CEVMS guidelines recommend a minimum dwell time of 8 seconds, not 6 seconds as proposed.
<https://www.dot.ny.gov/divisions/engineering/real-estate/repository/cevms-criteria-for-website.pdf>
2. The proposed conversion ratio which required a 1 SF reduction in allowable sign areas for each SF converted to a digital or electronic sign allows owners of pre-existing, non-conforming off premises signs to increase the effectiveness of their sign by displaying more than 1 message while improving the visual character of Canandaigua.

Board Motion: To retain referral # 157-2021 as a Class 2 and return it to the referring board with comments and a recommendation for approval.

Motion made by: AJ Magnan

Seconded by: Steve High

Vote: 13 in favor, 0 opposed, 0 abstentions. Motion carried.

ATTACHMENT 16

Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

☐ County ☐ City ☒ Town ☐ Village
(Select one:)

of Canandaigua

DRAFT

8/27/2021

Local Law No. _____ of the year 20²¹

A local law Amend Official Zoning Map Identifying Form Based Code District

(Insert Title)

(State Route 332 Subarea and Mixed-Use Development Subarea)

Be it enacted by the Town Board _____ of the
(Name of Legislative Body)

☐ County ☐ City ☒ Town ☐ Village
(Select one:)

of Canandaigua

as follows:

(If additional space is needed, attach pages the same size as this sheet, and number each.)

Be it enacted by the Town Board of the Town of Canandaigua as follows:

SECTION ONE. Intent. The intent of this Local Law is to designate the real property located within the Town of Canandaigua, as specifically described below, as part of the Form Based Code Zoning District by amending the official zoning map of the Town of Canandaigua.

SECTION TWO. Purpose. The purpose of the Form Based Code Zoning District, derived and designated as part of the Uptown Canandaigua Form Based Code, is to encourage and allow the most appropriate use of the land available now as well as approaching future development unhampered by restrictive categorizing, thus extending the desirability of flexible zoning, subject to certain design standards set forth in the Uptown Canandaigua Form Based Code document.

SECTION THREE. Identification of Property to be Designated. The parcels to be designated as part of the Form Based Code District, **replacing the underlying zoning districts and removing the Mixed-Use Overlay-1 designation**, are as follows and will be designated into two (2) sub- areas consisting of *State Route 332 Subarea* and *Mixed-Use Development Subarea* and as highlighted in Attachment A- Map- FORM BASED CODE DISTRICT/TOWN OF CANANDAIGUA, NY, Tax Maps

State Route 332 Subarea

	Property Address	TM #
A	5150 North St	70.16-4-48.100
B	2586 St Rt 332	70.16-4-6.100
C	2580 St Rt 332	70.16-4-5.100
D	2576 St Rt 332	70.16-4-4.100
E	2572 St Rt 332	70.16-4-3.100
F	2566 St Rt 332	70.16-4-2.100
G	2562 St Rt 332	70.16-4-1.100
H	2552 St Rt 332	70.11-1-9.100
I	2544 St Rt 332	70.11-1-8.110
J	2536 St Rt 332	70.11-1-7.110
K	2510 St Rt 332	70.11-1-5.110
L	2498 St Rt 332	70.11-1-1.111
M	St Rt 332	70.11-1-22.000
N	2460 St Rt 332	70.00-1-10.211
O	2440 St Rt 332	70.00-1-66.121
P	2418 St Rt 332	70.00-1-11.100
Q	2400-2404 St Rt 332	70.00-1-9.100

R	2390 St Rt 332	70.00-1-8.211
S	2380 St Rt 332	70.00-1-8.111
T	2370 St Rt 332	70.00-1-7.100
U	2366 St Rt 332	70.00-1-6.100
V	2362 St Rt 332	70.00-1-63.111
W	2360 St Rt 332	70.00-1-5.100
X	St Rt 332	70.00-1-4.121
Y	2350 St Rt 332	70.06-1-63.100
Z	St Rt 332	70.06-1-64.00
AA	2314 St Rt 332	70.06-1-62.311
BB	2312 St Rt 332	70.06-1-62.211
CC	5375 Thomas Rd	70.06-1-62.111
DD	Sommers Dr	70.06-1-77.100
EE	5383 Thomas Rd	70.06-1-62.411
FF	0000 Thomas Road	70.06-1-76.100
GG	5351 Emerson Rd	56.00-2-25.120
HH	St Rt 332	56.00-2-25.310
II	2311 St Rt 332	56.00-2-25.211
JJ	5313 Emerson Rd	56.00-2-25.500
KK	2337 St Rt 332	56.00-2-25.410
LL	St Rt 332	56.00-2-25.610
MM	5290 Kepner Rd	56.00-2-24.110
NN	5270 Kepner Rd	56.00-2-24.210
OO	5291 Kepner Rd	56.00-2-24.300
PP	2379 St Rt 332	56.00-2-22.220
QQ	2375 St Rt 332	56.00-2-55.100
RR	2409 St Rt 332	56.00-2-55.200
SS	2411 St Rt 332	70.00-1-16.100
TT	2425 St Rt 332	70.00-1-72.100
UU	2435 St Rt 332	70.00-1-71.100
VV	2445 St Rt 332	70.00-1-15.111
WW	2465-2485 St Rt 332	70.11-1-24.000
XX	2487-2489 St Rt 332	70.11-1-23.000
YY	2493 St Rt 332	70.11-1-2.110
ZZ	2495 St Rt 332	70.11-1-3.110
a	2505 St Rt 332	70.11-1-4.100
b	2525 St Rt 332	70.11-1-6.100
c	2531 St Rt 332	70.11-1-11.100
d	2555 St Rt 332	70.11-1-36.000
e	2565 St Rt 332	70.11-1-13.110
f	2567 St Rt 332	70.11-1-14.100

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g	2585 St Rt 332	70.11-1-17.100
h	2591 St Rt 332	70.16-4-8.110
i	2595 St Rt 332	70.16-4-46.100
j	2580 Co Rd 28	70.16-4-45.100
k	5137 North Rd	70.16-4-44.100
l	0000 Firehall Road	70.11-1-28.000
m	2370 Firehall Road	56.00-2-23.111
n	0000 Firehall Road	70.11-1-27.000
o	0000 Firehall Road	70.11-1-26.000
p	0000 State Route 332	70.11-1-38.000

Mixed-Use Development Subarea

	Property Address	TM #
A*	2241 State Route 332	56.00-1-51.100
B*	2265 State Route 332	56.00-2-31.110
C*	2281 State Route 332	56.00-2-30.100
D*	5280 Emerson Road	56.00-2-17.000
E*	5257 Emerson Road	56.00-2-99.000
F*	0000 Emerson Road	56.00-2-25.111
G*	5287 Emerson Road	56.00-2-26.000
H*	0000 Emerson Road	56.00-2-52.200
I*	5289-5291 Emerson Road	56.00-2-28.000
J*	5293-5295 Emerson Road	56.00-2-29.000
K*	0000 Emerson Road	56.00-2-52.110
L*	2365 Firehall Road	56.00-2-24.510
M*	0000 Parkside Drive	70.00-1-18.117
N*	0000 Parkside Drive	70.00-1-18.115
O*	0000 Parkside Drive	70.00-1-65.100
P*	5298 Parkside Drive	70.00-1-73.000
Q*	2470 Firehall Road	70.00-1-15.140
R*	5262 Parkside Drive	70.11-1-20.100
S*	2464 County Road 28	70.11-1-31.000
T*	5251 Parkside Drive	70.11-1-29.000
U*	0000 Parkside Drive	70.11-1-30.000
V*	5259 Parkside Drive	70.11-1-19.100
W*	5263 Parkside Drive	70.11-1-18.000
X*	5273 Parkside Drive	70.11-1-16.100
Y*	5297 Parkside Drive	70.11-1-12.000
Z*	0000 Parkside Drive	70.11-1-16.211
AA*	0000 Parkside Drive	70.11-1-33.000

BB*	2484 Co Rd 28	70.11-1-32.000
CC*	2515 Co Rd 28	71.09-2-42.000
DD*	5026-5099 Northside Ln	71.09-2-43.000
EE*	2514 Co Rd 28	70.11-1-34.000
FF*	2520 Co Rd 28	70.11-1-35.000
GG*	2525-2545 Co Rd 28	71.09-2-44.000
HH*	2574 Co Rd 28	70.16-4-9.100
II*	2562 Co Rd 28	70.16-4-10.000
JJ*	2564 Co Rd 28	70.16-4-11.100
KK*	2550 Co Rd 28	70.16-4-12.000
LL*	2544 Co Rd 28	70.16-4-13.000
MM*	2538 Co Rd 28	70.16-4-14.110
NN*	Co Rd 28	70.16-4-51.111
OO*	2557 Co Rd 28	70.16-4-15.000
PP*	5130 North Rd	70.16-4-16.100
QQ*	5116 North Rd	70.16-4-17.000
RR*	5110-5114 North Rd	70.16-4-18.131
SS*	5104-5106 North Rd	70.16-4-18.112

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SECTION FOUR. Amendment of Official Zoning Map of the Town of Canandaigua. The Town Clerk of the Town of Canandaigua is hereby directed to amend the Official Zoning Map of the Town of Canandaigua to reflect the change in zoning district classification accomplished by this Local Law.

SECTION FIVE. Authority and Supersession Effect. This Local Law is enacted pursuant to authority conferred by the New York State Municipal Home Rule Law. To the extent that this Local Law, or the manner of its adoption, is inconsistent with New York State Town Law, the Town Code of the Town of Canandaigua, or any other statute or local law, this Local Law shall prevail.

SECTION SIX. Savings Clause. The provisions of this Local Law shall not affect or impair any action done, offense committed, or right accruing, accrued, or acquired, or liability or penalty, forfeiture or punishment incurred prior to the time this Local Law takes effect but the same may be enjoyed, asserted, enforced, prosecuted, or inflicted as fully and to the same extent as if such Local Law had not been enacted.

SECTION SEVEN. Partial Invalidity. If any provision of this Local Law or the application thereof to any person or circumstance shall be adjudged by any court of competent jurisdiction to be invalid or unenforceable, such judgment shall not affect, impair, or invalidate the remainder of this Local Law, but shall be confined in its operation to the provision, person, or circumstance directly involved in the controversy in which said judgment shall have been rendered.

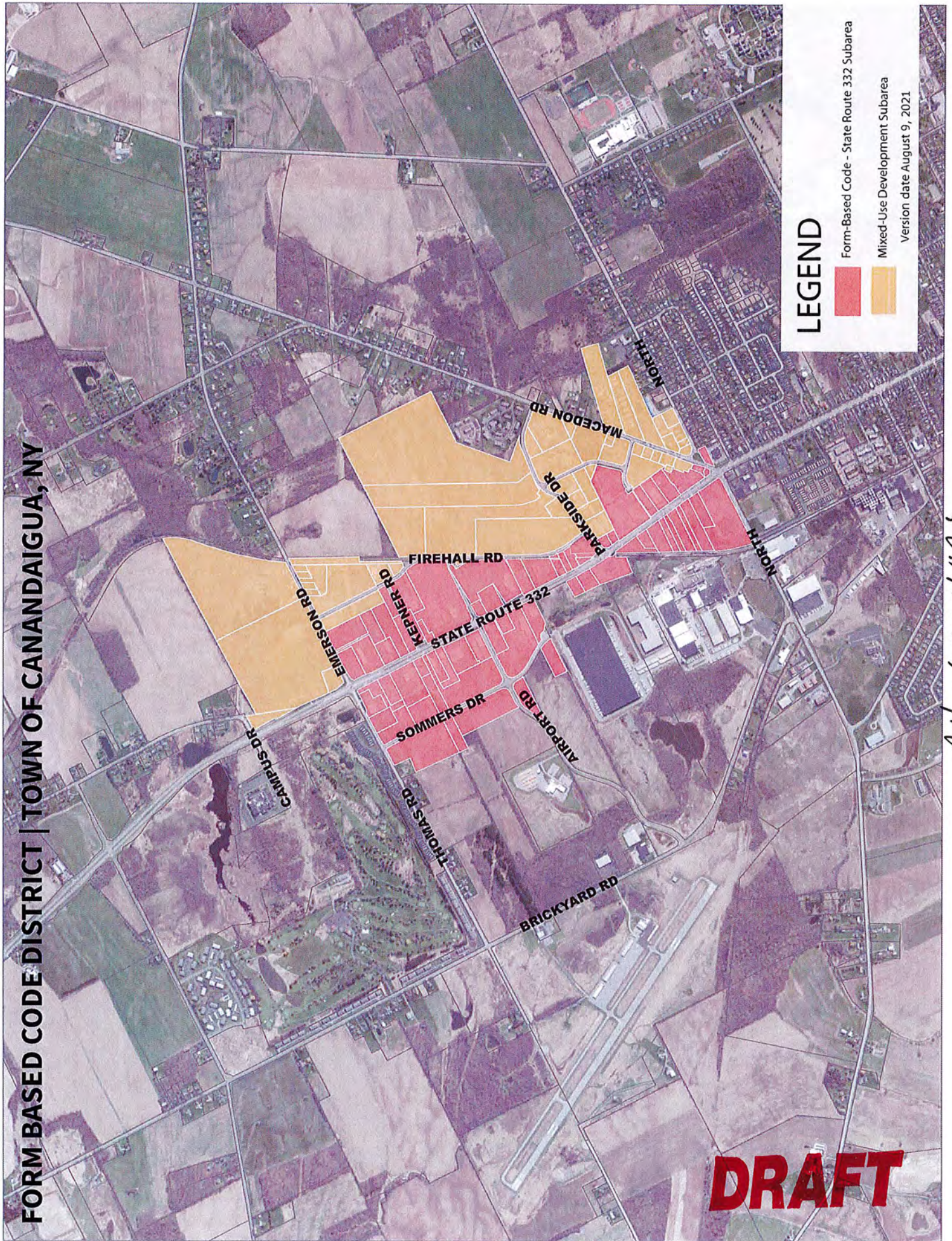
SECTION EIGHT. Effective Date. This Local Law shall take effect immediately upon filing with the New York State Secretary of State.

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ATTACHMENT A

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FORM BASED CODE DISTRICT | TOWN OF CANANDAIGUA, NY



Attachment "A"

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

1. (Final adoption by local legislative body only.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 2021 of the (County)(City)(Town)(Village) of Canandaigua was duly passed by the Town Board _____ on 20 21, in accordance with the applicable provisions of law.

2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer*.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ and was deemed duly adopted on _____ 20____, in accordance with the applicable provisions of law.

3. (Final adoption by referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ on _____ 20____.

Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on _____ 20____, in accordance with the applicable provisions of law.

4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ on _____ 20____. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of _____ 20____, in accordance with the applicable provisions of law.

* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

5. (City local law concerning Charter revision proposed by petition.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20 ____ of the City of _____ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on _____ 20 _____, became operative.

6. (County local law concerning adoption of Charter.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20 ____ of the County of _____ State of New York, having been submitted to the electors at the General Election of November _____ 20 _____, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph _____ above.

Clerk of the county legislative body, City, Town or Village Clerk or officer designated by local legislative body

Date: _____

(Seal)

FORM BASED CODE DISTRICT | TOWN OF CANANDAIGUA, NY

Tax parcel 56.00-2-32.112

CAMPUS DR

EMERSON RD

THOMAS RD

SOMMERS DR

KEPNER RD

STATE ROUTE 332

FIREHALL RD

BRICKYARD RD

AIRPORT RD

PARKSIDE DR

MACEDON RD

NORTH

NORTH

LEGEND



Form-Based Code - State Route 332 Subarea



Mixed-Use Development Subarea

Version date August 9, 2021

According to OnCor most of the existing site has slopes of 16 to 30 percent. Applicant indicates grading for addition will improve drainage,

Policy AR-5: Applications involving one single family residential site, including home occupations.

The intent of this policy is to:

- Address residential development that may infringe on County ROW's or easements for roads and other infrastructure.
- Address traffic safety along intermunicipal corridors by encouraging proper placement of residential driveways along County roads.
- Address impacts to ground and surface waters

C. Applications subject to policy AR-5 and not involving lakefront lots with coverage, or side or lakefront setback variances or with encroachments on County right-of-ways.

Final Classification: Class 1

Findings:

1. One-and two-family residential uses represent 63% of the 49,354 parcels on the 2017 Ontario County assessment roll. Between 2012 and 2017 1,067 single family residential parcels were added and 13 two-family were removed. These parcels represent 89% of all parcels added county-wide.
2. Collectively individual residential developments have significant impacts on surface and ground water.
3. Proper design of on-site sewage disposal is needed to protect ground and surface waters.
4. Proper storm water and erosion control is also needed to achieve that same end.
5. Proper sight distance at access points along County roads is an important public safety issue of county wide significance.
6. Standards related to protecting water quality and traffic safety have been established by agencies such as the American Association of State Highway and Transportation Officials (AASHTO), and NYSEDC.
7. These issues can be addressed by consulting appropriate agencies during local review and ensuring that those standards are met

Final Recommendation – With the exception of applications involving lakefront properties or encroachments to County owned right-of-ways described in AR Policy 5 Parts A and B, the CPB will make no formal recommendation to deny or approve applications involving one single family residential site, including home occupations.

Comments

1. The Town is encouraged to grant only the minimum variance necessary to allow reasonable use of the lot.
2. The applicant and referring agency are strongly encouraged to involve Ontario County Soil and Water Conservation District or Canandaigua Watershed Manager as early in the review process as possible to ensure proper design and implementation of storm water and erosion control measures.

CLCSD Comments Utility site plans need to be supplied to the District for review. Renovation permit will be required.

178 - 2021	Town of Canandaigua Town Board	Class: 2
Referral Type:	Map Amendment	
Applicant:	Town of Canandaigua	
Brief Description:	Zoning map amendment to add Form Based Code district and SR 332 and Mixed Use subareas to the zoning map of the Town of Canandaigua. https://ontariocountyny.gov/DocumentCenter/View/30758/178-2021-form-based-code-map-amendment-II	

Board Motion: To retain referral 176-2021, 178-2021, 179-2021, and 180-2021 as a class 2s and return them to the local board with comments and a recommendation of approval.

Motion made by: Steve Groet **Seconded by:** Bill Namestnik

Vote: 13 in favor, 0 opposed, 0 abstentions **Motion carried.**

179 - 2021	Town of East Bloomfield Town Board	Class: 2
Referral Type:	Text Amendment	
Applicant:	Town of East Bloomfield	

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project: Town of Canandaigua Designation of Certain Parcels in the Form Based Code District			
Project Location (describe, and attach a location map): Town of Canandaigua, Uptown Canandaigua corridor (332 subarea and Mixed-Use Overlay Subarea)			
Brief Description of Proposed Action: The Town Board of the Town of Canandaigua, after adopting the Uptown Canandagiua Form Based Code, is requesting the adoption of a local law to designate certain parcels into the Form Based Code District.			
Name of Applicant or Sponsor: Town of Canandaigua		Telephone: 585-394-1120 E-Mail: info@townofcanandaigua.org	
Address: 5440 Routes 5 & 20 West			
City/PO: Canandaigua		State: New York	Zip Code: 14424
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:		NO <input type="checkbox"/>	YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ n/a acres b. Total acreage to be physically disturbed? _____ n/a acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ n/a acres			
4. Check all land uses that occur on, are adjoining or near the proposed action: <div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;"><input type="checkbox"/> Urban</div> <div style="width: 50%;"><input type="checkbox"/> Rural (non-agriculture)</div> <div style="width: 50%;"><input type="checkbox"/> Industrial</div> <div style="width: 50%;"><input type="checkbox"/> Commercial</div> <div style="width: 50%;"><input type="checkbox"/> Residential (suburban)</div> <div style="width: 50%;"><input type="checkbox"/> Forest</div> <div style="width: 50%;"><input type="checkbox"/> Agriculture</div> <div style="width: 50%;"><input type="checkbox"/> Aquatic</div> <div style="width: 50%;"><input type="checkbox"/> Other(Specify):</div> <div style="width: 50%;"><input type="checkbox"/> Parkland</div> </div>			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	<input type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, <div style="margin-left: 20px;"> a. Will storm water discharges flow to adjacent properties? b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? </div> If Yes, briefly describe:	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
<p>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p> <p>Applicant/sponsor/name: <u>Douglas Finch, Town of Canandaigua</u> Date: _____</p> <p>Signature: _____ Title: <u>Town Manager</u></p>		

Project: FBC rezone properties

Date:

Short Environmental Assessment Form

Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept “Have my responses been reasonable considering the scale and context of the proposed action?”

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Short Environmental Assessment Form

Part 3 Determination of Significance

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

- ☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- ☒ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Town Board

September 20, 2021

Name of Lead Agency

Date

Douglas E. Finch

Town Manager

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)

ATTACHMENT 17

Ontario County Public Works

William C. Wright, P.E.
Commissioner of
Public Works
Office: (585) 396-4000

2962 County Road 48
Canandaigua, New York 14424-9553
www.co.ontario.ny.us
email: dpw@co.ontario.ny.us

John E. Berry, P.E.
Deputy Commissioner
of Public Works
Facsimile: (585) 396-4283

HIGHWAY ~ ENGINEERING ~ WASTEWATER SYSTEMS & SEWERS ~ BUILDINGS & GROUNDS ~ PARKS ~ PUBLIC WORKS FINANCE

DATE: August 31, 2021

TO: Town Supervisors

CC: Highway Superintendents

FROM: William C. Wright

RE: Snow Contracts

Based on review of the ice and snow contract cost data for 2015-2019, we recommend the reimbursement stay at the current rate of \$5,800 per mile. Rates for the towns servicing county roads in Naples will also remain at 2020-2021 reimbursement levels.

This was reviewed with the Public Works Committee at the 2022 budget hearing. Contracts are prepared and were transmitted to the Town Supervisors via the county's electronic contract system.

THIS AGREEMENT (this "Agreement") is made the October 1, 2020, by and between **THE COUNTY OF ONTARIO**, a municipal corporation of the State of New York, having an office and place of business at Ontario County, 20 Ontario Street, Canandaigua, New York 14424 (hereinafter referred to as the "County") and **TOWN OF CANANDAIGUA**, a municipal corporation of the State of New York, having an office at 5440 ROUTE 5 & 20 WEST CANANDAIGUA, NY 14424 (herein after referred to as the "Town")

W I T N E S S E T H:

WHEREAS, the County desires to obtain snow and ice control services upon those designated County Roads or portions thereof set forth as in Schedule "A" which is attached hereto to provide for reasonable passage and movement of vehicles over such roads; and

WHEREAS, the Town is willing to furnish all necessary personnel, machinery, tools, supplies, materials and equipment to provide snow and ice control services subject to the terms of this Agreement.

NOW, THEREFORE, in consideration of the terms and conditions herein contained, the parties agree as follows:

FIRST: This Agreement shall commence on October 1, 2020, and shall expire on September 30, 2021, unless sooner terminated as herein provided.

SECOND: The Town agrees to furnish all necessary personnel, machinery, tools, supplies, materials and equipment to provide snow and ice control services upon those designated County Roads or portions thereof set forth as in Schedule "A" which is attached hereto. Said services shall be provided upon the paved portions of County roads as well as bridges on County roads.

The basic services elements (to include equipment, materials and labor) to be provided by the Town as part of this Agreement are:

1. Snow watch and dispatching.
2. Purchase and storage of salt and abrasive stockpiles.
3. Application of salt and abrasives.
4. Snow plowing, including winging back.
5. Field supervision of salting and plowing activities.
6. The Town shall observe its customary practice in connection with correction of damage to lawns and mailboxes, which is a direct result of snow removal operations.

All work to be performed in the manner consistent with the goal of providing a safe and passable roadway, given the constraints of operating resources and character of the snow event. The Ontario County Commissioner of Public Works, ("Commissioner") or his authorized representative shall review performance and offer suggestions and guidance to improve the efficiency and/or performance of the contractor. In the event that the County and Town jointly develop and agree upon a methodology to track costs, then upon request of the County, the Town shall track the costs of snow and ice control on County roads serviced under this Agreement.

THIRD: The Town shall maintain a sufficient level of manpower, equipment, and materials to enable it to substantially meet the objectives of the Ontario County Snow and Ice Control Program. Upon request, the County will provide operational and training assistance for contractors in achieving consistent and safe road conditions for County motorists.

FOURTH: For the services performed pursuant to Paragraph "SECOND" above, the County shall reimburse the Town as follows:

The rate of reimbursement for the period beginning October 1, 2020, through September 30, 2021, shall be \$5800.00 per mile. In the event of a County-declared snow emergency, the County may agree to pay for extended services, such as snow hauling from intersections, on a time/material basis. This would be accomplished in a work order where fees are established before the work commences. All parties to this agreement may re-open the contract by notice to the Commissioner of Public Works and/or Towns to address rapidly rising or falling commodity prices, such as fuel, salt or steel. Any decision to change rates must be approved by the Board of Supervisors.

FIFTH: The Town will receive one half (1/2) of the agreed upon amount no later than February 28 and the remainder of the amount no later than June 30 of each contract year.

SIXTH: Either party, upon twelve months' prior written notice, may terminate this Agreement at will. Subject to the availability of funds, the Town shall be compensated for services rendered under this Agreement prior to the effective date of such termination.

SEVENTH: Except in an emergency, the Town shall not assign, sublet, subcontract or otherwise dispose of this Agreement, or any right, duty or interest herein, without previous consent of the County. No assignment, subcontracting, subletting or other such disposition of the Agreement, either with or without such consent of the County, shall serve to relieve the Town of its obligations hereunder.

EIGHTH: The Town shall comply with all applicable federal, state and local laws, rules and regulations, including but not limited to all applicable provisions of the Labor Law, Worker's Compensation Law, State Unemployment Insurance Law, Federal Social security Law and any and all rules and regulations promulgated by the United States Department of Labor and/or the Industrial Commissioner of the State of New York and all amendments and additions hereto.

NINTH: The Town shall, at the commencement of the term hereof, obtain and maintain in continuous effect for the term of this Agreement, policies of insurance providing for coverage in the limits and subject to the conditions set forth in Schedule "B", attached hereto and made a part hereof. In addition, the Town agrees:

- (a) that except for the amount, if any, of damage contributed to, caused by or resulting from the negligence of the County, the Town shall indemnify and hold harmless the County, its officers, employees and agents from and against any and all liability, damage, penalties, claims, demands, costs, judgments, fees, attorneys' fees or loss arising directly or indirectly out of the performance or failure to perform hereunder by the Town or third Parties under the direction or control of the Town; and
- (b) to provide defense for and defend, at its sole expense, any and all claims, demands or causes of action directly or indirectly arising out of the performance or failure to perform referred to the above paragraph and to bear all other costs and expenses related thereto. The duty to defend hereunder shall be triggered immediately upon notice to the Town by the County of the County's receipt of a Notice of Claim, service of process or other demand or claim.

TENTH: All notices hereunder shall be in writing and shall be deemed given when delivered or mailed, postage prepaid, certified mail, return receipt, addressed as follows:

To the County:

Commissioner

Ontario County Department of Public Works

2962 County Road No. 48

Canandaigua, New York 14424

with a copy to:

County Attorney

20 Ontario Street, 3rd Floor

Canandaigua, New York 14424

To the Town:

Town Clerk

5440 ROUTE 5 & 20 WEST CANANDAIGUA, NY 14424

ELEVENTH: This Agreement shall bind the successors, assigns and representatives of the parties hereto.

TWELFTH: This Agreement and its attachments constitute the entire agreement between the parties with respect to the subject matter hereof and shall supersede all previous negotiations, commitments and writings. No change, modification or cancellation of this Agreement shall be effective except by an instrument in writing signed by a duly authorized representative of each of the parties.

THIRTEENTH: This Agreement shall not be enforceable until signed by all parties.

IN WITNESS WHEREOF, The County of Ontario and Town have executed this agreement.

SCHEDULE A

Canandaigua

County Road 4 from Canandaigua City to County Road 10	1.12 miles
County Road 8 from NYS Route 332 to Canandaigua Farmington Town Line Road	1.65 miles
County Road 10 from County Road 4 to County Road 46	1.05 miles
County Road 16 in its entirety	8.70 miles
County Road 18 from Route 364 to Gorham Town Line	.93 miles
County Road 22 (Hanna Road) in its entirety	.47 miles
County Road 28 from North Street to Canandaigua Farmington Town Line	2.85 miles
County Road 30 from Canandaigua City Line to Brace Road	3.38 miles
County Road 32 from Fisher Hill Road to NYS Route 21	3.41 miles
County Road 46 from County Road 10 to Canandaigua City Line	.79 miles
Lakeshore Drive to Hopewell Townline	.22 miles
Total Mileage	24.57 miles

Schedule "B"

This "Schedule B" consists of (1) proof of Workers' Compensation insurance, (2) proof of Disability insurance, (3) proof of liability insurance and (4) these Schedule "B" Instructions. Proof of insurance is usually in the form of an insurance ACORD Certificate that shall be provided **by the Vendor/Contractor/Consultant** prior to standing committee approval or issuance of a purchase order. In addition, all bids and quotes require proof of insurance with the response.

ANY change in or waiver of insurance requirements must be approved by the County Governmental Operations and Insurance Committee. A written explanation of change or waiver shall be provided if it has been granted.

Workers' Compensation and Disability Insurance:

Vendor/Contractor/Consultant shall provide to the County proof of Workers' Compensation and Disability insurance in compliance with New York State law. If the Vendor/Contractor/Consultant is not required to have these types of insurance, **the Vendor/Contractor/Consultant** must provide to the County a form CE-200, which can be filled out on the State's website at www.wcb.state.ny.us.

Liability Insurance

The type and limits of liability insurance required by a particular vendor/contractor/consultant are contained in the attached chart. On the chart, check the appropriate category for the particular vendor/contractor/consultant.

Once the category of liability insurance is chosen, the Vendor/Contractor/Consultant shall provide an ACORD Insurance Certificate that indicates compliance with the requirements and further contains ALL of the following:

- a. All insurance certificates must be on a New York approved ACORD form. ACORD Insurance Certificates must be executed by an insurance company and/or agency or broker, which is licensed by the Insurance Department of the State of New York.
- b. The proper ACORD form must contain (i) the name of the agent producing the form (ii) a policy number, (iii) policy effective date and expiration date, and (iv) the name of the Vendor/Contractor/Consultant, which must match the Vendor/Contractor/Consultant name on the Agreement.
- c. Insurance shall be written on an occurrence coverage form. Insurance shall include coverage for bodily injury and property damage liability. In addition, if the Vendor/Contractor/Consultant provides services to minors 0 to 18 years of age, insurance coverage shall include sexual abuse and molestation coverage for the participants in the program.

- d. With respect to contracts where professional liability is required, the Vendor/Contractor/Consultant shall either maintain this coverage for not less than three (3) years following expiration or termination of the Agreement, or shall provide an equivalent extended reporting endorsement (commonly known as a “tail policy”).
- c. All GENERAL AND AUTO LIABILITY insurance certificates must name Ontario County as an “additional insured” (Professional liability insurance certificates do not). Additional insured status must include products and completed operations.
- d. “Certificate Holder” shall be made out to the "County of Ontario, 20 Ontario Street St., Canandaigua, NY 14424" and coverage must comply with all specifications of the Agreement.
- e. The Description of Operations must say “Vendor/Contractor/Consultant services provided as per contract with Ontario County.”

Notice of Non-renewal, Change, or Cancellation

Vendor/Contractor/Consultant shall provide to the County of Ontario and the County Department requesting this Certificate at least thirty (30) days prior written notice of any non-renewal, change, or cancellation of the policy or policies required herein.

Proof of Insurance

All insurance forms are only good for one year and the Vendor/Contractor/Consultant must provide new certificates when they expire.

Limitation of Liability

The policy limits required by this Schedule B shall in no way operate or be considered as a limitation of Vendor’s/Contractor’s/Consultant’s liability.

Waiver of Subrogation

Vendor/Contractor/Consultant hereby grants to the County a waiver of any right to subrogation which any insurer of said Vendor/Contractor/Consultant may acquire against the County by virtue of the payment of any loss under such insurance. Vendor/Contractor/Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the County has received a waiver of subrogation endorsement from the insurer.

Primary Coverage

Vendor/Contractor/Consultant’s insurance shall be primary and the County’s self-insurance shall be excess and shall not contribute with it.

Vendor Classification	A Construction & Maintenance	B Purchase or Lease of Merchandise or Equipment	C Consultant Services	D Professional Services	E Property Leased to Others or Use of Facilities or Grounds	F Transportation Services	G All Purposes Public Entity Contracts
Commercial General Liability							
Each Occurrence	\$1,000,000 CSL	\$1,000,000 CSL	\$1,000,000 CSL	\$1,000,000 CSL	\$1,000,000 CSL	\$1,000,000 CSL	\$1,000,000 CSL
Fire Damage	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
General Aggregate	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
Product Comp/Op	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
Personal & Adv. Injury			\$ 1,000,000.00	\$ 1,000,000.00			
Auto Liability							
	\$1,000,000 CSL	***	***	***	\$1,000,000 CSL	\$1,000,000 CSL	\$1,000,000 CSL
Owned	\$ 1,000,000.00				\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
Hired	\$ 1,000,000.00				\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
Non-Owned	\$ 1,000,000.00				\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
Workers Compensation & Employers Liability							
	See Below	See Below	See Below	See Below	See Below	See Below	
Disability Benefits							
	See Below	See Below	See Below	See Below	See Below	See Below	
Professional Liability				\$1,000,000			
Ontario County to be Named Add'l Insd On	GL-AL		GL	GL-AL	GL-AL	GL-AL	GL-AL

Note: Workers Compensation & Disability Benefits required by sections 57 and 220 Subd. 8 of the Workers Compensation Law must be completed and returned with the Insurance ACORD- <http://www.web.state.ny.us/content/main/forms/AllForms.jsp>

(***) If a vehicle is used in the execution of the contract, the Consultant/Professional shall provide evidence of Auto Liability Coverage of \$1,000,000 Combined Single Limit

Workers' Compensation Requirements under Workers' Compensation Law §57

To comply with coverage provisions of the Workers' Compensation Law (WCL), businesses must:

- a) be legally exempt from obtaining workers' compensation insurance coverage; or
- b) obtain such coverage from insurance carriers; or
- c) be a Board-approved self-insured employer; or
- d) participate in an authorized group self-insurance plan.

To assist State and municipal entities in enforcing WCL Section 57, businesses requesting permits or seeking to enter into contracts **MUST provide ONE** of the following forms to the government entity issuing the permit or entering into a contract:

A) Form [CE-200](#), *Certificate of Attestation of Exemption from NYS Workers' Compensation and/or Disability Benefits Coverage*;

Form CE-200 can be filled out electronically on the Board's website, www.wcb.state.ny.us. Click on the last button in the lower right hand corner {WC/DB Exemptions Form CE-200 (In bright yellow letters)} Applicants filing electronically are able to print a finished Form CE-200 immediately upon completion of the electronic application. Applicants without access to a computer may obtain a paper application for the CE-200 by writing or visiting the Customer Service Center at any district office of the Workers' Compensation Board. Applicants using the manual process may wait up to four weeks before receiving a CE-200. Once the applicant receives the CE-200, the applicant can then submit that CE-200 to the government agency from which he/she is getting the permit, license or contract; or

B) Form [C-105.2](#), *Certificate of Workers' Compensation Insurance* (the business's insurance carrier will send this form to the government entity upon request). **Please Note:** The State Insurance Fund provides its own version of this form, the U-26.3; or

C) Form [SI-12](#), *Certificate of Workers' Compensation Self-Insurance* (the business calls the Board's Self-Insurance Office at 518-402-0247), or GSI-105.2, *Certificate of Participation in Worker's Compensation Group Self-Insurance* (the business's Group Self-Insurance Administrator will send this form to the government entity upon request).

Disability Benefits Requirements under Workers' Compensation Law §220(8)

To comply with coverage provisions of the WCL regarding disability benefits, businesses may:

- a) be legally exempt from obtaining disability benefits insurance coverage; or
- b) obtain such coverage from insurance carriers; or
- c) be a Board-approved self-insured employer.

Accordingly, to assist State and municipal entities in enforcing WCL Section 220(8), businesses requesting permits or seeking to enter into contracts **must** provide one of the following forms to the entity issuing the permit or entering into a contract:

A) [CE-200](#), *Certificate of Attestation of Exemption from NYS Workers' Compensation and/or Disability Benefits Coverage* (see above);

B) [DB-120.1](#), *Certificate of Disability Benefits Insurance* (the business's insurance carrier will send this form to the government entity upon request); **or**

C) [DB-155](#), *Certificate of Disability Benefits Self-Insurance* (the business calls the Board's Self-Insurance Office at 518-402-0247).

NYS Agencies Acceptable Proof: Letter from the NYS Department of Civil Service indicating the applicant is a New York State government agency covered for workers' compensation under Section 88-c of the Workers' Compensation Law and exempt from NYS disability benefits.

<https://www.buinessexpress.ny.gov/> or

http://www.wcb.ny.gov/content/ebiz/wc_db_exemptions/wc_db_exemptions.jsp

ATTACHMENT 18

Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, NY 14424
(585) 394-1120
Fax: (585) 394-9476

Established 1789

INDEPENDENT CONTRACTOR SUPPLEMENTAL TERMS AND CONDITIONS

These Supplemental Terms and Conditions (“Terms and Conditions”) are required to be incorporated into any agreement between the Town of Canandaigua (“Town”) and any Independent Contractor (“IC”) providing services and/or work to the Town (collectively, “Services”). The Terms and Conditions herein shall supersede any other inconsistent terms between the Town and the IC.

1. Payment Terms

- A. Any and all requests for payments for Services shall be submitted to the Town Clerk in writing and shall be certified as true and correct. Payment is subject to approval by the Town at its next regular Town Board meeting and no late charges, penalties, and/or interest may be assessed by the IC against the Town until the Town has approved payment to the IC.
- B. The maximum liability of the Town shall in no case exceed the maximum amount appropriated by the Town for the Services.

2. Ownership of Work Product

All work product, including records in any medium, compiled and/or prepared by the IC in the delivery of Services to the Town (collectively, “Work Product”), shall become and remain the property of the Town. IC shall not, by virtue of the Services to the Town have or obtain any right, title or interest in or to such Work Product, and shall have no right to disclose, use, and/or exploit such Work Product, except that IC may maintain a copy of the Work Product for purposes of maintaining its business records.

3. Assignment and/or Subcontract

IC is prohibited from assigning any and/or all of its rights under any agreement with the Town without the prior express written consent of the Town. IC is prohibited from subcontracting any part of the Services without the prior written consent of the Town. In the event that the Town consents to an assignment and/or subcontract, all Services received by

the Town shall be deemed performed by the IC and IC shall remain primarily responsible for the Services provided to the Town.

4. Absence of Conflicts of Interest

IC agrees that I has no interest and will not acquire any interest, direct or indirect, that would conflict in any manner or degree with the Services provided to the Town.

5. Status as Independent Contractor

IC expressly understands and agrees that it is and shall in all respects be considered an independent contractor, and IC, its employees, partners, associates, subcontractors, sub-consultants, and any others employed by it, are not and shall not hold themselves out nor claim to be an officer or employee of the Town, nor make claim to any rights accruing thereto, including but not limited to Workers Compensation, Unemployment Benefits, Social Security or retirement plan membership or credit. IC shall comply, at its own expense, with the requirements of all federal, state, and local laws, rules and regulations applicable to it as an employer of labor or otherwise. IC shall further comply with all rules, regulations and licensing requirements pertaining to its professional status, if any, and that of its employees, partners, associates, and subcontractors.

6. Non-Discrimination

IC represents that in the hiring of employees for the Services, neither IC, nor any contractor, subcontractor, nor any person acting on behalf of IC, shall be reason of race, creed, color, sex, age, physical disability or national origin discriminate against any citizen of the State of New York who is qualified and available to perform the Services. IC further represents that neither IC, nor any contractor, subcontractor, nor any person on its behalf shall, in any manner, discriminate against or intimidate any employee hired for the Services on account of race, creed, color, sex, age, physical disability or national origin.

7. Indemnification / Hold Harmless

IC agrees to the fullest extent of the law, that except for the amount, if any, of damage contributed to, caused by or resulting from the negligence of the Town, IC shall indemnify and hold harmless the Town, its officers, employees and agents from and against any and all third party liability, damage, claims, demands, costs, judgments fees, attorneys' fees or loss arising directly or indirectly out of the negligent acts or omissions hereunder by IC or third parties under the direction or control of the IC. IC further agrees to provide defense for and defend, at is sole expense, any and all claims, demands or causes of action directly or indirectly arising out of the acts or omissions of the IC and to bear all other costs and expenses related thereto.

8. Notices

All notices of any nature shall be in writing and sent by registered or certified mail postage pre-paid to each party as follows:

Town of Canandaigua

Canandaigua Town Clerk
Canandaigua Town Hall
5440 Routes 5 & 20 West
Canandaigua NY 14424

Independent Contractor

Attn: PM Administration_____
Cummins Inc._____
cpspm@cummins.com_____

9. Termination

The Town reserves the absolute right to terminate the Services upon thirty (30) days written notice to the IC.

10. Insurance

The IC shall deliver a certificate of general liability insurance, errors and omissions insurance, or professional liability insurance, as the case may be, ("Liability Insurance"), with a limit amount no less than \$1,000,000.00 per occurrence, and naming the Town as the Certificate Holder. IC agrees to maintain the Liability Insurance in full force and effect until the completion of the Services.

_____ Liability Insurance requirement waived (Consent from the Town's insurance carrier must be obtained prior to granting a waiver absent an emergency).

_____ Modification of limit amount to \$_____ (Consent from the Town's insurance carrier must be obtained prior to a modification absent an emergency).

IC shall also deliver to the Town proof that IC maintains Worker's Compensation Coverage.

Dated: 25 August 2021

Independent Contractor

By: 

Authorized Agent
Kerrin J Wasserstrom
PEM Administration Manager



5/3/2021

Canandaigua Highway Dept
Accounts Payable
5440 Route 5 & 20 West
Canandaigua, NY 14424
RE: Planned Maintenance Proposal

Dear Jim Fletcher,

Cummins Sales and Service is a premier engine and power generation systems provider committed to delivering fast and proven solutions to our customers. We are pleased to offer you a Planned Maintenance Proposal for your review and approval. Due to the critical nature of your standby power system, this Agreement was developed based on your specific needs and equipment to ensure maximum performance and reliability.

Benefits of Planned Maintenance

- Improves system reliability.
- Maintenance performed by certified technicians specifically trained in power generation.
- PM customers receive preferred service for unscheduled emergency repairs.
- Creation of a service record for customer equipment.
- Additional maintenance recommendations documented at that time.
- Scheduling managed by Cummins Sales and Service to ensure timely maintenance intervals.
- Eliminates administrative burden, covers equipment from multiple vendors.

Please sign, date and return the enclosed Agreement to our office along with any purchase documentation necessary so we can tend to your servicing needs. Should you have any questions or require additional information on any subject relating to your equipment, please feel free to contact me. We look forward to the opportunity to earn your trust and business.

Sincerely,

Nick Kryder

Nick Kryder
Territory Manager
Office: (716) 385-6574
Cell: (716) 385-6574
Email: nicholas.kryder@cummins.com



Cummins Inc.
700 Aero Drive
Buffalo, NY 14225
Phone: (716)829-1700
Fax: (716)632-0640

PLANNED EQUIPMENT MAINTENANCE AGREEMENT

Customer Address	Customer Contact	Quote Information
Canandaigua Highway Dept	Name: Jim Fletcher	Quote Date: 5/3/2021
Accounts Payable	Phone: (585) 394-3300	Quote Expires: 10/2/2021
5440 Route 5 & 20 West	Cell: 585-281-7113	Quote ID: QT-11530
Canandaigua, NY 14424	Fax: (585) 394-3767	Quoted By: Nick Kryder
Customer #: 518545	E-mail: jfletcher@townofcanandaigua.org	Quote Term: 5 Year
Payment Type: Pay As You Go		

Site Name:3178 West Street

(3178 West Street Canandaigua NY 14424)

Unit Name: 250kW Hi-Power	Year	Month of 1st Service	Service Type	Qty	Sell Price	Extended Price
Make: Other	1	Sept 21	Inspection	1	\$398.05	\$398.05
Model: TBD	1	March 22	Full Service	1	\$938.10	\$938.10
S/N: TBD	Year 1 Total:\$1,336.15					
Size: 250kW	2	Sept 22	Inspection	1	\$398.05	\$398.05
ATS Qty: 1	2	March 23	Full Service	1	\$938.10	\$938.10
Notes:	Year 2 Total:\$1,336.15					
	3	Sept 23	Inspection	1	\$398.05	\$398.05
	3	March 24	Full Service	1	\$938.10	\$938.10
	Year 3 Total:\$1,336.15					
	4	Sept 24	Inspection	1	\$398.05	\$398.05
	4	March 25	Full Service	1	\$938.10	\$938.10
	Year 4 Total:\$1,336.15					
	5	Sept 25	Inspection	1	\$398.05	\$398.05
	5	March 26	Full Service	1	\$938.10	\$938.10
	Year 5 Total:\$1,336.15					

Site Name:West Lake Booster Station

(3772 County Road 16, Canandaigua NY 14424)

Unit Name: 500 DFEK	Year	Month of 1st Service	Service Type	Qty	Sell Price	Extended Price
Make: Cummins	1	Sept 21	Inspection	1	\$0.00	\$0.00
Model: DFEK	1	March 22	Full Service	1	\$0.00	\$0.00
S/N: H200807477	Year 1 Total:\$0.00					
Size: 500kW	2	Sept 22	Inspection	1	\$0.00	\$0.00
ATS Qty: 1	2	March 23	Full Service	1	\$0.00	\$0.00
Notes:	Year 2 Total:\$0.00					
	3	Sept 23	Inspection	1	\$467.48	\$467.48
	3	March 24	Full Service	1	\$1,334.28	\$1,334.28
	Year 3 Total:\$1,801.76					
	4	Sept 24	Inspection	1	\$467.48	\$467.48
	4	March 25	Full Service	1	\$1,334.28	\$1,334.28
	Year 4 Total:\$1,801.76					
	5	Sept 25	Inspection	1	\$467.48	\$467.48
	5	March 26	Full Service	1	\$1,334.28	\$1,334.28
	Year 5 Total:\$1,801.76					

Site Name:Pierce Park Pump Station

(5655 GOODALE ROAD CANANDAIGUA NY 14424)

Unit Name: Goodale Pump

Make: Onan

Model: DSHAE-5938164/C

S/N: K070124569

Size: 125kW

ATS Qty: 0

Notes:

Year	Month of 1st Service	Service Type	Qty	Sell Price	Extended Price
1	Sept 21	Inspection	1	\$398.05	\$398.05
1	March 22	Full Service	1	\$793.32	\$793.32
Year 1 Total:\$1,191.37					
2	Sept 22	Inspection	1	\$398.05	\$398.05
2	March 23	Full Service	1	\$793.32	\$793.32
Year 2 Total:\$1,191.37					
3	Sept 23	Inspection	1	\$398.05	\$398.05
3	March 24	Full Service	1	\$793.32	\$793.32
Year 3 Total:\$1,191.37					
4	Sept 24	Inspection	1	\$398.05	\$398.05
4	March 25	Full Service	1	\$793.32	\$793.32
Year 4 Total:\$1,191.37					
5	Sept 25	Inspection	1	\$398.05	\$398.05
5	March 26	Full Service	1	\$793.32	\$793.32
Year 5 Total:\$1,191.37					

Year 1 Total:*	\$2,527.53
Year 2 Total:*	\$2,527.53
Year 3 Total:*	\$4,329.28
Year 4 Total:*	\$4,329.28
Year 5 Total:*	\$4,329.28



Cummins Inc.
700 Aero Drive
Buffalo, NY 14225
Phone: (716)829-1700

PLANNED EQUIPMENT MAINTENANCE AGREEMENT

Customer Address	Customer Contact	Quote Information
Canandaigua Highway Dept	Name: Jim Fletcher	Quote Date: 5/3/2021
Accounts Payable	Phone: (585) 394-3300	Quote Expires: 10/2/2021
5440 Route 5 & 20 West	Cell: 585-281-7113	Quote ID: QT-11530
Canandaigua, NY 14424	Fax: (585) 394-3767	Quoted By: Nick Kryder
Customer #: 518545	E-mail: jfletcher@townofcanandaigua.org	Quote Term: 5 Year
Payment Type: Pay As You Go		

Total Agreement Amount: \$18,042.90

Comment:

Seller hereby agrees to sell to Buyer, and Buyer hereby agrees to buy from Seller, the foregoing products/services upon the terms and conditions set forth in the "Planned Equipment Maintenance Agreement Terms and Conditions" attached hereto, which are hereby incorporated herein by reference.

Customer Approval (Quote ID QT-11530)

Cummins Inc. Approval

Signature: _____ Signature: _____

Date: _____ Date: _____

PLANNED MAINTENANCE AGREEMENT TERMS AND CONDITIONS

These Planned Maintenance Agreement Terms and Conditions, together with the Quote on the front side and the Scope of Services, are hereinafter referred to as this "Agreement" and shall constitute the entire agreement between the customer identified in the Quote ("Customer") and Cummins Inc. ("Cummins") and supersede any previous agreement or understanding (oral or written) between the parties with respect to the subject matter of this Agreement. No prior inconsistent course of dealing, course of performance, or usage of trade, if any, constitutes a waiver of or serves to explain or interpret this Agreement. Electronic transactions between Customer and Cummins will be solely governed by this Agreement, and any terms and conditions on Customer's website or other internet site will be null and void and of no legal effect on Cummins. In the event Customer delivers, references, incorporates by reference, or produces any purchase order or document, any terms and conditions related thereto shall be null and void and of no legal effect on Cummins.

1. SCOPE OF SERVICES; PERFORMANCE OF SERVICES. Cummins shall perform the maintenance ("Services") on the equipment identified in the Quote ("Equipment") in accordance with the schedule specified in the Quote. The Services include those services defined in the "Service Event" section of the Quote. No additional services or materials are included in this Agreement unless agreed upon by the parties in writing. Unless otherwise indicated in the Quote, Cummins will provide the labor and tools necessary to perform the Services and shall keep Customer's property free from accumulation of waste materials caused by Cummins' operations. Either party may terminate this Agreement with or without cause by providing thirty (30) days written notice to the other.

2. CUSTOMER OBLIGATIONS. Customer shall provide Cummins safe access to Customer's site and arrange for all related services and utilities necessary for Cummins to perform the Services. During the performance of the Services, Customer shall fully and completely secure all or any part of any facility where the Equipment is located to remove and mitigate any and all safety issues and risks, including but not limited to facility occupants, customers, invitees, or any third party and or property damage or work interruption arising out of the Services. Customer shall make all necessary arrangement to address and mitigate the consequences of any electrical service interruption which might occur during the Services. **CUSTOMER IS RESPONSIBLE FOR OPERATING AND MAINTAINING THE EQUIPMENT IN ACCORDANCE WITH THE OWNER'S MANUAL FOR THE EQUIPMENT.**

3. PAYMENT TERMS. Unless otherwise agreed to by the parties in writing and subject to credit approval by Cummins, payments are due thirty (30) days from the date of the invoice. If Customer does not have approved credit with Cummins, as solely determined by Cummins, payments are due in advance or at the time of supply of the Services. If payment is not received when due, in addition to any rights Cummins may have at law, Cummins may charge Customer eighteen percent (18%) interest annually on late payments, or the maximum amount allowed by law. Customer agrees to pay all Cummins' costs and expenses (including all reasonable attorneys' fees) related to Cummins' enforcement and collection of unpaid invoices, or any other enforcement of this Agreement by Cummins. Unless otherwise stated, the Quote excludes all applicable local, state, or federal sales and/or use or similar taxes which Cummins is required by applicable laws to collect from Customer and shall be stated on the invoice.

4. DELAYS. Any performance dates indicated in this Agreement are estimated and not guaranteed. Cummins shall not be liable for any delays in performance however occasioned, including any that result directly or indirectly from acts of Customer or causes beyond Cummins' control, including but not limited to acts of God, accidents, fire, explosions, flood, unusual weather conditions, acts of government authority, or labor disputes. *AS A RESULT OF THE OUTBREAK OF THE DISEASE COVID-19 ARISING FROM THE NOVEL CORONAVIRUS, TEMPORARY DELAYS IN DELIVERY, LABOUR OR SERVICES FROM CUMMINS AND ITS SUB-SUPPLIERS OR SUBCONTRACTORS MAY OCCUR. AMONG OTHER FACTORS, CUMMINS' DELIVERY OBLIGATIONS ARE SUBJECT TO CORRECT AND PUNCTUAL SUPPLY FROM OUR SUB-SUPPLIERS OR SUBCONTRACTORS, AND CUMMINS RESERVES THE RIGHT TO MAKE PARTIAL DELIVERIES OR MODIFY ITS LABOUR OR SERVICE. WHILE CUMMINS SHALL MAKE EVERY COMMERCIAL REASONABLE EFFORT TO MEET THE DELIVERY, SERVICE OR COMPLETION OBLIGATIONS SET FORTH HEREIN, SUCH DATES ARE SUBJECT TO CHANGE.*

5. WARRANTY. Cummins shall perform the Services in a reasonable and workmanlike manner. Parts and components supplied under this Agreement are governed by the express written manufacturer's limited warranty. No other warranty for parts or components is provided under this Agreement. All Services shall be free from defects in workmanship for a period of ninety (90) days after completion of Services. In the event of a warrantable defect in workmanship of Services supplied under this Agreement ("Warrantable Defect"), Cummins' obligation shall be solely limited to correcting the Warrantable Defect. Cummins shall correct the Warrantable Defect where (i) such Warrantable Defect becomes apparent to Customer during the warranty period; (ii) Cummins receives written notice of any Warrantable Defect within thirty (30) days following discovery by Customer; and (iii) Cummins has determined that there is a Warrantable Defect. Warrantable Defects remedied under this provision shall be subject to the remaining warranty period of the original warranty of the Services. New parts supplied during the remedy of Warrantable Defects are warranted for the balance of the warranty period still available from the original warranty of such parts. The remedies set forth in this Section 5 shall not be deemed to have failed of their essential purpose so long as Cummins is willing to correct defective Services or refund the purchase price therefor.

6. LIMITATIONS OF WARRANTIES AND LIABILITY. THE REMEDIES PROVIDED IN THE LIMITED WARRANTY AND THIS AGREEMENT ARE THE SOLE AND EXCLUSIVE WARRANTIES AND REMEDIES PROVIDED BY CUMMINS TO THE CUSTOMER UNDER THIS AGREEMENT. EXCEPT AS SET OUT IN THE WARRANTY AND THIS AGREEMENT, AND TO THE EXTENT PERMITTED BY LAW, CUMMINS EXPRESSLY DISCLAIMS ALL OTHER REPRESENTATIONS, WARRANTIES, ENDORSEMENTS, AND CONDITIONS OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY STATUTORY OR COMMON LAW IMPLIED REPRESENTATIONS, WARRANTIES AND CONDITIONS OF FITNESS FOR A PURPOSE OR MERCHANTABILITY. NOTWITHSTANDING ANY OTHER TERM OF THIS AGREEMENT, IN NO EVENT SHALL CUMMINS, ITS OFFICERS, DIRECTORS, EMPLOYEES, OR AGENTS BE LIABLE TO CUSTOMER OR ANY THIRD PARTY FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES OF ANY KIND (INCLUDING WITHOUT LIMITATION DOWNTIME, LOSS OF PROFIT OR REVENUE, LOSS OF DATA, LOSS OF OPPORTUNITY, DAMAGE TO GOODWILL, AND DAMAGES CAUSED BY DELAYS) IN ANY WAY RELATED TO OR ARISING FROM CUMMINS' SUPPLY OF PARTS OR SERVICES UNDER THIS AGREEMENT. IN NO EVENT SHALL CUMMINS' LIABILITY TO CUSTOMER OR ANY THIRD PARTY CLAIMING DIRECTLY THROUGH CUSTOMER OR ON CUSTOMER'S BEHALF UNDER THIS AGREEMENT EXCEED THE TOTAL COST OF PARTS AND SERVICES SUPPLIED BY CUMMINS UNDER THIS AGREEMENT. BY ACCEPTANCE OF THIS AGREEMENT, CUSTOMER ACKNOWLEDGES CUSTOMER'S SOLE REMEDY AGAINST CUMMINS FOR ANY LOSS SHALL BE THE REMEDY PROVIDED HEREIN.

7. INDEMNITY. Customer shall indemnify, defend and hold harmless Cummins from and against any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, brought against or incurred by Cummins related to or arising out of this Agreement or the Services supplied under this Agreement (collectively, the "Claims"), where such Claims were caused or contributed to by, in whole or in part, the acts, omissions, fault or negligence of the Customer. Customer shall present any Claims covered by this indemnity to its insurance carrier unless Cummins directs that the defense will be handled by Cummins' legal counsel at Customer's expense.

8. CONFIDENTIALITY. Each party shall keep confidential any information received from the other that is not generally known to the public and at the time of disclosure, would reasonably be understood by the receiving party to be proprietary or confidential, whether disclosed in oral, written, visual, electronic or other form, and which the receiving party (or agents) learns in connection with this Agreement including, but not limited to: (a) business plans, strategies, sales, projects and analyses; (b) financial information, pricing, and fee structures; (c) business processes, methods and models; (d) employee and supplier information; (e) specifications; and (f) the terms and conditions of this Agreement. Each party shall take necessary steps to ensure compliance with this provision by its employees and agents.

9. GOVERNING LAW. This Agreement and all matters arising hereunder shall be governed by and construed in accordance with the laws of the State of Indiana without giving effect to any choice or conflict of law provision. The parties agree that the courts of the State of Indiana shall have exclusive jurisdiction to settle any dispute or claim arising in connection with this Agreement.

10. INSURANCE. Upon Customer's request, Cummins will provide to Customer a Certificate of Insurance evidencing Cummins' relevant insurance coverage.

11. ASSIGNMENT. This Agreement shall be binding on the parties and their successors and assigns. Customer shall not assign this Agreement without the prior written consent of Cummins.

12. INTELLECTUAL PROPERTY. Any intellectual property rights created by either party, whether independently or jointly, in the course of the performance of this Agreement or otherwise related to Cummins pre-existing intellectual property or subject matter related thereto, shall be Cummins' property. Customer agrees to assign, and does hereby assign, all right, title, and interest to such intellectual property to Cummins. Any Cummins pre-existing intellectual property shall remain Cummins' property. Nothing in this Agreement shall be deemed to have given Customer a licence or any other rights to use any of the intellectual property rights of Cummins.

13. MISCELLANEOUS. Cummins shall be an independent contractor with respect to the Services performed under this Agreement. All notices under this Agreement shall be in writing and be delivered personally, mailed via first class certified or registered mail, or sent by a nationally recognized express courier service to the addresses set forth in the Quote. No amendment of this Agreement shall be valid unless it is in writing and signed by the parties hereto. Failure of either party to require performance by the other party of any provision hereof shall in no way affect the right to require such performance at any time thereafter, nor shall the waiver by a party of a breach of any of the provisions hereof constitute a waiver of any succeeding breach. Any provision of this Agreement that is invalid or unenforceable shall not affect the validity or enforceability of the remaining terms hereof.

14. ON-CALL SERVICES. Upon Customer's request, Cummins shall provide on-call services (repair, emergency work or other) on the Equipment ("On-call Services"). Any On-call Services shall be invoiced to the Customer at the Cummins current hour rate (including traveling) and shall be governed by the terms and conditions of this Agreement.

15. To the extent applicable, this contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The employee notice requirements set forth in 29 CFR Part 471, Appendix A to Subpart A, are hereby incorporated by reference into this contract.

Generator Planned Equipment Maintenance



INSPECTION

INTERVALS AVAILABLE: WEEKLY, MONTHLY, QUARTERLY, SEMI-ANNUALLY OR ANNUALLY

BATTERIES AND BATTERY CHARGER

- Visually inspect battery terminal connections
- Verify electrolyte level, vent caps of all cells in the starting battery system
- Visually inspect wiring, connections and insulation
- Record battery charging functions
- Record battery information
- Record battery condition test

FUEL SYSTEM

- Visually inspect ignition system (Natural Gas and Propane Only)
- Record primary tank fuel level
- Inspect engine fuel system for leaks
- Visually inspect all engine fuel hoses, clamps, pipes, components and fittings
- Visually inspect rupture/ containment basin
- Inspect day tank and controls (if applicable)
- Optional - fuel sample for laboratory analysis*

COOLING SYSTEM

- Record coolant level
- Visually inspect for coolant leaks
- Visually inspect drive belts condition
- Verify for proper coolant heater operation
- Record jacket water temperature
- Visually inspect fan, water pump, drives and pulleys
- Visually inspect all coolant hoses, clamps and connections
- Visually inspect radiator condition
- Visually inspect louver for damage
- Visually inspect fan hub and drive pulley for mechanical damage
- Record freeze point of antifreeze protection
- Record DCA level prior to changing coolant filter
- Optional - Coolant sample for laboratory analysis*

LUBRICATION SYSTEM

- Visually inspect engine oil leaks
- Visually inspect engine oil lines and connections
- Record oil level
- Optional - Oil sample for laboratory analysis*

GENSET CONTROLS AND ACCESSORIES

- Visually inspect all engine mounted wiring, senders and devices
- Visually inspect all control mounted components and wiring
- Verify all connecting plugs are tightened and in a good condition
- Visually inspect all accessory components and wiring
- Visually inspect and test lighting indicators

INTAKE AND EXHAUST SYSTEMS

- Visually inspect air filter and housing
- Visually inspect all engine piping and connections
- Record air cleaner restriction
- Visually inspect engine exhaust system for leaks
- Visually inspect rain cap
- Optional – Air filter replacement*
- Optional - Clean crankcase breather or replace filters*

GENERAL CONDITIONS

- Visually inspect governor linkage and oil level
- Visually inspect guards
- Visually inspect enclosure
- Visually inspect engine and generator mounts
- Verify emergency stop operation

TRANSFER SWITCH

- Visually inspect controls and time delay settings
- Verify function of exercise clock and record settings from controller
- Verify remote start control operation
- Record utility / source one voltage

AFTERTREATMENT (Upon request)

- Verify DEF level
- Record DPF restriction
- Visually inspect aftertreatment and controls

SWITCHGEAR (Upon Request)

- Inspection and Full Service quote available upon request.

FULL SERVICE

INCLUDES INSPECTION

OPERATIONAL & FUNCTIONAL REVIEW OF GENERATOR CRITICAL COMPONENTS

- Inspect engine cooling fan & fan drives for excessive wear or shaft wobble
- Check all pulleys, belt tensioners, slack adjusters & idler pulleys for travel, wear & overall condition
- Inspect / lubricate drive bearings, gear or belt drives, and other shaft connecting hardware

LUBRICATION OIL & FILTRATION SERVICE

- Change engine oil
- Change oil, fuel and water filters
- Post lube services operations of genset (unloaded) at rated temperature

* Additional Charge

Any additional repairs, parts, or service which are required will be brought to the attention of the owner. Repairs will only be made after proper authorization from the owner is given to Cummins. Any additional repairs, maintenance or service performed by Cummins or a Planned Equipment Maintenance Agreement holder will be at current Cummins labor rates.

Arc flash boundary and available incident energy shall be identified and marked on equipment being serviced or maintained.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/26/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aon Risk Services Central Inc. 200 E Randolph St., Suite 0900 Chicago, IL 60601	CONTACT NAME: A. I. King Insurance Agency, Inc.	
	PHONE (A/C, No. Ext): 317-841-6004 FAX (A/C, No):	
	E-MAIL ADDRESS: cummins@aikinginsurance.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Old Republic Insurance Company	24147
	INSURER B: Allianz Global Risks US Insurance Co	35300
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** 63569479**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR Deductible \$25,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	MWZY 302202-20	12/1/2020	12/1/2021	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$2,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$20,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	<input checked="" type="checkbox"/>		MWTB 314312-20	12/1/2020	12/1/2021	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Phy Damage \$Self Insured
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	<input checked="" type="checkbox"/>		USL01543420	12/1/2020	12/1/2021	EACH OCCURRENCE \$25,000,000 AGGREGATE \$25,000,000 \$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A	MWC 314311-20	12/1/2020	12/1/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$2,000,000 E.L. DISEASE - EA EMPLOYEE \$2,000,000 E.L. DISEASE - POLICY LIMIT \$2,000,000
A	Excess Auto Liability			MWZX315881-20	12/1/2020	12/1/2021	Limit \$5,500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Town of Canandaigua and their respective officials and employees are listed as Additional Insureds for General, Automobile and Excess Liability coverages on a primary and non-contributory basis but only when required by written contract and per policy terms and conditions. Waiver of Subrogation for General Liability applies in favor of the Additional Insureds but only when required by written contract and per policy terms and conditions.

CERTIFICATE HOLDER

Town of Canandaigua
5440 Routes 5 & 20 West
Canandaigua NY 14424

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Richard Trakimas

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ACORD 25 (2016/03)

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

All persons or organizations as required by contract or agreement

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.



If such property can be restored to use by the repair, replacement, adjustment or removal of "your product" or "your work", or your fulfilling the terms of the contract or agreement.

K. "Insured" means:

1. The "Named Insured";
2. If you are:
 - a. An individual, you and your spouse are "insureds", but only with respect to the conduct of a business of which you are the sole owner;
 - b. A partnership or joint venture, you are an "insured". Your members, your partners, and their spouses are also "insureds", but only with respect to the conduct of your business;
 - c. A limited liability company, you are an "insured". Your members are also "insureds", but only with respect to the conduct of your business. Your managers are "insureds", but only with respect to their duties as your managers;
 - d. An organization other than a partnership, joint venture or limited liability company, you are an "insured". Your "executive officers" and directors are "insureds", but only with respect to their duties as your officers or directors. Your stockholders are also "insureds", but only with respect to their liability as stockholders.
 - e. A trust, you are an "insured". Your trustees are also "insureds", but only with respect to their duties as trustees;
3. Each of the following:
 - a. Your "volunteer workers", but only while performing duties related to the conduct of your business; and
 - b. Your "employees", other than either your "executive officers" (if you are an organization other than a partnership, joint venture or limited liability company) or your managers (if you are a limited liability company), but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business;
However, none of these "volunteer workers" or "employees" are "insureds" for "bodily injury" or "personal injury":
 - (1) To you, to your partners or members (if you are a partnership or joint venture) or to your members (if you are a limited liability company); or
 - (2) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in Paragraph (a) immediately preceding;
 - c. Any person (other than your "employee" or "volunteer worker"), or any organization while acting as your real estate manager;
 - d. Any person or organization having proper temporary custody of your property if you die, but only:
 - (1) With respect to liability arising out of the maintenance or use of that property; and
 - (2) Until your legal representative has been appointed;
 - e. Your legal representative if you die, but only with respect to duties as such. That representative will have all your rights and duties under this policy;
4. With respect to liability arising out of the ownership, maintenance or use of a "covered auto":
 - a. A permitted user, meaning anyone else while using a "covered auto" with your permission; and
 - b. Anyone liable for the conduct of that permitted user, but only to the extent of that liability;
5. With respect to "mobile equipment" registered in your name under any motor vehicle registration law, any person while driving such equipment along a public highway with your permission. Any other person or organization responsible for the conduct of such person is also an "insured", but only with respect to

liability arising out of the operation of the equipment, and only if no other insurance of any kind is available to that person or organization for this liability;

6. Any person or organization, other than a "Named Insured" under this policy you are required to include as an additional insured on this policy by a written contract or written agreement in effect during the policy period and executed prior to the "occurrence" of the injury or damage, but only with respect to liability arising out of your operations including "your product", "your work" and your completed operations, or for premises owned by or rented to you. However, the insurance provided will not exceed the lesser of:

- a. The coverage and Limits of Insurance of this policy, or
- b. The coverage and Limits of Insurance required by said contract or agreement.

However, no such person or organization is an "insured" by virtue of this provision if such person or organization is a partnership, joint venture or limited liability company of which the "named insured" is a partner or member, or is a partner or member of a partnership, joint venture or limited liability company of which the "named insured" is a partner or member.

7. Any coverage so provided the additional insured by the provisions of paragraph 6. Above shall be excess over any valid and collectible insurance available to the additional insured whether primary, excess, contingent or on any other basis. However to the extent you are obligated as a result of any contract or agreement that the insurance you furnish to an additional insured will apply on a primary and contributory basis with any other insurance purchased by and issued to that person or organization, this insurance will apply on a primary and non-contributory basis.
8. Notwithstanding any of the above, no person or organization is an "insured" with respect to the conduct of any current, past or newly formed partnership, joint venture or limited liability company that is not designated as a "named insured" in Item 1 of the Declarations unless otherwise provided by the terms of this policy, including but not limited to the definition of "named insured" within this policy, or other endorsements attached thereto.

- L. "Insured Contract" means that part of any contract or agreement under which you assume the tort liability of another party to pay for "bodily injury", "property damage", "personal injury" or "advertising injury" to a third person or organization, provided the contract or agreement:

1. Pertains to your business; and
2. Is executed prior to the "occurrence" causing the injury or damage.

Tort liability means a liability that would be imposed by law in the absence of any contract or agreement.

"Insured Contract" does not include any contract or statement:

1. That indemnifies a railroad for "bodily injury" or "property damage" arising out of construction or demolition operations, within 50 feet of any railroad property and affecting any railroad bridge or trestle, tracks, roadbeds, tunnel, underpass or crossing;
2. That indemnifies an architect, engineer or surveyor for injury or damage arising out of:
 - a. Preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
 - b. Giving directions or instructions, or failing to give them, if that is the primary cause of the injury or damage; or
3. Under which the "insured", if an architect, engineer or surveyor, assumes liability for injury or damage arising out of the "insured's" rendering or failure to render professional services, including those shown in subparagraph 2. above or supervisory, inspection, architectural or engineering activities.

- M. "Loss" means those sums actually paid as judgments or settlements, provided, however, that if the applicable "retained limits" is specifically designated in the Schedule of Retained Limits as including "defense expenses", then "loss" shall include such "defense expenses".

- N. "Mobile equipment" means any of the following types of land vehicles, including any attached machinery or equipment:

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED INSURED FOR COVERED AUTOS LIABILITY COVERAGE

This endorsement modifies insurance provided under the following:

AUTO DEALERS COVERAGE FORM
BUSINESS AUTO COVERAGE FORM
MOTOR CARRIER COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by this endorsement.

This endorsement identifies person(s) or organization(s) who are "insureds" for Covered Autos Liability Coverage under the Who Is An Insured provision of the Coverage Form. This endorsement does not alter coverage provided in the Coverage Form.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Named Insured: Cummins Inc.

Endorsement Effective Date: 12/01/20

SCHEDULE

Name Of Person(s) Or Organization(s):

All Persons or Organizations as Required by Contract or Agreement

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Each person or organization shown in the Schedule is an "insured" for Covered Autos Liability Coverage, but only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured provision contained in Paragraph **A.1.** of Section **II** – Covered Autos Liability Coverage in the Business Auto and Motor Carrier Coverage Forms and Paragraph **D.2.** of Section **I** – Covered Autos Coverages of the Auto Dealers Coverage Form.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

Primary And Noncontributory Insurance

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

- (1) The additional insured is a Named Insured under such other insurance; and

- (2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US (WAIVER OF SUBROGATION)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
ELECTRONIC DATA LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
POLLUTION LIABILITY COVERAGE PART DESIGNATED SITES
POLLUTION LIABILITY LIMITED COVERAGE PART DESIGNATED SITES
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
RAILROAD PROTECTIVE LIABILITY COVERAGE PART
UNDERGROUND STORAGE TANK POLICY DESIGNATED TANKS

SCHEDULE

Name Of Person(s) Or Organization(s):

All persons or organizations as required by contract or agreement

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

**The following is added to Paragraph 8. Transfer Of
Rights Of Recovery Against Others To Us of
Section IV – Conditions:**

We waive any right of recovery against the person(s) or organization(s) shown in the Schedule above because of payments we make under this Coverage Part. Such waiver by us applies only to the extent that the insured has waived its right of recovery against such person(s) or organization(s) prior to loss. This endorsement applies only to the person(s) or organization(s) shown in the Schedule above.

ATTACHMENT 19

OFFICE USE ONLY

☐ Original☐ Amended

Date _____

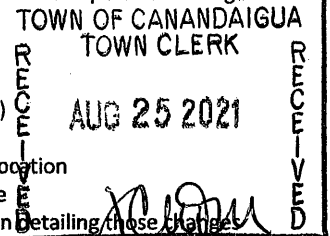
2nd Notice raised

49

Standardized NOTICE FORM for Providing 30-Day Advance Notice to a Local Municipality or Community Board

1. Date Notice was Sent: **08/17/2021**1a. Delivered by: **Certified Mail Return Receipt Requested**

2. Select the type of Application that will be filed with the Authority for an On-Premises Alcoholic Beverage License:

☒ New Application
 ☐ Renewal
 ☐ Alteration
 ☐ Corporate Change
 ☐ Removal
 ☐ Class Change
 ☐ Method of Operation Change
For **New** applicants, answer each question below using all information known to dateFor **Renewal** applicants, answer all questionsFor **Alteration** applicants, attach a complete written description and diagrams depicting the proposed alteration(s)For **Corporate Change** applicants, attach a list of the current and proposed corporate principalsFor **Removal** applicants, attach a statement of your current and proposed addresses with the reason(s) for the relocationFor **Class Change** applicants, attach a statement detailing your current license type and your proposed license typeFor **Method of Operation Change** applicants, although not required, if you choose to submit, attach an explanation detailing those changes

This 30-Day Advance Notice is Being Provided to the Clerk of the Following Local Municipality or Community Board:

3. Name of Municipality or Community Board: **Town Clerk - 5440 State Route 5 & 20 W, Canandaigua NY 14424****Applicant/Licensee Information:**

4. Licensee Serial Number (if applicable): _____

Expiration Date (if applicable): _____

5. Applicant or Licensee Name: **Lincoln Hill Farm Brewery Inc.**6. Trade Name (if any): **Lincoln Hill Farm Brewery Cafe**7. Street Address of Establishment: **3530 State Route 364 Canandaigua 14424**8. City, Town or Village: **Canandigua**

, NY

Zip Code: **14424**9. Business Telephone Number of Applicant/Licensee: **(585) 752-9466**10. Business E-mail of Applicant/Licensee: **brian@lincolnhillfarms.com**11. Type(s) of alcohol sold or to be sold: ☐ Beer & Cider ☐ Wine, Beer & Cider ☒ Liquor, Wine, Beer & Cider

12. Extent of Food Service:

☒ Full food menu; full kitchen run by a chef or cook
 ☐ Menu meets legal minimum food availability requirements; food prep area at minimum
13. Type of Establishment: **Bar/Tavern**14. Method of Operation:
(check all that apply)
☒ Seasonal Establishment
 ☒ Juke Box
 ☐ Disc Jockey
 ☒ Recorded Music
 ☒ Karaoke

☒ Live Music (give details i.e., rock bands, acoustic, jazz, etc.): **acoustic, jazz, country, rock**
☐ Patron Dancing
 ☐ Employee Dancing
 ☐ Exotic Dancing
 ☐ Topless Entertainment

☐ Video/Arcade Games
 ☐ Third Party Promoters
 ☐ Security Personnel

☐ Other (specify): _____
15. Licensed Outdoor Area:
(check all that apply)
☐ None
 ☐ Patio or Deck
 ☐ Rooftop
 ☐ Garden/Grounds
 ☐ Freestanding Covered Structure

☐ Sidewalk Cafe
 ☐ Other (specify): _____

OFFICE USE ONLY

☐ Original☐ Amended

Date _____

49

16. List the floor(s) of the building that the establishment is located on: **Ground Floor**
17. List the room number(s) the establishment is located in within the building, if appropriate: **3**
18. Is the premises located within 500 feet of three or more on-premises liquor establishments? ☐ Yes ☒ No
19. Will the license holder or a manager be physically present within the establishment during all hours of operation? ☒ Yes ☐ No
20. If this is a transfer application (an existing licensed business is being purchased) provide the name and serial number of the licensee:
- | Name | Serial Number |
|------|---------------|
| | |
21. Does the applicant or licensee own the building in which the establishment is located? ☒ Yes (if YES, SKIP 23-26) ☐ No

Owner of the Building in Which the Licensed Establishment is Located

22. Building Owner's Full Name: _____
23. Building Owner's Street Address: _____
24. City, Town or Village: _____ State: _____ Zip Code: _____
25. Business Telephone Number of Building Owner: _____

Representative or Attorney Representing the Applicant in Connection with the Application for a License to Traffic in Alcohol at the Establishment Identified in this Notice

26. Representative/Attorney's Full Name: **Jim Bingham**
27. Representative/Attorney's Street Address: **446 Alexander St**
28. City, Town or Village: **Rochester** State: **NY** Zip Code: **14605**
29. Business Telephone Number of Representative/Attorney: **(585) 683-9647**
30. Business E-mail Address of Representative/Attorney: **licenseapproval@gmail.com**

I am the applicant or licensee holder or a principal of the legal entity that holds or is applying for the license. Representations in this form are in conformity with representations made in submitted documents relied upon by the Authority when granting the license. I understand that representations made in this form will also be relied upon, and that false representations may result in disapproval of the application or revocation of the license.

By my signature, I affirm - under **Penalty of Perjury** - that the representations made in this form are true.

31. Printed Principal Name: **BRIAN MASTROSIMONE** Title: **President**

Principal Signature: _____

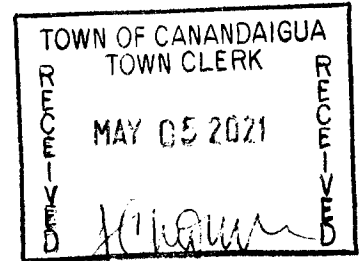
ATTACHMENT 20

Town of Canandaigua

5440 Routes 5 & 20 West • Canandaigua, NY 14424 • (585) 394-1120

May 5, 2021

Doug Finch, Town Manager
Town of Canandaigua
5440 Routes 5 & 20 West
Canandaigua, New York 14424



RE: MARKS FOR ALTEMUS
NEW SINGLE FAMILY DWELLING - EROSION CONTROL SURETY ESTIMATE REVIEW
TAX MAP NO. 57.00-1-3.121
CPN No. 2020-057
ADDRESS: 1900 SAND HILL ROAD

CK # 1006
SC

Dear Mr. Finch,

Please be advised that I have completed a review of the submitted Erosion Control Surety Estimate dated 4/19/2021, prepared by Brennan Marks PE of Marks Engineering for the above referenced project.

Based on our review of the submitted estimate we recommend that an Erosion Control Surety be approved in the amount of **\$1,328.25 (One-Thousand Three-Hundred Twenty-Eight Dollars and Twenty-Five Cents)**. The breakdown of this amount is on the attached estimate.

Surety must be paid by cash or check to Town Clerk prior to issuance of building permits.

Any questions and/or comments you may have in this regard, please feel free to contact me at your earliest convenience.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Jensen".

Chris Jensen
Town of Canandaigua – Code Enforcement Officer

C Jean Chrisman, Town Clerk
Project Binder
Parcel Owner

APPROVED
 Doug Finch – Town Manager
8/17/21 Date



MarksEngineering

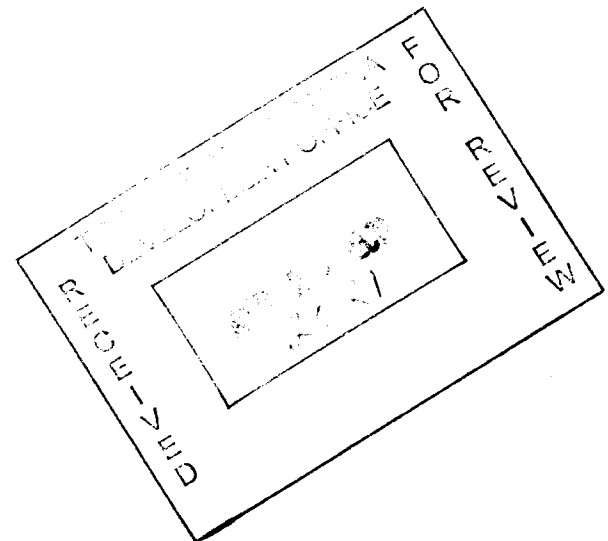
42 Beeman St.
Canandaigua, NY 14424

TM#57.00-1-3.121
1900 Sand Hill Rd
Canandaigua, NY 14424

4/19/2021

Engineer's Opinion of Probable Cost

	Quantity	Unit	Unit Cost	Sub Total
Silt Fence Material	395	ft	\$ 2.50	\$ 987.50
Temporary Seed 25#	2	Bag	\$ 25.00	\$ 50.00
Straw Mulch Material	10	bale	\$ 2.00	\$ 20.00
Construciton Entrance	1	ea	\$ 150.00	\$ 150.00
Contingency	1	ea	\$ 120.75	\$ 120.75
			Total	\$ 1,328.25



ATTACHMENT 21

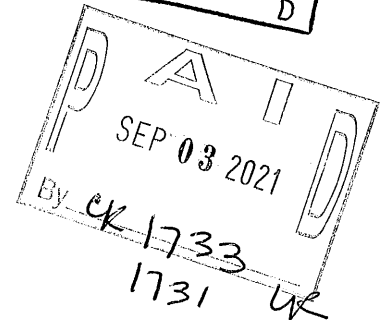
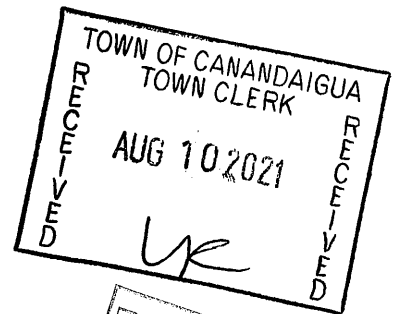
Town of Canandaigua

5440 Routes 5 & 20 West • Canandaigua, NY 14424 • (585) 394-1120

August 10, 2021

Doug Finch, Town Manager
Town of Canandaigua
5440 Routes 5 & 20 West
Canandaigua, New York 14424

RE: MARATHON FOR GILL
NEW SINGLE FAMILY DWELLING - SURETY ESTIMATE REVIEW
TAX MAP No. 126.20-1-8.000
CPN No. 2021-034
ADDRESS: 4495 DAVIDSON LANDING



Dear Mr. Finch,

Please be advised that I have completed a review of the submitted Landscaping & Erosion Control Surety Estimate dated August 3, 2021, prepared by Robert Bringley PE of Marathon Engineering for the above referenced project.

Based on our review of the submitted estimate we recommend that an **Erosion Control Surety** be approved in the amount of **\$6,850 (Six-Thousand Eight-Hundred Fifty Dollars and No Cents)** and the **Landscaping Surety** be approved in the amount of **\$10,800 (Ten-Thousand Eight-Hundred Dollars and No Cents)**. The breakdown of this amount is on the attached estimate.

Surety must be paid by cash or check to Town Clerk prior to issuance of building permits.

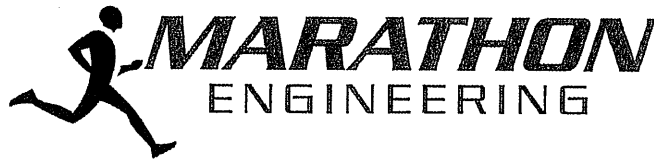
Any questions and/or comments you may have in this regard, please feel free to contact me at your earliest convenience.

Sincerely,

Chris Jensen
Town of Canandaigua – Code Enforcement Officer

C Jean Chrisman, Town Clerk
Project Binder
Parcel Owner

APPROVED
Doug Finch – Town Manager
9/2/21
Date



39 Cascade Drive / Rochester, NY 14614 / Phone (585) 458-7770

Engineers Estimate for Erosion Control, Stormwater, and Landscaping

Project: The Gill Residence

Date: 8/3/2021

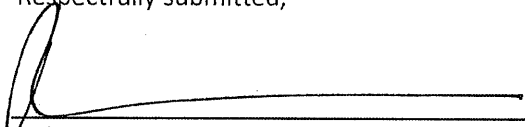
Prepared For: Dan & Debbie Gill

4495 Davidson Landing Drive

Canandaigua, NY 14424

This estimate represents the probable construction costs in 2021 dollars to construct the erosion control features as shown on the plans entitled "Site Plans for The Gill Residence" last Revised 7/28/21.

Respectfully submitted,


Robert P. Bringley, P.E.

Marathon Engineering



Summary of Costs

Section		Total (\$)
Section 1	Erosion Control	\$ 6,850
Section 2	Landscaping	\$ 10,800
Subtotal		\$ 17,650
Overall Total		\$ 17,650

SECTION 1: EROSION CONTROL

Item Number	Item Description	Quantity	Unit	Unit Price (\$)	Amount (\$)
Temporary Erosion Control					
1.1	Silt Fence	250	LF	4.00	1,000
1.2	Filter fabric inlet protection	7	EA	175.00	1,225
1.3	Temporary sediment trap includes maintenance & restoration upon completion	1	EA	750.00	750
1.4	Temporary Seeding	0.50	AC	1,500.00	750
1.5	Concrete Washout Station	1	EA	1,000.00	1,000
Permanent Erosion Control					
1.6	Stone Outlet Protection	15	CY	75.00	1,125
1.7	Final Stabilization (seeding)including mulching w/tackifier	0.50	AC	2,000.00	1,000
				Subtotal:	\$ 6,850

SECTION 2: LANDSCAPING

Item Number	Item Description	Quantity	Unit	Unit Price (\$)	Amount (\$)
2.1	Tree Protection	6	EA	100.00	600
2.2	Large Deciduous Plantings	2	EA	350.00	700
2.3	Foundation Planting Allowance	1	LS	5,000.00	5,000
2.4	Rain Garden Landscaping	1	LS	2,000.00	2,000
2.5	Rain Garden Construction	1	LS	2,500.00	2,500
				Subtotal:	\$ 10,800

ATTACHMENT 22

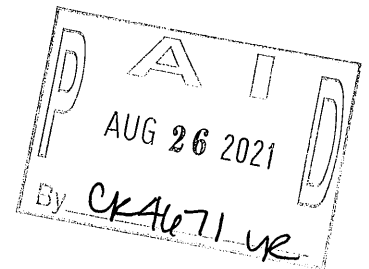
Town of Canandaigua

5440 Routes 5 & 20 West • Canandaigua, NY 14424 • (585) 394-1120

August 10, 2021

Doug Finch, Town Manager
Town of Canandaigua
5440 Routes 5 & 20 West
Canandaigua, New York 14424

RE: MARATHON FOR BLOCH
NEW SINGLE FAMILY DWELLING - SURETY ESTIMATE REVIEW
TAX MAP No. 154.06-2-1.200
CPN No. 2021-055
ADDRESS: 5481 ROCHESTER POINT DRIVE



Dear Mr. Finch,

Please be advised that I have completed a review of the submitted Erosion Control Surety Estimate dated June 18, 2021, prepared by Robert Bringley PE of Marathon Engineering for the above referenced project.

Based on our review of the submitted estimate we recommend that a surety be approved for **\$18,352 (Eighteen-Thousand Three-Hundred Fifty-Two Dollars and No Cents)**

Erosion Control:	\$1,588
Stormwater/Drainage:	\$5,970
Landscaping:	\$8,400
10% Contingency:	\$1,596
5% Municipal Observe:	\$798
Total:	\$18,352

The breakdown of these amounts are on the attached estimate. Surety must be paid by cash or check to Town Clerk prior to issuance of building permits.

Any questions and/or comments you may have in this regard, please feel free to contact me at your earliest convenience.

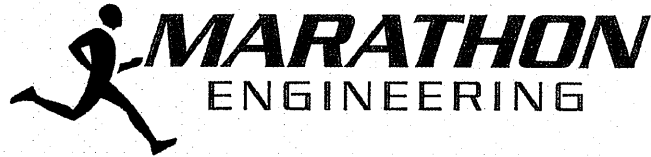
Sincerely,

A handwritten signature in black ink, appearing to read "Chris Jensen".

Chris Jensen
Town of Canandaigua – Code Enforcement Officer

C Jean Chrisman, Town Clerk
Project Binder

APPROVED
A handwritten signature in black ink, appearing to read "Doug Finch".
Doug Finch – Town Manager
8/31/21
Date



39 Cascade Drive / Rochester, NY 14614 / Phone (585) 458-7770

Engineers LOC Estimate for Erosion Control, Stormwater, and Landscaping

Project: The Bloch Residence

Date: 6/18/2021

Prepared For: Stephen Bloch

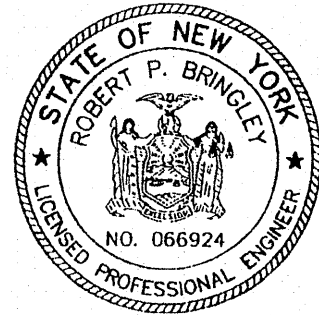
5481 Rochester Point Drive

Canandaigua, NY 14424

This estimate represents the probable construction costs in 2021 dollars to construct the erosion control features as shown on the plans entitled "Site Plans for The Bloch Residence" last Revised 6/9/21.

Respectfully submitted,

Robert P. Bringley, P.E.
Marathon Engineering



Summary of Costs

Section		Total (\$)
Section 1	Erosion Control	\$ 1,588
Section 2	Stormwater & Drainage	\$ 5,970
Section 3	Landscaping	\$ 8,400
Subtotal		\$ 15,958
10% Contingency		\$ 1,596
5% Municipal Observation		\$ 798
Overall Total		\$ 18,352

SECTION 1: EROSION CONTROL

Item Number	Item Description	Quantity	Unit	Unit Price (\$)	Amount (\$)
1.1	Silt Fence (including installation and removal)	197	LF	4.00	788
1.2	Filter fabric inlet protection (including installation and removal)	1	EA	250.00	250
1.3	Temporary Seeding	0.22	AC	1,500.00	330
1.4	Final Stabilization (seeding)including mulching w/tackifier	0.22	AC	1,000.00	220
				Subtotal:	\$ 1,588

SECTION 2: STORMWATER AND DRAINAGE

Item Number	Item Description	Quantity	Unit	Unit Price (\$)	Amount (\$)
2.1	8" SDR-21 PVC Including excavation, bedding and backfill	18	LF	36.00	648
2.2	8" Metal end section	1	EA	250.00	250
2.3	Rain Garden	128	SF	12.00	1,536
2.4	Drainage swales	134	LF	4.00	536
2.5	Raise concrete covers	5	EA	500.00	2,500
2.6	Adjust ST-DI	1	EA	500.00	500
				Subtotal:	\$ 5,970

SECTION 3: LANDSCAPING

Item Number	Item Description	Quantity	Unit	Unit Price (\$)	Amount (\$)
3.1	Large coniferous trees	9	EA	300.00	2,700
3.2	Large bushes	20	EA	150.00	3,000
3.3	Small bushes/plantings	36	LS	75.00	2,700
				Subtotal:	\$ 8,400

ATTACHMENT 23

The COVID-19 pandemic taught us all the importance of social interaction in a safe outdoor environment. For many, outdoor play is limited or does not exist due to a lack of facilities that are ADA compliant. The Town of Canandaigua working with Inclusion in Motion and the University of Buffalo's IDEA Center, is trying to change that by constructing the first universal design fully inclusive playground certified in the United States of America. Motion Junction when fully open will offer an Inclusive experience for all users of any ability to play together fully inclusive. The proposed actions include the build out construction of Motion Junction, a nearly one-acre playground over the next six to eight months. Additionally, the Town is interested in the exploring the creation of a small business COVID-19 relief fund.

Action NO.1 – Motion Junction ADA inclusive outdoor play equipment	\$ 446,930.00
Action NO.2 – Motion Junction site work & engineering for ADA play	\$ 648,922.00
Action NO.3 – Motion Junction rubberized surfacing for ADA play	\$ 365,500.00
Action NO.4 – Motion Junction sidewalks for ADA accessibility	\$ 350,000.00
Action NO.5 – Motion Junction shade for ADA play	\$ 78,290.00
Action NO.6 – Motion Junction ADA compliant outdoor led lighting	\$ 97,200.00
Action NO.7 – Motion Junction utility access for ADA restroom's	\$ 125,000.00
Action NO.8 – Motion Junction site materials (base for ADA surface)	\$ 300,000.00
Action NO.9 – Motion Junction sports field (adjacent to playground)	\$ 150,000.00
Action NO.10 – Motion Junction building construction (ADA components only)	\$ 388,500.00
Building estimated: \$1.1M (4200 sq ft)	
Action NO.11 – Motion Junction landscaping at ADA play and natural shade	\$ 74,000.00
Action NO.12 – Town of Canandaigua Small Business COVID-19 relief fund	\$ 500,000.00
TOTAL:	\$ 3,524,342.00

SUMMARY DESCRIPTIONS

Action NO.1 – Motion Junction ADA inclusive outdoor play equipment \$ 446,930.00
This action would be for the purchase of ADA fully inclusive play equipment for Motion Junction a playground to be constructed in the Town of Canandaigua's Richard P. Outhouse Memorial Park. The equipment is designed to accommodate fully inclusive play regardless of individual abilities including wheelchair access, we go round, swings, and play booster ramp structure. The equipment was ordered by purchase order August 27, 2021, with a 50% down payment of \$226,500.00 and an outstanding balance. The request is for the full amount to be included in the grant action request so it would either be reimbursement of the \$226,500 or for the full amount and we would request the reimbursement from the company involved.

Action NO.2 – Motion Junction site work & engineering for ADA play \$ 648,922.00
Materials - \$339,922 / Engineering - \$ 184,000 / Town labor \$ 125,000

This action is for all of the site work, extensive grading, earth work, survey, engineering, labor, and materials to provide level surfaces for the construction of the surface that covers the entire nearly one-acre playground area. The request is for the full amount as a reimbursement to the Town of Canandaigua with most of the expenses having been paid in late 2020 and early 2021 in preparation of the construction for the outdoor inclusive play area.

Action NO.3 – Motion Junction rubberized surfacing for ADA play \$ 365,500.00

This action is for the purchase of the rubberized surfacing to cover the entire nearly one-acre playground area making it fully ADA compliant and inclusive for everyone of all abilities. The request is for the full amount to install the surfacing. Anticipated work is for May 2022, completion takes approximately three weeks.

Action NO.4 – Motion Junction sidewalks for ADA accessibility \$ 350,000.00

This action is for the purchase and construction of ADA accessibility sidewalks all around the nearly one-acre playground to provide continuous ADA accessibility all around the outer perimeter of the playground and a walking pathway in the park. The request is for the full amount, the work to be completed by approximately April 2022.

Action NO.5 – Motion Junction shade for ADA play \$ 78,290.00

This action is for the purchase of large shade sails for the ADA play area of Motion Junction to provide some relief from the sun and help keep the equipment from getting so hot for all individuals using the inclusive ADA playground equipment. This request is for the full amount, this item(s) has not yet been ordered for this project. It is anticipated the work would be completed by May 2022.

Action NO.6 – Motion Junction ADA compliant outdoor led lighting \$ 97,200.00

This action is for the purchase and installation of outdoor led lighting for the ADA play area of Motion Junction site. This request is for the full amount, this item has not yet been ordered for this project. It is anticipated the work would be completed by June 2022.

Action NO.7 – Motion Junction utility access for ADA restroom's \$ 125,000.00

This action is for expenses relating to running utility infrastructure to the playground area at Motion Junction to provide ADA restroom capabilities for the play area. Some of this work has already been ordered by the Town of Canandaigua, this request would be for reimbursement. Work to be completed by May 2022.

Action NO.8 – Motion Junction site materials (base for ADA surface) \$ 300,000.00

This action is for the purchase of a rubberized fully inclusive ADA surface for the entire nearly one-acre playground to provide full ADA access and capabilities inclusive for everyone. The contractor has been identified and an estimate received; however, the surface has not yet been ordered. This request is for the full amount, and work is anticipated to be completed by June 2022.

Action NO.9 – Motion Junction sports field (adjacent to playground) \$ 150,000.00

This action is for the construction of a sports field adjacent to Motion Junction in the same area as the playground so that everyone has the ability to at least watch sports games at the facility. The request is for the entire amount, work anticipated to be completed by October 2022.

Action NO.10 – Motion Junction building construction (ADA components only) \$ 388,500.00
Building estimated: \$1.1M (4,200 sq ft)

This action is for the construction of ADA components only associated with the construction of an approximately 4,200 sq ft building. This action would include all costs associated with making the entire building inclusive and ADA accessible.

Action NO.11 – Motion Junction landscaping at ADA play \$ 74,000.00

This action is for the landscaping and additional shade trees at Motion Junction to provide natural vegetative relief from the sunshine at Motion Junction ADA playground. This request is for the full amount, landscaping and trees have not yet been ordered. This action is already designed, plants identified, and would be completed by May 2022.

Action NO.12 – Town of Canandaigua Small Business COVID-19 relief fund \$ 500,000.00

This action is for the funding and creation of a Town of Canandaigua Small Business COVID-19 relief fund for small businesses impacted by the COVID-19 pandemic. The Town would use the guidelines and requirements established for CDBG CARES funding for small businesses. A 2020-2021 market survey of small businesses in the Town of Canandaigua identified that nearly 100% of the small business owners have been impacted by COVID-19 and 75% of those respondents (small business owners) would like to know more and consider accepting support relative to COVID-19 relief.