

# Canandaigua Town Board

## Meeting Agenda for

### June 24, 2024

### Onnalinda Room - 6:00pm

#### ZOOM MEETING INFORMATION:

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

[https://us02web.zoom.us/join/92PBu15q7\\_hCirh9kEvA6VV](https://us02web.zoom.us/join/92PBu15q7_hCirh9kEvA6VV)

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

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

- Call To Order and Pledge of Allegiance
  - Pledge led by Dave Sauter
- Roll Call
  - Town Clerk Confirmation meeting was properly advertised
- Circulation of Written Communications and Correspondence – Most recent correspondence has been included in **Attachment 1**
- Privilege of the Floor
- Priority Business
  - Birthdays
- Presentations
  - Town of Canandaigua Cemetery Committee Report- Karen DeMay
  - Parks & Recreation Report
  - Chesire Fire Department Presentation- Chief Chris Brown

#### *Continued Public Hearings:*

#### *New Public Hearings:*

- A PUBLIC HEARING ON THE PROPOSED CABLE TELEVISION FRANCHISE AGREEMENT OF SPECTRUM NORTHEAST LLC
- A PUBLIC HEARING ON A LOCAL LAW TO AUTHORIZE BUDGET AMENDMENT AND INCREASE OF SALARY FOR HIGHWAY SUPERINTENDENT
- Reports of Town Officials and Department Heads –(Attachment **#2**)
  - A. Highway / Water Superintendent
  - B. Assessor
  - C. Historian
  - D. Town Clerk
  - E. Planner
  - F. Human Resources & Parks Coordinator
  - G. Supervisor / Deputy Supervisor
    - 1. Monthly Financial Reports
      - a. Revenue & Expense Report and Cash Summary Report
      - b. Overtime Report – All Departments
      - c. Overtime Report – Highway & Water

- Reports of Town Board Standing Committees
  - A. Town Board Committees
    - a. Finance
    - b. Planning & Public Works
    - c. Ordinance
    - d. Economic Development
  - B. Reports of Citizen Boards, Committees and Commissions
- Privilege of the Floor
- Resolutions and Motions

## **FINANCE**

- RESOLUTION NO. 2024-154: WAIVING 2023 PAST DUE INACTIVE WATER ACCOUNT BALANCES
- RESOLUTION NO. 2024 -155: ACCEPTANCE OF SOIL EROSION CONTROL SURETY AT 2639 COOLEY ROAD
- RESOLUTION NO. 2024-156: SURETY RELEASE - VENEZIA ASSOCIATES - FOX RIDGE PHASE 5B-1
- RESOLUTION NO. 2024-157: SURETY RELEASE - VENEZIA GROUP LLC - FOX RIDGE PHASE 5B-2
- RESOLUTION NO. 2024-158: PARTIAL SURETY RELEASE – GERBER HOMES - FOX RIDGE PHASE 5B-3
- RESOLUTION NO. 2024-159: APPROVING REQUEST FOR PARK RESERVATION REIMBURSEMENT DUE TO EXTENUATING CIRCUMSTANCE
- RESOLUTION NO. 2024-160: AUTHORIZING BUDGET AMENDMENTS AND INCREASE OF SALARY FOR SENIOR CLERK OF HIGHWAY AND WATER DEPARTMENTS
- RESOLUTION NO. 2024-161: AUTHORIZATION TO ALLOCATE UNASSIGNED FUND BALANCE
- RESOLUTION NO. 2024-162: AUTHORIZATION FOR BUDGET TRANSFER AND CLOSING OF THE UPTOWN CANANDAIGUA INFRASTRUCTURE CAPTIAL EXPENDITURES (H35)
- RESOLUTION NO.2024-163: AUTHORIZATION TO CREATE A CAPITAL PROJECT FOR SENECA POINT ROAD CULVERT (H44) EXPENDITURES
- RESOLUTION 2024-164: ACKNOWLEDGEMENT AND AUTHORIZATION OF BUDGET TRANSFERS BY TOWN SUPERVISOR
- RESOLUTION 2024-165: APPROVING ENTERING INTO AN INTERMUNICIPAL CONTRACT WITH ONTARIO COUNTY FOR THE ROUTE 364 SIDEWALK PROJECT

## **PLANNING / PUBLIC WORKS**

- RESOLUTION NO. 2024-166: ACCEPTING PROPOSAL FROM ARCHITECTURAL SHEET METAL SPECIALTIES TO REPLACE FOUR ROOFS AT ONANDA PARK AND AUTHORIZING TOWN SUPERVISOR TO EXECUTE DOCUMENTS
- RESOLUTION NO. 2024 -167: APPROVE RELEASE OF RFP FOR THE 332 STREET LIGHT POLE REPLACEMENT PROJECT

## **ORDINANCE**

- RESOLUTION NO. 2024-168: SETTING A PUBLIC HEARING ON A TEXT CODE AMENDMENT TO CERTAIN TOWN CODE CHAPTERS THAT WILL CLARIFY FARM LABOR HOUSING PROTECTIONS; AND SEQR INTENT TO DECLARE LEAD AGENCY

## **ECONOMIC DEVELOPMENT / GENERAL**

- RESOLUTION NO. 2024-169: APPOINTMENT OF SEASONAL EMPLOYEES
- RESOLUTION NO. 2024-170: APPOINTMENT OF CODE ENFORCEMENT OFFICER
- RESOLUTION NO. 2024-171: ACCEPTING RESIGNATION OF FINANCE CLERK II, PART TIME
- RESOLUTION NO. 2024-172: ACCEPTING RESIGNATION OF CONSULTING ASSESSOR

- **RESOLUTION NO. 2024-173: APPOINTMENT OF COMMUNITY ADVISORY PANEL MEMBERS**
- **RESOLUTION NO. 2024-174: AUTHORIZING ISSUANCE OF FACILITY ALCOHOLIC BEVERAGE PERMIT TO CHRISTINA PATCHETT**
- **RESOLUTION NO. 2024-175: AUTHORIZING ISSUANCE OF FACILITY ALCOHOLIC BEVERAGE PERMIT TO EDWARD MILLIKEN**
- **RESOLUTION NO. 2024-176: AUTHORIZING ISSUANCE OF FACILITY ALCOHOLIC BEVERAGE PERMIT TO KELLY BAIRD**
- **RESOLUTION #2024-177: GRANTING A CABLE TELEVISION FRANCHISE AGREEMENT HELD BY SPECTRUM NORTHEAST LLC IN THE TOWN OF CANANDAIGUA**
- **RESOLUTION NO. 2024-178: SPEED LIMIT STUDY AND TE-9 SUBMITTAL FOR WYFFELS ROAD IN THE TOWN OF CANANDAIGUA**
- **RESOLUTION NO. 2024-179: PETITION TO REZONE TAX MAP # 70.06-1-76.111 FROM FORM BASED CODE ROUTE 332 SUBAREA TO R-1-30 AND TO AMEND THE OFFICIAL ZONING MAP**

**RESOLUTION NO. 2024-154: WAIVING 2023 PAST DUE INACTIVE WATER ACCOUNT BALANCES**

**WHEREAS**, the Water Superintendent has identified a need to waive the balances on water accounts that have been finalized and have an inactive status due to change in property ownership during 2023; and

**WHEREAS**, there are 6 finalized and inactive accounts that have an outstanding unpaid balance, as detailed, attached, and cumulatively not exceeding \$276.69; and

**WHEREAS**, the Water Superintendent is authorized to waive an account balance once per calendar year per account; and

**WHEREAS**, the Water Superintendent is recommending the Town Board to approve the waiving/balance adjustments of each of these accounts; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board hereby directs the Water Superintendent to waive the unpaid water account balances for the finalized inactive water accounts for 2023; and

**BE IT FINALLY RESOLVED**, the Town Board directs the Town Clerk to provide a copy of this resolution to the Water Superintendent & the Finance Clerk

**(ATTACHMENT #4)**

**RESOLUTION NO. 2024 -155: ACCEPTANCE OF SOIL EROSION CONTROL SURETY AT 2639 COOLEY ROAD**

**WHEREAS**, the Town of Canandaigua Planning Board has granted a Site Plan approval for the property located at 2639 Cooley Road (Tax Map #69.00-1-46.120), owned by John & Patricia Wolfangel; 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 Supervisor has reviewed the proposed estimates and found them to be satisfactory to meet the conditions of approval and the work to be completed; and

**WHEREAS**, the applicant has provided a payment in the amount of \$1,000.00 for the purposes of the soil erosion and sediment control surety for 2639 Cooley Road, (submitted by Rode Construction); 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 payment in the total amount of \$1,000.00.

**(ATTACHMENT #5)**

**RESOLUTION NO. 2024-156: SURETY RELEASE - VENEZIA ASSOCIATES - FOX RIDGE PHASE 5B-1**

**WHEREAS**, Venezia Associates received Planning Board approval to construct four single-family dwellings in October 2020 as part of the Fox Ridge Phase 5B-1 Subdivision and the Planning Board required a grading, soil erosion and sediment control, and water works and pavement surety totaling \$27,566.25 to be submitted to the Town; and

**WHEREAS**, there is record of the Town receiving the \$27,566.25 surety from Venezia Associates in the form of a Letter of Credit (#454) on October 29, 2020; and

**WHEREAS**, a partial letter of credit release was granted in the amount of \$12,055.50 on October 1, 2021, which left a remaining balance of \$15,510.75; and

**WHEREAS**, the Town Clerk has been notified by the surety provider that the remaining letter of credit balance of \$15,510.75 has expired as of October 1, 2023; and

**WHEREAS**, the Planning Board reviewed and approved the request of this release at their meeting on June 10, 2024; and

**WHEREAS**, the Town Clerk, has also been notified by MRB, the Town Code Enforcement Officer, and the Town Highway and Water Superintendent that there are no known issues with the project or dedicated infrastructure; and

**NOW, THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua has reviewed the documentation and hereby authorizes the formal release of the letter of credit in the amount of \$15,510.75; and

**BE IT FURTHER RESOLVED**, the Town Board directs that a copy of this resolution be provided to the Town Clerk, the Finance Clerk and the Town Supervisor.

**(ATTACHMENT #6)**

**RESOLUTION NO. 2024-157: SURETY RELEASE - VENEZIA GROUP LLC - FOX RIDGE PHASE 5B-2**

**WHEREAS**, the Town Board of the Town of Canandaigua approved and accepted a 2-Year Maintenance Bond, in the form of a check from Venezia Group LLC, in the total amount of \$6,314.30 from Venezia Group LLC on June 21, 2024, by resolution 2021-145; and

**WHEREAS**, there is record of the Town receiving \$6,314.30 maintenance bond payment from Venezia Group LLC in the form of a check (#1075) on June 9, 2021; and

**WHEREAS**, the Planning Board reviewed and approved the request of this release at their meeting on June 10, 2024; and

**WHEREAS**, the Town Clerk, has also been notified by MRB, the Town Code Enforcement Officer, the Town Highway and Water Superintendent that there are no known issues with the project or dedicated infrastructure which was covered by this maintenance bond; and

**NOW, THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua has reviewed the documentation and hereby authorizes the release of the cash maintenance bond in the amount of \$6,314.30; and

**BE IT FURTHER RESOLVED**, the Town Board directs that a copy of this resolution be provided to the Town Clerk, the Finance Clerk and the Town Supervisor.

**(ATTACHMENT #7)**



**RESOLUTION NO. 2024-158: PARTIAL SURETY RELEASE – GERBER HOMES - FOX RIDGE PHASE 5B-3**

**WHEREAS**, Gerber Homes received Planning Board approval to construct single-family dwellings in January 2021 as part of the Fox Ridge Phase 5B-3 Subdivision and the Planning Board required a soil erosion, water works, stormwater and road construction surety totaling \$275,194.44 to be submitted to the Town; and

**WHEREAS**, there is record of the Town receiving the \$275,194.44 surety payment from Gerber Homes in the form of a check (#35217) on December 30, 2020; and

**WHEREAS**, in January 2022, a partial release was granted in the amount of \$185,889.37 which left a remaining balance of \$89,305.07 to complete the project; and

**WHEREAS**, the Town Engineer has completed a review of the referenced projects request for Release number two for the work completed to date; and

**WHEREAS**, the Planning Board reviewed and approved the request of this release at their meeting on June 10, 2024; and

**WHEREAS**, the Town Clerk, has been notified by MRB, the Town Code Enforcement Officer, the Town Highway and Water Superintendent that the work in place is consistent with the request for payment and recommends that an additional release of \$84,305.07 be granted leaving a balance of \$5,000.00 remaining to complete the project; and

**NOW, THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua has reviewed the documentation and hereby authorizes the second partial surety release in the amount of \$84,305.07; and

**BE IT FURTHER RESOLVED**, the Town Board directs that a copy of this resolution be provided to the Town Clerk, the Finance Clerk and the Town Supervisor.

**(ATTACHMENT #8)**

**RESOLUTION NO. 2024-159: APPROVING REQUEST FOR PARK RESERVATION REIMBURSEMENT DUE TO EXTENUATING CIRCUMSTANCE**

**WHEREAS**, on the date of April 8, 2024, Kimberly Landrigan made an online reservation at Onanda Park for the rental of King Hall; and

**WHEREAS**, Kimberly Landrigan did not take note of the requirements to call the office for a Town resident discount code; and

**WHEREAS**, prior to making the reservation the following verbiage is noted in red bold writing:

“Town of Canandaigua residents **MUST** call prior to booking for the discount code information. 585-394-1120 Ext: 2227. Per Town policy the Town resident discount cannot be applied after a reservation is already completed.” and;

**WHEREAS**, Kimber Landrigan stopped in to the Town Clerks office to discuss the oversight and also sent a detailed email formally requesting a refund for the difference between the Town resident rate and non-resident rate; and

**WHEREAS**, the requirement of calling in for the Town resident discount code is noted in two sections when making the reservation, and additionally the Town Clerk staff has since added a third notification of this policy in the reservation summary prior to payment, and;

**WHEREAS**, Ms. Landrigan is requesting the Town of Canandaigua to reimburse her for this difference of \$72 due to the fact that she feels the requirements were not presented clearly enough; and

**NOW, THEREFORE, BE IT RESOLVED** by the Town Board of the Town of Canandaigua hereby approves the Town resident reimbursement to Ms. Landrigan in the amount of \$72.00.

**(ATTACHMENT #9)**

**RESOLUTION NO. 2024-160: AUTHORIZING BUDGET AMENDMENTS AND INCREASE OF SALARY FOR SENIOR CLERK OF HIGHWAY AND WATER DEPARTMENTS**

**WHEREAS** The Senior Clerk of the Highway and Water Departments Courtney Aten has consistently demonstrated exceptional performance, reliability, and beneficial contributions to the Town of Canandaigua and

**WHEREAS** the senior clerks’ duties have lengthened significantly this current year, showcasing their commitment to taking on additional tasks and delivering results beyond expectations and

**WHEREAS** it is important to the Town of Canandaigua to retain leading talent, foster employee satisfaction, and maintain a positive work culture by fulfilling and recognizing outstanding performance; and

**WHEREAS** the Canandaigua Town Board is recommending an increase to the hourly rate from \$ 22.66 per hour to 26.66 per hour and

**WHEREAS** the following budget amendments are required to be completed to fund the increase in salary for the additional compensation:

Increase:		
AA100.5010.130	Senior Clerk	\$ 4,160.00
Decrease:		
AA100.3310.200	Traffic Capitol	\$ 4,160.00

**THEREFORE, IT BE RESOLVED** that the Town Board hereby approve the following increase to each budget line to be effective June 24, 2024, and that the Town Clerk will provide a resolution to the Human Resource and Payroll Coordinator and Highway and Water Superintendent.

**BE FINALLY RESOLVED** that the Town Clerk is hereby directly to provide a copy of this resolution to the Town Supervisor, Town Highway and Water Superintendent, Director of Human Resources and Finance Clerk II. **(ATTACHMENT #10)**

**RESOLUTION NO. 2024-161: AUTHORIZATION TO ALLOCATE UNASSIGNED FUND BALANCE**

**WHEREAS**, the Town of Canandaigua Finance Committee has identified that the General Unassigned Fund Balance is currently in excess of the Town’s Fund Balance Policy; and

**WHEREAS**, the Town of Canandaigua Planning and Public Works and the Finance Committee is making the recommendation to allocate \$600,000 of General Fund Unassigned Fund Balance to fund the Seneca Point Rd Culvert Capital Project (H44); and

**WHEREAS**, the Town of Canandaigua Planning and Public Works and the Finance Committee is making the recommendation to allocate \$700,000 of General Fund Unassigned Fund Balance to fund the new street lights on Route 332; and

**WHEREAS**, the Town of Canandaigua Planning and Public Works and the Finance Committee is making the recommendation to allocate \$250,000 of General Fund Unassigned Fund Balance to fund to the Town Hall renovation Capital Project (H42); and

**WHEREAS**, the Town of Canandaigua Planning and Public Works and the Finance Committee is making the recommendation to allocate \$150,000 of General Fund Unassigned Fund Balance to help fund Salt Barn improvements and repairs from account AA100.1620.404; and

**WHEREAS**, the Town of Canandaigua Planning and Public Works and the Finance Committee is making the recommendation to allocate \$100,000 of General Fund Unassigned Fund Balance to help fund Fire Station #2 Improvement Capital Project H37; and

**WHEREAS**, the Town of Canandaigua Planning and Public Works and the Finance Committee is making the recommendation to allocate \$700,000 of General Fund Unassigned Fund Balance to increase budget line DA100.5110.400 to be utilized for paving projects throughout the town; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board does hereby direct the Town Supervisor and Finance Clerk II to make the following entries allocating General Fund Unassigned Fund:

Decrease: AA100.0917.0000 unassigned fund balance	\$2,500,000
Increase: HH100.5031.0044 Interfund Transfer	\$ 600,000
Increase: AA100.5182.200 Street Lighting. Cap Equip	\$ 700,000
Increase: HH100.5031.0042 Interfund Transfer	\$ 250,000
Increase: AA100.1620.404 Buildings. Hwy. Contractual	\$ 150,000
Increase: HH100.5031.0037 Interfund Transfer	\$ 100,000
Increase: DA100.5110.400 Hwy. General Repairs. Contractual	\$ 700,000; and

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

Approval of the following Town Board Meeting Minutes:

**RESOLUTION NO. 2024-162: AUTHORIZATION FOR BUDGET TRANSFER AND CLOSING OF THE UPTOWN CANANDAIGUA INFRASTRUCTURE CAPITAL EXPENDITURES (H35)**

**WHEREAS**, the Town of Canandaigua Town Board (herein after referred to as 'Town Board') adopted Resolution No. 2022-070 on January 31<sup>st</sup>, 2022 which established a project budget and authorized the Town Manager to create a capital project for the Uptown Canandaigua Infrastructure Expenditures (H35); and

**WHEREAS**, of the \$125,000 that was allocated to H35, \$25,475.00 was spent leaving \$99,525.00 plus \$859.59 interest earned over the course of the project leaving a total of \$100,384.59 remaining; and

**WHEREAS**, the Planning and Public Works and Finance Committees are recommending that the H35 project be closed and the remaining funds be transferred to AA100.5182.200 Street Lighting. Capital. Equipment for the installation of lights on Route 332; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board hereby directs the Finance Clerk to make all necessary entries and budget adjustments to close H35 and transfer funds to AA100.5182.200 Street Lighting. Capital. Equipment; and

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

**RESOLUTION NO. 2024-163: AUTHORIZATION TO CREATE A CAPITAL PROJECT FOR SENECA POINT ROAD CULVERT (H44) EXPENDITURES**

**WHEREAS**, the Town Board of the Town of Canandaigua (herein after referred to as 'Town Board') recognizes that there are certain construction projects for community improvements which will span multiple years requiring the creation of a capital project; and

**WHEREAS,** the Planning and Public Works committee and the Highway Superintendent have identified the need for the replacement of a culvert on Seneca Point Road; and

**WHEREAS,** the Town Board has accepted a grant from the NYS DOT Bridge NY program per Resolution 2024-65 in the amount of \$1,500,000 to assist in funding the replacement of the Seneca Point Road Culvert; and

**WHEREAS,** the Planning and Public Works Committee has asked that the Town Board consider additional funding to come from H39 (Highway Road Improvements) \$50,000, Highway Improvement Reserve Fund \$250,000, and Unassigned Fund Balance \$600,000; and

**NOW THEREFORE BE IT RESOLVED,** the Town Board of the Town of Canandaigua does hereby authorize the Town Supervisor and Finance Clerk II to create Capital Project No. 44 (Seneca Point Rd Culvert) for accounting of revenues and expenditures separate from the Town’s annual budget as follows:

REVENUE:		
HH100.5031.00044	Interfund Transfer	\$ 900,000
EXPENDITURE:		
HH100.5110.200.00044	HWY. Capital. Seneca Pt Rd Culvert	\$ 900,000; and

**BE IT FURTHER RESOLVED,** the Town Board hereby authorizes the Town Supervisor and Finance Clerk II to enter a Budget Adjustment to the 2024 Adopted Town Budget for the appropriation of General Fund Unassigned Fund Balance to fund Capital Project No. 44 (Seneca Point Rd Culvert) as follows:

INCREASE:		
AA100.9000.00000	Appropriated Fund Balance	\$600,000
AA100.9950.900.00000	Interfund Transfer – Capital Projects	\$600,000; and

**BE IT FURTHER RESOLVED,** the Town Board hereby authorizes the Town Supervisor and Finance Clerk to enter a Budget Adjustment to the 2024 Adopted Town Budget to fund Capital Project No. 44 (Seneca Point Rd Culvert) If no petition has been received by residents following the expiration of time for filing a petition requesting that the matter be submitted to a referendum of the property owners; and

INCREASE:		
DA232.9901.900.00000	Interfund Transfer (HWY Improvement Reserve)	\$250,000
HH100.5031.00044	Interfund Transfer	\$250,000

**BE IT FURTHER RESOLVED,** the Town Board hereby authorizes the Town Supervisor and Finance Clerk II to enter a Budget Adjustment to the 2024 Adopted Town Budget to move funds from H39 to H44 as follows:

DECREASE:		
HH100.5110.200.00039	Highway. Capital. HWY Roadway Imp	\$50,000
INCREASE:		
HH100.5110.200.00044	Highway. Capital. Seneca Point Rd Culvert	\$50,000; and

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

**RESOLUTION 2024-164: ACKNOWLEDGEMENT AND AUTHORIZATION OF BUDGET TRANSFERS BY TOWN SUPERVISOR**

**WHEREAS,** the Town of Canandaigua Town Board (hereinafter referred to as “Town Board”) has authorized the Town Supervisor and/or Clerk (Finance) to make interfund transfers in an amount less than \$5,000 by Resolution No. 2023-015; and

**WHEREAS**, the Town Supervisor and/or Clerk (Finance) have made budget transfers to compensate for expenses that exceeded the budgeted amount; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby acknowledges and authorizes these budget transfers; and

**BE IT FINALLY RESOLVED**, the Town Board directs the Town Clerk to provide a copy of this resolution to the Clerk (Finance).

**RESOLUTION 2024-165: APPROVING ENTERING INTO AN INTERMUNICIPAL CONTRACT WITH ONTARIO COUNTY FOR THE ROUTE 364 SIDEWALK PROJECT**

**WHEREAS**, the Town of Canandaigua (the "Town") recognizes the need for the construction of sidewalks along Route 364 to improve pedestrian safety and accessibility; and

**WHEREAS**, Ontario County (the "County") has received a grant from the New York State Department of Transportation for constructing a sidewalk on the east side of State Route 364 from the County Road 50/Lakeshore Dr. intersection south to the Marvin Sands Drive intersection in the Town, based upon commitments from the Sands Family Trust through the FLCC Foundation, Inc., the County, and the Town; and

**WHEREAS**, the Town is committed to contributing to the Route 364 Sidewalk Project (the "Project") and enhancing the infrastructure for the benefit of the community; and

**WHEREAS**, the County has prepared to enter into an intermunicipal agreement with the Town for the Project, which requires a contribution of \$36,000 from the Town of Canandaigua as its portion of the grant matching funds; and

**WHEREAS**, sufficient funding exists in Capital Project HH100.5110.200.00038 Highway. Capital. Complete Streets; and

**WHEREAS**, the Canandaigua Town Board has reviewed the terms of the proposed intermunicipal agreement and finds it to be in the best interest of the Town to participate in the Project;

**NOW, THEREFORE, BE IT RESOLVED**, that the Canandaigua Town Board hereby approves entering into an intermunicipal contract with Ontario County for the Route 364 Sidewalk Project; and

**BE IT FURTHER RESOLVED**, that the Town Supervisor is hereby authorized to execute the intermunicipal contract with Ontario County, and any other documents necessary to effectuate the Project, subject to review and approval by the Town Attorney; and

**BE IT FURTHER RESOLVED**, that the Town Clerk is directed to forward certified copies of this resolution to the Ontario County Planning Department, Finance Clerk II and Town Supervisor. **(ATTACHMENT #11)**

**RESOLUTION NO. 2024-166: ACCEPTING PROPOSAL FROM ARCHITECTURAL SHEET METAL SPECIALTIES TO REPLACE FOUR ROOFS AT ONANDA PARK AND AUTHORIZING TOWN SUPERVISOR TO EXECUTE DOCUMENTS**

**WHEREAS**, the Town of Canandaigua Town Board (herein after referred to as "Town Board") has budgeted for the replacement of park roofs in the 2024 adopted budget line AA100.7110.200 and wishes to move forward with the plans to replace roofs on Wayside, the Maintenance Garage, Hayowentha, and Little House cabins at Onanda Park as laid out in the Capitol Plan for the park; and

**WHEREAS**, the Town Clerk has released a Request for Proposals that was advertised on NYS Contract Reporter, on the Town's website, and the Town Facebook page; and

**WHEREAS**, the Town Clerk received two bids from contractors and the lowest responsible bidder in accordance with the Town's Best Value Policy was from Architectural Sheet Metal Specialties with the following amounts: \$79,665 for Wayside, \$30,680 for the Maintenance Garage, \$20,525 for Hayowentha, and \$19,658 for Wapoos for a total of \$150,528.00; and

**WHEREAS**, the bids came in over what was budgeted in the 2024 Adopted Budget and the Parks Director does not anticipate needing a budget adjustment at this time due to other projects coming under budget and will continue to monitor the budget line AA100.7110.200; and

**NOW THEREFORE, BE IT RESOLVED**, the Town Board hereby accepts the proposal for the replacement of roofs on Wayside, the Maintenance Garage, Hayowentha, and Little House cabins at Onanda Park from Architectural Sheet Metal Specialties dated June 24, 2024 at a cost not to exceed \$150,528.00 without prior approval from the Town Supervisor to be paid from budget line AA100.7110.200.00000 and authorizes the Town Supervisor to execute any and all documents associated with the proposal.

**BE IT FURTHER RESOLVED**, the Town Board directs the Town Clerk to provide a copy of this resolution to the Parks Coordinator and the Finance Clerk. **(ATTACHMENT #12)**

**RESOLUTION NO. 2024 –167: APPROVE RELEASE OF RFP FOR THE 332 STREET LIGHT POLE REPLACEMENT PROJECT**

**WHEREAS** the Town of Canandaigua Town Board (herein after referred to as "Town Board"), is aware that the streetlights and poles along the 332 corridors are in crucial need of replacement to maintain safety and security in that area of the town, and create a welcoming atmosphere; and

**WHEREAS**, the Town Board had tasked the planning and public works committee to determine what light fixture and pole would be suitable for replacing the existing streetlights on State Route 332; and

**WHEREAS** the planning and public works committee selected a light fixture, pole with a banner that would provide lighting to the sidewalk and the road; and

**WHEREAS** the Highway Superintendent created an RFP to solicit quotes for the removal and replacement of Seventy Two Light fixtures along State route 332; and

**WHEREAS** on May 28 the Town Clerk received nine RFP's and the highway superintendent reviewed each RFP that was submitted was properly responded too; and

**WHEREAS** the lowest responsible bid to replace the Seventy-Two streetlights on State Route 332 was O'Connell Electric Company Inc. in the amount of \$ 475,000.00; and

**WHEREAS** the Planning and Public Works Committee recommends the contract to replace the streetlights on State Route 322 be awarded to O'Connell Electric Company Inc.; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board hereby approves the release of the RFP for the pole replacement and LED street light conversion project to O'Connell Electric Company Inc.; and

**BE IT FINALLY RESOLVED**, the Town Board to execute a contract with O'Connell Electric Company Inc. and a copy of the bid, contract and legal required paperwork be given to the Town Clerk, Bookkeeper and Highway Superintendent.

**(ATTACHMENT #13)**

**RESOLUTION NO. 2024-168: SETTING A PUBLIC HEARING ON A TEXT CODE AMENDMENT TO CERTAIN TOWN CODE CHAPTERS THAT WILL CLARIFY FARM LABOR HOUSING PROTECTIONS; 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 adoption of a Local Law to execute a text code amendment to Town Code Chapters §1-17, §220-14(B)(8), §220-18(c)(7), and §220-58 that would clarify regulations surrounding the use of farm labor housing in the Town of Canandaigua; and

**WHEREAS**, the Ordinance Committee has been working with the Town Attorney, the Development Office, and members of the Town’s farming community to propose changes to the Town Code to ensure its alignment with the New York State Department of Agriculture and Markets with regards to protecting farming operations within New York State Agricultural Districts and also to clarify procedures associated with Farm Labor Housing applications in the Town; 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 a Type I 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 July 22, 2024 at 6:00 pm at the Canandaigua Town Hall located at 5440 Route 5 & 20 West, Canandaigua, NY 14424 and also via Zoom videoconferencing; and

**BE IT FURTHER RESOLVED**, the Town Board directs the Town Planner 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 #14)**

**RESOLUTION NO. 2024-169: APPOINTMENT OF SEASONAL EMPLOYEES**

**WHEREAS**, the Human Resources and Payroll Coordinator is recommending the appointment of the following individuals for summer staff at our Parks; and

**WHEREAS**, the proposed hourly rate for each positions is identified in the following table:

Miriam Tricomi	Gatehouse Attendant	\$15.00	AA100.7110.142
Emma Brace	Ranger	\$15.50	AA100.7110.131
Jacob Beaudoin	Ranger	\$15.50	AA100.7110.131
Dean Potter	Ranger	\$15.50	AA100.7110.131
Alyssa Weitzel	Ranger	\$15.50	AA100.7110.131
Eli Heyer	Lifeguard	\$18.00	AA100.7140.141
Nicholas Hoffman	Lifeguard	\$18.00	AA100.7140.141
Julia Tricomi	Lifeguard	\$18.00	AA100.7140.141
Lily VonRhede	Lifeguard	\$18.00	AA100.7140.141

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

**WHEREAS**, hiring is contingent upon the Ontario County Department of Human Resources certifying the above individuals meet the required training, certification or experience standards, and the completion of the new hire paperwork prior to the first day of work; and

**WHEREAS**, the funding for this expense is included in the 2024 Adopted Town Budget; and

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

**BE IT FURTHER RESOLVED**, the Town Supervisor is authorized to execute all documents necessary; and

**BE IT FINALLY RESOLVED**, the Town Clerk is directed to provide a copy of this resolution to the Human and Resource and Payroll Coordinator.

**RESOLUTION NO. 2024-170: APPOINTMENT OF CODE ENFORCEMENT OFFICER**

**WHEREAS**, the Town of Canandaigua Town Board (herein after referred to as 'Town Board') understands a vacancy exists in Development Office for a Full Time Code Enforcement Officer; and

**WHEREAS**, the Lead Code Enforcement Officer and the Town Supervisor has determined a need to fill the position in order to continue to provide necessary services to the Town; and

**WHEREAS**, the position was advertised on the Town Website and through the Ontario County HR portal; and

**WHEREAS**, the Town received four approved applications and conducted two interviews; and

**WHEREAS**, the Lead Code Enforcement Officer is recommending the hiring of Samuel Moore at a salaried rate of \$57,000.00/year with an increase to \$60,000.00/ year after successfully completing the Code Enforcement Officer Training and Certifications paid from budget line AA100.8664.124; and

**WHEREAS**, Mr. Moore has been employed with the Town since 2022 starting out as a Full Time Parks Laborer and then most recently as the Deputy Town Clerk; and

**WHEREAS**, Mr. Moore's desire and passion for assisting our residents of the Town of Canandaigua combined with his building and codes background will make him a great asset to the Code Enforcement Officer Team; and

**NOW THEREFORE BE IT RESOLVED**, that the Canandaigua Town Board hereby approves the hiring of Samuel Moore at a salaried rate of \$57,000.00/year with an increase to \$60,000.00/year after successfully completing the Code Enforcement Officer Training and Certifications paid from budget line AA100.8664.124; and

**BE IT FURTHER RESOLVED**, the Town Supervisor is authorized to execute all documents necessary; and

**BE IT FINALLY RESOLVED**, the Town Clerk is directed to provide a copy of this resolution to the Human and Resource and Payroll Coordinator.

**RESOLUTION NO. 2024-171: ACCEPTING RESIGNATION OF FINANCE CLERK II, PART TIME**

**WHEREAS**, Kate Silverstrim-Jensen has resigned from the position of Finance Clerk II, Part Time effective May 23, 2024; and

**WHEREAS**, during their tenure with the Town of Canandaigua Mrs. Silverstrim-Jensen served the Town of Canandaigua residents for the past eight years starting out as a Clerk for the Highway and Water Department for three years and moving into the role of Finance Clerk II in the Town Manager's office for the remainder of her employment; and

**WHEREAS**, additionally she also served on many boards and committees during her time here and assisted in establishing the Cemetery Committee; and



**WHEREAS**, Mrs. Silverstrim-Jensen has made a tremendous contribution to the Town by ensuring the Town's finances were properly documented, that budgets were being followed, and going above and beyond to assist other staff members and constituents with any questions; and

**WHEREAS**, Mrs. Silverstrim-Jensen has done a wonderful job setting the Town up for success by establishing a great set of routines and having policies and procedures in place so the Town can continue where she left off and we are grateful for her contributions; and

**NOW, THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby accepts Mrs. Silverstrim-Jensen's resignation as Finance Clerk II, Part Time; and

**BE IT FURTHER RESOLVED**, the Town Supervisor is authorized to execute any and all personnel documents associated with the transition; and

**BE IT FINALLY RESOLVED**, the Town Board appreciates all of Mrs. Silverstrim-Jensen's hard work throughout their employment and thanks them for their many years of service to the Town of Canandaigua and its residents and wishes them well with future endeavors. (ATTACHMENT #15)

#### **RESOLUTION NO. 2024-172: ACCEPTING RESIGNATION OF CONSULTING ASSESSOR**

**WHEREAS**, Paul Arndt has resigned from the role of Consulting Assessor effective June 14, 2024; and

**WHEREAS**, during their tenure with the Town of Canandaigua they served the Town by completing a full reassessment of the Town in 2023 and provided guidance and consulting during the transition between Assessors; and

**NOW, THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby accepts Mr. Arndt's resignation as Consulting Assessor; and

**BE IT FURTHER RESOLVED**, the Town Supervisor is authorized to execute any and all personnel documents associated with the transition; and

**BE IT FINALLY RESOLVED**, the Town Board appreciates all of Mr. Arndt's hard work throughout their employment and thanks them for their service to the Town of Canandaigua and its residents and wishes them well with future endeavors.

#### **RESOLUTION NO. 2024-173: APPOINTMENT OF COMMUNITY ADVISORY PANEL MEMBERS**

**WHEREAS**, the Community Advisory Panel was created by the Town of Canandaigua Board on January 31, 2024; and

**WHEREAS**, the Community Advisory Panel plays a vital role in fostering community engagement, collaboration, and problem-solving; and

**WHEREAS**, it is essential to ensure diversity and representation within the Community Advisory Panel to effectively address the needs and concerns of our community; and

**WHEREAS**, after careful consideration and review of applications received, the Town of Canandaigua Board hereby appoints the following individuals to serve on the Community Advisory Board:

**Daniel Bakowski**, for a one year term of July 1, 2024 to July 1, 2025; **Laura Gillim**, for a one year term of July 1, 2024 to July 1, 2025; **Maureen Senska**, for a one year term from July 1, 2024 to July 1, 2025; **Kim Burkard**, for a two year term from July 1, 2024 to July 1, 2026; **Nathan Kollar**, for a two year term from July 1, 2024 to July 1, 2026; **Kelli Otis**, for a two year term from July 1, 2024 to July 1, 2026; and **Barbara Willoth**, for a two year term from July 1, 2024 to July 1, 2026; and

**THEREFORE, BE IT RESOLVED**, that the Community Advisory Panel hereby accepts the aforementioned seven individuals as members, effective July 1, 2024, to serve their respective terms.

**BE IT FURTHER RESOLVED**, that the Community Advisory Panel extends its gratitude to all applicants for their interest in serving the community. **(ATTACHMENT #16)**

**RESOLUTION NO. 2024-174: AUTHORIZING ISSUANCE OF FACILITY ALCOHOLIC BEVERAGE PERMIT TO CHRISTINA PATCHETT**

**WHEREAS**, on May 17, 2021, the Town of Canandaigua Town Board adopted Local Law 5 of 2021 amending Chapter 152, Parks and Recreation, allowing alcohol to be served at Onanda Park in conjunction with a paid / confirmed reservation; and

**WHEREAS**, the Town Clerk has received a Facility Alcoholic Beverage Permit Application from Christina Patchett, requesting a permit for a Birthday Celebration event to take place in the Crouch Hall facility at Onanda Park on Saturday, July 20, 2024, from 1:00 p.m. to 6:00 p.m.; and

**WHEREAS**, the Town Clerk has reviewed the application against Chapter 152 Section 152-9 (Facility Alcoholic Beverage Permit) and has determined that the application is complete; and

**NOW THEREFORE BE IT RESOLVED**, that the Canandaigua Town Board hereby approves the Facility Alcoholic Beverage Permit for the date and time specified in the Permit Application and directs the Town Clerk to issue said permit to Christina Patchett; and

**BE IT FINALLY RESOLVED**, the Town Clerk is directed to provide a copy of this resolution to the Town Supervisor and the Parks Coordinator. **(ATTACHMENT #17)**

**RESOLUTION NO. 2024-175: AUTHORIZING ISSUANCE OF FACILITY ALCOHOLIC BEVERAGE PERMIT TO EDWARD MILLIKEN**

**WHEREAS**, on May 17, 2021, the Town of Canandaigua Town Board adopted Local Law 5 of 2021 amending Chapter 152, Parks and Recreation, allowing alcohol to be served at Onanda Park in conjunction with a paid / confirmed reservation; and

**WHEREAS**, the Town Clerk has received a Facility Alcoholic Beverage Permit Application from Edward Milliken, requesting a permit for a Wedding Reception event to take place in the Gorham Lodge facility at Onanda Park on Friday, June 28, 2024, from 4:00 p.m. to 10:00 p.m.; and

**WHEREAS**, the Town Clerk has reviewed the application against Chapter 152 Section 152-9 (Facility Alcoholic Beverage Permit) and has determined that the application is complete; and

**NOW THEREFORE BE IT RESOLVED**, that the Canandaigua Town Board hereby approves the Facility Alcoholic Beverage Permit for the date and time specified in the Permit Application and directs the Town Clerk to issue said permit to Edward Milliken; and

**BE IT FINALLY RESOLVED**, the Town Clerk is directed to provide a copy of this resolution to the Town Supervisor and the Parks Coordinator. **(ATTACHMENT #18)**

**RESOLUTION NO. 2024-176: AUTHORIZING ISSUANCE OF FACILITY ALCOHOLIC BEVERAGE PERMIT TO KELLY BAIRD**

**WHEREAS**, on May 17, 2021, the Town of Canandaigua Town Board adopted Local Law 5 of 2021 amending Chapter 152, Parks and Recreation, allowing alcohol to be served at Onanda Park in conjunction with a paid / confirmed reservation; and

**WHEREAS**, the Town Clerk has received a Facility Alcoholic Beverage Permit Application from Kelly Baird, requesting a permit for an Anniversary Party event to take place in the Gorham Lodge facility at Onanda Park on Friday, July 5, 2024, from 1:00 p.m. to 9:00 p.m.; and

**WHEREAS**, the Town Clerk has reviewed the application against Chapter 152 Section 152-9 (Facility Alcoholic Beverage Permit) and has determined that the application is complete; and

**NOW THEREFORE BE IT RESOLVED**, that the Canandaigua Town Board hereby approves the Facility Alcoholic Beverage Permit for the date and time specified in the Permit Application and directs the Town Clerk to issue said permit to Kelly Baird; and

**BE IT FINALLY RESOLVED**, the Town Clerk is directed to provide a copy of this resolution to the Town Supervisor and the Parks Coordinator. **(ATTACHMENT #19)**

**RESOLUTION #2024-177: GRANTING A CABLE TELEVISION FRANCHISE AGREEMENT HELD BY SPECTRUM NORTHEAST LLC IN THE TOWN OF CANANDAIGUA**

**WHEREAS**, an application has been duly made to the Town Board of the **Town of Canandaigua, County of Ontario**, New York, by **Spectrum Northeast, LLC**, an indirect subsidiary of Charter Communications, Inc. ("Charter"), a limited liability company organized and existing under the laws of State of Delaware doing business at 2604 Seneca Avenue, Niagara Falls, NY 14305, for the approval of a renewal agreement for Charter's cable television franchise for fifteen (15) years commencing with the date of approval by the NYS Public Service Commission; and

**WHEREAS**, the franchise renewal agreement would bring the franchise into conformity with certain provisions of the Federal Cable Communications Policy Act of 1984, as amended, and certain court rulings; and

**WHEREAS**, the Town Board set a public hearing on this matter, and notice of said public hearing was duly published according to law; and

**WHEREAS**, a public hearing was held at the Canandaigua Town Hall, located at 5440 Routes 5 & 20 W, in the Town of Canandaigua, County of Ontario, State of New York on May 27, 2024 at 6:00 P.M.; and

**NOW THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Canandaigua finds that:

1. Spectrum Northeast, LLC has substantially complied with the material terms and conditions of its existing franchise and with applicable law; and
2. Spectrum Northeast, LLC has the financial, legal and technical ability to provide these services, facilities and equipment as set forth in the proposed Franchise Agreement; and
3. Spectrum Northeast, LLC can reasonably meet the future cable-related community needs and interests, taking into account the cost of meeting such needs and interests.

**BE IT FURTHER RESOLVED**, that the Town Board of the **Town of Canandaigua** hereby grants the cable television franchise of Spectrum Northeast, LLC and the **Town of Canandaigua** for fifteen (15) years commencing with the date of approval by the NYS Public Service Commission and expiring fifteen (15) years thereafter; and

**BE IT FURTHER RESOLVED** that the Town Supervisor is hereby authorized and directed to execute the proposed Franchise Agreement on behalf of the **Town of Canandaigua**, and to deliver same to the Town Clerk of the Town of Canandaigua. **(ATTACHMENT #20)**

**RESOLUTION NO. 2024-178: SPEED LIMIT STUDY AND TE-9 SUBMITTAL FOR WYFFELS ROAD IN THE TOWN OF CANANDAIGUA**

**WHEREAS**, on May 20th, 2024, the Town Clerk's office received a petition request from forty-eight (48) residents of Wyffels Road and four (4) members of the Canandaigua Town Board to conduct a speed study on Wyffels Road in the Town of Canandaigua with the goal of reducing the posted speed on that road from 45MPH to 35 MPH; and

**WHEREAS**, the reason for this request is the area is described a highly populated residential road that serves as access to two (2) significant housing developments, that is often used by pedestrians, many of whom walk their dogs, and

**WHEREAS**, Wyffels Road is similar in population, length, and proximity to Butler Road which has a posted speed limit of 35 MPH, and

**WHEREAS**, Wyffels Road is similar in population and proximity to West Lake Road (County Road 16) which also has a posted speed limit of 35 MPH,

**NOW, THEREFORE BE IT RESOLVED**, the Canandaigua Town Board hereby directs the Town Clerk to submit the required paperwork to request the NYS DOT to perform a speed study along Wyffels Road. **(ATTACHMENT #21)**

**RESOLUTION NO. 2024-179: PETITION TO REZONE TAX MAP # 70.06-1-76.111 FROM FORM BASED CODE ROUTE 332 SUBAREA TO R-1-30 AND TO AMEND THE OFFICIAL ZONING MAP;**

**WHEREAS**, the Town of Canandaigua Town Board (hereinafter referred to as 'Town Board') received a petition from FLAH Properties, LLC, the property owner of record, to rezone tax map #70.06-1-76.111 from the Form Based Code Route 332 Subarea to R-1-30 zoning district; and

**WHEREAS**, the Town Board wishes to refer the request to the Planning Board to review the proposed action in consideration with the Comprehensive Plan and the Town's Land Use documents; and

**WHEREAS**, the proposed action, if approved, would require the drafting of a local law to amend the Official Zoning Map of the Town of Canandaigua; and

**NOW, THEREFORE BE IT RESOLVED**, the Town Board does hereby refer the petition to rezone tax map #70.06-1-76.111 from the Form Based Code Route 332 Subarea to R-1-30 zoning district to the Planning Board and requests an advisory report of their findings be provided to the Town Board within 45 days of this referral; and

**BE IT FURTHER RESOLVED**, that the Town Board does hereby direct the Town Attorney to prepare a draft local law that would rezone the subject parcel and amend the Town's Official Zoning map pending the outcome of the advisory report from the Planning Board. **(ATTACHMENT #22)**

➤ **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 06/14/2024 totaling \$ 39,564.11

General Fund	\$ 27,158.48
Capital Projects	\$ 4,489.77
Highway Fund	\$ 1,825.05
Lighting Districts	\$ 1,278.91
Water Districts	\$ 4,811.90

Town Board Abstract dated 06/24/2024 totaling \$ 849,575.80

General Fund	\$ 248,955.72
Highway Fund	\$ 537,173.49
Capital Projects	\$ 41,836.49
Water Districts	\$ 21,610.10

- Other Business
- Privilege of the Floor
- Executive Session
- Adjournment

# **ATTACHMENT 1**

## **COMMUNICATIONS**



# TRAFFIC REPORT



During the Month of May 2024, Deputies continued to work the Enhanced Law Enforcement traffic patrol in the Town of Canandaigua. During this time, Deputies worked a total of 25 hours conducting traffic operations. Combined, they initiated 18 traffic stops and issued 11 citations consisting of the following:

County Road 16 - 5 citations  
- 5 speed in zone  
- 1 more than 1 sticker

County Road 50 – 1 citation  
- 1 speed in zone

State Route 21 - 1 citations  
- 1 speed over 55

County Road 32 – 1 citation  
- 1 speed over 55

Middle Cheshire Road – 3 citations  
- 2 speed in zone  
- 1 unregistered vehicle

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

Radar County Road 16 5/08 0830-1000

5/13 no violators

5/22 0700-1200

5/28 no violators

Radar Middle Cheshire Road 5/08 1000-1100, 1130-1200

5/13 no violators

5/22 0700-1200

5/28 0730-1000

Radar State Route 21 in Cheshire 5/08 1100-1130

Respectfully,

Sergeant Dana Egburtson





## Department of Health

**KATHY HOCHUL**  
Governor

**JAMES V. McDONALD, M.D., M.P.H.**  
Commissioner

**JOHANNE E. MORNE, M.S.**  
Executive Deputy Commissioner

May 8, 2024

Canandaigua Town Board  
5440 Routes 5 & 20 West  
Canandaigua, NY 14424

Attn: Jared Simpson, Supervisor

RE: **PUBLIC WATER SUPPLY**  
Canandaigua Consolidated WD  
(Completed Works Approval –  
Metrose Subdivision Main / Mae's Landing)  
Canandaigua (T) – Ontario County

We have received final certification dated May 3, 2024, from Gregory Hotaling, P.E., MRB Group that the above-referenced project has been completed in accordance with plans approved by this Department on November 1, 2022. The project consisted of the installation of approximately 700 LF of 6" PVC water main and associated appurtenances.

A copy of our APPROVAL OF COMPLETED WORKS (form DOH 1032) is attached for your files.

Sincerely,

Sheryl C. Robbins, PE  
Professional Engineer 1

Enc.

pc: MRB Group – Attn: Gregory Hotaling, PE (w/ DOH 1032)  
Canandaigua Town Water Dept – Attn: James Fletcher, Water Supt (w/ DOH 1032)



**Approval of Completed Works  
for Public Water Supply Improvements**

**This approval is issued under provisions of 10 NYCRR, Part 5**

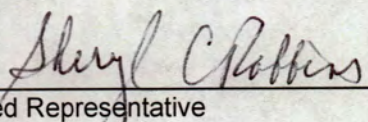
<b>Applicant Name</b>	Canandaigua Town Board		
<b>Location of Works</b>	Canandaigua (T)		
<b>County</b>	Ontario	<b>Water District</b>	Canandaigua Consolidated WD
		Metrose Subdivision Main / Mae's Landing	

Plans for the construction of this project were approved on 11/01/2022.

**This approval for completed works is issued subject to the following conditions:**

- a. The water supply appurtenances will be maintained in accordance with Part 5 of the New York State Sanitary Code.

**ISSUED FOR THE STATE COMMISSIONER OF HEALTH**

  
\_\_\_\_\_, P.E.  
Designated Representative

\_\_\_\_\_  
05 / 08 / 2024  
Date

<b>Name:</b>	Sheryl C. Robbins, P.E.
<b>Title:</b>	Professional Engineer 1

# **ATTACHMENT 2**

## **REPORTS OF OFFICIALS & DEPARTMENT HEADS**

## Assessor Report June 2024

Grievance Day was held on May 23, 2024. We had four grievance applications in which the parcel owners attended the meeting and ten grievance applications in which the parcel owners did not attend. The minutes of the meeting have been submitted to the Town Clerk.

The Equalization Rate for 2024 is 98%, which is down from 100% directly after the Town wide revaluation project. Parcel sales have been steady. The sales are still recording above assessed value.

The Final Roll will be filed with Ontario County Real Property before July 1, 2024, so the Final Roll can be posted on our website by July 1, 2024.

Michelle will be virtually attending Commercial and Industrial Valuation the last week of June. Michelle and Heather will both be attending the Cornell Seminar on Professional Advancement in Ithaca, July 14-19, 2024. The classes will be held at Hotel Ithaca and Cornell University. This Seminar is sponsored by the New York State Assessor's Association.

Respectfully submitted,

Michelle Rowlinson

Heather Robson

April 2025 Roll

Sale Price

Assessed Value

1st Half April

230,000

230,000

15,000

9,100 vacant

725,000

613,000

2nd half April

315,000

305,000

380,000

249,000

525,000

490,000

499,000

140,000

164,000

156,700

March 2025 Roll

Sale Price

Assessed Value

1st Half March

265,000	127,500 (townhouse)
365,000	316,200
400,000	318,000
140,000	44,000 (vacant ag)

2nd Half March

223,420	279,000 (foreclosure)
600,000	525,000
185,000	142,600

# May Sales 2025 Roll

Sale Price                      Assessed Value

## 1st half of May

\$1,590,000	\$936,000
320,000	320,000
322,500	235,800
370,000	232,500
192,500	205,000 foreclosure
445,000	379,500
130,000	117,700

## 2nd half May

447,500	420,000
225,000	150,000
600,000	438,300
350,000	279,000
251,000	136,000
430,000	393,000
485,000	341,000
530,000	530,000
590,000	528,200



Account#	Account Description	Fee Description	Qty	Local Share
A1255	Marriage Lic.	Marriage License Fees	11	192.50
		<b>Sub-Total:</b>		<b>\$192.50</b>
AA100.0380	AR Charge Back Billing	AR Charge Back Billing	8	3,882.50
		<b>Sub-Total:</b>		<b>\$3,882.50</b>
AA100.1255	Conservation	Conservation	7	8.84
	Misc. Fees	Copies	3	0.75
		Marriage Cert	6	60.00
		<b>Sub-Total:</b>		<b>\$69.59</b>
AA100.1603	Misc. Fees	Death Cert	38	380.00
		<b>Sub-Total:</b>		<b>\$380.00</b>
AA100.2001	Cabins / Halls / Pavilions	Onanda Halls/Lodging	16	3,284.00
	Cart Fee	CC Cart Fee	104	5.20
	Credit Card Processing Fee	Credit Card Processing Fee	106	378.77
	General Lic.	Park Permit Res	13	750.06
		Park Permits Non	4	320.00
	Onanda Cabin NON Residential Daily	Onanda Cabin NON Residential Daily	8	1,676.00
	Onanda Cabin NON Residential Weekly	Onanda Cabin NON Residential Weekly	4	1,638.00
	Onanda Cabin Residential Daily	Onanda Cabin Residential Daily	18	2,482.20
	Onanda Park Pavilion	Onanda Park Pavilions	10	1,090.20
	Outhouse Park Hall Full Day	Outhouse Park Hall Full Day	7	1,152.00
	Outhouse Park Pavilion	Outhouse Park Pavilion	10	491.40
	Park Rentals	Onanda Cabin Residential Weekly	4	1,251.60
	Pavilion rental	Pierce Park Pavilions	10	273.60
	Reservation Fee (Firefly)	Reservation Fee (Firefly)	74	259.00
	Walk Ins	Onanda Receipts	108	1,050.00
	WL Schoolhouse Weekend	WL Schoolhouse Weekend	9	583.20
		<b>Sub-Total:</b>		<b>\$16,685.23</b>
AA100.2110	Plan & Zone	Zoning Fee	16	3,499.00
	Short-Term Rental Registration	Short-Term Rental Registration	3	2,700.00
		<b>Sub-Total:</b>		<b>\$6,199.00</b>
AA100.2120	Plan & Zone	Soil Erosion	4	800.00
		<b>Sub-Total:</b>		<b>\$800.00</b>
AA100.2148	Misc. Fees	Returned Check Fee	1	20.00
		<b>Sub-Total:</b>		<b>\$20.00</b>
AA100.2544	Dog Licensing	Female, Spayed	35	770.00
		Female, Unspayed	1	30.00
		Male, Neutered	33	726.00
		Male, Unneutered	4	120.00
	Late Fees	Late Fees	13	65.00
		<b>Sub-Total:</b>		<b>\$1,711.00</b>
AA100.2590	Building Fee	Building Fee	42	5,727.60

Account#	Account Description	Fee Description	Qty	Local Share
			<b>Sub-Total:</b>	<b>\$5,727.60</b>
AA100.2591	Misc. Fees	Transfer Coupons	1142	2,284.00
			<b>Sub-Total:</b>	<b>\$2,284.00</b>
AA100.2705	Donations Bench/Tree	Donations Bench/Tree	4	900.00
			<b>Sub-Total:</b>	<b>\$900.00</b>
SW500.2140	Rents Payments	Rents Payments	36	12,159.34
			<b>Sub-Total:</b>	<b>\$12,159.34</b>
SW500.2142	Water Sales	Water Sales	2	199.75
			<b>Sub-Total:</b>	<b>\$199.75</b>
SW500.2144	Service Hookups	Service Hookups	2	3,485.00
			<b>Sub-Total:</b>	<b>\$3,485.00</b>
SW500.2148	Penalty	Penalty	31	625.35
			<b>Sub-Total:</b>	<b>\$625.35</b>

**Total Local Shares Remitted: \$55,320.86**

Amount paid to: NYS Ag. & Markets for spay/neuter program 83.00

Amount paid to: NYS Environmental Conservation 151.16

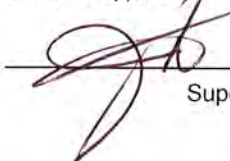
Amount paid to: State Health Dept. For Marriage Licenses 247.50

**Total State, County & Local Revenues: \$55,802.52**

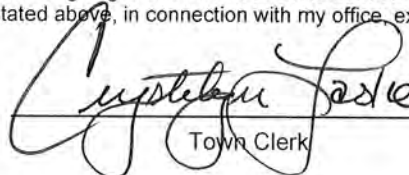
**Total Non-Local Revenues: \$481.66**

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, Crystelyn Laske, 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

6/13/24  
Date

 Town Clerk

6-5-2024  
Date

NYS DOH Marriage	Ck #1075	\$247.50
NYS Ag Markets (dog)	Ck # 1076	\$83.00
NYS DEC (decals)	EFT	\$151.16
Pynt To Town Park & Rec Fees	Ck # N/A	\$0.00
Original Pynt To Town		\$55,320.86
Firefly Reservation Fees		-\$259.00
Infintech (Credit Card Charges) April 2024		-\$297.20
Infintech (Cart Fee 5¢/Trans) April 2024		-\$18.50
Total W/drawals from TC Ckg Act		-\$574.70
Pynt to Town Receipts	Ck # 1077	\$54,746.16
Total of Checks Written/Transfer:		\$55,802.52

Automatically Withdrawn from TC Checking Account 5/28/2024

Automatically Withdrawn from TC Checking Account (5/7/2024)

Automatically Withdrawn from TC Checking Account (5/10/2024)



## **Town Clerk Report for the June 24, 2024, Town Board Meeting**

1. **Monthly Financial Report:** Revenues collected in the Town Clerk's office for the month of May 2024 totaled \$55,802.52 (see attached).
  
2. **Resolutions:**
  - **Final Release of Surety Maint Bond Fox Ridge Ph 5B-1 Venezia Associates**
  - **Final Release of Maint Bond Fox Ridge 5B-2 Venezia Group LLC**
  - **Partial Release of Surety Fox Ridge Phase 5B-3 Gerber Homes**
  - **Acceptance of Erosion Control Surety – 2639 Cooley Rd- Wolfangel**
  - **Park Reservations- Town Resident Discount Refund Request**
  - **Edward Milliken Facility Alcohol Permit**
  - **Kelly Baird Facility Alcohol Permit**
  - **Christina Patchett Alcohol Permit**

Please let me know if you have any questions.

Submitted by,

Crystelyn Laske  
Town Clerk

## ADVISORY REPORT

TO: Town Board

FROM: Planning Board

DATE: May 20, 2024

RE: Request for rezoning to PUD submitted by Sarah Genecco/Enicnarf LLC including a sketch plan review and the preparation of an advisory report back to the Town Board with its findings and recommendations for a property between Purdy Road and Canandaigua Farmington Town Line Road

The applicant's rezoning submission of March 15, 2024 included a cover letter and a site plan showing how the rezoned property could be developed. The intent is to construct 17 single family residential lots and 29 townhouse buildings, comprised of 15 6-unit buildings and 14 8-unit buildings serviced by a street network. The proposal also includes a commercial area made up of mini storage units and three vacant lots for allowable commercial use along the SR 332 frontage. The project will include buried utilities and service connections, signage, dedicated roads to the Town, off street parking, stormwater infrastructure and landscaping.

The Planning Board's deliberations on the petition occurred at its April 9, 2024 and May 14, 2024 public meetings. The approach the Board used was to look at the changing of the use from R-1-20, CC and AR-2 to a Planned Unit Development (PUD). Town Planning documents including the Zoning Code and Map, the recently updated Comp Plan, and the Natural Resource Inventory maps were referenced. The use of the property for moderately priced residential housing, storage facilities and the continuation of commercial growth along the SR332 corridor was found by the Planning Board to be acceptable uses in this corner of the community and met the intent of the PUD district by providing much needed housing and support infrastructure and it was also found to be a compatible use with other uses in the area including other higher density housing near by. It was found development would not affect any protected natural resources. A silver maple ash swamp is located in the southeast corner of the site which will remain untouched. The land is not considered protected agriculture land and its use as prime farmland would require under extensive draining of the land. The Board felt comfortable with waiving the 100 acre requirement for a PUD to the 66 acres proposed.

Although the Planning Board did not get into the details of the site plan, a preliminary sketch plan review of the plans submitted found them to be in general conformance of the site design criteria described in Section 220-33 of the code. During our sketch plan review with the applicants representative, the Board stressed the need to provide adequate guest parking within the townhouse community, adequate indoor and outdoor recreational facilities be provided for the future residents, the potential need for a conservation easement to protect the open space shown, application of the Town's complete street design and trails to insure pedestrian and bike mobility including along the existing street frontages, the disposition of Mobile Rd should be discussed, emergency access provided, landscaping and buffers from adjoining of not so similar uses. Finally the developer's installation of the spine road running from Purdy Rd to Town Line Rd will help facilitate access to SR332 from the western approach to the Highway which should be confirmed by a traffic study and parking analysis the applicant would subsequently submit.

In conclusion, the Board feels the petition meets the standards of the PUD district and recommends the Town Board proceed with directing the owner to prepare and submit an application for rezoning to the Town Board for the purpose of scheduling a public hearing.

## Code Enforcement June Report

Our office is officially halfway through the year, and we are in our busy season, we have expanded our staff welcoming Kyle Fenner who is a great addition to our team and has hit the ground running. We are also proud to announce that we are bringing Sam Moore onto our team, he has been an amazing asset to the Clerk's office promoting a welcoming and informational environment and we look forward to him working with our department as our third code official . We continue to have projects move forward and more proposals submitted daily, and we are on track with our estimates of this being one of our busiest years for our office. There have also been several meetings with contractors and large developers as we continue to promote our office as a source of knowledge and expertise as plans are developed and projects submitted.

### Year to Date Totals (6/13/2024):

267 Applications submitted with a total estimated cost of construction of \$22,073,447.73

242 Permits issued with a total of \$137,780.03 in fees associated.

14 New Dwellings

3 New Commercial

11 Commercial Renovations/Alterations

1,412 Inspections were performed.

64 Complaints received and investigated.

29 Site Plan Reviews Completed.

19 Active SWPPP's.

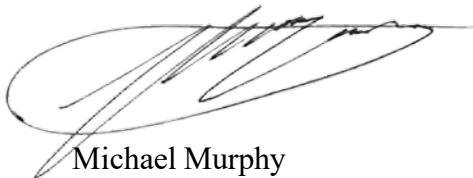
327 Storm Water Site Inspections.

15 Floodplain Development permits.

2 MS4 Illicit Discharge Investigations.

11 After Hours Call Outs

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Michael Murphy", with a large, stylized loop at the end.

Michael Murphy

Lead Code Enforcement Officer

# Investment Authorization

This authorization form is in keeping with the Town Board's Investment Policy adopted by the Town Board of the Town of Canandaigua annually at their Organizational Meeting, in keeping with Article XIV. Process for Investments, and shall be authorized by two of the following people holding the positions of: Town Supervisor, Chair of the Finance Committee, Town Clerk, Town Manager or Finance Clerk.

To: Town of Canandaigua Town Board

Authorized Banks of the Town of Canandaigua

(Canandaigua National Bank, Lyons National Bank, or NYCLASS)

The following individuals do hereby authorize the investment of \$3,500,000 (CD#3 9701)

☒ For a term of 18 days at a rate of 5.20% interest at CNB.

Issue date: 05/03/24

Maturity Date: 05/21/24

☐ Into a NYCLASS investment account.

The funds being invested are made up of monies from the following funds:

General Fund AA100.0245.00000 - \$1,250,000.00

HH33 HH100.0245.00033 - \$1,000,000.00

CDGA Cons. WD SW500.0245.00000 - \$1,250,000.00

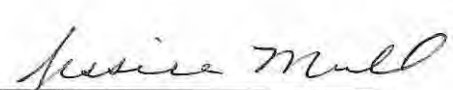
Authorized by the following individuals (2 required):

Signature: 

Name: Jared Simpson

Title: Town Supervisor

Date: 05/03/2024

Signature: 

Name: Jessica Mull

Title: Finance Clerk

Date: 05/03/2024

**The Canandaigua National Bank and Trust Company**  
**Certificate of Deposit Account**  
**Municipal**  
**Account**  
**\$100,000 and over**  
**Account Receipt and**  
**Disclosure**

This account is non-negotiable and non-transferable

Member  
FDIC

**Account Number 9701**

**Customer Name and Address**

**Town of Canandaigua**

**Investment CD**

**5440 State Route 5 And 20**

**Canandaigua, NY 14424-9327**

**Issue Date**  
**05-03-2024**

**Term**  
**18 Days**

**Amount \$3,500,000.00**

**Interest Payment**  
**At Maturity**

**Mailing Address**

**5440 State Route 5 And 20**

**Canandaigua NY 14424-9327**

**Interest Payment Method**  
**Simple**

**Renewal Option**  
**Non-Renewable**

**Form of Ownership**  
**Municipal**

**Tax I.D. No. 2197**

**By: Mary Kay Bashaw**

**(Bank Representative)**

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**Rate Information**

The interest rate for your certificate is **5.200** with an annual percentage yield of **5.29**. You will be paid this rate until the maturity date of the certificate. Your certificate will mature on **05-21-2024**. Interest will be paid at maturity.

**Balance Computation Method**

We use the daily balance method to calculate the interest on your account. This method applies a daily periodic rate to the principal in the account each day.

**Minimum Balance Requirements**

You must deposit a minimum of \$100,000 to open this account, and you must maintain a minimum balance of \$100,000 in the account every day to obtain the annual percentage yield.

**Early Withdrawal Penalties**

We will impose a penalty if you withdraw all or any portion of the principal before the maturity date. For accounts twelve (12) months or less, the fee imposed will equal three (3) months of interest. For accounts over twelve months, the fee imposed will equal six (6) months of interest. We have the right to invade the principal amount if the penalty assessed is greater than the accrued interest.

**Transaction Limits**

After you open this account, you may not make any additional deposits into or partial withdrawals from the account until the maturity date.

**Renewal Policies**

Non-automatically Renewable: This account will not automatically renew at maturity. The funds will be remitted in a non-interest bearing time deposit account upon the maturity date.

**Accrual of Interest on Non-cash Deposits**

Interest begins to accrue on the business day you deposit non-cash items (for example, checks).

# Investment Authorization

This authorization form is in keeping with the Town Board's Investment Policy adopted by the Town Board of the Town of Canandaigua annually at their Organizational Meeting, in keeping with Article XIV. Process for Investments, and shall be authorized by two of the following people holding the positions of: Town Supervisor, Chair of the Finance Committee, Town Clerk, Town Manager or Finance Clerk.

To: Town of Canandaigua Town Board  
Authorized Banks of the Town of Canandaigua  
(Canandaigua National Bank, Lyons National Bank, or NYCLASS)

The following individuals do hereby authorize the investment of \$3,509,100 (CD#3 9701)

☒ For a term of 14 days at a rate of 5.20% interest at CNB.

Issue date: 05/21/24      Maturity Date: 06/04/24

☐ Into a NYCLASS investment account.

The funds being invested are made up of monies from the following funds:

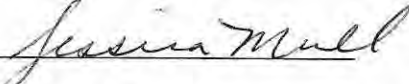
General Fund AA100.0245.00000 - \$1,253,276.00

HH33 HH100.0245.00033 - \$1,002,548.00

CDGA Cons. WD SW500.0245.00000 - \$1,253,276.00

Authorized by the following individuals (2 required):

Signature:   
Name: Jared Simpson  
Title: Town Supervisor  
Date: 05/29/2024

Signature:   
Name: Jessica Mull  
Title: Finance Clerk  
Date: 05/29/2024

# The Canandaigua National Bank and Trust Company

## Certificate of Deposit Account

**Municipal  
Account  
\$100,000 and over  
Account Receipt and  
Disclosure**

This account is non-negotiable and non-transferable

Member  
FDIC

**Account Number 9701**

**Customer Name and Address**

**Town of Canandaigua  
Investment CD  
5440 State Route 5 And 20  
Canandaigua, NY 14424-9327**

**Issue Date  
05-29-2024**

**Term  
14 Days**

**Amount \$3,509,100.00**

**Interest Payment  
At Maturity**

**Interest Payment Method  
Simple**

**Mailing Address  
5440 State Route 5 And 20  
Canandaigua NY 14424-9327**

**Renewal Option  
Non-Renewable**

**Form of Ownership  
Municipal**

**Tax I.D. No. 2197**

**By: Andrea V. O'Sullivan**

**(Bank Representative)**

### Rate Information

The interest rate for your certificate is **5.200** with an annual percentage yield of **5.29**. You will be paid this rate until the maturity date of the certificate. Your certificate will mature on **06-04-2024**. Interest will be paid at maturity.

### Balance Computation Method

We use the daily balance method to calculate the interest on your account. This method applies a daily periodic rate to the principal in the account each day.

### Minimum Balance Requirements

You must deposit a minimum of \$100,000 to open this account, and you must maintain a minimum balance of \$100,000 in the account every day to obtain the annual percentage yield.

### Early Withdrawal Penalties

We will impose a penalty if you withdraw all or any portion of the principal before the maturity date. For accounts twelve (12) months or less, the fee imposed will equal three (3) months of interest. For accounts over twelve months, the fee imposed will equal six (6) months of interest. We have the right to invade the principal amount if the penalty assessed is greater than the accrued interest.

### Transaction Limits

After you open this account, you may not make any additional deposits into or partial withdrawals from the account until the maturity date.

### Renewal Policies

**Non-automatically Renewable:** This account will not automatically renew at maturity. The funds will be remitted in a non-interest bearing time deposit account upon the maturity date.

### Accrual of Interest on Non-cash Deposits

Interest begins to accrue on the business day you deposit non-cash items (for example, checks).

## Canandaigua National Corporation Privacy Policy Notice

Canandaigua National Corporation recognizes its customers' expectations of financial privacy, and preserving our customers' trust is one of the core values of our bank and our family of financial service companies. For over 120 years, respecting and protecting customer privacy has been vital to our business.

### Our Security Procedures

We are committed to the privacy of customer information and will use strict security standards to safeguard it. We restrict access to your personal and account information to those employees who need to know that information to provide products or services to you. All of Canandaigua National Corporation and our family of financial service companies are governed by a code of conduct that includes the commitment to protect the confidentiality of customer information. We maintain physical, electronic, and procedural safeguards that comply with federal standards to guard your nonpublic personal information. We are equally committed to protecting the privacy of customer information on the Internet. For information on the Internet security measures we apply, refer to our Security Architecture page at [www.cnbank.com/privacy.asp](http://www.cnbank.com/privacy.asp).

### What Information We Collect

We collect only information that is needed to serve you and to administer our business. In the process of serving you, we may collect "nonpublic personal information"—information about you that is not available publicly. This information comes to us from various sources, including:

- Information we receive from you on applications or other loan and account forms;
- Information related to your transactions with us, our family of financial services companies listed below (affiliates) or others; and
- Information we receive from third parties such as credit bureaus.

### What Information We Disclose

We are permitted under law to share information about our experiences or transactions with you or your account (such as your account balance and your payment history with us) with companies related to us by common control or ownership (affiliates). We also may share additional information about you or your account (such as information we receive from you in applications and information from credit reporting agencies) with our affiliates. You may instruct Canandaigua National Corporation not to share information (other than information related to account history and our experiences with you) within the Canandaigua National Corporation family of financial service companies, and to limit marketing offers based on this personal information, by calling us toll free at 1-800-724-2621. **Please Note: We are required by Federal Law to send you a copy of our Privacy Policy each year. If you have already provided us with your information sharing preferences, you do not have to do so again.**

We may also disclose all of the information we collect, as described above, to companies that perform marketing or other services on our behalf or to other financial institutions with which we have joint marketing agreements.

We also are permitted under law to disclose nonpublic personal information about you to nonaffiliated third parties (i. e., third parties that are not members of our corporate family) in limited circumstances. For example, we may disclose nonpublic personal information about you to such third parties to assist us in servicing your loan or account with us; to government entities in response to subpoenas; and to credit bureaus. We do not disclose any nonpublic personal information about you to any other third parties, except as permitted by law.

If you decide to close your account(s) or become an inactive customer, we will continue to adhere to the privacy policy and practices described in this notice.

Canandaigua National Corporation's Privacy Policy and the Fair Credit Reporting Act notice are provided on behalf of the following companies:

The Canandaigua National Bank and Trust Company	Canandaigua National Trust Company of Florida
CNB Insurance Agency	
CNB Mortgage Company	

### Canandaigua National Corporation

72 South Main Street  
Canandaigua, New York 14424  
1-800-724-2621 [www.cnbank.com](http://www.cnbank.com)





# *Town of Canandaigua*

5440 Routes 5 & 20 West Canandaigua, NY 14424

(585) 394-1120 / Fax (585) 394-9476

[www.townofcanandaigua.org](http://www.townofcanandaigua.org)

## **MEMO**

To: Canandaigua Town Board Date: June 10th, 2024

From: Jessica Mull, Finance Clerk II

Re: May 2024 Revenue/Expense Control Report

### **BALANCE SHEET**

Bank statements have been reconciled through May 31st, 2024.

### **REVENUES**

Receipts recorded for May total \$387,191.88 and include the following:

- Town Clerk - \$270,134.26 and \$4,500 from the Town Clerk for parks
- Refunds and/or Reimbursements - \$50,444.64
- Development Office - \$29,956.01 applied against accounts receivable
- Justice Fees - \$25,022.00
- PILOT - \$5,934.97
- Metal Recycling - \$1,200.00

### **EXPENDITURES**

We expect the available balance in each fund to be about 58.34% at the end of May.

- General Fund (AA100) – Expenditures to date are \$2,145,511.05 against a budget of \$5,541,637.00 which leaves 61.28% available.
- Highway Fund (DA100) – Expenditures to date are \$1,261,573.00 against a budget of \$4,860,492.00 which leaves 74.04% available.
- Water Fund (SW500) – Expenditures to date are \$426,334.67 against a budget of \$1,985,603.00 which leaves 78.53% available.

# Investment Authorization

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To: Town of Canandaigua Town Board

Authorized Banks of the Town of Canandaigua

(Canandaigua National Bank, Lyons National Bank, or NYCLASS)

The following individuals do hereby authorize the investment of \$3,516,196.18 (CD#3 9701)

☒ For a term of 45 days at a rate of 5.20% interest at CNB.

Issue date: 06/05/24

Maturity Date: 07/19/24

☐ Into a NYCLASS investment account.


The funds being invested are made up of monies from the following funds:

General Fund AA100.0245.00000 - \$1,255,830.62

HH33 HH100.0245.00033 - \$1,004,534.94

CDGA Cons. WD SW500.0245.00000 - \$1,255,830.62

Authorized by the following individuals (2 required):

Signature: 

Name: Jared Simpson

Title: Town Supervisor

Date: 06/05/2024

Signature: 

Name: Jessica Mull

Title: Finance Clerk

Date: 06/05/2024

# The Canandaigua National Bank and Trust Company

## Certificate of Deposit Account

Municipal  
Account

\$100,000 and over  
Account Receipt and  
Disclosure

This account is non-negotiable and non-transferable

Member  
FDIC

Account Number 9701

Customer Name and Address

Town of Canandaigua

Investment CD

5440 State Route 5 And 20

Canandaigua, NY 14424-9327

Issue Date  
06-05-2024

Term  
45 Days

Amount \$3,516,196.18

Interest Payment  
At Maturity

Mailing Address

5440 State Route 5 And 20

Canandaigua NY 14424-9327

Interest Payment Method  
Simple

Renewal Option  
Non-Renewable

Form of Ownership  
Municipal

Tax I.D. No. 2197

By: Mary Kay Bashaw

(Bank Representative)

### Rate Information

The interest rate for your certificate is 5.200 with an annual percentage yield of 5.29 . You will be paid this rate until the maturity date of the certificate. Your certificate will mature on 07-19-2024 . Interest will be paid at maturity.

### Balance Computation Method

We use the daily balance method to calculate the interest on your account. This method applies a daily periodic rate to the principal in the account each day.

### Minimum Balance Requirements

You must deposit a minimum of \$100,000 to open this account, and you must maintain a minimum balance of \$100,000 in the account every day to obtain the annual percentage yield.

### Early Withdrawal Penalties

We will impose a penalty if you withdraw all or any portion of the principal before the maturity date. For accounts twelve (12) months or less, the fee imposed will equal three (3) months of interest. For accounts over twelve months, the fee imposed will equal six (6) months of interest. We have the right to invade the principal amount if the penalty assessed is greater than the accrued interest.

### Transaction Limits

After you open this account, you may not make any additional deposits into or partial withdrawals from the account until the maturity date.

### Renewal Policies

Non-automatically Renewable: This account will not automatically renew at maturity. The funds will be remitted in a non-interest bearing time deposit account upon the maturity date.

### Accrual of Interest on Non-cash Deposits

Interest begins to accrue on the business day you deposit non-cash items (for example, checks).

# Investment Authorization

This authorization form is in keeping with the Town Board's Investment Policy adopted by the Town Board of the Town of Canandaigua annually at their Organizational Meeting, in keeping with Article XIV. Process for Investments, and shall be authorized by two of the following people holding the positions of: Town Supervisor, Chair of the Finance Committee, Town Clerk, Town Manager or Finance Clerk.

To: Town of Canandaigua Town Board  
Authorized Banks of the Town of Canandaigua  
(Canandaigua National Bank, Lyons National Bank, or NYCLASS)

The following individuals do hereby authorize the investment of \$3,230,149.54(CD#2 3404)

☒ For a term of 15 days at a rate of 5.20% interest at CNB.

Issue date: 06/05/24

Maturity Date: 06/18/24

☐ Into a NYCLASS investment account.

The funds being invested are made up of monies from the following funds:

General Fund AA100.0241.00000 - \$2,122,688.24

Highway DA100.0241.00000 - \$553,730.65

CDGA Cons. WD SW500.0241.00000 - \$553,730.65

Authorized by the following individuals (2 required):

Signature: 

Name: Jared Simpson

Title: Town Supervisor

Date: 06/05/2024

Signature: 

Name: Jessica Mull

Title: Finance Clerk

Date: 06/05/2024

**The Canandaigua National Bank and Trust Company**  
**Certificate of Deposit Account**

**Municipal  
Account  
\$100,000 and over  
Account Receipt and  
Disclosure**

This account is non-negotiable and non-transferable

Member  
FDIC

**Account Number 3404**

**Customer Name and Address**

**Town of Canandaigua  
5440 State Route 5 And 20  
Canandaigua, NY 14424-9327**

**Issue Date  
06-05-2024**

**Term  
15 Days**

**Amount \$3,230,149.54**

**Interest Payment  
At Maturity**

**Mailing Address  
5440 State Route 5 And 20  
Canandaigua NY 14424-9327**

**Interest Payment Method  
Simple**

**Renewal Option  
Non-Renewable**

**Form of Ownership  
Municipal**

**Tax I.D. No. 2197**

**By: Mary Kay Bashaw**

**(Bank Representative)**

**Rate Information**

The interest rate for your certificate is **5.200** with an annual percentage yield of **5.29**. You will be paid this rate until the maturity date of the certificate. Your certificate will mature on **06-18-2024**. Interest will be paid at maturity.

**Balance Computation Method**

We use the daily balance method to calculate the interest on your account. This method applies a daily periodic rate to the principal in the account each day.

**Minimum Balance Requirements**

You must deposit a minimum of \$100,000 to open this account, and you must maintain a minimum balance of \$100,000 in the account every day to obtain the annual percentage yield.

**Early Withdrawal Penalties**

We will impose a penalty if you withdraw all or any portion of the principal before the maturity date. For accounts twelve (12) months or less, the fee imposed will equal three (3) months of interest. For accounts over twelve months, the fee imposed will equal six (6) months of interest. We have the right to invade the principal amount if the penalty assessed is greater than the accrued interest.

**Transaction Limits**

After you open this account, you may not make any additional deposits into or partial withdrawals from the account until the maturity date.

**Renewal Policies**

Non-automatically Renewable: This account will not automatically renew at maturity. The funds will be remitted in a non-interest bearing time deposit account upon the maturity date.

**Accrual of Interest on Non-cash Deposits**

Interest begins to accrue on the business day you deposit non-cash items (for example, checks).



2 North Main St  
Canandaigua, NY 14424-1448

# PURCHASE ORDER

PO Number: 24-1976

Date: 06/12/2024

Vendor #: 100765

Requisition #: 24-1976

**ISSUED TO:** MIDLAND APPRAISAL ASSOC  
349 W COMMERCIAL ST SUITE 2290  
EAST ROCHESTER, NY 14445

**SHIP TO:** DEPT OF PUBLIC WORKS  
Attn:  
205 SALTONSTALL STREET  
Canandaigua, NY 14424

ITEM	UNITS	DESCRIPTION	GL ACCT #	PROJ ACCT #	PRICE	AMOUNT
1	0	WATERSHED APPRAISALS FOR BARNES RD ACQUISITIC 122-5-8-90-8389-430 WATERSHED APPRAISALS FOR BARNES RD ACQUISITION NEED 2 APPRAISALS- 2 COMPANIES SELECTED			0.00	3,800.00
					<b>TOTAL</b>	3,800.00

Ordered By: \_\_\_\_\_ Authorized By: \_\_\_\_\_

1. Original Invoice plus one copy must be sent to: City of Canandaigua, Accounts Payable, 2 N Main St. Canandaigua, NY 14424-1448
2. Payment may be expected within 30 days of receipt of goods, unless otherwise stated.
3. C.O.D. shipment will not be accepted.
4. Purchase Order numbers must appear on all shipping containers, packing slips and invoices. Failure to comply with the above request may delay payment.
5. All goods are to be shipped F.O.B. Destination unless otherwise stated.
6. All materials and services are subject to approval based on the description on the face of the purchase order or appendages thereof. Substitutions are not permitted without approval of the Requesting Department. Material not approved will be returned at no cost to the City.
7. All goods and equipment must meet or exceed all necessary city, state and federal standards and regulations.
8. Vendor or manufacturer bears risk of loss or damage until property received and/or installed.
9. Seller acknowledges that buyer is an equal opportunity employer. Seller will comply with all equal opportunity laws and regulations that are applicable to it as a supplier of the buyer.
10. The City is exempt from all federal excise and state tax – ID# 16-6002534

Accounts Payable (585) 337-2172 FAX (585) 396-5016



Town of Canandaigua , NY

## Budget Report-JM

### Account Summary

For Fiscal: 2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: AA100 - GENERAL FUND</b>							
<b>Revenue</b>							
<a href="#">AA100.1001.00000</a>	REAL PROPERTY TAXES	544,873.00	544,873.00	0.00	544,873.00	0.00	0.00 %
<a href="#">AA100.1030.00000</a>	SPECIAL ASSESSMENT/PILOT	23,809.00	23,809.00	5,934.97	57,524.83	33,715.83	241.61 %
<a href="#">AA100.1090.00000</a>	PENALTY ON TAXES	11,000.00	11,000.00	0.00	0.00	-11,000.00	100.00 %
<a href="#">AA100.1120.00000</a>	NON PROPERTY SALES TAX	2,875,000.00	2,875,000.00	0.00	1,433,830.20	-1,441,169.80	50.13 %
<a href="#">AA100.1170.00000</a>	CABLE TV FRANCHISE FEES	90,000.00	90,000.00	0.00	43,891.73	-46,108.27	51.23 %
<a href="#">AA100.1255.00000</a>	TOWN CLERK FEES	3,000.00	3,000.00	592.46	804.94	-2,195.06	73.17 %
<a href="#">AA100.1603.00000</a>	VITAL STATISTICS FEE	4,600.00	4,600.00	214.00	1,394.00	-3,206.00	69.70 %
<a href="#">AA100.2001.00000</a>	PARK & RECREATION FEES	140,000.00	140,000.00	8,587.87	35,483.25	-104,516.75	74.65 %
<a href="#">AA100.2110.00000</a>	ZONING FEES	50,000.00	50,000.00	27,500.00	61,200.00	11,200.00	122.40 %
<a href="#">AA100.2120.00000</a>	SOIL EROSION CONTROL	4,500.00	4,500.00	1,050.00	3,800.00	-700.00	15.56 %
<a href="#">AA100.2148.00000</a>	RETURNED CHECK FEE	100.00	100.00	40.00	80.00	-20.00	20.00 %
<a href="#">AA100.2192.00000</a>	CEMETERY SERVICES	350.00	350.00	350.00	350.00	0.00	0.00 %
<a href="#">AA100.2302.00000</a>	SERVICES/OTHER GOVERNMENTS	67,000.00	67,000.00	1,000.00	4,000.00	-63,000.00	94.03 %
<a href="#">AA100.2401.00000</a>	INTEREST & EARNINGS	80,000.00	80,000.00	20,008.94	60,579.00	-19,421.00	24.28 %
<a href="#">AA100.2410.00000</a>	RENTAL OF REAL PROPERTY	16,360.00	16,360.00	1,350.00	4,950.00	-11,410.00	69.74 %
<a href="#">AA100.2544.00000</a>	DOG LICENSES	30,000.00	30,000.00	2,176.00	7,356.00	-22,644.00	75.48 %
<a href="#">AA100.2590.00000</a>	SITE DEVELOPMENT FEES	75,000.00	75,000.00	14,138.95	70,841.18	-4,158.82	5.55 %
<a href="#">AA100.2591.00000</a>	TRANSFER STATION FEES	25,000.00	25,000.00	2,108.00	6,005.00	-18,995.00	75.98 %
<a href="#">AA100.2610.00000</a>	FINES & FORFEITED BAIL	110,000.00	110,000.00	9,762.00	51,014.00	-58,986.00	53.62 %
<a href="#">AA100.2651.00000</a>	RECYCLING REVENUE	15,000.00	15,000.00	1,200.00	5,920.80	-9,079.20	60.53 %
<a href="#">AA100.2701.00000</a>	REFUND PRIOR YEARS EXP	0.00	0.00	83.00	5,203.19	5,203.19	0.00 %
<a href="#">AA100.2705.00000</a>	GIFTS & DONATIONS	1,000.00	1,000.00	0.00	250.00	-750.00	75.00 %
<a href="#">AA100.2770.00000</a>	MISCELLANEOUS INCOME	0.00	0.00	-3,124.97	313.36	313.36	0.00 %
<a href="#">AA100.3005.00000</a>	ONTARIO CO MORTGAGE TAX	275,000.00	275,000.00	0.00	0.00	-275,000.00	100.00 %
<a href="#">AA100.3089.00000</a>	ST AID.OTHER	0.00	0.00	0.00	8,308.59	8,308.59	0.00 %
<a href="#">AA100.5031.00000</a>	INTERFUND TRANSFERS	15,000.00	15,000.00	0.00	0.00	-15,000.00	100.00 %
<a href="#">AA100.5031.000CM</a>	INTERFUND TRANSFERS.PARK FUND	150,000.00	150,000.00	0.00	0.00	-150,000.00	100.00 %
<a href="#">AA100.9000.00000</a>	APPROPRIATED FUND BALANCE FOR..	536,611.00	1,100,811.00	24,300.00	564,200.00	-536,611.00	48.75 %
<b>Revenue Total:</b>		<b>5,143,203.00</b>	<b>5,707,403.00</b>	<b>117,271.22</b>	<b>2,972,173.07</b>	<b>-2,735,229.93</b>	<b>47.92 %</b>
<b>Expense</b>							
<a href="#">AA100.1010.110.00000</a>	TOWN BOARD.ELECTED	22,792.00	22,792.00	2,629.80	9,642.60	13,149.40	57.69 %
<a href="#">AA100.1010.400.00000</a>	TOWN BOARD.CONTRACTUAL	2,750.00	2,750.00	0.00	2,453.49	296.51	10.78 %
<a href="#">AA100.1110.110.00000</a>	JUSTICES.ELECTED	57,218.00	57,218.00	6,602.10	24,207.70	33,010.30	57.69 %
<a href="#">AA100.1110.120.00000</a>	JUSTICES.COURT CLERK, FT	62,826.00	62,826.00	7,249.14	26,580.18	36,245.82	57.69 %
<a href="#">AA100.1110.130.00000</a>	JUSTICES.COURT CLERK, PT	1,000.00	1,000.00	0.00	59.73	940.27	94.03 %
<a href="#">AA100.1110.140.00000</a>	JUSTICES.COURT CLERK, PT	33,488.00	33,488.00	3,352.25	11,747.25	21,740.75	64.92 %
<a href="#">AA100.1110.200.00000</a>	JUSTICES.CAPITAL.EQUIPMENT	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<a href="#">AA100.1110.400.00000</a>	JUSTICES.CONTRACTUAL	9,050.00	9,050.00	6.75	828.86	8,221.14	90.84 %
<a href="#">AA100.1110.401.00000</a>	JUSTICES..CONTR.COURTSECURITY	13,500.00	13,500.00	3,064.97	6,072.48	7,427.52	55.02 %
<a href="#">AA100.1220.110.00000</a>	SUPERVISOR.ELECTED	68,873.00	68,873.00	7,946.88	29,138.56	39,734.44	57.69 %
<a href="#">AA100.1220.120.00000</a>	SUPERVISOR.DEPUTY SUPERVISOR	2,060.00	2,060.00	237.69	869.22	1,190.78	57.80 %
<a href="#">AA100.1220.142.00000</a>	SUPERVISOR.CONFIDENTIAL SECRE...	1.00	28,001.00	2,029.50	3,690.50	24,310.50	86.82 %
<a href="#">AA100.1220.400.00000</a>	SUPERVISOR.CONTRACTUAL	5,250.00	5,250.00	2,593.02	4,139.79	1,110.21	21.15 %
<a href="#">AA100.1230.100.00000</a>	TOWN MANAGER.PERSONAL SERVI...	140,690.00	94,690.00	0.00	24,347.55	70,342.45	74.29 %
<a href="#">AA100.1230.144.00000</a>	TOWN MGR. CLERK FINANCE P/T	20,000.00	20,000.00	327.41	1,586.68	18,413.32	92.07 %
<a href="#">AA100.1230.145.00000</a>	TOWN MGR.FINANCE CLERK F/T	62,500.00	62,500.00	7,211.55	26,442.35	36,057.65	57.69 %
<a href="#">AA100.1230.200.00000</a>	TOWN MANAGER.CAPITAL.EQUIPM...	3,750.00	3,750.00	0.00	0.00	3,750.00	100.00 %
<a href="#">AA100.1230.400.00000</a>	TOWN MANAGER.CONTRACTUAL	9,060.00	23,060.00	-437.95	9,161.84	13,898.16	60.27 %
<a href="#">AA100.1320.400.00000</a>	AUDITOR.CONTRACTUAL	20,376.00	20,376.00	0.00	0.00	20,376.00	100.00 %
<a href="#">AA100.1340.400.00000</a>	BUDGET.CONTRACTUAL	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %



## Budget Report-JM

For Fiscal: 2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">AA100.1345.400.00000</a>	PURCHASING.CONTRACTUAL	1,750.00	1,750.00	327.43	1,082.72	667.28	38.13 %
<a href="#">AA100.1355.120.00000</a>	ASSESSOR.PERSONAL SERVICES	78,796.00	78,796.00	9,091.86	33,336.82	45,459.18	57.69 %
<a href="#">AA100.1355.132.00000</a>	ASSESSOR.REAL PROPERTY AIDE FT	47,133.00	47,133.00	5,438.40	18,861.62	28,271.38	59.98 %
<a href="#">AA100.1355.150.00000</a>	ASSESSOR.BAR REVIEW SALARY	2,035.00	2,035.00	0.00	508.75	1,526.25	75.00 %
<a href="#">AA100.1355.200.00000</a>	ASSESSOR.CAPITAL.EQUIPMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">AA100.1355.400.00000</a>	ASSESSOR.CONTRACTUAL	38,040.00	37,440.00	787.85	9,754.67	27,685.33	73.95 %
<a href="#">AA100.1355.420.00000</a>	ASSESSOR.BAR REVIEW CONTRACT...	750.00	750.00	0.00	0.00	750.00	100.00 %
<a href="#">AA100.1380.400.00000</a>	FISCAL.AGENT.FEES	0.00	14,900.00	2,288.50	2,288.50	12,611.50	84.64 %
<a href="#">AA100.1410.110.00000</a>	TOWN CLERK.ELECTED	74,638.00	74,638.00	8,612.07	31,577.59	43,060.41	57.69 %
<a href="#">AA100.1410.131.00000</a>	TOWN CLERK.FIRSTDEPUTY	53,560.00	53,560.00	6,189.66	21,926.14	31,633.86	59.06 %
<a href="#">AA100.1410.141.00000</a>	TOWN CLERK.DEPUTY #2	47,133.00	47,133.00	5,480.90	19,193.04	27,939.96	59.28 %
<a href="#">AA100.1410.142.00000</a>	TOWN CLERK.DEPUTY#3	47,133.00	47,133.00	4,116.75	4,116.75	43,016.25	91.27 %
<a href="#">AA100.1410.200.00000</a>	TOWN CLERK.CAPITAL.EQUIPMENT	850.00	850.00	289.95	289.95	560.05	65.89 %
<a href="#">AA100.1410.400.00000</a>	TOWN CLERK.CONTRACTUAL	25,725.00	25,725.00	531.22	5,021.20	20,703.80	80.48 %
<a href="#">AA100.1420.400.00000</a>	ATTORNEY.CONTRACTUAL	9,500.00	25,800.00	0.00	11,676.75	14,123.25	54.74 %
<a href="#">AA100.1430.132.00000</a>	PERSONNEL.HR AND PAYROLL COO...	93,500.00	93,500.00	10,788.45	39,557.65	53,942.35	57.69 %
<a href="#">AA100.1430.200.00000</a>	PERSONNEL.CAPITAL.EQUIPMENT	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<a href="#">AA100.1430.410.00000</a>	PERSONNEL.CONTRACTUAL	7,120.00	7,120.00	48.45	427.39	6,692.61	94.00 %
<a href="#">AA100.1430.420.00000</a>	PERSONNEL.EAP HUMAN RESOURCE	1,550.00	1,550.00	0.00	0.00	1,550.00	100.00 %
<a href="#">AA100.1440.400.00000</a>	ENGINEERING.CONTRACTUAL	20,003.00	73,363.00	3,373.63	17,017.24	56,345.76	76.80 %
<a href="#">AA100.1440.406.00000</a>	ENGINEERING. SEWERS	1.00	1.00	0.00	0.00	1.00	100.00 %
<a href="#">AA100.1450.400.00000</a>	ELECTIONS.CONTRACTUAL	11,250.00	11,250.00	0.00	51.11	11,198.89	99.55 %
<a href="#">AA100.1460.200.00000</a>	RECORDS MANAGEMENT.CAPITAL....	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<a href="#">AA100.1460.400.00000</a>	RECORDS MANAGEMENT.CONTRAC...	36,223.00	36,223.00	0.00	2,414.95	33,808.05	93.33 %
<a href="#">AA100.1480.100.00000</a>	PUBLICSERVINFO.CONTRACTUAL.P...	1.00	1.00	0.00	0.00	1.00	100.00 %
<a href="#">AA100.1480.400.00000</a>	PUBLICSERVINFO.CONTRACTUAL.C...	3,351.00	18,351.00	80.00	481.90	17,869.10	97.37 %
<a href="#">AA100.1620.200.00000</a>	BUILDINGS.CAPITAL.EQUIPMENT	15,002.00	254,902.00	0.00	242,600.00	12,302.00	4.83 %
<a href="#">AA100.1620.400.00000</a>	BUILDINGS.CONTRACTUAL	5,000.00	5,000.00	8.51	1,844.99	3,155.01	63.10 %
<a href="#">AA100.1620.403.00000</a>	BUILDINGS..TOWNHALL.CONTR.UTI...	49,350.00	54,350.00	1,302.55	13,348.24	41,001.76	75.44 %
<a href="#">AA100.1620.404.00000</a>	BUILDINGS..HIGHWAYBLDG.CONTR...	114,850.00	114,850.00	3,358.36	32,558.91	82,291.09	71.65 %
<a href="#">AA100.1620.405.00000</a>	BUILDINGS..PARKS.CONTR.UTILITY....	37,500.00	37,500.00	1,611.29	12,238.43	25,261.57	67.36 %
<a href="#">AA100.1620.410.00000</a>	BUILDINGS.JANITORIAL	6,500.00	6,500.00	407.19	1,434.85	5,065.15	77.93 %
<a href="#">AA100.1670.400.00000</a>	PRINTING & MAILING.CONTRACTU...	16,500.00	16,500.00	1,207.72	9,018.66	7,481.34	45.34 %
<a href="#">AA100.1680.100.00000</a>	CENTRAL DATA PROCESSING.PERS...	1.00	1.00	0.00	0.00	1.00	100.00 %
<a href="#">AA100.1680.125.00000</a>	CENTRAL DATA PROCESSING..PT PE...	1.00	1.00	0.00	0.00	1.00	100.00 %
<a href="#">AA100.1680.200.00000</a>	DATA PROCESSING.CAPITAL.EQUIP...	109,502.00	114,207.00	0.00	43,479.63	70,727.37	61.93 %
<a href="#">AA100.1680.400.00000</a>	DATA PROCESSING.CONTRACTUAL	134,800.00	134,800.00	16,712.87	113,213.75	21,586.25	16.01 %
<a href="#">AA100.1910.400.00000</a>	UNALLOCATED INSURANCE	135,000.00	135,000.00	0.00	26,447.44	108,552.56	80.41 %
<a href="#">AA100.1920.400.00000</a>	MUNICIPAL ASSOCIATION DUES	1,750.00	1,750.00	0.00	1,500.00	250.00	14.29 %
<a href="#">AA100.1940.200.00000</a>	PURCHASE OF LAND/RIGHT OF WAY...	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
<a href="#">AA100.1940.400.00000</a>	PURCHASE OF LAND/RIGHT OF WAY...	7,500.00	7,500.00	0.00	1,500.00	6,000.00	80.00 %
<a href="#">AA100.1990.400.00000</a>	CONTINGENCY	144,409.00	120,937.78	0.00	0.00	120,937.78	100.00 %
<a href="#">AA100.3120.400.00000</a>	POLICE.CONTRACTUAL	29,000.00	29,000.00	3,428.85	5,819.81	23,180.19	79.93 %
<a href="#">AA100.3189.200.00000</a>	OTHER TRAFFIC SAFETY	15,000.00	27,952.00	1,027.85	13,979.73	13,972.27	49.99 %
<a href="#">AA100.3310.200.00000</a>	TRAFFIC.CAPITAL.EQUIPMENT	15,000.00	0.00	0.00	0.00	0.00	0.00 %
<a href="#">AA100.3310.400.00000</a>	TRAFFIC.CONTRACTUAL	105,000.00	105,000.00	2,272.40	7,581.48	97,418.52	92.78 %
<a href="#">AA100.3510.400.00000</a>	DOG CONTROL CONTRACTUAL	30,000.00	30,000.00	0.00	26,456.00	3,544.00	11.81 %
<a href="#">AA100.4020.100.00000</a>	REGISTRAR.PERSONAL SERVICES	3,000.00	3,000.00	0.00	750.00	2,250.00	75.00 %
<a href="#">AA100.4020.400.00000</a>	REGISTRAR.CONTRACTUAL	400.00	400.00	0.00	0.00	400.00	100.00 %
<a href="#">AA100.4540.400.00000</a>	AMBULANCE CONTRACTUAL	9,000.00	9,000.00	0.00	9,000.00	0.00	0.00 %
<a href="#">AA100.5010.110.00000</a>	HIGHWAY SUPT.ELECTED	60,000.00	60,000.00	6,923.07	25,384.59	34,615.41	57.69 %
<a href="#">AA100.5010.120.00000</a>	HIGHWAY.DEPUTY	5,305.00	5,305.00	612.12	2,244.44	3,060.56	57.69 %
<a href="#">AA100.5010.130.00000</a>	HIGHWAY. CLERK	20,353.00	20,353.00	0.00	4,921.91	15,431.09	75.82 %
<a href="#">AA100.5010.131.00000</a>	HIGHWAY.SENIOR CLERK	23,567.00	23,567.00	2,959.97	10,075.26	13,491.74	57.25 %
<a href="#">AA100.5182.400.00000</a>	STREET LIGHTING.CONTRACTUAL	25,000.00	25,000.00	2,252.73	15,263.27	9,736.73	38.95 %
<a href="#">AA100.6989.400.00000</a>	ECONOMIC DEVELOPMENT.CONTR...	25,000.00	25,000.00	0.00	25,000.00	0.00	0.00 %
<a href="#">AA100.7020.141.00000</a>	RECREATION.SR LIFEGUARD	16,160.00	16,160.00	405.00	405.00	15,755.00	97.49 %
<a href="#">AA100.7020.400.00000</a>	RECREATION.CONTRACTUAL	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %

## Budget Report-JM

For Fiscal: 2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">AA100.7110.121.00000</a>	PARKS.MAINTENANCE ASSISTANT	56,160.00	56,160.00	7,219.13	24,958.14	31,201.86	55.56 %
<a href="#">AA100.7110.130.00000</a>	PARK.LABORER F/T	68,640.00	68,640.00	9,625.26	28,488.26	40,151.74	58.50 %
<a href="#">AA100.7110.131.00000</a>	PERSONAL SERVICES.PT	51,251.00	51,251.00	6,934.94	19,503.98	31,747.02	61.94 %
<a href="#">AA100.7110.142.00000</a>	REC.ATTENDANTS GATEHOUSE	17,000.00	17,000.00	187.50	187.50	16,812.50	98.90 %
<a href="#">AA100.7110.143.00000</a>	PARK.LABORERS P/T SEASONAL	75,600.00	75,600.00	6,188.00	7,280.25	68,319.75	90.37 %
<a href="#">AA100.7110.200.00000</a>	PARKS.NORMAL.CAP.MAINTENANC...	258,507.00	311,307.00	13,362.30	34,665.15	276,641.85	88.86 %
<a href="#">AA100.7110.201.00000</a>	PARKS.PRKFUND.NEWREC.EXP.PAR...	150,002.00	150,002.00	0.00	0.00	150,002.00	100.00 %
<a href="#">AA100.7110.400.00000</a>	PARK.CONTRACTUAL	51,761.00	57,178.00	10,049.04	25,455.54	31,722.46	55.48 %
<a href="#">AA100.7110.402.00000</a>	PARKS.LANDSCAPING	14,950.00	14,950.00	575.16	1,412.75	13,537.25	90.55 %
<a href="#">AA100.7110.404.00000</a>	PARKS AUBURN TRAIL	1.00	1.00	0.00	0.00	1.00	100.00 %
<a href="#">AA100.7140.141.00000</a>	PLAYGROUND/RECREATION.LIFEG...	65,718.00	65,718.00	873.00	873.00	64,845.00	98.67 %
<a href="#">AA100.7140.400.00000</a>	PLAYGROUND/RECREATION.CONTR...	30,800.00	30,800.00	20,789.88	22,474.40	8,325.60	27.03 %
<a href="#">AA100.7140.405.00000</a>	RECREATION.EVENTS.MOVIE NIGHT	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
<a href="#">AA100.7450.410.00000</a>	MUSEUM.CONTRACTUAL	10,000.00	10,000.00	0.00	10,000.00	0.00	0.00 %
<a href="#">AA100.7510.120.00000</a>	HISTORIAN.PERSONAL SERVICES	3,789.00	3,789.00	0.00	947.25	2,841.75	75.00 %
<a href="#">AA100.7510.400.00000</a>	HISTORIAN.CONTRACTUAL	1,750.00	2,350.00	43.95	43.95	2,306.05	98.13 %
<a href="#">AA100.7550.400.00000</a>	CELEBRATIONS.CONTRACTUAL	18,450.00	18,450.00	0.00	1,679.59	16,770.41	90.90 %
<a href="#">AA100.7620.400.00000</a>	ADULT RECREATION.CONTRACTUAL	3,000.00	3,000.00	370.00	473.06	2,526.94	84.23 %
<a href="#">AA100.8010.120.00000</a>	PLANNER.PERSONAL SVCS	56,650.00	56,650.00	7,052.37	25,415.25	31,234.75	55.14 %
<a href="#">AA100.8010.124.00000</a>	ZONING.OFFICER F/T	113,300.00	113,300.00	13,073.10	47,934.70	65,365.30	57.69 %
<a href="#">AA100.8010.141.00000</a>	ZONING.INSPECTOR P/T	13,125.00	13,125.00	1,242.50	4,978.75	8,146.25	62.07 %
<a href="#">AA100.8010.146.00000</a>	ZONING.SENIOR CLERK	1.00	1.00	0.00	0.00	1.00	100.00 %
<a href="#">AA100.8010.147.00000</a>	ZONING.OFFICE SPECIALIST I	0.00	38,000.00	4,401.00	14,532.75	23,467.25	61.76 %
<a href="#">AA100.8010.200.00000</a>	ZONE.PLANNER.CAPITAL.EQUIPME...	5,000.00	5,000.00	65.00	115.00	4,885.00	97.70 %
<a href="#">AA100.8010.400.00000</a>	ZONING INSPECTOR.CONTRACTUAL	2,840.00	2,840.00	96.90	355.30	2,484.70	87.49 %
<a href="#">AA100.8010.420.00000</a>	ZONING.PLANNER.CONTRACTUAL	6,020.00	6,020.00	1,860.39	3,892.03	2,127.97	35.35 %
<a href="#">AA100.8020.120.00000</a>	PLANNING BOARD.PERSONAL SERV...	16,015.00	16,015.00	0.00	4,003.75	12,011.25	75.00 %
<a href="#">AA100.8020.140.00000</a>	PB STENOGRAPHER P/T.PERSONAL ...	6,930.00	6,930.00	1,179.00	3,375.00	3,555.00	51.30 %
<a href="#">AA100.8020.150.00000</a>	ECB.PERSONAL SERVICES	4,822.00	4,822.00	0.00	1,046.25	3,775.75	78.30 %
<a href="#">AA100.8020.160.00000</a>	PLANNING.SECRETARY STENOGRAP...	13,080.00	13,080.00	2,510.00	8,695.00	4,385.00	33.52 %
<a href="#">AA100.8020.400.00000</a>	PLANNING BOARD.CONTRACTUAL	12,750.00	12,750.00	659.70	5,432.03	7,317.97	57.40 %
<a href="#">AA100.8020.410.00000</a>	PLANNING.ENGINEERING.CONTRAC...	2,400.00	2,400.00	275.00	1,125.00	1,275.00	53.13 %
<a href="#">AA100.8020.422.00000</a>	PLANNING.OPEN SPACE TEAM & C...	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<a href="#">AA100.8020.424.00000</a>	PLANNING.UPTOWN	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">AA100.8020.428.00000</a>	PLANNING.HISTORICAL PROJECT TE...	200.00	200.00	0.00	0.00	200.00	100.00 %
<a href="#">AA100.8020.450.00000</a>	PLANNING.ECB.CONTRACTUAL	1,800.00	1,800.00	60.00	60.00	1,740.00	96.67 %
<a href="#">AA100.8040.120.00000</a>	ZONING BOARD OF APPEALS.PERS...	6,460.00	6,460.00	0.00	1,650.00	4,810.00	74.46 %
<a href="#">AA100.8040.140.00000</a>	ZONING BOARD OF APPEALS SECRE...	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">AA100.8040.400.00000</a>	ZONING BOARD OF APPEALS COMTE...	5,000.00	5,000.00	0.00	1,961.35	3,038.65	60.77 %
<a href="#">AA100.8140.200.00000</a>	STORMSEWERS.CAPITAL.EQUIPME...	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">AA100.8140.400.00000</a>	STORMSEWERS.CONTRACTUAL	12,000.00	12,000.00	160.00	2,172.50	9,827.50	81.90 %
<a href="#">AA100.8160.130.00000</a>	WASTE & RECYCLING MEO.PERSON...	66,921.00	66,921.00	8,494.50	28,802.05	38,118.95	56.96 %
<a href="#">AA100.8160.140.00000</a>	WASTE & RECYCLING LABORS PT.PE...	41,600.00	41,600.00	4,125.03	15,081.12	26,518.88	63.75 %
<a href="#">AA100.8160.200.00000</a>	WASTE & RECYCLING EQUIPMENT	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
<a href="#">AA100.8160.400.00000</a>	WASTE & RECYCLING CONTRACTUAL	114,000.00	114,000.00	5,757.43	27,941.77	86,058.23	75.49 %
<a href="#">AA100.8540.400.00000</a>	DRAINAGE.CONTRACTUAL	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">AA100.8664.121.00000</a>	CODE ENFORCEMENT	78,000.00	78,000.00	9,000.00	50,884.65	27,115.35	34.76 %
<a href="#">AA100.8664.122.00000</a>	CODE ENFORCEMENT	20,851.00	20,851.00	2,324.22	7,064.64	13,786.36	66.12 %
<a href="#">AA100.8664.124.00000</a>	CODE ENFORCEMENT	92,500.00	54,500.00	2,403.84	4,038.34	50,461.66	92.59 %
<a href="#">AA100.8664.126.00000</a>	CODE ENFORCEMENT	62,000.00	62,000.00	0.00	0.00	62,000.00	100.00 %
<a href="#">AA100.8664.200.00000</a>	CODE ENFORCEMENT.CAPITAL.EQU...	35,000.00	48,000.00	0.00	0.00	48,000.00	100.00 %
<a href="#">AA100.8664.400.00000</a>	CODE ENFORCEMENT.CONTRACTU...	9,440.00	9,440.00	1,676.14	6,253.54	3,186.46	33.75 %
<a href="#">AA100.8710.400.00000</a>	CONSERVATION.PROGRAM.CONTR...	3,300.00	3,300.00	0.00	0.00	3,300.00	100.00 %
<a href="#">AA100.8710.401.00000</a>	CONSERVATION.AG COMMITTEE.C...	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">AA100.8730.450.00000</a>	FORESTRY TREE ADVISORY BOARD	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">AA100.8810.400.00000</a>	CEMETERIES CONTRACTUAL	15,400.00	15,400.00	0.00	5,000.00	10,400.00	67.53 %
<a href="#">AA100.8989.400.00000</a>	CDGA LAKE MANAGEMENT PLAN	31,000.00	31,210.00	0.00	31,210.00	0.00	0.00 %
<a href="#">AA100.9010.800.00000</a>	NYS RETIREMENT	212,000.00	212,000.00	0.00	0.00	212,000.00	100.00 %

## Budget Report-JM

For Fiscal: 2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">AA100.9030.800.00000</a>	SOCIAL SECURITY/MEDICARE	132,000.00	132,000.00	14,168.86	51,667.86	80,332.14	60.86 %
<a href="#">AA100.9040.800.00000</a>	WORKERS COMPENSATION	113,510.00	113,510.00	0.00	113,509.26	0.74	0.00 %
<a href="#">AA100.9050.800.00000</a>	UNEMPLOYMENT INSURANCE	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">AA100.9055.800.00000</a>	DISABILITY INSURANCE	1,750.00	1,750.00	222.72	222.72	1,527.28	87.27 %
<a href="#">AA100.9060.810.00000</a>	MEDICAL INSURANCE	202,000.00	202,000.00	11,260.34	68,921.63	133,078.37	65.88 %
<a href="#">AA100.9060.811.00000</a>	DENTAL INSURANCE	12,500.00	12,500.00	943.84	5,834.11	6,665.89	53.33 %
<a href="#">AA100.9060.820.00000</a>	HOSPITAL/MEDICAL BUY-OUT	8,000.00	8,000.00	999.96	3,461.40	4,538.60	56.73 %
<a href="#">AA100.9060.830.00000</a>	HSA ACCOUNT	51,700.00	51,700.00	0.00	24,857.38	26,842.62	51.92 %
<a href="#">AA100.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL	220,000.00	220,000.00	0.00	0.00	220,000.00	100.00 %
<a href="#">AA100.9710.700.00000</a>	SERIAL BONDS.INTEREST	63,775.00	63,775.00	0.00	0.00	63,775.00	100.00 %
<a href="#">AA100.9785.600.00000</a>	LEASE INSTALLMENT.PRINCIPAL	39,151.00	40,239.00	0.00	40,238.70	0.30	0.00 %
<a href="#">AA100.9785.700.00000</a>	LEASE INSTALLMENT.INTEREST	3,357.00	2,269.00	0.00	2,268.37	0.63	0.03 %
<a href="#">AA100.9950.900.00000</a>	INTERFUND TRANSFER.CAPITAL PR...	0.00	7,361.22	6,740.88	306,446.12	-299,084.90	-4,062.98 %
	<b>Expense Total:</b>	<b>5,143,203.00</b>	<b>5,541,637.00</b>	<b>321,719.59</b>	<b>2,145,511.05</b>	<b>3,396,125.95</b>	<b>61.28 %</b>
<b>Fund: AA100 - GENERAL FUND Surplus (Deficit):</b>		<b>0.00</b>	<b>165,766.00</b>	<b>-204,448.37</b>	<b>826,662.02</b>	<b>660,896.02</b>	<b>-398.69 %</b>
<b>Fund: AA231 - CONTINGENT/TAX RESERVE</b>							
<b>Revenue</b>							
<a href="#">AA231.2401.00000</a>	INTEREST & EARNINGS.CONT TAX R...	0.00	0.00	4,624.15	22,570.39	22,570.39	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>4,624.15</b>	<b>22,570.39</b>	<b>22,570.39</b>	<b>0.00 %</b>
<b>Fund: AA231 - CONTINGENT/TAX RESERVE Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>4,624.15</b>	<b>22,570.39</b>	<b>22,570.39</b>	<b>0.00 %</b>
<b>Fund: AA232 - CAMPUS REPAIR RESERVE</b>							
<b>Revenue</b>							
<a href="#">AA232.2401.00000</a>	INTEREST & EARNING.BUILDING RE...	0.00	0.00	984.17	4,803.69	4,803.69	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>984.17</b>	<b>4,803.69</b>	<b>4,803.69</b>	<b>0.00 %</b>
<b>Fund: AA232 - CAMPUS REPAIR RESERVE Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>984.17</b>	<b>4,803.69</b>	<b>4,803.69</b>	<b>0.00 %</b>
<b>Fund: AA233 - TECHNOLOGY RESERVE</b>							
<b>Revenue</b>							
<a href="#">AA233.2401.00000</a>	INTEREST & EARNING.TECHNOLOGY...	0.00	0.00	220.62	1,076.92	1,076.92	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>220.62</b>	<b>1,076.92</b>	<b>1,076.92</b>	<b>0.00 %</b>
<b>Fund: AA233 - TECHNOLOGY RESERVE Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>220.62</b>	<b>1,076.92</b>	<b>1,076.92</b>	<b>0.00 %</b>
<b>Fund: AA234 - OPEN SPACE RESERVE</b>							
<b>Revenue</b>							
<a href="#">AA234.2401.00000</a>	INTEREST & EARNING.OPEN SPACE ...	0.00	0.00	3,835.79	18,692.19	18,692.19	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>3,835.79</b>	<b>18,692.19</b>	<b>18,692.19</b>	<b>0.00 %</b>
<b>Fund: AA234 - OPEN SPACE RESERVE Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>3,835.79</b>	<b>18,692.19</b>	<b>18,692.19</b>	<b>0.00 %</b>
<b>Fund: AA235 - NYS EMPLOYEE SYSTEM RESERVE</b>							
<b>Revenue</b>							
<a href="#">AA235.2401.00000</a>	INTEREST & EARNING.NYS RETIREM...	0.00	0.00	892.17	4,354.65	4,354.65	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>892.17</b>	<b>4,354.65</b>	<b>4,354.65</b>	<b>0.00 %</b>
<b>Fund: AA235 - NYS EMPLOYEE SYSTEM RESERVE Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>892.17</b>	<b>4,354.65</b>	<b>4,354.65</b>	<b>0.00 %</b>
<b>Fund: AA237 - BONDED INDEBTEDNESS RESERVE</b>							
<b>Revenue</b>							
<a href="#">AA237.2401.00000</a>	INTEREST & EARNINGS.BONDED IN...	0.00	0.00	1,034.15	5,047.63	5,047.63	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>1,034.15</b>	<b>5,047.63</b>	<b>5,047.63</b>	<b>0.00 %</b>
<b>Fund: AA237 - BONDED INDEBTEDNESS RESERVE Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>1,034.15</b>	<b>5,047.63</b>	<b>5,047.63</b>	<b>0.00 %</b>
<b>Fund: AA238 - SOLID WASTE MANAGEMENT RESERVE</b>							
<b>Revenue</b>							
<a href="#">AA238.2401.00000</a>	INTEREST & EARNINGS.SOLID WAST...	0.00	0.00	3,844.79	18,766.31	18,766.31	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>3,844.79</b>	<b>18,766.31</b>	<b>18,766.31</b>	<b>0.00 %</b>
<b>Fund: AA238 - SOLID WASTE MANAGEMENT RESERVE Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>3,844.79</b>	<b>18,766.31</b>	<b>18,766.31</b>	<b>0.00 %</b>
<b>Fund: CM100 - NEW RECREATION REVENUE FUND</b>							
<b>Revenue</b>							
<a href="#">CM100.2001.00000</a>	PARK & RECREATION FEES	0.00	0.00	7,500.00	12,000.00	12,000.00	0.00 %

## Budget Report-JM

For Fiscal: 2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">CM100.2401.00000</a>	INTEREST & EARNINGS	0.00	0.00	1,622.08	7,917.84	7,917.84	0.00 %
	Revenue Total:	0.00	0.00	9,122.08	19,917.84	19,917.84	0.00 %
Fund: CM100 - NEW RECREATION REVENUE FUND Total:		0.00	0.00	9,122.08	19,917.84	19,917.84	0.00 %

## Fund: DA100 - HIGHWAY

Revenue							
<a href="#">DA100.1001.00000</a>	REAL PROPERTY TAXES	925,000.00	925,000.00	0.00	925,000.00	0.00	0.00 %
<a href="#">DA100.1120.00000</a>	NON PROPERTY SALES TAX	2,600,000.00	2,600,000.00	0.00	0.00	-2,600,000.00	100.00 %
<a href="#">DA100.2302.00000</a>	SERVICES/OTHER GOVERNMENTS	171,500.00	171,500.00	207.36	87,630.36	-83,869.64	48.90 %
<a href="#">DA100.2303.00000</a>	SALE OF FUEL	5,000.00	5,000.00	960.63	3,301.08	-1,698.92	33.98 %
<a href="#">DA100.2401.00000</a>	INTEREST & EARNINGS	25,000.00	25,000.00	7,022.21	22,269.03	-2,730.97	10.92 %
<a href="#">DA100.2410.00000</a>	RENTAL OF LABOR/INDIVIDUALS	12,000.00	12,000.00	0.00	4,117.77	-7,882.23	65.69 %
<a href="#">DA100.2414.00000</a>	RENTAL OF EQUIPMENT	5,000.00	5,000.00	0.00	0.00	-5,000.00	100.00 %
<a href="#">DA100.2665.00000</a>	SALE OF EQUIPMENT	35,000.00	35,000.00	0.00	10,840.00	-24,160.00	69.03 %
<a href="#">DA100.2680.00000</a>	INSURANCE RECOVERIES	0.00	0.00	0.00	6,125.00	6,125.00	0.00 %
<a href="#">DA100.2701.00000</a>	REFUND PRIOR YEAR EXP	0.00	0.00	118.18	118.18	118.18	0.00 %
<a href="#">DA100.3501.00000</a>	NYS STATE AID CHIPS	487,935.00	487,935.00	0.00	0.00	-487,935.00	100.00 %
<a href="#">DA100.4960.00000</a>	FEMA - EMERGENCY DISASTER	0.00	0.00	0.00	34,745.49	34,745.49	0.00 %
<a href="#">DA100.9000.00000</a>	APPROPRIATED FUND BALANCE FOR...	489,690.00	489,690.00	0.00	0.00	-489,690.00	100.00 %
	Revenue Total:	4,756,125.00	4,756,125.00	8,308.38	1,094,146.91	-3,661,978.09	76.99 %

Expense							
<a href="#">DA100.1420.400.00000</a>	HWY.ATTORNEY.CONTRACTUAL	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">DA100.1440.400.00000</a>	HWY.ENGINEERING.CONTRACTUAL	5,000.00	9,500.00	0.00	5,110.00	4,390.00	46.21 %
<a href="#">DA100.5010.400.00000</a>	HWY.ADMIN.CONTRACTUAL	17,920.00	17,920.00	610.37	4,641.95	13,278.05	74.10 %
<a href="#">DA100.5110.130.00000</a>	GENERAL REPAIRS.WAGES F/T	696,000.00	696,000.00	126,603.26	216,813.34	479,186.66	68.85 %
<a href="#">DA100.5110.131.00000</a>	GENERAL REPAIRS.VACATIONBUYB...	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<a href="#">DA100.5110.400.00000</a>	GENERAL REPAIRS.CONTRACTUAL	1,250,000.00	1,250,000.00	21,086.20	73,081.12	1,176,918.88	94.15 %
<a href="#">DA100.5112.200.00000</a>	HWY.PERMANENT IMPROVEMENTS...	487,935.00	487,935.00	0.00	0.00	487,935.00	100.00 %
<a href="#">DA100.5130.200.00000</a>	MACHINERY.CAPITAL.EQUIPMENT	390,002.00	489,869.00	134,200.00	134,200.00	355,669.00	72.60 %
<a href="#">DA100.5130.400.00000</a>	MACHINERY.CONTRACTUAL...	218,950.00	147,585.03	10,040.51	46,628.68	100,956.35	68.41 %
<a href="#">DA100.5130.400.00110</a>	MACHINERY.CONTRACTUAL CAR #1...	0.00	84.99	0.00	84.99	0.00	0.00 %
<a href="#">DA100.5130.400.00201</a>	MACHINERY.CONTRACTUAL.TRUCK...	0.00	28.88	0.00	28.88	0.00	0.00 %
<a href="#">DA100.5130.400.00203</a>	MACHINERY.CONTRACTUAL.TRUCK...	0.00	2,810.06	0.00	2,810.06	0.00	0.00 %
<a href="#">DA100.5130.400.00205</a>	MACHINERY.CONTRACTUAL.TRUCK...	0.00	354.50	0.00	354.50	0.00	0.00 %
<a href="#">DA100.5130.400.00207</a>	MACHINERY.CONTRACTUAL.TRUCK...	0.00	541.79	0.00	541.79	0.00	0.00 %
<a href="#">DA100.5130.400.00208</a>	MACHINERY.CONTRACTUAL.TRUCK...	0.00	7,211.09	7,183.89	7,211.09	0.00	0.00 %
<a href="#">DA100.5130.400.00212</a>	MACHINERY.CONTRACTUAL.TRUCK...	0.00	1,427.57	0.00	1,427.57	0.00	0.00 %
<a href="#">DA100.5130.400.00213</a>	MACHINERY.CONTRACTUAL.TRUCK...	0.00	5,432.83	0.00	5,432.83	0.00	0.00 %
<a href="#">DA100.5130.400.00218</a>	MACHINERY.CONTRACTUAL.TRUCK...	0.00	1,329.25	1,354.25	1,329.25	0.00	0.00 %
<a href="#">DA100.5130.400.00233</a>	MACHINERY.CONTRACTUAL.TRUCK...	0.00	299.11	157.27	299.11	0.00	0.00 %
<a href="#">DA100.5130.400.00236</a>	MACHINERY.CONTRACTUAL.TRUCK...	0.00	967.88	571.42	967.88	0.00	0.00 %
<a href="#">DA100.5130.400.00237</a>	MACHINERY.CONTRACTUAL.TRUCK...	0.00	612.43	0.00	612.43	0.00	0.00 %
<a href="#">DA100.5130.400.00238</a>	MACHINERY.CONTRACTUAL.TRUCK...	0.00	1,983.56	0.00	1,983.56	0.00	0.00 %
<a href="#">DA100.5130.400.00239</a>	MACHINERY.CONTRACTUAL.TRUCK...	0.00	2,872.14	0.00	2,872.14	0.00	0.00 %
<a href="#">DA100.5130.400.00240</a>	MACHINERY.CONTRACTUAL TRUCK ...	0.00	4,632.23	201.09	4,632.23	0.00	0.00 %
<a href="#">DA100.5130.400.00242</a>	MACHINERY.CONTRACTUAL.TRUCK...	0.00	301.23	257.25	301.23	0.00	0.00 %
<a href="#">DA100.5130.400.00246</a>	MACHINERY.CONTRACTUAL.TRUCK...	0.00	7,349.50	659.95	7,349.50	0.00	0.00 %
<a href="#">DA100.5130.400.00247</a>	MACHINERY.CONTRACTUAL.TRUCK...	0.00	72.50	72.50	72.50	0.00	0.00 %
<a href="#">DA100.5130.400.00248</a>	MACHINERY.CONTRACTUAL.BUCKE...	0.00	3,917.92	0.00	3,917.92	0.00	0.00 %
<a href="#">DA100.5130.400.00249</a>	MACHINERY.CONTRACTUAL.VAC T...	0.00	1,726.27	1,726.27	1,726.27	0.00	0.00 %
<a href="#">DA100.5130.400.00252</a>	MACHINERY.CONTRACTUAL.TRUCK...	0.00	235.00	235.00	235.00	0.00	0.00 %
<a href="#">DA100.5130.400.00320</a>	MACHINERY.CONTRACTUAL.EXCAV...	0.00	1,327.68	0.00	1,327.68	0.00	0.00 %
<a href="#">DA100.5130.400.00324</a>	MACHINERY.CONTRACTUAL.EXCAV...	0.00	305.84	0.00	305.84	0.00	0.00 %
<a href="#">DA100.5130.400.00326</a>	MACHINERY.CONTRACTUAL.TRACT...	0.00	2,831.14	316.52	2,831.14	0.00	0.00 %
<a href="#">DA100.5130.400.00340</a>	MACHINERY.CONTRACTUAL.SWEEP...	0.00	2,398.46	2,398.46	2,398.46	0.00	0.00 %
<a href="#">DA100.5130.400.00355</a>	MACHINERY.CONTRACTUAL.DOZER...	0.00	861.13	0.00	861.13	0.00	0.00 %
<a href="#">DA100.5130.400.00359</a>	MACHINERY.CONTRACTUAL.MOW...	0.00	1,632.73	1,532.64	1,632.73	0.00	0.00 %
<a href="#">DA100.5130.400.00363</a>	MACHINERY.CONTRACTUAL.LOADE...	0.00	654.13	0.00	654.13	0.00	0.00 %

## Budget Report-JM

For Fiscal: 2024 Period Ending: 05/31/2024

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
<a href="#">DA100.5130.400.00365</a>	MACHINERY.CONTRACTUAL.EXCAV...	0.00	193.50	0.00	193.50	0.00	0.00 %
<a href="#">DA100.5130.400.00366</a>	MACHINERY.CONTRACTUAL.EXCAV ...	0.00	7,915.36	350.63	7,915.36	0.00	0.00 %
<a href="#">DA100.5130.400.00371</a>	MACHINERY.CONTRACTUAL.LOADE...	0.00	254.18	0.00	254.18	0.00	0.00 %
<a href="#">DA100.5130.400.00373</a>	MACHINERY.CONTRACTUAL.MOW...	0.00	255.06	145.30	255.06	0.00	0.00 %
<a href="#">DA100.5130.400.00374</a>	MACHINERY.CONTRACTUAL.MOW...	0.00	144.70	0.00	144.70	0.00	0.00 %
<a href="#">DA100.5130.400.00375</a>	MACHINERY.CONTRACTUAL.LOADE...	0.00	175.18	0.00	175.18	0.00	0.00 %
<a href="#">DA100.5130.400.00377</a>	MACHINERY.CONTRACTUAL.ROLLER..	0.00	152.68	152.68	152.68	0.00	0.00 %
<a href="#">DA100.5130.400.00378</a>	MACHINERY.CONTRACTUAL.EXCAV ...	0.00	367.99	0.00	367.99	0.00	0.00 %
<a href="#">DA100.5130.400.00381</a>	MACHINERY.CONTRACTUAL.MOW...	0.00	88.81	28.95	88.81	0.00	0.00 %
<a href="#">DA100.5130.400.00382</a>	MACHINERY.CONTRACTUAL.MOW...	0.00	1,034.21	974.35	1,034.21	0.00	0.00 %
<a href="#">DA100.5130.400.00384</a>	MACHINERY.CONTRACTUAL.HYDRO...	0.00	189.52	189.52	189.52	0.00	0.00 %
<a href="#">DA100.5130.400.00404</a>	MACHINERY.CONTRACTUAL.WATER...	0.00	309.75	101.00	309.75	0.00	0.00 %
<a href="#">DA100.5130.400.00406</a>	MACHINERY.CONTRACTUAL.WATER...	0.00	625.89	85.90	625.89	0.00	0.00 %
<a href="#">DA100.5130.400.00503</a>	MACHINERY.CONTRACTUAL.PARK T...	0.00	72.62	0.00	72.62	0.00	0.00 %
<a href="#">DA100.5130.400.00504</a>	MACHINERY.CONTRACTUAL.PK UTV...	0.00	90.37	90.37	90.37	0.00	0.00 %
<a href="#">DA100.5130.400.00510</a>	MACHINERY.CONTRACTUAL.PKTRU...	0.00	2,372.14	2,372.14	2,372.14	0.00	0.00 %
<a href="#">DA100.5130.400.00511</a>	MACHINERY.CONTRACTUAL.PARKS ...	0.00	951.38	0.00	951.38	0.00	0.00 %
<a href="#">DA100.5130.400.00999</a>	MACHINERY.CONTRACTUAL.CHESH...	0.00	1,969.79	286.43	1,969.79	0.00	0.00 %
<a href="#">DA100.5130.410.00000</a>	MACHINERY.FUEL METERING	210,000.00	210,000.00	18,705.16	62,563.61	147,436.39	70.21 %
<a href="#">DA100.5142.130.00000</a>	SNOW REMOVAL.WAGES F/T	460,000.00	460,000.00	0.00	262,639.72	197,360.28	42.90 %
<a href="#">DA100.5142.400.00000</a>	SNOW REMOVAL.CONTRACTUAL	511,500.00	511,500.00	323.64	220,365.23	291,134.77	56.92 %
<a href="#">DA100.9010.800.00000</a>	NYS RETIREMENT	151,000.00	151,000.00	0.00	0.00	151,000.00	100.00 %
<a href="#">DA100.9030.800.00000</a>	SOCIAL SECURITY/MEDICARE	77,500.00	77,500.00	9,465.18	37,186.90	40,313.10	52.02 %
<a href="#">DA100.9040.800.00000</a>	WORKERS COMPENSATION	29,238.00	29,238.00	0.00	29,237.23	0.77	0.00 %
<a href="#">DA100.9050.800.00000</a>	UNEMPLOYMENT INSURANCE	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<a href="#">DA100.9055.800.00000</a>	DISABILITY INSURANCE	600.00	600.00	103.68	103.68	496.32	82.72 %
<a href="#">DA100.9060.810.00000</a>	MEDICAL INSURANCE	164,730.00	164,730.00	12,589.38	66,346.57	98,383.43	59.72 %
<a href="#">DA100.9060.811.00000</a>	DENTAL INSURANCE	14,750.00	14,750.00	1,180.45	6,501.64	8,248.36	55.92 %
<a href="#">DA100.9060.820.00000</a>	HOSPITAL/MEDICAL BUY-OUT	4,000.00	4,000.00	692.28	2,538.36	1,461.64	36.54 %
<a href="#">DA100.9060.830.00000</a>	HSA ACCOUNT	54,000.00	54,000.00	0.00	22,250.00	31,750.00	58.80 %
Expense Total:		4,756,125.00	4,860,492.00	357,043.89	1,261,573.00	3,598,919.00	74.04 %
Fund: DA100 - HIGHWAY Surplus (Deficit):		0.00	-104,367.00	-348,735.51	-167,426.09	-63,059.09	-60.42 %
Fund: DA230 - HWY EQUIPMENT RESERVE							
Revenue							
<a href="#">DA230.2401.00000</a>	INTEREST & EARNING.EQUIPMENT ...	0.00	0.00	1,496.33	7,303.63	7,303.63	0.00 %
Revenue Total:		0.00	0.00	1,496.33	7,303.63	7,303.63	0.00 %
Fund: DA230 - HWY EQUIPMENT RESERVE Total:		0.00	0.00	1,496.33	7,303.63	7,303.63	0.00 %
Fund: DA232 - HWY IMPROVEMENT RESERVE							
Revenue							
<a href="#">DA232.2401.00000</a>	INTEREST & EARNING.HWY IMPRO...	0.00	0.00	1,600.43	7,811.70	7,811.70	0.00 %
Revenue Total:		0.00	0.00	1,600.43	7,811.70	7,811.70	0.00 %
Fund: DA232 - HWY IMPROVEMENT RESERVE Total:		0.00	0.00	1,600.43	7,811.70	7,811.70	0.00 %
Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE							
Revenue							
<a href="#">DA235.2401.00000</a>	INTEREST & EARNING.SNOW&ICE R...	0.00	0.00	985.44	4,809.90	4,809.90	0.00 %
Revenue Total:		0.00	0.00	985.44	4,809.90	4,809.90	0.00 %
Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE Total:		0.00	0.00	985.44	4,809.90	4,809.90	0.00 %
Fund: HH100 - CAPITAL PROJECTS							
Revenue							
<a href="#">HH100.2401.00018</a>	INTEREST & EARNINGS.SUCKERBR...	0.00	0.00	92.22	419.36	419.36	0.00 %
<a href="#">HH100.2401.00031</a>	INTEREST & EARNINGS.HISTORICAL ...	0.00	0.00	0.00	0.60	0.60	0.00 %
<a href="#">HH100.2401.00033</a>	INTEREST & EARNINGS.ARP FUNDS	0.00	0.00	2,571.36	4,147.18	4,147.18	0.00 %
<a href="#">HH100.2401.00034</a>	INTEREST & EARNINGS.GATEWAY S...	0.00	0.00	12.65	57.54	57.54	0.00 %
<a href="#">HH100.2401.00035</a>	INTEREST & EARNINGS.UPTOWN IN...	0.00	0.00	41.74	189.83	189.83	0.00 %
<a href="#">HH100.2401.00037</a>	INTEREST & EARNINGS.FIRE STATIO...	0.00	0.00	10.87	49.42	49.42	0.00 %
<a href="#">HH100.2401.00038</a>	INTEREST & EARNINGS.COMPLETE ...	0.00	0.00	103.25	498.29	498.29	0.00 %



## Budget Report-JM

For Fiscal: 2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">HH100.2401.00039</a>	INTEREST & EARNINGS.HWY ROAD...	0.00	0.00	24.53	114.38	114.38	0.00 %
<a href="#">HH100.2401.00042</a>	INTEREST & EARNINGS.TH RENO	0.00	0.00	138.60	341.74	341.74	0.00 %
<a href="#">HH100.2401.00043</a>	INTEREST & EARNINGS.NORTH RD ...	0.00	0.00	95.37	448.97	448.97	0.00 %
<a href="#">HH100.5031.00031</a>	INTERFUND TRANSFER.HISTORICAL ...	0.00	0.00	-620.34	-620.34	-620.34	0.00 %
<a href="#">HH100.5031.00032</a>	INTERFUND TRANSFER.LGMRIF	0.00	0.00	0.00	-294.76	-294.76	0.00 %
<a href="#">HH100.5031.00040</a>	INTERFUND TRANSFER.CR 4 SEWER	0.00	0.00	7,361.22	7,361.22	7,361.22	0.00 %
<a href="#">HH100.5031.00042</a>	INTERFUND TRANSFER.TH RENO	0.00	0.00	0.00	300,000.00	300,000.00	0.00 %
Revenue Total:		0.00	0.00	9,831.47	312,713.43	312,713.43	0.00 %
Expense							
<a href="#">HH100.1440.200.00038</a>	ENGINEERING.CAPITAL.COMPLETE ...	0.00	0.00	16,198.40	24,378.40	-24,378.40	0.00 %
<a href="#">HH100.1440.200.00039</a>	ENGINEERING.CAPITAL.HWY ROA...	0.00	0.00	0.00	4,980.00	-4,980.00	0.00 %
<a href="#">HH100.1440.200.00041</a>	ENGINEERING.CAPITAL.JULY 2023 F...	0.00	0.00	3,230.00	9,792.53	-9,792.53	0.00 %
<a href="#">HH100.1440.200.00042</a>	ENGINEERING.CAPITAL.TH RENO	0.00	0.00	0.00	1,548.86	-1,548.86	0.00 %
<a href="#">HH100.1440.200.00043</a>	ENGINEERING.CAPITAL.NORTH RD ...	0.00	0.00	6,662.51	14,585.01	-14,585.01	0.00 %
<a href="#">HH100.1440.202.00036</a>	ENGINEERING.OUTHUSE WEST.P...	0.00	0.00	400.00	937.50	-937.50	0.00 %
<a href="#">HH100.1440.205.00033</a>	ENGINEERING.CAPITAL.ARP.ONAN...	0.00	0.00	1,224.00	19,919.00	-19,919.00	0.00 %
<a href="#">HH100.1620.200.00042</a>	BUILDINGS.CAPITAL EQUIP & OUTL...	0.00	300,000.00	0.00	0.00	300,000.00	100.00 %
<a href="#">HH100.7110.200.00041</a>	PARKS.EQUIP & CAP OUTLAY.JULY ...	0.00	0.00	0.00	1,164.96	-1,164.96	0.00 %
<a href="#">HH100.7110.202.00036</a>	PARK CAPITAL.OUTHUSE WEST.P...	0.00	0.00	58,505.55	60,517.05	-60,517.05	0.00 %
Expense Total:		0.00	300,000.00	86,220.46	137,823.31	162,176.69	54.06 %
Fund: HH100 - CAPITAL PROJECTS Surplus (Deficit):		0.00	-300,000.00	-76,388.99	174,890.12	474,890.12	158.30 %
Fund: SD600 - RT 332 DRAINAGE DISTRICT							
Revenue							
<a href="#">SD600.1030.00000</a>	SPECIAL ASSESSMENT.RT 332 DRAI...	9,912.00	9,912.00	0.00	9,912.00	0.00	0.00 %
<a href="#">SD600.2401.00000</a>	INTEREST & EARNINGS.RT 332 DRA...	200.00	200.00	51.84	235.72	35.72	117.86 %
<a href="#">SD600.9000.00000</a>	APPROPRIATED FUND BALANCE FOR...	4,900.00	4,900.00	0.00	0.00	-4,900.00	100.00 %
Revenue Total:		15,012.00	15,012.00	51.84	10,147.72	-4,864.28	32.40 %
Expense							
<a href="#">SD600.8520.400.00000</a>	MAINTENANCE..RT 332 DRAINAGE ...	15,012.00	15,012.00	0.00	0.00	15,012.00	100.00 %
Expense Total:		15,012.00	15,012.00	0.00	0.00	15,012.00	100.00 %
Fund: SD600 - RT 332 DRAINAGE DISTRICT Surplus (Deficit):		0.00	0.00	51.84	10,147.72	10,147.72	0.00 %
Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT							
Revenue							
<a href="#">SD605.1030.00000</a>	SPECIAL ASSESSMENT.LAKEWOOD ...	1,932.00	1,932.00	0.00	1,932.00	0.00	0.00 %
<a href="#">SD605.2401.00000</a>	INTEREST & EARNINGS.LAKEWOOD...	70.00	70.00	10.63	48.34	-21.66	30.94 %
Revenue Total:		2,002.00	2,002.00	10.63	1,980.34	-21.66	1.08 %
Expense							
<a href="#">SD605.8520.400.00000</a>	MAINTENANCE..LAKEWOOD MEAD...	2,002.00	2,002.00	0.00	0.00	2,002.00	100.00 %
Expense Total:		2,002.00	2,002.00	0.00	0.00	2,002.00	100.00 %
Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT Surplus ..		0.00	0.00	10.63	1,980.34	1,980.34	0.00 %
Fund: SD610 - ASHTON DRAINAGE DISTRICT							
Revenue							
<a href="#">SD610.2401.00000</a>	INTEREST & EARNINGS.ASHTON DR...	45.00	45.00	6.13	27.89	-17.11	38.02 %
Revenue Total:		45.00	45.00	6.13	27.89	-17.11	38.02 %
Expense							
<a href="#">SD610.8520.400.00000</a>	MAINTENANCE..ASHTON DRAINAGE..	45.00	45.00	0.00	0.00	45.00	100.00 %
Expense Total:		45.00	45.00	0.00	0.00	45.00	100.00 %
Fund: SD610 - ASHTON DRAINAGE DISTRICT Surplus (Deficit):		0.00	0.00	6.13	27.89	27.89	0.00 %
Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT							
Revenue							
<a href="#">SD615.1030.00000</a>	SPECIAL ASSESSMENT.FOX RIDGE D...	10,472.00	10,472.00	0.00	10,472.00	0.00	0.00 %
<a href="#">SD615.2401.00000</a>	INTEREST & EARNINGS.FOX RIDGE ...	120.00	120.00	18.80	85.47	-34.53	28.78 %
<a href="#">SD615.9000.00000</a>	APPROPRIATED FUND BALANCE FOR...	21,528.00	21,528.00	0.00	0.00	-21,528.00	100.00 %
Revenue Total:		32,120.00	32,120.00	18.80	10,557.47	-21,562.53	67.13 %

## Budget Report-JM

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense							
<a href="#">SD615.8520.400.00000</a>	MAINTENANCE..FOX RIDGE DRAIN...	32,120.00	32,120.00	0.00	0.00	32,120.00	100.00 %
Expense Total:		32,120.00	32,120.00	0.00	0.00	32,120.00	100.00 %
Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT Surplus (Deficit):		0.00	0.00	18.80	10,557.47	10,557.47	0.00 %
Fund: SD620 - LANDINGS DRAINAGE DISTRICT							
Revenue							
<a href="#">SD620.2401.00000</a>	INTEREST & EARNINGS.LANDINGS ...	20.00	20.00	3.21	14.60	-5.40	27.00 %
Revenue Total:		20.00	20.00	3.21	14.60	-5.40	27.00 %
Expense							
<a href="#">SD620.8520.400.00000</a>	MAINTENANCE..LANDINGS DRAIN...	20.00	20.00	0.00	0.00	20.00	100.00 %
Expense Total:		20.00	20.00	0.00	0.00	20.00	100.00 %
Fund: SD620 - LANDINGS DRAINAGE DISTRICT Surplus (Deficit):		0.00	0.00	3.21	14.60	14.60	0.00 %
Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT							
Revenue							
<a href="#">SD625.2401.00000</a>	INTEREST & EARNINGS.OLD BROOKS...	60.00	60.00	5.77	26.24	-33.76	56.27 %
Revenue Total:		60.00	60.00	5.77	26.24	-33.76	56.27 %
Expense							
<a href="#">SD625.8520.400.00000</a>	MAINTENANCE..OLD BROOKSIDE D...	60.00	60.00	0.00	0.00	60.00	100.00 %
Expense Total:		60.00	60.00	0.00	0.00	60.00	100.00 %
Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT Surplus (Deficit):		0.00	0.00	5.77	26.24	26.24	0.00 %
Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT							
Revenue							
<a href="#">SD630.2401.00000</a>	INTEREST & EARNINGS.LAKESIDE ES...	45.00	45.00	3.99	18.14	-26.86	59.69 %
Revenue Total:		45.00	45.00	3.99	18.14	-26.86	59.69 %
Expense							
<a href="#">SD630.8520.400.00000</a>	MAINTENANCE..LAKESIDE ESTATES ...	45.00	45.00	0.00	0.00	45.00	100.00 %
Expense Total:		45.00	45.00	0.00	0.00	45.00	100.00 %
Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT Surplus (Deficit):		0.00	0.00	3.99	18.14	18.14	0.00 %
Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT							
Revenue							
<a href="#">SD635.1030.00000</a>	SPECIAL ASSESSMENT.WATERFORD...	805.00	805.00	0.00	805.00	0.00	0.00 %
<a href="#">SD635.2401.00000</a>	INTEREST & EARNINGS.WATERFORD...	70.00	70.00	6.63	30.15	-39.85	56.93 %
Revenue Total:		875.00	875.00	6.63	835.15	-39.85	4.55 %
Expense							
<a href="#">SD635.8520.400.00000</a>	MAINTENANCE..WATERFORD POINT...	875.00	875.00	0.00	0.00	875.00	100.00 %
Expense Total:		875.00	875.00	0.00	0.00	875.00	100.00 %
Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT Surplus (Deficit):		0.00	0.00	6.63	835.15	835.15	0.00 %
Fund: SD640 - STABLEGATE DRAINAGE DISTRICT							
Revenue							
<a href="#">SD640.1030.00000</a>	SPECIAL ASSESSMENT.STABLEGATE...	6,213.00	6,213.00	0.00	6,213.00	0.00	0.00 %
<a href="#">SD640.2401.00000</a>	INTEREST & EARNINGS.STABLEGATE...	90.00	90.00	10.19	46.32	-43.68	48.53 %
<a href="#">SD640.9000.00000</a>	APPROPRIATED FUND BALANCE	9,000.00	9,000.00	0.00	0.00	-9,000.00	100.00 %
Revenue Total:		15,303.00	15,303.00	10.19	6,259.32	-9,043.68	59.10 %
Expense							
<a href="#">SD640.8520.400.00000</a>	MAINTENANCE..STABLEGATE DRAI...	15,303.00	15,303.00	0.00	0.00	15,303.00	100.00 %
Expense Total:		15,303.00	15,303.00	0.00	0.00	15,303.00	100.00 %
Fund: SD640 - STABLEGATE DRAINAGE DISTRICT Surplus (Deficit):		0.00	0.00	10.19	6,259.32	6,259.32	0.00 %
Fund: SF450 - FIRE PROTECTION							
Revenue							
<a href="#">SF450.1001.00000</a>	REAL PROPERTY TAXES.FIRE PROTE...	1,750,000.00	1,750,000.00	0.00	1,750,000.00	0.00	0.00 %
<a href="#">SF450.2401.00000</a>	INTEREST & EARNINGS.FIRE PROTE...	2,500.00	2,500.00	19.87	1,786.98	-713.02	28.52 %



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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">SF450.9000.00000</a>	APPROPRIATED FUND BALANCE FOR...	2,500.00	2,500.00	0.00	0.00	-2,500.00	100.00 %
Revenue Total:		1,755,000.00	1,755,000.00	19.87	1,751,786.98	-3,213.02	0.18 %
Expense							
<a href="#">SF450.3410.400.00000</a>	FIRE PROTECTION DISTRICT AGREE...	1,755,000.00	1,755,000.00	0.00	1,755,000.00	0.00	0.00 %
Expense Total:		1,755,000.00	1,755,000.00	0.00	1,755,000.00	0.00	0.00 %
Fund: SF450 - FIRE PROTECTION Surplus (Deficit):		0.00	0.00	19.87	-3,213.02	-3,213.02	0.00 %
Fund: SL700 - CENTERPOINT LIGHTING DISTRICT							
Revenue							
<a href="#">SL700.1001.00000</a>	REAL PROPERTY TAXES.CENTERPOI...	1,910.00	1,910.00	0.00	1,910.00	0.00	0.00 %
<a href="#">SL700.2401.00000</a>	INTEREST & EARNINGS.CENTERPOI...	12.00	12.00	1.19	6.22	-5.78	48.17 %
Revenue Total:		1,922.00	1,922.00	1.19	1,916.22	-5.78	0.30 %
Expense							
<a href="#">SL700.5182.400.00000</a>	UTILITIES ELECTRIC..CENTERPOINT L...	1,922.00	1,922.00	141.26	817.07	1,104.93	57.49 %
Expense Total:		1,922.00	1,922.00	141.26	817.07	1,104.93	57.49 %
Fund: SL700 - CENTERPOINT LIGHTING DISTRICT Surplus (Deficit):		0.00	0.00	-140.07	1,099.15	1,099.15	0.00 %
Fund: SL705 - FOX RIDGE LIGHTING DISTRICT							
Revenue							
<a href="#">SL705.1001.00000</a>	REAL PROPERTY TAXES.FOX RIDGE L...	15,432.00	15,432.00	0.00	15,432.00	0.00	0.00 %
<a href="#">SL705.2401.00000</a>	INTEREST & EARNINGS.FOX RIDGE L...	40.00	40.00	5.60	29.34	-10.66	26.65 %
Revenue Total:		15,472.00	15,472.00	5.60	15,461.34	-10.66	0.07 %
Expense							
<a href="#">SL705.5182.400.00000</a>	UTILITIES ELECTRIC..FOX RIDGE LIG...	11,000.00	11,000.00	893.00	3,773.29	7,226.71	65.70 %
<a href="#">SL705.5182.401.00000</a>	STREET LIGHTING.MAINTENANCE.F...	4,472.00	4,472.00	0.00	0.00	4,472.00	100.00 %
Expense Total:		15,472.00	15,472.00	893.00	3,773.29	11,698.71	75.61 %
Fund: SL705 - FOX RIDGE LIGHTING DISTRICT Surplus (Deficit):		0.00	0.00	-887.40	11,688.05	11,688.05	0.00 %
Fund: SL710 - LANDINGS LIGHTING DISTRICT							
Revenue							
<a href="#">SL710.2401.00000</a>	INTEREST & EARNINGS.LANDINGS L...	5.00	5.00	0.53	2.40	-2.60	52.00 %
Revenue Total:		5.00	5.00	0.53	2.40	-2.60	52.00 %
Expense							
<a href="#">SL710.5182.400.00000</a>	UTILITIES ELECTRIC..LANDINGS LIG...	5.00	5.00	0.00	0.00	5.00	100.00 %
Expense Total:		5.00	5.00	0.00	0.00	5.00	100.00 %
Fund: SL710 - LANDINGS LIGHTING DISTRICT Surplus (Deficit):		0.00	0.00	0.53	2.40	2.40	0.00 %
Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT							
Revenue							
<a href="#">SL715.1001.00000</a>	REAL PROPERTY TAXES.LAKEWOOD...	1,475.00	1,475.00	0.00	1,475.00	0.00	0.00 %
<a href="#">SL715.2401.00000</a>	INTEREST & EARNINGS.LAKEWOOD...	15.00	15.00	1.90	8.74	-6.26	41.73 %
Revenue Total:		1,490.00	1,490.00	1.90	1,483.74	-6.26	0.42 %
Expense							
<a href="#">SL715.5182.240.00000</a>	UTILITIES-EQUIPMENT.LAKEWOOD...	1,095.00	1,095.00	0.00	0.00	1,095.00	100.00 %
<a href="#">SL715.5182.400.00000</a>	UTILITIES-ELECTRIC.LAKEWOOD ME...	395.00	395.00	8.93	123.75	271.25	68.67 %
Expense Total:		1,490.00	1,490.00	8.93	123.75	1,366.25	91.69 %
Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT Surplus (...)		0.00	0.00	-7.03	1,359.99	1,359.99	0.00 %
Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT							
Revenue							
<a href="#">SL720.1001.00000</a>	REAL PROPERTY TAXES.FALLBROOK...	2,118.00	2,118.00	0.00	2,118.00	0.00	0.00 %
<a href="#">SL720.2401.00000</a>	INTEREST & EARNINGS.FALLBROOK ...	10.00	10.00	1.38	6.83	-3.17	31.70 %
Revenue Total:		2,128.00	2,128.00	1.38	2,124.83	-3.17	0.15 %
Expense							
<a href="#">SL720.5182.400.00000</a>	UTILITIES ELECTRIC.FALLBROOK PA...	1,700.00	1,700.00	120.39	546.23	1,153.77	67.87 %

## Budget Report-JM

For Fiscal: 2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">SL720.5182.401.00000</a>	STREET LIGHTING.MAINTENANCE.F...	428.00	428.00	0.00	0.00	428.00	100.00 %
Expense Total:		2,128.00	2,128.00	120.39	546.23	1,581.77	74.33 %
Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT Surplus (Deficit):		0.00	0.00	-119.01	1,578.60	1,578.60	0.00 %
Fund: SM900 - UPTOWN BUSINESS IMPROVEMENT DISTRICT							
Revenue							
<a href="#">SM900.1001.00000</a>	REAL PROPERTY TAXES.UPTOWN BID	105,000.00	105,000.00	0.00	105,000.00	0.00	0.00 %
<a href="#">SM900.2401.00000</a>	INTEREST & EARNINGS.UPTOWN BID	400.00	400.00	48.62	221.65	-178.35	44.59 %
Revenue Total:		105,400.00	105,400.00	48.62	105,221.65	-178.35	0.17 %
Expense							
<a href="#">SM900.5182.401.00000</a>	STREET LIGHTING-UTILITIES.UPTO...	15,400.00	15,400.00	0.00	0.00	15,400.00	100.00 %
<a href="#">SM900.8510.400.00000</a>	COMMUNITY BEAUTIF - CONT.UPT...	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
<a href="#">SM900.9730.700.00000</a>	BAN DEBT INTEREST	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00 %
Expense Total:		105,400.00	105,400.00	0.00	0.00	105,400.00	100.00 %
Fund: SM900 - UPTOWN BUSINESS IMPROVEMENT DISTRICT Surplu...		0.00	0.00	48.62	105,221.65	105,221.65	0.00 %
Fund: SS800 - SANITARY SEWER							
Revenue							
<a href="#">SS800.1030.00000</a>	SPECIAL ASSESSMENTS..PURDY/M...	18,210.00	18,210.00	0.00	18,210.00	0.00	0.00 %
<a href="#">SS800.2401.00000</a>	INTEREST & EARNINGS.SEWER	90.00	90.00	7.64	34.75	-55.25	61.39 %
Revenue Total:		18,300.00	18,300.00	7.64	18,244.75	-55.25	0.30 %
Expense							
<a href="#">SS800.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL.PURDY/...	18,300.00	18,300.00	0.00	0.00	18,300.00	100.00 %
Expense Total:		18,300.00	18,300.00	0.00	0.00	18,300.00	100.00 %
Fund: SS800 - SANITARY SEWER Surplus (Deficit):		0.00	0.00	7.64	18,244.75	18,244.75	0.00 %
Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT							
Revenue							
<a href="#">SW500.1001.00000</a>	REAL PROPERTY TAXES.CANDGA C...	791,001.00	791,001.00	0.00	791,001.00	0.00	0.00 %
<a href="#">SW500.2140.00000</a>	WATER QUARTERLY SALES.CANDGA...	725,000.00	725,000.00	190,198.39	190,198.39	-534,801.61	73.77 %
<a href="#">SW500.2142.00000</a>	WATER FILL STATION SALES.CANDG...	2,000.00	2,000.00	324.85	429.35	-1,570.65	78.53 %
<a href="#">SW500.2144.00000</a>	WATER NEW SERVICES.CANDGA C...	12,000.00	12,000.00	1,770.00	8,850.00	-3,150.00	26.25 %
<a href="#">SW500.2148.00000</a>	PENALTY ON WATER.CANDGA CONS...	5,000.00	5,000.00	691.92	917.04	-4,082.96	81.66 %
<a href="#">SW500.2389.00000</a>	INTEREST OTHER GOVT	1,452.00	1,452.00	0.00	0.00	-1,452.00	100.00 %
<a href="#">SW500.2401.00000</a>	INTEREST & EARNINGS.CANANDAI...	55,000.00	55,000.00	10,490.45	27,502.42	-27,497.58	50.00 %
<a href="#">SW500.2655.00000</a>	SALES - OTHER-REPAIRS/REPLACEM...	500.00	500.00	0.00	667.62	167.62	133.52 %
<a href="#">SW500.5031.00000</a>	INTERFUND TRANSFERS.CANDGA C...	19,093.00	19,093.00	0.00	0.00	-19,093.00	100.00 %
<a href="#">SW500.9000.00000</a>	APPROPRIATED FUND BALANCE FOR...	361,714.00	361,714.00	0.00	0.00	-361,714.00	100.00 %
Revenue Total:		1,972,760.00	1,972,760.00	203,475.61	1,019,565.82	-953,194.18	48.32 %
Expense							
<a href="#">SW500.1910.400.00000</a>	UNALLOCATED INS.CONTRACTUAL....	16,500.00	17,531.64	0.00	17,531.64	0.00	0.00 %
<a href="#">SW500.1990.400.00000</a>	CONTINGENCY.CONTRACTUAL.CAN...	25,000.00	23,968.36	0.00	0.00	23,968.36	100.00 %
<a href="#">SW500.8310.120.00000</a>	WATER ADMIN.SUPER.SALARY.CAN...	75,000.00	75,000.00	8,653.86	31,730.82	43,269.18	57.69 %
<a href="#">SW500.8310.121.00000</a>	WATER ADMIN.CLERK.CDGA CONS...	20,353.00	20,353.00	0.00	5,675.31	14,677.69	72.12 %
<a href="#">SW500.8310.122.00000</a>	WATER ADMIN.SENIOR CLERK.CDGA...	23,567.00	23,567.00	2,719.20	9,492.67	14,074.33	59.72 %
<a href="#">SW500.8310.131.00000</a>	WATER ADMIN.MAINASST.CANDGA...	195,000.00	195,000.00	24,810.69	89,606.95	105,393.05	54.05 %
<a href="#">SW500.8310.200.00000</a>	WATER ADMIN.CAP EQUIP.CANDGA...	35,000.00	35,000.00	0.00	0.00	35,000.00	100.00 %
<a href="#">SW500.8310.400.00000</a>	WATER ADMIN.CONTRACTUAL.CA...	5,760.00	5,760.00	297.31	1,373.39	4,386.61	76.16 %
<a href="#">SW500.8310.410.00000</a>	WATER ADMIN.LEGAL SERVICES.CA...	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">SW500.8310.420.00000</a>	WATER ADMIN.METER READING.C...	39,000.00	39,000.00	2,881.00	13,265.92	25,734.08	65.98 %
<a href="#">SW500.8310.423.00000</a>	WATER ADMIN.VEHICLE GPS.CAND...	1,000.00	1,000.00	56.85	220.10	779.90	77.99 %
<a href="#">SW500.8310.424.00000</a>	WATER ADMIN.TRAINING & DUES....	9,179.00	9,179.00	140.00	852.00	8,327.00	90.72 %
<a href="#">SW500.8310.450.00000</a>	WATER ADMIN.ENGINEERING.CAN...	30,000.00	42,843.00	852.49	9,387.49	33,455.51	78.09 %
<a href="#">SW500.8320.400.00000</a>	WATER PURCHASES.CONT.CANDGA...	525,000.00	525,000.00	0.00	98,692.27	426,307.73	81.20 %
<a href="#">SW500.8320.420.00000</a>	WATER PURCHASES.UTILITIES.CAN...	58,000.00	58,000.00	3,700.05	19,637.16	38,362.84	66.14 %
<a href="#">SW500.8340.440.00000</a>	SERVICES & MAINT.SERVICES & MA...	163,000.00	163,000.00	12,807.43	73,170.82	89,829.18	55.11 %
<a href="#">SW500.8397.200.00000</a>	WATER CAP PROJECTS.CAP EQUIP....	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00 %
<a href="#">SW500.8397.400.00000</a>	WATER CAPITAL PROJECTS.CONT.C...	100,000.00	100,000.00	14,459.44	16,812.01	83,187.99	83.19 %

## Budget Report-JM

For Fiscal: 2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">SW500.9010.800.00000</a>	NYS RETIREMENT...CANDGA CONS ...	24,000.00	24,000.00	0.00	0.00	24,000.00	100.00 %
<a href="#">SW500.9030.800.00000</a>	SOCIAL SECURITY...CANDGA CONS ...	16,500.00	16,500.00	2,467.77	10,129.66	6,370.34	38.61 %
<a href="#">SW500.9040.800.00000</a>	WORKERS COMPENSATION...CAND...	5,200.00	5,200.00	0.00	5,159.51	40.49	0.78 %
<a href="#">SW500.9050.800.00000</a>	UNEMPLOYMENT INSURANCE.CAN...	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">SW500.9055.800.00000</a>	DISABILITY INSURANCE...CANDGA ...	100.00	100.00	17.28	17.28	82.72	82.72 %
<a href="#">SW500.9060.810.00000</a>	HOSPITAL/MEDICAL INSURANCE.C...	32,300.00	32,300.00	2,605.99	15,496.14	16,803.86	52.02 %
<a href="#">SW500.9060.811.00000</a>	DENTAL INSURANCE.CANDGA CONS...	2,500.00	2,500.00	290.42	1,698.97	801.03	32.04 %
<a href="#">SW500.9060.820.00000</a>	HOSPITAL/MEDICAL INSURANCE.B...	4,000.00	4,000.00	230.76	1,384.56	2,615.44	65.39 %
<a href="#">SW500.9060.830.00000</a>	HOSPITAL/MEDICAL INS.HSA ACCO...	11,500.00	11,500.00	0.00	5,000.00	6,500.00	56.52 %
<a href="#">SW500.9090.876.00000</a>	EMP BENEFIT VAC BUYBACK	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<a href="#">SW500.9710.600.00000</a>	SERIAL BONDS PRINCIPAL	240,000.00	240,000.00	0.00	0.00	240,000.00	100.00 %
<a href="#">SW500.9710.700.00000</a>	SERIAL BONDS INTEREST	57,300.00	57,300.00	0.00	0.00	57,300.00	100.00 %
<a href="#">SW500.9950.900.00000</a>	TRNSF.CITY.WATERPLANTRESERVE	1.00	1.00	0.00	0.00	1.00	100.00 %
Expense Total:		1,972,760.00	1,985,603.00	76,990.54	426,334.67	1,559,268.33	78.53 %
Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT Su...		0.00	-12,843.00	126,485.07	593,231.15	606,074.15	4,719.10 %
Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT							
Revenue							
<a href="#">SW505.1001.00000</a>	REAL PROPERTY TAXES.CANDGA BR...	16,962.00	16,962.00	0.00	16,962.00	0.00	0.00 %
<a href="#">SW505.1030.00000</a>	SPECIAL ASSESSMENT.CANDGA BRI...	61,336.00	61,336.00	0.00	61,336.00	0.00	0.00 %
<a href="#">SW505.2401.00000</a>	INTEREST & EARNINGS.CANANDAI...	325.00	325.00	44.56	149.59	-175.41	53.97 %
<a href="#">SW505.9000.00000</a>	APPROPRIATED FUND BALANCE FOR...	826.00	826.00	0.00	0.00	-826.00	100.00 %
Revenue Total:		79,449.00	79,449.00	44.56	78,447.59	-1,001.41	1.26 %
Expense							
<a href="#">SW505.8340.400.00000</a>	SERVICES & MAINTENANCE.CONT....	10,325.00	10,325.00	0.00	0.00	10,325.00	100.00 %
<a href="#">SW505.9710.600.00000</a>	SERIAL BONDS BRISTOL.PRINCIPAL....	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
<a href="#">SW505.9710.700.00000</a>	SERIAL BONDS BRISTOL.INTEREST.C...	36,750.00	36,750.00	0.00	0.00	36,750.00	100.00 %
<a href="#">SW505.9903.900.00000</a>	TRANSFER/WATER-MAINT.CANDGA...	2,545.00	2,545.00	0.00	0.00	2,545.00	100.00 %
<a href="#">SW505.9903.901.00000</a>	TRANSFER/WATER-MAINT...CANDG...	4,829.00	4,829.00	0.00	0.00	4,829.00	100.00 %
Expense Total:		79,449.00	79,449.00	0.00	0.00	79,449.00	100.00 %
Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT Sur...		0.00	0.00	44.56	78,447.59	78,447.59	0.00 %
Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT							
Revenue							
<a href="#">SW515.1001.00000</a>	REAL PROPERTY TAXES.CANDGA-FA...	286,919.00	286,919.00	0.00	286,919.00	0.00	0.00 %
<a href="#">SW515.2401.00000</a>	INTEREST & EARNINGS.CANANDAI...	350.00	350.00	43.53	330.55	-19.45	5.56 %
Revenue Total:		287,269.00	287,269.00	43.53	287,249.55	-19.45	0.01 %
Expense							
<a href="#">SW515.8350.400.00000</a>	FARM.COMMON WATER.CONTRAC...	285,288.00	285,288.00	0.00	285,288.00	0.00	0.00 %
<a href="#">SW515.8389.400.00000</a>	CDGA.COMMON WATER.CONTRAC...	1,981.00	1,981.00	0.00	0.00	1,981.00	100.00 %
Expense Total:		287,269.00	287,269.00	0.00	285,288.00	1,981.00	0.69 %
Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT Surp...		0.00	0.00	43.53	1,961.55	1,961.55	0.00 %
Fund: SW525 - MCINTYRE ROAD WATER DISTRICT							
Revenue							
<a href="#">SW525.1001.00000</a>	REAL PROPERTY TAXES.MCINTYRE ...	8,451.00	8,451.00	0.00	8,451.00	0.00	0.00 %
<a href="#">SW525.2401.00000</a>	INTEREST & EARNINGS.MCINTYRE ...	45.00	45.00	5.11	23.24	-21.76	48.36 %
<a href="#">SW525.9000.00000</a>	APPROPRIATED FUND BALANCE FOR...	3,200.00	3,200.00	0.00	0.00	-3,200.00	100.00 %
Revenue Total:		11,696.00	11,696.00	5.11	8,474.24	-3,221.76	27.55 %
Expense							
<a href="#">SW525.8340.400.00000</a>	SERVICES & MAINTENANCE.CONT....	3,988.00	3,988.00	0.00	0.00	3,988.00	100.00 %
<a href="#">SW525.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL.MCINTYR...	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
<a href="#">SW525.9710.700.00000</a>	SERIAL BONDS.INTEREST.MCINTYRE...	3,225.00	3,225.00	0.00	0.00	3,225.00	100.00 %
<a href="#">SW525.9903.900.00000</a>	TRANSFER/WATER-MAINTENANCE...	1,483.00	1,483.00	0.00	0.00	1,483.00	100.00 %
Expense Total:		11,696.00	11,696.00	0.00	0.00	11,696.00	100.00 %
Fund: SW525 - MCINTYRE ROAD WATER DISTRICT Surplus (Deficit):		0.00	0.00	5.11	8,474.24	8,474.24	0.00 %

## Budget Report-JM

For Fiscal: 2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW530.1001.00000</a>	REAL PROPERTY TAXES.EMERSON A...	19,567.00	19,567.00	0.00	19,567.00	0.00	0.00 %
<a href="#">SW530.2401.00000</a>	INTEREST & EARNINGS.EMERSON A...	25.00	25.00	1.54	18.17	-6.83	27.32 %
	<b>Revenue Total:</b>	<b>19,592.00</b>	<b>19,592.00</b>	<b>1.54</b>	<b>19,585.17</b>	<b>-6.83</b>	<b>0.03 %</b>
<b>Expense</b>							
<a href="#">SW530.8389.400.00000</a>	COMMON WATER.CONTRACTUAL....	6,260.00	6,260.00	0.00	6,282.00	-22.00	-0.35 %
<a href="#">SW530.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL.EMERSON..	8,000.00	8,000.00	0.00	8,000.00	0.00	0.00 %
<a href="#">SW530.9710.700.00000</a>	SERIAL BONDS.INTEREST.EMERSON...	5,332.00	5,332.00	0.00	5,332.00	0.00	0.00 %
	<b>Expense Total:</b>	<b>19,592.00</b>	<b>19,592.00</b>	<b>0.00</b>	<b>19,614.00</b>	<b>-22.00</b>	<b>-0.11 %</b>
<b>Fund: SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT Su...</b>		<b>0.00</b>	<b>0.00</b>	<b>1.54</b>	<b>-28.83</b>	<b>-28.83</b>	<b>0.00 %</b>
<b>Fund: SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW535.1001.00000</a>	REAL PROPERTY TAXES.COUNTY RO...	19,944.00	19,944.00	0.00	19,944.00	0.00	0.00 %
<a href="#">SW535.2401.00000</a>	INTEREST & EARNINGS.EX 36 - COU...	75.00	75.00	10.51	47.81	-27.19	36.25 %
	<b>Revenue Total:</b>	<b>20,019.00</b>	<b>20,019.00</b>	<b>10.51</b>	<b>19,991.81</b>	<b>-27.19</b>	<b>0.14 %</b>
<b>Expense</b>							
<a href="#">SW535.8340.400.00000</a>	SERVICES & MAIN.CONT.CO RD #30...	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">SW535.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL.EX 36 - C...	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">SW535.9710.700.00000</a>	SERIAL BONDS.INTEREST.CO RD #30...	8,475.00	8,475.00	0.00	0.00	8,475.00	100.00 %
<a href="#">SW535.9903.900.00000</a>	TRANSFER/WATER-MAINTENANCE....	1,544.00	1,544.00	0.00	0.00	1,544.00	100.00 %
	<b>Expense Total:</b>	<b>20,019.00</b>	<b>20,019.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20,019.00</b>	<b>100.00 %</b>
<b>Fund: SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT Surplus ..</b>		<b>0.00</b>	<b>0.00</b>	<b>10.51</b>	<b>19,991.81</b>	<b>19,991.81</b>	<b>0.00 %</b>
<b>Fund: SW540 - HOPKINS GRIMBLE WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW540.1001.00000</a>	REAL PROPERTY TAXES.HOPKINS GR...	18,272.00	18,272.00	0.00	18,272.00	0.00	0.00 %
<a href="#">SW540.2401.00000</a>	INTEREST & EARNINGS.HOPKINS GR...	70.00	70.00	9.71	44.17	-25.83	36.90 %
<a href="#">SW540.9000.00000</a>	APPROPRIATED FUND BALANCE FOR...	5,000.00	5,000.00	0.00	0.00	-5,000.00	100.00 %
	<b>Revenue Total:</b>	<b>23,342.00</b>	<b>23,342.00</b>	<b>9.71</b>	<b>18,316.17</b>	<b>-5,025.83</b>	<b>21.53 %</b>
<b>Expense</b>							
<a href="#">SW540.8340.400.00000</a>	SERVICES & MAIN.CONT.HOPKINS ...	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">SW540.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL.HOPKINS...	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<a href="#">SW540.9710.700.00000</a>	SERIAL BONDS.INTEREST.HOPKINS ...	4,638.00	4,638.00	0.00	0.00	4,638.00	100.00 %
<a href="#">SW540.9903.900.00000</a>	TRANSFER/WATER-MAINTENANCE....	3,704.00	3,704.00	0.00	0.00	3,704.00	100.00 %
	<b>Expense Total:</b>	<b>23,342.00</b>	<b>23,342.00</b>	<b>0.00</b>	<b>0.00</b>	<b>23,342.00</b>	<b>100.00 %</b>
<b>Fund: SW540 - HOPKINS GRIMBLE WATER DISTRICT Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>9.71</b>	<b>18,316.17</b>	<b>18,316.17</b>	<b>0.00 %</b>
<b>Fund: SW545 - HICKOX ROAD WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW545.1001.00000</a>	REAL PROPERTY TAXES.HICKOX RO...	3,855.00	3,855.00	0.00	3,855.00	0.00	0.00 %
<a href="#">SW545.2401.00000</a>	INTEREST & EARNINGS.HICKOX RO...	30.00	30.00	2.55	11.61	-18.39	61.30 %
	<b>Revenue Total:</b>	<b>3,885.00</b>	<b>3,885.00</b>	<b>2.55</b>	<b>3,866.61</b>	<b>-18.39</b>	<b>0.47 %</b>
<b>Expense</b>							
<a href="#">SW545.8350.400.00000</a>	COMMON WATER.CONTRACTUAL.H...	636.00	636.00	0.00	0.00	636.00	100.00 %
<a href="#">SW545.9795.600.00000</a>	DEBT PRIN OTHER GOVT DUE TO O...	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<a href="#">SW545.9903.900.00000</a>	TRANSFER/WATER-MAINTENANCE....	749.00	749.00	0.00	0.00	749.00	100.00 %
	<b>Expense Total:</b>	<b>3,885.00</b>	<b>3,885.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,885.00</b>	<b>100.00 %</b>
<b>Fund: SW545 - HICKOX ROAD WATER DISTRICT Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>2.55</b>	<b>3,866.61</b>	<b>3,866.61</b>	<b>0.00 %</b>
<b>Fund: SW550 - NOTT RD EXT. 40 WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW550.1001.00000</a>	REAL PROPERTY TAXES.NOTT RD EX...	6,680.00	6,680.00	0.00	6,680.00	0.00	0.00 %
<a href="#">SW550.2401.00000</a>	INTEREST & EARNINGS.NOTT RD EX...	35.00	35.00	3.61	16.42	-18.58	53.09 %
<a href="#">SW550.9000.00000</a>	APPROPRIATED FUND BALANCE FOR..	300.00	300.00	0.00	0.00	-300.00	100.00 %
	<b>Revenue Total:</b>	<b>7,015.00</b>	<b>7,015.00</b>	<b>3.61</b>	<b>6,696.42</b>	<b>-318.58</b>	<b>4.54 %</b>

## Budget Report-JM

For Fiscal: 2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Expense</b>							
<a href="#">SW550.8340.400.00000</a>	SERVICES & MAINTENANCE.CONTR...	611.00	611.00	0.00	0.00	611.00	100.00 %
<a href="#">SW550.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL.NOTT RD ...	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
<a href="#">SW550.9710.700.00000</a>	SERIAL BONDS.INTEREST.NOTT RD ...	1,488.00	1,488.00	0.00	0.00	1,488.00	100.00 %
<a href="#">SW550.9903.900.00000</a>	TRANSFER/WATER-MAINTENANCE.....	916.00	916.00	0.00	0.00	916.00	100.00 %
<b>Expense Total:</b>		<b>7,015.00</b>	<b>7,015.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,015.00</b>	<b>100.00 %</b>
<b>Fund: SW550 - NOTT RD EXT. 40 WATER DISTRICT Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>3.61</b>	<b>6,696.42</b>	<b>6,696.42</b>	<b>0.00 %</b>
<b>Fund: SW555 - CO RD 32 EXT. 41 WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW555.1001.00000</a>	REAL PROPERTY TAXES.CO RD 32 EX...	12,944.00	12,944.00	0.00	12,944.00	0.00	0.00 %
<a href="#">SW555.2401.00000</a>	INTEREST & EARNINGS.CO RD 32 EX...	65.00	65.00	7.24	32.93	-32.07	49.34 %
<b>Revenue Total:</b>		<b>13,009.00</b>	<b>13,009.00</b>	<b>7.24</b>	<b>12,976.93</b>	<b>-32.07</b>	<b>0.25 %</b>
<b>Expense</b>							
<a href="#">SW555.8340.400.00000</a>	SERVICES & MAIN.CONT.CO RD 32 ...	1,649.00	1,649.00	0.00	0.00	1,649.00	100.00 %
<a href="#">SW555.9795.650.00000</a>	DEBT PRINCIPAL DUE TO OTHER G...	9,085.00	9,085.00	0.00	0.00	9,085.00	100.00 %
<a href="#">SW555.9795.700.00000</a>	DEBT INTEREST DUE TO OTHER GO...	1,452.00	1,452.00	0.00	0.00	1,452.00	100.00 %
<a href="#">SW555.9903.900.00000</a>	TRANSFER/WATER-MAINTENANCE.....	823.00	823.00	0.00	0.00	823.00	100.00 %
<b>Expense Total:</b>		<b>13,009.00</b>	<b>13,009.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13,009.00</b>	<b>100.00 %</b>
<b>Fund: SW555 - CO RD 32 EXT. 41 WATER DISTRICT Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>7.24</b>	<b>12,976.93</b>	<b>12,976.93</b>	<b>0.00 %</b>
<b>Report Surplus (Deficit):</b>		<b>0.00</b>	<b>-251,444.00</b>	<b>-475,278.98</b>	<b>1,859,062.98</b>	<b>2,110,506.98</b>	<b>839.35 %</b>

## Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: AA100 - GENERAL FUND</b>						
Revenue	5,143,203.00	5,707,403.00	117,271.22	2,972,173.07	-2,735,229.93	47.92 %
Expense	5,143,203.00	5,541,637.00	321,719.59	2,145,511.05	3,396,125.95	61.28 %
<b>Fund: AA100 - GENERAL FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>165,766.00</b>	<b>-204,448.37</b>	<b>826,662.02</b>	<b>660,896.02</b>	<b>-398.69 %</b>
<b>Fund: AA231 - CONTINGENT/TAX RESERVE</b>						
Revenue	0.00	0.00	4,624.15	22,570.39	22,570.39	0.00 %
<b>Fund: AA231 - CONTINGENT/TAX RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>4,624.15</b>	<b>22,570.39</b>	<b>22,570.39</b>	<b>0.00 %</b>
<b>Fund: AA232 - CAMPUS REPAIR RESERVE</b>						
Revenue	0.00	0.00	984.17	4,803.69	4,803.69	0.00 %
<b>Fund: AA232 - CAMPUS REPAIR RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>984.17</b>	<b>4,803.69</b>	<b>4,803.69</b>	<b>0.00 %</b>
<b>Fund: AA233 - TECHNOLOGY RESERVE</b>						
Revenue	0.00	0.00	220.62	1,076.92	1,076.92	0.00 %
<b>Fund: AA233 - TECHNOLOGY RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>220.62</b>	<b>1,076.92</b>	<b>1,076.92</b>	<b>0.00 %</b>
<b>Fund: AA234 - OPEN SPACE RESERVE</b>						
Revenue	0.00	0.00	3,835.79	18,692.19	18,692.19	0.00 %
<b>Fund: AA234 - OPEN SPACE RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>3,835.79</b>	<b>18,692.19</b>	<b>18,692.19</b>	<b>0.00 %</b>
<b>Fund: AA235 - NYS EMPLOYEE SYSTEM RESERVE</b>						
Revenue	0.00	0.00	892.17	4,354.65	4,354.65	0.00 %
<b>Fund: AA235 - NYS EMPLOYEE SYSTEM RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>892.17</b>	<b>4,354.65</b>	<b>4,354.65</b>	<b>0.00 %</b>
<b>Fund: AA237 - BONDED INDEBTEDNESS RESERVE</b>						
Revenue	0.00	0.00	1,034.15	5,047.63	5,047.63	0.00 %
<b>Fund: AA237 - BONDED INDEBTEDNESS RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>1,034.15</b>	<b>5,047.63</b>	<b>5,047.63</b>	<b>0.00 %</b>
<b>Fund: AA238 - SOLID WASTE MANAGEMENT RESERVE</b>						
Revenue	0.00	0.00	3,844.79	18,766.31	18,766.31	0.00 %
<b>Fund: AA238 - SOLID WASTE MANAGEMENT RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>3,844.79</b>	<b>18,766.31</b>	<b>18,766.31</b>	<b>0.00 %</b>
<b>Fund: CM100 - NEW RECREATION REVENUE FUND</b>						
Revenue	0.00	0.00	9,122.08	19,917.84	19,917.84	0.00 %
<b>Fund: CM100 - NEW RECREATION REVENUE FUND Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>9,122.08</b>	<b>19,917.84</b>	<b>19,917.84</b>	<b>0.00 %</b>
<b>Fund: DA100 - HIGHWAY</b>						
Revenue	4,756,125.00	4,756,125.00	8,308.38	1,094,146.91	-3,661,978.09	76.99 %
Expense	4,756,125.00	4,860,492.00	357,043.89	1,261,573.00	3,598,919.00	74.04 %
<b>Fund: DA100 - HIGHWAY Surplus (Deficit):</b>	<b>0.00</b>	<b>-104,367.00</b>	<b>-348,735.51</b>	<b>-167,426.09</b>	<b>-63,059.09</b>	<b>-60.42 %</b>
<b>Fund: DA230 - HWY EQUIPMENT RESERVE</b>						
Revenue	0.00	0.00	1,496.33	7,303.63	7,303.63	0.00 %
<b>Fund: DA230 - HWY EQUIPMENT RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>1,496.33</b>	<b>7,303.63</b>	<b>7,303.63</b>	<b>0.00 %</b>
<b>Fund: DA232 - HWY IMPROVEMENT RESERVE</b>						
Revenue	0.00	0.00	1,600.43	7,811.70	7,811.70	0.00 %
<b>Fund: DA232 - HWY IMPROVEMENT RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>1,600.43</b>	<b>7,811.70</b>	<b>7,811.70</b>	<b>0.00 %</b>
<b>Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE</b>						
Revenue	0.00	0.00	985.44	4,809.90	4,809.90	0.00 %
<b>Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>985.44</b>	<b>4,809.90</b>	<b>4,809.90</b>	<b>0.00 %</b>
<b>Fund: HH100 - CAPITAL PROJECTS</b>						
Revenue	0.00	0.00	9,831.47	312,713.43	312,713.43	0.00 %
Expense	0.00	300,000.00	86,220.46	137,823.31	162,176.69	54.06 %
<b>Fund: HH100 - CAPITAL PROJECTS Surplus (Deficit):</b>	<b>0.00</b>	<b>-300,000.00</b>	<b>-76,388.99</b>	<b>174,890.12</b>	<b>474,890.12</b>	<b>158.30 %</b>
<b>Fund: SD600 - RT 332 DRAINAGE DISTRICT</b>						
Revenue	15,012.00	15,012.00	51.84	10,147.72	-4,864.28	32.40 %
Expense	15,012.00	15,012.00	0.00	0.00	15,012.00	100.00 %
<b>Fund: SD600 - RT 332 DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>51.84</b>	<b>10,147.72</b>	<b>10,147.72</b>	<b>0.00 %</b>
<b>Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT</b>						
Revenue	2,002.00	2,002.00	10.63	1,980.34	-21.66	1.08 %

## Budget Report-JM

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Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense	2,002.00	2,002.00	0.00	0.00	2,002.00	100.00 %
<b>Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT Surplus ..</b>	<b>0.00</b>	<b>0.00</b>	<b>10.63</b>	<b>1,980.34</b>	<b>1,980.34</b>	<b>0.00 %</b>
<b>Fund: SD610 - ASHTON DRAINAGE DISTRICT</b>						
Revenue	45.00	45.00	6.13	27.89	-17.11	38.02 %
Expense	45.00	45.00	0.00	0.00	45.00	100.00 %
<b>Fund: SD610 - ASHTON DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>6.13</b>	<b>27.89</b>	<b>27.89</b>	<b>0.00 %</b>
<b>Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT</b>						
Revenue	32,120.00	32,120.00	18.80	10,557.47	-21,562.53	67.13 %
Expense	32,120.00	32,120.00	0.00	0.00	32,120.00	100.00 %
<b>Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>18.80</b>	<b>10,557.47</b>	<b>10,557.47</b>	<b>0.00 %</b>
<b>Fund: SD620 - LANDINGS DRAINAGE DISTRICT</b>						
Revenue	20.00	20.00	3.21	14.60	-5.40	27.00 %
Expense	20.00	20.00	0.00	0.00	20.00	100.00 %
<b>Fund: SD620 - LANDINGS DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>3.21</b>	<b>14.60</b>	<b>14.60</b>	<b>0.00 %</b>
<b>Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT</b>						
Revenue	60.00	60.00	5.77	26.24	-33.76	56.27 %
Expense	60.00	60.00	0.00	0.00	60.00	100.00 %
<b>Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT Surplus (Deficit)..</b>	<b>0.00</b>	<b>0.00</b>	<b>5.77</b>	<b>26.24</b>	<b>26.24</b>	<b>0.00 %</b>
<b>Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT</b>						
Revenue	45.00	45.00	3.99	18.14	-26.86	59.69 %
Expense	45.00	45.00	0.00	0.00	45.00	100.00 %
<b>Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT Surplus (Defic..</b>	<b>0.00</b>	<b>0.00</b>	<b>3.99</b>	<b>18.14</b>	<b>18.14</b>	<b>0.00 %</b>
<b>Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT</b>						
Revenue	875.00	875.00	6.63	835.15	-39.85	4.55 %
Expense	875.00	875.00	0.00	0.00	875.00	100.00 %
<b>Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT Surplus (Def..</b>	<b>0.00</b>	<b>0.00</b>	<b>6.63</b>	<b>835.15</b>	<b>835.15</b>	<b>0.00 %</b>
<b>Fund: SD640 - STABLEGATE DRAINAGE DISTRICT</b>						
Revenue	15,303.00	15,303.00	10.19	6,259.32	-9,043.68	59.10 %
Expense	15,303.00	15,303.00	0.00	0.00	15,303.00	100.00 %
<b>Fund: SD640 - STABLEGATE DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>10.19</b>	<b>6,259.32</b>	<b>6,259.32</b>	<b>0.00 %</b>
<b>Fund: SF450 - FIRE PROTECTION</b>						
Revenue	1,755,000.00	1,755,000.00	19.87	1,751,786.98	-3,213.02	0.18 %
Expense	1,755,000.00	1,755,000.00	0.00	1,755,000.00	0.00	0.00 %
<b>Fund: SF450 - FIRE PROTECTION Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>19.87</b>	<b>-3,213.02</b>	<b>-3,213.02</b>	<b>0.00 %</b>
<b>Fund: SL700 - CENTERPOINT LIGHTING DISTRICT</b>						
Revenue	1,922.00	1,922.00	1.19	1,916.22	-5.78	0.30 %
Expense	1,922.00	1,922.00	141.26	817.07	1,104.93	57.49 %
<b>Fund: SL700 - CENTERPOINT LIGHTING DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-140.07</b>	<b>1,099.15</b>	<b>1,099.15</b>	<b>0.00 %</b>
<b>Fund: SL705 - FOX RIDGE LIGHTING DISTRICT</b>						
Revenue	15,472.00	15,472.00	5.60	15,461.34	-10.66	0.07 %
Expense	15,472.00	15,472.00	893.00	3,773.29	11,698.71	75.61 %
<b>Fund: SL705 - FOX RIDGE LIGHTING DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-887.40</b>	<b>11,688.05</b>	<b>11,688.05</b>	<b>0.00 %</b>
<b>Fund: SL710 - LANDINGS LIGHTING DISTRICT</b>						
Revenue	5.00	5.00	0.53	2.40	-2.60	52.00 %
Expense	5.00	5.00	0.00	0.00	5.00	100.00 %
<b>Fund: SL710 - LANDINGS LIGHTING DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.53</b>	<b>2.40</b>	<b>2.40</b>	<b>0.00 %</b>
<b>Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT</b>						
Revenue	1,490.00	1,490.00	1.90	1,483.74	-6.26	0.42 %
Expense	1,490.00	1,490.00	8.93	123.75	1,366.25	91.69 %
<b>Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT Surplus (...</b>	<b>0.00</b>	<b>0.00</b>	<b>-7.03</b>	<b>1,359.99</b>	<b>1,359.99</b>	<b>0.00 %</b>
<b>Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT</b>						
Revenue	2,128.00	2,128.00	1.38	2,124.83	-3.17	0.15 %
Expense	2,128.00	2,128.00	120.39	546.23	1,581.77	74.33 %
<b>Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-119.01</b>	<b>1,578.60</b>	<b>1,578.60</b>	<b>0.00 %</b>



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Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: SM900 - UPTOWN BUSINESS IMPROVEMENT DISTRICT</b>						
Revenue	105,400.00	105,400.00	48.62	105,221.65	-178.35	0.17 %
Expense	105,400.00	105,400.00	0.00	0.00	105,400.00	100.00 %
<b>Fund: SM900 - UPTOWN BUSINESS IMPROVEMENT DISTRICT Surplu...</b>	<b>0.00</b>	<b>0.00</b>	<b>48.62</b>	<b>105,221.65</b>	<b>105,221.65</b>	<b>0.00 %</b>
<b>Fund: SS800 - SANITARY SEWER</b>						
Revenue	18,300.00	18,300.00	7.64	18,244.75	-55.25	0.30 %
Expense	18,300.00	18,300.00	0.00	0.00	18,300.00	100.00 %
<b>Fund: SS800 - SANITARY SEWER Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>7.64</b>	<b>18,244.75</b>	<b>18,244.75</b>	<b>0.00 %</b>
<b>Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT</b>						
Revenue	1,972,760.00	1,972,760.00	203,475.61	1,019,565.82	-953,194.18	48.32 %
Expense	1,972,760.00	1,985,603.00	76,990.54	426,334.67	1,559,268.33	78.53 %
<b>Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT Su...</b>	<b>0.00</b>	<b>-12,843.00</b>	<b>126,485.07</b>	<b>593,231.15</b>	<b>606,074.15</b>	<b>4,719.10 %</b>
<b>Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT</b>						
Revenue	79,449.00	79,449.00	44.56	78,447.59	-1,001.41	1.26 %
Expense	79,449.00	79,449.00	0.00	0.00	79,449.00	100.00 %
<b>Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT Sur...</b>	<b>0.00</b>	<b>0.00</b>	<b>44.56</b>	<b>78,447.59</b>	<b>78,447.59</b>	<b>0.00 %</b>
<b>Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT</b>						
Revenue	287,269.00	287,269.00	43.53	287,249.55	-19.45	0.01 %
Expense	287,269.00	287,269.00	0.00	285,288.00	1,981.00	0.69 %
<b>Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT Surp...</b>	<b>0.00</b>	<b>0.00</b>	<b>43.53</b>	<b>1,961.55</b>	<b>1,961.55</b>	<b>0.00 %</b>
<b>Fund: SW525 - MCINTYRE ROAD WATER DISTRICT</b>						
Revenue	11,696.00	11,696.00	5.11	8,474.24	-3,221.76	27.55 %
Expense	11,696.00	11,696.00	0.00	0.00	11,696.00	100.00 %
<b>Fund: SW525 - MCINTYRE ROAD WATER DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>5.11</b>	<b>8,474.24</b>	<b>8,474.24</b>	<b>0.00 %</b>
<b>Fund: SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT</b>						
Revenue	19,592.00	19,592.00	1.54	19,585.17	-6.83	0.03 %
Expense	19,592.00	19,592.00	0.00	19,614.00	-22.00	-0.11 %
<b>Fund: SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT Su...</b>	<b>0.00</b>	<b>0.00</b>	<b>1.54</b>	<b>-28.83</b>	<b>-28.83</b>	<b>0.00 %</b>
<b>Fund: SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT</b>						
Revenue	20,019.00	20,019.00	10.51	19,991.81	-27.19	0.14 %
Expense	20,019.00	20,019.00	0.00	0.00	20,019.00	100.00 %
<b>Fund: SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT Surplus ..</b>	<b>0.00</b>	<b>0.00</b>	<b>10.51</b>	<b>19,991.81</b>	<b>19,991.81</b>	<b>0.00 %</b>
<b>Fund: SW540 - HOPKINS GRIMBLE WATER DISTRICT</b>						
Revenue	23,342.00	23,342.00	9.71	18,316.17	-5,025.83	21.53 %
Expense	23,342.00	23,342.00	0.00	0.00	23,342.00	100.00 %
<b>Fund: SW540 - HOPKINS GRIMBLE WATER DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>9.71</b>	<b>18,316.17</b>	<b>18,316.17</b>	<b>0.00 %</b>
<b>Fund: SW545 - HICKOX ROAD WATER DISTRICT</b>						
Revenue	3,885.00	3,885.00	2.55	3,866.61	-18.39	0.47 %
Expense	3,885.00	3,885.00	0.00	0.00	3,885.00	100.00 %
<b>Fund: SW545 - HICKOX ROAD WATER DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>2.55</b>	<b>3,866.61</b>	<b>3,866.61</b>	<b>0.00 %</b>
<b>Fund: SW550 - NOTT RD EXT. 40 WATER DISTRICT</b>						
Revenue	7,015.00	7,015.00	3.61	6,696.42	-318.58	4.54 %
Expense	7,015.00	7,015.00	0.00	0.00	7,015.00	100.00 %
<b>Fund: SW550 - NOTT RD EXT. 40 WATER DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>3.61</b>	<b>6,696.42</b>	<b>6,696.42</b>	<b>0.00 %</b>
<b>Fund: SW555 - CO RD 32 EXT. 41 WATER DISTRICT</b>						
Revenue	13,009.00	13,009.00	7.24	12,976.93	-32.07	0.25 %
Expense	13,009.00	13,009.00	0.00	0.00	13,009.00	100.00 %
<b>Fund: SW555 - CO RD 32 EXT. 41 WATER DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>7.24</b>	<b>12,976.93</b>	<b>12,976.93</b>	<b>0.00 %</b>
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>-251,444.00</b>	<b>-475,278.98</b>	<b>1,859,062.98</b>	<b>2,110,506.98</b>	<b>839.35 %</b>

## Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
AA100 - GENERAL FUND	0.00	165,766.00	-204,448.37	826,662.02	660,896.02
AA231 - CONTINGENT/TAX RESERV	0.00	0.00	4,624.15	22,570.39	22,570.39
AA232 - CAMPUS REPAIR RESERVE	0.00	0.00	984.17	4,803.69	4,803.69
AA233 - TECHNOLOGY RESERVE	0.00	0.00	220.62	1,076.92	1,076.92
AA234 - OPEN SPACE RESERVE	0.00	0.00	3,835.79	18,692.19	18,692.19
AA235 - NYS EMPLOYEE SYSTEM R	0.00	0.00	892.17	4,354.65	4,354.65
AA237 - BONDED INDEBTEDNESS I	0.00	0.00	1,034.15	5,047.63	5,047.63
AA238 - SOLID WASTE MANAGEM	0.00	0.00	3,844.79	18,766.31	18,766.31
CM100 - NEW RECREATION REVEN	0.00	0.00	9,122.08	19,917.84	19,917.84
DA100 - HIGHWAY	0.00	-104,367.00	-348,735.51	-167,426.09	-63,059.09
DA230 - HWY EQUIPMENT RESERV	0.00	0.00	1,496.33	7,303.63	7,303.63
DA232 - HWY IMPROVEMENT RES	0.00	0.00	1,600.43	7,811.70	7,811.70
DA235 - SNOW/ICE REMOVAL RD I	0.00	0.00	985.44	4,809.90	4,809.90
HH100 - CAPITAL PROJECTS	0.00	-300,000.00	-76,388.99	174,890.12	474,890.12
SD600 - RT 332 DRAINAGE DISTRIC	0.00	0.00	51.84	10,147.72	10,147.72
SD605 - LAKEWOOD MEADOWS D	0.00	0.00	10.63	1,980.34	1,980.34
SD610 - ASHTON DRAINAGE DISTR	0.00	0.00	6.13	27.89	27.89
SD615 - FOX RIDGE DRAINAGE DIS	0.00	0.00	18.80	10,557.47	10,557.47
SD620 - LANDINGS DRAINAGE DIS	0.00	0.00	3.21	14.60	14.60
SD625 - OLD BROOKSIDE DRAINAC	0.00	0.00	5.77	26.24	26.24
SD630 - LAKESIDE ESTATES DRAIN	0.00	0.00	3.99	18.14	18.14
SD635 - WATERFORD POINT DRAI	0.00	0.00	6.63	835.15	835.15
SD640 - STABLEGATE DRAINAGE D	0.00	0.00	10.19	6,259.32	6,259.32
SF450 - FIRE PROTECTION	0.00	0.00	19.87	-3,213.02	-3,213.02
SL700 - CENTERPOINT LIGHTING D	0.00	0.00	-140.07	1,099.15	1,099.15
SL705 - FOX RIDGE LIGHTING DIST	0.00	0.00	-887.40	11,688.05	11,688.05
SL710 - LANDINGS LIGHTING DIST	0.00	0.00	0.53	2.40	2.40
SL715 - LAKEWOOD MEADOWS LI	0.00	0.00	-7.03	1,359.99	1,359.99
SL720 - FALLBROOK PARK LIGHTIN	0.00	0.00	-119.01	1,578.60	1,578.60
SM900 - UPTOWN BUSINESS IMPR	0.00	0.00	48.62	105,221.65	105,221.65
SS800 - SANITARY SEWER	0.00	0.00	7.64	18,244.75	18,244.75
SW500 - CANANDAIGUA CONSOLI	0.00	-12,843.00	126,485.07	593,231.15	606,074.15
SW505 - CANANDAIGUA BRISTOL	0.00	0.00	44.56	78,447.59	78,447.59
SW515 - CANANDAIGUA-FARMINC	0.00	0.00	43.53	1,961.55	1,961.55
SW525 - MCINTYRE ROAD WATER	0.00	0.00	5.11	8,474.24	8,474.24
SW530 - EMERSON ALLEN TOWNL	0.00	0.00	1.54	-28.83	-28.83
SW535 - EX 36 - COUNTY ROAD #3	0.00	0.00	10.51	19,991.81	19,991.81
SW540 - HOPKINS GRIMBLE WATE	0.00	0.00	9.71	18,316.17	18,316.17
SW545 - HICKOX ROAD WATER DI	0.00	0.00	2.55	3,866.61	3,866.61
SW550 - NOTT RD EXT. 40 WATER	0.00	0.00	3.61	6,696.42	6,696.42
SW555 - CO RD 32 EXT. 41 WATEF	0.00	0.00	7.24	12,976.93	12,976.93
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>-251,444.00</b>	<b>-475,278.98</b>	<b>1,859,062.98</b>	<b>2,110,506.98</b>



Town of Canandaigua , NY

# Fund Balance Report

As Of 05/31/2024

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
AA100 - GENERAL FUND	3,900,872.97	2,972,173.07	2,145,511.05	4,727,534.99
AA231 - CONTINGENT/TAX RESERVE	1,026,811.28	22,570.39	0.00	1,049,381.67
AA232 - CAMPUS REPAIR RESERVE	218,537.25	4,803.69	0.00	223,340.94
AA233 - TECHNOLOGY RESERVE	48,993.50	1,076.92	0.00	50,070.42
AA234 - OPEN SPACE RESERVE	1,049,424.85	18,692.19	0.00	1,068,117.04
AA235 - NYS EMPLOYEE SYSTEM RESERVE	198,108.52	4,354.65	0.00	202,463.17
AA237 - BONDED INDEBTEDNESS RESERVE	229,636.52	5,047.63	0.00	234,684.15
AA238 - SOLID WASTE MANAGEMENT RESERVE	853,747.81	18,766.31	0.00	872,514.12
CM100 - NEW RECREATION REVENUE FUND	588,996.37	19,917.84	0.00	608,914.21
CR100 - PARKS & REC FBC REVENUE FUND	0.00	0.00	0.00	0.00
DA100 - HIGHWAY	644,055.74	1,094,146.91	1,261,573.00	476,629.65
DA230 - HWY EQUIPMENT RESERVE	332,272.04	7,303.63	0.00	339,575.67
DA232 - HWY IMPROVEMENT RESERVE	355,382.60	7,811.70	0.00	363,194.30
DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE	218,820.26	4,809.90	0.00	223,630.16
HH100 - CAPITAL PROJECTS	1,946,733.85	312,713.43	137,823.31	2,121,623.97
KA100 - FIXED ASSETS	0.00	0.00	0.00	0.00
SD600 - RT 332 DRAINAGE DISTRICT	114,507.34	10,147.72	0.00	124,655.06
SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT	23,578.09	1,980.34	0.00	25,558.43
SD610 - ASHTON DRAINAGE DISTRICT	14,723.54	27.89	0.00	14,751.43
SD615 - FOX RIDGE DRAINAGE DISTRICT	34,641.50	10,557.47	0.00	45,198.97
SD620 - LANDINGS DRAINAGE DISTRICT	7,708.68	14.60	0.00	7,723.28
SD625 - OLD BROOKSIDE DRAINAGE DISTRICT	13,859.79	26.24	0.00	13,886.03
SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT	9,574.45	18.14	0.00	9,592.59
SD635 - WATERFORD POINT DRAINAGE DISTRICT	15,098.86	835.15	0.00	15,934.01
SD640 - STABLEGATE DRAINAGE DISTRICT	18,233.05	6,259.32	0.00	24,492.37
SF450 - FIRE PROTECTION	51,005.62	1,751,786.98	1,755,000.00	47,792.60
SL700 - CENTERPOINT LIGHTING DISTRICT	1,763.24	1,916.22	817.07	2,862.39
SL705 - FOX RIDGE LIGHTING DISTRICT	1,780.97	15,461.34	3,773.29	13,469.02
SL710 - LANDINGS LIGHTING DISTRICT	1,266.27	2.40	0.00	1,268.67
SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT	3,202.04	1,483.74	123.75	4,562.03
SL720 - FALLBROOK PARK LIGHTING DISTRICT	1,736.13	2,124.83	546.23	3,314.73
SM900 - UPTOWN BUSINESS IMPROVEMENT DISTRICT	11,704.53	105,221.65	0.00	116,926.18
SS800 - SANITARY SEWER	132.77	18,244.75	0.00	18,377.52
SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT	1,796,527.72	1,019,565.82	426,334.67	2,389,758.87
SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT	46,708.83	78,447.59	0.00	125,156.42
SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT	54,645.16	287,249.55	285,288.00	56,606.71
SW520 - ANDREWS - NORTH ROAD WATER DISTRICT	0.00	0.00	0.00	0.00
SW525 - MCINTYRE ROAD WATER DISTRICT	3,810.75	8,474.24	0.00	12,284.99
SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT	3,724.41	19,585.17	19,614.00	3,695.58
SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT	5,293.49	19,991.81	0.00	25,285.30
SW540 - HOPKINS GRIMBLE WATER DISTRICT	5,044.62	18,316.17	0.00	23,360.79
SW545 - HICKOX ROAD WATER DISTRICT	-17,724.94	3,866.61	0.00	-13,858.33
SW550 - NOTT RD EXT. 40 WATER DISTRICT	1,983.90	6,696.42	0.00	8,680.32
SW555 - CO RD 32 EXT. 41 WATER DISTRICT	-45,144.80	12,976.93	0.00	-32,167.87
TC100 - CUSTODIAL FUNDS	0.00	0.00	0.00	0.00
<b>Report Total:</b>	<b>13,791,779.57</b>	<b>7,895,467.35</b>	<b>6,036,404.37</b>	<b>15,650,842.55</b>

# **ATTACHMENT 3**

## **REPORTS OF BOARDS, COMMITTEES & PROJECT TEAMS**

# MEMO

## TOWN OF CANANDAIGUA

**To:** Town Board members

**From:** Open Space Project Team, Environmental Conservation Board, Planning Board, and Town Planner

**CC:**

**Date:** 6/14/2024

**Re:** Supporting the Town Board in open space land acquisition for the purpose of protecting the Town's drinking water quality and the general health of Canandaigua Lake

**COMMENTS** On behalf of the members of the Open Space Project Team, and together with the Environmental Conservation Board, and the Planning Board, I urge the Town Board to thoroughly investigate all available opportunities to acquire or otherwise permanently protect the lands adjacent to Canandaigua Lake and its tributaries from development. Doing so will protect our lakefront and riparian ecosystems, ensure clean drinking water, increase outdoor recreation opportunities, and conserve the scenic nature of our lakeshore community to help ensure the protection of the water quality of the lake.

We are aware of two such opportunities that we urge the Town Board to continue to explore and pursue:

1. Thos lands along Barnes Gully between Canandaigua Vista Nature Preserve and Onanda Park – the benefits include but are not limited to protecting a source of drinking water quality and sensitive aquatic and riparian ecosystems, protecting against habitat fragmentation, as well as expanding passive recreation opportunities by providing a potential trail connection between the two recreational areas.
2. Lakefront lands containing the parcel(s) of land commonly referred to as "RSM" which includes vacant waterfront property and a link uphill to the existing residential development – benefits include preserving one of the last stretches of undeveloped waterfront land on Canandaigua Lake, expanding passive recreational opportunities on the lake, expanding public access to the lake, and expanding potential trail connections between the uphill neighborhoods and the lakefront area.

The projects outlined above are directly encouraged and supported by the [Town of Canandaigua Open Space, Conservation, and Scenic Views Master Plan](#), adopted by the Town Board in 2018, and [The Town of Canandaigua Comprehensive Plan Update](#) adopted by the Town Board in 2021. Both documents provide guidance to the Town Board in support of projects such as these.

Please refer to the following excerpts from the Comprehensive Plan:

**Town Vision Statement** (p.105)

- *The Town of Canandaigua will maintain its character and beauty through protection and enhancement of its natural, agricultural, rural, historic, and recreational resources. The Town encourages opportunities for balanced growth, economic development, and cultural events that create a welcoming environment for a diversity of residents, visitors, and businesses. The Town will work with stakeholders to protect Canandaigua Lake, the quality of life, and provide high quality community services.*

**Natural Resources Goal and Action Steps** (p.108-109)

- **Goal:** *The Town will protect its natural resources and scenic views which benefit the Town and greater Canandaigua area, including Canandaigua Lake and its watershed. The Town will support the conservation and maintenance of the land that provides critical open space and creates a network of linkages for wildlife habitat, stormwater management, scenic views, and active recreational trails.*
- **Action Step:** *Permanently protect lands with natural resource significance and support recreation on protected lands.*

**Parks and Recreation Goal and Action Steps** (p.112-114)

- **Goal:** *The Town will improve and expand the active and passive recreational resources within the Town to meet the needs of the community. The Town will encourage the use of existing and expanding recreation programs offered.*
- **Action Step:** *Increase access to waterfront through purchase, zoning or some other means.*
- **Action Step:** *Identify opportunities to increase low impact enjoyment of Canandaigua Lake such as kayaking or fishing.*
- **Action Step:** *Partner with City of Canandaigua, Ontario County, NYS, and other local municipalities or agencies in the provision of parks areas and recreation opportunities.*
- **Action Step:** *Explore opportunities to connect and/or extend existing trails.*

Please refer to the following strategy from the Open Space plan below:

**Strategy 4:** *Acquire land and/or conservation easements to protect land with exceptional conservation value\**

These are two projects that have been discussed for many years. There is strong supporting evidence from the Town's own guidance documents that open space land acquisition is a priority for the Town. It is important that the Town Board receives support and understands why it is imperative that you continue to pursue these rare opportunities. These lands are irreplaceable and once developed, the opportunity is lost forever.

To continue to provide the level of water quality and quality of life to the Town of Canandaigua Lake residents, the Town Board must be bold and proactive in its efforts to protect these important parts of the Town. Development is inevitable but the Town Board can play an active role in ensuring it happens in the right places.

\*Streams and adjoining riparian buffers as well as lands directly adjacent to the lake are an integral part of the ecosystem and protect water quality of Canandaigua Lake.



# **ATTACHMENT 4**

Past Due Inactive Accounts 2023										
Account	Name	Property Address	Municipality	End Date	Past Due Amount	Current	30 days	60 days	90 Days	120 days
10001365-0	David Behelfer	3609 East Ridge Run	WD-247 Cdga Cons. Water	#####	29.46	0	0	0	0	29.46
10002554-0	Timothy Gavette	4352 County Rd. 4	WD-247 E Cdga Cons. Water (Cdga East)	8/22/2023	156.24	0	0	0	0	156.24
10002786-0	Wegman Family LLC	5102 Cheshire Glen Rd.	WD-247 Cdga Cons. Water	5/19/2022	2.61	0	0	0	0	2.61
10002803-2	Courtney Haas	8012 Arbour Hill Trail	WD-247 Cdga Cons. Water	#####	29.46	0	0	0	0	29.46
10002811-0	Morrell Builders	8008 Arbour Hill Trail	WD-247 Cdga Cons. Water	7/31/2023	29.46	0	0	0	0	29.46
10002846-0	Wegman (Canandaigua) LLC XV	5124 Cheshire Glen Rd., Lot 250A	WD-247 Cdga Cons. Water	7/28/2023	29.46	0	0	0	0	29.46

Inactive Accounts Positive Balance Total \$ 276.69

Total Number of Accounts: 6

# **ATTACHMENT 5**

# *Town of Canandaigua*

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

June 12th, 2024

Jared Simpson, Town Supervisor  
Town of Canandaigua  
5440 Routes 5 & 20 West  
Canandaigua, New York 14424

**RE: GROVE ENGINEERING  
NEW RESIDENCE - WOLFANGEL  
TAX MAP No. 69.00-1-46.120  
CPN No. CPN 2024 - 027  
ADDRESS: 2639 COOLEY ROAD**

Dear Mr. Simpson,

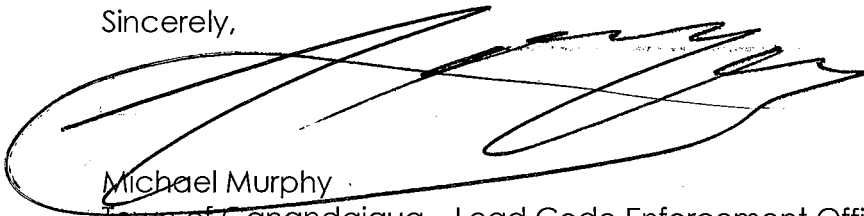
Please be advised that I have completed a review of the submitted Erosion Control Surety Estimate dated date, February 29<sup>th</sup>, 2024 prepared by William Grove P.E. for the above referenced project.

Based on our review of the submitted estimate we recommend that an Erosion Control Surety be approved in the amount of **\$1,000.00 (One Thousand Dollars)**. 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,

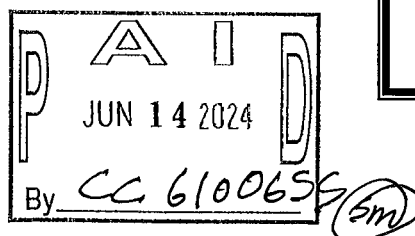


Michael Murphy  
Town of Canandaigua - Lead Code Enforcement Officer

cc: Crystelyn Laske - Town Clerk  
Property File  
Parcel Owner

APPROVED

Jared Simpson Town Supervisor
6/14/24
Date





# GROVE

ENGINEERING, PLLC

8677 STATE ROUTE 53  
NAPLES, NEW YORK 14512  
585-797-3989 PHONE  
grove.engineering@yahoo.com

February 29, 2024

Sarah Reynolds  
Planner  
Town of Canandaigua

Re: Soil stabilization and erosion control cost estimate  
Proposed Wolfangel Residence,  
2639 Cooley Road, TM# 69.00-1-46.120

Dear Ms. Reynolds,

As required by the Final Site Plan Requirements of the Town, here are the estimated costs for the installation and maintenance of the soil stabilization and erosion control on the above referenced project:

Silt Fence	200 LF@ \$2.50/LF	= \$500
Final seed/mulch all disturbed areas	Lump Sum	= <u>\$500</u>

Total: **\$1000**

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

Sincerely,



William J. Grove, P.E.

# **ATTACHMENT 6**

# Town of Canandaigua

5440 Route 5 & 20 West  
Canandaigua, NY 14424  
(585) 394-1120  
Fax (585) 394-9476  
Established 1789

APPENDIX: **G - 1**

DATE: 2018

SCALE: N.T.S.

**MRB** | group

## LETTER OF CREDIT RELEASE

PROJECT NAME Fox Ridge Phase SB-1

SURETY NO. 454

PROJECT NO. 0300.12001.000 - Ph. 172

ESTIMATE NO. \_\_\_\_\_

DATE May 28, 2024

CPN NO. 19 - 082

## LETTER OF CREDIT INFORMATION

Total Construction To Date \$ \_\_\_\_\_

Less Retainage \$ \_\_\_\_\_

A. Construction Value To Be Released \$ \_\_\_\_\_

B. Engineering Costs \$ \_\_\_\_\_

C. Construction Observation Costs (5%) \$ \_\_\_\_\_

D. 10% Contingency \$ \_\_\_\_\_

E. Other Costs \$ \_\_\_\_\_

Amount Previously Released Through Estimate No. 1 \$ 12,055.50

Amount Authorized For Release \$ 15,510.75

1) Original Amount

\$ 27,566.25

2) Authorized For Release Per Estimate Nos.

1 \$ 12,055.50

2 \$ 15,510.75 (Maintenance Bond)

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

Subtotal \$ 27,566.25

\* Balance Remaining In Letter Of Credit Through This Statement

\$ 0.00

Project Engineer \_\_\_\_\_

Owner \_\_\_\_\_

Town Highway/ Water Supt. \_\_\_\_\_

Municipal Engineer \_\_\_\_\_

Planning Board Chairman \_\_\_\_\_

Fiscal Officer \_\_\_\_\_

LETTER OF CREDIT EXPIRES - Expired -

\* The balance amount shall be sufficient to insure satisfactory completion of the remainder of the development.

5/28/24  
Date

5/28/24  
Date

6/10/24  
Date

6/14/24  
Date



May 24, 2024

Mrs. Crystelyn Laske, Town Clerk  
Town of Canandaigua  
5440 Routes 5 & 20 West  
Canandaigua, New York 14424

**RE:    FOX RIDGE 5B-1  
         MAINTENANCE BOND  
         TAX MAP No. 97.04-2-102.000  
         CPN No. 19-082  
         MRB PROJECT No.: 0300.12001.000 PHASE 172**

Dear Mrs. Laske:

MRB has completed a review of the above referenced project and based our records, a Letter of Credit in the amount of \$15,510.75 was provided to the Town of Canandaigua for the Fox Ridge Phase 5B-1 project covering the cost of the required maintenance bond. A maintenance bond is required to be provided to the Town prior to dedication for a 2-year period. This maintenance bond (Letter of Credit) was provided to the Town on October 1, 2021 as part of the dedication of Phase 5B-1 and has since expired on October 1, 2023.

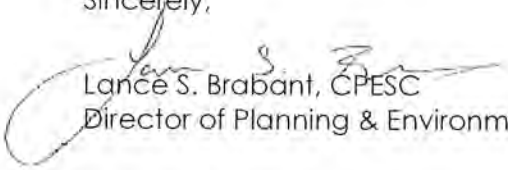
Based on our coordination with the Town Highway & Water Superintendent and Town Code Enforcement Officer, there are no known issues with the project or dedicated infrastructure which is covered by the maintenance bond.

It is our understanding that the surety provider has informed the Town of Canandaigua that Letter of Credit has expired and only needs a letter from the Town to be provided in order to close out the project.

Therefore, we are recommending that Town of Canandaigua provide the requested letter to the surety provider thereby closing out the project and removing it from the Town's tracking list.

Any questions and/or comments you may have in this regard, please feel free to contact us at your earliest convenience.

Sincerely,



Lance S. Brabant, CPESC

Director of Planning & Environmental Services

C

Jared Simpson, Town Supervisor

Sarah Reynolds, Town Planner

Jim Fletcher, Highway and Water Superintendent

Michael Murphy, Code Enforcement Officer

Kristen Smith, Zoning Officer

Michael Warner, Zoning Officer

Anthony Venezia, Venezia Associates

# **ATTACHMENT 7**

# Town of Canandaigua

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

## SURETY RELEASE REQUEST

CPN #: 2015-024  
Project Name: Fox Ridge Phase 5B - 2  
Project Location:  
Tax Map ID#: 097.1-009.211  
Applicant / Owner Name: Rocco Venezia, Venezia Group, LLC  
Applicant / Owner Address:


### SCOPE:

#### Maintenance Bond Expired

In the opinions of the undersigned, the construction and improvements appear to be in significant compliance with the approved plans and associated permits.

Maintenance Bond (Cash Deposit): \$6,314.30

Therefore, release of the maintenance bond (cash deposit) in the amount of \$6,314.30 may be released to the applicant.

  
Town Code Enforcement Officer

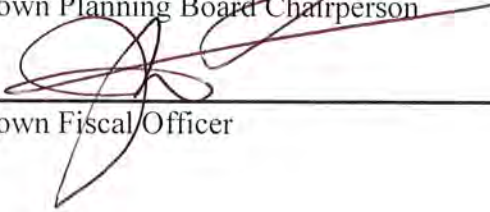
5-28-2024  
Date

  
Town Highway & Water Superintendent

5/29/24  
Date

  
Town Planning Board Chairperson

6/10/24  
Date

  
Town Fiscal Officer

6/14/24  
Date

May 24, 2024

Mrs. Crystelyn Laske, Town Clerk  
Town of Canandaigua  
5440 Routes 5 & 20 West  
Canandaigua, New York 14424

**RE:   FOX RIDGE 5B-2  
      MAINTENANCE BOND  
      TAX MAP No: 097.1-009.211  
      CPN No.: 024-15  
      MRB PROJECT No.: 0300.12001.000 – PHASE 049**

Dear Mrs. Laske:

MRB has completed a review of the above referenced project and based our records, a cash deposit in the amount of \$6,314.30 was made to the Town of Canandaigua for the Fox Ridge Phase 5B-2 project covering the cost of the required maintenance bond. A maintenance bond is required to be provided to the Town prior to dedication for a 2-year period. This maintenance bond (cash deposit) was provided to the Town on June 9, 2021 and has since expired on June 9, 2023.

Based on our coordination with the Town Highway & Water Superintendent and Town Code Enforcement Officer, there are no known issues with the project or dedicated infrastructure which is covered by the maintenance bond.

Therefore, we are recommending that the **\$6,314.30** be released to the owner, thereby closing out the project and removing it from the Town's tracking list.

Any questions and/or comments you may have in this regard, please feel free to contact us at your earliest convenience.

Sincerely,



Lance S. Brabant, CPESC  
Director of Planning & Environmental Services

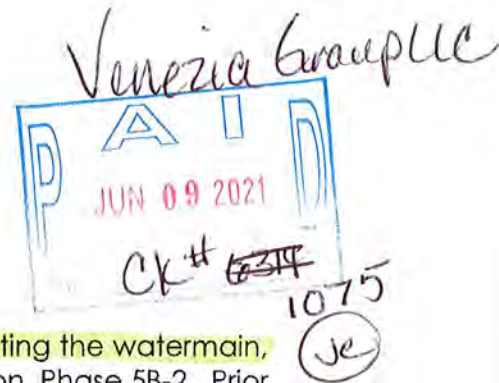
C     Jared Simpson, Town Supervisor  
      Sarah Reynolds, Town Planner  
      Jim Fletcher, Highway and Water Superintendent  
      Michael Murphy, Code Enforcement Officer  
      Kristen Smith, Zoning Officer  
      Michael Warner, Zoning Officer  
      Anthony Venezia, Venezia Associates



April 27, 2021

Mrs. Jean Chrisman, Town Clerk  
Town of Canandaigua  
5440 Routes 5 & 20 West  
Canandaigua, New York 14424

RE: **FOX RIDGE SUBDIVISION, PHASE 5B-2**  
**MAINTENANCE BOND - REVIEW**  
**TAX MAP No: 097.1-009.211**  
**CPN No.: 024-15**  
**MRB PROJECT No.: 0300.12001.000 - PHASE 049**



Dear Mrs. Chrisman,

It is our understanding that the applicant is in the process of dedicating the watermain, storm drains, and roadway (not topcoat) for the Fox Ridge Subdivision, Phase 5B-2. Prior to dedication, a 2-year maintenance bond is required to be provided to the Town.

As requested, MRB has completed a review of the approved Letter of Credit Estimate to determine the appropriate maintenance bond amount to be provided. These items were taken from the approved Letter of Credit Estimate for the project; the required maintenance bond amount immediately follows;

	<u>Total Construction Cost</u>	<u>10% Maintenance Bond Amount</u>
Watermain	\$12,835.00	\$1,283.50
Storm Drains	\$10,970.00	\$1,097.00
Roadway (excluding top coat)	\$39,338.00	\$3,933.80
	<b>\$63,143.00</b>	<b>\$6,314.30</b>

Therefore a Maintenance Bond in the amount of **\$6,314.30** is recommended to be provided to and accepted by the Town of Canandaigua Town Board prior to dedication. The maintenance bond for the items described above is to remain on file for a period of two (2) years from the time it is accepted by the Town of Canandaigua Town Board.

Please note that an additional Maintenance Bond for the topcoat of LaCrosse Cir will be required in the future as part of Fox Ridge Phase 3 once all construction of Fox Ridge has been completed.

*Received*  
*11/9/21*  
*Manager*  
*11-21*

# *Town of Canandaigua*

5440 Routes 5 & 20 West  
Canandaigua, NY 14424  
(585) 394-1120  
Fax: (585) 394-9476

*Established 1789*

## MEMORANDUM

TO: Kate Silverstrim-Jensen, Clerk Finance  
FROM: Jean Chrisman, Town Clerk  
RE: **MAINTENANCE BOND – FOX RIDGE 5B-2**  
DATE: June 24, 2021

Resolution 2021-145 was adopted by the Town Board on June 21, 2021, accepting a Maintenance Bond check in the amount of **\$6,314.30** for the **dedication of the watermain, storm drains, and roadway (not topcoat)** for Fox Ridge 5B-2 (from Venezia Group LLC). Attached is check #1075 to be deposited in the Bids and Guarantees account to guarantee improvements approved by the Planning Board, Town engineer (MRB Group), and/or Code Enforcement Officer at the following site:

Property Owner: Venezia Group LLC – Fox Ridge 5B-2

Site Address: LaCrosse Circle

Tax Map Number:

CPN Number: 024-15

Landscape: --- \$0 000 ---

Soil Erosion Control: --- \$0 000 ---

Sewer and Water Easement / Connections per CF water/sewer district: \$ N/A

You will be notified of the final amount to be refunded. Thank you.

Attch.

# **ATTACHMENT 8**



January 31, 2024

Mrs. Crystelyn Laske, Town Clerk  
Town of Canandaigua  
5440 Routes 5 & 20 West  
Canandaigua, New York 14424

**RE:   FOX RIDGE 5B-3  
      LOC RELEASE NO. 2 (PARTIAL)  
      TAX MAP NO. 97.04-2-100.100  
      CPN NO. 21-058  
      MRB PROJECT NO.: 0300.12001.000 PHASE 205**

Dear Mrs. Laske:

MRB has completed a review of the above referenced projects request for Release No. 2 (partial) from the current Letter of Credit, dated January 18, 2024 for the work completed to date. The release should be issued to the surety holder, Venezia Group, LLC.

Based on a coordinated visual inspection with Jim Fletcher the Town Highway & Water Superintendent, Michael Murphy, Town Code Enforcement Officer, and MRB, the work in place is consistent with the request for payment. Therefore, we are recommending that the requested **\$84,305.07** of the original \$275,194.44 be released to the owner, thereby leaving \$5,000.00 remaining to complete the project.

Any questions and/or comments you may have in this regard, please feel free to contact us at your earliest convenience.

Sincerely,



Lance S. Brabant, CPESC  
Director of Planning & Environmental Services

C       Jared Simpson, Town Supervisor  
      Sarah Reynolds, Town Planner  
      Jim Fletcher, Highway and Water Superintendent  
      Michael Murphy, Code Enforcement Officer  
      Kristen Smith, Zoning Officer  
      Michael Warner, Zoning Officer  
      Anthony Venezia, Venezia Associates

# Town of Canandaigua

5440 Route 5 & 20 West  
Canandaigua, NY 14424  
(585) 394-1120  
Fax (585) 394-9476  
Established 1789

APPENDIX: **G - 1.0**

DATE: 2023

SCALE: N.T.S.

**MRB** | group

## LETTER OF CREDIT RELEASE

PROJECT NAME Fox Ridge Subdivision 5-B3

SURETY NO. \_\_\_\_\_

ESTIMATE NO. \_\_\_\_\_

PROJECT NO. \_\_\_\_\_

DATE 01-18-2024

CPN NO. 020-058

## LETTER OF CREDIT INFORMATION

Total Construction To Date \$ 270,194.44

Less Retainage \$ \_\_\_\_\_

A. Construction Value To Be Released \$ \_\_\_\_\_

B. Engineering Costs \$ \_\_\_\_\_

C. Construction Observation Costs (5%) \$ \_\_\_\_\_

D. 10% Contingency \$ \_\_\_\_\_

E. Other Costs \$ \_\_\_\_\_

Amount Previously Released Through Estimate No. \_\_\_\_\_ \$ 185,889.37

Amount Authorized For Release \$ 84,305.07

1) Original Amount

\$ 275,194.44

2) Authorized For Release Per Estimate Nos.

1 \$ 185,889.37

2 \$ 84,305.07

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

Subtotal \$ 270,194.44

\* Balance Remaining In Letter Of Credit Through This Statement

\$ 5,000.00

Project Engineer

Owner

Town Highway/ Water Supt.

Municipal Engineer

Planning Board Chairman

Fiscal Officer

LETTER OF CREDIT EXPIRES \_\_\_\_\_

\* The balance amount shall be sufficient to insure satisfactory completion of the remainder of the development.

Date

Date

Date

Date



**Town of Canandaigua Letter of Credit Estimate**

Prepared by Venezia and Associates

5120 Laura Lane Canandaigua N.Y. 14424

Project Foxridge Subdivision Phase 5B-3 , 11 Lots and Cul-de-Sac at LaCrosse Circle

Refer to Attached Documentation for supporting calculations.

Section A: Erosion Control & Grading (5B-3)	\$72,359.97
Section B: Water Works (5B-3)	\$25,082.85
Section C: Storm Drain (5B-3)	\$43,178.32
Section D: Pavements (5B-3)	\$82,371.58
Section E: Miscellaneous (5B-3)	\$2,550.00
Section E: Miscellaneous (5B-2)	\$10,052.00
Estimate (5B-3):	\$225,542.72
Estimate (5B-2):	\$10,052.00
10% Contingency:	\$23,559.47
6% Construction Observation/Engineering:	\$14,135.68
TOTAL ESTIMATE:	\$273,289.88

By Venezia and Associates

Erin V. Joyce, PE

July 29, 2021



**Section A: Erosion Controls and Grading**

Item Description	Estimated Quantity	Unit	Unit Price (\$)	Estimate
Silt Fence (209.13)	1,400	LF	5.39*	\$7,546.00
Construction Entrance – break up existing turnaround	1	EA	500.00	\$500.00
Inlet Protection, Drop- In (209.1703)	5	EA	23.81*	\$119.05
Concrete Wash Area	33	SY	23.00*	\$759.00
Strip Topsoil (Road)	600	CY	3.00**	\$1,800.00
Temporary Sediment Trap (209.140101)	2	LS	2,750.00	\$2,750.00
Sediment Check Dam (209.110201)	12	EA	637.53	\$7,650.36
Roadway Rough Grading	1	EA	4,500.00	\$4,500.00
Erosion Control Blanket & Seed Mix (209.1901)	6300	SY	3.20	\$20,160.00
Temporary & Permanent stabilization, including seeding and mulch – all disturbed areas	1	LS	26,575.56	\$26,575.56
<b>TOTAL SECTION A</b>				<b>\$72,359.97</b>

Source: \*NYS DOT Weighted Average Item Price Report – January 1, 2018 to December 31, 2019 (Avg of all Regions)

Source: \*\*Town of Canandaigua Development Office

**Section B: Water Works**

Item Description	Estimated Quantity	Unit	Unit Price (\$)	Estimate
8" PVC (DR-14) Water w/ Tracing Tape & Bedding	226	LF	24.00**	\$5,424.00
1" Polyethylene Water w/ 10 Gauge Tracing Wire	877	LF	9.50**	\$8,331.50
1" Corporation Stop & Curb Box	11	EA	350.00**	\$3,850.00
Hydrant (663.1301)	1	EA	5,877.35*	\$5,877.35
Connection to Existing Watermain	1	EA	\$800.00	\$800.00
Disinfection/Sampling Tap/ Testing of Watermain	1	EA	800.00**	\$800.00
<b>TOTAL SECTION B</b>				<b>\$25,082.85</b>

Source: \*NYS DOT Weighted Average Item Price Report – January 1, 2018 to December 31, 2019 (Avg of all Regions)

Source: \*\*Town of Canandaigua Development Office

**Section C: Storm Drain**

Item Description	Estimated Quantity	Unit	Unit Price (\$)	Estimate
12" HDPE (603.9812)	242	LF	38.96*	\$9,428.32
Catch Basin/Gutter Inlet	3	EA	3,500	\$10,500.00
6" HDPE laterals (603.98100602)	1,000	LF	12.65*	\$12,650.00
Drain Manhole	2	EA	4,900	\$9,800.00
Connect to Manhole	1	EA	800**	\$800.00
<b>TOTAL SECTION C</b>				<b>\$43,178.32</b>

Source: \*NYS DOT Weighted Average Item Price Report - January 1, 2018 to December 31, 2019 (Avg of all Regions)

Source: \*\*Town of Canandaigua Development Office

**Section D: Pavements****5B-3:**

Item Description	Estimated Quantity	Unit	Unit Price (\$)	Estimate
1-1/2" Top Coat, Type 7	12,325	SF	0.82**	\$10,106.50
3" Binder, Type 3	12,325	SF	1.58**	\$19,473.50
Concrete Gutter (6"x30")	623	LF	11.00**	\$6,853.00
Fine Crusher Run Type 1, 3" deep (620.02)	114	CY	112.97*	\$12,878.58
Crushed Run Stone Base, 12" deep (623.12)	456	CY	72.5*	\$33,060.00
<b>TOTAL SECTION D1</b>				<b>\$82,371.58</b>

**Section E: Miscellaneous****5B-3:**

Item Description	Estimated Quantity	Unit	Unit Price (\$)	Estimate
Street Light	1	EA	500.00	\$500.00
Street Tree	4	EA	75.00	\$300.00
Set Monument	2	LS	500.00	\$500.00
Record Mapping	1	EA	1,000.00	\$1,000.00
Record Mapping reference to GIS	1	EA	250.00	\$250.00
<b>TOTAL SECTION E1</b>				<b>\$2,550.00</b>

**5B-2:**

Item Description	Estimated Quantity	Unit	Unit Price (\$)	Estimate
1-1/2" Top Coat, Type 7	11,100	SF	0.82**	\$9,102.00
Street Light	1	EA	500.00	\$500.00
Street Tree	6	EA	75.00	\$450.00
<b>TOTAL SECTION E2</b>				<b>\$10,052.00</b>

**Units**

EA – Each	LS – Lump Sum
LF – Linear Feet	CY – Cubic Yard
SY – Square Yard	SF – Square Feet

# **ATTACHMENT 9**

## Crystelyn Laske

---

**From:** Landrigan, Kimberly <kimberly.landrigan@palmacsd.org>  
**Sent:** Monday, May 20, 2024 3:09 PM  
**To:** Crystelyn Laske  
**Subject:** King Hall 6/30 Reservation

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear Ms. Laske

Thank you for discussing the overpayment issue for the King Hall rental with me on May 16, 2024. Below is the detailed information you requested to initiate the refund process for the event scheduled on June 30, 2024.

I acknowledge and appreciate the modifications you said the town made to the town's website following our conversation on Tuesday. It is good that these changes aim to inform town residents of the necessity to call for a discount code. However, the intent of simplifying the online reservation process seems to be contradicted by the current system, which complicates matters by requiring residents to make phone calls to obtain discounts. Moreover, the website predominantly displays the non-resident fee during the booking process, obscuring the resident fee.

Additionally, the booking confirmation email was unclear as it only stated the rental dates as from Sunday, June 30 to Monday, July 1, without specifying the exact hours of rental. This lack of detail compelled me to revisit the website to confirm the rental duration and ensure that I had not inadvertently booked an additional day.

As a lifelong resident, I am requesting a refund of the overpaid amount and to be charged the correct resident fee for the rental of King Hall. I appreciate your commitment to facilitating the approval of this request by the board. Should there be any issues in processing the refund, I am prepared to escalate this matter to the board members myself.

Thank you for your attention to this matter.

Kimberly Carson Landrigan

Please Note: The information contained in this message may be privileged and/or confidential, and is intended only for the use of the individual or entity named above; the email may not be forwarded without consent. If the reader of this message is not the intended recipient, or an employee or agent responsible for delivering this message to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by replying to the message and deleting it from your computer. Thank you.



# Reservation of Pavilion, Cabin, Lodge or Hall



Our parks offer a variety of rental facilities, as well as playgrounds, trails, and activity fields.

We are happy to share Onanda Park with our wonderful YMCA summer youth camp.

Youth camp runs Monday-Friday 7am-6pm June 24-August 30

If you would like to reserve a Pavilion, Cabin, Lodge or Hall please use the link provided.

For assistance in making a reservation, call our office at 585-394-1120 ext 2227.

***Town of Canandaigua residents must call prior to making a reservation for the resident discount code.***

Reservation Link (External Site): <https://app.fireflyreservations.com/reserve/property/TownofCanandaigua>

This was always there  
but in bold black.  
We changed to Red.






**Town of Canandaigua residents MUST call prior to booking for the discount code information.**


**585-394-1120 Ext: 2227**

**Per Town policy the Town resident discount can not be applied after a reservation is already completed.**

ARRIVING

 Fri Jul 12, 2024

DEPARTING

 Wed Jul 17, 2024


ADULTS

CHILDREN

- 4 + - 0 +

UNIT TYPE

Cabins

 [View availability calendar](#)

**SEARCH AVAILABILITY**

Town of  
CANANDAIGUA

*This was there  
ALWAYS  
No change*



## RESERVATION SUMMARY

Anekule 7 \$432.00  
Sat, Jul 06 2024 - Wed, Jul 10 2024 + \$0.00 tax  
3 Adults

Cart Fee \$0.05  
x 1

Reservation Fee \$3.50

Subtotal \$435.55

Taxes \$0.00

**TOTAL \$435.55**

**DUE TODAY: \$446.44**

includes estimated processing fee of \$10.89

← Back to search

## Policies

### General Policy

Dear Heather,

Please read through the following park reservation policies:

***Town of Canandaigua residents must call prior to making a reservation for the resident discount code. Do not complete this reservation or you will be unable to receive the discount.***

### Arrivals & Departure:

- Full payment is required at time of reservation.
- Cabin rentals is 3:00pm on the day of arrival.
- Check-out time for Cabin rentals is 10:00am the day of departure.
- Halls, Lodges and Pavilion rentals are 9:00am - 9:00pm.
- Reservations for West Lake Road School House and Outhouse Hall require a key pick-up at Town Hall the week of your reservation (a reminder e-mail will be sent). All other facilities will be unlocked by Town Park staff and ready for you on the day of your reservation.

Powered by Firefly Reservations

This was added as an additional measure after Landrigan complaint was received

# Reservation Agreement

Town of Canandaigua

5440 Route 5 & 20 West, Canandaigua NY, 14424

---

## General Policy

**Dear Kimberly,**

**Please read through the following park reservation policies:**

### Arrivals & Departure:

- Full payment is required at time of reservation.
- Cabin rentals is 3:00pm on the day of arrival.
- Check-out time for Cabin rentals is 10:00am the day of departure.
- Halls, Lodges and Pavilion rentals are 9:00am - 9:00pm.
- Reservations for West Lake Road School House and Outhouse Hall require a key pick-up at Town Hall the week of your reservation (a reminder e-mail will be sent). All other facilities will be unlocked by Town Park staff and ready for you on the day of your reservation.
- Gorham Lodge can be rented overnight, full day or ½ day. Gorham Lodge full day is the only option that can be reserved online. Please call the Town Clerk's office to book overnight or a ½ day rental.

### Refunds/Cancellations:

- Cancellations made a minimum of 2 weeks before prior to the arrival date will be eligible for a refund, minus a \$50 cancellation fee.
- There are no refunds for pavilion cancellations except for the Rotary Pavilion.
- No refunds will be issued for the Site fee, credit card processing fee or cart fee.
- All refund payments will be issued by check. Refunds may be delayed in accordance with the Town Board meeting schedule for approval.

### General Rules:

- Onanda Park lakeside parking fees are required from Memorial Day weekend through Labor Day; weekday = \$5 per car and weekend = \$7 per car. (All Onanda Park facility reservation include one lakeside parking pass).
- The consumption of alcoholic beverages, including beer and wine, and the bringing of such items into a park are not allowed. Facility alcohol permits may be obtained for Onanda Park reservations upon request. Proof of compliance with alcoholic beverage laws such as a licensed operator/caterer providing for and serving or receipt of a NYS Liquor Authority license for the event is required.
- Pets or domestic animals are not permitted on the lakeside portions of any park (such as Onanda Park and West Lake Schoolhouse Park) unless they are designated service animals.- Alcohol use is not permitted in any Town Park.
- Pets or domestic animals are not permitted on the lakeside portions of any park (such as Onanda Park and West Lake Schoolhouse Park) unless they are designated service animals.
- Recreational vehicle campers, trailers, or motorized camping units are not permitted in any Town park.

- Entry into the lake is permitted only within the designated swimming areas at Onanda Park and West Lake Road Schoolhouse Park and only when a lifeguard is on duty.
- Launching of nonmotorized vehicle-top canoes, kayaks, paddle boards, windsurfing, and recreational sculling vessels at Onanda Park is permitted outside of the swim area(s), except when conditions exist in which the operator is unable to safely operate the vessel or when staff has directed no launching due to safety concerns.

For assistance in making a reservation, please call the Town Clerk's office at (585) 394-1120 Ext 2227.

For more detailed information about all of the Town's parks, visit the Town's website at:  
([http://www.townofcanandaigua.org/portfolio\\_page.asp?id=1](http://www.townofcanandaigua.org/portfolio_page.asp?id=1)) or email [parks@townofcanandaigua.org](mailto:parks@townofcanandaigua.org).

**Town Clerk's Office**  
**5440 State Rt. 5&20 West**  
**Canandaigua, NY 14424**

**Office Hours:**  
**Mon, Tues, Thur & Fri**  
**8:00am-4:00pm**  
**Wednesday**  
**8:00am-5:30pm**

---

**PLEASE NOTE:** You are signing on behalf of yourself and every other guest listed in your reservation. You shall be solely responsible for your guests' behavior and compliance with the attached policies.

---

A handwritten signature in black ink, appearing to read 'Kimberly Landrigan', with a long, sweeping underline that extends to the right.

Signed Kimberly Landrigan on 2024-04-08

# **ATTACHMENT 10**

## REQUEST FOR BUDGET TRANSFER

Effective Date: 5/31/2024

Requested By: Jessica Mull

Please review the following budget transfers for approval:

Account	Account Description	Current Balance	DR	CR
SW500.1910.400	Unallocated Insurance. Contractual.CCWD	-1031.64	1031.64	
SW500.1990.400	Contingency. Contractual. CCWD	25000.00		-1031.64
<b>TOTAL</b>			<b>1031.64</b>	<b>-1031.64</b>

Approved By: \_\_\_\_\_

Jared Simpson, Town Supervisor/Budget Officer

Date \_\_\_\_\_

Transfer Completed By:

Jessica Mull, Finance Clerk II

Date \_\_\_\_\_

# **ATTACHMENT 11**

**THIS INTER-MUNICIPAL AGREEMENT** (this “Agreement”) made July 12, 2024 by and between **THE COUNTY OF ONTARIO** , a municipal corporation of the State of New York, having an office and place of business at 20 Ontario Street, Canandaigua, New York 14424 (hereinafter referred to as the "County") and **TOWN OF CANANDAIGUA** , having an office at 5440 ROUTE 5 & 20 WEST CANANDAIGUA, NY 14424 (hereinafter referred to as the "Municipality"). The County and Municipality are sometimes referenced to in this Agreement individually as a “Party” or collectively as the “Parties.”

**WHEREAS**, the County desires to obtain Municipality’s services in connection with the State Route 364 sidewalk project where the Town of Canandaigua agrees to provide \$36,000.00 a portion of the match to support the project which has grant funding through the NYS Department of Transportation; and

**WHEREAS**, the Municipality desires to provide such services for the compensation and on the terms herein provided.

**NOW, THEREFORE**, in consideration of the terms and conditions herein contained, the Parties agree as follows:

**FIRST:** The Municipality shall furnish the service provided in the Schedule "A" which is attached hereto and made a part hereof. Notwithstanding anything to the contrary, if any of the terms and provisions of this Agreement conflict with or differ from any of the terms and provisions of Schedule “A,” the terms and provisions of this Agreement shall control.

**SECOND:** For the services rendered pursuant to the “FIRST” Paragraph, the Municipality shall be paid a fee not to exceed 36,000.00. If grant funds will be used to pay for the services, and labor is involved, the Municipality shall sign and notarize the Certification to Training and Rate which is attached hereto and made a part hereof.

The County may, at its option, audit such books and records of the Municipality as are reasonably pertinent to this Agreement to substantiate the basis for payment and compliance with the terms of this Agreement. The County shall, in addition, have the right to audit such books and records subsequent to payment, if such audit is commenced within one year following termination of this Agreement.

**THIRD:** This Agreement shall commence on July 12, 2024, and shall expire on December 31, 2025, except as extended by the County in writing and if required, duly approved by the County’s Board of Supervisors.

**FOURTH:** The Municipality shall issue progress reports to the County as the County may direct and shall immediately inform the County in writing of any cause for delay in the performance of the Municipality’s obligations under this Agreement.

**FIFTH:** Either party upon thirty (30) days’ notice to the other, may terminate this Agreement in whole or in part when in their best interest, whether with or without cause.

If this Agreement is terminated, the Municipality shall be compensated and the County shall be liable only for payment for services rendered under this Agreement up to the effective date of termination. In the event of a dispute as to the value of the services rendered by the Municipality, it is understood and agreed that the County shall determine the value of such services rendered by the Municipality. Such reasonable and good faith determination shall be accepted by the Municipality as final.

**SIXTH:** All original records compiled by the Municipality in completing the work described in this Agreement, including but not limited to written reports, studies, drawings, blueprints, negatives of



photographs, computer printouts, graphs, charts, plans, specifications and all similar recorded data, shall become and remain the property of the Municipality. The County shall be permitted to request and use copies of such records for its own purposes.

SEVENTH: Every subcontract shall provide that subcontractors are subject to all terms and conditions set forth in this Agreement. All work performed by a subcontractor shall be deemed to be work performed by the Municipality and the Municipality shall be fully liable directly to the County for any losses, damages, claims, attorneys' fees and costs arising from the activities of its subcontractor(s).

EIGHTH: Deleted.

NINTH: The Municipality expressly understands and agrees that the Municipality is and shall in all respects be considered an independent contractor. The Municipality, its employees, partners, associates, subcontractors, subconsultants and any others employed or retained by the Municipality to render services hereunder, are not and shall not hold themselves out nor claim to be an officer or employee of the County, nor make claim to any rights accruing thereto, including but not limited to Workers Compensation, Unemployment Benefits, Social Security or retirement plan membership or credit. Further, Municipality, by virtue of his/her independent contractor status, shall under no circumstance constitute an employee of the County for purposes of the Affordable Care Act, shall not be entitled to any subsidy or credit in connection with this Agreement, and agrees if the County were to be assessed a penalty related to this Agreement that Municipality will defend and indemnify the County for any said penalty or related penalty.

TENTH: The Municipality shall comply, at its own expense, with the provisions of all federal, state and local laws, rules and regulations applicable to the Municipality as an employer of labor or otherwise. The Municipality shall further comply with all rules, regulations and licensing requirements pertaining to its professional status and that of its employees, partners, associates, subcontractors and other employed by the Municipality to render the services hereunder.

Furthermore, in performing under this Agreement, the Municipality shall comply with all Federal, State, local laws and regulations and any terms and conditions of a grant associated with this Agreement. Municipality agrees that, to the extent it is a covered entity or business associate under the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), it will comply with all applicable requirements of HIPAA. Municipality shall comply with the rules and regulations of the County. The County's Compliance Plan regarding Federal and State fraud and abuse laws is available on the County's website at <http://www.co.ontario.ny.us/DocumentCenter/Home/View/236>. The Municipality shall abide by the terms of this Plan when delivering services under this Agreement and shall ensure that each individual that provides such services under this Agreement is provided with a copy of the Plan or given access to the Plan.

ELEVENTH: The Municipality expressly agrees that:

- (a) in the hiring of employees for the performance of work under this Agreement or any subcontract hereunder, neither the Municipality, any subcontractor, nor any person acting on their behalf, shall discriminate against any person on the basis of any characteristic or classification protected under New York State or federal anti-discrimination laws, who is otherwise qualified and available to perform the work to which the employment relates; and
- (b) neither the Municipality, any subcontractor, nor any person acting on behalf of such Municipality or subcontractor shall, in any manner, harass, discriminate against or retaliate

against any employee hired for the performance of work under this Agreement on account of any characteristic or classification protected under New York State or federal anti-discrimination laws; and

(c) in the course of performance of work under this Agreement, neither the Municipality, any subcontractor, nor any person acting on their behalf shall, in any manner, harass, discriminate against, or retaliate against any person on account of any characteristic or classification protected under New York State or federal anti-discrimination laws; and

(d) that this Agreement may be immediately cancelled or terminated by the County for a second or any subsequent violation of this section of the Agreement.

TWELFTH: Failure to secure and maintain the required insurances contained in Schedule "B," which is attached hereto and made a part hereof, is a material breach of this Agreement. Municipality shall reimburse County for any funds expended by County that would have been paid by Municipality's insurance carrier under any required insurance. Should Municipality's required insurance be cancelled or lapse in any way, Municipality shall submit the insurer's notice of cancellation or lapse to County within two business days of receipt.

In addition to, and not in limitation of the insurance requirements contained in Schedule "B," the Municipality agrees to the fullest extent of the law:

(a) that except for the amount, if any, of damage contributed to, caused by or resulting from the negligence of the County, the Municipality shall indemnify and hold harmless the County, its officers, employees and agents from and against any and all liability, damage, claims, demands, costs, judgments, fees, attorneys' fees or loss arising directly or indirectly out of the performance or failure to perform hereunder by the Municipality or third parties under the direction or control of the Municipality; and

(b) to provide defense for and defend, at its sole expense, any and all claims, demands or causes of action directly or indirectly arising out of the performance or failure to perform referred to in Sub-paragraph "(a)" of the "TWELFTH" paragraph and to bear all other costs and expenses related thereto. The duty to defend hereunder shall be triggered immediately upon notice to the Municipality by the County of the County's receipt of a Notice of Claim, service of process or other demand or claim.

THIRTEENTH: All notices of any nature referred to in this Agreement shall be in writing and sent by registered or certified mail postage pre-paid, to the respective addresses set forth below or to such other addresses as the respective Parties hereto may designate in writing:

To the County:

Planning

20 Ontario Street

To the Municipality:

TOWN OF CANANDAIGUA

5440 ROUTE 5 & 20 WEST CANANDAIGUA, NY 14424

FOURTEENTH: This Agreement and its attachments constitute the entire Agreement between the Parties with respect to the subject matter hereof and shall supersede all previous negotiations, commitments and writings. It shall not be released, discharged, changed or modified except by an instrument in writing signed by a duly authorized representative of each of the Parties.

FIFTEENTH: If any provision of this Agreement is determined to be invalid or unenforceable, that shall not affect the validity or enforceability of the remaining portions of this Agreement. Any such invalid or unenforceable provision shall be modified so as to give effect to the original intent of the Parties to the maximum extent possible.

SIXTEENTH: The defense and indemnification obligations provided herein shall survive the expiration or termination of this Agreement, whether occasioned by this Agreement's expiration or earlier termination.

SEVENTEENTH: The Parties hereto understand and agree that each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to have been inserted herein, and if through mistake or inadvertence such provision is not inserted, said clause shall be deemed to have been inserted and shall have the full force and effect of law.

EIGHTEENTH: Notwithstanding, in accordance with Section 362 of the County Law, the County shall have no liability under this Agreement to Contractor or to anyone else beyond funds appropriated for this Agreement.

NINETEENTH: This Agreement shall not be enforceable until signed by all Parties and approved by the County of Ontario.

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

TWENTY-FIRST: The individuals who have executed this Agreement on behalf of the respective parties expressly represent and warrant that they are authorized to sign on behalf of such entities for the purpose of duly binding such entities to this Agreement.

**IN WITNESS WHEREOF,** The County and the Municipality have executed this Agreement.



## **SCHEDULE A**

Organization	Grant Opportunity	Document #	Document Role	Current Status
Ontario County	2021 TAP-CMAQ Program	DOT01-TPCM21-2021-00057	Grantee Contract Signatory	Assignment of Reviewers

## PROJECT/SITE ADDRESSES

### Instructions:

1. Please complete all required fields.
2. If Project Statewide is "Yes", do not enter Address information. If Project Statewide is "No", Address information is required.
3. Select the **Save** button above to save your work frequently.
4. Click Forms Menu to return to the navigation links.

**Name/Description:** Ontario County Department of Public Works  
**Address 1** Project Statewide No  
**Address 2** 2962 County Road 48  
**City** Canandaigua  
**County** Ontario County  
**State** NY  
**Zip** 14424  
**Regional Council:** Finger Lakes  
**Agency Specific Region:** Region 4 - Rochester

## PROGRAM SPECIFIC QUESTIONS

### Instructions:

1. Please complete all the required fields.
2. Select the **Save** button above to save your work frequently.

**Project Title** Ontario County TAP State-CMAQ Rt 364 Sidewalk Grant Application (#DOT01-TPCM21- 2021-00057)

Refer to the Application Instructions while completing the application questions.

- 1 ENTER THE PRIMARY CONTACT INFORMATION FOR THIS APPLICATION. (Descriptive Header. No answer required.)
  - 1A Enter salutation.  
Mr.
  - 1B Enter first name.  
Thomas
  - 1C Enter last name.  
Harvey
  - 1D Enter official title.  
Director of Planning
- 2 Enter the email address for the contact provided in question #1.  
Thomas.Harvey@ontariocountyny.gov
- 3 Provide a contact phone number for the primary contact provided in question #1.(555-123-4567)  
585-396-4456
- 4 PROJECT DETAILS (Descriptive Header. No answer required.)
- 5 Enter the corresponding number/letter combo that best describes the sponsor type for the options listed below in 5A-5H. (e.g. A local government enter 5A.)  
5A

- 5A Local Government (County, Town, City, Village)
- 5B Regional Transportation Authority
- 5C Transit Agency
- 5D Natural Resources Agency (NYS Dept. of Environmental Conservation, NYS Parks, Recreation and Historic Preservation, local fish and game or wildlife agencies)
- 5E Public Land Agency
- 5F Tribal Land Government
- 5G Local or Regional Government Agency
- 5H NYS Department of Transportation
- 6 Enter the project county.

NOTE: TAP funding is available in every county. CMAQ funding is available in these 19 counties: Albany, Chautauqua, Dutchess, Erie, Genesee, Greene, Jefferson, Livingston, Monroe, Montgomery, Niagara, Onondaga, Ontario, Orleans, Rensselaer, Saratoga, Schenectady, Schoharie, and Wayne. Refer to the Guidebook Chapter 1, Section A. for additional information.

Ontario

- 7 Enter the date the Sponsor attended the workshop.
- 7/14/2021
- 8 Enter the number (1-13) that corresponds to the category that best represents the project. Refer to the application instructions for the project category listing. Selection of a category is not a guarantee of funding under that category.
- 4
- 9 Based on the project county and project category selected, enter the corresponding number to indicate which program is being applied for: Enter "1" for TAP only, enter "2" for CMAQ only or enter "3" for both TAP and CMAQ.
- 1
- 10 Describe the project in two sentences. The first sentence should describe what will be constructed or implemented and the second should describe the beneficial outcome(s).
- Design and construct 1,200' of 8' wide pedestrian sidewalk, a pedestrian bridge over Fall Brook, and 1,200' of 12' wide pedestrian & bicycle path on east side of State Rt 364 from Lakeshore Dr. to Marvin Sands Drive. Benefits include improving pedestrian safety during events at the Constellation Brands/Marvin Sands Performing Arts Center, providing pedestrian and bicycle alternatives for FLCC students and public between FLCC and the City of Canandaigua, provide public access to FLCC trails.
- 11 For linear projects, provide begin and end locations: (Street names, intersections, mile markers). If not applicable, enter N/A.
- Begin at the intersection of Lakeshore Dr. and State Rt 364 on the north, thence south to the intersection of Marvin Sands Dr. and State Rt 364 along the east side of State Route 364 in the City and Town of Canandaigua.
- 12 Enter the Latitude coordinates within the range of 40.400000 to 45.100000. Include all six decimal places. NOTE: Values outside the range provided are not in New York State.
- 42.8694061
- 13 Enter the Longitude coordinates within the range of -71.800000 to -79.800000. Include all six decimal places. NOTE: Values outside the range provided are not in New York State.
- 77.2503474
- 14 PROJECT BENEFITS (Descriptive Header. No answer required.)

- 15 Provide a clearly defined, well-developed and concise project description. Include how the project relates to and addresses a surface transportation problem / need.

Design and construct a pedestrian and bicycle trail to improve access for the public to trails on the campus of Finger Lakes Community College, provide better access for FLCC students to the commercial areas in the City of Canandaigua, especially to NY Kitchen (formerly the NY Wine and Culinary Institute) where culinary classes are conducted, and especially to improve pedestrian safety during CMAC concerts that can attract up to 15,000 patrons. On Campus parking accommodates about 7,000 patrons, so remote lots are often in use for CMAC events. Many CMAC patrons walk along State Rt 364 before and after concerts to reach those remote lots or their homes, and there are presently no controlled pedestrian crossing points and a limited shoulder area. SR 364 is the major entry and exit for CMAC vehicular traffic, creating major pedestrian and vehicle conflicts especially after CMAC events as nearly all patron vehicles and pedestrians are heading north on SR 364. The SR 364 right of way is too narrow to accommodate the sidewalk/trail, and the bridge over Fall Brook, a substantial blue line stream tributary of Canandaigua Lake, is too narrow as well, so a separate pedestrian bridge is to be constructed over Fall Brook. The Town of Canandaigua has, through site plan approval for local businesses, or will acquire (as each property owner has indicated their willingness) the necessary easements as a design consultant works with the County to finalize the project and easements necessary.

The vehicular parking lot on the eastern entry to the substantial natural trails and cross country track route on the FLCC Campus on State Rt 364 has been closed by the private landowner due to liability concerns as the FLCC Campus Safety cannot patrol the non-college property. As part of this project, the landowner involved is willing to allow pedestrian and bicycle access through the property in order to restore the public access to the FLCC trails (this is the closest access point to the city of Canandaigua and the densely populated neighborhood in the Town of Canandaigua).

Ontario County Public Works/Highway Engineering and the Planning Department will consult to select a design consultant to create the engineering report which will include a detailed site survey, proceed through design development, and then produce bid documents. Ontario County Purchasing Department will solicit competitive bids, which will be evaluated by this team, and the Board of Supervisors award construction contracts. Ontario County Public Works/Highway Engineering staff will oversee construction, the consulting design professional will remain primarily responsible for submittal review, response to contractor requests for information/clarification, work with county staff to review and approve any requisite change orders to deal with unforeseen site conditions, perform final inspection and project acceptance and closeout. County Planning Department staff will conduct the requisite environmental review and will remain primarily responsible for grant administration, including requisite reporting. The Planning Department will also conduct the public outreach as described in the public outreach plan. Because significant public outreach was conducted in 2013 to establish this plan, outreach will concentrate on refinement of the plan as the design progresses and then neighbor, stakeholder, and general public information on the implementation/construction schedule.

- 16 Describe how the proposed project contributes to the community economic competitiveness (e.g. Access to business, education, public services).

According to an analysis conducted by Ontario County Planning and the Finger Lakes Visitors Connection, CMAC has averaged a \$15 million dollar a year impact between 2017 and 2019 on the Ontario County economy based on the number of out of county attendees. The CMAC operator's survey of CMAC patrons report they choose this venue due to its safety as well as its amenities. According to the general manager at CMAC, the facility has a lower rate of injury and arrest on site than any comparably sized facility in New York State. It is vitally important for the facility's image to improve safety off site through this project so that it remains competitive and a vital source of culture for local residents and a tourism draw for the area. This is so important to the not-for-profit corporation that operates CMAC, that one of the principal members of the organization's board of directors had his family's trust (the Sands Family Trust) agree to provide the FLCC Foundation, Inc. with \$300,000 of the local share of this project. The FLCC Foundation, Inc. (a not-for-profit that accepts tax deductible donations for the benefit of FLCC) determined the benefit to FLCC makes it a project in compliance with their organization's purpose and are willing to donate the entire donation from the Sands Family Trust to Ontario County for use as part of the local share.

Finger Lakes Community College has enrollment of just over 3,000 full time equivalent students putting it in the middle of all community colleges in New York State. FLCC's culinary and hospitality programs require students to attend classes held at New York Kitchen on South Main St. in the city of Canandaigua. The city has invested heavily in constructing sidewalks along Lakeshore Drive from SR 364 west to provide pedestrian access to NY Kitchen. This project would strengthen that connection and provide another alternative route between the FLCC Campus and said sidewalk leading to NY Kitchen thus providing an alternative to the use of automobiles. This sustainable transportation option is important for FLCC to meet its climate change and sustainability objectives, which in turn are important in improving the competitiveness of the FLCC curricula to prospective students.

- 17 Describe how the project promotes community connectivity, revitalizes the community, quality of life and/or can improve the public health (e.g. enhances accessibility, mobility, modal connections, the trip experience, the community's transportation character, street network vibrancy, walk-ability, safety, complies with the Americans with Disabilities Act (ADA), reduces emissions and/or congestion).

This project is seen as part of Ontario County and Finger Lakes Community College's efforts to connect FLCC more with its surrounding community. CMAC, a performing arts center on the FLCC Campus, is a major venue to provide Ontario County residents with access to world class cultural events as well as being a tourism draw for visitors to the county and region. While CMAC events involve vehicular congestion before and after the event, providing safe pedestrian alternative routes for both local residents and patrons using remote parking lots is a major goal the project will attain. Two new hotels on or near the Canandaigua Lake front will also have a direct pedestrian link to CMAC as a result of this project.

All improvements to be installed as part of this project are expected to meet ADA requirements, and this project will be reviewed to ensure compliance with Ontario County's recently adopted Age Friendly design policy for its projects and services.

- 18 Describe how the project impacts system efficiency, improves connections between sidewalks and transit, community centers, schools, trails, etc.

Up to 8,000 patrons of individual concerts at CMAC park off site in a variety of local lots, neighborhoods, and nearby commercial areas. Many patrons walk between the CMAC venue on the FLCC campus and their remotely parked vehicles, with up to 40% having to cross State Rt 364. At the same time, vehicles accessing the on-site parking lots congest State Rt 364 both prior to but especially after concert events at CMAC. This project will create a pedestrian trail for concert patrons to use outside the State Rt 364 right of way to get those patrons off the shoulder of the road and also direct them to marked crosswalks to significantly reduce pedestrian and vehicular conflicts.

The nature trails and cross country running trails on the FLCC campus are significant community resources close to the City of Canandaigua and dense neighborhoods in the Town of Canandaigua and Hopewell. This project will connect sidewalks in those communities with the FLCC trail system for both pedestrians and bicyclists. The Route 364-County Road 11 Active Transportation Plan also documented the significant use of State Rt 364 by bicyclists. This project will provide the first section of an off road path for bicyclists to remove them from the narrow State Rt 364 right of way.

The project It will also provide a route for FLCC students to move between the FLCC Campus, near campus housing, Canandaigua's commercial and public lakefront park (Kershaw) areas, and New York Kitchen where some FLCC classes are conducted.

- 19 Describe any unique characteristics, new approaches or innovative techniques to address the problem (e.g. cost-effective solutions, creative / innovative ways to deliver the project, use of donated materials, innovative construction materials and methods, leveraging of partnerships or funding sources, greater than 20% match).

The local share of this project is to be provided by Ontario County, with a significant part (\$300,000) provided by a donation from the Sands Family Trust



through the FLCC Foundation, Inc. In addition, the Town of Canandaigua will be providing easements establishing the right of way for the construction of the project which we estimate would have a value of \$36,000. The Town is also pledging an \$36,000 in cash toward the required match.

- 20 Does the project address a safety issue? If yes, describe (e.g. reduces crashes, personal injury, or fatalities, addresses a High Accident Location). If No, enter N/A.

Q20 (See Q. 18 for context.) The serious pedestrian safety issues occur year round peaking during CMAC concerts and special events. Whether pedestrians are going to CMAC, the FLCC nature trail system, shopping areas, or residential neighborhoods, they must walk along SR 364 with a 45 mph speed limit on a narrow shoulder and/or on private lawns. A sidewalk would address critical safety issues by 1) separating vehicular and pedestrians on this high use roadway reducing potential for accidents; 2) improve emergency vehicle access and timely response during CMAC events by having shoulders cleared of pedestrians; and 3) allowing EMS teams to safely and efficiently respond to an accident on the FLCC nature trail.

For CMAC events, up to an estimated 8,000 people who cannot park at the CMAC/FLCC lots. They walk from private commercial lots on Rt. 5&20, SR 364, Lakeshore Drive, CR 10, and from on street and on residential lawn parking in adjoining neighborhoods. Pedestrians are funneled along the shoulder and front lawns along both sides of SR 364 dodging traffic and randomly crossing the road. In addition to pedestrian/vehicular accidents in this stretch of road, an ongoing critical concern of emergency responders has been their inability to safely respond to calls in the area in a timely manner due to the vehicular and pedestrian congestion. High volume use of the roadway by both pedestrians and vehicles, even at lower speeds has the increased potential for multiple-casualty events to occur.

Similar though less severe safety issues exist year round. Students, residents, and tourists regularly use this stretch of road to access FLCC campus, the shopping areas to the north, the Canandaigua lakefront and other destinations. With a 45 mph speed limit, pedestrians using the narrow shoulder and front lawns as a 'sidewalk' are very vulnerable in this heavily traveled roadway. The FLCC nature trail system can be accessed along this segment of SR 364. It is well used by the public and the cross country team. According to the Ontario County Emergency Management Office, both Canandaigua and Hopewell EMS Units are called to respond to hiking accidents on the FLCC trails. Their response is hampered by their inability to easily access the trails. A sidewalk would greatly improve their ability to safely and quickly respond.

- 21 Is the project referenced in a regional, state or local plan (e.g. Comprehensive Master Plan, Corridor Plan, Scenic Byway Plan, Regional MPO Plan, ADA Transition Plan, Smart Growth Plan, REDC Plan or Complete Streets Plan)?

Yes

- 22 If the answer to question #21 is Yes, name the documents and provide a link to the plan. If the answer to question #21 is No, enter N/A.

Routes 5/20 & Route 364 Multi-Modal Safety & Access Improvement  
Study. Link: [https://www.gtcmop.org/sites/default/files/pdf/2013/routes520\\_364\\_full.pdf](https://www.gtcmop.org/sites/default/files/pdf/2013/routes520_364_full.pdf)  
Ontario County SR 364/CR 11 Active Transportation Corridor Plan Link: <https://ontariocountyny.gov/1762/Ontario-County-SR-364CR-11-Active-Transp>

- 23 If the completed project is not available or open to the public (24 hours a day, 7 days a week, 365 days a year), describe the access restrictions. If there are no restrictions, enter N/A.

N/A

- 24 The following question (24.1) is required for CMAQ and joint CMAQ and TAP applications only. If this application is for TAP funding only, enter N/A for question 24.1 and go to question #25.

- 24.1 Clearly describe how the CMAQ project (including outreach/education activities) reduces emissions and/or provides congestion relief through one or more of the following strategies: A. Reduces the number of Single Occupant Vehicles (SOVs); B. Reduces idling vehicles in traffic by improving traffic flow, including before and after speed improvements; C. Improves efficient modes (transit, rideshare, pedestrian, or bicycle) or shifts users to lower emissions modes; D. Reduces fleet emissions by use of technology or operational practices. NOTE: Quantitative air quality benefits must be provided on the "Pre-submission Upload" page (found on the Forms Menu) by utilizing the "CMAQ Technical Benefits Worksheet".

N/A

- 25 Enter the number of federal aid transportation projects the sponsor has completed within the last 5 years.

13

- 26 Enter the number of currently active federal aid projects.

9

- 27 Has the Sponsor had difficulty delivering federal aid project(s) in the last five years (e.g. withdrawal, repayment, financial penalty, non-compliance with federal requirements, Federal Aid Ineligibility Notice)?

No

- 28 If the answer to question to #27 is Yes, explain. If the answer to question #27 is No, enter N/A.

N/A

- 29 Project Status: Enter the corresponding number / letter combo from the options 29A - 29F that best describes the project status. (e.g. If the project is in

the planning stage, enter 29B).

29B

Concept planning was completed as part of the 2013 study referenced in Q.22

29A Not Started

29B Planning Stage

29C Preliminary Engineering

29D Final Design

29E Construction

29F Other

30 ENVIRONMENTAL REVIEW STATUS (Descriptive Header. No answer required.)

31 State Environmental Quality Review Act (SEQR): Enter the corresponding number/letter combo from the options (31A - 31D) that best describes the project's SEQR status. e.g. Review Not Started, enter 31A.

31A

31A Not Started

31B In-Process

31C Environmental Determination Complete

31D Not Applicable

32 Explain the status provided in question #31. If 31A or 31D was selected, enter N/A.

The County has conducted a separate environmental review when it implemented the first two phase of the Routes 5/20 & Route 364 Multi-Modal Safety & Access Improvement Study's recommendations. This project is envisioned as a separate county capital project that will have minor environmental impacts associated with it.

33 National Environmental Policy Act (NEPA): Enter the corresponding number/letter combo from the options (33A- 33D) that best describes the project's NEPA status. e.g. Not Started, enter 33A.

33A

33A Not Started

33B In-Process

33C Environmental Determination

33D Not Applicable

34 Explain the status provided in question #33. If 33A or 33D was selected, enter N/A. If you chose 31C, enter the determination and date.

N/A

35 Will the project potentially affect any district, site, building, structure, or object that is listed, or eligible for listing on the National Register of Historic Places?

No

36 If the answer to question #35 is Yes, explain. If the answer to question #35 is No, enter N/A.

N/A

37 Is utility relocation required within the project boundaries?

No

38 If the answer to question #37 is Yes, describe. If the answer to question #37 is No, enter N/A.

N/A

39 Describe any unusual / unique features or issues which may hinder or slow the project's delivery. If no unusual features, enter N/A.

Awaiting updated flood maps and elevation data from FEMA on Fall Brook in order to ensure that the height and geometry of the proposed pedestrian bridge does not interfere with the stream's floodway and that the project properly balances cut and fill within the limit of the 100 year flood plain. FEMA anticipates releasing new maps for this area in the first quarter of 2022.

40 Describe Maintenance and Operation plans for the project's service life.

FLCC will plow the sidewalks as necessary. Ontario County will monitor the conditions and repair and maintain as required.

41 PROJECT DELIVERABLES  
(Descriptive Header. No answer required.)

NOTE: For project deliverables definitions see Guidebook, Appendix D.

42 Enter the anticipated project implementation date.

NOTE: For infrastructure projects enter the anticipated construction letting date. For non-infrastructure projects enter the anticipated contract agreement date. See appendices B and C for details.

3/31/2024

43 Enter the status of the Final Design Report from the options (43A - 43D).

43A

43A Not Started

43B In Process

43C Environmental Determination

43D Not Applicable

44 Enter the anticipated Final Design Report completion date. If the answer to #43 is 43D (Not Applicable) do not enter date and continue to the next question.

5/31/2021

45 Enter the status of the Advanced Detail Plans (ADPs) from the options (45A - 45D).

45A

45A Not Started

45B Initiated

45C Completed

45D Not Applicable

46 Enter the anticipated Advanced Detail Plans (ADPs) completion date. If the answer to #45 is 45D (Not Applicable) do not enter date and continue to the next question.

9/30/2023

47 Enter the status of the Bid Proposal documents including Plans, Specifications and Estimates (PS&E) from the options (47A - 47D).

47A

47A Not Started

47B Initiated

47C Completed

47D Not Applicable

48 Enter the anticipated completion date of the Bid Proposal Documents including Plans, Specifications and Estimates (PS&E). If the answer to #47 is 47D (Not Applicable) do not enter date and continue to the next question.

12/31/2023

49 Enter the anticipated project completion date.

11/30/2024

50 Is the anticipated project implementation / construction letting date within 24 months of State-Local Agreement (SLA) execution? NOTE: SLA is typically executed 3 – 6 months after project selection.

Yes

51 If the answer to question #50 is No, explain why. If the answer to question #50 is Yes, enter N/A.

N/A

52 RIGHT-OF-WAY (ROW) (Descriptive Header. No answer required.)

53 Does this project require ROW?

Yes

54 Describe ROW needs. If ROW is not needed, enter N/A.

Right of Way is needed for the entire project as the State Rt 364 right of way and bridge over Fall Brook is of insufficient width to contain project. The Town of Canandaigua is acquiring the permanent easements for the six parcels involved with the project. They have obtained permanent easements for two of the parcels. The landowner knows that the the easements may need to be revised if there is a change in the sidewalk alignment once the detailed design is completed. The other involved landowners have agreed to grant a permanent easements and will work with the Town as soon as the alignment for the sidewalk has been established.

55 What is the number of anticipated ROW acquisitions, leases and easements? If none, enter 0.

Note: Any anticipated ROW acquisitions, leases and easements information must be provided on the "Pre-submission Upload" page (found on the Forms Menu) by utilizing the "ROW Worksheet" template.

6

56 Will the project cross, conflict with or involve any Railroad ROW?

No

57 If the answer to question #56 is Yes, describe. If the answer to question #56 is No, enter N/A.

N/A

58 Was the project submitted for a pre-review? If yes, upload a copy of the Pre-Review Comment Form received on the "Pre-Submission Upload" screen (found on the Forms menu).

Yes

59 Did a NYS professional engineer review this project? If Yes, upload a copy of the letter on the "Pre-Submission Upload" screen (found on the Forms menu).

Yes

60 Provide any additional project information that should be considered.

**OTHER****Instructions:**

1. Please complete all the required fields.
2. Select the **Save** button above to save your work frequently.
3. Once an other item has been saved successfully, select the **Add** button above to add additional other items.
4. Click Forms Menu to return to the navigation links.

For allowable and unallowable costs see Attachment A. Note that both the total cost and the grant budgeted cost for this application/contract are required. The Total Cost may be more than the Grant Budgeted Cost in situations where the grant is supplemented by the use of Match or Other 3rd Party funds.

Type/Description  
Item # (if applicable)  
Quantity (if applicable)  
Financial

Total Project Cost

Unit Price (if applicable)

Total Cost \$2,072,000.00

Line Total	\$2,072,000.00
Category Cost	\$2,072,000.00

Click here to see a summary of the detail entered for this category.

[CATEGORY TOTAL SUMMARY](#)
**CAPITAL SUMMARY****Instructions:**

1. Adjust the values in the Grant Funds, Match Funds & Other Funds so their sum matches the "Total" column.
2. The "Total" values are pulled from the "Category Cost" field found at the bottom of each budget category form.
3. Select the **Save** button to save your work frequently.
4. Click Forms menu to return to the navigation links.

Category of Expense	Grant Funds *	Match Funds	Match % Calculated	Match % Required	Other Funds	Total
1. Scoping and Pre Development	\$0	\$0	0%	0%	\$0	\$0
2. Design	\$0	\$0	0%	0%	\$0	\$0
3. Acquisition	\$0	\$0	0%	0%	\$0	\$0
4. Construction	\$0	\$0	0%	0%	\$0	\$0
5. Administration	\$0	\$0	0%	0%	\$0	\$0
6. Work Capital/Reserves	\$0	\$0	0%	0%	\$0	\$0
7. Other	\$1,657,600.00	\$414,400.00	25%	0%	\$0	\$2,072,000.00
<b>Total</b>	<b>\$1,657,600.00</b>	<b>\$414,400.00</b>	<b>25%</b>	<b>0%</b>	<b>\$0</b>	<b>\$2,072,000.00</b>
<b>Period Total</b>	<b>\$0.00</b>					

**WORK PLAN OVERVIEW FORM****Instructions:**

The purpose of this form is to capture organizational information necessary for application processing, as well as a detailed accounting of the proposed or funded project. It is made up of three sections:

1. Project Summary
2. Organizational Capacity
3. Project Details - Objectives, Tasks and Performance Measures

If applicable, specific instructions/requirements for completing these sections may be found in the Grant Opportunity under which you are applying. Click Forms Menu to return to the navigation links.

Work Plan Period From To

**Project Summary**  
Provide a high-level overview of the project, including the overall goal and desired outcomes. Include information such as location, target population, overall number of persons to be served, service delivery method and hours of operation.

**Organizational Capacity**  
Describe the staffing, qualifications and ongoing staff development/training activities, and relevant experience of the provider organization to support the project.

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**Organizational Capacity**  
Describe the staffing, qualifications and ongoing staff development/training activities, and relevant experience of the provider organization to support the project.

OBJECTIVES

**Instructions:**

- 1. Enter an *Objective* in the field provided below.
- 2. Select the **Save** button.
- 3. To add another *Objective*, when applicable, select the **Add** button above.
- 4. Follow the directions below for adding *Tasks* to the *Objective*.
- 5. Click Forms Menu to return to the navigation links.

**Objective Name**  
**Objective Description**  
**Instructions for Adding Tasks for this Objective:**  
Click the **Task** link in the Forms Menu navigation panel above to add a Task to this Objective.

WORK PLAN OVERVIEW FORM

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OBJECTIVES AND TASKS

**Instructions:**

- 1. Select the **View/Add** link next to a Task to add or edit the Performance Measures for that Task.
- 2. Click Forms Menu to return to the navigation links.

Objective
Objective Name
Objective Description

**TASKS****Instructions:**

1. Enter an *Task* in the field provided below.
2. Select the **Save** button.
3. To add another *Task*, when applicable, select the **Add** button above.
4. Follow the directions below for adding *Performance Measures* to the *Task*.
5. Click Forms Menu to return to the navigation links.

**Objective:****Task Name****Task Description****Instructions for Adding Performance Measures for this Task:**

Click the **Performance Measures** link in the Forms Menu navigation panel above to add a Performance Measure to this Task.

**DEFINE TASKS****Objective:****Task****PERFORMANCE MEASURE****Instructions:**

1. Enter a *Performance Measure* in the field(s) provided below.
2. Select the **Save** button.
3. To add another *Performance Measure*, when applicable, select the **Add** button above.
4. Click Forms Menu to return to the navigation links.

**Objective:****Task:****Performance Measure Name**

Integer

**PERFORMANCE MEASURE****Instructions:**

1. Enter a *Performance Measure* in the field(s) provided below.
2. Select the **Save** button.
3. To add another *Performance Measure*, when applicable, select the **Add** button above.
4. Click Forms Menu to return to the navigation links.

**Objective:****Task:****Performance Measure Name**

Integer

**PRE-SUBMISSION UPLOADS****Instructions:**

1. Select the **Browse** button to locate an upload.
2. Select the **Save** button above to load it into the system.
3. If the Grant Opportunity you are applying for requires that a specific document be uploaded, a link to the Document Template will appear under the upload row. Click the link to download and save the Document Template to your computer. Once you have filled out the Document Template you can use the associated **Upload** row to upload the document as part of your application.

Attached files should be in common business formats, such as PDF, doc, xls, etc. File size for attachments is limited to 10MB per attachment. If there is a template provided for you, please download the template, complete it, save it to your computer and upload the completed file in the corresponding line. Some files provided may be for informational purposes only. Review the description of each to determine if it applies to you and your application. Only one file may be uploaded per line. If you have multiple documents that apply to one upload category, combine into one document (up to 10MB) and submit together. Note: when saving files, use naming convention of applicant name and brief description of the document. (e.g. BestTownBikePathBudget).

**NYSDOT Pre-Review Comment Form**

If you submitted your application for a pre-review by NYSDOT, upload the comments that you received from that review here.

FilenetDocRetrieval.aspx?docID={92197F22-126E-477B-BF72-6B2EEEEB77025}

**Document Template:** [Click here](#)

#### **Detailed Project Budget Estimate \***

Detailed project estimate can be in any format you choose. Resources can be found on the TAP-CMAQ website.

FilenetDocRetrieval.aspx?docID={C9D52FA5-BC3E-4AA3-916B-ED473B213788}

#### **Budget Summary Worksheet**

Download the attached template, complete the requested information, save to your computer and upload the completed document here.

FilenetDocRetrieval.aspx?docID={12C4AAB7-CED7-4DC2-9AD2-3BB16853EFA7}

**Document Template:** [Click here](#)

#### **Detailed Project Schedule\***

Upload your detailed project schedule.

FilenetDocRetrieval.aspx?docID={2F28AD49-0818-48A5-BE3E-BAC6D30DBDBA}

#### **Documentation of Community Support\***

Upload the project community support documentation here.

FilenetDocRetrieval.aspx?docID={E40FFACD-9555-4B24-84A6-CD924A9787B3}

#### **Verification of Match Assurance \***

Provide proof of Match Assurance. e.g. Letter of Intent, Budget Resolution.

FilenetDocRetrieval.aspx?docID={B3707392-5489-4E0A-B297-CE8B777CD835}

#### **Project Map\***

Upload a copy of your project map.

FilenetDocRetrieval.aspx?docID={5740A670-501D-4637-821C-B729910764C5}

#### **ROW Documentation**

Enter all Right of Way documentation. This is mandatory for any projects involving ROW.

FilenetDocRetrieval.aspx?docID={5B4AD376-85F0-4049-B9BD-64D386622A48}

**Document Template:** [Click here](#)

#### **CMAQ Technical Benefits Worksheet**

REQUIRED FOR ALL CMAQ PROJECTS: Download the attached template, complete the requested information, save to your computer and upload the completed document here.

**Document Template:** [Click here](#)

#### **NEPA Information**

Upload NEPA documentation if applicable.

#### **SEQR Information**

Upload SEQR documentation if applicable.

#### **Project Management Plan**

If you have a project management plan, upload that here.

#### **Plans or Drawings**

If you have any plans or drawings that are available upload them here.

#### **NYS Professional Engineer Project Review Letter**

Upload the NYS Professional Engineer signed Project Review Letter if completed. Sample letter is available for reference.

FilenetDocRetrieval.aspx?docID={2CC89A88-62BA-46A1-ACCD-24CCF31122FB}

**Document Template:** [Click here](#)

#### **Other Applicable Information**

If there is anything that you would like to include with your application upload it here.

FilenetDocRetrieval.aspx?docID={496FA326-F167-4443-A077-766518EFC9C}

#### **Other Applicable Information**

If there is anything that you would like to include with your application upload it here.

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#### **Attestation**

By clicking the **I Agree** button below, you certify and agree that you are authorized on behalf of the applicant and its governing body to commit the applicant to comply with the requirements of Article 15-A of the New York State Executive Law: Participation By Minority Group Members and Women With Respect To State Contracts by providing opportunities for Minority-owned Business Enterprise (MBE)/Woman-owned Business Enterprise (WBE) participation. You further certify that the applicant will maintain such records and take such actions necessary to demonstrate such compliance throughout the completion of the project.

By clicking the **I Agree** button below, you certify that you are authorized on behalf of the applicant and its governing body to submit this application. You further certify that all of the information contained in this Application and in all statements, data and supporting documents which have been made or furnished for the purpose of receiving Assistance for the project described in this application, are true, correct and complete to the best of your knowledge and belief. You acknowledge that offering a written instrument knowing that the written instrument contains a false statement or false information, with the intent to defraud the State or any political subdivision, public authority or public benefit corporation of the State, with the knowledge or belief that it will be filed with or recorded by the State or any political subdivision, public authority or public benefit corporation of the State, constitutes a crime under New York State Law.

**Submitted By:** [Christopher DeBolt](#) **Submitted On:** [9/29/2021 4:48:25 PM](#)



City of Canandaigua

County Road 50

# State Route 364 Sidewalks

## Project Scope Map

Town of Canandaigua

Fall Brook

FLCC Campus

Town of Hopewell

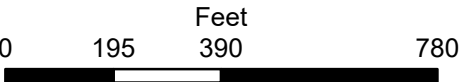
CMAC

CMAC Parking

Marvin Sands Dr

### Legend

- City of Canandaigua
- Town Boundary
- Tax Parcel Boundaries
- Streams & Creeks
- 8 ft. Pedestrian Sidewalk
- Pedestrian Bridge
- 12 ft. Pedestrian/Bicycle Path
- On Campus Trails





**2021 TAP-CMAQ Budget Summary**

Using figures from the required Detailed Project Estimate, complete the following:

Project Components	Total
ROW (Inc & Acq)	\$72,000
Preliminary Design	\$96,000
Final Design	\$96,000
Construction	\$1,200,000
8% Contingency <sup>1</sup>	\$96,000
Construction Inspection	\$204,000
Project Manager	\$46,800
Other Costs	\$0
<b>Total Project Cost<sup>2</sup></b>	<b>\$1,810,800</b>

**Notes:**

1) the 8% contingency represents Mobilization and Field Change Payment (as a percent of construction ONLY)

2) This cost should be entered in your application, Budget/Capital Summary

	Low Range (% of Total Cost)	High Range (% of Total Cost)	Calculated Low Value	User Input Value	Calculated High Value
Construction Inspection	10%	12%	\$181,080	\$204,000	\$217,296
Right-of-Way <sup>3</sup>	0%	15%	\$0	\$72,000	\$271,620
Design (Preliminary & Final)	20%	25%	\$362,160	\$192,000	\$452,700

3) Maximum ROW costs is 15 percent of the Total Project Cost and must meet all requirements under the Uniform Act.

1. Total Project Cost:	\$1,810,800
2. Amount of Funds Requested:	<b>\$1,448,640</b>
Min \$500,000 - Max. \$5 Million	<b>OK</b>
3. Total Remainder to be Funded:	\$362,160
4. Amount of Local Match: Min 20%	<b>\$362,160</b>
5. Local Match Provider Name:	

6. Amount of Additional Funds Required:	<b>\$0</b>
---	------------

7. Name the source(s) and amount of "Additional" Funds:

	\$0

Total Additional Funds: \$0

PROJECT SCHEDULE REVISED 12/28/2022

Ontario County 2021 TAP Project

Phase 3 -

Routes 5/20 & Route 364 Multi-Modal Safety & Access Improvement Study Implementation  
NY 364 - Lakeshore Drive to Marvin Sands Drive (East Side Only)

	Expected Date	Expected Months	Months after Award	Extended Date	Extended Months	Months after Award
Application Pre-Review:	17-Aug-21					
Application Submitted:	29-Sep-21	1.4				
2021 TAP Grant Awarded	22-Jun-22	8.9		31-Mar-22	6.1	
Approved IPP:	30-Jan-23	7.4	7.4	30-Apr-22	1.0	1.0
EOI Sent to LDSA Consultants:	31-Jan-23	0.0	7.4	30-May-22	1.0	2.0
Accept SLA & Consultant Award (S,PE & RoW Incid):	31-Jan-23	0.0	7.4	31-Aug-22	3.1	5.1
Design Approval:	30-May-23	4.0	11.4	31-Aug-23	12.2	17.3
Consultant Award (DD & RoW Acq):	30-Jun-23	1.0	12.4	30-Sep-23	1.0	18.3
Construction Authorization:	31-Mar-24	9.2	21.6	30-Jun-24	9.1	27.4
Bid Opening:	30-Apr-24	1.0	22.6	31-Jul-24	1.0	28.4
Construction & Consultant CI-CA-CS Award:	31-May-24	1.0	23.6	31-Aug-24	1.0	29.5
Construction-Final Completion:	30-Nov-24	6.1	29.7	28-Feb-25	6.0	35.5



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/4/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> M & T Insurance Agency, Inc 285 Delaware Avenue, Suite 4000 Buffalo NY 14202	<b>CONTACT NAME:</b> Tricia Haenle	<b>FAX (A/C, No):</b> 855-595-4605	
	<b>PHONE (A/C, No, Ext):</b>	<b>E-MAIL ADDRESS:</b> CLServicing@mtb.com	
<b>INSURED</b> Finger Lakes Community College 3325 Marvin Sands Dr Canandaigua NY 14424	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> United Educators Ins RRG Inc		10020
	<b>INSURER B:</b> Phoenix Ins Co		25623
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
<b>INSURER F:</b>			

**COVERAGES****CERTIFICATE NUMBER:** 1862020776**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>COMMERCIAL GENERAL LIABILITY</b> <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	M95-14Y	10/1/2022	10/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ \$
B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	810-OP637082	10/1/2022	10/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input checked="" type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	Y		M95-14Y	10/1/2022	10/1/2023	EACH OCCURRENCE \$ 12,000,000 AGGREGATE \$ 12,000,000 \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N / A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Internship & Professional Liability			M95-14Y	10/1/2022	10/1/2023	Aggregate Occurrence 3,000,000 1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

To the extent covered by the policy/endorsement form(s):  
CAT960 02 15 - NY Business Auto Extension Endorsement - NY includes: Additional Insured - Blanket when required by written contract.; Waiver of Subrogation - Blanket when required by written contract  
CGL 06-2008 General Liability Coverage form - includes: Additional Insured - Blanket when required by contract or agreement (pg 4); Waiver of Subrogation - Blanket when required by contract or agreement (pg 13)  
CGL636X - Primary & Non-Contributory coverage - Blanket when required by contract or agreement  
GLX 06-2008 - Excess Liability Coverage form - includes: Additional Insured - Blanket when required by contract or agreement (pg 4), Waiver of Subrogation - Blanket when required by contract or agreement (pg 13)  
See Attached...

**CERTIFICATE HOLDER****CANCELLATION**

THE COUNTY OF ONTARIO  
20 ONTARIO STREET  
CANANDAIGUA NY 14424

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**ADDITIONAL REMARKS SCHEDULE**Page 1 of 1

AGENCY M & T Insurance Agency, Inc		NAMED INSURED Finger Lakes Community College 3325 Marvin Sands Dr Canandaigua NY 14424
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,**  
**FORM NUMBER:** 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

Included as Named Insured: Finger Lakes Community College Finger Lakes Community College Foundation Finger Lakes Community College Association, Inc.  
Finger Lakes Community College Student Corporation FLCC Viticulture and Wine Technology Corporation Re: Child Care Center



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/4/2022

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<b>INSURED</b> Finger Lakes Community College 3325 Marvin Sands Dr Canandaigua NY 14424	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> United Educators Ins RRG Inc <b>INSURER B:</b> Phoenix Ins Co <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>

**COVERAGES**

CERTIFICATE NUMBER: 1862020776

REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>COMMERCIAL GENERAL LIABILITY</b> <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	M95-14Y	10/1/2022	10/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ \$
B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	810-OP637082	10/1/2022	10/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input checked="" type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	Y		M95-14Y	10/1/2022	10/1/2023	EACH OCCURRENCE \$ 12,000,000 AGGREGATE \$ 12,000,000 \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Internship & Professional Liability			M95-14Y	10/1/2022	10/1/2023	Aggregate Occurrence 3,000,000 1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

To the extent covered by the policy/endorsement form(s):  
CAT960 02 15 - NY Business Auto Extension Endorsement - NY includes : Additional Insured - Blanket when required by written contract.; Waiver of Subrogation - Blanket when required by written contract  
CGL 06-2008 General Liability Coverage form - includes: Additional Insured - Blanket when required by contract or agreement (pg 4); Waiver of Subrogation - Blanket when required by contract or agreement (pg 13)  
CGL636X - Primary & Non-Contributory coverage - Blanket when required by contract or agreement  
GLX 06-2008 - Excess Liability Coverage form - includes: Additional Insured - Blanket when required by contract or agreement (pg 4), Waiver of Subrogation - Blanket when required by contract or agreement (pg 13)  
See Attached...

**CERTIFICATE HOLDER****CANCELLATION**

THE COUNTY OF ONTARIO  
20 ONTARIO STREET  
CANANDAIGUA NY 14424

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**ADDITIONAL REMARKS SCHEDULE**Page 1 of 1

AGENCY M & T Insurance Agency, Inc		NAMED INSURED Finger Lakes Community College 3325 Marvin Sands Dr Canandaigua NY 14424
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,**  
**FORM NUMBER:** 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

Included as Named Insured: Finger Lakes Community College Finger Lakes Community College Foundation Finger Lakes Community College Association, Inc.  
Finger Lakes Community College Student Corporation FLCC Viticulture and Wine Technology Corporation Re: Child Care Center



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/4/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> M & T Insurance Agency, Inc 285 Delaware Avenue, Suite 4000 Buffalo NY 14202	<b>CONTACT NAME:</b> Tricia Haenle <b>PHONE (A/C, No, Ext):</b> <b>E-MAIL ADDRESS:</b> CLServicing@mtb.com <b>FAX (A/C, No):</b> 855-595-4605
<b>INSURED</b> Finger Lakes Community College 3325 Marvin Sands Dr Canandaigua NY 14424	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> United Educators Ins RRG Inc <b>INSURER B:</b> Phoenix Ins Co <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>

**COVERAGES**

CERTIFICATE NUMBER: 1862020776

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>COMMERCIAL GENERAL LIABILITY</b> <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	M95-14Y	10/1/2022	10/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ \$
B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	810-OP637082	10/1/2022	10/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input checked="" type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	Y		M95-14Y	10/1/2022	10/1/2023	EACH OCCURRENCE \$ 12,000,000 AGGREGATE \$ 12,000,000 \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N / A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Internship & Professional Liability			M95-14Y	10/1/2022	10/1/2023	Aggregate Occurrence 3,000,000 1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

To the extent covered by the policy/endorsement form(s):  
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See Attached...

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THE COUNTY OF ONTARIO  
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AUTHORIZED REPRESENTATIVE

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**ADDITIONAL REMARKS SCHEDULE**Page 1 of 1

AGENCY M & T Insurance Agency, Inc		NAMED INSURED Finger Lakes Community College 3325 Marvin Sands Dr Canandaigua NY 14424
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**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,**  
**FORM NUMBER:** 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

Included as Named Insured: Finger Lakes Community College Finger Lakes Community College Foundation Finger Lakes Community College Association, Inc.  
Finger Lakes Community College Student Corporation FLCC Viticulture and Wine Technology Corporation Re: Child Care Center

# *Town of Canandaigua*

5440 Routes 5 & 20 West  
Canandaigua, NY 14424  
(585) 394-1120 \* Fax: (585) 394-9476

[townofcanandaigua.org](http://townofcanandaigua.org)

*Established 1789*

September 28, 2021

Mr. Thomas Harvey, Director  
Ontario County Planning Dept.  
20 Ontario Street  
Canandaigua, NY 14424

Mr. Chris DeBolt, Administrator  
Ontario County  
20 Ontario Street  
Canandaigua, NY 14424

RE: Ontario County TAP State-CMAQ Rt 364 (#DOT01-TPCM21-2021-00057)

Dear Director Harvey and County Administrator DeBolt:

I am writing to you today to offer wholehearted support for your application to the New York State Department of Transportation for a TAP grant application to design and construct a sidewalk and bicycle path on the east side of SR364 from CR50 to Marvin Sands Drive. Additionally, by this letter I am offering on behalf of the Town of Canandaigua, support to fund the needed easement soft costs in an amount not to exceed \$36,000.00.

The Town of Canandaigua very much values walkability and has prioritized strategic action items associated with our Town's Comprehensive Plan, Parks and Recreation Master Plan, Complete Streets Policy, and many planning documents to promote inclusiveness with safe pedestrian and bicycle pathways for our community.

It is my pleasure to write in support of this application and offer funding support on behalf of the Town of Canandaigua for the soft easement related expenditures in an amount not to exceed \$36,000.00. If I can ever be of any assistance to you please do not hesitate to contact me.

Sincerely,



**Doug Finch**, Town Manager  
Town of Canandaigua

## Schedule "B"

This "Schedule B" consists of (1) proof of Workers' Compensation insurance, (2) proof of Disability insurance, (3) proof of liability insurance and (4) these Schedule "B" Instructions. Proof of insurance is usually in the form of an insurance ACORD Certificate that shall be provided **by the Vendor/Contractor/Consultant** prior to standing committee approval or issuance of a purchase order. In addition, all bids and quotes require proof of insurance with the response.

**ANY** change in or waiver of insurance requirements must be approved by the County Governmental Operations and Insurance Committee. A written explanation of change or waiver shall be provided if it has been granted.

### **Workers' Compensation and Disability Insurance:**

Vendor/Contractor/Consultant shall provide to the County proof of Workers' Compensation and Disability insurance in compliance with New York State law. If the Vendor/Contractor/Consultant is not required to have these types of insurance, **the Vendor/Contractor/Consultant** must provide to the County a form CE-200, which can be filled out on the State's website at [www.wcb.state.ny.us](http://www.wcb.state.ny.us).

### **Liability Insurance**

The type and limits of liability insurance required by a particular vendor/contractor/consultant are contained in the attached chart. On the chart, check the appropriate category for the particular vendor/contractor/consultant.

Once the category of liability insurance is chosen, the Vendor/Contractor/Consultant shall provide an ACORD Insurance Certificate that indicates compliance with the requirements and further contains ALL of the following:

- a. All insurance certificates must be on a New York approved ACORD form. ACORD Insurance Certificates must be executed by an insurance company and/or agency or broker, which is licensed by the Insurance Department of the State of New York.
- b. The proper ACORD form must contain (i) the name of the agent producing the form (ii) a policy number, (iii) policy effective date and expiration date, and (iv) the name of the Vendor/Contractor/Consultant, which must match the Vendor/Contractor/Consultant name on the Agreement.
- c. Insurance shall be written on an occurrence coverage form. Insurance shall include coverage for bodily injury and property damage liability. In addition, if the Vendor/Contractor/Consultant provides services to minors 0 to 18 years of age, insurance coverage shall include sexual abuse and molestation coverage for the participants in the program.

- d. With respect to contracts where professional liability is required, the Vendor/Contractor/Consultant shall either maintain this coverage for not less than three (3) years following expiration or termination of the Agreement, or shall provide an equivalent extended reporting endorsement (commonly known as a “tail policy”).
- c. All GENERAL AND AUTO LIABILITY insurance certificates must name Ontario County as an “additional insured” (Professional liability insurance certificates do not). Additional insured status must include products and completed operations.
- d. “Certificate Holder” shall be made out to the "County of Ontario, 20 Ontario Street St., Canandaigua, NY 14424" and coverage must comply with all specifications of the Agreement.
- e. The Description of Operations must say “Vendor/Contractor/Consultant services provided as per contract with Ontario County.”

#### **Notice of Non-renewal, Change, or Cancellation**

Vendor/Contractor/Consultant shall provide to the County of Ontario and the County Department requesting this Certificate at least thirty (30) days prior written notice of any non-renewal, change, or cancellation of the policy or policies required herein.

#### **Proof of Insurance**

All insurance forms are only good for one year and the Vendor/Contractor/Consultant must provide new certificates when they expire.

#### **Limitation of Liability**

The policy limits required by this Schedule B shall in no way operate or be considered as a limitation of Vendor’s/Contractor’s/Consultant’s liability.

#### **Waiver of Subrogation**

Vendor/Contractor/Consultant hereby grants to the County a waiver of any right to subrogation which any insurer of said Vendor/Contractor/Consultant may acquire against the County by virtue of the payment of any loss under such insurance. Vendor/Contractor/Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the County has received a waiver of subrogation endorsement from the insurer.

#### **Primary Coverage**

Vendor/Contractor/Consultant’s insurance shall be primary and the County’s self-insurance shall be excess and shall not contribute with it.

Vendor Classification	A Construction & Maintenance	B Purchase or Lease of Merchandise or Equipment	C Consultant Services	D Professional Services	E Property Leased to Others or Use of Facilities or Grounds	F Transportation Services	G All Purposes Public Entity Contracts
<b>Commercial General Liability</b>							
Each Occurrence	\$1,000,000 CSL	\$1,000,000 CSL	\$1,000,000 CSL	\$1,000,000 CSL	\$1,000,000 CSL	\$1,000,000 CSL	\$1,000,000 CSL
Fire Damage	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
General Aggregate	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
Product Comp/Op	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
Personal & Adv. Injury			\$ 1,000,000.00	\$ 1,000,000.00			
<b>Auto Liability</b>							
	\$1,000,000 CSL	***	***	***	\$1,000,000 CSL	\$1,000,000 CSL	\$1,000,000 CSL
Owned	\$ 1,000,000.00				\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
Hired	\$ 1,000,000.00				\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
Non-Owned	\$ 1,000,000.00				\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
<b>Workers Compensation &amp; Employers Liability</b>							
	See Below	See Below	See Below	See Below	See Below	See Below	
<b>Disability Benefits</b>							
	See Below	See Below	See Below	See Below	See Below	See Below	
<b>Professional Liability</b>				\$1,000,000			
Ontario County to be Named Add'l Insd On	GL-AL		GL	GL-AL	GL-AL	GL-AL	GL-AL

**Note: Workers Compensation & Disability Benefits required by sections 57 and 220 Subd. 8 of the Workers Compensation Law must be completed and returned with the Insurance ACORD- <http://www.web.state.ny.us/content/main/forms/AllForms.jsp>**

(\*\*\*) If a vehicle is used in the execution of the contract, the Consultant/Professional shall provide evidence of Auto Liability Coverage of \$1,000,000 Combined Single Limit

## **Workers' Compensation Requirements under Workers' Compensation Law §57**

To comply with coverage provisions of the Workers' Compensation Law (WCL), businesses must:

- a) be legally exempt from obtaining workers' compensation insurance coverage; or
- b) obtain such coverage from insurance carriers; or
- c) be a Board-approved self-insured employer; or
- d) participate in an authorized group self-insurance plan.

To assist State and municipal entities in enforcing WCL Section 57, businesses requesting permits or seeking to enter into contracts **MUST provide ONE** of the following forms to the government entity issuing the permit or entering into a contract:

A) Form [CE-200](#), *Certificate of Attestation of Exemption from NYS Workers' Compensation and/or Disability Benefits Coverage*;

Form CE-200 can be filled out electronically on the Board's website, [www.wcb.state.ny.us](http://www.wcb.state.ny.us). Click on the last button in the lower right hand corner {WC/DB Exemptions Form CE-200 (In bright yellow letters)} Applicants filing electronically are able to print a finished Form CE-200 immediately upon completion of the electronic application. Applicants without access to a computer may obtain a paper application for the CE-200 by writing or visiting the Customer Service Center at any district office of the Workers' Compensation Board. Applicants using the manual process may wait up to four weeks before receiving a CE-200. Once the applicant receives the CE-200, the applicant can then submit that CE-200 to the government agency from which he/she is getting the permit, license or contract; or

B) Form [C-105.2](#), *Certificate of Workers' Compensation Insurance* (the business's insurance carrier will send this form to the government entity upon request). **Please Note:** The State Insurance Fund provides its own version of this form, the U-26.3; or

C) Form [SI-12](#), *Certificate of Workers' Compensation Self-Insurance* (the business calls the Board's Self-Insurance Office at 518-402-0247), or GSI-105.2, *Certificate of Participation in Worker's Compensation Group Self-Insurance* (the business's Group Self-Insurance Administrator will send this form to the government entity upon request).

## **Disability Benefits Requirements under Workers' Compensation Law §220(8)**

To comply with coverage provisions of the WCL regarding disability benefits, businesses may:

- a) be legally exempt from obtaining disability benefits insurance coverage; or
- b) obtain such coverage from insurance carriers; or
- c) be a Board-approved self-insured employer.

Accordingly, to assist State and municipal entities in enforcing WCL Section 220(8), businesses requesting permits or seeking to enter into contracts **must** provide one of the following forms to the entity issuing the permit or entering into a contract:

A) [CE-200](#), *Certificate of Attestation of Exemption from NYS Workers' Compensation and/or Disability Benefits Coverage* (see above);

B) [DB-120.1](#), *Certificate of Disability Benefits Insurance* (the business's insurance carrier will send this form to the government entity upon request); **or**

C) [DB-155](#), *Certificate of Disability Benefits Self-Insurance* (the business calls the Board's Self-Insurance Office at 518-402-0247).

**NYS Agencies Acceptable Proof:** Letter from the NYS Department of Civil Service indicating the applicant is a New York State government agency covered for workers' compensation under Section 88-c of the Workers' Compensation Law and exempt from NYS disability benefits.

<https://www.buinessexpress.ny.gov/> or

[http://www.wcb.ny.gov/content/ebiz/wc\\_db\\_exemptions/wc\\_db\\_exemptions.jsp](http://www.wcb.ny.gov/content/ebiz/wc_db_exemptions/wc_db_exemptions.jsp)

# CERTIFICATE OF INSURANCE COVERAGE

## NYS DISABILITY AND PAID FAMILY LEAVE BENEFITS LAW

### PART 1. To be completed by NYS disability and Paid Family Leave benefits carrier or licensed insurance agent of that carrier

<p>1a. Legal Name &amp; Address of Insured (use street address only)  <b>TOWN OF CANANDAIGUA AND WATER DISTRICT</b>  <b>5440 ROUTES 5 &amp; 20</b>  <b>CANANDAIGUA, NY 14424</b></p> <p><small>Work Location of Insured (Only required if coverage is specifically limited to certain locations in New York State, i.e., Wrap-Up Policy)</small></p>	<p>1b. Business Telephone Number of Insured  <b>585-394-1120</b></p> <p>1c. Federal Employer Identification Number of Insured or Social Security Number  <b>166002197</b></p>
<p>2. Name and Address of Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder)  <b>Ontario County</b>  <b>20 Ontario St.</b>  <b>Canandaigua, NY 14424</b></p>	<p>3a. Name of Insurance Carrier  <b>ShelterPoint Life Insurance Company</b></p> <p>3b. Policy Number of Entity Listed in Box "1a"  <b>DBL294741</b></p> <p>3c. Policy effective period  <b>04/01/2024</b> to <b>03/31/2025</b></p>

4. Policy provides the following benefits:

☐ A. Both disability and paid family leave benefits.

☒ B. Disability benefits only.


☐ C. Paid family leave benefits only.

5. Policy covers:

☐ A. All of the employer's employees eligible under the NYS Disability and Paid Family Leave Benefits Law.

☒ B. Only the following class or classes of employer's employees:  
ALL EMPLOYEES EXCEPT ELECTED OFFICIALS

Under penalty of perjury, I certify that I am an authorized representative or licensed agent of the insurance carrier referenced above and that the named insured has NYS Disability and/or Paid Family Leave Benefits insurance coverage as described above.

Date Signed 4/5/2024 By   
(Signature of insurance carrier's authorized representative or NYS Licensed Insurance Agent of that insurance carrier)

Telephone Number 516-829-8100 Name and Title Richard White, Chief Executive Officer

**IMPORTANT:** If Boxes 4A and 5A are checked, and this form is signed by the insurance carrier's authorized representative or NYS Licensed Insurance Agent of that carrier, this certificate is COMPLETE. Mail it directly to the certificate holder.

If Box 4B, 4C or 5B is checked, this certificate is NOT COMPLETE for purposes of Section 220, Subd. 8 of the NYS Disability and Paid Family Leave Benefits Law. It must be emailed to PAU@wcb.ny.gov or it can be mailed for completion to the Workers' Compensation Board, Plans Acceptance Unit, PO Box 5200, Binghamton, NY 13902-5200.

### PART 2. To be completed by the NYS Workers' Compensation Board (Only if Box 4B, 4C or 5B have been checked)

**State of New York**

**Workers' Compensation Board**

According to information maintained by the NYS Workers' Compensation Board, the above-named employer has complied with the NYS Disability and Paid Family Leave Benefits Law (Article 9 of the Workers' Compensation Law) with respect to all of their employees.

Date Signed \_\_\_\_\_ By \_\_\_\_\_  
(Signature of Authorized NYS Workers' Compensation Board Employee)

Telephone Number \_\_\_\_\_ Name and Title \_\_\_\_\_

**Please Note:** Only insurance carriers licensed to write NYS disability and paid family leave benefits insurance policies and NYS licensed insurance agents of those insurance carriers are authorized to issue Form DB-120.1. **Insurance brokers are NOT authorized to issue this form.**



## **Additional Instructions for Form DB-120.1**

By signing this form, the insurance carrier identified in Box 3 on this form is certifying that it is insuring the business referenced in Box 1a for disability and/or Paid Family Leave benefits under the NYS Disability and Paid Family Leave Benefits Law. The insurance carrier or its licensed agent will send this Certificate of Insurance Coverage (Certificate) to the entity listed as the certificate holder in Box 2.

The insurance carrier must notify the above certificate holder and the Workers' Compensation Board within 10 days IF a policy is cancelled due to nonpayment of premiums or within 30 days IF there are reasons other than nonpayment of premiums that cancel the policy or eliminate the insured from coverage indicated on this Certificate. (These notices may be sent by regular mail.) Otherwise, this Certificate is valid for one year after this form is approved by the insurance carrier or its licensed agent, or until the policy expiration date listed in Box 3c, whichever is earlier.

This Certificate is issued as a matter of information only and confers no rights upon the certificate holder. This Certificate does not amend, extend or alter the coverage afforded by the policy listed, nor does it confer any rights or responsibilities beyond those contained in the referenced policy.

This Certificate may be used as evidence of a NYS disability and/or Paid Family Leave benefits contract of insurance only while the underlying policy is in effect.

**Please Note: Upon the cancellation of the disability and/or Paid Family Leave benefits policy indicated on this form, if the business continues to be named on a permit, license or contract issued by a certificate holder, the business must provide that certificate holder with a new Certificate of Insurance Coverage for NYS disability and/or Paid Family Leave Benefits or other authorized proof that the business is complying with the mandatory coverage requirements of the NYS Disability and Paid Family Leave Benefits Law.**

### **NYS DISABILITY AND PAID FAMILY LEAVE BENEFITS LAW**

#### **§220. Subd. 8**

(a) The head of a state or municipal department, board, commission or office authorized or required by law to issue any permit for or in connection with any work involving the employment of employees in employment as defined in this article, and notwithstanding any general or special statute requiring or authorizing the issue of such permits, shall not issue such permit unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that the payment of disability benefits and after January first, two thousand and twenty-one, the payment of family leave benefits for all employees has been secured as provided by this article. Nothing herein, however, shall be construed as creating any liability on the part of such state or municipal department, board, commission or office to pay any disability benefits to any such employee if so employed.

(b) The head of a state or municipal department, board, commission or office authorized or required by law to enter into any contract for or in connection with any work involving the employment of employees in employment as defined in this article and notwithstanding any general or special statute requiring or authorizing any such contract, shall not enter into any such contract unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that the payment of disability benefits and after January first, two thousand eighteen, the payment of family leave benefits for all employees has been secured as provided by this article.





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/5/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Canandaigua Insurance Agency 470 S Pearl St Canandaigua NY 14424	<b>CONTACT NAME:</b> Vicki Manko <b>PHONE (A/C, No, Ext):</b> 585-394-5544 <b>E-MAIL ADDRESS:</b> vmanko@canandaiguainsurance.com <b>FAX (A/C, No):</b> 585-394-0026
<b>INSURED</b> Town of Canandaigua & Water District Doug Finch, Town Manager 5440 Routes 5 & 20 Canandaigua NY 14424	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> US Specialty Insurance Co <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>

License#: 547488  
CANA&WA-01NAIC #  
29599**COVERAGES****CERTIFICATE NUMBER:** 378879558**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		U24PKG80299-05	4/1/2024	4/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			U24PKG80299-05	4/1/2024	4/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N / A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Employee Dishonesty			U24PKG80299-05	4/1/2024	4/1/2025	Per Employee 150,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Employee Dishonesty coverage is Form O with Faithful Performance coverage in regards to Town Justice Walter W. Jones, Jr.  
Certificate holder is an additional insured when required by written contract per attached form GL000123NY0116.

**CERTIFICATE HOLDER****CANCELLATION**Ontario County  
20 Ontario Street  
Canandaigua NY 14424

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**U.S. SPECIALTY INSURANCE COMPANY  
PUBLIC RISK**

**ENDORSEMENT NO.** \_\_\_\_\_

ATTACHED TO AND FORMING A PART OF POLICY NUMBER	ENDORSEMENT EFFECTIVE (Standard Time)					INSURED	AGENCY AND CODE
	MO.	DAY	YR.	12:01 A.M.	NOON		
CPKG80120309	4	1	2019	X		TOWN OF CANANDAIGUA AND WATER DISTRICT	00601

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED — BY CONTRACT, AGREEMENT OR PERMIT**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE FORM**

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

**SCHEDULE**

<b>Name of Person or Organization:</b>	
AS REQUIRED BY WRITTEN CONTRACT, AGREEMENT	
OR BY A PERMIT	
., NY .	

**SECTION II - WHO IS AN INSURED** is amended to include as an insured the person(s) or organization(s) shown in the Schedule above when you and such person or organization have agreed in writing in a contract, agreement or permit that such person or organization be added as an additional insured on your policy. Such person or organization is an insured only with respect to liability arising out of your operations, "your work", or premises owned or used by you.

This insurance does not apply unless the written contract, agreement, or permit is executed prior to the "occurrence" which results in "bodily injury" or "property damage" under Coverage **A**, or the offense which results in "personal and advertising injury" under Coverage **B**.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/5/2024

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<b>PRODUCER</b> Canandaigua Insurance Agency 470 S Pearl St Canandaigua NY 14424	<b>CONTACT NAME:</b> Vicki Manko <b>PHONE (A/C, No, Ext):</b> 585-394-5544 <b>E-MAIL ADDRESS:</b> vmanko@canandaiguainsurance.com <b>FAX (A/C, No):</b> 585-394-0026
<b>INSURED</b> Town of Canandaigua & Water District Doug Finch, Town Manager 5440 Routes 5 & 20 Canandaigua NY 14424	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> US Specialty Insurance Co <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>

License#: 547488  
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29599**COVERAGES****CERTIFICATE NUMBER:** 378879558**REVISION NUMBER:**

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20 Ontario Street  
Canandaigua NY 14424

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AUTHORIZED REPRESENTATIVE

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**U.S. SPECIALTY INSURANCE COMPANY  
PUBLIC RISK**

**ENDORSEMENT NO.** \_\_\_\_\_

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	MO.	DAY	YR.	12:01 A.M.	NOON		
CPKG80120309	4	1	2019	X		TOWN OF CANANDAIGUA AND WATER DISTRICT	00601

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**SCHEDULE**

<b>Name of Person or Organization:</b>	
AS REQUIRED BY WRITTEN CONTRACT, AGREEMENT	
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., NY .	

**SECTION II - WHO IS AN INSURED** is amended to include as an insured the person(s) or organization(s) shown in the Schedule above when you and such person or organization have agreed in writing in a contract, agreement or permit that such person or organization be added as an additional insured on your policy. Such person or organization is an insured only with respect to liability arising out of your operations, "your work", or premises owned or used by you.

This insurance does not apply unless the written contract, agreement, or permit is executed prior to the "occurrence" which results in "bodily injury" or "property damage" under Coverage **A**, or the offense which results in "personal and advertising injury" under Coverage **B**.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.



## Department of Transportation

KATHY HOCHUL  
Governor

MARIE THERESE DOMINGUEZ  
Commissioner

June 24, 2022

Mr. Thomas Harvey  
Director of Planning  
Ontario County  
2962 County Road 48  
Canandaigua, New York 14424

Dear Mr. Harvey:

I am pleased to inform you that the New York State Department of Transportation (NYSDOT) has approved the Ontario County application for funding the Ontario County Rt 364 Sidewalk and Bike Path Project under the Transportation Alternatives Program (TAP) – Congestion Mitigation and Air Quality Improvement Program (CMAQ) in the amount of \$1,657,600.

Projects were selected through a competitive scoring process and consideration of available funds. The TAP-CMAQ programs will provide funding reimbursement for up to 80 percent of eligible expenses up to the award amount.

The NYSDOT Regional Local Projects Liaison (RLPL), Craig Ekstrom, will contact you to discuss the next steps; schedule a project kickoff meeting to assist you in developing a Project Management Plan and complying with all federal and State requirements.

If you have any questions regarding this award, feel free to contact Diane Kenneally, Director of the Office of Integrated Modal Services at (518) 457-4059 or [Diane.Kenneally@dot.ny.gov](mailto:Diane.Kenneally@dot.ny.gov).

Sincerely,

A handwritten signature in black ink that reads "Marie Therese Dominguez".

Marie Therese Dominguez  
Commissioner

CC: Christopher Reeve, Regional Director, Region 4 - Rochester  
Joel Kleinberg, Regional Planning and Program Manager, Region 4 - Rochester  
James Stack, Executive Director, GTC  
Chris DeBolt, County Administrator, 2962 County Road 48, Canandaigua 14424

# **ATTACHMENT 12**



# TITAN ROOFING, INC.

200 Tapley St. Springfield, MA, 01104

Main office phone (413) 536-1624

Main office fax (413) 533-2560

Estimating fax (413) 533-1186

MINORITY BUSINESS ENTERPRISE

Commonwealth of Massachusetts

State of New York

## FAX PROPOSAL

JOB: Town of Canandaigua Onanda Park

ESTIMATOR: Ed Wells

DATE: May 24, 2024 12 pm

TAXABLE: {} YES {X} NO

**Wayside  
Maintenance Garage  
Hayowentha  
Little House**

**BID AMOUNT: \$ 91,400.00  
BID AMOUNT: \$ 47,500.00  
BID AMOUNT: \$ 33,200.00  
BID AMOUNT: \$ 25,300.00**

**SECTIONS INCLUDED:** 074113 Metal Roof Panels, 076200 Sheet Metal Flashing & Trim

**SCOPE OF WORK:** Supply and install the following:

- 1.) Provide all lifting and hoisting for this scope of work.
- 2.) Remove and dispose of existing shingle roof system.
- 3.) Firestone Clad Guard 40 mil. Self-adhering underlayment over wood deck.
- 4.) Firestone 24-gauge snap lock standing seam roof system with a standard Hunter Green Kynar finish.
- 5.) 24-gauge matching metal drip, rake, and ridge flashings.
- 6.) Flash all walls and penetrations to manufacturer's specifications.
- 7.) Metal manufacturer's twenty (20) year material, labor, and watertight warranty.
- 8.) Metal manufacturer's thirty (30) year finish warranty.
- 9.) Two (2) year material and labor warranty by Titan Roofing Inc.
- 10.) Add alternate: Plywood deck replacement \$12 square foot.

**EXCLUSIONS:** Thru-wall flashing, framing, snow removal, abatement, overtime or shift work, NYS Sales tax, permits and bonds.

**The proposal is only good for 60 days.**

165 Harding Street  
Worcester, MA 01604  
Phone 508-755-0487  
Fax 508-756-8609

115 Old Colony Avenue  
Quincy, MA 02170  
Phone 617-773-7660  
Fax 617-773-7727

32 Railroad Avenue  
Albany, NY 12205  
Phone 518-235-1707  
Fax 518-235-1753



Onanda Roof bids 2024		
Company Name:	Architectural Sheet Metal Specialties	Titan Roofing, Inc
Wayside	\$ 79,665.00	\$ 91,400.00
Maintenance Garage	\$ 30,680.00	\$ 47,500.00
Hayowentha	\$ 20,525.00	\$ 33,200.00
Little House	\$ 19,658.00	\$ 25,300.00
Total	\$ 150,528.00	\$ 197,400.00

	Supply materials, custom fabricate and install 26 g Englert Series A1500 Standing Seam roof. approx. 1,100 sf non-exposed fasteners	074113 Metal Roof Panels, 076200 Sheet Metal Flashing & Trim  1.)Provide all lifting and hoisting for this scope of work.  2.)Remove and dispose of existing shingle roof system.  3.)Firestone Clad Guard 40 mil. Self-adhering underlayment over wood deck.  4.)Firestone 24-gauge snap lock standing seam roof system with a standard Hunter Green Kynar finish.  5.)24-gauge matching metal drip, rake, and ridge flashings.  6.)Flash all walls and penetrations to manufacturer's specificati
Specs & Materials		
Manufacturer Warrant for finish and/or Materials (requested any available)	35 year Englert Paint warranty comes with the materials used – see sample attached.  Englert Galvalume roofing carries a 25 year limited warranty on the Galvalume substrate and 25-35 year limited warranty against chip, crack, check, peel, chalk, and fade on pre-painted Galvalume.	Metal manufacturer's twenty (20) year material, labor, and watertight warranty.  Metal manufacturer's thirty (30) year finish warranty.
Workmanship/Company Warranty (requested any available)	Labor is guaranteed by ASMS for a period of one (1) year. [Exception: workmanship cannot be warrantied against acts of god that are beyond our control (i.e. excessive weather related damage or other construction related damage incurred by us including existing building defects)	Two (2) year material and labor warranty by Titan Roofing Inc
Extra Add on proposals?	Plywood deck Repalcement @ \$6.00/SF	Add alternate: Plywood deck replacement \$12 square foot.

Notes:

# **ATTACHMENT 13**



# O'Connell Electric Company, Inc.

*Industrial & Commercial Construction · Power Line & Substation · Communications  
Transportation · Renewable Energy · Service & Maintenance · Technical Services*

May 23, 2024

Town Clerk, Town of Canandaigua  
5440 Routes 5 & 20  
Canandaigua, NY 14424  
(585) 394-1120

Attn: Crystelyn Laske

Re: Pole Replacement & LED Street Light Conversion Project

Dear Ms. Laske,

O'Connell Electric Company is pleased to provide our proposal for the Town of Canandaigua Pole Replacement & LED Street Light Conversion Project. This letter shall serve as confirmation that O'Connell Electric Company, Inc. has read and fully understands the RFP and the associated scopes of work. Additionally, that our proposal shall be valid for no longer than ninety (90) days following receipt of the bid package herein.

Our mission at O'Connell is to be a best-in-class electrical contractor building the future with quality and efficiency to the highest level of client satisfaction. We take pride in the fact that our field crews and operations support staff operate in lockstep with this same mission in mind. Additionally, we hope you find that our recent projects all exemplify the mission, vision, and values that O'Connell lives by.

We trust that you will find this proposal to be clear and concise, fulfilling the needs of your project. We remain committed to provide the Town of Canandaigua with best-in-class service associated with this RFP. If there is any opportunity for value engineering, we are always available to discuss alternative means/methods to leave you with the best product possible. If there are any questions or concerns with any of the information provided herein, please feel free to reach out.

Regards,

David Emmi

Vice President – Power Group  
Email: [david.emmi@oconnellelectric.com](mailto:david.emmi@oconnellelectric.com)  
Office: (585) 295-6805

**Corporate Headquarters** 830 Phillips Road | Victor, NY 14564 | Phone 585.924.2176 | Fax 585.924.4973

**Albany** 2360 Maxon Road Ext | Schenectady, NY 12308 | Phone 518.346.0077 | Fax 518.346.0728 **Rochester** 390 Systems Road | Rochester, NY 14623 | Phone 585.424.3472 | Fax 585.424.3486

**Buffalo** 9298 Ransom Road | Lancaster, NY 14086 | Phone 716.675.9010 | Fax 716.686.0586 **Syracuse** 301 Stoutenger Street | East Syracuse, NY 13057 | Phone 315.437.1453 | Fax 315.437.7431

[www.oconnellelectric.com](http://www.oconnellelectric.com)



**Request for Proposals:**  
**Pole Replacement &**  
**LED Street Light Conversion Project**

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## **SECTION I – PURPOSE AND BACKGROUND**

### **A. PURPOSE**

In this Request for Proposals (“RFP”), the Uptown Business Improvement District of the Town of Canandaigua (the “Town”) intends to review the relevant experience of qualified firms (“Firm”) to upgrade the Seventy-Two (72) municipally owned streetlights on Route 332. Utilizing the existing concrete foundation locations, the Town would like to install new poles and full cutoff LED luminaire fixtures to maximize uniformity & efficiency. The light poles are located on State Route 332 between County Road 28 and Emerson Road

### **B. SCHEDULE**

Issuance of RFQ/P:	Monday May 6, 2024
Deadline for Submissions:	Tuesday May 28, 2024
Contract Awarded	Monday June 10, 2024

### **C. BACKGROUND**

The Town is looking to solicit offers from interested and qualified vendors/contractors to utilize the existing concrete foundation locations and install new light poles & energy efficient LED lighting within these locations and specifications set forth in Section 3.

The selected vendor/contractor will be responsible for the removal and disposal of the existing poles, the installation of a new lighting poles, and the installation of energy efficient lighting fixtures & lighting. In addition, the vendor will be responsible for repairing any damage caused on site as well as the cleanup and disposal of the site and all site materials.

### **D. RESPONSIBLE RESPONDENT QUALIFICATIONS**

Respondents must provide all equipment and material to perform necessary services and have demonstrated experience with all aspects of the project. Respondents must have properly registered (if required) and insured equipment and be licensed (if required) to operate said equipment. Respondents must be in good financial standing with federal agencies and the State of New York.

## **SECTION 2 – STATEMENT OF QUALIFICATIONS**

This section outlines the information that must be included in your Qualifications Statement. Please respond with your information in the same order as the items in this section.

1. Please provide a brief history of your Firm including the number of years in business, identification of company ownership, and the number of employees. Describe a minimum of three (3) projects of similar scope that best demonstrate the firm's qualifications to undertake all aspects of this project.
2. To the extent that you would engage subcontractors or consultants for this project, or would work on this project in conjunction with any project organizer or you or a principal, officer or agent would enter or has entered into any contract (as such term is defined in General Municipal Law Article 18) with any other third party in connection with this RFP or your response to this RFP (any such subcontractor, consultant, organizer or other third party a "Third-Party"), please provide the name, location and contact information for each. Each Third Party will be required to provide a complete copy of its contract with the Respondent. Please state which elements of the Scope of Services, if any, as described in Section 3 of this RFP, each Third Party would perform or participate in performing ("Third-Party Services"). For each Third Party please provide a brief history, including the number of years in business, identification of company ownership and the number of employees, together with the information specified in Items 1, 3, 5 and 6 of this Section 2 – Statement of Qualifications. With respect to each Third Party, please also provide (a) the information specified in Section 3 – Scope of Services for each element of the Scope of Services comprising the Third-Party Services; and (b) to the extent relevant to the Third-Party Services, the information requested in Item D1 of Section 4 – Elements of Response. If any Third Party has experience in similar projects, please indicate and describe the experience. If any contract between you and any Third Party requires approval from the New York State Public Service Commission or any other agency of the State of New York, please submit proof of such approval. The information required by this subsection 4 may be furnished directly by any Third Party as an addendum attached to your response to this RFP.
3. Provide a minimum of three (3) clients for whom your firm has successfully completed project for. Include the following information for each client:
  - a. Name and address of client.
  - b. Name and telephone number of contact person.
  - c. Summary of the services provided.

## **SECTION 3 – SCOPE OF SERVICES**

The Scope of Services should address Respondent's capacity to complete the following expected functions including full removal, replacement, installation through to final completion of new streetlights along NYS Route 332 in the Uptown Business Improvement District including the replacement of all light poles and lighting fixtures. Specifications of light poles and fixtures are attached.

Respondent is responsible for all phases of the project from start to finish including all inspections, certifications, highway work permits, traffic control, materials, services, or any other matter needed to replace the light poles, lights, and wiring existing, with new services including new poles, lights, and wiring.

## Specifications

### Lume pulse

ALG7200-277-CSL-M150-30K-CRI70-2-BK-DIM-P4

ARM-P-P4-CS6-S1E-4-R—BK

ALG7124-277-CSL-S60-30K-CRI-70-2-BK-DIM-P3

ARM-P-P3-CS4-S1X-6-R-BK

BA-2-CLMP-18-S2X-6-R-BK-SPL (029645A).

PL-S-6-AL-R-23-H-BK-WO-TN4-DRG-A8-SPL (029645B)

1. All poles are to be aluminum with powder coat painting and have a lifetime warranty against decay and corrosion.
2. The lighting on the road shall be maintained at 1.24 FC on average with a min / max of no greater than 5 to 1.
3. If alternate light is being proposed in your proposal, contractor must submit a complete PT X PT detailing all lights levels and meeting the light levels requested in specifications.
4. Color of the equipment is to be black.
- 5.



## **SECTION 4 – ADDITIONAL REQUIREMENTS**

The Contractor agrees to provide services to the Town as an independent contractor and not as an employee, as those terms are understood for New York and Federal law purposes. The Contractor agrees to provide for, secure, and/or be solely responsible for any and all required fees, permits, Workers Compensation coverage, Unemployment Insurance, Disability Insurance, Social Security contributions, income tax withholdings and any other insurance or taxes, including but not limited to Federal and New York taxes, for any persons performing services pursuant to a subsequent agreement, including the Contractor, and any employees of the Contractor. The Contractor agrees to indemnify the Town and hold the Town harmless from any claims, suits, losses, or damages, including reasonable attorney fees, resulting from any failure on the part of the contractor to satisfy its obligations as stated herein.

The Contractor acknowledges and agrees to purchase, register, and insure all necessary equipment and vehicles to provide the scope of services identified. Automobile liability insurance must have a minimum limit for bodily injury and property damage of \$1,000,000/\$3,000,000.

The Contractor acknowledges and agrees to purchase comprehensive general liability insurance with minimum liability limits of \$1,000,000/\$3,000,000 for personal injury and property damage, and \$3,000,000 aggregate to protect against claims brought against the Town, which may arise from the provision of services under a subsequent agreement. The contractor agrees to name the Town as an additional named insured.

The Contractor agrees to indemnify the Town and hold the Town harmless from any claims (including but not limited to claims under Labor Law Section 240 [Scaffold Law], if applicable), suits, losses, or damages resulting from or relating to any services provided by the Contractor and/or equipment or materials used by the Contractor, or any other person performing services pursuant to a subsequent agreement. All employees or subcontractors working under Contractor must be trained and instructed under requirements of NYS Scaffold Law. The Contractor shall be liable to the Town for any loss, damage or destruction or any property, materials, goods, documents, or other items, including reasonable attorney's fees, resulting from, or related to the negligence, or other wrongful acts of the Contractor, the Contractor's employees, or any other person performing services pursuant to a subsequent agreement.

The Contractor may not assign, transfer, sublet or otherwise dispose of the Agreement without the prior written consent of the Town.

The Town reserves the right to require additional contractual provisions it deems appropriate to give effect to this Proposal.

## **SECTION 5- ELEMENTS OF THE RESPONSE**

All proposal submissions must include the following information to be considered complete. Please respond to the sections following the same order as in this RFQ. For each step, be sure to detail what technical and support services you would have available.

### **A. COVER LETTER**

A letter on the Respondent's business stationery from the individual(s) or principal officer of the firm offering the proposal certifying the proposal will remain in effect for ninety (90) days after the proposal due date. The letter should contain a general description of the mission or focus of the organization and provide the name & address of the individual or firm, and contact information for the individual or officer (telephone number & email address).

### **B. STATEMENT OF QUALIFICATIONS as defined in Section 2**

### **C. SCOPE OF SERVICES as defined in Section 3.**

## SECTION 5 – SUBMISSION GUIDELINES

1. All Respondents should carefully review the contents of this document. All the Requirements and Specifications in this document may become part of an agreement to be signed by the Town of Canandaigua and the successful Respondent.
2. All proposals must be submitted **no later than 2:00 p.m. on Thursday May 28, 2024.**

Respondents must submit an electronic copy to:

Town Clerk, Town of Canandaigua  
5440 Routes 5 & 20  
Canandaigua, NY 14424  
585-394-1120

[claske@townofcanandaigua.org](mailto:claske@townofcanandaigua.org)

RE: Pole Replacement & LED Street Light Conversion Project

3. Inquiries concerning this RFP can be submitted to Jim Fletcher via email [jfletcher@townofcanandaigua.org](mailto:jfletcher@townofcanandaigua.org) with “Pole Replacement & LED Street Light Conversion Project” in the subject line.
4. All costs incurred in the preparation of a proposal responding to this RFP will be the responsibility of the Responder and will not be reimbursed by the Town.
6. The proposal is not a contract offer. A contract is a separate, written agreement between the Town and the Respondent which may be entered into after the selection process.

The Town of Canandaigua reserves the right to accept any on-time response, to reject any and all responses and to waive any irregularities or informalities in a response when doing so is in the best interest of the Town.

## PROPOSAL SIGNATURE PAGE

### POLE REPLACEMENT & LED STREET LIGHT CONVERSION PROJECT

**TO: Clerk, Town of Canandaigua**

**THE UNDERSIGNED PROPOSES TO PROVIDE THE GOODS AND SERVICES** required as set forth in the reference Request for Proposal. If successful, the Bidder hereby agrees to furnish the goods and services in accordance with all terms, conditions and specifications contained within reference Request for Proposal, at prices submitted in referenced specification. I certify that I am authorized to sign this proposal, myself or in behalf of the company or firm I represent, and to enter into a binding contract with the Town of Canandaigua. This signed proposal will become part of a binding contract after awarded by the Town of Canandaigua to the successful bidder.

**NOTE: By signing and submitting the proposal form for consideration by the Town of Canandaigua, the Contractor acknowledges they have read, understood, and agreed to all aspects of the specification as presented without reservation or alteration.**

O'Connell Electric Company, Inc.

Legal name of person/firm/corporation

830 Phillips Road

Address

Victor, NY 4564

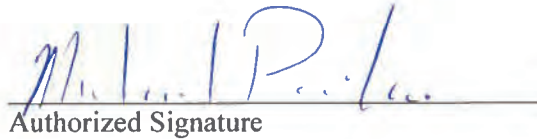
City/State/Zip

May 28, 2024 / 585-924-2176

Date Telephone No.

michael.parkes@oconnellelectric.com

E-mail address

  
Authorized Signature

Michael Parkes

Typed Name

President & COO

Title

585-924-4973

Fax No.

**YOU MUST RETURN THIS SHEET WITH YOUR PROPOSAL**

**NON-COLLUSION FORM**

**POLE REPLACEMENT & LED STREET LIGHT CONVERSION PROJECT**

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, as to its own organization, under penalty or perjury, that to the best of his or her knowledge and belief:

1. The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition as to any matter relating to such prices with any other bidder or with any competitor.
2. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any other competitor; and
3. No attempt has been made or will be made by the bidder to induce any other person, partnership, or corporation to submit a bid for the purpose of restricting competition.
4. No person, broker or selling agent had been employed or retained by the bidder to solicit or secure this award upon an agreement or upon an understanding for a commission, percentage, a brokerage fee, contingent fee, or any other compensation. The bidder further represents and warrants that no payment, gift, or thing of value has been made, given or promised to obtain this or any other agreement between parties.

In compliance with this invitation for bids, and subject to the conditions thereof, the undersigned offers and agrees, if this bid is accepted within forty-five (45) days from the date of opening, to furnish all the items upon which process are submitted.

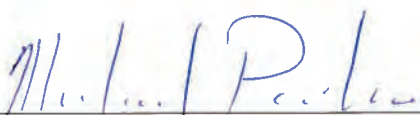
O'Connell Electric Company, Inc.  
Legal name of person/firm/corporation

830 Phillips Road  
Address

Victor, NY 14564  
City/State/Zip

May 28, 2024 / 585-924-2176  
Date Telephone No.

michael.parkes@oconnellelectric.com  
E-mail address

  
Authorized Signature

Michael Parkes  
Typed Name

President & COO  
Title

585-924-4973  
Fax No.

**YOU MUST RETURN THIS SHEET WITH YOUR BID**

**CORPORATE APPLICANT/ENTITY ATTESTATION OF GOOD STANDING**

As a duly authorized official of the Applicant Entity identified below, I certify and attest that the following condition are true and accurate:

The applicant is not currently the subject of an enforcement action related to an investigation by a State or Federal agency.

The applicant corporate entity is in good standing and is following required corporate filings.

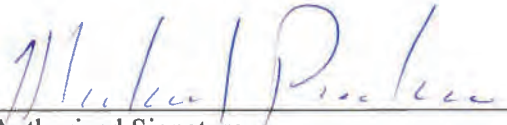
O'Connell Electric Company, Inc.  
Legal name of firm/corporation

830 Phillips Road  
Address

Victor, NY 14564  
City/State/Zip

May 28, 2024 / 585-924-2176  
Date Telephone No.

michael.parkes@oconnellelectric.com  
E-mail address

  
Authorized Signature

Michael Parkes  
Typed Name

President & COO  
Title

585-924-4973  
Fax No.

PLEASE USE THIS FORM IN RESPONDING TO THIS BID REQUEST. PRICES MUST BE TYPED IN OR WRITTEN IN USING BLUE INK. THIS BID SHEET MUST BE SIGNED BY ANY AUTHORIZED REPRESENTATIVE OF THE BIDDER. IF ALTERNATE BIDS ARE BEING SUBMITTED, PLEASE COPY AND USE THIS SUBMISSION FORM FOR EACH ALTERNATE BID SUBMITTED. EACH ALTERNATE BID MUST BE IN A SEPARATE SEALED BID PACKET.

<u>QUANTITY</u>	<u>COMMODITY</u>	<u>LUMP SUM</u>
72	Removing and replacing streetlights. on state route 332	\$ 475,000.00

COMPANY: O'Connell Electric Company, Inc.

ADDRESS: 830 Phillips Road

CITY, STATE, ZIP: Victor, NY 14564

TELEPHONE #: 585-924-2176

FAX #: 585-924-4973

SIGNATURE: 

PRINTED NAME & TITLE: Michael Parkes, President & COO



**Town of Canandaigua – Request for Proposal  
Pole Replacement & LED Street Light Conversion Project**

**BASE BID PROPOSAL  
QUALIFICATIONS & CLARIFICATIONS**

May 28<sup>th</sup>, 2024



**O'CONNELL**  
**ELECTRIC COMPANY**



**Section 2 - Statement of Qualifications**

- 1) O'Connell Electric Company Inc. is a full-service electrical contractor serving New York State and surrounding regions of the northeast. We maintain fully staffed offices in Buffalo, Rochester, Syracuse, and the Albany metro area along with our corporate headquarters in Victor, NY.

Chief Executive Officer: Thomas W. Parkes

President and Chief Operating Officer: Michael Parkes

Vice President – Power Group: David Emmi

Founded in 1911, the company has steadily grown into one of the largest electrical contractors in the United States. We currently employ roughly 1,000 employees across five locations in Upstate New York and one location in Pottsville, Pennsylvania. O'Connell has successfully expanded our market reach into the eastern section of the country from New England to southern states, where our progressive approach differentiates us from the competition.

As a diversified full-service electrical contractor, O'Connell provides comprehensive design build, construction, service, maintenance, and emergency response services. We bring reliable electrical power, lighting and communications to facilities, structures, and communities from a range of sources. Our dedicated service divisions cover all key areas of the industry from electrical construction, power generation, substations, and transmission/ distribution to transportation, technical services, renewable energy, and communications.

O'Connell is stable and reliable. We have over one hundred years of industry experience and today, our corporate bonding capacity ensures your projects will be fully backed, regardless of size.

We are recognized for our highly trained and experienced technicians, engineers, and project managers as well as for our extensive modern fleet and tools. We are proud of our reputation for commitment, dependability, and safe delivery of projects, on schedule and within budget.



In the recent past, O'Connell has been engaged in several projects that demonstrate our ability to undertake this Project.

**1. Town of Amherst Streetlight Conversion Project – May 2023 to Current**

- a. O'Connell was tasked by Wendel Energy Services to convert 2,900 HID cobraheads to LED cobraheads coupled with fused disconnects and smart-node technology. Additionally, O'Connell supported the Project by warehousing procured materials, completing GIS data input at each conversion location, providing Town-wide maintenance services throughout the course of construction, and handling all existing materials to be disposed of off-site. O'Connell was successful in completing the project on-time with zero lost-time incidents.

**2. City of Syracuse Streetlight Maintenance – Summer 2021 to Current**

- a. O'Connell has been working closely with the City of Syracuse to maintain their city-wide streetlight system following a past LED conversion project. Our day-to-day scope includes troubleshooting outages identified via the City's online portal, replacement of defective/broken utility poles, rewiring underground and overhead secondary services, installation of new fixtures and fuse kits, etc. All work is completed per National Grid specifications.

**3. New York State Electric & Gas (Lockport & Lancaster) – 2016 to 2021**

- a. Between 2016 and 2021, OCE performed streetlight maintenance for NYSEG in Lancaster & Lockport divisions with dock crews. Troubleshooting and repairing lights, bulbs, eyes, cable as well as large scale replacements of heads through the service territory.



- 2) O'Connell will likely utilize a subcontractor to provide NYSDOT approved work zone traffic control services throughout the site during construction. This subcontractor would be responsible for determining the correct traffic control specification to be followed at each individual site, implementing the traffic control measures, and restoring the normal flow of traffic at the end of each work day.

Name: Certified Safety Products of New York, Inc.

Address: 807 State Route 417, PO Box E, Andover, NY 14806

Owner: Maria McCormick, (607) 478-8467

Established in 1983, Certified Traffic Control initially started flagging services across Region 6. For over 34 years we continue the same reliable services in Georgia, Maryland, New York, Ohio and Pennsylvania. CTC can provide ATSSA (American Traffic Safety Services Association) certified flaggers. Our flagging teams are experienced in maintenance and safety protection and have New York State Department of Transportation (NYSDOT) training.

O'Connell has utilized Certified Safety Products of New York, Inc (CTC) consistently throughout the Town of Amherst Streetlight Conversion Project. CTC has been paramount in our success, by providing the most qualified individuals and reliable equipment to complete their scope of work. Throughout the duration of the Project, the NYSDOT has not cited OCE and/or CTC for inadequate WZTC setups. Additionally, CTC is a NYS Certified Woman Owned Business, and does not require New York State Public Service Commission approval to provide services.



3) Contacts associated with past project experience:

**a. Town of Amherst Streetlight Conversion Project**

- i. Client: Wendel Companies
- ii. Address: 375 Essjay Road, Suite 200, Williamsville, NY 14221
- iii. Construction Supervisor: Maria Szeffler
- iv. Cell: (716) 359-8519
- v. Scope of services provided: O'Connell was tasked by Wendel Energy Services to convert 2,900 HID cobraheads to LED cobraheads coupled with fused disconnects and smart-node technology. Additionally, O'Connell supported the Project by warehousing procured materials, completing GIS data input at each conversion location, providing Town-wide maintenance services throughout the course of construction, and handling all existing materials to be disposed of off-site.

**b. City of Syracuse Streetlight Maintenance**

- i. Client: City of Syracuse
- ii. Address: 233 E. Washington St., Suite 401, Syracuse, NY 13202
- iii. Construction Supervisor: Ken Towsley
- iv. Cell: (315) 952-5511
- v. Scope of services provided: O'Connell has been working closely with the City of Syracuse to maintain their city-wide streetlight system following a past LED conversion project. Our day-to-day scope includes troubleshooting outages identified via the City's online portal, replacement of defective/broken utility poles, rewiring underground and overhead secondary services, installation of new fixtures and fuse kits, etc. All work is completed per National Grid specifications.

**c. New York State Electric & Gas (Lockport & Lancaster)**

- i. Client: NYSEG
- ii. Address: 18 Link Drive, Binghamton, NY 13904
- iii. Construction Supervisor: Jeff Sowinski
- iv. Cell: (716) 395-6633
- v. Scope of services provided: Between 2016 and 2021, OCE performed streetlight maintenance for NYSEG in Lancaster & Lockport divisions with dock crews. Troubleshooting and repairing lights, bulbs, eyes, cable as well as large scale replacements of heads through the service territory.



**Section 3 – Scope of Services**

- 1) O'Connell has full capacity to complete the scope of services described on Page 4 of the RFP Package. We have carefully read the scope and fully understand the intent of the Project and the associated specifications. OCE utilizes local vendors that are able procure materials in a timely manner and propose alternatives as needed depending on long lead-time materials. Additionally, adequate qualified workers and maintained equipment are available to complete the work within the proposed schedule. Lastly, OCE has access to a state-of-the-art in-house pre-fabrication shop that has the capacity to pre-assemble the poles to the greatest extent possible. This will help to expedite the replacement process and minimize cost to the Town for labor, equipment, and traffic control, as well as minimize streetlight outage time.



## Clarifications and Exceptions

### LABOR:

1. Working schedule is five 8-hour days. OCE reserves the right to work four 10-hour days if permissible.
2. OCE anticipates deploying one 2-man crew to complete this scope of work.
3. A full-time safety representative has not been included. Part-time coverage is included.
4. Overtime past 40 hours, Off-hours, Sunday, and holiday work is not included in our proposal, unless noted otherwise.

### SCHEDULE:

1. OCE assumes beginning work in Q3 2024 and reaching substantial completion by Q4 2024.
2. One mobilization/demobilization has been included. Additional or out of scope mobilization/demobilizations will incur additional cost.
3. GIS data collection not included in pricing. Data collection and importing into Town-owned platform (as required) may be completed on a T&M basis.

### MATERIALS:

1. All materials to be procured by OCE per provided specifications and Bill of Materials.
2. OCE will provide SLK-M fuse holders and FNM-10 time-delay midget fuses to be installed at all fixture locations.
3. Steel/fiber drums associated with disposal of existing luminaires and/or associated equipment is not included.
4. Ownership labels on luminaires and/or pole stenciling not included.
5. Sales tax on materials purchased have been excluded from our pricing.

<b>Manufacturer</b>	<b>Item</b>	<b>Quantity</b>
LumenPulse	ALG7200-277-CSL-M150-30K-CRI70-2-BK-DIM-P4	72
	ARM-P-P4-CS6-S1E-4-R--BK	72
	ALG7124-277-CSL-S60-30K-CRI-70-2-BK-DIM-P3	72
	ARM-P-P3-CS4-S1X-6-R-BK	72
	BA-2-CLMP-18-S2X-6-R-BK-SPL (029645B)	72
	PL-S-6-AL-R-23-H-BK-WO-TN4-DRG-A8-SPL (029645B)	72
Homac	SLK-M Fuse Holder	144
Eaton	FNM-10 Midget Fuse	144

**\*\*Anticipated lead time for material delivery: 14-16 weeks**





**EQUIPMENT:**

1. It is assumed that rubber-tired equipment can access all locations. Off-road and/or tracked equipment to reach backyard locations is not included.

**LED CONVERSION WORK:**

1. All work to be performed by IBEW LU 1249 labor.
2. Escalation into next IBEW rate period (May 1, 2025 – April 30, 2026) has not been included.
3. Power issues, pole knockdowns, unsafe conditions, etc. will be reported to the Town promptly. Additional work required to restore power and complete the scope at these locations will incur additional cost.
4. Owner to provide OCE with a map/plan of the Project site and adequate means for data collection. If data collection via web-based software is required and deemed defective during construction, OCE reserves the right to collect data via its preferred means/methods.
5. OCE intends on completing the majority of this work off the edge of the state highway right of way. Traffic control is included but is limited based on that work approach.
6. Maintenance following LED conversion is not included.
7. OCE reserves the right to construct the project by the most efficient means/methods seen fit. One-by-one removal/replacement of existing poles/fixtures is not included.
8. Town of Canandaigua to provide adequate laydown space for material storage as needed.
9. Town of Canandaigua to provide dumpsters for disposal of existing poles and luminaires.
10. Price assumes existing concrete bases are in satisfactory condition. Refurbishing/replacing existing concrete bases, anchor bolts, etc. is not included.
11. Snow removal and/or de-icing has not been included.
12. NYSDOT WZTC has been included.

**MISCELLANEOUS:**

1. Liquidated damages not included.
2. Our proposal is based on award of the entire project.
3. Additional labor and equipment expenses incurred because of inefficiencies and out of sequence work due to delays beyond O'Connell Electric's control (inaccessible areas, design conflicts, etc.) will be additional cost.
4. Proposal is based on the provided drawings and specifications at the time of bid.
5. We reserve the right to correct this proposal for errors & omissions.
6. It is assumed that all permits required to complete the scope of work will be obtained by the Owner and cover O'Connell Electric.
7. Payment/Performance Bond, Bid Bond, and/or Letter of Credit is not included.
8. Sales tax on work performed by OCE or its subcontractors has not been included in pricing.
9. Sales tax on material purchased has not been included in pricing.
10. Pricing does not include additional or special insurances such as cyber security insurances or builders risk insurance.

**\*\*END OF DOCUMENT\*\***

# **ATTACHMENT 14**

# MEMO

## TOWN OF CANANDAIGUA

**To:** Town Board  
**From:** Town Planner  
**CC:**  
**Date:** 6/14/2024  
**Re:** Proposed updates to Town Code regarding Farm Labor Housing

**COMMENTS:** NY State Agriculture and Markets Law § 305-a protects farm operations within NY State agricultural districts. It states that local governments shall not unreasonably restrict or regulate such farming operations.

The Town's Ordinance Committee, along with the staff in the Development Office and members of the Town's farming community have weighed in and provided comments and suggestions for improving town code to clarify and simplify regulations relating to farm labor housing in the Town of Canandaigua.

The proposed changes will edit four different sections of town code as outlined in the proposed draft LL language.

The proposed changes will:

- update the definitions for farm labor and agricultural buildings.
- remove the regulations for special use permits for farm labor housing in the town.
- add farm labor housing as a permitted use in the AR-1, AR-2, RR-3, and SCR-1 zoning districts.

**DRAFT**  
**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<sup>24</sup>

A local law to execute a text code amendment to Town Code Chapters §1-17, §220-14(B)(8),  
(Insert Title)  
§220-18(c)(7), and §220-58 that would clarify regulations surrounding the use of farm labor  
housing in the Town of Canandaigua

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 "Exhibit A"

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

TOWN OF CANANDAIGUA  
LOCAL LAW # \_\_\_\_\_ OF 2024

---

EXHIBIT A

SECTION ONE. Intent. Agriculture and farming are an important part of the Town of Canandaigua. It is the intent of this local law to clarify Town Code such that farm labor housing is recognized as an important aspect of farm operations and to fulfill the Town's obligations under NYS Agriculture and Markets law 305-a not to unreasonably restrict farming operations.

SECTION TWO. The definition of AGRICULTURAL BUILDING contained in Town Code § 1-17 shall be replaced in its entirety with the following:

**BUILDING, AGRICULTURAL**

A detached building or structure used to support an agricultural use and/or farm operations.

SECTION THREE. The definition of FARM LABOR contained in Town Code § 1-17 shall be replaced in its entirety with the following:

**FARM LABOR**

A person or persons working at least 30 hours per week on farm such that the hours worked and income earned by said person or persons are predominantly from on-farm employment, either year round or seasonally, who is not a partner or owner of the farm or the farm operation.

SECTION FOUR. The following permitted use shall be added to the AR-1 Agricultural Rural Residential District as §220-14(B)(8):

Farm labor housing, provided that the property owner provides acceptable documentation that the housing will be provided to farm labor as defined in this code and further provided that such farm labor housing will be removed within a reasonable amount of time in the event farm labor operations are no longer taking place on the property or properties served by said farm labor housing. Farm labor housing shall be subject to the area and bulk standards set forth in Schedule 1 of this chapter for Agricultural Uses and Structures (Principal Building).

SECTION FIVE. The following permitted use shall be added to the SCR-1 Southern Corridor Residential District as §220-18(C)(7):

Farm labor housing, provided that the property owner provides acceptable documentation that the housing will be provided to farm labor as defined in this code and further provided that such farm labor housing will be removed within a reasonable amount of time in the event farm labor operations are no longer

taking place on the property or properties served by said farm labor housing. Farm labor housing shall be subject to the area and bulk standards set forth in Schedule 1 of this chapter for Agricultural Uses and Structures (Principal Building).

SECTION SIX. Town Code § 220-58, Farm Labor Housing Within Established Ontario County Agriculture Districts located within RR3, AR1 and AR2 Districts shall be removed in its entirety

Severability. If any portion of this local law is determined to be invalid or unenforceable by a court of competent jurisdiction, the remainder of this local law shall remain in full force and effect.

SECTION SEVEN. Effective Date. This local law shall take effect immediately upon its filing with the New York State Secretary of State.

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

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

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 2024 of the (County)(City)(Town)(Village) of Canandaigua was duly passed by the Town Board on \_\_\_\_\_ 2024, 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 \_\_\_\_\_ 2024, 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 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\*)

\* 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: \_\_\_\_\_

**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 applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

**A. Project and Applicant/Sponsor Information.**

Name of Action or Project: Proposed local law to update town code regulations regarding farm labor housing		
Project Location (describe, and attach a general location map): Town of Canandaigua (townwide, local law)		
Brief Description of Proposed Action (include purpose or need): The Town Board of the Town of Canandaigua is considering the adoption of a Local Law to execute a text code amendment to Town Code Chapters §1-17, §220-14(B)(8), §220-18(c)(7), and §220-58 that would clarify regulations surrounding the use of farm labor housing in the Town of Canandaigua.		
Name of Applicant/Sponsor: Town Board, Town of Canandaigua	Telephone: 585-394-1120	
	E-Mail: info@townofcanandaigua.org	
Address: 5440 Rtes 5 & 20 West		
City/PO: Canandaigua	State: NY	Zip Code: 14424
Project Contact (if not same as sponsor; give name and title/role): Sarah Reynolds, Town Planner	Telephone: 585-337-4731	
	E-Mail: sreynolds@townofcanandaigua.org	
Address: same as above		
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	Town Board	July 22, 2024
b. City, Town or Village <input type="checkbox"/> Yes <input type="checkbox"/> No Planning Board or Commission		
c. City, Town or <input type="checkbox"/> Yes <input type="checkbox"/> No Village Zoning Board of Appeals		
d. Other local agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
e. County agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
f. Regional agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
g. State agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
h. Federal agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
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? ☒Yes ☐No

- 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? ☒Yes ☐No

If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? ☐Yes ☒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?) ☐Yes ☐No

If Yes, identify the plan(s):

The proposed action involves the adoption of a local law. No actual site work is proposed as part of this action. No other questions in section C apply to the proposed action.

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? ☐Yes ☐No

If Yes, identify the plan(s):

### C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. ☐ Yes ☐ No  
If Yes, what is the zoning classification(s) including any applicable overlay district?

\_\_\_\_\_

\_\_\_\_\_

b. Is the use permitted or allowed by a special or conditional use permit? ☐ Yes ☐ No

c. Is a zoning change requested as part of the proposed action? ☐ Yes ☒ 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? \_\_\_\_\_

b. What police or other public protection forces serve the project site?  
\_\_\_\_\_

c. Which fire protection and emergency medical services serve the project site?  
\_\_\_\_\_

d. What parks serve the project site?  
\_\_\_\_\_  
\_\_\_\_\_

### 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)?  
\_\_\_\_\_

b. 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

c. Is the proposed action an expansion of an existing project or use? ☐ Yes ☐ 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? ☐ Yes ☐ 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? ☐ Yes ☐ No

iii. Number of lots proposed? \_\_\_\_\_

iv. Minimum and maximum proposed lot sizes? Minimum \_\_\_\_\_ Maximum \_\_\_\_\_

e. Will the proposed action be constructed in multiple phases? ☐ Yes ☐ No

i. If No, anticipated period of construction: \_\_\_\_\_ months

ii. If Yes:

- Total number of phases anticipated \_\_\_\_\_
- Anticipated commencement date of phase 1 (including demolition) \_\_\_\_\_ month \_\_\_\_\_ year
- Anticipated completion date of final phase \_\_\_\_\_ month \_\_\_\_\_ year
- Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

f. Does the project include new residential uses? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> 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)? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes,	
<i>i.</i> Total number of structures _____ <i>ii.</i> Dimensions (in feet) of largest proposed structure: _____ height; _____ width; and _____ length <i>iii.</i> Approximate extent of building space to be heated or cooled: _____ 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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes,	
<i>i.</i> Purpose of the impoundment: _____ <i>ii.</i> If a water impoundment, the principal source of the water: <span style="float: right;"><input type="checkbox"/> Ground water <input type="checkbox"/> Surface water streams <input type="checkbox"/> Other specify: _____</span> <i>iii.</i> If other than water, identify the type of impounded/contained liquids and their source. _____ <i>iv.</i> Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres <i>v.</i> Dimensions of the proposed dam or impounding structure: _____ height; _____ length <i>vi.</i> 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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite) If Yes:	
<i>i.</i> What is the purpose of the excavation or dredging? _____ <i>ii.</i> 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? _____ <i>iii.</i> Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____ _____ _____	
<i>iv.</i> Will there be onsite dewatering or processing of excavated materials? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If yes, describe. _____ _____ _____	
<i>v.</i> What is the total area to be dredged or excavated? _____ acres <i>vi.</i> What is the maximum area to be worked at any one time? _____ acres <i>vii.</i> What would be the maximum depth of excavation or dredging? _____ feet <i>viii.</i> Will the excavation require blasting? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> <i>ix.</i> 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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes:	
<i>i.</i> Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____ _____ _____	

*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:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*iii.* Will the proposed action cause or result in disturbance to bottom sediments? ☐ Yes ☐ No  
If Yes, describe: \_\_\_\_\_

*iv.* Will the 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: \_\_\_\_\_

\_\_\_\_\_

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*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), what is the maximum pumping capacity: \_\_\_\_\_ gallons/minute.

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*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"> <li>• Do existing sewer lines serve the project site? _____</li> <li>• Will a line extension within an existing district be necessary to serve the project? _____</li> </ul> <p>If Yes:</p> <ul style="list-style-type: none"> <li>• Describe extensions or capacity expansions proposed to serve this project: _____          _____          _____</li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	
<p>iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? _____</p> <p>If Yes:</p> <ul style="list-style-type: none"> <li>• Applicant/sponsor for new district: _____</li> <li>• Date application submitted or anticipated: _____</li> <li>• What is the receiving water for the wastewater discharge? _____</li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<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>vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____          _____          _____</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? _____</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="margin-left: 40px;">_____ Square feet or _____ acres (impervious surface)</p> <p style="margin-left: 40px;">_____ Square feet or _____ acres (parcel size)</p> <p>ii. Describe types of new point sources. _____</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> <ul style="list-style-type: none"> <li>• If to surface waters, identify receiving water bodies or wetlands: _____          _____</li> <li>• Will stormwater runoff flow to adjacent properties? _____</li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	
<p>iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? _____</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? _____</p> <p>If Yes, identify:</p> <p>i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles) _____</p> <p>ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers) _____</p> <p>iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation) _____</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	
<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? _____</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) _____</p> <p>ii. In addition to emissions as calculated in the application, the project will generate:</p> <ul style="list-style-type: none"> <li>• _____ Tons/year (short tons) of Carbon Dioxide (CO<sub>2</sub>)</li> <li>• _____ Tons/year (short tons) of Nitrous Oxide (N<sub>2</sub>O)</li> <li>• _____ Tons/year (short tons) of Perfluorocarbons (PFCs)</li> <li>• _____ Tons/year (short tons) of Sulfur Hexafluoride (SF<sub>6</sub>)</li> <li>• _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs)</li> <li>• _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)</li> </ul>		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No

<p>h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Estimate methane generation in tons/year (metric): _____</p> <p style="margin-left: 20px;">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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">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 style="margin-left: 20px;">ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): _____</p> <p style="margin-left: 20px;">iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____</p> <p style="margin-left: 20px;">iv. Does the proposed action include any shared use parking? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p style="margin-left: 20px;">v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: _____</p> <p style="margin-left: 20px;">vi. Are public/private transportation service(s) or facilities available within ½ mile of the proposed site? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p style="margin-left: 20px;">vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p style="margin-left: 20px;">viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>			
<p>k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Estimate annual electricity demand during operation of the proposed action: _____</p> <p style="margin-left: 20px;">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 style="margin-left: 20px;">iii. Will the proposed action require a new, or an upgrade, to an existing substation? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>			
<p>l. Hours of operation. Answer all items which apply.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>i. During Construction:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul> </td> </tr> </table>		<p>i. During Construction:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>	<p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>
<p>i. During Construction:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>	<p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>		



<p>m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes:</p> <p>i. Provide details including sources, time of day and duration:</p> <p>_____</p> <p>_____</p>	
<p>ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>Describe: _____</p> <p>_____</p>	
<p>n. Will the proposed action have outdoor lighting? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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>_____</p> <p>_____</p>	
<p>ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>Describe: _____</p> <p>_____</p>	
<p>o. Does the proposed action have the potential to produce odors for more than one hour per day? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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 the 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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Describe proposed treatment(s):</p> <p>_____</p> <p>_____</p> <p>_____</p>	
<p>ii. Will the proposed action use Integrated Pest Management Practices? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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)? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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"> <li>• Construction: _____ tons per _____ (unit of time)</li> <li>• Operation : _____ tons per _____ (unit of time)</li> </ul> <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"> <li>• Construction: _____</li> <li>• Operation: _____</li> </ul> <p>iii. Proposed disposal methods/facilities for solid waste generated on-site:</p> <ul style="list-style-type: none"> <li>• Construction: _____</li> <li>• Operation: _____</li> </ul>	

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 the 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

<b>E.1. Land uses on and surrounding the project site</b>																																							
<p>a. Existing land uses.</p> <p>i. Check all uses that occur on, adjoining and near the project site.</p> <div style="display: flex; flex-wrap: wrap;"> <div style="margin-right: 10px;"><input type="checkbox"/> Urban</div> <div style="margin-right: 10px;"><input type="checkbox"/> Industrial</div> <div style="margin-right: 10px;"><input type="checkbox"/> Commercial</div> <div style="margin-right: 10px;"><input type="checkbox"/> Residential (suburban)</div> <div style="margin-right: 10px;"><input type="checkbox"/> Rural (non-farm)</div> <div style="margin-right: 10px;"><input type="checkbox"/> Forest</div> <div style="margin-right: 10px;"><input type="checkbox"/> Agriculture</div> <div style="margin-right: 10px;"><input type="checkbox"/> Aquatic</div> <div style="margin-right: 10px;"><input type="checkbox"/> Other (specify): _____</div> </div> <p>ii. If mix of uses, generally describe: _____</p>																																							
<p>b. Land uses and coverytypes on the project site.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;">Land use or Coverytype</th> <th style="width: 15%;">Current Acreage</th> <th style="width: 25%;">Acreage After Project Completion</th> <th style="width: 20%;">Change (Acres +/-)</th> </tr> </thead> <tbody> <tr> <td>• Roads, buildings, and other paved or impervious surfaces</td> <td></td> <td></td> <td></td> </tr> <tr> <td>• Forested</td> <td></td> <td></td> <td></td> </tr> <tr> <td>• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)</td> <td></td> <td></td> <td></td> </tr> <tr> <td>• Agricultural (includes active orchards, field, greenhouse etc.)</td> <td></td> <td></td> <td></td> </tr> <tr> <td>• Surface water features (lakes, ponds, streams, rivers, etc.)</td> <td></td> <td></td> <td></td> </tr> <tr> <td>• Wetlands (freshwater or tidal)</td> <td></td> <td></td> <td></td> </tr> <tr> <td>• Non-vegetated (bare rock, earth or fill)</td> <td></td> <td></td> <td></td> </tr> <tr> <td>• Other Describe: _____</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>				Land use or Coverytype	Current Acreage	Acreage After Project Completion	Change (Acres +/-)	• Roads, buildings, and other paved or impervious surfaces				• Forested				• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)				• 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: _____			
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<p>c. Is the project site presently used by members of the community for public recreation?  <i>i. If Yes: explain:</i> _____</p>	<input type="checkbox"/> Yes <input 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>i. Identify Facilities:</i>          _____          _____</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>e. Does the project site contain an existing dam?          If Yes:  <i>i. Dimensions of the dam and impoundment:</i></p> <ul style="list-style-type: none"> <li>• Dam height: _____ feet</li> <li>• Dam length: _____ feet</li> <li>• Surface area: _____ acres</li> <li>• Volume impounded: _____ gallons OR acre-feet</li> </ul> <p><i>ii. Dam's existing hazard classification:</i> _____</p> <p><i>iii. Provide date and summarize results of last inspection:</i>          _____          _____</p>	<input type="checkbox"/> Yes <input 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>i. Has the facility been formally closed?</i>              • If yes, cite sources/documentation: _____</p> <p><i>ii. Describe the location of the project site relative to the boundaries of the solid waste management facility:</i>          _____          _____</p> <p><i>iii. Describe any development constraints due to the prior solid waste activities:</i> _____          _____</p>	<input type="checkbox"/> Yes <input 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>i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred:</i>          _____          _____</p>	<input type="checkbox"/> Yes <input 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>i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply:</i></p> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Yes – Spills Incidents database  <input type="checkbox"/> Yes – Environmental Site Remediation database  <input type="checkbox"/> Neither database         </div> <div>           Provide DEC ID number(s): _____            Provide DEC ID number(s): _____         </div> </div> <p><i>ii. If site has been subject of RCRA corrective activities, describe control measures:</i> _____          _____</p> <p><i>iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database?</i>          If yes, provide DEC ID number(s): _____</p> <p><i>iv. If yes to (i), (ii) or (iii) above, describe current status of site(s):</i>          _____          _____</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No           <input type="checkbox"/> Yes <input type="checkbox"/> No

v. Is the project site subject to an institutional control limiting property uses? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> <ul style="list-style-type: none"> <li>If yes, DEC site ID number: _____</li> <li>Describe the type of institutional control (e.g., deed restriction or easement): _____</li> <li>Describe any use limitations: _____</li> <li>Describe any engineering controls: _____</li> <li>Will the project affect the institutional or engineering controls in place? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></li> <li>Explain: _____  _____</li> </ul>	
<b>E.2. Natural Resources On or Near Project Site</b>	
a. What is the average depth to bedrock on the project site? _____ feet	
b. Are there bedrock outcroppings on the project site? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %	
c. Predominant soil type(s) present on project site: _____ % _____ % _____ %	
d. What is the average depth to the water table on the project site? Average: _____ feet	
e. Drainage status of project site soils: <input type="checkbox"/> Well Drained: _____ % of site <input type="checkbox"/> Moderately Well Drained: _____ % of site <input type="checkbox"/> Poorly Drained: _____ % of site	
f. Approximate proportion of proposed action site with slopes: <input type="checkbox"/> 0-10%: _____ % of site <input type="checkbox"/> 10-15%: _____ % of site <input type="checkbox"/> 15% or greater: _____ % of site	
g. Are there any unique geologic features on the project site? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes, describe: _____ _____	
h. Surface water features. <ul style="list-style-type: none"> <li>i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></li> <li>ii. Do any wetlands or other waterbodies adjoin the project site? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></li> </ul> If Yes to either <i>i</i> or <i>ii</i> , continue. If No, skip to E.2.i. <ul style="list-style-type: none"> <li>iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></li> <li>iv. For each identified regulated wetland and waterbody on the project site, provide the following information: <ul style="list-style-type: none"> <li>Streams: Name _____ Classification _____</li> <li>Lakes or Ponds: Name _____ Classification _____</li> <li>Wetlands: Name _____ Approximate Size _____</li> <li>Wetland No. (if regulated by DEC) _____</li> </ul> </li> </ul>	
v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If yes, name of impaired water body/bodies and basis for listing as impaired: _____ _____	
i. Is the project site in a designated Floodway? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>	
j. Is the project site in the 100-year Floodplain? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>	
k. Is the project site in the 500-year Floodplain? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>	
l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes: <ul style="list-style-type: none"> <li>i. Name of aquifer: _____</li> </ul>	

<p>m. Identify the predominant wildlife species that occupy or use the project site: _____</p> <p>_____</p> <p>_____</p>
<p>n. Does the project site contain a designated significant natural community? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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"> <li>• Currently: _____ acres</li> <li>• Following completion of project as proposed: _____ acres</li> <li>• Gain or loss (indicate + or -): _____ acres</li> </ul>
<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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Species and listing (endangered or threatened): _____</p> <p>_____</p> <p>_____</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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Species and listing: _____</p> <p>_____</p> <p>_____</p>
<p>q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes, give a brief description of how the proposed action may affect that use: _____</p> <p>_____</p> <p>_____</p>
<p><b>E.3. Designated Public Resources On or Near Project Site</b></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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes, provide county plus district name/number: _____</p>
<p>b. Are agricultural lands consisting of highly productive soils present? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p style="margin-left: 20px;">i. If Yes: acreage(s) on project site? _____</p> <p style="margin-left: 20px;">ii. Source(s) of soil rating(s): _____</p>
<p>c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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>

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes: i. Nature of historic/archaeological resource: <input type="checkbox"/> Archaeological Site <input type="checkbox"/> Historic Building or District ii. Name: _____ iii. Brief description of attributes on which listing is based: _____
f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>
g. Have additional archaeological or historic site(s) or resources been identified on the project site? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes: i. Describe possible resource(s): _____ ii. Basis for identification: _____
h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes: i. Identify resource: _____ ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): _____ iii. Distance between project and resource: _____ miles.
i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes: i. Identify the name of the river and its designation: _____ ii. Is the activity consistent with development restrictions contained in 6NYCRR Part 666? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>

#### F. Additional Information

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

#### G. Verification

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name Town Board/ Town of Canandaigua Date \_\_\_\_\_

Signature \_\_\_\_\_ Title Town Supervisor

# **ATTACHMENT 15**

**From:** [Kate Silverstrim-Jensen](#)  
**To:** [Kate Silverstrim-Jensen](#); [Lindsay Frarey](#)  
**Subject:** Notice of Resignation  
**Date:** Monday, May 20, 2024 9:01:16 AM

---

Dear Lindsay & Town Board Members,

I am writing today to provide official notice of my resignation. My last day of work will be Wednesday, May 22, 2024.

I can hardly take in how immensely grateful I am to have been a part of this amazing team for the past eight years. As an employee of the Town, I got more than just a job. I got a family, a community, and countless memories I'll treasure long into the future. Although, being swarmed by the highway crew as they started demolishing the old highway facility while I was still sitting at my desk brings up mixed emotions! But truly and most importantly, working at the Town of Canandaigua gave me, and many others, an opportunity to grow.

Throughout the years I got to watch numerous colleagues grow into roles they may have never dreamed were achievable, both here at the town and beyond. This is what I believe makes the Town of Canandaigua so special. People like Jim Fletcher and his crew, Lindsay Frarey, Sarah Reynolds, and Michelle Rowlinson, embody integrity, creativity, and hard work daily. They lead by example and at the same time support the people around them to find and be their best self. This is exactly what I'm now in the process of achieving, and it simply would not have been possible without the experience and support I got as a member of this amazing team. The Town of Canandaigua is lucky to be filled with genuine, hard-working public servants that will lead it prosperously into the future, and I am filled with gratitude to have been a small part of that.

Thank you for your unwavering support and friendship.

Sincerely,  
Kate



# **ATTACHMENT 16**

## Community Advisory Panel Bios

Daniel R. Bakowski moved to the Town of Canandaigua back in December 2023 and currently serves as the Operations Director for New York State Senator Pamela Helming. Prior to joining the Senator's office, Dan worked for the New York State Executive Chamber and as a member of the legal department for the Marrano/Marc Equity Corporation. Dan is an active member of the Town of Canandaigua Republican Committee, the Canandaigua Rotary Club, and several other organizations back in his home town of East Aurora, NY, including his area's Boys & Girls Club and old school district's educational foundation. As a young and aspiring civil servant, Dan is the most excited about finding new ways to become involved in his community and welcomes the opportunity to do his part to make a positive difference in the lives of others. Dan is a summa cum laude graduate of St. Bonaventure University with a double major in Political Science and International Relations and a double minor in Pre-Law and Philosophy.

Kimberly Burkard is the current Chairperson of the Environmental Conservation Board which has as one of its charters, communication and outreach with residents. She is also the editor of the Town's E-newsletter, one of the moderators of the Town's Facebook page, updates the Town website/Youtube Channel, and manages the Outhouse Park's electronic sign. Prior to working for the Town, she was the Marketing Director for Sonnenberg Gardens and until January 2024, was the Managing Editor of the Upstate Gardeners' Journal. She feels her current assignments and previous experience make her a good fit for CAP.

Laura Gillim. I moved from Denver, CO to Canandaigua with my two daughters in July 2019. I am a native of NY state (Cortland, NY) and have family that have lived in Canandaigua for 20+ years. I am a career scientist working remotely for a national clinical diagnostic laboratory as a medical science liaison in infectious diseases. When my kids and I relocated to Canandaigua we had the benefit of family knowledgeable in all that the community has to offer. My teenagers and I have become actively engaged in activities in the immediate and surrounding communities and have embraced all that Canandaigua has to offer. I want to participate on the Community Advisory Panel as I see it as an opportunity to give back to the community by promoting all that Canandaigua has to offer and to engage with others to identify opportunities to further enhance the community.

Maureen Glessing-Senska is a retired Reading Specialist from Canandaigua Middle School. She began her teaching career at St. Mary's School in Canandaigua, where she implemented the Spanish Program and taught for several years. Maureen then taught Spanish and Reading in the middle school for the Canandaigua City School District. She graduated from St. John Fisher with a B.S. in Education and Spanish then procured her Master of Science in Education at Nazareth College of Rochester. She went on to complete her Administrative Degree in Education at Massachusetts College of Liberal Arts. Maureen raised two children in Canandaigua where she has lived for more than 40 years. Maureen loves this community and looks forward to serving on this committee.

Nathan Kollar is a professor Emeritus of Religious Studies at St. John Fisher University and retired Adjunct Professor in the Graduate School of Education at the University of Rochester. He has served as the chair of the Advisory Board for Ontario County's Office for the Aging and was awarded Senior of the Year award by the State Assembly. He sees his service on the Community Advisory Board as an extension of his work with the elderly in the county and as a duty to his fellow citizens of the town by sharing his talents with others for the betterment of our life in our chosen spot.

Kelli Otis moved to the area approximately six years ago after retiring from the Oswego County Probation Department where she worked with juveniles, wrote grants, developed programs and supervised other Probation Officers. Ms. Otis was involved with the Community Task Force for both the city of Fulton and the town of Pulaski, both in Oswego County. She received her bachelor's from SUNY Oswego and her master's in Public Administration from Marist College. Ms. Otis is excited to learn more about her new community and become involved in any way that would be helpful. She has long been a fan of the finger lakes region and feels strongly about its potential.

Barbara Willoth is a 73 year old widow with a Master's in Education from Brockport State. My husband and I owned an optical wholesale business in Rochester until 2007. We moved from Fairport to Canandaigua permanently in 2008.

# **ATTACHMENT 17**

# Town of Canandaigua

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

## Facility Alcoholic Beverage Permit Application

Principal Contact:

### Principal Contact Information

Patchett

Christina

Date: 6/12/24

Address:

97 Senille Drive

Street Address

Rochester

City

NY

State

Apartment/Unit #

14617

ZIP Code

Phone:

585 314-5921

Email: patchettc@yahoo.com

**\*\* Note that Principal Contact must be on-site at event and available to Town Staff at ALL times during event \*\***

### Licensed Operator/Caterer Information

Licensed Operator:

Kings Catering

Address: 4031 Routes 5 & 20

NYS Liquor Authority License Number & Expiration:

### Event Information

Name and

Date of

Event:

Bradley Celebration - 7-20-2024

Projected Attendance:

55(?)

Purpose of Event:

Birthday Celebration

Start/End Times of Event:

1:00 - 6:00

Where will alcohol be served:

2:00 - 5:00 Crouch Hall

When will alcohol be delivered:

1:30 7-20-24

### Rules and Regulations

1. Any person(s) intending to provide, distribute, sell and or consume alcoholic beverages in the Town Parks must have a Facility Alcoholic Beverage Permit.
2. Any person(s) intending to sell or distribute alcoholic beverages, if applicable, shall have a permit or be associated with a permit from the New York State Liquor Authority.
3. Alcoholic beverages are not permitted in Town parks without a Facility Alcoholic Beverage Permit and the rental of a Town Park facility.
4. Facility Alcoholic Beverage Permit is defined as a permit authorized by the Town of Canandaigua Town Board for a specific event at Onanda Park and such permit is issued by the Town Clerk after being authorized by the Town Board.



5. Alcoholic beverage(s) is defined as including alcohol, spirits, liquor, wine, beer, cider and every liquid or solid, patented or not, containing alcohol, spirits, wine or beer and capable of being consumed by a human being.
6. Facility Alcoholic Beverage Permit fee(s) will be set by the Town Board.
7. No person shall, under the age of 21 years, possess, transport, or bring into any Town Park or recreations area any alcoholic beverage or beer.
8. No person shall, under the age of 21 years, consume any alcoholic beverage or beer in any Town Park or recreation area.
9. No person shall become or be in an intoxicated condition while in any Town Park or recreation area.
10. Any person found to become or be in an intoxicated condition while in any Town Park or recreation area may be subject to ejection and/or associate penalties as defined in this chapter and/or action (s) determined by law enforcement.
11. The permitted Principal Contact or recipient of the Facility Alcoholic Beverage Permit shall be in the Town Park facility designated associated with the permit at all times while alcoholic beverages are being distributed, sold and/or consumed.
12. The permitted Principal Contact or recipient of the Facility Alcoholic Beverage Permit shall be responsible for any and all damages associated with persons consuming alcohol associate with the Facility Alcoholic Beverage Permit.
13. Nonobservance of the above, 1 through 12, shall constitute a violation.

The following must be attached to this permit application for a Complete Submittal:

Certificate of Liability Insurance (minimum limit of \$1 million) ☒  
 Copy of NYS Liquor Authority License ☒ Copy of Photo ID of Principal Contact ☒  
 Copy of all advertisements for Event N/A

By signing this Application, I hereby agree to the regulations set forth in Town Code Chapter 152 Parks and Recreation, Section 152-9 Facility Alcoholic Beverage Permit. In addition, I certify that my answers are true and complete to the best of my knowledge.

Signature: Christine Gaurlett Date: 6/12/24

#### Town Staff ONLY

Date Application Deemed Complete: June 13, 2024  
 TB Meeting Date: 6/24/24 Resolution Number: \_\_\_\_\_  
 Liability Insurance Submitted: ☒ NYS Liquor Authority License: 60808-284  
 Fee Paid: \$120 (plus 6/13/24) Date Permit Issued / Permit Number: \_\_\_\_\_

Town Clerk Signature: [Signature] Date: \_\_\_\_\_

Special Event Permit Application

New York State Liquor Authority

Landlord Authorization Form

Date(s) of event:

July 20<sup>th</sup>

Name of Applicant:

Marty King / King's Party House

\* Venue Name:

Oranada Park

\* Venue Street Address:

4965 County Rd 16

\* Venue City and zip code:

Canandaigua N.Y. 14424

I, the landlord/owner of the applied for premises, hereby grant permission for the sale or services of alcoholic beverages by the applicant for consumption on said property.

\* Town of Canandaigua

Print Authorized Landlord Name

\* Town Clerk - Crystelyn Laske

Print Landlord Title

\* Crystelyn Laske 6-13-2024

Landlord Signature & Date

## Account Information

**Payment Type:** Park Res

**Reference #:** Patchett Facility Alcohol Permit 2024

**Phone Number:** 5853145921

**Email Address:** patchettc@yahoo.com

## Payment Information

**Payment Date:** 6/13/2024

**Payment Amount:** \$120.00

**Convenience Fee:** \$2.94

**Total Payment:** \$122.94

**Payment Method:** **VISA**

**Card Number:** XXXXXXXXXXXXX5149

**Expiration Date:** 1026

Christina Patchett

**Billing Zip Code:** 14617

Your confirmation number is: **6050605**

Your payment will post to the account listed below. It takes approximately two business days to post your payment to the account. Your payment date and time are equal to the time you completed this transaction as indicated by the Digital Time Stamp below.

**Digital Time Stamp:** 06/13/2024 13:14:58 [EST]

If an email address was provided, your confirmation email will be sent from [marketingcloud@valuepaymentsystems.com](mailto:marketingcloud@valuepaymentsystems.com). Please have payer sign below and retain merchant copy for your records

**Signature X**

---

CATERING ESTABLISHMENT LICENSE  
SERIAL #: 3150568  
COUNTY: ONTARIO

EFFECTIVE DATE: 06/29/2023  
EXPIRATION DATE: 8/31/2025  
CERTIFICATE #: 808284

# NEW YORK STATE LIQUOR AUTHORITY

THE LICENSEE DESIGNATED BELOW IS HEREBY GRANTED PERMISSION, UNDER THE ALCOHOLIC BEVERAGE CONTROL LAW TO TRAFFIC IN ALCOHOLIC BEVERAGE PURSUANT TO THE TYPE OF LICENSE INDICATED IN THE UPPER LEFT HAND CORNER OF THIS CERTIFICATE AND ACCORDING TO THE STATUTES AND REGULATIONS PERTAINING THERETO.

THIS LICENSE SHALL NOT BE TRANSFERABLE TO ANY OTHER PERSON OR TO ANY OTHER PREMISES OR TO ANY OTHER PART OF THE BUILDING CONTAINING SUCH LICENSED PREMISES: IT SHALL NOT BE DEEMED A PROPERTY OR VESTED RIGHT AND MAY BE REVOKED AT ANY TIME PURSUANT TO LAW

## METHOD OF OPERATION

CATERING ESTABLISHMENT SERVING LIQUOR WINE CIDER & BEER

KINGS PARTY HOUSE INC  
KINGS CATERING  
4031 ROUTE 5 & 20  
CANANDAIGUA NY 14424

FILING FEE \$90.00  
LICENSE FEE \$1,194.00

Lily M. Fan  
Chair

BEFORE COMMENCING OR DOING ANY BUSINESS FOR THE TIME FOR WHICH THIS LICENSE HAS BEEN ISSUED, THE SAID LICENSE SHALL BE ENCLOSED IN A SUITABLE WOOD OR METAL FRAME, HAVING A CLEAR GLASS SPACE AND A SUBSTANTIAL WOOD OR METAL BACK SO THAT THE WHOLE OF SAID LICENSE MAY BE SEEN THEREIN, AND SHALL BE POSTED UP AND AT ALL TIMES DISPLAYED IN A CONSPICUOUS PLACE IN THE ROOM WHERE SUCH BUSINESS IS CARRIED ON, SO THAT ALL PERSONS VISITING SUCH PLACE MAY READILY SEE THE SAME.

SLA FORM 180-003 (10/09)

Certificate No. 00808284

FOLD AND TEAR HERE

FOLD AND TEAR HERE





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/17/2023

Thru 12/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

**PRODUCER**  
J.D. Chapman Agency  
66 W Main St  
Macedon NY 14502-8993

**CONTACT NAME:** Becky Carlsen  
**PHONE (A/C, No, Ext):** 315-986-4062 **FAX (A/C, No):** 315-986-5813  
**E-MAIL ADDRESS:** Becky@jdchapmaninc.com

**INSURED**  
Kings Party House Inc  
4031 Route 5&20  
Canandaigua NY 14424

License#: PC-621981  
KINGPAR-01

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Cincinnati Insurance Company	10677
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

**COVERAGES****CERTIFICATE NUMBER:** 1001956711**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	EPP 0517235	12/18/2023	12/18/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	EBA 0517217	12/18/2023	12/18/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION S						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	<input type="checkbox"/> <b>Liquor Liability</b>			EPP 0517235	12/18/2023	12/18/2024	1,000,000 2,000,000 Occurrence Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Pactiv, LLC and its subsidiaries are included as additional insured in accordance with the policy provisions of the general liability & auto policies. A waiver of subrogation is granted in favor of certificate holder in accordance with the policy provision of the general liability & auto liability.

**CERTIFICATE HOLDER****CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



INVOICE

Jun 13, 2024

Christina Patchett  
97 Seville Dr.  
Rochester, NY 14617  
(585) 314-5921

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

Lookup Code: 2KU7D6  
Crouch Hall  
- Slides: Neither side  
- Crouch Hall | 225.00/Day | 225.00 | 07/20/2024

Description	Subtotal	Tax	Total
Crouch Hall: 07/20/2024 - 07/21/2024	\$230.56	\$0.00	\$230.56
<div>Paid1 @ \$230.56 ea</div> <div><i>Paid \$230.56 on Nov 28, 2023 with Credit/Debit Card (offline)</i></div>			

NOTES	Subtotal	\$230.56
	Total Tax	\$0.00
	Total	\$230.56
	Paid	\$230.56
	Total Due	\$0.00

**§ 152-9. Facility alcoholic beverage permit.**

The following rules pertain to the use, sale, distribution, or consumption of alcoholic beverages in Town of Canandaigua parks.

- A. Any person(s) intending to provide, distribute, sell and/or consume alcoholic beverages in the Town parks must have a facility alcoholic beverage permit.
- B. Any person(s) intending to sell or distribute alcoholic beverages, if applicable, shall have a permit or be associated with a permit from the New York State Liquor Authority.
- C. Alcoholic beverages are not permitted in Town parks without a facility alcoholic beverage permit and the rental of a Town park facility.
- D. "Facility alcoholic beverage permit" is defined for this chapter as a permit authorized by the Town Board of the Town of Canandaigua for a specific event at Onanda Park, and such permit is issued by the Town Clerk only after being authorized by the Town Board.
- E. "Alcoholic beverage(s)" is defined for this chapter as including: alcohol, spirits, liquor, wine, beer, cider and every liquid or solid, patented or not, containing alcohol, spirits, wine or beer and capable of being consumed by a human being.
- F. Facility alcoholic beverage permit fee(s) will be set by the Town Board.
- G. Any person(s) making application for a facility alcoholic beverage permit in which alcohol will be sold shall provide:
  - (1) Proof of liability insurance for their organization or associated with their event to the Town;
  - (2) A completed facility alcoholic beverage permit application including the area identified where participants are proposed to consume alcoholic beverages;
  - (3) Proof of compliance with alcoholic beverage laws such as a licensed operator/caterer providing for and serving or receipt of a NYS Liquor Authority license for the event.
- H. No person under the age of 21 years shall possess, transport, or bring into any Town park or recreation area any alcoholic beverage or beer.
- I. No person under the age of 21 years shall consume any alcoholic beverage or beer in any Town park or recreation area.
- J. No person shall become or be in an intoxicated condition while in any Town park or recreation area.
- K. Any person found to become or be in an intoxicated condition while in any Town park or recreation area may be subject to ejection and/or associated penalties as defined in this chapter and/or action(s) determined by law enforcement.
- L. The permitted principal contact or recipient of the facility alcoholic beverage permit shall be in the Town park facility designated associated with the permit at all times while alcoholic beverages are being distributed, sold, and/or consumed.
- M. The permitted principal contact or recipient of the facility alcoholic beverage permit shall be responsible for any and all damages associated with persons consuming alcohol associated with the facility alcoholic beverage permit.

§ 152-9

§ 152-9

N. Nonobservance of this section shall constitute a violation.

# **ATTACHMENT 18**



# Town of Canandaigua

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

## Facility Alcoholic Beverage Permit Application

### Principal Contact Information

Principal Contact: Milliken Edward Date: 6/3/24  
Last First M.I.  
Address: 210 Bronze Leaf Trail  
Street Address Apartment/Unit #  
Rochester NY 14612  
City State ZIP Code  
Phone: (585) 414-2045 Email: Backyard bartender for@gmail.com  
\*\* Note that Principal Contact must be on-site at event and available to Town Staff at ALL times during event\*\*

### Licensed Operator/Caterer Information

Licensed Operator: Edward Milliken Address: 210 Bronze Leaf Trail Rochester, NY 14612  
NYS Liquor Authority License Number & Expiration: 0578-24-14372 ← Application #

### Event Information

Name and Date of Event: Chuck Vandenberg 6/28/24 Projected Attendance: 65  
Purpose of Event: Wedding Reception Start/End Times of Event: 4pm - 10pm  
Where will alcohol be served: Gorham Hall When will alcohol be delivered: 6/28/24

### Rules and Regulations

1. Any person(s) intending to provide, distribute, sell and or consume alcoholic beverages in the Town Parks must have a Facility Alcoholic Beverage Permit.
2. Any person(s) intending to sell or distribute alcoholic beverages, if applicable, shall have a permit or be associated with a permit from the New York State Liquor Authority.
3. Alcoholic beverages are not permitted in Town parks without a Facility Alcoholic Beverage Permit and the rental of a Town Park facility.
4. Facility Alcoholic Beverage Permit is defined as a permit authorized by the Town of Canandaigua Town Board for a specific event at Onanda Park and such permit is issued by the Town Clerk after being authorized by the Town Board.



5. Alcoholic beverage(s) is defined as including alcohol, spirits, liquor, wine, beer, cider and every liquid or solid, patented or not, containing alcohol, spirits, wine or beer and capable of being consumed by a human being.
6. Facility Alcoholic Beverage Permit fee(s) will be set by the Town Board.
7. No person shall, under the age of 21 years, possess, transport, or bring into any Town Park or recreations area any alcoholic beverage or beer.
8. No person shall, under the age of 21 years, consume any alcoholic beverage or beer in any Town Park or recreation area.
9. No person shall become or be in an intoxicated condition while in any Town Park or recreation area.
10. Any person found to become or be in an intoxicated condition while in any Town Park or recreation area may be subject to ejection and/or associate penalties as defined in this chapter and/or action (s) determined by law enforcement.
11. The permitted Principal Contact or recipient of the Facility Alcoholic Beverage Permit shall be in the Town Park facility designated associated with the permit at all times while alcoholic beverages are being distributed, sold and/or consumed.
12. The permitted Principal Contact or recipient of the Facility Alcoholic Beverage Permit shall be responsible for any and all damages associated with persons consuming alcohol associate with the Facility Alcoholic Beverage Permit.
13. Nonobservance of the above, 1 through 12, shall constitute a violation.

**The following must be attached to this permit application for a Complete Submittal:**

Certificate of Liability Insurance (minimum limit of \$1 million) ✓

Copy of NYS Liquor Authority License Pending

Copy of Photo ID of Principal Contact ✓

Copy of all advertisements for Event N/A

**By signing this Application, I hereby agree to the regulations set forth in Town Code Chapter 152 Parks and Recreation, Section 152-9, Facility Alcoholic Beverage Permit. In addition, I certify that my answers are true and complete to the best of my knowledge.**

Signature: *Andi Miller*

Date: 6/3/24

**Town Staff ONLY**

Date Application Deemed Complete: 6-13-2024

TB Meeting Date: 6-24-2024

Resolution Number: \_\_\_\_\_

Liability Insurance Submitted: ✓

NYS Liquor Authority License: pending

Fee Paid: \$120<sup>00</sup> pd 6-7-24

Date Permit Issued / Permit Number: \_\_\_\_\_

*Cristy Lasker*  
Town Clerk Signature / Date





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/03/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Brown & Brown Insurance Services, Inc. 45 East Avenue  Rochester NY 14604		<b>CONTACT NAME:</b> Vince Falcone <b>PHONE (A/C, No, Ext):</b> (585) 232-4424 <b>E-MAIL ADDRESS:</b> vince.falcone@bbrown.com <b>FAX (A/C, No):</b>																					
<b>INSURED</b> Backyard Bartender Lic 210 Bronze Leaf Trl  Rochester NY 14612		<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>United States Liability Insurance Company</td><td>25895</td></tr><tr><td>INSURER B:</td><td>U.S. Underwriters Insurance Company</td><td>35416</td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	United States Liability Insurance Company	25895	INSURER B:	U.S. Underwriters Insurance Company	35416	INSURER C:			INSURER D:			INSURER E:			INSURER F:		
INSURER(S) AFFORDING COVERAGE		NAIC #																					
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INSURER C:																							
INSURER D:																							
INSURER E:																							
INSURER F:																							

**COVERAGES****CERTIFICATE NUMBER:** 24-25 Master**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			GL 1166544A	09/12/2023	09/12/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Add'l for policy minimum \$
	<input type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below.	Y/N <input type="checkbox"/> N/A					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Liquor Liability			LQ 3003455A	09/12/2023	09/12/2024	Liquor Liability \$2,000,000 A & B \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

Proof of Coverage

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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

**\* \* \* RECEIPT \* \* \***

**Date:** 06/07/24

**Receipt#:** 82846

Quantity	Transactions	Reference	Subtotal
1	Facility Alcohol Permit	010499	\$120.00
<b>Total Paid:</b>			<b>\$120.00</b>

**Notes:**

Payment Type	Amount	Paid By
Credit Card-Ref #5884595	\$120.00	Charles Vandenberg

**Name:** Milliken, Edward  
210 Bronze Leaf Trail  
Rochester, NY 14612

**Clerk ID:** CL

Internal ID: 010499

# **ATTACHMENT 19**

# Town of Canandaigua

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

## Facility Alcoholic Beverage Permit Application

Principal Contact Information			
Principal Contact:	Baird	Kelly	C
	Last	First	M.I.
Address:	5987 Canadice Hill Rd		
	Street Address	Apartment/Unit #	
	Springwater	NY	14560
	City	State	ZIP Code
Phone:	518.257.6742	Email:	K.Baird146@gmail.com
** Note that Principal Contact must be on-site at event and available to Town Staff at ALL times during event**			

Licensed Operator/Caterer Information	
Licensed Operator:	Kings Party House Inc
Address:	4031 Route 5+20 Canandaigua
	marty N King
NYS Liquor Authority License Number & Expiration:	Serial # 3150568 Cert # 808284 NY 14424 8/31/2025

Event Information	
Name and Date of Event:	5 Year Wedding Anniversary Party/ July 5th 2024
Projected Attendance:	40.00
Purpose of Event:	Anniversary Party
Start/End Times of Event:	1pm-9pm
Where will alcohol be served:	Inside Gorham Lodge near kitchen
When will alcohol be delivered:	1pm 7-5-2024

Rules and Regulations	
1. Any person(s) intending to provide, distribute, sell and or consume alcoholic beverages in the Town Parks must have a Facility Alcoholic Beverage Permit.	
2. Any person(s) intending to sell or distribute alcoholic beverages, if applicable, shall have a permit or be associated with a permit from the New York State Liquor Authority.	
3. Alcoholic beverages are not permitted in Town parks without a Facility Alcoholic Beverage Permit and the rental of a Town Park facility.	
4. Facility Alcoholic Beverage Permit is defined as a permit authorized by the Town of Canandaigua Town Board for a specific event at Onanda Park and such permit is issued by the Town Clerk after being authorized by the Town Board.	

5. Alcoholic beverage(s) is defined as including alcohol, spirits, liquor, wine, beer, cider and every liquid or solid, patented or not, containing alcohol, spirits, wine or beer and capable of being consumed by a human being.
6. Facility Alcoholic Beverage Permit fee(s) will be set by the Town Board.
7. No person shall, under the age of 21 years, possess, transport, or bring into any Town Park or recreations area any alcoholic beverage or beer.
8. No person shall, under the age of 21 years, consume any alcoholic beverage or beer in any Town Park or recreation area.
9. No person shall become or be in an intoxicated condition while in any Town Park or recreation area.
10. Any person found to become or be in an intoxicated condition while in any Town Park or recreation area may be subject to ejection and/or associate penalties as defined in this chapter and/or action (s) determined by law enforcement.
11. The permitted Principal Contact or recipient of the Facility Alcoholic Beverage Permit shall be in the Town Park facility designated associated with the permit at all times while alcoholic beverages are being distributed, sold and/or consumed.
12. The permitted Principal Contact or recipient of the Facility Alcoholic Beverage Permit shall be responsible for any and all damages associated with persons consuming alcohol associate with the Facility Alcoholic Beverage Permit.
13. Nonobservance of the above, 1 through 12, shall constitute a violation.

**The following must be attached to this permit application for a Complete Submittal:**

Certificate of Liability Insurance (minimum limit of \$1 million) ☒

Copy of NYS Liquor Authority License ☒

Copy of Photo ID of Principal Contact ☒

Copy of all advertisements for Event N/A

**By signing this Application, I hereby agree to the regulations set forth in Town Code Chapter 152 Parks and Recreation, Section 152-9, Facility Alcoholic Beverage Permit. In addition, I certify that my answers are true and complete to the best of my knowledge.**

Signature: Kelly Baird  
B632840A2C4A433...

Date: 6/11/2024 | 1:53 PM EDT

**Town Staff ONLY**

Date Application Deemed Complete: 6/13/2024

TB Meeting Date: 6/24/24

Resolution Number: \_\_\_\_\_

Liability Insurance Submitted: yes

NYS Liquor Authority License: 00808284

Fee Paid: pd \$120 6/13/24

Date Permit Issued / Permit Number: \_\_\_\_\_

[Signature]  
Town Clerk Signature / Date

EFFECTIVE DATE: 06/29/2023  
EXPIRATION DATE: 8/31/2025  
CERTIFICATE #: 808284

CATERING ESTABLISHMENT LICENSE  
SERIAL #: 3150568  
COUNTY: ONTARIO

# NEW YORK STATE LIQUOR AUTHORITY

THE LICENSEE DESIGNATED BELOW IS HEREBY GRANTED PERMISSION, UNDER THE ALCOHOLIC BEVERAGE CONTROL LAW TO TRAFFIC IN ALCOHOLIC BEVERAGE PURSUANT TO THE TYPE OF LICENSE INDICATED IN THE UPPER LEFT HAND CORNER OF THIS CERTIFICATE AND ACCORDING TO THE STATUTES AND REGULATIONS PERTAINING THERETO.

THIS LICENSE SHALL NOT BE TRANSFERABLE TO ANY OTHER PERSON OR TO ANY OTHER PREMISES OR TO ANY OTHER PART OF THE BUILDING CONTAINING SUCH LICENSED PREMISES: IT SHALL NOT BE DEEMED A PROPERTY OR VESTED RIGHT AND MAY BE REVOKED AT ANY TIME PURSUANT TO LAW

## METHOD OF OPERATION

CATERING ESTABLISHMENT SERVING LIQUOR WINE CIDER & BEER

FILING FEE \$90.00  
LICENSE FEE \$1,194.00

KINGS PARTY HOUSE INC  
KINGS CATERING  
4031 ROUTE 5 & 20  
CANANDAIGUA NY 14424

Lily M. Fan  
Chair

BEFORE COMMENCING OR DOING ANY BUSINESS FOR THE TIME FOR WHICH THIS LICENSE HAS BEEN ISSUED, THE SAID LICENSE SHALL BE ENCLOSED IN A SUITABLE WOOD OR METAL FRAME, HAVING A CLEAR GLASS SPACE AND A SUBSTANTIAL WOOD OR METAL BACK SO THAT THE WHOLE OF SAID LICENSE MAY BE SEEN THEREIN, AND SHALL BE POSTED UP AND AT ALL TIMES DISPLAYED IN A CONSPICUOUS PLACE IN THE ROOM WHERE SUCH BUSINESS IS CARRIED ON, SO THAT ALL PERSONS VISITING SUCH PLACE MAY READILY SEE THE SAME.

SLA FORM 100-033 (10/09)

Certificate No. 00808284

FOLD AND TEAR HERE

FOLD AND TEAR HERE

Thru 12/2024



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/17/2023

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<b>PRODUCER</b> J.D. Chapman Agency 66 W Main St Macedon NY 14502-8993		<b>CONTACT NAME:</b> Becky Carlsen <b>PHONE (A/C, No, Ext):</b> 315-986-4062 <b>FAX (A/C, No):</b> 315-986-5813 <b>E-MAIL:</b> Becky@jdchapmaninc.com <b>ADDRESS:</b> Becky@jdchapmaninc.com	
<b>INSURED</b> Kings Party House Inc 4031 Route 5&20 Canandaigua NY 14424		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Cincinnati Insurance Company <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
License#: PC-621981 KINGPAR-01		<b>NAIC #</b> 10677	

## COVERAGES

**CERTIFICATE NUMBER:** 1001956711

**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	EPP 0517235	12/18/2023	12/18/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	EBA 0517217	12/18/2023	12/18/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <b>DED</b> <input type="checkbox"/> <b>RETENTIONS</b>						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Liquor Liability			EPP 0517235	12/18/2023	12/18/2024	1,000,000 2,000,000 Occurrence Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Pactiv, LLC and its subsidiaries are included as additional insured in accordance with the policy provisions of the general liability & auto policies. A waiver of subrogation is granted in favor of certificate holder in accordance with the policy provision of the general liability & auto liability.

## CERTIFICATE HOLDER

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

# Account Information

**Payment Type:** Park Res  
**Reference #:** Facility Alcohol Permit Fee - Baird 2024-07-05  
**Phone Number:** 5182576742  
**Email Address:** k.baird146@gmail.com

# Payment Information

**Payment Date:** 6/13/2024  
**Payment Amount:** \$120.00  
**Convenience Fee:** \$2.94  
**Total Payment:** \$122.94

**Payment Method:** **VISA**  
**Card Number:** XXXXXXXXXXXXX1228  
**Expiration Date:** 0129  
Kelly Baird  
**Billing Zip Code:** 14560

Your confirmation number is: **6052115**

Your payment will post to the account listed below. It takes approximately two business days to post your payment to the account. Your payment date and time are equal to the time you completed this transaction as indicated by the Digital Time Stamp below.

**Digital Time Stamp:** 06/13/2024 14:09:40 [EST]

If an email address was provided, your confirmation email will be sent from marketingcloud@valuepaymentsystems.com. Please have payer sign below and retain merchant copy for your records

**Signature X**

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Special Event Permit Application

New York State Liquor Authority

Landlord Authorization Form

Date(s) of event: July 5, 2024

Name of Applicant: Marty King / King's Party House

\* Venue Name: Gorham Hall at Onanda Park

\* Venue Street Address: 4965 County Road 16

\* Venue City and zip code: Canandaigua, New York 14424

*I, the landlord/owner of the applied for premises, hereby grant permission for the sale or services of alcoholic beverages by the applicant for consumption on said property. \* upon receipt of valid permit.*

\* Town of Canandaigua

Print Authorized Landlord Name

\* Crystelyn Laske - Town Clerk

Print Landlord Title

\* Crystelyn Laske 6-7-24

Landlord Signature & Date



# INVOICE

Jun 07, 2024

**Kelly Baird**  
5987 Canadice Hill Road  
Springwater, NY 14560  
(518) 257-6742

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

**Lookup Code: 86SVYI**

Gorham 9-3

- Gorham Half Day | 210.00/Day | 210.00 | 07/05/2024

Gor. Overnight

- Gorham Overnight | 510.00/Day | 510.00 | 07/05/2024

Description	Subtotal	Tax	Total
Gor. Overnight: 07/05/2024 - 07/06/2024 Paid 1 @ \$510.00 ea <i>Paid \$522.75 on Feb 26, 2024 with Credit/Debit Card (Credit/Debit Card **1228) [includes \$12.75 processing fee]</i>	\$510.00	\$0.00	\$510.00
Gorham 9-3: 07/05/2024 - 07/06/2024 Paid 1 @ \$210.00 ea <i>Paid \$215.25 on Feb 26, 2024 with Credit/Debit Card (Credit/Debit Card **1228) [includes \$5.25 processing fee]</i>	\$210.00	\$0.00	\$210.00
Cart Fee Paid 1 @ \$0.05 ea <i>Paid \$0.05 on Feb 26, 2024 with Credit/Debit Card (Credit/Debit Card **1228)</i>	\$0.05	\$0.00	\$0.05
Cart Fee Paid 1 @ \$0.05 ea <i>Paid \$0.05 on Feb 26, 2024 with Credit/Debit Card (Credit/Debit Card **1228)</i>	\$0.05	\$0.00	\$0.05
Reservation Fee Paid 1 @ \$3.50 ea	\$3.50	\$0.00	\$3.50

*Paid \$3.59 on Feb 26, 2024 with Credit/Debit Card (Credit/Debit Card \*\*1228) [includes \$0.09 processing fee]*

**NOTES**

Subtotal	\$723.60
Total Tax	\$0.00
Total	\$723.60
Paid	\$723.60
Total Due	\$0.00

# **ATTACHMENT 20**

## **FRANCHISE AGREEMENT**

**This Franchise Agreement (“Franchise”)** is between the Town of Canandaigua, New York, hereinafter referred to as the “Grantor” and Spectrum Northeast, LLC, an indirect subsidiary of CHARTER COMMUNICATIONS, INC., hereinafter referred to as the “Grantee.”

**WHEREAS**, in a full public proceeding affording due process to all parties, Grantor considered and found adequate and feasible Grantee’s plans for constructing and operating the cable television system, and Grantor considered and determined that the financial condition, character, legal and technical ability of the Grantee are sufficient to provide services, facilities and equipment necessary to meet the future cable-related needs of the community; and

**WHEREAS**, the Grantor finds that the Grantee has substantially complied with the material terms of the current Franchise under applicable laws, that this Franchise complies with New York Public Service Commission’s (“NYPSC”) franchise standards under Title 16, Chapter VIII, Part 895 of the Official Compilation of Codes, Rules and Regulations of the State of New York, and that the grant of a nonexclusive franchise to Grantee is consistent with the public interest; and

**WHEREAS**, the Grantor and Grantee have complied with all federal and State-mandated procedural and substantive requirements pertinent to this franchise renewal; and

**WHEREAS**, Grantor desires to enter into this Franchise with the Grantee for the construction and operation of a cable system on the terms set forth herein;

***NOW, THEREFORE**, the Grantor and Grantee agree as follows:*

### **SECTION 1** **Definition of Terms**

**1.1 Terms.** For the purpose of this franchise the following terms, phrases, words and their derivations shall have the meaning ascribed to them in the Cable Communications Policy Act of 1984, as amended from time to time (the “Cable Act”), unless otherwise defined herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The word “shall” is mandatory and “may” is permissive. Words not defined shall be given their common and ordinary meaning.

- A. “Cable System,” “Cable Service,” and “Basic Cable Service” shall be defined as set forth in the Cable Act.
- B. “Board” shall mean the governing body of the Grantor.
- C. “Cable Act” shall mean the Cable Communication Policy Act of 1984, as amended, 47 U.S.C. §§ 521, et. seq.
- D. “Channel” shall mean a portion of the electromagnetic frequency spectrum which is used in a cable system and which is capable of delivering a television channel.

- E. “Equipment” shall mean any poles, wires, cable, antennae, underground conduits, manholes, and other conductors, fixtures, equipment and other facilities used for the maintenance and operation of physical facilities located in the Streets, including the Cable System.
- F. “FCC” shall mean the Federal Communications Commission and any successor governmental entity thereto.
- G. “Franchise” shall mean the non-exclusive rights granted pursuant to this Franchise to construct operate and maintain a Cable System along the public ways within all or a specified area in the Franchise Area.
- H. “Franchise Area” shall mean the geographic boundaries of the Grantor, and shall include any additions thereto by annexation or other legal means.
- I. “Gross Revenue” means any revenue, as determined in accordance with generally accepted accounting principles, received by the Grantee from the operation of the Cable System to provide Cable Services in the Franchise Area, provided, however, that such phrase shall not include: (1) any taxes, fees or assessments collected by the Grantee from Subscribers for pass-through to a government agency, including, without limitation, any state or federal regulatory fees, the franchise fee, or any sales or utility taxes; (2) unrecovered bad debt; (3) credits, refunds and deposits paid to Subscribers; (4) any exclusions available under applicable State law
- J. “Person” shall mean an individual, partnership, association, organization, corporation, trust or governmental entity.
- K. “Service Area” shall mean the area described in subsection 6.1 herein.
- L. “Standard Installation” shall mean installations to residences and buildings that are located up to 150 feet from the point of connection to Grantee’s existing distribution system.
- M. “State” shall mean the State of New York.
- N. “Street” shall include each of the following located within the Franchise Area: public streets, roadways, highways, bridges, land paths, boulevards, avenues, lanes, alleys, sidewalks, circles, drives, easements, rights of way and similar public ways and extensions and additions thereto, including but not limited to public utility easements, dedicated utility strips, or rights-of-way dedicated for compatible uses now or hereafter held by the Grantor in the Franchise Area, which shall entitle the Grantee to the use thereof for the purpose of installing, operating, extending, repairing and maintaining the Cable System.
- O. “Subscriber” shall mean any Person lawfully receiving Cable Service from the Grantee.

## **SECTION 2**

### **Grant of Franchise**

**2.1 Grant.** The Grantor hereby grants to the Grantee a nonexclusive Franchise which authorizes the Grantee to erect, construct, extend, operate and maintain in, upon, along, across, above, over and under the Streets, now in existence and as may be created or established during its terms, all Equipment, including the Cable System. Nothing in this Franchise shall be construed to prohibit the Grantee from offering any service over its Cable System that is not prohibited by federal or State law.

**2.2 Term.** The Franchise and the rights, privileges and authority hereby granted shall be for an initial term *of fifteen (15) years*, commencing on the Effective Date of this Franchise as set forth in Section 15.13.

**2.3 Police Powers.** The Grantee agrees to comply with the terms of any lawfully adopted generally applicable local ordinance necessary to the safety, health, and welfare of the public, to the extent that the provisions of the ordinance do not have the effect of limiting the benefits or expanding the obligations of the Grantee that are granted by this Franchise. This Franchise is a contract and except as to those changes which are the result of the Grantor's lawful exercise of its general police power, the Grantor may not take any unilateral action which materially changes the mutual promises in this contract.

**2.4 Restoration of Municipal Property.** Any municipal property damaged or destroyed by Grantee shall be promptly repaired or replaced by the Grantee and restored to serviceable condition.

**2.5 Cable System Franchise Required.** No Cable System shall be allowed to occupy or use the streets or public rights-of-way of the Franchise Area or be allowed to operate without a Cable System Franchise.

## **SECTION 3**

### **Franchise Renewal**

**3.1 Procedures for Renewal.** The Grantor and the Grantee agree that any proceedings undertaken by the Grantor that relate to the renewal of the Grantee's Franchise shall be governed by and comply with the provisions of Section 626 of the Cable Act, or any such successor statute.

## **SECTION 4**

### **Indemnification and Insurance**

**4.1 Indemnification.** The Grantee shall, by acceptance of the Franchise granted herein, defend the Grantor, its officers, boards, commissions, agents, and employees for all claims for injury to any Person or property caused by the negligence of Grantee in the construction or operation of the Cable System and in the event of a determination of liability shall indemnify and hold Grantor, its officers, boards, commissions, agents, and employees harmless from any and all liabilities, claims, demands, or judgments growing out of any injury to any Person or property as a result of the negligence of Grantee arising out of the construction, repair, extension, maintenance, operation or removal of its wires, poles or other equipment of any kind or character used in connection with the



operation of the Cable System, provided that the Grantor shall give the Grantee written notice of its obligation to indemnify the Grantor within ten (10) days of receipt of a claim or action pursuant to this section. In the event any such claim arises, the Grantor shall tender the defense thereof to the Grantee and the Grantee shall have the right to defend, settle or compromise any claims arising hereunder and the Grantor shall cooperate fully herein. If the Grantor determines in good faith that its interests cannot be represented by the Grantee, the Grantee shall be excused from any obligation to represent the Grantor. Notwithstanding the foregoing, the Grantee shall not be obligated to indemnify the Grantor for any damages, liability or claims resulting from the willful misconduct or negligence of the Grantor or for the Grantor's use of the Cable System.

#### **4.2 Insurance.**

- A. The Grantee shall maintain throughout the term of the Franchise insurance in amounts at least as follows:

Workers' Compensation	Statutory Limits
Commercial General Liability	\$1,000,000 per occurrence, \$2,000,000 General Aggregate
Auto Liability including coverage on all owned, non-owned hired autos	\$1,000,000 per occurrence Combined Single Limit
Umbrella Liability	\$1,000,000 per occurrence

- B. The Grantor shall be added as an additional insured, arising out of work performed by Grantee, to the above Commercial General Liability, Auto Liability and Umbrella Liability insurance coverage.
- C. The Grantee shall furnish the Grantor with current certificates of insurance evidencing such coverage upon request.

### **SECTION 5** **Service Obligations**

**5.1 No Discrimination.** Grantee shall not deny service, deny access, or otherwise discriminate against Subscribers, Channel users, or general citizens on the basis of race, color, religion, national origin, age or sex. Grantee shall not deny access to Cable Service to any group of potential residential subscribers because of the income of the residents of the local area in which such group resides.

**5.2 Privacy.** The Grantee shall fully comply with the privacy rights of Subscribers as contained in Cable Act Section 631 (47 U.S.C. § 551).

## **SECTION 6**

### **Service Availability**

**6.1 Service Area.** Subject to applicable law, the Grantee shall continue to provide Cable Service to all residences within the Franchise Area where Grantee currently provides Cable Service (the “Service Area”) in accordance with the provisions of Section 895.5 of the regulations of the NYPSC. Grantee shall have the right, but not the obligation, to extend the Cable System into any other portion of the Franchise Area, including annexed areas. Cable Service offered to Subscribers pursuant to this Franchise shall be conditioned upon Grantee having legal access on reasonable terms and conditions to any such Subscriber’s dwelling unit or other units wherein such Cable Service is provided.

**6.2 Abandonment of Service.** Grantee shall not abandon any Cable Service or portion thereof without the Grantor’s written consent.

**6.3 New Development Underground.** In cases of new construction or property development where utilities are to be placed underground, the Grantor agrees to require as a condition of issuing a permit for open trenching to any developer or property owner that such developer or property owner give Grantee at least thirty (30) days prior written notice of such construction or development, and of the particular dates on which open trenching will be available for Grantee’s installation of conduit, pedestals and/or vaults, and laterals to be provided at Grantee’s expense. Grantee shall also provide specifications as needed for trenching. Costs of trenching and easements required to bring service to the development shall be borne by the developer or property owner; except that if Grantee fails to install its conduit, pedestals and/or vaults, and laterals within fifteen (15) working days of the date the trenches are available, as designated in the written notice given by the developer or property owner, then should the trenches be closed after the fifteen day period, the cost of new trenching is to be borne by Grantee.

**6.4 Annexation.** The Grantor shall promptly provide written notice to the Grantee of its annexation of any territory which is being provided Cable Service by the Grantee or its affiliates. Such annexed area will be subject to the provisions of this Franchise upon sixty (60) days ‘written notice from the Grantor, subject to the conditions set forth below and Section 6.1 above. The Grantor shall also notify Grantee in writing of all new street address assignments or changes within the Franchise Area. Grantee shall within ninety (90) days after receipt of the annexation notice, pay the Grantor franchise fees on revenue received from the operation of the Cable System to provide Cable Services in any area annexed by the Grantor if the Grantor has provided a written annexation notice that includes the addresses that will be moved into the Franchise Area in an Excel format or in a format that will allow Grantee to change its billing system. If the annexation notice does not include the addresses that will be moved into the Franchise Area, Grantee shall pay franchise fees within ninety (90) days after it receives the annexed addresses as set forth above. All notices due under this section shall be sent by certified mail, return receipt requested to the addresses set forth in Section 15.7 with a copy to the Director of Government Affairs. In any audit of franchise fees due under this Franchise, Grantee shall not be liable for franchise fees on annexed areas unless and until Grantee has received notification and information that meets the standards set forth in this section.

## **SECTION 7**

### **Construction and Technical Standards**

**7.1 Compliance with Codes.** All construction practices and installation of equipment shall be done in accordance with all applicable sections of the National Electric Safety Code.

**7.2 Construction Standards and Requirements.** Grantee shall construct and maintain its Equipment using materials of good and durable quality and shall ensure that all work involved in the construction, installation, maintenance, and repair of the Cable System shall be performed in a safe, thorough and reliable manner.

**7.3 Safety.** The Grantee shall at all times employ ordinary care and shall use commonly accepted methods and devices preventing failures and accidents which are likely to cause damage.

**7.4 Network Technical Requirements.** The Cable System shall be designed, constructed and operated so as to meet those technical standards adopted by the FCC relating to Cable Systems contained in part 76 of the FCC's rules and regulations as may be amended from time to time. The Cable System shall provide for a minimum Channel capacity of at least seventy-seven (77) Channels.

## **SECTION 8**

### **Conditions on Street Occupancy**

**8.1 General Conditions.** Grantee shall have the right to utilize existing poles, conduits and other facilities whenever possible, and shall not construct or install any new, different, or additional poles, conduits, or other facilities on public property provided Grantee is able to access existing poles, conduits, or other facilities on reasonable terms and conditions.

**8.2 Underground Construction.** The facilities of the Grantee shall be installed underground in those Service Areas where existing telephone and electric services are both underground at the time of system construction. In areas where either telephone or electric utility facilities are installed aerially at the time of system construction, the Grantee may install its facilities aerially with the understanding that at such time as the existing aerial facilities are required to be placed underground by the Grantor, the Grantee shall likewise place its facilities underground. In the event Grantor or any agency thereof directly or indirectly reimburses any utility for the placement of cable underground or the movement of cable, Grantee shall be similarly reimbursed.

**8.3 Construction Codes and Permits.** Grantee shall obtain all legally required permits before commencing any construction work, including the opening or disturbance of any Street within the Franchise Area, provided that such permit requirements are of general applicability and such permitting requirements are uniformly and consistently applied by the Grantor as to other public utility companies and other entities operating in the Franchise Area. The Grantor shall cooperate with the Grantee in granting any permits required, providing such grant and subsequent construction by the Grantee shall not unduly interfere with the use of such Streets. Notwithstanding the above, the Grantee may set off any administrative permit fees or other fees required by the Grantor related to the Grantee's use of Grantor rights-of-way against the franchise fee payments required under Section 10.1 of this Franchise.

**8.4 System Construction.** All transmission lines, equipment and structures shall be so installed and located as to cause minimum interference with the rights and reasonable convenience of property owners and at all times shall be kept and maintained in a safe, adequate and substantial condition, and in good order and repair. The Grantee shall, at all times, employ ordinary care and use commonly accepted methods and devices for preventing failures and accidents which are likely to cause damage, injuries, or nuisances to the public. Suitable barricades, flags, lights, flares or other devices shall be used at such times and places as are reasonably required for the safety of all members of the public. Any poles or other fixtures placed in any public way by the Grantee shall be placed in such a manner as not to interfere with the usual travel on such public way.

**8.5 Restoration of Public Ways.** Grantee shall, at its own expense, restore any damage or disturbance caused to the public way as a result of its operation, construction, or maintenance of the Cable System to a condition reasonably comparable to the condition of the Streets immediately prior to such damage or disturbance.

**8.6 Tree Trimming.** Grantee or its designee shall have the authority to trim trees on public property at its own expense as may be necessary to protect its wires and facilities.

**8.7 Relocation for the Grantor.** The Grantee shall, upon receipt of reasonable advance written notice, to be not less than ten (10) business days, protect, support, temporarily disconnect, relocate, or remove any property of Grantee when lawfully required by the Grantor pursuant to its police powers. Grantee shall be responsible for any costs associated with these obligations to the same extent all other users of the Grantor rights-of-way are responsible for the costs related to the relocation of their facilities.

**8.8 Relocation for a Third Party.** The Grantee shall, on the request of any Person holding a lawful permit issued by the Grantor, protect, support, raise, lower, temporarily disconnect, relocate in or remove from the Street as necessary any property of the Grantee, provided that the expense of such is paid by any such Person benefiting from the relocation and the Grantee is given reasonable advance written notice to prepare for such changes. The Grantee may require such payment in advance. For purposes of this subsection, "reasonable advance written notice" shall be no less than ten (10) business days in the event of a temporary relocation and no less than one hundred twenty (120) days for a permanent relocation.

**8.9 Reimbursement of Costs.** If funds are available to any Person using the Streets for the purpose of defraying the cost of any of the foregoing, the Grantor shall reimburse the Grantee in the same manner in which other Persons affected by the requirement are reimbursed. If the funds are controlled by another governmental entity, the Grantor shall make application for such funds on behalf of the Grantee.

**8.10 Emergency Use.** Grantee shall comply with 47 U.S.C. 544(g) and all regulations issued pursuant thereto with respect to an Emergency Alert System ("EAS").

## **SECTION 9** **Service and Rates**

**9.1 Phone Service.** The Grantee shall maintain a toll-free telephone number and a phone service operated to receive complaints and requests for repairs or adjustments at any time.

**9.2 Notification of Service Procedures.** The Grantee shall furnish each Subscriber at the time service is installed, written instructions that clearly set forth information concerning the procedures for making inquiries or complaints, including the Grantee's name, address and local telephone number. Grantee shall give the Grantor notice of any changes in rates, programming services or Channel positions in accordance with applicable law.

**9.3 Rate Regulation.** The rates and charges for Cable Service provided pursuant to this Franchise shall be subject to regulation in accordance with federal law. If and when exercising rate regulation, the Grantor shall abide by the terms and conditions set forth by the FCC. Nothing herein shall be construed to limit the Grantee's ability to offer or provide bulk rate discounts or promotions.

**9.4 Continuity of Service.** It shall be the right of all Subscribers to continue receiving Cable Service insofar as their financial and other obligations to the Grantee are honored, and subject to Grantee's rights under Section 15.2 of this Franchise.

## **SECTION 10** **Franchise Fee**

**10.1 Amount of Fee.** Grantee shall pay to the Grantor an annual franchise fee in an amount equal to three percent (3%) of the annual Gross Revenue. Franchise fees may be passed through to Subscribers as a line item on Subscriber bills or otherwise as Grantee chooses, consistent with federal law. The amount of franchise fee and the method of calculation shall be equal when compared to the amount or method of calculation of the franchise fee in any other cable franchise or authorization to provide video service granted by Grantor. In the event any other cable franchise or authorization to provide video service provides for a lesser franchise fee than this Franchise, Grantee's obligation to pay a franchise fee under this Section 10.1 shall be reduced by an equivalent amount.

**10.2 Payment of Fee.** Payment of the fee due the Grantor shall be made on a semi-annual basis, within forty-five (45) days of the close of each calendar year. The payment period and the collection of the franchise fees that are to be paid to the Grantor pursuant to the Franchise shall commence sixty (60) days after the Effective Date of the Franchise as set forth in Section 15.13. In the event of a dispute, the Grantor, if it so requests, shall be furnished a statement of said payment, reflecting the Gross Revenues and the applicable charges.

**10.3 Accord and Satisfaction.** No acceptance of any payment by the Grantor shall be construed as a release or as an accord and satisfaction of any claim the Grantor may have for additional sums payable as a franchise fee under this Franchise.

**10.4 Limitation on Recovery.** The period of limitation for recovery of any franchise fee payable hereunder shall be three (3) years from the date on which payment by the Grantee was due.

**10.5** No auditor engaged by the Grantor shall be compensated on a success based formula (e.g., payment based on a percentage of an underpayment, if any).

## **SECTION 11**

### **Transfer of Franchise**

**11.1 Franchise Transfer.** Grantee shall provide at least sixty days' notice to Grantor prior to completion of a transaction that results in the sale, transfer, or assignment of the Franchise. The Franchise granted hereunder shall not be assigned, other than by operation of law or to an entity controlling, controlled by, or under common control with the Grantee, without the prior consent of the Grantor, such consent not to be unreasonably withheld or delayed. No such consent shall be required, however, for a transfer in trust, by mortgage, by other hypothecation, or by assignment of any rights, title, or interest of the Grantee in the Franchise or Cable System to secure indebtedness. Within thirty (30) days of receiving a request for review covered by this Section, the Grantor shall notify the Grantee in writing of any additional information it reasonably requires to determine the legal, financial and technical qualifications of the transferee. If the Grantor has not taken action on the Grantee's request for transfer within one hundred twenty (120) days after receiving such request, consent by the Grantor shall be deemed given.

## **SECTION 12**

### **Records**

**12.1 Inspection of Records.** Grantee shall permit any duly authorized representative of the Grantor, upon receipt of advance written notice, to examine during normal business hours and on a non-disruptive basis any and all of Grantee's records pertaining to Grantee's provision of Cable Service in the Franchise Area maintained by Grantee as is reasonably necessary to ensure Grantee's compliance with the material terms of the Franchise. Such notice shall specifically reference the subsection of the Franchise that is under review so that the Grantee may organize the necessary books and records for easy access by the Grantor. The Grantee shall not be required to maintain any books and records for Franchise compliance purposes longer than three (3) years. The Grantee shall not be required to provide Subscriber information in violation of Section 631 of the Cable Act. The Grantor agrees to treat as confidential any books, records or maps that constitute proprietary or confidential information to the extent Grantee makes the Grantor aware of such confidentiality. If the Grantor believes it must release any such confidential books or records in the course of enforcing this Franchise, or for any other reason, it shall advise Grantee in advance so that Grantee may take appropriate steps to protect its interests. Until otherwise ordered by a court or agency of competent jurisdiction, the Grantor agrees that, to the extent permitted by State and federal law, it shall deny access to any of Grantee's books and records marked confidential, as set forth above, to any Person.

## **SECTION 13**

### **Public Education and Government (PEG) Access**

**13.1 PEG Access.** Grantee shall make available channel Town for non-commercial, video programming for public, educational and governmental ("PEG") access use in accordance with Section 895.4 of the NYPSC regulations and will comply with the minimum standards set forth therein. Such PEG channel Town may be shared with other localities served by Grantee's cable system, and Grantor hereby authorizes Grantee to transmit PEG access programming authorized herein to such other localities. The tier of service on which such PEG channel(s) may be placed shall be determined by Grantee in accordance with applicable law.

## **SECTION 14**

### **Enforcement or Revocation**

**14.1 Notice of Violation.** If the Grantor believes that the Grantee has not complied with the terms of the Franchise, the Grantor shall first informally discuss the matter with Grantee. If these discussions do not lead to resolution of the problem, the Grantor shall notify the Grantee in writing of the exact nature of the alleged noncompliance (the “Violation Notice”).

**14.2 Grantee’s Right to Cure or Respond.** The Grantee shall have thirty (30) days from receipt of the Violation Notice to (i) respond to the Grantor, contesting the assertion of noncompliance, or (ii) to cure such default, or (iii) if, by the nature of default, such default cannot be cured within the thirty (30) day period, initiate reasonable steps to remedy such default and notify the Grantor of the steps being taken and the projected date that they will be completed.

**14.3 Public Hearing.** If the Grantee fails to respond to the Violation Notice received from the Grantor, or if the default is not remedied within the cure period set forth above, the Board shall schedule a public hearing if it intends to continue its investigation into the default. The Grantor shall provide the Grantee at least twenty (20) days prior written notice of such hearing, which specifies the time, place and purpose of such hearing, notice of which shall be published by the Clerk of the Grantor in a newspaper of general circulation within the Grantor in accordance with subsection 15.8 hereof. At the hearing, the Board shall give the Grantee an opportunity to state its position on the matter, present evidence and question witnesses, after which it shall determine whether or not the Franchise shall be revoked. The public hearing shall be on the record and a written transcript shall be made available to the Grantee within ten (10) business days. The decision of the Board shall be made in writing and shall be delivered to the Grantee. The Grantee may appeal such determination to an appropriate court, which shall have the power to review the decision of the Board *de novo*. The Grantee may continue to operate the Cable System until all legal appeals procedures have been exhausted.

**14.4 Enforcement.** Subject to applicable federal and State law, in the event the Grantor, after the hearing set forth in subsection 14.3 above, determines that the Grantee is in default of any provision of the Franchise, the Grantor may:

- A. Seek specific performance of any provision, which reasonably lends itself to such remedy, as an alternative to damages; or
- B. Commence an action at law for monetary damages or seek other equitable relief; or
- C. In the case of a substantial default of a material provision of the Franchise, seek to revoke the Franchise itself in accordance with subsection 14.5 below.

### **14.5 Revocation.**

- A. Prior to revocation or termination of the Franchise, the Grantor shall give written notice to the Grantee of its intent to revoke the Franchise on the basis of a pattern

of noncompliance by the Grantee, including one or more instances of substantial noncompliance with a material provision of the Franchise. The notice shall set forth the exact nature of the noncompliance. The Grantee shall have sixty (60) days from such notice to either object in writing and to state its reasons for such objection and provide any explanation or to cure the alleged noncompliance. If the Grantor has not received a satisfactory response from Grantee, it may then seek to revoke the Franchise at a public hearing. The Grantee shall be given at least thirty (30) days prior written notice of such public hearing, specifying the time and place of such hearing and stating its intent to revoke the Franchise. The public hearing shall be conducted in accordance with the requirements of Section 14.3 above.

- B. Notwithstanding the above provisions, the Grantee reserves all of its rights under federal law or regulation.
- C. Upon revocation of the Franchise, Grantee may remove the Cable System from the Streets of the Grantor, or abandon the Cable System in place.

## **SECTION 15**

### **Miscellaneous Provisions**

**15.1 Compliance with Laws.** Grantor and Grantee shall conform to all applicable state and federal laws and rules regarding cable television as they become effective. Grantee shall also conform with all generally applicable Grantor ordinances, resolutions, rules and regulations heretofore or hereafter adopted or established during the entire term of the Franchise. In the event of a conflict between Grantor ordinances, resolutions, rules or regulations and the provisions of this Franchise, the provisions of this Franchise shall govern.

**15.1.1 Employment Practices.** Grantee will not refuse to hire, nor will it bar or discharge from employment, nor discriminate against any person in compensation or in terms, conditions, or privileges of employment because of age, race, creed, color, national origin, or sex.

**15.2 Force Majeure.** The Grantee shall not be held in default under, or in noncompliance with the provisions of the Franchise, nor suffer any enforcement or penalty relating to noncompliance or default, where such noncompliance or alleged defaults occurred or were caused by circumstances reasonably beyond the ability of the Grantee to anticipate and control. This provision includes, but is not limited to, severe or unusual weather conditions, fire, flood, or other acts of God, strikes, work delays caused by failure of utility providers to service, maintain or monitor their utility poles to which Grantee's Cable System is attached, as well as unavailability of materials and/or qualified labor to perform the work necessary.

**15.3 Minor Violations.** Furthermore, the parties hereby agree that it is not the Grantor's intention to subject the Grantee to forfeitures or revocation of the Franchise for violations of the Franchise where the violation was a good faith error that resulted in no or minimal negative impact on the Subscribers within the Franchise Area, or where strict performance would result in practical difficulties or hardship to the Grantee which outweighs the benefit to be derived by the Grantor and/or Subscribers.



**15.4 Action of Parties.** In any action by the Grantor or the Grantee that is mandated or permitted under the terms hereof, such party shall act in a reasonable, expeditious and timely manner. Furthermore, in any instance where approval or consent is required under the terms hereof, such approval or consent shall not be unreasonably withheld.

**15.5 Equal Protection.** If any other provider of cable services or video services (without regard to the technology used to deliver such services) is lawfully authorized by the Grantor or by any other State or federal governmental entity to provide such services using facilities located wholly or partly in the public rights-of-way of the Grantor, the Grantor shall ensure that the terms applicable to such other provider are no more favorable or less burdensome than those applicable to Grantee. If the authorization applicable to such other provider contains franchise fee, PEG, free service, right-of-way, or other terms imposing monetary or regulatory burdens that are less costly or less burdensome than the corresponding obligations imposed upon Grantee, Grantor shall, within thirty (30) days of a written request from Grantee, modify this Franchise to ensure that the corresponding obligations applicable to Grantee are no more costly or burdensome than those imposed on the new competing provider. If the Grantor fails to make modifications consistent with this requirement, Grantee agrees not to enforce such corresponding obligations in this Franchise beyond the requirements imposed by the less costly or less burdensome obligations in such competing provider's authorization. As an alternative to the equal protection procedures set forth herein, the Grantee shall have the right and may choose to have this Franchise with the Grantor be deemed expired thirty (30) days after written notice to the Grantor. Nothing in this Franchise shall impair the right of the Grantee to terminate this Franchise and, at Grantee's option, negotiate a renewal or replacement franchise, license, consent, certificate or other authorization with any appropriate government entity. Nothing in this Section 15.5 shall be deemed a waiver of any remedies available to Grantee under federal, state or municipal law, including but not limited to Section 625 of the Cable Act, 47 U.S.C. § 545.

**15.6 Change in Law.** Notwithstanding any other provision in this Franchise, in the event any change to state or federal law occurring during the term of this Franchise eliminates the requirement for any person desiring to provide video service or Cable Service in the Franchise Area to obtain a franchise from the Grantor, then Grantee shall have the right to terminate this Franchise and operate the Cable System under the terms and conditions established in applicable law. If Grantee chooses to terminate this Franchise pursuant to this provision, this Franchise shall be deemed to have expired by its terms on the effective date of any such change in law, whether or not such law allows existing franchise agreements to continue until the date of expiration provided in any existing franchise.

**15.7 Notices.** Unless otherwise provided by federal, State or local law, all notices pursuant to this Franchise shall be in writing and shall be deemed to be sufficiently given upon delivery to a Person at the address set forth below, or by U.S. certified mail, return receipt requested, nationally or internationally recognized courier service such as Federal Express or electronic mail communication to the designated electronic mail address provided below. As set forth above, notice served upon the Grantor shall be delivered or sent to:

Grantor: Jared Simpson  
Supervisor, Town of Canandaigua  
5440 Route 5&20 West

Canandaigua, NY 14424

Email: jsimpson@townofcanandaigua.org

Grantee: Lauren Kelly  
Director, Government Affairs  
100 Town Centre Dr.  
Rochester, NY 14623

Email: lauren.kelly@charter.com

Copy to: Charter Communications  
Attn: Vice President, Government Affairs  
601 Massachusetts Ave NW, Suite 400W  
Washington, DC 20001

**15.8 Public Notice.** Minimum public notice of any public meeting relating to this Franchise or any such grant of additional franchises, licenses, consents, certificates, authorizations, or exemptions by the Grantor to any other Person(s) to provide Cable Services, video services, or other television services utilizing any system or technology requiring use of the public rights of way shall be by publication at least once in a newspaper of general circulation in the area at least ten (10) days prior to the meeting and a posting at the administrative buildings of the Grantor.

**15.8.1** Grantor shall provide written notice to Grantee within ten (10) days of Grantor's receipt from any other Person(s) of an application or request for a franchise(s), license(s), consent(s), certificate(s), authorization(s), or exemption(s) to provide Cable Services, video services, or other television services utilizing any system or technology requiring use of the public rights of way. Any public hearings to consider such application or request shall have the same notice requirement as outlined in Paragraph 15.8 above.

**15.9 Severability.** If any section, subsection, sentence, clause, phrase, or portion of this Franchise is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this Franchise.

**15.10 Entire Agreement.** This Franchise and any Exhibits hereto constitute the entire agreement between Grantee and the Grantor and they supersede all prior or contemporaneous agreements, representations or understandings (whether written or oral) of the parties regarding the subject matter hereof.

**15.11 Administration of Franchise.** The Board or such other person as may be designated and supervised by the Board is responsible for the continuing administration of the Franchise. This Franchise is a contract and neither party may take any unilateral action that materially changes the mutual promises and covenants contained herein. Any changes, modifications or amendments to this Franchise must be made in writing, signed by the Grantor and the Grantee. Any determination by the Grantor regarding the interpretation or enforcement of this Franchise shall be subject to de novo judicial review.

**15.12 NYPSC Approval.** This Franchise is subject to the approval of the NYPSC. Grantee shall file an application for such approval with the NYPSC within sixty (60) days after the date the Franchise is approved by Grantor and accepted by Grantee. Grantee shall also file any necessary notices with the FCC.

**15.13 Effective Date.** The Franchise granted herein will take effect and be in full force from the date of approval by the NYPSC ("Effective Date"). If any fee or grant that is passed through to Subscribers is required by this Franchise, other than the franchise fee, such fee or grant shall go into effect sixty (60) days after the Effective Date of this Franchise.

**15.14 No Third Party Beneficiaries.** Nothing in this Franchise is intended to confer third-party beneficiary status on any person other than the parties to this Franchise to enforce the terms of this Franchise.

Considered and approved this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Town of Canandaigua

Signature: \_\_\_\_\_

Name/Title: \_\_\_\_\_

Accepted this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, subject to applicable federal and State law.

Spectrum Northeast, LLC, By Its Manager, Charter Communications, Inc.

Signature: \_\_\_\_\_

Name/Title: \_\_\_\_\_

# **ATTACHMENT 21**



Petition to conduct a speed study to lower the speed limit from 45 mph to 35 mph on Wyffels Road in the Town of Canandaigua, New York.

Rationale: Wyffels Road is a highly populated residential road that is also often used by pedestrians, many of whom walk their dogs. A comparable road in the area is Butler Road. It is similar in population, length, and proximation between West Lake Road and Middle Cheshire Road. Both roads also serve as access to housing developments...Fox Ridge for Butler Road and the Morrell Development for Wyffels Road. Butler Road's speed limit is posted at 35 mph. In addition, West Lake Road (County Route 16) is posted at 35 mph.

We, the undersigned, request that the speed limit on Wyffels Road be lowered from 45 mph to 35 mph. Thank you.

NAME (please print)	ADDRESS	SIGNATURE
Jill D. Wheadon	4960 Wyffels Rd.	Jill D. Wheadon
MARION L. SCHWITZ	4960 Wyffels Rd.	Marion L. Schwitz
Lauren L. Gyoerhoe	4956 Wyffels Rd.	Lauren L. Gyoerhoe
Dean Gyoerhoe	4956 Wyffels Road	Dean Gyoerhoe
David Ingle	4952 Wyffels Rd	David Ingle
Carol Ingle	4952 Wyffels Rd	Carol Ingle
Patrick Barr	4942 Wyffels Rd	Patrick Barr
Paul Whitehead	4997 Wyffels Rd	Paul Whitehead
Maureen Horrocks	5003 Wyffels Rd	Maureen Horrocks
EDWARD HORROCKS	5003 Wyffels Rd	Edward Horrocks
Priscilla Herbik	5829 Wyffels Rd	Priscilla Herbik
Chris HERBIK	5829 Wyffels R.	Chris Herbik
ERIC ALDEN	4977 Wyffels Rd	Eric Alden
Jane Alden	4977 Wyffels Rd.	Jane Alden
Margaret Slocum	4956 Wyffels Rd	Margaret Slocum
KAREN SPURR	4985 Wyffels Rd.	Karen Spurr
LICK SPURR	4985 Wyffels Rd	Lick Spurr
Dennis TRZCINSKI	4980 Wyffels Rd	Dennis Trzcinski
FRAN TRZCINSKI	4980 Wyffels Rd	Fran Trzcinski



NAME (please print)

ADDRESS

SIGNATURE

Paul Peterson 4989 Wyffels Rd

Karen Peterson 4989 Wyffels Rd Karen Peterson

MICHAEL PRIESTMAN 4991 WYFFELS

Tina Smith 4991 Wyffels Rd Tina Smith

ROB GILMAN 4995 WYFFELS RD

Linda Johnson 4995 Wyffels Rd Linda Johnson

JOHN PARKHURST 4994 WYFFELS RD

Kathryn Parkhurst 4994 Wyffels Rd Kathryn Parkhurst

PATRICIA MULLALLY 5020 Wyffels Rd Canandaigua

Melissa Fray 4994 Wyffels Rd Cdga NY 14424

Jeremy Finger 4998 Wyffels Rd Cdga NY 14424

Martha Potter 5025 Wyffels Rd Cdga NY 14424

Kara Tanoony 5115 Wyffels Rd Cdga NY 14424

Michael Cyle 5147 Wyffels Rd

Lindsay Huson 5147 Wyffels Rd. Lindsay E Huson

Esther Baker 5140 Wyffels Rd Esther Baker Carolyn Gibson (POA)

Yanlan Zhang 5148 WYFFELS RD Yanlan

KEVIN W. SCOTT 5150 WYFFELS RD

Kathy Martone 5151 Wyffels Rd Kathy Martone

Nick Martone 5151 Wyffels Rd Nick Martone

Jeremy S. Herman 5153 Wyffels Rd

Amy L. Herman 5153 Wyffels Rd

NICK COMO 5146 Wyffels Rd

Madison Como 5146 Wyffels Rd

BRAD PECK 4970 Wyffels Rd Brad Peck

Shari Peck 4970 Wyffels Rd Shari Peck

Karen Lustick 4945 Wyffels Rd Karen Lustick



NAME (please print)

ADDRESS

SIGNATURE

Martin Lustick

4945 Wyffels Rd

Martin Lustick

Allie D. Lohr

1911 W. 7th St, Reno

Allie D. Lohr

John C. Coe

3814 Co. Rd. 16

John C. Coe

Adelme Robinson

5228 Whitecliff Dr

Adelme Robinson

David Sauter

5540 Bristol Rd

David Sauter

Jared Simpson

2735 Cooley Rd

JARED SIMPSON

# **ATTACHMENT 22**



### Brief Description of Proposed Action

We are requesting a zoning change from Form Based Code to R 130 in order to apply to construct a single family home on our property at the corner of Sommer's Drive and Thomas Road.

Since the early 1980's when I purchased Dr. Saunders' Veterinary Practice and his 25 acre farm, my family and I always planned to build our "Retirement" home on this special lot.

The lot encompasses the skating pond on which all four of my boys learned to skate and play hockey. There are many fond memories that our family shares of days gone by with camp outs, picnicking and playing sports there as the family grew up.

We believe that with the existing row of single family homes to our west, there would be little visual impact on the nature of the area. We also have the full support of both of our adjacent property owning neighbors.

Thank you for your consideration,

Bruce and Susan Campbell

A handwritten signature in cursive script, reading "Bruce & Susan Campbell". The signature is written in dark ink and is positioned to the right of the printed names.



NOTE: Inventory and assessment data originates with the respective local assessor

## Property Information

**Tax Map ID:** 70.06-1-76.111  
**Physical Address:** Thomas Rd  
**Community:** Town of Canandaigua  
**Easting:** 625730 **Northing:** 1063960  
**Acres:** 2.911 **Neighborhood:** 24360  
**Roll Section:** 1 2023 **% Steep Slope:** 0  
**Property Class:** ( 311 ) Res vac land  
**School District:** Cdga City Sch Dist  
**Frontage:** 247.22 **Depth:** 416.22  
**Heat:**  
**Fuel:**  
**Water:** Comm/public  
**Sewer:** Comm/public  
**% NYS DEC Wetland:** 0 **% NWI Wetland:** 20

### WHERE TO VOTE

[Click here to find your polling station](#)

### BUILDING DETAILS (primary bldg only):

**Year Built:** **Sq Ft.**  
**Condition:**  
**Style:**  
**Stories:** **Central Air:**  
**Siding:**  
**Basement:**  
**Full Baths:** **Half Baths:**  
**Bedrooms:** **Fireplaces:**

*Please see Parcel Detail Report for complete info*

### Assessed Values:

**Full Market Value:** \$12,200  
**Total Assessment:** \$12,200  
**Land Assessment:** \$12,200

## Owner Information

**Owners:** FLAH PROPERTIES, LLC

**Address 1:** 7771 MONKEY RUN RD

**City:** NAPLES

**State, ZIP:** NY 14512

**Deed Book:** 1437 **Deed Page:** 353 **Date:** 10/7/2019 **Comments:**

## Recent Sales

### Residential Sales (Valid Only)



THIS MAP AND INFORMATION IS PROVIDED "AS IS" AND ONTARIO COUNTY MAKES NO WARRANTIES OR GUARANTEES, EXPRESSED OR IMPLIED, INCLUDING WARRANTIES OF TITLE, NON-INFRINGEMENT, MERCHANTABILITY AND THAT OF FITNESS FOR A PARTICULAR PURPOSE CONCERNING THIS MAP AND THE INFORMATION CONTAINED HEREIN. USER ASSUMES ALL RISKS AND RESPONSIBILITY FOR DETERMINING WHETHER THIS INFORMATION IS SUFFICIENT FOR PURPOSES INTENDED.

**Report Created:**

6/27/2023

"Copyright 2008" Venezia & Assoc. All rights reserved unauthorized duplication is a violation of all applicable laws".

Certifications shall run only to the person for whom the survey is prepared and on his behalf to the Title Company, Governmental Agency and Lending Institution listed Hereon, and to the assignees of the lending institution.

Certifications are not transferable to additional institutions or subsequent owners.

Unauthorized alteration or addition to a survey map bearing a licensed Land Surveyors Seal is a violation of Section 7209 Subdivision 2, of the New York State Education Law.

Copies from the original of this map not marked with an original of the Land Surveyors inked seal or embossed seal shall not be considered a valid true copy.

#### DEED REFERENCE

Eva - Lena Hood Saunders to Bruce C. Campbell by deed filed April 29, 1982 in Liber 811 of deeds at page 1143.

#### ABSTRACT REFERENCE

Note: this survey is subject to any facts an updated abstract of title may reveal.

#### MAP REFERENCES

Plan of land owned by Bruce C. Campbell, by MRB Group filed Jan. 7, 1999 as Ontario County filed map # 24785.

Subdivision of land owned by Bruce C. Campbell, by Jeffrey L. Dispenza filed August 14, 1996 as Ontario County filed map # 23103.

Map of subdivision prepared for Bruce C. Campbell by Venezia and Associates dated Dec. 15, 1999 Job file # 99-446.

#### SPECIAL NOTES

Zoning District R-130

Setbacks Front = 60'  
Rear = 40'  
Side = 25'

Contours are per National Vertical Datum of 1988

Flood Zone X

Per Community Panel Number  
360598 0005 C  
Last Revised March 3, 1997

#### CERTIFICATIONS

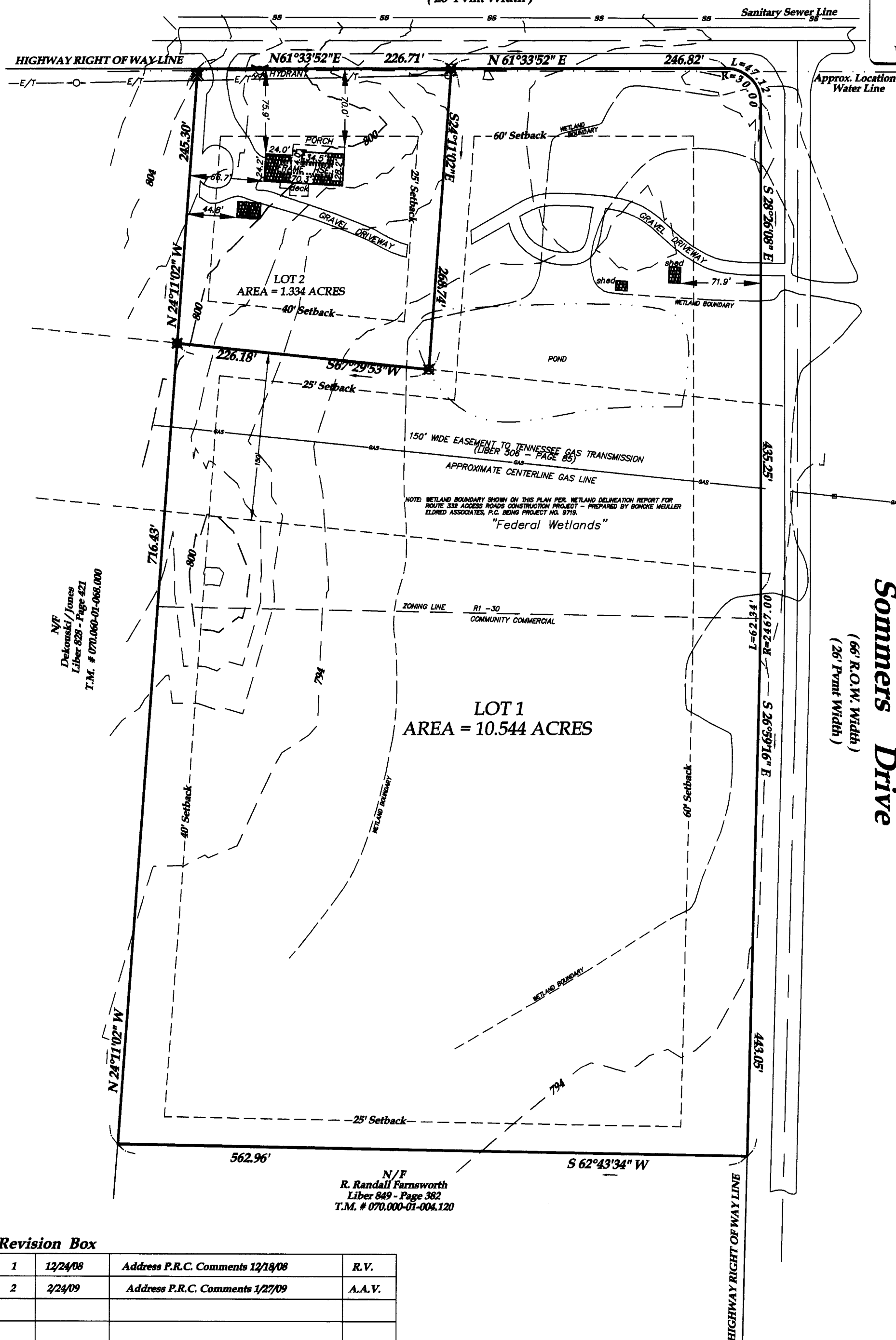
"This property may be near a farm, as defined in the New York State Agriculture and Markets Law, Section 301, Subsection 11. Sound farming practices may generate, dust, odor, smoke, noise, and vibration.

No building permit may be issued until final site plan approval has been granted and the final site plan signed by the Planning Board Chairperson for any proposed development of Lot 2 in accordance with Local Law 4 of 2007.

# 31053

## Thomas Road

(49.5' R.O.W. Width)  
(26' Pymt Width)



#### Revision Box

NO.	DATE	DESCRIPTION	BY
1	12/24/08	Address P.R.C. Comments 12/18/08	R.V.
2	2/24/09	Address P.R.C. Comments 1/27/09	A.A.V.

#### LEGEND

Iron pin or pipe found	P.K. nail found
Iron pin set	P.K. nail set
Drill hole	Concrete Monument
Utility pole	Benchmark
E/T	Utility lines
E/T	R.O.W. line
	Property lines
	Centerline

#### Final Plat

## Bruce Campbell Subdivision

Lots 1 Through 2

showing land  
in  
Town Lot 101  
Township 10 Range 3  
in the  
Town of Canandaigua  
County of Ontario State of New York

SCALE	1" = 80'	JOB NO.	8269Final
DATE	12/11/08	TAX MAP NO.	70.06-1-62.413

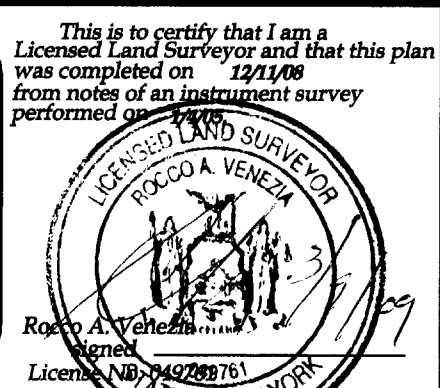
ONTARIO COUNTY CLERK'S OFFICE  
FILED  
MAR 3 1 2009  
By John H. Conroy, Clerk  
ACTING CLERK

Owner/Developer  
Bruce Campbell  
5383 Thomas Road  
Canandaigua NY, 14424

# VENEZIA

& associates  
Surveyors & Engineers

Rocco A. Venezia, P.L.S.  
2800 Butternut Lane  
Canandaigua New York, 14424  
(585)396-3267 or Victor (585)924-4760  
Fax No. (585) 396-0131  
E-mail rocco@veneziasurvey.com



**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 applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

**A. Project and Applicant/Sponsor Information.**

Name of Action or Project: Rezone parcel from Form Based Code to R-1-30		
Project Location (describe, and attach a general location map): 70.06-1-76.111 0000 Thomas Road		
Brief Description of Proposed Action (include purpose or need): Property owner wishes to request the parcel be rezoned from Form Based Code to the R-1-30 zoning district.		
Name of Applicant/Sponsor: Bruce and Susan Campbell, FLAH Properties, LLC		Telephone: 585-330-5928
		E-Mail: 7771monkeyrun@gmail.com
Address: 7771 Monkey Run Road		
City/PO: Naples	State: NY	Zip Code: 14512
Project Contact (if not same as sponsor; give name and title/role):		Telephone:
		E-Mail:
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	Town Board	
b. City, Town or Village <input type="checkbox"/> Yes <input type="checkbox"/> No Planning Board or Commission		
c. City, Town or <input type="checkbox"/> Yes <input type="checkbox"/> No Village Zoning Board of Appeals		
d. Other local agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
e. County agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
f. Regional agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
g. State agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
h. Federal agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
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? ☒ Yes ☐ No

- 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? ☐ Yes ☐ No

If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? ☐ Yes ☐ 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?) ☐ Yes ☐ No

If Yes, identify the plan(s):

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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? ☐ Yes ☐ No

If Yes, identify the plan(s):

---

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### C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. ☐ Yes ☐ No  
If Yes, what is the zoning classification(s) including any applicable overlay district?

b. Is the use permitted or allowed by a special or conditional use permit? ☐ Yes ☐ No

c. Is a zoning change requested as part of the proposed action? ☐ Yes ☐ 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? \_\_\_\_\_

b. What police or other public protection forces serve the project site?  
\_\_\_\_\_

c. Which fire protection and emergency medical services serve the project site?  
\_\_\_\_\_

d. What parks serve the project site?  
\_\_\_\_\_  
\_\_\_\_\_

### 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)?  
\_\_\_\_\_

b. 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

c. Is the proposed action an expansion of an existing project or use? ☐ Yes ☐ 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? ☐ Yes ☐ 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? ☐ Yes ☐ No

iii. Number of lots proposed? \_\_\_\_\_

iv. Minimum and maximum proposed lot sizes? Minimum \_\_\_\_\_ Maximum \_\_\_\_\_

e. Will the proposed action be constructed in multiple phases? ☐ Yes ☐ No

i. If No, anticipated period of construction: \_\_\_\_\_ months

ii. If Yes:

- Total number of phases anticipated \_\_\_\_\_
- Anticipated commencement date of phase 1 (including demolition) \_\_\_\_\_ month \_\_\_\_\_ year
- Anticipated completion date of final phase \_\_\_\_\_ month \_\_\_\_\_ year
- Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

f. Does the project include new residential uses? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>				
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)? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>	
If Yes,	
i. Total number of structures _____	
ii. Dimensions (in feet) of largest proposed structure: _____ height; _____ width; and _____ length	
iii. Approximate extent of building space to be heated or cooled: _____ 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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>	
If Yes,	
i. Purpose of the impoundment: _____	
ii. If a water impoundment, the principal source of the water: <span style="margin-left: 20px;"><input type="checkbox"/> Ground water</span> <span style="margin-left: 20px;"><input type="checkbox"/> Surface water streams</span> <span style="margin-left: 20px;"><input type="checkbox"/> Other specify: _____</span>	
iii. If other than water, identify the type of impounded/contained liquids and their source. _____	
iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres	
v. Dimensions of the proposed dam or impounding structure: _____ height; _____ 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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>	
(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?	
<ul style="list-style-type: none"> <li>• Volume (specify tons or cubic yards): _____</li> <li>• Over what duration of time? _____</li> </ul>	
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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>	
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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>	
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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>	
If Yes:	
i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____	
_____	
_____	



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:

iii. Will the proposed action cause or result in disturbance to bottom sediments?

☐ Yes ☐ No

If Yes, describe: \_\_\_\_\_

iv. Will the 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), what is the 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"> <li>• Do existing sewer lines serve the project site? _____</li> <li>• Will a line extension within an existing district be necessary to serve the project? _____</li> </ul> <p>If Yes:</p> <ul style="list-style-type: none"> <li>• Describe extensions or capacity expansions proposed to serve this project: _____ _____</li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	
<p>iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? _____</p> <p>If Yes:</p> <ul style="list-style-type: none"> <li>• Applicant/sponsor for new district: _____</li> <li>• Date application submitted or anticipated: _____</li> <li>• What is the receiving water for the wastewater discharge? _____</li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<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>vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____ _____</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? _____</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="margin-left: 40px;">_____ Square feet or _____ acres (impervious surface)</p> <p style="margin-left: 40px;">_____ Square feet or _____ acres (parcel size)</p> <p>ii. Describe types of new point sources. _____</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 style="margin-left: 40px;">• If to surface waters, identify receiving water bodies or wetlands: _____ _____</p> <p style="margin-left: 40px;">• Will stormwater runoff flow to adjacent properties? _____</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	
<p>iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? _____</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? _____</p> <p>If Yes, identify:</p> <p>i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles) _____</p> <p>ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers) _____</p> <p>iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation) _____</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	
<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? _____</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) _____</p> <p>ii. In addition to emissions as calculated in the application, the project will generate:</p> <ul style="list-style-type: none"> <li>• _____ Tons/year (short tons) of Carbon Dioxide (CO<sub>2</sub>)</li> <li>• _____ Tons/year (short tons) of Nitrous Oxide (N<sub>2</sub>O)</li> <li>• _____ Tons/year (short tons) of Perfluorocarbons (PFCs)</li> <li>• _____ Tons/year (short tons) of Sulfur Hexafluoride (SF<sub>6</sub>)</li> <li>• _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs)</li> <li>• _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)</li> </ul>		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No

<p>h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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 truck trips/day and type (e.g., semi trailers and dump trucks): _____</p> <p>iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____</p> <p>iv. Does the proposed action include any shared use parking? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>			
<p>k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul> </td> </tr> </table>		<p>i. During Construction:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>	<p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>
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<p>m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes:</p> <p>i. Provide details including sources, time of day and duration:</p> <p>_____</p>
<p>ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>Describe: _____</p>
<p>n. Will the proposed action have outdoor lighting? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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>_____</p>
<p>ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>Describe: _____</p>
<p>o. Does the proposed action have the potential to produce odors for more than one hour per day? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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. 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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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 the proposed storage facilities: _____</p>
<p>q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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)? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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"> <li>• Construction: _____ tons per _____ (unit of time)</li> <li>• Operation : _____ tons per _____ (unit of time)</li> </ul> <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"> <li>• Construction: _____</li> <li>• Operation: _____</li> </ul> <p>iii. Proposed disposal methods/facilities for solid waste generated on-site:</p> <ul style="list-style-type: none"> <li>• Construction: _____</li> <li>• Operation: _____</li> </ul>

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 the 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): \_\_\_\_\_

ii. If mix of uses, generally describe: \_\_\_\_\_

b. Land uses and covertsypes on the project site.

Land use or Covertypes	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces			
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• 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: _____			

c. Is the project site presently used by members of the community for public recreation? ☐ Yes ☐ No  
i. If Yes: explain: \_\_\_\_\_

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? ☐ Yes ☐ No  
If Yes,  
i. Identify Facilities: \_\_\_\_\_  
\_\_\_\_\_

e. Does the project site contain an existing dam? ☐ Yes ☐ No  
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: \_\_\_\_\_  
\_\_\_\_\_

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? ☐ Yes ☐ No  
If Yes:  
i. Has the facility been formally closed? ☐ Yes ☐ No  
• 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: \_\_\_\_\_  
\_\_\_\_\_

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? ☐ Yes ☐ No  
If Yes:  
i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: \_\_\_\_\_  
\_\_\_\_\_

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? ☐ Yes ☐ No  
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: ☐ Yes ☐ No  
☐ Yes – Spills Incidents database Provide DEC ID number(s): \_\_\_\_\_  
☐ Yes – Environmental Site Remediation database Provide DEC ID number(s): \_\_\_\_\_  
☐ Neither database  
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? ☐ Yes ☐ No  
If yes, provide DEC ID number(s): \_\_\_\_\_  
iv. If yes to (i), (ii) or (iii) above, describe current status of site(s): \_\_\_\_\_  
\_\_\_\_\_

<p>v. Is the project site subject to an institutional control limiting property uses? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <ul style="list-style-type: none"> <li>• If yes, DEC site ID number: _____</li> <li>• Describe the type of institutional control (e.g., deed restriction or easement): _____</li> <li>• Describe any use limitations: _____</li> <li>• Describe any engineering controls: _____</li> <li>• Will the project affect the institutional or engineering controls in place? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></li> <li>• Explain: _____</li> </ul>																							
<b>E.2. Natural Resources On or Near Project Site</b>																							
a. What is the average depth to bedrock on the project site? _____ feet																							
b. Are there bedrock outcroppings on the project site? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %																							
c. Predominant soil type(s) present on project site: <table style="width: 100%; border: none;"> <tr> <td style="border-bottom: 1px solid black; width: 60%;"></td> <td style="border-bottom: 1px solid black; width: 10%; text-align: center;">%</td> <td style="border-bottom: 1px solid black; width: 30%;"></td> </tr> <tr> <td style="border-bottom: 1px solid black;"></td> <td style="border-bottom: 1px solid black; text-align: center;">%</td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td style="border-bottom: 1px solid black;"></td> <td style="border-bottom: 1px solid black; text-align: center;">%</td> <td style="border-bottom: 1px solid black;"></td> </tr> </table>			%			%			%														
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d. What is the average depth to the water table on the project site? Average: _____ feet																							
e. Drainage status of project site soils: <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;"><input type="checkbox"/> Well Drained:</td> <td style="width: 40%;"></td> <td style="width: 10%; text-align: center;">%</td> <td style="width: 30%; text-align: right;">% of site</td> </tr> <tr> <td><input type="checkbox"/> Moderately Well Drained:</td> <td></td> <td style="text-align: center;">%</td> <td style="text-align: right;">% of site</td> </tr> <tr> <td><input type="checkbox"/> Poorly Drained</td> <td></td> <td style="text-align: center;">%</td> <td style="text-align: right;">% of site</td> </tr> </table>		<input type="checkbox"/> Well Drained:		%	% of site	<input type="checkbox"/> Moderately Well Drained:		%	% of site	<input type="checkbox"/> Poorly Drained		%	% of site										
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<input type="checkbox"/> Poorly Drained		%	% of site																				
f. Approximate proportion of proposed action site with slopes: <table style="width: 100%; border: none;"> <tr> <td style="width: 40%;"><input type="checkbox"/> 0-10%:</td> <td style="width: 20%;"></td> <td style="width: 10%; text-align: center;">%</td> <td style="width: 30%; text-align: right;">% of site</td> </tr> <tr> <td><input type="checkbox"/> 10-15%:</td> <td></td> <td style="text-align: center;">%</td> <td style="text-align: right;">% of site</td> </tr> <tr> <td><input type="checkbox"/> 15% or greater:</td> <td></td> <td style="text-align: center;">%</td> <td style="text-align: right;">% of site</td> </tr> </table>		<input type="checkbox"/> 0-10%:		%	% of site	<input type="checkbox"/> 10-15%:		%	% of site	<input type="checkbox"/> 15% or greater:		%	% of site										
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<input type="checkbox"/> 15% or greater:		%	% of site																				
g. Are there any unique geologic features on the project site? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes, describe: _____																							
h. Surface water features. <table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)?</td> <td style="width: 20%; text-align: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> <tr> <td>ii. Do any wetlands or other waterbodies adjoin the project site?</td> <td style="text-align: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> </table> <p>If Yes to either <i>i</i> or <i>ii</i>, continue. If No, skip to E.2.i.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency?</td> <td style="width: 20%; text-align: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> </table> <p>iv. For each identified regulated wetland and waterbody on the project site, provide the following information:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 10%;">• Streams:</td> <td style="width: 50%;">Name _____</td> <td style="width: 10%;">Classification _____</td> <td style="width: 30%;"></td> </tr> <tr> <td>• Lakes or Ponds:</td> <td>Name _____</td> <td>Classification _____</td> <td></td> </tr> <tr> <td>• Wetlands:</td> <td>Name _____</td> <td>Approximate Size _____</td> <td></td> </tr> <tr> <td>• Wetland No. (if regulated by DEC)</td> <td colspan="3">_____</td> </tr> </table>		i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	ii. Do any wetlands or other waterbodies adjoin the project site?	<input type="checkbox"/> Yes <input type="checkbox"/> No	iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency?	<input type="checkbox"/> Yes <input type="checkbox"/> No	• Streams:	Name _____	Classification _____		• Lakes or Ponds:	Name _____	Classification _____		• Wetlands:	Name _____	Approximate Size _____		• Wetland No. (if regulated by DEC)	_____		
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• Wetland No. (if regulated by DEC)	_____																						
v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If yes, name of impaired water body/bodies and basis for listing as impaired: _____																							
i. Is the project site in a designated Floodway? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>																							
j. Is the project site in the 100-year Floodplain? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>																							
k. Is the project site in the 500-year Floodplain? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>																							
l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes: <table style="width: 100%; border: none;"> <tr> <td style="width: 10%;">i. Name of aquifer:</td> <td>_____</td> </tr> </table>		i. Name of aquifer:	_____																				
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<p>m. Identify the predominant wildlife species that occupy or use the project site: _____</p> <p>_____</p> <p>_____</p>	
<p>n. Does the project site contain a designated significant natural community? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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"> <li>• Currently: _____ acres</li> <li>• Following completion of project as proposed: _____ acres</li> <li>• Gain or loss (indicate + or -): _____ acres</li> </ul>	
<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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Species and listing (endangered or threatened): _____</p> <p>_____</p> <p>_____</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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Species and listing: _____</p> <p>_____</p> <p>_____</p>	
<p>q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes, give a brief description of how the proposed action may affect that use: _____</p> <p>_____</p> <p>_____</p>	
<p><b>E.3. Designated Public Resources On or Near Project Site</b></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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes, provide county plus district name/number: _____</p>	
<p>b. Are agricultural lands consisting of highly productive soils present? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p style="margin-left: 20px;">i. If Yes: acreage(s) on project site? _____</p> <p style="margin-left: 20px;">ii. Source(s) of soil rating(s): _____</p>	
<p>c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></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>	



e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? ☐ Yes ☐ No

If Yes:

i. Nature of historic/archaeological resource: ☐ Archaeological Site ☐ Historic Building or District

ii. Name: \_\_\_\_\_

iii. Brief description of attributes on which listing is based: \_\_\_\_\_

f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory? ☐ Yes ☐ No

g. Have additional archaeological or historic site(s) or resources been identified on the project site? ☐ Yes ☐ No

If Yes:

i. Describe possible resource(s): \_\_\_\_\_

ii. Basis for identification: \_\_\_\_\_

h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource? ☐ Yes ☐ No

If Yes:

i. Identify resource: \_\_\_\_\_

ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): \_\_\_\_\_

iii. Distance between project and resource: \_\_\_\_\_ miles.

i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666? ☐ Yes ☐ No

If Yes:

i. Identify the name of the river and its designation: \_\_\_\_\_

ii. Is the activity consistent with development restrictions contained in 6NYCRR Part 666? ☐ Yes ☐ No

#### F. Additional Information

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

#### G. Verification

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name Bruce and Susan Campbell, FLAH Properties, L Date 5-17-24

Signature Susan Campbell Title owner  
Bruce Campbell owner