

**Canandaigua Town Board
Meeting Agenda
May 21, 2018
6:00pm**

- Call To Order and Pledge of Allegiance
 - Pledge Led by Kevin Reynolds, Town Councilman
- Roll Call
 - Town Clerk Confirmation meeting was properly advertised
- Circulation of Written Communications and Correspondence
 - Email, Resident, Thank you for replacement of mailbox and snow removal, May 8, 2018
 - Letter, Senator Pamela Helming, Senate Bill 7935, May 1, 2018
 - Newsletter, Cornell University Cooperative Extension, The Inside Dirt, May 2018
 - Newsletter, Office for the Aging, May, June, July 2018
 - Letter, Charter Communications, Upcoming Changes, April 19, 2018
 - Card, Chamber of Commerce, Thank you for United Way Day of Caring Help, April 2018
 - Card, Lyons National Bank, 40th Anniversary with the Chamber, April 2018
- Privilege of the Floor
- Presentations
- Public Hearings

Continued Public Hearings:

- Public Hearing on Intent to Use Repair Reserve Funds, Subject to Permissive Referendum
- Public Hearing on the Proposed Joint Consolidation of the Canandaigua-Hopewell Water District into the Existing Canandaigua Consolidated Water District

New Public Hearings:

- Public Hearing for a Text Code Amendment to Town Code Chapter §79; and SEQR Intent to Declare Lead Agency
- Public Hearing for a Text Code Amendment to Town Code Chapter 220-9(A); and SEQR Intent to Declare Lead Agency
- Public Hearing for a Text Code Amendment to Town Code Chapter 220-9K Regarding Large Scale Solar Farm Fences; and SEQR Intent to Declare Lead Agency
- Priority Business
- Reports of Town Officials and Department Heads – Attachment #1
 - A. Director of Parks & Recreation
 - B. Highway / Water Superintendent
 - C. Assessor
 - D. Historian
 - E. Town Clerk
 - F. Town Manager
 - G. Supervisor
 - 1. Monthly Financial Reports for April 2018
 - a. Revenue & Expense Report and Cash Summary Report
 - b. EFPR Solutions Executive Summary
 - c. Overtime Report – All Departments

d. 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 Reynolds
 - d. Ordinance – Councilman Davis
 - e. Economic Development – Supervisor Westbrook – Attachment #2
 - B. Planning Board, Chairman Schwartz
 - C. Zoning Board of Appeals, Chairman Robinson
 - D. Environmental Conservation Board, Chairwoman Marthaller – Attachment #3
 - E. Citizens Implementation Committee, Chairwoman Reynolds
 - F. Parks & Recreation Committee, Chairman MacNeil
 - G. Special Events Committee, Chairwoman Fuller – Attachment #4
 - H. Complete Streets Committee, Chairman Davis
 - I. Agriculture Committee, Chairman Stryker
 - J. Drainage Committee, Chairman Oyler – Attachment #5
- Privilege of the Floor
- Resolutions

Continued Resolutions:

RESOLUTION NO. 2018 – 114: APPROVE THE USE OF \$ 105,000.00 OF REPAIR RESERVE FUNDS FOR IMPROVEMENTS RELATING TO THE CONSTRUCTION OF THE NEW HIGHWAY FACILITY, SUBJECT TO PERMISSIVE REFERENDUM AND TRANSFER FUNDS FROM RESERVE FUND

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) recognizes a need exists for furnishings, apparatus, equipment, and improvements associated with the construction of the new highway facility; and

WHEREAS, the Town Manager has informed the Town Board a balance of \$155,000.00 is available through the Town of Canandaigua’s Repair Reserve Fund (A.0232); and

WHEREAS, the Highway Superintendent has received estimates associated with furnishings for the new highway facility the amount of \$45,000.00, and security and equipment needs in the amount of approximately \$60,000.00; and

WHEREAS, a public hearing was held on April 16, 2018 for the use of an amount not to exceed \$ 105,000.00 from the Repair Reserve Fund for the furnishings and equipment needs associated with the new highway facility subject to permissive referendum; and

WHEREAS, if proposed expenditures were to be paid for from the Repair Reserve Fund, the new balance would be approximately \$ 50,000.00; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves the use of an amount not to exceed \$ 105,000.00 from the Repair Reserve Fund for the furnishings and equipment needs associated with the new highway facility subject to permissive referendum; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to create a budget line known as A.1620.420 Building Highway Facility; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to make a budget adjustment to increase the 2018 adopted budget A.5031 (Interfund Transfers) \$ 105,000.00 and increase A.1620.420 (Buildings Highway Facility) \$ 105,000.00 resulting in a decrease of A.0232 (Repair Reserve) by \$105,000.00; and

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

RESOLUTION NO. 2018 – 126: APPROVING FINAL JOINT CONSOLIDATION AGREEMENT FOR THE CONSOLIDATION OF THE CANANDAIGUA-HOPEWELL WATER DISTRICT OF THE TOWN OF CANANDAIGUA INTO THE EXISTING CANANDAIGUA CONSOLIDATED WATER DISTRICT, AND AUTHORIZATION FOR TOWN MANAGER TO EXECUTE AGREEMENT

WHEREAS, New York General Municipal Law (GML) Article 17-A provides for the consolidation of two or more local government entities if together the consolidated local government entity forms a local government entity of a kind or class that is authorized under the laws of the State of New York; and

WHEREAS, the Town Board of the Town of Canandaigua duly formed the following Special Water Districts to provide long-term, safe and reliable water supply for all customers in those districts:

1. CANANDAIGUA CONSOLIDATED WATER DISTRICT
2. CANANDAIGUA-HOPEWELL WATER DISTRICT OF THE TOWN OF CANANDAIGUA

WHEREAS, the Town Board of the Town of Canandaigua, acting jointly as the governing body of the above water districts, has determined, after due deliberation, and the holding of a public hearing on April 16, 2018 that it is in the best interests of the Town to consolidate the above water districts to maintain stability, and to reduce administrative and operational costs wherever possible; and

WHEREAS, the Town Board of the Town of Canandaigua, acting jointly as the governing body of the above water districts, has prepared a Joint Consolidation Agreement pursuant to GML Article 17-A to effectuate said consolidation; and

WHEREAS, on March 19, 2018, the Town Board of the Town of Canandaigua, acting jointly as the governing body of the above water districts, by Resolution No. 2018-088, endorsed the Proposed Joint Consolidation Agreement; and

WHEREAS, in accordance with General Municipal Law (GML) § 753, the Proposed Joint Consolidation Agreement was displayed publicly and posted on the Town's website, and a summary of the Proposed Joint Consolidation Agreement was published once each week for four consecutive weeks; and

WHEREAS, in accordance with GML § 754, duly noticed public hearings on the Proposed Joint Consolidation Agreement were held on April 16, 2018; and

WHEREAS, there have been no objections to the Proposed Joint Consolidation Agreement and no amendments necessitated after the notice and final hearing have closed; and

WHEREAS, the Town Board of the Town of Canandaigua, acting jointly as the governing body of the above water districts, has converted the Proposed Joint Consolidation Agreement to a Final Joint Consolidation Agreement, which is attached hereto as Exhibit A; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves the Final Joint Consolidation Agreement as attached hereto as Exhibit A; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to execute all documents relative to the Joint Consolidation Agreement.

Attachment #6

RESOLUTION NO. 2018 – 130: SETTING A PUBLIC HEARING FOR A TEXT CODE AMENDMENT TO TOWN CODE CHAPTER 220-9; AND SEQR INTENT TO DECLARE LEAD AGENCY

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as “Town Board”) is considering a Local Law to execute a text code amendment to Town Code Chapter §220-9W that would clarify the size limits for swimming pools; and

WHEREAS, the Town Board would like to hear from residents about the proposed Local Law; and

WHEREAS, the Town Board wishes to refer the proposed Local Law to the Town of Canandaigua Planning Board, Environmental Conservation Board, Zoning Board of Appeals, and the Ontario County Planning Board; and

WHEREAS, the Town Board intends to determine said proposed Local Law is classified as an Unlisted Action under the SEQR Regulations per §617 of the NYS Department of Environmental Conservation Law; and

WHEREAS, the Town Board intends to declare itself as the Lead Agency on the proposed action; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby establishes a public hearing for the proposed Local Law to be held on ~~May 21, 2018~~ June 18, 2018 at 6:00 pm at the Canandaigua Town Hall located at 5440 Route 5 & 20 West, Canandaigua, NY 14424; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to refer the proposed Local Law and notification of SEQR intent to declare Lead Agency to the Town of Canandaigua Planning Board, Environmental Conservation Board, Zoning Board of Appeals, and the Ontario County Planning Board; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide notice of said public hearing.

Attachment #7

New Resolutions:

FINANCE

- Resolution No. 2018 – 153: Acceptance of the Monthly Financial Reports
- Resolution No. 2018 – 154: Acceptance of Tyler Technologies Quote for Incode 10 Fixed Assets and Authorization of Town Manger to Execute Documents
- Resolution No. 2018 – 155: Acceptance of Annual Financial Audit Report
- Resolution No. 2018 – 156: Adoption of Amendment to the Town of Canandaigua Procurement Policy
- Resolution No. 2018 – 157: 2018 Budget Amendment to Increase Special Events Committee Budget

PLANNING

- Resolution No. 2018 – 158: Approving a Revision to the Town of Canandaigua 2018 Fee Schedule for the Canandaigua Consolidated and Bristol Water District Fees
- Resolution No. 2018 – 159: Authorization for 2018 Budget Amendment for Installation of Water Main on County Road 10
- Resolution No. 2018 – 160: Budget Creation Authorization for Canandaigua Consolidated Water Pumps and Tank Improvements
- Resolution No. 2018 – 161: Creation of a Budget for Capital Project Known as Water Ext #42 (Woolhouse Rossier)
- Resolution No. 2018 – 162: Water Booster Station & Storage Tanks Project SEQR Negative Determination and Lead Agency Declaration
- Resolution No. 2018 – 163: Request for Flashing Beacon Signs at a Cross Walk on Middle Cheshire Road
- Resolution No. 2018 – 164: Approve Proposal on Sanitary Sewer Drawing for Acorn Hill Drive
- Resolution No. 2018 – 165: Setting a Public Hearing for Improvements to the Town of Canandaigua Water Booster Station, Transmission Main, and Storage Tanks
- Resolution No. 2018 – 166: Approval of a Temporary Easement for Work on Wells Curtice Road

ENVIRONMENTAL

- Resolution No. 2018 – 167: Authorization to Submit MS4 Annual Report to the NYS DEC for the Period Ending March 9, 2018
- Resolution No. 2018 – 168: Fund and Budget Creation Authorization for Use of Funds Distributed by Ontario County as Part of the Local Solid Waste Management Plan

ORDINANCE

- Resolution No. 2018 – 169: SEQR Determination of Non-Significance and Adoption of a Text Code Amendment to Town Code Chapter 220-9 that would allow Fences Associated with Approved Large Scale Solar Energy Systems to Meet the National Electric Code
- Resolution No. 2018 – 170: Setting a Public Hearing on Adopting a Local Law to Rezone 3365 State Route 364 from R-1-20 to MUO and to Amend the Official Zoning Map; and SEQR Intent to Declare Lead Agency
- Resolution No. 2018 – 171: Request to Include in the 2019 Town Budget Funding for Engineering Study of Middle Cheshire Road to Include Complete Streets Modifications and Improvements

ECONOMIC DEVELOPMENT/GENERAL

- Resolution No. 2018 – 172: Request to Hire Summer Staff for Parks

- Resolution No. 2018 – 173: Setting Hourly Rate Following Initial Six Months for the Position of Office Specialist I
- Resolution No. 2018 – 174: Appointment of Human Resources and Payroll Coordinator
- Resolution No. 2018 – 175: Directing Town Manager to Submit Application to the Municipal Electric and Gas Alliance (MEGA)
- Resolution No. 2018 – 176: Soil Erosion and Sediment Control Surety for 5283 Irish Settlement (Tax Map 153.00-1-88.210)
- Resolution No. 2018 – 177: Soil Erosion and Sediment Control Surety for 4545 Davidson Landing (Tax Map 140.07-1-19.100)
- Resolution No. 2018 – 178: Soil Erosion and Sediment Control Surety for 1983 County Road 8 (Tax Map #56.00-2-41.120)
- Resolution No. 2018 – 179: Soil Erosion and Sediment Control Surety for 4965 Waters Edge (Tax Map #98.09-1-21.000)
- Resolution No. 2018 – 180: Directing Town Manager to Enter into a Pilot Program Between Memorial Day and 4th of July, One Canandaigua, Waiver of Park Fees
- Resolution No. 2018 – 181: Support for City of Canandaigua's Downtown Revitalization Initiative Grant Application
- Resolution No. 2018 – 182: Approve Release of RFP for Replacement of Two Roofs at Onanda park
- Resolution No. 2018 – 183: Proclaiming Support for a Blue Zones Project, a Community-Wide Well-Being Improvement Initiative in Ontario County, New York
- Resolution No. 2018 – 184: Authorization for Monthly Bank Draft for Voluntary Vision Insurance
- Resolution No. 2018 – 185: Acceptance of Crosman's Seeds Quote for the Purchase of Wildflower Seeds for Miller Park and Authorization of Town Manager to Execute Documents
- Resolution No. 2018 – 186: Appreciation of Volunteer Efforts by Keller Williams Realty Gateway Canandaigua for Improvements at Onanda Park
- Resolution No. 2018 – 187: Recognizing Town Employees for their Work During the 2018 United Way Annual Day of Caring
- Resolution No. 2018 – 188: Appointment of Tyler Wight to Position of Motor Equipment Operator, Highway

RESOLUTION NO. 2018 – 153: 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 the April 2018 Monthly Revenue/Expense Control Report, Cash Summary Report, EFPR Solutions Executive Summary Report, as well as 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.

Attachment #1

RESOLUTION NO. 2018 – 154: ACCEPTANCE OF TYLER TECHNOLOGIES QUOTE FOR INCODE 10 FIXED ASSETS AND AUTHORIZATION OF TOWN MANAGER TO EXECUTE DOCUMENTS

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) previously authorized the purchase of Incode 10 Financial Software from Tyler Technologies; and

WHEREAS, the Finance Committee has discussed the option of incorporating the management of Fixed Assets within the internal operations of the Town Hall; and

WHEREAS, the Town’s new Financial Services software program offers a module for Fixed Assets Management and related services for Incode 10; and

WHEREAS, the Town Manager has received a quote from Tyler Technologies for such services in the amount of \$ 4,750.00; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua authorizes the Town Manager to execute all documents relative to the acceptance of the quote from Tyler Technologies for the purchase of fixed assets associated with the Incode 10 software purchase and related services at a cost not to exceed \$ 4,750.00 to be funded through the 2018 budget A.1620.400.

Attachment #8

RESOLUTION NO. 2018 – 155: ACCEPTANCE OF ANNUAL FINANCIAL AUDIT REPORT

WHEREAS, the Town Board of the Town of Canandaigua has hired Bonadio & Co. LLP, to perform an audit of the 2017 financial records and overall financial status of the Town of Canandaigua; and

WHEREAS, Bonadio & Co. LLP has shared the results of the audit with members of the Town Board on May 21, 2018 during a presentation at the regularly scheduled Town Board meeting; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby accepts the audit report from Bonadio & Co. LLP dated May 2, 2018.

Attachment #9

RESOLUTION NO. 2018 – 156: ADOPTION OF AMENDMENT TO THE TOWN OF CANANDAIGUA PROCUREMENT POLICY

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as ‘Town Board’) has adopted a Town of Canandaigua Procurement Policy through the adoption of Resolution No. 2018 – 018; and

WHEREAS, the Town Board reserves the ability to amend certain policies and procedures from time to time; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby amends the Town of Canandaigua’s Procurement Policy; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Clerk to provide a copy of the amended procurement policy to the Town Manager, Bookkeeper, and all department heads.

Attachment #10

RESOLUTION NO. 2018 – 157: 2018 BUDGET AMENDMENT TO INCREASE SPECIAL EVENTS COMMITTEE BUDGET

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) is considering a budget amendment relating to the adopted 2018 Town Budget as a result of the Special Events Committee’s need for additional funds; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua directs the Bookkeeper and Town Manager to make the following journal entries to adjust the 2018 adopted Town budget:

Increase Expenditure: A.7550.400 (Celebrations.Contractual)	\$ 1,000.00
Decrease: A.1990.400 (Contingency)	\$ 1,000.00

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

Attachment #11

RESOLUTION NO. 2018 – 158: APPROVING A REVISION TO THE TOWN OF CANANDAIGUA 2018 FEE SCHEDULE FOR THE CANANDAIGUA CONSOLIDATED AND BRISTOL WATER DISTRICT FEES

WHEREAS, the Town of Canandaigua’s Finance Committee has discussed a change to the adopted 2018 Fee Schedule pertaining to the Water Department; and

WHEREAS, the Town Manager and the Water Superintendant have presented a revised Fee Schedule to the Town Board for consideration that changes the Canandaigua Consolidated & Bristol Water District Fees for the “Additional Cost Per 1,000 Gallons,” from \$4.87, which is incorrect, to \$4.23; and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby accepts this revision and correction to the Canandaigua Consolidated & Bristol Water District Fees in the Water Department section of the 2018 Fee Schedule.

Attachment #12

RESOLUTION NO. 2018 – 159: AUTHORIZATION FOR 2018 BUDGET AMENDMENT FOR INSTALLATION OF WATER MAIN ON COUNTY ROAD 10

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) has been informed by the Canandaigua Water Superintendent of the need to install a 12 inch water main on the west side of County Road 10 for current and future development; and

WHEREAS, the Town Board has voted to consolidate the formerly known Canandaigua Hopewell Water District of the Town of Canandaigua into the district known as Canandaigua Consolidated (Town of Canandaigua Special District # S.247); and

WHEREAS, the estimated total project cost is \$1,613,329.00 as detailed in the MRB Group's Engineer's report for the County Road 10 Improvements to the Town of Canandaigua Consolidated Water District dated April 16, 2018; and

WHEREAS, the Town of Canandaigua's Canandaigua Consolidated Water District (S.247) is responsible for certain portions of the overall project at a cost not to exceed \$ 1,357,593.00 for the entire project, and the developer of the project known as Creek View has agreed to make certain improvements in cooperation with and to assist the proposed water project at an estimated cost of approximately \$ 255,736.00; and

WHEREAS, the Engineer's report identifies three phases of construction for the project as follows:

Phase 1	"12" Penney Transmission to Recreation)"	\$ 200,000.00
	Town portion:	\$ 200,000.00
Phase 2	"Recreation Dr to Creek View"	\$ 196,036.00
	Town portion:	\$ 0.00
Phase 3	"Creek View to CR4, Otetiana Pnt Loop"	<u>\$1,217,293.00</u>
	Phase 3A Town Portion:	\$ 432,000.00
	Phase 3B Town Portion:	<u>\$ 725,593.00</u>
	Town Portion:	\$ 1,357,593.00
Total Project:		\$1,613,329.00

WHEREAS, the Canandaigua Water Superintendent is recommending the authorization to move forward with Phase 1, Phase 2, and Phase 3A (Meters Alone) for a total cost to the Town's Canandaigua Consolidated Water District (S.247) of \$ 632,000.00; and

WHEREAS, the developer of Creek View is willing to install the section of pipe referred to in Phase 2 in order to assist with the replacement of water line along County Road 10 in order to support the Canandaigua Water District and upgrades to the water system identified in this overall proposal; and

WHEREAS, the proposed improvements were not included in the 2018 adopted Town of Canandaigua budget are as follows:

Phase 1:	Equipment	\$ 37,000.00
	Contractual	\$126,000.00
	Legal	\$ 5,000.00
	Engineering	<u>\$ 32,000.00</u>
		\$200,000.00
Phase 2:	N/A (developer)	
Phase 3A:	Equipment	\$320,000.00
	Contractual	\$ 32,000.00
	Legal	\$ 16,000.00
	Engineering	<u>\$ 64,000.00</u>

\$432,000.00 ; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua directs the Town Manager and Bookkeeper to make the following 2018 budget adjustments related to the above described project for Phase 1 and Phase 2 (combined costs) as follows:

Revenue (increase the following line):

S.9000..247 Appropriated Fund Balance	\$632,000.00
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Expenditures (increase the following lines):

S.8310.410.247 Water Admin Legal	\$ 21,000.00
S.8310.450.247 Water Admin Engineering	\$ 96,000.00
S.8397.200.247 Water Capital Projects Equip	\$357,000.00
S.8397.400.247 Water Capital Projects Contr	<u>\$158,000.00</u>
	\$632,000.00

BE IT FURTHER RESOLVED, the Town Board acknowledges at the time of the filing of the 2017 Annual Update Document (AUD) the estimated end of year fund balance for 12/31/17 was \$1,837,864.00 (for combined all water districts) and this appropriation of \$632,000.00 will result in a reduction of unassigned fund balance for S.247 (Canandaigua Consolidated); and

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

Attachment #13

RESOLUTION NO. 2018 – 160: BUDGET CREATION AUTHORIZATION FOR CANANDAIGUA CONSOLIDATED WATER PUMPS AND TANK IMPROVEMENTS

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as the “Town Board”) needs to establish the budget for improvements to the Canandaigua Consolidated Water District consisting of constructing a new pump facility and replacement an existing water tank with two new water tanks; and

WHEREAS, the estimated costs were provided by MRB Group Inc. as part of the preliminary engineering report; and

WHEREAS, the Town Board wishes to approve the proposed budget of \$ 7,570,500 for the project

NOW, THEREFORE BE IT RESOLVED, the Town Board hereby directs the Budget Officer and Bookkeeper to create capital project H.26W in Town of Canandaigua accounting system with the following proposed budget as follows:

Expense Accounts:

Fiscal Agent Fees	H.1380.400.26W	\$ 50,000
Fiscal Agent Fees.EFC	H.1380.401.26W	\$ 220,500
Attorney	H.1420.400.26W	\$ 125,000
Attorney.Bond Counsel	H.1420.401.26W	\$ 25,000
Engineering	H.1440.200.26W	\$ 925,000
Administration	H.1989.200.26W	\$ 100,000
Contingency	H.1997.200.26W	\$ 557,000
Water tanks & supply line	H.8310.200.26W	\$ 2,800,500

Electric service for tanks	H.8310.201.26W	\$ 100,000
Pump facility	H.8310.202.26W	\$ 1,311,000
Electric service for pumps	H.8310.203.26W	\$ 625,000
Transmission water main	H.8310.204.26W	\$ 515,500
Mobilization and General	H.8310.205.26W	\$ 216,000
		\$7,570,500

Revenue Account:

Bond Anticipation Notes	H.5730..26W	\$7,570,500
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BE IT FINALLY RESOLVED, the Town Board directs the Town Clerk to provide a copy of this resolution to the Budget Officer and Bookkeeper.

Attachment #14

**RESOLUTION NO. 2018 – 161: CREATION OF A BUDGET FOR CAPITAL PROJECT
KNOWN AS WATER EXT # 42 (WOOLHOUSE ROSSIER)**

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as the “Town Board”) authorized the establishment of a proposed water district extension to be known as the “Water Extension #42” to the Canandaigua Consolidated Water District on July 17, 2017; and

WHEREAS, the Town Board approved the following resolutions associated with the creation of “Water Extension #42”:

Resolution No. 2017 – 207: Setting Public Hearing For Proposed Water Extension #42, Canandaigua Consolidated Water District

Resolution No. 2017-208: Setting A Public Hearing On The 202-B Contribution For Water District #42, Canandaigua Consolidated Water District

Resolution No. 2017 – 229: Establishment of Water Extension # 42, Canandaigua Consolidated Water District and Authorization for Town Supervisor to Execute Documents

Resolution No. 2017 – 230: Public Interest Order Relating to 202B Contribution Establishment Relative to Extension #42 Canandaigua Consolidated Water District

Resolution No. 2017 – 231: Ratification To The New York State Comptroller For Establishment of Extension #42 To The Canandaigua Consolidated Water District

; and

WHEREAS, the Town Board held a public hearing on June 19, 2017 and continued the public hearing to July 17, 2017 relating to this project before taking action; and

WHEREAS, the Town Board needs to establish a budget for the proposed water extension #42 for interim costs associated with preparation of the water extension; and

WHEREAS, Resolution No. 2017 – 229 and Resolution No. 2017 – 230 detail the costs of the total project to be \$ 258,545.00 and Resolution No.2017-229 states “shall be financed by a capital contribution from the Canandaigua Consolidated Water District in the amount of \$60,000.00, with the balance of \$198,545.00 being financed by the issuance of serial bonds of

the Town of Canandaigua maturing in annual installments over a period not to exceed 30 years”; and

WHEREAS, the Bookkeeper and Budget Officer are recommending the use of Capital Project Number “H.249C” in the Town of Canandaigua’s financial accounting software to track expenditures and finances relating to this particular project; and

WHEREAS, a journal entry was made by the Town’s accounting firm in the Town’s accounting software on July 31, 2017 (Journal Number 2200) to record a cash transfer to create a capital project for this project, due to costs associated with the project being paid without having the budget yet created; and

WHEREAS, the Town Board wishes to amend this journal entry to reflect the transfer rescinding the due to / due from entry, and replacing with an Interfund Transfer in order to establish a proper capital project budget in keeping with the resolutions previously approved by the Town Board; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby directs the Bookkeeper and/or Budget Officer to cause to be created the following accounts for the project:

H.0200..249C	Cash – Checking Water Ext#42
H.0202..249C	Cash – Investments Water Ext #42
H.0522..249C	Expenditures Water Ext #42
H.5031..249C	Interfund Transfers Ext #42
H.5730..249C	Bond Anticipation Note Ext#42
H.0600..249C	Accounts Payable Ext#42
H.0630..249C	Due To Other Funds Ext #42
H.0980..249C	Revenues Control Ext#42
H.1380.400.249C	Fiscal Agents Fees, Ext#42
H.1420.400.249C	Attorney.Contractual Ext #42
H.1440.400.249C	Engineering.Contractual Ext#42
H.1990.400.249C	Contingency Contractual Ext #42
H.8397.200.249C	Water Cap Project Equip Ext #42
H.8397.400.249C	Water Cap Project Contr Ext #42
H.9730.700.249C	Debt Interest BAN Ext #42

; and

BE IT FURTHER RESOLVED, the Town Board directs the following budget be created for the project known as H.249C:

Revenue:

H.5031..249C Interfund Transfers Ext#42	\$ 60,000.00
H.5730..249C Bond Anticipation Note Ext#42	<u>\$ 198,545.00</u>
	\$ 258,545.00

Expenditures:

H.1420.400.249C	Attorney.Contractual Ext #42	\$ 10,000.00
H.1440.400.249C	Engineering.Contractual Ext#42	\$ 36,170.00
H.1990.400.249C	Contingency Contractual Ext #42	\$ 27,700.00
H.8397.200.249C	Water Cap Project Equip Ext #42	\$ 99,800.00
H.8397.400.249C	Water Cap Project Contr Ext #42	<u>\$ 84,875.00</u>
		\$ 258,545.00

BE IT FURTHER RESOLVED, the Town Board directs a budget transfer be made in the amount of \$60,000.00 from Canandaigua Consolidated Unassigned Fund Balance (S.0909..247) to Interfund Transfer (H.5031..249C); and

BE IT FURTHER RESOLVED, the Town Manager and Water Administrator are to cause to be prepared for consideration by the Town Board options relating to a Bond Anticipation Note to finance the balance of the capital project prior to construction starting on the project; and

BE IT FURTHER RESOLVED, until the Town Board authorizes a Bond Anticipation Note, expenditures in excess of \$ 60,000.00 or the appropriated budget line identified above are not authorized; and

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

Attachment #15

**RESOLUTION NO. 2018 – 162: WATER BOOSTER STATION & STORAGE TANKS
PROJECT SEQR NEGATIVE DETERMINATION AND LEAD AGENCY DECLARATION**

WHEREAS, the Town of Canandaigua Town Board (hereinafter referred to as Town Board) has determined the above referenced Action to be an Type 1 Action pursuant to Part 617 of the State Environmental Quality Review (SEQR) Regulations; and

WHEREAS, the Town Board has reviewed and accepted the completed Full Environmental Assessment Form Parts 1, 2, and 3 on the Action prepared by the MRB Group; and

WHEREAS, the Town Board has completed the coordinated review and public comment period provided for under the SEQR Regulations; and

WHEREAS, the Town Board has on Tuesday, April 16, 2018 declared its intent to be designated the Lead Agency and has provided written notices to this effect to the involved and interested agencies; and

WHEREAS, the Town Board has not received any written objections from the involved agencies to the Board's being designated as the lead agency under the SEQR Regulations; and

WHEREAS, the Town Board of the Town of Canandaigua has given consideration to the criteria for determining significance as set forth in § 617.7(c)(1) of the SEQR Regulations and the information contained in the Short Environmental Assessment Form Part 1; 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 FINALLY RESOLVED that the Town Board does hereby make a Determination of Non-Significance on said Action, and the Town Manager is hereby directed to issue the Negative Declaration as evidence of the Town Board determination of environmental non-significance.

Attachment #16

RESOLUTION 2018 – 163: REQUEST FOR FLASHING BEACON SIGNS AT A CROSS WALK ON MIDDLE CHESHIRE ROAD

WHEREAS, the Highway Superintendent has received a letter and several signatures asking the town of Canandaigua to install a flashing beacon cross walk sign near the intersection of Middle Cheshire road and Chatham Lane; and

WHEREAS, this particular mid-block cross walk has limited sight distance facing south on Middle Cheshire road that creates a precarious condition of uncertainty when walking across the cross walk; and

WHEREAS, the Highway Superintendent supports the request to install the devices; and

WHEREAS, the cost to purchase two flashing beacon cross walk signs that meet the MUTCO manual of traffic control signs is \$3,950.00 to be purchased from A.3310.400 using the NJPA cooperative purchasing alliance contract number 091214-WWG; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua authorizes the Highway Superintendent to purchase two flashing cross walk signs at a cost not to exceed \$3,950.00 to be paid from 2018 approved budget line A.3310.400.

Attachment #17

RESOLUTION NO. 2018 – 164: APPROVE PROPOSAL ON SANITARY SEWER DRAWING FOR ACORN HILL DRIVE

WHEREAS, the Town of Canandaigua Highway Superintendent has been planning the reconstruction of Acorn Hill Road; and

WHEREAS, the residents of Acorn Hill have inquired the possibility of having sanitary sewer installed to the area that has no sanitary sewer now; and

WHEREAS, MRB Group has presented a proposal for the town board in the amount of \$1,500.00 to prepare a drawing of the properties that are seeking to have sanitary sewer installed on Acorn Hill Drive; and

WHEREAS, the expenditure to pay for the proposal from MRB Group will be paid from D.1710.400 in the amount of \$1,500.00; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby approves the proposal from MRB Group for the drawing of sanitary sewer on Acorn Hill road at a cost not to exceed \$1,500.00 to be paid from the 2018 approved budget D.1710.400; and

BE IT FINALLY RESOLVED, the Town Board directs the Highway Superintendent to sign the proposal from MRB Group.

Attachment #18

RESOLUTION NO. 2018 – 165: SETTING A PUBLIC HEARING FOR IMPROVEMENTS TO THE TOWN OF CANANDAIGUA WATER BOOSTER STATION, TRANSMISSION MAIN, AND STORAGE TANKS

WHEREAS, The Town Board has received a Preliminary Engineering Report from MRB Group, dated January 2018 for the Town of Canandaigua Water Booster Station, Transmission Main, and Storage Tanks; and

WHEREAS, the Town Board has received a Project Cost Estimate related to the above-referenced project indicating that the maximum amount to be expended for the proposed improvements is \$7,570,000.00; and

WHEREAS, the estimated cost for the typical single family home in the proposed improved district would be \$95.96; and

WHEREAS, the Town Board, pursuant to NYS Town Law § 202-b and NYS Town Law § 193 desires to hold a public hearing to receive information from the public related to the above-described project; and

WHEREAS, the location of the proposed improvements are located between the following two areas: City of Canandaigua Water Treatment Plant site on County Road 16 and the Cramer Road Tank site, as depicted on the location map that can be found in Appendix A of the MRB Group Preliminary Engineering Report, dated January 2018; and

NOW THEREFORE, BE IT RESOLVED, that the Town Board hereby sets a public hearing on the proposed improvements to the Town of Canandaigua Water Booster Station, Transmission Main, and Storage Tanks to be held on the 18th day of June, 2018, at 6:00pm at the Town of Canandaigua Town Hall; and

BE IT FURTHER RESOLVED, that the Town Clerk is hereby directed to provide notice of said hearing by:

- A. Publishing notice in the official newspaper, not less than ten nor more than twenty days before said hearing;**
- B. Posting notice on the signboard of the town not less than ten nor more than twenty days before said hearing; and**
- C. Providing such notice on the town website, and**

BE IT FURTHER RESOLVED, that the Town Clerk shall file for public inspection the Preliminary Engineering Report and Preliminary Cost Estimate; and

BE IT FURTHER RESOLVED, that the Town Attorney is hereby directed to prepare a proposed contract for the execution of the work required for the proposed project; and

BE IT FINALLY RESOLVED, that the Town Engineer is hereby directed to prepare final plans and specifications, and a detailed cost estimate for the above-referenced project that shall be considered at the public hearing.

Attachment #19

RESOLUTION NO. 2018 – 166: APPROVAL OF A TEMPORARY EASEMENT FOR WORK ON WELLS CURTICE ROAD

WHEREAS, the Town of Canandaigua Highway Superintendent is proposing a temporary easement be approved by the town of Canandaigua town board for the purpose of relocating a storm water pipe; and

WHEREAS, the location of this work will be on Wells Curtice road between Middle Cheshire road and county road 16; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby approves the temporary easement from the property owner Mike Jarmusz; and

BE IT FINALLY RESOLVED, the Town Board directs the town manager to sign the temporary easement and execute any necessary documentation.

Attachment #20

RESOLUTION NO. 2018 – 167: AUTHORIZATION TO SUBMIT MS4 ANNUAL REPORT TO THE NYS DEC FOR THE PERIOD ENDING MARCH 9, 2018

WHEREAS, the Town of Canandaigua is required to submit the Municipal Separate Storm Sewer Systems (MS4) Annual Report to the New York State Department of Environmental Conservation (DEC) for the period ending March 9, 2018; and

WHEREAS, the Town Board of the Town of Canandaigua wishes to acknowledge and accept the MS4 Annual Report; and

WHEREAS, the draft annual MS4 report is published and available for public viewing on the Town of Canandaigua website; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves the draft MS4 annual report as complete; and hereby directs the MS4 Coordinator to sign the report and file the report with the NYS DEC.

Attachment #21

RESOLUTION NO. 2018 – 168: FUND AND BUDGET CREATION AUTHORIZATION FOR USE OF FUNDS DISTRIBUTED BY ONTARIO COUNTY AS PART OF THE LOCAL SOLID WASTE MANAGEMENT PLAN

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as the "Town Board") needs to establish the budget for projects relating to their participation in the Local Solid Waste Management Plan; and

WHEREAS, the estimated costs were provided by the Environmental Committee as part of the planning to reduce the solid waste stream; and

WHEREAS, the Town Board wishes to approve the proposed budget of \$ 89,860 for the projects currently being implemented

NOW, THEREFORE BE IT RESOLVED, the Town Board hereby directs the Budget Officer and Bookkeeper to create a CL Fund for the purpose of segregated and accounting for the funds received from Ontario County for said purpose in Town of Canandaigua accounting system with the following proposed budget as follows:

Expense Accounts:

Public Information & Services	CL.1480.400	\$ 50,000
Waste & Recycling. Capital	CL.8160.200	\$ 17,549
Waste & Recycling. Contractual	CL.8160.400	\$ 22,131
		\$ 89,680

Revenue Accounts:

Other Local Governments	CL.2797	\$ 89,680
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BE IT FINALLY RESOLVED, the Town Board directs the Town Clerk to provide a copy of this resolution to the Budget Officer and Bookkeeper.

Attachment #22

RESOLUTION NO. 2018 – 169: SEQR DETERMINATION OF NON-SIGNIFICANCE AND ADOPTION OF A TEXT CODE AMENDMENT TO TOWN CODE CHAPTER 220-9 THAT WOULD ALLOW FENCES ASSOCIATED WITH APPROVED LARGE SCALE SOLAR ENERGY SYSTEMS TO MEET THE NATIONAL ELECTRIC CODE.

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as “Town Board”) is considering the adoption of a Local Law that would execute a text code amendment to Town Code Chapter §220-9K that would allow fences associated with approved Large Scale Solar Energy Systems to meet the National Electric Code; and

WHEREAS, the Town Board of the Town of Canandaigua held a public hearing(s) on the proposed local law on May 21, 2018; and

WHEREAS, the Town Board determines said proposed action is classified as an Unlisted Action under the SEQR Regulations per §617 of the NYS Department of Environmental Conservation Law; and

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

WHEREAS, the Town Board of the Town of Canandaigua has completed Part 2 and Part 3 of the Short Environmental Assessment Form; 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 Short 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 2018; 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 2018 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 #23

RESOLUTION NO. 2018 – 170: SETTING A PUBLIC HEARING ON ADOPTING A LOCAL LAW TO REZONE 3365 STATE ROUTE 364 FROM R-1-20 TO MUO AND TO AMEND THE OFFICIAL ZONING MAP; AND SEQR INTENT TO DECLARE LEAD AGENCY

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as “Town Board”) is considering the rezoning of 3365 State Route 364 in the Town of Canandaigua from R-1-20 Residential to Mixed Use Overlay (MUO) and to amend the official zoning map of the Town of Canandaigua to reflect this change; and

WHEREAS, the Town Board would like to hear from residents about the proposed Local Law; and

WHEREAS, the Town Board wishes to refer the proposed zoning district amendment to the Town of Canandaigua Planning Board, Environmental Conservation Board, Zoning Board of Appeals, and the Ontario County Planning Board, and;

WHEREAS, the Town Board intends to determine said proposed Local Law is classified as an Unlisted Action under the SEQR Regulations per §617 of the NYS Department of Environmental Conservation Law; and

WHEREAS, the Town Board intends to declare itself as the Lead Agency on the proposed action; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby establishes a public hearing for the proposed Local Law to be held on June 18, 2018 at 6:00 pm at the Canandaigua Town Hall located at 5440 Route 5 & 20 West, Canandaigua, NY 14424; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to refer the proposed Local Law and notification of SEQR intent to declare Lead Agency to the Town of Canandaigua Planning Board, Environmental Conservation Board, Zoning Board of Appeals, and the Ontario County Planning Board; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide notice of said public hearing.

Attachment #24

RESOLUTION NO. 2018 – 171: REQUEST TO INCLUDE IN THE 2019 TOWN BUDGET FUNDING FOR ENGINEERING STUDY OF MIDDLE CHESHIRE ROAD TO INCLUDE COMPLETE STREETS MODIFICATIONS AND IMPROVEMENTS

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as the “Town Board”) is aware of many recent requests both to improve pedestrian and bicycle access along Middle Cheshire Road; and

WHEREAS, the Complete Streets Committee has been discussing non-motorized access on Middle Cheshire Road and agree that current paved pathway and bike lanes along portions of Middle Cheshire Road should be improved and/or completed to improve safety for all users; and

WHEREAS, the Complete Streets Committee, whose members include the Highway Superintendant and the Chairman of the Planning Board, is recommending that the 2019 Town Budget include funding for an engineering study for Middle Cheshire Road as it relates to improvements to Complete Streets facilities from St. James Parkway to Parrish Street; and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby acknowledges the request from the Complete Streets Committee to conduct engineering relating to improvements of Middle Cheshire Road in order to make it a ‘Complete Street’ as identified in the goals of the Town of Canandaigua’s Comprehensive Plan (Goal #20); and

BE IT FURTHER RESOLVED, the Town Board directs the Complete Streets Committee to prepare and release a Request for Proposals (RFP) for engineering services in order to better understand the costs associated with the requested engineering work along Middle Cheshire Road; and

BE IT FURTHER RESOLVED, the Town Board directs the Complete Streets Committee to review the proposals received and submit to the Town Board the Complete Streets Committee’s recommendations and costs associated with the proposed project by August 1, 2018; and

BE IT FURTHER RESOLVED, the Complete Streets Committee shall submit anticipated costs

to the Budget Officer by August 1, 2018 to be placed in the proposed 2019 budget to be used as a place holder for discussion purposes by the Town Board; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide a copy of this resolution to the Complete Streets Committee and the Budget Officer.

RESOLUTION NO. 2018 – 172: REQUEST TO HIRE SUMMER STAFF FOR PARKS

WHEREAS, the Director of Parks and Recreation has requested hiring the following individuals for summer staff at our Parks; and

WHEREAS, the proposed hourly rate for each positions is identified in the following table; and

WHEREAS, these positions are seasonal and are therefore per the employee handbook are not benefit eligible; and

WHEREAS, the funding for this expense is included in the 2018 Adopted Town Budget; and

Alexandra Schenk	Recreation Assistant	\$10.50/hour	A.7140.142
Aaron Vit	Lifeguard	\$11.00/hour	A.7140.141
Kyle Pollino	Gate Attendant	\$10.50/hour	A.7110.142
Emma Arthur	Lifeguard	\$11.00/hour	A.7140.141
Torin Welch	Lifeguard	\$11.00/hour	A.7140.141
Tim Welch	Lifeguard	\$11.00/hour	A.7140.141
Molly Dutcher	Lifeguard	\$11.00/hour	A.7140.141
Nick Nicoletti	Lifeguard	\$11.00/hour	A.7140.141
David Graff	Recreation Attendant	\$10.50/hour	A.7110.142
Caleb Muscato	Recreation Attendant	\$10.50/hour	A.7110.142

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves of the hiring of the seasonal positions noted above at the stated hourly rate and budget lines; and

BE IT FUTHER RESOLVED, the Town Board of the Town of Canandaigua authorize the Town Manager to execute any and all documents; and

BE IT FINALLY RESOLVED, hiring is contingent upon the Ontario County Department of Human Resources certifying the above individuals meet the required training, certification or experience standards; the Director of Parks and Recreation filing the required written reference verifications with the Manager's office; and the completion of the new hire paperwork prior to the first day of work.

RESOLUTION NO. 2018 – 173: SETTING HOURLY RATE FOLLOWING INITIAL SIX MONTHS FOR THE POSITION OF OFFICE SPECIALIST I

WHEREAS, as of June 9, 2018, Mrs. Kaitlynn McCumiskey will successfully complete her initial six months of employment as Office Specialist I; and

WHEREAS, the Highway Superintendent is requesting a pay increase from \$15.00/hour to \$15.50/hour; and

WHEREAS, there is a surplus of \$600.00 in Account Line A.5010.130 which will cover the pay increase for 14 pay periods in 2018; and

NOW, THEREFORE BE IT RESOLVED, the Canandaigua Town Board hereby wishes to express our appreciation to Mrs. McCumiskey for her hard work on behalf of the Town and approves of an hourly increase to \$15.50, effective June 18, 2018; and

BE IT FURTHER RESOLVED, the Town Board directs the Budget Officer to make the appropriate budget transfer to move \$600.00 from Account Line A.5010.130 to Account Line A.5010.132.

RESOLUTION NO. 2018 – 174: APPOINTMENT OF HUMAN RESOURCES AND PAYROLL COORDINATOR

WHEREAS, at the March 19, 2018 Town Board meeting the Town Board of the Town of Canandaigua created the position of Human Resources and Payroll Coordinator that is more in line with work currently being completed by a current Town of Canandaigua staff member per Resolution No. 2018-100; and

WHEREAS, the Town is able to make a provisional appointment until the examination date becomes available and at that point the existing staff member is willing to take the competitive civil service exam; and

WHEREAS, the Town Manager is recommending Samantha Pierce to be appointed provisionally to the Human Resources and Payroll Coordinator position; and

WHEREAS, a new budget line shall be created for this position, A.1430.131 and the following budget transfer shall take place:

Decrease: A.1430.143, \$27,634.59

Decrease: A.1430.141, \$5,000.00

Increase: A.1430.131, \$34,634.59

NOW, THEREFORE BE IT RESOLVED, the Town Board hereby appoints Samantha Pierce provisionally to the full-time Human Resources and Payroll Coordinator position to be paid out of budget line A.1430.131; and

BE IT FURTHER RESOLVED, the Town Manager is directed to complete all the necessary paperwork for Ontario County appointing Ms. Samantha Pierce provisionally to the Human Resources and Payroll Coordinator position.

Attachment #25

RESOLUTION No. 2018 – 175: DIRECTING TOWN MANAGER TO SUBMIT APPLICATION TO THE MUNICIPAL ELECTRIC AND GAS ALLIANCE (MEGA)

WHEREAS, on April 26, 2018 the Ontario County Shared Service Panel, consisting of representatives from all sixteen towns and two cities, convened to discuss opportunities for shared services; and

WHEREAS, the Ontario County Administrator arranged for a presentation by the Municipal Electric and Gas Alliance (MEGA) to discuss an opportunity for municipalities to save money on the purchase of electric and gas utility services by joining MEGA's large purchasing block for electric and gas services; and

WHEREAS, Ontario County purchases electric and gas through MEGA; and

WHEREAS, no application fee or maintenance fees are incurred by the municipality purchasing electric and/or gas through MEGA; and

WHEREAS, in order to realize the potential savings information pertaining to the municipality must be submitted to MEGA including account numbers and general utility information; and

NOW THEREFORE BE IT RESOLVED, the Town Board directs the Town Manager to submit to MEGA the required information to determine the purchase price of electric and gas; and

BE IT FINALLY RESOLVED, the Town Manager is directed to provide the results from MEGA to the Town Board for further consideration in order for the Town Board to decide if it should enter into agreement with MEGA.

Attachment #26

RESOLUTION NO. 2018 – 176: SOIL EROSION AND SEDIMENT CONTROL SURETY FOR 5283 IRISH SETTLEMENT (TAX MAP 153.00-1-88.210)

WHEREAS, the Town of Canandaigua Planning Board has granted a single-stage site plan approval for the Construction of a New Single Family Dwelling at 5283 Irish Settlement, Canandaigua (Tax Map 153.00-1-88.210), owned by Robert & Barbara Lindquist; 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 prior to the issuance of building permits; and

WHEREAS, the Town Code Enforcement Officer 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 checks in the amount of \$ 1,330.00 for the purposes of the soil erosion and sediment control surety; and

WHEREAS, the Town Manager has approved the issuance of permits and acceptance of the soil erosion and sediment control surety in an amount of \$ 1,330.00 pending Town Board approval per §174-32(F) of the Town of Canandaigua Town Code; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves and accepts a soil erosion and sediment control surety in the total amount of \$1,330.00 in the form of a check.

Attachment #27

RESOLUTION NO. 2018 – 177: SOIL EROSION AND SEDIMENT CONTROL SURETY FOR 4545 DAVIDSON LANDING (TAX MAP 140.07-1-19.100)

WHEREAS, the Town of Canandaigua Planning Board has granted a single-stage site plan approval for Access Drive Drainage at 4545 Davidson Landing, Canandaigua (Tax Map 140.07-1-19.100), owned by Margaret H., Duncan M., & Scott D. Frame; 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 prior to the issuance of building permits; and

WHEREAS, the Town Code Enforcement Officer 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 checks in the amount of \$3,673.00 for the purposes of the soil erosion and sediment control surety; and

WHEREAS, the Town Manager has approved the issuance of permits and acceptance of the soil erosion and sediment control surety in an amount of \$ 3,673.00 pending Town Board approval per §174-32(F) of the Town of Canandaigua Town Code; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves and accepts a soil erosion and sediment control surety in the total amount of \$3,673.00 in the form of a check.

Attachment #28

RESOLUTION NO. 2018 – 178: SOIL EROSION AND SEDIMENT CONTROL SURETY FOR 1983 COUNTY ROAD 8 (TAX MAP #56.00-2-41.120)

WHEREAS, the Town of Canandaigua Planning Board has granted a single-stage site plan approval for Construction of a New Single Family Dwelling, 1983 County Road 8, Canandaigua (Tax Map#56.00-2-41.120), owned by Gerber Homes & Additions; 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 prior to the issuance of building permits; and

WHEREAS, the Town Code Enforcement Officer 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 checks in the amount of \$1,100.00 for the purposes of the soil erosion and sediment control surety; and

WHEREAS, the Town Manager has approved the issuance of permits and acceptance of the soil erosion and sediment control surety in an amount of \$1,100.00 pending Town Board approval per §174-32(F) of the Town of Canandaigua Town Code; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves and accepts a soil erosion and sediment control surety in the total amount of \$1,100.00 in the form of a check.

Attachment #29

RESOLUTION NO. 2018 – 179: SOIL EROSION AND SEDIMENT CONTROL SURETY FOR 4965 WATERS EDGE (TAX MAP #98.09-1-21.000)

WHEREAS, the Town of Canandaigua Planning Board has granted a single-stage site plan approval for Construction of a Deck Addition, 4965 Waters Edge, Canandaigua (Tax Map#98.09-1-21.000), owned by L & J Lakehouse; 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 prior to the issuance of building permits; and

WHEREAS, the Town Code Enforcement Officer 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 checks in the amount of \$3,201.60 for the purposes of the soil erosion and sediment control surety; and

WHEREAS, the Town Manager has approved the issuance of permits and acceptance of the soil erosion and sediment control surety in an amount of \$3,201.60 pending Town Board approval per §174-32(F) of the Town of Canandaigua Town Code; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves and accepts a soil erosion and sediment control surety in the total amount of \$3,201.60 in the form of a check.

Attachment #30

RESOLUTION NO. 2018 – 180: DIRECTING TOWN MANAGER TO ENTER INTO A PILOT PROGRAM BETWEEN MEMORIAL DAY AND 4th OF JULY, ONE CANANDAIGUA, WAIVER OF PARK FEES

WHEREAS, the Town of Canandaigua and the City of Canandaigua have been working together to explore shared services for the past year, commonly referred to as ‘One Canandaigua’; and

WHEREAS, the Town Supervisor of the Town of Canandaigua has requested that all Town of Canandaigua Parks and City of Canandaigua Parks be open to all City and Town residents free of charge; and

WHEREAS, the Town Supervisor would like to request authorization from the Town Board of the Town of Canandaigua (herein after referred to as “Town Board”) for a pilot program between Memorial Day and 4th of July to waive fees associated with entrance and parking to Onanda Park, where Town and City residents would be able to utilize all Town and City Parks for free if they possess a ‘One Canandaigua’ unique ID card; and

WHEREAS, the fee schedule established by the Town Board and adopted on January 8, 2018 includes the following fees associated with entrance into Onanda Park:

<u>Onanda Park Parking Fees:</u>	Town Resident	Non-Resident
Season Passes	\$ 35	\$ 65
Weekday per Vehicle	\$ 5	\$ 5
Weekends and Holidays per Vehicle	\$ 7	\$ 7
Daily Walk-In per Person	\$ 1	\$ 1

WHEREAS, the City of Canandaigua’s website lists costs associated with Kershaw Park Beach and Bathhouse as “Resident tags (proof of residency, such as a driver’s license, is required once each season) will be issued at Kershaw Park for \$1.00 per person. Admission to the beach area for non-residents of the City of Canandaigua will be \$5 per adult and \$2 per child (ages 6-18) and no charge for children under 6 years old. Non-resident season passes cost \$60 per adult and \$40 per child.”; and

WHEREAS, in an effort to collect data relating to entrance (due to established fees for non-Canandaigua residents of Kershaw Park and Onanda Park) specifically, the City Manager and the Town Manager have discussed the option of using numerically identifiable cards 'One Canandaigua' ID card to be issued by the City and Town in order to better understand how many City and Town residents take advantage of the opportunity if such a proposed pilot program were to be approved by both municipalities; and

WHEREAS, the City Manager and Town Manager have discussed the possibility of printing 200 unique 'One Canandaigua' ID cards made available on a first come first serve bases to the first 100 Town residents at the Town Hall, and the first 100 City residents at the City Hall as a trial during the pilot program between Memorial Day and 4th of July ONLY; and

WHEREAS, once the 'One Canandaigua' ID cards are gone for either municipality, both the Town Board and City Council would need to authorize the printing of additional ID cards prior to the issuance of cards in excess of 100 from either municipality; and

WHEREAS, the Town Manager anticipates the cost associated with printing the 200 cards should be an amount not to exceed \$500.00 to be paid for equally by the City and Town; and

WHEREAS, the City Manager and Town Manager suggest that if the pilot program is authorized that data be collected and then submitted to both the Town Board and the City Council at the conclusion of the pilot program (after 4th of July) to further evaluate if the program should continue; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby directs the Town Manager to enter into a pilot program with the City of Canandaigua between Memorial Day and 4th of July relating to admission into Town and City of Canandaigua Parks; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to cause to be waived the entrance and or parking fees only at Onanda Park for anyone who possess a unique 'One Canandaigua' ID card between Memorial Day and 4th of July; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to develop and cause to have printed 200 unique 'One Canandaigua' ID cards to be shared between the Town of Canandaigua and the City of Canandaigua, 100 each; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to make 100 unique 'One Canandaigua' ID cards available at the Town Hall on a first come first serve bases to Town residents; and

BE IT FURTHER RESOLVED, the Town Manager is authorized to expend funds for an amount not to exceed \$ 250.00 for 100 unique 'One Canandaigua' ID cards to be paid for from Account Number A.1220.400 (Supervisor.Contractual); and

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

RESOLUTION No. 2018 – 181: SUPPORT FOR CITY OF CANANDAIGUA’S DOWNTOWN REVITALIZATION INITIATIVE GRANT APPLICATION

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as ‘Town Board’) wishes to express support for the City of Canandaigua’s Downtown Revitalization Initiative (DRI) grant application through the 2018 Consolidated Funding Application (CFA) process; and

WHEREAS, the Town Board has recently authorized expenditures associated with the identification of economic development opportunities and public thoughts associated with the greater Canandaigua community; and

WHEREAS, preliminary results indicate the residents of the Town of Canandaigua identify a lively Downtown in the City of Canandaigua as a primary objective in the furtherance of overall economic development needs to further promote a vibrant economy in the greater Canandaigua community; and

WHEREAS, the Town of Canandaigua and the City of Canandaigua have collaborated on many shared services initiatives over the years and have specifically identified economic development as an opportunity for collaboration for the betterment of the entire Canandaigua community; and

WHEREAS, the Town Board strongly encourages the Finger Lakes Regional Economic Development Council to recommend for funding the DRI application for the City of Canandaigua to further our joint goal quality investment through the leveraging of public grant resources to stimulate private investment growth; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua strongly supports the City of Canandaigua’s Downtown Revitalization Initiative grant application; and

BE IT FINALLY RESOLVED, the Town Board directs the Town Clerk to provide a copy of this resolution to the Canandaigua City Council, Attention Mayor Ellen Polimeni.

RESOLUTION NO. 2018 – 182: APPROVE RELEASE OF RFP FOR REPLACEMENT OF TWO ROOFS AT ONANDA PARK

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) is aware that there are two buildings in need of roof replacements at Onanda Park; and

WHEREAS, the Town Board would like to receive quotes from interested parties for the purposes of replacing roofs on the main portion of Babcock Hall as well as the Sheriff’s boathouse; and

WHEREAS, the Director of Parks and Recreation has prepared a Request for Proposals (RFP) for such services; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby approves the release of the RFP for the replacement of two roofs at Onanda Park and directs the Town Manager to bring the responses back to the Town Board for further consideration.

Attachment #31

RESOLUTION NO.2018 – 183: PROCLAIMING SUPPORT FOR A BLUE ZONES PROJECT, A COMMUNITY-WIDE WELL-BEING IMPROVEMENT INITIATIVE IN ONTARIO COUNTY, NEW YORK

WHEREAS, improving the well-being of citizens in the Town of Canandaigua, Ontario County, New York, will improve productivity, lower health care costs and improve the economy; and

WHEREAS, studies have shown that 80 percent of a person's lifespan is determined by lifestyle choices and environmental factors, while only 20 percent is genetic; and

WHEREAS, Blue Zones have been successfully implemented in communities across the United States; and

WHEREAS, a Blue Zones Project in Ontario County would provide a community-based approach to transform the environment to improve the emotional, physical and social health of the community; and

WHEREAS, there has been demonstrable progress in improving the well-being of communities participating in Blue Zones initiatives; and

WHEREAS, this resolution has been reviewed and approved by the Ontario County Health and Human Services Committee and the members of this committee offer their strong support to recommending evaluation of our community for a Blue Zones initiative; and

WHEREAS, the Ontario County Board of Supervisors is considering a similar resolution; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua is committed to improving the health and well-being of community members and hereby declares support for a Blue Zones Project in Ontario County; and

BE IT FURTHER RESOLVED, the Town Manager is directed to collaborate with the Ontario County Administrator in keeping with Town Code §69 in the community assessment process and report action required by Ontario County to become a Blue Zones community; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide electronic copies of this resolution to Mayor Ellen Polimeni, Canandaigua City Manager, John Goodwin, Canandaigua Town Manager, Doug Finch, Canandaigua School Superintendent, Jamie Farr, Director of Public Health, Mary Beer and County Administrator, Mary Krause.

RESOLUTION NO. 2018 – 184: AUTHORIZATION FOR MONTHLY BANK DRAFT FOR VOLUNTARY VISION INSURANCE

WHEREAS, the Town of Canandaigua offers voluntary vision insurance for employees to purchase through MWG Administrators at no cost to the Town; and

WHEREAS, employees who choose to participate are responsible for the full cost of their vision plan taken directly from payroll deductions; and

WHEREAS, MWG Administrators will be charging a \$20.00 monthly convenience fee for payments paid by paper check as of July 1, 2018; and

NOW, THEREFORE BE IT RESOLVED, the Town of Canandaigua Town Board authorizes the monthly bank draft for vision insurance to MWG Administrators effective July 1, 2018 to avoid a \$20.00 monthly convenience fee.

RESOLUTION NO. 2018 – 185: ACCEPTANCE OF CROSMAN’S SEEDS QUOTE FOR THE PURCHASE OF WILDFLOWER SEEDS FOR MILLER PARK AND AUTHORIZATION OF TOWN MANAGER TO EXECUTE DOCUMENTS

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) wishes to complete the construction of Miller Park and one of the remaining items to finish is the native wildflower meadow in the center of the park; and

WHEREAS, the Director of Parks and Recreation advertised and solicited quotes from several area seed providers and has received two responses; and

WHEREAS, the Director of Parks and Recreation is recommending to the Town Board the acceptance of the quote from Crosman’s Seeds to purchase 200 pounds of native wildflower seeds and 80 pounds of hard fescue grass seed to cover approximately 8-10 acres at Miller Park for an amount of \$ 4,020.00; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua authorizes the Town Manager to execute all documents relative to the acceptance of the quote from Crosman’s Seeds to purchase native wildflower seeds to plant at Miller Park at a cost not to exceed \$ 4,020.00 to be funded through the 2018 General Budget A.7110.402 Park.Tree & Landscape.

RESOLUTION NO. 2018 – 186: APPRECIATION OF VOLUNTEER EFFORTS BY KELLER WILLIAMS REALTY GATEWAY CANANDAIGUA FOR IMPROVEMENTS AT ONANDA PARK

WHEREAS, Keller Williams Realty Gateway Canandaigua organized an effort consisting of realtors from the community to volunteer at Onanda Park; and

WHEREAS, approximately seventy realtors provided assistance including painting, cleaning, planting and mulching flower beds, picking up debris, trash, and general maintenance on Thursday, May 10, 2018; and

WHEREAS, the efforts of Keller Williams Realty Gateway Canandaigua, a business located in the Town of Canandaigua, are to be commended; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua wishes to pause in deliberations to show appreciation, and thank the realtors and volunteers from Keller Williams Realty Gateway Canandaigua for their efforts at Onanda Park.

RESOLUTION NO. 2018 – 187: RECOGNIZING TOWN EMPLOYEES FOR THEIR WORK DURING THE 2018 UNITED WAY ANNUAL DAY OF CARING

WHEREAS, the Town Board of the Town of Canandaigua highly values citizen participation and involvement in our greater community; and

WHEREAS, the Quality of Life in Canandaigua continues to flourish thanks in part to the involvement and generosity of the greater community; and

WHEREAS, several employees recently participated in the United Way's Annual Day of Caring and the Town Board would like to show our appreciation for these individuals; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua would like to extend our deepest gratitude to Dennis Brewer, Gordy Crosby, Toby Crouse, Pam Post, Kaitlynn McCumiskey, Chris Lietz, Dillon Lapresi and Eric Cooper for their hard work and efforts during the 2018 Annual Day of Caring.

RESOLUTION NO. 2018 – 188: APPOINTMENT OF TYLER WIGHT TO POSITION OF MOTOR EQUIPMENT OPERATOR, HIGHWAY

WHEREAS, the Town of Canandaigua Highway Superintendent has a vacant Motor Equipment Operator (MEO) position due to a recent retirement; and

WHEREAS, the Highway Superintendent has posted the position for anyone to apply including promotions or transfers of existing employees in accordance with posting procedures per Section 17 of the Agreement by and between the Town of Canandaigua and the Town of Canandaigua Highway Employees Association (herein after referred to as "Agreement"); and

WHEREAS, the Highway Superintendent has received applications and interviewed candidates for the position; and

WHEREAS, the Highway Superintendent is recommending Tyler Wight to fill the vacant MEO position; and

WHEREAS, the Ontario County Human Resource Department has approved the appointment of Tyler Wight to the vacant position of MEO; and

WHEREAS, Mr. Wight has significant experience in excavating and construction with previous employers including more than five year as an equipment operator; and

WHEREAS, per Section 8C of the Agreement states, "...New employees and those employees with less than six months of service at the time of the annual organizational meeting in which wage rates are set will received 75% of the public wage rate in Appendix A, and B. The Town Board of the Town of Canandaigua reserves the right to define pay rates for new employees governed by this agreement, based on experience or prior service, provided the rate is not more than the full wage rate detailed in Appendix A, and B."; and

WHEREAS, the full wage rate for 2018 detailed in Appendix B of the Agreement is \$25.92 for Group 1, Motor Equipment Operators; and

WHEREAS, per Section 8C of the Agreement employees with "At least six months of service, but less than one year of service will receive 85% of the published wage rate in Appendix A, and B."; and

WHEREAS, per Section 8B of the Agreement years of service refers to "years of service to the Employer in the position that they are currently holding..."; and

WHEREAS, due to the years of service as a equipment operator the Highway Superintendent is recommending that Mr. Wight be started at a pay rate above the 75% (\$19.44 per hour) as defined in Section 8C of the Agreement; and

WHEREAS, the Highway Superintendent is recommending a Mr. Wight be hired at a starting wage rate of \$21.60 per hour; and

WHEREAS, upon completion of six months of service per Section 8C of the Agreement, Mr. Wight's rate per hour would be increased as of January 1, 2019 to 85% of the published wage rate table (currently \$22.03 per hour); and

WHEREAS, the recommended starting rate of \$21.60 per hour is less than the published wage rate table in accordance with Section 8C of the Agreement; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua finds the experience and service as an equipment operator of Mr. Tyler Wight is in keeping with Section 8C and is qualified to be started at a higher wage rate than 75% (\$19.44 per hour) of the published wage table; and

BE IT FURTHER RESOLVED, the Town Board appoints Mr. Tyler Wight to the position of Motor Equipment Operator at a rate of \$21.60 per hour; and

BE IT FURTHER RESOLVED, the Agreement would further govern future pay rates and all other terms associated with the employment of Mr. Tyler Wight; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide a copy of this resolution to the Highway Superintendent, the Town Manager, the president of the Town of Canandaigua Highway Employee's Association; and the president of the Local 1170 Communication Workers of America.

- Approval of the following Town Board Meeting Minutes:
April 16, 2018
May 8, 2018

- 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 5/3/2018 totaling \$12,841.36
General fund \$9,115.21
Highway fund \$46.53
Water districts \$3,679.62

Abstract dated 5/15/2018 totaling \$642,890.47
General fund \$138,637.72
Highway fund \$53,309.60
Capital projects \$383,856.48
Water districts \$35,647.40
Drainage districts \$620.00
Fire Protection districts \$25,000.00
Lighting districts \$ 1,194.65
TA fund \$4,624.62

- Privilege of the Floor
- Other Business

- Privilege of the Floor
- Executive Session, as requested
- Adjournment

ATTACHMENT 1

Dennis Brewer, Director of Parks and Recreation, report to Town Board for May 21.

Opening: Onanda Park will open on May 26. The West Lake Schoolhouse Beach will open on June 16.

Onanda Park Work Day: Keller-Williams Realty Gateway did an amazing job cleaning, mulching, planting, painting and staining the uplands and lakeside of Onanda Park. A big thank you to that group.

Love My Park Day: The work at Blue Heron was cancelled because of rain.

Day Camp: We still have a couple of interviews for staff.

I will be teaching Responding to Emergencies to the camp leaders.

Summer Staff: Most staff has been hired. I am still looking for a person to teach the preschool programs. This should be an individual that has had some experience working with 3, 4 and 5 year olds.

Senior Tours: No one has signed up for the trip to Auburn to see “Mama Mia” on June 27.

Active Adults: Tina Bloom is working on a picnic at Richard P. Outhouse Park on June 12.

Parks and Recreation Committee: Minutes from the April 25, 2018 minutes are enclosed.

Meeting: The next Parks and Recreation Committee meeting will be held on May 23 at 6:00 at Onanda Park.

DRAFT
TOWN OF CANANDAIGUA
PARKS AND RECREATION/TRAILS
APRIL 25, 2018
CANANDAIGUA TOWN HALL

Members Present: Chairperson Mark MacNeil, Karen Parkhurst, Dennis Brewer, Adeline Rudolph, Dave Sauter, Alexandra Schenk

1. Discussion about an attendance policy. There previously was a policy that, if 3 meetings in a year were missed, the person would be removed from the committee. A motion was made to re-instate that policy and the motion passed.
2. Approved current minutes from March meeting and all previous minutes that still show draft status.
3. Discussed McJannett Park. There has been some recent tire damage to the grassy area. This will need to be fixed by Parks maintenance.
4. Discussed West Lake Schoolhouse. New roof last fall, removed chimney. A tree was taken down this spring. A falling tree limb damaged wires – these will be removed and underground wiring installed. The building is scheduled for painting this summer. This works follows the 2018 Project List provided by Dennis Brewer at the March meeting.
5. Director's report – Dennis Brewer
 - Discussed seasonal staffing requirements
 - Hired J.J. Singer as full-time laborer
 - Hired Troy Bennett as full-time Parks Maintenance Assistant
 - Interviewing day camp staff
 - Need lifeguards
 - Need a skilled individual for the pre-school 6 week program, preferably a teacher.
 - Report about the Events Committee plans
 - Highway Open house June 16th from 9 to 1.
 - 4th of July parade
 - County Fair July 26
 - Day of Caring. The park staff worked at the ARC. Working and interacting with the ARC clients was a good learning experience for the staff.
 - Community Activity – May 10th at Onanda Park. 70 people have signed up to work the entire day.
 - Love My Park Day – May 12th at Blue Heron Park from 9 to 12.
6. Miller Park. Waiting on Highway department to finish parking lot and bring in boulders. The sign is in progress. Wildflower seed will cover the center area. The gazebo will be painted white.
7. Dennis has incorporated many Master Plan items in his 2018 Project List. Committee members will each identify 2 items from the plan to develop and finalize in 2018.

8. Senior Activities. Dennis and Karen gave a brief summary of Karen's meeting with Victor Parks and Recreation which covered the Victor programs' progression through the years leading to their current program and community recreation center. Dennis and Karen then met with Doug Finch and Tina Bloom to discuss adult activities. Tina will be planning an activity (perhaps a picnic lunch) for some time in June. Also discussed were the 3 bus trips being planned for this year. Fliers have been distributed to many areas throughout the town and Karen met with Ethan Fogg of the Canandaigua Chamber of Commerce. Ethan will be including the trips in the chamber information and events calendar.
9. Finally, some meeting dates were changed for the summer months. The meeting dates through September are as follows:
 - May 23rd at Onanda Park
 - June 20th at Outhouse Park
 - July 25th at Blue Heron
 - Aug 29th at Pierce Park
 - Sep 26th at Town Hall

Next meeting will be held Onanda Park at 6 pm on May 23th, 2018.

Respectfully submitted,

Karen Parkhurst

May 21 Highway and water report

Highway

1. Repairing culverts, catch basins and snow plow damage
2. Regarding of ditches on Cdga Farm Town line road
3. Preparing for work on Wells Curtis road.

Water

1. Spring fire hydrant flushing will begin in June
2. The stage two samples have been taken for the 2nd quarter
3. Discussed with the town clerk the potential changes to the water bills for clarification

Other items

1. Continue to work on the highway facility for the open house in May and June

Assessor's Report May 21, 2018

The informal hearings are still going on; we will be doing them through May 21. Board of Assessment Review hours are set for 9AM-noon, 1-5PM, and 6-8PM Tuesday May 22nd. As of 5/14/18 we only have one hearing scheduled but I am sure that will change.

Total assessed value is up about 7% on the tentative roll, which should equate to about a 5% increase in taxable value for the Town, due to exemptions.

Sales numbers in the Town YTD are 34 sales \$119,900 to \$1,375,000 with a median price of \$245,500. Last year at this time we had 35 sales with a median price of \$230,000.

Respectfully submitted,

Christopher Lyon, IAO

Town Clerk Report for the May 21, 2018, Town Board Meeting

1. **Monthly Financial Report:** Revenues collected in the Town Clerk's office for the month of April 2018 totaled \$163,375.24. (see attached).
2. **Full-Time Deputy Town Clerk:** Deputy Town Clerk Lisa Record joined our Town Hall team on Monday, April 30, 2018. She is quickly learning all the aspects of the Town Clerk's office and is doing a phenomenal job. Please take the opportunity to introduce yourself to Lisa.
3. **Converting from a Paper Storage Environment to Digital Storage Environment:** The conversation to an electronic storage environment is going well. My office is going property file by property file to scan documents in to the Laserfiche software. As mentioned in March, the scanning of all documents into the Laserfiche software will be a multi-year process. Laserfiche can be accessed on four computers in the Town Hall and one in the Highway Department.
4. **Electronic Death Record System:** I received a telephone call from the NYS Department of Health Vital Records Department regarding the transition to the Electronic Death Record System (EDRS). I have been informed that on June 28, 2018 Ontario County will be going live for the filing of death certificates electronically. This will streamline the process of issuing burial permits and death certificates. Town Clerk Jean Chrisman, Deputy Clerk Lisa Record, and Deputy Clerk Judy Miller will all be trained on how to use the EDRS. My office is very excited about this new on-line filing system.
5. **Town Clerk Office Hours:** On Wednesday, May 30, the Town Clerk's office will be closing at 4:00 pm. The office will return to its regular Wednesday evening hours on Wednesday, June 6.

Please let me know if you have any questions.

Submitted by,

Jean Chrisman

Jean Chrisman

Town Clerk

Account#	Account Description	Fee Description	Qty	Local Share
A.2001	Cabins / Halls / Pavilions	Onanda Halls/Lodging	9	3,845.00
	Onanda Cabin NON Residential Daily	Onanda Cabin NON Residential Daily	1	150.00
	Onanda Park Pavilion	Onanda Park Pavilions	6	575.00
	Outhouse Park Hall Full Day	Outhouse Park Hall Full Day	10	1,500.00
	Outhouse Park Pavilion	Outhouse Park Pavilion	2	90.00
		Sub-Total:		\$6,160.00
A.2590	Building Fee	Building Fee	25	2,201.00
		Sub-Total:		\$2,201.00
A1255	Conservation	Conservation	4	1.12
	Marriage Lic.	Marriage License Fees	2	35.00
	Misc. Fees	Copies	2	0.50
		Marriage Cert	3	30.00
		Sub-Total:		\$66.62
A1603	Misc. Fees	Death Cert	44	440.00
		Genelogy Fee	2	44.00
		Sub-Total:		\$484.00
A2110	Plan & Zone	Zoning Fee	7	850.00
		Sub-Total:		\$850.00
A2120	Plan & Zone	Soil Erosion	3	450.00
		Sub-Total:		\$450.00
A2148	Misc. Fees	Returned Check Fee	1	20.00
		Sub-Total:		\$20.00
A2544	Dog Licensing	Exempt Dogs	1	0.00
		Female, Spayed	44	572.00
		Female, Unspayed	6	114.00
		Male, Neutered	38	494.00
		Male, Unneutered	4	76.00
	Late Fees	Late Fees	11	55.00
		Sub-Total:		\$1,311.00
A2590	Plan & Zone	Site Development	22	3,331.58
		Sub-Total:		\$3,331.58
A2591	Misc. Fees	Transfer Coupons	1010	2,066.00
		Sub-Total:		\$2,066.00
CM-2001	Plan & Zone	Parks And Recreation	2	2,000.00
		Sub-Total:		\$2,000.00
S.2140.247	Rents Payments	Rents Payments	49	143,055.92
		Sub-Total:		\$143,055.92
S.2144.247	Service Hookups	Service Hookups	1	830.00
		Sub-Total:		\$830.00
S.2148.247	Penalty	Penalty	21	373.24

Account#	Account Description	Fee Description	Qty	Local Share
Sub-Total:				\$373.24
Total Local Shares Remitted:				\$163,199.36
Amount paid to:	NYS Ag. & Markets for spay/neuter program			112.00
Amount paid to:	NYS Environmental Conservation			18.88
Amount paid to:	State Health Dept. For Marriage Licenses			45.00
Total State, County & Local Revenues:		\$163,375.24	Total Non-Local Revenues:	\$175.88

To the Supervisor:

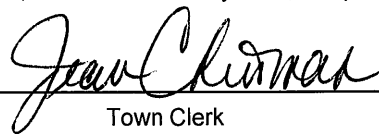
Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Jean Chrisman, Town Clerk, Town of Canadaigua during the period stated above, in connection with my office, excepting only such fees and monies, the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

Supervisor

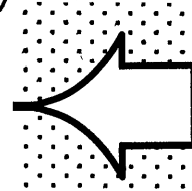
Date

Town Clerk

Date



5/17/2018





280 Kenneth Drive, Suite 100 | Rochester, NY 14623 | P 585.486.0725 | T 800.546.7556 | F 585.486.0726 | E info@EFPRSolutions.com | EFPRSolutions.com

CLIENT MEMO

To: Town Board Date: 5/1/18

Client: Town of Canandaigua

From: Tina DeNigro and P. Robert Fox, CPA

Subject: 2017 Town Clerk Reports

EXECUTIVE SUMMARY

We continued to work with the Town Clerk to establish monitoring procedures for the Town Clerk receipts and we believe the Town Clerk has established procedures to identify any differences between reported receipts and monthly bank reconciliations. In 2016, the Town Clerk identified \$3,406.00 in excess funds that were returned to the Town in 2017. At the end of 2017, both the Town Clerk and we identified \$558.13 in excess funds that should be turned over to the Town. In April 2018 we met with the Town Clerk and the Town Bookkeeper who will be checking monthly to tighten procedures even further so that there should be no difference in 2018.

We compared receipts reported on the Town Clerk's BAS System to receipts reported on KVS in the Town's Books. We are attaching the comparison to this report. We were able to explain any material differences because they were the result of refunds or other receipts that would not be received or paid by the Town Clerk.

PROCEDURE FOLLOWED

The Town Clerk regularly reconciles monies received on Quicken to balances in monthly reports. There are some monthly differences because of the timing of credit card deposits and other deposits in transit or because of other transactions involving refunds. These differences resulted in minor or offsetting differences from month to month. Our review and the Quicken report prepared by the Town Clerk identified that the difference at the end of 2017 was \$558.13. The Town Clerk indicated that the excess would be transferred to the Town in 2018.

We compare the BAS monthly reports and the BAS Annual Report to the reported revenues on KVS each year. We then review any differences to determine why the two reports are different. Our goal is to be comfortable that the reports to Town Board are accurate.

SUMMARY

We believe that the Town Clerk has established good procedures and that the use of a reconciliation we reviewed with the Town Clerk and Town Bookkeeper should eliminate any differences in 2018.

TOWN OF CANANDAIGUA
COMPARISON OF TOWN CLERK REPORTS TO GENERAL LEDGER REPORTS
YEAR ENDING 12/31/17

ACCT. NO.	DESCRIPTION	KVS TRIAL	BAS REPORTS	DIFFERENCE	EXPLANATION OF DIFFERENCES
		BALANCE			
A380	AR Charge Back Billing	-	164.50	(164.50)	Not material
A1255	Town Clerk Fees	1,662.59	1,662.59	-	
A1603	Vital Statistic Fees	5,434.00	5,434.00	-	
A2001	Park & Recreation Fees	101,657.00	103,703.00	(2,046.00)	Difference is for Refunds and Deferred Revenues
A2110	Zoning Fees	23,231.00	23,450.00	(219.00)	Not material
A2120	Soil Erosion Control	8,400.00	8,400.00	-	
A2148	Returned Check Fee	-	-	-	
A2544	Dog Licenses	21,799.00	21,780.00	19.00	Not material
A2590	Site Development Fees	130,962.63	135,782.30	(4,819.67)	Correction of prior year Development receivables
A2591	Construction Debris Fees	24,939.00	24,939.00	-	
CM2001	Park & Recreation Fees	139,000.00	139,000.00	-	
F2140	Water Rents	623,884.00	555,743.44	68,140.56	Levy's for each year are not included in Town Clerk fees
F2142	Water Sales	1,569.50	1,865.00	(295.50)	
F2144	Service Hookups	9,335.00	13,735.00	(4,400.00)	Coding of Nov. Fees on changeover from BAS to Munilink
F2148	Penalties	10,100.77	9,927.52	173.25	Oct Clerk Report \$20.00 is under A2148-KVS shows F2148
		<u>1,101,974.49</u>	<u>1,045,586.35</u>	<u>56,388.14</u>	

TOWN OF CANANDAIGUA

TOWN MANAGER MONTHLY REPORT

May 21, 2018

PERSONNEL

KUDOS: Thank you Steve Rogers for your twenty years of service to the Town of Canandaigua. Steve retired last month after serving the residents of the Town of Canandaigua in the Highway Department for more than two decades. Job well done!!

AWARD: Congratulations to all of our citizen volunteers who participate in so many ways to make our community a great place to live, work, and play. The Town of Canandaigua received the New York Planning Federation's Comprehensive Plan Award, for the implementation work being overseen by our Citizen's Implementation Committee (CIC).

THANK YOU: A great big thank you to the volunteers from Keller Williams Realty Gateway Canandaigua who gave an entire day on Thursday, May 10th to help cleanup Onanda Park. The group painted buildings, stained chairs and picnic tables, mulched flower beds, planted flowers, and overall did a great job ensuring the park is ready for the season.

Training: On April 18th we held our annual required workplace violence, sexual harassment and diversity awareness training. This year Sherman Manchester from Ontario County conducted the training for us at the Town Hall. Ontario County Sheriff Deputy Sgt. Rago conducted the afternoon active shooter training. A huge thank you for both of these gentlemen for providing these training sessions for all of our employees.

EAP/Health Insurance: On May 8th, our new Employee Assistance Provider did a presentation on the EAP program available for all town employees and elected officials. The EAP program offers a wide variety of services to assist employees, please see the information that was recently placed in everyone's checks. At the same time, our Health Insurance Broker held their annual lunch and learn and provide an opportunity for employees to meet with them to determine their health insurance needs and select the plan best suited to address those needs.

Canandaigua Airport: Congratulations to Jim Dolan on his new opportunity with a firm in the Syracuse area, closer to home for him. Jim has been our primary contact for the Canandaigua Airport for many years, and has been a great partner in sharing information with us and working collaboratively. John Hicks will be our temporary contact, while the County works through a more permanent solution relative to the Airport Manager position.

TOWN OF CANANDAIGUA

TOWN MANAGER MONTHLY REPORT

May 21, 2018

GENERAL / DEVELOPMENT / PLANNING

Blue Zones: On April 24th I returned from the NY Planning Federation Conference to attend the Blue Zones public presentation with a number of other Town of Canandaigua Committee members and residents. The presentation centered on exploring the idea of healthier life styles, and fostering the build out of the community to enable longer lives. Ontario County Administrator Mary Krause is helping to lead the initiative at the County level. Administrator Krause has requested a resolution in support of the concept, which is on your agenda for May 21st. In addition, Administrator Krause has requested a staff member to participate with the County in a meeting on May 17th to explore opportunities for collaboration. I have asked Samantha Pierce to attend this meeting to represent the Town of Canandaigua.

Annual Municipal Summit: On April 26th I participated in the Ontario County Municipal Summit on Shared Services. Representatives from all 16 towns and 2 cities were in attendance to discuss opportunities for shared services, and the status of existing shared services. Attached to my report is the presentation handout relating to this meeting. Additionally, at this meeting Ontario County Administrator Mary Krause had arranged for a presentation by MEGA the Municipal Electric and Gas Alliance to share information relating to how Ontario County purchases electric and gas. I have included a resolution on your agenda that would allow me to get additional information from MEGA about the possibility of purchasing our electric and gas through their alliance. This alliance is open to not only municipalities, but all for profit businesses that wish to be part of the purchasing block.

Uptown Feasability Study: The Uptown Feasability Steering Committee has continued to meet including a meeting on May 7th in which the consulting firm presented ideas about the economic opportunities for Uptown, while the planning consultant discussed possible designs and architectural concepts. Generally speaking, the economic development consultant believes that we will continue to see an increase in housing, specifically multi-family housing in this particular area of the Town. More specific information will be coming as the process continues.

Economic Development: On May 1st our Economic Development Committee met jointly with representatives from the City of Canandaigua to hear from U of R Thompson, CEO Mike Stapleton. Mike shared the vision for the future of the hospital complex including expansion opportunities within the existing campus. Generally, the hospital intends to expand within the existing campus property within the City of Canandaigua.

TOWN OF CANANDAIGUA

TOWN MANAGER MONTHLY REPORT

May 21, 2018

County Road 16 Study: As Town Board members are aware, a special meeting was held on April 16th relating to the County Road 16 Feasibility Study pertaining to pedestrian and bicycle safety. The Ontario County Department of Public Works held the meeting at the Town Hall. As a result of that meeting Supervisor Westbrook invited several town residents and myself to meet with the Steering Committee to discuss the current status and future steps. As a result of that meeting the Committee was expanded to include: Supervisor Westbrook, DPW Commissioner Bill Wright, GTC Representative Darrin Ramsey, Highway Superintendent Jim Fletcher, Town Residents – Saralinda Hooker, Oksana Fuller, Marion Cassie, Barton and Loguidice Representative Thomas Robinson, and Ontario County DPW Representative Thomas Rafferty.

Survey: As a result of the meeting of the Steering Committee, the opportunity to provide input regarding the County Road 16 Bicycle and Pedestrian Safety Improvements has been extended. The survey link is: <https://www.surveymonkey.com/r/M8D3FWR> and is also available through the Town of Canandaigua's website.

August Public Session (CR 16 Study): Additionally, as a result of the meeting the Steering Committee has agreed to host a public informational session in early August to gather additional information from residents and share ideas and preliminary findings. The tentative date is scheduled for August 8th (evening) at Onanda Park.

Group Concept Mapping: The Steering Committee for the concept mapping project has met several times since your last meeting including on May 11th. The group has formalized their six recommendations and are in the process of setting up a joint meeting to share the findings of the community as a result of the survey process.

Agriculture (PDR Program): On May 1st I presented to the Ontario County Agriculture Advisory Board the Town of Canandaigua's three recommended PDR applications for submission to the NYS Department of Agriculture and Markets. The NYS Department of Agriculture and Markets requires approval by the County Ag Board prior to submission of applications. After a very thorough question and answer session, the Ontario County Agriculture Board voted to support the application of all three projects for PDR to Ag and Markets.

Senior Summer Kick-off Picnic: As you are aware, we have been asked a number of times to consider recreation programs for active adults to help promote fellowship and healthy life styles. Deputy Town Supervisor Tina Bloom, working closely with Director of Parks and Recreation Dennis Brewer, and Town Resident Karen Parkhurst have come up with the idea to host a picnic

TOWN OF CANANDAIGUA TOWN MANAGER MONTHLY REPORT

May 21, 2018

in order to hear more from active adults, and to learn more about their interests for this type of program. A summer kick-off picnic is scheduled for June 12th (Tuesday) from Noon to 1:30pm at Outhouse Park. Please consider joining us to hear more from our residents and community members.

Upcoming Meetings:

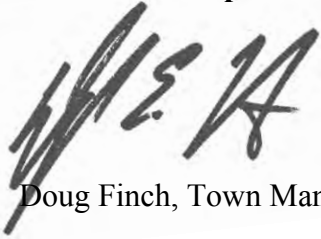
Planning – The next scheduled Planning Board meeting is May 22nd at 6:00pm.

Zoning – The Zoning Board of Appeals next meets June 19th at 6:00pm.

Environmental Conservation Board – June 7th at 4:30pm.

Agriculture Advisory Committee – June 7th at 6:00pm.

Citizens Implementation Committee – June 5th at 9:00am.

A handwritten signature in black ink, appearing to read "D. Finch", is written over a light gray rectangular background.

Doug Finch, Town Manager



Ontario County

**Shared Services Plan Update
Municipal Summit**

April 26, 2018

Ontario County Property Tax Savings Plan Summary

Project Number	Project	Savings for 2018
1	Health Officers	11,722
2	Equipment Share – Tub Grinding	104,150
3	Equipment Share – VacAll/Sweeper	215,000
4	Equipment Share – Drum Roller	19,500
5	Building Share – EMS Equipment Storage	173,259
6	Building Share – Court Facilities	131,150
7	Municipal Employee Training Institute	6,340
8	Employee Assistance Program Consortium	13,551
9	Municipal Human Resources Support	24,000
10	Commercial Assessing	12,800
11	Planning Services: County/Town of Victor	54,363
12	County/FLCC Public Relations Support	109,303
13	School Tax Collection (Effective 7/1/18)	
14	City/Town of Canandaigua – Accounting/Financial	30,000
15	City/Town of Canandaigua – Court/Court Facility	1,729,000
16	City/Town of Canandaigua – Economic Development	70,000
17	City/Town of Canandaigua – Information Technology	14,000
18	City/Town of Canandaigua – Parks and Recreation	
19	City/Town of Canandaigua – Transfer Station	1,950,000
Total		\$4,668,138

Health Officer

Holly Adams/Mary Beer
Project Implementers

Municipality/School District	Contract	Proj Savings	Actual Savings
City of Canandaigua	Yes	\$ -	\$ -
Town of Canandaigua	Yes	\$ 1,200	\$ 1,200
City of Geneva	Yes	\$ -	\$ -
Town of East Bloomfield	Yes	\$ 600	\$ 600
Town of Farmington		\$ 1,260	
Town of Geneva	Yes	\$ -	\$ -
Town of Gorham	Yes	\$ 1,415	\$ 1,415
Town of Hopewell	Yes	\$ 900	\$ 900
Town of Naples		\$ 900	
Town of Seneca	Yes	\$ 600	\$ 600
Town of Victor	Yes	\$ 1,200	\$ 1,200
Town of West Bloomfield	Yes	\$ 331	\$ 331
Town of Bristol	Yes	\$ 600	\$ 600
Town of Canadice		\$ -	
Town of Richmond	Yes	\$ 1,000	\$ 1,000
Town of S. Bristol		\$ 300	
Village of Rushville		\$ -	
Village of Shortsville		\$ -	
Village of Victor	Yes	\$ 346	\$ 346
Town of Phelps		\$ 870	
Village of Clifton Springs		\$ 200	
Total Savings		\$ 11,722	\$ 8,192

Tub Grinding

Municipality/School District	Agreement	Proj Savings	Actual Savings
Town of Bristol		\$6,000	
City of Canandaigua		\$14,000	
Town of Canandaigua		\$7,000	
Town of East Bloomfield		\$2,825	
Village of Bloomfield		\$2,825	
Town of Farmington		\$3,500	
Town of Gorham		\$10,000	
Town & Village of Naples		\$12,000	
Village of Phelps		\$3,000	
Town of Richmond		\$7,000	
Town of Victor		\$32,000	
Town of West Bloomfield		\$4,000	
Total Savings		\$104,150	

Bill Wright/Carla Jordan/Brian Young
Project Implementers

VacAll/Sweeper

Municipality/School District	Agreement	Proj Savings	Actual Savings
City of Canandaigua		\$ 215,000	
Ontario County			
Total Savings		\$ 215,000	

Bill Wright/Brian Young
Project Implementers

Drum Roller

Municipality/School District	Proj Savings	Actual Savings
Town of Canadice	\$ 2,000	
Town of East Bloomfield	\$ 2,000	
Town of Farmington	\$ 3,500	
Town of Geneva	\$ 2,000	
Town of Manchester	\$ 2,500	
Town/Village of Naples	\$ 4,000	
Town of Victor	\$ 3,000	
Town of West Bloomfield	\$ 500	
Total Savings	\$ 19,500	

Bill Wright/Brian Young
Project Implementers

Emergency Management Equipment Building Share

Town of Canandaigua	Yes		
Ontario County	Yes	\$ 173,259	
Total Savings		\$ 173,259	

Brian Young
Project Implementer

Court Facilities Building Share

Municipality/School District	Agreement	Proj Savings	Actual Savings
Town of East Bloomfield	Yes		
Town of West Bloomfield	Yes	\$ 131,150	
Total Savings		\$ 131,150	

Brian Young
Project Implementer

Municipal Employee Training Institute

Municipality/School District	Proj Savings	Actual Savings
City of Canandaigua	\$ 2,700	\$ 40
City of Geneva	\$ 2,700	
Town of Canandaigua	\$ 1,350	\$ 3,000
Town of E. Bloomfield	\$ 540	
Town of Farmington	\$ 1,350	
Town of Geneva	\$ 540	
Town of Manchester	\$ 810	
Town of Victor	\$ 1,350	
Ontario Co Cost	\$ (5,000)	
Total Savings	\$ 6,340	\$ 3,040

Michele Smith
Project Implementer

Employee Assistance Program Consortium

Municipality/School District	Proj Savings	Actual Savings
City of Canandaigua	\$ 800	\$ 620
City of Geneva 2019	\$ 800	\$ -
Town of Farmington 2019	\$ 400	\$ -
Town of Gorham		
Town of Naples	\$ 160	\$ 1,875
Town of Victor	\$ 400	\$ 560
FLCC	\$ 2,640	\$ 2,870
Canandaigua Schools		
Victor Schools 7/1/18	\$ 5,680	\$ 5,398
Ontario Co	\$ 1,048	\$ 1,048
Total Savings	\$ 11,928	\$ 12,371
Gorham and Canandaigua School signed on early 2018		

Michele Smith
Project Implementer

Municipal Human Resource Support

Municipality/School District	Proj Savings	Actual Savings
City of Canandaigua	\$ 12,000	\$ 12,000
Town of Canandaigua	\$ 12,000	\$ 12,000
Total Savings	\$ 24,000	\$ 24,000

Michele Smith
Project Implementer

Commercial Assessing

Municipality/School District	Proj Savings	Actual Savings
Town of Canadice	\$ 2,800	
Town of Canandaigua	\$ 900	
Town of Manchester	\$ 3,000	
Town of Richmond	\$ 4,600	
Town of West Bloomfield	\$ 1,500	\$ 888
Total Savings	\$ 12,800	\$ 888

Robin Johnson
Project Implementer

Planning Services

Municipality/School District	Agreement	Proj Savings	Actual Savings
Town of Victor	Yes	\$ 54,363	
Total Savings/Avoidance		\$ 54,363	

Tom Harvey
Project Implementer

County/FLCC Public Relations Support

Municipality/School District	Agreement	Proj Savings	Actual Savings
Ontario Co	Yes	\$ 68,215	\$ 66,215
FLCC	Yes	\$ 41,088	\$ 39,088
Total Savings/Avoidance		\$ 109,303	\$ 105,303

Mary Krause
Project Implementer

School Tax Collection

County Treasurer, Gary Baxter is working with Phelps-Clifton Springs, Bloomfield and Marcus Whitman School Districts and awaiting confirmation from the Superintendents to move forward.

Gary Baxter
Project Implementer

City & Town of Canandaigua

Municipality/School District	Proj Savings	Actual Savings
City & Town Canandaigua		
Accounting/Financial	\$ 30,000	
Court/Court Facility	\$ 1,729,000	
Economic Development	\$ 70,000	
Information Technology	\$ 14,000	\$ -
Parks and Recreation		
Transfer Station	\$ 1,950,000	
Total Savings	\$ 3,793,000	

Greg Westbrook, Doug Finch, John Goodwin
Project Implementers

We Could Have Started
All Over

2018-2019 State Budget Update

- * \$225M in matching funds for the 2018 plans (payable in January 2019).
- * Extended through 2021.
 - 2 panel meetings per year.
 - End of year report on panel activities to DOS.
- * Added voluntary participation by BOCES, fire districts, other taxing jurisdictions.
- * No change to Art 47 of Insurance Law to more easily provide for Health Insurance Consortium – upcoming webinar on work around Art 47 (4/26).
- * Change permitting towns to share Justices. No to counties doing planning and zoning for another local government.

Discussion

The slide features a dark blue header bar at the top. Below the header, there are several overlapping, wavy, light blue shapes that create a sense of depth and movement, resembling stylized waves or layers of paper. The main body of the slide is white and contains no text or other graphical elements.

Town Manager

From: Town Manager [dfinch@townofcanandaigua.org]
Sent: Monday, May 14, 2018 2:48 PM
To: 'Jim Fletcher'; 'Kristine Singer'
Cc: 'Linda Dworaczyk'
Subject: RE: Emailing: 73 - Town of Canandaigua Auction Results
Attachments: 73 - Town of Canandaigua.pdf

Just to follow up on auction revenues:

Car sale:

\$7500 was budgeted as revenue for the escape (A.2665), so the good news is the sale at \$9,000 was above budget.

Truck sale:

\$70,000 was budgeted as revenue for two 10 wheel trucks (D.2665), and additionally the excavator at \$60,000; for a total of \$130,000 in anticipated revenue. \$20,000 for the sale of the 2006 Sterling seems to be a little below budget, or are we still anticipating \$40,000 in revenue from the sale of the second truck? What is the status on the sale of the excavator?

Doug Finch, Town Manager
Town of Canandaigua
5440 Route 5 & 20 West
Canandaigua, NY 14424
P: (585)394-1120 x2234
F: (585)394-9476

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

From: Jim Fletcher [<mailto:jfletcher@townofcanandaigua.org>]
Sent: Monday, May 14, 2018 10:07 AM
To: 'Town Manager'; 'Kristine Singer'
Subject: FW: Emailing: 73 - Town of Canandaigua Auction Results

Kris

Results for the auction on the ford escape and the dump truck 9 K for the car 20K for the truck

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

From: Cindy Wolcott [<mailto:cgwolcott@rochester.rr.com>]
Sent: Monday, May 14, 2018 9:56 AM
To: 'Jim Fletcher' <jfletcher@townofcanandaigua.org>
Subject: Emailing: 73 - Town of Canandaigua Auction Results

Your message is ready to be sent with the following file or link attachments:

73 - Town of Canandaigua

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.

Thank you!

Cindy G. Wolcott
Sales Manager
RTI Auctions
585-738-3759
www.teitsworth.com

Seller Settlement



Roy Teitsworth Inc
6502 Barber Hill Road
Geneseo, NY 14454
Phone: (585) 243-1563
Fax: (585) 243-3311
Tax #: 16-1122864

Invoice #: 73-89013-1

Seller Information

Seller Name: Fletcher - Town of Canandaigua, Jim
Seller Number: 73
Company: Town of Canandaigua
Location: 5440 Rt. 5 & 20
CANANDAIGUA, NY 14424
Phone: (585) 394-3300

Auction Information

Auction: Palmyra Municipal Auction 2018
Date: 05/12/2018 07:00
Location: 131 Kent Street
Palmyra, NY 14122

Lot Num	Description	Bidder	Lot SubTotal
328	2013 Ford Escape, automatic, PW, PL, PM, A/C, CD, cruise, steering wheel controls, 79K, VIN: 1FMCU9G92DUC72747 - Municipal, Town of Canandaigua	208	\$9,000.00
605	2006 Sterling T/A dump truck, Tenco plow and wing, Cat diesel, Eaton Fuller 18 speed, PW, cruise, engine brake, A/C, 66,000# GVW, Dbl lock rears, Balloon steer tires, Harder sander, 148K, VIN: 2FZHAZDE16AW99231 - Municipal, Town of Canandaigua	1079	\$20,000.00
2			\$29,000.00

Summary

Auction Gross	\$29,000.00
Commissions	(\$2,900.00)
Expenses	(\$0.00)
Credits	\$0.00
Auction Net	\$26,100.00
Total Paid	\$0.00
Balance Due	\$26,100.00

Revenue / Expense Control Report Parameters

Report ID: BD RPT 2

Year: 2018 Include Beg. Encumbrance: Yes

Period: 4 To: 4 Apply to Budget Columns: No

Description: Short Apply % to Original Budget: No

Spacing: Single Print Parent Account: No

Acct Status: Active Grand Totals on Separate Page: No

Suppress Zero Accts.: None Include Req: No

Summary Only: No Use Alt Fund: No

% Fiscal Year: 100 Exclude Rev Brackets: Yes

Account Table:

Alt. Sort Table:

Sort:	Sort	Subtotal	Page Break	Subheading
1	Fund	Yes	No	No
2	Type	Yes	No	No
3	Function	No	No	No
Subtotal/Page Break Expenses Only:		No		

Date Prepared: 05/16/2018 08:39 AM

Report Date: 05/16/2018

Account Table:

Alt. Sort Table:

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

GLR0130 1.0

Page 1 of 28

Prepared By: PIERCE

Fiscal Year: 2018 Period From: 4 To: 4

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rev/Exp Balance
A.1001	REAL PROPERTY TAXES	294,637.00	294,637.00	0.00	293,972.62	664.38	99.77
A.1030	SPECIAL ASSESSMENT/PILOT	18,827.00	18,827.00	0.00	40,355.34	(21,528.34)	214.35
A.1090	PENALTY ON TAXES	12,000.00	12,000.00	0.00	0.00	12,000.00	0.00
A.1120	NON PROPERTY SALES TAX	1,600,000.00	1,710,000.00	0.00	0.00	1,710,000.00	0.00
A.1170	CABLE TV FRANCHISE FEES	75,000.00	75,000.00	0.00	42,517.21	32,482.79	56.69
A.1255	TOWN CLERK FEES	1,000.00	1,000.00	53.38	284.47	715.53	28.45
A.1603	VITAL STATISTICS FEE	5,000.00	5,000.00	211.00	1,411.00	3,589.00	28.22
A.2001	PARK & RECREATION FEES	87,500.00	87,500.00	10,675.00	24,135.00	63,365.00	27.58
A.2110	ZONING FEES	25,000.00	25,000.00	1,700.00	6,600.00	18,400.00	26.40
A.2120	SOIL EROSION CONTROL	8,000.00	8,000.00	300.00	450.00	7,550.00	5.63
A.2148	RETURNED CHECK FEE	20.00	20.00	20.00	20.00	0.00	100.00
A.2192	CEMETERY SERVICES	500.00	500.00	0.00	0.00	500.00	0.00
A.2302	SERVICES/OTHER GOVERNMENTS	9,000.00	9,000.00	760.00	2,280.00	6,720.00	25.33
A.2401	INTEREST & EARNINGS	6,000.00	6,000.00	732.04	3,159.65	2,840.35	52.66
A.2410	RENTAL OF REAL PROPERTY	12,460.00	12,460.00	900.00	4,050.00	8,410.00	32.50
A.2544	DOG LICENSES	18,000.00	18,000.00	1,258.00	3,451.00	14,549.00	19.17
A.2590	SITE DEVELOPMENT FEES	77,000.00	77,000.00	3,455.00	7,407.80	69,592.20	9.62
A.2591	CONSTRUCTION DEBRIS FEES	16,000.00	16,000.00	2,360.00	4,860.00	11,140.00	30.38
A.2610	FINES & FORFEITED BAIL	85,000.00	85,000.00	16,322.00	32,835.00	52,165.00	38.63
A.2651	RECYCLING REVENUE	15,000.00	15,000.00	798.48	2,121.25	12,878.75	14.14
A.2660	SALE OF REAL PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
A.2665	SALE OF EQUIPMENT	7,500.00	7,500.00	0.00	0.00	7,500.00	0.00
A.2680	INSURANCE RECOVERIES	0.00	0.00	0.00	0.00	0.00	0.00

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

Fiscal Year: 2018 Period From: 4 To: 4

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rev/Exp Balance
A.2701	REFUND PRIOR YEARS EXP	0.00	0.00	0.00	162.57	(162.57)	0.00
A.2705	GIFTS & DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
A.2770	MISCELLANEOUS INCOME	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
A.3001	NYS AID PER CAPITA	28,000.00	28,000.00	0.00	0.00	28,000.00	0.00
A.3005	ONTARIO CITY MORTGAGE TAX	260,000.00	260,000.00	0.00	0.00	260,000.00	0.00
A.3040	NYS AID TAX/ASSESSMENTS	0.00	0.00	0.00	0.00	0.00	0.00
A.3089	ST AID.OTHER	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
A.3092	ST AID.PLANNING STUDIES	80,000.00	88,192.00	25,755.46	25,755.46	62,436.54	29.20
A.3820	NYS YOUTH PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00
A.5031	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
A.5031.CM	INTERFUND TRANSFERS	100,000.00	130,000.00	0.00	30,000.00	100,000.00	23.08
A.5031.H	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
A.5031.TE	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
A.5031.V	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
A.9000	APPROPRIATED FUND BALANCE FOR BUDGET	406,317.00	512,317.00	0.00	0.00	512,317.00	0.00
A.9230	TAX STABILIZATION RESERVE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
A.9235	NYSERS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00
Total Type R	Revenue	3,284,761.00	3,538,953.00	65,300.36	525,828.37	3,013,124.63	14.86
A.1010.110	TOWN BOARD	19,860.00	19,860.00	1,527.68	6,874.56	12,985.44	34.62
A.1010.400	TOWN BOARD	1,500.00	1,500.00	245.03	462.73	1,037.27	30.85
A.1110.110	JUSTICES	48,872.00	48,872.00	3,759.40	16,917.30	31,954.70	34.62
A.1110.120	JUSTICES	14,976.00	14,976.00	1,160.00	4,240.00	10,736.00	28.31
A.1110.130	JUSTICES	0.00	0.00	0.00	0.00	0.00	0.00
A.1110.140	JUSTICES	15,584.00	15,584.00	924.08	4,562.52	11,021.48	29.28
A.1110.200	JUSTICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
A.1110.400	JUSTICES	16,185.00	16,185.00	492.97	1,908.66	14,276.34	11.79

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

Fiscal Year: 2018 Period From: 4 To: 4

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rev/Exp Balance
A.1220.110	SUPERVISOR	20,000.00	20,000.00	1,538.46	6,923.07	13,076.93	34.62
A.1220.120	DEPUTY SUPERVISOR	2,000.00	2,000.00	153.84	615.36	1,384.64	30.77
A.1220.121	SUPERVISOR	27,591.00	27,591.00	2,122.38	9,550.71	18,040.29	34.62
A.1220.400	SUPERVISOR	2,100.00	2,100.00	0.00	144.60	1,955.40	6.89
A.1230.100	TOWN MANAGER	92,597.00	92,597.00	7,122.84	32,052.78	60,544.22	34.62
A.1230.200	TOWN MANAGER	0.00	0.00	0.00	0.00	0.00	0.00
A.1230.400	TOWN MANAGER	5,000.00	5,000.00	164.19	675.12	4,324.88	13.50
A.1320.400	AUDITOR	11,000.00	11,000.00	0.00	0.00	11,000.00	0.00
A.1340.120	BUDGET OFFICER	3,000.00	3,000.00	230.78	1,038.51	1,961.49	34.62
A.1340.400	BUDGET	27,000.00	27,000.00	2,000.00	6,000.00	21,000.00	22.22
A.1345.400	PURCHASING	4,000.00	4,000.00	79.98	434.72	3,565.28	10.87
A.1355.120	ASSESSOR	65,795.00	65,795.00	5,061.16	22,775.22	43,019.78	34.62
A.1355.132	ASSESSOR	44,147.00	44,147.00	3,395.20	13,580.80	30,566.20	30.76
A.1355.150	ASSESSOR	2,000.00	2,000.00	0.00	375.00	1,625.00	18.75
A.1355.200	ASSESSOR	500.00	500.00	0.00	0.00	500.00	0.00
A.1355.400	ASSESSOR	34,780.00	34,780.00	926.47	7,355.54	27,424.46	21.15
A.1355.420	ASSESSOR	300.00	300.00	0.00	0.00	300.00	0.00
A.1355.430	ASSESSOR	0.00	0.00	0.00	0.00	0.00	0.00
A.1410.110	TOWN CLERK	57,818.00	57,818.00	4,447.54	20,013.93	37,804.07	34.62
A.1410.131	TOWN CLERK	37,073.00	37,073.00	6,615.00	9,415.00	27,658.00	25.40
A.1410.141	TOWN CLERK	20,072.00	20,072.00	1,497.68	5,415.58	14,656.42	26.98
A.1410.142	TOWN CLERK	7,800.00	7,800.00	(4,372.50)	2,000.00	5,800.00	25.64
A.1410.200	TOWN CLERK	850.00	850.00	138.00	138.00	712.00	16.24
A.1410.400	TOWN CLERK	11,732.00	11,732.00	15.25	3,437.47	8,294.53	29.30
A.1420.400	ATTORNEY	24,000.00	24,000.00	1,482.00	4,140.28	19,859.72	17.25
A.1430.100	PERSONNEL	0.00	0.00	0.00	0.00	0.00	0.00
A.1430.141	PERSONNEL	22,721.00	22,721.00	1,285.50	2,511.05	20,209.95	11.05
A.1430.142	PERSONNEL	0.00	0.00	0.00	0.00	0.00	0.00
A.1430.143	PERSONNEL	0.00	0.00	0.00	0.00	0.00	0.00
A.1430.144	PERSONNEL	47,900.00	47,900.00	3,684.62	16,580.79	31,319.21	34.62
A.1430.200	PERSONNEL	500.00	500.00	0.00	0.00	500.00	0.00
A.1430.410	PERSONNEL	3,250.00	3,250.00	122.48	973.97	2,276.03	29.97
A.1430.420	PERSONNEL	3,500.00	3,500.00	672.00	672.00	2,828.00	19.20
A.1440.400	ENGINEERING	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
A.1440.402	ENGINEERING	0.00	0.00	0.00	0.00	0.00	0.00

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rev/Exp Balance
A.1440.404	ENGINEERING	0.00	0.00	0.00	0.00	0.00	0.00
A.1440.406	ENGINEERING	0.00	27,500.00	0.00	0.00	27,500.00	0.00
A.1450.400	ELECTIONS	7,200.00	7,200.00	0.00	0.00	7,200.00	0.00
A.1460.200	RECORDS MANAGEMENT	10,944.00	10,944.00	4,449.00	4,449.00	6,495.00	40.65
A.1460.400	RECORDS MANAGEMENT	14,150.00	14,150.00	1,195.00	2,220.30	11,929.70	15.69
A.1460.410	RECORDS MANAGEMENT	0.00	0.00	0.00	0.00	0.00	0.00
A.1460.420	RECORDS MANAGEMENT -GC	0.00	0.00	0.00	0.00	0.00	0.00
A.1480.400	PUBLICSERVINFO.CONTRACTU AL	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
A.1620.200	BUILDINGS	45,000.00	45,000.00	0.00	5,400.00	39,600.00	12.00
A.1620.400	BUILDINGS	141,928.00	141,928.00	23,227.76	47,731.24	94,196.76	33.63
A.1620.410	BUILDINGS	31,000.00	31,000.00	1,209.25	4,837.00	26,163.00	15.60
A.1670.200	CENTRAL PRINTING	0.00	0.00	0.00	0.00	0.00	0.00
A.1670.400	PRINTING & MAILING	43,472.00	43,472.00	1,121.19	5,071.93	38,400.07	11.67
A.1680.200	DATA PROCESSING	25,000.00	70,000.00	0.00	0.00	70,000.00	0.00
A.1680.400	DATA PROCESSING	41,940.00	41,940.00	8,826.40	18,242.43	23,697.57	43.50
A.1910.400	UNALLOCATED INSURANCE	120,000.00	120,000.00	37,602.66	37,602.66	82,397.34	31.34
A.1920.400	MUNICIPAL ASSOCIATION DUES	1,850.00	1,850.00	0.00	1,350.00	500.00	72.97
A.1930.400	JUDGEMENTS & CLAIMS	0.00	0.00	0.00	0.00	0.00	0.00
A.1940.200	PURCHASE OF LAND/RIGHT OF WAY	50,000.00	80,000.00	0.00	0.00	80,000.00	0.00
A.1940.400	PURCHASE OF LAND/RIGHT OF WAY	0.00	0.00	0.00	0.00	0.00	0.00
A.1990.400	CONTINGENCY	100,000.00	99,528.80	0.00	0.00	99,528.80	0.00
A.3310.200	TRAFFIC	0.00	0.00	0.00	0.00	0.00	0.00
A.3310.400	TRAFFIC	99,923.00	99,923.00	0.00	236.00	99,687.00	0.24
A.3510.400	DOG CONTROL	22,000.00	22,422.00	0.00	0.00	22,422.00	0.00
A.4010.120	HEALTH OFFICER	0.00	0.00	0.00	0.00	0.00	0.00
A.4020.100	REGISTRAR	2,300.00	2,300.00	0.00	512.50	1,787.50	22.28
A.4020.400	REGISTRAR	235.00	235.00	0.00	0.00	235.00	0.00

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A.4540.400	AMBULANCE	4,000.00	4,000.00	0.00	4,000.00	0.00	100.00
A.5010.110	HIGHWAY SUPT	73,315.00	73,315.00	5,639.62	25,378.29	47,936.71	34.62
A.5010.120	HIGHWAY	3,068.00	3,068.00	236.00	1,062.00	2,006.00	34.62
A.5010.130	HIGHWAY	32,500.00	1,300.00	0.00	700.00	600.00	53.85
A.5010.131	HIGHWAY.FINANCE CLERK II FT	0.00	0.00	0.00	0.00	0.00	0.00
A.5010.132	HIGHWAY	0.00	31,200.00	2,338.13	9,523.13	21,676.87	30.52
A.5010.200	HIGHWAY	0.00	0.00	0.00	0.00	0.00	0.00
A.5010.400	HIGHWAY	0.00	0.00	0.00	0.00	0.00	0.00
A.5182.400	STREET LIGHTING	40,500.00	40,500.00	2,055.71	6,693.46	33,806.54	16.53
A.6410.410	PUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00
A.6410.420	PUBLICITY	1,700.00	1,749.20	0.00	979.25	769.95	55.98
A.6410.430	CONTR TRAILS ADMIN	0.00	0.00	0.00	0.00	0.00	0.00
A.6989.400	ECONOMIC DEVELOPMENT	25,000.00	25,000.00	129.66	129.66	24,870.34	0.52
A.7020.121	RECREATION	26,010.00	26,010.00	2,000.76	9,003.42	17,006.58	34.62
A.7020.141	RECREATION	0.00	0.00	0.00	0.00	0.00	0.00
A.7020.400	RECREATION	2,200.00	2,200.00	16.85	203.44	1,996.56	9.25
A.7110.121	PARKS.MAINTENANCE ASSISTANT	38,760.00	38,760.00	0.00	11,124.34	27,635.66	28.70
A.7110.130	PARK	37,716.00	37,716.00	2,785.60	11,142.40	26,573.60	29.54
A.7110.131	LABORER PT	20,022.00	20,022.00	897.75	897.75	19,124.25	4.48
A.7110.142	PARK	15,500.00	15,500.00	0.00	0.00	15,500.00	0.00
A.7110.143	PARK	13,300.00	13,300.00	2,393.00	4,492.50	8,807.50	33.78
A.7110.200	PARK	13,750.00	13,750.00	(9,941.12)	2,838.76	10,911.24	20.65
A.7110.201	PARK	106,500.00	132,500.00	12,978.45	19,370.55	113,129.45	14.62
A.7110.203	PIERCE PARK	0.00	0.00	0.00	0.00	0.00	0.00
A.7110.240	PARK	0.00	0.00	0.00	0.00	0.00	0.00
A.7110.400	PARK	54,200.00	54,200.00	9,833.77	15,926.04	38,273.96	29.38
A.7110.401	PARK	0.00	0.00	0.00	0.00	0.00	0.00
A.7110.402	PARK	25,000.00	25,000.00	0.00	958.00	24,042.00	3.83
A.7110.403	PARK	0.00	0.00	0.00	0.00	0.00	0.00
A.7110.404	PARK	0.00	0.00	0.00	0.00	0.00	0.00
A.7110.405	PARK	0.00	0.00	0.00	0.00	0.00	0.00
A.7110.406	PARK	0.00	0.00	0.00	0.00	0.00	0.00
A.7140.141	PLAYGROUND/RECREATION	38,000.00	38,000.00	0.00	0.00	38,000.00	0.00
A.7140.142	PLAYGROUND/RECREATION	18,250.00	18,250.00	0.00	0.00	18,250.00	0.00
A.7140.143	PLAYGROUND/RECREATION	0.00	0.00	0.00	0.00	0.00	0.00

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A.7140.200	PLAYGROUND/RECREATION	0.00	0.00	0.00	0.00	0.00	0.00
A.7140.400	PLAYGROUND/RECREATION	3,800.00	3,800.00	497.58	497.58	3,302.42	13.09
A.7140.410	PLAYGROUND/RECREATION	12,500.00	12,500.00	0.00	0.00	12,500.00	0.00
A.7410.400	LIBRARY	0.00	0.00	0.00	0.00	0.00	0.00
A.7450.410	MUSEUM	10,000.00	10,000.00	0.00	10,000.00	0.00	100.00
A.7510.120	HISTORIAN	3,183.00	3,183.00	0.00	780.25	2,402.75	24.51
A.7510.400	HISTORIAN	1,100.00	1,100.00	0.00	0.00	1,100.00	0.00
A.7550.400	CELEBRATIONS	3,500.00	3,500.00	0.00	2,000.00	1,500.00	57.14
A.7989.400	FLTV 12	0.00	0.00	0.00	0.00	0.00	0.00
A.8010.123	ZONING	0.00	0.00	0.00	0.00	0.00	0.00
A.8010.141	ZONING	5,760.00	5,760.00	610.00	2,190.00	3,570.00	38.02
A.8010.142	ZONING	0.00	0.00	0.00	0.00	0.00	0.00
A.8010.143	ZONING	28,080.00	28,080.00	1,314.00	7,042.50	21,037.50	25.08
A.8010.144	ZONING	34,320.00	34,320.00	2,640.00	10,535.25	23,784.75	30.70
A.8010.145	ZONING	41,946.00	41,946.00	3,226.62	14,519.79	27,426.21	34.62
A.8010.200	ZONING INSPECTOR	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
A.8010.201	CEO	0.00	4,000.00	0.00	3,990.00	10.00	99.75
A.8010.210	VEHICLE	20,000.00	20,000.00	0.00	20,000.00	0.00	100.00
A.8010.400	ZONING INSPECTOR	2,200.00	2,200.00	8.99	352.99	1,847.01	16.05
A.8010.401	CEO	0.00	0.00	0.00	0.00	0.00	0.00
A.8010.403	DIRECTOR OF DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00
A.8010.410	VEHICLE EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
A.8020.120	BOARD	13,000.00	13,000.00	0.00	3,066.50	9,933.50	23.59
A.8020.140	STENOGRAPHER PT	5,000.00	5,000.00	689.52	2,366.91	2,633.09	47.34
A.8020.150	PLANNING	4,200.00	4,200.00	0.00	1,050.00	3,150.00	25.00
A.8020.160	PLANNING	1,900.00	1,900.00	72.93	324.87	1,575.13	17.10
A.8020.400	MISCELLANEOUS	26,750.00	24,702.00	1,141.24	4,244.48	20,457.52	17.18
A.8020.410	ENGINEERING.CONTRACTUAL	10,000.00	10,000.00	1,845.00	2,985.00	7,015.00	29.85
A.8020.412	PLANNING	0.00	0.00	0.00	0.00	0.00	0.00
A.8020.420	PLANNING	0.00	0.00	0.00	0.00	0.00	0.00
A.8020.422	PLANNING	2,000.00	2,000.00	1,782.00	1,782.00	218.00	89.10
A.8020.424	PLANNING	80,000.00	80,000.00	0.00	14,831.58	65,168.42	18.54
A.8020.426	PLANNING	0.00	3,500.00	1,650.00	1,650.00	1,850.00	47.14
A.8020.428	PLANNING	0.00	10,240.00	0.00	0.00	10,240.00	0.00
A.8020.450	ENVIRONMENTAL CONSULT BOARD	3,000.00	3,000.00	218.00	348.00	2,652.00	11.60

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A.8040.120	ZONING BOARD OF APPEALS	5,066.00	5,066.00	1,266.25	1,266.25	3,799.75	25.00
A.8040.140	ZONING BOARD OF APPEAL SECRETARY TO BOARD	1,591.00	1,591.00	(1,172.13)	271.50	1,319.50	17.06
A.8040.400	ZONING BOARD OF APPEALS CONTRACTUAL	18,000.00	18,000.00	413.00	745.91	17,254.09	4.14
A.8140.121	STORMSEWERS	0.00	0.00	0.00	0.00	0.00	0.00
A.8140.200	STORMSEWERS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
A.8140.400	STORMSEWERS	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
A.8160.130	WASTE AND RECYCLING MEO	58,914.00	58,914.00	4,477.68	16,919.28	41,994.72	28.72
A.8160.140	WASTE & RECYCLING LABORS PT	19,250.00	19,250.00	966.00	3,837.75	15,412.25	19.94
A.8160.200	WASTE & RECYCLING EQUIPMENT	37,100.00	37,100.00	0.00	38,106.00	(1,006.00)	102.71
A.8160.201	WASTE & RECYCLING	0.00	0.00	0.00	15,950.00	(15,950.00)	0.00
A.8160.400	WASTE & RECYCLING CONTRACTUAL	88,750.00	88,750.00	5,679.17	13,317.44	75,432.56	15.01
A.8664.121	CODE ENFORCEMENT	65,790.00	65,790.00	5,060.76	22,773.42	43,016.58	34.62
A.8664.122	CODE ENFORCEMENT	16,640.00	16,640.00	1,280.00	5,120.00	11,520.00	30.77
A.8664.124	CODE ENFORCEMENT	59,670.00	59,670.00	4,590.00	20,655.00	39,015.00	34.62
A.8664.125	CODE ENFORCEMENT	0.00	0.00	0.00	0.00	0.00	0.00
A.8664.200	CODE ENFORCEMENT	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
A.8664.400	CODE ENFORCEMENT	7,315.00	7,315.00	341.65	1,604.93	5,710.07	21.94
A.8810.400	CEMETERIES CONTRACTUAL	11,000.00	11,000.00	0.00	0.00	11,000.00	0.00
A.8989.400	CDGA LAKE MANAGEMENT PLAN	29,000.00	29,000.00	0.00	21,159.00	7,841.00	72.96
A.9010.800	NYS RETIREMENT	122,000.00	122,000.00	0.00	0.00	122,000.00	0.00
A.9030.800	SOCIAL SECURITY/MEDICARE	90,000.00	90,000.00	6,086.15	27,179.40	62,820.60	30.20
A.9040.800	WORKERS COMPENSATION	44,500.00	44,500.00	0.00	43,292.60	1,207.40	97.29
A.9050.800	UNEMPLOYMENT INSURANCE	12,000.00	12,000.00	566.25	566.25	11,433.75	4.72
A.9055.800	DISABILITY INSURANCE	2,500.00	2,500.00	493.54	493.54	2,006.46	19.74
A.9060.810	MEDICAL/DENTAL INSURANCE	155,000.00	155,000.00	10,870.72	43,175.04	111,824.96	27.85
A.9060.820	HOSPITAL/MEDICAL BUY-OUT	4,000.00	4,000.00	76.92	1,153.80	2,846.20	28.85
A.9060.830	HSA ACCOUNT	41,000.00	41,000.00	0.00	18,075.00	22,925.00	44.09
A.9060.840	HOSPITAL/MEDICAL RETIREE BENEFIT	0.00	0.00	0.00	0.00	0.00	0.00

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A.9710.600	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
A.9710.700	SERIAL BONDS	0.00	110,000.00	0.00	0.00	110,000.00	0.00
A.9901.900	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
A.9950.900	TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
Total Type E	Expense	3,284,761.00	3,538,953.00	212,179.31	854,081.13	2,684,871.87	24.13
Total Fund A	GENERAL FUND	0.00	0.00	(146,878.95)	(328,252.76)	328,252.76	0.00
CD.5031	INTERFUND REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
Total Type R	Revenue	0.00	0.00	0.00	0.00	0.00	0.00
CD.8684.200	PLANNING & MANAGEMENT DEVT	0.00	0.00	0.00	0.00	0.00	0.00
Total Type E	Expense	0.00	0.00	0.00	0.00	0.00	0.00
Total Fund CD	SPECIAL GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
CL.2797	OTHER LOCAL GOVERNMENTS	0.00	0.00	0.00	0.00	0.00	0.00
Total Type R	Revenue	0.00	0.00	0.00	0.00	0.00	0.00
CL.1480.400	PUBLICSERVININFO.CONTRACTU AL	0.00	0.00	0.00	0.00	0.00	0.00
CL.8160.200	WASTE & RECYCLING	0.00	0.00	0.00	0.00	0.00	0.00
CL.8160.400	WASTE & RECYCLING	0.00	0.00	0.00	0.00	0.00	0.00
Total Type E	Expense	0.00	0.00	0.00	0.00	0.00	0.00
Total Fund CL	LOCAL SOLID WASTE MANAGMENT PLAN	0.00	0.00	0.00	0.00	0.00	0.00
CM.2001	PARK & RECREATION FEES	60,000.00	60,000.00	1,000.00	2,000.00	58,000.00	3.33
CM.2189	HOME & COMMUNITY SERVICE INCOME	0.00	0.00	0.00	0.00	0.00	0.00
CM.2401	INTEREST & EARNINGS	0.00	0.00	52.79	209.71	(209.71)	0.00

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CM.2705	GIFTS & DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
CM.2770	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00	0.00
CM.5031	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
CM.9000	APPROPRIATED FUND BALANCE FOR BUDGET	40,000.00	70,000.00	0.00	0.00	70,000.00	0.00
Total Type R	Revenue	100,000.00	130,000.00	1,052.79	2,209.71	127,790.29	1.70
CM.7110.200	PARKS AND RECREATION	0.00	0.00	0.00	0.00	0.00	0.00
CM.7110.400	PARK	0.00	0.00	0.00	0.00	0.00	0.00
CM.9901.900	INTERFUND TRANSFER	100,000.00	130,000.00	0.00	30,000.00	100,000.00	23.08
Total Type E	Expense	100,000.00	130,000.00	0.00	30,000.00	100,000.00	23.08
Total Fund CM	MISCELLANEOUS (SPECIFY)	0.00	0.00	1,052.79	(27,790.29)	27,790.29	0.00
D.1001	REAL PROPERTY TAXES	865,343.00	865,343.00	0.00	865,343.00	0.00	100.00
D.1120	NON PROPERTY SALES TAX	2,585,000.00	2,475,000.00	0.00	0.00	2,475,000.00	0.00
D.2189	HOME & COMMUNITY SERVICE INCOME	0.00	0.00	0.00	0.00	0.00	0.00
D.2302	SERVICES/OTHER GOVERNMENTS	135,000.00	135,000.00	0.00	68,796.00	66,204.00	50.96
D.2303	SALE OF FUEL	0.00	0.00	0.00	0.00	0.00	0.00
D.2401	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
D.2650	SALE OF SCRAP MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00
D.2665	SALE OF EQUIPMENT	130,000.00	130,000.00	0.00	13,101.00	116,899.00	10.08
D.2680	INSURANCE RECOVERIES	0.00	0.00	0.00	243.05	(243.05)	0.00
D.2701	REFUND PRIOR YEARS EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
D.2797	OTHER LOCAL GOVERNMENTS	0.00	0.00	0.00	0.00	0.00	0.00
D.3501	NYS STATE AID CHIPS	291,000.00	291,000.00	0.00	0.00	291,000.00	0.00

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D.3589	OTHER STATE AID	100,000.00	100,000.00	0.00	100,000.00	0.00	100.00
D.4960	FEMA - EMERGENCY DISASTER	0.00	0.00	0.00	0.00	0.00	0.00
D.5031	INTERFUND TRANSFERS	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00
D.9000	APPROPRIATED FUND BALANCE FOR BUDGET	484,107.00	676,997.97	0.00	0.00	676,997.97	0.00
D.9230	HGWY EQUIP RESERVE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
D.9231	HIGHWAY EQUIPMENT RESERVE	0.00	0.00	0.00	0.00	0.00	0.00
D.9232	HGWY IMPROVEMENT RESERVE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
Total Type R	Revenue	4,690,450.00	4,773,340.97	0.00	1,047,483.05	3,725,857.92	21.94
D.1710.400	HWY CONTRACTUAL	51,650.00	51,650.00	6,624.71	11,646.62	40,003.38	22.55
D.5110.130	GENERAL REPAIRS	568,000.00	568,000.00	32,077.83	34,847.10	533,152.90	6.14
D.5110.200	GENERAL REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
D.5110.400	GENERAL REPAIRS	1,688,300.00	1,688,300.00	20,639.33	62,305.62	1,625,994.38	3.69
D.5110.410	TRAINING & MEMBERSHIP DUES	0.00	0.00	0.00	0.00	0.00	0.00
D.5112.200	IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.200	MACHINERY	692,500.00	775,390.97	2,124.80	6,645.60	768,745.37	0.86
D.5130.210	SHOP EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400	MACHINERY	233,350.00	192,837.25	15,777.53	35,948.12	156,889.13	18.64
D.5130.400.101	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.103	MACHINERY	0.00	432.56	0.00	0.00	432.56	0.00
D.5130.400.105	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.106	MACHINERY	0.00	75.00	0.00	0.00	75.00	0.00
D.5130.400.107	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.108	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.109	MACHINERY	0.00	1,622.94	1,622.94	1,622.94	0.00	100.00
D.5130.400.201	MACHINERY	0.00	2,617.49	23.67	872.45	1,745.04	33.33
D.5130.400.202	MACHINERY	0.00	1,476.90	273.55	1,418.74	58.16	96.06
D.5130.400.203	MACHINERY	0.00	3,802.46	2,445.00	3,782.46	20.00	99.47
D.5130.400.204	MACHINERY	0.00	20.00	20.00	20.00	0.00	100.00
D.5130.400.205	MACHINERY	0.00	2,929.80	1,940.52	2,619.40	310.40	89.41

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D.5130.400.207	MACHINERY	0.00	3,438.66	250.57	1,139.15	2,299.51	33.13
D.5130.400.208	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.209	MACHINERY	0.00	377.02	26.00	26.00	351.02	6.90
D.5130.400.210	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.211	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.213	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.214	MACHINERY	0.00	7,174.70	6,715.26	7,174.70	0.00	100.00
D.5130.400.215	MACHINERY	0.00	4,559.68	796.15	1,965.44	2,594.24	43.10
D.5130.400.216	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.217	MACHINERY	0.00	2,607.04	249.03	2,607.04	0.00	100.00
D.5130.400.218	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.219	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.230	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.231	MACHINERY	0.00	337.77	0.00	0.00	337.77	0.00
D.5130.400.233	MACHINERY	0.00	2,589.65	2,246.73	2,589.65	0.00	100.00
D.5130.400.234	MACHINERY	0.00	374.00	0.00	374.00	0.00	100.00
D.5130.400.235	MACHINERY	0.00	659.98	453.00	639.98	20.00	96.97
D.5130.400.236	MACHINERY	0.00	1,969.47	201.95	1,430.83	538.64	72.65
D.5130.400.244R	MACHINERY	0.00	2,110.43	0.00	1,836.29	274.14	87.01
D.5130.400.245	MACHINERY	0.00	10.00	10.00	10.00	0.00	100.00
D.5130.400.246	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.306	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.312	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.313	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.320	MACHINERY	0.00	550.17	446.89	501.91	48.26	91.23
D.5130.400.323	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.324	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.326	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.327	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.329	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.332	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.340	MACHINERY	0.00	437.00	0.00	0.00	437.00	0.00
D.5130.400.350	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.351	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.352	MACHINERY	0.00	104.86	0.00	104.86	0.00	100.00
D.5130.400.354	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.355	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.358	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.359	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.360	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.361	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.362	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00

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D.5130.400.363	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.364	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.365	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.366	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.367	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.368	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.370	MACHINERY	0.00	65.22	0.00	65.22	0.00	100.00
D.5130.400.371	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.372	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.373	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.374	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.400.401	MACHINERY	0.00	169.95	0.00	169.95	0.00	100.00
D.5130.400.403	MACHINERY	0.00	0.00	0.00	0.00	0.00	0.00
D.5130.410	MACHINERY	220,750.00	220,750.00	15,208.34	55,350.33	165,399.67	25.07
D.5132.400.233	HWY GARAGE	0.00	0.00	0.00	0.00	0.00	0.00
D.5142.130	SNOW REMOVAL	368,000.00	368,000.00	30,259.54	277,211.44	90,788.56	75.33
D.5142.400	SNOW REMOVAL	400,000.00	400,000.00	79,983.01	318,867.60	81,132.40	79.72
D.9010.800	NYS RETIREMENT	165,000.00	165,000.00	0.00	0.00	165,000.00	0.00
D.9030.800	SOCIAL SECURITY/MEDICARE	65,000.00	65,000.00	4,664.50	23,181.17	41,818.83	35.66
D.9040.800	WORKERS COMPENSATION	33,500.00	33,500.00	0.00	34,967.10	(1,467.10)	104.38
D.9050.800	UNEMPLOYMENT INSURANCE	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
D.9055.800	DISABILITY INSURANCE	500.00	500.00	109.80	109.80	390.20	21.96
D.9060.810	MEDICAL/DENTAL INSURANCE	130,000.00	130,000.00	9,555.32	37,280.91	92,719.09	28.68
D.9060.820	HOSPITAL/MEDICAL BUY-OUT	6,000.00	6,000.00	461.52	2,076.84	3,923.16	34.61
D.9060.830	HSA ACCOUNT	38,000.00	38,000.00	0.00	13,990.00	24,010.00	36.82
D.9060.840	HOSPITAL/MEDICAL RETIREE BENEFIT	27,900.00	27,900.00	2,096.91	7,810.42	20,089.58	27.99
D.9785.600	LEASE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
D.9785.700	LEASE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
D.9950.900	TRANSFER HW EQUIPMENT RESERVE	0.00	0.00	0.00	0.00	0.00	0.00
D.9950.905	TRANSFER HW IMPROVE	0.00	0.00	0.00	0.00	0.00	0.00
D.9950.910	TRANSFER HW SNOW/ICE	0.00	0.00	0.00	0.00	0.00	0.00
D.9950.915	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
Total							

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Type E	Expense	4,690,450.00	4,773,340.97	237,304.40	953,209.68	3,820,131.29	19.97
Total Fund D	HIGHWAY FUND	0.00	0.00	(237,304.40)	94,273.37	(94,273.37)	0.00
F.2140	WATER RENTS	0.00	0.00	0.00	0.00	0.00	0.00
F.2141	TRANSMISSION CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
F.2142	WATER SALES	0.00	0.00	0.00	0.00	0.00	0.00
F.2144	WATER SERVICES/METER SALES	0.00	0.00	0.00	0.00	0.00	0.00
F.2146	RETURNED CHECK FEE	0.00	0.00	0.00	0.00	0.00	0.00
F.2148	PENALTY ON WATER	0.00	0.00	0.00	0.00	0.00	0.00
F.2401	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
F.2680	INSURANCE RECOVERIES	0.00	0.00	0.00	0.00	0.00	0.00
F.2701	REFUND PRIOR YEARS EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
F.5031	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
F.9000	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
Total Type R	Revenue	0.00	0.00	0.00	0.00	0.00	0.00
F.1380.400	FISCAL AGENT FEES	0.00	0.00	0.00	0.00	0.00	0.00
F.1990.400	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
F.8310.110	WATER ADMINISTRATOR	0.00	0.00	0.00	0.00	0.00	0.00
F.8310.120	SUPERINTENDENT	0.00	0.00	0.00	0.00	0.00	0.00
F.8310.131	MOTOR EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
F.8310.132	MOTOR EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
F.8310.133	CLERK	0.00	0.00	0.00	0.00	0.00	0.00
F.8310.134	LABORER	0.00	0.00	0.00	0.00	0.00	0.00
F.8310.200	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
F.8310.201	PUMP STATION	0.00	0.00	0.00	0.00	0.00	0.00
F.8310.400	MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
F.8310.410	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00

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F.8310.420	METER READING	0.00	0.00	0.00	0.00	0.00	0.00
F.8310.422	OVERHEAD	0.00	0.00	0.00	0.00	0.00	0.00
F.8310.423	VEHICLE & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00
F.8310.424	TRAINING & MEMBERSHIP DUES	0.00	0.00	0.00	0.00	0.00	0.00
F.8310.450	ENGINEERING	0.00	0.00	0.00	0.00	0.00	0.00
F.8320.400	WATER PURCHASES	0.00	0.00	0.00	0.00	0.00	0.00
F.8320.420	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00
F.8340.440	SERVICES & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
F.8340.450	IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
F.8397.200	WATER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
F.9010.800	NYS RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00
F.9030.800	SOCIAL SECURITY/MEDICARE	0.00	0.00	0.00	0.00	0.00	0.00
F.9040.800	WORKERS COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00
F.9050.800	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
F.9055.800	DISABILITY INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
F.9060.810	MEDICAL/DENTAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
F.9060.820	HOSPITAL/MEDICAL BUY-OUT	0.00	0.00	0.00	0.00	0.00	0.00
F.9060.830	HSA ACCOUNT	0.00	0.00	0.00	0.00	0.00	0.00
F.9060.840	HOSPITAL/MEDICAL RETIREE BENEFIT	0.00	0.00	0.00	0.00	0.00	0.00
F.9950.900	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
F.9950.900.250	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
F.9950.900.251	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
F.9950.900.NOTT	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
Total Type E	Expense	0.00	0.00	0.00	0.00	0.00	0.00
Total Fund F	WATER FUND	0.00	0.00	0.00	0.00	0.00	0.00
H.2397..18	CAPITAL PROJECTS - OTHER GOVT	0.00	0.00	0.00	0.00	0.00	0.00
H.2401..14	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
H.2401..15	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00

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H.2401..16	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
H.2401..17	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00	0.00
H.2401..4	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
H.2401..5	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
H.2401..7	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
H.2401..NOTT	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
H.2710..25	PREMIUM & ACCRUED INTEREST ON OBLIGATION	0.00	(39,400.00)	0.00	0.00	(39,400.00)	0.00
H.2797..NOTT	OTHER LOCAL GOVERNMENTS	0.00	0.00	0.00	0.00	0.00	0.00
H.3097..18	STATE AID CAPITAL	0.00	0.00	0.00	22,535.00	(22,535.00)	0.00
H.3989..17	NYSEPF GRANT	0.00	0.00	0.00	0.00	0.00	0.00
H.5031..17	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
H.5031..18	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
H.5031..249B	DUE FROM OTHER FUNDS	0.00	158,400.00	0.00	0.00	158,400.00	0.00
H.5031..25	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
H.5031.A	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
H.5031.F.NOTT	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
H.5710..18	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
H.5710..NOTT	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
H.5730..25	BOND ANTICIPATION NOTES	0.00	5,000,000.00	0.00	0.00	5,000,000.00	0.00
Total Type R	Revenue	0.00	5,119,000.00	0.00	22,535.00	5,096,465.00	0.44
H.1310.240.17	ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00
H.1380.400.25	FISCAL AGENT FEES	0.00	43,799.69	0.00	0.00	43,799.69	0.00
H.1380.400.NOTT	FISCAL AGENT FEES	0.00	0.00	0.00	0.00	0.00	0.00
H.1380.401.25	FISCAL EXP	0.00	15,000.00	0.00	0.00	15,000.00	0.00
H.1420.400.18	ATTORNEY	0.00	0.00	0.00	0.00	0.00	0.00
H.1420.400.249B	ATTORNEY	0.00	6,500.00	0.00	0.00	6,500.00	0.00
H.1420.400.249C	ATTORNEY	0.00	0.00	0.00	0.00	0.00	0.00
H.1420.400.25	ATTORNEY	0.00	7,695.99	416.00	416.00	7,279.99	5.41
H.1420.400.NOTT	ATTORNEY	0.00	0.00	0.00	0.00	0.00	0.00
H.1420.401.25	ATTORNEY	0.00	22,000.00	0.00	0.00	22,000.00	0.00
H.1440.200.18	ENGINEERING	0.00	0.00	0.00	0.00	0.00	0.00

TOWN OF CANANDAIGUA

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rev/Exp Balance
H.1440.200.25	ENGINEERING	0.00	14,391.94	0.00	0.00	14,391.94	0.00
H.1440.201.25	ENGINEERING	0.00	74,484.52	8,870.58	26,372.88	48,111.64	35.41
H.1440.202.25	ENGINEERING	0.00	39,213.96	3,386.52	11,048.22	28,165.74	28.17
H.1440.203.25	ENGINEERING	0.00	37,398.90	0.00	8,080.58	29,318.32	21.61
H.1440.240.17	ENGINEER	0.00	0.00	0.00	0.00	0.00	0.00
H.1440.400.17	ENGINEER	0.00	0.00	0.00	0.00	0.00	0.00
H.1440.400.249B	ENGINEERING	0.00	17,860.00	0.00	2,900.00	14,960.00	16.24
H.1440.400.249C	ENGINEERING	0.00	0.00	0.00	0.00	0.00	0.00
H.1440.400.NOTT	ENGINEERING	0.00	0.00	0.00	0.00	0.00	0.00
H.1620.200.25	FURNITURE & FIXTURES	0.00	187,000.00	0.00	0.00	187,000.00	0.00
H.1940.200.18	PURCHASE OF LAND	0.00	0.00	0.00	0.00	0.00	0.00
H.1989.200.25	ADMINISTRATION	0.00	5,593.55	0.00	0.00	5,593.55	0.00
H.1989.201.25	ADMINISTRATION	0.00	22,560.96	0.00	0.00	22,560.96	0.00
H.1990.400.249B	CONTINGENCY	0.00	12,190.00	0.00	0.00	12,190.00	0.00
H.1990.400.NOTT	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
H.1997.200.25	CONTINGENCY	0.00	224,437.80	0.00	0.00	224,437.80	0.00
H.5132.200.25	HWY GARAGE	0.00	1,043,744.85	154,640.05	502,335.30	541,409.55	48.13
H.5132.201.25	HWY GARAGE	0.00	255,472.00	16,525.25	196,852.35	58,619.65	77.05
H.5132.202.25	HWY GARAGE	0.00	423,697.10	16,705.75	342,304.95	81,392.15	80.79
H.5132.203.25	HWY GARAGE	0.00	344,397.55	19,623.20	222,551.75	121,845.80	64.62
H.5132.204.25	HWY GARAGE	0.00	6,510.02	1,455.00	3,906.96	2,603.06	60.01
H.5132.205.25	HWY GARAGE	0.00	150,000.00	0.00	0.00	150,000.00	0.00
H.7197.100.17	LABOR	0.00	0.00	0.00	0.00	0.00	0.00
H.7197.240.17	DEVELOPMENT MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00
H.8340.240.NOTT	SERVICES & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
H.8397.200.249B	WATER CAPITAL PROJECTS	0.00	48,758.00	0.00	0.00	48,758.00	0.00
H.8397.200.NOTT	WATER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
H.8397.400.249B	WATER CAPITAL PROJECTS	0.00	73,092.00	0.00	0.00	73,092.00	0.00
H.8597.100.18	DRAIN & STORM, EQUIP & CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
H.8597.200.18	DRAIN & STORM, EQUIP & CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
H.8597.400.18	DRAIN & STORM, EQUIP & CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00

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H.9730.600.25	BOND ANTICIPATION NOTES	0.00	0.00	0.00	0.00	0.00	0.00
H.9730.700.25	BOND ANTICIPATION NOTES	0.00	0.00	0.00	0.00	0.00	0.00
H.9780.700.NOTT	DEBT SERVICE FROM PUBLIC AUTHORITY	0.00	0.00	0.00	0.00	0.00	0.00
H.9901.900.11	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
H.9901.900.12	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
H.9901.900.14	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
H.9901.900.15	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
H.9901.900.16	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
H.9901.900.4	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
H.9901.900.7	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
H.9903.9.16	TRANSFER/WATER-MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
Total Type E	Expense	0.00	3,075,798.83	221,622.35	1,316,768.99	1,759,029.84	42.81
Total Fund H	CAPITAL PROJECTS	0.00	2,043,201.17	(221,622.35)	(1,294,233.99)	3,337,435.16	(63.34)
PN.2401	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
Total Type R	Revenue	0.00	0.00	0.00	0.00	0.00	0.00
PN.9900.9	TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
Total Type E	Expense	0.00	0.00	0.00	0.00	0.00	0.00
Total Fund PN	PERMANANT TRUST - CEMETARY	0.00	0.00	0.00	0.00	0.00	0.00
S.1001	REAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00
S.1001..241	REAL PROPERTY TAXES	1,500.00	1,500.00	0.00	1,500.00	0.00	100.00
S.1001..241A	REAL PROPERTY TAXES	17,139.00	17,139.00	0.00	17,139.00	0.00	100.00
S.1001..241B	REAL PROPERTY TAXES	202,569.00	202,569.00	0.00	202,569.00	0.00	100.00
S.1001..243	REAL PROPERTY TAXES	49,741.00	49,741.00	0.00	49,741.00	0.00	100.00
S.1001..244	REAL PROPERTY TAXES	1,619.00	1,619.00	0.00	1,619.00	0.00	100.00
S.1001..245	REAL PROPERTY TAXES	1,187.00	1,187.00	0.00	1,187.00	0.00	100.00
S.1001..245A	REAL PROPERTY TAXES	23,769.00	23,769.00	0.00	23,769.00	0.00	100.00
S.1001..245B	REAL PROPERTY TAXES	7,997.00	7,997.00	0.00	7,997.00	0.00	100.00
S.1001..246	REAL PROPERTY TAXES	8,609.00	8,609.00	0.00	8,609.00	0.00	100.00
S.1001..246A	REAL PROPERTY TAXES	2,878.00	2,878.00	0.00	2,878.00	0.00	100.00
S.1001..246B	REAL PROPERTY TAXES	18,046.00	18,046.00	0.00	18,046.00	0.00	100.00

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S.1001..247	REAL PROPERTY TAXES	288,541.00	288,541.00	0.00	288,541.00	0.00	100.00
S.1001..247A	REAL PROPERTY TAXES	8,720.00	8,720.00	0.00	8,720.00	0.00	100.00
S.1001..247B	REAL PROPERTY TAXES	16,478.00	16,478.00	0.00	16,478.00	0.00	100.00
S.1001..248	REAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00
S.1001..248A	REAL PROPERTY TAXES	9,613.00	9,613.00	0.00	9,613.00	0.00	100.00
S.1001..248C	REAL PROPERTY TAXES	58,921.00	58,921.00	0.00	58,921.00	0.00	100.00
S.1001..248D	REAL PROPERTY TAXES	3,315.00	3,315.00	0.00	3,315.00	0.00	100.00
S.1001..249	REAL PROPERTY TAXES	1,223.00	1,223.00	0.00	1,223.00	0.00	100.00
S.1001..249A	REAL PROPERTY TAXES	6,174.00	6,174.00	0.00	6,174.00	0.00	100.00
S.1030..245A	SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00	0.00	0.00
S.1030..246A	SPECIAL ASSESSMENT	16,783.00	16,783.00	0.00	16,783.00	0.00	100.00
S.2140..241A	OTHER THAN TAXES	0.00	0.00	0.00	0.00	0.00	0.00
S.2140..241B	OTHER THAN TAXES	0.00	0.00	0.00	0.00	0.00	0.00
S.2140..246B	WATER RENTS	0.00	0.00	0.00	0.00	0.00	0.00
S.2140..247	WATER RENTS	600,000.00	600,000.00	1,497.86	179,441.89	420,558.11	29.91
S.2140..248	OTHER THAN TAXES	0.00	0.00	0.00	0.00	0.00	0.00
S.2140..248C	UNPAID WATER BILLS - TAX ROLL	0.00	0.00	0.00	0.00	0.00	0.00
S.2142..247	WATER METER SALES	2,200.00	2,200.00	48.75	196.50	2,003.50	8.93
S.2144..247	WATER SERVICES	20,000.00	20,000.00	2,655.00	2,655.00	17,345.00	13.28
S.2148..247	PENALTY ON WATER	5,000.00	5,000.00	106.16	588.69	4,411.31	11.77
S.2401..241	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
S.2401..241A	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
S.2401..241B	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
S.2401..243	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
S.2401..244	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
S.2401..245	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
S.2401..245A	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
S.2401..245B	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
S.2401..246	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
S.2401..246A	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
S.2401..247	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
S.2401..247A	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
S.2401..247B	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
S.2401..248	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
S.2401..248A	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
S.2401..248C	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
S.2401..249	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00

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S.2655..247	SALES - OTHER - REPAIRS/REPLACEMENTS	0.00	0.00	0.00	1,180.00	(1,180.00)	0.00
S.2660..247	SALE OF REAL PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
S.2770..246A	MISCELLANEOUS INCOME	45,780.00	45,780.00	0.00	48,097.05	(2,317.05)	105.06
S.2770..249A	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00	0.00
S.5031..245	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
S.5031..245B	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
S.5031..246A	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
S.5031..247	INTERFUND TRANSFERS	402,353.00	402,353.00	0.00	0.00	402,353.00	0.00
S.5031..247B	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
S.5031..248A	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
S.5031..249	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
S.5031.V.245B	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
S.9000..241	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
S.9000..243	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
S.9000..244	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
S.9000..245	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
S.9000..245A	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
S.9000..245B	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
S.9000..246	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
S.9000..246A	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
S.9000..247	APPROPRIATED FUND BALANCE FOR BUDGET	8,947.00	144,087.26	0.00	0.00	144,087.26	0.00
S.9000..247A	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
S.9000..247B	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
S.9000..248A	APPROPRIATED FUND BALANCE FOR BUDGET	4,838.00	4,838.00	0.00	0.00	4,838.00	0.00
S.9000..248C	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
S.9000..249	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
S.9000..249A	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00

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S.9230..247B	TAX STABILIZATION RESERVE FOR	0.00	0.00	0.00	0.00	0.00	0.00
S.9230..249A	TAX STABILIZATION RESERVE FOR	0.00	0.00	0.00	0.00	0.00	0.00
S.9231..249A	HIGHWAY EQUIPMENT RESERVE	0.00	0.00	0.00	0.00	0.00	0.00
S.9232..249A	IMPROVEMENT RESERVE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
S.9235..249A	NYSERS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00
Total Type R	Revenue	1,833,940.00	1,969,080.26	4,307.77	976,981.13	992,099.13	49.62
S.1380..247	FISCAL AGENT FEES	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
S.1910.400.247	UNALLOCATED INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
S.1930.400.247	JUDGEMENTS & CLAIMS	0.00	0.00	0.00	0.00	0.00	0.00
S.1990.400.247B	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
S.1990.400.248A	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
S.5110.400.247B	ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00	0.00
S.5110.400.248A	ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00	0.00
S.8310.120.247	WATER ADMINISTRATOR	18,500.00	18,500.00	1,423.08	6,403.86	12,096.14	34.62
S.8310.131.247	WATER ADMINISTRATOR	153,080.00	153,080.00	8,409.08	32,944.30	120,135.70	21.52
S.8310.200.247	WATER ADMINISTRATOR	68,000.00	166,140.26	0.00	99,569.76	66,570.50	59.93
S.8310.400.246A	LEGAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
S.8310.400.247	WATER ADMINISTRATOR	2,000.00	2,000.00	0.00	601.71	1,398.29	30.09
S.8310.400.247B	LEGAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
S.8310.400.248A	LEGAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
S.8310.410.241	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
S.8310.410.245	LEGAL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
S.8310.410.247	WATER ADMINISTRATOR	1,500.00	5,500.00	845.00	2,197.00	3,303.00	39.95
S.8310.420.247	WATER ADMINISTRATOR	28,500.00	28,500.00	1,050.85	3,840.85	24,659.15	13.48
S.8310.423.247	WATER ADMINISTRATOR	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
S.8310.424.247	WATER ADMINISTRATOR	2,000.00	2,000.00	0.00	121.00	1,879.00	6.05
S.8310.450.247	WATER ADMINISTRATOR	65,000.00	102,000.00	9,860.00	35,525.00	66,475.00	34.83
S.8320.400.247	WATER PURCHASES	425,000.00	425,000.00	70,223.91	70,223.91	354,776.09	16.52
S.8320.420.247	WATER PURCHASES	51,000.00	51,000.00	1,502.97	9,500.37	41,499.63	18.63

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rev/Exp Balance
S.8340.440.247	SERVICES & MAINTENANCE	155,220.00	151,220.00	48,307.24	58,821.80	92,398.20	38.90
S.8340.440.248D	SERVICES & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
S.8340.450.247	SERVICES & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
S.8350.400.241A	COMMON WATER	6,129.00	6,129.00	0.00	5,060.00	1,069.00	82.56
S.8350.400.241B	COMMON WATER	202,569.00	202,569.00	0.00	163,061.05	39,507.95	80.50
S.8350.400.246A	COMMON WATER	0.00	0.00	0.00	0.00	0.00	0.00
S.8350.400.246B	COMMON WATER	4,664.00	4,664.00	0.00	3,858.00	806.00	82.72
S.8350.400.247	COMMON WATER	0.00	0.00	0.00	0.00	0.00	0.00
S.8350.400.248	COMMON WATER	0.00	0.00	0.00	0.00	0.00	0.00
S.8350.400.248B	COMMON WATER	0.00	0.00	0.00	0.00	0.00	0.00
S.8350.400.248C	COMMON WATER	58,921.00	58,921.00	0.00	62,309.89	(3,388.89)	105.75
S.8350.400.248D	COMMON WATER	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
S.8380.400.247	COMMON WATER	0.00	0.00	0.00	0.00	0.00	0.00
S.8389.400.241A	COMMON WATER	0.00	0.00	0.00	0.00	0.00	0.00
S.8389.400.241B	COMMON WATER	0.00	0.00	0.00	0.00	0.00	0.00
S.8389.400.246B	COMMON WATER	0.00	0.00	0.00	0.00	0.00	0.00
S.8389.400.247	COMMON WATER	0.00	0.00	0.00	0.00	0.00	0.00
S.8389.400.248	COMMON WATER	0.00	0.00	0.00	0.00	0.00	0.00
S.8389.400.248C	COMMON WATER	0.00	0.00	0.00	0.00	0.00	0.00
S.8397.200.246A	WATER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
S.8397.200.247	WATER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
S.8397.200.247B	WATER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
S.8397.201.248D	WATER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
S.8397.400.247	WATER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
S.9010.800.247	NYS RETIREMENT	19,000.00	19,000.00	0.00	0.00	19,000.00	0.00
S.9030.800.247	SOCIAL SECURITY	12,000.00	12,000.00	741.08	3,207.68	8,792.32	26.73
S.9040.800.247	WORKERS COMPENSATION	5,900.00	5,900.00	0.00	4,995.30	904.70	84.67
S.9050.800.247	UNEMPLOYMENT INSURANCE	500.00	500.00	0.00	0.00	500.00	0.00
S.9055.800.247	DISABILITY INSURANCE	100.00	100.00	14.64	14.64	85.36	14.64
S.9060.800.247	HOSPITAL/MEDICAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
S.9060.810.247	HOSPITAL/MEDICAL INSURANCE	17,900.00	17,900.00	1,381.80	5,460.46	12,439.54	30.51
S.9060.820.247	HOSPITAL/MEDICAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00

TOWN OF CANANDAIGUA

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S.9060.830.247	HOSPITAL/MEDICAL INSURANCE	6,800.00	6,800.00	0.00	2,350.00	4,450.00	34.56
S.9701.600.246A	SERIAL BONDS CDGA	0.00	0.00	0.00	0.00	0.00	0.00
S.9701.700.246A	SERIAL BONDS CDGA	0.00	0.00	0.00	0.00	0.00	0.00
S.9701.820.247	SERIAL BONDS CDGA	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.600.241	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.600.241A	SERIAL BONDS	10,000.00	10,000.00	0.00	10,000.00	0.00	100.00
S.9710.600.243	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.600.244	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.600.245	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.600.245A	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.600.245B	SERIAL BONDS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
S.9710.600.246	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.600.246A	SERIAL BONDS BRISTOL	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
S.9710.600.246B	SERIAL BONDS	6,000.00	6,000.00	0.00	6,000.00	0.00	100.00
S.9710.600.247A	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.600.247B	SERIAL BONDS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
S.9710.600.248	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.600.248A	SERIAL BONDS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
S.9710.600.248C	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.600.249	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.600.249A	SERIAL BONDS	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
S.9710.700.241	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.700.241A	SERIAL BONDS	1,010.00	1,010.00	0.00	1,010.00	0.00	100.00
S.9710.700.243	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.700.244	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.700.245	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.700.245A	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.700.245B	SERIAL BONDS	4,020.00	4,020.00	0.00	0.00	4,020.00	0.00
S.9710.700.246	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.700.246A	SERIAL BONDS BRISTOL	42,238.00	42,238.00	0.00	0.00	42,238.00	0.00
S.9710.700.246B	SERIAL BONDS	7,382.00	7,382.00	0.00	7,382.00	0.00	100.00
S.9710.700.247A	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.700.247B	SERIAL BONDS	9,675.00	9,675.00	0.00	0.00	9,675.00	0.00
S.9710.700.248	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.700.248A	SERIAL BONDS	5,838.00	5,838.00	0.00	0.00	5,838.00	0.00
S.9710.700.248C	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.700.249	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
S.9710.700.249A	SERIAL BONDS	2,108.00	2,108.00	0.00	0.00	2,108.00	0.00
S.9730.700.247B	BOND ANTICIPATION NOTES	0.00	0.00	0.00	0.00	0.00	0.00

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S.9903.400.248A	TRANSFER/WATER-MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
S.9903.900.241	TRANSFER/WATER-MAINTENANCE	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
S.9903.900.243	TRANSFER/WATER-MAINTENANCE	49,741.00	49,741.00	0.00	0.00	49,741.00	0.00
S.9903.900.244	TRANSFER/WATER-MAINTENANCE	1,619.00	1,619.00	0.00	0.00	1,619.00	0.00
S.9903.900.245	TRANSFER/WATER-MAINTENANCE	1,187.00	1,187.00	0.00	0.00	1,187.00	0.00
S.9903.900.245A	TRANSFER/WATER-MAINTENANCE	23,769.00	23,769.00	0.00	0.00	23,769.00	0.00
S.9903.900.245B	TRANSFER/WATER-MAINTENANCE	1,977.00	1,977.00	0.00	0.00	1,977.00	0.00
S.9903.900.246	TRANSFER/WATER-MAINTENANCE	8,609.00	8,609.00	0.00	0.00	8,609.00	0.00
S.9903.900.246A	TRANSFER/WATER-MAINTENANCE	8,203.00	8,203.00	0.00	0.00	8,203.00	0.00
S.9903.900.247	TRANSFER/WATER-MAINTENANCE	288,541.00	288,541.00	0.00	0.00	288,541.00	0.00
S.9903.900.247A	TRANSFER/WATER-MAINTENANCE	8,720.00	8,720.00	0.00	0.00	8,720.00	0.00
S.9903.900.247B	TRANSFER/WATER-MAINTENANCE	1,803.00	1,803.00	0.00	0.00	1,803.00	0.00
S.9903.900.248A	TRANSFER/WATER-MAINTENANCE	3,613.00	3,613.00	0.00	0.00	3,613.00	0.00
S.9903.900.248D	TRANSFER/WATER-MAINTENANCE	815.00	815.00	0.00	0.00	815.00	0.00
S.9903.900.249	TRANSFER/WATER-MAINTENANCE	1,223.00	1,223.00	0.00	0.00	1,223.00	0.00
S.9903.900.249A	TRANSFER/WATER-MAINTENANCE	1,066.00	1,066.00	0.00	0.00	1,066.00	0.00
S.9903.901.246A	TRANSFER/WATER-MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
S.9950.900.248D	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
Total Type E	Expense	1,833,940.00	1,969,080.26	143,759.65	594,458.58	1,374,621.68	30.19
Total Fund S	WATER DISTRICTS	0.00	0.00	(139,451.88)	382,522.55	(382,522.55)	0.00
SD.1001..241	REAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00
SD.1001..241A	REAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00
SD.1001..243	REAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00
SD.1001..244	REAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00
SD.1001..245	REAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00
SD.1001..246	REAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rev/Exp Balance
SD.1001..247	REAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00
SD.1001..248	REAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00
SD.1001..249	REAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00
SD.1001..250	REAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00
SD.1001..251	REAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00
SD.1030..241	SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00	0.00	0.00
SD.1030..241A	SPECIAL ASSESSMENT	2,053.00	2,053.00	0.00	2,053.00	0.00	100.00
SD.1030..243	SPECIAL ASSESSMENT	2,000.00	2,000.00	0.00	2,000.00	0.00	100.00
SD.1030..244	SPECIAL ASSESSMENT	3,003.00	3,003.00	0.00	3,003.00	0.00	100.00
SD.1030..245	SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00	0.00	0.00
SD.1030..246	SPECIAL ASSESSMENT	2,003.00	2,003.00	0.00	2,003.00	0.00	100.00
SD.1030..247	SPECIAL ASSESSMENT	1,500.00	1,500.00	0.00	1,500.00	0.00	100.00
SD.1030..248	SPECIAL ASSESSMENT	5,000.00	5,000.00	0.00	5,000.00	0.00	100.00
SD.1030..249	SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00	0.00	0.00
SD.1030..250	SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00	0.00	0.00
SD.1030..251	SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00	0.00	0.00
SD.2401..241	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
SD.2401..241A	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
SD.2401..243	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
SD.2401..244	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
SD.2401..245	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
SD.2401..246	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
SD.2401..247	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
SD.2401..248	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
SD.2401..249	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
SD.2401..250	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
SD.2401..251	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
SD.5031..241	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
SD.9000..241	APPROPRIATED FUND BALANCE FOR BUDGET	75,000.00	75,000.00	0.00	0.00	75,000.00	0.00
SD.9000..243	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
SD.9000..244	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
SD.9000..246	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
SD.9000..247	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
SD.9230..247	TAX STABILIZATION RESERVE FOR	0.00	0.00	0.00	0.00	0.00	0.00

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rev/Exp Balance
Total Type R	Revenue	90,559.00	90,559.00	0.00	15,559.00	75,000.00	17.18
SD.1440.400.241	ENGINEERING	0.00	0.00	0.00	0.00	0.00	0.00
SD.1440.400.243	ENGINEERING	0.00	0.00	0.00	0.00	0.00	0.00
SD.1440.400.244	ENGINEERING	0.00	0.00	0.00	0.00	0.00	0.00
SD.1440.400.245	ENGINEERING	0.00	0.00	0.00	0.00	0.00	0.00
SD.1990.400.241	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
SD.1990.400.243	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
SD.1990.400.244	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
SD.1990.400.245	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
SD.8310.410.241	LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
SD.8510.400.241	ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00	0.00
SD.8510.400.243	ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00	0.00
SD.8510.400.244	ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00	0.00
SD.8510.400.245	ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00	0.00
SD.8520.400.241	MAINTENANCE	75,000.00	75,000.00	0.00	0.00	75,000.00	0.00
SD.8520.400.241A	MAINTENANCE	2,053.00	2,053.00	0.00	0.00	2,053.00	0.00
SD.8520.400.243	MAINTENANCE	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
SD.8520.400.244	MAINTENANCE	3,003.00	3,003.00	0.00	0.00	3,003.00	0.00
SD.8520.400.245	MAINTENANCE	0.00	0.00	(2,945.00)	1,782.50	(1,782.50)	0.00
SD.8520.400.246	MAINTENANCE	2,003.00	2,003.00	0.00	0.00	2,003.00	0.00
SD.8520.400.247	MAINTENANCE	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
SD.8520.400.248	MAINTENANCE	5,000.00	5,000.00	0.00	6,985.35	(1,985.35)	139.71
SD.8520.400.249	MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
SD.8520.400.250	MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
SD.8520.400.251	MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
Total Type E	Expense	90,559.00	90,559.00	(2,945.00)	8,767.85	81,791.15	9.68
Total Fund SD	DRAINAGE DISTRICTS	0.00	0.00	2,945.00	6,791.15	(6,791.15)	0.00
SF.1001..241	REAL PROPERTY TAXES	947,096.00	947,096.00	0.00	947,096.00	0.00	100.00
SF.2401..241	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
SF.9000..241	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	25,000.00	0.00	0.00	25,000.00	0.00
Total Type R	Revenue	947,096.00	972,096.00	0.00	947,096.00	25,000.00	97.43

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SF.1930.400.241	JUDGEMENTS & CLAIMS	0.00	0.00	0.00	0.00	0.00	0.00
SF.1989.400	ADMINISTRATION	0.00	25,000.00	0.00	0.00	25,000.00	0.00
SF.3410.400.241	FIRE PROTECTION AGREEMENTS	947,096.00	947,096.00	0.00	947,096.00	0.00	100.00
SF.8310.400.241	LEGALS	0.00	0.00	0.00	0.00	0.00	0.00
Total Type E	Expense	947,096.00	972,096.00	0.00	947,096.00	25,000.00	97.43
Total Fund SF	FIRE PROTECTION DISTRICTS	0.00	0.00	0.00	0.00	0.00	0.00
SL.1001..241	REAL PROPERTY TAXES	5,800.00	5,800.00	0.00	5,800.00	0.00	100.00
SL.1001..242	REAL PROPERTY TAXES	10,000.00	10,000.00	0.00	10,000.00	0.00	100.00
SL.1001..243	REAL PROPERTY TAXES	393.00	393.00	0.00	393.00	0.00	100.00
SL.1001..244	REAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00
SL.1001..245	REAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00
SL.1030..244	SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00	0.00	0.00
SL.2401..241	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
SL.2401..242	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
SL.2401..243	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
SL.2401..244	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
SL.2401..245	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
SL.2701..241	REFUND PRIOR YEARS EXP	0.00	0.00	0.00	0.00	0.00	0.00
SL.2701..242	REFUND PRIOR YEARS EXP	0.00	0.00	0.00	0.00	0.00	0.00
SL.2701..245	REFUND PRIOR YEARS EXP	0.00	0.00	0.00	0.00	0.00	0.00
SL.2705..244	GIFTS & DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
SL.9000..241	APPROPRIATED FUND BALANCE FOR BUDGET	800.00	800.00	0.00	0.00	800.00	0.00
SL.9000..242	APPROPRIATED FUND BALANCE FOR BUDGET	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
SL.9000..243	APPROPRIATED FUND BALANCE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	0.00
SL.9000..244	APPROPRIATED FUND BALANCE FOR BUDGET	360.00	360.00	0.00	0.00	360.00	0.00
SL.9000..245	APPROPRIATED FUND BALANCE FOR BUDGET	1,400.00	1,400.00	0.00	0.00	1,400.00	0.00
SL.9230..241	TAX STABILIZATION RESERVE FOR	0.00	0.00	0.00	0.00	0.00	0.00

Date Prepared: 05/16/2018 08:39 AM

Report Date: 05/16/2018

Account Table:

Alt. Sort Table:

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

GLR0130 1.0

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Prepared By: PIERCE

Fiscal Year: 2018 Period From: 4 To: 4

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rev/Exp Balance
SL.9230..242	TAX STABILIZATION RESERVE FOR	0.00	0.00	0.00	0.00	0.00	0.00
Total Type R	Revenue	21,253.00	21,253.00	0.00	16,193.00	5,060.00	76.19
SL.1990.400.241	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
SL.1990.400.242	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
SL.1990.400.243	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
SL.1990.400.244	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
SL.1990.400.245	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
SL.5110.400.241	ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00	0.00
SL.5110.400.242	ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00	0.00
SL.5110.400.243	ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00	0.00
SL.5110.400.244	ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00	0.00
SL.5110.400.245	ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00	0.00
SL.5182.200.241	STREET LIGHTING	0.00	0.00	0.00	0.00	0.00	0.00
SL.5182.200.242	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
SL.5182.240.244	UTILITIES - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
SL.5182.400.241	UTILITIES ELECTRIC	6,600.00	6,600.00	136.04	482.03	6,117.97	7.30
SL.5182.400.242	UTILITIES ELECTRIC	12,500.00	12,500.00	833.27	2,540.14	9,959.86	20.32
SL.5182.400.243	UTILITIES ELECTRIC	393.00	393.00	0.00	0.00	393.00	0.00
SL.5182.400.244	UTILITIES-ELECTRIC	360.00	360.00	23.24	81.93	278.07	22.76
SL.5182.400.245	UTILITIES ELECTRIC	1,400.00	1,400.00	116.10	361.87	1,038.13	25.85
SL.5182.401.242	STREET LIGHTING MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
Total Type E	Expense	21,253.00	21,253.00	1,108.65	3,465.97	17,787.03	16.31
Total Fund SL	LIGHTING DISTRICTS	0.00	0.00	(1,108.65)	12,727.03	(12,727.03)	0.00
SS.1030..241	SPECIAL ASSESSMENTS..PURDY/MOBILE ROAD	18,210.00	18,210.00	0.00	18,210.00	0.00	100.00
Total Type R	Revenue	18,210.00	18,210.00	0.00	18,210.00	0.00	100.00
SS.9710.600.241	SERIAL BONDS	18,210.00	18,210.00	0.00	0.00	18,210.00	0.00
SS.9710.700.241	SERIAL BONDS	0.00	0.00	0.00	0.00	0.00	0.00
Total Type E	Expense	18,210.00	18,210.00	0.00	0.00	18,210.00	0.00
Total							

Date Prepared: 05/16/2018 08:39 AM

Report Date: 05/16/2018

Account Table:

Alt. Sort Table:

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

GLR0130 1.0

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Prepared By: PIERCE

Fiscal Year: 2018 Period From: 4 To: 4

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rev/Exp Balance
Fund SS	SANITARY SEWER	0.00	0.00	0.00	18,210.00	(18,210.00)	0.00
TE.2401	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
TE.5031	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
Total Type R	Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Total Fund TE	PRIVATE PURPOSE TRUST-CEMETARY	0.00	0.00	0.00	0.00	0.00	0.00
V.2401..10	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
V.2401..11	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
V.2401..12	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
V.2401..14	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
V.2401..16	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
V.2401..20	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
V.2401..3	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
V.2401..4	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
V.2401..7	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00
Total Type R	Revenue	0.00	0.00	0.00	0.00	0.00	0.00
V.9901.900.10	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
V.9901.900.11	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
V.9901.900.12	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
V.9901.900.14	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
V.9901.900.16	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
V.9901.900.20	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
V.9901.900.3	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
V.9901.900.4	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
V.9901.900.7	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
Total Type E	Expense	0.00	0.00	0.00	0.00	0.00	0.00
Total Fund V	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
Grand Total		0.00	2,043,201.17	(742,368.44)	(1,135,752.94)	3,178,954.11	(55.59)

TOWN OF CANADAIGUA
CASH SUMMARY
April 30, 2018

FUND #	No.	FUND ACCOUNT	4/30/2018 BALANCES	CNB #4425				
				PETTY CASH	CNB #4328 DIST. ACCT.	CNB #4476 INVEST ACCT.	CNB #4670 PARKS FUND	TRUST & AGENCY
A	200	CASH - CHECKING	6,635.27		6,635.27			
A	202	CASH - INVESTMENTS	2,824,248.27			2,824,248.27		
A	210	PETTY CASH	250.00	250.00				
A	230	CASH - C/T RESERVE - INVESTMENT	-					
A	231	CASH - CONTINGENT/TAX RESERVE	535,000.00			535,000.00		
A	232	CASH - REPAIR RESERVE - INVESTMENT	155,000.00			155,000.00		
A	233	CASH - TECHNOLOGY RESERVE - INVESTMENT	12,402.97			12,402.97		
A	234	CASH - OPEN SPACE RESERVE - INVESTMENT	480,200.00			480,200.00		
A	235	CASH - NYS EMPLOYEE SYST RES. - INVESTMENT	225,000.00			225,000.00		
A	236	CASH - CAMPUS RESERVE	-			-		
CM	201	CASH	759,121.23				759,121.23	
D	200	CASH - CHECKING	(1,005.43)		(1,005.43)			
D	202	CASH - INVESTMENTS	1,106,507.24			1,106,507.24		
D	230	CASH - HIGHWAY EQUIP. RESERVE - INVESTMENTS	182,109.03			182,109.03		
D	231	CASH - HIGHWAY EQUIP. RESERVE	-			-		
D	232	CASH - HIGHWAY IMP. RES. - INVESTMENTS	375,000.00			375,000.00		
D	233	CASH - HIGHWAY IMP. RES.	-			-		
D	235	CASH - SNOW/ICE RM/RD REPAIR RESERVE	200,000.00			200,000.00		
F	200	CASH - CHECKING	1,074.10		1,074.10			
F	202	CASH - INVESTMENTS	1,223,632.25			1,223,632.25		
H	200	CASH - CHECKING	804.70		804.70			
H	202.18	CASH - SUCKER BROOK PROJECT	(39,430.61)			(39,430.61)		
H	202.25	CASH - HWY FACILITY PROJECT	1,691,037.46			1,691,037.46		
H	202.NOTT	CASH - NOTT ROAD CAPIAL PROJECT	-			-		
H	202.249B	CASH - COUNTY RD. 32 W1	42,441.00			42,441.00		
H	202.249C	CASH - WATER DISTRICT EXT 1 #42	44,812.50			44,812.50		
S	200.247	CASH - CHECKING	(1,577.97)		(1,577.97)			
S	202.241	CASH - INVESTMENTS - NOTT RD. EXT. #6 WATER	4,034.37			4,034.37		
S	202.241A	CASH - INVESTMENTS - ANDREWS-NORTH RD WATER	1,353.81			1,353.81		
S	202.241B	CASH - INVESTMENTS - CANADAIGUA-FARMINGTON WATER	34,894.36			34,894.36		
S	202.243	CASH - INVESTMENTS - EXT. 8 WEST LAKE SOUTH	101,506.33			101,506.33		
S	202.244	CASH - INVETMENTS - EXT. 9 CRAMER RD. WATER	3,008.34			3,008.34		
S	202.245	CASH - INVESTMENTS - PARRISH STREET WATER	4,491.39			4,491.39		
S	202.245A	CASH - INVESTMENTS - WEST LAKE WATER (BENEFIT BASIS)	48,516.15			48,516.15		
S	202.245.B	CASH - INVESTMENTS - MCINTYRE RD. WATER	10,397.19			10,397.19		
S	202.246	CASH - INVESTMENTS - EXT. 10 WYFELLS RD.	17,824.76			17,824.76		
S	202.246A	CASH - INVESTMENTS - CANADAIGUA-BRISTOL JOINT WATE	79,237.52			79,237.52		
S	202.246B	CASH - INVESTMENTS - EMERSON ALLEN TL RD. WATER	961.53			961.53		
S	202.247	CASH - INVESTMENTS - CANADAIGUA CONSOLIDATED	349,456.87			349,456.87		
S	202.247A	CASH - INVESTMENTS - EXT. 11 ADAMS RD. WATER	17,589.01			17,589.01		
S	202.247.B	CASH - INVESTMENTS - EXT. 36 COUNTY RD. #30 WATER	16,603.00			16,603.00		
S	202.248	CASH - INVESTMENTS - RISSER RD. WATER	365.67			365.67		
S	202.248A	CASH - INVESTMENTS - HOPKINS-GRIMBLE WATER	18,351.34			18,351.34		
S	202.248C	CASH - INVESTMENTS - CANANDAIGAU HOPEWELL WATER	67,720.88			67,720.88		
S	202.248D	CASH - INVESTMENTS - HICKOX ROAD WATER DISTRICT	4,733.00			4,733.00		
S	202.249	CASH - INVESTMENTS - PARRISH RD. EXT. WATER	11,773.46			11,773.46		
S	202.249A	CASH - INVESTMENTS - NOTT RD. EXT. #40 WATER	6,023.46			6,023.46		
SD	200	CASH - CHECKING	-		-			
SD	202.241	CASH - INVESTMENTS - RT. 332 DRAINAGE	170,790.12			170,790.12		
SD	202.241A	CASH - INVESTMENTS - LAKEWOOD MEADOWS DRAINAGE	28,865.31			28,865.31		
SD	202.243	CASH - INVESTMENTS - ASHTON DRAINAGE	14,594.91			14,594.91		
SD	202.244	CASH - INVESTMENTS - FOX RIDGE DRAINAGE	35,135.94			35,135.94		
SD	202.245	CASH - INVESTMENTS - LANDINGS DRAINAGE	7,641.37			7,641.37		
SD	202.246	CASH - INVESTMENTS - OLD BROOKSIDE DRAINAGE	16,996.64			16,996.64		
SD	202.247	CASH - INVESTMENTS - LAKESIDE ESTATES DRAINAGE	9,490.78			9,490.78		
SD	202.248	CASH - INVESTMENTS - WATERFORD POINT DRAINAGE	8,862.77			8,862.77		
SD	202.249	CASH - INVESTMENTS - STABLEGATE DRAINAGE	18,073.73			18,073.73		
SF	200	CASH - CHECKING	-		-			
SF	202.241	CASH - INVESTMENTS - FIRE PROTECTION DISTRICT	94,726.06			94,726.06		
SL	200	CASH - CHECKING	-		-			
SL	202.241	CASH - INVESTMENTS - CENTERPOINT LIGHTING	7,018.17			7,018.17		
SL	202.242	CASH - INVESTMENTS - FOX RIDGE LIGHTING	12,973.49			12,973.49		
SL	202.243	CASH - INVESTMENTS - LANDINGS LIGHTING	1,255.18			1,255.18		
SL	202.244	CASH - INVESTMENTS - LAKEMEADOW LIGHTING	4,028.70			4,028.70		
SL	202.245	CASH - INVESTMENTS - FALLBROOK PARK LIGHTING	6,074.19			6,074.19		
SS	202.241	CASH - INVESTMENTS - PURDY ROAD SEWER	18,209.74			18,209.74		
TA	200	CASH	246,994.86					246,994.86
TE	202	CASH - INVESTMENTS	75,586.69			75,586.69		
V	202.3	CASH - INVESTMENTS - Parrish Rd. Ext. #13	-			-		
			11,399,423.10	250.00	5,930.67	10,387,126.34	759,121.23	246,994.86
BANK STATEMENT BALANCES			11,442,920.36	250.00	43,541.79	10,387,126.34	759,121.23	252,881.00
DEPOSITS IN TRANSIT			-			-	-	
OUTSTANDING CHECKS (Schedule attached)			(43,497.30)		(37,611.16)			(5,886.14)
IDENTIFIED DIFFERENCES TO BE ADJUSTED			-		-	-		
OUTSTANDING TRANSFER			0.04		0.04			
BALANCE ON KVS BOOKS			11,399,423.10	250.00	5,930.67	10,387,126.34	759,121.23	246,994.86

CLIENT MEMO

To: Canandaigua Town Board Date: May 10, 2018

Client: Town of Canandaigua

From: Bob Fox, Tina DeNigro, Shelby Bennett

April 2018 Revenue/Expense Control Report for Board

We are providing you with the April 2018 Revenue/Expense Control Reports as of April 30, 2018.

EXECUTIVE SUMMARY

BALANCE SHEET

- Bank statements have been reviewed and reconciled as of April 30, 2018

REVENUES

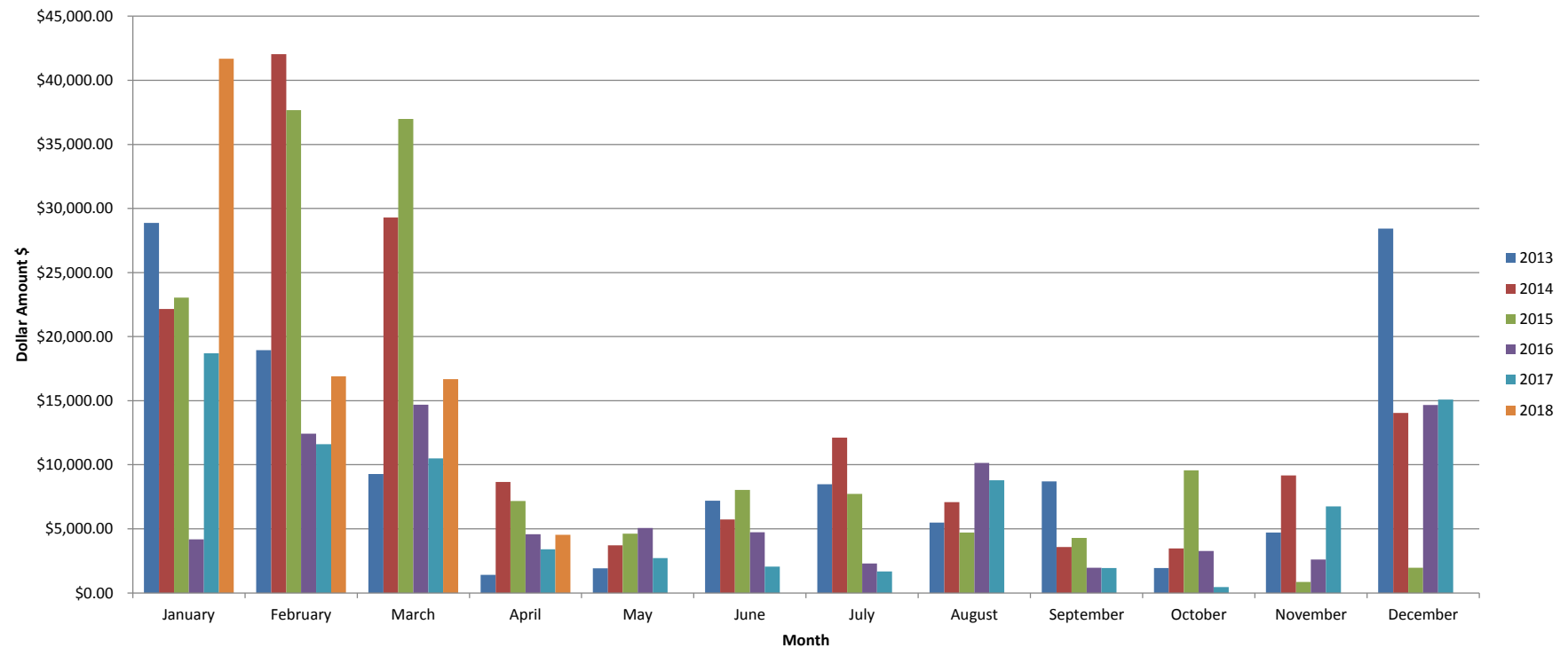
- Receipts recorded for April totaled \$98,057.83 and major receipts include the following:
 - Town Clerk - \$25,440.15 - including \$4,307.77 in water revenues, and \$10,675.00 in park and recreation fees
 - Development Office - \$2,753.18 applied against accounts receivable.
 - Justice Fines & Fees- \$28,241.00
 - Genesee Transportation Council - \$25,755.46
 - Other - \$7,868.04

EXPENDITURES

- We would expect the available balances in each fund to be about 66.68% at the end of April.
 - General Fund – Expenditures to date are \$854,081.13 against a revised budget of \$3,538,953 which leaves 75.87% available.
 - Highway Fund – Expenditures to date are \$953,209.68 against a revised budget of \$4,773,340.97 which leaves 80.03% available.
 - Water Fund – Expenditures to date are \$594,458.58 against a revised budget of \$1,969,080.26 which leaves 69.81% available.

	2013	2014	2015	2016	2017	2018
January	\$28,862.28	\$22,155.51	\$23,046.67	\$4,183.58	\$18,707.18	\$41,679.61
February	\$18,935.61	\$42,035.88	\$37,674.78	\$12,418.13	\$11,601.64	\$16,910.89
March	\$9,287.84	\$29,302.83	\$36,977.77	\$14,682.85	\$10,491.75	\$16,677.83
April	\$1,401.60	\$8,649.62	\$7,173.22	\$4,584.14	\$3,402.95	\$4,524.16
May	\$1,914.73	\$3,707.54	\$4,618.01	\$5,061.36	\$2,715.51	
June	\$7,188.71	\$5,730.26	\$8,040.67	\$4,741.15	\$2,060.55	
July	\$8,475.63	\$12,116.04	\$7,718.19	\$2,298.19	\$1,664.52	
August	\$5,479.85	\$7,085.96	\$4,720.03	\$10,152.84	\$8,794.31	
September	\$8,704.27	\$3,575.99	\$4,299.72	\$1,962.98	\$1,940.93	
October	\$1,948.35	\$3,476.09	\$9,558.24	\$3,273.32	\$459.55	
November	\$4,708.75	\$9,158.92	\$844.76	\$2,596.51	\$6,743.01	
December	\$28,423.96	\$14,038.96	\$1,957.16	\$14,667.81	\$15,086.85	

Overtime Amounts for All Employees 2013-2018



ATTACHMENT 2

May 14, 2018

To: Town Board

From: Economic Development Team

Re: May 1st meeting and future meetings

The Town Economic Development Team's meeting on May 1st was very well attended with representatives from our Town Team and the City of Canandaigua. Michael Stapleton, CEO of the UR/Thompson Health was our guest speaker. The state of the medical campus is in very good shape, from the engaged Board members, the doctors and staff and the excellent medical facilities. He spoke about the purchase of the Canandaigua Medical Group, the new building which is under construction and new services that will be available once it is finished. In economic development, they are constantly recruiting for doctors, nurses and staff. Possible new plan for the future is the expansion of the M.M. Ewing facility. Expansions into other areas of the City or Town were not in the plans at this time. They are committed to staying on their "campus" and perhaps purchasing adjacent land in the future.

Future Meetings of the Town Economic Development Team:

Tuesday, June 5th at 12 noon – RTS representative will give a presentation about transportation options in the town.

Tuesday, July 17th at 1pm – Tour of Artisan Meats on Brickyard Road.

Everyone is welcome to attend our meetings.

Respectfully submitted,
Greg Westbrook and Oksana Fuller,
Co-Chairs, Town Economic Development Team

ATTACHMENT 3

May 14, 2018

TO: Town Board, Town of Canandaigua

FR: Environmental Conservation Board

RE: Monthly Report – May 201

REFERRALS FROM THE TOWN BOARD

Resolution #2018-128, Resolution #2018-129, Resolution #2018-130, Resolution #2018-131 were reviewed by the ECB. A report with comments has been submitted to the Town Board for these resolutions under separate cover.

ECB PAGE FOR THE TOWN NEWSLETTER, MAY 2018

The May 2018 issue of the Town Newsletter features the initiation of the Town's food recycling and composting programs. Emphasis is given to the Giveaways at the Open House. The ECB is currently working on displays for food recycling, Backyard and Transfer Station. We will have a repeating loop video on food waste recycling; sign-up sheets, samples and displays for the Giveaway programs; composting display by Cornell Cooperative Extension; and, display of the giveaway compost bin which features worm composting information....with live worms if possible. There will also be a display for recycled materials of what can and cannot be recycled. On May 24th at 4:30 p.m. the ECB will hold a workshop for the purpose of creating this recycled-products display. Handouts are also being developed for all displays. It is our understanding that Natural Upcycling, the food waste hauler at the Transfer Station, will also have a display with informational handouts. More information regarding our initiatives for the Open House can be found in the minutes of our May 3rd meeting online.

OPEN SPACE, CONSERVATION AND SCENIC VIEWS MASTERPLAN

The ECB discussed the draft of the Open Space, Conservation and Scenic Views Master Plan, in general, and the Plan's Executive Summary in particular. It was noted that the ECB has been identified as the responsible entity for most portions of the Plan strategies and recommended actions. The board intends to develop processes to address the identified strategies and tasks, and to consider initiatives on how to manage the expectations which the Town will have for this Plan. We look forward to this challenge.

PROJECT PLAN PROGRAMMING

- Aquatic Invasive Species, Dr. Bruce Gilman, August 9, 2018, Onanda Park, Crouch Hall, 6:00 p.m. to 8:00 p.m.
- Rain Garden Program at Outhouse Park has been cancelled due to ECB's commitment to our other programming during the same timeframe.
- Bird Habitat Program at Miller Park – Probably mid to late summer. Date to be determined by Ms. Davey and Dennis Brewer.

Respectfully submitted,

Joyce Marthaller, Chair, Environmental Conservation Board

Cc: ECB, Town Manager

ATTACHMENT 4

May 14, 2018

To: Town Board

From: Oksana Fuller
Chair, Events Committee

Re: Town Open House

The Events Team and Town departments, committees, and boards are getting ready for the Town's Open House on June 16, 2018 from 9 am – 1 pm in our new Highway facility. Here is a brief listing and description of some of the informational tabling events being held that day. Refreshments will be served...coffee, donut holes, bottled water, popcorn and grilled hot dogs/rolls. Everyone is invited to attend, celebrate the opening of the Highway Barn and learn about projects in the Town, with an emphasis about the new Food Recycling program which will be starting at the end of June.

1. Town Events Committee –

Displaying the 2018 Town Float, built by Mark Brassie for the 4th of July Parade, which commemorates the 100th Anniversary of the first Airmail flight and the 80th Anniversary of the first Airmail flight from Canandaigua to Rochester. Information about the airmail flights will include displays from the Granger Homestead and the Ontario County Historical Society. Photos of events from the past several years...and volunteer sign-ups to help with future events.

2. Town Environmental Conservation Board –

Everything you've always wanted to know about **FOOD RECYCLING, COMPOSTING, AND PLASTICS RECYCLING**. And maybe learn a thing or two about *worms*. Get ready, plan to be informed and prepared for the new Town of Canandaigua **Food Recycling Program**. Learn the do's and don'ts and in's and out's of ***food composting made easy***, either in your own backyard or transferring your food scraps to the Town's Transfer Station. Have doubts about your *plastic recycling* behaviors? Don't know what to do with plastic #6.....that's styrofoam for all of us uninitiated in recycle jargon. This mystery and many more will be revealed at the Highway Facility Open House, June 16th, 9:00am - 1:00pm. The Environmental Conservation Board will be there to help you make sense of all the new information as we renew our commitment to **REDUCE, REUSE, RECYCLE**. Come visit us at our tables and sign-up for our Giveaway Programs: Complimentary Kitchen Compost Bucket, Compostable Bags and sturdy Transfer Pail to the first 100 residents; and with a small contribution, the first 100 residents to sign-up for the Backyard Compost Bin Program, complimentary Kitchen Compost Bucket included.

3. Communications –

Display of the benefits of signing up for town emails and the types of information that is available. We will have a way Town residents can sign up for Town emails to be more connected and informed about what is going on in the Town of Canandaigua.

4. Town Highway and Water Departments –

Tours of the new Highway Facility. Trucks, equipment, tools, will be out on display, large maps of where water mains are now and a water conservation display. Parking attendants and others to direct traffic. Large Sign will be displayed during the week to advertise the Open House.

5. Agricultural Advisory Committee –

Focusing on the Educational aspect of careers in Agriculture, displays, maps, presentation and a fun kiddie pool/corn activity.

6. Canandaigua Lake Watershed Association (CLWA) –

Canandaigua Lake Watershed Association is a member supported, non-profit organization whose purpose is to protect the water quality and overall environment of the Canandaigua Lake watershed for future generations by applying scientific research, advocating sound public policy, and offering educational programs to the community. At the June 16 event, CLWA will offer information on “Lake-Friendly Lawn Care”, and will encourage residents to consider how we can reduce our impact on the lake by incorporating healthy lawn care practices that will protect water quality.

7. Town Parks and Trails –

Display of Town Parks which will give information on the development of the Town’s seven parks and the Town of Canandaigua 2018 Parks and Recreation Master Plan. There will be photos of the old YMCA Camp (now Onanda Park), photos of parks’ projects, copies of the 2018 Summer Recreation Guide, and information about the 2018 special trips for adults.

8. Town Clerk’s Department -

Information regarding the following: what is/why is it required to license a dog, obtaining a marriage license, General Town Clerk Services, Park Reservations, signing up for Town Transfer Station Permits – bring vehicle registration, and signing up for the ACH Water Payment Option (residents can bring a voided check with them, we will have the forms available for them to fill out)

9. Drainage Advisory Committee –

The Drainage Advisory Committee is comprised of representatives from town zoning and code enforcement departments, highway department, watershed council, MRB group, our town engineer and local residents, chaired by Chuck Oyler from the Town Planning Board. Our task is to inventory, monitor and discuss possible solutions and resolutions to storm drainage problems in our town. At our table, residents will have the opportunity to record their name, address and a brief description of the storm drainage issue they are experiencing on their property to be added to our inventory.

10. Cultural and Historic Committee –

Displaying a series of maps illustrating the development of the Town of Canandaigua - 1859, 1874, 1904 and 1922. In some cases the maps indicate the presence of a house or building, and in some cases the owner's name is included.

11. Open Space Committee –

Draft of the Town’s 2018 Open Space Conservation & Scenic Views Master Plan with maps identifying potential conservation areas in the Town.

ATTACHMENT 5

Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, New York 14424

DRAINAGE ADVISORY COMMITTEE

Established October 16, 2017

TUESDAY, APRIL 10, 2018, 11:00 A.M.

MINUTES—APPROVED

Meeting Called by:	Charles Oyler, <i>Chairperson</i>
Committee Members Present:	Richard Krebs Kathy Page
Town Representatives:	James Fletcher, Town Highway Superintendent Greg Hotaling, Town Engineer (MRB Group, D.P.C.) Chris Jensen, Town Code Enforcement Officer Kevin Olvany, Canandaigua Lake Watershed Council Kevin Reynolds, Town Board Member
Guests:	Timothy McElligott, P.E., Ontario County Department of Public Works Leo Murphy, 3458 Sandy Cove William Wright, P.E., Ontario County Commissioner of Public Works

1. CALL TO ORDER BY THE CHAIR

Mr. Oyler called the meeting to order at 11:00 a.m.

2. APPROVAL OF MINUTES OF MARCH 27, 2018

The minutes of the March 27, 2018, meeting were approved as submitted. The minutes will be posted upon the Drainage Advisory Committee web page and will be distributed to the Town Board members and Town staff via e-mail.

3. HILLCREST DRIVE DRAINAGE

Mr. Oyler: Will schedule a committee and Town staff site visit to Hillcrest Drive prior to the next meeting, perhaps in the evening hours when more Hillcrest Drive residents would be able to attend. Options for drainage mitigation will then be discussed at the regularly scheduled committee meeting on April 24, 2018.

4. HIGHWAY GARAGE OPEN HOUSE AND TOWN DISPLAYS

Mr. Oyler: Reported that the Drainage Advisory Committee will have a table display at the Highway Garage Open House on Saturday, June 16, 2018, from 9:00 a.m. to 1:00 p.m. at the new building.

In addition to the Open House for the Highway Garage, a number of Town departments and community organizations will be represented with displays and public information materials. These include the Agricultural Advisory Committee, Assessor's Office Canandaigua Airport, Canandaigua Lake Watershed Council, Citizens' Implementation Committee, Cultural and Historic Preservation Team, Development/Code Enforcement Office, Environmental Conservation Board, Events Team, Highway Department, Parks and Trails, Planning Board, Town Board, Town Clerk and others.

Ms. Page will coordinate the Drainage Advisory Committee information table.

5. DISCUSSION WITH ONTARIO COUNTY REPRESENTATIVES/COUNTY ROAD 16

Mr. Oyler: Introduced Ontario County Department of Public Works Commissioner William Wright, P.E.; and County Engineer Timothy McElligott, P.E., who attended to discuss the County's plans for drainage projects in the Town.

Mr. Oyler: Explained the Town Board's charge to the Drainage Advisory Committee to inventory and monitor drainage issues and to identify mitigation measures to address them. He said that the committee provides the opportunity for Town department representatives, the Town engineer and those representatives involved with water quality and drainage issues in community organizations, to meet twice a month—often with residents—to identify areas of concerns and to have an efficient and direct method of communication among the various offices and agencies.

Mr. McElligott: Said that the County's plans to mill and repave County Road 16 from Wyffels Road to State Route 21 have been deferred until a determination of the scope of the existing drainage problems and a plan to implement effective mitigation measures are established. He that work on County Road 16 drainage would be in the 2021–22 time period.

Mr. McElligott: Explained that there is a total of 80 drainage culverts on County Road 16 from the City of Canandaigua boundary line to State Route 21, 59 of which are located in the originally-planned project area from Wyffels Road to State Route 21. He said that the County will study the watersheds leading to each of the 59 culverts to establish costs and to determine what improvements could be made with the County's funding availability.

Mr. McElligott: Said that the 59 culverts from Wyffels Road to State Route 21 have already been inventoried and that their conditions have been surveyed. He also noted that the watershed delineations for these culverts have been completed. He said that the improvements of these culverts would be a vast project for the County and that a consultant may be retained to assist the County staff.

Mr. McElligott: Said that the County staff has been in contact with Mr. Olvany of the Canandaigua Lake Watershed Council (CLWC) regarding the CLWC mapping and wet-land delineations.

Mr. McElligott: Discussed several specific culverts along County Road 16 and explained that homeowners in some cases have extended culverts which have affected the drainage patterns.

Mr. Olvany: Discussed pre-development drainage patterns and the effect of development. He noted that one individual drainage area of more than 100 acres flows into an existing 18-inch culvert.

Mr. McElligott: Discussed the complexity of the watershed and noted that a builder installed a drainage connection under a blue-line stream which added to the flow into an individual culvert.

Mr. Wright: Said that drainage issues should be mitigated by a coordinated effort of upstream initiatives and culverts. He said that the issue should be considered as a regional or global effort and that drainage must be mitigated upstream. He said that the County must view the regional scope of the drainage issues instead of just replacing pipes under the road.

Mr. Wright: Said that he would rather expend County funds to deal with upstream issues, such as capturing debris which flows down toward the lake. He explained that the installation of one new box culvert project is approximately \$400,000.

Mr. Oyler: Noted that a developer has proposed a subdivision on Onnalinda Drive, that the developer has been informed that drainage is a major issue in that vicinity, and that subdivision plans must include controlling water quality and quantity. He said that the developer must design a conveyance system which will not further stress the capacity of an existing 18-inch pipe which serves that area.

Mr. Wright: Said that it is important to acknowledge how stormwater flows from under the road and into the lake.

Mr. Wright: Explained that there are approximately 1,100 drainage culverts in the County and that approximately 150 of them need work. He said that he would rather deal with drainage problems which are upstream of the culverts rather than to have large volumes of water entering the culverts and flowing into the lake with debris.

Mr. Oyler: Said that the Town and the Drainage Advisory Committee understands the upstream issues.

Mr. Oyler: Asked about the conveyance of water parallel to County Road 16. Mr. Wright said that a major concern is the debris which flows with the water and plugs the drainage system. He said that increased development has now created experiences during which streams stretch over their banks more often. He said that 90-degree turns in water flows are not a practice which the County encourages. He said that straight water flows are always preferred.

Mr. McElligott: Said that drainage work is often restricted in the vicinity of sewer lines, which can be buried from 3½ feet to 15 feet deep. He said that crews have more flexibility in dealing with drainage issues if sewer lines are not in proximity.

Mr. Wright: Said that we have to deal with the water upstream before it reaches the homes and the road. He said that the ultimate goal is to deal with upstream drainage.

Mr. Wright: Asked about the Town's involvement with the CLWC. Mr. Olvany said that the CLWC has been much more involved with the Town and with Planning Board applications during the past five to six years. He said that there is more communication now than in previous years. Mr. Wright said that this cooperation is key to dealing with the drainage issues.

Mr. Wright: Said that the focus of drainage mitigation must involve regional stormwater retention ponds, land cover changes and porous pavements, for example. He said that the focus on drainage culverts alone is the wrong place to focus. Mr. Olvany said that the Drainage Advisory Committee is looking at where the water is coming from in addition to the culverts.

Mr. Wright: Said that the County will prioritize the drainage locations and determine if there is an upstream solution, a downstream solution, or a combination solution.

Mr. Jensen: Noted that people always seem to be building homes at the end of a drainage path.

6. UPDATE ON FINGER LAKES COMMUNITY COLLEGE PROJECT

Mr. Olvany: Continued the discussion of the athletic turf field project at Finger Lakes Community College (FLCC) and the associated stormwater retention facility options. He reported that the initial bids have been reviewed by the County and have been presented

to the various committees for review prior to the signing of the contract for the funding grant.

Mr. Olvany: Said that several options for the 17-acre FLCC project are under review including the use and expansion of the existing FLCC Canoe Pond as a stormwater retention area and the option of using the berm along the existing trail network to hold back stormwater.

7. DISCUSSION

Mr. McElligott: Reported that he will have comments on the proposed RSM Subdivision on the west side of County Road 16 near the German Brothers Marina. He said that the developer has not formed a sewer district and does not yet have a highway permit. He said that the County is not pleased with the layout of the subdivision and would like to see improvements in stormwater grades and the location of the stormwater retention pond.

Mr. McElligott: Commented on drainage flows along serpentine roads. He suggested that the Town and County work together on a Town standard for high-capacity stormwater grades.

8. NEXT STEPS

April 24, 2018: Continued discussion of drainage on Hillcrest Drive drainage plan and report of the site visit to take place prior to this meeting.

9. NEXT MEETINGS AND ADJOURNMENT

The next meeting of the committee will be:

<i>Tuesday, April 24, 2018</i>	<i>11:00 a.m.</i>	<i>Canandaigua Town Hall</i>
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Subsequent meetings will be:

Tuesday, May 8, 2018	11:00 a.m.	Canandaigua Town Hall
Tuesday, May 22, 2018	11:00 a.m.	Canandaigua Town Hall
Tuesday, June 12, 2018	11:00 a.m.	Canandaigua Town Hall
Tuesday, June 26, 2018	11:00 a.m.	Canandaigua Town Hall

The meeting was adjourned at 12:00 p.m.

Respectfully submitted,

John M. Robortella L.S.

Attachments: Photos of drainage work in the vicinity of the property of David and Robin Borkholder, 4752 County Road 16

E-mail distribution:

Krebs, Richard
Oyler, Charles
Page, Kathy

cc. to:

Amon, Michelle
Bloom, Tina
Brabant, Lance
Chrisman, Jean
Cooper, Eric
Davis, Gary
Dworaczyk, Linda
Fennelly, Terry
Finch, Doug
Fletcher, Jim
Hotaling, Greg
Jensen, Chris
Marthaller, Joyce
McCumiskey, Kaitlynn
Olvany, Kevin
Reynolds, Kevin
Reynolds, Sarah
Schwartz, Tom
Westbrook, Greg

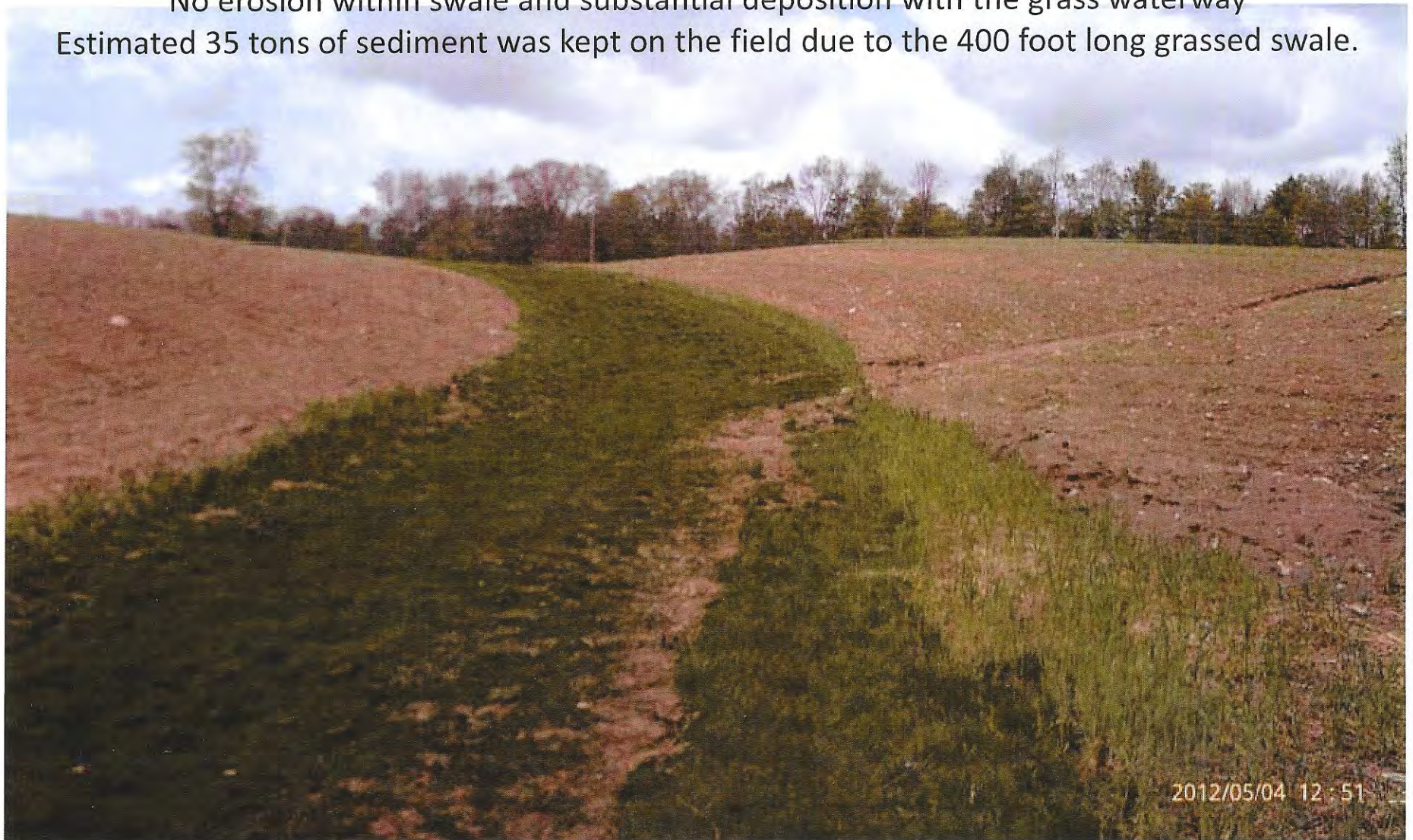
Main Swale to Borkholder before we completed work



Day after May 4, 2012 storm

Main Swale that heads to Borkholder-

No erosion within swale and substantial deposition with the grass waterway
Estimated 35 tons of sediment was kept on the field due to the 400 foot long grassed swale.







Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, New York 14424

DRAINAGE ADVISORY COMMITTEE

Established October 16, 2017

TUESDAY, APRIL 24, 2018, 11:00 A.M.

MINUTES—DRAFT #1

Meeting Called by: Charles Oyler, *Chairperson*

Committee Members Present: Richard Krebs
Kathy Page

Town Representatives: James Fletcher, Town Highway Superintendent
Greg Hotaling, Town Engineer (MRB Group, D.P.C.)
Chris Jensen, Town Code Enforcement Officer
Kevin Olvany, Canandaigua Lake Watershed Council
Kevin Reynolds, Town Board Member
Stephen Schultz, MRB Group, D.P.C.

Guests: Linda Dworaczyk, Town Board Member,
4940 Hillcrest Drive
Joyce Kowba, 4939 Hillcrest Drive
Arif Motiwala, 4962 Hillcrest Drive
Gregory T. Novak, 4964 Hillcrest Drive
Alfred Puchebner, 4970 Hillcrest Drive
L. S. Smith, 3893 Rileys Run
Peg Thorne, 4970 Hillcrest Drive

1. CALL TO ORDER BY THE CHAIR

Mr. Oyler called the meeting to order at 11:00 a.m.

2. APPROVAL OF MINUTES OF APRIL 10, 2018

The minutes of the April 10, 2018, meeting were approved as submitted. The minutes will be posted upon the Drainage Advisory Committee web page and will be distributed to the Town Board members and Town staff via e-mail.

3. HILLCREST DRIVE DRAINAGE AND SITE VISIT (APRIL 19, 2018)

Mr. Oyler: Discussed the site visit to Hillcrest Drive which was conducted on April 19, 2018. The following issues were identified:

1. Drainage off the southern bank of the Novak property, 4964 Hillcrest Drive.
2. Erosion of the backyard swale on the Cutri property, 4963 Hillcrest Drive.
3. Snow melt and refreezing on the road from the snow storage area at the end of the stub street.
4. Improvement of the swale in the upper stub street area.

Mr. Oyler: Suggested that the Town Engineer prepare a design to stabilize the scour area coming off the hill on the Novak property and to consider the possibility of grading the grass swale to carry stormwater to the north to an existing culvert.

Mr. Hotaling: Said that perhaps a previous earth-moving operation removed a former stand of trees above the Novak property which has aggravated the current drainage issues on this property.

Mr. Jensen: Asked about the procedure for expending Town funds on private properties. He said that easements from the property may be needed. Mr. Fletcher noted that the properties are within an established drainage district and that some funds from the district may be available.

Mr. Hotaling: Said that a temporary maintenance easement may be needed to make repairs or a permanent easement may be needed if Town funds are to be expended.

Mr. Jensen: Said that a determination of the feasibility of doing the work on private property must be made. He said that costs will include acquisition of easements, materials and the use of equipment.

Ms. Dworaczyk: Said that the existing stormwater retention pond is on private property but is within the drainage district. Mr. Jensen noted that this pond pre-dates the current practice of requiring stormwater maintenance agreements.

Mr. Novak: Suggested that the Town make the improvements and that the Hillcrest Drive homeowners' association assume the responsibility for future maintenance.

Mr. Novak: Expressed concern about establishing a new standard. He said that the existing ditch has worked well for the past 20 years. He said that perhaps taking the hill back may accomplish the same goal and provide the room which is needed for the water flow.

Mr. Oyler: Suggested that the improvements on the Novak property may help to alleviate the drainage issues on the Cutri property.

Mr. Fletcher: Reviewed several options for the snow storage area at the end of the stub street to mitigate the melting and refreezing on the road.

Mr. Olvany: Expressed concern about re-establishing the water flow in the existing swale and thereby adding more water to the stormwater retention pond. He suggested that an agreement may be required from the homeowners' association that the association agrees to take more water into its system, which ultimately drains into the lake. He described this as a hybrid situation of a private road with private property within an established drainage district. He said that everyone should be in agreement concerning the stormwater flow and final drainage path to the lake.

Mr. Oyler: Suggested that the Drainage Advisory Committee present a proposal to the homeowners' association for consideration.

Mr. Reynolds: Asked if the drainage swales would be located upon an easement granted to the Town for long-term maintenance.

Mr. Novak: Said that he would not be opposed to the installation of check dams in the tree line. He asked who would be responsible for additional drainage issues if the adjacent Cook property were to be further developed. Mr. Jensen said that a stormwater retention pond would be required if the Cook property were to be developed in the future.

Mr. Oyler: Reiterated that MRB Group prepare a design to mitigate the drainage issues on the Novak property which are caused by stormwater runoff from the adjacent Cook property. He said that this could be a joint project with funds provided from the existing drainage district and work performed by Town staff. He requested that a design plan be presented to the Drainage Advisory Committee at the meeting on May 22, 2018.

4. HIGHWAY GARAGE OPEN HOUSE AND TOWN DISPLAYS

The Drainage Advisory Committee will have a table display at the Highway Garage Open House on Saturday, June 16, 2018, from 9:00 a.m. to 1:00 p.m. at the new building.

In addition to the Open House for the Highway Garage, a number of Town departments and community organizations will be represented with displays and public information materials. These include the Agricultural Advisory Committee, Assessor's Office, Canandaigua Airport, Canandaigua Lake Watershed Council, Citizens' Implementation Committee, Cultural and Historic Preservation Team, Development/Code Enforcement Office, Environmental Conservation Board, Events Team, Highway Department, Parks and Trails, Planning Board, Town Board, Town Clerk and others.

Ms. Page will coordinate the Drainage Advisory Committee information table at which a sign-up sheet will be provided for residents to report drainage issues on their properties. Mr. Jensen will provide maps for the display as needed.

5. UPDATE ON FINGER LAKES COMMUNITY COLLEGE PROJECT

Mr. Olvany: Continued the discussion of the athletic turf field project at Finger Lakes Community College (FLCC) and the associated stormwater retention facility options. He noted that FLCC has approved the contract for the athletic fields and is now awaiting contract approval from the New York State Department of Environmental Conservation (DEC). He said that it has been determined that the existing FLCC Canoe Pond can handle the drainage from the new athletic fields unaltered and that drainage from the new athletic fields would not drain onto the properties in the Sandy Beach/Poplar Beach area.

Mr. Olvany: Said that the County and the Town are pro-actively considering several options for the expansion of the existing FLCC Canoe Pond as a stormwater retention facility to accept additional drainage from adjacent lands.

Mr. Olvany: Reported that Leo Murphy (3458 Sandy Cove), who has attended several recent meetings of the Drainage Advisory Committee, has proposed the replacement of a pipe to drain water from an existing wetland in the vicinity of Sandy Cove to the lake. He said that approvals from the DEC and other agencies would be required.

Mr. Jensen: Reported that a letter from Mr. Murphy's attorney has been received in which Mr. Murphy's attorney has requested a meeting to discuss drainage issues.

6. FEMA MAPPING

Mr. Jensen: Reported that the Federal Emergency Management Agency (FEMA) is proposing new mapping of the Canandaigua Lake floodplain. He provided the following link to Committee members and Town staff: <https://goo.gl/DzED2Y>. He noted that several locations where residents have reported drainage issues are now included in the expanded flood hazard areas.

Mr. Oyler: Asked if a house could be built in a flood plain. Mr. Jensen said that a new house must be constructed two feet higher than the elevation of the flood plain. For the improvement of existing homes, the entire home must be raised two feet above the elevation of the flood plain if more than 50 percent of the value of the home is to be improved.

Mr. Olvany: Noted that the Town of Gorham has a net-zero impact for building in a flood plain, i.e., a new flood plain must be established on the property.

Mr. Oyler: Requested that Mr. Jensen provide a presentation at a future Committee meeting on the new flood plain boundaries as delineated on the FEMA maps.

7. STRASSBURG AND FROST CONCERNS AT ONANDA PARK

Mr. Oyler: Discussed drainage concerns expressed by two residents in the vicinity of Onanda Park on County Road 16. Mr. Jensen explained that Onanda Park is owned by the DEC and is operated on a long-term lease to the Town.

Mr. Jensen: Will arrange a meeting with a representative from the DEC to discuss the drainage issues.

8. BORKHOLDER DRAINAGE ISSUES: COUNTY ROAD 16

Mr. Oyler: Said that David Borkholder (4752 County Road 16) will attend the next meeting of the Committee to discuss drainage issues on his property (*see* photos distributed with the minutes of the meeting of April 10, 2018). Mr. Olvany discussed the recent installation of a grass drainage swale and the public benefit of land-cover changes on farmland above the Borkholder property.

9. CONSOLIDATED TOWNWIDE DRAINAGE DISTRICT

Mr. Oyler: Reported that there are discussions among staff regarding the concept of a Consolidated Townwide Drainage District. He said that a townwide district would provide for the creation of a stormwater utility to assess and collect funds for storm drainage work and for capital projects on public and private properties.

10. NEXT STEPS

- Mr. Hotaling and Mr. Schwartz: Preparation of a design for drainage improvements on Hillcrest Drive (for presentation at the meeting on May 22, 2018).
- Mr. Jensen: Arrangements for a DEC representative to attend a future meeting to discuss drainage issues in the vicinity of Onanda Park.
- Mr. Jensen: Presentation of updated FEMA mapping/flood plains at a future meeting.
- Mr. Oyler: Mr. Borkholder to attend the meeting on May 8, 2018, to discuss drainage issues on his property on County Road 16.

11. NEXT MEETINGS AND ADJOURNMENT

The next meeting of the committee will be:

Tuesday, May 8, 2018 11:00 a.m. Canandaigua Town Hall

Subsequent meetings will be:

Tuesday, May 22, 2018	11:00 a.m.	Canandaigua Town Hall
Tuesday, June 12, 2018	11:00 a.m.	Canandaigua Town Hall
Tuesday, June 26, 2018	11:00 a.m.	Canandaigua Town Hall
Tuesday, July 10, 2018	11:00 a.m.	Canandaigua Town Hall

The meeting was adjourned at 12:20 p.m.

Respectfully submitted,

John M. Robortella L.S.

E-mail distribution:

Krebs, Richard
Oyler, Charles
Page, Kathy

cc. to:

Amon, Michelle
Bloom, Tina
Brabant, Lance
Chrisman, Jean
Cooper, Eric
Davis, Gary
Dworaczyk, Linda
Fennelly, Terry
Finch, Doug
Fletcher, Jim
Hotaling, Greg
Jensen, Chris
Marthaller, Joyce
McCumiskey, Kaitlynn
Olvany, Kevin
Reynolds, Kevin
Reynolds, Sarah
Schwartz, Tom
Westbrook, Greg

ATTACHMENT 6

PROPOSED JOINT CONSOLIDATION AGREEMENT

THIS AGREEMENT, made this ____ day of _____, 2018, by and between the CANANDAIGUA CONSOLIDATED WATER DISTRICT (S.247) ("Consolidated Water District") a Special Water District duly formed by the Town of Canandaigua Town Board ("Town Board"), with offices at 5440 Route 5 & 20 West, Canandaigua, New York 14424; and the CANANDAIGUA-HOPEWELL WATER DISTRICT OF THE TOWN OF CANANDAIGUA (CHWD) (S.248), a Special Water District also duly formed by the Town Board and also with offices at 5440 Route 5 & 20 West, Canandaigua, New York 14424.

WHEREAS, this Joint Consolidation Agreement seeks to consolidate the CHWD into the existing Consolidated Water District; and

WHEREAS, New York General Municipal Law Article 17-A provides for the consolidation of two or more local government entities if together the consolidated local government entity forms a local government entity of a kind or class that is authorized under the laws of the State of New York; and

WHEREAS, the Town Board has the overall authority for managing the operation, maintenance and finances of each Special Water District serving the Town of Canandaigua ("Town"); and

WHEREAS, after their review, the Town Board has determined it is in the best interest of the Town to consolidate the above Special Water Districts to provide long-term, safe and reliable water supply for all customers in those districts, to maintain stability, and to reduce administrative and operational costs wherever possible; it has therefore directed the preparation of this Joint Consolidation Agreement; and

WHEREAS, the proposed water district consolidation will not result in any additional costs or debts to the district residents.

NOW THEREFORE, the Town Board, acting jointly as the governing body of the Consolidated Water District as well as the governing body of the CHWD, sets forth the following terms which constitute the Proposed Joint Consolidation Agreement between the Consolidated Water District and the CHWD, as required by General Municipal Law Article 17-A:

1. Name of Each Entity to Be Consolidated: The name of each local government entity to be consolidated is as set forth above.

2. Name of the Proposed Consolidated Entity: The CHWD is to be consolidated into the existing Canandaigua Consolidated Water District and thus the name of the consolidated entity will be the Canandaigua Consolidated Water District (the post-consolidation Canandaigua Consolidated Water District is referred to herein as the "Consolidated Entity").

3. Rights, Duties and Obligations of the Proposed Consolidated Entity: The rights, duties and obligations of the proposed Consolidated Entity will be the same as those for the current Canandaigua Consolidated Water District (as more specifically set forth in NY Town Law), except that those rights, duties and obligations will now also apply to a larger area which is to include the area of the CHWD. Those rights, duties and obligations include providing long-term, safe, reliable and economical water supply to the customers served. This is accomplished by, among other things: (1) establishing standards for the addition, upgrade and maintenance of water infrastructure; (2) approving and overseeing construction of new water infrastructure by third parties; (3) managing contracts to replace and upgrade existing water infrastructure; (4) overseeing/performing maintenance on existing facilities; (5) monitoring the condition of water infrastructure; (6) establishing priorities and budget estimates for water infrastructure improvements; (7) ensuring compliance with environmental regulations and permits; (8) developing the district's operating and capital budget; and (9) coordinating budget development with the Town's capital and operating budget.

4. Boundaries of the Consolidated Entity: The boundaries of the Consolidated Entity shall be the same as the current boundaries of the Canandaigua Consolidated Water District (which boundaries are available for public inspection at the Canandaigua Town Clerk's Office), except as expanded by the addition of the CHWD. The boundary of the CHWD generally comprises lands East of the City of Canandaigua, South of Ontario Street, West of County Road 10 and lands East of Canandaigua Lake to the Hopewell border and North of Otetiana Cove. The precise boundaries are available for public inspection at the Canandaigua Town Clerk's Office.

5. Type of the Consolidated Entity: The Consolidated Entity will be a Town Water District.

6. Fiscal Estimate of the Cost and Savings Which May be Realized: The consolidation of the entities will result in savings through elimination of duplicative administrative costs associated with planning, budgeting, and accounting and operations costs associated with, among other things, water sampling. The consolidation will result in financial savings primarily through the elimination of duplicative administrative bookkeeping and operational costs. No improvements are required to complete the consolidation of these districts. There will be no additional cost to the Town as a result of the consolidation.

7. Each Entity's Assets: The Canandaigua Consolidated Water District's assets consist of underground infrastructure piping, water mains, fire hydrants, pump stations, miscellaneous facilities including air relief valves, pressure reducing valves, backflow protection devices and other watermain appurtenances, and equipment used to maintain the system. Detailed infrastructure information is available for public inspection at the Canandaigua Town Clerk's Office.

The CHWD's assets consist of additional underground infrastructure piping, additional water mains, fire hydrants, and miscellaneous facilities including air relief valves, pressure reducing valves, backflow protection devices and other watermain appurtenances. Detailed infrastructure information is available for public inspection at the Canandaigua Town Clerk's Office.

8. Each Entity's Liabilities: The Canandaigua Consolidated Water District has no debt. The CHWD has no debt. No new debt is to be incurred by the consolidation.

9. Terms for the Disposition of Existing Assets, Debt and Liabilities: All assets of the Canandaigua Consolidated Water District and the CHWD will become assets of the Consolidated Entity. Any existing debt of each water district will become the debt of the Consolidated Entity.

10. Administration of Laws: The Town Code regarding Water Districts and the New York State Law regarding Waters Districts will be applied against the Consolidated Entity as a single Town of Canandaigua Water District (which will be comprised wholly of the existing Canandaigua Consolidated Water District and the former CHWD). Local Laws, Ordinances, Resolutions and Orders affecting the Consolidated Entity would continue to be administered and enforced by the Town of Canandaigua Water Superintendent and/or the Town's Code Enforcement Officer.

11. Effective Date: This consolidation shall be effective immediately upon the completion of the procedures for effecting this consolidation under General Municipal Law Article 17-A.

12. Time and Place for Public Hearing: Pursuant to Article 17-A of the General Municipal Law, the Town Board of the Town of Canandaigua, shall meet at the Town Hall, 5440 Route 5 & 20 West, Canandaigua, NY 14424 on _____, 2018, at _____ p.m. [must be held 35-90 days after adoption of resolution endorsing this proposed agreement] for the purpose of conducting a public hearing on the proposal to consolidate the Canandaigua Consolidated Water District with the CHWD, at which time and place all persons interested in the subject thereof may be heard concerning the same.

IN WITNESS WHEREOF, the parties herein have executed this Proposed Joint Consolidation Agreement as of the date first written above.

CANANDAIGUA CONSOLIDATED WATER DISTRICT

By: _____
Doug Finch, Town Manager

CHWD,

By: _____
Doug Finch, Town Manager

STATE OF NEW YORK)
COUNTY OF ONTARIO) SS:

On the ____ day of _____, 2018, before me, the undersigned, personally appeared DOUG FINCH, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and he acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person or entity upon behalf of which the individual acted, executed the instrument.

Notary Public

SUMMARY OF PROPOSED TOWN OF CANANDAIGUA WATER DISTRICTS
CONSOLIDATION AGREEMENT

Canandaigua Town Board adopted a resolution on _____, endorsing a proposed Joint Consolidation Agreement to consolidate Canandaigua Consolidated Water District with Canandaigua-Hopewell Water District of the Town of Canandaigua (CHWD). Proposed Joint Consolidation Agreement is available at Town Clerk's Office (5440 Route 5 & 20 West, Canandaigua, New York,) and at www.townofcanandaigua.org.

Canandaigua Consolidated Water District has no outstanding indebtedness; CHWD has no outstanding indebtedness. Consolidation would have no effect on elected or appointed officials or public employees. The consolidation of the subject districts would result in moneys being saved and long-term costs lowered. All properties included in the Consolidated Entity would pay an annual ad valorem tax based on property assessment. The Town Board will meet at the Canandaigua Town Hall located at 5440 Route 5 & 20 West, Canandaigua, New York, on _____ at 6:00 p.m. to hear public comments on the proposed Joint Consolidation Agreement.

PUBLICATION DATE(S): 1. _____; 2. _____; 3. _____;
4. _____.

JEAN CHRISMAN
TOWN CLERK
TOWN OF CANANDAIGUA

ATTACHMENT 7

DRAFT:

SWIMMING POOL SIZE REVISION

LAST REVISED ~~4/12/2018~~~~4/9/2018~~~~4/3/2018~~~~2/26/2018~~

220-9 W. Swimming pools.

(1) General requirements.

(a) Permit applications for swimming pools shall include a site drawing showing:

[1] All existing and proposed structures, including the swimming pool dimensions and depths.

[2] The distance of the swimming pool and other proposed structures from all boundary lines.

[3] The location of the on-site wastewater treatment system, if applicable.

[4] The well location, if applicable.

[5] Proposed lighting.

[6] Easements and any other additional information as may be required by the Town to demonstrate compliance with Town Code and other applicable laws.

(b) All swimming pools and their components shall comply with the requirements of the New York State Uniform Fire Prevention and Building Code.[3] [3] Editor's Note: See Executive Law § 370 et seq.

(c) Swimming pools shall be sited in compliance with the National Electrical Code and the electric service provider for the site.

(d) No swimming pool or discharge water shall drain upon the lands of the adjoining premises.

(e) Filter pumps and other mechanical devices used in connection with any swimming pool shall be located in order not to interfere with the health, safety and enjoyment of the adjoining premises.

(f) If the use of any private swimming pool shall be abandoned or permanently discontinued, the owner shall see that the excavated depression shall be filled in and that no potential hazard exists.

(2) Dimensional requirements.

(a) In any residential zone, ~~no outdoor pool shall exceed 40 feet in length and 20 feet in width, or 30 feet in diameter in the case of a round or curved pool, nor shall~~ the total perimeter of any pool shall not exceed 125 feet.

(b) Swimming pools shall only be located in the rear and/or side yard of a lot.

(c) No swimming pool and associated decks, patios or accessories shall be constructed or erected closer than ~~15 feet to the rear or side lot line~~the setbacks for accessory structure of the zoning district.

~~_(d) On a corner lot in any district where a front yard is required, the swimming pool shall be no closer than 10 feet to the side lot line.~~

(e) Any structures or devices connected with the installation, maintenance or operation of a swimming pool, including but not limited to concrete or wood patio areas, pump and filter enclosures, bathhouses and cabanas, shall also comply with the setback requirements of this section.

TOWN OF CANANDAIGUA
LOCAL LAW # ____ OF 2018

ATTACHMENT “A”

SECTION ONE. Town of Canandaigua Town Code § 220-9(W) shall be replaced in its entirety with the following:

§220-9(W). Swimming Pools.

(1) General Requirements.

(a) Permit applications for swimming pools shall include a site drawing showing:

[1] All existing and proposed structures, including the swimming pool dimensions and depths.

[2] The distance of the swimming pool and other proposed structures from all boundary lines.

[3] The location of any on-site wastewater treatment system, if applicable.

[4] The location of any well, if applicable.

[5] Proposed lighting.

[6] Easements and any other additional information as may be required by the Town to demonstrate compliance with Town Code and other applicable laws.

(b) All swimming pools and their components shall comply with the requirements of the New York State Uniform Fire Prevention and Building Code.

(c) Swimming pools shall be sited in compliance with the National Electric Code and the electric service provider for the site.

(d) No swimming pool or discharge water shall drain upon the lands of adjoining properties.

(e) Filter pumps and other mechanical devices used in connection with any swimming pool shall be located in order not to interfere with the health, safety, and enjoyment of adjoining properties.

- (f) If the use of any private swimming pool shall be abandoned or permanently discontinued, the owner shall see that the excavated depression shall be filled in and that no potential hazard exists.

(2) Dimensional Requirements.

- (a) In any residential zone, the total perimeter of any pool shall not exceed 125 feet.
- (b) Swimming pools shall only be located in the rear and/or side yard of a lot.
- (c) No swimming pool and associated decks, patios, or accessories shall be constructed or erected closer than the minimum setbacks for accessory structures in the applicable zoning district.
- (d) Any structures or devices connected with the installation, maintenance, or operation of a swimming pool, including but not limited to concrete or wood patio areas, pump and filter enclosures, bathhouses and cabanas, shall also comply with the minimum setbacks for accessory structures in the applicable zoning district.

SECTION TWO. 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 THREE. Effective Date. This Local Law shall take effect immediately upon filing with the New York State Secretary of State.

4/3/18

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

Local Law No. _____ of the year 20¹⁸

A local law AMENDING TOWN CODE SECTION 220-9(W) TO ALLOW TOTAL SWIMMING POOL
(Insert Title)
DIAMETERS UP TO 125 FEET

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.)

(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 20¹⁸ of the (County)(City)(Town)(Village) of CANANDAIGUA was duly passed by the TOWN BOARD on _____ 20¹⁸, in accordance with the applicable provisions of law.
(Name of Legislative Body)

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) (Name of Legislative Body)
(repassed after disapproval) by the _____ and was deemed duly adopted (Elective Chief Executive Officer*)
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) (Name of Legislative Body)
(repassed after disapproval) by the _____ on _____ 20____. (Elective Chief Executive Officer*)

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) (Name of Legislative Body)
(repassed after disapproval) by the _____ on _____ 20____. Such local (Elective Chief Executive Officer*)
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

(Seal)

Date: _____

TOWN OF CANANDAIGUA
LOCAL LAW # ____ OF 2018

ATTACHMENT "A"

SECTION ONE. Town of Canandaigua Town Code § 220-9(W) shall be replaced in its entirety with the following:

§220-9(W). Swimming Pools.

(1) General Requirements.

(a) Permit applications for swimming pools shall include a site drawing showing:

[1] All existing and proposed structures, including the swimming pool dimensions and depths.

[2] The distance of the swimming pool and other proposed structures from all boundary lines.

[3] The location of any on-site wastewater treatment system, if applicable.

[4] The location of any well, if applicable.

[5] Proposed lighting.

[6] Easements and any other additional information as may be required by the Town to demonstrate compliance with Town Code and other applicable laws.

(b) All swimming pools and their components shall comply with the requirements of the New York State Uniform Fire Prevention and Building Code.

(c) Swimming pools shall be sited in compliance with the National Electric Code and the electric service provider for the site.

(d) No swimming pool or discharge water shall drain upon the lands of adjoining properties.

(e) Filter pumps and other mechanical devices used in connection with any swimming pool shall be located in order not to interfere with the health, safety, and enjoyment of adjoining properties.

- (f) If the use of any private swimming pool shall be abandoned or permanently discontinued, the owner shall see that the excavated depression shall be filled in and that no potential hazard exists.

(2) Dimensional Requirements.

- (a) In any residential zone, the total perimeter of any pool shall not exceed 125 feet.
- (b) Swimming pools shall only be located in the rear and/or side yard of a lot.
- (c) No swimming pool and associated decks, patios, or accessories shall be constructed or erected closer than the minimum setbacks for accessory structures in the applicable zoning district.
- (d) Any structures or devices connected with the installation, maintenance, or operation of a swimming pool, including but not limited to concrete or wood patio areas, pump and filter enclosures, bathhouses and cabanas, shall also comply with the minimum setbacks for accessory structures in the applicable zoning district.

SECTION TWO. 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 THREE. Effective Date. This Local Law shall take effect immediately upon filing with the New York State Secretary of State.

**State Environmental Quality Review
LEAD AGENCY COORDINATION REQUEST**

This notice is issued pursuant to Part 617 of the implementing regulations pertaining to Article 8
(State Environmental Quality Review Act) of the Environmental Conservation Law

**The Canandaigua Town Board seeks Lead Agency Status for the
environmental review for the action described below:**

Project Number

Name of Action: Local Law to clarify size limits of swimming pools

Location: 5440 Route 5 & 20 West Canandaigua, NY 14424

Description of the Action:

The purpose of this local law is to amend Town Code Chapter 220-9W to clarify the size limits for swimming pools.

_____ This agency has no objection to the **Canandaigua Town Board** assuming Lead Agency Status for this action

_____ This Agency will seek Lead Agency Status

Print or Type Name of Responsible Officer

Signature of Responsible Officer

Please return to:

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

If no response is received within 30 calendar days from the date of this authorization by the Canandaigua Town Board (April 16, 2018), the Canandaigua Town Board will assume Lead Agency in accordance to 6 NYCRR Part 617.

Town Manager

From: John Robortella [john.robortella@gmail.com]
Sent: Monday, May 07, 2018 1:17 PM
To: Davis, Gary; Dworaczyk, Linda; Fennelly, Terry; Reynolds, Kevin; Westbrook, Greg
Cc: Bloom, Tina; Finch, Doug (Town Of Canandaigua); Chrisman, Jean (Canandaigua Town Clerk); Marthaller, Joyce; Reynolds, Sarah; Cooper, Eric
Subject: Canandaigua Environ Conservation Board Comments, re: Town Board Referrals for May 21, 2018

To: Canandaigua Town Board and Town Clerk

From: Canandaigua Environmental Conservation Board

Re: Referrals for May 21, 2018, Town Board Meeting

Following are the Canandaigua Environmental Conservation Board (ECB) comments for the four Town Board referrals which were discussed at the ECB meeting on May 3, 2018:

Resolution #2018-128

Text Code Amendment to Town Code Chapter 79

Public Hearing May 21, 2018, 6:00 p.m.

To modify and clarify the regulations regarding the residential keeping of chickens and ducks in order to be more in line with State regulations.

ECB Comments: None

Resolution #2018-129

Text Code Amendment to Town Code Chapter 220-9A

Public Hearing May 21, 2018, 6:00 p.m.

To amend the regulation for the setback of a structure from the mean high water mark of Canandaigua Lake in order for it to comply with other sections of the Town Code.

ECB Comments: The ECB supports the efforts to bring consistency to the Town Code. The ECB would appreciate clarification on the rationale for the designated setback distance and information on the number of Area Variance applications which may have been submitted on this topic. Without further background information, the ECB is reluctant to make a recommendation at this time.

Resolution #2018-130

Text Code Amendment to Town Code Chapter 220-9W

Public Hearing May 21, 2018, 6:00 p.m.

To amend the Town Code to clarify the size limits for swimming pools.

ECB Comments: On the first page/cover sheet of the Local Law, the word "diameter" should be corrected to read "perimeter." No other comments.

Resolution #2018-131

Text Code Amendment to Town Code Chapter 220-9K

Public Hearing May 21, 2018, 6:00 p.m.

To amend the Town Code that would allow fences associated with approved Large Scale Solar Energy Systems to meet the National Electric Code.

ECB Comments: None

A motion was made by **MS. MARTHALLER**, seconded by **MS. DAVEY**, that the ECB comments on the above Town Board referrals be submitted to the Town Board.

Motion carried by voice vote.

Sent via e-mail to Town Board and Town Clerk by John Robortella, May 7, 2018

ATTACHMENT 8



Quoted By: Terry Quinn
Quote Expiration: 11/6/2018
Quote Name: Town of Canandaigua, NY-LGD-Incode Fixed Assets
Quote Number: 2018-49768
Quote Description: Town of Canandaigua, NY-Incode Fixed Assets

Sales Quotation For

Town of Canandaigua
5440 State Route 5 and 20
Canandaigua , NY 14424-9327
Phone: +1 (585) 394-1120

Tyler Software and Related Services

Description	License	Impl Hours	Impl Cost	Data Conversion	Module Total	Maintenance
Incode 10						
Fixed Assets	\$2,200	16	\$2,000	\$0	\$4,200	\$550
<i>Sub-Total:</i>	<i>\$2,200</i>		<i>\$2,000</i>	<i>\$0</i>	<i>\$4,200</i>	<i>\$550</i>
TOTAL:	\$2,200	16	\$2,000	\$0	\$4,200	\$550

Summary

Total Tyler Software
Total Tyler Services
Total Third Party Hardware, Software and Services

Summary Total

Contract Total

One Time Fees

Recurring Fees

\$2,200
\$2,000
\$0
\$4,200
\$4,750

\$550
\$0
\$0
\$550



Incode Fixed Assets

Tyler's Incode[®] Fixed Assets is a comprehensive asset management solution designed specifically for the public sector. It provides organizations a powerful tool for tracking and reporting on all fixed assets throughout the life cycle. As an added convenience, assets acquired through other integrated Incode Financial modules can be automatically posted to Fixed Assets. This module reduces duplicate data entry and sets the standard for complete financial integration with automated tracking, management, accounting and reporting of assets.

Information and Reports

- Tracks assets for multiple funds, departments and locations.
- Tracks detailed information for an asset such as insurance policies, acquisition and disposition details and maintenance-related details such as asset condition, warranty, repairs and maintenance contracts.
- Tracks improvements or additions to existing assets.
- Offers straight line method for depreciation reporting.
- Links specified assets to Incode Work Orders for preventative maintenance.
- Provides comprehensive audit detail records.
- Generates a range of master file reports through flexible reporting.
- Exports report results to other data formats including Adobe[®] PDF, Microsoft[®] Excel[®] and Word, and Text.

Transaction Efficiency

- Manages assets by their original serial number or through the use of a defined tag number.
- Tracks multiple user-defined asset classes automatically.
- Establishes relationships between individual asset records through the use of asset types.
- Creates a new asset based on an existing record using the built-in copy function.
- Gives users multiple options for selecting assets for depreciation calculation.
- Records the transfer of assets. This process automates the transfer of assets from one fund to another, including the appropriate transfer of Incode General Ledger information.

continued on reverse

Microsoft and Excel are registered trademarks of the Microsoft Corporation, registered in the U.S. and other countries.
Adobe is a registered trademark of Adobe Systems Incorporated.

For more information, visit

www.tylertech.com

or email info@tylertech.com

Incode Purchasing

- Automates the asset disposal process, including calculation of gain or loss on asset sales, and creates all necessary transactions to properly record asset disposal in the Incode General Ledger.
- Integrates with BMI Systems Group handheld asset scanners for ease of inventory management.
- Provides a user-friendly interface.
- Provides efficient, comprehensive system integration.
- Gives users the ability to review and evaluate items posted to fixed asset GL accounts in a preliminary asset file to determine proper accounting treatment.
- Delivers code-driven information tracking capabilities, fostering consistency in data entry and greater flexibility in report generation.
- Captures multiple user-defined data elements through use of comment codes.

Town Manager

From: Quinn, Terry [Terry.Quinn@tylertech.com]
Sent: Friday, April 27, 2018 1:34 PM
To: Town Manager
Subject: Fixed Assets quote

I can answer the fixed asset price quickly, as it was on the original full quotation:
The fixed asset license is \$2,200. The services recommended are 16 hours at \$125/hr
So total Fixed Assets project would be \$4,200.

If you need a formal quote let me know.
Thanks,

Terry Quinn
Senior Account Executive
P: 888.654.3293 ext. 175126
C: 603.759.6844

www.tylertech.com

From: Town Manager [<mailto:dfinch@townofcanandaigua.org>]
Sent: Friday, April 27, 2018 8:34 AM
To: Quinn, Terry <Terry.Quinn@tylertech.com>
Subject: follow up

Terry,

Could you give me an update on the status of our installation?

ALSO, would it be possible for you to give me a quote on:

1. Fixed asset module;
2. Utility billing module;

Doug Finch, Town Manager
Town of Canandaigua
5440 Route 5 & 20 West
Canandaigua, NY 14424
P: (585)394-1120 x2234
F: (585)394-9476

ATTACHMENT 9

TOWN OF CANANDAIGUA, NEW YORK

**Financial Statements as of
and for the Year Ended
December 31, 2017
Together with
Independent Auditor's Report**

Bonadio & Co., LLP
Certified Public Accountants

TOWN OF CANANDAIGUA, NEW YORK

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INDEPENDENT AUDITOR'S REPORT

May 2, 2018

To the Town Board of the
Town of Canandaigua, New York:

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Canandaigua, New York (the Town) as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibilities for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town as of December 31, 2017, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

INDEPENDENT AUDITOR'S REPORT

(Continued)

Report on Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information and schedules of contributions-pension plan, and proportionate share of the net pension liability (asset) be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Report on Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The combining nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the financial statements.

The combining nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining nonmajor fund financial statements are fairly stated in all material respects in relation to the basic financial statements as a whole.

TOWN OF CANANDAIGUA, NEW YORK

MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) DECEMBER 31, 2017

Our discussion and analysis of the Town of Canandaigua, New York's (the Town) financial performance provides an overview of the Town's financial activities for the fiscal year ended December 31, 2017. The results of the current year are discussed in comparison with the prior year, with an emphasis on the current year. The Management's Discussion and Analysis is only an introduction, please read it in conjunction with the Town's financial statements.

FINANCIAL HIGHLIGHTS

- On the government-wide financial statements, the assets and deferred outflows of resources of the Town exceeded its liabilities and deferred inflows of resources by \$24,915,863. Of this amount, the unrestricted portion is \$9,249,636. The balance of net position is considered either restricted for specific purposes or the net investment in capital assets.
- General revenues, which include Non-Property Taxes and Real Property Tax, are \$5,868,774, or 62%, of all revenues. Program specific revenues in the form of Charges for Services, Operating Grants, and Capital Grants accounted for \$3,536,672, or 38%, of total revenues.
- The Town's governmental fund financial statements report a combined ending fund balance of \$6,888,171.
- At the end of the current year, the unassigned fund balance of the General Fund was \$2,725,323.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Town's basic financial statements. The Town's basic financial statements consist of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. This report also contains individual fund statements and supplemental schedules in addition to the basic financial statements.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Town's finances, in a manner similar to a private-sector business.

- The *statement of net position* presents information on all of the Town's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.
- The *statement of activities* presents information showing how the Town's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows.
- The *governmental activities* of the Town include highway maintenance, snow removal, general administrative support, community service, water services, and interest on long-term debt.

OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

Fund Financial Statements

A *fund* is a self-balancing grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. All of the funds of the Town can be divided into two categories: Governmental Funds and Fiduciary Funds.

- *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the year. Such information may be useful in evaluating the Town's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Town maintains four major individual governmental funds; General Fund, Highway Fund, Water Fund and Capital Projects Fund. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures and changes in fund balance for each fund.

The Town adopts an annual budget for the General Fund, Highway Fund and the Water Fund. A budgetary comparison statement has been provided for each major fund with an annually adopted budget within the basic financial statements to demonstrate compliance with the budget.

- The *Fiduciary Funds* are used to account for assets held by the Town in an agency capacity on behalf of others. Fiduciary Funds are not reflected in the government-wide financial statement because the resources of these funds are *not*, and never will be, available to support the Town's programs.

OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

Fund Financial Statements (Continued)

Major Features of the Town-Wide and Fund Financial Statements

<u>Features</u>	<u>Town-Wide Statements</u>	<u>Fund Financial Statements</u>	
		<u>Governmental Funds</u>	<u>Fiduciary Funds</u>
Scope	Entire Town	The activities of the Town that are not proprietary or fiduciary, such as General administration, Highway, and Water	Instances in which the Town administers resources on behalf of someone else
Required Financial Statements	Statement of Net Position Statement of Activities	Balance Sheet, Statement of Revenues and Expenditures, and Changes in Fund Balance	Statement of Fiduciary Net Position, and Statement of Changes in Fiduciary Net Position
Accounting Basis and Measurement Focus	Accrual accounting and economic resource focus	Modified accrual accounting and current financial focus	Accrual accounting and economic resource focus
Type of Asset/Liability Information	All assets and liabilities, both financial and capital, short-term and long-term	Generally, assets expected to be used up and liabilities that come due during the year or soon thereafter, no capital assets or long-term liabilities included	All assets and liabilities both short-term and long-term; funds do not currently contain capital assets, although they can
Type of Inflow/Outflow Information	All revenues and expenses during the year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and the related liability is due and payable	All additions and deductions during the year, regardless of when cash is received or paid

Notes to Basic Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

By far, the largest component of the Town's net position (53%) reflects its net investment in capital assets, less any related debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide services to the residents and consequently, these assets are not available for future spending. Although the Town's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

There are restricted net position balances which constitute 10% of total net position at December 31, 2017. The remaining balance is unrestricted net position, which was \$9,249,636 (37%) in 2017, and may be used to finance future operations.

The Town relies upon taxes, charges for services, operating grants, and capital grants as its primary revenue sources. Expenses are distributed dependent on the Town's services.

FINANCIAL ANALYSIS OF THE TOWN'S FUNDS

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance related legal requirements.

Governmental Funds

The focus of the Town's governmental funds is to provide information on near term inflows, outflows and balances of spendable resources. Such information is useful in assessing the Town's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the year. Amounts to be applied against next year's fund balance are reported as assigned resources.

The General Fund is the chief operating fund of the Town. At the end of the current year, the total fund balance of the General Fund was \$4,736,873, of which \$2,725,323 was unassigned. The fund balance for the Town's General Fund decreased by 13% in 2017, as a function of the Town's operating activities.

As the Town completed the year, its governmental funds, as presented in the balance sheet on page 13, reported a combined fund balance of \$6,888,171 which is \$3,093,762 less than last year's total of \$9,981,933. The table below shows the fund balances at year end for the Town's major funds.

	Governmental Funds		
	Fund Balance at Year End		
	<u>2017</u>	<u>2016</u>	<u>Percent Change</u> <u>2017 - 2016</u>
Major funds:			
General fund	\$ 4,736,873	\$ 5,477,394	-13.5%
Highway fund	1,799,432	1,839,882	-2.1%
Water fund	1,455,804	1,592,738	-8.6%
Capital Projects fund	(2,606,708)	-	-100%
Non-major funds	<u>1,502,770</u>	<u>1,071,919</u>	40.1%
Total governmental funds	<u>\$ 6,888,171</u>	<u>\$ 9,981,933</u>	-30.9%

FINANCIAL ANALYSIS OF THE TOWN'S FUNDS (Continued)

Budgetary Highlights

The key budget variances for the major funds are listed below.

<u>Revenue Items</u>	<u>Budget Variance</u>	<u>Explanation for Budget Variance</u>
General Fund – Nonproperty tax items	\$ 398,634	The Town historically budgets for sales tax conservatively; the Town received more than expected in 2017.
General Fund – Licenses and Permits	\$ 73,087	The Town had more actual construction than budgeted.
Highway Fund – Sale of Property	\$ (51,379)	The Town budgeted to sell an excavator, which did not end up occurring.
Highway Fund – State Aid	\$ 97,410	The Town received more CHIPs aid than budgeted.
Water Fund – Departmental Income	\$ 117,690	The Town budgeted very conservatively for water rents in the current and actuals came in significantly higher.

<u>Expenditure Items</u>	<u>Budget Variance</u>	<u>Explanation for Budget Variance</u>
General Fund – General Governmental Support	\$ 258,707	The Town budgeted for equipment purchases, which were not made as well as budgeted improvements, which were not made.
General Fund – Culture and Recreation	\$ 105,912	The Town budgeted to replace a septic tank in 2017, which ended up occurring in house and in 2018.
General Fund – Home and Community Services	\$ 136,128	The Town budgeted for waste and recycling improvements however this did not occur until 2018.
Highway Fund – Transportation	\$ 347,501	The Town budgeted for road sealing repairs however these did not occur until 2018. In addition, there were limited snow storms in the entirety of 2017 compared to what was budgeted.
Water Fund – Home and Community Services	\$ 372,016	The Town budgeted to install new meters, equipment and miscellaneous water devices that did not end up occurring until 2018. The Town also budgeted to purchase a new generator however was able to utilize a highway generator instead.

FINANCIAL ANALYSIS OF THE TOWN'S FUNDS (Continued)

Capital Assets

Capital assets, net of accumulated depreciation, are reflected below:

<u>Class</u>	<u>2017</u>	<u>2016</u>
Land	\$ 2,661,634	\$ 2,527,731
Work-in-progress	3,653,399	-
Infrastructure	9,959,094	12,470,156
Buildings and improvements	1,189,847	1,337,932
Machinery and equipment	<u>2,813,707</u>	<u>2,845,142</u>
Total capital assets, net of accumulated depreciation	<u>\$ 20,277,681</u>	<u>\$ 19,180,961</u>

During 2017, there were \$4,374,914 of capital asset additions and \$436,716 of accumulated depreciation disposed, offset by \$2,991,585 of depreciation expense, \$723,325 of capital asset disposals and a loss on disposals of capital assets of \$286,609.

More detailed information about the Town's capital assets is presented in the notes to the financial statements.

Long-Term Liabilities

The Town's general obligation and other long-term debt outstanding, was as follows at December 31:

	<u>2017</u>	<u>2016</u>
Serial bonds	\$ 2,014,057	\$ 2,147,067
Postemployment benefits	49,500	68,300
Compensated absences	14,100	18,790
Net pension liability	<u>628,735</u>	<u>1,103,764</u>
Total	<u>\$ 2,706,392</u>	<u>\$ 3,337,921</u>

The amount of principal paid on outstanding debt was \$133,010 in 2017.

More detailed information about the Town's long-term liabilities is presented in the notes to the financial statements.

FACTORS BEARING ON THE TOWN'S FUTURE

The Town of Canandaigua Town Board has taken a number of proactive steps in the past year to ensure the future financial direction of the Town continues on a positive trajectory.

The Town Board has adopted a 15 year capital improvement plan that details major capital expenditures including equipment purchases, vehicle replacement, buildings and grounds improvements, and long range planning. The purpose of the plan is to help minimize fiscal spikes relating to expenditures by planning for needs through a consistent means, and then budgeting annual based on the long term plan.

In order to provide direction to staff and future officials, the Town Board has adopted a series of policies and procedures to clearly define expectations. Those policies and procedures include: Town of Canandaigua Budget Development Policy; Code of Ethics; Town of Canandaigua Credit Card and Credit Account Policy and Procedure; Town of Canandaigua Fund Balance Policy; Policy on the Use of Information Technology Services; Town of Canandaigua Investment Policy; Town of Canandaigua Procurement Policy; Town of Canandaigua Vehicle Replacement Policy; Town of Canandaigua Water District Policy; Town of Canandaigua Wire Transfers and Online Banking Policy; and the Town of Canandaigua Travel and Conference Policy.

Additionally, the Town Board is closely monitoring the financial status of all funds, fund balances, budgeting accounts, and charting plans for reserve funds.

Water & Sewer Infrastructure Improvements

The Town of Canandaigua has made a commitment to planning for water and sewer infrastructure improvements over an extended period of time. The Town Board has adopted both a comprehensive Sewer Master Plan and Water Master Plan in order to prepare for the Town's water and sanitary infrastructure needs for the next two decades. Long term planning for both water and sewer infrastructure improvements includes the identification of grants, assistance to municipalities for clean water and source water protection, and other available funding opportunities in order to minimize the potential financial impact to residents and users.

Facility Improvements

The Town of Canandaigua Planning and Public Works Committee has been working the past four years to provide oversight for the construction of a new six million dollar highway facility on the Town Campus. Thanks to the dedication of the Planning and Public Works Committee, and the internal work by employees to save the Town money on site development, the project is in the final stages coming in on time and under budget. The new Highway Facility is intended to serve the residents of the Town of Canandaigua and provide a base of operations for the Highway, Water, and Park's Departments for the next thirty years.

Additionally, the Town of Canandaigua's Environmental Committee is moving forward with the promotion of recycling in order to divert organics and other recyclables from the waste stream in anticipation of the closing of the Ontario County Landfill by 2028.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Town's finances for those with an interest in the Town's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

The Town of Canandaigua
5440 Route 5 & 20 West
Canandaigua, New York 14424
(585) 394-1120
Attn: Town Clerk

TOWN OF CANANDAIGUA, NEW YORK

STATEMENT OF NET POSITION DECEMBER 31, 2017

ASSETS

Cash - unrestricted	\$ 9,089,191
Cash - restricted	2,402,603
Accounts receivable	237,413
Due from other governments	1,208,979
Prepaid expenses	66,425
Capital assets, net	<u>20,277,681</u>
Total assets	<u>33,282,292</u>

DEFERRED OUTFLOWS OF RESOURCES

Pension related	<u>566,874</u>
Total deferred outflows of resources	<u>566,874</u>

LIABILITIES

Accounts payable	984,537
Accrued liabilities	81,025
Due to Agency fund	26,338
Unearned revenue	24,540
Bond anticipation notes payable	5,000,000
Long-term obligations -	
Due within one year	65,210
Due in more than one year	<u>2,641,182</u>
Total liabilities	<u>8,822,832</u>

DEFERRED INFLOWS OF RESOURCES

Pension related	<u>110,471</u>
Total deferred inflows of resources	<u>110,471</u>

NET POSITION

Net investment in capital assets	13,263,624
Restricted	2,402,603
Unrestricted	<u>9,249,636</u>
Total net position	<u>\$ 24,915,863</u>

The accompanying notes are an integral part of these statements.

TOWN OF CANANDAIGUA, NEW YORK

STATEMENT OF ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2017

					Net (Expense) Revenue and Changes in Net Position
		Program Revenue			
Functions/Programs	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
PRIMARY GOVERNMENT:					
Governmental activities -					
General governmental support	\$ 1,519,287	\$ 326,592	\$ 57,285	\$ -	\$ (1,135,410)
Public safety	1,038,398	1,043,745	-	-	5,347
Public health	10,847	-	-	-	(10,847)
Transportation	6,364,778	150,713	-	297,410	(5,916,655)
Economic assistance and opportunity	1,683	-	-	-	(1,683)
Culture and recreation	539,356	-	-	-	(539,356)
Home and community services	1,787,566	1,638,392	22,535	-	(126,639)
Interest on long-term debt	<u>79,034</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(79,034)</u>
Total governmental activities	<u>\$ 11,340,949</u>	<u>\$ 3,159,442</u>	<u>\$ 79,820</u>	<u>\$ 297,410</u>	<u>(7,804,277)</u>
General revenues					
Real property taxes and real property tax items					1,144,259
Nonproperty tax items					4,473,634
State and federal aid not restricted for a specific purpose					351,213
Use of money and property					25,155
Sale of property and compensation for loss					(235,988)
Miscellaneous					<u>110,501</u>
Total general revenues					<u>5,868,774</u>
Change in net position					(1,935,503)
Net position - beginning of year					<u>26,851,366</u>
Net position - end of year					\$ 24,915,863

The accompanying notes are an integral part of these statements.

TOWN OF CANANDAIGUA, NEW YORK

BALANCE SHEET - GOVERNMENTAL FUNDS DECEMBER 31, 2017

	General Fund	Highway Fund	Water Fund	Capital Projects Fund	Total Nonmajor Governmental Funds	Total
ASSETS						
Cash - unrestricted	\$ 1,955,881	\$ 1,048,460	\$ 1,332,261	\$ 3,141,724	\$ 1,610,865	\$ 9,089,191
Cash - restricted	1,452,603	950,000	-	-	-	2,402,603
Accounts receivable	80,778	642	144,676	-	11,317	237,413
Due from other funds	123,385	-	100,000	-	-	223,385
Due from other governments	1,182,559	3,885	-	22,535	-	1,208,979
Interfund loan receivable	35,000	-	-	-	-	35,000
Prepaid expenditures	31,950	30,290	4,185	-	-	66,425
Total assets	<u>\$ 4,862,156</u>	<u>\$ 2,033,277</u>	<u>\$ 1,581,122</u>	<u>\$ 3,164,259</u>	<u>\$ 1,622,182</u>	<u>\$ 13,262,996</u>
LIABILITIES AND FUND BALANCES						
LIABILITIES:						
Accounts payable	\$ 81,808	\$ 175,927	\$ 121,146	\$ 604,452	\$ 1,204	\$ 984,537
Accrued liabilities	18,935	57,918	4,172	-	-	81,025
Due to other funds	-	-	-	166,515	83,208	249,723
Interfund loan payable	-	-	-	-	35,000	35,000
Bond anticipation notes payable	-	-	-	5,000,000	-	5,000,000
Unearned revenue	24,540	-	-	-	-	24,540
Total liabilities	<u>125,283</u>	<u>233,845</u>	<u>125,318</u>	<u>5,770,967</u>	<u>119,412</u>	<u>6,374,825</u>
FUND BALANCES:						
Nonspendable	66,950	30,290	4,185	-	-	101,425
Restricted	1,452,603	950,000	-	-	-	2,402,603
Assigned	491,997	819,142	1,451,619	-	1,502,770	4,265,528
Unassigned	2,725,323	-	-	(2,606,708)	-	118,615
Total fund balances	<u>4,736,873</u>	<u>1,799,432</u>	<u>1,455,804</u>	<u>(2,606,708)</u>	<u>1,502,770</u>	<u>6,888,171</u>
Total liabilities and fund balances	<u>\$ 4,862,156</u>	<u>\$ 2,033,277</u>	<u>\$ 1,581,122</u>	<u>\$ 3,164,259</u>	<u>\$ 1,622,182</u>	<u>\$ 13,262,996</u>

The accompanying notes are an integral part of these statements.

TOWN OF CANANDAIGUA, NEW YORK

RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS TO THE STATEMENT OF NET POSITION DECEMBER 31, 2017

Total fund balance - governmental funds \$ 6,888,171

Total net position reported for governmental activities in the statement of net position is different because:

Capital assets used in governmental activities are not current financial resources and; therefore, are not reported in the funds.

Cost of capital assets	67,205,834	
Accumulated depreciation	<u>(46,928,153)</u>	
		20,277,681

Deferred outflows/inflows of resources related to pensions are applicable to future periods and; therefore, are not reported in the funds.

Deferred outflows - ERS	566,874
Deferred inflows - ERS	(110,471)

Net pension obligations are not due and payable in the current period and; therefore, are not reported in the funds.

Net pension liability - ERS	(628,735)
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Compensated absences are not reported in the funds under fund accounting, but are expensed in the statement of activities as the liability is incurred.

(14,100)

Other postemployment benefits are not reported in the funds under fund accounting, but are a liability in the statement of net position.

(49,500)

Long-term debt is not due and payable in the current period and; therefore, is not reported as a fund liability.

<u>(2,014,057)</u>

Total net position of governmental activities	<u>\$ 24,915,863</u>
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TOWN OF CANANDAIGUA, NEW YORK

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS FOR THE YEAR ENDED DECEMBER 31, 2017

	General Fund	Highway Fund	Water Fund	Capital Projects Fund	Total Nonmajor Governmental Funds	Total
REVENUES:						
Real property taxes and tax items	\$ 317,406	\$ 826,853	\$ -	\$ -	\$ 1,701,381	\$ 2,845,640
Nonproperty tax items	1,888,634	2,585,000	-	-	-	4,473,634
Departmental income	149,505	-	644,890	-	139,000	933,395
Intergovernmental charges	-	139,320	-	100,000	-	239,320
Use of money and property	24,601	-	-	-	554	25,155
Licenses and permits	177,087	-	-	-	-	177,087
Fines and forfeitures	108,259	-	-	-	-	108,259
Sale of property and compensation for loss	-	50,621	-	-	-	50,621
Miscellaneous	20,970	-	48	39,400	50,083	110,501
State aid	408,498	297,410	-	22,535	-	728,443
Total revenues	3,094,960	3,899,204	644,938	161,935	1,891,018	9,692,055
EXPENDITURES:						
General governmental support	1,144,729	41,936	-	567,353	-	1,754,018
Public safety	108,060	-	-	-	944,722	1,052,782
Public health	9,478	-	-	-	-	9,478
Transportation	147,017	3,487,475	-	3,206,477	13,158	6,854,127
Economic assistance and opportunity	1,683	-	-	-	-	1,683
Culture and recreation	417,335	-	-	-	-	417,335
Home and community services	589,115	-	730,850	24,011	207,035	1,551,011
Employee benefits	460,685	421,632	51,022	-	-	933,339
Debt service -						
Principal	-	-	-	-	133,010	133,010
Interest	-	-	-	-	79,034	79,034
Total expenditures	2,878,102	3,951,043	781,872	3,797,841	1,376,959	12,785,817
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	216,858	(51,839)	(136,934)	(3,635,906)	514,059	(3,093,762)
OTHER FINANCING SOURCES (USES):						
Operating transfers - in	83,208	11,389	-	1,029,198	-	1,123,795
Operating transfers - out	(1,040,587)	-	-	-	(83,208)	(1,123,795)
Total other financing sources and uses	(957,379)	11,389	-	1,029,198	(83,208)	-
CHANGE IN FUND BALANCE	(740,521)	(40,450)	(136,934)	(2,606,708)	430,851	(3,093,762)
FUND BALANCE - beginning of year	5,477,394	1,839,882	1,592,738	-	1,071,919	9,981,933
FUND BALANCE - end of year	\$ 4,736,873	\$ 1,799,432	\$ 1,455,804	\$ (2,606,708)	\$ 1,502,770	\$ 6,888,171

The accompanying notes are an integral part of these statements.

TOWN OF CANANDAIGUA, NEW YORK

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2017

Net change in fund balances - governmental funds \$ (3,093,762)

Amounts reported for governmental activities in the statement of activities
are different because:

Governmental funds report outlays for capital assets as expenditures because such outlays use current financial resources. In contrast, the statement of activities reports only a portion of the outlay as expense. Also, depreciation is recorded in the statement of activities, but not as a change in fund balance of the governmental funds. The outlay is allocated over the assets' estimated useful lives as depreciation expense for the period.

Capital additions	4,374,914	
Depreciation	(2,991,584)	
Loss on sale of capital assets	<u>(286,609)</u>	
		1,096,721

Repayment of bond debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position. 133,010

Governmental funds report pension contributions as expenditures. However, in the statement of activities, the cost of pension benefits earned, net of employer contributions is reported as pension expense.

Pension contributions	265,699
Cost of benefits earned net of employee contributions	(360,660)

The change in compensated absences is reported in the statement of activities, but does not require the use of current financial resources and; therefore, this is not reported as an expenditure/revenue in the governmental funds. 4,689

The change in other postemployment benefit obligations does not require the use of current financial resources and; therefore, this is not reported as an expense/revenue in the governmental funds. 18,800

Change in net position of governmental activities \$ (1,935,503)

TOWN OF CANANDAIGUA, NEW YORK

STATEMENT OF FIDUCIARY NET POSITION DECEMBER 31, 2017

	Agency Funds	Private Purpose Trust Funds
ASSETS		
Cash and cash equivalents	\$ 296,246	\$ 75,587
Due from other funds	<u>26,338</u>	<u>-</u>
Total assets	<u>322,584</u>	<u>75,587</u>
LIABILITIES		
Other liabilities	<u>322,584</u>	<u>-</u>
Total liabilities	<u>322,584</u>	<u>-</u>
NET POSITION	<u>\$ -</u>	<u>\$ 75,587</u>

The accompanying notes are an integral part of these statements.

TOWN OF CANANDAIGUA, NEW YORK

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION FOR THE YEAR ENDED DECEMBER 31, 2017

	Private Purpose Trust Funds
REVENUES	
Use of money and property	\$ -
Total revenue	-
CHANGE IN NET POSITION	-
NET POSITION - beginning of year	<u>75,587</u>
NET POSITION - end of year	<u>\$ 75,587</u>

The accompanying notes are an integral part of these statements.

TOWN OF CANANDAIGUA, NEW YORK

NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2017

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The basic financial statements of the Town of Canandaigua, New York (the Town) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Town's reporting entity applies all relevant Governmental Accounting Standards Board (GASB) pronouncements. The GASB is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below.

Financial Reporting Entity

The Town of Canandaigua, New York (the Town), is governed by its charter, local laws, municipal laws, and other general laws of the State of New York. The Town Board, which is the legislative body responsible for overall operations of the Town, consists of the supervisor and four councilpersons. The Supervisor serves as the chief executive officer and chief fiscal officer of the Town.

The Town provides the following basic services: fire protection, highway maintenance, recreation facilities and programs, environmental services, and water facilities.

The financial reporting entity consists of (a) the primary government which is the Town, (b) organizations for which the primary government is financially accountable, and (c) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete as set forth in generally accepted accounting principles.

All governmental activities and functions performed by the Town are its direct responsibility; no other governmental organizations have been included or excluded from the reporting entity.

The decision to include a potential component unit in the Town's reporting entity is based on several criteria set forth by the GASB including legal standing, fiscal dependency, and financial accountability. A component unit is included in the Town's reporting entity if it is both fiscally dependent on the Town and there is a potential for the component unit to provide specific financial benefits to, or impose specific financial burdens on, the primary government. Based on the application of these criteria, the following is a brief review of a certain entity considered in determining the Town's reporting entity.

Joint Venture

The Canandaigua-Farmington Consolidated Water District (the District) was established in 2004 under article 5-G of General Municipal Law and under Sections 206 and 206a of New York State Town Law and consists of the Town of Canandaigua Water District, Farmington Water District, Hopewell Water District and all water district extensions under the original District.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Financial Reporting Entity (Continued)

Joint Venture (Continued)

The District consists of the Town Boards of both Canandaigua and Farmington and the operations are the responsibility of the Town of Farmington's Water and Sewer Superintendent. The Supervisors of the Town of Canandaigua and the Town of Farmington along with the Town of Farmington Water and Sewer Superintendent are responsible for the audit of the claims and the Town of Farmington maintains the books and records of the District. The District is reported as a component unit of the Town of Farmington. A separately issued audit report is available at the Town of Farmington offices.

Basis of Presentation

1. Government-Wide Statements

The Town's basic financial statements include both government-wide (reporting the Town as a whole) and fund financial statements (reporting the Town's major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business-type. All of the Town's services are classified as governmental activities.

In the government-wide Statement of Net Position, the governmental activities are presented on a consolidated basis and are reported on a full accrual, economic resources basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Town's net position is reported in three parts - net investment in capital assets; restricted net position; and unrestricted net position. The Town first uses restricted resources to finance qualifying activities.

The government-wide Statement of Activities reports both the gross and net cost of each of the Town's functions, i.e., public safety and transportation, etc. The functions are also supported by general government revenues (property, sales taxes, state revenue sharing, and investment earnings, etc.). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating grants and capital grants. Program revenues must be directly associated with the function. Operating grants include operating-specific and discretionary (either operating or capital) grants while the capital grants column reflects capital-specific grants.

The Town's fiduciary funds are presented in the fiduciary fund financial statements by type (restricted purposes and agency). Since by definition these assets are being held for the benefit of a third party and cannot be used to address activities or obligations of the Town, these funds are not incorporated into the government-wide financial statements.

This government-wide focus is more on the sustainability of the Town as an entity and the change in the Town's net position resulting from the current year's activities.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Presentation (Continued)

2. Fund Financial Statements

The emphasis in fund financial statements is on the major funds in either the governmental or business-type activities categories. Non-major funds by category are summarized into a single column. Generally accepted accounting principles set forth minimum criteria (percentage of the assets/deferred inflows of resources, liabilities/deferred outflows of resources, revenues or expenditures/expenses of either fund category or the governmental and enterprise activities combined) for the determination of major funds. The non-major funds are combined in one column in the fund financial statements.

- a. **Governmental Funds** - Governmental funds are those major and non-major funds through which most governmental functions are financed. The acquisition, use and balances of expendable financial resources and the related liabilities are accounted for through governmental funds. The measurement focus of the governmental funds is upon determination of financial position and changes in financial position. The following are the Town's governmental fund types:

1. Major Governmental Funds:

- **General Fund** - the Town uses the General Fund as its principal operating fund which includes all operations not required to be recorded in other funds.
- **Highway Fund** - a special revenue fund used to account for taxes, user fees, or other revenues which are raised or received to provide highway services to areas throughout the Town.
- **Water Fund** - a special revenue fund used to account for fees received to support consolidated water operations in the Town.
- **Capital Projects Fund** - used to account for financial resources to be used for the acquisition, construction or renovation of capital facilities; or the acquisition of equipment.

2. Non-Major Governmental Funds

The other funds which do not meet the major fund criteria are aggregated and reported as non-major governmental funds. The following are reported as non-major governmental funds:

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Presentation (Continued)

2. Fund Financial Statements (Continued)

a. Governmental Funds (Continued)

2. Non-Major Governmental Funds (Continued)

- **Special Revenue Funds** - used to account for taxes, user fees, or other revenues which are raised or received to provide special services to areas that may or may not encompass the whole Town. The following are non-major special revenue funds utilized by the Town:
 - Drainage District
 - Street Lighting District
 - Consolidated Sewer District
 - Consolidated Water District
 - Fire Protection District
 - Park Land Fund

3. Fiduciary Funds

Fiduciary funds are used to account for assets held by the local government in a trustee or custodial capacity.

- **Agency Fund** - is custodial in nature and does not present results of operations or have a measurement focus. The Agency fund is accounted for using the modified accrual basis of accounting. This fund is used to account for assets that the government holds for others in an agency capacity.
- **Private Purpose Trust Funds** - are used to report certain trust arrangements under which principal and income benefit individuals, private organizations, or other governments.

Basis of Accounting/Measurement Focus

1. Accrual

The government-wide and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash transaction takes place. Non-exchange transactions, in which the Town gives or receives value without directly receiving or giving equal value in exchange, include grants and donations. On an accrual basis, revenue from grants and donations are recognized in the year in which all eligibility requirements have been satisfied.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Accounting/Measurement Focus (Continued)

2. Modified Accrual

The governmental fund statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The Town considers all revenues reported in the governmental funds to be available if the revenues are collected within 60 days after the end of the year.

Material revenues that are accrued include real property taxes, state and federal aid, distributed sales taxes, certain user charges, and some departmental fees. If expenditures are the prime factor for determining eligibility, revenues from federal and state grants are accrued when the expenditure is made.

Expenditures are recorded when incurred except that:

- Expenditures for prepaid expenses and inventory-type items are recognized at the time of the disbursement.
- Principal and interest on indebtedness is not recognized as an expenditure until due and paid.
- Compensated absences, such as vacation and compensatory time which vests or accumulates, are charged as an expenditure when paid.

Equity Classifications

1. Government-Wide Statements

Equity is classified as net position and displayed in three components:

- a. Net investment in capital assets** - consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net position** - consists of net position with constraints placed on their use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of another government; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net position** - all other net position that does not meet the definition of "restricted" or "net investment in capital assets".

When both restricted and unrestricted resources are available for use, it is the Town's policy to use restricted resources first, and then unrestricted resources as they are needed.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Equity Classifications (Continued)

2. Fund Statements

Generally accepted accounting principles provide more clearly defined fund balance categories to make the nature and extent of the constraints placed on a government's fund balances more transparent. The following classifications describe the relative strength of the spending constraints:

a. Nonspendable Fund Balances

These are amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.

b. Restricted Fund Balances

These are amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

c. Committed Fund Balances

These are amounts that can be used only for specific purposes determined by a formal action of the Town Board prior to year-end. The Town Board is the highest level of decision-making authority for the Town. Commitments may be established, modified, or rescinded only through resolutions approved by the Town Board.

d. Assigned Fund Balances

These are amounts that are intended to be used for a specific purpose; intent can be expressed by the Board or by an official or body to which the Board delegates.

e. Unassigned Fund Balances

These are all other spendable amounts.

Absent a Town-wide policy, when an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the Town considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the Town Board has provided otherwise in its commitment or assignment actions.

Cash

The Town's cash is considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

State statutes authorize the Town to invest in obligations of the U.S. Treasury and U.S. Agencies, repurchase agreements and obligations of New York State or its political subdivisions.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Accounts Receivable

Accounts receivable are shown gross, with uncollectible amounts recognized under the direct write-off method. Generally accepted accounting principles require the allowance method be used to recognize bad debts; however, the effect of using the direct write-off method is not materially different from the results that would have been obtained under the allowance method.

Prepaid Items

Prepaid items represent payments made by the Town for which benefits extend beyond year end. These payments to vendors reflect costs applicable to future accounting periods and are recorded as assets on the statement of net position or balance sheet using the consumption method. A current asset for the prepaid amounts is recorded at the time of purchase and an expense/expenditure is reported in the year the goods or services are consumed.

Inventory

Inventory purchases in the General and Special Revenue Funds are recorded as expenditures at the time of purchase and year-end balances are not material.

Capital Assets - Property, Plant and Equipment

1. Governmental Activities

Capital assets purchased or acquired with an original cost of \$5,000 or more are reported at historical cost or estimated historical cost. Contributed fixed assets are recorded at fair market value at the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is recorded on the straight-line basis over the following useful lives:

<u>Class</u>	<u>Life in Years</u>
Buildings and improvements	40 years
Machinery and equipment	4 - 20 years
Infrastructure:	
Bridges	40 years
Roads	20 years
Traffic Control Systems	40 years
Dams and Drainage Systems	50 years
Sewer Systems	50 years
Water Systems	50 years

Accrued Liabilities and Long-Term Obligations

Accounts payable and accrued liabilities are paid in a timely manner and in full from current financial resources. Claims and judgments, other postemployment benefits payable and compensated absences that will be paid from governmental funds are reported as a liability in the fund financial statements only to the extent that they are due for payment in the current year. Bonds and other long-term obligations that will be paid from governmental funds are recognized as a liability in the fund financial statements when due.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Accrued Liabilities and Long-Term Obligations (Continued)

Long-term obligations represent the Town's future obligations or future economic outflows. The liabilities are reported as due in one year or due within more than one year in the Statement of Net Position.

Short-Term Debt

The Town may issue Bond Anticipation Notes (BANs), in anticipation of proceeds from the subsequent sale of bonds. These notes are recorded as current liabilities of the funds that will actually receive the proceeds from the issuance of bonds. State law requires that BANs issued for capital purposes be converted to long-term financing within five years of the original issue date.

Compensated Absences

An employee who resigns, retires, or is laid off will receive cash payment for unused vacation leave to which the employee is properly entitled at the employee's then current rate of pay. To be eligible to receive this payment, an employee who is to resign or retire must give written notice at least two weeks in advance of the last day of employment. In the event an employee leaves employment due to disciplinary action, the employee will not receive a settlement for unused vacation leave. The Town estimated this liability for compensated absences at year-end and it is included in the Statement of Net Position.

Pursuant to a resolution of the Town Board, Town employees are entitled to accrue a maximum of 165 days of sick leave. No payments are made for unused sick leave and there is no liability recorded.

Postemployment Benefits

In addition to providing pension benefits, the Town provides other postemployment health coverage to retired employees in accordance with the provision of various employment handbooks in effect at the time of retirement. The Town recognizes the cost of providing health insurance by recording its share of insurance premiums as an expenditure and records a liability for these other postemployment health benefits.

Revenues

Real property taxes are levied annually no later than December 31 and become a lien on January 1. Taxes are collected during the period January 1 to March 31. Taxes for county purposes are levied together with taxes for town and special district purposes as a single bill. The towns and special districts receive the full amount of their levies annually out of the first amounts collected on the combined bills. The county assumes enforcement responsibility for all taxes levied in the towns.

The County of Ontario currently imposes a sales and use tax. Based upon a complex formula, a portion of the total revenue collected is allocated annually to the Town in four quarterly installments.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and, 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Unearned Revenue

The Town reports unearned revenues in its basic financial statements, if applicable. Unearned revenue arises when a potential revenue does not meet both the measurable and available criteria for recognition in the current period under the modified accrual method of accounting. Unearned revenue also arises when resources are received by the Town before it has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both recognition criteria are met, or when the Town has legal claim to resources, the liability for unearned revenue is removed and revenue is recognized.

Deferred Outflows and Inflows of Resources

In addition to assets and liabilities, the Balance Sheet and Statement of Net Position will sometimes report a separate section for deferred outflows/inflows of resources. The separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expenses/expenditure) until then. The separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until then.

Interfund transactions

The operations of the Town include transactions between funds. These transactions may be temporary in nature, such as with certain interfund borrowings. The Town typically loans resources between funds for the purpose of providing cash flow. These interfund receivables and payables are expected to be repaid within one year. Permanent transfers of funds include the transfer of expenditures and revenues to provide financial or other services.

Use of Estimates

Management uses estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenditures. Actual results could differ from those estimates.

2. STEWARDSHIP

Budgetary Data

A. Budgetary Policies - The budget policies are as follows:

1. No later than September 30th, the Budget Officer submits a tentative budget to the Town Clerk for submission to the Town Board for the fiscal year commencing the following January 1st. The tentative budget includes proposed expenditures and the proposed means of financing them.
2. After public hearings are conducted to obtain taxpayer comments, but no later than November 20th, the Town Board adopts the budget.
3. All modifications of the budget must be approved by the Town Board.
4. Budgetary controls are established for the capital projects fund through resolutions authorizing individual projects which remain in effect for the life of the project.

2. STEWARDSHIP (Continued)

Budgetary Data (Continued)

B. Budgetary Basis of Accounting

Budgets are adopted annually on a basis consistent with generally accepted accounting principles. Appropriations authorized for the current year are increased by the amount of encumbrances carried forward from the prior year. Budgetary comparison schedules are presented as required supplementary information in the basic financial statements.

	<u>General Fund</u>
GAAP basis fund balance at December 31, 2017	\$ 4,736,873
Less: Outstanding encumbrances	<u>(85,680)</u>
Budgetary basis fund balance at December 31, 2017	<u>\$ 4,651,193</u>

C. Revenue Restrictions

The Town has various restrictions placed over certain revenue sources from state or local requirements. The primary restricted revenue sources are those revenues raised for the special district and special revenue funds.

3. DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS

The Town's cash and cash equivalents consist of cash on hand, demand deposits, and savings accounts. Resources must be deposited in Federal Deposit Insurance Corporation (FDIC) insured commercial banks or trust companies located within the State. Permissible investments include obligations of the U.S. Treasury and U.S. agencies, repurchase agreements and obligations of the State of New York and its localities. Collateral is required for demand and time deposits and certificates of deposit not covered by FDIC insurance. In accordance with the Town's investment policy, all deposits of the Town in excess of the amount insured must be collateralized by: 1) a pledge of eligible securities with an aggregate market value equal to the amount of deposits, 2) by an eligible "irrevocable letter of credit" equal to 140% of deposits, 3) by an eligible surety bond payable for an amount equal to the aggregate amount of deposits.

3. DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS (Continued)

Primary Government, Including Fiduciary Funds

Total deposits of cash and cash equivalents and investments are as follows for the year ended December 31, 2017:

	<u>Carrying Amount</u>	<u>Bank Balance</u>
Governmental funds	\$ 11,491,544	\$ 11,553,494
Fiduciary funds	<u>371,833</u>	<u>421,093</u>
Total cash and investments	<u>\$ 11,863,377</u>	<u>\$ 11,974,587</u>
Insured cash - FDIC		\$ 500,000
Uninsured - collateralized with securities held by pledging financial institution		<u>11,771,817</u>
Total insured and collateralized cash and cash equivalents		<u>\$ 12,271,817</u>

4. RECEIVABLES

Receivables at December 31, 2017 for individual major funds consisted of the following which are stated at net realizable value. Town management has deemed the amounts to be fully collectible:

<u>Description</u>	<u>General Fund</u>	<u>Highway Fund</u>	<u>Water Fund</u>	<u>Capital Projects Fund</u>	<u>Non-Major Funds</u>	<u>Total</u>
Accounts receivable:						
Fines and forfeitures	\$ 25,793	\$ -	\$ -	\$ -	\$ -	\$ 25,793
Water fees	-	-	139,758	-	-	139,758
Other	<u>54,985</u>	<u>642</u>	<u>4,918</u>	<u>-</u>	<u>11,317</u>	<u>71,862</u>
Total	<u>\$ 80,778</u>	<u>\$ 642</u>	<u>\$ 144,676</u>	<u>\$ -</u>	<u>\$ 11,317</u>	<u>\$ 237,413</u>
Due from other governments:						
Sucker Brook	\$ -	\$ -	\$ -	\$ 22,535	\$ -	\$ 22,535
Ontario County	1,136,877	-	-	-	-	1,136,877
Water Fund levies	44,922	-	-	-	-	44,922
City of Canandaigua	760	-	-	-	-	760
Other	<u>-</u>	<u>3,885</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,885</u>
Total	<u>\$ 1,182,559</u>	<u>\$ 3,885</u>	<u>\$ -</u>	<u>\$ 22,535</u>	<u>\$ -</u>	<u>\$ 1,208,979</u>

5. CAPITAL ASSETS

A summary of changes in capital assets for the year ended December 31, 2017 is as follows:

<u>Type</u>	Balance <u>1/1/17</u>	<u>Increases</u>	<u>Decreases</u>	<u>Transfers</u>	Balance <u>12/31/17</u>
Capital assets not being depreciated:					
Land	\$ 2,527,731	\$ 133,903	\$ -	\$ -	\$ 2,661,634
Work-in-progress	<u>-</u>	<u>3,653,399</u>	<u>-</u>	<u>-</u>	<u>3,653,399</u>
Total capital assets not being depreciated	<u>2,527,731</u>	<u>3,787,302</u>	<u>-</u>	<u>-</u>	<u>6,315,033</u>
Depreciable capital assets:					
Buildings and improvements	3,483,303	138,568	(469,075)	-	3,152,796
Machinery and equipment	5,280,826	449,044	(254,250)	-	5,475,620
Infrastructure	<u>52,262,385</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>52,262,385</u>
Total depreciable capital assets	<u>61,026,514</u>	<u>587,612</u>	<u>(723,325)</u>	<u>-</u>	<u>60,890,801</u>
Less: Accumulated depreciation:					
Buildings and improvements	(2,145,371)	(101,939)	284,361	-	(1,962,949)
Machinery and equipment	(2,435,684)	(378,584)	152,355	-	(2,661,913)
Infrastructure	<u>(39,792,229)</u>	<u>(2,511,062)</u>	<u>-</u>	<u>-</u>	<u>(42,303,291)</u>
Total accumulated depreciation for depreciable capital assets, net	<u>(44,373,284)</u>	<u>(2,991,585)</u>	<u>436,716</u>	<u>-</u>	<u>(46,928,153)</u>
Total depreciable assets, net	<u>16,653,230</u>	<u>(2,403,973)</u>	<u>(286,609)</u>	<u>-</u>	<u>13,962,648</u>
Governmental activities capital assets, net	<u>\$ 19,180,961</u>	<u>\$ 1,383,329</u>	<u>\$ (286,609)</u>	<u>\$ -</u>	<u>\$ 20,277,681</u>

5. CAPITAL ASSETS (Continued)

Depreciation expense for the year ended December 31, 2017 was charged to functions/programs of the primary government as follows:

	<u>Amount</u>
General government support	\$ 66,775
Public safety	14,845
Transportation	2,704,195
Culture and recreation	27,495
Home and community services	<u>178,275</u>
Total depreciation expense	<u>\$ 2,991,585</u>

6. PENSION PLAN

New York State Employees' Retirement System (NYSERS)

The Town participates in the New York State Employees' Retirement System (ERS) also referred to as New York State and Local Retirement System (the System). This is a cost-sharing multiple-employer retirement system, providing retirement benefits as well as death and disability benefits. The net position of the System is held in the New York State Common Retirement Fund (the Fund), established to hold all net position and record changes in plan net position allocated to the System. The System benefits are established under the provisions of the New York State Retirement and Social Security Law (NYSRSSL). Once an employer elects to participate in the System, the election is irrevocable. The New York State Constitution provides that pension membership is a contractual relationship and plan benefits cannot be diminished or impaired. Benefits can be changed for future members only by enactment of a State statute. The Town also participates in the Public Employees' Group Life Insurance Plan (GLIP), which provides death benefits in the form of life insurance. The System is included in the State's financial report as a pension trust fund. That report, including information with regard to benefits provided, may be found at www.osc.state.ny.us/retire/publications/index.php or obtained by writing to the New York State and Local Retirement System, 110 State Street, Albany, NY 12244.

Contributions

The System is noncontributory except for employees who joined after July 27th, 1976, who contribute 3.0% percent of their salary for the first ten years of membership, and employees who joined on or after January 1, 2010 who generally contribute 3.0% percent of their salary for their entire length of service. Under the authority of the NYSRSSL, the Comptroller annually certifies the actuarially determined rates expressly used in computing the employers' contributions based on salaries paid during the Systems' fiscal year ending March 31. Contributions for the current year and two preceding years were equal to 100 percent of the contributions required, and were as follows:

<u>Year</u>	<u>The System</u>
2017	\$ 265,699
2016	\$ 259,624
2015	\$ 318,084

6. PENSION PLAN (Continued)

Pension Liabilities, Pension Expense, and Deferred Outflows/Inflows of Resources Related to Pensions

At December 31, 2017, the Town reported a net pension liability of \$628,735 for its proportionate share of the System net pension liability. The net pension liability was measured as of March 31, 2017, and the total pension liability used to calculate the net pension liability was determined by the actuarial valuation as of April 1, 2016. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating members, actuarially determined.

At December 31, 2017, the Town's proportionate share was .0066914%, which was a .0001855% decrease from its proportionate share measured at December 31, 2016.

For the year ended December 31, 2017, the Town recognized pension expense of \$360,660. At December 31, 2017, the Town reported deferred outflows/inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 15,756	\$ 95,477
Changes of assumptions	214,799	-
Net difference between projected and actual earnings on pension plan investments	125,584	-
Changes in proportion and differences between the Town's contributions and proportionate share of contributions	11,461	14,994
Contributions subsequent to the measurement date	199,274	-
Total	<u>\$ 566,874</u>	<u>\$ 110,471</u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Plan's Year Ended March 31:

2018	\$ 117,994
2019	117,994
2020	108,005
2021	(86,864)
	<u>\$ 257,129</u>

The Town recognized \$199,274 as deferred outflow of resources related to pensions resulting from contributions made subsequent to the measurement date of March 31, 2017 which will be recognized as a reduction of the net pension liability in the year ended December 31, 2018.

Actuarial Assumptions

The total pension liability at March 31, 2017 was determined by using an actuarial valuation as of April 1, 2016, with update procedures used to roll forward the total pension liability to March 31, 2017.

6. PENSION PLAN (Continued)

Actuarial Assumptions (Continued)

The actuarial valuation used the following actuarial assumptions:

Actuarial cost method	Entry age normal
Inflation	2.50%
Salary scale	3.8% indexed by service
Projected COLAs	1.3% compounded annually
Decrement	Developed from the Plan's 2015 experience study of the period April 1, 2010 through March 31, 2015
Mortality improvement	Society of Actuaries Scale MP-2014
Investment Rate of Return	7.0% compounded annually, net of investment expenses

Long-term Rate of Return

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected return, net of investment expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Best estimates of arithmetic real rates of return for each major asset class included in the target asset allocation as of March 31, 2017 are summarized below:

Asset Type	Target Allocations in %	Long-Term expected real rate of return in %
Domestic Equity	36	4.55
International Equity	14	6.35
Private Equity	10	7.75
Real Estate	10	5.80
Absolute Return	2	4.00
Opportunistic Portfolio	3	5.89
Real Asset	3	5.54
Bonds & Mortgages	17	1.31
Cash	1	-0.25
Inflation-Indexed Bonds	4	1.50
	<u>100%</u>	

Discount Rate

The discount rate used to calculate the total pension liability was 7.00%. The projection of cash flows used to determine the discount rate assumes that contributions from plan members will be made at the current contribution rates and that contributions from employers will be made at statutorily required rates, actuarially. Based upon the assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore the long term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

6. PENSION PLAN (Continued)

Sensitivity of the Proportionate Share of the Net Pension Liability to the Discount Rate Assumption

The following presents the Town's proportionate share of the net pension liability calculated using the discount rate of 7.00%, as well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1% lower (6.00%) or 1% higher (8.00%) than the current rate:

	1% Decrease 6.00%	Current Discount 7.00%	1% Increase 8.00%
Proportionate Share of Net Pension liability (asset)	<u>\$2,008,055</u>	<u>\$ 628,735</u>	<u>\$ (537,478)</u>

Pension Plan Fiduciary Net Position (000's)

The components of the current-year net pension liability of the System as of March 31, 2017 were as follows:

Total pension liability	\$177,400,586
Net position	<u>(168,004,363)</u>
Net pension liability (asset)	<u>\$ 9,396,223</u>
ERS net position as a percentage of total pension liability	94.7%

7. LONG-TERM OBLIGATIONS

Serial Bonds

The Town borrows money in order to acquire land, high cost equipment, or construct buildings and improvements. This enables the cost of these capital assets to be borne by the present and future taxpayers receiving the benefit of the capital assets. These serial bonds are full faith and credit debt of the Town. The provision to be made in future budgets for capital indebtedness represents the amount, exclusive of interest, authorized to be collected in future years from taxpayers and others for liquidations of the long-term liabilities.

Other Long-Term Obligations

In addition to the above long-term debt the Town had the following other non-current liabilities:

- **Compensated absences** - represents the value earned and unused portion of the liability for compensated absences.
- **Postemployment benefits** - represents the cost of health care benefits provided to retirees.
- **Net pension liability** - represents the Town's proportionate share of the ERS net pension liability.

7. LONG-TERM OBLIGATIONS (Continued)

The following is a summary of changes in long-term liabilities for the year ended December 31, 2017:

<u>Governmental Activities</u>	<u>Balance</u> <u>12/31/16</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>12/31/17</u>	<u>Classified as</u>	
					<u>Current</u>	<u>Non-Current</u>
Serial bonds	\$ 2,147,067	\$ -	\$ (133,010)	\$ 2,014,057	\$ 65,210	\$ 1,948,847
Other postemployment benefits	68,300	-	(18,800)	49,500	-	49,500
Compensated absences	18,790	-	(4,689)	14,100	-	14,100
Net pension liability	<u>1,103,764</u>	<u>-</u>	<u>(475,029)</u>	<u>628,735</u>	<u>-</u>	<u>628,735</u>
Total	<u>\$ 3,337,921</u>	<u>\$ -</u>	<u>\$ (631,528)</u>	<u>\$ 2,706,392</u>	<u>\$ 65,210</u>	<u>\$ 2,641,182</u>

Additions and deletions to compensated absences are shown net since it is impractical to determine these amounts separately.

The following is a statement of bonds with corresponding maturity schedules:

<u>Description</u>	<u>Issue Date</u>	<u>Maturity</u>	<u>Interest</u>	<u>12/31/17</u> <u>Balance</u>	<u>Amount Due</u> <u>Within One</u> <u>Year</u>
Canandaigua/Bristol - Public improvements	12/15/2007	12/15/2042	4.75 - 5.00%	\$ 850,000	\$ 15,000
Public Improvements - McIntyre Road	12/15/2007	12/15/2037	5.300 - 5.375%	75,000	2,000
Emerson/Allen/Canandaigua-Hopewell Townline Roads	5/15/2007	5/15/2033	5.00 - 5.25%	26,000	1,000
Andrews Road	5/15/2007	5/15/2020	4.04%	30,000	10,000
Canandaigua/Hopewell-Emerson/Allen Road	5/15/2008	5/15/2033	5.625 - 5.700%	148,000	6,000
Extension #21 Hopkins/Grimble Road	12/15/2010	12/15/2033	4.00 - 5.00%	135,000	5,000
Extension #36 County Road 30	12/15/2010	12/15/2033	4.00 - 5.00%	210,000	5,000
Nott Road	12/30/2014	12/15/2034	3.10%	68,000	3,000
Purdy Road	12/12/2015	12/12/2044	0.00%	<u>472,057</u>	<u>18,210</u>
Total				<u>\$2,014,057</u>	<u>\$ 65,210</u>

7. LONG-TERM DEBT OBLIGATIONS (Continued)

The following is a schedule of the future minimum payments under the Town's bond agreements as of December 31:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 65,210	\$ 73,723	\$ 138,933
2019	70,210	71,650	141,860
2020	70,210	69,340	139,550
2021	62,210	67,207	129,417
2022	63,210	65,198	128,408
2023 - 2027	377,050	291,066	668,116
2028 - 2032	468,050	214,504	682,554
2033 - 2037	440,050	121,933	561,983
2038 - 2042	381,050	42,750	423,800
2043 - 2044	<u>16,807</u>	<u>-</u>	<u>16,807</u>
	<u>\$ 2,014,057</u>	<u>\$ 1,017,371</u>	<u>\$ 3,031,428</u>

8. BOND ANTICIPATION NOTES

Short term debt provides financing for governmental activities. The Town issued Bond Anticipation Notes (BANs) in order to finance the ongoing new highway facility project.

The following is a summary of changes in short-term debt for the year ended December 31, 2017:

Balance, January 1, 2017	\$ -
Borrowings	5,000,000
Repayments	<u>-</u>
Balance, December 31, 2017	<u>\$ 5,000,000</u>

Below is a summary of BANs outstanding as of December 31, 2017:

<u>Date Issued</u>	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>12/31/2017</u>
9/15/2017	9/14/2018	2.000%	<u>\$ 5,000,000</u>

9. INTERFUND ACTIVITIES

Interfund receivables and payables at December 31, 2017 were as follows:

<u>Fund</u>	<u>Interfund Receivables</u>	<u>Interfund Payables</u>	<u>Interfund Revenues</u>	<u>Interfund Expenditures</u>
General	\$ 123,385	\$ -	\$ 83,208	\$ 1,040,587
Water	100,000	-	-	-
Capital projects	-	166,515	1,029,198	-
Agency	26,338	-	-	-
Non-major	-	83,208	-	83,208
Highway	-	-	11,389	-
Total	<u>\$ 249,723</u>	<u>\$ 249,723</u>	<u>\$ 1,123,795</u>	<u>\$ 1,123,795</u>

The Town typically loans resources between funds for the purpose of mitigating the effects of transient cash flow issues. All interfund payables are expected to be repaid within one year.

10. INTERFUND LOANS

Interfund Loan

In 2015 an Interfund Loan in the amount of \$40,000 was established between the General Fund and the Consolidated Water District. It was resolved by the Town Board that the loan be repaid by the Consolidated Water District to the General Fund over the course of 16 years at a rate of \$2,500 per year, bearing no interest. During 2017, the Consolidated Water District repaid the General Fund \$2,500 resulting in an Interfund Loan balance of \$35,000 at December 31, 2017.

11. OTHER POSTEMPLOYMENT HEALTH CARE BENEFITS

Plan Description

The Town provides certain health care benefits for retired employees. The Town administers the Retirement Benefits Plan (the "Retirement Plan") as a single-employer defined benefit Other Postemployment Benefit Plan (OPEB). The Retirement Plan does not issue a standalone financial report since there are no assets legally segregated for the sole purpose of paying benefits under the plan.

Funding Policy

The obligations of the plan members and employer are established by action of the Town pursuant to applicable collective bargaining and employment agreements. The required contribution rates of the employer and the members vary depending on the applicable agreement. The employer currently contributes enough money to the plan to satisfy current obligations on a pay-as-you-go basis. The costs of administering the plan are paid by the Town. There were two retirees enrolled in the Retirement Plan at December 31, 2017.

The Town recognizes the cost of providing health care benefits to retired employees by expensing the annual premiums, and adjusting for an estimate of the accrued liability for future premiums to be paid.

Estimated accrued liability – 12/31/16	\$ 68,300
Current year payments	(28,450)
Change in accrued liability	<u>9,650</u>
Estimated accrued liability – 12/31/17	<u>\$ 49,500</u>

12. NET POSITION

A. Net Position - Restricted

The following table shows the net position restricted within the funds as shown on the Statement of Net Position:

<u>Fund</u>	<u>Restricted By</u>	<u>Amount</u>
General fund	Law	\$ 1,452,603
Highway fund	Law	<u>950,000</u>
Total restricted net position		<u>\$ 2,402,603</u>

13. FUND BALANCES

As of December 31, 2017, fund balances are composed of the following:

	<u>General Fund</u>	<u>Highway Fund</u>	<u>Water Fund</u>	<u>Capital Projects Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total</u>
Nonspendable -						
Interfund loan	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
Prepaid expenditures	<u>31,950</u>	<u>30,290</u>	<u>4,185</u>	-	-	<u>66,425</u>
Total	<u>66,950</u>	<u>30,290</u>	<u>4,185</u>	-	-	<u>101,425</u>
Restricted -						
Taxes	535,000	-	-	-	-	535,000
Repairs	155,000	200,000	-	-	-	355,000
Technology	57,403	-	-	-	-	57,403
Retirement	225,000	-	-	-	-	225,000
Open Space Reserve	480,200	-	-	-	-	480,200
Highway	-	375,000	-	-	-	375,000
Equipment	<u>-</u>	<u>375,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>375,000</u>
Total	<u>1,452,603</u>	<u>950,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,402,603</u>
Assigned -						
Appropriations	406,317	484,107	13,785	-	120,060	1,024,269
Culture and recreation	16,489	-	-	-	-	16,489
Home and community	69,191	-	-	-	-	69,191
Other spendable amounts	<u>-</u>	<u>335,035</u>	<u>1,437,834</u>	<u>-</u>	<u>1,382,710</u>	<u>2,501,308</u>
Total	<u>491,997</u>	<u>819,142</u>	<u>1,451,619</u>	<u>-</u>	<u>1,502,770</u>	<u>3,611,257</u>
Unassigned	<u>2,725,323</u>	<u>-</u>	<u>-</u>	<u>(2,606,708)</u>	<u>-</u>	<u>772,886</u>
Total	<u>\$ 4,736,873</u>	<u>\$ 1,799,432</u>	<u>\$ 1,455,804</u>	<u>\$ (2,606,708)</u>	<u>\$ 1,502,770</u>	<u>\$ 6,888,171</u>

14. RISK MANAGEMENT

Workers' Compensation

The Town, together with Ontario County, sixteen (16) towns, eight (8) villages, and two (2) cities have joined together to self-insure for workers' compensation coverage which is maintained and administered by Ontario County. Ontario County also utilizes a third-party administrator who is responsible for processing claims, estimating liabilities, and providing actuarial services. The Compensation Plan, which was approved in 1956, states participants are charged an annual assessment on the basis of their five-year experience (60%), exposure (20%) and assessed value (20%). The pool does not take into consideration estimated investment income when determining if premium deficiencies exist. Ontario County has excess insurance coverage in the amount of \$1,000,000 per occurrence with coverage to full statutory limits. Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported (IBNR's). Claim liabilities are calculated considering the effects of inflation, recent claim settlement trends including frequency and amount of pay-outs and other economic and social factors. The Compensation Plan as of December 31, 2017 is fully funded.

For the year ended December 31, 2017, the Town was assessed and paid Workers' Compensation fees of \$75,979.

15. COMMITMENTS AND CONTINGENCIES

Commitments

The Town participates in a number of federal and New York State grant and assistance programs. These programs are subject to financial and compliance audits by the grantors or their representatives. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

Litigation

There are tax certiorari claims requesting reduction of assessments pending. The outcome of the tax certiorari claims is undeterminable at this time; as such no allowance has been recorded.

Fire Protection

The Town is required to provide fire protection services to its residents. The Town has entered into a contract with various Fire Departments to provide these services. Payments of \$937,486 were made in 2017 to the Fire Departments for these services.

16. TAX ABATEMENT

The Town has multiple real property tax abatement agreements entered into by the Ontario County IDA under Article 18-A of the real property tax law. These agreements provide for abatement of real property taxes in exchange for a payment in lieu of taxes (PILOT).

The following information summarizes the PILOT agreements entered into by the Ontario County IDA relating to the Town:

Year Began	Agreement / Property	Total Assessed Value	Tax Rate	Tax Value	Pilot Received
2015	Parkside	1,800,000	0.918320%	\$ 1,653	\$ 2,100
2015	DePaul	2,471,000	0.918320%	\$ 2,269	\$ 20,929
1997	City of Canandaigua	7,431,319	0.918320%	\$ 6,824	\$ 13,145
2000	B-R Holdings	1,500,000	0.918320%	\$ 1,377	\$ -
1995	Canandaigua Air Center	477,000	0.918320%	\$ 438	\$ 219
2000	Canandaigua Aircraft	125,000	0.918320%	\$ 115	\$ 115
2010	Empire Pipeline	10,734,756	0.918320%	\$ 9,858	\$ 3,848
1995	Fingerlakes Railway	253,100	0.918320%	\$ 232	\$ -

The Town is also subject to Mortgage and Sales tax abatements granted by the County of Ontario Industrial Development Agency in order to increase business activity and employment in the region. There was no mortgage tax abated in the Town for the year ended December 31, 2017. The amount of sales tax abated in the Town for the year ended December 31, 2017 was \$30,288. This was 0.69% of the sales tax apportioned to the Town in 2017.

17. IMPACT OF FUTURE GASB PRONOUNCEMENTS

In June 2015, the GASB issued Statement No. 75 *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. Statement No. 75 replaces the requirements of Statements No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*, as amended, and No. 57, *OPEB Measurements by Agent Employers and Agent Multiple-Employer Plans*, for OPEB. Statement No. 74, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*, establishes new accounting and financial reporting requirements for OPEB plans. The Town is required to adopt the provisions of these Statements for the year ending December 31, 2018, with early adoption encouraged.

In March 2016, GASB issued Statement No. 82, *Pension Issues-An Amendment of GASB Statements No. 67, Financial Reporting for pension Plans, No. 68, Accounting and Financial Reporting for Pensions, and No. 73 Accounting and Financial Reporting for Pensions and Related Assets That Are Not Within the Scope of GASB 68, and Amendments to Certain Provisions of GASB Statements 67 and 68*. The Statement addresses issues related to the presentation of payroll related measures in required supplementary information, selection of assumptions and the treatment of deviations and classification of payments made by employers to meet employee contribution requirements. The Statement takes effect for reporting periods beginning after June 15, 2016 except for the selection of assumptions in which an employer's pension liability is measured as of a date other than the employer's most recent fiscal year-end in which the effective date is on or after June 15, 2017. Earlier adoption is encouraged.

17. IMPACT OF FUTURE GASB PRONOUNCEMENTS (CONTINUED)

In November 2016, the GASB issued Statement No. 83, *Certain Asset Retirement Obligations*. This Statement addresses accounting and financial reporting for certain asset retirement obligations (AROs). An ARO is a legally enforceable liability associated with the retirement of a tangible capital asset. A government that has legal obligations to perform future asset retirement activities related to its tangible capital assets should recognize a liability based on the guidance in this Statement. This Statement also requires disclosure of information about the nature of a government's AROs, the methods and assumptions used for the estimates of the liabilities, and the estimated remaining useful life of the associated tangible capital assets. If an ARO (or portions thereof) has been incurred by a government but is not yet recognized because it is not reasonably estimable, the government is required to disclose that fact and the reasons therefore. The Town is required to adopt the provisions of this Statement for the year ending December 31, 2019.

In January 2017, the GASB issued Statement No. 84, *Fiduciary Activities*. This Statement establishes standards of accounting and financial reporting for fiduciary activities. The requirements of this Statement apply to the financial statements of all state and local governments. The focus of the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. Separate criteria are included to identify fiduciary component units and postemployment benefit arrangements that are fiduciary activities. The Town is required to adopt the provisions of this Statement for the year ending December 31, 2019.

In May 2017, the GASB issued Statement No. 86, *Certain Debt Extinguishment Issues*. This Statement establishes consistency in accounting and financial reporting for in-substance defeasance of debt by providing guidance for transactions in which cash and other monetary assets acquired with only existing resources – resources other than the proceeds of refunding debt – are placed in an irrevocable trust for the sole purpose of extinguishing debt. This Statement also improves accounting and financial reporting for prepaid insurance on debt that is extinguished and notes to financial statements for debt that is defeased in substance. The Town is required to adopt the provisions of this Statement for the year ending December 31, 2019.

In June 2017, the GASB issued Statement No. 87, *Leases*. This Statement establishes accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. The Town is required to adopt the provisions of this Statement for the year ending December 31, 2020.

TOWN OF CANANDAIGUA, NEW YORK

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - GENERAL FUND - (UNAUDITED) FOR THE YEAR ENDED DECEMBER 31, 2017

	GENERAL FUND			
	Original Budget	Final Budget	Actual Amounts (Budgetary Basis)	Variance with Final Budget Positive (Negative)
REVENUES:				
Real property taxes and tax items	\$ 316,561	\$ 316,561	\$ 317,406	\$ 845
Nonproperty tax items	1,490,000	1,490,000	1,888,634	398,634
Departmental income	124,520	124,520	149,505	24,985
Use of money and property	18,070	18,070	24,601	6,531
Licenses and permits	104,000	104,000	177,087	73,087
Fines and forfeitures	80,000	80,000	108,259	28,259
Miscellaneous	12,000	12,000	20,970	8,970
State aid	353,000	405,214	408,498	3,284
Total revenues	2,498,151	2,550,365	3,094,960	544,595
EXPENDITURES:				
General governmental support	1,244,373	1,403,436	1,144,729	258,707
Public safety	125,023	125,023	108,060	16,963
Public health	10,985	10,985	9,478	1,507
Transportation	142,209	148,219	147,017	1,202
Economic assistance and opportunity	4,000	4,000	1,683	2,317
Culture and recreation	539,736	539,736	433,824	105,912
Home and community services	758,007	794,434	658,306	136,128
Employee benefits	456,000	467,585	460,685	6,900
Total expenditures	3,280,333	3,493,418	2,963,782	529,636
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(782,182)	(943,053)	131,178	1,074,231
OTHER FINANCING SOURCES (USES):				
Operating transfers - in	162,000	162,000	83,208	(78,792)
Operating transfers - out	-	(1,111,389)	(1,040,587)	70,802
Total other financing sources and uses	162,000	(949,389)	(957,379)	(7,990)
CHANGE IN FUND BALANCE	\$ (620,182)	\$ (1,892,442)	(826,201)	\$ 1,066,241
FUND BALANCE - beginning of year			5,477,394	
FUND BALANCE - end of year			\$ 4,651,193	

TOWN OF CANANDAIGUA, NEW YORK

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - HIGHWAY FUND - (UNAUDITED) FOR THE YEAR ENDED DECEMBER 31, 2017

	HIGHWAY FUND			
	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
REVENUES:				
Real property taxes and tax items	\$ 826,853	\$ 826,853	\$ 826,853	\$ -
Nonproperty tax items	2,585,000	2,585,000	2,585,000	-
Intergovernmental charges	127,531	127,531	139,320	11,789
Sale of property and compensation for loss	102,000	102,000	50,621	(51,379)
State aid	200,000	200,000	297,410	97,410
Total revenues	3,841,384	3,841,384	3,899,204	57,820
EXPENDITURES:				
General government	53,500	53,500	41,936	11,564
Transportation	3,836,364	3,834,976	3,487,475	347,501
Employee benefits	406,000	418,777	421,632	(2,855)
Total expenditures	4,295,864	4,307,253	3,951,043	356,210
DEFICIENCY OF REVENUES OVER EXPENDITURES	(454,480)	(465,869)	(51,839)	414,030
OTHER FINANCING SOURCES:				
Operating transfers - in	-	11,389	11,389	-
Total other financing sources	-	11,389	11,389	-
CHANGE IN FUND BALANCE	\$ (454,480)	\$ (454,480)	(40,450)	\$ 414,030
FUND BALANCE - beginning of year			1,839,882	
FUND BALANCE - end of year			\$ 1,799,432	

TOWN OF CANANDAIGUA, NEW YORK

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - WATER FUND - (UNAUDITED) FOR THE YEAR ENDED DECEMBER 31, 2017

	WATER FUND			
	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
REVENUES:				
Departmental income	\$ 527,200	\$ 527,200	\$ 644,890	\$ 117,690
Miscellaneous	-	-	48	48
Total revenues	527,200	527,200	644,938	117,738
EXPENDITURES:				
General governmental support	1,500	1,500	-	1,500
Home and community services	886,742	1,102,866	730,850	372,016
Employee benefits	64,800	64,800	51,022	13,778
Total expenditures	953,042	1,169,166	781,872	387,294
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(425,842)	(641,966)	(136,934)	505,032
INTERFUND TRANSFERS - IN	395,529	395,529	-	(395,529)
CHANGE IN FUND BALANCE	\$ (30,313)	\$ (246,437)	(136,934)	\$ 109,503
FUND BALANCE - beginning of year			1,592,738	
FUND BALANCE - end of year			\$ 1,455,804	

TOWN OF CANANDAIGUA, NEW YORK

REQUIRED SUPPLEMENTARY INFORMATION

SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY (ASSET) - (UNAUDITED)

FOR THE YEAR ENDED DECEMBER 31, 2017

NEW YORK STATE EMPLOYEES' RETIREMENT SYSTEM PLAN - ERS	Last 10 Fiscal Years (Dollar amounts displayed in thousands)									
	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
Proportion of the net pension liability (asset)	0.007%	0.007%	0.007%	Information for the periods prior to implementation of GASB 68 is unavailable and will be completed for each year going forward as they become available.						
Proportionate share of the net pension liability (asset)	\$ 629	\$ 1,104	\$ 236							
Covered-employee payroll	\$ 1,880	\$ 1,802	\$ 1,755							
Proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	33.46%	61.27%	13.45%							
Plan fiduciary net position as a percentage of the total pension liability (asset)	94.70%	90.70%	97.90%							

Information for the periods prior to implementation of GASB 68 is unavailable and will be completed for each year going forward as they become available.

TOWN OF CANANDAIGUA, NEW YORK

**REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CONTRIBUTIONS - PENSION PLANS - (UNAUDITED)
FOR THE YEAR ENDED DECEMBER 31, 2017**

NEW YORK STATE EMPLOYEES' RETIREMENT SYSTEM PLAN - ERS	Last 10 Fiscal Years (Dollar amounts displayed in thousands)									
	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
Contractually required contribution	\$ 259	\$ 318	\$ 334							
Contributions in relation to the contractually required contribution	259	318	334							
Contribution deficiency (excess)	\$ -	\$ -	\$ -							
Covered-employee payroll	\$ 1,880	\$ 1,802	\$ 1,755							
Contributions as a percentage of covered-employee payroll	13.78%	17.65%	19.03%							

Information for the periods prior to implementation of GASB 68 is unavailable and will be completed for each year going forward as they become available.

TOWN OF CANANDAIGUA, NEW YORK

**COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS
DECEMBER 31, 2017**

	<u>Drainage District</u>	<u>Fire Protection Fund</u>	<u>Park Land Fund</u>	<u>Street Lighting District</u>	<u>Consolidated Sewer District</u>	<u>Consolidated Water District Fund</u>	<u>Total Nonmajor Governmental Funds</u>
ASSETS							
Cash - unrestricted	\$ 303,661	\$ 94,726	\$ 777,912	\$ 19,827	\$ -	\$ 414,739	\$ 1,610,865
Accounts receivables	-	-	9,000	-	-	2,317	11,317
Total assets	<u>\$ 303,661</u>	<u>\$ 94,726</u>	<u>\$ 786,912</u>	<u>\$ 19,827</u>	<u>\$ -</u>	<u>\$ 417,056</u>	<u>\$ 1,622,182</u>
LIABILITIES AND FUND BALANCES							
LIABILITIES:							
Accounts payable	\$ -	\$ -	\$ -	\$ 1,204	\$ -	\$ -	\$ 1,204
Due to other funds	-	-	83,208	-	-	-	83,208
Interfund loan payable	-	-	-	-	-	35,000	35,000
Total liabilities	<u>-</u>	<u>-</u>	<u>83,208</u>	<u>1,204</u>	<u>-</u>	<u>35,000</u>	<u>119,412</u>
FUND BALANCES:							
Assigned	<u>303,661</u>	<u>94,726</u>	<u>703,704</u>	<u>18,623</u>	<u>-</u>	<u>382,056</u>	<u>1,502,770</u>
Total fund balances	<u>303,661</u>	<u>94,726</u>	<u>703,704</u>	<u>18,623</u>	<u>-</u>	<u>382,056</u>	<u>1,502,770</u>
Total liabilities and fund balances	<u>\$ 303,661</u>	<u>\$ 94,726</u>	<u>\$ 786,912</u>	<u>\$ 19,827</u>	<u>\$ -</u>	<u>\$ 417,056</u>	<u>\$ 1,622,182</u>

TOWN OF CANANDAIGUA, NEW YORK

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - NONMAJOR GOVERNMENTAL FUNDS FOR THE YEAR ENDED DECEMBER 31, 2017

	Drainage <u>District</u>	Fire Protection <u>Fund</u>	Park Land <u>Fund</u>	Street Lighting <u>District</u>	Consolidated Sewer <u>District</u>	Consolidated Water <u>District</u>	Total Nonmajor Governmental <u>Funds</u>
REVENUES:							
Real property taxes and tax items	\$ 15,560	\$ 935,486	\$ -	\$ 11,393	\$ 18,210	\$ 720,732	\$ 1,701,381
Departmental income	-	-	139,000	-	-	-	139,000
Use of money	-	-	554	-	-	-	554
Miscellaneous	-	-	-	-	-	50,083	50,083
Total revenues	<u>15,560</u>	<u>935,486</u>	<u>139,554</u>	<u>11,393</u>	<u>18,210</u>	<u>770,815</u>	<u>1,891,018</u>
EXPENDITURES:							
Public safety	-	944,722	-	-	-	-	944,722
Transportation	-	-	-	13,158	-	-	13,158
Home and community services	6,599	-	-	-	-	200,436	207,035
Debt service -							
Principal	-	-	-	-	18,210	114,800	133,010
Interest	-	-	-	-	-	79,034	79,034
Total expenditures	<u>6,599</u>	<u>944,722</u>	<u>-</u>	<u>13,158</u>	<u>18,210</u>	<u>394,270</u>	<u>1,376,959</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>8,961</u>	<u>(9,236)</u>	<u>139,554</u>	<u>(1,765)</u>	<u>-</u>	<u>376,545</u>	<u>514,059</u>
OTHER FINANCING SOURCES (USES):							
Operating transfers - out	-	-	(83,208)	-	-	-	(83,208)
Total other financing sources and uses	<u>-</u>	<u>-</u>	<u>(83,208)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(83,208)</u>
CHANGE IN FUND BALANCE	8,961	(9,236)	56,346	(1,765)	-	376,545	430,851
FUND BALANCE - beginning of year	<u>294,700</u>	<u>103,962</u>	<u>647,358</u>	<u>20,388</u>	<u>-</u>	<u>5,511</u>	<u>1,071,919</u>
FUND BALANCE - end of year	<u>\$ 303,661</u>	<u>\$ 94,726</u>	<u>\$ 703,704</u>	<u>\$ 18,623</u>	<u>\$ -</u>	<u>\$ 382,056</u>	<u>\$ 1,502,770</u>

TOWN OF CANANDAIGUA, NEW YORK

**Communication of Matters Related to Internal Control
Over Financial Reporting
May 2, 2018**

Bonadio & Co., LLP
Certified Public Accountants

May 2, 2018

To the Town Board of the
Town of Canandaigua, New York:

In planning and performing our audit of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Canandaigua, New York (the Town) as of and for the year ended December 31, 2017, in accordance with auditing standards generally accepted in the United States of America, we considered the Town's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Town's internal control. Accordingly, we do not express an opinion on the effectiveness of Town's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore material weaknesses or significant deficiencies may exist that were not identified. However, as discussed on the following pages, we identified a certain deficiency in internal control that we consider to be a material weakness.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

This communication is intended solely for the information and use of management, the Town Board, and others within the Town, and is not intended to be, and should not be, used by anyone other than these specified parties.

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TOWN OF CANANDAIGUA, NEW YORK

COMMUNICATION OF MATTERS RELATED TO INTERNAL CONTROL OVER FINANCIAL REPORTING MAY 2, 2018

INTERNAL CONTROL RELATED MATTERS

We consider the following to be a *material weakness*:

1. AUDIT ADJUSTMENTS

Observation

During our search for unrecorded liabilities, we identified invoices related to services performed in 2017 for the Highway Facility project were not recorded as a payable in the proper period. This resulted in material audit adjustments in the Capital Projects Fund. The total impact of the adjustment increased expenditures and accounts payable by approximately \$557,000 in this fund. Additionally, these invoices were not included as work in progress in the Governmental Activities. This resulted in an adjustment to increase capital assets by approximately \$557,000.

Additionally, we noted that revenues and expenses related to the Sucker Brook project in the Capital Projects Fund were not consistent. Given that the New York State grant project is a cost reimbursement based contract, the revenue to the Town should equal the amount of expenditures incurred for the project as of December 31, 2017. This resulted in material audit adjustments in the Capital Projects Fund and General Fund. The total impact of the adjustment increased the transfers out and decreased the cash balances in the General Fund by approximately \$29,000 and \$32,000 respectively. The total impact of the adjustment increased the transfers in and increased the cash balances of the Capital Projects Fund by \$29,000 and \$32,000 respectively.

Finally, we noted the Town's capital asset detail was not adjusted to remove the cost and accumulated depreciation related to the old highway garage that was demolished to make way for the new facility. This resulted in a material audit adjustment in the Governmental Activities of the Town. The total impact of the adjustment decreased net position by approximately \$106,000 through the recording of a loss on disposal of assets.

Recommendation

Proper cutoffs are critical for the accuracy of the financial statements from which management, and the Town Board, must make financial decisions. Without accurate information, this puts the Town at risk for cash flow issues, budget overspending, improper budgeting and key operational control shortfalls. We understand that capital projects, at times, carry over multiple fiscal years and that from a budgetary perspective these projects remain open until completion. However, for financial reporting purposes, revenues and expenditures are to be recognized in the period incurred. We recommend that the Town review its year-end closing policies and procedures to ensure that relevant closing procedures exist to detect the financial reporting errors that may happen during the year.

May 2, 2018

To the Town Board of the
Town of Canandaigua, New York:

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Canandaigua, New York for the year ended December 31, 2017. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and Government Auditing Standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated February 8, 2018. Professional standards also require that we communicate to you the following information related to our audit.

SIGNIFICANT AUDIT FINDINGS

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town are described in Note 1 to the financial statements.

We noted no transactions entered into by the Town during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The estimate of the net pension asset (liability) and related deferred inflows/outflows of resources is based on actuarial assumptions utilized by an actuary applied to the pension plans' census information.

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SIGNIFICANT AUDIT FINDINGS (Continued)

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users.

There were no particularly sensitive disclosures contained in the financial statements. The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management.

The misstatements identified and corrected by management are displayed on Exhibit A.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report.

We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We anticipate receiving certain representations from management that will be included in the management representation letter dated May 2, 2018.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Town's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts.

To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Town's auditors.

However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to management's discussion and analysis, the budgetary comparison schedules, schedule of contributions-pension plan and schedule of proportionate share of net pension liability (asset), which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining non-major governmental funds, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of the Town Board and management of the Town and is not intended to be, and should not be, used by anyone other than these specified parties.

TOWN OF CANANDAIGUA, NEW YORK**FOR THE YEAR ENDED DECEMBER 31, 2017**
SUMMARY OF ADJUSTMENTS

Capital Projects Fund

Change in fund balance - unaudited	\$ (2,078,909)
Audit adjustments:	
To recognize payables for highway garage incurred prior to year-end	(556,997)
To recognize local share of project costs related to the Sucker Brook project	<u>29,198</u>
Total adjustments	<u>(527,799)</u>
Change in fund balance - audited	<u>\$ (2,606,708)</u>

General Fund

Change in fund balance - unaudited	\$ (711,323)
Audit adjustments:	
To recognize local share of project costs related to the Sucker Brook project	<u>(29,198)</u>
Change in fund balance - audited	<u>\$ (740,521)</u>

Lighting Fund

Change in fund balance - unaudited	\$ (3,159)
Audit adjustments:	
To rollforward fund balance from prior year	<u>1,394</u>
Change in fund balance - audited	<u>\$ (1,765)</u>

ATTACHMENT 10

**Town of Canandaigua
2018 Procurement Policy**

DRAFT

Resolution No. 2018-018

~~Moved By: Councilman Fennelly Seconded By: Councilwoman Dworaczyk~~

~~Vote: 5 Ayes: Davis, Dworaczyk, Fennelly, Reynolds, Westbrook~~

The Procurement Policy previously adopted by the Town Board on June 28, 2010 is hereby adopted by the Town Board for the year 2018, and further amended May 21, 2018. This policy must be strictly adhered to by all Department Heads and Town staff empowered with the authority to make purchases on behalf of the Town.

Town of Canandaigua Procurement Policy

1. Every prospective purchase of goods or services shall be evaluated to determine the applicability of GML, §103. Supervisor, Town Manager, Highway Superintendent, Town Clerk, Director of Development, Assessor, Director of Parks and Recreation, Town Historian, Town Justices, or other personnel with the requisite purchasing authority (hereinafter Purchaser) shall estimate the cumulative amount of the items of supply or equipment needed in a given fiscal year. That estimate shall include the canvass of other Town departments and past history to determine the likely yearly value of the commodity to be acquired. The information gathered and conclusions reached shall be documented and kept with the file or other documentation supporting the purchase activity.
2. If the Town is purchasing off a State contract (or purchasing off any properly let municipal contract), the Town is not required to engage in competitive bidding.
3. All purchases of (a) supplies or equipment which will exceed ~~\$1020~~,000 in the fiscal year or (b) public works contracts over \$35,000 shall be formally bid pursuant to GML, §103 and shall require approval by resolution of the Town Board prior to committing the Town to purchase such good or service.
4. All purchases of Goods in excess of \$ 1,000 or Public Works Contracts in excess of \$ 3,000 require a purchase order to be approved by the Town Manager or Bookkeeper prior to ordering the Goods or entering into agreement for the Public Works Contract. Purchase orders will not be approved if budgetary lines are not created, or if the balance of the account is not sufficient to pay for the proposed expenditure. Blanket purchase orders of amounts not to exceed may be utilized for purchases that are of a contractual nature or related to ongoing operational expenditures such as vehicle fuel delivery, routine contracts for services provided by other entities such as insurance, and other maintenance service contracts.
- ~~3-5.~~ Department Heads shall have full authority to make departmental purchases of goods or services up to \$20,000 or public works contracts up to \$35,000 which are identified within the department's annual adopted budget as follows:

All estimated *purchases of Goods*:

- Less than ~~\$1020~~,000 but greater than ~~\$310~~,000 require a written request for a quote (RFQ) and written/fax quotes from 3 vendors. Purchaser shall attach quotes, approved purchase order, and RFQ to the voucher, prior to submission to the Town Board for payment.

- Less than \$~~3~~10,000 but greater than \$1,000 require an oral request for the goods and oral/fax quotes from 2 vendors. Purchaser shall attach quotes to the approved purchase order and voucher, prior to submission to the Town Board for payment.
- Less than \$1,000 {but greater than \$250} are left to discretion of the Purchaser.

All estimated Public Works Contracts:

- Less than \$35,000 but greater than \$10,000 require a written RFQ and fax/proposals from 3 contractors. Purchaser shall attach quotes, approved purchase order, and RFQ to the voucher, prior to submission to the Town Board for payment.
- Less than \$10,000 but greater than \$3,000 require ~~a written RFQ and fax/proposals quotes~~ from 2 contractors. Purchaser shall attach quotes to the approved purchase order and voucher, prior to submission to the Town Board for payment.
- Less than \$3,000 {but greater than \$500} are left to the discretion of the Purchaser.

Any written RFQ (Request for Quote) shall describe the desired goods, quantity, and the particulars of delivery. The Purchaser shall compile a list of all vendors from whom written/fax/oral quotes have been requested and the written/fax/oral quotes offered. ~~The Town Board shall review the quotes and back-up documentation and, with the department head's recommendation, select the vendor by adopting a resolution.~~ The above procedures are hereby identified as the procedures required (§9-4) as part of Town of Canandaigua Town Code, Chapter 9, Contracts, Article I, Best Value Policy.

Any information gathered in complying with the procedures of this Policy shall be preserved and filed with the documentation supporting the subsequent purchase or public works contract in the office of the Town Clerk. This information shall include the vendors Certificate of Liability Insurance, signed contract, and if required a signed Independent Contractor Supplemental Terms and Conditions.

By Town Board resolution, the lowest responsive/responsible quote shall be awarded the purchase or public works contract unless the Purchaser prepares a written justification providing reasons why it is in the best interest of the Town and its taxpayers to make an award to other than the low bidder. If a bidder is not deemed responsible, facts supporting that judgment shall also be documented and filed with the record supporting the procurement.

A good faith effort shall be made to obtain the required number of proposals or quotations. If the Purchaser is unable to obtain the required number of proposals or quotations, the Purchaser shall document the attempt made at obtaining the proposals. In no event shall the inability to obtain the proposals or quoted be a bar to the procurement.

4.6. In the case of a public emergency arising out of an accident or other unforeseen occurrence or condition whereby circumstances affecting public buildings, public property or the life, health, safety or property of the inhabitants of the Town of Canandaigua require immediate action which cannot await the obtaining of quotes, or in the case when the Town Board determines that an emergency exists relative to an unsafe building in accordance with Chapter 65, Unsafe Buildings, of the Code of the Town of Canandaigua, contracts for public work or the purchase of supplies, material or equipment may be let by either the appropriate officer or by the Town Board of the Town of Canandaigua notwithstanding the purchasing methods set forth above.

~~5.7.~~ Except when directed by the Town Board, no solicitation of written proposals or quotations shall be required under the following circumstances:

1. Acquisition of professional services;
2. Emergencies;
3. Sole Source situations;
4. Goods purchased from agencies for the blind or severely handicapped;
5. Goods purchased from correctional facilities;
6. Goods purchased from another governmental agency;
7. Goods purchased at auction;
8. Goods purchased for less than \$250.00;
9. Public works contracts for less than \$500.00

~~8.~~ Unless goods or services are being purchased off the State Bid listing or by piggy-backing off another municipality's contract, a department head shall solicit RFQs at a minimum of every four (4) years.

~~9.~~ It shall be the responsibility of all officers and employees to adhere to the procurement policy. The Town Manager shall be responsible to enforce the policy, and notify the Town Board of instances where the procurement policy has not been followed.

~~6.10.~~ The Town Board reserves the right to reject any and all bids, re-bid, negotiate any contracts, award the contract to the bid which, in the Town Board's sole discretion, best serves the interests of the Town and waive any formalities in the bid process.

~~7.11.~~ This policy shall be reviewed annually by the Town Board at its organizational meeting or as soon thereafter as is reasonably practicable.

ATTACHMENT 11

2018 Town Events

*(\$1,000 -
unassigned
fund balance)*

June 16, 2018, 9 am – 1 pm - Town Open House

1. The Events Team was not aware last year that we would be in charge of this event. Therefore, no funds were appropriated in our budget. As we have done in the past two years, Samantha and I will fill out a Wegmans Corporate Donation request for this event and for the Halloween@Onanda.

We will have about 60 presenters and volunteers. Number of attendees is an unknown at this time.

A quick estimate for refreshments for a total of 200 people :

Refreshments for 200 - \$400 - \$450

Includes - Coffee, cups, stirrers, creamer, sugars,

Bottled Water, Ice, Donut Holes, Hot Dogs, Rolls, Condiments, Napkins,

Plastic Tablecloths, Balloons

July 4, 2018, 10 am – July 4th Parade

1. Building a new Float – facsimile of the Curtiss Jenny airplane.
2018 is the 100th Anniversary of the first Air Mail Flight and the 80th Anniversary of the first Air Mail Flight from Canandaigua to Rochester.
2. The idea came from Granger Homestead when we discussed their participation with the Town for the 2018 Town of Canandaigua Day at the Ontario County Fair. Gideon and Francis Granger, both were Postmaster Generals. Granger, the Historical Society and the ROPEX Philatelic exhibit would be developing exhibits to commemorate these anniversaries. Granger and the Museum will lend their exhibits to us for the County Fair and perhaps the Open House.
3. The Events team considered building a new float that would complement these historic anniversaries. We obtained the services of Mark Brassie, who built our paddlewheel steamboat two years ago. We received photos and information about the Curtiss Jenny from Ed Varno, Director of OCHS and also a member of our Events team.
4. Cost of materials: estimate \$800 Cost of labor: Candy for Parade: \$100
5. This Float would be showcased at the Open House, 4th of July Parade, County Fair, Halloween@Onanda
6. The 2018 events theme builds around these first Air Mail flights. At the Fair and Halloween, kids will be folding paper airplanes and perhaps receiving Balsa Wood planes with town's name.

July 26, 2018 – Town of Canandaigua Day at Ontario County Fair

August 10, 2018, 6:30 pm – Outdoor Movie at Outhouse Park

1. We are still working on this project. Budgeting \$150-\$200 for a Popcorn machine rental, Popcorn, bottled water. Planning on partnering with the City because they have all the equipment.

September 2018 – Miller Park Ribbon-Cutting – no definite plans yet

October 27, 2018 – Halloween@Onanda Park

1. This event has been very well attended...around 400 each year. We are contracting with Bristol Mountain for them to bring their Mobile Ropes Course to Onanda. They usually charge \$850 but have agreed to \$200.
2. Refreshments budget estimates: \$300-\$400

Town Open House at the new Highway Facility

Saturday, June 16, 9 am – 1 pm

1. The Events Committee are the coordinators for the event.
2. Town will invite residents via email, newsletter, water bill (April and May), press release, flyers at transfer station, etc.
3. Tabling events will be provided by the following town organizations:

a. Communications – Linda Dworaczyk – (2)

Signing-Up for Town Emails and WHY it is important. We will need either “tablets” or sign-up sheets. Could we do a display of newsletters, items from the website, etc?

b. Environmental Conservation Board – Joyce Marthaller – (5 – 6)

Environmental, Food Composting, Compost Bin Giveaway, Worm Vermiculture, Display of items that can and cannot be recycled.

c. Highway, Water – Jim Fletcher, Kaitlin – (10?)

Parking/Traffic control with signage, Highway Facilities Tours, Water and Sewer Info Maps. Future Plans for Transfer Station? Truck/s to climb on...

d. Parks & Trails – Dennis Brewer – (4)

Historic Parks’ display, Parks Master Plan with large maps of what is proposed for the future, Miller Park Ribbon-Cutting and Open House, Information about Park/Cabin rentals, New Photos of all the Parks

e. Development/Code Enforcement – Doug, Sarah, Chris, Eric – (4?)

Information about new laws, permits, etc...Steep Slopes, Ridgelines, Septic, etc.

Large Maps that we already have with information about above items?

Information from Town Manager/Sarah about all the studies that are in the process.

f. Town Clerk – Jean Chrisman – (2)

Transfer permits, info about Rabies Shots and Dog Licensing, other info?

g. AG Advisory – Mark Stryker – (4)

Maps of Soils, Ag protection Areas, Paddleford Greenway, Town Ag Enhancement Plan, Information about Educational Initiatives in schools, Tractors, Hay Wagon rides...etc.

h. Events Team – Oksana Fuller – (4)

Float Airplane – Mark Brassie – 100th Anniversary of first Air Mail Flight and 80th Anniversary of first Air Mail Flight from Canandaigua to Rochester Display.
Photo exhibit from past events.

i. Drainage Committee – Chuck Oyler – (2)

Large Map – ask people to identify problem areas w/pins. Perhaps have a sign-in sheet to also identify the problem drainage area with Name, Address, Phone, Email.

j. CLWA – (2)

k. Upcycling –(2)

l. Refreshments – Events Committee

Hand Wipes, Coffee, Bottled Water, Sugars/Creamers, Cups, Napkins, Donut Holes, Hot Dogs/Rolls, Condiments...Plastic Tablecloths, Balloons

Will need several garbage cans, tables and chairs for each tabling event, chairs for elderly people, grills for hot dogs...Full List of items to be worked on.

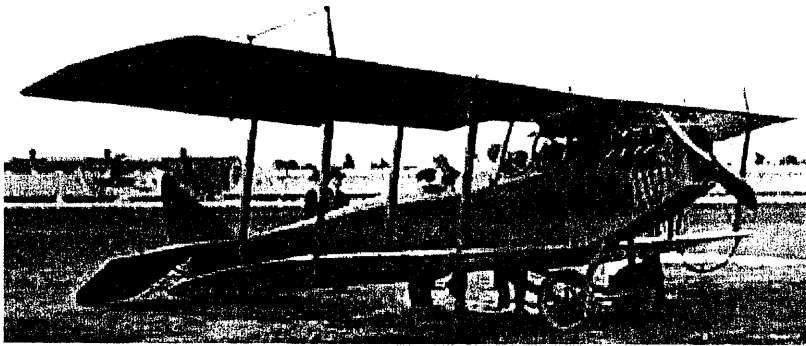
What we need from you...by Friday, April 13, 2018...or sooner...

- 1. Complete details of what you will be presenting.**
- 2. Write a short paragraph about your display to be used in the Press Release.**
- 3. How many tables/chairs/easels will you need for your display?**
- 4. What other technical tools/materials will you need?**
- 5. Friday, June 15 – Everyone set-up their displays in the afternoon. Time to be determined.**
- 6. Anything else that you can think of????**
- 7. Please email all your information to me - lfemc@rit.edu**

Thank you. Oksana Fuller and the Events Team

Endurance: 2h
Service ceiling: 6,500 ft (2,000 m)

From Glenn Curtiss Museum Website:



The Jenny
1917-1927

If any airplane can be singled out as having made the greatest over-all contribution to early aviation, it probably would be the Curtiss JN-4. Although designed and built as a military trainer for American pilots during the First World War, the famous "Jenny" distinguished itself even more during the post-war years. It was the plane that introduced flying to the American public and popularized aviation. It was the "Model T Ford" of the air. The role the Jenny played in promoting aviation was a vital one, but it was mostly accidental. When the United States entered the war in 1917, the Army had but 55 obsolete training planes, only a handful of pilots and practically no effective training facilities. The plane designed to fill this need was the Curtiss JN-4 biplane.

The JN-4 was an improved version of the earlier JN-2 which Glenn Curtiss first built in 1916. It was powered by the newly-designed Curtiss OX-5 V8 90 hp engine, and had a top speed of around 75 mph. It was a well-constructed plane with a dependable engine, but it was mostly wings and tended to be temperamental about landing. Many pilots jokingly commented that this made it a good trainer, because "If you can fly a Jenny, you can fly anything!"



HEP SALES - NORTH MAIN LUMBER

2567 Rochester Road
Canandaigua, NY 14424
(585) 394-6710

Inv # 03-041318-QUOT

Date: 04/13/18

Associate: RLM

Page: 1 of 1

Sold To:

MARK BRASSIE
TOWN OF CDGA QUOTE
585-329-6620

221

---Q-U-O-T-E---

Stock No.	Ordered	Taken	Description	Price Unit	Net
PS51994	1	1	P158S1 1-5/8 PGP 1#	6.99 EACH	6.99
PS51996	1	1	2-1/2 PGP EXT SCR 1#	6.99 EACH	6.99
12DG	2	2	1/2" 4'X8'DRYGUARD	24.99 EACH	49.98
100EMT	1	1	1"X10 FT EMT CONDUIT	7.69 EACH	7.69
075EMT	2	2	3/4"X10FT EMT COND.	4.99 EACH	9.98
110N0216	2	2	1X10X16 PREMIUM EWP	21.99 EACH	43.98
JL54306D	2	2	18MM SNAP OFF KNIFE	0.99 EACH	1.98
TR112	12	12	1-1/2 HIDENSTY SHETHING	32.99 PC	395.88
14N0212	2	2	1X4X12 PREMIUM EWP	5.99 EACH	11.98
14N0210	2	2	1X4X10 PREMIUM EWP	4.99 EACH	9.98
F20412	1	1	2X4X12 HEM FIR	6.69 EACH	6.69
14N0216	2	2	1X4X16 PREMIUM EWP	7.99 EACH	15.98
F20408	1	1	2X4X8 HEM FIR KD	4.49 EACH	4.49
245011	1	1	WH/WH TRIM COIL 24"X50'	79.99 ROLL	79.99
050EMT	3	3	1/2" X 10 FT EMT COND.	2.99 EACH	8.97
9531	1	1	1X60YD PRO-MASK BLUE	4.99 EACH	4.99
RS249120	2	2	PTCH2X GLSS BRLNT BLU SP	3.99 EA	7.98

Invoice Sub Total: 674.52

Sales Tax: 50.59

Invoice Total: 725.11

--- QUOTE AND PRICING POLICY: ---

- 1.) Quoted unit prices are subject to change without notice anytime after 7 days following the date of this quote.
- 2.) Sale prices are in effect only until the end of the advertised sale period.
- 3.) Customer deposit of full amount of quoted total price will render unit prices firm for 30 days from date of deposit.
- 4.) HEP SALES - NORTH MAIN LUMBER assumes no responsibility for the accuracy of take offs from drawings or blueprints or that the products listed sufficient to complete customer's intended project. Customers should have a qualified engineer or architect review all quantities.
- 5.) This quote does not constitute a contract of sale nor does it guarantee availability of any product listed.
- 6.) All prices are quoted based on total package price and are subject to change if the total package is not purchased or if the contents of the package are changed.

Auburn, NY Canandaigua, NY Cortland, NY Hornell, NY Horseheads, NY Ithaca, NY Newark, NY Penn Yan, NY Sayre, PA Waterloo, NY Wellsville, NY
315-252-8392 585-394-6710 607-756-8871 607-324-2254 607-739-0427 607-347-4177 315-331-6710 315-536-6072 570-888-5714 315-789-4970 585-593-6119

Your BUILDING SUPPLY Headquarters

Friday 04/13/18 10:50



Quote

1-585-3 29-5620

2380 ROCHESTER RD RTE 332
CANANDAIGUA, NY 14424
585-394-2080

Ticket: 21750
Store: 650
Cashier: 00297727

Date: 04/12/2018
Register: 21

Customer: JAMES FLETCHER *Mike Brassie@yahoo.com*

Item	Description	Qty	Price	Amount
3550193	WHEEL&TIRE 16IN	2	\$19.99	\$39.98
3599993	G2 BULK SELLING SKU	0.6	\$2.19	\$1.31
3501356	STEEL THREADED ROD 5/8IN 11X72IN ZINC	1	\$14.99	\$14.99
1041250	AXLE CAP NUTS ZINC 5/8	1	\$2.99	\$2.99
3503528	UTILITY ROPE 3/8INX100FT	1	\$11.99	\$11.99
1030922	PAINT T & I NH YELLOW GAL	1	\$24.99	\$24.99
1082719	F I GLOSS BLACK SPRAY	4	\$7.99	\$31.96

Subtotal \$128.21
Tax \$9.62
Total \$137.83

*** This is a quote only. Not valid for a sale transaction. ***

ATTACHMENT 12

Town of Canandaigua
2018 Fee Schedule
(Effective January 8, 2018)

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).

WATER DEPARTMENT		
<u>Meters for Canandaigua Consolidated & Bristol Water Districts Only:</u> (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
	Water meter larger than one inch	Contact Water Superintendent
Meter pits are required when the location of the structure is farther than 500 feet from the road.		
	¾" meter pit	\$485
	1" meter pit	\$730
	Greater than 2" service and hook-up for meter pit	Contact Water Superintendent
Replacement Cost of Water Meter Materials:		
	Electronic reading device (ERT)	\$260
	Replace frost plate for ¾" water meter	\$40
	Replace from plate for 1" water meter	\$48
	¾" water meter replacement	\$90
	1" water meter replacement	\$190
	1" water meter replacement	\$725
	2" water meter replacement	\$960

Directional Drilling Under A Road:	Up to 2" Pipe	\$1,000
	2" and larger	Contact Water Superintendent
Testing water meter for accuracy		\$50

Hydrant Meter Rental (Includes a water meter and back flow devise that will be connected to the hydrant by the Water Department. A \$550 deposit is required. When equipment is returned in working condition, \$500 will be refunded)	\$550 plus \$4.87 per 1,000 gallons
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Water Charge to East Bloomfield	\$2.62 per 1,000 gallons
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Canandaigua Consolidated & Bristol Water District Fees:			
Meter Size	Gallons of Consumption	Minimum Bill \$4.23 per 1,000 Gallons	Additional Cost Per 1,000 Gallons
3/4"	0 – 6,000	\$25.38	\$4.87 \$4.23
1"	1 – 10,000	\$42.30	
1 1/2"	0 – 16,000	\$67.68	
2"	0 – 30,000	\$126.90	
3"	0 – 50,000	\$211.50	
4"	0 - 80,000	\$338.40	
6"	0 – 160,000	\$549.90	
8" – 12"	0 – 200,000	\$846.00	

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 and January 8, 2018.

T/O ga	6k	\$25.38	\$4.23	\$4.87	
1 ga	11,200	\$37.15	\$3.317	\$3.317	
ewell	7k	\$30.10	\$4.30	\$4.30	
min-ton	6k	\$24.30	\$4.05	\$4.55	
Marn	8k	\$37.25	\$4.65	\$4.50	

0 Cdqa Billing (7/17-4/18)

ATTACHMENT 13

**Town of Canandaigua
County Road 10
Improvements**

**Phase 1 - Town Share
(12" Penney Transmission to
Recreation Dr.)**

MRB Group # 0300.17000.003
4/20/2018

				Phase 1	
Item No.	Item Description:	Qty	Unit	Unit Price	Total
I-1	Connect to Existing	2	EA	\$ 6,000	\$ 12,000
I-2	8" SDR 14 PVC	-	LF	\$ 10	\$ -
I-3	12" SDR 14 PVC	1,220	LF	\$ 20	\$ 24,400
I-4	8" Gate Valve and Box	-	EA	\$ 1,200	\$ -
I-5	12" Gate Valve and Box	4	EA	\$ 1,500	\$ 6,000
I-6	Service Transfers	4	EA	\$ 600	\$ 2,400
I-7	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 8")	-	EA	\$ 2,200	\$ -
I-8	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 12")	2	EA	\$ 2,700	\$ 5,400
I-9	Directional Drill (12") CR & Stream	-	LF	\$ 125	\$ -
I-10	Boring & Casing (12") Sate Road w/Casing (SR5&20)	275	LF	\$ 175	\$ 48,125
I-11	2" Blowoff Assembly	2	EA	\$ 600	\$ 1,200
I-12	Installation (8")	-	LF	\$ 8	\$ -
I-13	Restoration (8")	-	LF	\$ 2	\$ -
I-14	Installation (12")	1,220	LF	\$ 12	\$ 14,640
I-15	Restoration (12")	945	LF	\$ 2	\$ 1,890
I-16	Asphalt Pavement Replacement	1,338	SF	\$ 24	\$ 32,112
I-17	Master Meter Vaults	-	EA	\$ 80,000	\$ -
				SUBTOTAL	\$ 148,167
				Contingency	10% \$ 14,800
				Legal, Administration, Engineering	25% \$ 37,000
				PROJECT TOTAL	\$ 199,967
<p>**This construction cost estimate was prepared without the benefit of test holes or borings. Accordingly no allowance has been made for bedrock removal/disposal, or unstable soil conditions.</p> <p>Note: Individual water service costs are not included as a capital cost, but would be paid for as a one time connection charge by the affected property owners.</p>					

**Town of Canandaigua
County Road 10 Improvements**

**Phase 1 (D) - Developer Share
Developer Share**

MRB Group # 0300.17000.003
4/20/2018

				Phase 1 (D)	
Item No.	Item Description:	Qty	Unit	Unit Price	Total
I-1	Connect to Existing	-	EA	\$ 6,000	\$ -
I-2	8" SDR 14 PVC	-	LF	\$ 10	\$ -
I-3	12" SDR 14 PVC	-	LF	\$ 20	\$ -
I-4	8" Gate Valve and Box	-	EA	\$ 1,200	\$ -
I-5	12" Gate Valve and Box	-	EA	\$ 1,500	\$ -
I-6	Service Transfers	-	EA	\$ 600	\$ -
I-7	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 8")	-	EA	\$ 2,200	\$ -
I-8	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 12")	-	EA	\$ 2,700	\$ -
I-9	Directional Drill (12") CR & Stream	-	LF	\$ 125	\$ -
I-10	Boring & Casing (12") Sate Road w/Casing	-	LF	\$ 175	\$ -
I-11	2" Blowoff Assembly	-	EA	\$ 600	\$ -
I-12	Installation (8")	-	LF	\$ 8	\$ -
I-13	Restoration (8")	-	LF	\$ 2	\$ -
I-14	Installation (12")	-	LF	\$ 12	\$ -
I-15	Restoration (12")	-	LF	\$ 2	\$ -
I-16	Asphalt Pavement Replacement	-	SF	\$ 24	\$ -
I-17	Master Meter Vaults	-	EA	\$ 80,000	\$ -
SUBTOTAL					\$ -
				Contingency	10% \$ -
				Legal, Administration, Engineering	25% \$ -
				PROJECT TOTAL	\$ -
<p>**This construction cost estiamte was prepared without the benefit of test holes or borings. Acordingly no allowance has been made for bedrock removal/disposal, or unstable soil conditions.</p> <p>Note: Individual water service costs are not included as a capital cost, but would be paid for as a one time connection charge by the affected property owners.</p>					

**Town of Canandaigua
County Road 10
Improvements**

**Phase 2 - Town Share
(Recreation Dr.
to Creek View)**

MRB Group # 0300.17000.003
4/20/2018

				Phase 2	
Item No.	Item Description:	Qty	Unit	Unit Price	Total
I-1	Connect to Existing	-	EA	\$ 6,000	\$ -
I-2	8" SDR 14 PVC	-	LF	\$ 10	\$ -
I-3	12" SDR 14 PVC	-	LF	\$ 20	\$ -
I-4	8" Gate Valve and Box	-	EA	\$ 1,200	\$ -
I-5	12" Gate Valve and Box	-	EA	\$ 1,500	\$ -
I-6	Service Transfers	-	EA	\$ 600	\$ -
I-7	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 8")	-	EA	\$ 2,200	\$ -
I-8	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 12")	-	EA	\$ 2,700	\$ -
I-9	Directional Drill (12") Spring Vally Gardens	-	LF	\$ 125	\$ -
I-10	Boring & Casing (12") Sate Road w/Casing	-	LF	\$ 175	\$ -
I-11	2" Blowoff Assembly	-	EA	\$ 600	\$ -
I-12	Installation (8")	-	LF	\$ 8	\$ -
I-13	Restoration (8")	-	LF	\$ 2	\$ -
I-14	Installation (12")	-	LF	\$ 12	\$ -
I-15	Restoration (12")	-	LF	\$ 2	\$ -
I-16	Asphalt Pavement Replacement	-	SF	\$ 24	\$ -
I-17	Master Meter Vaults	-	EA	\$ 80,000	\$ -
SUBTOTAL					\$ -
				Contingency	10% \$ -
				Legal, Administration, Engineering	25% \$ -
				PROJECT TOTAL	\$ -
<p>**This construction cost estiamte was prepared without the benefit of test holes or borings. Acordingly no allowance has been made for bedrock removal/disposal, or unstable soil conditions.</p> <p>Note: Individual water service costs are not included as a capital cost, but would be paid for as a one time connection charge by the affected property owners.</p>					

**Town of Canandaigua
County Road 10 Improvements**

**Phase 2 (D)
Developer Share**

MRB Group # 0300.17000.003
4/20/2018

				Phase 2 (D)	
Item No.	Item Description:	Qty	Unit	Unit Price	Total
I-1	Connect to Existing	2	EA	\$ 6,000	\$ 12,000
I-2	8" SDR 14 PVC	1,125	LF	\$ 10	\$ 11,250
I-3	12" SDR 14 PVC	1,578	LF	\$ 20	\$ 31,560
I-4	8" Gate Valve and Box	3	EA	\$ 1,200	\$ 3,600
I-5	12" Gate Valve and Box	3	EA	\$ 1,500	\$ 4,500
I-6	Service Transfers	3	EA	\$ 600	\$ 1,800
I-7	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 8")	3	EA	\$ 2,200	\$ 6,600
I-8	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 12")	4	EA	\$ 2,700	\$ 10,800
I-9	Directional Drill (12") CR & Stream	200	LF	\$ 125	\$ 25,000
I-10	Boring & Casing (12") Sate Road w/Casing	-	LF	\$ 175	\$ -
I-11	2" Blowoff Assembly	4	EA	\$ 600	\$ 2,400
I-12	Installation (8")	1,125	LF	\$ 8	\$ 9,000
I-13	Restoration (8")	1,125	LF	\$ 2	\$ 2,250
I-14	Installation (12")	1,378	LF	\$ 12	\$ 16,536
I-15	Restoration (12")	1,378	LF	\$ 2	\$ 2,756
I-16	Asphalt Pavement Replacement	216	SF	\$ 24	\$ 5,184
I-17	Master Meter Vaults	-	EA	\$ 80,000	\$ -
				SUBTOTAL	\$ 145,236
				Contingency	10% \$ 14,500
				Legal, Administration, Engineering	25% \$ 36,300
				PROJECT TOTAL	\$ 196,036
<p>**This construction cost estiamte was prepared without the benefit of test holes or borings. Acordingly no allowance has been made for bedrock removal/disposal, or unstable soil conditions.</p> <p>Note: Individual water service costs are not included as a capital cost, but would be paid for as a one time connection charge by the affected property owners.</p>					

**Town of Canandaigua
County Road 10 Improvements**

**Phase 3A - Town Share
Meters Vaults**

MRB Group # 0300.17000.003
4/20/2018

				Phase 3A	
Item No.	Item Description:	Qty	Unit	Unit Price	Total
I-1	Connect to Existing	-	EA	\$ 6,000	\$ -
I-2	8" SDR 14 PVC	-	LF	\$ 10	\$ -
I-3	12" SDR 14 PVC	-	LF	\$ 20	\$ -
I-4	8" Gate Valve and Box	-	EA	\$ 1,200	\$ -
I-5	12" Gate Valve and Box	-	EA	\$ 1,500	\$ -
I-6	Service Transfers	-	EA	\$ 600	\$ -
I-7	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 8")	-	EA	\$ 2,200	\$ -
I-8	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 12")	-	EA	\$ 2,700	\$ -
I-9	Directional Drill (12") CR & Stream	-	LF	\$ 125	\$ -
I-10	Boring & Casing (12") Sate Road w/Casing	-	LF	\$ 175	\$ -
I-11	2" Blowoff Assembly	-	EA	\$ 600	\$ -
I-12	Installation (8")	-	LF	\$ 8	\$ -
I-13	Restoration (8")	-	LF	\$ 2	\$ -
I-14	Installation (12")	-	LF	\$ 12	\$ -
I-15	Restoration (12")	-	LF	\$ 2	\$ -
I-16	Asphalt Pavement Replacement	-	SF	\$ 24	\$ -
I-17	Master Meter Vaults	4	EA	\$ 80,000	\$ 320,000
				SUBTOTAL	\$ 320,000
				Contingency	10% \$ 32,000
				Legal, Administration, Engineering	25% \$ 80,000
				PROJECT TOTAL	\$ 432,000
<p>**This construction cost estiamte was prepared without the benefit of test holes or borings. Acordngly no allowance has been made for bedrock removal/disposal, or unstable soil conditions.</p> <p>Note: Individual water service costs are not included as a capital cost, but would be paid for as a one time connection charge by the affected property owners.</p>					

**Town of Canandaigua
County Road 10
Improvements**

**Phase 3B - Town Share
(Creek View to CR4,
Otetiana Pnt. Loop)**

MRB Group # 0300.17000.003
4/20/2018

				Phase 3B	
Item No.	Item Description:	Qty	Unit	Unit Price	Total
I-1	Connect to Existing	4	EA	\$ 6,000	\$ 24,000
I-2	8" SDR 14 PVC	660	LF	\$ 10	\$ 6,600
I-3	12" SDR 14 PVC	7,443	LF	\$ 20	\$ 148,860
I-4	8" Gate Valve and Box	2	EA	\$ 1,200	\$ 2,400
I-5	12" Gate Valve and Box	9	EA	\$ 1,500	\$ 13,500
I-6	Service Transfers	10	EA	\$ 600	\$ 6,000
I-7	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 8")	-	EA	\$ 2,200	\$ -
I-8	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 12")	15	EA	\$ 2,700	\$ 40,500
I-9	Directional Drill (12") CR46 + Wetland + Ont Pathway	620	LF	\$ 125	\$ 77,500
I-10	Boring & Casing (12") Sate Road w/Casing (SR21)	-	LF	\$ 175	\$ -
I-11	2" Blowoff Assembly	6	EA	\$ 600	\$ 3,600
I-12	Installation (8")	660	LF	\$ 8	\$ 5,280
I-13	Restoration (8")	660	LF	\$ 2	\$ 1,320
I-14	Installation (12")	6,883	LF	\$ 12	\$ 82,596
I-15	Restoration (12")	6,883	LF	\$ 2	\$ 13,766
I-16	Asphalt Pavement Replacement	4,646	SF	\$ 24	\$ 111,504
I-17	Master Meter Vaults	-	EA	\$ 80,000	\$ -
				SUBTOTAL	\$ 537,426
				Contingency	10% \$ 53,700
				Legal, Administration, Engineering	25% \$ 134,400
				PROJECT TOTAL	\$ 725,526
<p>**This construction cost estiamte was prepared without the benefit of test holes or borings. Acordingly no allowance has been made for bedrock removal/disposal, or unstable soil conditions.</p> <p>Note: Individual water service costs are not included as a capital cost, but would be paid for as a one time connection charge by the affected property owners.</p>					

**Town of Canandaigua
County Road 10 Improvements**

**Phase 3B (D)
Developer Share**

MRB Group # 0300.17000.003
4/20/2018

				Phase 3B (D)	
Item No.	Item Description:	Qty	Unit	Unit Price	Total
I-1	Connect to Existing	2	EA	\$ 6,000	\$ 12,000
I-2	8" SDR 14 PVC	1,100	LF	\$ 10	\$ 11,000
I-3	12" SDR 14 PVC	-	LF	\$ 20	\$ -
I-4	8" Gate Valve and Box	2	EA	\$ 1,200	\$ 2,400
I-5	12" Gate Valve and Box	-	EA	\$ 1,500	\$ -
I-6	Service Transfers	-	EA	\$ 600	\$ -
I-7	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 8")	3	EA	\$ 2,200	\$ 6,600
I-8	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 12")	-	EA	\$ 2,700	\$ -
I-9	Directional Drill (12") CR & Stream	-	LF	\$ 125	\$ -
I-10	Boring & Casing (12") Sate Road w/Casing	-	LF	\$ 175	\$ -
I-11	2" Blowoff Assembly	2	EA	\$ 600	\$ 1,200
I-12	Installation (8")	1,100	LF	\$ 8	\$ 8,800
I-13	Restoration (8")	1,100	LF	\$ 2	\$ 2,200
I-14	Installation (12")	-	LF	\$ 12	\$ -
I-15	Restoration (12")	-	LF	\$ 2	\$ -
I-16	Asphalt Pavement Replacement	-	SF	\$ 24	\$ -
I-17	Master Meter Vaults	-	EA	\$ 80,000	\$ -
				SUBTOTAL	\$ 44,200
				Contingency	10% \$ 4,400
				Legal, Administration, Engineering	25% \$ 11,100
				PROJECT TOTAL	\$ 59,700
<p>**This construction cost estiamte was prepared without the benefit of test holes or borings. Acordingly no allowance has been made for bedrock removal/disposal, or unstable soil conditions.</p> <p>Note: Individual water service costs are not included as a capital cost, but would be paid for as a one time connection charge by the affected property owners.</p>					

**Town of Canandaigua
County Road 10 Improvements**

Total Town Share

MRB Group # 0300.17000.003
4/20/2018

				Town	
Item No.	Item Description:	Qty	Unit	Unit Price	Total
I-1	Connect to Existing	6	EA	\$ 6,000	\$ 36,000
I-2	8" SDR 14 PVC	660	LF	\$ 10	\$ 6,600
I-3	12" SDR 14 PVC	8,663	LF	\$ 20	\$ 173,260
I-4	8" Gate Valve and Box	2	EA	\$ 1,200	\$ 2,400
I-5	12" Gate Valve and Box	13	EA	\$ 1,500	\$ 19,500
I-6	Service Transfers	14	EA	\$ 600	\$ 8,400
I-7	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 8")	-	EA	\$ 2,200	\$ -
I-8	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 12")	17	EA	\$ 2,700	\$ 45,900
I-9	Directional Drill (12") CR & Stream	620	LF	\$ 125	\$ 77,500
I-10	Boring & Casing (12") Sate Road w/Casing	275	LF	\$ 175	\$ 48,125
I-11	2" Blowoff Assembly	8	EA	\$ 600	\$ 4,800
I-12	Installation (8")	660	LF	\$ 8	\$ 5,280
I-13	Restoration (8")	660	LF	\$ 2	\$ 1,320
I-14	Installation (12")	8,103	LF	\$ 12	\$ 97,236
I-15	Restoration (12")	7,828	LF	\$ 2	\$ 15,656
I-16	Asphalt Pavement Replacement	5,984	SF	\$ 24	\$ 143,616
I-17	Master Meter Vaults	4	EA	\$ 80,000	\$ 320,000
				SUBTOTAL	\$ 1,005,593
				Contingency	10% \$ 100,600
				Legal, Administration, Engineering	25% \$ 251,400
				PROJECT TOTAL	\$ 1,357,593
<p>**This construction cost estiamte was prepared without the benefit of test holes or borings. Acordingly no allowance has been made for bedrock removal/disposal, or unstable soil conditions.</p> <p>Note: Individual water service costs are not included as a capital cost, but would be paid for as a one time connection charge by the affected property owners.</p>					

**Town of Canandaigua
County Road 10 Improvements**

Total Developer Share

MRB Group # 0300.17000.003
4/20/2018

Item No.	Item Description:	Qty	Unit	Developer	
				Unit Price	Total
I-1	Connect to Existing	4	EA	\$ 6,000	\$ 24,000
I-2	8" SDR 14 PVC	2,225	LF	\$ 10	\$ 22,250
I-3	12" SDR 14 PVC	1,578	LF	\$ 20	\$ 31,560
I-4	8" Gate Valve and Box	5	EA	\$ 1,200	\$ 6,000
I-5	12" Gate Valve and Box	3	EA	\$ 1,500	\$ 4,500
I-6	Service Transfers	3	EA	\$ 600	\$ 1,800
I-7	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 8")	6	EA	\$ 2,200	\$ 13,200
I-8	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 12")	4	EA	\$ 2,700	\$ 10,800
I-9	Directional Drill (12") CR & Stream	200	LF	\$ 125	\$ 25,000
I-10	Boring & Casing (12") Sate Road w/Casing	-	LF	\$ 175	\$ -
I-11	2" Blowoff Assembly	6	EA	\$ 600	\$ 3,600
I-12	Installation (8")	2,225	LF	\$ 8	\$ 17,800
I-13	Restoration (8")	2,225	LF	\$ 2	\$ 4,450
I-14	Installation (12")	1,378	LF	\$ 12	\$ 16,536
I-15	Restoration (12")	1,378	LF	\$ 2	\$ 2,756
I-16	Asphalt Pavement Replacement	216	SF	\$ 24	\$ 5,184
I-17	Master Meter Vaults	-	EA	\$ 80,000	\$ -
SUBTOTAL				\$	189,436
Contingency				10% \$	18,900
Legal, Administration, Engineering				25% \$	47,400
PROJECT TOTAL				\$	255,736
<p>**This construction cost estiamte was prepared without the benefit of test holes or borings. Acordingly no allowance has been made for bedrock removal/disposal, or unstable soil conditions.</p> <p>Note: Individual water service costs are not included as a capital cost, but would be paid for as a one time connection charge by the affected property owners.</p>					

**Town of Canandaigua
County Road 10
Improvements**

**Combined
Total Project**

MRB Group # 0300.17000.003
4/20/2018

				Combined	
Item No.	Item Description:	Qty	Unit	Unit Price	Total
I-1	Connect to Existing	10	EA	\$ 6,000	\$ 60,000
I-2	8" SDR 14 PVC	2,885	LF	\$ 10	\$ 28,850
I-3	12" SDR 14 PVC	10,241	LF	\$ 20	\$ 204,820
I-4	8" Gate Valve and Box	7	EA	\$ 1,200	\$ 8,400
I-5	12" Gate Valve and Box	16	EA	\$ 1,500	\$ 24,000
I-6	Service Transfers	17	EA	\$ 600	\$ 10,200
I-7	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 8")	6	EA	\$ 2,200	\$ 13,200
I-8	Hydrant Unit, Including Anchor Tee, 6" Anchor Pipe, Valve & Valve Box (on 12")	21	EA	\$ 2,700	\$ 56,700
I-9	Directional Drill (12") CR & Stream	820	LF	\$ 125	\$ 102,500
I-10	Boring & Casing (12") Sate Road w/Casing	275	LF	\$ 175	\$ 48,125
I-11	2" Blowoff Assembly	14	EA	\$ 600	\$ 8,400
I-12	Installation (8")	2,885	LF	\$ 8	\$ 23,080
I-13	Restoration (8")	2,885	LF	\$ 2	\$ 5,770
I-14	Installation (12")	9,481	LF	\$ 12	\$ 113,772
I-15	Restoration (12")	9,206	LF	\$ 2	\$ 18,412
I-16	Asphalt Pavement Replacement	6,200	SF	\$ 24	\$ 148,800
I-17	Master Meter Vaults	4	EA	\$ 80,000	\$ 320,000
				SUBTOTAL	\$ 1,195,029
				Contingency	10% \$ 119,500
				Legal, Administration, Engineering	25% \$ 298,800
				PROJECT TOTAL	\$ 1,613,329
<p>**This construction cost estiamte was prepared without the benefit of test holes or borings. Acordingly no allowance has been made for bedrock removal/disposal, or unstable soil conditions.</p> <p>Note: Individual water service costs are not included as a capital cost, but would be paid for as a one time connection charge by the affected property owners.</p>					

ATTACHMENT 14

Construction Cost Items	Qty	Unit	Unit Cost	Total Cost
<u>Pump Station</u>				
Pump Building	650	SF	\$250.00	\$162,500
Pumps/Piping/Misc	1	LS	\$475,000	\$475,000
HVAC	1	LS	\$50,000	\$50,000
Generator	1	LS	\$200,000	\$200,000
Excavation and Backfill	200	CY	\$100	\$20,000
Structural Fill	150	CY	\$75	\$11,250
Security	1	LS	\$25,000	\$25,000
Telemetry/SCADA	1	LS	\$40,000	\$40,000
16" Class 350 DIP	250	LF	\$100	\$25,000
16" Gate Valve	2	EA	\$15,000	\$30,000
Connect to Existing	2	EA	\$7,500	\$15,000
Paved Drive - Plant to Pump Station (Town Forces)	50,000	SF	\$2.50	\$125,000
Site Pavement	700	SF	\$10	\$7,000
Site Demolition	1	LS	\$10,000	\$10,000
Clearing/Grubbing & Site Restoration	1	LS	\$10,000	\$10,000
Erosion & Sediment Control	1	LS	\$15,000	\$15,000
Fencing & Automatic Gate	1	LS	\$45,000	\$45,000
Chlorination System	1	LS	\$45,000	\$45,000
<u>Pump Station Electric Service</u>				
Electric Service from CR 16: 3,000 LF 3P, Pole Change, 100 LF primary, and 500 KVA Transformer	1	LS	\$450,000	\$450,000
Electrical Distribution	1	LS	\$175,000	\$175,000
<u>Transmission Main</u>				
16" PVC Watermain	2,200	LF	\$40	\$88,000
16" Installation	2,200	LF	\$15	\$33,000
20" HDPE Directional Drill	1,000	LF	\$250	\$250,000
12" PVC Watermain	1,100	LF	\$20	\$22,000
12" Installation	1,100	LF	\$15	\$16,500
12" Gate Valve	4	EA	\$2,500	\$10,000
16" Gate Valve	2	EA	\$15,000	\$30,000
Hydrants	2	EA	\$5,000	\$10,000
Connect to Existing 12" Watermain	2	EA	\$7,500	\$15,000
Erosion and Sediment Control	1	LS	\$15,000	\$15,000
Clearing and Grubbing	1	LS	\$20,000	\$20,000
Driveway Restoration	1	LS	\$5,000	\$5,000
Lawn Restoration	1,000	LF	\$1	\$1,000
<u>Cramer Tank Supply Line</u>				
16" PVC Watermain	1,525	LF	\$30	\$45,750
16" Installation	1,525	LF	\$15	\$22,875
12" PVC Watermain	200	LF	\$30	\$6,000
12" PVC Installation	200	LF	\$15	\$3,000
16" Gate Valve	2	EA	\$15,000	\$30,000
12" Gate Valve	10	EA	\$2,500	\$25,000
Connect to Existing 12" Watermain	1	EA	\$7,500	\$7,500
Clearing and Grubbing	1	LS	\$5,000	\$5,000
Restoration	900	LF	\$2	\$1,800
Pavement Restoration (900 LF x 5 FT)	4,500	SF	\$10	\$45,000

Cramer Tanks

1.0 MG Tanks	2	EA	\$1,000,000	\$2,000,000
Tank Demo	1	LS	\$100,000	\$100,000
Site Work	1	LS	\$75,000	\$75,000
Telemetry	1	LS	\$50,000	\$50,000
Fencing	1	LS	\$25,000	\$25,000
THM Removal and Mixing System	2	EA	\$105,000	\$210,000
Tank Drains and Foundation Drains	1	LS	\$20,000	\$20,000
Site Demolition	1	LS	\$15,000	\$15,000
Gravel Drive	2,700	SF	\$5	\$13,500
Site Grading and Restoration	1	LS	\$15,000	\$15,000
Valve Vault Building (200 SF)	1	LS	\$70,000	\$70,000
HVAC	1	LS	\$15,000	\$15,000

Cramer Tanks Electrical Service

Electric service and extension to valve vault and tanks	1	LS	\$100,000	\$100,000
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General Conditions (2%)	1	LS	\$108,000	\$108,000
Mobilization (2%)	1	LS	\$108,000	\$108,000

Subtotal Construction Cost \$5,568,000

Contingency (10%) \$557,000

Total Construction \$6,125,000

Engineering, Legal and Admin. (20%) \$1,225,000

Subtotal Project Costs \$7,350,000

EFC Costs(3%) \$220,500

Total Project Costs \$7,570,500

ATTACHMENT 15

Table VI.3 represents the cost estimate that has been prepared for the project.

Table VI.3: Preliminary Project Cost Estimate

Construction Cost Items	Qty	Unit	Unit Cost	Total Cost
Connection to Existing	2	EA	\$3,000.00	\$6,000.00
8" SDR 14 PVC Watermain	5875	LF	\$12.00	\$70,500.00
8" Directional Drill	0	LF	\$130.00	\$0.00
8" Gate Valves	7	EA	\$1,100.00	\$7,700.00
Hydrant Assembly Units	9	EA	\$2,400.00	\$21,600.00
2" Blowoff Assembly	0	EA	\$750.00	\$0.00
Services	20	EA	\$850.00	\$17,000.00
Installation	5875	LF	\$9.00	\$52,875.00
Restoration	1	LS	\$9,000.00	\$9,000.00
Subtotal Construction Cost				\$184,675.00
<i>Contingency (15%)</i>				\$27,700.00
Total Construction				\$212,375.00
<i>Engineering, Legal and Admin. (25%)</i>				\$46,170.00
Total Project Costs				\$258,545.00

F. ANNUAL OPERATING BUDGET

1. Income

The Town will operate and maintain the watermain extension similar to the Town's existing water districts.

a. Water Rate

The current water usage rate for the Town of Canandaigua Consolidated Water District is approximately \$3.60 per 1,000 gallons of water. For a 1" service the minimum bill is \$36.00 for up to 10,000 gallons of water and \$4.15 per 1,000 gallons for each additional thousand gallons over 10,000. Commodity charges will be made to all users on a quarterly schedule and based on their individual metered consumption times the adopted rates of the Town. The annual commodity charge based on 55,000 gallons per year is \$198.05.

Account No:			
Description:			
Account Type:	▼	Status:	Active ▼
Copy Comp	▼	Fast Entry	▼
Copy Grant	▼	Muni XPOST	▼

FUND		
FUNCTION		
OBJ		
PROJ	249C	
		

Account No	Description	T	2018 Act Bal	2018 Bud Bal S
H.0202..249C	CASH - INVESTMENTS.WATER DIST EXT #42	A	44,812.50	
H.0522..249C	EXPENDITURES.WATER DIST EXT #42, WOC	A	0.00	
H.0630..249C	DUE TO OTHER FUNDS.WATER DIST EXT #4	L	-50,000.00	
H.1420.400.249C	ATTORNEY.CONTRACTUAL.WATER DIST EX	E	0.00	0.00
H.1440.400.249C	ENGINEERING.CONTRACTUAL.WATER DIST	E	0.00	0.00
	Total:		-5,187.50	0.00

Action: — Select —

ATTACHMENT 16

THE TOWN OF CANANDAIGUA
WATER BOOSTER STATION & STORAGE TANKS PROJECT

ONTARIO COUNTY, NEW YORK 14424

**STATE ENVIRONMENTAL QUALITY REVIEW
(SEQR)
FULL ENVIRONMENTAL ASSESSMENT FORM
(EAF) PARTS 1 - 3 & SUPPORTING
INFORMATION**

MAY 2018

Prepared by



THE CULVER ROAD ARMORY
145 CULVER ROAD, SUITE 160, ROCHESTER, NEW YORK 14620
TELEPHONE: (585) 381-9250 FACSIMILE: (585) 381-1008

Full Environmental Assessment Form
Part 1 - Project and Setting

Instructions for Completing Part 1

Part 1 is to be completed by the applicant or project sponsor. 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; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either "Yes" or "No". If the answer to the initial question is "Yes", complete the sub-questions that follow. If the answer to the initial question is "No", proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the project sponsor to verify that the information contained in Part 1 is accurate and complete.

A. Project and Sponsor Information.

Name of Action or Project: Town of Canandaigua Water Booster Station & Storage Tanks		
Project Location (describe, and attach a general location map): Cramer Road, Middle Cheshire Road		
Brief Description of Proposed Action (include purpose or need): The proposed project will involve the construction of a new booster pump station on the City of Canandaigua Water Treatment Plant site, installation of a new transmission main from the new booster pump station to the existing main at Middle Cheshire Road, and replacement of the Cramer Road tank with two identical 50' tall, 60' diameter tanks for a total storage volume of approximately 2.0 MG.		
Name of Applicant/Sponsor: Town of Canandaigua - Town Board (Greg Westbrook, Town Supervisor)	Telephone: (585) 394-1120	
	E-Mail: gwestbrook@townofcanandaigua.org	
Address: 5440 Route 5 & 20 West		
City/PO: Canandaigua	State: New York	Zip Code: 14424
Project Contact (if not same as sponsor; give name and title/role): Doug Finch, Town Manager	Telephone: (585) 394-1120 x2224	
	E-Mail: dfinch@townofcanandaigua.org	
Address:		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor):	Telephone:	
	E-Mail:	
Address:		
City/PO:	State:	Zip Code:

B. Government Approvals

B. Government Approvals, Funding, or Sponsorship. ("Funding" includes grants, loans, tax relief, and any other forms of financial assistance.)		
Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Council, Town Board, <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No or Village Board of Trustees	City of Canandaigua City Council Town of Canandaigua Town Board	
b. City, Town or Village <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Planning Board or Commission		
c. City Council, Town or <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Village Zoning Board of Appeals		
d. Other local agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	City of Canandaigua Department of Public Works	
e. County agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Ontario County Public Works Department Ontario County Planning Board	
f. Regional agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
g. State agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	NYS DOH, NYS DEC, NYS EFC	
h. Federal agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	US Army Corps of Engineers	
i. Coastal Resources.		
i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
iii. Is the project site within a Coastal Erosion Hazard Area?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

C. Planning and Zoning

C.1. Planning and zoning actions.	
Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<ul style="list-style-type: none"> If Yes, complete sections C, F and G. If No, proceed to question C.2 and complete all remaining sections and questions in Part 1 	
C.2. Adopted land use plans.	
a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes, identify the plan(s):	
<hr/> <hr/> <hr/>	
c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, identify the plan(s):	
<u>Town of Canandaigua Strategic Farmland Protection Area</u> <hr/> <hr/> <hr/>	

C.3. Zoning	
a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. If Yes, what is the zoning classification(s) including any applicable overlay district?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<u>Southern Corridor Residential, Agricultural Rural Residential-2</u>	
b. Is the use permitted or allowed by a special or conditional use permit?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
c. Is a zoning change requested as part of the proposed action?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes, i. What is the proposed new zoning for the site? _____	
C.4. Existing community services.	
a. In what school district is the project site located?	<u>Canandaigua City School District</u>
b. What police or other public protection forces serve the project site?	<u>Ontario County Sheriff's Office</u>
c. Which fire protection and emergency medical services serve the project site?	<u>Cheshire Volunteer Fire Department, Canandaigua Emergency Squad, City of Canandaigua Fire Department</u>
d. What parks serve the project site?	<u>Leonard R Pierce Memorial Park</u>

D. Project Details

D.1. Proposed and Potential Development	
a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)? <u>Municipal</u>	
b. a. Total acreage of the site of the proposed action?	<u>82.3</u> acres
b. Total acreage to be physically disturbed?	<u>~3.0</u> acres
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?	<u>82.3</u> acres
c. Is the proposed action an expansion of an existing project or use? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % _____ Units: _____	
d. Is the proposed action a subdivision, or does it include a subdivision? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes, i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types) _____	
ii. Is a cluster/conservation layout proposed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
iii. Number of lots proposed? _____	
iv. Minimum and maximum proposed lot sizes? Minimum _____ Maximum _____	
e. Will proposed action be constructed in multiple phases? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
i. If No, anticipated period of construction: _____ months	
ii. If Yes:	
• Total number of phases anticipated	<u>2</u>
• Anticipated commencement date of phase 1 (including demolition)	<u>4</u> month <u>2019</u> year
• Anticipated completion date of final phase	<u>8</u> month <u>2019</u> year
• Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: _____	
<u>Phase 1: booster pump and transmission line</u>	
<u>Phase 2: Cramer Road water tanks</u>	

f. Does the project include new residential uses? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, show numbers of units proposed.				
	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase	_____	_____	_____	_____
At completion of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes,	
i. Total number of structures <u>3</u> ii. Dimensions (in feet) of largest proposed structure: <u>50</u> height; <u>60</u> width; and <u>60</u> length iii. Approximate extent of building space to be heated or cooled: <u>N/A</u> square feet	

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes,	
i. Purpose of the impoundment: <u>Water tank replacement</u> ii. If a water impoundment, the principal source of the water: <input type="checkbox"/> Ground water <input type="checkbox"/> Surface water streams <input checked="" type="checkbox"/> Other specify: <u>Municipal potable water supply</u> iii. If other than water, identify the type of impounded/contained liquids and their source. _____ iv. Approximate size of the proposed impoundment. Volume: <u>2.0</u> million gallons; surface area: _____ acres v. Dimensions of the proposed dam or impounding structure: <u>50</u> height; <u>60</u> length vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____	

D.2. Project Operations

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite) If Yes:	
i. What is the purpose of the excavation or dredging? _____ ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site? • Volume (specify tons or cubic yards): _____ • Over what duration of time? _____ iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____ _____ _____ iv. Will there be onsite dewatering or processing of excavated materials? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, describe. _____ _____ v. What is the total area to be dredged or excavated? _____ acres vi. What is the maximum area to be worked at any one time? _____ acres vii. What would be the maximum depth of excavation or dredging? _____ feet viii. Will the excavation require blasting? <input type="checkbox"/> Yes <input type="checkbox"/> No ix. Summarize site reclamation goals and plan: _____ _____ _____ _____	

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes:	
i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): <u>Stream - 898-222, NYS Wetland CL-8</u> _____ _____	

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:
Directional drilling underneath the wetland and stream. Impacts expected to be minimal.

iii. Will proposed action cause or result in disturbance to bottom sediments? ☐ Yes ☒ No
 If Yes, describe: _____

iv. Will proposed action cause or result in the destruction or removal of aquatic vegetation? ☐ Yes ☒ No
 If Yes:

- acres of aquatic vegetation proposed to be removed: _____
- expected acreage of aquatic vegetation remaining after project completion: _____
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): _____
- proposed method of plant removal: _____
- if chemical/herbicide treatment will be used, specify product(s): _____

v. Describe any proposed reclamation/mitigation following disturbance: _____

c. Will the proposed action use, or create a new demand for water? ☐ Yes ☒ No
 If Yes:

i. Total anticipated water usage/demand per day: _____ gallons/day

ii. Will the proposed action obtain water from an existing public water supply? ☐ Yes ☐ No
 If Yes:

- Name of district or service area: _____
- Does the existing public water supply have capacity to serve the proposal? ☐ Yes ☐ No
- Is the project site in the existing district? ☐ Yes ☐ No
- Is expansion of the district needed? ☐ Yes ☐ No
- Do existing lines serve the project site? ☐ Yes ☐ No

iii. Will line extension within an existing district be necessary to supply the project? ☐ Yes ☐ No
 If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____
- Source(s) of supply for the district: _____

iv. Is a new water supply district or service area proposed to be formed to serve the project site? ☐ Yes ☐ No
 If, Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- Proposed source(s) of supply for new district: _____

v. If a public water supply will not be used, describe plans to provide water supply for the project: _____

vi. If water supply will be from wells (public or private), maximum pumping capacity: _____ gallons/minute.

d. Will the proposed action generate liquid wastes? ☐ Yes ☒ No
 If Yes:

i. Total anticipated liquid waste generation per day: _____ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): _____

iii. Will the proposed action use any existing public wastewater treatment facilities? ☐ Yes ☐ No
 If Yes:

- Name of wastewater treatment plant to be used: _____
- Name of district: _____
- Does the existing wastewater treatment plant have capacity to serve the project? ☐ Yes ☐ No
- Is the project site in the existing district? ☐ Yes ☐ No
- Is expansion of the district needed? ☐ Yes ☐ No

<ul style="list-style-type: none"> • Do existing sewer lines serve the project site? <input type="checkbox"/> Yes <input type="checkbox"/> No • Will line extension within an existing district be necessary to serve the project? <input type="checkbox"/> Yes <input type="checkbox"/> No <p>If Yes:</p> <ul style="list-style-type: none"> • Describe extensions or capacity expansions proposed to serve this project: _____ 	
<p>iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <ul style="list-style-type: none"> • Applicant/sponsor for new district: _____ • Date application submitted or anticipated: _____ • What is the receiving water for the wastewater discharge? _____ 	
<p>v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge, or describe subsurface disposal plans):</p> <p>_____</p> <p>_____</p>	
<p>vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____</p> <p>_____</p> <p>_____</p>	
<p>e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. How much impervious surface will the project create in relation to total size of project parcel?</p> <p style="padding-left: 40px;">_____ Square feet or <u>0.025</u> acres (impervious surface)</p> <p style="padding-left: 40px;">_____ Square feet or <u>82.3</u> acres (parcel size)</p> <p>ii. Describe types of new point sources. <u>No new point sources</u></p> <p>_____</p> <p>iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)?</p> <p><u>Conveyance to existing structures and road side ditches.</u></p> <p>_____</p> <ul style="list-style-type: none"> • If to surface waters, identify receiving water bodies or wetlands: _____ <p>_____</p> <ul style="list-style-type: none"> • Will stormwater runoff flow to adjacent properties? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 	
<p>iv. Does proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes, identify:</p> <p>i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)</p> <p>_____</p> <p>ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)</p> <p>_____</p> <p>iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation)</p> <p>_____</p>	
<p>g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>ii. In addition to emissions as calculated in the application, the project will generate:</p> <ul style="list-style-type: none"> • _____ Tons/year (short tons) of Carbon Dioxide (CO₂) • _____ Tons/year (short tons) of Nitrous Oxide (N₂O) • _____ Tons/year (short tons) of Perfluorocarbons (PFCs) • _____ Tons/year (short tons) of Sulfur Hexafluoride (SF₆) • _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs) • _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs) 	

<p>h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Estimate methane generation in tons/year (metric): _____</p> <p>ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): _____</p>			
<p>i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): _____</p>			
<p>j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes:</p> <p>i. When is the peak traffic expected (Check all that apply): <input type="checkbox"/> Morning <input type="checkbox"/> Evening <input type="checkbox"/> Weekend <input type="checkbox"/> Randomly between hours of _____ to _____.</p> <p>ii. For commercial activities only, projected number of semi-trailer truck trips/day: _____</p> <p>iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____</p> <p>iv. Does the proposed action include any shared use parking? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: _____</p>			
<p>vi. Are public/private transportation service(s) or facilities available within ½ mile of the proposed site? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>			
<p>k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Estimate annual electricity demand during operation of the proposed action: _____</p> <p>ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____</p> <p>iii. Will the proposed action require a new, or an upgrade to, an existing substation? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>			
<p>l. Hours of operation. Answer all items which apply.</p> <table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>i. During Construction:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ Work hours 7 AM - 5 PM • Saturday: _____ Work hours 7 AM - 5 PM • Sunday: _____ N/A • Holidays: _____ N/A </td> <td style="width: 50%; vertical-align: top;"> <p>ii. During Operations:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ Continuous operation • Saturday: _____ Continuous operation • Sunday: _____ Continuous operation • Holidays: _____ Continuous operation </td> </tr> </table>		<p>i. During Construction:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ Work hours 7 AM - 5 PM • Saturday: _____ Work hours 7 AM - 5 PM • Sunday: _____ N/A • Holidays: _____ N/A 	<p>ii. During Operations:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ Continuous operation • Saturday: _____ Continuous operation • Sunday: _____ Continuous operation • Holidays: _____ Continuous operation
<p>i. During Construction:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ Work hours 7 AM - 5 PM • Saturday: _____ Work hours 7 AM - 5 PM • Sunday: _____ N/A • Holidays: _____ N/A 	<p>ii. During Operations:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ Continuous operation • Saturday: _____ Continuous operation • Sunday: _____ Continuous operation • Holidays: _____ Continuous operation 		

<p>m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes:</p> <p>i. Provide details including sources, time of day and duration: _____</p> <p style="margin-left: 20px;"><u>During construction operations only</u></p>	
<p>ii. Will proposed action remove existing natural barriers that could act as a noise barrier or screen? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Describe: _____</p>	
<p>n. Will the proposed action have outdoor lighting? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes:</p> <p>i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures: _____</p> <p style="margin-left: 20px;"><u>Security lighting on pump station structure</u></p>	
<p>ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Describe: _____</p>	
<p>o. Does the proposed action have the potential to produce odors for more than one hour per day? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____</p> <p>_____</p> <p>_____</p>	
<p>p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Product(s) to be stored _____</p> <p>ii. Volume(s) _____ per unit time _____ (e.g., month, year)</p> <p>iii. Generally describe proposed storage facilities: _____</p> <p>_____</p>	
<p>q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Describe proposed treatment(s): _____</p> <p>_____</p> <p>_____</p>	
<p>ii. Will the proposed action use Integrated Pest Management Practices? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Describe any solid waste(s) to be generated during construction or operation of the facility:</p> <ul style="list-style-type: none"> • Construction: _____ tons per _____ (unit of time) • Operation : _____ tons per _____ (unit of time) <p>ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:</p> <ul style="list-style-type: none"> • Construction: _____ _____ • Operation: _____ _____ <p>iii. Proposed disposal methods/facilities for solid waste generated on-site:</p> <ul style="list-style-type: none"> • Construction: _____ _____ • Operation: _____ _____ 	

s. Does the proposed action include construction or modification of a solid waste management facility? ☐ Yes ☒ No

If Yes:

i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): _____

ii. Anticipated rate of disposal/processing:

- _____ Tons/month, if transfer or other non-combustion/thermal treatment, or
- _____ Tons/hour, if combustion or thermal treatment

iii. If landfill, anticipated site life: _____ years

t. Will proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? ☐ Yes ☒ No

If Yes:

i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: _____

ii. Generally describe processes or activities involving hazardous wastes or constituents: _____

iii. Specify amount to be handled or generated _____ tons/month

iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: _____

v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? ☐ Yes ☐ No

If Yes: provide name and location of facility: _____

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: _____

E. Site and Setting of Proposed Action

E.1. Land uses on and surrounding the project site

a. Existing land uses.

i. Check all uses that occur on, adjoining and near the project site.

☐ Urban ☐ Industrial ☐ Commercial ☒ Residential (suburban) ☒ Rural (non-farm)

☐ Forest ☒ Agriculture ☐ Aquatic ☒ Other (specify): Water treatment plants and related storage

ii. If mix of uses, generally describe: _____

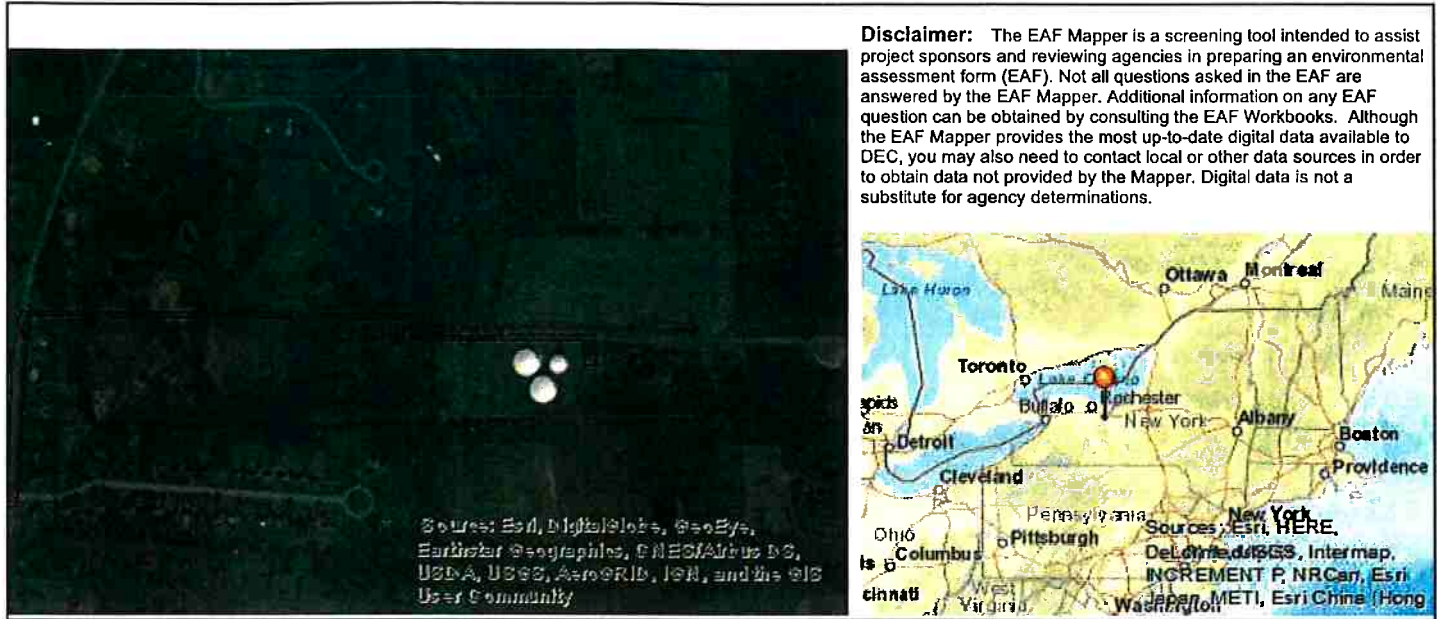
b. Land uses and covertypes on the project site.

Land use or Covertypes	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces	4.61	4.64	+0.025
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)	77.69	77.66	-0.025
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: _____			

<p>c. Is the project site presently used by members of the community for public recreation? i. If Yes: explain: _____</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site? If Yes, i. Identify Facilities: _____</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>e. Does the project site contain an existing dam? If Yes: i. Dimensions of the dam and impoundment: • Dam height: _____ feet • Dam length: _____ feet • Surface area: _____ acres • Volume impounded: _____ gallons OR acre-feet ii. Dam's existing hazard classification: _____ iii. Provide date and summarize results of last inspection: _____</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility? If Yes: i. Has the facility been formally closed? • If yes, cite sources/documentation: _____ ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: _____ iii. Describe any development constraints due to the prior solid waste activities: _____</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No
<p>g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste? If Yes: i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: _____</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site? If Yes: i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply: <input type="checkbox"/> Yes – Spills Incidents database <input type="checkbox"/> Yes – Environmental Site Remediation database <input type="checkbox"/> Neither database Provide DEC ID number(s): _____ Provide DEC ID number(s): _____ ii. If site has been subject of RCRA corrective activities, describe control measures: _____ iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database? If yes, provide DEC ID number(s): _____ iv. If yes to (i), (ii) or (iii) above, describe current status of site(s): _____</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

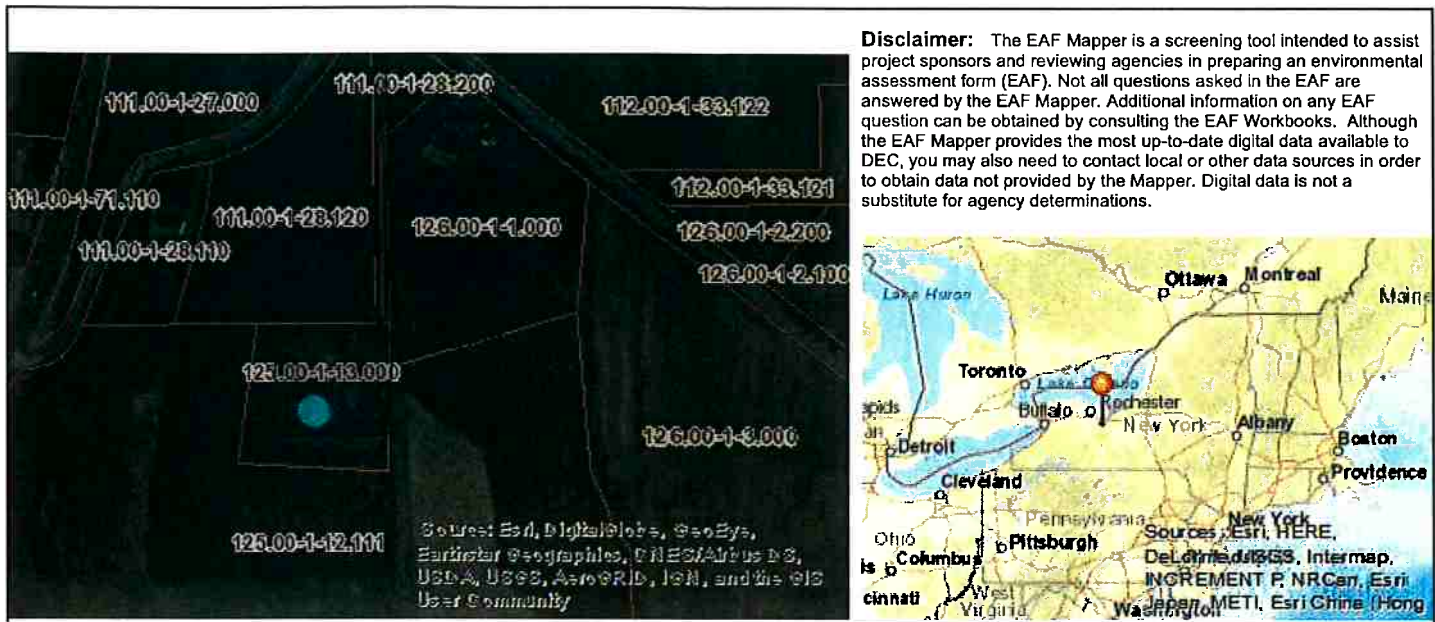
v. Is the project site subject to an institutional control limiting property uses? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<ul style="list-style-type: none"> • If yes, DEC site ID number: _____ • Describe the type of institutional control (e.g., deed restriction or easement): _____ • Describe any use limitations: _____ • Describe any engineering controls: _____ • Will the project affect the institutional or engineering controls in place? <input type="checkbox"/> Yes <input type="checkbox"/> No • Explain: _____ 	
E.2. Natural Resources On or Near Project Site	
a. What is the average depth to bedrock on the project site? _____ >6.5 feet	
b. Are there bedrock outcroppings on the project site? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %	
c. Predominant soil type(s) present on project site:	
Honeoye Loam	51 %
Lima Loam	35 %
Lyons Soils	11 %
d. What is the average depth to the water table on the project site? Average: _____ 4 feet	
e. Drainage status of project site soils:	
<input checked="" type="checkbox"/> Well Drained:	51 % of site
<input checked="" type="checkbox"/> Moderately Well Drained:	35 % of site
<input checked="" type="checkbox"/> Poorly Drained	14 % of site
f. Approximate proportion of proposed action site with slopes:	
<input checked="" type="checkbox"/> 0-10%:	58 % of site
<input checked="" type="checkbox"/> 10-15%:	30 % of site
<input checked="" type="checkbox"/> 15% or greater:	12 % of site
g. Are there any unique geologic features on the project site? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes, describe: _____	
h. Surface water features.	
i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
ii. Do any wetlands or other waterbodies adjoin the project site? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes to either <i>i</i> or <i>ii</i> , continue. If No, skip to E.2.i.	
iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
iv. For each identified regulated wetland and waterbody on the project site, provide the following information:	
• Streams: Name 898-222	Classification C
• Lakes or Ponds: Name	Classification
• Wetlands: Name Federal Waters, NYS Wetland	Approximate Size NYS Wetland 22.1 acres
• Wetland No. (if regulated by DEC) CL-8	
v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes, name of impaired water body/bodies and basis for listing as impaired: _____	
i. Is the project site in a designated Floodway? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
j. Is the project site in the 100 year Floodplain? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
k. Is the project site in the 500 year Floodplain? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes:	
i. Name of aquifer: _____	

<p>m. Identify the predominant wildlife species that occupy or use the project site: _____</p> <p>Deer _____</p> <p>_____</p>	
<p>n. Does the project site contain a designated significant natural community? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Describe the habitat/community (composition, function, and basis for designation): _____</p> <p style="margin-left: 20px;">ii. Source(s) of description or evaluation: _____</p> <p style="margin-left: 20px;">iii. Extent of community/habitat:</p> <ul style="list-style-type: none"> • Currently: _____ acres • Following completion of project as proposed: _____ acres • Gain or loss (indicate + or -): _____ acres 	
<p>o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	
<p>p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	
<p>q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, give a brief description of how the proposed action may affect that use: _____</p> <p>_____</p>	
<p>E.3. Designated Public Resources On or Near Project Site</p>	
<p>a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes, provide county plus district name/number: <u>ONTA001</u></p>	
<p>b. Are agricultural lands consisting of highly productive soils present? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p style="margin-left: 20px;">i. If Yes: acreage(s) on project site? <u>5.2</u></p> <p style="margin-left: 20px;">ii. Source(s) of soil rating(s): <u>Areas marked as Prime Farmland or Farmland of Statewide Importance in the USGS Soil Survey</u></p>	
<p>c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Nature of the natural landmark: <input type="checkbox"/> Biological Community <input type="checkbox"/> Geological Feature</p> <p style="margin-left: 20px;">ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____</p> <p>_____</p> <p>_____</p>	
<p>d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes:</p> <p style="margin-left: 20px;">i. CEA name: _____</p> <p style="margin-left: 20px;">ii. Basis for designation: _____</p> <p style="margin-left: 20px;">iii. Designating agency and date: _____</p>	



B.i.i [Coastal or Waterfront Area]	No
B.i.ii [Local Waterfront Revitalization Area]	No
C.2.b. [Special Planning District]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h [DEC Spills or Remediation Site - Potential Contamination History]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Listed]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Environmental Site Remediation Database]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.iii [Within 2,000' of DEC Remediation Site]	No
E.2.g [Unique Geologic Features]	No
E.2.h.i [Surface Water Features]	Yes
E.2.h.ii [Surface Water Features]	Yes
E.2.h.iii [Surface Water Features]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
E.2.h.iv [Surface Water Features - Stream Name]	898-222
E.2.h.iv [Surface Water Features - Stream Classification]	C
E.2.h.iv [Surface Water Features - Wetlands Name]	Federal Waters, NYS Wetland
E.2.h.iv [Surface Water Features - Wetlands Size]	NYS Wetland (in acres):22.1
E.2.h.iv [Surface Water Features - DEC Wetlands Number]	CL-8
E.2.h.v [Impaired Water Bodies]	No

E.2.i. [Floodway]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.2.j. [100 Year Floodplain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.2.k. [500 Year Floodplain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.2.l. [Aquifers]	No
E.2.n. [Natural Communities]	No
E.2.o. [Endangered or Threatened Species]	No
E.2.p. [Rare Plants or Animals]	No
E.3.a. [Agricultural District]	Yes
E.3.a. [Agricultural District]	ONTA001
E.3.c. [National Natural Landmark]	No
E.3.d [Critical Environmental Area]	No
E.3.e. [National Register of Historic Places]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.3.f. [Archeological Sites]	Yes
E.3.i. [Designated River Corridor]	No



B.i.i [Coastal or Waterfront Area]	No
B.i.ii [Local Waterfront Revitalization Area]	No
C.2.b. [Special Planning District]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h [DEC Spills or Remediation Site - Potential Contamination History]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Listed]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.ii [DEC Spills or Remediation Site - Environmental Site Remediation Database]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.iii [Within 2,000' of DEC Remediation Site]	No
E.2.g [Unique Geologic Features]	No
E.2.h.i [Surface Water Features]	No
E.2.h.ii [Surface Water Features]	No
E.2.h.iii [Surface Water Features]	No
E.2.h.v [Impaired Water Bodies]	No
E.2.i. [Floodway]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.2.j. [100 Year Floodplain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.2.k. [500 Year Floodplain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.2.l. [Aquifers]	No
E.2.n. [Natural Communities]	No
E.2.o. [Endangered or Threatened Species]	No

E.2.p. [Rare Plants or Animals]	No
E.3.a. [Agricultural District]	Yes
E.3.a. [Agricultural District]	ONTA001
E.3.c. [National Natural Landmark]	No
E.3.d [Critical Environmental Area]	No
E.3.e. [National Register of Historic Places]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.3.f. [Archeological Sites]	No
E.3.i. [Designated River Corridor]	No

Full Environmental Assessment Form
Part 2 - Identification of Potential Project Impacts

	Agency Use Only [If applicable]
Project :	Canandaigua Water Booster Sta. & Tanks
Date :	May 21, 2018

Part 2 is to be completed by the lead agency. Part 2 is designed to help the lead agency inventory all potential resources that could be affected by a proposed project or action. We recognize that the lead agency's reviewer(s) will not necessarily be environmental professionals. So, the questions are designed to walk a reviewer through the assessment process by providing a series of questions that can be answered using the information found in Part 1. To further assist the lead agency in completing Part 2, the form identifies the most relevant questions in Part 1 that will provide the information needed to answer the Part 2 question. When Part 2 is completed, the lead agency will have identified the relevant environmental areas that may be impacted by the proposed activity.

If the lead agency is a state agency **and** the action is in any Coastal Area, complete the Coastal Assessment Form before proceeding with this assessment.

Tips for completing Part 2:

- Review all of the information provided in Part 1.
- Review any application, maps, supporting materials and the Full EAF Workbook.
- Answer each of the 18 questions in Part 2.
- If you answer "Yes" to a numbered question, please complete all the questions that follow in that section.
- If you answer "No" to a numbered question, move on to the next numbered question.
- Check appropriate column to indicate the anticipated size of the impact.
- Proposed projects that would exceed a numeric threshold contained in a question should result in the reviewing agency checking the box "Moderate to large impact may occur."
- The reviewer is not expected to be an expert in environmental analysis.
- If you are not sure or undecided about the size of an impact, it may help to review the sub-questions for the general question and consult the workbook.
- When answering a question consider all components of the proposed activity, that is, the "whole action".
- Consider the possibility for long-term and cumulative impacts as well as direct impacts.
- Answer the question in a reasonable manner considering the scale and context of the project.

1. Impact on Land Proposed action may involve construction on, or physical alteration of, the land surface of the proposed site. (See Part 1. D.1) <i>If "Yes", answer questions a - j. If "No", move on to Section 2.</i>				<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur		
a. The proposed action may involve construction on land where depth to water table is less than 3 feet.	E2d	<input type="checkbox"/>	<input type="checkbox"/>		
b. The proposed action may involve construction on slopes of 15% or greater.	E2f	<input type="checkbox"/>	<input type="checkbox"/>		
c. The proposed action may involve construction on land where bedrock is exposed, or generally within 5 feet of existing ground surface.	E2a	<input type="checkbox"/>	<input type="checkbox"/>		
d. The proposed action may involve the excavation and removal of more than 1,000 tons of natural material.	D2a	<input type="checkbox"/>	<input type="checkbox"/>		
e. The proposed action may involve construction that continues for more than one year or in multiple phases.	D1e	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
f. The proposed action may result in increased erosion, whether from physical disturbance or vegetation removal (including from treatment by herbicides).	D2e, D2q	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
g. The proposed action is, or may be, located within a Coastal Erosion hazard area.	B1i	<input type="checkbox"/>	<input type="checkbox"/>		
h. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>		

2. Impact on Geological Features

The proposed action may result in the modification or destruction of, or inhibit access to, any unique or unusual land forms on the site (e.g., cliffs, dunes, minerals, fossils, caves). (See Part 1. E.2.g)

☒ NO☐ YES

If "Yes", answer questions a - c. If "No", move on to Section 3.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Identify the specific land form(s) attached: _____	E2g	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may affect or is adjacent to a geological feature listed as a registered National Natural Landmark. Specific feature: _____	E3c	<input type="checkbox"/>	<input type="checkbox"/>
c. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

3. Impacts on Surface Water

The proposed action may affect one or more wetlands or other surface water bodies (e.g., streams, rivers, ponds or lakes). (See Part 1. D.2, E.2.h)

☐ NO☒ YES

If "Yes", answer questions a - l. If "No", move on to Section 4.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may create a new water body.	D2b, D1h	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in an increase or decrease of over 10% or more than a 10 acre increase or decrease in the surface area of any body of water.	D2b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may involve dredging more than 100 cubic yards of material from a wetland or water body.	D2a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve construction within or adjoining a freshwater or tidal wetland, or in the bed or banks of any other water body.	E2h	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may create turbidity in a waterbody, either from upland erosion, runoff or by disturbing bottom sediments.	D2a, D2h	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may include construction of one or more intake(s) for withdrawal of water from surface water.	D2c	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may include construction of one or more outfall(s) for discharge of wastewater to surface water(s).	D2d	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action may cause soil erosion, or otherwise create a source of stormwater discharge that may lead to siltation or other degradation of receiving water bodies.	D2e	<input checked="" type="checkbox"/>	<input type="checkbox"/>
i. The proposed action may affect the water quality of any water bodies within or downstream of the site of the proposed action.	E2h	<input checked="" type="checkbox"/>	<input type="checkbox"/>
j. The proposed action may involve the application of pesticides or herbicides in or around any water body.	D2q, E2h	<input type="checkbox"/>	<input type="checkbox"/>
k. The proposed action may require the construction of new, or expansion of existing, wastewater treatment facilities.	D1a, D2d	<input type="checkbox"/>	<input type="checkbox"/>

l. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
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4. Impact on groundwater

The proposed action may result in new or additional use of ground water, or may have the potential to introduce contaminants to ground water or an aquifer.

☒ NO

☐ YES

(See Part 1. D.2.a, D.2.c, D.2.d, D.2.p, D.2.q, D.2.t)

If "Yes", answer questions a - h. If "No", move on to Section 5.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may require new water supply wells, or create additional demand on supplies from existing water supply wells.	D2c	<input type="checkbox"/>	<input type="checkbox"/>
b. Water supply demand from the proposed action may exceed safe and sustainable withdrawal capacity rate of the local supply or aquifer. Cite Source: _____	D2c	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may allow or result in residential uses in areas without water and sewer services.	D1a, D2c	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may include or require wastewater discharged to groundwater.	D2d, E2l	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in the construction of water supply wells in locations where groundwater is, or is suspected to be, contaminated.	D2c, E1f, E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may require the bulk storage of petroleum or chemical products over ground water or an aquifer.	D2p, E2l	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may involve the commercial application of pesticides within 100 feet of potable drinking water or irrigation sources.	E2h, D2q, E2l, D2c	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

5. Impact on Flooding

The proposed action may result in development on lands subject to flooding.

☒ NO

☐ YES

(See Part 1. E.2)

If "Yes", answer questions a - g. If "No", move on to Section 6.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in development in a designated floodway.	E2i	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in development within a 100 year floodplain.	E2j	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in development within a 500 year floodplain.	E2k	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in, or require, modification of existing drainage patterns.	D2b, D2e	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may change flood water flows that contribute to flooding.	D2b, E2i, E2j, E2k	<input type="checkbox"/>	<input type="checkbox"/>
f. If there is a dam located on the site of the proposed action, is the dam in need of repair, or upgrade?	E1e	<input type="checkbox"/>	<input type="checkbox"/>

g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
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6. Impacts on Air The proposed action may include a state regulated air emission source. (See Part 1. D.2.f., D.2.h, D.2.g) <i>If "Yes", answer questions a - f. If "No", move on to Section 7.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. If the proposed action requires federal or state air emission permits, the action may also emit one or more greenhouse gases at or above the following levels: i. More than 1000 tons/year of carbon dioxide (CO ₂) ii. More than 3.5 tons/year of nitrous oxide (N ₂ O) iii. More than 1000 tons/year of carbon equivalent of perfluorocarbons (PFCs) iv. More than .045 tons/year of sulfur hexafluoride (SF ₆) v. More than 1000 tons/year of carbon dioxide equivalent of hydrochloroflourocarbons (HFCs) emissions vi. 43 tons/year or more of methane	D2g D2g D2g D2g D2g D2h	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
b. The proposed action may generate 10 tons/year or more of any one designated hazardous air pollutant, or 25 tons/year or more of any combination of such hazardous air pollutants.	D2g	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may require a state air registration, or may produce an emissions rate of total contaminants that may exceed 5 lbs. per hour, or may include a heat source capable of producing more than 10 million BTU's per hour.	D2f, D2g	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may reach 50% of any of the thresholds in "a" through "c", above.	D2g	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in the combustion or thermal treatment of more than 1 ton of refuse per hour.	D2s	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

7. Impact on Plants and Animals The proposed action may result in a loss of flora or fauna. (See Part 1. E.2. m.-q.) <i>If "Yes", answer questions a - j. If "No", move on to Section 8.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may cause reduction in population or loss of individuals of any threatened or endangered species, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2o	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in a reduction or degradation of any habitat used by any rare, threatened or endangered species, as listed by New York State or the federal government.	E2o	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may cause reduction in population, or loss of individuals, of any species of special concern or conservation need, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2p	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in a reduction or degradation of any habitat used by any species of special concern and conservation need, as listed by New York State or the Federal government.	E2p	<input type="checkbox"/>	<input type="checkbox"/>

e. The proposed action may diminish the capacity of a registered National Natural Landmark to support the biological community it was established to protect.	E3c	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result in the removal of, or ground disturbance in, any portion of a designated significant natural community. Source: _____	E2n	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may substantially interfere with nesting/breeding, foraging, or over-wintering habitat for the predominant species that occupy or use the project site.	E2m	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action requires the conversion of more than 10 acres of forest, grassland or any other regionally or locally important habitat. Habitat type & information source: _____	E1b	<input type="checkbox"/>	<input type="checkbox"/>
i. Proposed action (commercial, industrial or recreational projects, only) involves use of herbicides or pesticides.	D2q	<input type="checkbox"/>	<input type="checkbox"/>
j. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

8. Impact on Agricultural Resources The proposed action may impact agricultural resources. (See Part 1. E.3.a. and b.) <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES <i>If "Yes", answer questions a - h. If "No", move on to Section 9.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may impact soil classified within soil group 1 through 4 of the NYS Land Classification System.	E2c, E3b	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may sever, cross or otherwise limit access to agricultural land (includes cropland, hayfields, pasture, vineyard, orchard, etc).	E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in the excavation or compaction of the soil profile of active agricultural land.	E3b	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may irreversibly convert agricultural land to non-agricultural uses, either more than 2.5 acres if located in an Agricultural District, or more than 10 acres if not within an Agricultural District.	E1b, E3a	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may disrupt or prevent installation of an agricultural land management system.	E1 a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result, directly or indirectly, in increased development potential or pressure on farmland.	C2c, C3, D2c, D2d	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed project is not consistent with the adopted municipal Farmland Protection Plan.	C2c	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

9. Impact on Aesthetic Resources The land use of the proposed action are obviously different from, or are in sharp contrast to, current land use patterns between the proposed project and a scenic or aesthetic resource. (Part 1. E.1.a, E.1.b, E.3.h.) <i>If "Yes", answer questions a - g. If "No", go to Section 10.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Proposed action may be visible from any officially designated federal, state, or local scenic or aesthetic resource.	E3h	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the obstruction, elimination or significant screening of one or more officially designated scenic views.	E3h, C2b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may be visible from publicly accessible vantage points: i. Seasonally (e.g., screened by summer foliage, but visible during other seasons) ii. Year round	E3h	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
d. The situation or activity in which viewers are engaged while viewing the proposed action is: i. Routine travel by residents, including travel to and from work ii. Recreational or tourism based activities	E3h E2q, E1c	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
e. The proposed action may cause a diminishment of the public enjoyment and appreciation of the designated aesthetic resource.	E3h	<input type="checkbox"/>	<input type="checkbox"/>
f. There are similar projects visible within the following distance of the proposed project: 0-1/2 mile 1/2 -3 mile 3-5 mile 5+ mile	D1a, E1a, D1f, D1g	<input type="checkbox"/>	<input type="checkbox"/>
g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

10. Impact on Historic and Archeological Resources The proposed action may occur in or adjacent to a historic or archaeological resource. (Part 1. E.3.e, f. and g.) <i>If "Yes", answer questions a - e. If "No", go to Section 11.</i>			
		<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may occur wholly or partially within, or substantially contiguous to, any buildings, archaeological site or district which is listed on or has been nominated by the NYS Board of Historic Preservation for inclusion on the State or National Register of Historic Places.	E3e	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may occur wholly or partially within, or substantially contiguous to, an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory.	E3f	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may occur wholly or partially within, or substantially contiguous to, an archaeological site not included on the NY SHPO inventory. Source: _____	E3g	<input type="checkbox"/>	<input type="checkbox"/>

d. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
e. If any of the above (a-d) are answered "Yes", continue with the following questions to help support conclusions in Part 3:			
i. The proposed action may result in the destruction or alteration of all or part of the site or property.	E3e, E3g, E3f	<input type="checkbox"/>	<input type="checkbox"/>
ii. The proposed action may result in the alteration of the property's setting or integrity.	E3e, E3f, E3g, E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
iii. The proposed action may result in the introduction of visual elements which are out of character with the site or property, or may alter its setting.	E3e, E3f, E3g, E3h, C2, C3	<input type="checkbox"/>	<input type="checkbox"/>

11. Impact on Open Space and Recreation The proposed action may result in a loss of recreational opportunities or a reduction of an open space resource as designated in any adopted municipal open space plan. (See Part 1. C.2.c, E.1.c., E.2.q.) <i>If "Yes", answer questions a - e. If "No", go to Section 12.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in an impairment of natural functions, or "ecosystem services", provided by an undeveloped area, including but not limited to stormwater storage, nutrient cycling, wildlife habitat.	D2e, E1b E2h, E2m, E2o, E2n, E2p	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the loss of a current or future recreational resource.	C2a, E1c, C2c, E2q	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may eliminate open space or recreational resource in an area with few such resources.	C2a, C2c E1c, E2q	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in loss of an area now used informally by the community as an open space resource.	C2c, E1c	<input type="checkbox"/>	<input type="checkbox"/>
e. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

12. Impact on Critical Environmental Areas The proposed action may be located within or adjacent to a critical environmental area (CEA). (See Part 1. E.3.d) <i>If "Yes", answer questions a - c. If "No", go to Section 13.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in a reduction in the quantity of the resource or characteristic which was the basis for designation of the CEA.	E3d	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in a reduction in the quality of the resource or characteristic which was the basis for designation of the CEA.	E3d	<input type="checkbox"/>	<input type="checkbox"/>
c. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

13. Impact on Transportation
The proposed action may result in a change to existing transportation systems. ☐ NO ☒ YES
(See Part 1. D.2.j)
If "Yes", answer questions a - g. If "No", go to Section 14.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Projected traffic increase may exceed capacity of existing road network.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the construction of paved parking area for 500 or more vehicles.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action will degrade existing transit access.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action will degrade existing pedestrian or bicycle accommodations.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may alter the present pattern of movement of people or goods.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: <u>During construction activities only</u>		<input checked="" type="checkbox"/>	<input type="checkbox"/>

14. Impact on Energy
The proposed action may cause an increase in the use of any form of energy. ☒ NO ☐ YES
(See Part 1. D.2.k)
If "Yes", answer questions a - e. If "No", go to Section 15.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action will require a new, or an upgrade to an existing, substation.	D2k	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action will require the creation or extension of an energy transmission or supply system to serve more than 50 single or two-family residences or to serve a commercial or industrial use.	D1f, D1q, D2k	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may utilize more than 2,500 MWhrs per year of electricity.	D2k	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve heating and/or cooling of more than 100,000 square feet of building area when completed.	D1g	<input type="checkbox"/>	<input type="checkbox"/>
e. Other Impacts: _____			

15. Impact on Noise, Odor, and Light
The proposed action may result in an increase in noise, odors, or outdoor lighting. ☐ NO ☒ YES
(See Part 1. D.2.m., n., and o.)
If "Yes", answer questions a - f. If "No", go to Section 16.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may produce sound above noise levels established by local regulation.	D2m	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in blasting within 1,500 feet of any residence, hospital, school, licensed day care center, or nursing home.	D2m, E1d	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in routine odors for more than one hour per day.	D2o	<input type="checkbox"/>	<input type="checkbox"/>

d. The proposed action may result in light shining onto adjoining properties.	D2n	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in lighting creating sky-glow brighter than existing area conditions.	D2n, E1a	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: <u>During construction activities only</u>		<input checked="" type="checkbox"/>	<input type="checkbox"/>

16. Impact on Human Health The proposed action may have an impact on human health from exposure to new or existing sources of contaminants. (See Part 1.D.2.q., E.1. d. f. g. and h.) <i>If "Yes", answer questions a - m. If "No", go to Section 17.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action is located within 1500 feet of a school, hospital, licensed day care center, group home, nursing home or retirement community.	E1d	<input type="checkbox"/>	<input type="checkbox"/>
b. The site of the proposed action is currently undergoing remediation.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
c. There is a completed emergency spill remediation, or a completed environmental site remediation on, or adjacent to, the site of the proposed action.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
d. The site of the action is subject to an institutional control limiting the use of the property (e.g., easement or deed restriction).	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may affect institutional control measures that were put in place to ensure that the site remains protective of the environment and human health.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action has adequate control measures in place to ensure that future generation, treatment and/or disposal of hazardous wastes will be protective of the environment and human health.	D2t	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action involves construction or modification of a solid waste management facility.	D2q, E1f	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action may result in the unearthing of solid or hazardous waste.	D2q, E1f	<input type="checkbox"/>	<input type="checkbox"/>
i. The proposed action may result in an increase in the rate of disposal, or processing, of solid waste.	D2r, D2s	<input type="checkbox"/>	<input type="checkbox"/>
j. The proposed action may result in excavation or other disturbance within 2000 feet of a site used for the disposal of solid or hazardous waste.	E1f, E1g E1h	<input type="checkbox"/>	<input type="checkbox"/>
k. The proposed action may result in the migration of explosive gases from a landfill site to adjacent off site structures.	E1f, E1g	<input type="checkbox"/>	<input type="checkbox"/>
l. The proposed action may result in the release of contaminated leachate from the project site.	D2s, E1f, D2r	<input type="checkbox"/>	<input type="checkbox"/>
m. Other impacts: _____			

17. Consistency with Community Plans

The proposed action is not consistent with adopted land use plans.

☒ NO☐ YES

(See Part 1. C.1, C.2. and C.3.)

If "Yes", answer questions a - h. If "No", go to Section 18.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action's land use components may be different from, or in sharp contrast to, current surrounding land use pattern(s).	C2, C3, D1a E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action will cause the permanent population of the city, town or village in which the project is located to grow by more than 5%.	C2	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action is inconsistent with local land use plans or zoning regulations.	C2, C2, C3	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action is inconsistent with any County plans, or other regional land use plans.	C2, C2	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may cause a change in the density of development that is not supported by existing infrastructure or is distant from existing infrastructure.	C3, D1c, D1d, D1f, D1d, E1b	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action is located in an area characterized by low density development that will require new or expanded public infrastructure.	C4, D2c, D2d D2j	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may induce secondary development impacts (e.g., residential or commercial development not included in the proposed action)	C2a	<input type="checkbox"/>	<input type="checkbox"/>
h. Other: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

18. Consistency with Community Character

The proposed project is inconsistent with the existing community character.

☒ NO☐ YES

(See Part 1. C.2, C.3, D.2, E.3)

If "Yes", answer questions a - g. If "No", proceed to Part 3.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may replace or eliminate existing facilities, structures, or areas of historic importance to the community.	E3e, E3f, E3g	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may create a demand for additional community services (e.g. schools, police and fire)	C4	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may displace affordable or low-income housing in an area where there is a shortage of such housing.	C2, C3, D1f D1g, E1a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may interfere with the use or enjoyment of officially recognized or designated public resources.	C2, E3	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action is inconsistent with the predominant architectural scale and character.	C2, C3	<input type="checkbox"/>	<input type="checkbox"/>
f. Proposed action is inconsistent with the character of the existing natural landscape.	C2, C3 E1a, E1b E2g, E2h	<input type="checkbox"/>	<input type="checkbox"/>
g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

Full Environmental Assessment Form
Part 3 - Evaluation of the Magnitude and Importance of Project Impacts
and
Determination of Significance

Part 3 provides the reasons in support of the determination of significance. The lead agency must complete Part 3 for every question in Part 2 where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.

Based on the analysis in Part 3, the lead agency must decide whether to require an environmental impact statement to further assess the proposed action or whether available information is sufficient for the lead agency to conclude that the proposed action will not have a significant adverse environmental impact. By completing the certification on the next page, the lead agency can complete its determination of significance.

Reasons Supporting This Determination:

To complete this section:

- Identify the impact based on the Part 2 responses and describe its magnitude. Magnitude considers factors such as severity, size or extent of an impact.
- Assess the importance of the impact. Importance relates to the geographic scope, duration, probability of the impact occurring, number of people affected by the impact and any additional environmental consequences if the impact were to occur.
- The assessment should take into consideration any design element or project changes.
- Repeat this process for each Part 2 question where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.
- Provide the reason(s) why the impact may, or will not, result in a significant adverse environmental impact
- For Conditional Negative Declarations identify the specific condition(s) imposed that will modify the proposed action so that no significant adverse environmental impacts will result.
- Attach additional sheets, as needed.

The Town of Canandaigua Town Board has reviewed and accepted Parts 1, 2 & 3 of the Full Environmental Assessment Form (EAF) for this action. The Town Board has been established as the lead agency, under SEQR, for making the required determination of significance. In addition, the general public was made aware of the public review and comment period provided by the Town Board. No significant adverse impacts were identified as the result of this review process. Please see the attached documentation supporting the EAF Part 3 in support of this decision.

Determination of Significance - Type 1 and Unlisted Actions

SEQR Status: ☒ Type 1 ☐ Unlisted

Identify portions of EAF completed for this Project: ☒ Part 1 ☒ Part 2 ☒ Part 3

Upon review of the information recorded on this EAF, as noted, plus this additional support information
Environmental Assessment Form (EAF) Part 3. the supporting documentation to the EAF and Mapping.

and considering both the magnitude and importance of each identified potential impact, it is the conclusion of the _____ as lead agency that:

☒ A. This project will result in no significant adverse impacts on the environment, and, therefore, an environmental impact statement need not be prepared. Accordingly, this negative declaration is issued.

☐ B. Although this project could have a significant adverse impact on the environment, that impact will be avoided or substantially mitigated because of the following conditions which will be required by the lead agency:

There will, therefore, be no significant adverse impacts from the project as conditioned, and, therefore, this conditioned negative declaration is issued. A conditioned negative declaration may be used only for UNLISTED actions (see 6 NYCRR 617.d).

☐ C. This Project may result in one or more significant adverse impacts on the environment, and an environmental impact statement must be prepared to further assess the impact(s) and possible mitigation and to explore alternatives to avoid or reduce those impacts. Accordingly, this positive declaration is issued.

Name of Action: Town of Canandaigua Water Booster Station & Tanks

Name of Lead Agency: Town of Canandaigua Town Board

Name of Responsible Officer in Lead Agency: Greg Westbrook

Title of Responsible Officer: Town Supervisor

Signature of Responsible Officer in Lead Agency: _____ Date: May 21, 2018

Signature of Preparer (if different from Responsible Officer) _____ MRB Group Date: May 21, 2018

For Further Information:

Contact Person: Dough Finch, Town Manager

Address: 5400 Route 5 & 20 West, Canandaigua, NY 14424

Telephone Number: (585) 394-1120

E-mail: dfinch@townofcanandaigua.org

For Type 1 Actions and Conditioned Negative Declarations, a copy of this Notice is sent to:

Chief Executive Officer of the political subdivision in which the action will be principally located (e.g., Town / City / Village of)

Other involved agencies (if any)

Applicant (if any)

Environmental Notice Bulletin: <http://www.dec.ny.gov/enb/enb.html>

TOWN OF CANANDAIGUA
WATER BOOSTER STATION & STORAGE TANKS PROJECT

SEQR LEAD AGENCY COORDINATION REQUEST FORM

- ☒ This Agency has no objection to the Town of Canandaigua Town Board assuming Lead Agency status for this action.
- ☐ This Agency wishes to be considered for Lead Agency for this action.
- ☐ Other (see comments below)

Comments:

CITY OF CANANDAIGUA, NEW YORK
Agency

[Signature]
Signature

City Manager
Title

4/30/2018
Date

PLEASE RETURN TO: Town of Canandaigua
Attn: Doug Finch, Town Manager
5440 Routes 5 & 20 West
Canandaigua, New York 14424
PH (585) 394-1120 FAX (585) 394-9476
dfinch@townofcanandaigua.org

NOTE:

If this form is not returned at or before **12:00 PM on Friday, May 18, 2018** your agency will be deemed to have no objection to the Town of Canandaigua Town Board assuming Lead Agency status for this action.

TOWN OF CANANDAIGUA
WATER BOOSTER STATION & STORAGE TANKS PROJECT

SEQR LEAD AGENCY COORDINATION REQUEST FORM

✓

This Agency has no objection to the Town of Canandaigua Town Board assuming Lead Agency status for this action.

This Agency wishes to be considered for Lead Agency for this action.

Other (see comments below)

Comments:

Plans for the proposed ~~improve~~ water system improvements shall be submitted for review and approval prior to construction start.

NYS DOH Genesee District Office

Agency

Brentall Jansen

Signature

Assistant Engineer

Title

4/25/18

Date

PLEASE RETURN TO:

Town of Canandaigua
Attn: Doug Finch, Town Manager
5440 Routes 5 & 20 West
Canandaigua, New York 14424
PH (585) 394-1120 FAX (585) 394-9476
dfinch@townofcanandaigua.org

NOTE:

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TOWN OF CANANDAIGUA
WATER BOOSTER STATION & STORAGE TANKS PROJECT

SEQR LEAD AGENCY COORDINATION REQUEST FORM

X

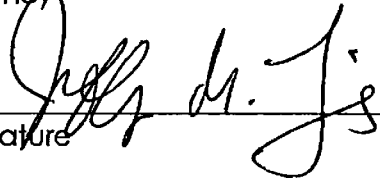
This Agency has no objection to the Town of Canandaigua Town Board assuming Lead Agency status for this action.

This Agency wishes to be considered for Lead Agency for this action.

Other (see comments below)

Comments:

NPS Environmental Facilities Corporation
Agency


Signature

Jeffrey M. Lanigan, Deputy Counsel
Title

5/7/18
Date

PLEASE RETURN TO: Town of Canandaigua
Attn: Doug Finch, Town Manager
5440 Routes 5 & 20 West
Canandaigua, New York 14424
PH (585) 394-1120 FAX (585) 394-9476
dfinch@townofcanandaigua.org

NOTE:

If this form is not returned at or before **12:00 PM on Friday, May 18, 2018** your agency will be deemed to have no objection to the Town of Canandaigua Town Board assuming Lead Agency status for this action.



Environmental Facilities Corporation

ANDREW M. CUOMO
Governor
SABRINA M. TY
President and CEO

May 7, 2018

VIA FIRST CLASS MAIL

Doug Finch
Town Manager
Town of Canandaigua
5440 Routes 5 & 20 West
Canandaigua, New York 14424

Re: State Environmental Quality Review Act ("SEQRA") Review
Town of Canandaigua (the "Town") Water Booster Pump Station
& Storage Tanks Projects
Consent to Lead Agency/SEQRA Comments

Dear Mr. Finch:

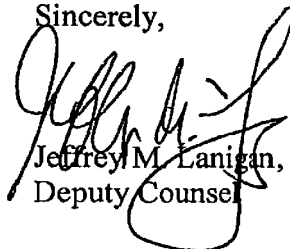
This is to acknowledge receipt of a memorandum from Town Supervisor Greg Westbrook dated April 19, 2018 along with Part 1 of the Full Environmental Assessment Form ("FEAF") in connection with the SEQRA review for the above-referenced CWSRF Project. Per the April 19, 2018 memorandum Mr. Westbrook advised the New York State Environmental Facilities Corporation ("EFC") that the Town Board is seeking SEQRA lead agency status for this action. Please be advised that EFC has no objection to the Town Board acting as lead agency for the SEQRA review and, accordingly, enclosed please find a completed SEQR Lead Agency Coordination Request Form.

I've also reviewed Part 1 of the FEAF and I have the following comments:

- Section B.(f) of Part 1 indicates that there are federal approvals required in connection with this project. As such, the Town will need to obtain a National Historic Preservation Act of 1966 Section 106 impact determination letter from the New York State Office of Parks, Recreation and Historic Preservation.
- Section E.3(a) of the Part 1 indicates that the project is located in a designated agricultural district. Accordingly, if it has not done so already, the Town will need to contact the New York State Department of Agriculture and Markets ("NYSDAM") and the Ontario County Agricultural and Farmland Protection Board, prepare and submit a Notice of Intent in accordance with New York State Agriculture and Markets Law Section 305(4) and obtain a Section 305(4) impact determination letter from NYSDAM.

Should you have any questions regarding this matter, please contact me. I would also request that any and all future documentation concerning the SEQR review for this project be forwarded to my attention at EFC. Thank you.

Sincerely,



Jeffrey M. Lanigan, Esq.
Deputy Counsel

JML/JML

Note: All potential impacts that have been identified in the Full EAF Part 2 as No or Small Impacts have been described in this document. Numbering is consistent as outlined in Full EAF Part 2.

- 1. IMPACT OF LAND** – The proposed action may involve construction on, or physical alteration of, the land surface of the proposed site. (See Part 1. D.1)
 - e. The proposed action may involve construction that continues for more than one year or in multiple phases.*
 - The proposed action be conducted in multiple phases so as to minimize impacts to the environment and community. Erosion and sediment controls will be utilized throughout the project in accordance with the Stormwater Pollution Prevention Plan (SWPPP), and all disturbed areas will be stabilized promptly.
 - f. The proposed action may result in increased erosion, whether from physical disturbance or vegetation removal (including from treatment by herbicides)*
 - Portions of the project will be stripped of vegetation and bare soils will be exposed for periods of time during construction. The site will be susceptible to potential erosion with the potential of discharge of sediment into the existing waterways. Approved erosion and sediment control measures as outlined in the design plans will be implemented during construction. Erosion and sediment control measures will be inspected to ensure proper installation and function throughout the construction project.
- 3. IMPACTS ON SURFACE WATER** - The proposed action may affect one or more wetlands or other surface water bodies (e.g., streams, rivers, ponds or lakes). (See Part 1. D.2, E.2.h)
 - d. The proposed action may involve construction within or adjoining a freshwater or tidal wetland, or in the bed or banks of any other water body.*
 - The proposed action involves directional drilling underneath State and Federal wetlands (State ID: CL-8), as well as a stream (898-222). The proposed action is expected to have minimal to no impact. Please see the attached New York State Department of Environmental Conservation Wetland Mapping, and U.S. Fish and Wildlife Service National Wetlands Inventory Map. We have begun coordination with NYS Department of Environmental Conservation and US Army Corps of Engineers in regards to the proposed directional driving underneath the waterbodies listed above.
 - e. The proposed action may create turbidity in a waterbody, either from upland erosion, runoff or by disturbing bottom sediments.*
 - The project involves directional drilling underneath State and Federal Wetlands, and a stream. Potential impacts to these waterbodies will be minimized through the use of erosion and sediment controls designed in accordance with the 2016 New York Standards and Specifications for Erosion and Sediment Control, and in accordance with the Stormwater Pollution Prevention Plan (SWPPP) prepared for this project.

h. The proposed action may cause soil erosion, or otherwise create a source of stormwater discharge that may lead to siltation or other degradation of receiving water bodies.

- Portions of the project will be stripped of vegetation and bare soils will be exposed for periods of time during construction. The site will be susceptible to potential erosion with the potential of discharge of sediment into the existing waterways. Approved erosion and sediment control measures as outlined in the design plans will be implemented during construction. Erosion and sediment control measures will be inspected to ensure proper installation and function throughout the construction project.

i. The proposed action may affect the water quality of any water bodies within or downstream of the site of the proposed action.

- The site will be susceptible to potential erosion during construction with the potential of discharge of sediment into the existing waterways. A Stormwater Pollution Prevention Plan (SWPPP) will be prepared and all erosion and control measures will be designed and installed per the requirements set forth in the latest edition (2016) of the New York Standards and Specifications for Erosion and Sediment Control. These control measures as outlined in the SWPPP will be implemented during construction.

8. IMPACT ON AGRICULTURAL RESOURCES - The proposed action may impact agricultural resources. (Part 1. E.3.a. and b.)

a. The proposed action may impact soil classified within soil group 1 through 4 of the NYS Land Classification System.

- We have begun coordinating with NYS Department of Agriculture and Markets as part of the SEQR process. We will continue to coordinate with the Department and prepare an Agricultural Notice of Intent to be forwarded to the Department and County for review and approval.

10. IMPACT ON HISTORIC AND ARCHEOLOGICAL RESOURCES - The proposed action may occur in or adjacent to a historic or archaeological resource. (Part 1. E.3.e, f. and g.)

b. The proposed action may occur wholly or partially within, or substantially contiguous to, an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory.

- According to the NYSDEC Environmental Assessment Form (EAF) Mapper and the NYS Office of Parks, Recreation and Historical Preservation (NYSOPRHP) "Circles & Squares" mapper portions of the proposed project are located within an archeological sensitive area. Two consultation summaries dated April 4, 2018 were completed using the SHPO Cultural Resource Information System (CRIS) website. Two responses have been provided by SHPO dated April 11, 2018. Based upon this review, the New York SHPO has determined that no historic properties will be affected by this undertaking and issued two No Impact Letters.

13. IMPACT ON TRANSPORTATION - The proposed action may result in a change to existing transportation systems. (See Part 1.D.2.j)

f. Other impacts: During construction activities only.

- During construction some detours may need to be implemented; however these impacts will be small to moderate and would be temporary in nature. Proper signage to help direct traffic and pedestrians safely around the construction zones will be provided.

15. IMPACT ON TRANSPORTATION - The proposed action may result in a change to existing transportation systems. (See Part 1.D.2.j)

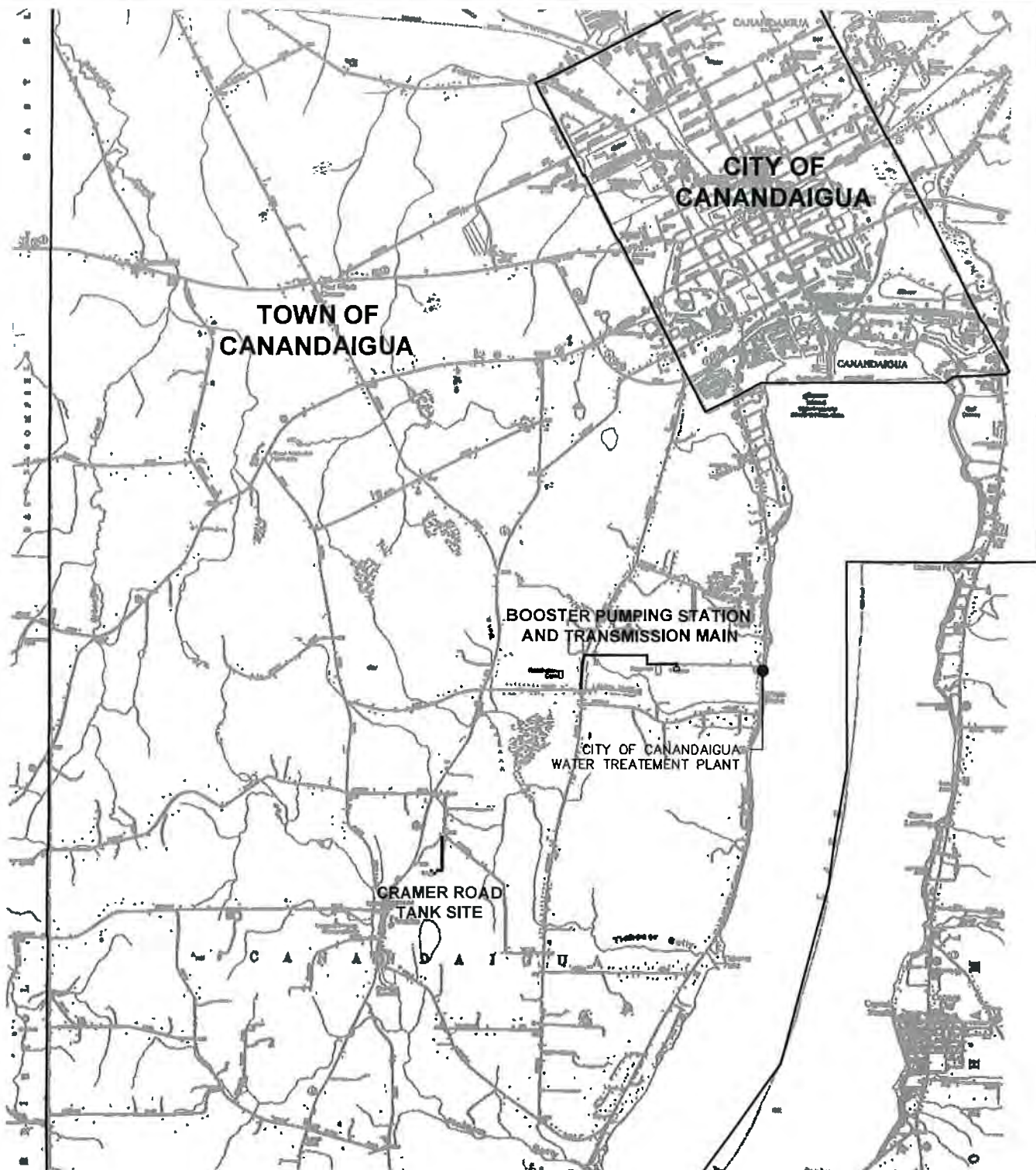
f. Other impacts: During construction activities only.

- During construction noise levels may exceed ambient conditions; however these impacts will be small to moderate and would be temporary in nature. Construction activities would be limited to the days and times allowed by local regulation.

FIGURE A

PROJECT MAPS

- *OVERALL PROJECT MAP*
- *CONCEPTUAL SITE PLANS*
- *SHPO MAPS*
- *AGRICULTURAL DISTRICT MAPPING*
- *WETLANDS INVENTORY MAPS*
- *FEMA FLOOD INSURANCE RATE MAPS*
- *SOIL MAPPING (NRCS)*
- *SHPO RESPONSE LETTERS – APRIL 11, 2018*



Project Name:

PRELIMINARY ENGINEERING REPORT **TOWN OF CANANDAIGUA** **ONTARIO COUNTY, NEW YORK**

SCALE:

1" = 5,000'

DATE:

JAN 2018

PROJECT No.

0300.18001

MRB | *group*

Engineering, Architecture & Surveying, D.P.C.
 The Culver Road Armory, 145 Culver Road, Suite 160, Rochester, New York 14620
 Phone: 585-381-9250
www.mrbgroup.com

DRAWING ALTERATION

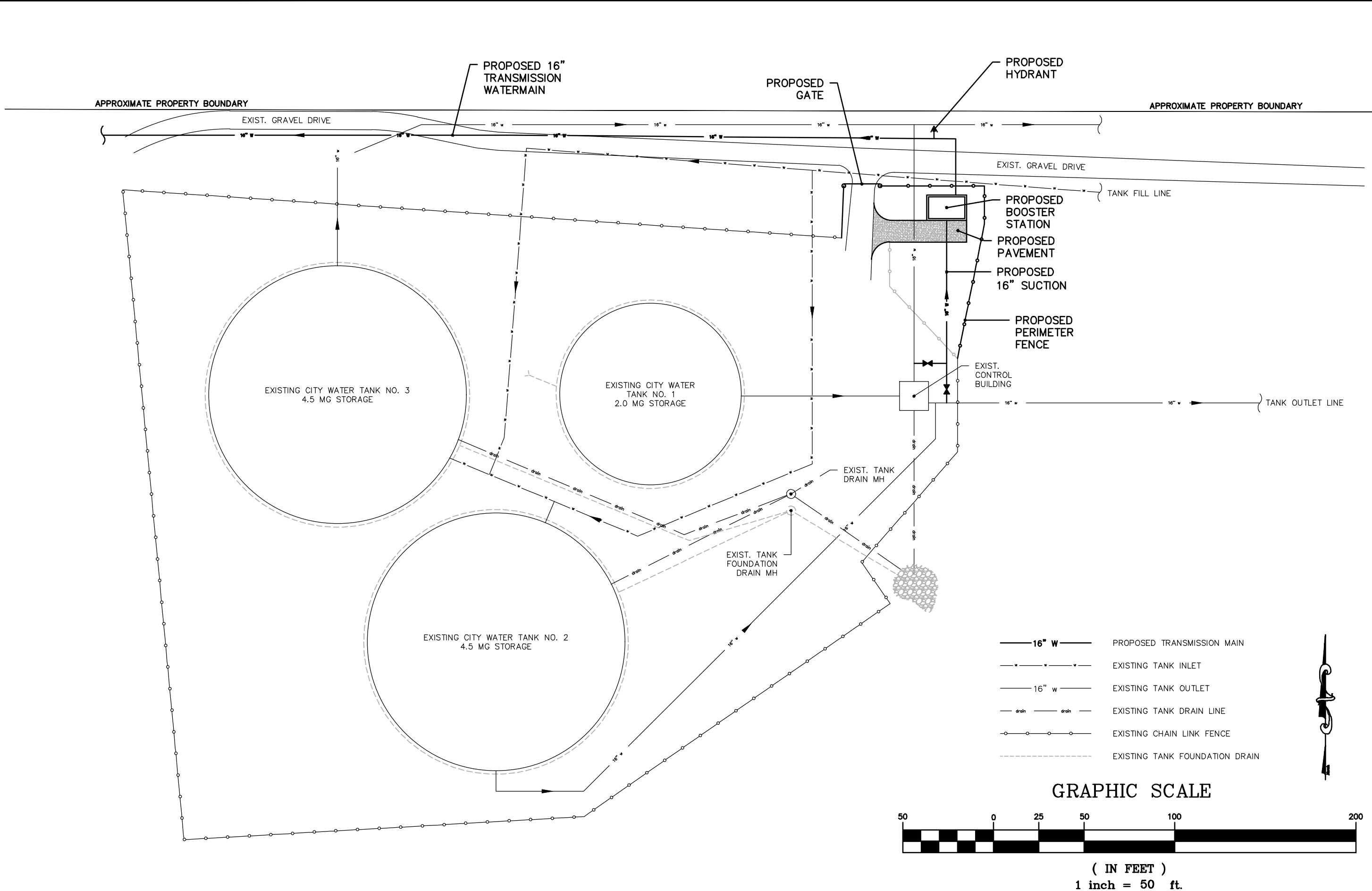
THE FOLLOWING IS AN EXCERPT FROM THE NEW YORK EDUCATION LAW ARTICLE 145 SECTION 7209 AND APPLIES TO THIS DRAWING.

"IT IS A VIOLATION OF THIS LAW FOR ANY PERSON UNLESS ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER OR LAND SURVEYOR TO ALTER AN ITEM IN ANY WAY. IF AN ITEM BEARING THE SEAL OF AN ENGINEER OR LAND SURVEYOR IS ALTERED, THE ALTERING ENGINEER OR LAND SURVEYOR SHALL AFFIX HIS SEAL AND THE NOTATION "ALTERED BY" FOLLOWED BY HIS SIGNATURE AND THE DATE OF SUCH ALTERATION AND A SPECIFIC DESCRIPTION OF THE ALTERATION".

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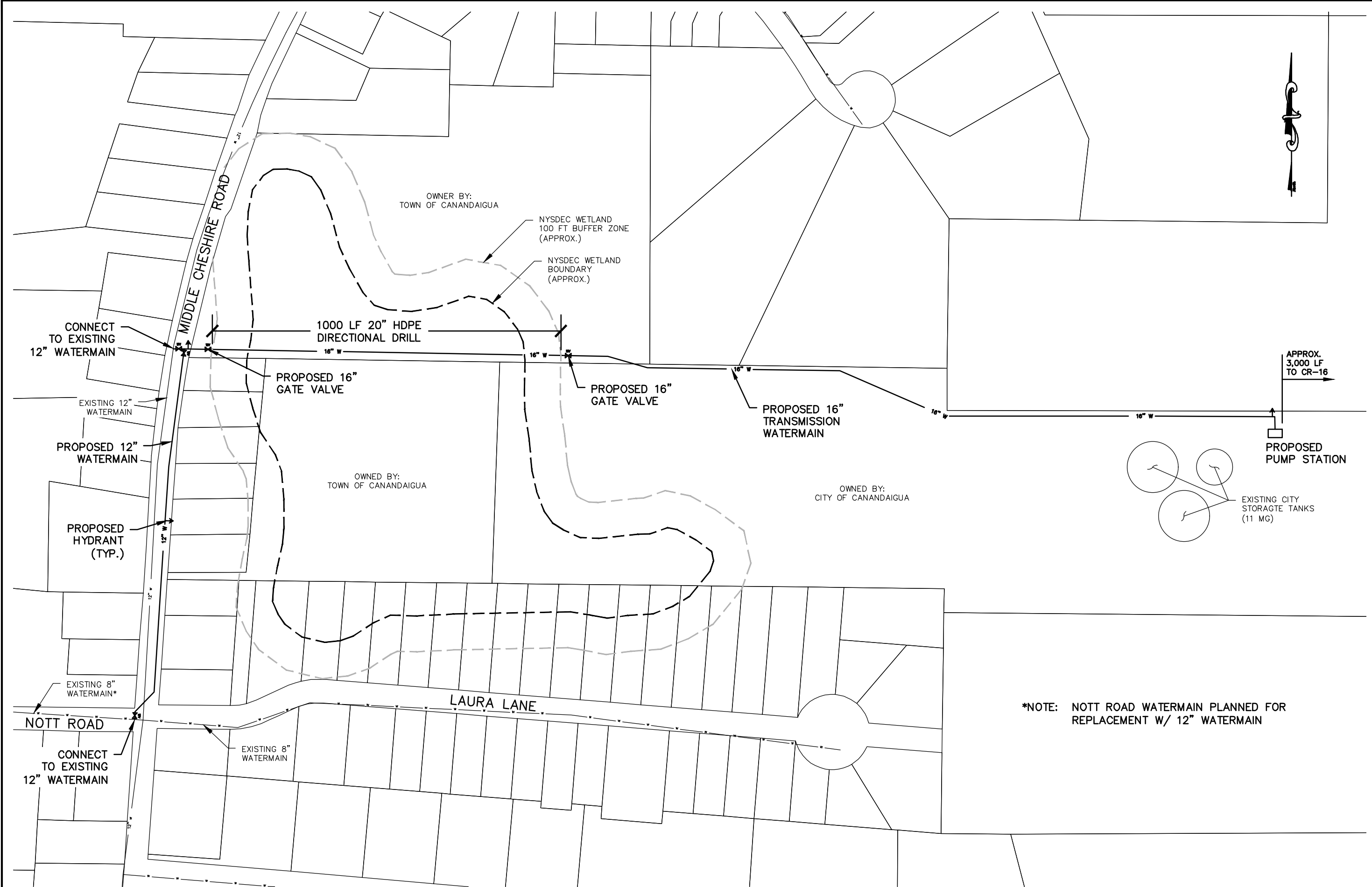
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Project Title: PRELIMINARY ENGINEERING REPORT TOWN OF CANANDAIGUA ONTARIO COUNTY, NEW YORK		Drawing Title: CITY TANK SITE - CONCEPT	
Drawn By: DAH	Checked By: GJH	Scale: 1" = 50'	Date: 1/2018
MRB group Engineering, Architecture & Surveying, D.P.C. The Culver Road Armory, 145 Culver Road, Suite 160, Rochester, New York 14620 Phone: 585-381-9250 www.mrbgroup.com		Sheet No. B 1 of 1 Project No. 0300.18001	
No. REVISIONS AND DESCRIPTIONS		BY DATE Copyright © 2017 MRB GRAY Engineers LLC. All Rights Reserved	

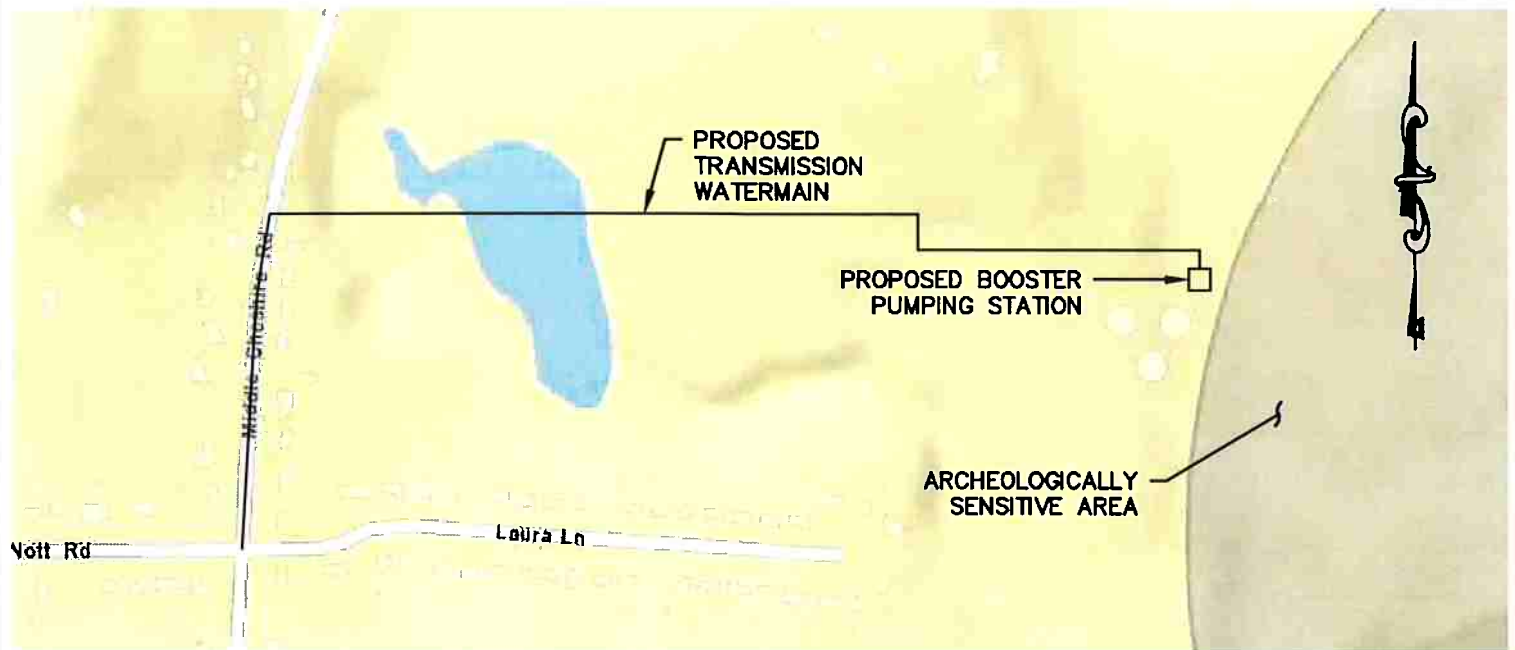
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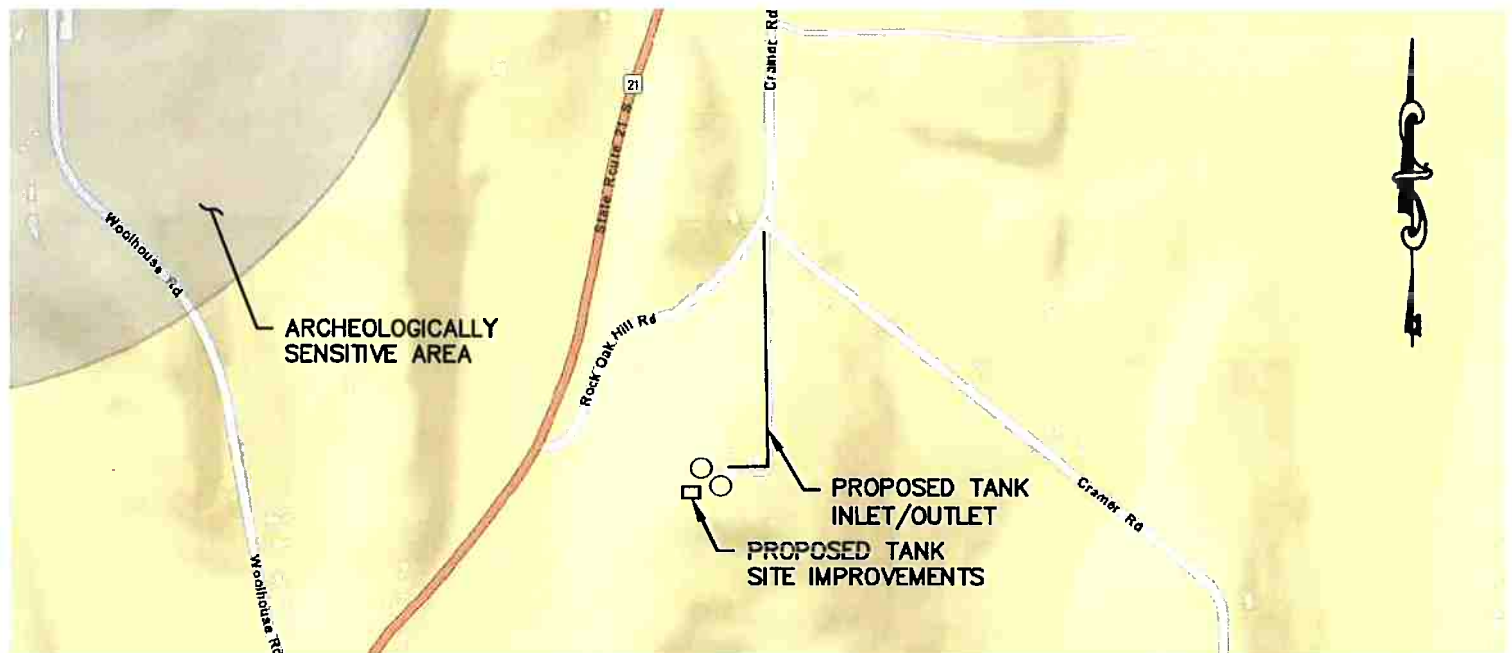
*NOTE: NOTT ROAD WATERMAIN PLANNED FOR REPLACEMENT W/ 12" WATERMAIN

DRAWING ALTERATION
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Project Title: PRELIMINARY ENGINEERING REPORT TOWN OF CANANDAIGUA ONTARIO COUNTY, NEW YORK		Drawing Title: TRANSMISSION MAIN - CONCEPT	
Drawn By: DAH	Checked By: GJH	Scale: 1" = 250'	Date: 1/2018
MRB group Engineering, Architecture & Surveying, D.P.C. The Culver Road Armory, 145 Culver Road, Suite 100, Rochester, New York 14620 Phone: 585-381-9250 www.mrbgroup.com		Sheet No. B 1 of 1 Project No. 0300.18001	
No. REVISIONS AND DESCRIPTIONS		BY DATE Copyright © 2017 MRB GRAY Engineers LLC. All Rights Reserved	



BOOSTER PUMPING STATION AND TRANSMISSION MAIN



CRAMER ROAD TANK SITE

Project Name:

**PRELIMINARY ENGINEERING REPORT
TOWN OF CANANDAIGUA
ONTARIO COUNTY, NEW YORK**

SCALE:

N.T.S.

DATE:

JAN 2018

PROJECT No.

0300.18001

MRB | group

Engineering, Architecture & Surveying, D.P.C.
The Culver Road Armory, 145 Culver Road, Suite 160, Rochester, New York 14620
Phone: 585-381-9250
www.mrbgroup.com

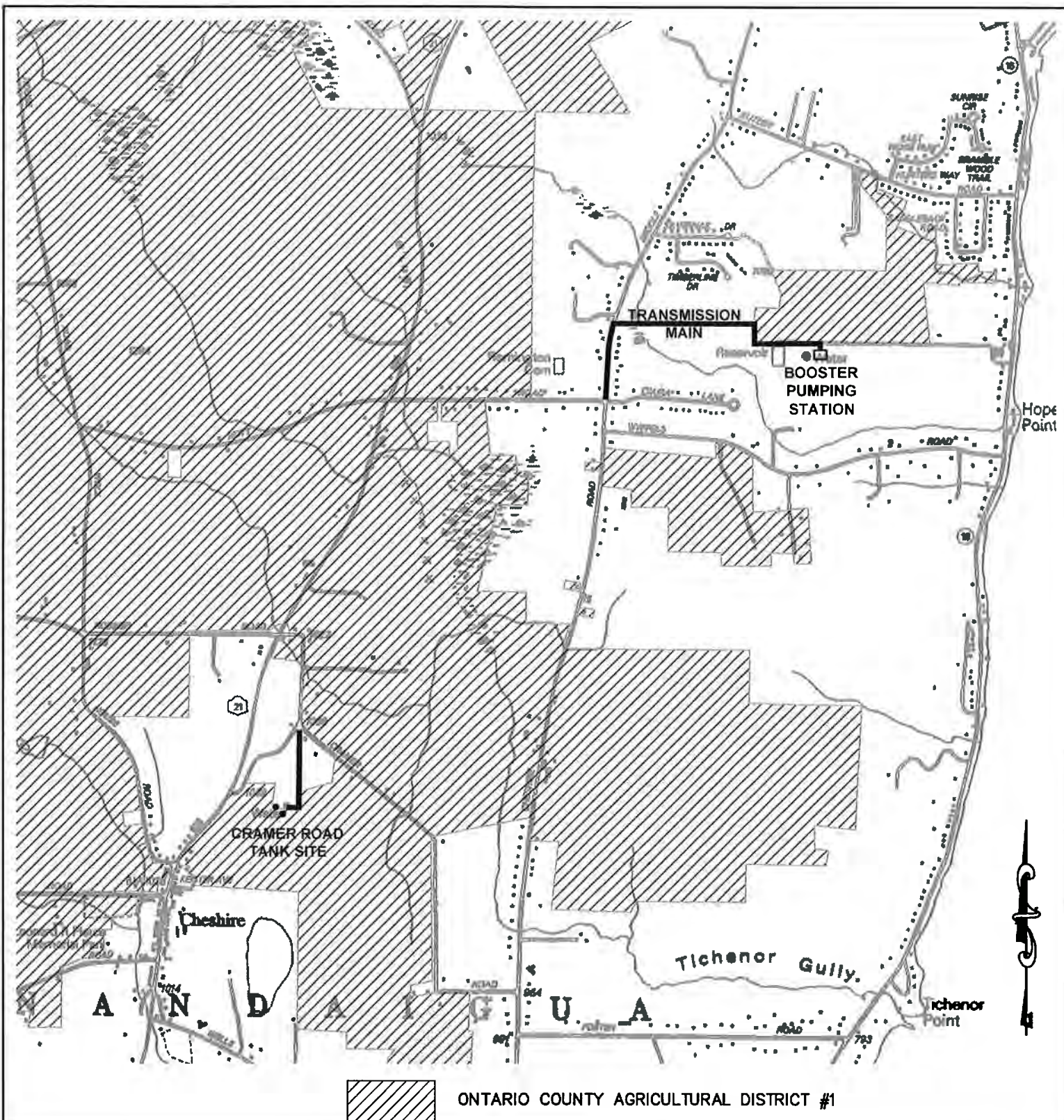
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Project Name:
PRELIMINARY ENGINEERING REPORT
TOWN OF CANANDAIGUA
ONTARIO COUNTY, NEW YORK

SCALE:
 1" = 2,000'

DATE:
 JAN 2018

PROJECT No.
 0300.18001

MRB | *group*

Engineering, Architecture & Surveying, D.P.C.
 The Culver Road Annex, 145 Culver Road, Suite 160, Rochester, New York 14620
 Phone: 585-381-9250
www.mrbgroup.com

DRAWING ALTERATION

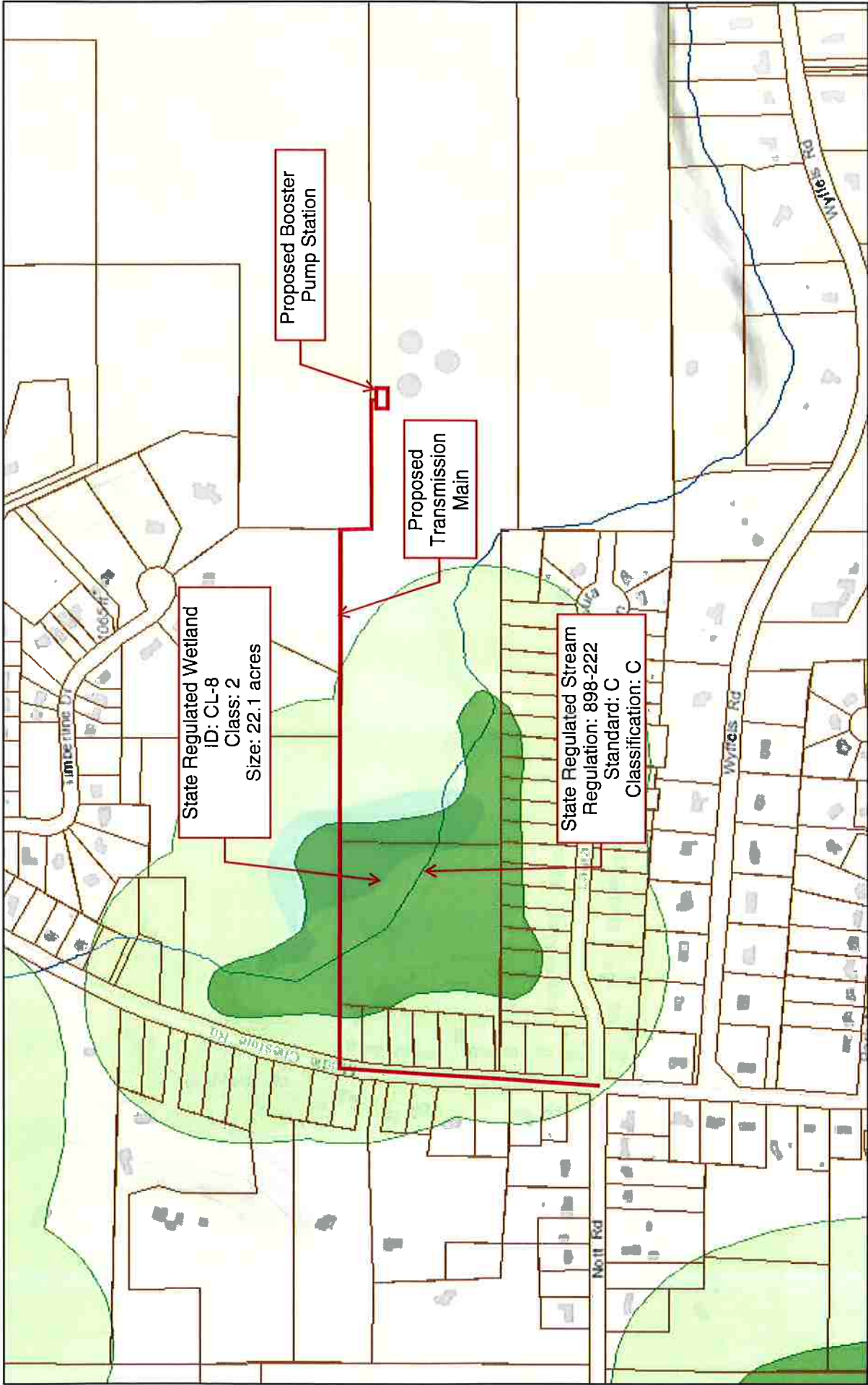
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Booster Pump Station & Transmission Main

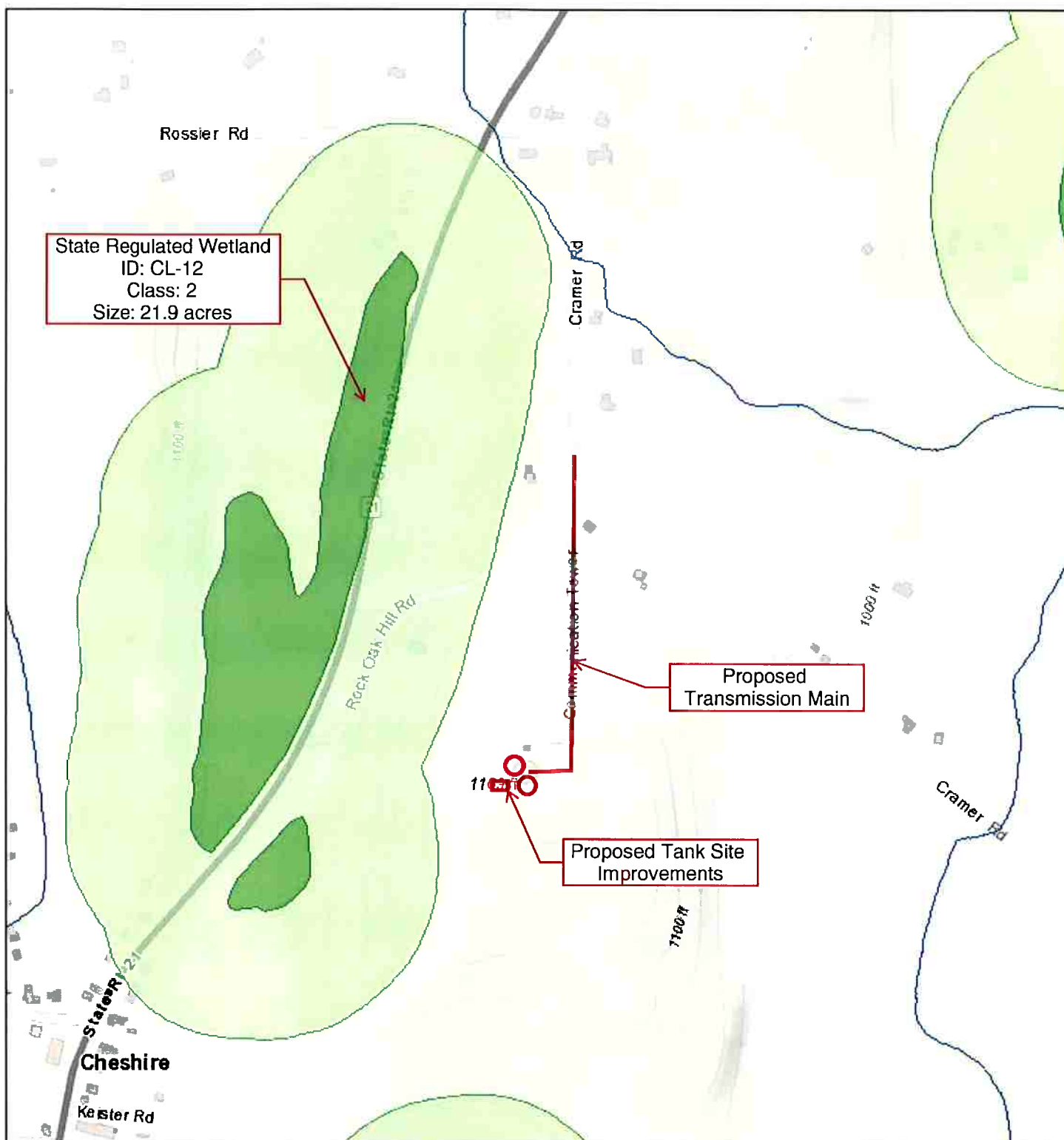


January 15, 2018

Sources: Esri, HERE, DeLorme, Intermap, increment P. Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey,

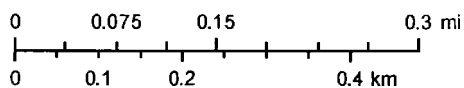
Author: DAH
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Cramer Road Tank Site



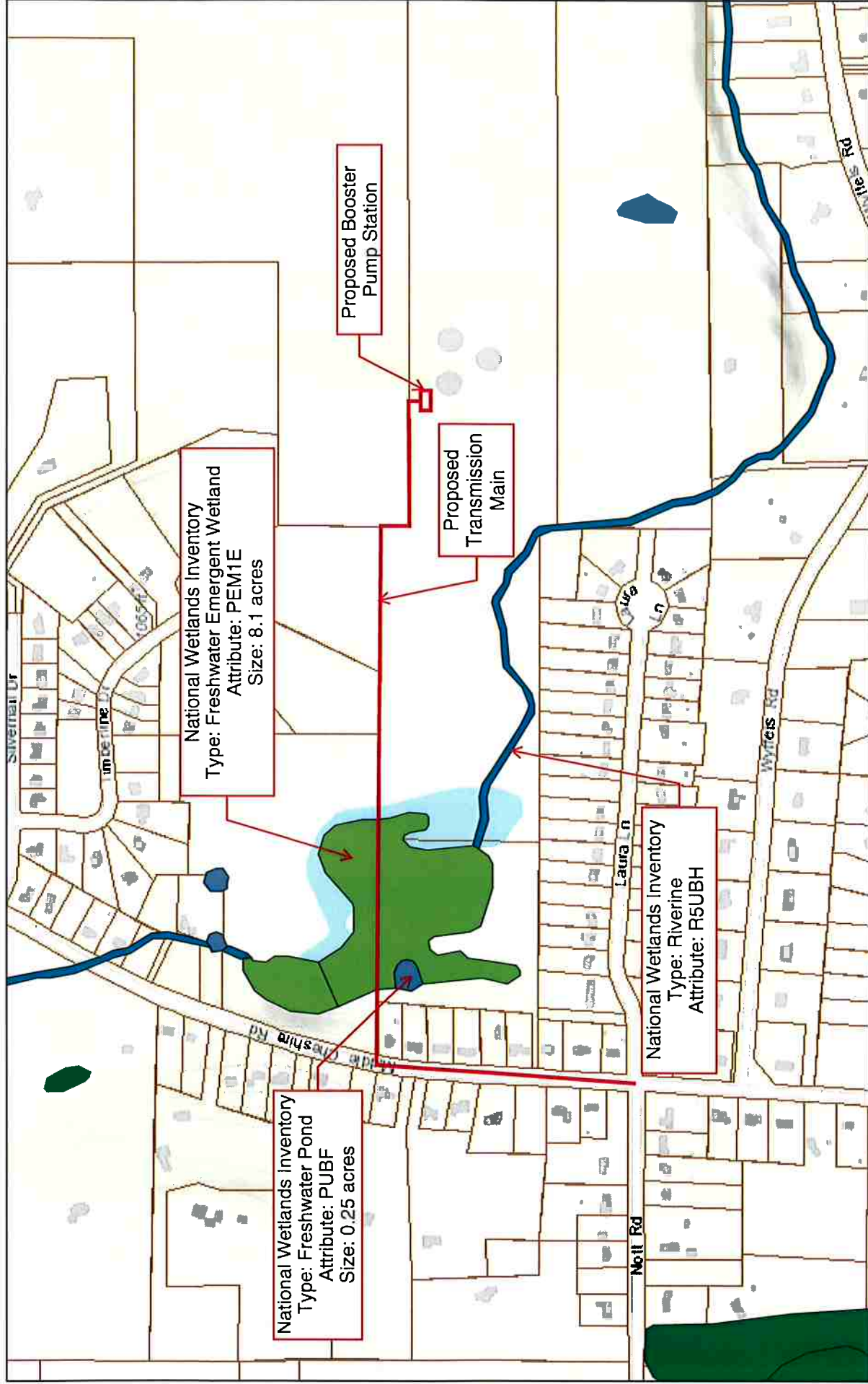
January 15, 2018

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Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Booster Pump Station & Transmission Main



January 15, 2018

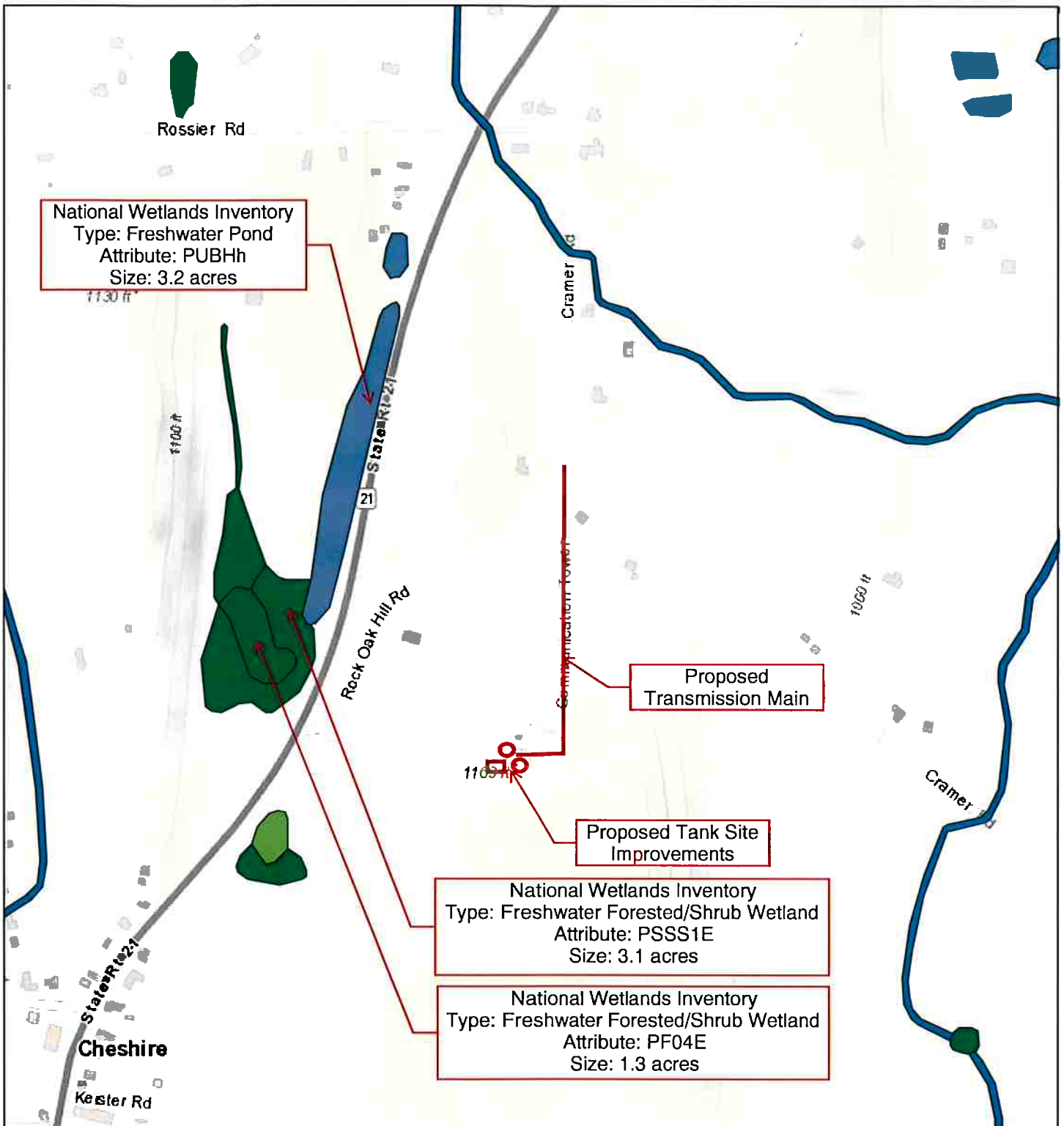
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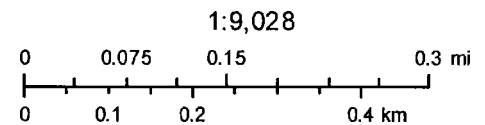
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Author: DAH
Not a legal document

Cramer Road Tank Site

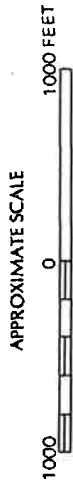


January 15, 2018



Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Author: DAH
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NATIONAL FLOOD INSURANCE PROGRAM

FIRM
FLOOD INSURANCE RATE MAP

TOWN OF
CANANDAIGUA,
NEW YORK
ONTARIO COUNTY

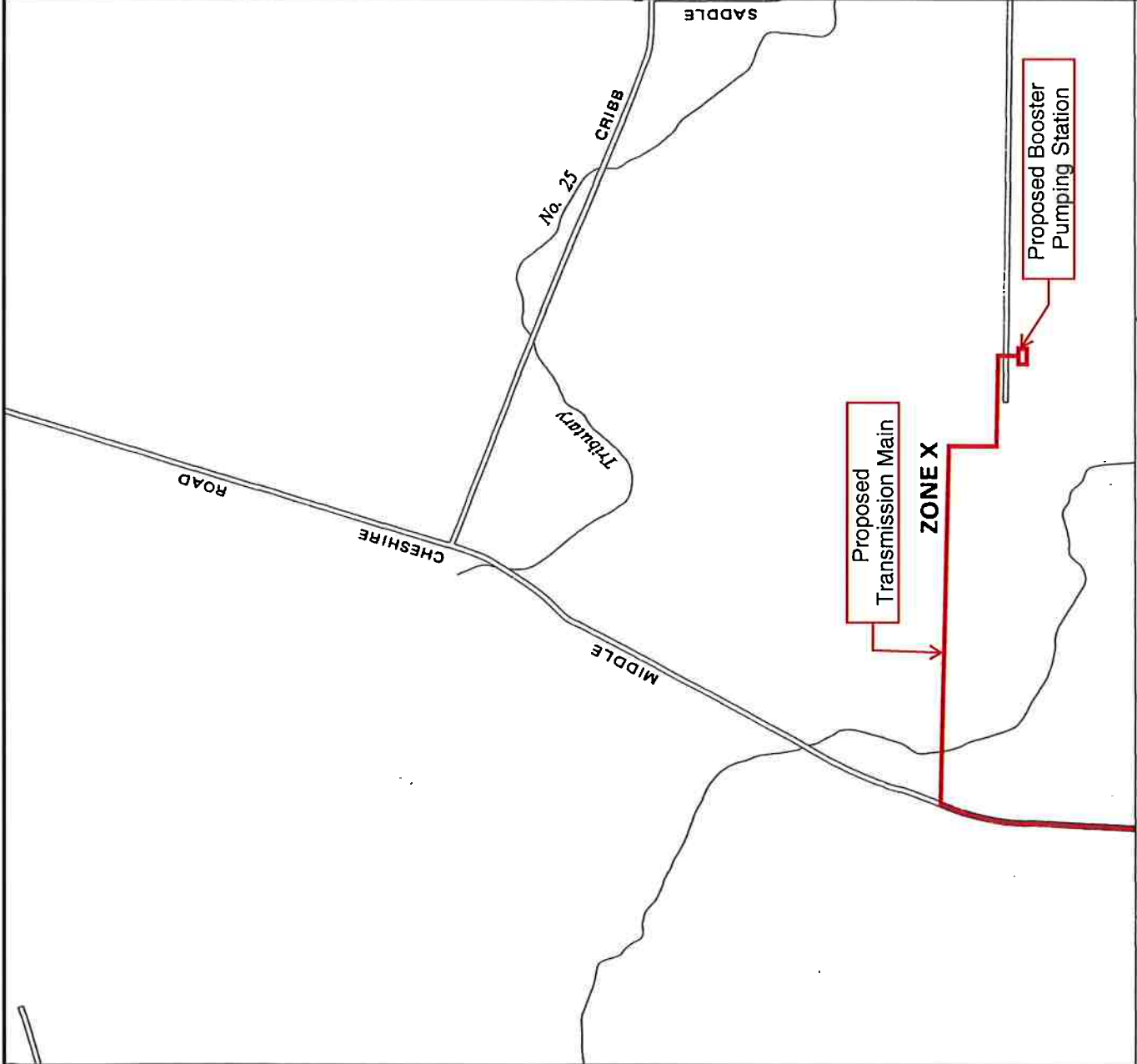
PANEL 15 OF 25
(SEE MAP INDEX FOR PANELS NOT PRINTED)

COMMUNITY-PANEL NUMBER
360598 0015 C
MAP REVISED:
MARCH 3, 1997

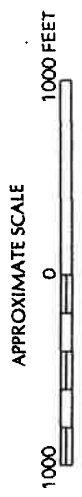
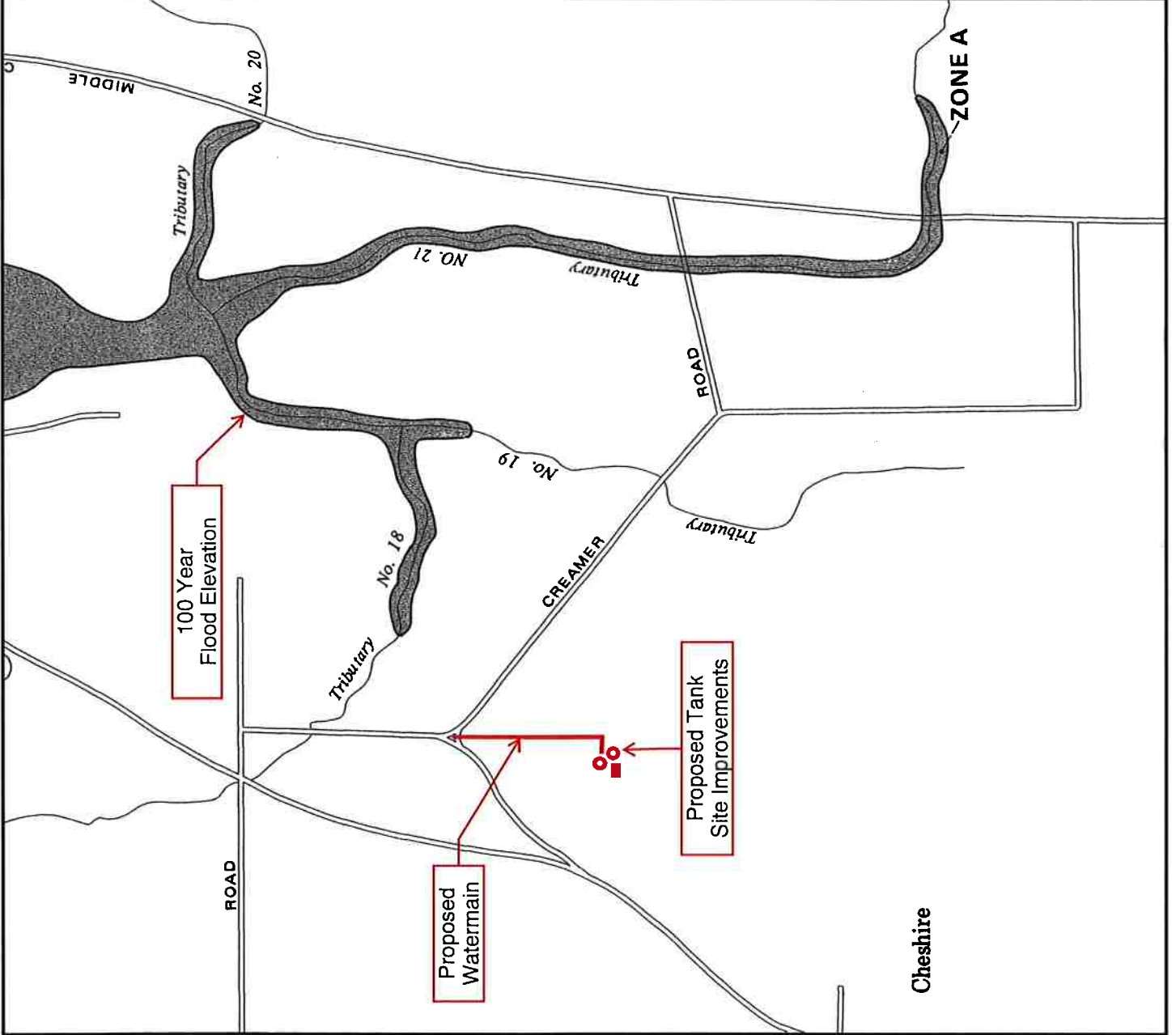


Federal Emergency Management Agency

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ZONE X: Area determined to be outside the 500-year flood plain



NATIONAL FLOOD INSURANCE PROGRAM

FIRM
FLOOD INSURANCE RATE MAP

TOWN OF
CANANDAIGUA,
NEW YORK
ONTARIO COUNTY

PANEL 25 OF 25
(SEE MAP INDEX FOR PANELS NOT PRINTED)

COMMUNITY-PANEL NUMBER
360598 0025 C

MAP REVISED:
MARCH 3, 1997



Federal Emergency Management Agency

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ANDREW M. CUOMO
Governor

Parks, Recreation, and Historic Preservation

ROSE HARVEY
Commissioner

April 11, 2018

Mr. Shaun Logue
Planner
MRB Group
145 Culver Road
Rochester, NY 14620

Re: NYSEFC
Town of Canandaigua Water Storage Tanks
18PR01987

Dear Mr. Logue:

Thank you for requesting the comments of the State Historic Preservation Office (SHPO). We have reviewed the project in accordance with Section 106 of the National Historic Preservation Act of 1966. These comments are those of the SHPO and relate only to Historic/Cultural resources. They do not include potential environmental impacts to New York State Parkland that may be involved in or near your project. Such impacts must be considered as part of the environmental review of the project pursuant to the National Environmental Policy Act and/or the State Environmental Quality Review Act (New York Environmental Conservation Law Article 8).

Based upon this review, the New York SHPO has determined that no historic properties will be affected by this undertaking.

If further correspondence is required regarding this project, please be sure to refer to the OPRHP Project Review (PR) number noted above.

Sincerely,

Michael F. Lynch, P.E., AIA
Director, Division for Historic Preservation



Parks, Recreation, and Historic Preservation

ANDREW M. CUOMO
Governor

ROSE HARVEY
Commissioner

April 11, 2018

Mr. Shaun Logue
Planner
MRB Group
145 Culver Road
Rochester, NY 14620

Re: NYSEFC
Town of Canandaigua Water Booster Station & Storage Tanks
Middle Cheshire Road, Canandaigua, NY
18PR02012

Dear Mr. Logue:

Thank you for requesting the comments of the State Historic Preservation Office (SHPO). We have reviewed the project in accordance with Section 106 of the National Historic Preservation Act of 1966. These comments are those of the SHPO and relate only to Historic/Cultural resources. They do not include potential environmental impacts to New York State Parkland that may be involved in or near your project. Such impacts must be considered as part of the environmental review of the project pursuant to the National Environmental Policy Act and/or the State Environmental Quality Review Act (New York Environmental Conservation Law Article 8).

Based upon this review, the New York SHPO has determined that no historic properties will be affected by this undertaking.

If further correspondence is required regarding this project, please be sure to refer to the OPRHP Project Review (PR) number noted above.

Sincerely,

Michael F. Lynch, P.E., AIA
Director, Division for Historic Preservation

ATTACHMENT 17

December 18, 2017

RECEIVED
12/18/17
Highway km

James Fletcher
Highway and Water Superintendent
Town of Canandaigua
5440 Route 5 & 20 West
Canandaigua, NY 14424

Dear Mr. Fletcher:

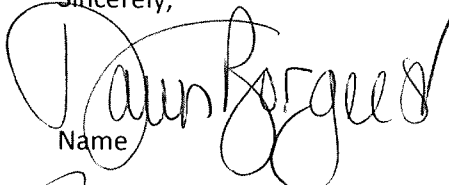
Thanks again for attending our Lakewood Meadows Home Owners Association members meeting to speak with us about proposed changes in Acorn Hill Drive. We're looking forward to having the road redirected to ensure a much higher level of safety for pedestrians and drivers alike.

We're writing to ask that you consider addressing a concern that we have regarding the cross walk at Middle Cheshire Road and the north entrance of Chatham Lane. We very much appreciate the striped lines to indicate the crossing. However, because of limited sight lines for drivers traveling north on Middle Cheshire, we have grave concerns for the safety and well being of pedestrians.


We would ask that you consider installing flashing lights to the crossing signs to alert drivers traveling north that a pedestrian is in the walkway. We are exceptionally proud of our extensive walking trails and have many active and engaged residents who enjoy availing themselves of those trails. Many residents, some of whom have signed this letter, have raised concerns about their safety when crossing Middle Cheshire Road at this intersection.

We appreciate your consideration and trust you'll be in touch with us should you have any questions or concerns. Please contact Dawn Borgeest (dawnvborgeest@gmail.com) with any questions. Thank you in advance for your attentiveness and care to our concerns.

Sincerely,


Name

5188 Quincy Circle
Address


Name

5213 Park Meadow Lane
Address


Name

5213 Park Meadow Lane
Address

Doug Harkness
Barb Harkness

Name

Eve Kebele

William Kebele

Name

Joe Shulman

Name

Zyonna Saver

Name

Susan Attia
Michel Attia

Name

Sandra Belmonte

Name

Bob Belmonte

Name

JUDY STRACHAN

Name

John Attia

Name

Jane Wheeler

Name

RICHARD SCOTT
Richard Scott

Name

Dense Shulman

5191 Beacon Hill, 14424

Address 5193 Beacon Hill

" " "

Address

5178 Quincy Circle

Address

5196 Beacon Hill

Address

5180 Quincy Circle

Address

5174 Quincy Circle

Address

5174 Quincy Cir.

Address

5176 Quincy CR

Address

5176 Quincy Circle

Address

5197 Beacon Hill

Address

5182 Quincy CR.

Address

5178 Quincy Circle

Name

Lorraine Shepard

Address

3914 Riley Run, Canandaigua

Name

Daniel Bielat

Address

5194 Beacon Hill Canandaigua

Name

Susan Bielat

Address

5194 Beacon Hill Canandaigua

Name

Kathleen Smith

Address

5182 Quinday Circle

Name

Address

Name

Address

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Address

ATTACHMENT 18

May 10, 2018

James Fletcher
Town Highway/Water Superintendent
Town of Canandaigua
5440 Route 5 & 20 West
Canandaigua, NY 14424

**RE: PROPOSAL FOR PROFESSIONAL SERVICES
ACORN HILL DRIVE CONCEPT SEWER PLAN
TOWN OF CANANDAIGUA**

Dear James:

As you are aware, as part of the potential highway improvements to Acorn Hill Drive, MRB provided a concept plan to bring sanitary sewer service to the area from the Wyffels Road sanitary sewer. It is our understanding that as an alternative that the Town would like to have a sketch plan developed to provide sanitary sewer to this area but served from the Lakewood Meadows development. The sketch plan will be used to further the discussion between the Town and the County to provide sanitary sewer service to the area.

The sketch plan will be prepared utilizing the existing survey information as well as supplementing with some additional field work to pick up first floor elevations of the existing homes and the depth of the existing sewer within the Lakewood Meadows development. The sketch plan should not constitute a design drawing, but will contain enough information to determine if gravity service from Lakewood Meadows is feasible to the residents along Acorn Hill Drive.

Total Compensation (Lump Sum) \$1,500.00

The cost figures shown above represent our lump sum amount. Any additional work beyond this fee and outside the scope of this proposal would be reviewed with the Client. MRB Group shall submit monthly statements for services rendered during each invoicing period based on the efforts performed during that period.

I. Commencement of Work

Upon receipt of the signed proposal, MRB Group will begin work on the project.

If this proposal is acceptable to you, please sign where indicated and return one copy to our office. We have included an additional copy for your records. Thank you for your consideration of our firm. We look forward to working with you on this project.

Sincerely,

James J. Oberst, P.E., LEED AP
Executive Vice President/C.O.O.

Greg Hotaling, P.E.
Project Manager

\\mrbgroup.prv\Admindata\630006\Ltrs-Proposals\2018\GJH_Canandaigua_Acorn Hill Drive Sewer Concept.docx

PROPOSAL ACCEPTED BY, TOWN OF CANANDAIGUA BY:

Signature

Title

Date

ATTACHMENT 19

Construction Cost Items	Qty	Unit	Unit Cost	Total Cost
<u>Pump Station</u>				
Pump Building	650	SF	\$250.00	\$162,500
Pumps/Piping/Misc	1	LS	\$475,000	\$475,000
HVAC	1	LS	\$50,000	\$50,000
Generator	1	LS	\$200,000	\$200,000
Excavation and Backfill	200	CY	\$100	\$20,000
Structural Fill	150	CY	\$75	\$11,250
Security	1	LS	\$25,000	\$25,000
Telemetry/SCADA	1	LS	\$40,000	\$40,000
16" Class 350 DIP	250	LF	\$100	\$25,000
16" Gate Valve	2	EA	\$15,000	\$30,000
Connect to Existing	2	EA	\$7,500	\$15,000
Paved Drive - Plant to Pump Station (Town Forces)	50,000	SF	\$2.50	\$125,000
Site Pavement	700	SF	\$10	\$7,000
Site Demolition	1	LS	\$10,000	\$10,000
Clearing/Grubbing & Site Restoration	1	LS	\$10,000	\$10,000
Erosion & Sediment Control	1	LS	\$15,000	\$15,000
Fencing & Automatic Gate	1	LS	\$45,000	\$45,000
Chlorination System	1	LS	\$45,000	\$45,000
<u>Pump Station Electric Service</u>				
Electric Service from CR 16: 3,000 LF 3P, Pole Change, 100 LF primary, and 500 KVA Transformer	1	LS	\$450,000	\$450,000
Electrical Distribution	1	LS	\$175,000	\$175,000
<u>Transmission Main</u>				
16" PVC Watermain	2,200	LF	\$40	\$88,000
16" Installation	2,200	LF	\$15	\$33,000
20" HDPE Directional Drill	1,000	LF	\$250	\$250,000
12" PVC Watermain	1,100	LF	\$20	\$22,000
12" Installation	1,100	LF	\$15	\$16,500
12" Gate Valve	4	EA	\$2,500	\$10,000
16" Gate Valve	2	EA	\$15,000	\$30,000
Hydrants	2	EA	\$5,000	\$10,000
Connect to Existing 12" Watermain	2	EA	\$7,500	\$15,000
Erosion and Sediment Control	1	LS	\$15,000	\$15,000
Clearing and Grubbing	1	LS	\$20,000	\$20,000
Driveway Restoration	1	LS	\$5,000	\$5,000
Lawn Restoration	1,000	LF	\$1	\$1,000
<u>Cramer Tank Supply Line</u>				
16" PVC Watermain	1,525	LF	\$30	\$45,750
16" Installation	1,525	LF	\$15	\$22,875
12" PVC Watermain	200	LF	\$30	\$6,000
12" PVC Installation	200	LF	\$15	\$3,000
16" Gate Valve	2	EA	\$15,000	\$30,000
12" Gate Valve	10	EA	\$2,500	\$25,000
Connect to Existing 12" Watermain	1	EA	\$7,500	\$7,500
Clearing and Grubbing	1	LS	\$5,000	\$5,000
Restoration	900	LF	\$2	\$1,800
Pavement Restoration (900 LF x 5 FT)	4,500	SF	\$10	\$45,000

Cramer Tanks

1.0 MG Tanks	2	EA	\$1,000,000	\$2,000,000
Tank Demo	1	LS	\$100,000	\$100,000
Site Work	1	LS	\$75,000	\$75,000
Telemetry	1	LS	\$50,000	\$50,000
Fencing	1	LS	\$25,000	\$25,000
THM Removal and Mixing System	2	EA	\$105,000	\$210,000
Tank Drains and Foundation Drains	1	LS	\$20,000	\$20,000
Site Demolition	1	LS	\$15,000	\$15,000
Gravel Drive	2,700	SF	\$5	\$13,500
Site Grading and Restoration	1	LS	\$15,000	\$15,000
Valve Vault Building (200 SF)	1	LS	\$70,000	\$70,000
HVAC	1	LS	\$15,000	\$15,000

Cramer Tanks Electrical Service

Electric service and extension to valve vault and tanks	1	LS	\$100,000	\$100,000
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General Conditions (2%)	1	LS	\$108,000	\$108,000
Mobilization (2%)	1	LS	\$108,000	\$108,000

Subtotal Construction Cost \$5,568,000

Contingency (10%) \$557,000

Total Construction \$6,125,000

Engineering, Legal and Admin. (20%) \$1,225,000

Subtotal Project Costs \$7,350,000

EFC Costs(3%) \$220,500

Total Project Costs \$7,570,500

ATTACHMENT 20

TOWN OF CANANDAIGUA
TEMPORARY DRAINAGE EASEMENT
MAP # 1, PARCEL # 1
OWNER N/F: MICHEAL & CARYN M JARMUSZ
TAX MAP ID # 140.11-1-48.100

The undersigned Owner ("Owner"), in consideration of \$1.00 and other good and valuable consideration paid by the Town of Canandaigua, New York, the receipt whereof is acknowledged, hereby grants to the Town of Canandaigua ("Town"), maintaining offices at 5440 Routes 5 & 20 West, Canandaigua, New York 14424, within the County of Ontario, New York,

A TEMPOARY EASEMENT for the purpose of completing certain work related to the replacement of an existing culvert under Wells Curtice Road, and the re-construction of associated drainage facilities and/or improvements, as well as the removal of brush, debris, and/or completion of improvements and excavations in and to a certain water tributary related to the culvert; and making associated improvements therefore upon, over, across or below the land described at exhibit A, together with the right of the Town, its officers, employees, agents, servants or contractors, of ingress and egress to enter upon and along the premises described at exhibit A for the full and complete use, occupation and enjoyment of this temporary easement hereby granted, and all rights and privileges incident thereto, including, but not limited to, any of the purposes hereinbefore specified.

ALL THAT TRACT OR PARCEL OF LAND situate in the Town of Canandaigua, County of Ontario and State of New York, as shown on a map M-1 and entitled "Permanent Easement for Drainage Purposes" and designated as parcel P-1, prepared by MRB group, D.P.C. and dated 5/2018, and bordered and described as follows:

Commencing at the intersection of the existing common division line between Tax Map Parcel 140.00-1-4.000 and Tax Map Parcel 140.11-1-48.100 with the existing southerly highway boundary of Wells Curtice Road; thence

1. Southeasterly, along the last mentioned existing southerly highway boundary a distance of 327.3'± to the true point and place of beginning; thence
2. Southeasterly, continuing along the last mentioned existing southerly highway boundary a distance of 200.0'± to an angle point; thence
3. Southwesterly, through lands of Tax Map Parcel 140.11-1-48.100 forming an interior angle of 90° with the last mentioned southerly highway boundary a distance of 300.0'± to a point; thence
4. Northwesterly, continuing through lands of Tax Map Parcel 140.11-1-48.100 running parallel to and 300' southwesterly of as measured at right angles of the existing southerly highway boundary of Wells Curtice Road a distance of 240.0'± to a point; thence
5. Northeasterly, continuing through lands of Tax Map Parcel 140.11-1-48.100 forming an interior angle of 90° with the last described course four (4) a distance of 300.0'± to the point and place of beginning, containing 72,000± square feet of land, or 1.653± acres more or less.

Jarmusz covenants with the Town that it is lawfully seized and possessed of the real property above described, that it has a good and lawful right to convey it, and any part thereof, including the rights conveyed by this instrument, and that it will forever warrant and defend the title thereto against the claims of any persons.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be duly executed as of the day and year first above written.

Michael Jarmusz

Caryn M. Jarmusz

Town of Canandaigua by:

STATE OF NEW YORK)
COUNTY OF) ss.:

On the _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for said State, personally appeared Michael Jarmusz, known to me or proved to me on the basis of satisfactory evidence to be the same individual(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his /her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s) or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public

STATE OF NEW YORK)
COUNTY OF) ss.:

On the _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for said State, personally appeared Caryn M. Jarmusz, known to me or proved to me on the basis of satisfactory evidence to be the same individual(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his /her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s) or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public

STATE OF NEW YORK)
COUNTY OF) ss.:

On the _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for said State, personally appeared _____, known to me or proved to me on the basis of satisfactory evidence to be the same individual(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his /her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s) or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public

INDEMNITY AGREEMENT

This agreement is being entered into by all indicated parties for any and all work done for, with, or on behalf of Michael J. Jarmusz & Caryn M. Jarmusz (**"Client"**), 5277 Wells Curtice Rd, Canandaigua, NY 14424, for the period starting with April 19, 2018 and running until December 31, 2018. Work will be performed on properties owned by Client.

This agreement is being provided for Client by the Town of Canandaigua (**"Contractor"**), 5440 Routes 5 & 20 West, Canandaigua, NY 14424, in full agreement to the insuring and hold harmless conditions outlined below, and pertains to all work performed during all projects whether via written or verbal arrangements.

Prior to commencement of any work by the Contractor under any Agreement, Easement, Contract or Purchase Order during the time period listed above, as a condition precedent for payment and until completion and final acceptance of the work, the Contractor shall, at its sole expense, maintain the following minimum insurance on its own behalf, and furnish to Client certificates of insurance evidencing same and reflecting the effective date of such coverage as listed below. This insurance will provide a defense and indemnify the Client against any and all claims of any nature whatsoever, which arise directly out of the Contractor's operations or those entities acting on the Contractor's behalf. In no event shall the failure to provide this proof, prior to the commencement of the work, be deemed a waiver by the Client of the Contractor's insurance obligations set forth herein. In the event that the insurance company (ies) issuing the policy (ies) required by this agreement deny coverage to the Client, the Contractor will defend and indemnify the Client at the Contractor's expense. The term "Contractor" as used in this agreement, shall mean and include Contractor and Subcontractors of every tier.

A. **Worker's Compensation and Occupational Disease Insurance** in accordance with the applicable law or laws; **Employer's Liability Insurance**. This includes sole proprietorships and officers of corporations who will be performing work on the job. (Sole Proprietors that elect to exclude themselves may be considered if they file a Waiver Affidavit with the New York State Workers Comp Board). A **"Waiver of Subrogation"** endorsement in favor of the Client must be included.

B. **Commercial General Liability** with a combined Bodily Injury and Property Damage limit of not less than **Two Million (\$2,000,000.00) dollars per occurrence and Five Million (\$5,000,000.00) in the aggregate**. Including Pollution Liability (where applicable). Coverage must include the following:

1. Broad Form Blanket Contractual Liability for liability assumed under this Contract and all other Contracts relative to the project.
2. Completed Operations/Products Liability during the course of work and for 3 years after acceptance of the work by the Client.
3. Broad Form Property Damage (is not to be excluded).
4. Personal and Advertising Injury Liability.
5. Independent Contractors.
6. **Per Project Aggregate**.
7. Blanket additional insured endorsement (form CG-2010 edition 11/85 or its equivalent) can be furnished reflecting the inclusion of the interests of Client their officers, directors, partners, representatives, agents and employees, and named as an **Additional Insured on a primary & non-contributing basis including Completed Operations**. It is expressly understood and intended by the parties to this agreement, that any insurance by the Client is deemed excess, non-contributory and not co-primary in relation to the coverage(s) procured by the Contractor, any of its consultants, officers, agents, employees, subcontractors or anyone directly or indirectly employed by them, or by anyone for whose acts any of the aforementioned may be liable by operation of statute, governmental regulation or applicable case law.
8. A **"Waiver of Subrogation"** Endorsement in favor of the Client.
9. Coverage is to be provided on an with carriers licensed and admitted to do business in the State of New York, with an A.M. Best financial rating of "A-" (or better) or otherwise acceptable to Client.

C. **Commercial Automobile Liability Insurance** covering the use of all Owned, Non-Owned, and Hired Vehicles with combined Bodily Injury and Property Damage Limit including Pollution Transit Coverage (if applicable) of at least **One Million (\$1,000,000.00) Dollars**. A **"Waiver of Subrogation"** Endorsement in favor of the Client must be included.

D. **Commercial Umbrella Liability Insurance** at a **One Million (\$1,000,0000)** per occurrence and aggregate limit. The coverage should be on a follow-form basis.

E. Where a Job Site Property exposure exists with materials and supplies that will become part of the site property, evidence of insurance coverage is required (**Builders Risk / Installation Floater**). The Contractor at its sole expense shall furnish to Client, Certificates of Insurance and other required documentation evidencing the

following coverage:

“All Risk” Property Insurance on all materials, equipment and supplies intended to become a permanent part of the construction stored on premises away from the project site and while in transit, until actually delivered to the project site. Coverage is to be provided on a replacement cost basis.

F. It is agreed that this insurance will not be canceled, materially changed or not renewed without at least a thirty **(30) day** advance written notice to Client.

G. Contractor shall file certificates of insurance prior to the commencement of work, which shall be subject to the Client’s approval of adequacy of protection and the satisfactory character of the Insurer.

H. Any policies effected by the Contractor on its Owned and/or Rented Equipment and Materials shall contain a provision requiring the insurance carriers to waive their rights of subrogation against Client and all other indemnities named in the Contract.

I. Should the Contractor engage a Subcontractor, the same conditions will apply under this contract to each Subcontractor, however, the retained Subcontractor shall be required to maintain limits of liability of not less than One Million (\$1,000,000.00) Dollars per occurrence and Two Million (\$2,000,000) in the aggregate, with said limits applicable on a per project basis, or such greater limits as may be required by the retaining Client.

JOB-SITE SAFETY:

The Client makes no representation with respect to the physical conditions or safety of the Project Site. The Contractor shall, at its own expense, protect from injury its employees engaged in the performance of the Work. The prevention of accidents to all workers engaged in the Contractors work and others affected by the Contractors work is the responsibility of the Contractor. Contractor shall comply with all applicable federal, state, labor and local laws, regulations and codes concerning safety.

NO LIMITATION ON LIABILITY:

In any and all claims against the Client by any employee of the Contractor, anyone directly or indirectly employed by the Contractor or anyone for whose acts the Contractor may be liable, the indemnification obligation shall not be limited in by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor under workers’ compensation acts, disability benefit acts or other employee benefit acts.

HOLD HARMLESS:

To the fullest extent permitted by law, Contractor will indemnify and hold harmless “CLIENT”, their agents, officers, directors, partners, representatives, agents and employees from and against any and all claims, suits, liabilities, liens, judgments, damages, losses and expenses, including reasonable legal fees and all court costs and liability (including statutory liability) arising in whole or in part and in any manner from injury and/or death of person or damage to or loss of any property resulting from the acts, omissions, willful or negligent misconduct, failure to comply with any aforesaid laws, regulations and codes, breach or default of Contractor, its officers, directors, agents, employees and subcontractors, ***directly in connection with the performance any work performed directly by Contractor (or by a subcontractor of the Contractor)*** for Client pursuant to any Agreement, Easement, Contract, Purchase Order and/or related Proceed Order or verbal work request, except to the extent those claims, suits, liens, judgments, damages, losses and expenses that are caused by the sole negligence of Client. Contractor will defend and bear all costs of defending any actions, proceedings brought against Client, their officers, directors, agents and employees, arising in whole or in part out of any such negligent acts, omission, failure to comply with any aforesaid laws, regulations and codes, breach or default as a result of work performed directly by the Contractor. The Contractor hereby expressly permits Client to pursue and assert claims against the Contractor for indemnity, contribution and common law negligence arising out of claims for damages for death and personal injury.

CLIENT (Signature and date)

CONTRACTOR (Signature and date)

(Print name)

(Print name and title)

CLIENT (Signature and date)

(Print name)

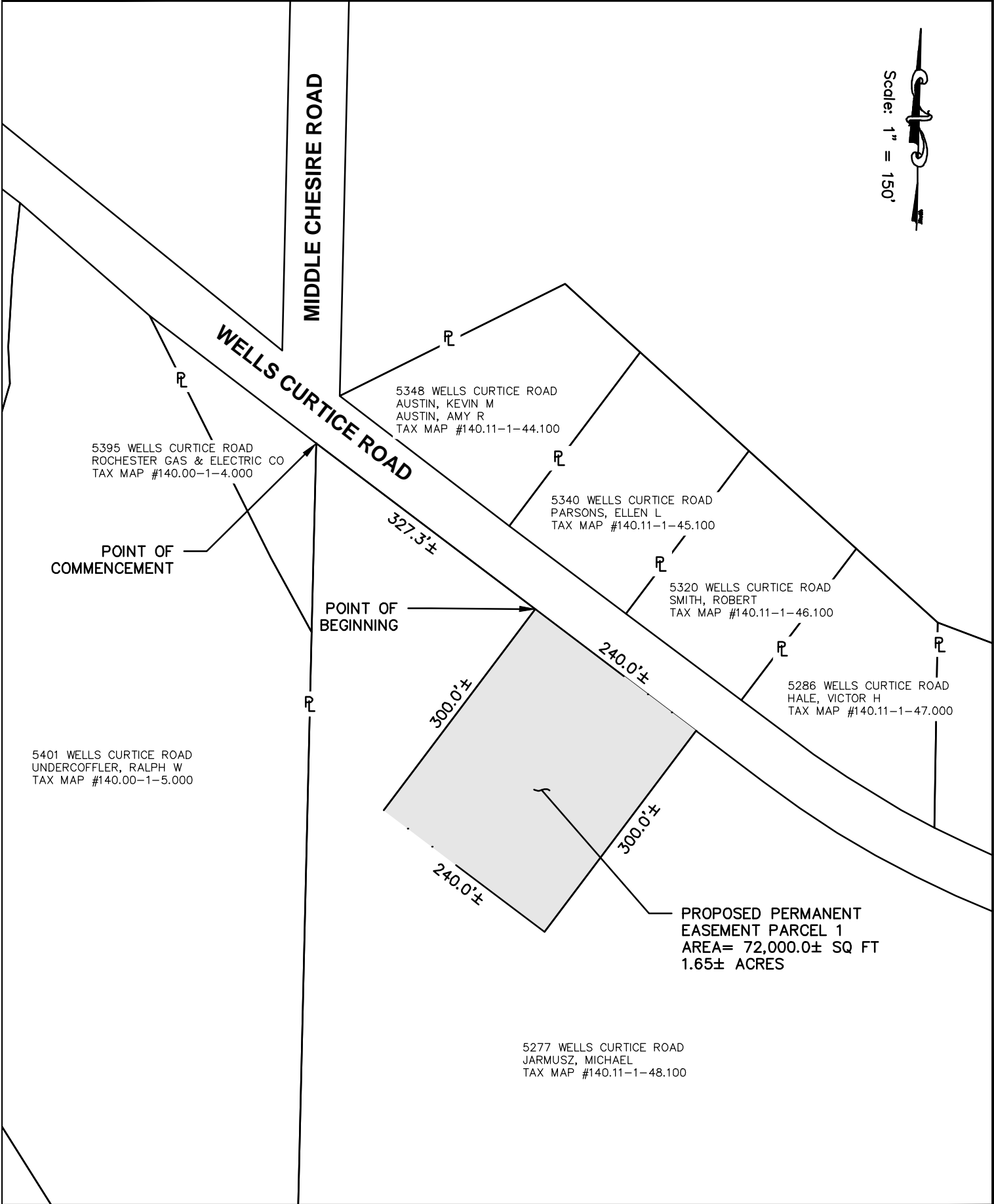
TAX MAP NUMBER140.11-1-48.100

OWNER N/FMICHAEL & CARYN M JARMUSZ

STREET ADDRESS5277 WELLS CURTICE ROAD

MAP No. M-1

PARCEL No. P-1



PERMANENT DRAINAGE EASEMENT TO
TOWN OF CANANDAIGUA
ONTARIO COUNTY, NEW YORK

Unauthorized alteration or addition to a survey map bearing a Licensed Land Surveyor's seal is in violation of Article 145, Section 7209, Subdivision 2 of the New York State Education Law.

Copies from the original of this survey map not marked with an original of the licensed land surveyor's inked seal or his embossed seal shall not be considered to be a valid true copy.

Certifications shown hereon shall run only to the person for whom the survey is prepared and, on his behalf, to the Title Company, Government Agency, and Lending Institution listed hereon, and to the assignees of the Lending Institution. Certifications are not transferable to additional institutions or subsequent owners.

Scale:	AS SHOWN
Date:	5/2018
Project:	0300.17004

MRB | *group*

Engineering, Architecture & Surveying, D.P.C.
The Culver Road Armory, 145 Culver Road, Suite 160, Rochester, New York 14620
Phone: 585-381-9250
www.mrbgroup.com

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MRB Group, P.C.
Copyright © 2018

ATTACHMENT 21

MCC form for period ending March 9,	2	0	1	8
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● This report is being submitted on behalf of an individual MS4.

[illegible]

☐ **This report is being submitted on behalf of a Single Entity**

[illegible]

☐ This is a joint report being submitted on behalf of a coalition.

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MS4 Annual Report Cover Page**MCC form for period ending March 9,**

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Provide SPDES ID of each permitted MS4 included in this report.

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SPDES ID

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SPDES ID

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SPDES ID

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SPDES ID

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SPDES ID

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SPDES ID

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SPDES ID

N	Y	R	2	0	A			
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MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9,	2	0	1	8
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Name of MS4 | TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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Each MS4 must submit an MCC form.

Section 1 - MCC Identification Page

Indicate whether this MCC form is being submitted to certify endorsement or acceptance of:

- An Annual Report for a single MS4
- A Single Entity (Per Part II.E of GP-0-10-002)
- A Joint Report

Joint reports may be submitted by permittees with legally binding agreements.

If Joint Report, enter coalition name:

[illegible]

MS4 Municipal Compliance Certification(MCC) FormMCC form for period ending March 9,

2	0	1	8
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Name of MS4

T	O	W	N	O	F	C	A	N	A	N	D	A	I	G	U	A
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SPDES ID

N	Y	R	2	0	A	5	4	6
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Section 2 - Contact Information

Important Instructions - Please Read

Contact information must be provided for ***each*** of the following positions as indicated below:

1. Principal Executive Officer, Chief Elected Official or other qualified individual (per GP-0-08-002 Part VI.J).
2. Duly Authorized Representative (Information for this contact must only be submitted if a Duly Authorized Representative is signing this form)
3. The Local Stormwater Public Contact (required per GP-0-08-002 Part VII.A.2.c & Part VIII.A.2.c).
4. The Stormwater Management Program (SWMP) Coordinator (Individual responsible for coordination/implementation of SWMP).
5. Report Preparer (Consultants may provide company name in the space provided).

A separate sheet must be submitted for each position listed above unless more than one position is filled by the same individual. If one individual fills multiple roles, provide the contact information once and check all positions that apply to that individual.

If a new Duly Authorized Representative is signing this report, their contact information must be provided and a signature authorization form, signed by the Principal Executive Officer or Chief Elected Official must be attached.

For each contact, select all that apply:

- ☒ Principal Executive Officer/Chief Elected Official
- ☐ Duly Authorized Representative
- ☐ Local Stormwater Public Contact
- ☐ Stormwater Management Program (SWMP) Coordinator
- ☐ Report Preparer

First Name

G	R	E	G	O	R	Y										
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MI

R

Last Name

W	E	S	T	B	R	O	O	K								
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Title

T	O	W	N		S	U	P	E	R	V	I	S	O	R																
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Address

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City

C	A	N	A	N	D	A	I	G	U	A																					
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State

N	Y
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Zip

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eMail

G	W	E	S	T	B	R	O	O	K	@	T	O	W	N	O	F	C	A	N	A	N	D	A	I	G	U	A	.	O	R	G	
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Phone

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County

O	N	T	A	R	I	O											
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MS4 Municipal Compliance Certification(MCC) FormMCC form for period ending March 9,

2	0	1	8
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Name of MS4

T	O	W	N	O	F	C	A	N	A	N	D	A	I	G	U	A
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SPDES ID

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Section 2 - Contact Information

Important Instructions - Please Read

Contact information must be provided for ***each*** of the following positions as indicated below:

1. Principal Executive Officer, Chief Elected Official or other qualified individual (per GP-0-08-002 Part VI.J).
2. Duly Authorized Representative (Information for this contact must only be submitted if a Duly Authorized Representative is signing this form)
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4. The Stormwater Management Program (SWMP) Coordinator (Individual responsible for coordination/implementation of SWMP).
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A separate sheet must be submitted for each position listed above unless more than one position is filled by the same individual. If one individual fills multiple roles, provide the contact information once and check all positions that apply to that individual.

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For each contact, select all that apply:

- ☐ Principal Executive Officer/Chief Elected Official
- ☒ Duly Authorized Representative
- ☒ Local Stormwater Public Contact
- ☒ Stormwater Management Program (SWMP) Coordinator
- ☒ Report Preparer

First Name

C	H	R	I	S	T	O	P	H	E	R				
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MI

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Last Name

J	E	N	S	E	N									
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Title

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City

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State

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Zip

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eMail

C	J	E	N	S	E	N	@	T	O	W	N	O	F	C	A	N	A	N	D	A	I	G	U	A	.	O	R	G			
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Phone

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County

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MS4 Municipal Compliance Certification(MCC) FormMCC form for period ending March 9,

2	0	1	8
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Name of MS4

T	O	W	N	O	F	C	A	N	A	N	D	A	I	G	U	A
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SPDES ID

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Section 2 - Contact Information

Important Instructions - Please Read

Contact information must be provided for ***each*** of the following positions as indicated below:

1. Principal Executive Officer, Chief Elected Official or other qualified individual (per GP-0-08-002 Part VI.J).
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- ☐ Principal Executive Officer/Chief Elected Official
- ☒ Duly Authorized Representative
- ☒ Local Stormwater Public Contact
- ☐ Stormwater Management Program (SWMP) Coordinator
- ☐ Report Preparer

First Name

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MI

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Last Name

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Title

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Address

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City

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State

N	Y
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Zip

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eMail

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Phone

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County

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MS4 Municipal Compliance Certification (MCC) Form

MCC form for period ending March 9, 2 0 1 8

Name of MS4 TOWN OF CANANDAIGUA

SPDES ID

N Y R 2 0 A 5 4 6

Section 3 - Partner Information

Did your MS4 work with partners/coalition to complete some or all permit requirements during this reporting period?

☒ Yes ☐ No

If Yes, complete information below.

Submit a separate sheet for each partner. Information provided in other formats will not be accepted. If your MS4 cooperated with a coalition, submit one sheet with the name of the coalition. It is not necessary to include a separate sheet for each MS4 in the coalition.

If No, proceed to Section 4 - Certification Statement.

Partner/Coalition Name

C A N A N D A I G U A L A K E W A T E R S H E D C O U N C I

Partner/Coalition Name (con't.)

L - K E V I N O L V A N Y

SPDES Partner ID - If applicable

N Y R 2 0

Address

2 5 0 S A L T O N S T A L L S T R E E T

City

C A N A N D A I G U A

State

N Y

Zip

1 4 4 2 4 -

eMail

K L O @ C A N A N D A I G U A N E W Y O R K . G O V

Phone

(5 8 5) 3 9 6 - 3 6 3 0

Legally Binding Agreement in accordance
with GP-0-08-002 Part IV.G.?

☒ Yes ☐ No

What tasks/responsibilities are shared with this partner (e.g. MM1 School Programs or Multiple Tasks)?

● MM1 M U L T I P L E T A S K S

● MM2 M U L T I P L E T A S K S

● MM3 M U L T I P L E T A S K S

● MM4 M U L T I P L E T A S K S

● MM5 M U L T I P L E T A S K S

● MM6 M U L T I P L E T A S K S

Additional tasks/responsibilities

- ☐ Watershed Improvement Strategy Best Management Practices required for MS4s in impaired watersheds included in GP-0-08-002 Part IX.

MS4 Municipal Compliance Certification (MCC) Form

MCC form for period ending March 9, 2 0 1 8

Name of MS4 TOWN OF CANANDAIGUA

SPDES ID

N Y R 2 0 A 5 4 6

Section 3 - Partner Information

Did your MS4 work with partners/coalition to complete some or all permit requirements during this reporting period?

☒ Yes ☐ No

If Yes, complete information below.

Submit a separate sheet for each partner. Information provided in other formats will not be accepted. If your MS4 cooperated with a coalition, submit one sheet with the name of the coalition. It is not necessary to include a separate sheet for each MS4 in the coalition.

If No, proceed to Section 4 - Certification Statement.

Partner/Coalition Name

C A N A N D A I G U A L A K E W A T E R S H E D C O M M I S

Partner/Coalition Name (con't.)

S I O N - G E O R G E B A R D E N

SPDES Partner ID - If applicable

N Y R 2 0

Address

4 8 0 N O R T H M A I N S T R E E T

City

C A N A N D A I G U A

State

N Y

Zip

1 4 4 2 4 -

eMail

O N T S W C D 6 @ R O C H E S T E R . R R . C O M

Phone

(5 8 5) 3 9 6 - 9 7 1 6

Legally Binding Agreement in accordance
with GP-0-08-002 Part IV.G.?

☒ Yes ☐ No

What tasks/responsibilities are shared with this partner (e.g. MM1 School Programs or Multiple Tasks)?

☐ MM1

☐ MM2

☒ MM3 I N S P E C T I O N S

☒ MM4 I N S P E C T I O N S

☐ MM5

☐ MM6

Additional tasks/responsibilities

☐ Watershed Improvement Strategy Best Management Practices required for MS4s in impaired watersheds included in GP-0-08-002 Part IX.

MS4 Municipal Compliance Certification (MCC) Form

MCC form for period ending March 9, 2 0 1 8

Name of MS4 TOWN OF CANANDAIGUA

SPDES ID

N Y R 2 0 A 5 4 6

Section 3 - Partner Information

Did your MS4 work with partners/coalition to complete some or all permit requirements during this reporting period? ☒ Yes ☐ No

If Yes, complete information below.

Submit a separate sheet for each partner. Information provided in other formats will not be accepted. If your MS4 cooperated with a coalition, submit one sheet with the name of the coalition. It is not necessary to include a separate sheet for each MS4 in the coalition.

If No, proceed to Section 4 - Certification Statement.

Partner/Coalition Name

C A N A N D A I G U A L A K E W A T E R S H E D A S S O C .

Partner/Coalition Name (con't.)

N A D I A H A R V I E U X

SPDES Partner ID - If applicable

N Y R 2 0

Address

P O B O X 3 2 3

City

C A N A N D A I G U A

State

N Y

Zip

1 4 4 2 4 -

eMail

N A D I A . H A R V I E U X @ F L C C . E D U

Phone

(5 8 5) 3 9 4 - 5 0 3 0

Legally Binding Agreement in accordance
with GP-0-08-002 Part IV.G.? ☐ Yes ☒ No

What tasks/responsibilities are shared with this partner (e.g. MM1 School Programs or Multiple Tasks)?

☒ MM1 O U T R E A C H - S C H O O L P R O G R A M S

☒ MM2 A S S O C I A T I O N M E E T I N G S

☐ MM3

☐ MM4

☐ MM5

☐ MM6

Additional tasks/responsibilities

- ☐ Watershed Improvement Strategy Best Management Practices required for MS4s in impaired watersheds included in GP-0-08-002 Part IX.

MS4 Municipal Compliance Certification (MCC) Form

MCC form for period ending March 9, 2 0 1 8

Name of MS4 TOWN OF CANANDAIGUA

SPDES ID

N Y R 2 0 A 5 4 6

Section 3 - Partner Information

Did your MS4 work with partners/coalition to complete some or all permit requirements during this reporting period?

☒ Yes ☐ No

If Yes, complete information below.

Submit a separate sheet for each partner. Information provided in other formats will not be accepted. If your MS4 cooperated with a coalition, submit one sheet with the name of the coalition. It is not necessary to include a separate sheet for each MS4 in the coalition.

If No, proceed to Section 4 - Certification Statement.

Partner/Coalition Name

E N V I R O N M E N T A L C O N S E R V A T I O N B O A R D

Partner/Coalition Name (con't.)

C H A I R J O Y C E M A R T H A L L E R

SPDES Partner ID - If applicable

N Y R 2 0

Address

5 4 4 0 R O U T E S 5 A N D 2 0 W E S T

City

C A N A N D A I G U A

State

N Y

Zip

1 4 4 2 4 -

eMail

D E V C L E R K @ T O W N O F C A N A N D A I G U A . O R G

Phone

(5 8 5) 3 9 4 - 1 1 2 0

Legally Binding Agreement in accordance
with GP-0-08-002 Part IV.G.?

☒ Yes ☐ No

What tasks/responsibilities are shared with this partner (e.g. MM1 School Programs or Multiple Tasks)?

☒ MM1 M E E T I N G S - O U T R E A C H - E D U C A T I O N

☒ MM2 M E E T I N G S

☐ MM3

☐ MM4

☐ MM5

☐ MM6

Additional tasks/responsibilities

☐ Watershed Improvement Strategy Best Management Practices required for MS4s in impaired watersheds included in GP-0-08-002 Part IX.

MS4 Municipal Compliance Certification(MCC) FormMCC form for period ending March 9,

2	0	1	8
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Name of MS4

T	O	W	N	O	F	C	A	N	A	N	D	A	I	G	U	A
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SPDES ID

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Section 4 - Certification Statement

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

This form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in GP-0-08-002 Part VI.J.

First Name

C	H	R	I	S	T	O	P	H	E	R				
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MI

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Last Name

J	E	N	S	E	N										
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Title (Clearly print title of individual signing report)

M	S	4		P	R	O	G	R	A	M		C	O	O	R	D	I	N	A	T	O	R								
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Signature

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Date

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Send completed form and any attachments to the DEC Central Office at:

MS4 Permit Coordinator
 Division of Water
 4th Floor
 625 Broadway
 Albany, New York 12233-3505

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	8
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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Water Quality Trends

The information in this section is being reported (check one):

☒ On behalf of an individual MS4

☐ On behalf of a coalition

How many MS4s are contributed to this report?

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- 1. Has this MS4/Coalition produced any reports documenting water quality trends related to stormwater? If not, answer No and proceed to Minimum Control Measure One.**

☒ Yes ☐ No

If Yes, choose one of the following

☐ Report(s) attached to the annual report

☒ Web Page(s) where report(s) is/are provided below

Please provide specific address of page where report(s) can be accessed - not home page.

URL

c	a	n	a	n	d	a	i	g	u	a	l	a	k	e	.	o	r	g	/	w	a	t	e	r	-	q	u	a	l
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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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3. What strategies did your MS4/Coalition use to achieve education and outreach goals during this reporting period? Check all that apply:

☐ Construction Site Operators Trained

Trained

--	--	--	--	--

☒ Direct Mailings

Mailings

	8	6	3	0
--	---	---	---	---

☒ Kiosks or Other Displays

Locations

				6
--	--	--	--	---

☒ List-Serves

In List

	1	6	4	4
--	---	---	---	---

☒ Mailing List

In List

		9	9	0
--	--	---	---	---

☒ Newspaper Ads or Articles

Days Run

			1	3
--	--	--	---	---

☒ Public Events/Presentations

Attendees

		9	6	5
--	--	---	---	---

☒ School Program

Attendees

	1	6	0	0
--	---	---	---	---

☒ TV Spot/Program

Days Run

				1
--	--	--	--	---

☒ Printed Materials:

Total # Distributed

--	--	--	--	--

Locations (e.g. libraries, town offices, kiosks)

T	O	W	N		H	A	L	L									
L	I	B	R	A	R	Y											
W	A	T	E	R	S	H	E	D		C	O	U	N	C	I	L	

☒ Other:

W	E	B	S	I	T	E	S		-		F	A	C	E	B	O	O	K	
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☒ Web Page: Provide specific web addresses - not home page. Continue on next page if additional space is needed.

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MS4 Annual Report Form

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Name of MS4/Coalition

TOWN OF CANANDAIGUA

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3. Web Page con't.: Provide specific web addresses - not home page.

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7	-	A	8	B	B	4	6	3	2	0	B	B	9	%	7	D	/	u	p	l	o	a	d	s	/	W	a	t	e	r	R

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MS4 Annual Report Form

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Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

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4. Evaluating Progress Toward Measurable Goals MCM 1

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

The goals of the Public Education and Outreach are to continue to provide public presentations to local community groups, to continue the Watershed Education Program to educate school children, to update educational materials in print and on websites, and to maintain educational kiosks with information on stormwater. The Town relies upon their partnership with the Canandaigua Lake Watershed Council to reach their MCM#1 and #2 goals.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

The Watershed Education Program reached approximately 1600 students. The Watershed Education Program distributed Newsletters. Kiosks were maintained, and the Town and the Watershed Council added stormwater content on their websites. The Town included information on watershed protection in newsletter, Multiple presentations were given on water quality. The Town held a public meeting on stormwater drainage issues and septic law. The Association tabled at multiple public events.

C. How many times was this observation measured or evaluated in this reporting period?

		1	2
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this Measurable Goal during this reporting period?

☒ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☒ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Educational materials will continue to be updated and made available to the public during the 2018-19 reporting period. The Town will use its list serve to get information out to the public. The Town and Watershed Council's websites will be enhanced with more MS4 related material. Presentations will be given to the public. The school education program will continue.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2018

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

TOWN OF CANANDAIGUA

SPDES ID

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Minimum Control Measure 2. Public Involvement/Participation

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report?			
---	--	--	--

1. What opportunities were provided for public participation in implementation, development, evaluation and improvement of the Stormwater Management Program (SWMP) Plan during this reporting period? Check all that apply:

- | | | | | | | |
|-----------------------------|-------------|-----------|-------|---------|---------|---|
| ● Cleanup Events | # Events | | | | | 4 |
| ● Comments on SWMP Received | # Comments | | | | | 0 |
| ● Community Hotlines | Phone # | (5 8 5) | 3 9 6 | - | 3 6 3 0 | |
| Phone # | (5 8 5) | 3 9 4 | - | 1 1 2 0 | | |
| Phone # | () | | - | | | |
| Phone # | () | | - | | | |
| Phone # | () | | - | | | |
| Phone # | () | | - | | | |
| Phone # | () | | - | | | |
| ● Community Meetings | # Attendees | | | 9 | 6 | 5 |
| ● Plantings | Sq. Ft. | 8 | 0 | 0 | 0 | 0 |
| ● Storm Drain Markings | # Drains | | | 2 | 5 | |
| ● Stakeholder Meetings | # Attendees | | | 3 | 3 | 5 |
| ● Volunteer Monitoring | # Events | | | 4 | 5 | |
| ○ Other: | | | | | | |

2. Was public notice of availability of this annual report and Stormwater Management Program (SWMP) Plan provided? ☒ Yes

☒ Yes ☐ No

- | | | | | | | |
|---|------------|--|---|---|---|---|
| <input checked="" type="radio"/> List-Serve | # In List | | 1 | 6 | 4 | 4 |
| <input type="radio"/> Newspaper Advertising | # Days Run | | | | | |
| <input type="radio"/> TV/Radio Notices | # Days Run | | | | | |
| <input checked="" type="radio"/> Other: B o a r d M e e t i n g A g e n d a s | | | | | | |

● Web Page URL: Enter URL(s) on the following two pages.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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2. URL(s) con't.:

Please provide specific address(es) where notice(s) can be accessed - not home page.

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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2 0 1 8

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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2. URL(s) con't.:

Please provide specific address(es) where notices can be accessed - not home page.

URL

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[illegible]

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[illegible]

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[illegible]

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[illegible]

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2 0 1 8

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition	TOWN OF CANANDAIGUA	SPDES ID								
		N	Y	R	2	0	A	5	4	6

3. Where can the public access copies of this annual report, Stormwater Management Program (SWMP) Plan and submit comments on those documents?

Enter address/contact info and select radio button to indicate which document is available and whether comments may be submitted at that location. Submit additional pages as needed.

[● MS4/Coalition Office](#)
[● Annual Report](#)
[● SWMP Plan](#)
[● Comments](#)

Department																																			
D	E	V	E	L	O	P	M	E	N	T		O	F	F	I	C	E																		
Address																																			
5	4	4	0		R	O	U	T	E	S		5		&		2	0		W	E	S	T													
City																											Zip								
C	A	N	A	N	D	A	I	G	U	A						N	Y		1	4	4	2	4	-											
Phone																																			
(5	8	5)	3	9	4	-	1	1	2	0																							

☐ Library ☐ Annual Report ☐ SWMP Plan ☐ Comments

☐ Annual Report
 ☐ SWIM Plan
 ☐ Comments

Address

City Zip

Phone

☐ Other ☐ Annual Report ☐ SWMP Plan ☐ Comments

Address			
City		Zip	
Phone			
()	-	

☐ Web Page URL:
 ☐ Annual Report
 ☐ SWMP Plan
 ☐ Comments

[illegible]

Please provide specific address of page where report can be accessed - not home page.

☒ eMail ☐ Comments[illegible]

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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4.a. If this report was made available on the internet, what date was it posted?

Leave blank if this report was not posted on the internet.

0	5
---	---

 /

3	0
---	---

 /

2	0	1	8
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4.b. For how many days was/will this report be posted?

3	6	5
---	---	---

If submitting a report for single MS4, answer 5.a.. If submitting a joint report, answer 5.b..

5.a. Was an Annual Report public meeting held in this reporting period?

☒ Yes ☐ No

If Yes, what was the date of the meeting?

0	5
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 /

2	1
---	---

 /

2	0	1	8
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If No, is one planned?

☐ Yes ☐ No

5.b. Was an Annual Report public meeting held for all MS4s contributing to this report during this reporting period?

☐ Yes ☐ No

If No, is one planned for each?

☐ Yes ☐ No

6. Were comments received during this reporting period?

☐ Yes ☒ No

If Yes, attach comments, responses and changes made to SWMP in response to comments to this report.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	8
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

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7. Evaluating Progress Toward Measurable Goals MCM 2

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

TO MAINTAIN PUBLIC INVOLVEMENT THROUGH VARIOUS BOARDS AND COMMITTEE MEETINGS. CONTINUE OUR RELATIONSHIP WITH WATERSHED COUNCIL AND PROMOTE THEIR ASSOCIATED PROGRAMS. CONTINUOUSLY UPDATE THE TOWN WEBSITE.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

The public stayed involved in stormwater management through discussions at public meetings and presentations. A new Drainage Committee was created with residents and Town staff and meets bimonthly to discuss stormwater issues. Volunteers monitored water clarity, water quality, and for invasive species. Volunteers also participated in plantings at a restoration project. The Watershed Program acted as a key contact for stormwater for the public. The Town website was updated.

C. How many times was this observation measured or evaluated in this reporting period?

		1	2
--	--	---	---

(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

☒ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☒ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Storm drain marking will be completed in sections of the MS4. In addition, stakeholders will continue to be encouraged to discuss stormwater at Town Board meetings and to continue work in the Town Environmental Conservation Board and on the Drainage Committee. Community Hotlines will be maintained. Partnerships with the Watershed Council and Association to engage the public in volunteer events and monitoring will continue. A volunteer planting is planned for spring 2018.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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Minimum Control Measure 3. Illicit Discharge Detection and Elimination

The information in this section is being reported (check one):

☒ On behalf of an individual MS4

☐ On behalf of a coalition

How many MS4s contributed to this report?

--	--	--

1. Enter the number and approx. percent of outfalls mapped:

			6	0
--	--	--	---	---

 #

1	0	0
---	---	---

 %

2. How many of these outfalls have been screened for dry weather discharges during this reporting period (outfall reconnaissance inventory)?

	1	0
--	---	---

3.a. What types of generating sites/sewersheds were targeted for inspection during this reporting period?

☐ Auto Recyclers

☐ Building Maintenance

☐ Churches

☒ Commercial Carwashes

☐ Commercial Laundry/Dry Cleaners

☒ Construction Vehicle Washouts

☒ Cross-Connections

☐ Distribution Centers

☐ Food Processing Facilities

☐ Garbage Truck Washouts

☐ Hospitals

☐ Improper RV Waste Disposal

☐ Industrial Process Water

☐ Other:

☒ Landscaping (Irrigation)

☒ Marinas

☐ Metal Plateing Operations

☒ Outdoor Fluid Storage

☒ Parking Lot Maintenance

☐ Printing

☒ Residential Carwashing

☒ Restaurants

☐ Schools and Universities

☒ Septic Maintenance

☒ Swimming Pools

☒ Vehicle Fueling

☒ Vehicle Maint./Repair Shops

☐ None

☐ Sewersheds:

MS4 Annual Report Form

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Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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3.b. What types of illicit discharges have been found during this reporting period?

- ☐ Broken Lines From Sanitary Sewer
- ☐ Cross Connections
- ☒ Failing Septic Systems
- ☐ Floor Drains Connected To Storm Sewers
- ☐ Illegal Dumping
- ☐ Other:
- ☐ Industrial Connections
- ☐ Inflow/Infiltration
- ☐ Pump Station Failure
- ☐ Sanitary Sewer Overflows
- ☐ Straight Pipe Sewer Discharges
- ☐ None

[illegible]

4. How many illicit discharges/potential illegal connections have been detected during this reporting period?

		1
--	--	---

5. How many illicit discharges have been confirmed during this reporting period?

		1
--	--	---

6. How many illicit discharges/illegal connections have been eliminated during this reporting period?

		1
--	--	---

7. Has the storm sewershed mapping been completed in this reporting period?

☐ Yes ☒ No

If No, approximately what percent was completed in this reporting period?

	5	0	%
--	---	---	---

8. Is the above information available in GIS?

☒ Yes ☐ No

Is this information available on the web?

☒ Yes ☐ No

If Yes, provide URL(s):

Please provide specific address of page where map(s) can be accessed - not home page.

URL

[illegible]

URL

[illegible]

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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8. URL(s) con't.:

Please provide specific address of page where map(s) can be accessed - not home page

URL

[illegible]

URL

[illegible]

URL

[illegible]

URL

[illegible]

URL

[illegible]

- 9. Has an IDDE law been adopted for each traditional MS4 and/or have IDDE procedures been approved for all non-traditional MS4s contributing to this report?** ☒ Yes ☐ No

- 10. If Yes, has every traditional MS4 contributing to this report certified that this law is equivalent to the NYS Model IDDE Law?** ☒ Yes ☐ No ☐ NT

- 11. What percent of staff in relevant positions and departments has received IDDE training?**

1	0	0	%
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MS4 Annual Report Form

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TOWN OF CANANDAIGUA

SPDES ID

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12. Evaluating Progress Toward Measurable Goals MCM 3

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

The watershed council has made progress in the mapping the watershed areas. Outfalls have been inspected, but additional outfalls should be investigated and mapped. A new on-site wastewater inspection program and associated law was adopted.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Stormwater Management Officers and Watershed Inspectors are working together to implement the newly adopted on-site wastewater law. Inspections from homeowners are flowing into our offices as a results of the required inspection program. The watershed council routinely inspects private systems and assists property owners in remediating issues.

C. How many times was this observation measured or evaluated in this reporting period?

		1	2
--	--	---	---

(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?
☒ Yes ☐ No
E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?
☒ Yes ☐ No
F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Outfall mapping research and additional outfalls will be investigated/mapped. Watershed council is continuously developing watershed maps within the Canandaigua Lake Watershed area. wastewater system inspection program will continue as required in the newly adopted wastewater law.

MS4 Annual Report Form

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TOWN OF CANANDAIGUA

SPDES ID

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Minimum Control Measures 4 and 5.
Construction Site and Post-Construction Control

The information in this section is being reported (check one):

☒ On behalf of an individual MS4

☐ On behalf of a coalition

How many MS4s contributed to this report?

--	--	--

1a. Has each MS4 contributing to this report adopted a law, ordinance or other regulatory mechanism that provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from Construction Activities?

☒ Yes ☐ No

1b. Has each Town, City and/or Village contributing to this report documented that the law is equivalent to a NYSDEC Sample Local Law for Stormwater Management and Erosion and Sediment Control through either an attorney certification or using the NYSDEC Gap Analysis Workbook?

☒ Yes ☐ No ☐ NT

If Yes, Towns, Cities and Villages provide date of equivalent NYS Sample Local Law.

☐ 09/2004 ☒ 03/2006 ☐ NT

2. Does your MS4/Coalition have a SWPPP review procedure in place?

☒ Yes ☐ No

3. How many Construction Stormwater Pollution Prevention Plans (SWPPPs) have been reviewed in this reporting period?

		3
--	--	---

4. Does your MS4/Coalition have a mechanism for receipt and consideration of public comments related to construction SWPPPs?

☒ Yes ☐ No ☐ NT

If Yes, how many public comments were received during this reporting period?

		0
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5. Does your MS4/Coalition provide education and training for contractors about the local SWPPP process?

☐ Yes ☒ No

6. Identify which of the following types of enforcement actions you used during the reporting period for construction activities, indicate the number of actions, or note those for which you do not have authority:

<input checked="" type="radio"/> Notices of Violation	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td>1</td></tr></table>					1	<input type="radio"/> No Authority
				1				
<input checked="" type="radio"/> Stop Work Orders	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td>1</td></tr></table>					1	<input type="radio"/> No Authority
				1				
<input type="radio"/> Criminal Actions	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Termination of Contracts	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Administrative Fines	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Civil Penalties	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Administrative Orders	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Enforcement Actions or Sanctions	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						
<input type="radio"/> Other	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority

MS4 Annual Report Form

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TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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Minimum Control Measure 4. Construction Site Stormwater Runoff Control

The information in this section is being reported (check one):

☒ On behalf of an individual MS4

☐ On behalf of a coalition

How many MS4s contributed to this report?

--	--	--

1. How many construction projects have been authorized for disturbances of one acre or more during this reporting period?

		5
--	--	---

2. How many construction projects disturbing at least one acre were active in your jurisdiction during this reporting period?

	1	1
--	---	---

3. What percent of active construction sites were inspected during this reporting period? ☐ NT

1	0	0
---	---	---

 %

4. What percent of active construction sites were inspected more than once? ☐ NT

1	0	0
---	---	---

 %

5. Do all inspectors working on behalf of the MS4s contributing to this report use the NYS Construction Stormwater Inspection Manual? ☒ Yes ☐ No ☐ NT

6. Does your MS4/Coalition provide public access to Stormwater Pollution Prevention Plans (SWPPPs) of construction projects that are subject to MS4 review and approval? ☒ Yes ☐ No ☐ NT

If your MS4 is Non-Traditional, are SWPPPs of construction projects made available for public review? ☐ Yes ☐ No

If Yes, use the following page to identify location(s) where SWPPPs can be accessed.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	8
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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7. Evaluating Progress Toward Measurable Goals MCM 4

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

The Town has a comprehensive plan review process which involves coordination with Town Engineering, Watershed Council, Town Boards, Environmental Boards, and Development Staff, prior to approval. The Town maintains a thorough database of SWPPPs and inspection reports. Town Code Enforcement routinely inspect active sites for compliance.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

A database of all active permits and associated inspection reports are constantly being updated and maintained.

C. How many times was this observation measured or evaluated in this reporting period?

		1	2
--	--	---	---

(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

☒ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☒ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

The Town will continue to partner with the Watershed Council and Engineering to inspect and maintain sites. Project review by all agencies/parties will continue as it does currently.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2 0 1 8

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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Minimum Control Measure 5. Post-Construction Stormwater Management

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report?		
---	--	--

1. How many and what type of post-construction stormwater management practices has your MS4/Coalition inventoried, inspected and maintained in this reporting period?

	# Inventoried	# Inspections	# Times Maintained
○ Alternative Practices	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>
● Filter Systems	<div><div></div><div></div><div>1</div></div>	<div><div></div><div></div><div>1</div></div>	<div><div></div><div></div><div>0</div></div>
● Infiltration Basins	<div><div></div><div></div><div>1</div></div>	<div><div></div><div></div><div>1</div></div>	<div><div></div><div></div><div>1</div></div>
○ Open Channels	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>
● Ponds	<div><div></div><div>6</div><div>3</div></div>	<div><div></div><div>1</div><div>3</div></div>	<div><div></div><div></div><div>2</div></div>
○ Wetlands	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>
● Other	<div><div></div><div></div><div>2</div></div>	<div><div></div><div></div><div>2</div></div>	<div><div></div><div></div><div>0</div></div>

2. Do you use an electronic tool (e.g. GIS, database, spreadsheet) to track post-construction BMPs, inspections and maintenance? ☒ Yes ☐ No

☒ Yes ☐ No

3. What types of non-structural practices have been used to implement Low Impact Development/Better Site Design/Green Infrastructure principles?

- ☒ Building Codes ☒ Municipal Comprehensive Plans
☒ Overlay Districts ☒ Open Space Preservation Program
☒ Zoning ☒ Local Law or Ordinance
☐ None ☐ Land Use Regulation/Zoning
☒ Watershed Plans ☒ Other Comprehensive Plan
☐ Other:

[illegible]

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	8
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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4a. Are the MS4s contributing to this report involved in a regional/watershed wide planning effort?

☒ Yes ☐ No

4b. Does the MS4 have a banking and credit system for stormwater management practices?

☐ Yes ☒ No

4c. Do the SWMP Plans for each MS4 contributing to this report include a protocol for evaluation and approval of banking and credit of alternative siting of a stormwater management practice?

☐ Yes ☐ No

4d. How many stormwater management practices have been implemented as part of this system in this reporting period?

--	--	--

5. What percent of municipal officials/MS4 staff responsible for program implementation attended training on Low Impact Development (LID), Better Site Design (BSD) and other Green Infrastructure principles in this reporting period?

	1	0
--	---	---

 %

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	8
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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6. Evaluating Progress Toward Measurable Goals MCM 5

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Chapter 165 - Soil Erosion and Sedimentation Control & Chapter 172 - Illicit Discharge Detection and Elimination have been added to our Code and accessible via our Town Web Site. New and existing stormwater management facilities have been added to database.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Highway Department have taken NYSDEC erosion control class and are actively monitoring SWMFs throughout the Town. Highway department has cleaned and maintained several Town ponds and facilities.

C. How many times was this observation measured or evaluated in this reporting period?

		1	2
--	--	---	---

(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?
☒ Yes ☐ No
E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?
☒ Yes ☐ No
F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

The Watershed council, Highway Department, and Town Development staff will continue to monitor and maintain facilities. Inspections will continue and documentation of inspections will be improved. Routine meeting will be scheduled between highway and developmnet office to coordinate efforts.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	8
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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Minimum Control Measure 6. Stormwater Management for Municipal Operations

The information in this section is being reported (check one):

☒ On behalf of an individual MS4

☐ On behalf of a coalition

How many MS4s contributed to this report?

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1. Choose/list each municipal operation/facility that contributes or may potentially contribute Pollutants of Concern to the MS4 system. For each operation/facility indicate whether the operation/facility has been addressed in the MS4's/Coalition's Stormwater Management Program(SWMP) Plan and whether a self-assessment has been performed during the reporting period. A self-assessment is performed to: 1) determine the sources of pollutants potentially generated by the permittee's operations and facilities; 2) evaluate the effectiveness of existing programs and 3) identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program, if it's not done already.

<u>Operation/Activity/Facility</u>	<u>Addressed in SWMP?</u>	<u>Self-Assessment</u> <u>Operation/Activity/Facility</u> <u>performed within the past 3</u> <u>years?</u>	
		<u> </u>	<u> </u>
Street Maintenance.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Bridge Maintenance.....	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	
Winter Road Maintenance.....	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	
Salt Storage.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Solid Waste Management.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
New Municipal Construction and Land Disturbance..	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Right of Way Maintenance.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Marine Operations.....	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	
Hydrologic Habitat Modification.....	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	
Parks and Open Space.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Municipal Building.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Stormwater System Maintenance.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Vehicle and Fleet Maintenance.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Other.....	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	8
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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2. Provide the following information about municipal operations good housekeeping programs:

- ☒ Parking Lots Swept (Number of acres X Number of times swept) # Acres

			6	4
--	--	--	---	---
- ☒ Streets Swept (Number of miles X Number of times swept) # Miles

		1	1	3
--	--	---	---	---
- ☒ Catch Basins Inspected and Cleaned Where Necessary #

			3	0
--	--	--	---	---
- ☐ Post Construction Control Stormwater Management Practices Inspected and Cleaned Where Necessary #

--	--	--	--	--
- ☐ Phosphorus Applied In Chemical Fertilizer # Lbs.

--	--	--	--	--
- ☐ Nitrogen Applied In Chemical Fertilizer # Lbs.

--	--	--	--	--
- ☐ Pesticide/Herbicide Applied (Number of acres to which pesticide/herbicide was applied X Number of times applied to the nearest tenth.) # Acres

					.	
--	--	--	--	--	---	--

3. How many stormwater management trainings have been provided to municipal employees during this reporting period?

				1
--	--	--	--	---

4. What was the date of the last training?

0	1	/	2	6	/	2	0	1	7
---	---	---	---	---	---	---	---	---	---

5. How many municipal employees have been trained in this reporting period?

		4
--	--	---

6. What percent of municipal employees in relevant positions and departments receive stormwater management training?

	5	0
--	---	---

 %

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	8
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Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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7. Evaluating Progress Toward Measurable Goals MCM 6

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

The Town routinely sweeps and maintains the roadways and parking areas throughout the Town. New hires and employees which certification has expired received the NYDEC 4-hour erosion control class. New highway facility conforms to the DEC 'no exposure' requirement for transfer and maintenance.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

New highway facility and associated infrastructure and SWMF has reduced the impact and discharge from Town Parcel.

C. How many times was this observation measured or evaluated in this reporting period?

		1	2
--	--	---	---

(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

☒ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☒ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Additional NYSDEC training will be offered. New fuel station and transfer facility will continue to be constructed. Site development at Town facility will be monitored and maintained per SPDES permit.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	8
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Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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Additional Watershed Improvement Strategy Best Management Practices

The information in this section is being reported (check one):

☒ On behalf of an individual MS4

☐ On behalf of a coalition

How many MS4s contributed to this report?

--	--	--

MS4s must answer the questions or check NA as indicated in the table below.

MS4 Description	Answer	Check NA	(POC)
NYC EOH Watershed	-	-	-
Traditional Land Use	1,2,3,4,5,6,7a-d,8a,8b,9	10,11,12	Phosphorus
Traditional Non-Land Use	1,2,3,4,7a-d,8a,8b,9	5,10,11,12	Phosphorus
Non-Traditional	1,2,77a-d,8a,8b,9	3,4,5,10,11,12	Phosphorus
Onondaga Lake Watershed	-	-	-
Traditional Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Non-Traditional	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Greenwood Lake Watershed	-	-	-
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Oyster Bay	-	-	-
Traditional Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Non-Traditional	1,4,7a-d,9	2,3,4,5,8a,8b,10,11,12	Pathogens
Peconic Estuary	-	-	-
Traditional Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Traditional Non-Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Non-Traditional	1,4,7a-d,8a,9	2,3,4,5,8b,10,11,12	Pathogens and Nitrogen
Oscawana Lake Watershed	-	-	-
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
LI 27 Embayments	-	-	-
Traditional Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Non-Traditional	1,2,3,4,7a-d,9	5,6,8a,8b,10,11,12	Pathogens

1. Does your MS4/Coalition have an education program addressing impacts of phosphorus/nitrogen/pathogens on waterbodies?

☒ Yes ☐ No ☐ N/A

2. Has 100% of the MS4/Coalition conveyance system been mapped in GIS?

☐ Yes ☐ No ☒ N/A

If N/A, go to question 3.

If No, estimate what percentage of the conveyance system has been mapped so far.

--	--	--

 %

Estimate what percentage was mapped in this reporting period.

--	--	--

 %

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	8
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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3. Does your MS4/Coalition have a Stormwater Conveyance System (infrastructure) Inspection and Maintenance Plan Program? ☒ Yes ☐ No ☐ N/A
4. Estimate the percentage of on-site wastewater treatment systems that have been inspected and maintained or rehabilitated as necessary in this reporting period?

		2
--	--	---

 %
5. Has your MS4/Coalition developed a program that provides protection equivalent to the NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001) to reduce pollutants in stormwater runoff from construction activities that disturb five thousand square feet or more? ☒ Yes ☐ No ☐ N/A
6. Has your MS4/Coalition developed a program to address post-construction stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre that provides equivalent protection to the NYS DEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001), including the New York State Stormwater Design Manual Enhanced Phosphorus Removal Standards? ☒ Yes ☐ No ☐ N/A
- 7a. Does your MS4/Coalition have a retrofitting program to reduce erosion or phosphorus/nitrogen/pathogen loading? ☐ Yes ☒ No ☐ N/A
- 7b. How many projects have been sited in this reporting period?

--	--	--
- 7c. What percent of the projects included in 7b have been completed in this reporting period?

--	--	--

 %
- 7d. What percent of projects planned in previous years have been completed?

--	--	--

 %
- ☐ No Projects Planned
- 8a. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper fertilizer application on municipally owned lands? ☒ Yes ☐ No ☐ N/A
- 8b. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper disposal of grass clippings and leaves from municipally owned lands? ☐ Yes ☒ No ☐ N/A

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	8
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Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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9. Has your MS4/Coalition developed and implemented a program of native planting?

☐ Yes ☒ No ☐ N/A

10. Has your MS4/Coalition enacted a local law prohibiting pet waste on municipal properties and prohibiting goose feeding?

☐ Yes ☒ No ☐ N/A

11. Does your MS4/Coalition have a pet waste bag program?

☐ Yes ☒ No ☐ N/A

12. Does your MS4/Coalition have a program to manage goose populations?

☐ Yes ☒ No ☐ N/A

ATTACHMENT 22

Contract (Payment) Amounts for 2016, 2017, and projected 2018				
Municipality	Population 2010 from US Census	2016 Municipal Payment	2017 Municipal Payment	2018 Municipal Payment
Town of Bristol	2,315	\$7,356.48	\$5,512.85	\$7,850.29
Town of Canadice	1,664	\$5,287.77	\$3,962.58	\$5,642.72
City of Canandaigua	10,545	\$33,509.33	\$25,111.45	\$35,758.68
Town of Canandaigua	10,020	\$31,841.02	\$23,861.24	\$33,978.38
Town of East Bloomfield	3,634	\$11,547.93	\$8,653.87	\$12,323.10
Town of Farmington	11,825	\$37,576.85	\$28,159.59	\$40,099.23
City of Geneva	13,261	\$42,140.09	\$31,579.23	\$44,968.79
Town of Geneva	3,291	\$10,457.96	\$7,837.06	\$11,159.96
Town of Gorham	4,247	\$13,495.89	\$10,113.64	\$14,401.81
Town of Hopewell	3,747	\$11,907.02	\$8,922.96	\$12,706.28
Town of Manchester	9,395	\$29,854.93	\$22,372.89	\$31,858.97
Town of Naples	2,502	\$7,950.72	\$5,958.17	\$8,484.42
Town of Phelps	7,072	\$22,473.02	\$16,840.98	\$23,981.54
Town of Richmond	3,361	\$10,680.41	\$8,003.75	\$11,397.34
Town of Seneca	2,721	\$8,646.65	\$6,479.68	\$9,227.06
Town of South Bristol	1,590	\$5,052.62	\$3,786.36	\$5,391.78
Town of Victor	14,275	\$45,362.33	\$33,993.93	\$48,407.32
Town of West Bloomfield	2,466	\$7,836.32	\$5,872.44	\$8,362.34
Totals	107,931	\$342,977.33	\$257,022.67	\$366,000.00

Town Manager

From: Gates, Mary M [Mary.Gates@co.ontario.ny.us]
Sent: Thursday, April 26, 2018 10:41 AM
To: Jordan, Carla M; Town Manager
Cc: 'Kaitlynn McCumiskey'; 'Sarah Reynolds'
Subject: RE: LSWMP contract

Good Morning Doug,

Unfortunately, tracking the revenue and expenses in the general fund is in direct conflict to the requirements as set forth in the contract:

“Any and all moneys received under this Agreement shall be placed, and maintained, in a designated fund. Such fund shall be properly established and maintained by the Municipality and used for the sole and only purpose of providing services to the County to facilitate implementation of the LSWMP.”

We just need proof of a separate fund. You don't necessarily need a separate bank account but the fund would have its own cash, revenues, expenses and fund balance. At the County, we pool our cash and that's an acceptable practice per the State Comptroller for many/most funds so long as you are able to delineate the cash in your financial statements and the account if fully reconciled on a regular basis.

The reasoning behind the need for a separate fund is that if the money is deposited into your General Fund, at year end, anything left unspent closes to the General Fund fund balance. The Board just wants to ensure that the funds transferred to the local municipalities are used solely for projects which advance the County's Solid Waste Management Plan.

Some towns are using Enterprise funds, some Special Revenue funds, some Capital Projects (if they have one large project where all the money is going). I leave the decision up to you but based on State Comptroller requirements, a Special Revenue fund may be the way to go so you can just keep rolling money through that one fund each year, regardless of the projects that are being undertaken.

I hope that is helpful. Thanks - Mary

Mary M. Gates, MPA, EDFP
Director of Finance
(585) 396-4441
(585) 402-8920 (cell)



From: Jordan, Carla M
Sent: Thursday, April 26, 2018 10:10 AM

To: Town Manager <dfinch@townofcanandaigua.org>; Gates, Mary M <Mary.Gates@co.ontario.ny.us>
Cc: 'Kaitlynn McCumiskey' <kmccumiskey@townofcanandaigua.org>; 'Sarah Reynolds' <sreynolds@townofcanandaigua.org>
Subject: RE: LSWMP contract

Hi Doug!

I'll defer to Mary (copied in on this email). I know just enough about finance to be dangerous.

Thanks,
CMJ

Carla M. Jordan

Associate Planner
Ontario County Planning Dept.
20 Ontario Street, Canandaigua, NY 14424
Phone: (585) 396-4457
Mobile: (585) 797-4359
carla.jordan@co.ontario.ny.us



From: Town Manager [<mailto:dfinch@townofcanandaigua.org>]
Sent: Thursday, April 26, 2018 9:05 AM
To: Jordan, Carla M
Cc: 'Kaitlynn McCumiskey'; 'Sarah Reynolds'
Subject: RE: LSWMP contract

Carla,

Can it be designated budget account line(s) [revenue and expenditures] to track as opposed to a separate bank account?

Doug Finch, Town Manager
Town of Canandaigua
5440 Route 5 & 20 West
Canandaigua, NY 14424
P: (585)394-1120 x2234
F: (585)394-9476

From: Jordan, Carla M [<mailto:Carla.Jordan@co.ontario.ny.us>]
Sent: Thursday, April 26, 2018 8:41 AM
To: Town Manager
Cc: 'Kaitlynn McCumiskey'; 'Sarah Reynolds'
Subject: RE: LSWMP contract

Good morning everyone!

The 2016 and 2017 funding will be distributed to the Town as soon as our Director of Finance, Mary Gates, has received proof from the Town that a designated fund has been set up for the money.

The 2018 funding check will be cut in May/June depending on when the County is in receipt of their lease payment from Casella.

You will have to maintain documentation that shows what the funds were spent on. Per the contract that type of information will be required to be submitted to the County at the end of the year.

I hope this answers your question. Feel free to give me a call if you'd like to discuss further.

Thanks,
CMJ

Carla M. Jordan

Associate Planner
Ontario County Planning Dept.
20 Ontario Street, Canandaigua, NY 14424
Phone: (585) 396-4457
Mobile: (585) 797-4359
carla.jordan@co.ontario.ny.us



From: Town Manager [<mailto:dfinch@townofcanandaigua.org>]
Sent: Wednesday, April 25, 2018 6:12 PM
To: Jordan, Carla M
Cc: 'Kaitlynn McCumiskey'; 'Sarah Reynolds'
Subject: FW: LSWMP contract

Carla,

I didn't see your email address on the email that Kaitlynn sent below, but if you could provide us with this info it would be greatly appreciated.

Doug Finch, Town Manager
Town of Canandaigua
5440 Route 5 & 20 West
Canandaigua, NY 14424
P: (585)394-1120 x2234
F: (585)394-9476

From: Kaitlynn McCumiskey [<mailto:kmccumiskey@townofcanandaigua.org>]
Sent: Wednesday, April 25, 2018 1:11 PM
To: 'Town Manager'
Subject: RE: LSWMP contract

Hello Carla,

Doug and I were discussing the roll out of some of the projects for our schedule A. I wanted to clarify how the funding will work. Will we receive the funding in two lump sums (the amount that is available now and then the amount that will be available soon) or will we need to send you each invoice and then receive reimbursement for them individually?

We are very excited to get some of our projects off the ground. Thank you for your help and guidance in bringing them to fruition.

Have a great afternoon,

Kaitlynn McCumiskey

Town of Canandaigua
Highway & Water Department
5440 Route 5 & 20 West
Canandaigua, NY 14424
(585) 394-3300
(585) 394-9476 – Fax

From: Town Manager [<mailto:dfinch@townofcanandaigua.org>]
Sent: Wednesday, April 18, 2018 5:34 PM
To: 'Jordan, Carla M' <Carla.Jordan@co.ontario.ny.us>
Cc: 'Kaitlynn McCumiskey' <kmccumiskey@townofcanandaigua.org>
Subject: RE: LSWMP contract

Thank you!!

Doug Finch, Town Manager
Town of Canandaigua
5440 Route 5 & 20 West
Canandaigua, NY 14424
P: (585)394-1120 x2234
F: (585)394-9476

From: Jordan, Carla M [<mailto:Carla.Jordan@co.ontario.ny.us>]
Sent: Wednesday, April 18, 2018 4:55 PM
To: Town Manager
Cc: 'Kaitlynn McCumiskey'
Subject: RE: LSWMP contract

Good afternoon Doug,

I took what you emailed and formatted it similarly to the other municipal contracts. A draft contract is attached for your review. Items highlighted in yellow represent projects the Town intends on utilizing the LSWMP funding on.

Additionally, the monetary total in the outline you provided (\$89,550.00) fell about \$130 short of the funding the County will provide the Town (\$89,680.64). I increased the amount of funding you had listed under the organics pilot by that amount to allow for some contingency and maximize the total funding amount.

If everything looks good to you, you'll need to sign page 10 and have page 11 notarized. Three (3) original copies should be sent back to my attention.

Please feel free to give me a call if you have any questions.

Thanks,
Carla

Carla M. Jordan

Associate Planner
Ontario County Planning Dept.
20 Ontario Street, Canandaigua, NY 14424
Phone: (585) 396-4457
Mobile: (585) 797-4359
carla.jordan@co.ontario.ny.us



From: Town Manager [<mailto:dfinch@townofcanandaigua.org>]
Sent: Tuesday, April 17, 2018 6:05 PM
To: Jordan, Carla M
Cc: 'Kaitlynn McCumiskey'
Subject: RE: LSWMP contract

Carla,

Attached please find our LSWMP for the Town of Canandaigua for \$ 89,550.00.

I assume that as we go we can still make amendments (if needed). We have already ordered the coverings and some of the items in the attached to get this completed this year.

Please let me know if you have any questions.

Doug Finch, Town Manager
Town of Canandaigua
5440 Route 5 & 20 West
Canandaigua, NY 14424
P: (585)394-1120 x2234
F: (585)394-9476

From: Jordan, Carla M [<mailto:Carla.Jordan@co.ontario.ny.us>]
Sent: Friday, March 23, 2018 11:00 AM
To: Town Manager
Cc: 'Kaitlynn McCumiskey'
Subject: RE: LSWMP contract

Thanks Doug!

I think that there's some great things here. I just have a few comments;

1. For the purposes of the contract the items in Schedule A should only be checked/ selected if the County funding will be used for those efforts. So instances where you reference the Town will/ has worked on a certain program, but there's no funding associated with it, should be removed.
2. It looks like the funding listed in schedule A totals \$198,950. The funding available to the Town from the County is \$89,680.64. Programs should only be included if they're being funded with the \$89K being provided by the County. The dollars listed in Schedule A should total the \$89K amount.
3. For the PAYT program I would strongly suggest that the Town consider utilizing stickers or tags as a means of identifying a "paid" bag. Programs that involve purchasing bags generally lend themselves to a fair amount of drama. People don't like the bags (i.e. – they're not sturdy enough), people run out of bags and end up using a bag from home and then have to buy another bag to place it in ...which results in unnecessary plastic waste in the landfill, etc. Purchasing pre-printed sticker or tags to just stick on paid bags is a lot simpler. It also allows you the opportunity to switch up color, etc. to prevent counterfeiting.

Let me know what you think. Once items listed in 1 & 2 above are revised you can forward 3 original signed copies to my attention and I'll get them processed for execution on our end.

Feel free to give me a call if you'd like to discuss further.

Have a great weekend!

Carla

Carla M. Jordan

Associate Planner

Ontario County Planning Dept.

20 Ontario Street, Canandaigua, NY 14424

Phone: (585) 396-4457

Mobile: (585) 797-4359

carla.jordan@co.ontario.ny.us



From: Town Manager [<mailto:dfinch@townofcanandaigua.org>]

Sent: Thursday, March 22, 2018 8:02 AM

To: Jordan, Carla M

Cc: 'Kaitlynn McCumiskey'

Subject: LSWMP contract

Carla,

The Town Board via Resolution No.2018-092 has authorized me to enter into agreement with Ontario County re: the LSWMP. I just wanted to double check with you before I authorize the attached agreement to make sure that we are all on the same page.

Doug Finch, Town Manager
Town of Canandaigua

ATTACHMENT 23

4/3/18

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

Local Law No. _____ of the year 2018

A local law AMENDING TOWN CODE SECTION 220-9(K) TO ALLOW FENCES SURROUNDING

(Insert Title)

LARGE SCALE SOLAR ENERGY SYSTEMS TO CONFORM TO THE NATIONAL

ELECTRIC CODE

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.)

(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 20¹⁸ of the (County)(City)(Town)(Village) of CANANDAIGUA was duly passed by the TOWN BOARD on _____ 20¹⁸, in accordance with the applicable provisions of law.
(Name of Legislative Body)

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) (Name of Legislative Body)
(repassed after disapproval) by the _____ and was deemed duly adopted (Elective Chief Executive Officer*)
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) (Name of Legislative Body)
(repassed after disapproval) by the _____ on _____ 20____. (Elective Chief Executive Officer*)

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) (Name of Legislative Body)
(repassed after disapproval) by the _____ on _____ 20____. Such local (Elective Chief Executive Officer*)
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

(Seal)

Date: _____

TOWN OF CANANDAIGUA

LOCAL LAW # ____ OF 2018

ATTACHMENT "A"

SECTION ONE. Town of Canandaigua Town Code § 220-9(K) shall be replaced in its entirety with the following:

§ 220-9(K). Fences erected in the Town shall adhere to the following standards:

- (1) Except as may be otherwise provided in this subsection (K), no fence in a front yard within any parcel zoned and occupied for residential use or in a rear yard adjoining Canandaigua Lake shall be erected, altered, or reconstructed to a height exceeding four (4) feet above ground level.
- (2) Except as may be otherwise provided in this subsection (K), no fence in a rear yard or side yard within any parcel zoned and occupied for residential use shall be erected, altered, or reconstructed to a height exceeding six (6) feet above ground level.
- (3) Fencing used to enclose a tennis court may be permitted up to twelve (12) feet in height, provided that such fencing is not less than the minimum permitted setback for accessory structures in the applicable zoning district.
- (4) These restrictions shall not be applied so as to restrict the erection of a wall for the purpose of retaining earth.
- (5) Except as provided in §220-60, fences in the Restricted Business, Industrial, and Commercial Districts may be up to eight (8) feet in height.
- (6) Fences for kennels and for the purpose of enclosing farmland, horses, and cattle shall not exceed eight (8) feet in height.
- (7) No fence shall be erected to encroach on any property line or upon a public right-of-way.
- (8) No fence shall be erected in a delineated area of special flood hazard, except for farm fences, unless that it can be demonstrated that such fence would not restrict the flow of floodwaters nor would it have any impact on any buildings. No fence shall be erected in such area of special flood hazard until a development permit is obtained in accordance with Chapter 115 of this Town Code.
- (9) Snow fences may be allowed without a permit, provided that the placement does not result in snow drifting onto adjacent properties or the public highway. Said

fences may be erected for a period not to exceed six (6) months and must be removed not later than May 1st of each year.

- (10) Fencing surrounding telecommunications towers shall be as set forth in § 22-0-60.
- (11) Fences on lots adjoining Canandaigua Lake shall not be erected within fifteen (15) feet of the mean high water mark and shall not be erected in a way that will impair the view from any neighboring property.
- (12) Fences for Large Scale Solar Energy Systems shall conform to the minimum size required per National Electric Code. This requirement shall be confirmed by the Code Enforcement Officer.

SECTION TWO. 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 THREE. Effective Date. This Local Law shall take effect immediately upon filing with the New York State Secretary of State.

TOWN OF CANANDAIGUA

LOCAL LAW # ____ OF 2018

ATTACHMENT “A”

SECTION ONE. Town of Canandaigua Town Code § 220-9(K) shall be replaced in its entirety with the following:

§ 220-9(K). Fences erected in the Town shall adhere to the following standards:

- (1) Except as may be otherwise provided in this subsection (K), no fence in a front yard within any parcel zoned and occupied for residential use or in a rear yard adjoining Canandaigua Lake shall be erected, altered, or reconstructed to a height exceeding four (4) feet above ground level.
- (2) Except as may be otherwise provided in this subsection (K), no fence in a rear yard or side yard within any parcel zoned and occupied for residential use shall be erected, altered, or reconstructed to a height exceeding six (6) feet above ground level.
- (3) Fencing used to enclose a tennis court may be permitted up to twelve (12) feet in height, provided that such fencing is not less than the minimum permitted setback for accessory structures in the applicable zoning district.
- (4) These restrictions shall not be applied so as to restrict the erection of a wall for the purpose of retaining earth.
- (5) Except as provided in §220-60, fences in the Restricted Business, Industrial, and Commercial Districts may be up to eight (8) feet in height.
- (6) Fences for kennels and for the purpose of enclosing farmland, horses, and cattle shall not exceed eight (8) feet in height.
- (7) No fence shall be erected to encroach on any property line or upon a public right-of-way.
- (8) No fence shall be erected in a delineated area of special flood hazard, except for farm fences, **unless** that it can be demonstrated that such fence would not restrict the flow of floodwaters nor would it have any impact on any buildings. No fence shall be erected in such area of special flood hazard until a development permit is obtained in accordance with Chapter 115 of this Town Code.
- (9) Snow fences may be allowed without a permit, provided that the placement does not result in snow drifting onto adjacent properties or the public highway. Said

fences may be erected for a period not to exceed six (6) months and must be removed not later than May 1st of each year.

(10) Fencing surrounding telecommunications towers shall be as set forth in § 22-0-60.

(11) Fences on lots adjoining Canandaigua Lake shall not be erected within fifteen (15) feet of the mean high water mark and shall not be erected in a way that will impair the view from any neighboring property.

(12) Fences for Large Scale Solar Energy Systems shall conform to the minimum size required per National Electric Code. This requirement shall be confirmed by the Code Enforcement Officer.

SECTION TWO. 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 THREE. Effective Date. This Local Law shall take effect immediately upon filing with the New York State Secretary of State.

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?		
2. Will the proposed action result in a change in the use or intensity of use of land?		
3. Will the proposed action impair the character or quality of the existing community?		
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?		
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?		
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?		
7. Will the proposed action impact existing: a. public / private water supplies?		
b. public / private wastewater treatment utilities?		
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?		
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?		
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?		
11. Will the proposed action create a hazard to environmental resources or human health?		

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.

Name of Lead Agency

Date

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)

Town Manager

From: John Robortella [john.robortella@gmail.com]
Sent: Monday, May 07, 2018 1:17 PM
To: Davis, Gary; Dworaczyk, Linda; Fennelly, Terry; Reynolds, Kevin; Westbrook, Greg
Cc: Bloom, Tina; Finch, Doug (Town Of Canandaigua); Chrisman, Jean (Canandaigua Town Clerk); Marthaller, Joyce; Reynolds, Sarah; Cooper, Eric
Subject: Canandaigua Environ Conservation Board Comments, re: Town Board Referrals for May 21, 2018

To: Canandaigua Town Board and Town Clerk

From: Canandaigua Environmental Conservation Board

Re: Referrals for May 21, 2018, Town Board Meeting

Following are the Canandaigua Environmental Conservation Board (ECB) comments for the four Town Board referrals which were discussed at the ECB meeting on May 3, 2018:

Resolution #2018-128

Text Code Amendment to Town Code Chapter 79

Public Hearing May 21, 2018, 6:00 p.m.

To modify and clarify the regulations regarding the residential keeping of chickens and ducks in order to be more in line with State regulations.

ECB Comments: None

Resolution #2018-129

Text Code Amendment to Town Code Chapter 220-9A

Public Hearing May 21, 2018, 6:00 p.m.

To amend the regulation for the setback of a structure from the mean high water mark of Canandaigua Lake in order for it to comply with other sections of the Town Code.

ECB Comments: The ECB supports the efforts to bring consistency to the Town Code. The ECB would appreciate clarification on the rationale for the designated setback distance and information on the number of Area Variance applications which may have been submitted on this topic. Without further background information, the ECB is reluctant to make a recommendation at this time.

Resolution #2018-130

Text Code Amendment to Town Code Chapter 220-9W

Public Hearing May 21, 2018, 6:00 p.m.

To amend the Town Code to clarify the size limits for swimming pools.

ECB Comments: On the first page/cover sheet of the Local Law, the word "diameter" should be corrected to read "perimeter." No other comments.

Resolution #2018-131

Text Code Amendment to Town Code Chapter 220-9K

Public Hearing May 21, 2018, 6:00 p.m.

To amend the Town Code that would allow fences associated with approved Large Scale Solar Energy Systems to meet the National Electric Code.

ECB Comments: None

A motion was made by **MS. MARTHALLER**, seconded by **MS. DAVEY**, that the ECB comments on the above Town Board referrals be submitted to the Town Board.

Motion carried by voice vote.

Sent via e-mail to Town Board and Town Clerk by John Robortella, May 7, 2018

ATTACHMENT 24

TOWN OF CANANDAIGUA
LOCAL LAW # ____ OF 2018

ATTACHEMENT "A"

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 re-designate the real property located at 3365 State Route 364 within the Town of Canandaigua from the R-1-20 zoning district to the Mixed Use Overlay zoning district by amending the official zoning map of the Town of Canandaigua.

SECTION TWO. Identification of Property to be Re-Zoned. The property to be re-zoned is located at 3365 State Route 364 within the Town of Canandaigua, as more specifically shown on the attached plans entitled "FINAL SUBDIVISION PLAT PREPARED FOR SARAH – FRANK, LLC" by Years Boundary Land Surveying Services, dated 12/26/2017 and revised on 02/23/2018. Said plat is attached hereto and made a part herein as Attachment "B". Shown additionally on the attached plans entitled "SITE PLAN FOR: STAR CIDER" by Marks Engineering, dated 02/09/2018 and revised on 03/09/2018. Said plan is attached hereto and made a part herein as Attachment "C". The tax map identification number of the parcel to be re-zoned is 98.11-2-8.000.

SECTION THREE. Zone District Classification Change from R-1-20 to MUO Mixed Use Overlay. The parcel of land described in Section Two shall be, and the same hereby is, transferred from the R-1-20 Residential zoning district to the MUO Mixed Use Overlay zoning district as said districts are defined and regulated by Town Code Chapter 220, as amended from time to time, and as specifically amended by this Local Law.

SECTION FOUR. Setback and Area Requirements. Based on the project descriptions submitted to the Town of Canandaigua as of the date this local law is passed, the Town Board of the Town of Canandaigua hereby establishes the following setback, dimensional, and other area requirements for the land rezoned herein:

- A. Minimum Front Setback to State Route 364 shall be 20'.
- B. Minimum Front Setback from Marvin Sands Drive Shall be 20'
- C. Minimum Side Setback shall be 15'
- D. Minimum Rear Setback shall be 15'
- E. Maximum Building Height shall be 35'
- F. Maximum Lot Coverage shall be 60%

G. Required Open Space shall be 40%

The requirements established herein are specific to the project descriptions and plans submitted by the applicant. If, in the opinion of the Town Board, the project changes significantly, or if the applicant fails to receive approvals from the Town of Canandaigua Planning Board, these requirements shall be void and all of the bulk and area requirements established herein shall be void and all of the bulk area requirements established herein shall revert back to those set for the R-1-20 Residential zoning district in Town Code Chapter 220.

SECTION FIVE. 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 SIX. Authority and Supersession Effect. This local law is enacted pursuant to authority conferred by the New York State Municipal Home Rule Law and Town of Canandaigua Town Code 220-33. 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 SEVEN. 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 if such local law had not been enacted.

SECTION EIGHT. 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 NINE. Effective Date. This Local Law shall take effect immediately upon filing with the New York State Secretary of State.

5/14/18

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

Local Law No. _____ of the year 20 18

A local law REZONING PROPERTY LOCATED AT 3365 STATE ROUTE 364 INTO THE MIXED
(Insert Title)
USE OVERLAY (MUO) ZONING DISTRICT, AND AMENDING THE OFFICIAL
ZONING MAP OF THE TOWN OF CANANDAIGUA TO REFLECT SAID REZONING.

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.)

(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 20 18 of the (County)(City)(Town)(Village) of CANANDIAGUA was duly passed by the TOWN BOARD on _____ 20 18, 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)

TOWN OF CANANDAIGUA

LOCAL LAW # ____ OF 2018

ATTACHEMENT "A"

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 re-designate the real property located at 3365 State Route 364 within the Town of Canandaigua from the R-1-20 zoning district to the Mixed Use Overlay zoning district by amending the official zoning map of the Town of Canandaigua.

SECTION TWO. Identification of Property to be Re-Zoned. The property to be re-zoned is located at 3365 State Route 364 within the Town of Canandaigua, as more specifically shown on the attached plans entitled "FINAL SUBDIVISION PLAT PREPARED FOR SARAH – FRANK, LLC" by Years Boundary Land Surveying Services, dated 12/26/2017 and revised on 02/23/2018. Said plat is attached hereto and made a part herein as Attachment "B". Shown additionally on the attached plans entitled "SITE PLAN FOR: STAR CIDER" by Marks Engineering, dated 02/09/2018 and revised on 03/09/2018. Said plan is attached hereto and made a part herein as Attachment "C". The tax map identification number of the parcel to be re-zoned is 98.11-2-8.000.

SECTION THREE. Zone District Classification Change from R-1-20 to MUO Mixed Use Overlay. The parcel of land described in Section Two shall be, and the same hereby is, transferred from the R-1-20 Residential zoning district to the MUO Mixed Use Overlay zoning district as said districts are defined and regulated by Town Code Chapter 220, as amended from time to time, and as specifically amended by this Local Law.

SECTION FOUR. Setback and Area Requirements. Based on the project descriptions submitted to the Town of Canandaigua as of the date this local law is passed, the Town Board of the Town of Canandaigua hereby establishes the following setback, dimensional, and other area requirements for the land rezoned herein:

- A. Minimum Front Setback to State Route 364 shall be 20'.
- B. Minimum Front Setback from Marvin Sands Drive Shall be 20'
- C. Minimum Side Setback shall be 15'
- D. Minimum Rear Setback shall be 15'
- E. Maximum Building Height shall be 35'
- F. Maximum Lot Coverage shall be 60%

G. Required Open Space shall be 40%

The requirements established herein are specific to the project descriptions and plans submitted by the applicant. If, in the opinion of the Town Board, the project changes significantly, or if the applicant fails to receive approvals from the Town of Canandaigua Planning Board, these requirements shall be void and all of the bulk and area requirements established herein shall be void and all of the bulk area requirements established herein shall revert back to those set for the R-1-20 Residential zoning district in Town Code Chapter 220.

SECTION FIVE. 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 SIX. Authority and Supersession Effect. This local law is enacted pursuant to authority conferred by the New York State Municipal Home Rule Law and Town of Canandaigua Town Code 220-33. 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 SEVEN. 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 if such local law had not been enacted.

SECTION EIGHT. 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 NINE. Effective Date. This Local Law shall take effect immediately upon filing with the New York State Secretary of State.

THESE PLANS WERE PREPARED BY THE SURVEYOR IN ACCORDANCE WITH THE SURVEYING ACT AND THE SURVEYOR'S OATH. THE SURVEYOR'S OATH IS A REQUIREMENT OF THE SURVEYING ACT AND THE SURVEYOR'S OATH IS A REQUIREMENT OF THE SURVEYING ACT.

THESE PLANS WERE PREPARED BY THE SURVEYOR IN ACCORDANCE WITH THE SURVEYING ACT AND THE SURVEYOR'S OATH. THE SURVEYOR'S OATH IS A REQUIREMENT OF THE SURVEYING ACT AND THE SURVEYOR'S OATH IS A REQUIREMENT OF THE SURVEYING ACT.

DEED REFERENCE:

LINCOLN HILL RD & ADJACENT TO SARAH - FRANK, LLC. BY DEED FILED FEB. 25, 2008
IN BOOK 1158 OF DEEDS AT PAGE 265.

ABSTRACT REFERENCE:

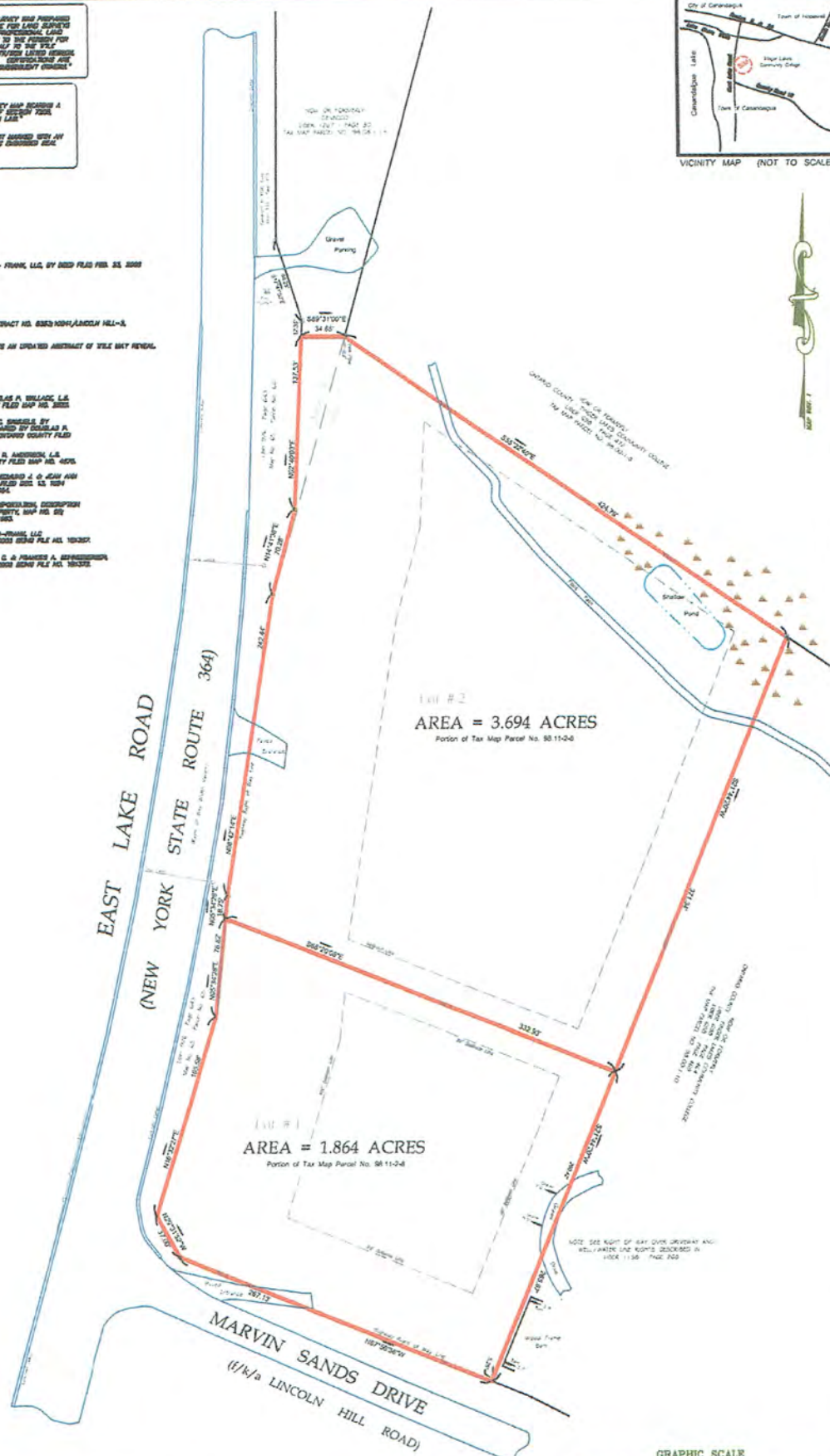
SHORELINE WIDE SUBDIVISION, ABSTRACT NO. 6362 (NYS/LINCOLN HILL-3)
LAST DATED FEBRUARY 25, 2008.
NOTE: THIS SURVEY IS SUBJECT TO ANY FACTS AN UPDATED ABSTRACT OF TITLE MAY REVEAL.

MAP REFERENCES:

1. LAND OF JEROME A. RYAN, BY DEBORAH A. WALLACE, L.S.,
FILED FEB. 5, 1982 AS ONTARIO COUNTY FILED MAP NO. 3003.
2. LANDS TO BE CONVEYED TO SARAH C. BRIGGS, BY
ALFRED M. J. JACQUES & SONS, PREPARED BY DEBORAH A.
WALLACE, L.S., FILED JUL. 20, 1984 AS ONTARIO COUNTY FILED
MAP NO. 3005.
3. LAND OF FRED C. OLIVER, BY JUDY B. ANDERSON, L.S.,
FILED JULY 20, 1988 AS ONTARIO COUNTY FILED MAP NO. 4005.
4. SUBDIVISION PLAN OF LAND OWNED BY EDWARD J. & JEAN ANN
RIVER, BY BRADLEY G. OLIVER, L.S., FILED DEC. 13, 1984
AS ONTARIO COUNTY FILED MAP NO. 5004.
5. NEW YORK STATE DEPARTMENT OF TRANSPORTATION, CORROSION
AND MAP FOR THE ACQUISITION OF PROPERTY, MAP NO. 89,
THRUWAY NO. 40 & 41 FILED APRIL 23, 1985.
6. MAP OF SURVEY PREPARED FOR SARAH-FRANK, LLC
BY YOUNG & ASSOCIATES DATED DEC. 20, 2008 BEING FILE NO. 100307.
7. MAP OF SURVEY PREPARED FOR SARAH - FRANK, LLC, REPRESENTING
BY YOUNG & ASSOCIATES DATED DEC. 20, 2008 BEING FILE NO. 100307.



VICINITY MAP (NOT TO SCALE)



THIS IS TO CERTIFY THAT I AM A LICENSED
LAND SURVEYOR AND THAT THE PLANS WERE
COMPILED BY ME, OR BY MY ASSISTANT, FROM
FIELD NOTES AND RECORDS OF THE SURVEY.

JEREMY E. YEARS, L.S.
LICENSE NO. 400008

PLANNING BOARD CHAIRPERSON
TOWN OF CANANDAIGUA

YEARS
boundary
LAND SURVEYING SERVICES
JEREMY E. YEARS, L.S.
6110 Graciele Road, Canandaigua, NY 14824
Phone: 585-393-1962
Fax: 585-393-9852

NO.	DATE	DESCRIPTION	BY
1	1/25/09	SUBDIVISION	J.E.Y.

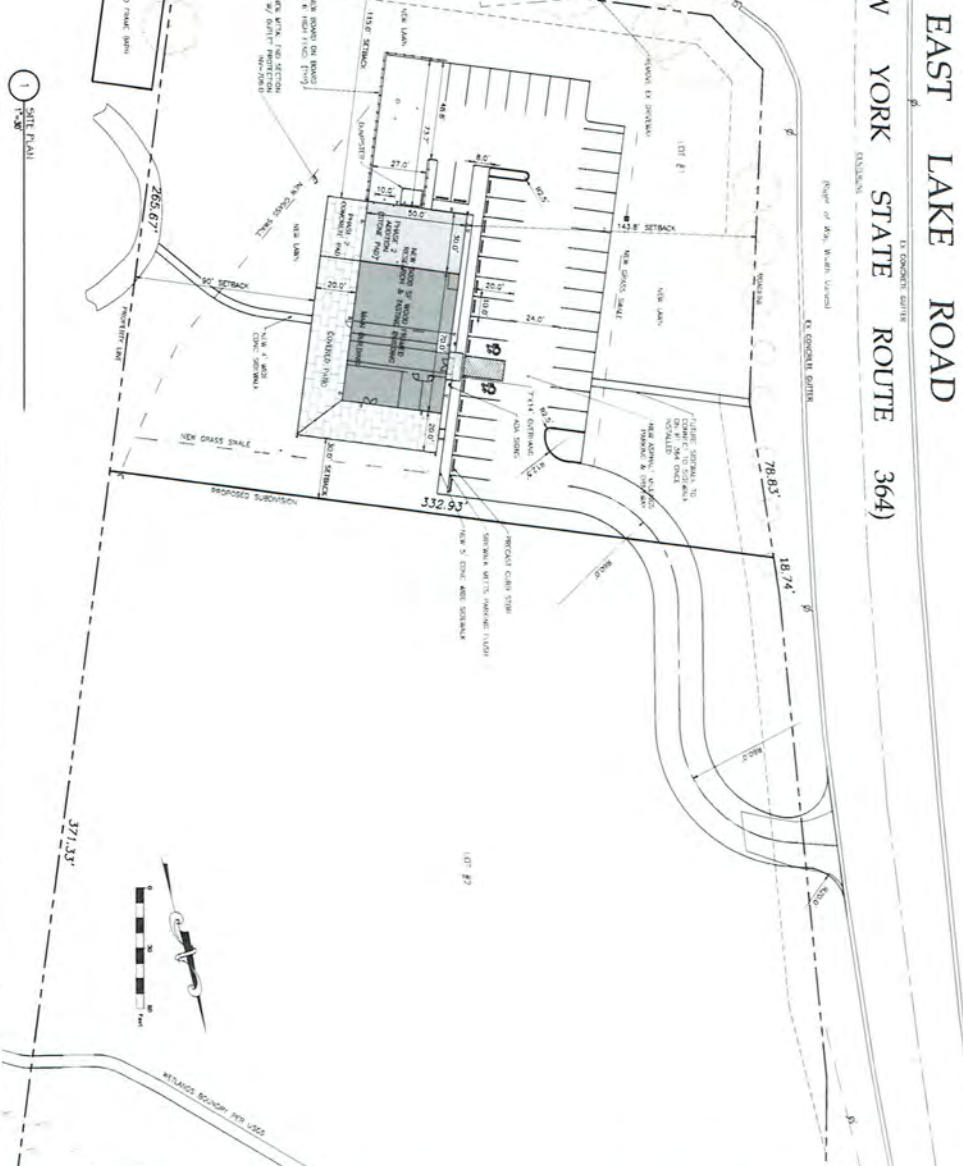
LEGEND
PL. HIL. ROAD PL. HIL. SET CONCRETE IMPROVEMENT UTILITY POLE UTILITY LINE ROAD POLE PROPERTY LINE FENCE

FINAL SUBDIVISION PLAT PREPARED FOR
SARAH - FRANK, LLC
SHOWING LAND AT
3365 EAST LAKE ROAD
IN THE
TOWN OF CANANDAIGUA
COUNTY OF ONTARIO STATE OF NEW YORK
DATE: **DECEMBER 20, 2007** FILE NO.: **Y80001**



ENTE

-
- FLCC PARKING
- EDP
- MARVIN SANDS DRIVE
- Right of Way (Marvin Sands Drive)
- EDP
- 140' SIDE DISTANCE 160'
- 171 ft
- ROAD LINE
- 100'

[illegible]

PROGRAMS NOTES

1. NO PROGRAMMER SHALL BE USED FOR IDENTIFYING, LOCATING, OR IDENTIFYING THE LOCATION OF A PERSON OR PERSONS FOR ANY PURPOSES BY ANY OTHER PERSON OR PERSONS. THE PROGRAMMER SHALL BE USED FOR IDENTIFYING THE LOCATION OF A PERSON OR PERSONS FOR ANY PURPOSES BY ANY OTHER PERSON OR PERSONS.

COUNTY OF ONTARIO STATE OF NEW YORK

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[illegible]

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:			
Project Location (describe, and attach a location map):			
Brief Description of Proposed Action:			
Name of Applicant or Sponsor:		Telephone:	
		E-Mail:	
Address:			
City/PO:		State:	Zip Code:
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
			YES
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			NO
			YES
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, adjoining and 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	YES	N/A
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____ _____	NO	YES	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation service(s) available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	NO	YES	
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	YES	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO	YES	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO	YES	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places? b. Is the proposed action located in an archeological sensitive area?	NO	YES	
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	YES	
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	
16. Is the project site located in the 100 year flood plain?	NO	YES	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: <input type="checkbox"/> NO <input type="checkbox"/> YES _____ _____	NO	YES	

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____ _____	NO 	YES
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
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
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor name: _____ Date: _____ Signature: _____		

**State Environmental Quality Review
LEAD AGENCY COORDINATION REQUEST**

This notice is issued pursuant to Part 617 of the implementing regulations pertaining to Article 8
(State Environmental Quality Review Act) of the Environmental Conservation Law

**The Canandaigua Town Board seeks Lead Agency Status for the
environmental review for the action described below:**

Project Number

Name of Action: Local Law Adopting A Local Law to Rezone 3365 State Route 364 From R-1-20 To MUO and to Amend The Official Zoning Map

Location: 5440 Route 5 & 20 West Canandaigua, NY 14424

Description of the Action:

The purpose of this local law is to amend Town Zoning Map to rezone 3365 State Route 364 from R-1-20 to MUO.

_____ This agency has no objection to the **Canandaigua Town Board** assuming Lead Agency Status for this action

_____ This Agency will seek Lead Agency Status

Print or Type Name of Responsible Officer

Signature of Responsible Officer

Please return to:

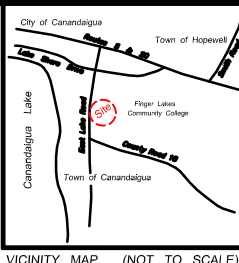
Town of Canandaigua, Town Clerk
5440 Route 5 & 20 West
Canandaigua, NY 14424

If no response is received within 30 calendar days from the date of this authorization by the Canandaigua Town Board (May 21, 2018), the Canandaigua Town Board will assume Lead Agency in accordance to 6 NYCRR Part 617.

"CERTIFICATIONS LISTED 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 WAS 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."

"UNAUTHORIZED ALTERATION OR ADDITION TO A SURVEY MAP BEARING A LICENSED LAND SURVEYOR'S SEAL IS A VIOLATION OF SECTION 7206, SUBDIVISION 2, OF THE NEW YORK STATE EDUCATION LAWS."

"COPIES FROM THE ORIGINAL OF THIS SURVEY MAP NOT MARKED WITH AN ORIGINAL OF THE LAND SURVEYOR'S EMBOSSED SEAL OR HIS EMBOSSED SEAL SHALL NOT BE CONSIDERED A VALID TRUE COPY."



DEED REFERENCE :

LINCOLN HILL INN & ASSOCIATES TO SARAH - FRANK, LLC, BY DEED FILED FEB. 23, 2008 IN LIBER 1158 OF DEEDS AT PAGE 288.

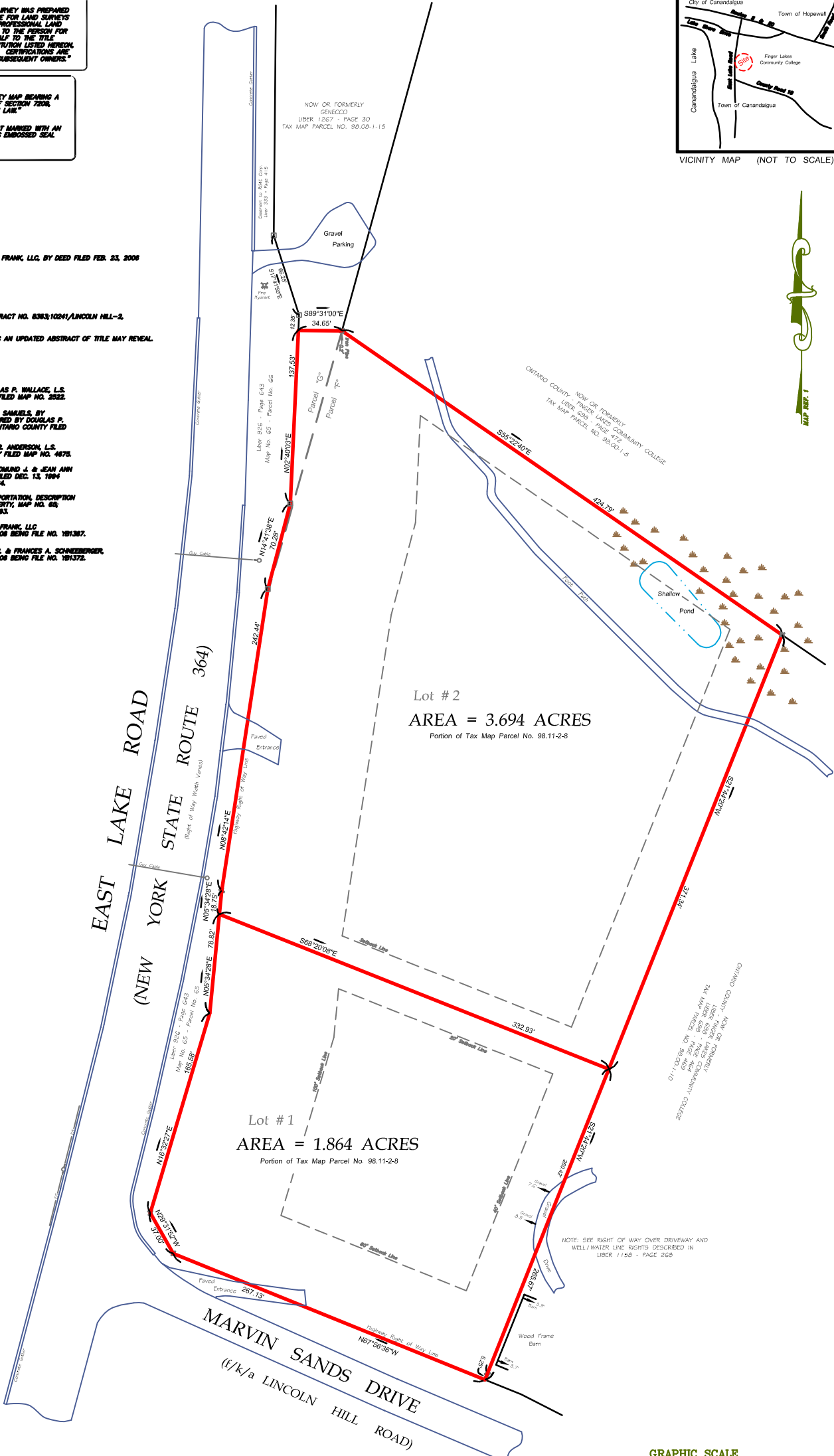
ABSTRACT REFERENCE :

MONROE TITLE INSURANCE CORPORATION, ABSTRACT NO. 838,102H/LINCOLN HILL-2, LAST DATED FEBRUARY 23, 2008.

NOTE: THIS SURVEY IS SUBJECT TO ANY FACTS AN UPDATED ABSTRACT OF TITLE MAY REVEAL.

MAP REFERENCES :

- LANDS OF STEWARD A. ROYER, BY DOUGLAS P. WALLACE, L.S. FILED FEB. 1, 1982 AS ONTARIO COUNTY FILED MAP NO. 2522.
- LANDS TO BE CONVEYED TO BARBARA C. SAMUELS, BY ALFRED H. & JANNETTE D. DEWEY, PREPARED BY DOUGLAS P. WALLACE, L.S. FILED AUG. 18, 1991 AS ONTARIO COUNTY FILED MAP NO. 2421.
- LANDS OF FRED E. COLEATES, BY JACK R. ANDERSON, L.S. FILED JULY 30, 1989 AS ONTARIO COUNTY FILED MAP NO. 4678.
- SUBDIVISION PLAN OF LAND OWNED BY EDWARD J. & JEAN ANN MESER, BY BRADLEY G. OVERMIRE, L.S. FILED DEC. 13, 1994 AS ONTARIO COUNTY FILED MAP NO. 21004.
- NEW YORK STATE DEPARTMENT OF TRANSPORTATION, DESCRIPTION AND MAP FOR THE ACQUISITION OF PROPERTY, MAP NO. 65, PARCEL NO. 65 & 66 FILED APRIL 23, 1983.
- MAP OF SURVEY PREPARED FOR SARAH-FRANK, LLC, BY YEARS BOUNDARY DATED DEC. 27, 2008 BEING FILE NO. 181367.
- MAP OF SURVEY PREPARED FOR DAVID C. & FRANCES A. SCHNEIDER, BY YEARS BOUNDARY DATED DEC. 29, 2008 BEING FILE NO. 181372.



THIS IS TO CERTIFY THAT I AM A LICENSED LAND SURVEYOR AND THAT THIS PLAN WAS COMPLETED ON DEC. 26, 2017 FROM NOTES FROM AN INSTRUMENT SURVEY PERFORMED ON DEC. 21, 2008 AND DEC. 27, 2017.

SIGNED
JEREMY E. YEARS, L.S.
LICENSE NO. 050406

PLANNING BOARD CHAIRPERSON
TOWN OF CANANDAIGUA

yearsboundary.com

YEARS
boundary

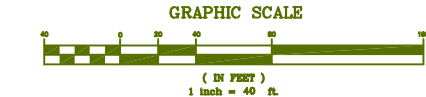
LAND SURVEYING SERVICES

PHONE: 585-393-1962
FAX: 585-393-9852

JEREMY E. YEARS, L.S.
6110 GRIMBLE ROAD, CANANDAIGUA, N.Y. 14844

REVISIONS			
NO.	DATE	DESCRIPTION	BY
1	2/21/18	SUBDIVISION	J.EY

LEGEND	
	P.I.C. NAIL FOUND
	IRON PIN OR PIPE FIND
	IRON PIN SET
	WOOD POST
	UTILITY POLE
	UTILITY LINES
	R.O.W. LINE
	PROPERTY LINE
	CENTERLINE

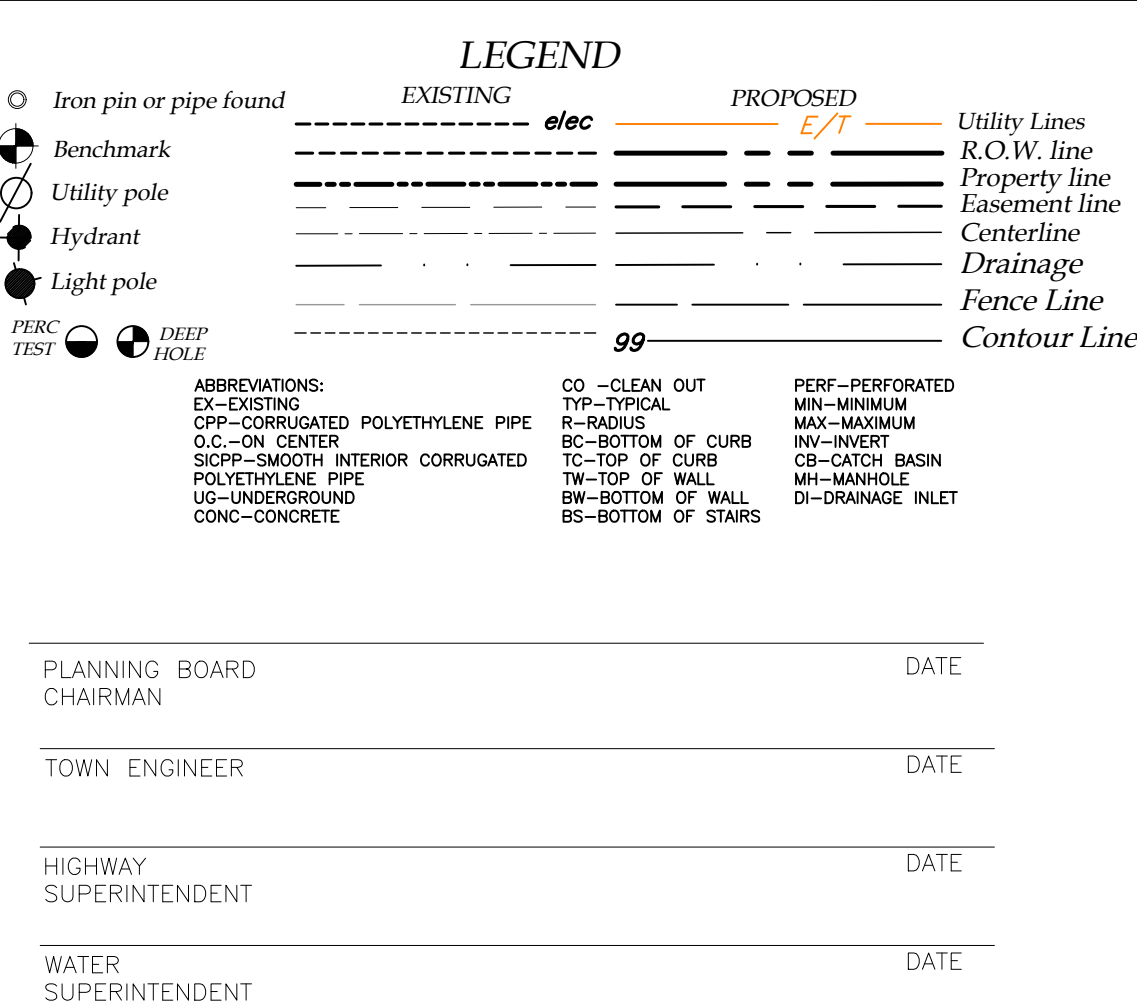


FINAL SUBDIVISION PLAT PREPARED FOR

SARAH - FRANK, LLC

SHOWING LAND AT
3365 EAST LAKE ROAD
IN THE
TOWN OF CANANDAIGUA
COUNTY OF ONTARIO STATE OF NEW YORK

DATE: DECEMBER 26, 2017 FILE NO.: Y85001



NOT TO SCALE

SITE DATA			
	REQUIRED	PROPOSED	SITE
ZONING/USE – PRINCIPAL	R-1-20	MU0-X	BREWERY
ZONING/USE – ACCESSORY	NA	NA	NA
PRINCIPAL BUILDING SQUARE FOOTAGE			5000
FRONT SETBACK	100'	20'	143.8'
SIDE SETBACK	20'	15'	30'
REAR SETBACK	40'	15'	90'
BUILDING HEIGHT	35'	35'	28
BLDG LOT COVERAGE	35.00%	60%	6.00%
PARKING	1 PER 25SF (RESTAURANTS)	1 PER 25SF (OVERFLOW)**	13
ADA PARKING	4 PER 100	4 PER 100	2

** 1 PER 25SF PER REQUIREMENTS (TOTALING 20) MET WITH OVERFLOW PARKING WITHIN 500' OF FRONT DOOR.

TOWN OF CANANDAIGUA NOTES:

- 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.
2. A STORM WATER POLLUTION PREVENTION PLAN (SWPPP) IS REQUIRED TO CONFORM WITH THE LATEST NYSDEC GENERAL PERMIT AND TO THE TOWN REQUIREMENTS REGARDING MAINTENANCE AND AND CONTROL OF STORM WATER QUALITY AND QUANTITY.
3. ALL SWPPP'S ARE REQUIRED TO BE REVIEWED AND APPROVED BY THE TOWN CEO AND TOWN ENGINEER. THE TOWN MS4 SWPPP ACCEPTANCE FORM IS TO BE SIGNED AND INSERTED INTO THE PROJECT SWPPP PRIOR TO CONSTRUCTION.
4. THE OWNER IS RESPONSIBLE FOR IMPLEMENTING THE REQUIRED SWPPP, INCLUDING FILING OF THE "NOTICE OF INTENT" (NOI). A COPY OF THE NYSDEC ACKNOWLEDGEMENT LETTER IS TO BE PROVIDED TO THE TOWN DEVELOPMENT OFFICE AND TOWN ENGINEER PRIOR TO CONSTRUCTION.
5. A COPY OF THE PROJECT SWPPP IS TO BE PROVIDED TO THE TOWN DEVELOPMENT OFFICE, TOWN ENGINEER, AND A COPY IS TO REMAIN ONSITE DURING CONSTRUCTION AT ALL TIMES IN A MARKED AND ACCESSIBLE LOCATION.
6. ANY MODIFICATIONS OR DEVIATIONS FROM THE APPROVED PLANS, CONSTRUCTION SEQUENCE, AND/OR SWPPP, INCLUDING IMPLEMENTATION OF EROSION CONTROL MEASURES AND STORM WATER MANAGEMENT AREAS, SHALL BE APPROVED BY THE TOWN OF CANANDAIGUA AND DOCUMENTED WITHIN THE PROJECT SWPPP.
7. THE OWNER IS REQUIRED TO PROVIDE DAILY ONSITE OBSERVATION BY A LICENSE PROFESSIONAL OR A CERTIFIED PROFESSIONAL IN EROSION AND SEDIMENT CONTROL (CPESC). ALL SWPPP INSPECTIONS ARE TO BE IN A FORM ACCEPTABLE BY THE TOWN OF CANANDAIGUA AND FORWARDED TO OWNER, THE TOWN CEO, TOWN ENGINEER, AND A COPY PLACED WITHIN THE ONSITE PROJECT SWPPP.
8. THE OWNER IS RESPONSIBLE FOR PROVIDING ONSITE SWPPP INSPECTIONS BY A LICENSE PROFESSIONAL OR A CERTIFIED PROFESSIONAL IN EROSION AND SEDIMENT CONTROL (CPESC) DURING CONSTRUCTION ONCE PER WEEK (EVERY 7 DAYS) IF UNDER 5-ACRES OF DISTURBANCE AND TWICE PER WEEK (EVERY 7 DAYS) IF 5-ACRES OR MORE WITH RECEIPT OF A 5-ACRE WAIVER FROM THE TOWN OF CANANDAIGUA (MS4).
9. DEVELOPMENT IN THE CANANDAIGUA LAKE WATERSHED DISTURBING MORE THAN 5-ACRES AT ONE TIME, IS REQUIRED TO COORDINATE THE REGULAR SWPPP OBSERVATIONS REQUIRED BY THE LATEST GENERAL PERMIT WITH THE CANANDAIGUA LAKE WATERSHED INSPECTOR, THE WATERSHED PROGRAM MANAGER AND THE TOWN CODE ENFORCEMENT OFFICER.
10. CONSTRUCTION SEQUENCE - ALL PLANS ARE TO BE PROVIDED WITH A DETAILED CONSTRUCTION SEQUENCE. THE CONTRACTOR SHALL COMPLETE CONSTRUCTION AND ONLY EROSION CONTROL MEASURES IN ACCORDANCE WITH THE APPROVED CONSTRUCTION SEQUENCE UNLESS SPECIFIED OTHERWISE ON THE APPROVED DESIGN PLANS OR AT THE PRE -CONSTRUCTION MEETING.
11. DUST SHALL BE CONTROLLED DURING CONSTRUCTION BY THE CONTRACTOR TO MINIMIZE EFFECT ON THE ADJACENT PROPERTIES. THE CONTRACTOR SHALL IMPLEMENT DUST CONTROL MEASURES AS NEEDED AND/OR AS DIRECTED BY THE TOWN OF CANANDAIGUA.
12. THE OWNER'S CONTRACTOR SHALL BE RESPONSIBLE FOR THE ESTABLISHMENT, MAINTENANCE, CLEANING, REPAIR AND REPLACEMENT OF EROSION CONTROL MEASURES DURING SITE CONSTRUCTION AND UNTIL THE SITE IS FULLY STABILIZED, INSPECTED BY THE TOWN OF CANANDAIGUA, AND ISSUANCE OF THE NOTICE OF TERMINATION (NOT) HAS BEEN PROVIDED TO NYSDEC.
14. ROOF LEADERS SHOULD BE CONNECTED TO STORM SEWERS WHERE POSSIBLE, UNLESS OTHERWISE SPECIFIED ON THE APPROVED PLANS AND WITHIN THE PROJECT SWPPP.
15. NO SITE PREPARATION SHALL COMMENCE UNTIL A VISUAL INSPECTION BY THE TOWN OF CANANDAIGUA, CONFIRMS THE INSTALLATION OF PERIMETER SEDIMENT CONTROLS AND THE STABILIZED CONSTRUCTION ENTRANCE.
16. UPON COMPLETION OF CONSTRUCTION AND ESTABLISHMENT OF VEGETATION, THE STORM WATER MANAGEMENT FACILITIES SHALL BE CLEANED OF ACCUMULATED SLT.

SITE NOTES:

1. ALL EXTERIOR LIGHTING SHALL BE DARK SKY COMPLIANT W/ CUT-TO-TO PROHIBIT SHEDDING OF LIGHT ON TO OTHER PROPERTIES.
2. THE CONSTRUCTION SITE IS NOT WITHIN 100' OF A WETLAND AS DELINEATED BY NYS DEC. THERE ARE NOT NYS DEC DELINEATED OR APPARENT WETLANDS ON THE PROPERTY AS SHOWN.
3. THE CONSTRUCTION SITE IS NOT WITHIN A 100 YEAR FLOODPLAIN AS DELINEATED BY FEMA.
4. WATER & SEWER: TOWN OF CANANDAIGUA WATER & CANANDAIGUA LAKE COUNTY SEWER DISTRICT
5. TOPOGRAPHIC SURVEY OF THE SITE WAS PROVIDED BY MARKS ENGINEERING, P.C. ON 01/25/2018.
6. ELEVATIONS ARE BASED ON NAVD 83 DATUM AND COORDINATE SYSTEM IS BASED ON NAD 83 DATUM.

MAP REFERENCES:

9. MAP OF SURVEY PREPARED FOR SARAH-FRANK, LLC BY YEARS
BOUNDARY DATED DECEMBER 28, 2017 BEING FILE NO. YB5691.

GENERAL NOTES:

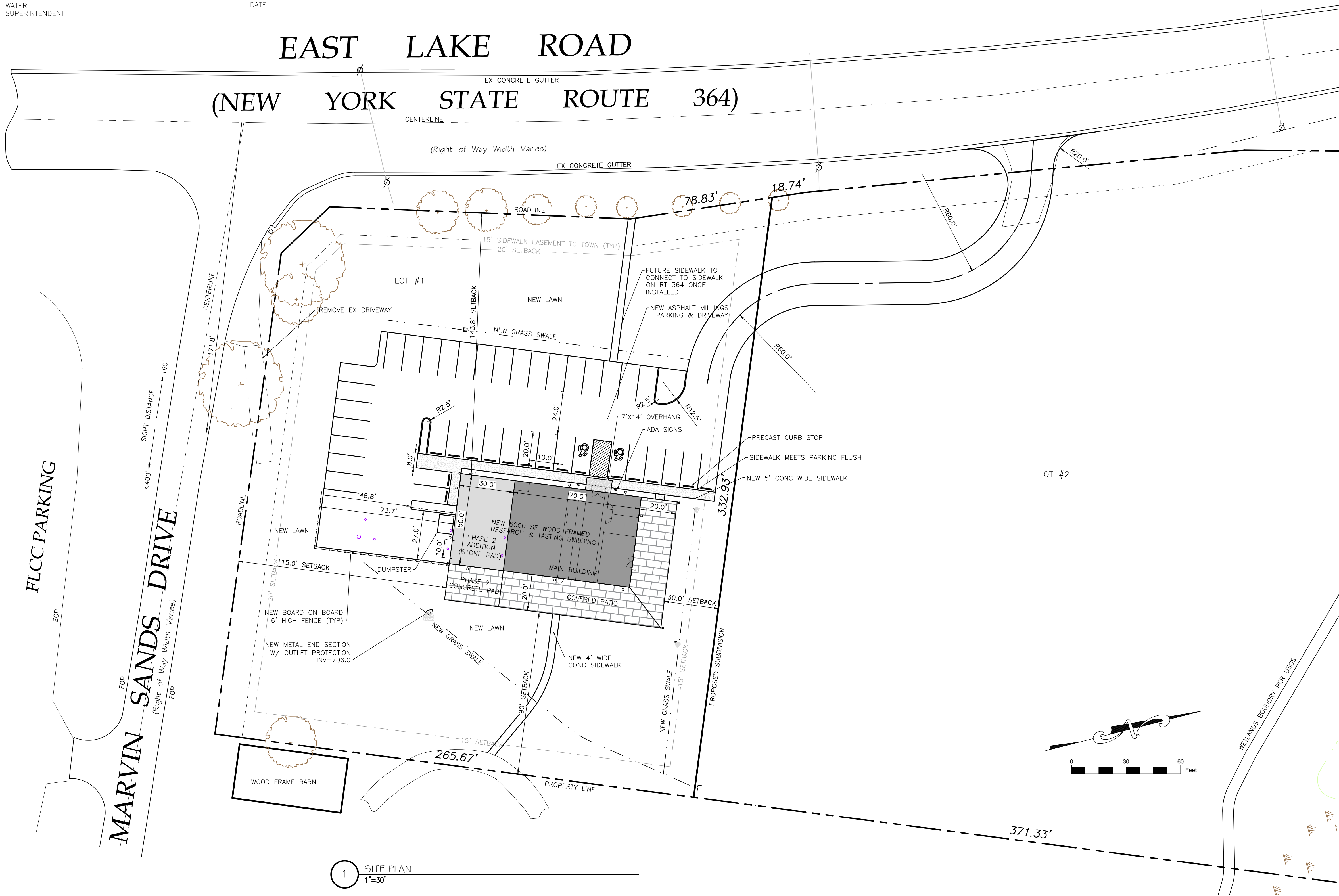
1. THE CONTRACTOR SHALL MAINTAIN ALL UTILITIES AND PROPERTY MARKERS. IT IS THE NYS LAW TO CALL NYS DIG SAFE FOR UFPO (811) PRIOR TO ANY EXCAVATION.
2. THE ROADWAY SHALL BE KEPT FREE OF DEBRIS DURING CONSTRUCTION.
3. THE CONTRACTOR IS RESPONSIBLE FOR SAFETY CONTROL DEVICES. SUCH DEVICES INCLUDE CONES, FLASHERS, SIGNS, ETC. TO BE IMPLEMENTED TO MINIMIZE RISK OF INJURY TO PEDESTRIANS AND WORKERS. CONSTRUCTION ACTIVITY SHALL BE CONDUCTED WITHIN COMPLIANCE WITH OSHA GUIDELINES.
4. PLANS ARE GRAPHIC REPRESENTATIONS OF WORK TO BE PERFORMED. THESE PLANS ARE TO INTENDED TO CONVEY ENGINEERING INFORMATION ONLY.
5. CONTRACTOR TO VERIFY ALL PROPERTY LINES, LOCATIONS, GRADES AND INVERTS PRIOR TO BEGINNING OF ANY DISPOSED OR CONSTRUCTION PART OF WORK.
6. ALL SPECIFIED MATERIALS ARE TO BE INSTALLED AS PER MANUFACTURERS RECOMMENDATIONS OR INDUSTRY STANDARD.
7. ENGINEER DOES NOT HOLD ANY LIABILITY FOR SYSTEM FAILURE. ANY SYSTEM MODIFICATIONS OR DEVIATIONS FROM THE APPROVED PLANS, NYS BUILDING CODES, AND/OR LOCAL REGULATIONS REQUIRED BY SITE CONSTRAINTS, UNFORESEEN OBSTACLES OR OTHER UNUSUAL SITUATIONS ARE THE RESPONSIBILITY OF THE CLIENT.
8. ALL CONSTRUCTION SHALL COMPLY WITH CURRENT NYS AND LOCAL BUILDING CODES AS WELL AS NATIONAL ELECTRIC CODE.

CONSTRUCTION SEQUENCE:

1. INSTALL TEMPORARY EROSION CONTROL MEASURES INCLUDING BUT NOT LIMITED TO: SILT FENCE, STABILIZED ENTRANCES, ETC.
2. THE CONTRACTOR SHALL SELECTIVELY REMOVE VEGETATION AND ROOTS AS REQUIRED.
3. PLACE SILT FENCE FOR STOCKPILE AREA
4. STRIP TOPSOIL.
5. CONSTRUCT BUILDING AND INSTALL UTILITIES
6. MAINTAIN EROSION CONTROL PRACTICES AS NECESSARY. IF ADDITIONAL MEASURE ARE REQUIRED THESE SHALL BE PROVIDED AT THE EXPENSE OF THE OWNER OR CONTRACTOR.
7. IN THE EVENT THERE IS A SEDIMENT DISCHARGE OR FAILURE THE CONTRACTOR OR OWNER SHALL BE RESPONSIBLE FOR RESTORATION.
8. FINAL GRADE SEED AND MULCH DISTURBED AREAS AS SOON AS POSSIBLE.
9. INSTALLY DRY SWALE AFTER AREAS CONTRIBUTING DRAINAGE ARE STABILIZED.
10. REMOVE TEMPORARY EROSION CONTROLS AFTER AREAS ARE STABILIZED WITH VEGETATION, STONE OR ASPHALT.

PHOSPHORUS NOTES:

1. NO PHOSPHOROUS SHALL BE USED FOR FERTILIZER, SOIL AUGMENTATION, ETC. UNLESS SOIL TESTS BY A HORTICULTURAL LABORATORY SPECIFICALLY INDICATE REQUIREMENTS FOR PLANT GROWTH. IF PHOSPHORUS IS REQUIRED IT SHALL BE APPLIED AT THE MINIMUM.



SITE PLAN FOR:
STAR CIDER

NEW RESEARCH & TASTING FACILITY

3365 EAST LAKE RD
TOWN OF CANANDAIGUA

COUNTY OF ONTARIO

STATE OF NEW YORK

DRAWING TITLE:

SITE PLAN

DRAWN BY:	MCF		
DESIGNED BY:	BAM		
CHECKED BY:	BAM		
SCALE:	AS NOTED		
JOB NO.:	16-073		
DATE:	02/09/2018		
TAX MAP#:	98.11-2-8.000		

C100

ATTACHMENT 25

HUMAN RESOURCES AND PAYROLL COORDINATOR

DISTINGUISHING FEATURES OF THE CLASS: This is a professional position involving coordination and administration of the human resources function including responsibility for the oversight of payroll. The work is performed under the general supervision of the Town Manager with wide leeway allowed for the exercise of independent judgement. The incumbent provides direct supervision for clerical staff involved in the human resources and payroll functions. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Responsible for payroll processing and data input of payroll records;
 Maintains and keeps accurate records of employee's current time off and benefits available;
 Provides regular updates to the New York State Retirement System;
 Serves as the primary point of contact for all employees relative to benefits including health care, and ancillary benefits such as dental, vision, retirement, paid time off, holidays, etc.;
 Serves as the primary contact for compensation and benefits administration;
 Works with the Town Manager and department heads to recruit employees for all departments; including the review of applications, candidate interviews, and posting of vacancies;
 Serves as the primary point of contact for department heads and employees for questions relating to employee conduct, civil service, and the employee handbook and for updating the employee handbook;
 Works with the Town Manager to oversee employment and compliance regulatory concerns;
 Serves as the primary point of contact for employee orientation, and works with the department heads for employee development, and training;
 Assists the Town Manager and department heads with employee disciplinary actions in compliance with civil service regulations;
 Develops and recommends to the Town Manager administrative controls, policies, and procedures regarding Town-wide administration, including the implementation and enforcement of policies and procedures;
 Supervises clerical staff participating in the human resources and payroll functions;
 Maintains a variety of written reports and records.

FULL PERFORMANCE KNOWLEDGES, SKILLS ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of the principles and practices of human resources administration in the public sector; good knowledge of the methods and techniques required in payroll processing and administration; good knowledge of State and Federal rules, regulations and laws that govern tax withholding, reporting and compliance; good knowledge of computerized payroll systems; working knowledge of employee benefits administration; ability to assimilate data; ability to communicate effectively, both orally and in writing; ability to establish and maintain effective working relationships; ability to work with confidential information; integrity; sound judgement; resourcefulness and initiative.

Continued on Page 2

HUMAN RESOURCES AND PAYROLL COORDINATOR

MINIMUM QUALIFICATIONS:

- Graduation from high school or possession of a high school equivalency diploma, AND;
- Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree in public administration, business administration, human resources administration, industrial and labor relations, or a closely related field, AND;
- Two (2) years of full-time paid experience, or its part-time equivalent, in human resources that must have included either, benefits administration OR payroll administration, employee recruitment and placement, labor relations, and employment interviewing.

SUBSTITUTION: Additional years study in a regionally accredited or New York State registered college or university in a degree program listed above can be substituted for the required experience on a year-for-year basis.

APPROVED: FEBRUARY 16, 2018

CIVIL SERVICE CLASSIFICATION: COMPETITIVE

ATTACHMENT 26

The Power of Partnership

MEGA

MUNICIPAL ELECTRIC & GAS ALLIANCE

MEGA Delivers Service and Savings

MEGA has always provided clear, professional options on all of our energy purchasing needs and issues. I have had the pleasure of working with them in three different communities over the last decade and they are top-notch.

Michael H. Long
Oneonta City Manager
2012-2014

In this volatile economy, counties and local governments need every tool we have to control spending and save taxpayer dollars. MEGA has helped Genesee County realize substantial savings and I encourage every municipality to look into this program.

Mary Pat Hancock, Former Chair
Genesee County Legislature
2001-2013

MEGA Works With
NYS Association of Counties

NYS Association of School
Business Officials

Welcome to MEGA — the Municipal Electric and Gas Alliance, Inc. — a non-profit community-based energy-savings program that serves local government and complies with all public bidding requirements for your energy purchases.

MEGA Helps Control Your Energy Costs

Participation in MEGA aligns you with hundreds of other municipalities, school districts, and businesses that benefit from MEGA's electric and natural gas purchasing strategy. Our mission is to achieve the most competitive prices for electricity and natural gas in order to reduce your energy costs. We also support the development of alternative energy resources that result in long-term cost savings.

MEGA is an Energy Aggregator

MEGA does not buy or sell electricity or natural gas. Rather, we combine the power load of customers in each utility service area and go to the open market to seek bids — in full compliance with New York State's public bidding regulations. Our bids cover more than 500 million kWh/yr of electricity; 10 million therms of natural gas. The result is more competition and lower costs for MEGA participants who can then purchase their power from the bidder who offers the best pricing.

Put the Power of MEGA to Work for You!

- No cost to participate — pay only for the power you use
- Complete compliance with all NYS bidding requirements
- Access to professional energy consultants at no cost
- Options for variable or fixed pricing
- Access to power from renewable sources
- Easy sign up process
- Save staff time and money in local budgets
- Working with NYSAC and NYSASBO for energy procurement

Register Now to Receive a Non-Binding Offer

Use the form on the other side to receive a free, non-binding offer or sign up online.



www.megaenergy.org

If you have questions:

MEGA, Inc.
518.306.1996
info@megaenergy.org
www.megaenergy.org

EnergyNext, Inc.
Gordon Boyd
518.580.9244
gordon@energynext.com



Municipal Electric and Gas Alliance (MEGA) Participation Authorization

Yes, we are interested in procuring energy supplies and services through the Municipal Electric and Gas Alliance ("Alliance"). In signing below, we are indicating our consent and authorization:

1. For our electric and/or gas utilities to provide data (which will be kept confidential) about our energy usage and costs that may be requested by the Alliance, its consultants (EnergyNext, Inc.), and/or selected suppliers;
2. For the Alliance to include our name listed as a potential power purchaser for the purposes of supporting competitive bid documents to be issued by the Alliance to providers of energy supplies and services.

We understand that the execution of this Participation Authorization is NOT a commitment by this organization, nor an obligation to contract for electricity or natural gas through or in conjunction with the Alliance. No commitment or obligation will be required until a pricing offer and agreement is presented and accepted by us.

Organization _____

Address _____

City _____ State _____ Zip _____

Contact person _____ Title _____

Alt. Contact person _____ Title _____

Phone _____ Fax _____ e-mail _____

Please send information on renewable energy options. _____

The following information may be obtained from your monthly bill. Attach extra sheets if necessary.

Or enroll at www.megaenergy.org.

Electric Utility _____ Electric Supplier* _____
(*Only if it is a company other than your local utility)

Account Number(s) <small>NYSEG/RGE customers provide POD Number(s)</small>	Service Location(s) <small>(only if different from above)</small>	Service or Rate Class <small>(from bill, e.g. "general service")</small>
_____	_____	_____
_____	_____	_____

Gas Utility _____ Gas Supplier* _____
(*Only if it is a company other than your local utility)

Account Number(s) <small>NYSEG/RGE customers provide POD Number(s)</small>	Service Location(s) <small>(only if different from above)</small>	Service or Rate Class <small>(from bill, e.g. "general service")</small>
_____	_____	_____
_____	_____	_____

Signature _____ Title _____ Date _____

Please return this form to MEGA, Fax to 607-273-8964 or enroll at www.megaenergy.org

Municipal Electric and Gas Alliance, PO Box 88 Ithaca, NY 14851-0088

If you have questions, please call EnergyNext, Inc. at 518-580-9244.



A Local Development Corporation

P.O. Box 88
Ithaca, New York 14851

518.306.1996
www.megaenergy.org

The MEGA Program for Energy Purchasing

Why should I be interested in MEGA?

Controlling your city or village's energy costs saves taxpayer dollars. Join hundreds of other municipalities—counties, cities, towns, villages, school districts, housing authorities—in saving money and stabilizing your energy costs! Group buying means lower prices.

Be part of a program that grew out of local government and is tailored to comply with all public bidding requirements.

Do you serve my utility area?

Yes, if you are located in National Grid, NYSEG, RG&E, Central Hudson, ConEd (gas only), National Fuel Gas and St. Lawrence Gas utility territories. Our bids cover more than 500 million kWh/year of electricity; 10 million therms of natural gas, for more than 280 public entities.

Who provides oversight?

MEGA is a not-for-profit Local Development Corporation governed by a Board of Directors elected yearly from corporate membership. MEGA reports to the NYS Authorities Budget Office on all financial and organizational matters.

Why should my city or village choose MEGA?

No cost to participate—pay only for the power you use.

Complete compliance with all NYS bidding requirements.

Access to technical consultants.

MEGA's success is based on delivering real service and savings to public agencies and taxpayers since 1998.

The Village of Lake George has been a partner with MEGA and the third-party suppliers for electricity and natural gas since 2013. We are a small community so having MEGA's expert assistance available to us at no cost is very valuable. With their public bids, we have saved thousands of dollars in energy costs. Thank you, MEGA!

*The Honorable Robert Blais
Mayor of Village of Lake George, 1971-present*

Frequently Asked Questions

What is MEGA?

The Municipal Electric and Gas Alliance is a not-for-profit Local Development Corporation governed by a Board of Directors elected yearly from corporate membership. As of January 2018, MEGA serves as procurement manager for more than 280 municipal entities' electricity, natural gas and renewable power supplies.

What is the status of MEGA's current programs for electric and natural gas supplies and renewable energy?

Utility	Commodity	Current Supplier	Term Date
Central Hudson	Electric	Direct Energy	Oct. 31, 2020
Central Hudson	Natural Gas	Direct Energy	Oct. 31, 2020
NYSEG	Electric	Constellation	Oct. 31, 2020
NYSEG	Natural Gas	Direct Energy	Oct. 31, 2020
National Grid	Electric	Constellation	Oct. 31, 2020
National Grid	Natural Gas	Direct Energy	Oct. 31, 2020
RG&E	Electric	Constellation	Oct. 31, 2020
RG&E	Natural gas	Direct Energy	Oct. 31, 2020
National Fuel Gas	Natural gas	Direct Energy	Oct. 31, 2020
Consolidated Edison	Natural gas	Direct Energy	Oct. 31, 2020
St. Lawrence Gas	Natural gas	Sprague Energy	Oct. 31, 2020
All utilities	Small hydroelectricity	Gravity Renewables	Dec. 31, 2019
Statewide	Delivered CNG	Direct Energy	Dec. 31, 2020
Statewide	Curtailment services	CPower	Dec. 31, 2018
Statewide	Community Choice Aggregation	MEGA as Administrator	Ongoing

How is MEGA able to bid energy supply pricing and assure participants of the lowest price in the future?

The price of energy is set every day in the marketplace. For electricity, the New York Independent System Operator runs a 24/7 auction to determine pricing in 11 load zones in the state. For natural gas, the most transparent pricing is set on the New York Mercantile Exchange (NYMEX). For both commodities, utilities and suppliers alike must add in costs of transmission capacity and other factors before the consumer's price is set. These additional cost factors are the element that MEGA procures through its competitive bids. Once MEGA knows it is getting the best price on the "mark-up", MEGA knows that its customers are getting the best overall price. Commodity markets change continuously, and utility delivery rates are set by regulation. Importantly, MEGA aims (successfully, so far) to offer a "mark-up" that is lower than any utility mark-up or "merchant function charge." MEGA can thus assure participants that they will be better off with a MEGA supplier than even with the utility's pricing.

What is the benefit of MEGA's group buying approach?

MEGA's business model allows any potential participant to request an offer at no cost or obligation. MEGA participants pay only for the energy they use. There is no subscription cost or risk tied to the performance of other customers. MEGA's buying power has increased over the years. Today, MEGA represents a significant share of all supplier-served customer demand in New York State (nearly 2% of all electric usage served by suppliers as of 2015 is in the utilities where MEGA is active). For this reason, suppliers compete more aggressively to win the bids, leading to reduced energy costs for MEGA's participants. Suppliers' customer service and sales costs are reduced through MEGA's efforts and size, and the savings are passed through to consumers.

How is MEGA able to offer its programs over all of New York?

All bids benefiting MEGA public agency customers are secured through public, competitive bid process following state law. New York State General Municipal Law Section 103(3) authorizes political subdivisions (including municipal corporations and school districts), to purchase materials or services through any county in the State, subject to rules established pursuant to County Law Section 408-a(2). In accord with these laws, counties issuing bids on behalf of MEGA have made their bids for electric and natural gas supply programs, renewable energy and other services, open to all municipal entities in the State. In addition, Section 119-o of General Municipal Law allows municipalities and school districts to join together to perform any of their respective functions or duties, which includes purchasing gas and electricity. The effectiveness of this cooperative purchasing approach, pursuant to existing State Law, is indicated by the fact that MEGA presently serves more than 280 municipal entities, including 34 county governments. For the renewable energy programs, Article 9 of the Energy Law was referenced for the competitive procurement process, with the "piggybacking" provisions of GML allowing all municipalities and school districts to take part.

Does MEGA work with more than one supplier?

As the table above shows, MEGA has awarded its programs to several suppliers, based on which company submitted the low qualified bid for a given commodity in a given utility territory. MEGA and its suppliers work closely to make the programs successful and responsive to customer requirements, but MEGA has no obligation to a supplier beyond the term of its Program Agreement.

How does a customer get an offer through the MEGA program?

A customer can go to www.megaenergy.org and submit account information through the "Get Started" window. Account information can also be submitted by regular mail or fax, using the form on the MEGA flyer, available through MEGA's offices or its consultants, EnergyNext, Inc., of Saratoga Springs. There is no cost or obligation. An energy supply proposal will be provided by the appropriate MEGA supplier. Questions may be directed to MEGA staff at 518.306.1996, or to EnergyNext, Inc., at 518.580.9244.

MEGA PARTICIPANT LIST April 2018

COUNTIES

- Albany ▪ Allegany ▪ Broome ▪ Cattaraugus ▪ Chemung ▪ Clinton ▪ Cortland ▪ Delaware ▪ Essex ▪ Franklin
- Genesee ▪ Hamilton ▪ Jefferson ▪ Lewis ▪ Livingston ▪ Madison ▪ Oneida ▪ Ontario ▪ Orleans ▪ Oswego
- Otsego ▪ Rensselaer ▪ St. Lawrence ▪ Saratoga ▪ Schenectady ▪ Schuyler ▪ Steuben ▪ Sullivan ▪ Tioga
- Tompkins ▪ Warren ▪ Washington ▪ Wayne ▪ Yates

CITIES

- Albany ▪ Batavia ▪ Binghamton ▪ Cortland ▪ Elmira ▪ Glens Falls ▪ Hornell ▪ Ithaca ▪ Kingston ▪ Olean
- Oneonta ▪ Schenectady

TOWNS

- Ausable ▪ Avoca ▪ Bethel ▪ Big Flats ▪ Binghamton ▪ Black Brook ▪ Candor ▪ Caneadea ▪ Caroline ▪ Catlin ▪ Charlton
- Clarkstown ▪ Clifton Park ▪ Cocheton ▪ Colesville ▪ Colonie ▪ Conesus ▪ Conklin ▪ Danby ▪ Dickinson ▪ Dryden
- Eaton ▪ Ellicottville ▪ Elmira ▪ Enfield ▪ Erin ▪ Farmersville ▪ Fenton ▪ Granville ▪ Groton ▪ Hamden ▪ Hancock ▪ Hope
- Horseheads ▪ Ithaca ▪ Jewett ▪ Keene ▪ Lake George ▪ Laurens ▪ Lebanon ▪ Lewisboro ▪ Lima ▪ Madrid ▪ Maine
- Mamakating ▪ Milford ▪ Montour ▪ Moreau ▪ Nelson ▪ Newark Valley ▪ Newfield ▪ Niskayuna ▪ Northeast ▪ Oneonta
- Otego ▪ Owego ▪ Perry ▪ Plattsburgh ▪ Poughkeepsie ▪ Putnam ▪ Queensbury ▪ Ramapo ▪ Red Hook ▪ Rockland
- Rotterdam ▪ Rushford ▪ Salem ▪ Saranac ▪ Saratoga ▪ Savannah ▪ Schroon ▪ Shawangunk ▪ Spencer ▪ Stony Creek
- Thurman ▪ Tioga ▪ Ulster ▪ Unadilla ▪ Union ▪ Van Etten ▪ Vestal ▪ Ward ▪ Wells ▪ Williamson

VILLAGES

- Athens ▪ Aurora ▪ Avoca ▪ Brewster ▪ Burdett ▪ Canastota ▪ Canton ▪ Cato ▪ Cayuga Heights ▪ Champlain
- Constableville ▪ Coxsackie ▪ Delhi ▪ Deposit ▪ Ellenville ▪ Endicott ▪ Fishkill ▪ Freeville ▪ Groton ▪ Hammondsport
- Horseheads ▪ Johnson City ▪ Lake George ▪ Laurens ▪ Margaretville ▪ Moravia ▪ North Hornell ▪ Oriskany Falls
- Otego ▪ Owego ▪ Pawling ▪ Perry ▪ Port Dickinson ▪ Potsdam ▪ Pulaski ▪ Richfield Springs ▪ Saugerties ▪ Sidney ▪ Spencer
- Trumansburg ▪ Unadilla ▪ Union Springs ▪ Van Etten ▪ Webster ▪ Weedsport ▪ Wells ▪ West Haverstraw ▪ Whitney Point
- Woodridge

SCHOOL DISTRICTS/OTHER EDUCATION

- Albany City ▪ Bedford ▪ Binghamton City ▪ Carmel ▪ Cayuga and Clinton County Community Colleges
- Cobleskill-Richmondville ▪ Dover ▪ Dutchess County BOCES ▪ Edmeston ▪ Eldred ▪ Ellenville
- Finger Lakes Community College ▪ Highland ▪ Johnson City ▪ Kingston City ▪ Marlboro ▪ Millbrook ▪ Milford
- Monticello ▪ Morris ▪ Newark Valley ▪ New Lebanon ▪ New Paltz ▪ Oneonta City ▪ Onteora ▪ Putnam Valley
- Rondout Valley ▪ Roscoe ▪ Roxbury ▪ Saugerties ▪ Somers ▪ Spackenkill ▪ Sullivan West ▪ Tri-Valley
- Ulster County BOCES ▪ Walkill ▪ Wappinger ▪ Whitney Point ▪ Somers ▪ Schenectady County Community College
- SUNY Morrisville ▪ Selected SUNY Accounts ▪ Ulster County Community College

OTHER SELECTED MUNIS

- Albany County Airport Authority ▪ NYS Bridge Authority ▪ Better Housing for Tompkins County
- Binghamton-Johnson City Sewage Treatment ▪ Bloomingburg Fire District ▪ Canton Housing Authority
- Chenango Fire Company ▪ Cortlandville Fire District ▪ Cooperative Extension/Allegany & Cattaraugus
- Dunham Public Library ▪ Greater Binghamton Airport ▪ 4-County Library System ▪ Greene County EMS
- Herkimer, Hudson and Hornell Housing Authorities ▪ Highland Fire District ▪ Hose Co #1 Geneva
- Ithaca Housing Authority ▪ Ithaca Neighbor Hood Housing Services ▪ Kenmore Housing Authority
- Livingston Co Water/Sewer Authority ▪ Mid York Library System ▪ NY Public Library Association
- Oneida-Herkimer Solid Waste Authority ▪ Poughkeepsie Sewer Commission ▪ Ramapo Catskill Library System
- Savannah Fire District ▪ Selkirk Fire District ▪ Schroon Lake Fire District ▪ So Cayuga Lake Water Commission
- Strong Fire Co Freeville ▪ TCAT Transit ▪ Tompkins County Better Housing ▪ Tri-Municipal Sewer Commission
- TCAT Transit ▪ Trumansburg Seniors ▪ Ulster County Resource Recovery Agency ▪ Varna Fire Co ▪ VFW Post 478

Put the Power of MEGA to Work for You!

- No cost to participate – pay only for the power you use
- Complete compliance with all NYS bidding requirements
- Access to professional energy consultants at no cost
- Options for variable or fixed pricing
- Access to power from renewable sources
- Easy sign up process
- Save staff time and money in local budgets
- Endorsed by NYSAC and NYSASBO for energy procurement



MEGA Delivers Service and Savings

For more information on either of the programs below, contact MEGA's energy consultants at info@energynext.com.

Profit from grid overload

Whenever the electric grid is under stress or prices are high, large accounts are asked to cut back usage to relieve the conditions. A curtailment arrangement pays these customers for cutting usage, with notice, for a few hours, recognizing the value they create for other system users.

Following a public bid process, MEGA has endorsed CPower to manage this program. CPower will make an initial determination of eligibility at no cost, and explain participation requirements. (Large accounts only)



Save with compressed natural gas

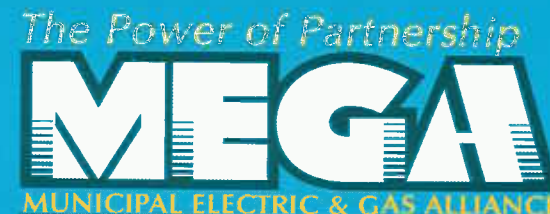
MEGA members that are not located on utility gas distribution service, or whose service is not adequate, can now consider using natural gas that is delivered by truck to their facilities. The economics are compelling: natural gas costs a fraction of fuel oil, diesel or other petroleum options. MEGA selected Direct Energy Business (DEB) to make this service possible.



MEGA, Inc.
518.306.1996
info@megaenergy.org
www.megaenergy.org



Control Your Energy Costs



Participation in the Municipal Electric and Gas Alliance, Inc. (MEGA) aligns you with hundreds of other municipalities, school districts, and businesses that benefit from MEGA's electric and natural gas purchasing strategy.



www.megaenergy.org or 518.306.1996



The Municipal Electric and Gas Alliance, Inc. — a non-profit, community-based energy-savings program — serves local governments and school districts throughout New York and complies with all public bidding requirements for your energy purchases.

Get Started

MEGA Helps Control Your Energy Costs

Participation in MEGA aligns you with hundreds of other municipalities, school districts, and businesses that benefit from MEGA's electric and natural gas purchasing strategy. Our mission is to achieve the most competitive prices for electricity and natural gas in order to reduce your energy costs. We also support the development of alternative energy resources that result in long-term cost savings.

MEGA is an Energy Aggregator

MEGA does not buy or sell electricity or natural gas. Rather, we combine the power load of customers in each utility service area and go to the open market to seek bids — in full compliance with New York State's public bidding regulations. Our bids cover more than 500 million kWh/yr of electricity; 10 million therms of natural gas. The result is more competition and lower costs for MEGA participants who can then purchase their power from the bidder who offers the best pricing.

MEGA Works Across New York State

MEGA is a Local Development Corporation that serves local governments, school districts, and affiliated entities by group purchasing of electricity, natural gas and other energy products and services. MEGA presently serves 35 county governments and more than 280 municipalities across New York State including many school districts.

MEGA's Mission is to Help You Save

MEGA knows that in order to be competitive in today's economy, you must control costs while being able to provide the highest quality services for your constituents and clients. We understand this because that's why we were created: to help save you money on your energy supply.

MEGA Supports and Works With



It's Simple!

1

Easy Eligibility

One-page application online
Small and large energy users welcome

2

Free Proposal

Variable or fixed pricing
Benefit from group-buying price leverage

3

No Obligation

Your choice
Get the proposal, decide based on data

Ready to sign up?

www.megaenergy.org/get-started

The Power of Partnership

MEGA
MUNICIPAL ELECTRIC & GAS ALLIANCE

A Local Development Corporation

P.O. Box 88
Ithaca, New York 14851

www.megaenergy.org

Barbara Blanchard
Customer Relations Manager

Office: 518.306.1996
Mobile: 607.227.3149

bblanchard@megaenergy.org

ATTACHMENT 27

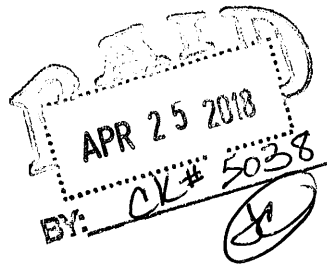
Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, NY 14424
(585) 394-1120 / Fax: (585) 394-9476

Established 1789

April 20, 2018

Doug Finch, Town Manager
Town of Canandaigua
5440 Routes 5 & 20 West
Canandaigua, New York 14424



RE: ROBERT & BARBARA LINDQUIST – PARCEL OWNER
NEW SINGLE FAMILY DWELLING – EROSION CONTROL SURETY ESTIMATE REVIEW
TAX MAP No. 153.00-1-88.210
CPN No. 2018-008
ADDRESS: 5283 IRISH SETTLEMENT

Dear Mr. Finch,

Please be advised that I have completed a review of the submitted Erosion Control Surety Estimate dated April 18, 2018, prepared by Michael S. Sponable P.E. of Greene Land Surveying, PLLC 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 **\$1,330.00 (One-Thousand Three-hundred Thirty 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,

A handwritten signature in black ink, appearing to read "Chris Jensen".

Christopher Jensen P.E.
Town of Canandaigua – Code Enforcement Officer

cc Jean Chrisman, Town Clerk
Project Binder
Owner – 5261 Old West Lake Road

APPROVED
A handwritten signature in black ink, appearing to read "Doug Finch".
Doug Finch – Town Manager
4/30/18
Date

Units		Greene Land Surveying, PLLC	
LS	Lump Sum	403 East Miller Street	
LF	Linear Feet	Newark NY 14513	
EA	Each		
SY	Square Yards	Robert & Barbara Lindquist Site Plan	
CY	Cubic Yards	5283 Irish Settlement	
		Town of Canandaigua	

Erosion Control					
	Desc.	Quantity	Units	Unit Price	Total Cost
1	Silt Fence	270	LF	\$3.00	\$810.00
2	Check Dam/Flow Diffuser	0	EA	\$100.00	\$0.00
3	Retention Pond	0	EA	\$1,000.00	\$0.00
4	Seeds/Straw Mulch	26,000	SF	\$0.02	\$520.00
5	Rain Garden	0	EA	\$500.00	\$0.00
Total					\$1,330.00

Michael G. Sponable

4-18-18

Michael S. Sponable P.E. License No. 081578

ATTACHMENT 28

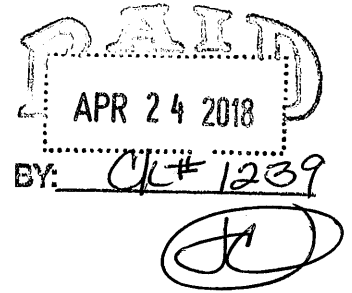
Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, NY 14424
(585) 394-1120 / Fax: (585) 394-9476

Established 1789

April 17, 2018

Doug Finch, Town Manager
Town of Canandaigua
5440 Routes 5 & 20 West
Canandaigua, New York 14424



RE: MARGARET H., DUNCAN M., & SCOTT D., FRAME – PARCEL OWNERS
ACCESS DRIVE DRAINAGE – EROSION CONTROL SURETY ESTIMATE REVIEW
TAX MAP NO. 140.07-1-19.100
CPN No. 2018-016
ADDRESS: 4545 DAVIDSON LANDING

Dear Mr. Finch,

Please be advised that I have completed a review of the submitted Erosion Control Surety Estimate dated April 16, 2018, prepared by Robert Bringley P.E. 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 **\$3,673.00 (Three-Thousand Six-Hundred Seventy-Three 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,

A handwritten signature in black ink, appearing to read "Chris Jensen".

Christopher Jensen P.E.
Town of Canandaigua – Code Enforcement Officer

C Jean Chrisman, Town Clerk
Project Binder
Marathon Engineering
Parcel Owner(s)

APPROVED
A handwritten signature in black ink, appearing to read "Doug Finch".
Doug Finch – Town Manager
4/30/18
Date



39 Cascade Drive / Rochester, NY 14614 / Phone (585) 458-7770

Date: April 16, 2018

Letter of Credit

Project: Frame Lake House

Prepared For: Michael Frame

Prepared By: Marathon Engineering

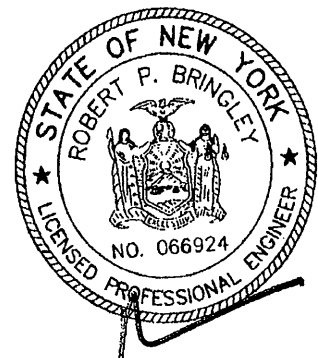
Summary of Costs

This is a Engineers estimate that represents the probable construction costs in 2018 dollars to complete the drainage improvements as shown on the concept plan entitled "Drainage Access Drive Improvements for Frame Lake House" dated: 11/17/17, last revised: 4/16/18 prepared by Marathon Engineering. This is an Engineers estimate for the site improvements as summarized and defined in the following page.

Section #	Description	Cost (\$)
1	EROSION CONTROL	3,339.00
Subtotal:		\$ 3,339
10% Contingency:		\$ 334
Total:		\$ 3,673

Section 1: EROSION CONTROL

Item No	Description	Qty	Unit	Unit Cost (\$)	Amount (\$)
1.1	Excavation for Stone swale	87	CY	8.00	696.00
1.2	Check Dams	4	EA	250.00	1,000.00
1.3	Stone lined swale (80-120 lb. light stone rip rap)	53	TN	31.00	1,643.00
Total Erosion Control:					\$ 3,339



ATTACHMENT 29

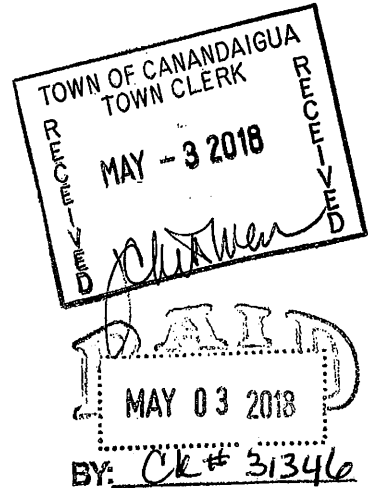
Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, NY 14424
(585) 394-1120 / Fax: (585) 394-9476

Established 1789

May 3, 2018

Doug Finch, Town Manager
Town of Canandaigua
5440 Routes 5 & 20 West
Canandaigua, New York 14424



RE: GERBER HOMES & ADDITIONS – PARCEL OWNER
SINGLE FAMILY DWELLING & IMPROVEMENTS – EROSION CONTROL SURETY ESTIMATE REVIEW
TAX MAP NO. 56.00-2-41.120
CPN NO. 2018-015
ADDRESS: 1983 COUNTY ROAD 8

Dear Mr. Finch,

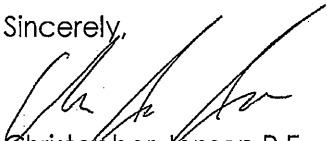
Please be advised that I have completed a review of the submitted Erosion Control Surety Estimate dated May 1, 2018, prepared by Michael Sponable PE of Greene Land Surveying PLLC for the above referenced project.

Based on our review of the submitted estimate we recommend that an Erosion Control Surety be approved in the amount of **\$1,100.00 (One-Thousand One-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,


Christopher Jensen P.E.
Town of Canandaigua – Code Enforcement Officer

C Jean Chrisman, Town Clerk
Project Binder
Owner

APPROVED

Doug Finch – Town Manager
<u>5/3/18</u>
Date

ATTACHMENT 30

Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, NY 14424
(585) 394-1120 / Fax: (585) 394-9476

Established 1789

Phone # for 716-818-5438
Pd 5/2/18
CL #1550

April 25, 2018

Doug Finch, Town Manager
Town of Canandaigua
5440 Routes 5 & 20 West
Canandaigua, New York 14424

RE: L AND J LAKEHOUSE, LLC – PARCEL OWNER

DECK ADDITION – SITE RECONFIGURATION – EROSION CONTROL SURETY ESTIMATE REVIEW

TAX MAP No. 98.09-1-21.000

CPN No. 2017-065

ADDRESS: 4965 WATERS EDGE DRIVE

Dear Mr. Finch,

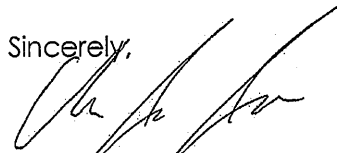
Please be advised that I have completed a review of the submitted Erosion Control Surety Estimate dated March 28, 2018, prepared by Timothy Webber PE of LaBella Associates P.C. for the above referenced project.

Based on our review of the submitted estimate we recommend that an Erosion Control Surety be approved in the amount of **\$3,201.60 (Three-Thousand Two-Hundred One-dollar and sixty-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.

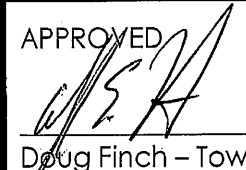
Any questions and/or comments you may have in this regard, please feel free to contact me at your earliest convenience.

Sincerely,



Christopher Jensen P.E.
Town of Canandaigua – Code Enforcement Officer

cc Jean Chrisman, Town Clerk
Project Binder
Owner

APPROVED

Doug Finch – Town Manager
5/3/18
Date

Opinion of Probable Project Cost

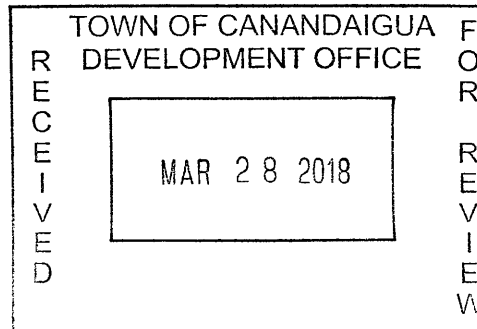
4965 Waters Edge Drive, Canandaigua, New York

J&L Lakehouse, LLC.

LaBella Associates P.C. Project Number: 2170967

Date: March 2018

Item	Description	Concept					
		Qty.	Unit	Cost/Unit	Total Cost	Self Performance Deduction	Total Cost - Deduct
1	Strip and Stockpile Topsoil	20	CY	\$ 10.00	\$ 200	\$ -	\$ 200
2	Erosion and Sediment Control						
2.1	Silt Fence	62.00	LF	\$ 8.00	\$ 496	\$ -	\$ 496
2.2	Temporary Stabilization (Seed)	120.00	SY	\$ 3.00	\$ 360	\$ -	\$ 360
3	Final Stabilization						
12.1	Topsoil Respread	20	CY	\$10.00	\$ 200	\$ -	\$ 200
12.2	Permanent Seeding	120	SY	\$5.00	\$ 600	\$ -	\$ 600
4	Landscaping						
4.1	ServiceBerry Tree	2	EA	\$300.00	\$ 600	\$ -	\$ 600
Sub-Total					\$ 2,456	\$ -	\$ 2,456
Post Bid Construction Contingency - for unforeseen conditions during construction					10.0%	\$ 246	\$ 246
Mobilization					\$ 500	\$ -	\$ 500
Construction Sub-total					\$ 3,202	\$ -	\$ 3,201.60
Project Construction Total						\$	3,201.60



ATTACHMENT 31

TOWN OF CANANDAIGUA

Request for Proposals (RFP / RFQ)

Due July 2, 2018

Notice to Bidders

NOTICE IS HEREBY GIVEN that the Town of Canandaigua will receive sealed bids for roof replacements at Onanda Park. Such sealed bids must be filed with the Town Clerk, 5440 State Routes 5 & 20 West, Canandaigua, New York 14424, PRIOR TO 12:00 PM, July 2, 2018 at which time said bids will be publicly opened and read.

Introduction and Background Information

Onanda Park is situated on the western shore of Canandaigua Lake in the Town of Canandaigua and offers a variety of recreational opportunities including swimming, paddling, boating, hiking, picnicking, and overnight accommodations. There are multiple buildings on the park grounds including cabins, pavilions, activity and office buildings, meeting halls, and the Sheriff's boathouse.

This Request for Proposals (RFP) is available at the Town of Canandaigua Town Clerk's office at the above mentioned address and also on the Town of Canandaigua's bid/proposal page on the website at townofcanandaigua.org.

Scope of Services

The Town is seeking bids for roof replacements on two buildings in Onanda Park: Babcock Hall main building and the Sheriff's building/boathouse. The selected firm will be expected to provide the following services to the Town of Canandaigua:

- Complete re-roof of Babcock Hall (main building). Approximately 2,600 square feet.
- Re-shingle the Sheriff's building. Approximately 1,400 square feet.
- All roofs shall be GAF Timeline HD, Hunter Green color, and architectural or equivalent with a minimum 15 year guarantee on the workmanship.

Proposals

Proposals should include the following:

1. Background information that describes the nature and history of the firm or individual, including client listings and references.
2. Pricing as proposed, including any alternate proposals or suggestions.
3. Proposed timeline of services to be provided to the Town.
4. Type of work contractor licensed to perform and any other specialization of the firm.
5. Insurance Company Name, address, phone, fax, and email; plus Proof of General Liability, Workers Compensation, and Automobile Insurance.

Selection

Any contracts, if awarded, will be to the lowest responsive/responsible bidder(s) or in accordance with the Town's Best Value Policy, in part or in whole who meet(s) all the terms of the specifications. Any contract(s) awarded as a result of this bid will be between the Town of Canandaigua and the successful vendor(s). The Town guarantees no minimum or maximum purchases or contracts as a result of award of this bid. The Town of Canandaigua shall not discriminate against or in favor of any bidder on the basis of race, religion, sex or sexual preference, age, national origin, disability or political affiliation. The Town of Canandaigua reserves the right to terminate the selection proceedings at its option at any time during the process.

Submission Procedures

1. One copy of the proposal should be addressed to:

**Town of Canandaigua
Attn: Dennis Brewer
Director of Parks and Recreation
5440 Route 5 & 20 West
Canandaigua, NY 14424**

2. Proposals may be delivered by mail, courier, or in person to the address above.
3. Proposals should be received by the Town no later than 12:00 pm, July 2, 2018. Any questions regarding the bid requirements should be directed to Dennis Brewer, Director of Parks and Recreation, at dbrewer@townofcanandaigua.org or 585-394-1120 x2252.

Miscellaneous

1. The Town reserves the right to reject any or all proposals; to negotiate any elements of a proposal; to conduct interviews at its sole discretion; and to solicit and/or select contractors for the program outside of the scope of this RFP.

2. The Town assumes no responsibility or liability for costs incurred by respondents to this Request for Proposals, including any requests for additional information, interviews, or negotiations.
3. Prevailing wage rates will apply.
4. Minority- and Woman-owned Business Enterprises (M/WBE) are encouraged to respond to the RFP, either as prime or subcontractors.

ATTACHMENT 32



ADMINISTRATORS

A division of Morgan White Group

PHYSICAL ADDRESS
5722 I-55 N. Frontage Rd.
Jackson, MS 39211

PHONE 888-859-3795

MAILING ADDRESS
P.O. Box 14067
Jackson, MS 39236

FAX 601-956-3795

April 19, 2018

Re: Invoice and Payment Options

We at MWG Administrators continually evaluate our processes to determine how we can best serve you. Beginning 07/01/2018, we are implementing two changes to our billing processes.

Invoice Change

You will receive a NON-SECURE email that includes an Invoice Summary and a link to the Group Portal. A detailed invoice is available in the Group Portal.

Payment Changes

To better utilize technology, we are revising the method in which we collect payments. Please note the following:

- The default payment option is ACH/Bank Draft, and the default invoicing method is email.
- Groups who receive their invoice by mail and/or pay via paper check will have a \$20.00 convenience fee included.
- Groups paying electronically utilizing the one-time payment option within their Group will not be assessed the convenience fee.
- Groups may change their payment mode only at renewal.

If your group has not elected ACH/Bank Draft as their payment method, please complete the enclosed Bank Authorization Form. Remember, include or update the email address to receive the Group Invoice Summary. Please return the completed form to MWG Administrators by 06/01/2018, prior to the groups Renewal Invoice to avoid the \$20.00 convenience fee.

Thank you in advance for your assistance as we implement these changes. Should you have any questions please contact our Customer Service Department at 1-888-859-3795. We appreciate your business and look forward to working with you now and in the future.

Sincerely,

MWG Administrators
A Division of Morgan White Group

ATTACHMENT 33



585-586-1928
1-800-446-SEED (7333)
Fax 585-586-6093

Our business has been growing and serving the home gardener since 1838

Town of Canandaigua
Attn: Dennis Brewer
RE: North East Wildflower Quote

5/7/18

200 lbs. North East Wildflower Mix	\$19.00 per lb.	\$3800.00
80 lbs. Hard Fescue	\$2.75 per lb.	<u>\$220.00</u>
		\$4020.00

William Mapstone
Crosman Seed Corp

A handwritten signature in black ink, appearing to read "W. Mapstone", is written over the printed name.

2505 State Rt. 332
Canandaigua, NY 14424
(585)396-9660 phone
(585)396-9671 fax
charliemav332@gmail.com email

Mayflower Gardens Ltd.

May 4, 2018

SEED QUOTE

Town of Canandaigua
Parks & Recreation

To Whom It May Concern:

Please accept this letter as a quotation for the seed materials as specified in the request for bids relating to the supply of Wildflower Seed and Fescue Seed as described. 200 lbs Wildflower Blend (25# bags) as specified in bid description and 80 lbs of Fescue as specified.

Total Cost of Seed = \$5472

Please allow 7 days for seed delivery. Thank you for your consideration.

Sincerely,



Charlie May
Mayflower Gardens

Celebrate the seasons with Mayflowers...