

**Canandaigua Town Board  
Meeting Agenda  
April 20, 2020**

**Executive Session at 5:30pm to discuss “employment history of a particular person”  
Regular Meeting at 6:00pm – Zoom Meeting ID: 192 337 409**

- Call To Order and Pledge of Allegiance
  - Pledge led by Town Councilmember, Gary Davis
- Roll Call
  - Town Clerk Confirmation meeting was properly advertised
- Circulation of Written Communications – Attachment #1
  - Letter, Thompson Health, Thank You, March 27, 2020
  - Newsletter, Honeoye Storage Corporation, Annual Newsletter 2020
- Privilege of the Floor
- Priority Business
- Presentations
  - City of Canandaigua Fire Department 2019 Annual Report – Attachment #2
- Public Hearings

*Continued Public Hearings:*

- Public Hearing on a Local Law relating to rezoning of 0000 Bristol Road (Tax Map # 83.00-1-8.000)

*NOTE: This public hearing pertains to Resolution No. 2020 – 086*

*New Public Hearings:*

- Public Hearing on Improvements to the Town of Canandaigua Water Booster Station, Transmission Main and Storage Tank
  - NOTE: The Town Manager is recommending this public hearing be opened and immediately closed, as the increase is not needed based on bids received.*

- Reports of Town Officials and Department Heads – Attachment #3
  - A. Highway / Water Superintendent
  - B. Assessor
  - C. Historian
  - D. Town Clerk
  - E. Planner
  - F. Town Manager
  - G. Supervisor / Deputy Supervisor
    - 1. Monthly Financial Reports for March 2020
      - a. Revenue & Expense Report and Cash Summary Report
      - b. Overtime Report – All Departments
      - c. Overtime Report – Highway & Water
- Reports of Committees, Boards and Commissions
  - A. Town Board Committees (as needed)
    - a. Finance – Councilwoman Dworaczyk
    - b. Planning – Councilman Fennelly
    - c. Environmental – Councilman Simpson

- d. Ordinance – Councilman Davis
- B. Planning Board, Chairman Oyler
- C. Zoning Board of Appeals, Chairman Robinson
- D. Environmental Conservation Board, Chairwoman Marthaller
- E. Citizens’ Implementation Committee, Chairwoman Reynolds
- F. Parks & Recreation Committee, Chairman MacNeil
- G. Special Events Committee, Chairwoman Fuller
- H. Agriculture Committee, Chairman DiCarlo
- I. Drainage Committee, Chairman Oyler

- Privilege of the Floor
- Resolutions

*Continued Resolutions:*

**RESOLUTION NO. 2020 – 086: SEQR RESOLUTION DESIGNATING THE TOWN BOARD AS LEAD AGENCY, DETERMINATION OF ENVIRONMENTAL NON-SIGNIFICANCE, AND ADOPTION OF A MAP AMENDMENT TO REZONE 0000 BRISTOL RD (83.00-1-8.000) FROM AR-2 TO R-1-20;**

**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 map amendment to Town Zoning Map that would rezone portions of 0000 Bristol Road (83.00-1-8.000) from AR-2 to R-1-20 (Metrose Rezoning Application) under the provisions of the State Environmental Quality Review (SEQR) Regulations; and

**WHEREAS**, the Town Board has provided written notices to this effect to the involved and interested agencies; and

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

**WHEREAS**, the Town Board has previously determined that it is the most appropriate agency to ensure the coordination of this Action and for making the determination of significance thereon under the SEQR Regulations; and

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

**WHEREAS**, the Town Board has reviewed and accepted the completed Full Environmental Assessment Form Part 1 completed by the Applicant and Parts 2 and 3 prepared by the Town Engineer (MRB Group); and

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

**WHEREAS**, the Town Board has given consideration to the criteria for determining significance as set forth in Section 617.7(c) (1) of the SEQR Regulations and the information contained in Full Environmental Assessment Form Parts 1, 2, and 3.

**WHEREAS**, the Town Board of the Town of Canandaigua held public hearings on the proposed local law on March 16, 2020, and April 20, 2020; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby designates itself as lead agency for the Action identified above herein; and

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

**BE IT FURTHER RESOLVED**, based on the review of the Full Environmental Assessment Form, the Town Board of the Town of Canandaigua determines upon the information and analysis documented, the proposed action WILL NOT result in any significant adverse environmental impacts; and

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

**BE IT FURTHER RESOLVED**, the Town Manager is hereby directed issue the Negative Declaration as evidence of the Town Board determination of environmental non-significance; and

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

**BE IT FURTHER RESOLVED**, the Town Board of the Town of Canandaigua hereby adopts Local Law No. \_\_\_\_ of the Year 2020; and

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

**BE IT FINALLY RESOLVED**, the Town Board of the Town of Canandaigua hereby directs the Town Clerk to enter Local Law No. \_\_\_\_ of the Year 2020 in the minutes of this meeting, and in the Local Law Book of the Town of Canandaigua, and to give due notice of the adoption of said Local Law to the Secretary of State of New York.

Attachment #4

*New Resolutions:*

#### **FINANCE**

- Resolution No. 2020 – 105: Acceptance of the Monthly Financial Reports
- Resolution No. 2020 – 106: Adoption of Amendments to 2020 Town Operating Budget and Authorization for Town Manager to Make Necessary Related Budget Transfers
- Resolution No. 2020 – 107: Approval of Information Technology Professional Services Agreement with Integrated Systems

#### **PLANNING**

- Resolution No. 2020 – 108: Contract for Right-of-Way Mowing on State Route 332
- Resolution No. 2020 – 109: Acceptance of the 2019 Annual Drinking Water Quality Report
- Resolution No. 2020 – 110: Request to Accept 284 Agreement for the Expenditure of 2020 Highway Moneys
- Resolution No. 2020 – 111: Amendment to 2020 Water Department Fee Schedule
- Resolution No. 2020 – 112: Leasing a Roll Off Truck Using Key Bank for Financing
- Resolution No. 2020 – 113: Authorizing Highway Superintendent to Enter into Lease Agreement for Property Located at 5480 Cramer Road and to Accept Grant of Right of Way on Property Located at 5511 Rock Oak Hill Road
- Resolution No. 2020 – 114: Town of Canandaigua Board of Trustees Resolution for Approval and Authorization for the Canandaigua Consolidated Capital Improvement Project Bid Awards and Execution of Related Documents and Related Actions

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**ENVIRONMENTAL**

- None

**ORDINANCE**

- None

**ECONOMIC DEVELOPMENT/GENERAL**

- Resolution No. 2020 – 115: Establishing Standard Work Day for Town Board Members
- Resolution No. 2020 – 116: Acknowledgment of Contract with ESI Employee Assistance Group and Authorization for Town Manager to Execute Documents
- Resolution No. 2020 – 117: Waiving Penalty and Cancellation Fees During COVID-19 Pandemic
- Resolution No. 2020 – 118: Recognizing Efforts of ECB and Tree Board Regarding Arbor Day and Trees

**RESOLUTION NO. 2020 – 105: ACCEPTANCE OF THE MONTHLY FINANCIAL REPORTS**

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

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

**WHEREAS**, the Town Supervisor has provided the Town Board with hard copies and electronic copies of the March 2020 Monthly Revenue/Expense Control Report, the Highway/Water Department Overtime Report and All Department Overtime Report; and

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

Attachment #3

**RESOLUTION NO. 2020 – 106: ADOPTION OF AMENDMENTS TO 2020 TOWN OPERATING BUDGET AND AUTHORIZATION FOR TOWN MANAGER TO MAKE NECESSARY RELATED BUDGET TRANSFERS**

**WHEREAS**, the Town Board of the Town of Canandaigua (hereinafter referred to as 'Town Board') has been working with the Town of Canandaigua Finance Committee regarding potential impacts to the Town's finances from the effects of COVID-19; and

**WHEREAS**, the Town Board wishes to mitigate those effects to the best extent possible and practicable; and

**WHEREAS**, the Finance Committee met on April 9, 2020 and reviewed recommendations from the Town Manager and Department Heads for saving money in the face of expected reductions in revenue; and

**WHEREAS**, as a result of that meeting the Town Manager and the Finance Committee are recommending certain amendments to the 2020 Town Budget as laid out in the attachment to this resolution; and

**NOW, THEREFORE BE IT RESOLVED**, the Town Board hereby adopts the proposed amendments to the 2020 Town Budget and authorizes the Town Manager to make the necessary budget transfers to carry out those amendments; and

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

Attachment #5

**RESOLUTION NO. 2020 – 107: APPROVAL OF INFORMATION TECHNOLOGY PROFESSIONAL SERVICES AGREEMENT WITH INTEGRATED SYSTEMS**

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

**WHEREAS**, the Town's current provider, Integrated Systems, has provided the Town with a quote for 100 hours at \$75 per hour (\$7,500); and

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

**WHEREAS**, the last 100-hour contract was approved and signed by the Town Manager in August 2019; and

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby approves the contract and authorizes the Town Manager to execute the 100-hour agreement with Integrated Systems.

Attachment #6

**RESOLUTION NO. 2020 – 108: CONTRACT FOR RIGHT-OF-WAY MOWING ON STATE ROUTE 332**

**WHEREAS**, the NYS DOT has submitted a joint contract to the Towns of Canandaigua and Farmington for Right-of-Way mowing on Route 332 for the 2020 contract season of May 1, 2020 to November 30, 2020; and

**WHEREAS**, it is proposed that the Town of Canandaigua will mow 3.5 center lane miles (CLM) of median on Route 332 a maximum of 3 cycles during the contract period, and the NYS DOT will pay the Town of Canandaigua \$370.00/CLM per occurrence; and

**WHEREAS**, the Town of Canandaigua is required to submit a Highway Work Permit Application for Non-utility work and the Town's insurance certificates to the NYS DOT under this contract; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Town of Canandaigua Town Board hereby approves the Right-of-Way Mowing Contract with the NYS DOT for the 2020 contract season and authorizes the Town Supervisor to sign the Right-of-Way Mowing Contract; and

**BE IT FURTHER RESOLVED**, that

1. The Highway Superintendent shall complete a NYSDOT Highway Work Permit for the proposed work.
2. The Town Clerk shall maintain a copy of the signed Right-of-Way Mowing Contract on file.
3. The Highway Superintendent shall deliver the original signed Right-of-Way Mowing Contract, Highway Work Permit Application, and requested insurance certificates to the Canandaigua office of the NYS DOT.

Attachment #7

**RESOLUTION NO. 2020 – 109: ACCEPTANCE OF THE 2019 ANNUAL DRINKING WATER QUALITY REPORT**

**WHEREAS**, the Highway & Water Superintendent has completed the 2019 Annual Drinking Water Quality Report; and

**WHEREAS**, the 2019 Annual Drinking Water Quality Report must be submitted to the New York State Department of Health by May 29, 2020; and

**WHEREAS**, the draft 2019 Annual Drinking Water Quality Report is being presented to the Town Board for consideration; and

**NOW, THEREFORE BE IT RESOLVED**, the Canandaigua Town Board hereby approves the 2019 Annual Drinking Water Quality Report; and

**BE IT FURTHER RESOLVED**, the Canandaigua Town Board directs the Town Clerk and Water Superintendent to:

1. Submit the approved 2019 Annual Drinking Water Quality Report prior to the due date; and
2. Post the final report on the Town's website and send notification via Facebook and Mailchimp that the report is available for review on the website.

Attachment #8

**RESOLUTION NO. 2020 – 110: REQUEST TO ACCEPT 284 AGREEMENT FOR THE EXPENDITURE OF 2020 HIGHWAY MONEYS**

**WHEREAS**, the Highway Superintendent has provided a revised 284 Agreement for the proposed 2020 expenditures of highway moneys; and

**WHEREAS**, the amount of the proposed funds to be used is now being adjusted to \$500,000.00 for the maintenance of Canandaigua Farmington Townline road, Micro pave New Michigan and Knapp roads, replace large cross culverts on Bristol Cross road and Bunell road, Wyffels road repairs due to winter frost damage and various asphalt projects on town roads; and

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby accepts the 2020 Agreement for the Expenditure of Highway Moneys and directs the Town Clerk to retain one copy of the executed agreement and to forward a second copy to the Ontario County Highway Superintendent.

Attachment #9

**RESOLUTION NO. 2020 – 111: AMENDMENT TO 2020 WATER DEPARTMENT FEE SCHEDULE**

**WHEREAS**, the Town of Canandaigua Town Board approved the Water Department fee schedule at their January 6<sup>th</sup>, 2020 organizational meeting; and

**WHEREAS**, the wholesale water rate from the City of Canandaigua was projected to be \$2.086 per thousand gallons, but came in at \$2.014 per thousand gallons after the approval of the fee schedule; and

**WHEREAS**, the Water Superintendent is recommending an amendment to the fee schedule to update this rate; and

**WHEREAS**, the Water Superintendent is also recommending the correction of two minor clerical errors; and

**NOW THEREFORE BE IT RESOLVED** that the Town Board of the Town of Canandaigua has reviewed these recommendations and hereby approves these amendments to the 2020 Fee Schedule effective retroactively to January 6<sup>th</sup>, 2020.

Attachment #10

**RESOLUTION NO. 2020 – 112: LEASING A ROLL OFF TRUCK USING KEY BANK FOR FINANCING**

**WHEREAS**, the Highway Superintendent of the Town of Canandaigua was allowed to purchase one 2020 international HX 620 cab and chassis and equipment in December of 2019; and

**WHEREAS**, due to the current economic situation the town is seeking to reduce capital expenses; and

**WHEREAS**, the Highway Superintendent has solicited lease agreement information from Real Lease and Key Bank Financial to find the lowest interest rate on a five-year lease; and

**WHEREAS** Key Bank Financial has the lowest interest rate of 2.78% for five years with an annual payment of \$ 42,585.16; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board hereby approves the lease agreement with Key Bank Financial and directs the Town Manager/Budget Officer to finalize the lease agreement with Key Bank Financial.

Attachment #11

**RESOLUTION NO. 2020 – 113: AUTHORIZING HIGHWAY SUPERINTENDENT TO ENTER INTO LEASE AGREEMENT FOR PROPERTY LOCATED AT 5480 CRAMER ROAD AND TO ACCEPT GRANT OF RIGHT-OF-WAY ON PROPERTY LOCATED AT 5511 ROCK OAK HILL ROAD**

**WHEREAS**, the Town of Canandaigua and the Canandaigua Consolidated Water District have authorized the Canandaigua Consolidated Water Improvement Project (“Project”); and

**WHEREAS**, there exists a need for access and construction of facilities related to the Project on property owned by the County of Ontario (“County”) located at 5480 Cramer Road; and

**WHEREAS**, there exists a need for access and construction of facilities related to the Project on property owned by David W. Prull II located at 5511 Rock Oak Hill Road; and

**WHEREAS**, the Town Highway Superintendent has negotiated an agreement with the County by which the County will provide a lease to the Town for the Town’s existing and proposed water tanks, buried pipes, and access to the site located at 5480 Cramer Road in exchange for the Town improving and maintaining the access, plowing the road, mowing the grass, and maintaining the perimeter fence encircling the County’s fixed radio communication equipment and the Town’s existing and proposed water tanks, and the Town accepting responsibility for any environmental cleanup incurred as a result of the Town’s operations on the property; and

**WHEREAS**, the agreement with the County also includes the right of the Town to grant access across the property to an adjacent landowner provided that the Town indemnifies the County from any claims made by said adjacent landowner against the County resulting from use of said access; and

**WHEREAS**, the Town Highway Superintendent has negotiated an agreement with David W. Prull II (“Prull”) by which Prull will grant a right-of-way to the Town for access and utilities on his property located at 5511 Rock Oak Hill Road; and

**WHEREAS**, the agreement with Prull requires that the Town grant access to Prull across the property located at 5480 Cramer Road; and

**WHEREAS**, the above-described agreements are necessary for the execution of the Project; and

**NOW THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Canandaigua hereby authorizes and directs the Town Highway Superintendent to enter into and execute on behalf of the Town of Canandaigua a lease agreement with the County; and

**BE IT FURTHER RESOLVED**, that the Town Board of the Town of Canandaigua hereby authorizes and directs the Town Highway Superintendent to accept the grant of right-of-way from Prull and to execute an agreement by which Prull shall be granted access across the property located at 5480 Cramer Road.

Attachment #12



**RESOLUTION NO. 2020 – 114: TOWN OF CANANDAIGUA BOARD OF TRUSTEES  
RESOLUTION FOR APPROVAL AND AUTHORIZATION FOR THE CANANDAIGUA  
CONSOLIDATED CAPITAL IMPROVEMENT PROJECT BID AWARDS AND  
EXECUTION OF RELATED DOCUMENTS AND RELATED ACTIONS**

**WHEREAS**, the Town of Canandaigua (the "Town"), after thorough consideration of the various aspects of the proposed Canandaigua Consolidated Capital Improvement Project (the "Project"), prior hereto approved and authorized the Project and the submission of funding applications related thereto; and

**WHEREAS**, the Town Board prior hereto, by board resolution, has adopted a bond resolution dated June 18, 2018, for the authorization to borrow up to \$7,570,000 in serial bonds of the Town; and

**WHEREAS**, the Town Board, has established a maximum aggregate cost to the Town of \$7,570,000; and

**WHEREAS**, the Town prior hereto submitted an application for funding of the Project to the New York State Environmental Facilities Corporation ("NYS EFC"); and

**WHEREAS**, NYS EFC prior hereto has awarded a Water Infrastructure Improvement Act ("WIIA") grant to the Town in the amount of \$3,000,000; and

**WHEREAS**, the Town Board received bids for the Project on March 27, 2020, followed thereafter by a Bid Review letter from the Project engineer identifying the lowest qualified bidders with complete bid submissions; and

**WHEREAS**, the bid values provided by the lowest qualified bidders with complete bid submissions were incorporated into the \$7,570,000 Project budget; and

**WHEREAS**, the Town Board has reviewed the bid package, bid tabulations, and Bid Review letter from the Project engineers for the bid awards and has determined that it is in the best interest of the Town to award the bids to the identified lowest qualified bidders with fully completed bid submissions;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. The Town Board hereby approves and authorizes the award of contracts for the Project as follows:

Contract #1 – General	Crane Hogan Structural Systems, Inc.	\$4,470,342.00
Contract #2 – Electrical	Colacino industries	\$598,600.00
Contract #3 – HVAC	Crosby Brownlie, Inc.	\$59,900.00; and

2. The foregoing award of contracts is contingent upon any and all further and final approvals of NYS EFC; and

3. The Supervisor of the Town of Canandaigua is hereby authorized to take such steps and to execute such further documents as may be necessary, desirable, and/or appropriate to effectuate the purpose and intent of the foregoing resolutions; and

4. This Resolution shall take effect immediately and the Town Clerk shall provide a copy of this Resolution to the above-referenced bid award recipients."

**RESOLUTION NO. 2020 – 115: ESTABLISHING STANDARD WORKDAY FOR TOWN BOARD MEMBERS**

**WHEREAS**, the Town Clerk has been notified by the NYS Comptroller’s Office that Form RS 2419 (Recertification of Records of Activities) is required to be on file with the Town for every elected and appointed position; and

**WHEREAS**, elected officials are required to submit a Record of Activities for the first three months of each newly elected term and their average days worked per month shall be identified on Form RS 2417-A to establish a standard workday for retirement credit purposes; and

**WHEREAS**, the Town Clerk has confirmed Town Board Member Jared Simpson has provided this information to the Town Clerk’s Office; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Canandaigua hereby directs the Town Clerk to take any and all required steps to report and record the following information in the NYS Employees’ Retirement System:

<b>Position</b>	<b>Name</b>	<b>Standard Work Day</b>	<b>Term Begins/Ends</b>	<b>Employee Participates in Time Keeping System</b>	<b>Record of Activities Result</b>	<b>T-1</b>
<b>Appointed</b>						
Town Board Member	Jared Simpson	6 hrs	01/01/2020 – 12/31/2023	No	5.45	--

**RESOLUTION NO. 2020 – 116: ACKNOWLEDGMENT OF CONTRACT WITH ESI EMPLOYEE ASSISTANCE GROUP AND AUTHORIZATION FOR TOWN MANAGER TO EXECUTE DOCUMENTS**

**WHEREAS**, the Town of Canandaigua Town Board approved Resolution No. 2018 – 143 at the April 16, 2018 board meeting to enter into a 3 year contract with ESI Employee Assistance Group (ESI); and

**WHEREAS**, ESI Employee Assistance Group (ESI) offers an Employee Assistance Program that provides counseling and lifestyle benefits for employees as well as Human Resource Consultations and resource center for managers and supervisors; and

**WHEREAS**, the number of employees covered under this agreement is 51 at a rate of \$16.28 per employee at a total cost of \$840.48; and

**NOW, THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby authorizes the Town Manager to execute any and all documents relative to this contract and to be paid out of budget line AA100.1430.420.00000.

**RESOLUTION NO. 2020 – 117: WAIVING PENALTY AND CANCELATION FEES DURING COVID-19 PANDEMIC**

**WHEREAS**, the Town of Canandaigua Town Board understands the needs of our community and the effect that the Covid-19 pandemic has had on the community and its residents; and

**WHEREAS**, knowing and understanding the hardships as a result of the Covid-19 pandemic, the Highway / Water Superintendent, Town Clerk and Town Manager are proposing to waive certain late fees and cancelation fees until May 31, 2020; and

**WHEREAS**, the Town Highway / Water Superintendent is proposing to waive the 10% penalty on all water bills; and

**WHEREAS**, the Town Clerk is proposing to waive the \$5 late fee for dog licenses; and

**WHEREAS**, the Town Manager is proposing to waive the \$50 cancelation fee for all park reservations; and

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby understands the hardship the Covid-19 pandemic is causing on the Canandaigua community and Town residents and hereby approves the waiving of these fees until May 31, 2020.

**RESOLUTION NO. 2020 – 118: RECOGNIZING EFFORTS OF ECB AND TREE BOARD REGARDING ARBOR DAY AND TREES**

**WHEREAS**, the Town Board of the Town of Canandaigua (hereinafter referred to as “Town Board”) appreciates the value of trees and woodlands in the Town of Canandaigua, especially in an era of climate change, and has shown this appreciation by recognizing and celebrating Arbor Day and wishes to continue that tradition this year; and

**WHEREAS**, in 2019, the Town Board approved the purchase and planting of two chestnut trees on the Town Hall campus to celebrate Arbor Day; and

**WHEREAS**, also in 2019, the Town Board supported the Town Manager’s office in their application to the NY State Department of Environmental Conservation (DEC) for a grant to fund a Tree Inventory and Community Forest Management Plan for the Town of Canandaigua—something that will help the Town understand the status of its forest and guide future plantings and maintenance; and

**WHEREAS**, in 2020, the Town Board approved the creation of a Tree Board, made up of community volunteers, whose task is to work with the Town Manager’s office if successful with the DEC grant and use the completed Tree Inventory and the CFMP to help guide the Town’s management of all public trees and woodlands—those trees on land owned by the Town of Canandaigua, including parks, cemeteries, the Town Hall campus, and along Town-owned roads; and

**WHEREAS**, one of the main focuses of the Tree Board in 2020 is the health of ash trees in the Town due to the prevalence of the invasive pest emerald ash borer and its detrimental affect on our local ash population; and

**WHEREAS**, the Environmental Conservation Board (ECB) has long been a champion of trees for the Town through its public workshops and through the implementation of the Open Space Master Plan and its work in updating the Natural Resources Inventory; and

**WHEREAS**, the ECB continues to provide important educational materials to residents on value of trees on their webpage in the Town's website, in articles in the Town's monthly E-newsletter, and on the Town's social media platforms; and

**WHEREAS**, in light of the current COVID-19 pandemic, the Town Board understands that celebrations in the traditional sense must be postponed until it is again safe to gather together and this means that the Town will not be hosting an Arbor Day celebration in 2020 but that community members can visit the [ECB page on the Town's website](#) and/or the [Arbor Day Foundation website](#) to learn more about trees and what we can do to help them; and

**NOW THEREFORE BE IT RESOLVED**, The Town Board hereby thanks the ECB and the Tree Board for their efforts in support of the Town's public trees; and

**BE IT FINALLY RESOLVED**, The Town Board directs the Town Clerk to provide a copy of this resolution to the Chairs of the Environmental Conservation Board and the Tree Board.

➤ Approval of the following Town Board Meeting Minutes:  
March 16, 2020  
March 26, 2020

➤ 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 03/24/2020 totaling \$1,500.00  
Water districts \$1,500.00

Utility Abstract dated 04/02/2020 totaling \$21,394.48  
General fund \$11,789.81  
Highway fund \$6,000.00  
Water districts \$3,604.67

Abstract dated 04/14/2020 totaling \$428,803.30  
General fund \$133,839.78  
Highway fund \$65,355.36  
Capital projects \$102,481.81  
Lighting districts \$984.95  
Water districts \$101,132.20  
Trust & Agency \$25,009.20

- Privilege of the Floor
- Other Business
- Privilege of the Floor
- Executive Session, as requested

Request by Town Manager for an Executive Session to discuss “the proposed acquisition/sale/lease of real property when publicity might affect value”

➤ Adjournment

# ATTACHMENT 1

March 27, 2020

Supervisor Cathy Menikotz  
Town Of Canandaigua  
5440 State Route 5 and 20  
Canandaigua, NY 14424-9327

Dear Cathy Menikotz,

Thank you so very much for your generous support of the new Sands-Constellation Intensive Care Unit and the Marilyn Sands Outpatient Clinic. Your gifts, together with those of our friends from across the region, have enabled us to build two state-of-the-art facilities at UR Medicine Thompson Health.

Your support means more than ever today, as we face the challenge of the COVID-19 virus and the potential strains it may place upon our health system. Our new ICU is built to maximize efficiency and provide the highest level of care to our most critically ill patients. We are prepared to meet this challenge precisely because you chose to invest in our hospital.


This past weekend we moved our current ICU patients into our new 12-bed ICU. As we write this, Thompson is fully staffed and equipped for the foreseeable future. We are actively coordinating with local, state and federal health authorities, and working in close partnership with our colleagues at the University of Rochester Medical Center to respond to this health crisis.

Thompson Health was conceived as an act of community philanthropy by our founder, Mary Clark Thompson. Her far-sighted generosity has been matched over and over again by the people whom we serve. When we began our capital campaign in 2017, we were told that we should only expect to raise between \$6 -\$7.5 million. As of January 2020, we secured \$11.9 million, the entire cost of the project, and a sum that enabled us to avoid costly borrowing and delays. We are forever grateful.

When this current emergency is past we will hold a proper celebration. We look forward to celebrating the wonderful generosity of our shared community and the dynamic, caring organization called Thompson Health.

Please continue to follow the bulletins issued by the Centers for Disease Control and the NYS Department of Health for information and guidance as the COVID-19 emergency continues to unfold.

Sincerely,

A handwritten signature in black ink, appearing to read 'M. Stapleton'.

Michael F. Stapleton, Jr. FACHE  
President and CEO

A handwritten signature in black ink, appearing to read 'Mary Schreiter'.

Mary Schreiter  
Director, Development & Corporate Communications



# Honeoye Storage Corporation

## ANNUAL NEWSLETTER 2020

### Emergency Contacts

Office: 585-229-5161

Police and Sheriff: 911

Fire Department: 911

Dig Safely New York: 811

Honeoye Storage Corporation (HSC) has been engaged in the transportation and underground storage of natural gas in Ontario County, New York since 1975. HSC stores natural gas in a depleted Medina sandstone natural gas reservoir, approximately 2,800 feet deep. The reservoir is located primarily in the Towns of Bristol and Richmond. HSC provides service to public utilities, gas suppliers, and gas marketers. HSC's storage facility helps to ensure adequate gas supplies for residential, industrial, agricultural, and electrical generation customers. This annual newsletter is sent to provide information about HSC. It is our desire to make the general public aware of its operations and existence of underground natural gas pipelines and other facilities. HSC believes informing the public will help prevent injury to individuals and/or damage to facilities. This newsletter also provides information on how to detect a natural gas leak, what to do if you suspect a leak, and how to report a suspected leak.

### Facilities

Our compressor station and offices are located on Egypt Road in the Town of Bristol. We have a high-pressure gas pipeline running underground from our Bristol compressor station, northeasterly through the Towns and Fire Districts of Bristol, East Bloomfield, and Canandaigua, terminating on McIntyre Road in the Town of Canandaigua where it intersects with the Tennessee Gas Pipeline. Our underground storage wells are located in the Towns of Bristol and Richmond, and are interconnected with underground high-pressure gas pipelines.

All of our underground pipelines are identified by YELLOW marker posts and/or signs. These signs are placed at road crossings, property lines where possible, and adjacent to or over the route where pipelines are buried. Markers only indicate the general location of the pipeline and cannot be relied upon to indicate the exact location. The signs and marker posts warn of the presence and **danger** of an underground high-pressure natural gas pipeline, and give the telephone numbers of HSC **585-229-5161** and Dig Safely New York **800-962-7962** or **811**. Visit [www.digsafelynewyork.com](http://www.digsafelynewyork.com) for more information.

### Excavations

The number one cause of damage to underground utilities is from excavations. HSC participates in a "One-Call" program with Dig Safely New York. This organization is subscribed to and paid for by public utility companies and municipalities. It is to be utilized by **everyone** to notify, with a single telephone call to **811**, all utilities who have underground facilities in the area that an excavation is to take place. An **excavation** is defined by law as any operation for the purpose of movement or removal of earth by use of mechanized equipment. This call to **811** is a **free** call to anyone planning on completing any type of excavation and will protect your safety and prevent costly damage to property and buried facilities.

If you are planning to excavate for any reason, you are required by law to issue notification of where you intend to excavate at least two working days before digging. This allows time for all affected utilities and municipalities to locate and mark their underground facilities prior to excavation. This will serve to both ensure your safety and maintain the structural integrity of underground facilities for years of safe and reliable operations.

### Pipeline Monitoring

HSC personnel conduct many varied inspection procedures on all pipelines to maintain operation standards and ensure public safety. Federal and State regulations, along with company preventative maintenance procedures, require the periodic patrol and inspection of our facilities. Personnel are trained and instructed to 1) inspect the integrity of the ground cover over our pipelines; 2) inspect that no buildings, trees, or other obstructions have been or are being placed on pipeline right-of-ways; 3) conduct electronic measurements of cathodic protection; 4) inspect that the proper identification signage is in place; and 5) inspect for any possible gas leakage. The above procedures require HSC employees, at specified intervals, to cross private properties. Feel free to ask for identification or call the HSC office at **585-229-5161** to verify employment.



## Management and Contact Information

- **Andy Hall**, Manager of Marketing and Compliance  
andy.hall@honeoyestorage.com
- **Rob Impey**, Manager of Operations  
rob.impey@honeoyestorage.com
- **Cassi Miskell**, Office Manager  
cassi.miskell@honeoyestorage.com

## Operations

Station Controllers who conduct compressor station and pipeline operations:

**Dan Kast, Randy Carlberg,  
Mike Minute and Adam Andrews**

**We are hiring! Please see our advertisement on  
indeed.com (search for Bristol, NY Station  
Controller) for more information.**

*HSC maintains the desire to keep the public informed and aware of its operations by distributing information through our website, circulating this annual newsletter which includes Dig Safely New York information, meeting when requested with residents, and annual meetings with emergency agencies and public officials. To receive any additional operational, safety, or general facility information please e-mail, visit our website [www.honeoyestoragecorp.com](http://www.honeoyestoragecorp.com), or contact our office by phone at 585-229-5161.*

### Well Integrity Management

To maintain and monitor the condition of gas wells we conduct ongoing maintenance, leak and valve inspections, and well testing per our Well Integrity Management Program. These inspections include an annual well casing underground inspection program. The majority of a gas well is below the ground surface and cannot be visually inspected without the use of sophisticated measuring devices. Electronic tools are lowered to the bottom of the well bore, a distance that averages 2,800 feet below the ground surface, and a computerized record is generated that summarizes the condition of the well pipe from the bottom of the well to the ground surface. This requires HSC to contract with companies that operate specialized trucks equipped with masts, pressure controls, and computers utilized to record the data obtained from the "down hole" tools.

### Safety and Damage Prevention

The Natural Gas Pipeline System Operator Qualification Act, the Pipeline Safety Improvement (Integrity Management) Act, and the Pipeline Operator Public Awareness Program Act, have been established by the U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration to conform to the U.S. Pipeline Safety Laws enacted by Congress. All of these laws were enacted to promote safe pipeline operations by 1) ensuring operating personnel are properly qualified to perform operation and maintenance tasks, and 2) there are plans and procedures in place to ensure safe operations of pipelines due to competent maintenance of pipeline structures and an informed public. HSC fully complies with these acts and all other Federal, State and local laws and guidelines.

### Internal Pipeline Inspections

The majority of the pipelines in the HSC system were installed in the period 1975-1983. Due to the effects of time, it is possible for corrosion to occur in the underground piping. HSC has completed the installation of surface-to-pipeline facilities to conduct sophisticated internal electronic inspections of the pipelines. These inspections determine if any corrosion or other damage to the pipe has occurred. If any corrosion or damage is detected, HSC personnel and contractors will excavate, visually inspect, and make any necessary repairs to the pipeline. If the pipe is found to be in need of replacement, it will be scheduled to be completed after coordination with contractors and property owners.

### Leak Recognition and Response

Our pipelines have been constructed to strict Federal and State standards. They are maintained and inspected to prevent and/or detect all possible leaks. However, there is always the remote possibility of a gas leak originating from pipes or wells. If you smell a distinctive pungent "rotten eggs" odor, hear a hissing sound, or observe unusual dead ground cover vegetation, blowing earth, or bubbling water in the vicinity of our facilities, **call HSC at 585-229-5161.**

A gas leak is usually recognized by smell, sight, or sound. Do not attempt to locate a gas leak with matches or other open lights. Do not remain in a building if there is a strong gas odor, and do not turn lights on or off and/or unplug appliances. Do not use the telephone or start automobiles. Get away from the area and have others stay away as well. Use a neighbor's phone, or a cell phone from a safe distance and call 911. If you notice anyone working within 200' of the gas pipeline, **call HSC at 585-229-5161.**

To learn more about pipelines in your area, there is a National Pipeline Mapping System that can be viewed on the following website: [www.npms.phmsa.dot.gov](http://www.npms.phmsa.dot.gov)

# ATTACHMENT 2



# FIRE DEPARTMENT 2019 ANNUAL REPORT



## 2019 ANNUAL HIGH-LEVEL REPORT TO THE TOWN OF CANANDAIGUA BOARD

### Total 2019 Incidents

- City, Town & Mutual Aid Given = 1664
- Town Incidents Only = 299

### Town Incident Types:

Fires – (Total Building, Vehicle, Rubbish etc.)	299	20
Confined Cooking Fires	9	10
Overpressure Rupture or Explosion, Overheat, No Fire	–	1
Motor Vehicle Accidents	T o t a l	20
Rescue & Emergency Medical Service	l	184
Hazardous Conditions (No Fire)		23
Service Calls		17
Good Intent		21
False Alarm & False Call		31
Weather / Natural Disaster		1
Special Incident Type or Citizen Complaint		1



# FIRE DEPARTMENT 2019 ANNUAL REPORT



## Incident Type Report (Summary) Canandaigua Fire Department

Date Range: From 1/1/2019 to 12/31/2019  
Fixed Property:  
Company: Town of Canandaigua

Incident Type	Count	Pct of Incidents	Total Est Loss	Total Est Loss
<b>1 Fire</b>				
111 Building fire	2	0.67%	\$903,000	99.91%
113 Cooking fire, confined to container	10	3.34%	\$0	0.00%
130 Mobile property (vehicle) fire, other	1	0.33%	\$350	0.04%
131 Passenger vehicle fire	4	1.34%	\$0	0.00%
138 Off-road vehicle or heavy equipment fire	2	0.67%	\$0	0.00%
154 Dumpster or other outside trash receptacle fire	1	0.33%	\$0	0.00%
<b>Totals</b>	<b>20</b>	<b>6.69%</b>	<b>\$903,350</b>	<b>99.94%</b>
<b>2 Overpressure Rupture, Explosion, Overheat(no fire)</b>				
251 Excessive heat, scorch burns with no ignition	1	0.33%	\$0	0.00%
<b>Totals</b>	<b>1</b>	<b>0.33%</b>	<b>\$0</b>	<b>0.00%</b>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>				
311 Medical assist, assist EMS crew	8	2.68%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	154	51.51%	\$0	0.00%
322 Motor vehicle accident with injuries	13	4.35%	\$0	0.00%
324 Motor vehicle accident with no injuries	7	2.34%	\$0	0.00%
362 Ice rescue	1	0.33%	\$0	0.00%
361 Rescue or EMS standby	1	0.33%	\$0	0.00%
<b>Totals</b>	<b>184</b>	<b>61.54%</b>	<b>\$0</b>	<b>0.00%</b>
<b>4 Hazardous Condition (No Fire)</b>				
400 Hazardous condition, other	1	0.33%	\$0	0.00%
411 Gasoline or other flammable liquid spill	1	0.33%	\$0	0.00%
412 Gas leak (natural gas or LPG)	9	3.01%	\$0	0.00%
421 Chemical hazard (no spill or leak)	1	0.33%	\$0	0.00%
422 Chemical spill or leak	1	0.33%	\$0	0.00%
424 Carbon monoxide incident	1	0.33%	\$0	0.00%
444 Power line down	1	0.33%	\$0	0.00%
445 Arcing, shorted electrical equipment	3	1.00%	\$0	0.00%
463 Vehicle accident, general cleanup	5	1.67%	\$0	0.00%
<b>Totals</b>	<b>23</b>	<b>7.69%</b>	<b>\$0</b>	<b>0.00%</b>
<b>5 Service Call</b>				
520 Water problem, other	1	0.33%	\$500	0.06%
522 Water or steam leak	2	0.67%	\$0	0.00%
531 Smoke or odor removal	1	0.33%	\$0	0.00%
551 Assist police or other governmental agency	2	0.67%	\$0	0.00%
553 Public service	8	2.68%	\$0	0.00%
561 Unauthorized burning	2	0.67%	\$0	0.00%
571 Cover assignment, standby, moveup	1	0.33%	\$0	0.00%
<b>Totals</b>	<b>17</b>	<b>5.69%</b>	<b>\$500</b>	<b>0.06%</b>
<b>6 Good Intent Call</b>				
600 Good Intent call, other	2	0.67%	\$0	0.00%
611 Dispatched & canceled en route	8	2.68%	\$0	0.00%
621 Wrong location	2	0.67%	\$0	0.00%
622 No incident found on arrival at dispatch address	8	2.68%	\$0	0.00%
631 Authorized controlled burning	1	0.33%	\$0	0.00%
<b>Totals</b>	<b>21</b>	<b>7.02%</b>	<b>\$0</b>	<b>0.00%</b>

Date: 3/23/2020

Page: 1

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# FIRE DEPARTMENT 2019 ANNUAL REPORT



## Manpower Analysis by Incident Canandaigua Fire Department

Date Range: From 1/1/2019 to 12/31/2019  
Fixed Property:  
Company: Town of Canandaigua

Incident Type	Incident Count	Number Attended	Average Attended	Total Length (hrs)	Average Length (hrs)	Average Man Hours	Total Man Hours
111-Building fire	2	21	10.50	10.80	5.40	70.35	140.70
113-Cooking fire, confined to container	10	39	3.90	6.40	0.64	2.68	26.84
130-Mobile property (vehicle) fire, other	1	8	8.00	0.58	0.58	4.64	4.64
131-Passenger vehicle fire	4	24	6.00	6.81	1.70	11.50	45.99
138-Off-road vehicle or heavy equipment fire	2	17	8.50	3.95	1.98	15.74	31.49
154-Dumpster or other outside trash receptacle fire	1	6	6.00	1.67	1.67	10.02	10.02
251-Excessive heat, scorch burns with no ignition	1	4	4.00	0.53	0.53	2.12	2.12
311-Medical assist, assist EMS crew	8	20	2.50	5.81	0.73	1.78	14.24
321-EMS call, excluding vehicle accident with injury	154	426	2.77	105.71	0.69	1.95	300.83
322-Motor vehicle accident with injuries	13	77	5.92	14.06	1.08	6.73	87.49
324-Motor vehicle accident with no injuries,	7	35	5.00	5.18	0.74	5.31	37.17
362-Ice rescue	1	9	9.00	1.05	1.05	9.45	9.45
381-Rescue or EMS standby	1	2	2.00	0.27	0.27	0.54	0.54
400-Hazardous condition, other	1	2	2.00	0.58	0.58	1.16	1.16
411-Gasoline or other flammable liquid spill	1	3	3.00	1.52	1.52	4.56	4.56
412-Gas leak (natural gas or LPG)	9	37	4.11	10.96	1.22	4.44	39.96
421-Chemical hazard (no spill or leak)	1	2	2.00	0.82	0.82	1.64	1.64
422-Chemical spill or leak	1	3	3.00	0.93	0.93	2.79	2.79
424-Carbon monoxide incident	1	2	2.00	0.75	0.75	1.50	1.50
444-Power line down	1	3	3.00	0.43	0.43	1.29	1.29
445-Arcing, shorted electrical equipment	3	17	5.67	1.95	0.65	4.74	14.23
463-Vehicle accident, general cleanup	5	28	5.60	6.39	1.28	6.95	34.76
520-Water problem, other	1	4	4.00	0.40	0.40	1.60	1.60
522-Water or steam leak	2	11	5.50	1.63	0.81	4.50	9.00
531-Smoke or odor removal	1	7	7.00	1.20	1.20	8.40	8.40
551-Assist police or other governmental agency	2	8	4.00	2.03	1.01	4.45	8.89
553-Public service	8	26	3.25	16.38	2.05	7.67	61.38
561-Unauthorized burning	2	10	5.00	1.15	0.57	2.73	5.46
571-Cover assignment, standby, moveup	1	3	3.00	0.08	0.08	0.24	0.24
600-Good Intent call, other	2	8	4.00	4.59	2.29	7.30	14.61
611-Dispatched & canceled en route	8	21	2.63	3.47	0.43	1.09	8.72
621-Wrong location	2	5	2.50	1.20	0.60	1.21	2.43
622-No incident found on arrival at dispatch address	8	28	3.50	2.28	0.29	1.08	8.65
631-Authorized controlled burning	1	3	3.00	0.65	0.65	1.95	1.95
700-False alarm or false call, other	1	4	4.00	0.27	0.27	1.08	1.08
714-Central station, malicious false alarm	2	6	3.00	1.15	0.57	1.72	3.45
733-Smoke detector activation due to malfunction	2	7	3.50	1.25	0.63	2.23	4.47
734-Heat detector activation due to malfunction	1	2	2.00	0.78	0.78	1.56	1.56

Date: 3/23/2020

Page: 1

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# FIRE DEPARTMENT 2019 ANNUAL REPORT



## Response Times / Performance / Attendance

- Canandaigua Firefighters were **enroute** with **fire apparatus** to all incidents in the Town of Canandaigua at the time of alarm or within **one minute** after being dispatched.
- Canandaigua Firefighters **arrived** with **fire apparatus** to all incidents in the Town of Canandaigua in an average time of **4.31 minutes** after being dispatched. **(3.53 in the City)** *Please note, for safety, some incidents do not require an emergent response. This will affect overall response times.*
- Average Attendance **3.51 Firefighters** per Town call – Avg. **10.50 Firefighters** for **Town Building Fires.**
- Average Attendance **3.34 Firefighters** per City call – Avg. **7.56 Firefighters** for **City Building Fires**

## Incident Log with Damage Cost / Values

### Incident Log with Damage Cost and Values Canandaigua Fire Department

Date Range: From 1/1/2019 to 12/31/2019  
 Fixed Property:  
 Company: Town of Canandaigua  
 Sorted by: Not selected

Incidents#	Date	###	Address	Occupant	Situation Found	Pre-Incident Value			Losses		
						Contents	Property	Total	Contents	Property	Total
2019-000125	01/27/2019	1936	CR 28	COUNTY ROAD 28 -	Building fire	0	0	0	150,000	750,000	900,000
2019-000438	04/11/2019	5095	Northside lane		Water problem, other	0	0	0	0	500	500
2019-000706	06/12/2019	4903	NORTH RD.	Gustafson	Mobile property	0	0	0	0	350	350
2019-001201	09/25/2019	3230	CR 10	Luciano	Building fire	0	0	0	3,000	0	3,000
Total Number of Incidents:					4	0	0	0	153,000	750,850	903,850

\*\*\* Double-Click on Charts to Open PDF. \*\*\*



# FIRE DEPARTMENT 2019 ANNUAL REPORT



## Mutual Aid Summary

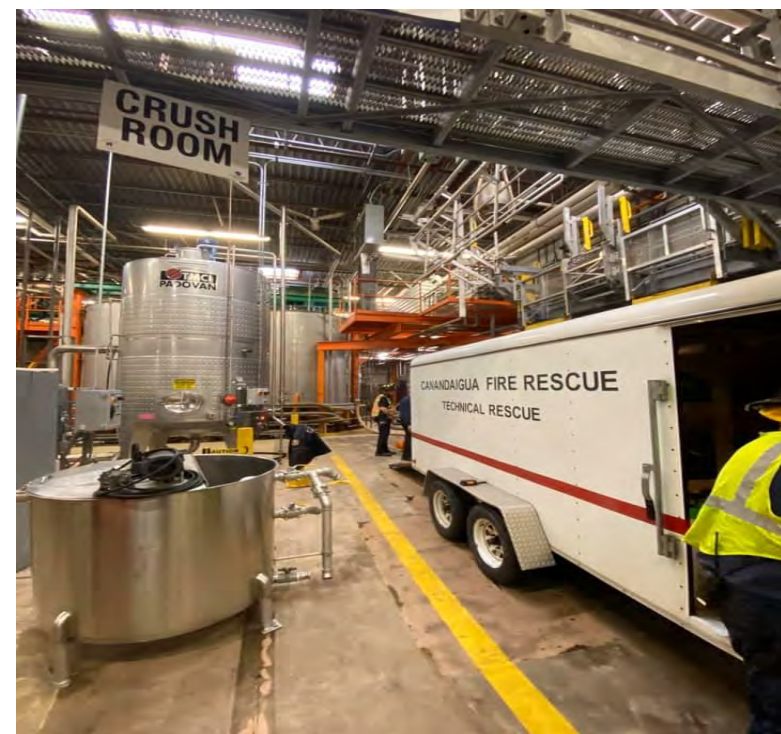
<b>Mutual Aid Summary Report</b>		Range From 01/01/2019 to 12/31/2019					
Canandaigua Fire Department		Primary Agency Canandaigua Fire Department					
Agency	Department Name	Mutual aid received	Automatic aid received	Mutual aid given	Automatic aid given	Other aid given	Grand Totals
35004	Cheshire Fire Department	1	0	4	0	0	5
35006	Crystal Beach Fire Department	2	0	7	1	0	10
35007	East Bloomfield Fire Department	1	0	0	0	0	1
35008	Farmington Fire Department	1	0	3	1	0	5
35014	Honeoye Fire Department	0	0	1	0	0	1
35015	Hopewell Fire Department	1	0	4	0	0	5
35018	Naples Fire Department	0	0	1	0	0	1
35025	Shortsville Fire Department	1	0	0	0	0	1
35003	V. A. Fire Department	9	0	0	0	0	9
<b>Total Count</b>		<b>16</b>	<b>0</b>	<b>20</b>	<b>2</b>	<b>0</b>	<b>38</b>

Date: \_\_\_\_\_ Page: 1

\*\*\* Double-Click on Charts to Open PDF. \*\*\*



# 2019 Annual Report



City of Canandaigua  
Fire Department





# FIRE DEPARTMENT 2019 ANNUAL REPORT



## TABLE OF CONTENTS

Introduction .....	3
Fire Department Structure.....	4
Fire Department Roster.....	5
Canandaigua Response Area .....	6
Annual Report Summary.....	7
Notable Incidents .....	9
Year End Statistics.....	11
Department Highlights .....	22



# FIRE DEPARTMENT 2019 ANNUAL REPORT



## INTRODUCTION

The City of Canandaigua Fire Department is dedicated to providing quality, timely and professional fire and emergency services to those who live in, work in, and visit the City and Town of Canandaigua as well as the surrounding communities. We have provided this exceptional service for over 200 years and will continue to do so for many years to come.

I have the honor of leading an amazing group of dedicated experienced firefighters whose focus is to provide superior service. We will continue to work hard to achieve the highest levels of preparedness, prevention, quality customer service and community involvement through continuous improvement and training.

We offer professional and efficient fire suppression, emergency medical services, rescue services, emergency preparedness, fire prevention and public education. Career and Volunteer Firefighters protect our community 24 hours a day, 7 days a week, 365 days a year. Our Department operates with career personnel on duty in our two fire stations to rapidly deploy apparatus to fires and other emergencies, while additional personnel respond directly to the incident scene.

As we evolve, our community grows and matures, our mission to protect life and property from fires, accidents, medical emergencies and environmental threats has also transformed to one that is not merely limited to "traditional" fire services but to encompass all threats and hazards to public safety.

Please contact me if you have any additional questions or have suggestions to improve our services to you.

In Service,

*Frank A. Magnera*

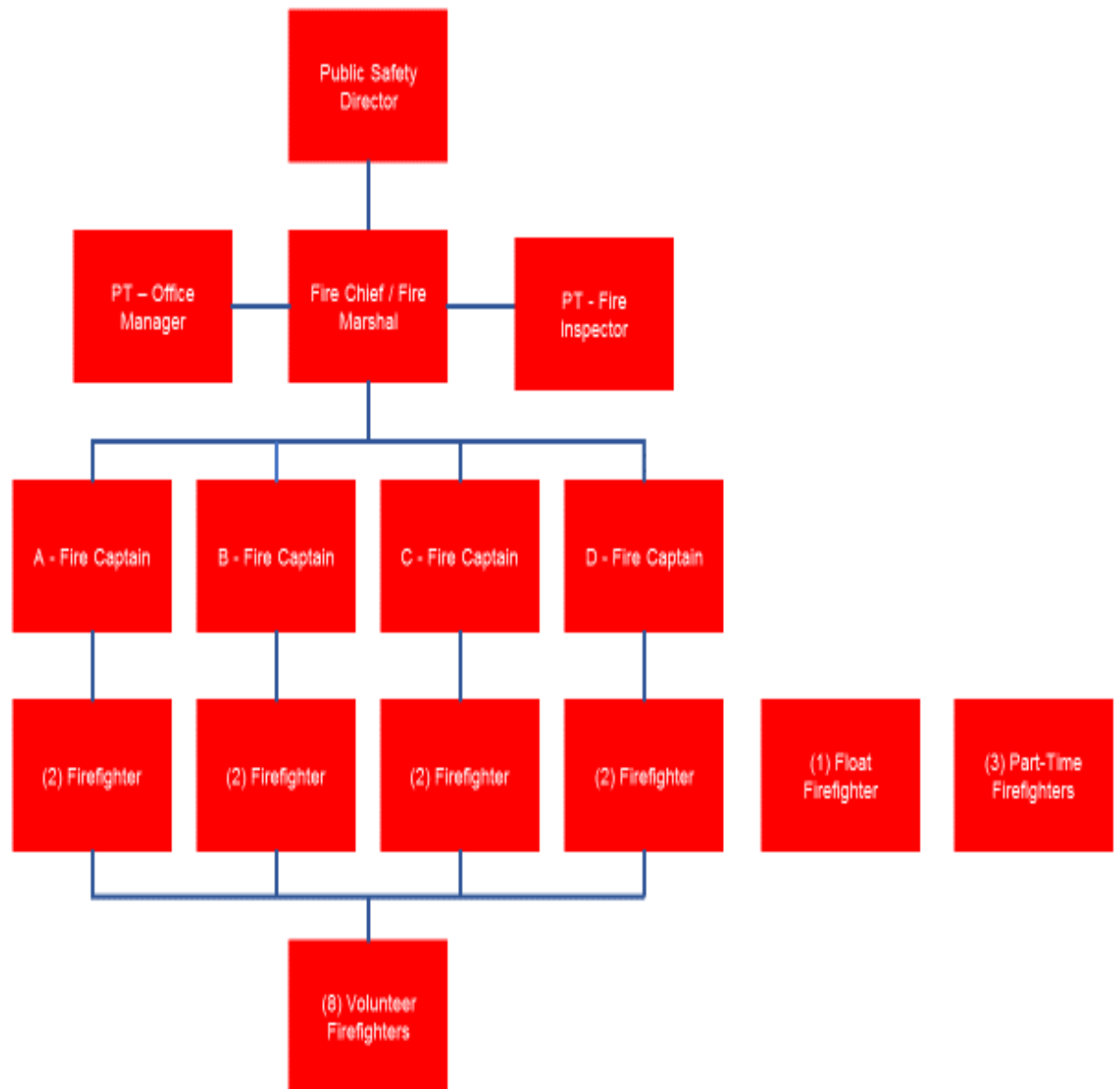
Frank Magnera, MS, CFPS  
Fire Chief & Fire Marshal



# FIRE DEPARTMENT 2019 ANNUAL REPORT



## CURRENT 2020 FIRE DEPARTMENT STRUCTURE





# FIRE DEPARTMENT 2019 ANNUAL REPORT



## 2020 DEPARTMENT ROSTER

### CAREER

1. FRANK MAGNERA – FIRE CHIEF / EMT
2. DON PHILLIPS – CAPTAIN / EMT
3. SAM LOIACONO - CAPTAIN
4. JAY BOOCK – CAPTAIN / EMT
5. CORY MASSETH – CAPTAIN / EMT
6. BRYAN KRANSLER – FF/MTO
7. RON BEMENT – FF/EMT
8. BEN CRAMER – FF/EMT
9. MATT BEMENT – FF/EMT
10. TAYLOR NORTHRUP – FF/EMT
11. ADAM FAVILLE – FF/EMT
12. KEVIN FREDERES - FF/ EMT
13. ROBERT YOUNGER - FF/EMT
14. DAN FULLER - FF / EMT
15. *TBD* - FF / EMT

### VOLUNTEER

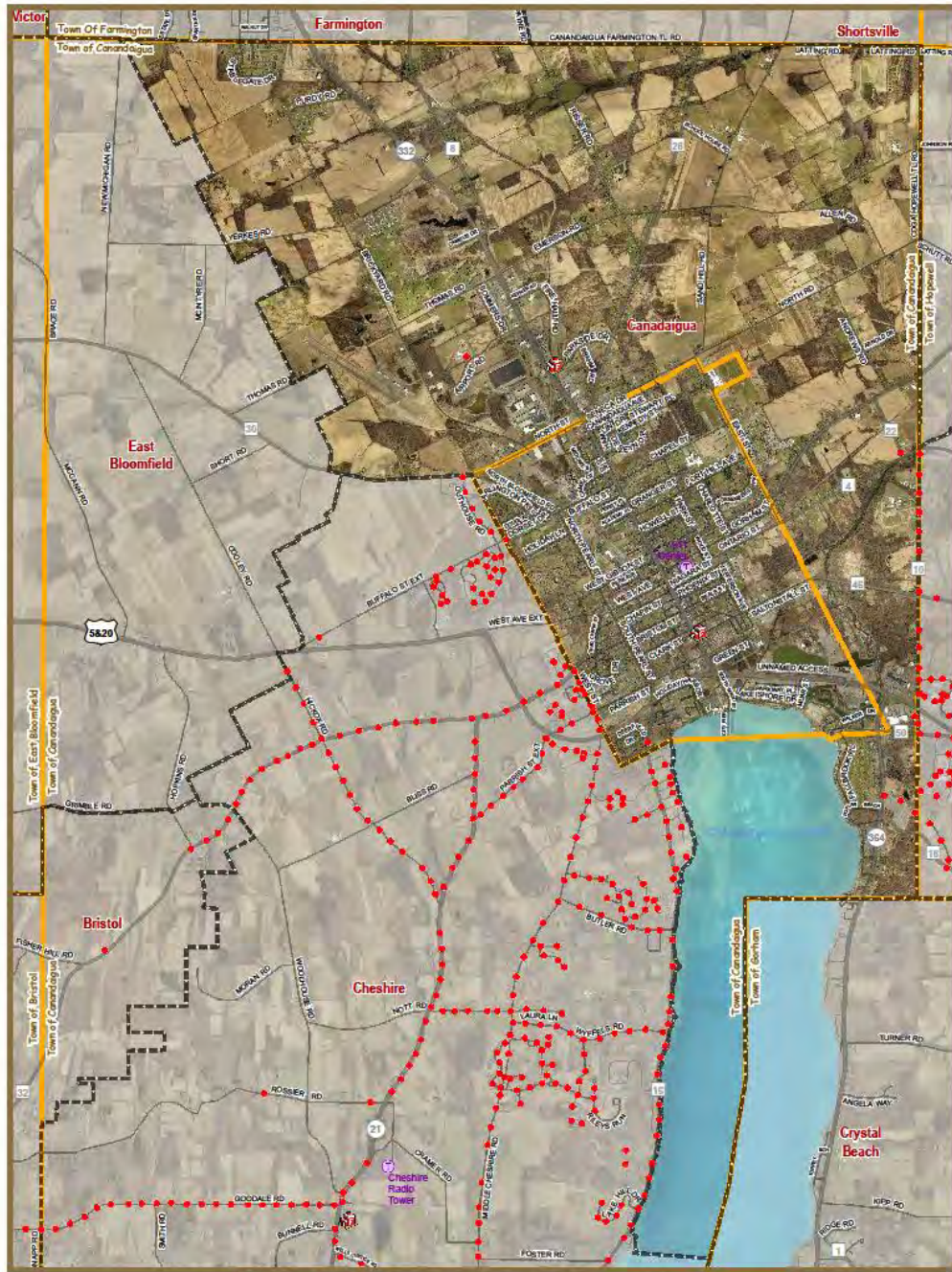
1. JAMES BANCROFT - INTERIOR
2. DAN SPEERS - INTERIOR
3. RICH BARTELL – INTERIOR
4. RYAN ZANGHI - EXTERIOR
5. ERIC COOPER - EXTERIOR
6. DUDLEY PURBECK - EXTERIOR
7. MAX MAHONEY - EXTERIOR
8. NICK LOIACONO - EXTERIOR

### PART-TIME

1. JAKE BEMENT - FF/EMT
2. JORDAN KESSEL – FF/EMT
3. PJ KOLB – FF/EMT
4. DEB YACUZZO – OFFICE MANAGER
5. JAY BOOCK – CAPTAIN / FIRE INSPECTOR



# FIRE DEPARTMENT 2019 ANNUAL REPORT



**Canandaigua Fire Response Area**

N  
 S  
 0.5 Mile

- Fire Station
- Fire Hydrant
- Fire Districts
- Municipal Boundary
- County Boundaries

Prepared by the  
Ontario County  
GIS Program  
Canandaigua, New York  
2016

DISCLAIMER: THIS MAP AND INFORMATION IS PROVIDED "AS IS" AND ONTARIO COUNTY MAKES NO WARRANTIES OR GUARANTEES, EXPRESSED OR IMPLIED, INCLUDING MERCHANTABILITY AND FITNESS FOR ANY PARTICULAR PURPOSE. CONSULTING THE MAP AND THE INFORMATION CONTAINED HEREIN, USER ASSUMES ALL RISK AND RESPONSIBILITY FOR DETERMINING WHETHER THIS MAP IS SUFFICIENT FOR PURPOSES INTENDED.



**DATA SOURCES:**  
Ontario County  
NYS GIS Program



# FIRE DEPARTMENT 2019 ANNUAL REPORT



## ANNUAL REPORT SUMMARY

On behalf of the dedicated, trained, and professional career and volunteer members of the City of Canandaigua Fire Department, it is my pleasure to present our 2019 Annual Report for your review.

In 2019, the City of Canandaigua Fire Department responded to **1664** calls for service which includes **299** in the Town of Canandaigua contracted response area. The theme of this year's Annual Report is that total incident numbers are up 10% from 2018, but overall, structure fires are down. Comparing our statistics to those nationally, Canandaigua (City & Town) continues to be a relatively fire safe community. There was an 10% increase in EMS and rescue related incidents which includes **motor vehicle accidents**. Other common incidents CFD responded to were natural gas emergencies, carbon monoxide emergencies, and public service calls. Automatic fire alarm activations are down slightly from the previous year. Please note, the overwhelming majority of the time, automatic alarms are not considered nuisance activations. The majority of these occurrences were either a real fire or smoke event and the fire alarm system worked as designed. Simultaneous incidents are on the increase in the district. In 2019, 24% of the incidents were simultaneous or overlapping, meaning, one or more incidents occurred during the same time. These occurrences are up 4% from 2018.

The Fire Department is still undergoing changes and evolving. In 2018, the City and Town of Canandaigua collaborated to complete an analysis of the fire services, service delivery and fire staffing models for both communities. The analysis was completed by the Center of Public Safety Management (CPSM). CPSM issued a final report in July 2018 which included 26 recommendations for consideration. The Fire Department rapidly addressed these recommendations and put forth a course of action to implement them. The full report can be found on the City of Canandaigua webpage. The Fire Department is happy to announce that it has implemented all of the recommendations that were in their control except for the regionalization of the fire services. Adding manpower to the Department roster is also currently being addressed. In 2019, CFD added three additional firefighter / EMTs to the roster. In May, the recruits graduated from the NYS Recruit Fire Training Program. Then, after 16 additional weeks of intensive field training were given shift assignments and rotated into the schedule.

In 2019, the Department welcomed our new part-time Office Manager, Deb Yacuzzo. Deb came to us with a tremendous amount of experience from Code Enforcement and Planning. Her duties include but not limited to assisting the Chief and Department day to day with payroll, planning, and procurement as well as clerical assistance with the Fire Inspection Program.

Canandaigua Fire Department remains a leader in the delivery of high-quality emergency services. Services that include, fire suppression, basic life support (BLS) first response, rescue services such as entanglement extrication, rope, ice/cold water rescue, open water rescue, aircraft rescue and firefighting (ARFF), confined space rescue, hazardous materials, and many other technical disciplines.

Training continues as one of our top priorities. We strive to be one of the most comprehensive, well trained departments in the State of New York. Many of our members can be found training or researching almost daily on topics such as but not limited to fire suppression, EMS, hazardous materials, specialized technical rescue, and or fire dynamics.

We continually evaluate all aspects of emergency preparedness to assure our community is properly capable to handle a vast range of potential threats and hazards. We assist businesses and organizations in reviewing their emergency preparedness plans and critique their actual "live fire drills" when requested.



## FIRE DEPARTMENT 2019 ANNUAL REPORT



Additionally, our members offer portable fire extinguisher training to local businesses, at special events and to civic groups.

Our skilled Fire Prevention team continues to provide fire safety education to area schools, civic groups and the community. Ultimately, our fire prevention messages have impacted hundreds of children and adults around the area. Throughout the year, CFD has conducted numerous fire station tours and attended numerous community events.

Our part-time Fire Inspector, continues to conduct fire and property maintenance inspections as well as educate businesses in regard to code compliancy and risk reduction. Not including complaints and special events, over 350 Commercial Fire Inspections were completed and 216 operating permits were issued in 2019. Our skilled Fire Investigators conduct and lead all fire investigations to determine origin and cause of fires. CFD also conducts numerous plan and plat code reviews for building construction.

Our Department continues to add the highest quality apparatus and equipment to our fleet. We are currently replacing outdated equipment and seeking new technology as well as equipment to better serve the community. Capital improvement projects and building upgrades continue in Fire Station # 1. In 2019, all HVAC rooftop units and the boiler were replaced with more efficient equipment. State of the art HVAC building management controls were also installed. All lighting in the station were converted to LED and occupant sensors were installed to save on energy consumption. The Dispatch Radio Room at Station # 1 was also painted, new furniture was purchased and as well as some new lighting was installed. CFD also purchased a new PPE Gear Washer / Extractor and Gear Dryer. The mission, to cut down on carcinogen exposure to firefighters.

With the support of the Citizens, Mayor, Town Supervisor, City Council, Town Board, City Manager and Town Manager and their respective staff, as well as the other City/Town departments and supporting governmental agencies, we continue to be an exemplary organization that prides itself on being proactive, efficient, and exceptionally effective in our delivery of services.



## FIRE DEPARTMENT 2019 ANNUAL REPORT



### NOTABLE 2019 INCIDENTS

On Saturday, January 27th, 2019 at 07:36 AM, the City of Canandaigua Fire Department received a call reporting a fire at **1936 County Road 28**. The fire went to a second alarm. Wintry conditions — including very high winds, blowing snow and icing made fighting the fire difficult.

The fire cause remains undetermined.

PHOTO COURTESY OF 13 WHAM MEDIA



Sunday, February 24th 2019, the City of Canandaigua Fire Department, Canandaigua Emergency Squad and City Police responded for the report of a man and his dog that fell through the ice at the **Canandaigua Lake State Marine Park**. Firefighters pulled the man and dog from the water.

PHOTO COURTESY OF L2098







## FIRE DEPARTMENT 2019 ANNUAL REPORT



On August 11, 2019 03:32 PM, Ontario County 911 Dispatch received a telephone call reporting a fire at **Eddie O'Brien's Grille and Bar 182 South Main St,**

Firefighters quickly confined and extinguished the fire. The fire appeared to have started outside in a foyer at the side entrance to the business by a discarded cigarette.

PHOTO COURTESY OF MESSENGER POST MEDIA



On December 1st, 2019, Canandaigua Fire Department was dispatched to Western Boulevard for a Motor Vehicle Accident and Vehicle Fire. A single victim was trapped in the car. Off duty firefighter Ben Cramer and Law Enforcement Officers quickly pulled the victim from the burning car.

PHOTO COURTESY OF L2098



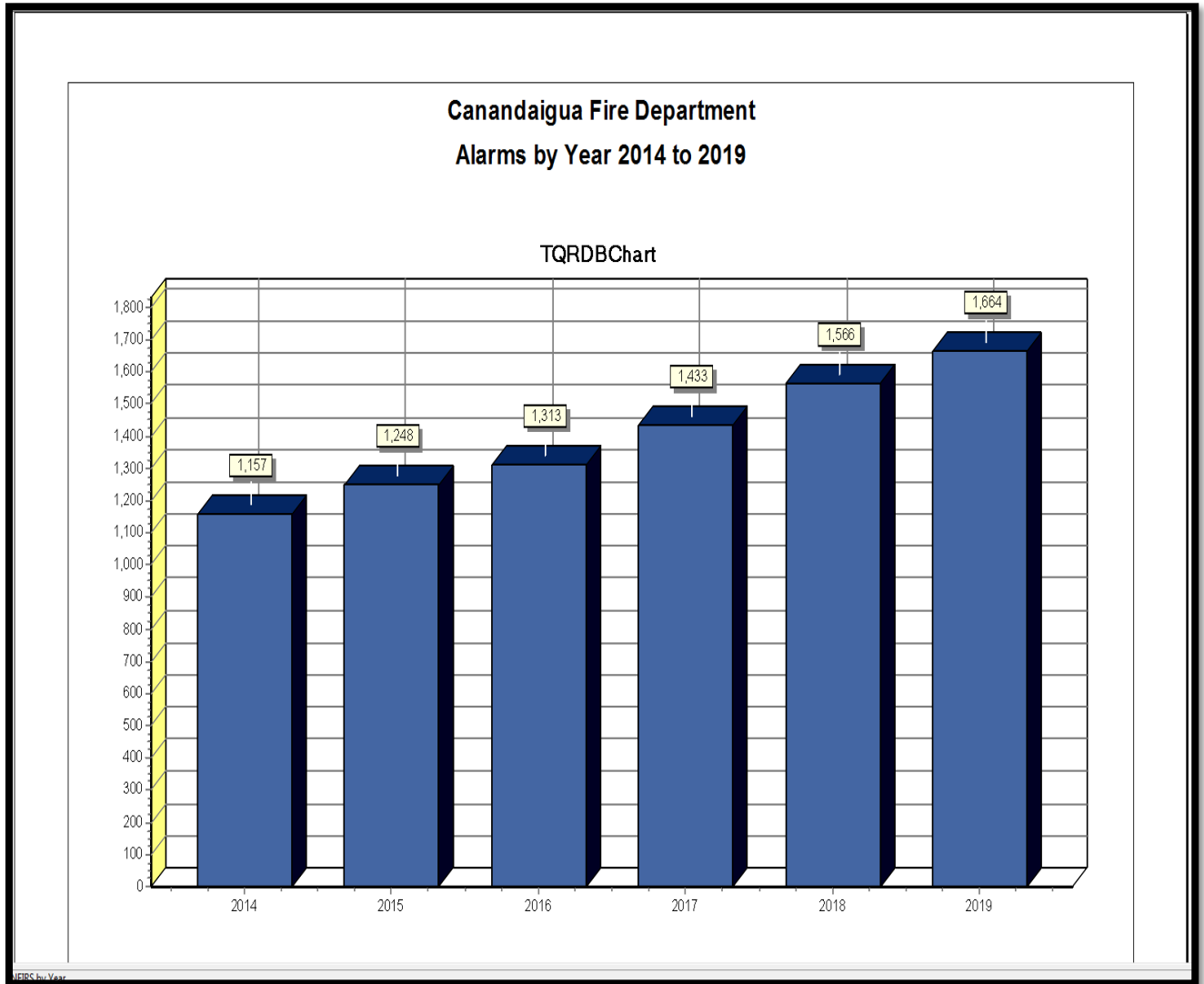


# FIRE DEPARTMENT 2019 ANNUAL REPORT



## FIVE YEAR INCIDENT TOTALS (2014–2019)

### CITY & TOWN OF CANANDAIGUA



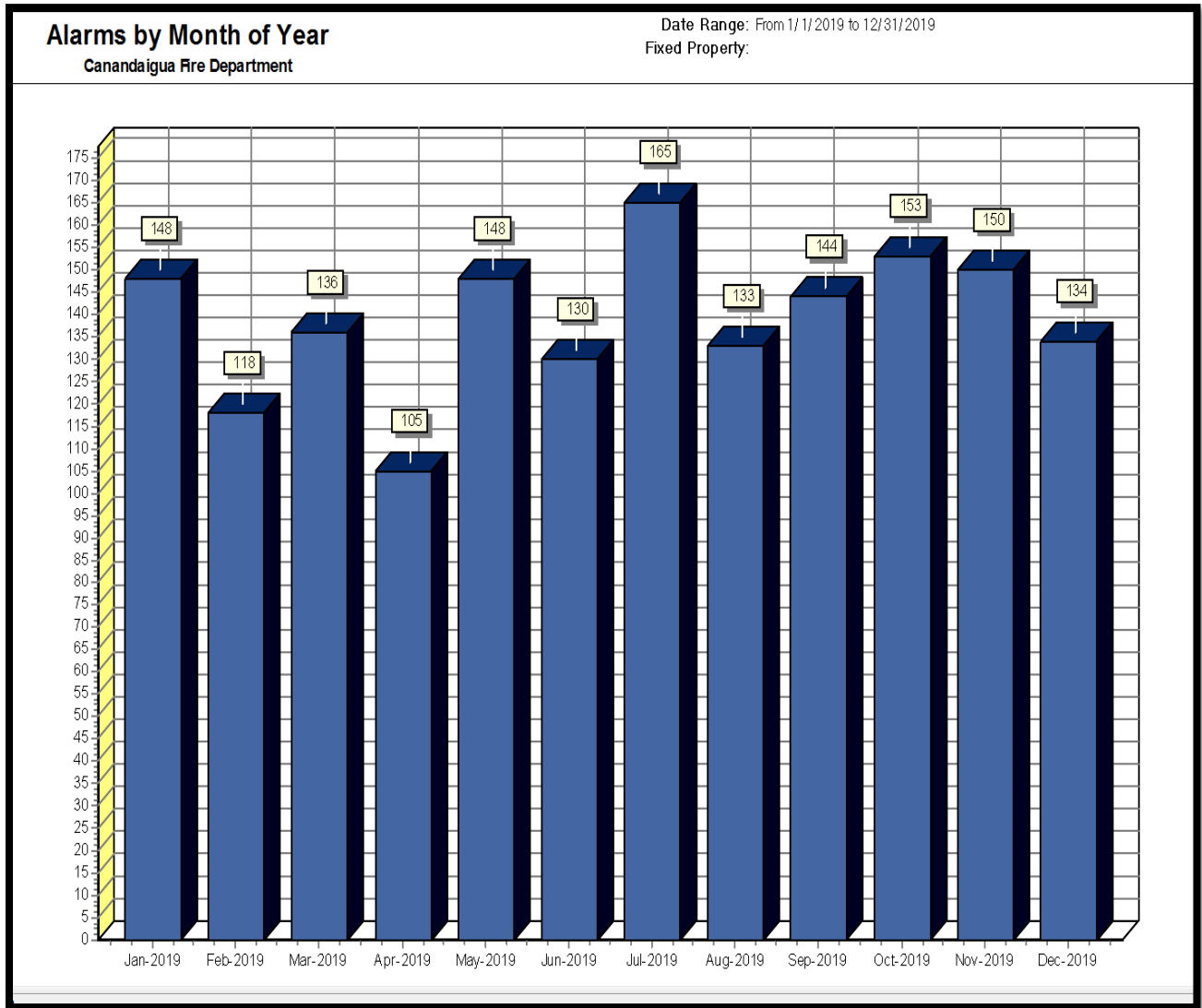


# FIRE DEPARTMENT 2019 ANNUAL REPORT



## 2019 INCIDENT RESPONSE STATISTICS BY MONTH

### CITY & TOWN OF CANANDAIGUA





# FIRE DEPARTMENT 2019 ANNUAL REPORT



## Incident Type Report (Summary) Canandaigua Fire Department

Date Range: From 01/01/2019 to 12/31/2019  
Fixed Property:  
Company: All Companies

Incident Type	Count	Pct of Incidents	Total Est Loss	Total Est Loss
<b>1 Fire</b>				
100 Fire, other	3	0.18%	\$0	0.00%
111 Building fire	16	0.96%	\$907,315	96.48%
113 Cooking fire, confined to container	31	1.86%	\$0	0.00%
116 Fuel burner/boiler malfunction, fire confined	1	0.06%	\$0	0.00%
118 Trash or rubbish fire, contained	1	0.06%	\$0	0.00%
130 Mobile property (vehicle) fire, other	1	0.06%	\$350	0.04%
131 Passenger vehicle fire	6	0.36%	\$0	0.00%
134 Water vehicle fire	1	0.06%	\$0	0.00%
138 Off-road vehicle or heavy equipment fire	2	0.12%	\$0	0.00%
140 Natural vegetation fire, other	1	0.06%	\$0	0.00%
142 Brush or brush-and-grass mixture fire	1	0.06%	\$0	0.00%
150 Outside rubbish fire, other	3	0.18%	\$0	0.00%
151 Outside rubbish, trash or waste fire	1	0.06%	\$0	0.00%
154 Dumpster or other outside trash receptacle fire	5	0.30%	\$0	0.00%
162 Outside equipment fire	1	0.06%	\$250	0.03%
<b>Totals</b>	<b>74</b>	<b>4.45%</b>	<b>\$907,915</b>	<b>96.54%</b>
<b>2 Overpressure Rupture, Explosion, Overheat(no fire)</b>				
212 Overpressure rupture of steam boiler	1	0.06%	\$0	0.00%
251 Excessive heat, scorch burns with no ignition	5	0.30%	\$0	0.00%
<b>Totals</b>	<b>6</b>	<b>0.36%</b>	<b>\$0</b>	<b>0.00%</b>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>				
300 Rescue, EMS Incident, other	2	0.12%	\$0	0.00%
311 Medical assist, assist EMS crew	47	2.82%	\$0	0.00%
320 Emergency medical service Incident, other	5	0.30%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	750	45.07%	\$0	0.00%
322 Motor vehicle accident with injuries	46	2.76%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	6	0.36%	\$0	0.00%
324 Motor vehicle accident with no injuries.	30	1.80%	\$0	0.00%
331 Lock-In (if lock out , use 511 )	11	0.66%	\$0	0.00%
350 Extrication, rescue, other	5	0.30%	\$0	0.00%
351 Extrication of victim(s) from building/structure	1	0.06%	\$0	0.00%
352 Extrication of victim(s) from vehicle	3	0.18%	\$0	0.00%
353 Removal of victim(s) from stalled elevator	6	0.36%	\$0	0.00%
356 High-angle rescue	1	0.06%	\$0	0.00%
357 Extrication of victim(s) from machinery	1	0.06%	\$0	0.00%
362 Ice rescue	3	0.18%	\$0	0.00%
365 Watercraft rescue	1	0.06%	\$0	0.00%
381 Rescue or EMS standby	7	0.42%	\$0	0.00%
<b>Totals</b>	<b>925</b>	<b>55.59%</b>	<b>\$0</b>	<b>0.00%</b>
<b>4 Hazardous Condition (No Fire)</b>				
400 Hazardous condition, other	10	0.60%	\$0	0.00%
410 Combustible/flammable gas/liquid condition, other	4	0.24%	\$0	0.00%
411 Gasoline or other flammable liquid spill	4	0.24%	\$0	0.00%
412 Gas leak (natural gas or LPG)	56	3.37%	\$0	0.00%
413 Oil or other combustible liquid spill	1	0.06%	\$0	0.00%
420 Toxic condition, other	1	0.06%	\$0	0.00%
421 Chemical hazard (no spill or leak)	1	0.06%	\$0	0.00%
422 Chemical spill or leak	3	0.18%	\$0	0.00%
424 Carbon monoxide incident	9	0.54%	\$0	0.00%



# FIRE DEPARTMENT 2019 ANNUAL REPORT



## Incident Type Report (Summary) Canandaigua Fire Department

Date Range: From 01/01/2019 to 12/31/2019  
Fixed Property:  
Company: All Companies

Incident Type	Count	Pct of Incidents	Total Est Loss	Total Est Loss
440 Electrical wiring/equipment problem, other	9	0.54%	\$0	0.00%
442 Overheated motor	3	0.18%	\$0	0.00%
443 Breakdown of light ballast	1	0.06%	\$0	0.00%
444 Power line down	19	1.14%	\$0	0.00%
445 Arcing, shorted electrical equipment	12	0.72%	\$0	0.00%
460 Accident, potential accident, other	1	0.06%	\$0	0.00%
461 Building or structure weakened or collapsed	2	0.12%	\$0	0.00%
463 Vehicle accident, general cleanup	20	1.20%	\$0	0.00%
480 Attempted burning, illegal action, other	1	0.06%	\$0	0.00%
<b>Totals</b>	<b>157</b>	<b>9.44%</b>	<b>\$0</b>	<b>0.00%</b>
<b>5 Service Call</b>				
500 Service Call, other	6	0.36%	\$0	0.00%
510 Person in distress, other	3	0.18%	\$0	0.00%
511 Lock-out	3	0.18%	\$0	0.00%
520 Water problem, other	14	0.84%	\$500	0.05%
521 Water evacuation	2	0.12%	\$0	0.00%
522 Water or steam leak	19	1.14%	\$32,000	3.40%
531 Smoke or odor removal	7	0.42%	\$0	0.00%
541 Animal problem	1	0.06%	\$0	0.00%
542 Animal rescue	6	0.36%	\$0	0.00%
550 Public service assistance, other	3	0.18%	\$0	0.00%
551 Assist police or other governmental agency	11	0.66%	\$0	0.00%
553 Public service	58	3.49%	\$0	0.00%
554 Assist Invalid	2	0.12%	\$0	0.00%
561 Unauthorized burning	12	0.72%	\$0	0.00%
571 Cover assignment, standby, moveup	25	1.50%	\$0	0.00%
<b>Totals</b>	<b>172</b>	<b>10.34%</b>	<b>\$32,500</b>	<b>3.46%</b>
<b>6 Good Intent Call</b>				
600 Good Intent call, other	12	0.72%	\$0	0.00%
611 Dispatched & canceled en route	52	3.13%	\$0	0.00%
621 Wrong location	5	0.30%	\$0	0.00%
622 No incident found on arrival at dispatch address	15	0.90%	\$0	0.00%
631 Authorized controlled burning	8	0.48%	\$0	0.00%
651 Smoke scare, odor of smoke	2	0.12%	\$0	0.00%
652 Steam, vapor, fog or dust thought to be smoke	4	0.24%	\$0	0.00%
671 HazMat release Investigation w/no HazMat	8	0.48%	\$0	0.00%
<b>Totals</b>	<b>106</b>	<b>6.37%</b>	<b>\$0</b>	<b>0.00%</b>
<b>7 False Alarm &amp; False Call</b>				
700 False alarm or false call, other	4	0.24%	\$0	0.00%
710 Malicious, mischievous false call, other	1	0.06%	\$0	0.00%
711 Municipal alarm system, malicious false alarm	1	0.06%	\$0	0.00%
714 Central station, malicious false alarm	14	0.84%	\$0	0.00%
730 System malfunction, other	1	0.06%	\$0	0.00%
731 Sprinkler activation due to malfunction	6	0.36%	\$0	0.00%
733 Smoke detector activation due to malfunction	23	1.38%	\$0	0.00%
734 Heat detector activation due to malfunction	3	0.18%	\$0	0.00%
735 Alarm system sounded due to malfunction	19	1.14%	\$0	0.00%
736 CO detector activation due to malfunction	12	0.72%	\$0	0.00%
740 Unintentional transmission of alarm, other	5	0.30%	\$0	0.00%
741 Sprinkler activation, no fire - unintentional	6	0.36%	\$0	0.00%



# FIRE DEPARTMENT 2019 ANNUAL REPORT



## Incident Type Report (Summary) Canandaigua Fire Department

Date Range: From 01/01/2019 to 12/31/2019  
Fixed Property:  
Company: All Companies

Incident Type	Count	Pct of Incidents	Total Est Loss	Total Est Loss
742 Extinguishing system activation	1	0.06%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	54	3.25%	\$0	0.00%
744 Detector activation, no fire - unintentional	14	0.84%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	43	2.58%	\$0	0.00%
746 Carbon monoxide detector activation, no CO	6	0.36%	\$0	0.00%
<b>Totals</b>	<b>213</b>	<b>12.80%</b>	<b>\$0</b>	<b>0.00%</b>
<b>8 Severe Weather &amp; Natural Disaster</b>				
812 Flood assessment	2	0.12%	\$0	0.00%
813 Wind storm, tornado/hurricane assessment	2	0.12%	\$0	0.00%
814 Lightning strike (no fire)	1	0.06%	\$0	0.00%
815 Severe weather or natural disaster standby	1	0.06%	\$0	0.00%
<b>Totals</b>	<b>6</b>	<b>0.36%</b>	<b>\$0</b>	<b>0.00%</b>
<b>9 Special Incident Type</b>				
911 Citizen complaint	5	0.30%	\$0	0.00%
<b>Totals</b>	<b>5</b>	<b>0.30%</b>	<b>\$0</b>	<b>0.00%</b>
<b>Totals</b>	<b>1,664</b>		<b>\$940,415</b>	

## TOWN OF CANANDAIGUA RESPONSES

<b>Fires – (Total Building, Vehicle, Rubbish etc.)</b>	<b>20</b>
<b>Confined Cooking Fires</b>	<b>10</b>
<b>Overpressure Rupture or Explosion, Overheat, No Fire</b>	<b>1</b>
<b>Motor Vehicle Accidents</b>	<b>20</b>
<b>Rescue &amp; Emergency Medical Service</b>	<b>184</b>
<b>Hazardous Conditions (No Fire)</b>	<b>23</b>
<b>Service Calls</b>	<b>17</b>
<b>Good Intent</b>	<b>21</b>
<b>False Alarm &amp; False Call</b>	<b>31</b>
<b>Weather / Natural Disaster</b>	<b>1</b>
<b>Special Incident Type or Citizen Complaint</b>	<b>1</b>



# FIRE DEPARTMENT 2019 ANNUAL REPORT



## Incident Type Report (Summary) Canandaigua Fire Department

Date Range: From 1/1/2019 to 12/31/2019  
Fixed Property:  
Company: Town of Canandaigua

Incident Type	Count	Pct of Incidents	Total Est Loss	Total Est Loss
<b>1 Fire</b>				
111 Building fire	2	0.67%	\$903,000	99.91%
113 Cooking fire, confined to container	10	3.34%	\$0	0.00%
130 Mobile property (vehicle) fire, other	1	0.33%	\$350	0.04%
131 Passenger vehicle fire	4	1.34%	\$0	0.00%
138 Off-road vehicle or heavy equipment fire	2	0.67%	\$0	0.00%
154 Dumpster or other outside trash receptacle fire	1	0.33%	\$0	0.00%
<b>Totals</b>	<b>20</b>	<b>6.69%</b>	<b>\$903,350</b>	<b>99.94%</b>
<b>2 Overpressure Rupture, Explosion, Overheat(no fire)</b>				
251 Excessive heat, scorch burns with no ignition	1	0.33%	\$0	0.00%
<b>Totals</b>	<b>1</b>	<b>0.33%</b>	<b>\$0</b>	<b>0.00%</b>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>				
311 Medical assist, assist EMS crew	8	2.68%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	154	51.51%	\$0	0.00%
322 Motor vehicle accident with injuries	13	4.35%	\$0	0.00%
324 Motor vehicle accident with no injuries.	7	2.34%	\$0	0.00%
362 Ice rescue	1	0.33%	\$0	0.00%
381 Rescue or EMS standby	1	0.33%	\$0	0.00%
<b>Totals</b>	<b>184</b>	<b>61.54%</b>	<b>\$0</b>	<b>0.00%</b>
<b>4 Hazardous Condition (No Fire)</b>				
400 Hazardous condition, other	1	0.33%	\$0	0.00%
411 Gasoline or other flammable liquid spill	1	0.33%	\$0	0.00%
412 Gas leak (natural gas or LPG)	9	3.01%	\$0	0.00%
421 Chemical hazard (no spill or leak)	1	0.33%	\$0	0.00%
422 Chemical spill or leak	1	0.33%	\$0	0.00%
424 Carbon monoxide incident	1	0.33%	\$0	0.00%
444 Power line down	1	0.33%	\$0	0.00%
445 Arcing, shorted electrical equipment	3	1.00%	\$0	0.00%
463 Vehicle accident, general cleanup	5	1.67%	\$0	0.00%
<b>Totals</b>	<b>23</b>	<b>7.69%</b>	<b>\$0</b>	<b>0.00%</b>
<b>5 Service Call</b>				
520 Water problem, other	1	0.33%	\$500	0.06%
522 Water or steam leak	2	0.67%	\$0	0.00%
531 Smoke or odor removal	1	0.33%	\$0	0.00%
551 Assist police or other governmental agency	2	0.67%	\$0	0.00%
553 Public service	8	2.68%	\$0	0.00%
561 Unauthorized burning	2	0.67%	\$0	0.00%
571 Cover assignment, standby, moveup	1	0.33%	\$0	0.00%
<b>Totals</b>	<b>17</b>	<b>5.69%</b>	<b>\$500</b>	<b>0.06%</b>
<b>6 Good Intent Call</b>				
600 Good Intent call, other	2	0.67%	\$0	0.00%
611 Dispatched & canceled en route	8	2.68%	\$0	0.00%
621 Wrong location	2	0.67%	\$0	0.00%
622 No incident found on arrival at dispatch address	8	2.68%	\$0	0.00%
631 Authorized controlled burning	1	0.33%	\$0	0.00%
<b>Totals</b>	<b>21</b>	<b>7.02%</b>	<b>\$0</b>	<b>0.00%</b>



# FIRE DEPARTMENT 2019 ANNUAL REPORT



## Incident Type Report (Summary) Canandaigua Fire Department

Date Range: From 1/1/2019 to 12/31/2019  
Fixed Property:  
Company: Town of Canandaigua

Incident Type	Count	Pct of Incidents	Total Est Loss	Total Est Loss
<b>7 False Alarm &amp; False Call</b>				
700 False alarm or false call, other	1	0.33%	\$0	0.00%
714 Central station, malicious false alarm	2	0.67%	\$0	0.00%
733 Smoke detector activation due to malfunction	2	0.67%	\$0	0.00%
734 Heat detector activation due to malfunction	1	0.33%	\$0	0.00%
735 Alarm system sounded due to malfunction	3	1.00%	\$0	0.00%
736 CO detector activation due to malfunction	1	0.33%	\$0	0.00%
741 Sprinkler activation, no fire - unintentional	3	1.00%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	7	2.34%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	11	3.68%	\$0	0.00%
<b>Totals</b>	<b>31</b>	<b>10.37%</b>	<b>\$0</b>	<b>0.00%</b>
<b>8 Severe Weather &amp; Natural Disaster</b>				
815 Severe weather or natural disaster standby	1	0.33%	\$0	0.00%
<b>Totals</b>	<b>1</b>	<b>0.33%</b>	<b>\$0</b>	<b>0.00%</b>
<b>9 Special Incident Type</b>				
911 Citizen complaint	1	0.33%	\$0	0.00%
<b>Totals</b>	<b>1</b>	<b>0.33%</b>	<b>\$0</b>	<b>0.00%</b>
<b>Totals</b>	<b>299</b>		<b>\$903,850</b>	





# FIRE DEPARTMENT 2019 ANNUAL REPORT



## MANPOWER ANALYSIS – ALL COMPANIES

### Manpower Analysis by Incident

Canandaigua Fire Department

Date Range: From 01/01/2019 to 12/31/2019

Fixed Property:

Company: All Companies

Incident Type	Incident Count	Number Attended	Average Attended	Total Length (hrs)	Average Length (hrs)	Average Man Hours	Total Man Hours
100-Fire, other	3	11	3.67	1.32	0.44	2.09	6.27
111-Building fire	18	121	7.56	35.17	2.20	21.97	351.46
113-Cooking fire, confined to container	31	116	3.74	18.78	0.54	2.22	88.89
116-Fuel burner/boiler malfunction, fire confined	1	4	4.00	1.73	1.73	6.92	6.92
118-Trash or rubbish fire, contained	1	5	5.00	1.43	1.43	7.15	7.15
130-Mobile property (vehicle) fire, other	1	8	8.00	0.58	0.58	4.64	4.64
131-Passenger vehicle fire	6	34	5.67	9.69	1.61	9.81	58.87
134-Water vehicle fire	1	6	6.00	0.95	0.95	5.70	5.70
138-Off-road vehicle or heavy equipment fire	2	17	8.50	3.95	1.98	15.74	31.49
140-Natural vegetation fire, other	1	7	7.00	1.32	1.32	9.24	9.24
142-Brush or brush-and-grass mixture fire	1	7	7.00	0.57	0.57	3.99	3.99
150-Outside rubbish fire, other	3	10	3.33	0.67	0.22	0.80	2.41
151-Outside rubbish, trash or waste fire	1	8	8.00	0.08	0.08	0.64	0.64
154-Dumpster or other outside trash receptacle fire	5	32	6.40	4.51	0.90	6.04	30.19
162-Outside equipment fire	1	3	3.00	0.30	0.30	0.90	0.90
212-Overpressure rupture of steam boiler	1	6	6.00	0.57	0.57	3.42	3.42
251-Excessive heat, scorch burns with no ignition	5	24	4.80	4.77	0.95	4.65	23.27
300-Rescue, EMS incident, other	2	5	2.50	0.50	0.25	0.73	1.47
311-Medical assist, assist EMS crew	47	115	2.45	25.89	0.55	1.31	61.74
320-Emergency medical service incident, other	5	18	3.60	2.18	0.44	1.48	7.38
321-EMS call, excluding vehicle accident with injury	750	2,100	2.80	446.68	0.60	1.87	1,253.98
322-Motor vehicle accident with injuries	48	231	5.02	40.29	0.88	4.75	218.64
323-Motor vehicle/pedestrian accident (MV Ped)	6	34	5.67	6.02	1.00	8.35	50.09
324-Motor vehicle accident with no injuries	30	128	4.27	20.12	0.67	3.33	99.88
331-Lock-in (if lock out, use 511)	11	28	2.55	9.83	0.89	1.97	21.64
350-Extrication, rescue, other	5	20	4.00	2.44	0.49	1.96	9.81
351-Extrication of victim(s) from building/structure	1	5	5.00	0.97	0.97	4.85	4.85
352-Extrication of victim(s) from vehicle	3	18	6.00	3.34	1.11	6.83	19.89
353-Removal of victim(s) from stalled elevator	6	22	3.67	4.50	0.75	2.70	16.19
356-High-angle rescue	1	2	2.00	4.45	4.45	8.90	8.90
357-Extrication of victim(s) from machinery	1	3	3.00	0.43	0.43	1.29	1.29
382-Ice rescue	3	26	8.67	4.30	1.43	13.16	39.49
385-Watercraft rescue	1	3	3.00	0.28	0.28	0.84	0.84
381-Rescue or EMS standby	7	17	2.43	25.46	3.64	8.10	56.72
400-Hazardous condition, other	10	33	3.30	4.42	0.44	1.33	13.25
410-Combustible/flammable gas/liquid condition, other	4	15	3.75	3.50	0.88	3.08	12.30
411-Gasoline or other flammable liquid spill	4	10	2.50	3.34	0.83	2.23	8.90
412-Gas leak (natural gas or LPG)	58	207	3.70	56.00	1.00	3.66	204.98



# FIRE DEPARTMENT 2019 ANNUAL REPORT



Incident Type	Incident Count	Number Attended	Average Attended	Total Length (hrs)	Average Length (hrs)	Average Man Hours	Total Man Hours
413-Oil or other combustible liquid spill	1	3	3.00	0.35	0.35	1.05	1.05
420-Toxic condition, other	1	8	8.00	3.92	3.92	31.36	31.36
421-Chemical hazard (no spill or leak)	1	2	2.00	0.82	0.82	1.64	1.64
422-Chemical spill or leak	3	9	3.00	4.08	1.36	3.98	11.95
424-Carbon monoxide incident	9	25	2.78	5.89	0.65	1.73	15.61
440-Electrical wiring/equipment problem, other	9	28	3.11	3.87	0.43	1.32	11.86
442-Overheated motor	3	11	3.67	1.72	0.57	2.09	6.28
443-Breakdown of light ballast	1	3	3.00	0.32	0.32	0.96	0.96
444-Power line down	19	60	3.16	9.70	0.51	1.54	29.27
445-Arcing, shorted electrical equipment	12	59	4.92	10.82	0.90	4.52	54.23
460-Accident, potential accident, other	1	5	5.00	0.27	0.27	1.35	1.35
461-Building or structure weakened or collapsed	2	12	6.00	1.45	0.72	4.86	9.32
463-Vehicle accident, general cleanup	20	86	4.30	18.10	0.90	3.96	79.29
468-Attempted burning, illegal action, other	1	3	3.00	0.42	0.42	1.26	1.26
500-Service Call, other	6	18	3.00	2.71	0.45	1.33	7.97
510-Person in distress, other	3	7	2.33	0.95	0.32	0.74	2.23
511-Lock-out	3	13	4.33	1.21	0.40	1.05	3.16
520-Water problem, other	14	52	3.71	13.58	0.97	3.63	50.85
521-Water evacuation	2	6	3.00	1.73	0.86	2.59	5.19
522-Water or steam leak	19	88	4.63	26.46	1.39	5.60	106.38
531-Smoke or odor removal	7	34	4.86	5.57	0.80	4.48	31.34
541-Animal problem	1	2	2.00	0.10	0.10	0.20	0.20
542-Animal rescue	6	28	4.67	4.62	0.77	3.21	19.24
550-Public service assistance, other	3	10	3.33	1.55	0.52	1.69	5.08
551-Assist police or other governmental agency	11	36	3.27	14.57	1.32	4.31	47.46
553-Public service	58	190	3.28	58.38	1.01	4.41	255.67
554-Assist invalid	2	6	3.00	1.05	0.53	1.57	3.15
561-Unauthorized burning	12	40	3.33	4.10	0.34	1.24	14.93
571-Cover assignment, standby, moveup	25	101	4.04	94.14	3.77	13.89	347.26
600-Good intent call, other	12	51	4.25	7.90	0.66	2.58	30.91
611-Dispatched & canceled en route	52	135	2.60	18.51	0.36	0.88	45.68
621-Wrong location	5	16	3.20	1.34	0.27	0.57	2.86
622-No incident found on arrival at dispatch address	15	51	3.40	5.60	0.37	1.30	19.49
631-Authorized controlled burning	8	22	2.75	4.21	0.53	1.54	12.30
651-Smoke scare, odor of smoke	2	9	4.50	1.68	0.84	3.83	7.67
652-Steam, vapor, fog or dust thought to be smoke	4	23	5.75	1.67	0.42	2.40	9.60
671-HazMat release investigation w/no HazMat	8	30	3.75	4.32	0.54	2.00	18.00
700-False alarm or false call, other	4	14	3.50	1.15	0.29	1.18	4.71
710-Malicious, mischievous false call, other	1	6	6.00	0.37	0.37	2.22	2.22
711-Municipal alarm system, malicious false alarm	1	2	2.00	0.57	0.57	1.14	1.14
714-Central station, malicious false alarm	14	41	2.93	5.79	0.41	1.26	17.60



# FIRE DEPARTMENT 2019 ANNUAL REPORT



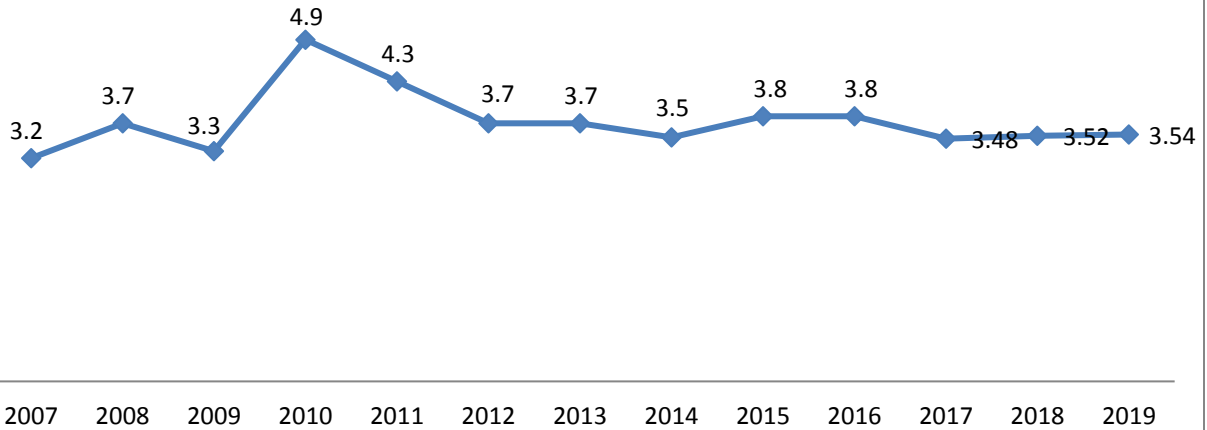
Incident Type	Incident Count	Number Attended	Average Attended	Total Length (hrs)	Average Length (hrs)	Average Man Hours	Total Man Hours
730-System malfunction, other	1	3	3.00	0.62	0.62	1.86	1.86
731-Sprinkler activation due to malfunction	6	26	4.33	5.45	0.91	3.95	23.70
733-Smoke detector activation due to malfunction	23	82	3.57	13.65	0.59	2.11	48.55
734-Heat detector activation due to malfunction	3	7	2.33	1.33	0.44	0.98	2.94
735-Alarm system sounded due to malfunction	19	62	3.26	10.20	0.54	1.83	34.73
736-CO detector activation due to malfunction	12	44	3.67	5.62	0.47	1.62	19.43
740-Unintentional transmission of alarm, other	5	30	6.00	2.46	0.49	3.26	16.28
741-Sprinkler activation, no fire - unintentional	6	22	3.67	5.02	0.84	3.15	18.90
742-Extinguishing system activation	1	3	3.00	0.78	0.78	2.34	2.34
743-Smoke detector activation, no fire - unintentional	54	222	4.11	30.52	0.57	2.36	127.17
744-Detector activation, no fire - unintentional	14	45	3.21	7.78	0.56	1.86	26.07
745-Alarm system activation, no fire - unintentional	43	155	3.60	26.28	0.61	2.26	87.20
746-Carbon monoxide detector activation, no CO	6	18	3.00	4.75	0.79	2.29	13.75
812-Flood assessment	2	4	2.00	0.57	0.29	0.57	1.14
813-Wind storm, tornado/hurricane assessment	2	5	2.50	1.52	0.76	1.94	3.89
814-Lightning strike (no fire)	1	4	4.00	0.22	0.22	0.88	0.88
815-Severe weather or natural disaster standby	1	7	7.00	0.97	0.97	6.79	6.79
911-Citizen complaint	5	22	4.40	1.87	0.37	1.28	6.40
Blank. Incident Type not Entered	0	0	0.00	0.00	0.00	0.00	0.00
<b>Total and Averages for all Incident Types</b>	<b>1,664</b>	<b>5,565</b>	<b>3.34</b>	<b>1,214.32</b>	<b>0.73</b>		<b>4505.38</b>



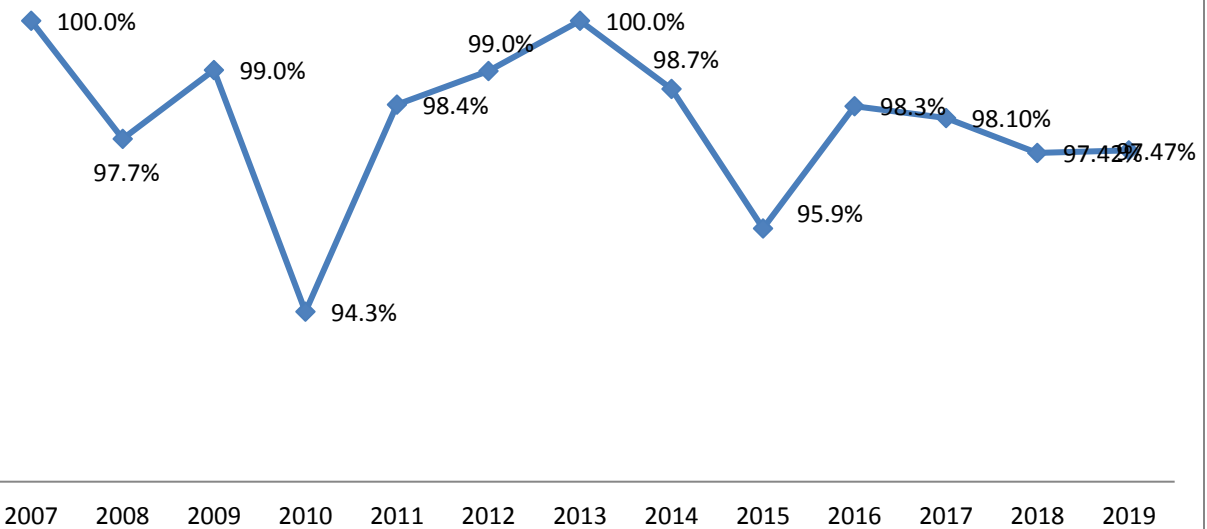
# FIRE DEPARTMENT 2019 ANNUAL REPORT



## Average Response Time (Fire Calls)



## Percent of Fire Calls with Response Under 9 Minutes



NFPA 1710 requires that turnout time should be 80 seconds for fire incidents and 60 seconds for EMS incidents. Travel time to a fire suppression incident, by the initial arriving company, should be 4 minutes or less. In the majority of incidents, CFD exceeds these response times standards.

**\*Please note that some runs do not require the need to drive "Lights & Sirens" or emergency to scenes. This causes an increase in response times.**



# FIRE DEPARTMENT 2019 ANNUAL REPORT



## DEPARTMENT HIGHLIGHTS

### **NEW CAREER FIREFIGHTERS**

In February 2019, CFD hired three additional career firefighters / EMTs. This brought the total career firefighters to 13 including the Fire Chief. In May, the recruits (Adam Faville, Robert Younger and Kevin Frederes) graduated from the NYS Recruit Fire Training Program. Then, after 16 additional weeks of intensive field training were given shift assignments and rotated into the schedule. They are doing a tremendous job and a welcome addition to the Fire Department.





# FIRE DEPARTMENT 2019 ANNUAL REPORT



## SMOKE ALARM INSTALLATION PROGRAM / CAMPAIGN

CFD continues to partner with the American Red Cross to install smoke alarms where needed in the City and Town, as well as teach residents how to prevent and survive home fires. The campaign includes:

- Canvassing at-risk neighborhoods
- Installing free KIDDE 10-year battery - Smoke Alarms
- Replace batteries in existing alarms
- Provide fire prevention and safety education



In 2019, CFD installed and handed out 20 smoke alarms in the community.

## CARBON MONOXIDE ALARM AWARENESS INITIATIVE

In 2019, the F.F. Thompson Foundation, Inc. awarded CFD \$1500.00 through the Mary Clark Thompson Grant program. CFD was seeking financial support for first responders to quickly identify a potentially hazardous Carbon Monoxide (CO) incident on an EMS or other related in-home medical emergency call. Thanks to F.F. Thompson Foundation, Inc., Canandaigua Fire Department and Canandaigua Emergency Squad now carry personal CO meters into EMS or medical related calls. These personal CO monitors are attached to EMS medical bags and will quickly alert first responders to a potentially hazardous environment which may be the initial cause of the medical emergency. Unlike the more sophisticated multi-gas meters the Fire Department carries, these units continuously sample the air quality on every call. Money left over purchased single station Carbon Monoxide Alarms to hand out to residents in need.





## FIRE DEPARTMENT 2019 ANNUAL REPORT



### COMMUNITY OUTREACH & RECRUITMENT

Ongoing recruitment of potential volunteers and community engagement. Our team attends community events to showcase our efforts and attempt to recruit new members. For example, in 2019, the FD taught kitchen fire prevention to Pactiv employees at their first annual Safety Day. Plus, the FD routinely attends the Downtown Fire and Ice Festival and Fall into Canandaigua Events as well as many other events throughout the year.



***“Thank you to all of the members of this fine organization for continuing to uphold the traditions that are the foundation of the Canandaigua Fire Department. I hope our performance showcases our commitment and dedication to the citizens of our community.”***

***Chief Frank Magnera***





# ATTACHMENT 3

## Report of Highway and Water superintendent

### Highway

1. Snow plow clean up is being done around town
2. Storm water project at FLCC has begun. Town will be reimbursed by Ontario County for labor and equipment.
3. Cleaning of culvert pipes, ditches and shoulders for the next several weeks
4. The new plow truck that we ordered 16 months ago has finally arrived.
5. I have secured disinfection materials for the equipment the employees operate.
6. I am working on a schedule for transitioning back to normal operations for the transfer station. I want to begin this in May.

### Water

1. Pipe has been arriving for the water main project.
2. Bids for the water main project came in at budget.
3. 1<sup>st</sup> quarter water billing is out. We gave the residents 60 day to pay due to the issues with COVID-19
4. Valve and fire hydrant maintenance being done for the next several weeks.

### Other items

1. Transfer station operations have been a struggle sometime. Residence of the town have been working with the staff to get everyone unloaded but it is not without issues.
2. We are trying extended hours for the next few weeks at the transfer station.
- 3.

## Assessor's Report – April 10, 2020

There were a total of 11 residential sales in the Town of Canandaigua for the month of March 2020. Ten were single family houses ranging from \$204,900 - \$699,900 with an average sale price of \$331,125 and a median value of \$256,500. The average “days on market” was 31 days. There was also 1 townhouse that sold for \$405,000 after 15 days.

By comparison, March 2019 sales were very similar. There were a total of 10 residential sales. Nine were single family houses ranging from \$126,000 - \$1,550,000 with an average sale price of \$355,567 and a median value of \$199,900. The average “days on market” was 78 days. There was also 1 townhouse that sold for \$320,000 after 11 days.

While this data supports a slight upward trend, it is too soon to tell what the impact of the COVID-19 virus, social distancing, and NYS-On-Pause will have on property values. We will be closely tracking sales over the next several months to see the effects on sales volume and value.

It has been a busy month in the Assessor's Office. March 1<sup>st</sup> was the deadline for accepting exemption forms and there is a lot of tying up of loose ends to get ready for the Tentative Roll filing on May 1<sup>st</sup>. There has been a steady stream of questions via phone calls and emails, mostly regarding the STAR program.

Chris Lyon has been very helpful during this transition. I wish him continued success in his new role and thank him for his service to the Town of Canandaigua.

Respectfully Submitted,

Pam Post  
Assessor

Town Historian's Report to Canandaigua Town Board  
for April 20, 2020

1. There are still a few copies of a "Walking Tour & History of the Hamlet of Cheshire" at the Ontario County Historical Society and the Company Store in Cheshire. And I have a few in my supply as well. I also have a few of "Memories of the Heart, I and II" and "The Natural Science Camp". I have started a new book entitled "(For) The Life of Me", an Autobiography.  
**(18 Pages, 7000 Words to date - April 12, 2020.)**
  
- 2 I have pledged to Pricilla (Outhouse) Crawford assistance in a project she is working on. She has pledged with the Cheshire CCAAT group to work on a Historical circular program. I have endorsed Beth Thomas, Bristol & South Bristol Historian, to help this endeavor. We have met for the last **five** weeks on this (April 10 and 21, May 8th and September 14, 2019 and March 4, 2020). Work Processing.
  
- 3 I have completed a survey of all the Town's Historic and Cultural Resources which could and should be included on an updated version of the Cultural and Historic resource map. Of note, there are approximately 175 pre 1907 historic barns still in existence in the Town, additionally, 437 pre-1920 built homes. I have a few corrections to be made. If you become aware of any, please let know!!!!
  
- 4 I plan on having a rail fencing installed at Reminton Cemetery on Nott Rd. This, I believe, is the second oldest Cemetery in the Town of Canandaigua.  
**(Work has begun - April 13, 2020)**

*(My the LORD bless you all)*

**Bold indicates new items.**

Ray Henry, Historian

## Town Clerk Report for the April 20, 2020, Town Board Meeting

1. **Monthly Financial Report:** Revenues collected in the Town Clerk's office for the month of March 2020 totaled \$21,852.00 (see attached). During the month of March 2020 is when we started refunding monies to people with park reservations. Even with the cancelations and refunds, my receipts were a little below the past three years, but it is not a significant reduction. In 2019 our receipts were \$33,480.49, in 2018 they were \$25,586.27, and in 2017 the receipts totaled \$24,821.95 for the month of March.
2. **2020 Tax Collection:** This tax season went very well. The total collected for the 2020 tax season was \$12,065,100.33 (98%) compared to \$11,578,003.49 (98%) in 2019, 2018 tax season was \$11,033,142.82 (98%) compared to \$10,604,750.70 (98%) in 2017. Attached is a Collection Summary Report for the year. The property owners who have not paid their 2020 tax bills in full must contact the Ontario County Treasurer's office for further payment options. Only one tax payment was returned due to non-sufficient funds. There are a total of 141 tax bills totaling \$233,411.60 that were forwarded to Ontario County to be collected through their office.

I want to thank Deputy Town Clerk Lisa Record and Deputy Town Clerk Rebeca Doyle for their hard work in making this tax season go so smoothly.

And to the Town of Canandaigua residents, *THANK YOU*. What a great collection percentage rate even with the Covid-19 pandemic. Great job Canandaigua!

3. **Working From Home:** Working remotely from home has been challenging and my office is finding that we need to spend more time in the office to get needed work completed. The office will remain closed to the public with only making public appointments in the afternoons of Monday, Wednesday, and Friday. Starting the week of April 13, one of us will be in the office each day of the week. This will allow us to process water bill payments, answer email requests in a timelier fashion, and to work on other needed items (scanning into Laserfiche, records management, etc.)
4. **Resolutions:**
  - a. Waiving Penalty and Cancellation Fees
  - b. Professional Services Agreement with Integrated Systems (100 hours)
  - c. NYS Retirement for Town Board Member

Please let me know if you have any questions.

Submitted by,

*Jean Chrisman*

Jean Chrisman  
Town Clerk

Account#	Account Description	Fee Description	Qty	Local Share
A.2001	Cabins / Halls / Pavillions	Onanda Halls/Lodging	9	3,225.00
		<b>Sub-Total:</b>		<b>\$3,225.00</b>
A1255	Marriage Lic.	Marriage License Fees	2	35.00
		<b>Sub-Total:</b>		<b>\$35.00</b>
AA100.1255	Conservation	Conservation	2	1.00
	Misc. Fees	Copies	34	8.50
		Marriage Cert	6	60.00
		<b>Sub-Total:</b>		<b>\$69.50</b>
AA100.1603	Misc. Fees	Death Cert	27	270.00
		<b>Sub-Total:</b>		<b>\$270.00</b>
AA100.1670	Postage Pd By Customer	Postage Pd By Customer	1	20.00
		<b>Sub-Total:</b>		<b>\$20.00</b>
AA100.2001	CC Cart Fee	CC Cart Fee	6	0.60
	Onanda Cabin NON Residential Weekly	Onanda Cabin NON Residential Weekly	1	15.00
	Onanda Park Pavilion	Onanda Park Pavilions	4	220.00
	Outhouse Park Hall Full Day	Outhouse Park Hall Full Day	4	450.00
	Outhouse Park Pavilion	Outhouse Park Pavilion	1	43.25
	Pavilion rental	Pierce Park Pavilions	2	60.00
	Summer Rec	Summer Rec	8	115.01
	WL Schoolhouse Weekend	WL Schoolhouse Weekend	1	60.00
		<b>Sub-Total:</b>		<b>\$963.86</b>
AA100.2110	Plan & Zone	Zoning Fee	6	7,350.00
		<b>Sub-Total:</b>		<b>\$7,350.00</b>
AA100.2120	Plan & Zone	Soil Erosion	2	300.00
		<b>Sub-Total:</b>		<b>\$300.00</b>
AA100.2544	Dog Licensing	Exempt Dogs	2	0.00
		Female, Spayed	35	490.00
		Female, Unspayed	7	154.00
		Male, Neutered	29	406.00
		Male, Unneutered	3	66.00
		Replacement Tags	2	6.00
	Late Fees	Late Fees	12	60.00
		<b>Sub-Total:</b>		<b>\$1,182.00</b>
AA100.2590	Building Fee	Building Fee	14	2,910.40
	Plan & Zone	Site Development	11	1,518.00
		<b>Sub-Total:</b>		<b>\$4,428.40</b>
AA100.2591	Misc. Fees	Transfer Coupons	829	1,658.00
		<b>Sub-Total:</b>		<b>\$1,658.00</b>
SV.000.2140	Rents Payments	Rents Payments	9	726.59
		<b>Sub-Total:</b>		<b>\$726.59</b>

Account#	Account Description	Fee Description	Qty	Local Share
SW500.2144	Service Hookups	Service Hookups	1	1,400.00
			<b>Sub-Total:</b>	<b>\$1,400.00</b>
SW500.2148	Penalty	Penalty	3	15.65
			<b>Sub-Total:</b>	<b>\$15.65</b>

**Total Local Shares Remitted: \$21,644.00**

Amount paid to: NYS Ag. & Markets for spay/neuter program 94.00  
 Amount paid to: NYS Environmental Conservation 69.00  
 Amount paid to: State Health Dept. For Marriage Licenses 45.00

**Total State, County & Local Revenues: \$21,852.00**

**Total Non-Local Revenues: \$208.00**

To the Supervisor:

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

*Cathy Muntob*  
\_\_\_\_\_  
Supervisor

Date

*Jean Chrisman*  
\_\_\_\_\_  
Town Clerk

*4/1/2020*  
\_\_\_\_\_  
Date

# Town of Canandaigua Town & County 2020 Collection Summary

Batches 1 thru 175

District:	Taxes Collected:	Penalty:	Surcharge:	Notice Fee:	Remaining Uncollected:
Town & County 2020	12051953.75	13146.58	0.00	0.00	233411.60
<b>Totals:</b>	<b>12051953.75</b>	<b>13146.58</b>	<b>0.00</b>	<b>0.00</b>	<b>233411.60</b>

## Collection Statistics:

<b>Number of Postings:</b>	4959
<b>Percentage Collected:</b>	98%
<b>Number of Adjustments:</b>	7
<b>Number of Voids:</b>	33
<b>Number of Returned Payments:</b>	0
<b>Number Refunded Duplicate Pmnts:</b>	0
<b>Total Refunded:</b>	0.00
<b>Notice Handling Fees Collected:</b>	0.00

Received Via:	
On-Line:	63
Mail:	4185
Counter:	679

<b>Cash:</b>	48578.34
<b>Check:</b>	11572137.06
<b>Other:</b>	130112.95
<b>Total:</b>	11750828.35
<b>Minus Duplicate/Over Payments:</b>	
	0.00
<b>11750828.35</b>	
<b>Taxes:</b>	12051953.75
<b>Penalty:</b>	13146.58
<b>Surcharge:</b>	0.00
<b>Ret. Check Fees:</b>	20.00
<b>Notice Fees:</b>	0.00
<b>Total:</b>	12065120.33
<b>Minus Direct / Under Payments:</b>	
<b>43 Direct:</b>	314291.98
<b>0 Under:</b>	0.00
<b>11750828.35</b>	

## Other Payment Type Breakout:

<b>Credit Card:</b>	4	1342.19
<b>Money Order:</b>	2	700.00
<b>Online Payment:</b>	63	128070.76



## **TOWN OF CANANDAIGUA PLANNER MONTHLY REPORT**

April 10, 2020

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In March we issued 24 permits (\$5,148.40) and 77 Permits (\$22,348.20) issued before April 1. In 2019, the relative numbers were 26 (\$13,355.20) and 64 (\$28,050.40). April will be a real indicator of near future trends.

In March we received 6 planning and zoning applications. Of particular note are an expansion to the Akoustis manufacturing facility and an Eye Doctor facility on State Route 332 (later withdrawn).

As the Town Board is well aware, it was quite a challenge initially changing meetings to occur virtually. We had our first virtual Planning Board meeting on 4/7 which went great. The remaining meetings this month will follow our pre-set schedule and all agendas and application materials are available for review on the Town website.

Every planning study meeting between the March Town Board meeting and today has been postponed so there are no new developments to report there. Additionally, the Ordinance Committee meetings and our April 29<sup>th</sup> Town training day were also cancelled.

The Development Office staff is doing great a great job. Everything is still functioning very well despite the hasty changes to process. They deserve tremendous thanks for remaining flexible and their devotion to keep our work moving forward. Same goes for all our Boards who, despite being volunteers, continue to devote tremendous time and efforts.

It has been one heck of a March. Looking forward to brighter days ahead.

Best,



Eric Cooper, Planner

TOWN OF CANANDAIGUA  
TOWN MANAGER MONTHLY REPORT

April 20, 2020

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**PERSONNEL**

COVID-19: During this unprecedented time period, the Town Board has been kept up to date via daily text messages and emails relative to ongoing operations. Our Town Hall staff is primarily working remotely, while the Highway and Water guys are working the transfer station with the increased demand. Thank you to all of our employees for your continued service and dedication to the residents of the Town of Canandaigua.

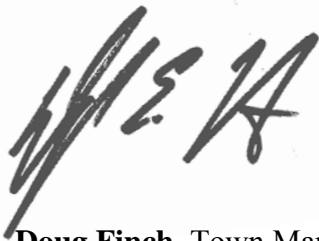
**FINANCE**

2020 BUDGET: Thank you to the entire Town Board for your participation in the Finance Committee meeting on April 9, 2020 during which time I outlined revised revenue projections based on the current COVID-19 situation, and offered budget amendments to lower expenditures to meet those revised lower revenue projections. These projections include cost reductions across all areas of the Town while we anticipate a significant loss in sales tax revenue.

NYCLASS: Attached to my report is the most recent statement from NYCLASS regarding our reserve funds.

WATER RATES: Good news the City of Canandaigua's water rate that we pay to purchase water for each of our special districts came in a little lower than original projections. The wholesale water rate (per 1000 gallons) is \$2.01434 which was previously projected to be a rate of \$2.08606. The Water Superintendent has added a resolution to adjust this rate on our water fee schedule for the wholesale rate for other municipalities.

Sincerely,

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

**Doug Finch**, Town Manager



# Summary Statement

March 2020

Town of Canandaigua

5440 Route 5 & 20 West  
Canandaigua, NY 14424

## NYCLASS

Average Monthly Yield: 1.14%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NY-01-1004-0001	INVESTMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NY-01-1004-0002	CONT. TAX RESERVE (AA231)	547,693.73	0.00	0.00	527.97	1,873.29	547,999.08	548,221.70
NY-01-1004-0003	OPEN SPACE RESERVE (AA234)	740,579.07	0.00	0.00	713.92	2,408.58	740,991.96	741,292.99
NY-01-1004-0004	PARKS FUND (CM100/CR)	650,078.75	0.00	0.00	626.68	705.43	650,441.18	650,705.43
NY-01-1004-0005	HWY EQUIP RESERVE (DA230)	186,291.57	0.00	0.00	179.60	637.24	186,395.45	186,471.17
NY-01-1004-0006	HWY IMPROV RESERVE (DA232)	207,915.92	0.00	0.00	200.43	581.73	208,031.84	208,116.35
NY-01-1004-0007	HWY SNOW RD REPAIR RESERVE (DA235)	204,745.35	0.00	0.00	197.37	700.30	204,859.50	204,942.72
NY-01-1004-0008	REPAIR RESERVE FUND (AA232)	155,393.71	0.00	0.00	149.81	434.78	155,480.35	155,543.52
NY-01-1004-0009	TECHNOLOGY RESERVE FUND (AA233)	12,433.94	0.00	0.00	11.98	34.77	12,440.86	12,445.92
NY-01-1004-0010	NYS EMP SYST RESERVE (AA235)	225,571.50	0.00	0.00	217.44	631.12	225,697.26	225,788.94
NY-01-1004-0011	BONDED INDEBTEDNESS RESERVE (AA237)	100,183.71	0.00	0.00	96.57	280.28	100,239.55	100,280.28
NY-01-1004-0012	SOLID WASTE MGMT RESERVE (AA238)	300,300.49	0.00	0.00	289.47	583.22	300,467.91	300,589.96
<b>Total</b>		<b>3,331,187.74</b>	<b>0.00</b>	<b>0.00</b>	<b>3,211.24</b>	<b>8,870.74</b>	<b>3,333,044.92</b>	<b>3,334,398.98</b>



Account Statement

March 2020

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

**NYCLASS**

**NY-01-1004-0001**

**Summary**

Average Monthly Yield: 1.14%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Average Daily Balance	Month End Balance
NY-01-1004-0001	INVESTMENTS	0.00	0.00	0.00	0.00	0.00	0.00

**Transactions**

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
03/01/2020	Beginning Balance			0.00	
03/31/2020	Ending Balance			0.00	



Account Statement

March 2020

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

**NYCLASS**

**NY-01-1004-0002**

**Summary**

Average Monthly Yield: 1.14%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Average Daily Balance	Month End Balance
NY-01-1004-0002	CONT. TAX RESERVE (AA231)	547,693.73	0.00	0.00	527.97	547,999.08	548,221.70

**Transactions**

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
03/01/2020	Beginning Balance			547,693.73	
03/31/2020	Income Earned For The Period	527.97			
03/31/2020	Ending Balance			548,221.70	



Account Statement

March 2020

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

**NYCLASS**                      **NY-01-1004-0003**

**Summary**

Average Monthly Yield: 1.14%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Average Daily Balance	Month End Balance
NY-01-1004-0003	OPEN SPACE RESERVE (AA234)	740,579.07	0.00	0.00	713.92	740,991.96	741,292.99

**Transactions**

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
03/01/2020	Beginning Balance			740,579.07	
03/31/2020	Income Earned For The Period	713.92			
03/31/2020	Ending Balance			741,292.99	



Account Statement

March 2020

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

**NYCLASS**                      **NY-01-1004-0004**

**Summary**

Average Monthly Yield: 1.14%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Average Daily Balance	Month End Balance
NY-01-1004-0004	PARKS FUND (CM100/CR)	650,078.75	0.00	0.00	626.68	650,441.18	650,705.43

**Transactions**

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
03/01/2020	Beginning Balance			650,078.75	
03/31/2020	Income Earned For The Period	626.68			
03/31/2020	Ending Balance			650,705.43	



Account Statement

March 2020

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

**NYCLASS**                      **NY-01-1004-0005**

**Summary**

Average Monthly Yield: 1.14%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Average Daily Balance	Month End Balance
NY-01-1004-0005	HWY EQUIP RESERVE (DA230)	186,291.57	0.00	0.00	179.60	186,395.45	186,471.17

**Transactions**

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
03/01/2020	Beginning Balance			186,291.57	
03/31/2020	Income Earned For The Period	179.60			
03/31/2020	Ending Balance			186,471.17	





Account Statement

March 2020

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

**NYCLASS**                      **NY-01-1004-0006**

**Summary**

Average Monthly Yield: 1.14%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Average Daily Balance	Month End Balance
NY-01-1004-0006	HWY IMPROV RESERVE (DA232)	207,915.92	0.00	0.00	200.43	208,031.84	208,116.35

**Transactions**

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
03/01/2020	Beginning Balance			207,915.92	
03/31/2020	Income Earned For The Period	200.43			
03/31/2020	Ending Balance			208,116.35	



Account Statement

March 2020

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

**NYCLASS**                      **NY-01-1004-0007**

**Summary**

Average Monthly Yield: 1.14%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Average Daily Balance	Month End Balance
NY-01-1004-0007	HWY SNOW RD REPAIR RESERVE (DA235)	204,745.35	0.00	0.00	197.37	204,859.50	204,942.72

**Transactions**

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
03/01/2020	Beginning Balance			204,745.35	
03/31/2020	Income Earned For The Period	197.37			
03/31/2020	Ending Balance			204,942.72	



Account Statement

March 2020

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

**NYCLASS**                      **NY-01-1004-0008**

**Summary**

Average Monthly Yield: 1.14%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Average Daily Balance	Month End Balance
NY-01-1004-0008	REPAIR RESERVE FUND (AA232)	155,393.71	0.00	0.00	149.81	155,480.35	155,543.52

**Transactions**

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
03/01/2020	Beginning Balance			155,393.71	
03/31/2020	Income Earned For The Period	149.81			
03/31/2020	Ending Balance			155,543.52	



Account Statement

March 2020

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

**NYCLASS**

**NY-01-1004-0009**

**Summary**

Average Monthly Yield: 1.14%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Average Daily Balance	Month End Balance
NY-01-1004-0009	TECHNOLOGY RESERVE FUND (AA233)	12,433.94	0.00	0.00	11.98	12,440.86	12,445.92

**Transactions**

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
03/01/2020	Beginning Balance			12,433.94	
03/31/2020	Income Earned For The Period	11.98			
03/31/2020	Ending Balance			12,445.92	



Account Statement

March 2020

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

**NYCLASS**

**NY-01-1004-0010**

**Summary**

Average Monthly Yield: 1.14%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Average Daily Balance	Month End Balance
NY-01-1004-0010	NYS EMP SYST RESERVE (AA235)	225,571.50	0.00	0.00	217.44	225,697.26	225,788.94

**Transactions**

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
03/01/2020	Beginning Balance			225,571.50	
03/31/2020	Income Earned For The Period	217.44			
03/31/2020	Ending Balance			225,788.94	



Account Statement

March 2020

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

**NYCLASS**                      **NY-01-1004-0011**

**Summary**

Average Monthly Yield: 1.14%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Average Daily Balance	Month End Balance
NY-01-1004-0011	BONDED INDEBTEDNESS RESERVE (AA237)	100,183.71	0.00	0.00	96.57	100,239.55	100,280.28

**Transactions**

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
03/01/2020	Beginning Balance			100,183.71	
03/31/2020	Income Earned For The Period	96.57			
03/31/2020	Ending Balance			100,280.28	



Account Statement

March 2020

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

**NYCLASS**

**NY-01-1004-0012**

**Summary**

Average Monthly Yield: 1.14%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Average Daily Balance	Month End Balance
NY-01-1004-0012	SOLID WASTE MGMT RESERVE (AA238)	300,300.49	0.00	0.00	289.47	300,467.91	300,589.96

**Transactions**

Transaction Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Transaction Number
03/01/2020	Beginning Balance			300,300.49	
03/31/2020	Income Earned For The Period	289.47			
03/31/2020	Ending Balance			300,589.96	



## Daily Rates

March 2020

### NYCLASS

Date	Dividend Rate	Daily Yield
01-Mar-20	0.000040398	1.48%
02-Mar-20	0.000040340	1.48%
03-Mar-20	0.000039757	1.46%
04-Mar-20	0.000037675	1.38%
05-Mar-20	0.000036507	1.34%
06-Mar-20	0.000036275	1.33%
07-Mar-20	0.000036275	1.33%
08-Mar-20	0.000036275	1.33%
09-Mar-20	0.000036329	1.33%
10-Mar-20	0.000034640	1.27%
11-Mar-20	0.000034664	1.27%
12-Mar-20	0.000034312	1.26%
13-Mar-20	0.000033862	1.24%
14-Mar-20	0.000033862	1.24%
15-Mar-20	0.000033862	1.24%
16-Mar-20	0.000030414	1.11%
17-Mar-20	0.000030525	1.12%
18-Mar-20	0.000028361	1.04%
19-Mar-20	0.000026815	0.98%
20-Mar-20	0.000026724	0.98%
21-Mar-20	0.000026724	0.98%
22-Mar-20	0.000026724	0.98%
23-Mar-20	0.000026658	0.98%
24-Mar-20	0.000024606	0.90%
25-Mar-20	0.000024527	0.90%
26-Mar-20	0.000024555	0.90%
27-Mar-20	0.000024624	0.90%
28-Mar-20	0.000024624	0.90%
29-Mar-20	0.000024624	0.90%
30-Mar-20	0.000024614	0.90%
31-Mar-20	0.000023402	0.86%





# TRAFFIC REPORT



It should be noted that this detail was suspended due to the Corona Virus Pandemic on March 25th.

During the month of March 2020, Deputies continued to work enhanced patrol details in the Town of Canandaigua. Deputies worked a total of 46hours in March. Combined, the Deputies initiated 63 traffic stops and issued the following citations:

## Route 332:

- 2 citations for speeding over 55 mph.
- 1 citations for speeding in zone.
- 1 citation for Aggr. Unlicensed Oper. 3rd (Misd).
- 2 citations for using hand held elect. device (texting)
- 3 citations for using a mobile telephone
- 1 citation for Suspended registration (Misd.).
- 1 citations for operating an uninsured vehicle.

## Middle-Cheshire Road:

- 1 citation for operating uninspected vehicle.

## North Street:

- 2 citation for speeding in zone.

## Emerson Road:

- 3 citations for speeding in zone.

## Firehall Rd.

- 1 citation for unsafe start of vehicle from stop

## CR# 8

- 3 citations for speeding in zone
- 1 citation for failure to obey traffic control device

## CR 28

- 2 citations for speeding in zone.
- 1 citation for operating uninspected vehicle
- 1 citation for Aggr. Unlicensed Oper. 3rd (Misd)

## CR 30:

- 1 citation for speeding over 55 mph.

## CR 10:

- 1 citation for using hand held elect. device (texting)
- 1 citation for Aggr. Unlicensed Oper. 3rd (Misd)

## Cooley Road:

- 4 citations for speeding over 55 mph.
- 1 citation for operating unregistered vehicle

## Rt. 21 (South):

- 1 citation for speeding in zone.
- 2 citation for speeding over 55 mph.
- 1 citation for failure to obey traffic control device

## Rt.5/20

- 1 citation for oper. w/ suspended/revoked registration (Misd)

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

- \* Assisted EMS
- \* Assisted the Road Patrol with a Family Trouble
- \* Performed 13 property checks exclusive of Town Parks

Respectfully,

Lt. Tate Colburn

# *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: April 10, 2020  
From: Kate Silverstrim-Jensen, Clerk – Finance  
Re: March 2020 Revenue/Expense Control Report

### **BALANCE SHEET**

Bank statements have been reconciled through March 31, 2020. Detailed reports can be found in the Bank Reconciliation folder included with the abstract of bills.

### **REVENUES**

Receipts recorded for March totaled \$438,832.52 and include the following:

- 2019 NYSDOT CHIPS Reimbursement - \$297,624.73
- Cable Franchise Fees - \$45,176.70
- Justice Fines & Fees - \$30,927.00
- Sureties Accepted - \$27,750.79
- Town Clerk - \$21,152.80 and \$1,000.00 in special park & recreation funds.
- PILOT Payment - \$6,729.31
- Natural Gas Rebate - \$2,899.27
- Development Office - \$2,600.00 applied against accounts receivable
- Other - \$2,971.92

### **EXPENDITURES**

We expect the available balance in each fund to be about 75% at the end of March.

- General Fund (AA100) – Expenditures to date are \$706,169.64 against a budget of \$4,187,268.23 which leaves 83.14% available.
- Highway Fund (DA100) – Expenditures to date are \$761,110.76 against a budget of \$4,248,752.38 which leaves 82.09% available.
- Water Fund (SW500) – Expenditures to date are \$138,813.72 against a budget of \$1,432,734.98 which leaves 90.31% available.



Town of Canandaigua , NY

# Bank Statement Register

## #1 Checking - Disbursement

Period 2/29/2020 - 3/31/2020

Bank Statement		General Ledger	
Beginning Balance	31,432.64	Account Balance	469,460.28
Plus Debits	1,463,519.23	Less Outstanding Debits	84,065.43
Less Credits	936,740.40	Plus Outstanding Credits	172,816.62
Adjustments	0.00	Adjustments	0.00
Ending Balance	558,211.47	Adjusted Account Balance	558,211.47

Statement Ending Balance	558,211.47
Bank Difference	0.00
General Ledger Difference	0.00

### CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

AA100.0200.00000	CASH - CHECKING
CD100.0200.00000	CASH
CL100.0200.00000	CASH - CHECKING
DA100.0200.00000	CASH - CHECKING
HH100.0200.00000	CASH - CHECKING
SF450.0200.00000	CASH - CHECKING
SS800.0200.00000	CASH - CHECKING.PURDY/MOBILE RD SEWER PROJECT
SW500.0200.00000	CASH - CHECKING.CANDGA CONS WD
SW555.0200.00000	CASH - CHECKING.CO RD 32 EXT #41, WATER DISTRICT
ZZ999.0200.00001	CASH - CHECKING #1 DISB

### Cleared Deposits

Item Date	Reference	Item Type	Description	Amount
03/03/2020	<a href="#">DEP0001282</a>	Deposit	2020-03-03 Utility Abstract Cash Transfer	11,491.30
03/17/2020	<a href="#">DEP0001305</a>	Deposit	2020-03-17 Transfer for Emergency Use (C	500,000.00
03/17/2020	<a href="#">DEP0001307</a>	Deposit	2020-03-17 TB Abstract Cash Transfer	950,417.93
03/20/2020	<a href="#">DEP0001319</a>	Deposit	2020-03-20 Ontario County EFT - Pavilion	110.00
03/24/2020	<a href="#">DEP0001308</a>	Deposit	2020-03-24 Cash Transfer for Quick Print /	1,500.00
Total Cleared Deposits (5)				1,463,519.23

### Cleared Checks

Item Date	Reference	Item Type	Description	Amount
02/11/2020	<a href="#">16608</a>	Check	FINGER LAKES WATER WORKS	-130.00
02/11/2020	<a href="#">16627</a>	Check	ROCHESTER GAS & ELECTRIC	-1,976.08
02/11/2020	<a href="#">16635</a>	Check	The Fort William Henry Corp	-267.00
02/11/2020	<a href="#">16636</a>	Check	The Young Men's Christian Association of T	-290.00
02/18/2020	<a href="#">16646</a>	Check	EMPIRE ENTERPRISES JKB, INC.	-20,850.00
03/03/2020	<a href="#">16664</a>	Check	DIRECT ENERGY BUSINESS	-1,902.26

Cleared Checks

Item Date	Reference	Item Type	Description	Amount
03/03/2020	<a href="#">16665</a>	Check	FIRSTLIGHT	-576.35
03/03/2020	<a href="#">16666</a>	Check	FRONTIER COMMUNICATIONS, INC.	-193.27
03/03/2020	<a href="#">16667</a>	Check	NYSEG	-3,042.32
03/03/2020	<a href="#">16668</a>	Check	ROCHESTER GAS & ELECTRIC	-748.81
03/03/2020	<a href="#">16669</a>	Check	ROCHESTER GAS & ELECTRIC	-4,544.06
03/03/2020	<a href="#">16670</a>	Check	VERIZON WIRELESS SERVICES LLC	-484.23
03/17/2020	<a href="#">16671</a>	Check	ADMAR SUPPLY COMPANY	-232.30
03/17/2020	<a href="#">16672</a>	Check	AIRGAS USA LLC	-639.93
03/17/2020	<a href="#">16673</a>	Check	ALL SEASON TIRE, INC.	-895.00
03/17/2020	<a href="#">16674</a>	Check	AMERICAN EQUIPMENT LLC	-47.42
03/17/2020	<a href="#">16675</a>	Check	AMERICAN ROCK SALT COMPANY, LLC	-66,933.83
03/17/2020	<a href="#">16676</a>	Check	BADGER METER INC	-270.00
03/17/2020	<a href="#">16677</a>	Check	BEAM MACK SALES & SERVICE, INC	-3,233.89
03/17/2020	<a href="#">16678</a>	Check	BIEL'S INFORMATION TECH SYSTEM	-243.75
03/17/2020	<a href="#">16679</a>	Check	BLOOMFIELD ELECTRIC SUPPLY	-123.40
03/17/2020	<a href="#">16680</a>	Check	BONADIO & CO., LLP	-5,265.00
03/17/2020	<a href="#">16682</a>	Check	BUSINESS AUTOMATION SERVICES I	-1,510.00
03/17/2020	<a href="#">16684</a>	Check	CANANDAIGUA WINSUPPLY CO.	-92.40
03/17/2020	<a href="#">16685</a>	Check	CASTLE HARVESTER METAL FABRICA	-2,723.50
03/17/2020	<a href="#">16686</a>	Check	CHEMUNG SUPPLY CORP.	-40,123.60
03/17/2020	<a href="#">16687</a>	Check	CHESHIRE VOLUNTEER FIRE DEPT	-500,000.00
03/17/2020	<a href="#">16688</a>	Check	CINTAS CORP.	-640.89
03/17/2020	<a href="#">16689</a>	Check	CLEANER EDGE, LLC.	-2,364.00
03/17/2020	<a href="#">16690</a>	Check	COLACINO INDUSTRIES	-2,794.00
03/17/2020	<a href="#">16691</a>	Check	COMMERCIAL MAINTENANCE SUPPLY,	-229.97
03/17/2020	<a href="#">16692</a>	Check	COOK IRON STORE CO, INC	-472.06
03/17/2020	<a href="#">16693</a>	Check	CORE & MAIN LP	-140.77
03/17/2020	<a href="#">16694</a>	Check	CYNCON EQUIPMENT INC.	-312.00
03/17/2020	<a href="#">16695</a>	Check	D & W DIESEL, INC.	-1,779.78
03/17/2020	<a href="#">16696</a>	Check	David & Laurie Lynn	-57.50
03/17/2020	<a href="#">16697</a>	Check	DECKMAN OIL COMPANY, INC.	-3,890.15
03/17/2020	<a href="#">16701</a>	Check	EXCELLUS BLUECROSS BLUESHIELD	-27,674.00
03/17/2020	<a href="#">16702</a>	Check	FARMINGTON SERVICE LLC	-750.00
03/17/2020	<a href="#">16703</a>	Check	FASTENAL COMPANY	-992.27
03/17/2020	<a href="#">16704</a>	Check	FINGER LAKES SYSTEM CHEMISTRY	-76.25
03/17/2020	<a href="#">16707</a>	Check	FIRST BANKCARD	-2,690.11
03/17/2020	<a href="#">16708</a>	Check	FIVE STAR EQUIPMENT, INC.	-722.32
03/17/2020	<a href="#">16709</a>	Check	FLEETPRIDE	-1,769.38
03/17/2020	<a href="#">16710</a>	Check	FRONTIER COMMUNICATIONS, INC.	-40.25
03/17/2020	<a href="#">16711</a>	Check	FSI SYSTEMS	-54.95
03/17/2020	<a href="#">16712</a>	Check	GENERAL CODE, LLC	-933.00
03/17/2020	<a href="#">16713</a>	Check	GRAINGER	-607.17
03/17/2020	<a href="#">16714</a>	Check	GRAYBAR ELECTRIC COMPANY INC	-378.13
03/17/2020	<a href="#">16715</a>	Check	GRIFFITH ENERGY INC	-8,567.34
03/17/2020	<a href="#">16716</a>	Check	HANSON AGGREGATES, INC.	-6,180.81

Cleared Checks

Item Date	Reference	Item Type	Description	Amount
03/17/2020	<a href="#">16717</a>	Check	HEALTHWORKS	-297.00
03/17/2020	<a href="#">16718</a>	Check	HENRIETTA FIRE PROTECTION	-136.00
03/17/2020	<a href="#">16719</a>	Check	HEP SALES	-1,023.49
03/17/2020	<a href="#">16720</a>	Check	INNOVATIVE MUNICIPAL PRODUCTS	-6,440.05
03/17/2020	<a href="#">16721</a>	Check	INTEGRATED SYSTEMS	-602.80
03/17/2020	<a href="#">16722</a>	Check	J.C. EHRLICH CO.	-79.00
03/17/2020	<a href="#">16723</a>	Check	JAMESTOWN ADVANCED PRODUCTS	-946.00
03/17/2020	<a href="#">16725</a>	Check	John Polimeni	-1,125.00
03/17/2020	<a href="#">16726</a>	Check	Kate Silverstrim-Jensen	-26.86
03/17/2020	<a href="#">16727</a>	Check	KENWORTH NORTHEAST GROUP, INC.	-1,023.66
03/17/2020	<a href="#">16729</a>	Check	LABELLA ASSOCIATES, D.P.C.	-678.00
03/17/2020	<a href="#">16730</a>	Check	LANDPRO EQUIPMENT, LLC	-1,572.24
03/17/2020	<a href="#">16731</a>	Check	LANTEK COMMUNICATIONS NY, INC.	-2,530.85
03/17/2020	<a href="#">16732</a>	Check	Lenovo (United States) Inc.	-1,748.95
03/17/2020	<a href="#">16733</a>	Check	LIFE SCIENCE LABORATORIES, INC	-615.00
03/17/2020	<a href="#">16734</a>	Check	LINK COMPUTER CORPORATION	-1,064.21
03/17/2020	<a href="#">16735</a>	Check	LOWES CREDIT	-1,166.58
03/17/2020	<a href="#">16736</a>	Check	MESSENGER POST PUBLICATIONS	-314.89
03/17/2020	<a href="#">16737</a>	Check	MOMAR, INCORPORATED	-189.49
03/17/2020	<a href="#">16739</a>	Check	MOORE PRINTING CO., INC.	-92.00
03/17/2020	<a href="#">16740</a>	Check	MRB GROUP	-54,242.45
03/17/2020	<a href="#">16741</a>	Check	MURPHY'S TIRE SERVICE INC	-30.00
03/17/2020	<a href="#">16743</a>	Check	NEWS OF NY	-4,628.59
03/17/2020	<a href="#">16744</a>	Check	NORTHERN SUPPLY, INC.	-632.00
03/17/2020	<a href="#">16745</a>	Check	NORTHSTAR AUTO ELECTRIC INC.	-737.95
03/17/2020	<a href="#">16747</a>	Check	NYE AUTOMOTIVE GROUP, INC.	-43,533.59
03/17/2020	<a href="#">16748</a>	Check	NYS MAGISTRATES ASSOC.	-130.00
03/17/2020	<a href="#">16752</a>	Check	ONTARIO COUNTY TREASURER	-4,716.32
03/17/2020	<a href="#">16753</a>	Check	PROFORMA DIVERSIFIED PRINTING SOLUT	-51.07
03/17/2020	<a href="#">16754</a>	Check	QUICK PRINT	-225.66
03/17/2020	<a href="#">16755</a>	Check	RANDY L. RADER	-120.00
03/17/2020	<a href="#">16756</a>	Check	REGIONAL INTERNATIONAL CORP	-38.46
03/17/2020	<a href="#">16757</a>	Check	RESERVE ACCOUNT	-2,000.00
03/17/2020	<a href="#">16758</a>	Check	ROBERT L. KISTLER SERVICE CORP.	-966.00
03/17/2020	<a href="#">16759</a>	Check	ROCHESTER COMPUTER RECYCLING & REC	-161.00
03/17/2020	<a href="#">16760</a>	Check	ROCHESTER GAS & ELECTRIC	-3,704.04
03/17/2020	<a href="#">16761</a>	Check	RUNNING SUPPLY, INC.	-1,017.39
03/17/2020	<a href="#">16763</a>	Check	SCHMIDT'S WHOLESALE, INC.	-600.58
03/17/2020	<a href="#">16764</a>	Check	SCHOOL TAX COLLECTOR	-14,325.32
03/17/2020	<a href="#">16765</a>	Check	SHEPARD BROS., INC.	-759.44
03/17/2020	<a href="#">16766</a>	Check	SHERWIN WILLIAMS	-195.58
03/17/2020	<a href="#">16767</a>	Check	SHORTSVILLE AUTO PARTS	-953.80
03/17/2020	<a href="#">16768</a>	Check	SHRED-IT USA LLC	-45.15
03/17/2020	<a href="#">16770</a>	Check	Solid Waste Association Of North America	-145.00
03/17/2020	<a href="#">16771</a>	Check	STAR HEADLIGHT & LANTERN, INC.	-643.00

Cleared Checks

Item Date	Reference	Item Type	Description	Amount
03/17/2020	<a href="#">16773</a>	Check	SUNOCO LP	-2,877.65
03/17/2020	<a href="#">16774</a>	Check	SYRACUSA SAND AND GRAVEL INC	-1,465.09
03/17/2020	<a href="#">16775</a>	Check	TENCO USA, INC.	-156.00
03/17/2020	<a href="#">16776</a>	Check	THRU-WAY SPRING	-5,751.90
03/17/2020	<a href="#">16777</a>	Check	TOSHIBA BUSINESS SOLUTIONS	-7,865.55
03/17/2020	<a href="#">16778</a>	Check	TRACEY ROAD EQUIPMENT	-108.09
03/17/2020	<a href="#">16779</a>	Check	TREETOP PRODUCTS, INC.	-3,791.78
03/17/2020	<a href="#">16780</a>	Check	TRIPLE CITIES ACQUISITION, LLC	-6,723.20
03/17/2020	<a href="#">16781</a>	Check	UNIFIRST CORPORATION	-1,298.82
03/17/2020	<a href="#">16782</a>	Check	UNITED RENTALS	-250.00
03/17/2020	<a href="#">16784</a>	Check	USA PAYROLLS, INC.	-419.32
03/17/2020	<a href="#">16785</a>	Check	VAN BORTEL FORD	-23,843.43
03/17/2020	<a href="#">16786</a>	Check	VERIZON CONNECT	-534.60
03/17/2020	<a href="#">16787</a>	Check	VIKING-CIVES	-1,039.90
03/17/2020	<a href="#">16788</a>	Check	VP SUPPLY CORP	-80.72
03/17/2020	<a href="#">16789</a>	Check	W.B. MASON CO., INC.	-1,235.80
03/17/2020	<a href="#">16790</a>	Check	WALMART STORES EAST, LP	-32.81
03/17/2020	<a href="#">16791</a>	Check	WEGMAN FAMILY LLC	-21.60
03/17/2020	<a href="#">16792</a>	Check	WEGMAN'S FOOD MARKETS, INC.	-14.18
03/24/2020	<a href="#">16793</a>	Check	QUICK PRINT	-1,500.00
Total Cleared Checks (116)				-936,740.40

Outstanding Deposits

Item Date	Reference	Item Type	Description	Amount
12/31/2018	<a href="#">12/18</a>	Deposit	Deposit In Transit	84,065.43
Total Outstanding Deposits (1)				84,065.43

Outstanding Checks

Item Date	Reference	Item Type	Description	Amount
12/31/2018	<a href="#">9641</a>	Check	Outstanding 12/31/2018	-4.10
12/31/2018	<a href="#">9816</a>	Check	Outstanding 12/31/2018	-250.00
02/12/2019	<a href="#">15217</a>	Check	SUSAN KOSS	-2.02
04/16/2019	<a href="#">15382</a>	Check	Carmerie Jensen	-561.19
05/22/2019	<a href="#">15563</a>	Check	NYSAMCC, INC.	-100.00
06/19/2019	<a href="#">15654</a>	Check	HIBBS CONTRACTING	-1,270.00
07/17/2019	<a href="#">15803</a>	Check	PAMELA POST	-4.10
12/18/2019	<a href="#">16373</a>	Check	PAMELA POST	-4.10
01/31/2020	<a href="#">16576</a>	Check	P-A-M CONSULTING SERVICE, INC.	-280.00
03/17/2020	<a href="#">16681</a>	Check	BRISTOL VOLUNTEER FIRE DEPT	-7,500.00
03/17/2020	<a href="#">16683</a>	Check	CANANDAIGUA CHAMBER OF COMMERCE	-25.00
03/17/2020	<a href="#">16698</a>	Check	DICK SIMONSEN	-1,072.00
03/17/2020	<a href="#">16699</a>	Check	E. BLOOMFIELD-HOLCOMB FD	-36,320.00

Outstanding Checks

Item Date	Reference	Item Type	Description	Amount
03/17/2020	<a href="#">16700</a>	Check	ERIC COOPER	-95.00
03/17/2020	<a href="#">16705</a>	Check	FINGER LAKES WATER WORKS	-100.00
03/17/2020	<a href="#">16706</a>	Check	FINGERLAKES ACE HARDWARE	-9.98
03/17/2020	<a href="#">16724</a>	Check	JOHN DEERE GOVERNMENT & NATION (De	-1,722.00
03/17/2020	<a href="#">16728</a>	Check	Keokuk Awards Outlet, Inc	-14.40
03/17/2020	<a href="#">16738</a>	Check	MONROE COUNTY FIRE MARSHALS AND IN	-175.00
03/17/2020	<a href="#">16742</a>	Check	NEW YORK ASSOCIATION OF LOCAL GOVE	-100.00
03/17/2020	<a href="#">16746</a>	Check	NY PLANNING FEDERATION (NYPF)	-690.00
03/17/2020	<a href="#">16749</a>	Check	NYS TOWN CLERK'S ASSOCIATION	-185.00
03/17/2020	<a href="#">16750</a>	Check	NYSATRC	-50.00
03/17/2020	<a href="#">16751</a>	Check	ONTARIO COUNTY EMERGENCY MANAG	-140.00
03/17/2020	<a href="#">16762</a>	Check	SARAH REYNOLDS	-27.53
03/17/2020	<a href="#">16769</a>	Check	SmartSign	-1,765.00
03/17/2020	<a href="#">16772</a>	Check	STATE COMPTROLLER	-170.00
03/17/2020	<a href="#">16783</a>	Check	UPTOWN AUTOMOTIVE	-21.00
Total Outstanding Checks (28)				-52,657.42

Outstanding Other

Item Date	Reference	Item Type	Description	Amount
12/31/2018	<a href="#">12/31/2018</a>	Miscellaneous	Reconciling Item (Baseline Bank Reconcilia	-120,159.20
Total Outstanding Other (1)				-120,159.20



Town of Canandaigua , NY

# Bank Statement Register

## Transaction Summary

Transaction Type	Count	Outstanding	Cleared	Total
Check	144	-52,657.42	-936,740.40	-989,397.82
Deposit	6	84,065.43	1,463,519.23	1,547,584.66
Miscellaneous	1	-120,159.20	0.00	-120,159.20
		-88,751.19	526,778.83	438,027.64





Town of Canandaigua , NY

# Bank Statement Register

#2 Checking - Payroll

Period 2/29/2020 - 3/31/2020

Bank Statement		General Ledger	
Beginning Balance	129,162.86	Account Balance	530,403.95
Plus Debits	705,971.78	Less Outstanding Debits	10,577.47
Less Credits	301,720.26	Plus Outstanding Credits	13,587.90
Adjustments	0.00	Adjustments	0.00
Ending Balance	533,414.38	Adjusted Account Balance	533,414.38

Statement Ending Balance	533,414.38
Bank Difference	0.00
General Ledger Difference	0.00

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

TA100.0200.00000	CASH
ZZ999.0200.00002	CASH - CHECKING #2 PAYROLL

### Cleared Deposits

Item Date	Reference	Item Type	Description	Amount
03/09/2020	<a href="#">DEP0001285</a>	Deposit	2020-03-09 Dec 2019 HRA into Holding	954.89
03/10/2020	<a href="#">DEP0001283</a>	Deposit	2020-03-10 Feb HRA into Holding	508.10
03/11/2020	<a href="#">DEP0001284</a>	Deposit	Payroll #5 Transfer into Payroll Act	100,839.97
03/11/2020	<a href="#">DEP0001290</a>	Deposit	Employee Recognition Transfer into Payroll	1,049.14
03/13/2020	<a href="#">DEP0001295</a>	Deposit	2020-03-13 J Winner Dental Deposit Recei	39.02
03/16/2020	<a href="#">DEP0001297</a>	Deposit	2020-03-16 Rogers Dental Prem Deposit R	234.12
03/17/2020	<a href="#">DEP0001306</a>	Deposit	2020-03-17 Transfer for Emergency Use (C	500,000.00
03/25/2020	<a href="#">DEP0001304</a>	Deposit	Payroll #7 Transfer into Payroll Act	102,346.54
Total Cleared Deposits (8)				705,971.78

### Cleared Checks

Item Date	Reference	Item Type	Description	Amount
12/18/2019	<a href="#">3036</a>	Check	Colleen Wegman & Chris O'Donnell	-100,188.00
02/12/2020	<a href="#">17227</a>	Check	AFLAC - 17227	-20.70
02/12/2020	<a href="#">17230</a>	Check	Union Dues - 17230	-444.86
02/26/2020	<a href="#">17233</a>	Check	Net Check Wages - Davis	-176.67
02/26/2020	<a href="#">17236</a>	Check	United Way	-42.69
02/26/2020	<a href="#">17237</a>	Check	AFLAC	-20.70
02/26/2020	<a href="#">17238</a>	Check	Garnishment	-246.10
02/26/2020	<a href="#">17239</a>	Check	NYS Deferred Comp	-5,064.04
02/26/2020	<a href="#">17240</a>	Check	Union Dues	-444.86
02/26/2020	<a href="#">17241</a>	Check	Child Support	-343.33
02/26/2020	<a href="#">17242</a>	Check	NYS Deferred Comp Roth	-307.80

Cleared Checks

Item Date	Reference	Item Type	Description	Amount
03/11/2020	<a href="#">17244</a>	Check	Net Check Wages - Prull	-821.24
03/11/2020	<a href="#">17245</a>	Check	Net Check Wages - McCumiskey	-990.59
03/11/2020	<a href="#">17246</a>	Check	United Way - 17246	-42.69
03/11/2020	<a href="#">17248</a>	Check	Garnishment - 17248	-250.15
03/11/2020	<a href="#">17249</a>	Check	NYS Deferred Comp - 17249	-5,135.50
03/11/2020	<a href="#">17251</a>	Check	Child Support - 17251	-343.33
03/11/2020	<a href="#">17252</a>	Check	NYS Deferred Comp Roth - 17252	-420.10
03/17/2020	<a href="#">3050</a>	Check	EXCELLUS BLUECROSS BLUESHIELD	-3,434.32
03/17/2020	<a href="#">3051</a>	Check	THE PAUL REVERE LIFE INSURANCE COMP	-656.98
03/25/2020	<a href="#">17265</a>	Check	Net Check Wages - Kesel	-57.71
03/25/2020	<a href="#">17272</a>	Check	Net Check Wages - Davey	-138.52
03/25/2020	<a href="#">17280</a>	Check	Child Support - 17280	-343.33
Total Cleared Checks (23)				-119,934.21

Cleared Other

Item Date	Reference	Item Type	Description	Amount
03/03/2020	<a href="#">DFT0000115</a>	Bank Draft	2020-03-01 Vision Premium Withdrawal	-303.26
03/11/2020	<a href="#">DFT0000108</a>	Bank Draft	NYS Tax Transfer Payroll #6	-3,832.50
03/11/2020	<a href="#">DFT0000109</a>	Bank Draft	Federal Tax Transfer Payroll #6	-22,797.60
03/11/2020	<a href="#">DFT0000110</a>	Bank Draft	Federal Tax Transfer Employee Recognitior	-149.14
03/11/2020	<a href="#">EFT0000505</a>	EFT	Net Direct Deposit Transfer Payroll #6	-61,663.34
03/25/2020	<a href="#">DFT0000111</a>	Bank Draft	NYS Tax Transfer Payroll #7	-3,552.60
03/25/2020	<a href="#">DFT0000112</a>	Bank Draft	Federal Tax Transfer Payroll #7	-22,136.23
03/25/2020	<a href="#">EFT0000510</a>	EFT	Net Direct Deposit Transfer Payroll #7	-63,360.00
03/31/2020	<a href="#">DFT0000116</a>	Bank Draft	2020-03-31 March Retirement Withdrawal	-3,550.73
03/31/2020	<a href="#">DFT0000117</a>	Bank Draft	2020-03-31 HRA Out of Holding	-440.65
Total Cleared Other (10)				-181,786.05

Outstanding Deposits

Item Date	Reference	Item Type	Description	Amount
03/31/2020	<a href="#">DEP0001310</a>	Deposit	2020-03-31 March HRA Into Payroll Withol	440.65
Total Outstanding Deposits (1)				440.65

Outstanding Checks

Item Date	Reference	Item Type	Description	Amount
12/31/2018	<a href="#">16679</a>	Check	Outstanding 12/31/2018	-57.71
07/03/2019	<a href="#">17010</a>	Check	Net Check Wages - Blazak	-51.26
03/11/2020	<a href="#">17243</a>	Check	Net Check Wages - Davis	-176.67
03/11/2020	<a href="#">17247</a>	Check	AFLAC - 17247	-20.70
03/11/2020	<a href="#">17250</a>	Check	Union Dues - 17250	-447.26

Outstanding Checks

Item Date	Reference	Item Type	Description	Amount
03/11/2020	<a href="#">17253</a>	Check	Net Check Wages - Lyon	-25.00
03/11/2020	<a href="#">17254</a>	Check	Net Check Wages - Henry	-75.00
03/11/2020	<a href="#">17255</a>	Check	Net Check Wages - Winner	-300.00
03/11/2020	<a href="#">17256</a>	Check	Net Check Wages - Jensen	-25.00
03/11/2020	<a href="#">17257</a>	Check	Net Check Wages - McMahon	-25.00
03/11/2020	<a href="#">17258</a>	Check	Net Check Wages - Burke	-50.00
03/11/2020	<a href="#">17259</a>	Check	Net Check Wages - Lietz	-75.00
03/11/2020	<a href="#">17260</a>	Check	Net Check Wages - Richmond	-300.00
03/11/2020	<a href="#">17261</a>	Check	Net Check Wages - VanCaeseele	-25.00
03/25/2020	<a href="#">17262</a>	Check	Net Check Wages - Davis	-176.67
03/25/2020	<a href="#">17263</a>	Check	Net Check Wages - Prull	-821.24
03/25/2020	<a href="#">17264</a>	Check	Net Check Wages - Como	-57.71
03/25/2020	<a href="#">17266</a>	Check	Net Check Wages - Knopf	-57.71
03/25/2020	<a href="#">17267</a>	Check	Net Check Wages - Lacourse	-577.19
03/25/2020	<a href="#">17268</a>	Check	Net Check Wages - Staychock	-577.19
03/25/2020	<a href="#">17269</a>	Check	Net Check Wages - Hilliard	-207.79
03/25/2020	<a href="#">17270</a>	Check	Net Check Wages - Robinson	-415.80
03/25/2020	<a href="#">17271</a>	Check	Net Check Wages - Sahler	-207.79
03/25/2020	<a href="#">17273</a>	Check	Net Check Wages - Foreman	-138.52
03/25/2020	<a href="#">17274</a>	Check	Net Check Wages - Venezia	-138.52
03/25/2020	<a href="#">17275</a>	Check	United Way - 17275	-42.69
03/25/2020	<a href="#">17276</a>	Check	AFLAC - 17276	-20.70
03/25/2020	<a href="#">17277</a>	Check	Garnishment - 17277	-233.97
03/25/2020	<a href="#">17278</a>	Check	NYS Deferred Comp - 17278	-4,457.99
03/25/2020	<a href="#">17279</a>	Check	Union Dues - 17279	-447.26
03/25/2020	<a href="#">17281</a>	Check	NYS Deferred Comp Roth - 17281	-372.30
Total Outstanding Checks (31)				-10,604.64

Outstanding Other

Item Date	Reference	Item Type	Description	Amount
12/31/2018	<a href="#">xfer</a>	Miscellaneous	ck dep wrong acct.	-450.00
12/31/2018	<a href="#">12312018</a>	Miscellaneous	Encoding correction	0.04
12/31/2018	<a href="#">MISC0000097</a>	Miscellaneous	2018-12-31 Record Missing Activity	-2,533.26
01/01/2019	<a href="#">MISC0000139</a>	Miscellaneous	To post cash transfer for HRA expenses	10,136.78
Total Outstanding Other (4)				7,153.56



Town of Canandaigua , NY

# Bank Statement Register

## Transaction Summary

Transaction Type	Count	Outstanding	Cleared	Total
Bank Draft	8	0.00	-56,762.71	-56,762.71
Check	54	-10,604.64	-119,934.21	-130,538.85
Deposit	9	440.65	705,971.78	706,412.43
EFT	2	0.00	-125,023.34	-125,023.34
Miscellaneous	4	7,153.56	0.00	7,153.56
		-3,010.43	404,251.52	401,241.09



Town of Canandaigua , NY

# Bank Statement Register

## #3 Checking - Trust & Agency

Period 2/29/2020 - 3/31/2020

Bank Statement		General Ledger	
Beginning Balance	128,829.69	Account Balance	126,643.44
Plus Debits	27,750.79	Less Outstanding Debits	0.00
Less Credits	8,380.62	Plus Outstanding Credits	21,556.42
Adjustments	0.00	Adjustments	0.00
Ending Balance	148,199.86	Adjusted Account Balance	148,199.86

Statement Ending Balance	148,199.86
Bank Difference	0.00
General Ledger Difference	0.00

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

ZZ999.0200.00010 CASH - CHECKING #3 T&A

### Cleared Deposits

Item Date	Reference	Item Type	Description	Amount
03/24/2020	<a href="#">DEP0001301</a>	Deposit	2020-03-24 Casey Surety Deposit Receipt	1,520.00
03/24/2020	<a href="#">DEP0001302</a>	Deposit	2020-03-24 Settlers Holdings Surety Depo	11,866.80
03/24/2020	<a href="#">DEP0001303</a>	Deposit	2020-03-24 Settlers Holdings Deposit Rece	14,363.99
Total Cleared Deposits (3)				27,750.79

### Cleared Checks

Item Date	Reference	Item Type	Description	Amount
02/10/2020	<a href="#">1007</a>	Check	Noreen Salerno	-8,380.62
Total Cleared Checks (1)				-8,380.62

### Outstanding Checks

Item Date	Reference	Item Type	Description	Amount
02/10/2020	<a href="#">1006</a>	Check	Nancy Sands	-21,556.42
Total Outstanding Checks (1)				-21,556.42



Town of Canandaigua , NY

# Bank Statement Register

## Transaction Summary

Transaction Type	Count	Outstanding	Cleared	Total
Check	2	-21,556.42	-8,380.62	-29,937.04
Deposit	3	0.00	27,750.79	27,750.79
		-21,556.42	19,370.17	-2,186.25



# Bank Statement Register

Savings #1 - Investment

Period 2/29/2020 - 3/31/2020

Bank Statement		General Ledger	
Beginning Balance	7,575,919.57	Account Balance	5,902,949.56
Plus Debits	454,718.69	Less Outstanding Debits	200,000.00
Less Credits	2,191,985.33	Plus Outstanding Credits	135,703.37
Adjustments	0.00	Adjustments	0.00
Ending Balance	5,838,652.93	Adjusted Account Balance	5,838,652.93

Statement Ending Balance	5,838,652.93
Bank Difference	0.00
General Ledger Difference	0.00

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

AA100.0202.00000	CASH - INVESTMENTS
AA231.0231.00000	CASH - CONTINGENT/TAX RESERVE - INVESTMENT
AA232.0232.00000	CASH - REPAIR RESERVE-INVESTMENT
AA233.0233.00000	CASH - TECHNOLOGY RESERVE-INVESTMENT
AA234.0234.00000	CASH - OPEN SPACE RES-INVESTMENT
AA235.0235.00000	CASH - NYS EMPLOYEE SYST RESERVE-INVSTMT
AA237.0237.00000	CASH - BONDED INDEBTEDNESS RES-INVESTMENT
AA238.0238.00000	CASH - INVESTMENT.SOLID WASTE MGMT RESERVE
CL100.0202.00000	CASH - INVESTMENTS
DA100.0202.00000	CASH - INVESTMENTS
DA230.0230.00000	CASH - HW EQUIPMENT RESERVE-INVESTMENT
DA232.0232.00000	CASH - HW IMPROVE RESERVE - INVESTMENT
DA235.0235.00000	CASH - SNOW/ICE RM/RD REPAIR RESERVE
HH100.0201.0026W	CASH - INVESTMENTS.WATER DISTRICT UPGRADES
HH100.0202.00018	CASH - INVESTMENTS.SUCKER BROOK
HH100.0202.00025	CASH - INVESTMENTS.HWY FACILITY
HH100.0202.00027	CASH - INVESTMENTS.PENDLETON FARMS PDR
HH100.0202.00028	CASH - INVESTMENTS.HWA ERADICATION
HH100.0202.00029	CASH.INVESTMENTS.MWRR
HH100.0202.249BB	CASH - INVESTMENTS.CO RD 32, EXT #41 WD
HH100.0202.249CC	CASH - INVESTMENTS.WOOLHOUSE-ROSSIER EXT #42, WD
SD600.0202.00000	CASH - INVESTMENTS.RT 332 DRAINAGE DISTRICT
SD605.0202.00000	CASH - INVESTMENTS.LAKEWOOD MEADOWS DD
SD610.0202.00000	CASH - INVESTMENTS.ASHTON DRAINAGE DISTRICT
SD615.0202.00000	CASH - INVESTMENTS.FOX RIDGE DRAINAGE DISTRICT
SD620.0202.00000	CASH - INVESTMENTS.LANDINGS DRAINAGE DISTRICT
SD625.0202.00000	CASH - INVESTMENTS.OLD BROOKSIDE DRAINAGE DISTRICT
SD630.0202.00000	CASH - INVESTMENTS.LAKESIDE ESTATES DD
SD635.0202.00000	CASH - INVESTMENTS.WATERFORD POINT DD

SD640.0202.00000	CASH - INVESTMENTS.STABLEGATE DRAINAGE DISTRICT
SF450.0202.00000	CASH - INVESTMENTS.FIRE PROTECTION DISTRICT
SL700.0202.00000	CASH - INVESTMENTS.CENTERPOINT LIGHTING DISTRICT
SL705.0202.00000	CASH - INVESTMENTS.FOX RIDGE LIGHTING DISTRICT
SL710.0202.00000	CASH - INVESTMENTS.LANDINGS LIGHTING DISTRICT
SL715.0202.00000	CASH - INVESTMENTS.LAKEWOOD MEADOWS LD
SL720.0202.00000	CASH - INVESTMENTS.FALLBROOK PARK LD
SS800.0202.00000	CASH - PURDY/MOBILE RD SEWER PROJECT
SW500.0202.00000	CASH - INVESTMENTS.CANDGA CONS WD
SW505.0201.00000	CASH.CANANDAIGUA BRISTOL JOINT WATER DISTRICT
SW505.0202.00000	CASH - INVESTMENTS.CANDGA-BRISTOL JOINT WD
SW515.0202.00000	CASH - INVESTMENTS.CANDGA-FARMINGTON WD
SW520.0202.00000	CASH - INVESTMENTS.ANDREWS-NORTH ROAD WD
SW525.0202.00000	CASH - INVESTMENTS.MCINTYRE ROAD WATER DISTRICT
SW530.0202.00000	CASH - INVESTMENTS.EMERSON ALLEN TL RD WD
SW535.0202.00000	CASH - INVESTMENTS.COUNTY ROAD #30, EXT 36 WD
SW540.0202.00000	CASH - INVESTMENTS.HOPKINS GRIMBLE WATER DISTRICT
SW545.0202.00000	CASH - INVESTMENTS.HICKOX ROAD WATER DISTRICT
SW550.0202.00000	CASH - INVESTMENTS.NOTT RD EXT 40
SW555.0202.00000	CASH - INVESTMENTS.CO RD 32 EXT #41 W0
TE100.0202.00000	CASH - INVESTMENTS
ZZ999.0200.00003	CASH - SAVINGS #1 INVEST

Cleared Deposits

Item Date	Reference	Item Type	Description	Amount
01/18/2019	<a href="#">DEP0001288</a>	Deposit	Correct 2019-01-18 KAS Tax Levy Deposit	10,807.46
01/07/2020	<a href="#">DEP0001289</a>	Deposit	2020-01-07 Tax Levy Receipt #2183	12,070.00
03/02/2020	<a href="#">DEP0001275</a>	Deposit	2020-03-02 Empire Pipe PILOT Deposit Re	6,729.31
03/02/2020	<a href="#">DEP0001276</a>	Deposit	2020-03-02 Chargebacks Deposit Receipt ;	327.50
03/02/2020	<a href="#">DEP0001277</a>	Deposit	2020-03-02 Charter Franchise Fee Deposit	45,176.70
03/02/2020	<a href="#">DEP0001278</a>	Deposit	2020-03-02 Town Clerk Deposit Receipt #2	14,152.50
03/02/2020	<a href="#">DEP0001279</a>	Deposit	2020-03-02 Town Clerk Deposit Receipt #2	7,000.30
03/09/2020	<a href="#">DEP0001286</a>	Deposit	2020-03-09 Chargebacks Deposit Receipt ;	1,647.50
03/09/2020	<a href="#">DEP0001287</a>	Deposit	2020-03-09 USG&E Rebate Deposit Receipt	2,899.27
03/13/2020	<a href="#">DEP0001291</a>	Deposit	2020-03-13 Victor Clerk Reimbursement D	490.38
03/13/2020	<a href="#">DEP0001292</a>	Deposit	2020-03-13 Judge Prull Deposit Receipt #2	12,290.00
03/13/2020	<a href="#">DEP0001293</a>	Deposit	2020-03-13 Chargebacks Deposit Receipt ;	625.00
03/13/2020	<a href="#">DEP0001294</a>	Deposit	2020-03-13 J Winner Rent Deposit Receipt	450.00
03/16/2020	<a href="#">DEP0001296</a>	Deposit	2020-03-16 Judge Jones Deposit Receipt #	18,637.00
03/16/2020	<a href="#">DEP0001298</a>	Deposit	2020-03-16 CHIPS 2019 Deposit Receipt #	297,624.73
03/16/2020	<a href="#">DEP0001299</a>	Deposit	2020-03-16 ShelterPoint Reimb Deposit Re	758.40
03/24/2020	<a href="#">DEP0001300</a>	Deposit	2020-02-24 City Transfer Deposit Receipt ;	1,000.00
Total Cleared Deposits (17)				432,686.05



Cleared Other

Item Date	Reference	Item Type	Description	Amount
01/18/2019	<a href="#">DEP0000058R</a>	Deposit Reversal	REV 2019-1-18 KAS Tax Levy Deposit	-211.20
01/18/2019	<a href="#">DEP0000059R</a>	Deposit Reversal	REV 2019-1-18 KAS Tax Levy Deposit	-35.53
01/18/2019	<a href="#">DEP0000060R</a>	Deposit Reversal	REV 2019-1-18 KAS Tax Levy Deposit	-781.76
01/18/2019	<a href="#">DEP0000061R</a>	Deposit Reversal	REV 2019-1-18 KAS Tax Levy Deposit	-7,528.97
01/18/2019	<a href="#">DEP0000065R</a>	Deposit Reversal	REV 2019-1-18 KAS Tax Levy Deposit	-341.91
01/18/2019	<a href="#">DEP0000066R</a>	Deposit Reversal	REV 2019-1-18 KAS Tax Levy Deposit	-1,123.70
01/18/2019	<a href="#">DEP0000068R</a>	Deposit Reversal	REV 2019-1-18 KAS Tax Levy Deposit	-635.49
01/18/2019	<a href="#">DEP0000069R</a>	Deposit Reversal	REV 2019-1-18 KAS Tax Levy Deposit	-148.90
12/31/2019	<a href="#">EFT0000410</a>	EFT	2019-12-31 Dec HRA Expenses	-857.35
12/31/2019	<a href="#">EFT0000411</a>	EFT	2019-12-31 Dec HRA Expenses	-97.54
01/07/2020	<a href="#">DEP0000992R</a>	Deposit Reversal	REVERSE 2020-01-07 Tax Levy Receipt #2	-12,070.00
02/28/2020	<a href="#">EFT0000500</a>	EFT	2020-02-28 Feb HRA Expenses	-311.11
02/28/2020	<a href="#">EFT0000501</a>	EFT	2020-02-28 Feb HRA Expenses	-196.99
03/03/2020	<a href="#">EFT0000497</a>	EFT	2020-03-03 Utility Abstract Cash Transfer	-9,057.26
03/03/2020	<a href="#">EFT0000498</a>	EFT	2020-03-03 Utility Abstract Cash Transfer	-748.81
03/03/2020	<a href="#">EFT0000499</a>	EFT	2020-03-03 Utility Abstract Cash Transfer	-1,685.23
03/06/2020	<a href="#">02112020R</a>	Check Reversal	To record correction to banking error	21,556.42
03/11/2020	<a href="#">EFT0000502</a>	EFT	General Payroll #6	-48,196.81
03/11/2020	<a href="#">EFT0000503</a>	EFT	Highway Payroll #6	-44,443.09
03/11/2020	<a href="#">EFT0000504</a>	EFT	Water Payroll #6	-8,200.07
03/11/2020	<a href="#">EFT0000506</a>	EFT	Employee Recognition	-1,049.14
03/17/2020	<a href="#">EFT0000511</a>	EFT	2020-03-17 Transfer for Emergency Use (C	-1,000,000.00
03/17/2020	<a href="#">EFT0000512</a>	EFT	2020-03-17 TB Abstract Cash Transfer	-112,382.71
03/17/2020	<a href="#">EFT0000513</a>	EFT	2020-03-17 TB Abstract Cash Transfer	-187,101.79
03/17/2020	<a href="#">EFT0000514</a>	EFT	2020-03-17 TB Abstract Cash Transfer	-1,765.00
03/17/2020	<a href="#">EFT0000515</a>	EFT	2020-03-17 TB Abstract Cash Transfer	-1,125.00
03/17/2020	<a href="#">EFT0000516</a>	EFT	2020-03-17 TB Abstract Cash Transfer	-46,788.78
03/17/2020	<a href="#">EFT0000517</a>	EFT	2020-03-17 TB Abstract Cash Transfer	-543,820.00
03/17/2020	<a href="#">EFT0000518</a>	EFT	2020-03-17 TB Abstract Cash Transfer	-173.41
03/17/2020	<a href="#">EFT0000519</a>	EFT	2020-03-17 TB Abstract Cash Transfer	-930.71
03/17/2020	<a href="#">EFT0000520</a>	EFT	2020-03-17 TB Abstract Cash Transfer	-24.04
03/17/2020	<a href="#">EFT0000521</a>	EFT	2020-03-17 TB Abstract Cash Transfer	-117.25
03/17/2020	<a href="#">EFT0000522</a>	EFT	2020-03-17 TB Abstract Cash Transfer	-55,939.24
03/17/2020	<a href="#">EFT0000523</a>	EFT	2020-03-17 TB Abstract Cash Transfer	-250.00
03/24/2020	<a href="#">EFT0000524</a>	EFT	2020-03-24 Cash Transfer for Quick Print /	-1,500.00
03/25/2020	<a href="#">EFT0000507</a>	EFT	General Payroll #7	-57,503.58
03/25/2020	<a href="#">EFT0000508</a>	EFT	Highway Payroll #7	-36,672.23
03/25/2020	<a href="#">EFT0000509</a>	EFT	Water Payroll #7	-8,170.73
03/31/2020	<a href="#">INT0000150</a>	Interest	2020-03-31 Savings Interest	88.68
03/31/2020	<a href="#">INT0000151</a>	Interest	2020-03-31 Savings Interest	0.70
03/31/2020	<a href="#">INT0000152</a>	Interest	2020-03-31 Savings Interest	75.82
03/31/2020	<a href="#">INT0000153</a>	Interest	2020-03-31 Savings Interest	21.06
03/31/2020	<a href="#">INT0000154</a>	Interest	2020-03-31 Savings Interest	51.57
03/31/2020	<a href="#">INT0000155</a>	Interest	2020-03-31 Savings Interest	0.28
03/31/2020	<a href="#">INT0000156</a>	Interest	2020-03-31 Savings Interest	1.72

## Cleared Other

Item Date	Reference	Item Type	Description	Amount
03/31/2020	<a href="#">INT0000157</a>	Interest	2020-03-31 Savings Interest	10.46
03/31/2020	<a href="#">INT0000158</a>	Interest	2020-03-31 Savings Interest	9.93
03/31/2020	<a href="#">INT0000159</a>	Interest	2020-03-31 Savings Interest	10.69
03/31/2020	<a href="#">INT0000160</a>	Interest	2020-03-31 Savings Interest	1.81
03/31/2020	<a href="#">INT0000161</a>	Interest	2020-03-31 Savings Interest	0.91
03/31/2020	<a href="#">INT0000162</a>	Interest	2020-03-31 Savings Interest	2.20
03/31/2020	<a href="#">INT0000163</a>	Interest	2020-03-31 Savings Interest	0.48
03/31/2020	<a href="#">INT0000164</a>	Interest	2020-03-31 Savings Interest	0.86
03/31/2020	<a href="#">INT0000165</a>	Interest	2020-03-31 Savings Interest	0.59
03/31/2020	<a href="#">INT0000166</a>	Interest	2020-03-31 Savings Interest	0.55
03/31/2020	<a href="#">INT0000167</a>	Interest	2020-03-31 Savings Interest	1.13
03/31/2020	<a href="#">INT0000168</a>	Interest	2020-03-31 Savings Interest	41.91
03/31/2020	<a href="#">INT0000169</a>	Interest	2020-03-31 Savings Interest	0.59
03/31/2020	<a href="#">INT0000170</a>	Interest	2020-03-31 Savings Interest	0.52
03/31/2020	<a href="#">INT0000171</a>	Interest	2020-03-31 Savings Interest	0.08
03/31/2020	<a href="#">INT0000172</a>	Interest	2020-03-31 Savings Interest	0.22
03/31/2020	<a href="#">INT0000173</a>	Interest	2020-03-31 Savings Interest	0.24
03/31/2020	<a href="#">INT0000174</a>	Interest	2020-03-31 Savings Interest	1.32
03/31/2020	<a href="#">INT0000175</a>	Interest	2020-03-31 Savings Interest	123.61
03/31/2020	<a href="#">INT0000176</a>	Interest	2020-03-31 Savings Interest	5.92
03/31/2020	<a href="#">INT0000177</a>	Interest	2020-03-31 Savings Interest	14.08
03/31/2020	<a href="#">INT0000178</a>	Interest	2020-03-31 Savings Interest	1.37
03/31/2020	<a href="#">INT0000179</a>	Interest	2020-03-31 Savings Interest	0.79
03/31/2020	<a href="#">INT0000180</a>	Interest	2020-03-31 Savings Interest	1.35
03/31/2020	<a href="#">INT0000181</a>	Interest	2020-03-31 Savings Interest	1.29
03/31/2020	<a href="#">INT0000182</a>	Interest	2020-03-31 Savings Interest	1.14
03/31/2020	<a href="#">INT0000183</a>	Interest	2020-03-31 Savings Interest	0.35
03/31/2020	<a href="#">INT0000184</a>	Interest	2020-03-31 Savings Interest	1.26
03/31/2020	<a href="#">INT0000185</a>	Interest	2020-03-31 Savings Interest	0.74
Total Cleared Other (74)				-2,169,952.69

## Outstanding Other

Item Date	Reference	Item Type	Description	Amount
12/31/2018	<a href="#">1231218</a>	Miscellaneous	Outstanding Transfers @ 12/31/2018	-84,065.43
12/31/2018	<a href="#">MISC0000124</a>	Miscellaneous	To enter 2018 capital fund adjusting entry	50,000.00
12/31/2018	<a href="#">MISC0000125</a>	Miscellaneous	To enter 2018 capital fund adjusting entry	50,000.00
01/01/2019	<a href="#">MISC0000002</a>	Miscellaneous	H26W balances after 2018 expenses	-41,060.00
01/01/2019	<a href="#">MISC0000138</a>	Miscellaneous	To post cash transfer for HRA expenses	-10,136.78
01/31/2019	<a href="#">DEPR0000023</a>	Deposit Reversal	2019-01-31 To Reverse Interest to Wrong	-0.51
12/31/2019	<a href="#">12312019</a>	Miscellaneous	To offset missing transaction from 2018	100,000.00
03/31/2020	<a href="#">EFT0000529</a>	EFT	2020-03-31 March HRA GL Expenses	-191.64

Outstanding Other

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Item Date	Reference	Item Type	Description	Amount
03/31/2020	<a href="#">EFT0000530</a>	EFT	2020-03-31 March HRA GL Expenses	-249.01
			Total Outstanding Other (9)	64,296.63



Town of Canandaigua , NY

# Bank Statement Register

## Transaction Summary

Transaction Type	Count	Outstanding	Cleared	Total
Deposit	17	0.00	432,686.05	432,686.05
EFT	30	-440.65	-2,169,107.87	-2,169,548.52
Check Reversal	1	0.00	21,556.42	21,556.42
Interest	36	0.00	476.22	476.22
Miscellaneous	6	64,737.79	0.00	64,737.79
Deposit Reversal	10	-0.51	-22,877.46	-22,877.97
		64,296.63	-1,737,266.64	-1,672,970.01



Town of Canandaigua , NY

# Bank Statement Register

## Savings #2 - Parks Revenue

Period 2/29/2020 - 3/31/2020

Bank Statement		General Ledger	
Beginning Balance	27,118.43	Account Balance	29,209.45
Plus Debits	2,091.02	Less Outstanding Debits	0.00
Less Credits	0.00	Plus Outstanding Credits	0.00
Adjustments	0.00	Adjustments	0.00
Ending Balance	29,209.45	Adjusted Account Balance	29,209.45

Statement Ending Balance	29,209.45
Bank Difference	0.00
General Ledger Difference	0.00

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

CM100.0201.00000 CASH

### Cleared Deposits

Item Date	Reference	Item Type	Description	Amount
03/02/2020	<a href="#">DEP0001280</a>	Deposit	2020-03-02 Town Clerk Park Deposit Recei	1,000.00
Total Cleared Deposits (1)				1,000.00

### Cleared Other

Item Date	Reference	Item Type	Description	Amount
03/03/2020	<a href="#">20200228R</a>	Check Reversal	2020-03-03 To record correction of bankin	1,090.00
03/31/2020	<a href="#">INT0000138</a>	Interest	2020-03-31 Savings Interest Deposit	1.02
Total Cleared Other (2)				1,091.02



Town of Canandaigua , NY

# Bank Statement Register

## Transaction Summary

Transaction Type	Count	Outstanding	Cleared	Total
Deposit	1	0.00	1,000.00	1,000.00
Check Reversal	1	0.00	1,090.00	1,090.00
Interest	1	0.00	1.02	1.02
		0.00	2,091.02	2,091.02



Town of Canandaigua , NY

# Bank Statement Register

Generations - Investment

Period 3/1/2020 - 3/31/2020

Bank Statement		General Ledger	
Beginning Balance	83.24	Account Balance	83.24
Plus Debits	0.00	Less Outstanding Debits	0.00
Less Credits	0.00	Plus Outstanding Credits	0.00
Adjustments	0.00	Adjustments	0.00
Ending Balance	83.24	Adjusted Account Balance	83.24

Statement Ending Balance	83.24
Bank Difference	0.00
General Ledger Difference	0.00

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

AA100.0243.00000      GENERATIONS CD



Town of Canandaigua , NY

# Bank Statement Register

NYCLASS - CONT. TAX RESERVE

Period 3/1/2020 - 3/31/2020

Bank Statement		General Ledger	
Beginning Balance	547,693.73	Account Balance	548,221.70
Plus Debits	527.97	Less Outstanding Debits	0.00
Less Credits	0.00	Plus Outstanding Credits	0.00
Adjustments	0.00	Adjustments	0.00
Ending Balance	548,221.70	Adjusted Account Balance	548,221.70
Statement Ending Balance		548,221.70	
Bank Difference		0.00	
General Ledger Difference		0.00	

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

AA231.0244.00000 NYCLASS

Cleared Other

Item Date	Reference	Item Type	Description	Amount
03/31/2020	<a href="#">INT0000139</a>	Interest	2020-03-31 NYCLASS Interest Deposits	527.97
			Total Cleared Other (1)	527.97





Town of Canandaigua , NY

# Bank Statement Register

## Transaction Summary

Transaction Type	Count	Outstanding	Cleared	Total
Interest	1	0.00	527.97	527.97
		0.00	527.97	527.97



Town of Canandaigua , NY

# Bank Statement Register

NYCLASS - OPEN SPACE RESERVE

Period 3/1/2020 - 3/31/2020

Bank Statement		General Ledger	
Beginning Balance	740,579.07	Account Balance	741,292.99
Plus Debits	713.92	Less Outstanding Debits	0.00
Less Credits	0.00	Plus Outstanding Credits	0.00
Adjustments	0.00	Adjustments	0.00
Ending Balance	741,292.99	Adjusted Account Balance	741,292.99
Statement Ending Balance		741,292.99	
Bank Difference		0.00	
General Ledger Difference		0.00	

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

AA234.0244.00000 NYCLASS

Cleared Other

Item Date	Reference	Item Type	Description	Amount
03/31/2020	<a href="#">INT0000140</a>	Interest	2020-03-31 NYCLASS Interest Deposits	713.92
			Total Cleared Other (1)	713.92



Town of Canandaigua , NY

# Bank Statement Register

## Transaction Summary

Transaction Type	Count	Outstanding	Cleared	Total
Interest	1	0.00	713.92	713.92
		0.00	713.92	713.92



Town of Canandaigua , NY

# Bank Statement Register

NYCLASS - PARK FUND

Period 3/1/2020 - 3/31/2020

Bank Statement		General Ledger	
Beginning Balance	650,078.75	Account Balance	650,705.43
Plus Debits	626.68	Less Outstanding Debits	0.00
Less Credits	0.00	Plus Outstanding Credits	0.00
Adjustments	0.00	Adjustments	0.00
Ending Balance	650,705.43	Adjusted Account Balance	650,705.43
Statement Ending Balance		650,705.43	
Bank Difference		0.00	
General Ledger Difference		0.00	

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

CM100.0244.00000 NYCLASS

Cleared Other

Item Date	Reference	Item Type	Description	Amount
03/31/2020	<a href="#">INT0000141</a>	Interest	2020-03-31 NYCLASS Interest Deposits	626.68
			Total Cleared Other (1)	626.68



Town of Canandaigua , NY

# Bank Statement Register

## Transaction Summary

Transaction Type	Count	Outstanding	Cleared	Total
Interest	1	0.00	626.68	626.68
		0.00	626.68	626.68



Town of Canandaigua , NY

# Bank Statement Register

NYCLASS - HWY EQUIP RESERVE

Period 3/1/2020 - 3/31/2020

Bank Statement		General Ledger	
Beginning Balance	186,291.57	Account Balance	186,471.17
Plus Debits	179.60	Less Outstanding Debits	0.00
Less Credits	0.00	Plus Outstanding Credits	0.00
Adjustments	0.00	Adjustments	0.00
Ending Balance	186,471.17	Adjusted Account Balance	186,471.17
Statement Ending Balance		186,471.17	
Bank Difference		0.00	
General Ledger Difference		0.00	

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

DA230.0244.00000 NYCLASS

Cleared Other

Item Date	Reference	Item Type	Description	Amount
03/31/2020	<a href="#">INT0000142</a>	Interest	2020-03-31 NYCLASS Interest Deposits	179.60
			Total Cleared Other (1)	179.60



Town of Canandaigua , NY

# Bank Statement Register

## Transaction Summary

Transaction Type	Count	Outstanding	Cleared	Total
Interest	1	0.00	179.60	179.60
		0.00	179.60	179.60



Town of Canandaigua , NY

# Bank Statement Register

NYCLASS - HWY IMPROV RESERVE

Period 3/1/2020 - 3/31/2020

Bank Statement		General Ledger	
Beginning Balance	207,915.92	Account Balance	208,116.35
Plus Debits	200.43	Less Outstanding Debits	0.00
Less Credits	0.00	Plus Outstanding Credits	0.00
Adjustments	0.00	Adjustments	0.00
Ending Balance	208,116.35	Adjusted Account Balance	208,116.35
Statement Ending Balance		208,116.35	
Bank Difference		0.00	
General Ledger Difference		0.00	

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

DA232.0244.00000 NYCLASS

Cleared Other

Item Date	Reference	Item Type	Description	Amount
03/31/2020	<a href="#">INT0000143</a>	Interest	2020-03-31 NYCLASS Interest Deposits	200.43
			Total Cleared Other (1)	200.43





Town of Canandaigua , NY

# Bank Statement Register

## Transaction Summary

Transaction Type	Count	Outstanding	Cleared	Total
Interest	1	0.00	200.43	200.43
		0.00	200.43	200.43



Town of Canandaigua , NY

# Bank Statement Register

## NYCLASS - HWY SNOW RD REPAIR RESERVE

Period 3/1/2020 - 3/31/2020

Bank Statement		General Ledger	
Beginning Balance	204,745.35	Account Balance	204,942.72
Plus Debits	197.37	Less Outstanding Debits	0.00
Less Credits	0.00	Plus Outstanding Credits	0.00
Adjustments	0.00	Adjustments	0.00
Ending Balance	204,942.72	Adjusted Account Balance	204,942.72
Statement Ending Balance		204,942.72	
Bank Difference		0.00	
General Ledger Difference		0.00	

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

DA235.0244.00000 NYCLASS

### Cleared Other

Item Date	Reference	Item Type	Description	Amount
03/31/2020	<a href="#">INT0000144</a>	Interest	2020-03-31 NYCLASS Interest Deposits	197.37
			Total Cleared Other (1)	197.37



Town of Canandaigua , NY

# Bank Statement Register

## Transaction Summary

Transaction Type	Count	Outstanding	Cleared	Total
Interest	1	0.00	197.37	197.37
		0.00	197.37	197.37



Town of Canandaigua , NY

# Bank Statement Register

NYCLASS - REPAIR RESERVE

Period 3/1/2020 - 3/31/2020

Bank Statement		General Ledger	
Beginning Balance	155,393.71	Account Balance	155,543.52
Plus Debits	149.81	Less Outstanding Debits	0.00
Less Credits	0.00	Plus Outstanding Credits	0.00
Adjustments	0.00	Adjustments	0.00
Ending Balance	155,543.52	Adjusted Account Balance	155,543.52
Statement Ending Balance		155,543.52	
Bank Difference		0.00	
General Ledger Difference		0.00	

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

AA232.0244.00000 NYCLASS

### Cleared Other

Item Date	Reference	Item Type	Description	Amount
03/31/2020	<a href="#">INT0000145</a>	Interest	2020-03-31 NYCLASS Interest Deposits	149.81
			Total Cleared Other (1)	149.81



Town of Canandaigua , NY

# Bank Statement Register

## Transaction Summary

Transaction Type	Count	Outstanding	Cleared	Total
Interest	1	0.00	149.81	149.81
		0.00	149.81	149.81



Town of Canandaigua , NY

# Bank Statement Register

NYCLASS - TECH RESERVE

Period 3/1/2020 - 3/31/2020

Bank Statement		General Ledger	
Beginning Balance	12,433.94	Account Balance	12,445.92
Plus Debits	11.98	Less Outstanding Debits	0.00
Less Credits	0.00	Plus Outstanding Credits	0.00
Adjustments	0.00	Adjustments	0.00
Ending Balance	12,445.92	Adjusted Account Balance	12,445.92
Statement Ending Balance		12,445.92	
Bank Difference		0.00	
General Ledger Difference		0.00	

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

AA233.0244.00000 NYCLASS

Cleared Other

Item Date	Reference	Item Type	Description	Amount
03/31/2020	<a href="#">INT0000146</a>	Interest	2020-03-31 NYCLASS Interest Deposits	11.98
Total Cleared Other (1)				11.98



Town of Canandaigua , NY

# Bank Statement Register

## Transaction Summary

Transaction Type	Count	Outstanding	Cleared	Total
Interest	1	0.00	11.98	11.98
		0.00	11.98	11.98



Town of Canandaigua , NY

# Bank Statement Register

NYCLASS - NYS EMP SYST RESERVE

Period 3/1/2020 - 3/31/2020

Bank Statement		General Ledger	
Beginning Balance	225,571.50	Account Balance	225,788.94
Plus Debits	217.44	Less Outstanding Debits	0.00
Less Credits	0.00	Plus Outstanding Credits	0.00
Adjustments	0.00	Adjustments	0.00
Ending Balance	225,788.94	Adjusted Account Balance	225,788.94
Statement Ending Balance		225,788.94	
Bank Difference		0.00	
General Ledger Difference		0.00	

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

AA235.0244.00000 NYCLASS

Cleared Other

Item Date	Reference	Item Type	Description	Amount
03/31/2020	<a href="#">INT0000147</a>	Interest	2020-03-31 NYCLASS Interest Deposits	217.44
			Total Cleared Other (1)	217.44





Town of Canandaigua , NY

# Bank Statement Register

## Transaction Summary

Transaction Type	Count	Outstanding	Cleared	Total
Interest	1	0.00	217.44	217.44
		0.00	217.44	217.44



Town of Canandaigua , NY

# Bank Statement Register

NYCLASS - BONDED INDEBT RESERVE  
Period 3/1/2020 - 3/31/2020

Bank Statement		General Ledger	
Beginning Balance	100,183.71	Account Balance	100,280.28
Plus Debits	96.57	Less Outstanding Debits	0.00
Less Credits	0.00	Plus Outstanding Credits	0.00
Adjustments	0.00	Adjustments	0.00
Ending Balance	100,280.28	Adjusted Account Balance	100,280.28
Statement Ending Balance		100,280.28	
Bank Difference		0.00	
General Ledger Difference		0.00	

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

AA237.0244.00000 NYCLASS

Cleared Other

Item Date	Reference	Item Type	Description	Amount
03/31/2020	<a href="#">INT0000148</a>	Interest	2020-03-31 NYCLASS Interest Deposits	96.57
Total Cleared Other (1)				96.57



Town of Canandaigua , NY

# Bank Statement Register

## Transaction Summary

Transaction Type	Count	Outstanding	Cleared	Total
Interest	1	0.00	96.57	96.57
		0.00	96.57	96.57



Town of Canandaigua , NY

# Bank Statement Register

## NYCLASS - SOLID WASTE MGMT RESERVE

Period 3/1/2020 - 3/31/2020

Bank Statement		General Ledger	
Beginning Balance	300,300.49	Account Balance	300,589.96
Plus Debits	289.47	Less Outstanding Debits	0.00
Less Credits	0.00	Plus Outstanding Credits	0.00
Adjustments	0.00	Adjustments	0.00
Ending Balance	300,589.96	Adjusted Account Balance	300,589.96
Statement Ending Balance		300,589.96	
Bank Difference		0.00	
General Ledger Difference		0.00	

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

AA238.0244.00000 NYCLASS

### Cleared Other

Item Date	Reference	Item Type	Description	Amount
03/31/2020	<a href="#">INT0000149</a>	Interest	2020-03-31 NYCLASS Interest Deposits	289.47
Total Cleared Other (1)				289.47



Town of Canandaigua , NY

# Bank Statement Register

## Transaction Summary

Transaction Type	Count	Outstanding	Cleared	Total
Interest	1	0.00	289.47	289.47
		0.00	289.47	289.47



# Budget Report Account Summary

For Fiscal: 2020 Period Ending: 03/31/2020

		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	555,000.00	555,000.00	0.00	555,000.00	0.00	0.00 %
<a href="#">AA100.1030.00000</a>	SPECIAL ASSESSMENT/PILOT	21,696.00	21,696.00	-12,312.33	22,670.11	974.11	104.49 %
<a href="#">AA100.1090.00000</a>	PENALTY ON TAXES	12,000.00	12,000.00	0.00	0.00	-12,000.00	100.00 %
<a href="#">AA100.1120.00000</a>	NON PROPERTY SALES TAX	2,000,000.00	2,000,000.00	0.00	0.00	-2,000,000.00	100.00 %
<a href="#">AA100.1170.00000</a>	CABLE TV FRANCHISE FEES	80,000.00	80,000.00	45,176.70	44,517.39	-35,482.61	44.35 %
<a href="#">AA100.1255.00000</a>	TOWN CLERK FEES	1,400.00	1,400.00	42.00	65.44	-1,334.56	95.33 %
<a href="#">AA100.1603.00000</a>	VITAL STATISTICS FEE	5,500.00	5,500.00	270.00	732.00	-4,768.00	86.69 %
<a href="#">AA100.2001.00000</a>	PARK & RECREATION FEES	105,000.00	105,000.00	6,435.00	15,410.00	-89,590.00	85.32 %
<a href="#">AA100.2110.00000</a>	ZONING FEES	27,500.00	27,500.00	1,700.00	2,900.00	-24,600.00	89.45 %
<a href="#">AA100.2120.00000</a>	SOIL EROSION CONTROL	6,000.00	6,000.00	300.00	1,050.00	-4,950.00	82.50 %
<a href="#">AA100.2148.00000</a>	RETURNED CHECK FEE	20.00	20.00	0.00	0.00	-20.00	100.00 %
<a href="#">AA100.2192.00000</a>	CEMETERY SERVICES	500.00	500.00	0.00	0.00	-500.00	100.00 %
<a href="#">AA100.2302.00000</a>	SERVICES/OTHER GOVERNMENTS	26,620.00	26,620.00	1,000.00	3,000.00	-23,620.00	88.73 %
<a href="#">AA100.2401.00000</a>	INTEREST & EARNINGS	15,000.00	15,000.00	88.68	878.50	-14,121.50	94.14 %
<a href="#">AA100.2410.00000</a>	RENTAL OF REAL PROPERTY	12,800.00	12,800.00	900.00	6,750.00	-6,050.00	47.27 %
<a href="#">AA100.2544.00000</a>	DOG LICENSES	20,000.00	20,000.00	1,139.00	2,986.00	-17,014.00	85.07 %
<a href="#">AA100.2590.00000</a>	SITE DEVELOPMENT FEES	67,000.00	67,000.00	3,211.00	9,234.00	-57,766.00	86.22 %
<a href="#">AA100.2591.00000</a>	CONSTRUCTION DEBRIS FEES	20,000.00	20,000.00	1,108.00	2,778.00	-17,222.00	86.11 %
<a href="#">AA100.2610.00000</a>	FINES & FORFEITED BAIL	80,000.00	80,000.00	30,927.00	53,532.00	-26,468.00	33.09 %
<a href="#">AA100.2651.00000</a>	RECYCLING REVENUE	15,000.00	15,000.00	0.00	1,893.84	-13,106.16	87.37 %
<a href="#">AA100.2665.00000</a>	SALE OF EQUIPMENT	12,500.00	12,500.00	0.00	0.00	-12,500.00	100.00 %
<a href="#">AA100.2770.00000</a>	MISCELLANEOUS INCOME	0.00	0.00	2,899.27	3,448.56	3,448.56	0.00 %
<a href="#">AA100.3005.00000</a>	ONTARIO CO MORTGAGE TAX	230,000.00	230,000.00	0.00	0.00	-230,000.00	100.00 %
<a href="#">AA100.3092.00000</a>	ST AID.PLANNING STUDIES	45,000.00	45,000.00	0.00	0.00	-45,000.00	100.00 %
<a href="#">AA100.5031.000CM</a>	INTERFUND TRANSFERS	192,500.00	192,500.00	0.00	0.00	-192,500.00	100.00 %
<a href="#">AA100.9000.00000</a>	APPROPRIATED FUND BALANCE FO	491,334.00	491,334.00	0.00	0.00	-491,334.00	100.00 %
	<b>Revenue Total:</b>	<b>4,042,370.00</b>	<b>4,042,370.00</b>	<b>82,884.32</b>	<b>726,845.84</b>	<b>-3,315,524.16</b>	<b>82.02 %</b>
<b>Expense</b>							
<a href="#">AA100.1010.110.00000</a>	TOWN BOARD.ELECTED	20,660.00	20,660.00	1,530.40	5,356.40	15,303.60	74.07 %
<a href="#">AA100.1010.400.00000</a>	TOWN BOARD.CONTRACTUAL	750.00	750.00	0.00	51.61	698.39	93.12 %
<a href="#">AA100.1110.110.00000</a>	JUSTICES.ELECTED	50,850.00	50,850.00	3,766.68	13,183.38	37,666.62	74.07 %
<a href="#">AA100.1110.120.00000</a>	JUSTICES.COURT CLERK, PT	23,400.00	23,400.00	1,629.00	4,387.50	19,012.50	81.25 %
<a href="#">AA100.1110.130.00000</a>	JUSTICES.COURT CLERK, PT	5,000.00	5,000.00	310.50	1,084.50	3,915.50	78.31 %
<a href="#">AA100.1110.140.00000</a>	JUSTICES.COURT CLERK, PT	17,316.00	17,316.00	864.88	2,386.51	14,929.49	86.22 %
<a href="#">AA100.1110.200.00000</a>	JUSTICES.CAPITAL.EQUIPMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">AA100.1110.400.00000</a>	JUSTICES.CONTRACTUAL	10,140.00	10,140.00	219.96	219.96	9,920.04	97.83 %
<a href="#">AA100.1110.401.00000</a>	JUSTICES..CONTR.COURTSECURITY	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<a href="#">AA100.1220.110.00000</a>	SUPERVISOR.ELECTED	20,400.00	20,400.00	1,511.12	5,288.92	15,111.08	74.07 %
<a href="#">AA100.1220.120.00000</a>	SUPERVISOR.DEPUTY SUPERVISOR	2,000.00	2,000.00	153.84	461.52	1,538.48	76.92 %
<a href="#">AA100.1220.400.00000</a>	SUPERVISOR.CONTRACTUAL	1,500.00	1,500.00	0.00	150.00	1,350.00	90.00 %
<a href="#">AA100.1230.100.00000</a>	TOWN MANAGER.PERSONAL SERVI	125,000.00	125,000.00	9,259.26	32,407.41	92,592.59	74.07 %
<a href="#">AA100.1230.120.00000</a>	TOWN MGR.ADMINISTRATIVE AIDE	30,810.00	30,810.00	2,197.19	5,742.32	25,067.68	81.36 %
<a href="#">AA100.1230.200.00000</a>	TOWN MANAGER.CAPITAL.EQUIPM	2,350.00	2,350.00	0.00	0.00	2,350.00	100.00 %
<a href="#">AA100.1230.400.00000</a>	TOWN MANAGER.CONTRACTUAL	7,490.00	7,490.00	750.57	1,090.67	6,399.33	85.44 %
<a href="#">AA100.1320.400.00000</a>	AUDITOR.CONTRACTUAL	12,000.00	12,000.00	5,265.00	5,265.00	6,735.00	56.13 %
<a href="#">AA100.1340.400.00000</a>	BUDGET.CONTRACTUAL	3,000.00	3,000.00	228.07	302.06	2,697.94	89.93 %
<a href="#">AA100.1345.400.00000</a>	PURCHASING.CONTRACTUAL	2,250.00	2,250.00	89.19	89.19	2,160.81	96.04 %
<a href="#">AA100.1355.120.00000</a>	ASSESSOR.PERSONAL SERVICES	73,000.00	73,000.00	5,407.40	18,925.90	54,074.10	74.07 %
<a href="#">AA100.1355.132.00000</a>	ASSESSOR.REAL PROPERTY AIDE FT	45,931.00	45,931.00	3,534.40	10,255.28	35,675.72	77.67 %
<a href="#">AA100.1355.150.00000</a>	ASSESSOR.BAR REVIEW SALARY	1,500.00	1,500.00	375.00	375.00	1,125.00	75.00 %

Budget Report

For Fiscal: 2020 Period Ending: 03/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<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	9,300.00	9,300.00	0.00	3,463.60	5,836.40	62.76 %
<a href="#">AA100.1355.420.00000</a>	ASSESSOR.BAR REVIEW CONTRACT	200.00	200.00	0.00	0.00	200.00	100.00 %
<a href="#">AA100.1410.110.00000</a>	TOWN CLERK.ELECTED	63,154.00	63,154.00	4,678.08	16,373.28	46,780.72	74.07 %
<a href="#">AA100.1410.131.00000</a>	TOWN CLERK.DEPUTY F/T	37,986.00	37,986.00	2,873.60	8,351.40	29,634.60	78.01 %
<a href="#">AA100.1410.141.00000</a>	TOWN CLERK.DEPUTY P/T	22,568.00	22,568.00	1,670.13	4,843.77	17,724.23	78.54 %
<a href="#">AA100.1410.200.00000</a>	TOWN CLERK.CAPITAL.EQUIPMENT	850.00	850.00	0.00	0.00	850.00	100.00 %
<a href="#">AA100.1410.400.00000</a>	TOWN CLERK.CONTRACTUAL	12,550.00	12,550.00	2,497.19	5,325.74	7,224.26	57.56 %
<a href="#">AA100.1420.400.00000</a>	ATTORNEY.CONTRACTUAL	12,500.00	12,500.00	0.00	0.00	12,500.00	100.00 %
<a href="#">AA100.1430.132.00000</a>	PERSONNEL.HR AND PAYROLL COO	68,750.00	68,750.00	4,334.20	17,065.70	51,684.30	75.18 %
<a href="#">AA100.1430.141.00000</a>	PERSONNEL.CLERK P/T	15,600.00	15,600.00	1,065.00	3,123.75	12,476.25	79.98 %
<a href="#">AA100.1430.142.00000</a>	PERSONNEL.CLERK P/T	31,110.00	31,110.00	0.00	586.54	30,523.46	98.11 %
<a href="#">AA100.1430.144.00000</a>	PERSONNEL.FINANCE CLERK II	55,000.00	55,000.00	4,074.08	14,259.28	40,740.72	74.07 %
<a href="#">AA100.1430.200.00000</a>	PERSONNEL.CAPITAL.EQUIPMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">AA100.1430.410.00000</a>	PERSONNEL.CONTRACTUAL	6,125.00	6,125.00	932.50	1,068.60	5,056.40	82.55 %
<a href="#">AA100.1430.420.00000</a>	PERSONNEL.HUMAN RESOURCE	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
<a href="#">AA100.1440.400.00000</a>	ENGINEERING.CONTRACTUAL	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
<a href="#">AA100.1440.406.00000</a>	ENGINEERING.CHESHIRE SEWERS	7,500.00	7,500.00	0.00	0.00	7,500.00	100.00 %
<a href="#">AA100.1450.400.00000</a>	ELECTIONS.CONTRACTUAL	7,200.00	7,200.00	0.00	0.00	7,200.00	100.00 %
<a href="#">AA100.1460.200.00000</a>	RECORDS MANAGEMENT.CAPITAL.	2,855.00	2,855.00	0.00	0.00	2,855.00	100.00 %
<a href="#">AA100.1460.400.00000</a>	RECORDS MANAGEMENT.CONTRAC	12,600.00	12,600.00	811.40	2,177.05	10,422.95	82.72 %
<a href="#">AA100.1480.400.00000</a>	PUBLICSERVINFO.CONTRACTUAL.C	6,250.00	6,250.00	24.99	49.98	6,200.02	99.20 %
<a href="#">AA100.1620.200.00000</a>	BUILDINGS.CAPITAL.EQUIPMENT	65,000.00	128,722.23	2,530.85	6,253.08	122,469.15	95.14 %
<a href="#">AA100.1620.400.00000</a>	BUILDINGS.CONTRACTUAL	4,000.00	4,000.00	140.01	152.98	3,847.02	96.18 %
<a href="#">AA100.1620.403.00000</a>	BUILDINGS..TOWNHALL.CONTR.UTI	38,200.00	38,200.00	3,479.16	8,767.17	29,432.83	77.05 %
<a href="#">AA100.1620.404.00000</a>	BUILDINGS..HIGHWAYBLDG.CONTR	60,000.00	60,000.00	7,232.59	13,472.42	46,527.58	77.55 %
<a href="#">AA100.1620.405.00000</a>	BUILDINGS..PARKS.CONTR.UTILITY.	34,950.00	34,950.00	2,645.05	4,418.67	30,531.33	87.36 %
<a href="#">AA100.1620.410.00000</a>	BUILDINGS.JANITORIAL	25,400.00	25,400.00	2,596.91	2,990.91	22,409.09	88.22 %
<a href="#">AA100.1670.400.00000</a>	PRINTING & MAILING.CONTRACTU	28,500.00	28,500.00	2,649.45	3,051.09	25,448.91	89.29 %
<a href="#">AA100.1680.200.00000</a>	DATA PROCESSING.CAPITAL.EQUIP	43,625.00	53,045.00	7,001.01	8,556.78	44,488.22	83.87 %
<a href="#">AA100.1680.400.00000</a>	DATA PROCESSING.CONTRACTUAL	51,200.00	51,200.00	1,324.09	3,814.76	47,385.24	92.55 %
<a href="#">AA100.1910.400.00000</a>	UNALLOCATED INSURANCE	110,000.00	110,000.00	0.00	0.00	110,000.00	100.00 %
<a href="#">AA100.1920.400.00000</a>	MUNICIPAL ASSOCIATION DUES	1,350.00	1,350.00	0.00	1,350.00	0.00	0.00 %
<a href="#">AA100.1990.400.00000</a>	CONTINGENCY	112,000.00	112,000.00	0.00	0.00	112,000.00	100.00 %
<a href="#">AA100.3120.400.00000</a>	POLICE.CONTRACTUAL	27,500.00	27,500.00	0.00	0.00	27,500.00	100.00 %
<a href="#">AA100.3310.200.00000</a>	TRAFFIC.CAPITAL.EQUIPMENT	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
<a href="#">AA100.3310.400.00000</a>	TRAFFIC.CONTRACTUAL	91,500.00	91,500.00	200.00	983.00	90,517.00	98.93 %
<a href="#">AA100.3510.400.00000</a>	DOG CONTROL CONTRACTUAL	24,600.00	24,600.00	0.00	0.00	24,600.00	100.00 %
<a href="#">AA100.4020.100.00000</a>	REGISTRAR.PERSONAL SERVICES	2,400.00	2,400.00	600.00	600.00	1,800.00	75.00 %
<a href="#">AA100.4020.400.00000</a>	REGISTRAR.CONTRACTUAL	250.00	250.00	0.00	0.00	250.00	100.00 %
<a href="#">AA100.4540.400.00000</a>	AMBULANCE CONTRACTUAL	4,000.00	4,000.00	0.00	4,000.00	0.00	0.00 %
<a href="#">AA100.5010.110.00000</a>	HIGHWAY SUPT.ELECTED	74,781.00	74,781.00	5,539.34	19,387.69	55,393.31	74.07 %
<a href="#">AA100.5010.120.00000</a>	HIGHWAY.DEPUTY	3,191.00	3,191.00	245.46	736.38	2,454.62	76.92 %
<a href="#">AA100.5010.130.00000</a>	HIGHWAY.ACCOUNT CLERK	20,000.00	8,768.00	1,453.50	4,303.50	4,464.50	50.92 %
<a href="#">AA100.5182.400.00000</a>	STREET LIGHTING.CONTRACTUAL	33,000.00	33,000.00	2,105.49	4,313.38	28,686.62	86.93 %
<a href="#">AA100.6410.410.00000</a>	PUBLICITY.CONTRACTUAL	7,500.00	7,500.00	0.00	0.00	7,500.00	100.00 %
<a href="#">AA100.6410.420.00000</a>	PUBLICITY.PARK	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
<a href="#">AA100.6989.400.00000</a>	ECONOMIC DEVELOPMENT.CONTR	50,000.00	50,000.00	0.00	50,000.00	0.00	0.00 %
<a href="#">AA100.7020.141.00000</a>	RECREATION.SR LIFEGUARD	7,200.00	7,200.00	0.00	0.00	7,200.00	100.00 %
<a href="#">AA100.7110.121.00000</a>	PARKS.MAINTENANCE ASSISTANT	49,350.00	49,350.00	3,655.56	12,794.46	36,555.54	74.07 %
<a href="#">AA100.7110.130.00000</a>	PARK.LABORER F/T	38,440.00	38,440.00	2,880.00	8,352.00	30,088.00	78.27 %
<a href="#">AA100.7110.131.00000</a>	LABORER SEASONAL.PERSONAL SE	49,650.00	49,650.00	0.00	0.00	49,650.00	100.00 %
<a href="#">AA100.7110.142.00000</a>	REC.ATTENDANTS GATEHOUSE	12,500.00	12,500.00	0.00	0.00	12,500.00	100.00 %
<a href="#">AA100.7110.143.00000</a>	PARK.LABORER P/T	12,188.00	12,188.00	1,072.50	2,242.50	9,945.50	81.60 %
<a href="#">AA100.7110.200.00000</a>	PARKS.NORMAL.CAP.MAINTENANC	98,750.00	128,650.00	337.88	1,635.38	127,014.62	98.73 %
<a href="#">AA100.7110.201.00000</a>	PARKS.PRKFUND.NEWREC.EXP.PAR	192,500.00	233,000.00	3,791.78	3,791.78	229,208.22	98.37 %
<a href="#">AA100.7110.400.00000</a>	PARK.CONTRACTUAL	96,115.00	96,115.00	2,890.73	5,657.35	90,457.65	94.11 %
<a href="#">AA100.7110.402.00000</a>	PARK.TREE & LANDSCAPE	8,400.00	7,275.77	0.00	0.00	7,275.77	100.00 %

Budget Report

For Fiscal: 2020 Period Ending: 03/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">AA100.7140.141.00000</a>	PLAYGROUND/RECREATION.LIFEGU	50,500.00	50,500.00	0.00	0.00	50,500.00	100.00 %
<a href="#">AA100.7140.142.00000</a>	PLAYGROUND/RECREATION.SPECIA	34,800.00	34,800.00	0.00	0.00	34,800.00	100.00 %
<a href="#">AA100.7140.200.00000</a>	PLAYGROUND/RECREATION.CAPITA	350.00	350.00	0.00	0.00	350.00	100.00 %
<a href="#">AA100.7140.400.00000</a>	PLAYGROUND/RECREATION.CONTR	16,500.00	16,500.00	0.00	0.00	16,500.00	100.00 %
<a href="#">AA100.7140.405.00000</a>	RECREATION.EVENTS.MOVIE NIGHT	4,500.00	4,500.00	0.00	0.00	4,500.00	100.00 %
<a href="#">AA100.7140.410.00000</a>	PLAYGROUND/RECREATION.DAY CA	15,000.00	15,000.00	0.00	0.00	15,000.00	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	3,312.00	3,312.00	828.00	828.00	2,484.00	75.00 %
<a href="#">AA100.7510.400.00000</a>	HISTORIAN.CONTRACTUAL	600.00	600.00	0.00	0.00	600.00	100.00 %
<a href="#">AA100.7550.400.00000</a>	CELEBRATIONS.CONTRACTUAL	4,500.00	4,500.00	0.00	2,050.00	2,450.00	54.44 %
<a href="#">AA100.7620.400.00000</a>	ADULT RECREATION.CONTRACTUAL	2,500.00	2,500.00	0.00	7.54	2,492.46	99.70 %
<a href="#">AA100.8010.120.00000</a>	PLANNER	59,625.00	59,625.00	4,416.66	15,458.31	44,166.69	74.07 %
<a href="#">AA100.8010.141.00000</a>	ZONING.INSPECTOR P/T	8,528.00	8,528.00	584.25	1,660.50	6,867.50	80.53 %
<a href="#">AA100.8010.144.00000</a>	ZONING..OFFICE SPECIALIST I	40,040.00	40,040.00	3,031.88	8,893.51	31,146.49	77.79 %
<a href="#">AA100.8010.145.00000</a>	ZONING..ZONING INSP F/T	31,200.00	31,200.00	2,400.00	6,960.00	24,240.00	77.69 %
<a href="#">AA100.8010.200.00000</a>	ZONING INSPECTOR.CAPITAL.EQUIP	750.00	750.00	0.00	0.00	750.00	100.00 %
<a href="#">AA100.8010.400.00000</a>	ZONING INSPECTOR.CONTRACTUAL	2,800.00	2,800.00	352.24	797.84	2,002.16	71.51 %
<a href="#">AA100.8020.120.00000</a>	BOARD.PERSONAL SERVICES	13,750.00	13,750.00	3,437.50	3,437.50	10,312.50	75.00 %
<a href="#">AA100.8020.140.00000</a>	STENOGRAPHER PT.PERSONAL SER	6,200.00	6,200.00	462.00	1,022.00	5,178.00	83.52 %
<a href="#">AA100.8020.150.00000</a>	PLANNING..ECB PERS SVCS BOARD	4,200.00	4,200.00	900.00	900.00	3,300.00	78.57 %
<a href="#">AA100.8020.160.00000</a>	PLANNING..ECB STENOGRAPHER	1,800.00	1,800.00	119.00	329.00	1,471.00	81.72 %
<a href="#">AA100.8020.400.00000</a>	PLANNING.MISC.CONTRACTUAL	16,350.00	16,350.00	381.58	712.55	15,637.45	95.64 %
<a href="#">AA100.8020.410.00000</a>	PLANNING.ENGINEERING.CONTRA	8,500.00	8,500.00	1,102.50	1,305.00	7,195.00	84.65 %
<a href="#">AA100.8020.412.00000</a>	PLANNING.COMP PLAN	4,500.00	4,500.00	34.17	34.17	4,465.83	99.24 %
<a href="#">AA100.8020.422.00000</a>	PLANNING.OPEN SPACE & CONSER	5,000.00	6,356.00	678.00	678.00	5,678.00	89.33 %
<a href="#">AA100.8020.424.00000</a>	PLANNING.UPTOWN.MUO	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
<a href="#">AA100.8020.428.00000</a>	PLANNING.HISTORICAL SURVEY	16,200.00	16,200.00	0.00	0.00	16,200.00	100.00 %
<a href="#">AA100.8020.430.00000</a>	PLANNING..MIDDLECHESHIRE RD	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<a href="#">AA100.8020.450.00000</a>	ENVIRONMENTAL CONSULT BOARD	12,200.00	12,200.00	0.00	0.00	12,200.00	100.00 %
<a href="#">AA100.8040.120.00000</a>	ZONING BOARD OF APPEALS.PERS	5,400.00	5,400.00	1,350.25	1,350.25	4,049.75	75.00 %
<a href="#">AA100.8040.400.00000</a>	ZONING BOARD OF APPEALS CONT	9,000.00	9,000.00	61.15	146.68	8,853.32	98.37 %
<a href="#">AA100.8140.200.00000</a>	STORMSEWERS.CAPITAL.EQUIPME	250.00	250.00	0.00	0.00	250.00	100.00 %
<a href="#">AA100.8140.400.00000</a>	STORMSEWERS.CONTRACTUAL	1,400.00	1,400.00	0.00	0.00	1,400.00	100.00 %
<a href="#">AA100.8160.130.00000</a>	WASTE & RECYCLING MEO.PERSON	60,098.00	60,098.00	2,421.18	4,286.94	55,811.06	92.87 %
<a href="#">AA100.8160.140.00000</a>	WASTE & RECYCLING LABORS PT.PE	25,500.00	25,500.00	1,973.10	5,119.85	20,380.15	79.92 %
<a href="#">AA100.8160.201.00000</a>	WASTE & RECYCLING.GRANT IMPR	7,500.00	7,500.00	0.00	0.00	7,500.00	100.00 %
<a href="#">AA100.8160.400.00000</a>	WASTE & RECYCLING CONTRACTUA	89,380.00	89,380.00	5,101.59	7,932.05	81,447.95	91.13 %
<a href="#">AA100.8664.121.00000</a>	CODE ENFORCEMENT	68,453.00	68,453.00	5,070.60	17,747.10	50,705.90	74.07 %
<a href="#">AA100.8664.122.00000</a>	CODE ENFORCEMENT	17,314.00	17,314.00	1,331.84	3,116.30	14,197.70	82.00 %
<a href="#">AA100.8664.124.00000</a>	CODE ENFORCEMENT	62,093.00	62,093.00	4,599.48	16,098.18	45,994.82	74.07 %
<a href="#">AA100.8664.200.00000</a>	CODE ENFORCEMENT.CAPITAL.EQU	26,000.00	26,000.00	23,843.43	23,843.43	2,156.57	8.29 %
<a href="#">AA100.8664.400.00000</a>	CODE ENFORCEMENT.CONTRACTU	5,315.00	5,315.00	301.48	1,571.41	3,743.59	70.43 %
<a href="#">AA100.8710.400.00000</a>	CONSERVATION.CONTRACTUAL	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00 %
<a href="#">AA100.8810.400.00000</a>	CEMETERIES CONTRACTUAL	10,001.00	10,001.00	225.66	225.66	9,775.34	97.74 %
<a href="#">AA100.8989.400.00000</a>	CDGA LAKE MANAGEMENT PLAN	29,000.00	29,000.00	0.00	27,593.00	1,407.00	4.85 %
<a href="#">AA100.9010.800.00000</a>	NYS RETIREMENT	135,000.00	135,000.00	0.00	0.00	135,000.00	100.00 %
<a href="#">AA100.9030.800.00000</a>	SOCIAL SECURITY/MEDICARE	112,000.00	112,000.00	7,598.03	23,181.38	88,818.62	79.30 %
<a href="#">AA100.9040.800.00000</a>	WORKERS COMPENSATION	73,663.00	73,663.00	0.00	73,663.00	0.00	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	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<a href="#">AA100.9060.810.00000</a>	MEDICAL INSURANCE	185,000.00	180,513.57	13,451.18	52,860.13	127,653.44	70.72 %
<a href="#">AA100.9060.811.00000</a>	DENTAL INSURANCE	13,000.00	13,000.00	986.20	3,775.20	9,224.80	70.96 %
<a href="#">AA100.9060.820.00000</a>	HOSPITAL/MEDICAL BUY-OUT	2,000.00	2,000.00	148.14	518.49	1,481.51	74.08 %
<a href="#">AA100.9060.830.00000</a>	HSA ACCOUNT	45,000.00	45,000.00	191.64	15,886.91	29,113.09	64.70 %
<a href="#">AA100.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL HIGHWA	205,000.00	205,000.00	0.00	0.00	205,000.00	100.00 %
<a href="#">AA100.9710.700.00000</a>	SERIAL BONDS.INTEREST.HIGHWAY	81,113.00	81,113.00	0.00	0.00	81,113.00	100.00 %
<a href="#">AA100.9901.900.00000</a>	INTERFUND TRANSFER	0.00	15,718.43	0.00	15,718.43	0.00	0.00 %



Budget Report

For Fiscal: 2020 Period Ending: 03/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">AA100.9950.900.00000</a>	TRANSFER.CAPITAL PROJECTS	0.00	1,124.23	0.00	1,124.23	0.00	0.00 %
	<b>Expense Total:</b>	<b>4,042,370.00</b>	<b>4,187,268.23</b>	<b>201,807.72</b>	<b>706,169.64</b>	<b>3,481,098.59</b>	<b>83.14 %</b>
	<b>Fund: AA100 - GENERAL FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>-144,898.23</b>	<b>-118,923.40</b>	<b>20,676.20</b>	<b>165,574.43</b>	<b>114.27 %</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	527.97	1,873.29	1,873.29	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>527.97</b>	<b>1,873.29</b>	<b>1,873.29</b>	<b>0.00 %</b>
	<b>Fund: AA231 - CONTINGENT/TAX RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>527.97</b>	<b>1,873.29</b>	<b>1,873.29</b>	<b>0.00 %</b>
<b>Fund: AA232 - REPAIR RESERVE</b>							
<b>Revenue</b>							
<a href="#">AA232.2401.00000</a>	INTEREST & EARNING.BUILDING RE	0.00	0.00	149.81	434.78	434.78	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>149.81</b>	<b>434.78</b>	<b>434.78</b>	<b>0.00 %</b>
	<b>Fund: AA232 - REPAIR RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>149.81</b>	<b>434.78</b>	<b>434.78</b>	<b>0.00 %</b>
<b>Fund: AA233 - TECHNOLOGY RESERVE</b>							
<b>Revenue</b>							
<a href="#">AA233.2401.00000</a>	INTEREST & EARNING.TECHNOLOG	0.00	0.00	11.98	34.77	34.77	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>11.98</b>	<b>34.77</b>	<b>34.77</b>	<b>0.00 %</b>
	<b>Fund: AA233 - TECHNOLOGY RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>11.98</b>	<b>34.77</b>	<b>34.77</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	713.92	2,408.58	2,408.58	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>713.92</b>	<b>2,408.58</b>	<b>2,408.58</b>	<b>0.00 %</b>
	<b>Fund: AA234 - OPEN SPACE RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>713.92</b>	<b>2,408.58</b>	<b>2,408.58</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 RETIRE	0.00	0.00	217.44	631.12	631.12	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>217.44</b>	<b>631.12</b>	<b>631.12</b>	<b>0.00 %</b>
	<b>Fund: AA235 - NYS EMPLOYEE SYSTEM RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>217.44</b>	<b>631.12</b>	<b>631.12</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	96.57	280.28	280.28	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>96.57</b>	<b>280.28</b>	<b>280.28</b>	<b>0.00 %</b>
	<b>Fund: AA237 - BONDED INDEBTEDNESS RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>96.57</b>	<b>280.28</b>	<b>280.28</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 WAS	0.00	0.00	289.47	589.96	589.96	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>289.47</b>	<b>589.96</b>	<b>589.96</b>	<b>0.00 %</b>
	<b>Fund: AA238 - SOLID WASTE MANAGEMENT RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>289.47</b>	<b>589.96</b>	<b>589.96</b>	<b>0.00 %</b>
<b>Fund: CL100 - LOCAL SOLID WASTE</b>							
<b>Revenue</b>							
<a href="#">CL100.2401.00000</a>	INTEREST & EARNINGS	0.00	0.00	0.70	3.34	3.34	0.00 %
<a href="#">CL100.9000.00000</a>	APPROPRIATED FUND BALANCE	61,912.71	61,912.71	0.00	0.00	-61,912.71	100.00 %
	<b>Revenue Total:</b>	<b>61,912.71</b>	<b>61,912.71</b>	<b>0.70</b>	<b>3.34</b>	<b>-61,909.37</b>	<b>99.99 %</b>
<b>Expense</b>							
<a href="#">CL100.1480.400.00000</a>	PUBLICSERVINFO.CONTRACTUAL.C	43,211.56	9,357.91	0.00	895.16	8,462.75	90.43 %
<a href="#">CL100.8160.400.00000</a>	WASTE & RECYCLING.CONTRACTUA	18,701.15	9,218.89	1,765.00	8,483.89	735.00	7.97 %
<a href="#">CL100.9901.900.00000</a>	INTERFUND TRANSFER	0.00	11,745.22	0.00	11,745.22	0.00	0.00 %
	<b>Expense Total:</b>	<b>61,912.71</b>	<b>30,322.02</b>	<b>1,765.00</b>	<b>21,124.27</b>	<b>9,197.75</b>	<b>30.33 %</b>
	<b>Fund: CL100 - LOCAL SOLID WASTE Surplus (Deficit):</b>	<b>0.00</b>	<b>31,590.69</b>	<b>-1,764.30</b>	<b>-21,120.93</b>	<b>-52,711.62</b>	<b>166.86 %</b>
<b>Fund: CM100 - (CR) RECREATION.MISCELLANEOUS</b>							
<b>Revenue</b>							
<a href="#">CM100.2001.00000</a>	PARK & RECREATION FEES	30,000.00	30,000.00	2,090.00	5,000.00	-25,000.00	83.33 %

Budget Report

For Fiscal: 2020 Period Ending: 03/31/2020

		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	627.70	792.64	792.64	0.00 %
<a href="#">CM100.9000.00000</a>	APPROPRIATE FUND BALANCE FOR	130,000.00	130,000.00	0.00	0.00	-130,000.00	100.00 %
	<b>Revenue Total:</b>	<b>160,000.00</b>	<b>160,000.00</b>	<b>2,717.70</b>	<b>5,792.64</b>	<b>-154,207.36</b>	<b>96.38 %</b>
<b>Expense</b>							
<a href="#">CM100.9901.900.00000</a>	INTERFUND TRANSFER	160,000.00	160,000.00	0.00	0.00	160,000.00	100.00 %
	<b>Expense Total:</b>	<b>160,000.00</b>	<b>160,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>160,000.00</b>	<b>100.00 %</b>
	<b>Fund: CM100 - (CR) RECREATION.MISCELLANEOUS Surplus (Deficit)</b>	<b>0.00</b>	<b>0.00</b>	<b>2,717.70</b>	<b>5,792.64</b>	<b>5,792.64</b>	<b>0.00 %</b>
<b>Fund: DA100 - HIGHWAY</b>							
<b>Revenue</b>							
<a href="#">DA100.1001.00000</a>	REAL PROPERTY TAXES	865,000.00	865,000.00	0.00	865,000.00	0.00	0.00 %
<a href="#">DA100.1120.00000</a>	NON PROPERTY SALES TAX	2,400,000.00	2,400,000.00	0.00	0.00	-2,400,000.00	100.00 %
<a href="#">DA100.2302.00000</a>	SERVICES/OTHER GOVERNMENTS	135,000.00	135,000.00	0.00	71,253.00	-63,747.00	47.22 %
<a href="#">DA100.2303.00000</a>	SALE OF FUEL	5,000.00	5,000.00	0.00	0.00	-5,000.00	100.00 %
<a href="#">DA100.2401.00000</a>	INTEREST & EARNINGS	0.00	0.00	75.82	213.42	213.42	0.00 %
<a href="#">DA100.2665.00000</a>	SALE OF EQUIPMENT	39,000.00	39,000.00	0.00	0.00	-39,000.00	100.00 %
<a href="#">DA100.3501.00000</a>	NYS STATE AID CHIPS	260,000.00	260,000.00	0.00	0.00	-260,000.00	100.00 %
<a href="#">DA100.9000.00000</a>	APPROPRIATED FUND BALANCE FO	295,070.00	295,070.00	0.00	0.00	-295,070.00	100.00 %
	<b>Revenue Total:</b>	<b>3,999,070.00</b>	<b>3,999,070.00</b>	<b>75.82</b>	<b>936,466.42</b>	<b>-3,062,603.58</b>	<b>76.58 %</b>
<b>Expense</b>							
<a href="#">DA100.1420.400.00000</a>	HWY.ATTORNEY.CONTRACTUAL	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">DA100.1440.400.00000</a>	HWY.ENGINEERING.CONTRACTUAL	75,003.00	75,003.00	875.00	875.00	74,128.00	98.83 %
<a href="#">DA100.1710.400.00000</a>	HWY.CONTRACTUAL	14,500.00	14,500.00	789.83	1,268.53	13,231.47	91.25 %
<a href="#">DA100.5110.130.00000</a>	GENERAL REPAIRS.WAGES F/T	585,000.00	585,000.00	0.00	0.00	585,000.00	100.00 %
<a href="#">DA100.5110.131.00000</a>	GENERAL REPAIRS.VACATIONBUYB	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00 %
<a href="#">DA100.5110.132.00000</a>	GENERAL REPAIRS.RETIREEPAYOUT	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	1,116,001.00	1,116,001.00	48,644.43	82,081.39	1,033,919.61	92.65 %
<a href="#">DA100.5130.200.00000</a>	MACHINERY.CAPITAL.EQUIPMENT	497,001.00	735,936.38	1,722.00	7,270.00	728,666.38	99.01 %
<a href="#">DA100.5130.400.00000</a>	MACHINERY.CONTRACTUAL..	240,000.00	209,671.16	15,084.36	25,427.19	184,243.97	87.87 %
<a href="#">DA100.5130.400.00105</a>	MACHINERY.CONTRACTUAL.CAR #5	0.00	11.72	11.72	11.72	0.00	0.00 %
<a href="#">DA100.5130.400.00110</a>	MACHINERY.CONTRACTUAL.CAR #1	0.00	73.99	0.00	73.99	0.00	0.00 %
<a href="#">DA100.5130.400.00111</a>	MACHINERY.CONTRACTUAL.CAR#1	0.00	21.00	21.00	21.00	0.00	0.00 %
<a href="#">DA100.5130.400.00112</a>	MACHINERY.CONTRACTUAL.CAR#1	0.00	393.00	393.00	393.00	0.00	0.00 %
<a href="#">DA100.5130.400.00114</a>	MACHINERY.CONTRACTUAL.CAR#1	0.00	120.00	120.00	120.00	0.00	0.00 %
<a href="#">DA100.5130.400.00203</a>	MACHINERY.CONTRACTUAL.TRUCK	0.00	469.26	469.26	469.26	0.00	0.00 %
<a href="#">DA100.5130.400.00204</a>	MACHINERY.CONTRACTUAL.TRUCK	0.00	4,362.40	2,297.67	4,362.40	0.00	0.00 %
<a href="#">DA100.5130.400.00205</a>	MACHINERY.CONTRACTUAL.TRUCK	0.00	307.36	307.36	307.36	0.00	0.00 %
<a href="#">DA100.5130.400.00207</a>	MACHINERY.CONTRACTUAL.TRUCK	0.00	9,898.03	6,673.92	9,898.03	0.00	0.00 %
<a href="#">DA100.5130.400.00208</a>	MACHINERY.CONTRACTUAL.TRUCK	0.00	426.11	406.11	426.11	0.00	0.00 %
<a href="#">DA100.5130.400.00213</a>	MACHINERY.CONTRACTUAL.TRUCK	0.00	1,008.94	367.46	1,008.94	0.00	0.00 %
<a href="#">DA100.5130.400.00214</a>	MACHINERY.CONTRACTUAL.TRUCK	0.00	169.59	0.00	169.59	0.00	0.00 %
<a href="#">DA100.5130.400.00215</a>	MACHINERY.CONTRACTUAL.TRUCK	0.00	3,255.60	3,229.88	3,255.60	0.00	0.00 %
<a href="#">DA100.5130.400.00216</a>	MACHINERY.CONTRACTUAL.TRUCK	0.00	22.21	22.21	22.21	0.00	0.00 %
<a href="#">DA100.5130.400.00217</a>	MACHINERY.CONTRACTUAL.TRUCK	0.00	14.99	0.00	14.99	0.00	0.00 %
<a href="#">DA100.5130.400.00233</a>	MACHINERY.CONTRACTUAL.TRUCK	0.00	1,492.54	0.00	1,492.54	0.00	0.00 %
<a href="#">DA100.5130.400.00234</a>	MACHINERY.CONTRACTUAL.TRUCK	0.00	1,852.54	340.00	1,852.54	0.00	0.00 %
<a href="#">DA100.5130.400.00236</a>	MACHINERY.CONTRACTUAL.TRUCK	0.00	136.42	136.42	136.42	0.00	0.00 %
<a href="#">DA100.5130.400.00238</a>	MACHINERY.CONTRACTUAL.TRUCK	0.00	750.00	750.00	750.00	0.00	0.00 %
<a href="#">DA100.5130.400.00239</a>	MACHINERY.CONTRACTUAL.TRUCK	0.00	2,028.34	2,028.34	2,028.34	0.00	0.00 %
<a href="#">DA100.5130.400.00240</a>	MACHINERY.CONTRACTUAL TRUCK	0.00	2,028.34	2,028.34	2,028.34	0.00	0.00 %
<a href="#">DA100.5130.400.00313</a>	MACHINERY.CONTRACTUAL.TRUCK	0.00	261.91	0.00	261.91	0.00	0.00 %
<a href="#">DA100.5130.400.00320</a>	MACHINERY.CONTRACTUAL.EXCAV	0.00	448.84	37.68	448.84	0.00	0.00 %
<a href="#">DA100.5130.400.00323</a>	MACHINERY.CONTRACTUAL.BACKH	0.00	675.00	0.00	675.00	0.00	0.00 %
<a href="#">DA100.5130.400.00369</a>	MACHINERY.CONTRACTUAL.LOADE	0.00	684.64	684.64	684.64	0.00	0.00 %
<a href="#">DA100.5130.400.0244R</a>	MACHINERY.CONTRACTUAL.TRUCK	0.00	252.07	108.09	252.07	0.00	0.00 %
<a href="#">DA100.5130.410.00000</a>	MACHINERY.FUEL METERING	190,000.00	190,000.00	11,444.99	30,071.21	159,928.79	84.17 %
<a href="#">DA100.5142.130.00000</a>	SNOW REMOVAL.WAGES F/T	400,000.00	400,000.00	75,169.47	240,401.11	159,598.89	39.90 %
<a href="#">DA100.5142.400.00000</a>	SNOW REMOVAL.CONTRACTUAL	415,000.00	424,911.00	76,681.47	208,354.18	216,556.82	50.97 %

Budget Report

For Fiscal: 2020 Period Ending: 03/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">DA100.9010.800.00000</a>	NYS RETIREMENT	125,000.00	125,000.00	0.00	0.00	125,000.00	100.00 %
<a href="#">DA100.9030.800.00000</a>	SOCIAL SECURITY/MEDICARE	72,500.00	72,500.00	5,586.31	18,256.90	54,243.10	74.82 %
<a href="#">DA100.9040.800.00000</a>	WORKERS COMPENSATION	54,565.00	54,565.00	0.00	54,565.00	0.00	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	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">DA100.9060.810.00000</a>	MEDICAL/DENTAL INSURANCE	135,000.00	135,000.00	10,425.79	38,251.22	96,748.78	71.67 %
<a href="#">DA100.9060.811.00000</a>	DENTAL INSURANCE	13,000.00	13,000.00	1,064.08	4,104.21	8,895.79	68.43 %
<a href="#">DA100.9060.820.00000</a>	HOSPITAL/MEDICAL BUY-OUT	4,000.00	4,000.00	296.28	1,036.98	2,963.02	74.08 %
<a href="#">DA100.9060.830.00000</a>	HSA ACCOUNT	37,000.00	37,000.00	249.01	17,983.00	19,017.00	51.40 %
	<b>Expense Total:</b>	<b>3,999,070.00</b>	<b>4,248,752.38</b>	<b>268,466.12</b>	<b>761,110.76</b>	<b>3,487,641.62</b>	<b>82.09 %</b>
	<b>Fund: DA100 - HIGHWAY Surplus (Deficit):</b>	<b>0.00</b>	<b>-249,682.38</b>	<b>-268,390.30</b>	<b>175,355.66</b>	<b>425,038.04</b>	<b>170.23 %</b>
<b>Fund: DA230 - HWY EQUIPMENT RESERVE</b>							
<b>Revenue</b>							
<a href="#">DA230.2401.00000</a>	INTEREST & EARNING.EQUIPMENT	0.00	0.00	179.60	637.24	637.24	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>179.60</b>	<b>637.24</b>	<b>637.24</b>	<b>0.00 %</b>
	<b>Fund: DA230 - HWY EQUIPMENT RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>179.60</b>	<b>637.24</b>	<b>637.24</b>	<b>0.00 %</b>
<b>Fund: DA232 - HWY IMPROVEMENT RESERVE</b>							
<b>Revenue</b>							
<a href="#">DA232.2401.00000</a>	INTEREST & EARNING.HWY IMPRO	0.00	0.00	200.43	581.73	581.73	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>200.43</b>	<b>581.73</b>	<b>581.73</b>	<b>0.00 %</b>
	<b>Fund: DA232 - HWY IMPROVEMENT RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>200.43</b>	<b>581.73</b>	<b>581.73</b>	<b>0.00 %</b>
<b>Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE</b>							
<b>Revenue</b>							
<a href="#">DA235.2401.00000</a>	INTEREST & EARNING.SNOW&ICE R	0.00	0.00	197.37	700.30	700.30	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>197.37</b>	<b>700.30</b>	<b>700.30</b>	<b>0.00 %</b>
	<b>Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>197.37</b>	<b>700.30</b>	<b>700.30</b>	<b>0.00 %</b>
<b>Fund: HH100 - CAPITAL PROJECTS</b>							
<b>Revenue</b>							
<a href="#">HH100.2401.00018</a>	INTEREST & EARNINGS.SUCKERBRO	0.00	0.00	21.06	55.60	55.60	0.00 %
<a href="#">HH100.2401.00025</a>	INTEREST & EARNINGS.HIGHWAY	0.00	0.00	51.57	136.13	136.13	0.00 %
<a href="#">HH100.2401.00027</a>	INTEREST & EARNINGS.PENDLETON	0.00	0.00	0.28	0.85	0.85	0.00 %
<a href="#">HH100.2401.00029</a>	INTEREST & EARNINGS.MWRR	0.00	0.00	1.72	3.30	3.30	0.00 %
<a href="#">HH100.2401.249BB</a>	INTEREST & EARNINGS.CO RD 32 E	0.00	0.00	10.46	27.61	27.61	0.00 %
<a href="#">HH100.2401.249CC</a>	INTEREST & EARNINGS.WD EXT 42	0.00	0.00	9.93	26.21	26.21	0.00 %
<a href="#">HH100.5031.00028</a>	INTERFUND TRANSFER.HWA ERADI	0.00	0.00	0.00	1,124.23	1,124.23	0.00 %
<a href="#">HH100.5031.00029</a>	INTERFUND TRANSFER.MWRR	0.00	0.00	0.00	27,463.65	27,463.65	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>95.02</b>	<b>28,837.58</b>	<b>28,837.58</b>	<b>0.00 %</b>
<b>Expense</b>							
<a href="#">HH100.1420.400.00027</a>	LEGAL.CONTRACTUAL.PENDLETON	0.00	0.00	1,125.00	1,125.00	-1,125.00	0.00 %
<a href="#">HH100.1440.200.0026W</a>	ENGINEERING.CAPITAL.EQUIPMENT	0.00	0.00	45,069.95	61,457.40	-61,457.40	0.00 %
<a href="#">HH100.1989.200.0026W</a>	ADMIN.CAPITAL.EQUIPMENT.WDT	0.00	0.00	253.74	253.74	-253.74	0.00 %
<a href="#">HH100.8310.201.0026W</a>	WATER ADMIN.ELECTRIC SERVICE F	0.00	0.00	748.81	748.81	-748.81	0.00 %
<a href="#">HH100.8310.204.0026W</a>	WATER ADMIN.TRANSMISSION MAI	0.00	0.00	1,465.09	1,465.09	-1,465.09	0.00 %
	<b>Expense Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>48,662.59</b>	<b>65,050.04</b>	<b>-65,050.04</b>	<b>0.00 %</b>
	<b>Fund: HH100 - CAPITAL PROJECTS Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-48,567.57</b>	<b>-36,212.46</b>	<b>-36,212.46</b>	<b>0.00 %</b>
<b>Fund: SD600 - RT 332 DRAINAGE DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SD600.2401.00000</a>	INTEREST & EARNINGS.RT 332 DRAI	0.00	0.00	10.69	28.23	28.23	0.00 %
<a href="#">SD600.9000.00000</a>	APPROPRIATED FUND BALANCE FO	75,000.00	75,000.00	0.00	0.00	-75,000.00	100.00 %
	<b>Revenue Total:</b>	<b>75,000.00</b>	<b>75,000.00</b>	<b>10.69</b>	<b>28.23</b>	<b>-74,971.77</b>	<b>99.96 %</b>
<b>Expense</b>							
<a href="#">SD600.8520.400.00000</a>	MAINTENANCE..RT 332 DRAINAGE	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00 %
	<b>Expense Total:</b>	<b>75,000.00</b>	<b>75,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>75,000.00</b>	<b>100.00 %</b>
	<b>Fund: SD600 - RT 332 DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>10.69</b>	<b>28.23</b>	<b>28.23</b>	<b>0.00 %</b>

Budget Report

For Fiscal: 2020 Period Ending: 03/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SD605.2401.00000</a>	INTEREST & EARNINGS.LAKEWOOD	0.00	0.00	1.81	4.78	4.78	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>1.81</b>	<b>4.78</b>	<b>4.78</b>	<b>0.00 %</b>
	<b>Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>1.81</b>	<b>4.78</b>	<b>4.78</b>	<b>0.00 %</b>
<b>Fund: SD610 - ASHTON DRAINAGE DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SD610.2401.00000</a>	INTEREST & EARNINGS.ASHTON DR	0.00	0.00	0.91	2.41	2.41	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.91</b>	<b>2.41</b>	<b>2.41</b>	<b>0.00 %</b>
	<b>Fund: SD610 - ASHTON DRAINAGE DISTRICT Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.91</b>	<b>2.41</b>	<b>2.41</b>	<b>0.00 %</b>
<b>Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SD615.2401.00000</a>	INTEREST & EARNINGS.FOX RIDGE	0.00	0.00	2.20	5.81	5.81	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>2.20</b>	<b>5.81</b>	<b>5.81</b>	<b>0.00 %</b>
	<b>Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>2.20</b>	<b>5.81</b>	<b>5.81</b>	<b>0.00 %</b>
<b>Fund: SD620 - LANDINGS DRAINAGE DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SD620.2401.00000</a>	INTEREST & EARNINGS.LANDINGS	0.00	0.00	0.48	1.26	1.26	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.48</b>	<b>1.26</b>	<b>1.26</b>	<b>0.00 %</b>
	<b>Fund: SD620 - LANDINGS DRAINAGE DISTRICT Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.48</b>	<b>1.26</b>	<b>1.26</b>	<b>0.00 %</b>
<b>Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SD625.1030.00000</a>	SPECIAL ASSESSMENT.OLD BROOKS	1,651.00	1,651.00	0.00	1,651.00	0.00	0.00 %
<a href="#">SD625.2401.00000</a>	INTEREST & EARNINGS.OLD BROOK	0.00	0.00	0.86	2.27	2.27	0.00 %
<a href="#">SD625.9000.00000</a>	APPROPRIATED FUND BALANCE FO	3,349.00	3,349.00	0.00	0.00	-3,349.00	100.00 %
	<b>Revenue Total:</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.86</b>	<b>1,653.27</b>	<b>-3,346.73</b>	<b>66.93 %</b>
<b>Expense</b>							
<a href="#">SD625.8520.400.00000</a>	MAINTENANCE..OLD BROOKSIDE D	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
	<b>Expense Total:</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>100.00 %</b>
	<b>Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT Surplus (Defic</b>	<b>0.00</b>	<b>0.00</b>	<b>0.86</b>	<b>1,653.27</b>	<b>1,653.27</b>	<b>0.00 %</b>
<b>Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SD630.2401.00000</a>	INTEREST & EARNINGS.LAKESIDE ES	0.00	0.00	0.59	1.57	1.57	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.59</b>	<b>1.57</b>	<b>1.57</b>	<b>0.00 %</b>
	<b>Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.59</b>	<b>1.57</b>	<b>1.57</b>	<b>0.00 %</b>
<b>Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SD635.2401.00000</a>	INTEREST & EARNINGS.WATERFOR	0.00	0.00	0.55	1.46	1.46	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.55</b>	<b>1.46</b>	<b>1.46</b>	<b>0.00 %</b>
	<b>Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.55</b>	<b>1.46</b>	<b>1.46</b>	<b>0.00 %</b>
<b>Fund: SD640 - STABLEGATE DRAINAGE DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SD640.2401.00000</a>	INTEREST & EARNINGS.STABLEGATE	0.00	0.00	1.13	2.98	2.98	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>1.13</b>	<b>2.98</b>	<b>2.98</b>	<b>0.00 %</b>
	<b>Fund: SD640 - STABLEGATE DRAINAGE DISTRICT Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>1.13</b>	<b>2.98</b>	<b>2.98</b>	<b>0.00 %</b>
<b>Fund: SF450 - FIRE PROTECTION</b>							
<b>Revenue</b>							
<a href="#">SF450.1001.00000</a>	REAL PROPERTY TAXES.FIRE PROTE	1,143,820.00	1,143,820.00	0.00	1,143,820.00	0.00	0.00 %
<a href="#">SF450.2401.00000</a>	INTEREST & EARNINGS.FIRE PROTE	0.00	0.00	41.91	166.42	166.42	0.00 %
	<b>Revenue Total:</b>	<b>1,143,820.00</b>	<b>1,143,820.00</b>	<b>41.91</b>	<b>1,143,986.42</b>	<b>166.42</b>	<b>0.01 %</b>
<b>Expense</b>							
<a href="#">SF450.3410.400.00000</a>	FIRE PROTECTION DISTRICT AGREE	1,143,820.00	1,143,820.00	543,820.00	543,820.00	600,000.00	52.46 %

Budget Report

For Fiscal: 2020 Period Ending: 03/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Expense Total:</b>		<b>1,143,820.00</b>	<b>1,143,820.00</b>	<b>543,820.00</b>	<b>543,820.00</b>	<b>600,000.00</b>	<b>52.46 %</b>
<b>Fund: SF450 - FIRE PROTECTION Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-543,778.09</b>	<b>600,166.42</b>	<b>600,166.42</b>	<b>0.00 %</b>
<b>Fund: SL700 - CENTERPOINT LIGHTING DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SL700.1001.00000</a>	REAL PROPERTY TAXES.CENTERPOI	1,800.00	1,800.00	0.00	1,800.00	0.00	0.00 %
<a href="#">SL700.2401.00000</a>	INTEREST & EARNINGS.CENTERPOI	0.00	0.00	0.59	1.59	1.59	0.00 %
<b>Revenue Total:</b>		<b>1,800.00</b>	<b>1,800.00</b>	<b>0.59</b>	<b>1,801.59</b>	<b>1.59</b>	<b>0.09 %</b>
<b>Expense</b>							
<a href="#">SL700.5182.400.00000</a>	UTILITIES ELECTRIC..CENTERPOINT	1,800.00	1,800.00	173.41	333.59	1,466.41	81.47 %
<b>Expense Total:</b>		<b>1,800.00</b>	<b>1,800.00</b>	<b>173.41</b>	<b>333.59</b>	<b>1,466.41</b>	<b>81.47 %</b>
<b>Fund: SL700 - CENTERPOINT LIGHTING DISTRICT Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-172.82</b>	<b>1,468.00</b>	<b>1,468.00</b>	<b>0.00 %</b>
<b>Fund: SL705 - FOX RIDGE LIGHTING DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SL705.1001.00000</a>	REAL PROPERTY TAXES.FOX RIDGE L	8,600.00	8,600.00	0.00	8,600.00	0.00	0.00 %
<a href="#">SL705.2401.00000</a>	INTEREST & EARNINGS.FOX RIDGE	0.00	0.00	0.52	1.55	1.55	0.00 %
<a href="#">SL705.9000.00000</a>	APPROPRIATED FUND BALANCE FO	2,200.00	2,200.00	0.00	0.00	-2,200.00	100.00 %
<b>Revenue Total:</b>		<b>10,800.00</b>	<b>10,800.00</b>	<b>0.52</b>	<b>8,601.55</b>	<b>-2,198.45</b>	<b>20.36 %</b>
<b>Expense</b>							
<a href="#">SL705.5182.400.00000</a>	UTILITIES ELECTRIC..FOX RIDGE LIG	10,800.00	10,800.00	930.71	1,775.03	9,024.97	83.56 %
<b>Expense Total:</b>		<b>10,800.00</b>	<b>10,800.00</b>	<b>930.71</b>	<b>1,775.03</b>	<b>9,024.97</b>	<b>83.56 %</b>
<b>Fund: SL705 - FOX RIDGE LIGHTING DISTRICT Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-930.19</b>	<b>6,826.52</b>	<b>6,826.52</b>	<b>0.00 %</b>
<b>Fund: SL710 - LANDINGS LIGHTING DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SL710.2401.00000</a>	INTEREST & EARNINGS.LANDINGS L	0.00	0.00	0.08	0.24	0.24	0.00 %
<b>Revenue Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.08</b>	<b>0.24</b>	<b>0.24</b>	<b>0.00 %</b>
<b>Fund: SL710 - LANDINGS LIGHTING DISTRICT Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.08</b>	<b>0.24</b>	<b>0.24</b>	<b>0.00 %</b>
<b>Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SL715.2401.00000</a>	INTEREST & EARNINGS.LAKEWOOD	0.00	0.00	0.22	0.58	0.58	0.00 %
<a href="#">SL715.9000.00000</a>	APPROPRIATED FUND BALANCE FO	250.00	250.00	0.00	0.00	-250.00	100.00 %
<b>Revenue Total:</b>		<b>250.00</b>	<b>250.00</b>	<b>0.22</b>	<b>0.58</b>	<b>-249.42</b>	<b>99.77 %</b>
<b>Expense</b>							
<a href="#">SL715.5182.400.00000</a>	UTILITIES-ELECTRIC.LAKEWOOD ME	250.00	250.00	24.04	51.24	198.76	79.50 %
<b>Expense Total:</b>		<b>250.00</b>	<b>250.00</b>	<b>24.04</b>	<b>51.24</b>	<b>198.76</b>	<b>79.50 %</b>
<b>Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-23.82</b>	<b>-50.66</b>	<b>-50.66</b>	<b>0.00 %</b>
<b>Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SL720.1001.00000</a>	REAL PROPERTY TAXES.FALLBROOK	500.00	500.00	0.00	500.00	0.00	0.00 %
<a href="#">SL720.2401.00000</a>	INTEREST & EARNINGS.FALLBROOK	0.00	0.00	0.24	0.65	0.65	0.00 %
<a href="#">SL720.9000.00000</a>	APPROPRIATED FUND BALANCE FO	700.00	700.00	0.00	0.00	-700.00	100.00 %
<b>Revenue Total:</b>		<b>1,200.00</b>	<b>1,200.00</b>	<b>0.24</b>	<b>500.65</b>	<b>-699.35</b>	<b>58.28 %</b>
<b>Expense</b>							
<a href="#">SL720.5182.400.00000</a>	UTILITIES ELECTRIC.FALLBROOK PA	1,200.00	1,200.00	117.25	236.04	963.96	80.33 %
<b>Expense Total:</b>		<b>1,200.00</b>	<b>1,200.00</b>	<b>117.25</b>	<b>236.04</b>	<b>963.96</b>	<b>80.33 %</b>
<b>Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-117.01</b>	<b>264.61</b>	<b>264.61</b>	<b>0.00 %</b>
<b>Fund: SS800 - SANITARY SEWER</b>							
<b>Revenue</b>							
<a href="#">SS800.1030.00000</a>	SPECIAL ASSESSMENTS..PURDY/MO	18,210.00	18,210.00	0.00	18,210.00	0.00	0.00 %
<a href="#">SS800.2401.00000</a>	INTEREST & EARNINGS.SEWER	0.00	0.00	1.32	3.36	3.36	0.00 %
<b>Revenue Total:</b>		<b>18,210.00</b>	<b>18,210.00</b>	<b>1.32</b>	<b>18,213.36</b>	<b>3.36</b>	<b>0.02 %</b>

Budget Report

For Fiscal: 2020 Period Ending: 03/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Expense</b>							
<a href="#">SS800.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL.PURDY/	18,210.00	18,210.00	0.00	0.00	18,210.00	100.00 %
<b>Expense Total:</b>		<b>18,210.00</b>	<b>18,210.00</b>	<b>0.00</b>	<b>0.00</b>	<b>18,210.00</b>	<b>100.00 %</b>
<b>Fund: SS800 - SANITARY SEWER Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>1.32</b>	<b>18,213.36</b>	<b>18,213.36</b>	<b>0.00 %</b>
<b>Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW500.1001.00000</a>	REAL PROPERTY TAXES.CANDGA CO	525,000.00	525,000.00	0.00	525,000.00	0.00	0.00 %
<a href="#">SW500.2140.00000</a>	WATER RENTS.CANDGA CONS WD	700,000.00	700,000.00	-21.60	3.78	-699,996.22	100.00 %
<a href="#">SW500.2142.00000</a>	WATER METER SALES.CANDGA CON	10,000.00	10,000.00	95.76	95.76	-9,904.24	99.04 %
<a href="#">SW500.2144.00000</a>	WATER SERVICES.CANDGA CONS W	15,000.00	15,000.00	1,100.00	3,300.00	-11,700.00	78.00 %
<a href="#">SW500.2148.00000</a>	PENALTY ON WATER.CANDGA CON	5,000.00	5,000.00	107.12	107.12	-4,892.88	97.86 %
<a href="#">SW500.2401.00000</a>	INTEREST & EARNINGS.CANANDAI	0.00	0.00	123.61	296.58	296.58	0.00 %
<a href="#">SW500.5031.00000</a>	INTERFUND TRANSFERS.CANDGA C	24,652.00	24,652.00	0.00	0.00	-24,652.00	100.00 %
<a href="#">SW500.9000.00000</a>	APPROPRIATED FUND BALANCE FO	107,822.00	107,822.00	0.00	0.00	-107,822.00	100.00 %
<b>Revenue Total:</b>		<b>1,387,474.00</b>	<b>1,387,474.00</b>	<b>1,404.89</b>	<b>528,803.24</b>	<b>-858,670.76</b>	<b>61.89 %</b>
<b>Expense</b>							
<a href="#">SW500.1380.400.00000</a>	FISCAL AGENT FEES.CANDGA CONS	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<a href="#">SW500.1910.400.00000</a>	UNALLOCATED INS.CONTRACTUAL.	7,200.00	7,200.00	0.00	0.00	7,200.00	100.00 %
<a href="#">SW500.1990.400.00000</a>	CONTINGENCY.CONTRACTUAL.CAN	41,352.00	41,352.00	0.00	0.00	41,352.00	100.00 %
<a href="#">SW500.8310.120.00000</a>	WATER ADMIN.SUPER.SALARY.CAN	28,000.00	28,000.00	2,074.08	7,259.28	20,740.72	74.07 %
<a href="#">SW500.8310.121.00000</a>	OFFICE SPECIALIST I.CDGA CONS W	18,720.00	18,720.00	1,440.00	4,039.50	14,680.50	78.42 %
<a href="#">SW500.8310.131.00000</a>	WATER ADMIN.MAINASST.CANDGA	161,217.00	161,217.00	11,645.98	32,477.38	128,739.62	79.85 %
<a href="#">SW500.8310.200.00000</a>	WATER ADMIN.CAP EQUIP.CANDGA	45,000.00	88,553.59	45,883.12	45,883.12	42,670.47	48.19 %
<a href="#">SW500.8310.400.00000</a>	WATER ADMIN.CONTRACTUAL.CAN	2,000.00	2,000.00	185.81	549.93	1,450.07	72.50 %
<a href="#">SW500.8310.410.00000</a>	WATER ADMIN.LEGAL SERVICES.CA	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00 %
<a href="#">SW500.8310.420.00000</a>	WATER ADMIN.METER READING.C	25,000.00	25,000.00	2,564.21	5,628.61	19,371.39	77.49 %
<a href="#">SW500.8310.423.00000</a>	WATER ADMIN.VEHICLE GPS.CAND	1,500.00	1,500.00	1,092.44	1,130.34	369.66	24.64 %
<a href="#">SW500.8310.424.00000</a>	WATER ADMIN.TRAINING & DUES.C	3,000.00	3,000.00	100.00	910.00	2,090.00	69.67 %
<a href="#">SW500.8310.450.00000</a>	WATER ADMIN.ENGINEERING.CAN	67,500.00	67,500.00	0.00	-250.00	67,750.00	100.37 %
<a href="#">SW500.8320.400.00000</a>	WATER PURCHASES.CONT.CANDGA	520,000.00	520,000.00	0.00	0.00	520,000.00	100.00 %
<a href="#">SW500.8320.420.00000</a>	WATER PURCHASES.UTILITIES.CAN	51,000.00	51,000.00	1,685.23	5,785.85	45,214.15	88.66 %
<a href="#">SW500.8340.440.00000</a>	SERVICES & MAINT.SERVICES & MA	147,000.00	148,707.39	5,874.03	9,845.91	138,861.48	93.38 %
<a href="#">SW500.8397.200.00000</a>	WATER CAP PROJECTS.CAP EQUIP.C	100,000.00	100,000.00	0.00	2,499.13	97,500.87	97.50 %
<a href="#">SW500.8397.400.00000</a>	WATER CAPITAL PROJECTS.CONT.CA	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
<a href="#">SW500.9010.800.00000</a>	NYS RETIREMENT...CANDGA CONS	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
<a href="#">SW500.9030.800.00000</a>	SOCIAL SECURITY...CANDGA CONS	16,000.00	16,000.00	1,033.88	3,214.14	12,785.86	79.91 %
<a href="#">SW500.9040.800.00000</a>	WORKERS COMPENSATION...CAND	8,185.00	8,185.00	0.00	8,185.00	0.00	0.00 %
<a href="#">SW500.9050.800.00000</a>	UNEMPLOYMENT INSURANCE.CAN	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">SW500.9055.800.00000</a>	DISABILITY INSURANCE...CANDGA C	100.00	100.00	0.00	0.00	100.00	100.00 %
<a href="#">SW500.9060.810.00000</a>	HOSPITAL/MEDICAL INSURANCE.CA	18,000.00	18,000.00	1,585.31	6,002.79	11,997.21	66.65 %
<a href="#">SW500.9060.811.00000</a>	DENTAL INSURANCE.CANDGA CON	2,000.00	2,000.00	161.44	630.08	1,369.92	68.50 %
<a href="#">SW500.9060.820.00000</a>	HOSPITAL/MEDICAL INSURANCE.B	2,000.00	2,000.00	148.14	518.49	1,481.51	74.08 %
<a href="#">SW500.9060.830.00000</a>	HOSPITAL/MEDICAL INS.HSA ACCO	9,700.00	9,700.00	0.00	4,504.17	5,195.83	53.57 %
<a href="#">SW500.9730.600.00000</a>	BAN.PAYWATERPROJ.DEBT.CDGACO	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00 %
<b>Expense Total:</b>		<b>1,387,474.00</b>	<b>1,432,734.98</b>	<b>75,473.67</b>	<b>138,813.72</b>	<b>1,293,921.26</b>	<b>90.31 %</b>
<b>Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT S</b>		<b>0.00</b>	<b>-45,260.98</b>	<b>-74,068.78</b>	<b>389,989.52</b>	<b>435,250.50</b>	<b>961.65 %</b>
<b>Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW505.1001.00000</a>	REAL PROPERTY TAXES.CANDGA BR	9,918.00	9,918.00	0.00	3,576.00	-6,342.00	63.94 %
<a href="#">SW505.1030.00000</a>	SPECIAL ASSESSMENT.CANDGA BRI	17,761.00	17,761.00	0.00	17,761.00	0.00	0.00 %
<a href="#">SW505.2401.00000</a>	INTEREST & EARNINGS.CANANDAI	0.00	0.00	5.92	15.78	15.78	0.00 %
<a href="#">SW505.2770.00000</a>	MISCELLANEOUS INCOME	42,814.00	42,814.00	0.00	49,155.92	6,341.92	114.81 %
<b>Revenue Total:</b>		<b>70,493.00</b>	<b>70,493.00</b>	<b>5.92</b>	<b>70,508.70</b>	<b>15.70</b>	<b>0.02 %</b>
<b>Expense</b>							
<a href="#">SW505.8340.400.00000</a>	SERVICES & MAINTENANCE.CONT.C	0.00	0.00	250.00	250.00	-250.00	0.00 %
<a href="#">SW505.8350.400.00000</a>	COMMON WATER.CONTRACTUAL.C	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %

Budget Report

For Fiscal: 2020 Period Ending: 03/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">SW505.9710.600.00000</a>	SERIAL BONDS BRISTOL.PRINCIPAL.	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
<a href="#">SW505.9710.700.00000</a>	SERIAL BONDS BRISTOL.INTEREST.C	40,575.00	40,575.00	0.00	0.00	40,575.00	100.00 %
<a href="#">SW505.9903.900.00000</a>	TRANSFER/WATER-MAINT.CANDGA	4,918.00	4,918.00	0.00	0.00	4,918.00	100.00 %
	<b>Expense Total:</b>	<b>70,493.00</b>	<b>70,493.00</b>	<b>250.00</b>	<b>250.00</b>	<b>70,243.00</b>	<b>99.65 %</b>
<b>Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT Su</b>		<b>0.00</b>	<b>0.00</b>	<b>-244.08</b>	<b>70,258.70</b>	<b>70,258.70</b>	<b>0.00 %</b>
<b>Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW515.1001.00000</a>	REAL PROPERTY TAXES.CANDGA-FA	183,500.00	183,500.00	0.00	183,500.00	0.00	0.00 %
<a href="#">SW515.2401.00000</a>	INTEREST & EARNINGS.CANANDAI	0.00	0.00	14.08	37.17	37.17	0.00 %
	<b>Revenue Total:</b>	<b>183,500.00</b>	<b>183,500.00</b>	<b>14.08</b>	<b>183,537.17</b>	<b>37.17</b>	<b>0.02 %</b>
<b>Expense</b>							
<a href="#">SW515.8350.400.00000</a>	FARM.COMMON WATER.CONTRAC	182,760.00	182,760.00	0.00	179,786.00	2,974.00	1.63 %
<a href="#">SW515.8389.400.00000</a>	CDGA.COMMON WATER.CONTRAC	740.00	740.00	0.00	0.00	740.00	100.00 %
	<b>Expense Total:</b>	<b>183,500.00</b>	<b>183,500.00</b>	<b>0.00</b>	<b>179,786.00</b>	<b>3,714.00</b>	<b>2.02 %</b>
<b>Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT Sur</b>		<b>0.00</b>	<b>0.00</b>	<b>14.08</b>	<b>3,751.17</b>	<b>3,751.17</b>	<b>0.00 %</b>
<b>Fund: SW520 - ANDREWS - NORTH ROAD WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW520.1001.00000</a>	REAL PROPERTY TAXES.ANDREWS -	18,500.00	18,500.00	0.00	18,500.00	0.00	0.00 %
<a href="#">SW520.2401.00000</a>	INTEREST & EARNINGS.ANDREWS -	0.00	0.00	1.37	3.61	3.61	0.00 %
	<b>Revenue Total:</b>	<b>18,500.00</b>	<b>18,500.00</b>	<b>1.37</b>	<b>18,503.61</b>	<b>3.61</b>	<b>0.02 %</b>
<b>Expense</b>							
<a href="#">SW520.8350.400.00000</a>	FARM.COMMON WATER.CONT.AN	6,304.00	6,304.00	0.00	6,202.00	102.00	1.62 %
<a href="#">SW520.8389.400.00000</a>	CDGA.COMMON WATER.CONTRAC	1,994.00	1,994.00	0.00	0.00	1,994.00	100.00 %
<a href="#">SW520.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL.ANDREW	9,800.00	9,800.00	0.00	9,745.00	55.00	0.56 %
<a href="#">SW520.9710.700.00000</a>	SERIAL BONDS.INTEREST.ANDREWS	402.00	402.00	0.00	0.00	402.00	100.00 %
	<b>Expense Total:</b>	<b>18,500.00</b>	<b>18,500.00</b>	<b>0.00</b>	<b>15,947.00</b>	<b>2,553.00</b>	<b>13.80 %</b>
<b>Fund: SW520 - ANDREWS - NORTH ROAD WATER DISTRICT Surplus</b>		<b>0.00</b>	<b>0.00</b>	<b>1.37</b>	<b>2,556.61</b>	<b>2,556.61</b>	<b>0.00 %</b>
<b>Fund: SW525 - MCINTYRE ROAD WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW525.1001.00000</a>	REAL PROPERTY TAXES.MCINTYRE	7,200.00	7,200.00	0.00	7,200.00	0.00	0.00 %
<a href="#">SW525.2401.00000</a>	INTEREST & EARNINGS.MCINTYRE	0.00	0.00	0.79	2.09	2.09	0.00 %
<a href="#">SW525.9000.00000</a>	APPROPRIATED FUND BALANCE FO	552.00	552.00	0.00	0.00	-552.00	100.00 %
	<b>Revenue Total:</b>	<b>7,752.00</b>	<b>7,752.00</b>	<b>0.79</b>	<b>7,202.09</b>	<b>-549.91</b>	<b>7.09 %</b>
<b>Expense</b>							
<a href="#">SW525.8340.400.00000</a>	SERVICES & MAINTENANCE.CONT.	777.00	777.00	0.00	0.00	777.00	100.00 %
<a href="#">SW525.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL.MCINTYR	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<a href="#">SW525.9710.700.00000</a>	SERIAL BONDS.INTEREST.MCINTYRE	3,808.00	3,808.00	0.00	0.00	3,808.00	100.00 %
<a href="#">SW525.9903.900.00000</a>	TRANSFER/WATER-MAINTENANCE.	1,167.00	1,167.00	0.00	0.00	1,167.00	100.00 %
	<b>Expense Total:</b>	<b>7,752.00</b>	<b>7,752.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,752.00</b>	<b>100.00 %</b>
<b>Fund: SW525 - MCINTYRE ROAD WATER DISTRICT Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>0.79</b>	<b>7,202.09</b>	<b>7,202.09</b>	<b>0.00 %</b>
<b>Fund: SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW530.1001.00000</a>	REAL PROPERTY TAXES.EMERSON A	19,200.00	19,200.00	0.00	19,200.00	0.00	0.00 %
<a href="#">SW530.2401.00000</a>	INTEREST & EARNINGS.EMERSON A	0.00	0.00	1.35	3.57	3.57	0.00 %
	<b>Revenue Total:</b>	<b>19,200.00</b>	<b>19,200.00</b>	<b>1.35</b>	<b>19,203.57</b>	<b>3.57</b>	<b>0.02 %</b>
<b>Expense</b>							
<a href="#">SW530.8389.400.00000</a>	COMMON WATER.CONTRACTUAL.E	6,418.00	6,418.00	0.00	4,756.00	1,662.00	25.90 %
<a href="#">SW530.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL.EMERSO	6,000.00	6,000.00	0.00	6,000.00	0.00	0.00 %
<a href="#">SW530.9710.700.00000</a>	SERIAL BONDS.INTEREST.EMERSON	6,782.00	6,782.00	0.00	6,782.00	0.00	0.00 %
	<b>Expense Total:</b>	<b>19,200.00</b>	<b>19,200.00</b>	<b>0.00</b>	<b>17,538.00</b>	<b>1,662.00</b>	<b>8.66 %</b>
<b>Fund: SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT S</b>		<b>0.00</b>	<b>0.00</b>	<b>1.35</b>	<b>1,665.57</b>	<b>1,665.57</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	16,257.00	16,257.00	0.00	16,257.00	0.00	0.00 %

Budget Report

For Fiscal: 2020 Period Ending: 03/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">SW535.2401.00000</a>	INTEREST & EARNINGS.EX 36 - COU	0.00	0.00	1.29	3.41	3.41	0.00 %
	<b>Revenue Total:</b>	<b>16,257.00</b>	<b>16,257.00</b>	<b>1.29</b>	<b>16,260.41</b>	<b>3.41</b>	<b>0.02 %</b>
	<b>Expense</b>						
<a href="#">SW535.8340.400.00000</a>	SERVICES & MAIN.CONT.CO RD #30	793.00	793.00	0.00	0.00	793.00	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	9,275.00	9,275.00	0.00	0.00	9,275.00	100.00 %
<a href="#">SW535.9903.900.00000</a>	TRANSFER/WATER-MAINTENANCE.	1,189.00	1,189.00	0.00	0.00	1,189.00	100.00 %
	<b>Expense Total:</b>	<b>16,257.00</b>	<b>16,257.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16,257.00</b>	<b>100.00 %</b>
	<b>Fund: SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT Surplu</b>	<b>0.00</b>	<b>0.00</b>	<b>1.29</b>	<b>16,260.41</b>	<b>16,260.41</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 G	12,000.00	12,000.00	0.00	12,000.00	0.00	0.00 %
<a href="#">SW540.2401.00000</a>	INTEREST & EARNINGS.HOPKINS G	0.00	0.00	1.14	3.01	3.01	0.00 %
<a href="#">SW540.9000.00000</a>	APPROPRIATED FUND BALANCE FO	1,038.00	1,038.00	0.00	0.00	-1,038.00	100.00 %
	<b>Revenue Total:</b>	<b>13,038.00</b>	<b>13,038.00</b>	<b>1.14</b>	<b>12,003.01</b>	<b>-1,034.99</b>	<b>7.94 %</b>
	<b>Expense</b>						
<a href="#">SW540.8340.400.00000</a>	SERVICES & MAIN.CONT.HOPKINS	200.00	200.00	0.00	0.00	200.00	100.00 %
<a href="#">SW540.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL.HOPKINS	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">SW540.9710.700.00000</a>	SERIAL BONDS.INTEREST.HOPKINS	5,438.00	5,438.00	0.00	0.00	5,438.00	100.00 %
<a href="#">SW540.9903.900.00000</a>	TRANSFER/WATER-MAINTENANCE.	2,400.00	2,400.00	0.00	0.00	2,400.00	100.00 %
	<b>Expense Total:</b>	<b>13,038.00</b>	<b>13,038.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13,038.00</b>	<b>100.00 %</b>
	<b>Fund: SW540 - HOPKINS GRIMBLE WATER DISTRICT Surplus (Defici</b>	<b>0.00</b>	<b>0.00</b>	<b>1.14</b>	<b>12,003.01</b>	<b>12,003.01</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 ROA	3,500.00	3,500.00	0.00	3,500.00	0.00	0.00 %
<a href="#">SW545.2401.00000</a>	INTEREST & EARNINGS.HICKOX RO	0.00	0.00	0.35	0.92	0.92	0.00 %
	<b>Revenue Total:</b>	<b>3,500.00</b>	<b>3,500.00</b>	<b>0.35</b>	<b>3,500.92</b>	<b>0.92</b>	<b>0.03 %</b>
	<b>Expense</b>						
<a href="#">SW545.8350.400.00000</a>	COMMON WATER.CONTRACTUAL.	478.00	478.00	0.00	0.00	478.00	100.00 %
<a href="#">SW545.9903.900.00000</a>	TRANSFER/WATER-MAINTENANCE.	3,022.00	3,022.00	0.00	0.00	3,022.00	100.00 %
	<b>Expense Total:</b>	<b>3,500.00</b>	<b>3,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,500.00</b>	<b>100.00 %</b>
	<b>Fund: SW545 - HICKOX ROAD WATER DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.35</b>	<b>3,500.92</b>	<b>3,500.92</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	6,089.00	6,089.00	0.00	6,089.00	0.00	0.00 %
<a href="#">SW550.2401.00000</a>	INTEREST & EARNINGS.NOTT RD EX	0.00	0.00	1.26	3.33	3.33	0.00 %
	<b>Revenue Total:</b>	<b>6,089.00</b>	<b>6,089.00</b>	<b>1.26</b>	<b>6,092.33</b>	<b>3.33</b>	<b>0.05 %</b>
	<b>Expense</b>						
<a href="#">SW550.8340.400.00000</a>	SERVICES & MAINTENANCE.CONTR	467.00	467.00	0.00	0.00	467.00	100.00 %
<a href="#">SW550.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL.NOTT RD	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
<a href="#">SW550.9710.700.00000</a>	SERIAL BONDS.INTEREST.NOTT RD	1,922.00	1,922.00	0.00	0.00	1,922.00	100.00 %
<a href="#">SW550.9903.900.00000</a>	TRANSFER/WATER-MAINTENANCE.	700.00	700.00	0.00	0.00	700.00	100.00 %
	<b>Expense Total:</b>	<b>6,089.00</b>	<b>6,089.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,089.00</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>1.26</b>	<b>6,092.33</b>	<b>6,092.33</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	12,070.00	12,070.00	0.00	12,070.00	0.00	0.00 %
<a href="#">SW555.2401.00000</a>	INTEREST & EARNINGS.CO RD 32 E	0.00	0.00	0.74	1.95	1.95	0.00 %
	<b>Revenue Total:</b>	<b>12,070.00</b>	<b>12,070.00</b>	<b>0.74</b>	<b>12,071.95</b>	<b>1.95</b>	<b>0.02 %</b>
	<b>Expense</b>						
<a href="#">SW555.8340.400.00000</a>	SERVICES & MAIN.CONT.CO RD 32	814.00	814.00	0.00	0.00	814.00	100.00 %
<a href="#">SW555.9795.900.00000</a>	INTERFUND LOAN...CO RD 32 WATE	10,536.00	10,536.00	0.00	0.00	10,536.00	100.00 %
<a href="#">SW555.9903.900.00000</a>	TRANSFER/WATER-MAINTENANCE.	720.00	720.00	0.00	0.00	720.00	100.00 %



**Budget Report**

**For Fiscal: 2020 Period Ending: 03/31/2020**

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Expense Total:</b>	<b>12,070.00</b>	<b>12,070.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,070.00</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>0.74</b>	<b>12,071.95</b>	<b>12,071.95</b>	<b>0.00 %</b>
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>-408,250.90</b>	<b>-1,051,635.11</b>	<b>1,306,605.70</b>	<b>1,714,856.60</b>	<b>420.05 %</b>

## Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: AA100 - GENERAL FUND</b>						
Revenue	4,042,370.00	4,042,370.00	82,884.32	726,845.84	-3,315,524.16	82.02 %
Expense	4,042,370.00	4,187,268.23	201,807.72	706,169.64	3,481,098.59	83.14 %
<b>Fund: AA100 - GENERAL FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>-144,898.23</b>	<b>-118,923.40</b>	<b>20,676.20</b>	<b>165,574.43</b>	<b>114.27 %</b>
<b>Fund: AA231 - CONTINGENT/TAX RESERVE</b>						
Revenue	0.00	0.00	527.97	1,873.29	1,873.29	0.00 %
<b>Fund: AA231 - CONTINGENT/TAX RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>527.97</b>	<b>1,873.29</b>	<b>1,873.29</b>	<b>0.00 %</b>
<b>Fund: AA232 - REPAIR RESERVE</b>						
Revenue	0.00	0.00	149.81	434.78	434.78	0.00 %
<b>Fund: AA232 - REPAIR RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>149.81</b>	<b>434.78</b>	<b>434.78</b>	<b>0.00 %</b>
<b>Fund: AA233 - TECHNOLOGY RESERVE</b>						
Revenue	0.00	0.00	11.98	34.77	34.77	0.00 %
<b>Fund: AA233 - TECHNOLOGY RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>11.98</b>	<b>34.77</b>	<b>34.77</b>	<b>0.00 %</b>
<b>Fund: AA234 - OPEN SPACE RESERVE</b>						
Revenue	0.00	0.00	713.92	2,408.58	2,408.58	0.00 %
<b>Fund: AA234 - OPEN SPACE RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>713.92</b>	<b>2,408.58</b>	<b>2,408.58</b>	<b>0.00 %</b>
<b>Fund: AA235 - NYS EMPLOYEE SYSTEM RESERVE</b>						
Revenue	0.00	0.00	217.44	631.12	631.12	0.00 %
<b>Fund: AA235 - NYS EMPLOYEE SYSTEM RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>217.44</b>	<b>631.12</b>	<b>631.12</b>	<b>0.00 %</b>
<b>Fund: AA237 - BONDED INDEBTEDNESS RESERVE</b>						
Revenue	0.00	0.00	96.57	280.28	280.28	0.00 %
<b>Fund: AA237 - BONDED INDEBTEDNESS RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>96.57</b>	<b>280.28</b>	<b>280.28</b>	<b>0.00 %</b>
<b>Fund: AA238 - SOLID WASTE MANAGEMENT RESERVE</b>						
Revenue	0.00	0.00	289.47	589.96	589.96	0.00 %
<b>Fund: AA238 - SOLID WASTE MANAGEMENT RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>289.47</b>	<b>589.96</b>	<b>589.96</b>	<b>0.00 %</b>
<b>Fund: CL100 - LOCAL SOLID WASTE</b>						
Revenue	61,912.71	61,912.71	0.70	3.34	-61,909.37	99.99 %
Expense	61,912.71	30,322.02	1,765.00	21,124.27	9,197.75	30.33 %
<b>Fund: CL100 - LOCAL SOLID WASTE Surplus (Deficit):</b>	<b>0.00</b>	<b>31,590.69</b>	<b>-1,764.30</b>	<b>-21,120.93</b>	<b>-52,711.62</b>	<b>166.86 %</b>
<b>Fund: CM100 - (CR) RECREATION.MISCELLANEOUS</b>						
Revenue	160,000.00	160,000.00	2,717.70	5,792.64	-154,207.36	96.38 %
Expense	160,000.00	160,000.00	0.00	0.00	160,000.00	100.00 %
<b>Fund: CM100 - (CR) RECREATION.MISCELLANEOUS Surplus (Deficit)</b>	<b>0.00</b>	<b>0.00</b>	<b>2,717.70</b>	<b>5,792.64</b>	<b>5,792.64</b>	<b>0.00 %</b>
<b>Fund: DA100 - HIGHWAY</b>						
Revenue	3,999,070.00	3,999,070.00	75.82	936,466.42	-3,062,603.58	76.58 %
Expense	3,999,070.00	4,248,752.38	268,466.12	761,110.76	3,487,641.62	82.09 %
<b>Fund: DA100 - HIGHWAY Surplus (Deficit):</b>	<b>0.00</b>	<b>-249,682.38</b>	<b>-268,390.30</b>	<b>175,355.66</b>	<b>425,038.04</b>	<b>170.23 %</b>
<b>Fund: DA230 - HWY EQUIPMENT RESERVE</b>						
Revenue	0.00	0.00	179.60	637.24	637.24	0.00 %
<b>Fund: DA230 - HWY EQUIPMENT RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>179.60</b>	<b>637.24</b>	<b>637.24</b>	<b>0.00 %</b>
<b>Fund: DA232 - HWY IMPROVEMENT RESERVE</b>						
Revenue	0.00	0.00	200.43	581.73	581.73	0.00 %
<b>Fund: DA232 - HWY IMPROVEMENT RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>200.43</b>	<b>581.73</b>	<b>581.73</b>	<b>0.00 %</b>
<b>Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE</b>						
Revenue	0.00	0.00	197.37	700.30	700.30	0.00 %
<b>Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>197.37</b>	<b>700.30</b>	<b>700.30</b>	<b>0.00 %</b>
<b>Fund: HH100 - CAPITAL PROJECTS</b>						
Revenue	0.00	0.00	95.02	28,837.58	28,837.58	0.00 %
Expense	0.00	0.00	48,662.59	65,050.04	-65,050.04	0.00 %
<b>Fund: HH100 - CAPITAL PROJECTS Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-48,567.57</b>	<b>-36,212.46</b>	<b>-36,212.46</b>	<b>0.00 %</b>

Budget Report

For Fiscal: 2020 Period Ending: 03/31/2020

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: SD600 - RT 332 DRAINAGE DISTRICT</b>						
Revenue	75,000.00	75,000.00	10.69	28.23	-74,971.77	99.96 %
Expense	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00 %
<b>Fund: SD600 - RT 332 DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>10.69</b>	<b>28.23</b>	<b>28.23</b>	<b>0.00 %</b>
<b>Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT</b>						
Revenue	0.00	0.00	1.81	4.78	4.78	0.00 %
<b>Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>1.81</b>	<b>4.78</b>	<b>4.78</b>	<b>0.00 %</b>
<b>Fund: SD610 - ASHTON DRAINAGE DISTRICT</b>						
Revenue	0.00	0.00	0.91	2.41	2.41	0.00 %
<b>Fund: SD610 - ASHTON DRAINAGE DISTRICT Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.91</b>	<b>2.41</b>	<b>2.41</b>	<b>0.00 %</b>
<b>Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT</b>						
Revenue	0.00	0.00	2.20	5.81	5.81	0.00 %
<b>Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>2.20</b>	<b>5.81</b>	<b>5.81</b>	<b>0.00 %</b>
<b>Fund: SD620 - LANDINGS DRAINAGE DISTRICT</b>						
Revenue	0.00	0.00	0.48	1.26	1.26	0.00 %
<b>Fund: SD620 - LANDINGS DRAINAGE DISTRICT Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.48</b>	<b>1.26</b>	<b>1.26</b>	<b>0.00 %</b>
<b>Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT</b>						
Revenue	5,000.00	5,000.00	0.86	1,653.27	-3,346.73	66.93 %
Expense	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<b>Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.86</b>	<b>1,653.27</b>	<b>1,653.27</b>	<b>0.00 %</b>
<b>Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT</b>						
Revenue	0.00	0.00	0.59	1.57	1.57	0.00 %
<b>Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.59</b>	<b>1.57</b>	<b>1.57</b>	<b>0.00 %</b>
<b>Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT</b>						
Revenue	0.00	0.00	0.55	1.46	1.46	0.00 %
<b>Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.55</b>	<b>1.46</b>	<b>1.46</b>	<b>0.00 %</b>
<b>Fund: SD640 - STABLEGATE DRAINAGE DISTRICT</b>						
Revenue	0.00	0.00	1.13	2.98	2.98	0.00 %
<b>Fund: SD640 - STABLEGATE DRAINAGE DISTRICT Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>1.13</b>	<b>2.98</b>	<b>2.98</b>	<b>0.00 %</b>
<b>Fund: SF450 - FIRE PROTECTION</b>						
Revenue	1,143,820.00	1,143,820.00	41.91	1,143,986.42	166.42	0.01 %
Expense	1,143,820.00	1,143,820.00	543,820.00	543,820.00	600,000.00	52.46 %
<b>Fund: SF450 - FIRE PROTECTION Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-543,778.09</b>	<b>600,166.42</b>	<b>600,166.42</b>	<b>0.00 %</b>
<b>Fund: SL700 - CENTERPOINT LIGHTING DISTRICT</b>						
Revenue	1,800.00	1,800.00	0.59	1,801.59	1.59	0.09 %
Expense	1,800.00	1,800.00	173.41	333.59	1,466.41	81.47 %
<b>Fund: SL700 - CENTERPOINT LIGHTING DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-172.82</b>	<b>1,468.00</b>	<b>1,468.00</b>	<b>0.00 %</b>
<b>Fund: SL705 - FOX RIDGE LIGHTING DISTRICT</b>						
Revenue	10,800.00	10,800.00	0.52	8,601.55	-2,198.45	20.36 %
Expense	10,800.00	10,800.00	930.71	1,775.03	9,024.97	83.56 %
<b>Fund: SL705 - FOX RIDGE LIGHTING DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-930.19</b>	<b>6,826.52</b>	<b>6,826.52</b>	<b>0.00 %</b>
<b>Fund: SL710 - LANDINGS LIGHTING DISTRICT</b>						
Revenue	0.00	0.00	0.08	0.24	0.24	0.00 %
<b>Fund: SL710 - LANDINGS LIGHTING DISTRICT Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.08</b>	<b>0.24</b>	<b>0.24</b>	<b>0.00 %</b>
<b>Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT</b>						
Revenue	250.00	250.00	0.22	0.58	-249.42	99.77 %
Expense	250.00	250.00	24.04	51.24	198.76	79.50 %
<b>Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-23.82</b>	<b>-50.66</b>	<b>-50.66</b>	<b>0.00 %</b>
<b>Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT</b>						
Revenue	1,200.00	1,200.00	0.24	500.65	-699.35	58.28 %
Expense	1,200.00	1,200.00	117.25	236.04	963.96	80.33 %
<b>Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-117.01</b>	<b>264.61</b>	<b>264.61</b>	<b>0.00 %</b>

Budget Report

For Fiscal: 2020 Period Ending: 03/31/2020

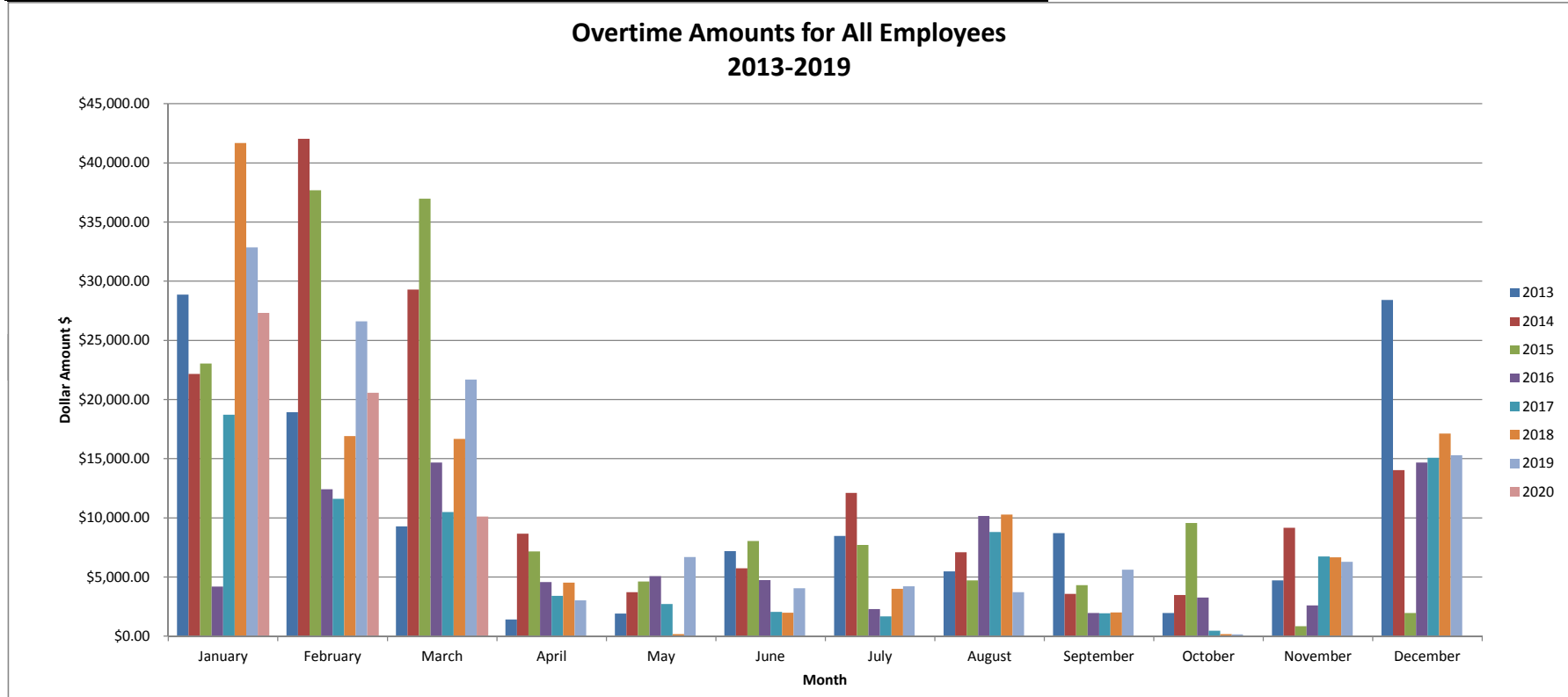
Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: SS800 - SANITARY SEWER</b>						
Revenue	18,210.00	18,210.00	1.32	18,213.36	3.36	0.02 %
Expense	18,210.00	18,210.00	0.00	0.00	18,210.00	100.00 %
<b>Fund: SS800 - SANITARY SEWER Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>1.32</b>	<b>18,213.36</b>	<b>18,213.36</b>	<b>0.00 %</b>
<b>Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT</b>						
Revenue	1,387,474.00	1,387,474.00	1,404.89	528,803.24	-858,670.76	61.89 %
Expense	1,387,474.00	1,432,734.98	75,473.67	138,813.72	1,293,921.26	90.31 %
<b>Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT S</b>	<b>0.00</b>	<b>-45,260.98</b>	<b>-74,068.78</b>	<b>389,989.52</b>	<b>435,250.50</b>	<b>961.65 %</b>
<b>Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT</b>						
Revenue	70,493.00	70,493.00	5.92	70,508.70	15.70	0.02 %
Expense	70,493.00	70,493.00	250.00	250.00	70,243.00	99.65 %
<b>Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT Su</b>	<b>0.00</b>	<b>0.00</b>	<b>-244.08</b>	<b>70,258.70</b>	<b>70,258.70</b>	<b>0.00 %</b>
<b>Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT</b>						
Revenue	183,500.00	183,500.00	14.08	183,537.17	37.17	0.02 %
Expense	183,500.00	183,500.00	0.00	179,786.00	3,714.00	2.02 %
<b>Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT Sur</b>	<b>0.00</b>	<b>0.00</b>	<b>14.08</b>	<b>3,751.17</b>	<b>3,751.17</b>	<b>0.00 %</b>
<b>Fund: SW520 - ANDREWS - NORTH ROAD WATER DISTRICT</b>						
Revenue	18,500.00	18,500.00	1.37	18,503.61	3.61	0.02 %
Expense	18,500.00	18,500.00	0.00	15,947.00	2,553.00	13.80 %
<b>Fund: SW520 - ANDREWS - NORTH ROAD WATER DISTRICT Surplus</b>	<b>0.00</b>	<b>0.00</b>	<b>1.37</b>	<b>2,556.61</b>	<b>2,556.61</b>	<b>0.00 %</b>
<b>Fund: SW525 - MCINTYRE ROAD WATER DISTRICT</b>						
Revenue	7,752.00	7,752.00	0.79	7,202.09	-549.91	7.09 %
Expense	7,752.00	7,752.00	0.00	0.00	7,752.00	100.00 %
<b>Fund: SW525 - MCINTYRE ROAD WATER DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.79</b>	<b>7,202.09</b>	<b>7,202.09</b>	<b>0.00 %</b>
<b>Fund: SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT</b>						
Revenue	19,200.00	19,200.00	1.35	19,203.57	3.57	0.02 %
Expense	19,200.00	19,200.00	0.00	17,538.00	1,662.00	8.66 %
<b>Fund: SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT S</b>	<b>0.00</b>	<b>0.00</b>	<b>1.35</b>	<b>1,665.57</b>	<b>1,665.57</b>	<b>0.00 %</b>
<b>Fund: SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT</b>						
Revenue	16,257.00	16,257.00	1.29	16,260.41	3.41	0.02 %
Expense	16,257.00	16,257.00	0.00	0.00	16,257.00	100.00 %
<b>Fund: SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT Surplu</b>	<b>0.00</b>	<b>0.00</b>	<b>1.29</b>	<b>16,260.41</b>	<b>16,260.41</b>	<b>0.00 %</b>
<b>Fund: SW540 - HOPKINS GRIMBLE WATER DISTRICT</b>						
Revenue	13,038.00	13,038.00	1.14	12,003.01	-1,034.99	7.94 %
Expense	13,038.00	13,038.00	0.00	0.00	13,038.00	100.00 %
<b>Fund: SW540 - HOPKINS GRIMBLE WATER DISTRICT Surplus (Defici</b>	<b>0.00</b>	<b>0.00</b>	<b>1.14</b>	<b>12,003.01</b>	<b>12,003.01</b>	<b>0.00 %</b>
<b>Fund: SW545 - HICKOX ROAD WATER DISTRICT</b>						
Revenue	3,500.00	3,500.00	0.35	3,500.92	0.92	0.03 %
Expense	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
<b>Fund: SW545 - HICKOX ROAD WATER DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.35</b>	<b>3,500.92</b>	<b>3,500.92</b>	<b>0.00 %</b>
<b>Fund: SW550 - NOTT RD EXT. 40 WATER DISTRICT</b>						
Revenue	6,089.00	6,089.00	1.26	6,092.33	3.33	0.05 %
Expense	6,089.00	6,089.00	0.00	0.00	6,089.00	100.00 %
<b>Fund: SW550 - NOTT RD EXT. 40 WATER DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>1.26</b>	<b>6,092.33</b>	<b>6,092.33</b>	<b>0.00 %</b>
<b>Fund: SW555 - CO RD 32 EXT. 41 WATER DISTRICT</b>						
Revenue	12,070.00	12,070.00	0.74	12,071.95	1.95	0.02 %
Expense	12,070.00	12,070.00	0.00	0.00	12,070.00	100.00 %
<b>Fund: SW555 - CO RD 32 EXT. 41 WATER DISTRICT Surplus (Deficit)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.74</b>	<b>12,071.95</b>	<b>12,071.95</b>	<b>0.00 %</b>
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>-408,250.90</b>	<b>-1,051,635.11</b>	<b>1,306,605.70</b>	<b>1,714,856.60</b>	<b>420.05 %</b>

## Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
AA100 - GENERAL FUND	0.00	-144,898.23	-118,923.40	20,676.20	165,574.43
AA231 - CONTINGENT/TAX RESER	0.00	0.00	527.97	1,873.29	1,873.29
AA232 - REPAIR RESERVE	0.00	0.00	149.81	434.78	434.78
AA233 - TECHNOLOGY RESERVE	0.00	0.00	11.98	34.77	34.77
AA234 - OPEN SPACE RESERVE	0.00	0.00	713.92	2,408.58	2,408.58
AA235 - NYS EMPLOYEE SYSTEM F	0.00	0.00	217.44	631.12	631.12
AA237 - BONDED INDEBTEDNESS	0.00	0.00	96.57	280.28	280.28
AA238 - SOLID WASTE MANAGEM	0.00	0.00	289.47	589.96	589.96
CL100 - LOCAL SOLID WASTE	0.00	31,590.69	-1,764.30	-21,120.93	-52,711.62
CM100 - (CR) RECREATION.MISCE	0.00	0.00	2,717.70	5,792.64	5,792.64
DA100 - HIGHWAY	0.00	-249,682.38	-268,390.30	175,355.66	425,038.04
DA230 - HWY EQUIPMENT RESER'	0.00	0.00	179.60	637.24	637.24
DA232 - HWY IMPROVEMENT RES	0.00	0.00	200.43	581.73	581.73
DA235 - SNOW/ICE REMOVAL RD	0.00	0.00	197.37	700.30	700.30
HH100 - CAPITAL PROJECTS	0.00	0.00	-48,567.57	-36,212.46	-36,212.46
SD600 - RT 332 DRAINAGE DISTRI	0.00	0.00	10.69	28.23	28.23
SD605 - LAKEWOOD MEADOWS D	0.00	0.00	1.81	4.78	4.78
SD610 - ASHTON DRAINAGE DIST	0.00	0.00	0.91	2.41	2.41
SD615 - FOX RIDGE DRAINAGE DIS	0.00	0.00	2.20	5.81	5.81
SD620 - LANDINGS DRAINAGE DIS	0.00	0.00	0.48	1.26	1.26
SD625 - OLD BROOKSIDE DRAINAC	0.00	0.00	0.86	1,653.27	1,653.27
SD630 - LAKESIDE ESTATES DRAIN	0.00	0.00	0.59	1.57	1.57
SD635 - WATERFORD POINT DRAI	0.00	0.00	0.55	1.46	1.46
SD640 - STABLEGATE DRAINAGE L	0.00	0.00	1.13	2.98	2.98
SF450 - FIRE PROTECTION	0.00	0.00	-543,778.09	600,166.42	600,166.42
SL700 - CENTERPOINT LIGHTING L	0.00	0.00	-172.82	1,468.00	1,468.00
SL705 - FOX RIDGE LIGHTING DIST	0.00	0.00	-930.19	6,826.52	6,826.52
SL710 - LANDINGS LIGHTING DIST	0.00	0.00	0.08	0.24	0.24
SL715 - LAKEWOOD MEADOWS LI	0.00	0.00	-23.82	-50.66	-50.66
SL720 - FALLBROOK PARK LIGHTIN	0.00	0.00	-117.01	264.61	264.61
SS800 - SANITARY SEWER	0.00	0.00	1.32	18,213.36	18,213.36
SW500 - CANANDAIGUA CONSOLI	0.00	-45,260.98	-74,068.78	389,989.52	435,250.50
SW505 - CANANDAIGUA BRISTOL	0.00	0.00	-244.08	70,258.70	70,258.70
SW515 - CANANDAIGUA-FARMIN	0.00	0.00	14.08	3,751.17	3,751.17
SW520 - ANDREWS - NORTH ROA	0.00	0.00	1.37	2,556.61	2,556.61
SW525 - MCINTYRE ROAD WATER	0.00	0.00	0.79	7,202.09	7,202.09
SW530 - EMERSON ALLEN TOWNI	0.00	0.00	1.35	1,665.57	1,665.57
SW535 - EX 36 - COUNTY ROAD #:	0.00	0.00	1.29	16,260.41	16,260.41
SW540 - HOPKINS GRIMBLE WATI	0.00	0.00	1.14	12,003.01	12,003.01
SW545 - HICKOX ROAD WATER DI	0.00	0.00	0.35	3,500.92	3,500.92
SW550 - NOTT RD EXT. 40 WATER	0.00	0.00	1.26	6,092.33	6,092.33
SW555 - CO RD 32 EXT. 41 WATE	0.00	0.00	0.74	12,071.95	12,071.95
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>-408,250.90</b>	<b>-1,051,635.11</b>	<b>1,306,605.70</b>	<b>1,714,856.60</b>

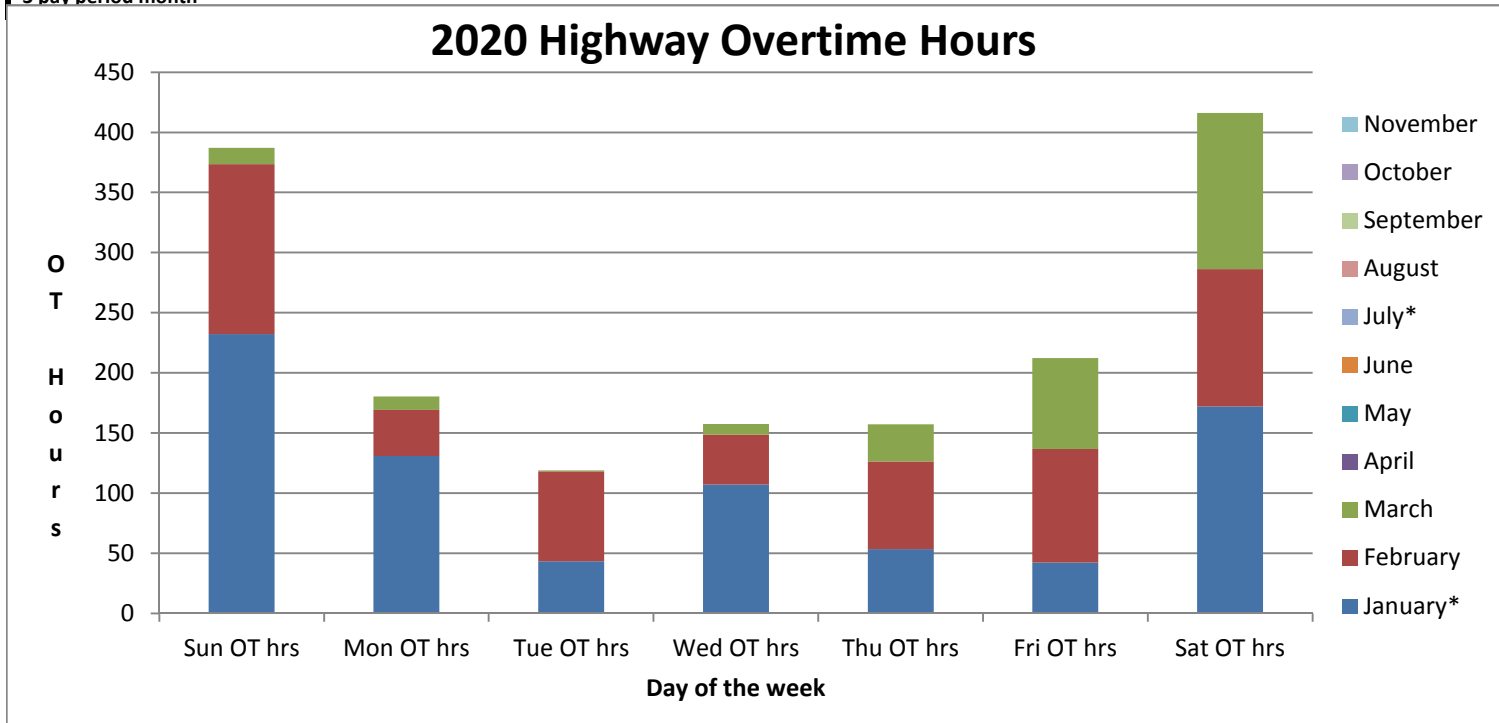
	2013	2014	2015	2016	2017	2018	2019	2020
January	\$28,862.28	\$22,155.51	\$23,046.67	\$4,183.58	\$18,707.18	\$41,679.61	\$32,857.11	\$27,324.64
February	\$18,935.61	\$42,035.88	\$37,674.78	\$12,418.13	\$11,601.64	\$16,910.89	\$26,602.24	\$20,572.14
March	\$9,287.84	\$29,302.83	\$36,977.77	\$14,682.85	\$10,491.75	\$16,677.83	\$21,675.11	\$10,122.18
April	\$1,401.60	\$8,649.62	\$7,173.22	\$4,584.14	\$3,402.95	\$4,524.16	\$3,033.55	
May	\$1,914.73	\$3,707.54	\$4,618.01	\$5,061.36	\$2,715.51	\$178.52	\$6,696.39	
June	\$7,188.71	\$5,730.26	\$8,040.67	\$4,741.15	\$2,060.55	\$1,984.64	\$4,053.52	
July	\$8,475.63	\$12,116.04	\$7,718.19	\$2,298.19	\$1,664.52	\$4,001.48	\$4,222.09	
August	\$5,479.85	\$7,085.96	\$4,720.03	\$10,152.84	\$8,794.31	\$10,281.09	\$3,710.81	
September	\$8,704.27	\$3,575.99	\$4,299.72	\$1,962.98	\$1,940.93	\$2,009.68	\$5,625.97	
October	\$1,948.35	\$3,476.09	\$9,558.24	\$3,273.32	\$459.55	\$173.01	\$145.03	
November	\$4,708.75	\$9,158.92	\$844.76	\$2,596.51	\$6,743.01	\$6,656.18	\$6,289.66	
December	\$28,423.96	\$14,038.96	\$1,957.16	\$14,667.81	\$15,086.85	\$17,126.83	\$15,295.31	
Totals	\$125,331.58	\$161,033.60	\$146,629.22	\$80,622.86	\$83,668.75	\$122,203.92	\$130,206.79	\$58,018.96

**Overtime Amounts for All Employees  
2013-2019**



	Sun OT hrs	Mon OT hrs	Tue OT hrs	Wed OT hrs	Thu OT hrs	Fri OT hrs	Sat OT hrs
<b>January*</b>	232.25	131	43.25	107.25	53.5	42.25	172.25
<b>February</b>	141.25	38.25	74.75	41.5	72.75	94.5	114
<b>March</b>	13.5	11	1	8.75	31	75.5	129.75
<b>April</b>	0	0	0	0	0	0	0
<b>May</b>	0	0	0	0	0	0	0
<b>June</b>	0	0	0	0	0	0	0
<b>July*</b>	0	0	0	0	0	0	0
<b>August</b>	0	0	0	0	0	0	0
<b>September</b>	0	0	0	0	0	0	0
<b>October</b>	0	0	0	0	0	0	0
<b>November</b>	0	0	0	0	0	0	0
<b>December*</b>	0	0	0	0	0	0	0
	387.00	180.25	119.00	157.50	157.25	212.25	416.00

\*3 pay period month



# ATTACHMENT 4



# Local Law Filing

12/20/2014

(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.)

**DRAFT**

of Canandaigua

Local Law No. \_\_\_\_\_ of the year 2020

A local law Amendment to the Town Official Zoning Map - Rezoning TM# 83.00-1-8.000 from  
(Insert Title)  
AR-2 to R-1-20  
\_\_\_\_\_  
\_\_\_\_\_

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

County  City  Town  Village  
(Select one.)

of Canandaigua as follows:

See Attachment A

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

TOWN OF CANANDAIGUA  
LOCAL LAW # OF 2020

---

ATTACHMENT "A"

Be it enacted by the Town Board of the Town of Canandaigua as follows:

**SECTION ONE.** Intent. The intent of this Local Law is to amend the Official Zoning Map for the Town of Canandaigua by changing the zoning district designation of Tax Map 83.00-1-8.000 from AR-2 to R-1-20.

**SECTION TWO.** Identification of Property to be Rezoned. The zoning for that portion of tax map parcel 83.00-1-8.000 currently zoned as AR-2 is hereby changed to R-1-20.

**SECTION THREE.** Amendment of Official Zoning Map of the Town of Canandaigua. The Town Clerk of the Town of Canandaigua is hereby directed to amend the Official Zoning Map of the Town of Canandaigua to reflect the change in zoning district classification accomplished by this Local Law.

**SECTION FOUR.** Authority and Supersession Effect. This Local Law is enacted pursuant to authority conferred by the New York State Municipal Home Rule Law. To the extent that this Local Law, or the manner of its adoption, is inconsistent with New York State Town Law, the Town Code of the Town of Canandaigua, or any other statute or local law, this Local Law shall prevail.

**SECTION FIVE.** Savings Clause. The provisions of this Local Law shall not affect or impair any action done, offense committed, or right accruing, accrued, or acquired, or liability or penalty, forfeiture or punishment incurred prior to the time this Local Law takes effect but the same may be enjoyed, asserted, enforced, prosecuted, or inflicted as fully and to the same extent as if such Local Law had not been enacted.

**SECTION SIX.** Partial Invalidity. If any provision of this Local Law or the application thereof to any person or circumstance shall be adjudged by any court of competent jurisdiction to be invalid or unenforceable, such judgment shall not affect, impair, or invalidate the remainder of this Local Law, but shall be confined in its operation to the provision, person, or circumstance directly involved in the controversy in which said judgment shall have been rendered.

**SECTION SEVEN.** Effective Date. This Local Law shall take effect immediately upon 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 20<sup>20</sup> of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_ in accordance with the applicable provisions of law.

*(Name of Legislative Body)*

DRAFT

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

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

*(Name of Legislative Body)*  
*(Elective Chief Executive Officer\*)*

**3. (Final adoption by referendum.)**

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

*(Name of Legislative Body)*  
*(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) (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.

*(Name of Legislative Body)*  
*(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.)**

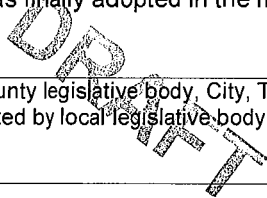
I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the County of \_\_\_\_\_ State of New York, having been submitted to the electors at the General Election of November \_\_\_\_\_ 20\_\_\_\_, pursuant to subdivisions 5 and 7 of section 33 of the 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

Date: \_\_\_\_\_



(Seal)



## Marks Engineering

42 Beeman Street  
Canandaigua, NY 14424

October 29, 2019

Town of Canandaigua  
c/o Eric Cooper  
5440 Routes 5 & 20 West  
Canandaigua, NY 14424

**Re: Bristol Road – 16 lot Subdivision – Letter of Intent  
Tax Map #83.00-1-7.150 & 83.00-1-8.00 (5100 Bristol Road)**

Dear Mr. Cooper:

Our client, Mr. William Metrose is requesting to re-zone one property on Bristol Road (T.M.#83.00-1-8.00) completely to R-1-20. This parcel is currently split between town zones (R-1-20 & AR-2). The two existing parcels will be subdivided into 15 lots for single-family houses and a 16<sup>th</sup> lot to remain undeveloped. The improvements will also include a new dedicated road as well as water and sewer main extensions.

The parcel closest to the road is currently zoned as R-1-20 and the parcel further off the road is split between R-1-20 and AR-2 zoning. This request is to re-zone the parcel further off the road to R-1-20 completely for the purposes of a conservation subdivision. The subdivision as presented on the attached sketch plans requires R-1-20 zoning for the 16-lot Conservation Subdivision.

This request has been generated after a meeting with the town planning board and their request to provide “infill” in this area of town and provide more homes for middle class citizens that may be employed by city businesses and the hospital. It is our opinion that this development will provide an appropriate density buffer between the Hammocks and the residential neighborhood to the west.

It is our opinion that this development meets the town’s comprehensive plan in several ways. The following are goals outlined in the comprehensive plan and a brief description of how this development and rezoning will meet the town’s plan for growth.

**Resource Protection:**

**Goal 1 - Protect Natural Resources** – By clustering new homes on lands that do not have significant natural resources this will reduce the development pressure to build new homes in other areas of the town. Therefore, this may preserve natural resource in other areas of the Town.

**Goal 7 – Limit Expansion of Utilities** – This development has a public water and sewer available to the site. There is plan for utility extension within this development however this is an area of the town that is experiencing significant planned growth.

**Housing:**

**Goal 1 – Support future residential growth that makes Canandaigua livable for people of all ages, abilities, and income levels.** – This development provides residential houses that will be priced at or around \$250,000 per home. There is a limited number of homes for sale in the town or city within this price range. This development focuses on providing housing for young professional working at the hospital or elderly individuals that may want housing within close proximity to the hospital and the city.



**Marks**Engineering

42 Beeman Street

Canandaigua, NY 14424

We hope that you accept our application to change the zoning as outlined above for the subject parcels. This development proves to meet the intent of the comprehensive plan and the housing demand within the Town. As always please feel free to contact myself with questions or concerns.

Sincerely,

Brennan Marks, PE

Marks Engineering, P.C.

[bmarks@marksengineering.com](mailto:marks@marksengineering.com)

(585)905-0360

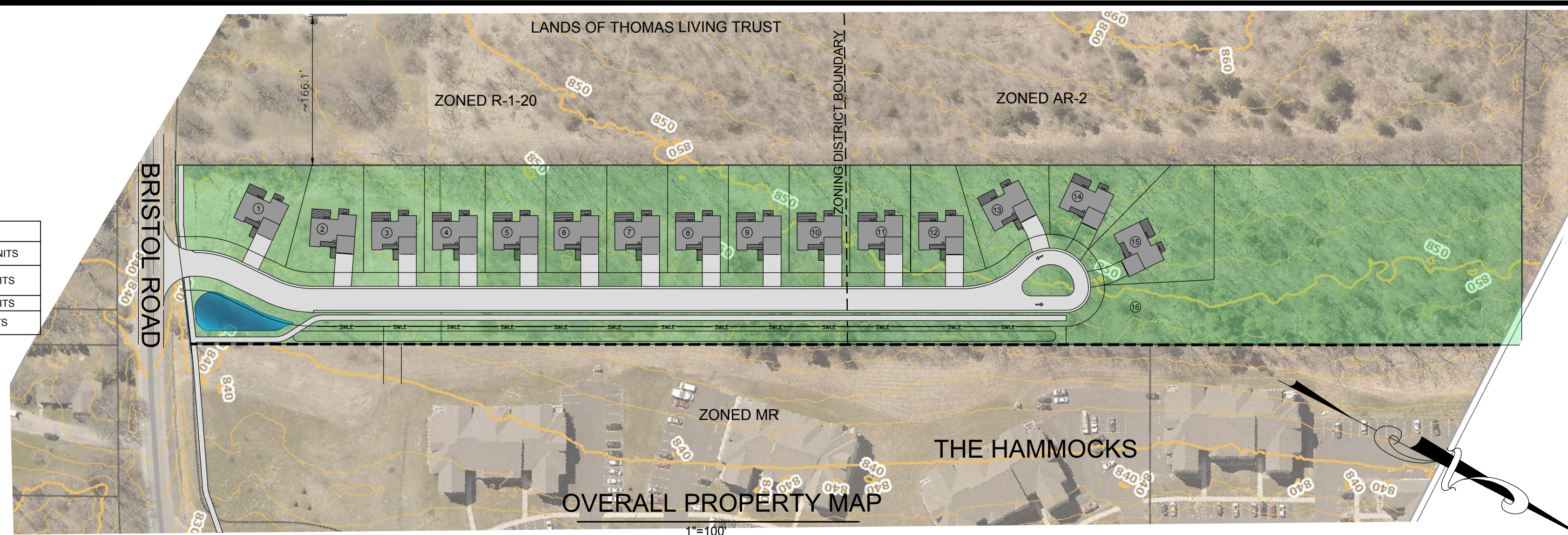


LOCATION MAP

NTS

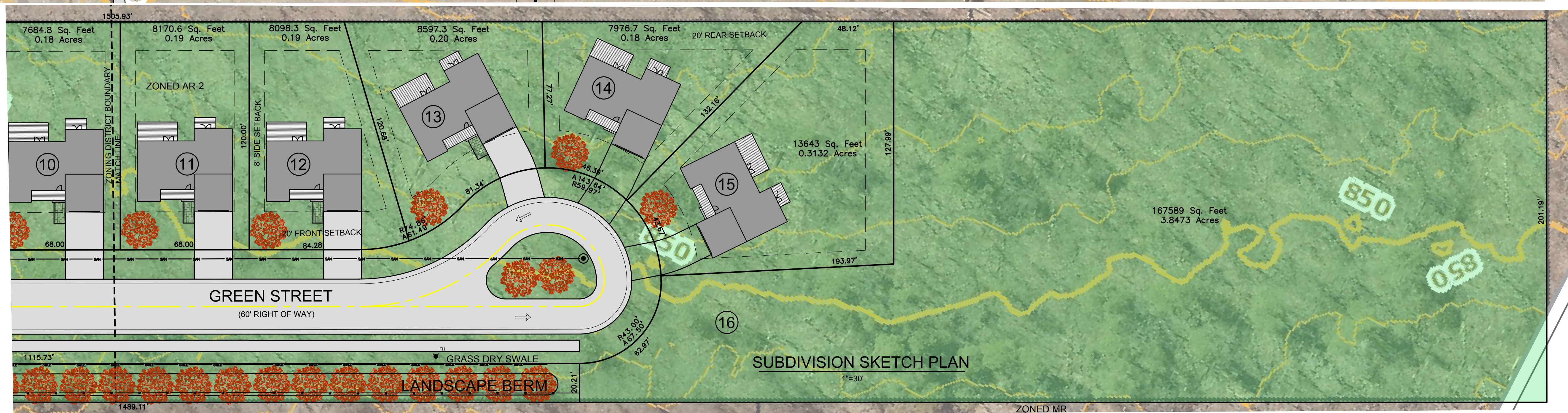
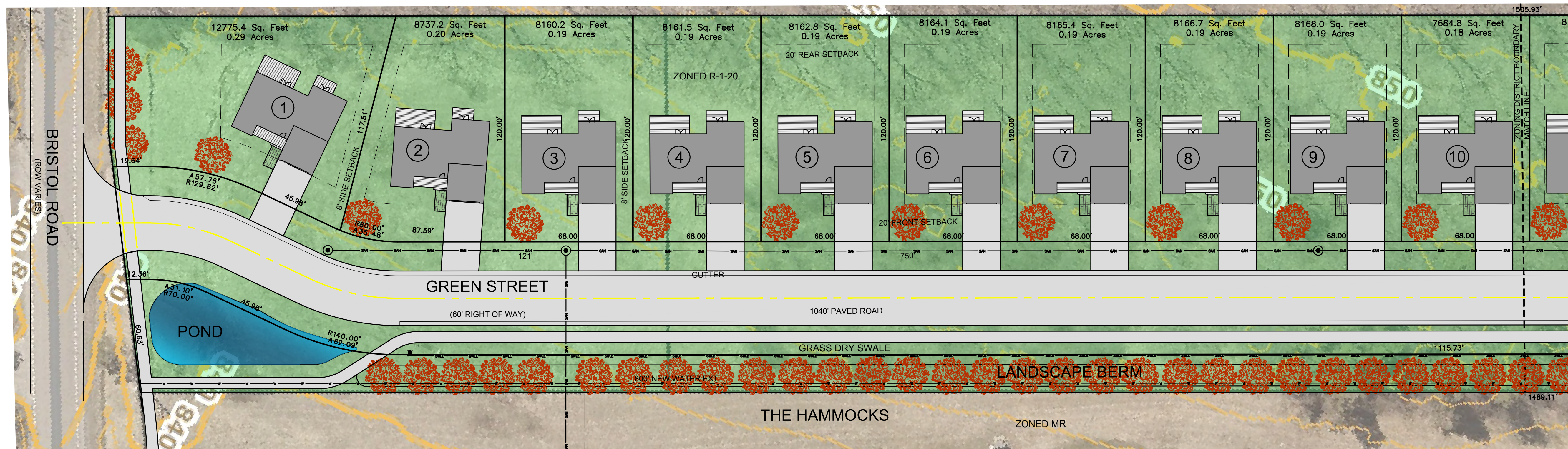
SITE DATA		
	PROPOSED	REQUIRED
ZONING/USE - PRINCIPAL	SINGLE RESIDENTIAL	PERMITTED USE
FRONT SETBACK	20'	60'
SIDE SETBACK	8'	40'
REAR SETBACK	20'	15'
BUILDING HEIGHT	28'	35'
BLDG LOT COVERAGE	22.20%	20%
MINIMUM FRONTAGE	68'-0"	100'-0"
MIN LOT SIZE	8100 SF	20,000 SF

CONSERVATION SUBDIVISION CALCULATIONS			
ZONING	AREA	PROPOSED DENSITY	TOTAL UNITS
R-1-20	149,189 SF	20,000 SF/UNIT	7,459 UNITS
PROPOSED R-1-20 (EX AR-2)	151,693 SF	20,000 SF/UNIT	7,585 UNITS
TOTAL	300,882 SF		15 UNITS



OVERALL PROPERTY MAP

1"=100'



SUBDIVISION SKETCH PLAN

1"=30'

42 BERMAN ST  
CANANDAIGUA, NY 14831  
www.marksengineering.com  
Phone: 565-305-0380  
info@marksengineering.com

REVISIONS

NO.	DATE	DESCRIPTION OF REVISION OR APPROVAL	BY

STAMP


SKETCH SUBDIVISION PLANS FOR:  
BRISTOL ROAD 16-LOT SUBDIVISION  
**WILLIAM METROSE, LTD**  
SHOWING LAND IN:  
5100 BRISTOL ROAD  
TOWN OF CANANDAIGUA  
STATE OF NEW YORK

DRAWING TITLE: SKETCH PLAN

DRAWN BY:	BAM
DESIGNED BY:	BAM
CHECKED BY:	BAM
SCALE:	1"=30'
JOB NO.:	19-094
DATE:	10/28/2019
TAX MAP#:	103.00-1-38.110

### Canandaigua Town Board Rules of Procedures for Rezoning Process

Step	Task	Completed
1	Petitioner meets with Development Office regarding the process to rezone a parcel of land. The Development Office provides the petitioner a copy of the Petition to Amend the Official Zoning Map application form.	<input checked="" type="checkbox"/>
2	Petitioner submits application to the Town Clerk's Office with the \$500 application fee.	<input type="checkbox"/>
3	Development Office reviews application for completeness, prepares a summary report, and submits request to rezone property to the TC to place on the TB meeting agenda.	<input checked="" type="checkbox"/>
4 9/16/18	At the next meeting, the TB formally receives from the TC the request for rezoning and adopts a resolution (prepared by Development Office) to either forward or not to forward the request to the PB for its recommendation. TC forwards the resolution along with any documentation to the PB. Legal basis is that all zoning must be in conformance with the adopted Comprehensive Plan.	<input checked="" type="checkbox"/>
5	PB reviews application and PB chairperson submits a report to the TC to forward to the TB. This recommendation should not be site specific (i.e. not based upon a detailed site plan). Instead, it should be based upon the recommendations contained in the adopted Comprehensive Plan. The pattern of land use adjacent to the site, the respective zoning dimension criteria in the TZC, a review of all permitted and special permitted uses in the requested zoning district and identification of specific site concerns (i.e. traffic, drainage, noise, etc.).	X <input type="checkbox"/> 12/18
6	The TB with the PB chairperson present reviews the PB recommendation and decides whether to consider (or not) the request to rezone the land. If it is decided to consider the rezoning, the TB by resolution (prepared by Development Office) directs the TA to prepare the local law amending the zoning map and to prepare a draft legal notice to be published in the ON.	X <input type="checkbox"/> 12/18
7	The TA submits the draft local law to Development Office who prepares the necessary SEQR forms for TB acceptance. Development Office submits all documentation to the TC. The TC submits all documentation to the TB for review at their next meeting.	X <input type="checkbox"/> 12/18
8	The TB adopts a resolution prepared by Development Office directing the submission of the draft Local Law and EAF documents to the OCPB for its review. At this meeting, the TB also passes a resolution setting the date for a public hearing and directs the TC to submit a legal notice of the public hearing. Development Office completes the necessary OCPB referral form and submits all documentation to the OCPB as soon as possible.	X <input type="checkbox"/> 1/6 Info Sent 1/31
9	Depending upon where the subject rezoning site is located, the TC may need to provide written notice of a rezoning action to the Clerk of an adjacent municipality (same packet as given to OCPB). Notice is given in addition to the publishing of a public notice in the ON.	X <input type="checkbox"/> Info Sent 1/31



Step	Task	Completed
10	Nine (9) copies of any additional information must be received by the TC on/before 12 noon on the Wednesday preceding the next TB meeting. This information shall be submitted to the TB as part of their packet of information. (Copies to: TC, TB, TA, PB Chair, and Development Office).	X <input type="checkbox"/>
11	At the public hearing, the TB reviews the requested rezoning, identifies the availability of the EAF and the OCPB referral comments.	<input type="checkbox"/>
12	Any documentation to be addressed at the Public Hearing should be available for the general public to review prior to the public hearing. If there is additional information submitted at the public hearing, then the public should be given additional time to review the entire record.	<input type="checkbox"/>
13	Once the public hearing is closed, the TB must make a determination of significance under the SEQR provisions before taking action upon the requested rezoning. Development Office to prepare SEQR resolution to be included in the TB packets.	<input type="checkbox"/>
14	The TB, as part of its resolution to rezone as prepared by Development Office to TC, may impose conditions that it deems to be in the best interests of the health, safety and general welfare of the community.	<input type="checkbox"/>
15	After the TB adopts the local law, the TC certifies the adoption of the local law and forwards the text to the TA for signature. The TA returns the local law to TC for filing with the Secretary of State. Then the TC directs the appropriate staff person (assessors, MRB, Development Office) to amend the Official Zoning Map accordingly. The TC sends written notice to the applicant and the PB Chairperson of the rezoning. The applicant may now proceed with their development proposal.	<input type="checkbox"/>
16	The Secretary of State notifies the TC of the filing of the local law.	<input type="checkbox"/>

**Note:** In the event that the OCPB recommends modification/denial of a rezoning request and the TB decides to override the recommendation, then the Development Office will prepare a separate TB resolution. Prior to submission of said resolution, the Development Office will coordinate with TA.

TB = Town Board

Development Office

TC = Town Clerk

TA = Town Attorney

OCPB = Ontario County Planning Board

PB = Planning Board

Comprehensive Plan = Town of Canandaigua Comprehensive Plan April 2003

TZC = Town Zoning Code (Chapter 220)

ON = Official Newspaper

SEQR = State Environmental Quality Review

EAF = Environmental Assessment Form

2/21/03; 5/17/07; 10/9/09; 10/4/10, 9/5/19

## Canandaigua Town Board Rules of Procedures for Rezoning Process

Step	Task	Completed
1	Petitioner meets with Development Office regarding the process to rezone a parcel of land. The Development Office provides the petitioner a copy of the Petition to Amend the Official Zoning Map application form.	<input type="checkbox"/>
2	Petitioner submits application to the Town Clerk's Office with the \$50 application fee.	<input type="checkbox"/>
3	Development Office reviews application for completeness, prepares a summary report, and submits request to rezone property to the TC to place on the TB meeting agenda.	<input type="checkbox"/>
4	At the next meeting, the TB formally receives from the TC the request for rezoning and adopts a resolution (prepared by Development Office) to either forward or not to forward the request to the PB for its recommendation. TC forwards the resolution along with any documentation to the PB. Legal basis is that all zoning must be in conformance with the adopted Comprehensive Plan. Prior to the application being forwarded to the PB, the applicant shall submit the Formal Rezoning Process fee of \$250.	<input type="checkbox"/>
5	PB reviews application and PB chairperson submits a report to the TC to forward to the TB. This recommendation should not be site specific (i.e. not based upon a detailed site plan). Instead, it should be based upon the recommendations contained in the adopted Comprehensive Plan. The pattern of land use adjacent to the site, the respective zoning dimension criteria in the TZC, a review of all permitted and special permitted uses in the requested zoning district and identification of specific site concerns (i.e. traffic, drainage, noise, etc.).	<input type="checkbox"/>
6	The TB with the PB chairperson present reviews the PB recommendation and decides whether to consider (or not) the request to rezone the land. If it is decided to consider the rezoning, the TB by resolution (prepared by Development Office) directs the TA to prepare the local law amending the zoning map and to prepare a draft legal notice to be published in the ON.	<input type="checkbox"/>
7	The TA submits the draft local law to Development Office who prepares the necessary SEQR forms for TB acceptance. Development Office submits all documentation to the TC. The TC submits all documentation to the TB for review at their next meeting.	<input type="checkbox"/>
8	The TB adopts a resolution prepared by Development Office directing the submission of the draft Local Law and EAF documents to the OCPB for its review. At this meeting, the TB also passes a resolution setting the date for a public hearing and directs the TC to submit a legal notice of the public hearing. Development Office completes the necessary OCPB referral form and submits all documentation to the OCPB as soon as possible.	<input type="checkbox"/>
9	Depending upon where the subject rezoning site is located, the TC may need to provide written notice of a rezoning action to the Clerk of an adjacent municipality (same packet as given to OCPB). Notice is given in addition to the publishing of a public notice in the ON.	<input type="checkbox"/>

Submit  
8/7

TB -

Step	Task	Completed
10	Nine (9) copies of any additional information must be received by the TC on/before 12 noon on the Wednesday preceding the next TB meeting. This information shall be submitted to the TB as part of their packet of information. (Copies to: TC, TB, TA, PB Chair, and Development Office).	<input type="checkbox"/>
PH 11	At the public hearing, the TB reviews the requested rezoning, identifies the availability of the EAF and the OCPB referral comments.	<input type="checkbox"/>
12	Any documentation to be addressed at the Public Hearing should be available for the general public to review prior to the public hearing. If there is additional information submitted at the public hearing, then the public should be given additional time to review the entire record.	<input type="checkbox"/>
13	Once the public hearing is closed, the TB must make a determination of significance under the SEQR provisions before taking action upon the requested rezoning. Development Office to prepare SEQR resolution to be included in the TB packets.	<input type="checkbox"/>
14	The TB, as part of its resolution to rezone as prepared by Development Office to TC, may impose conditions that it deems to be in the best interests of the health, safety and general welfare of the community.	<input type="checkbox"/>
15	After the TB adopts the local law, the TC certifies the adoption of the local law and forwards the text to the TA for signature. The TA returns the local law to TC for filing with the Secretary of State. Then the TC directs the appropriate staff person (assessors, MRB, Development Office) to amend the Official Zoning Map accordingly. The TC sends written notice to the applicant and the PB Chairperson of the rezoning. The applicant may now proceed with their development proposal.	<input type="checkbox"/>
16	The Secretary of State notifies the TC of the filing of the local law.	<input type="checkbox"/>

**Note:** In the event that the OCPB recommends modification/denial of a rezoning request and the TB decides to override the recommendation, then the Development Office will prepare a separate TB resolution. Prior to submission of said resolution, the Development Office will coordinate with TA.

TB = Town Board

Development Office

TC = Town Clerk

TA = Town Attorney

OCPB = Ontario County Planning Board

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Comprehensive Plan = Town of Canandaigua Comprehensive Plan April 2003

TZC = Town Zoning Code (Chapter 220)

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SEQR = State Environmental Quality Review

EAF = Environmental Assessment Form

2/21/03; 5/17/07; 10/9/09; 10/4/10

January 31, 2020

**To:** Involved Agencies under SEQR (Distribution List Attached)  
**RE:** Town of Canandaigua – 0000 Bristol Road (83.00-1-8.000) Rezoning  
MRB Group Project No. 0300.12001.000

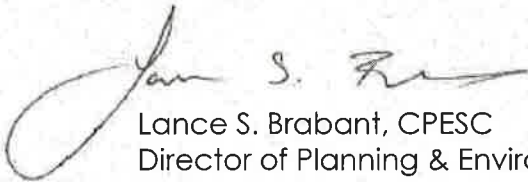
Pursuant to the State Environmental Quality Review (SEQR) Act, please be advised that the Town Board of the Town of Canandaigua (hereinafter referred to as Town Board) intends to establish itself as Lead Agency for the purpose of implementing the SEQR requirements with respect to the project described below. Enclosed for your review is Part I of the SEQR Full Environmental Assessment Form (EAF), Lead Agency Coordination Request Form, and Project Information.

The Town Board is considering a Local Law to execute a map amendment to the Town Zoning Map that would rezone portions of 0000 Bristol Road (Tax Account #83.00-1-8.000) from the AR-2 Zoning District to the R-1-20 Zoning District.

In accordance with 6NYCRR Part 617 all involved agencies must agree upon the Lead Agency designation within 30 calendar days of the date of receipt of this letter and the enclosed EAF. To facilitate such an agreement and to provide for sufficient time for discussion, if any, the Town Board requests that all response forms to this notice be returned to the noted address as soon as possible.

In the event that a response is not received at or before **12:00 PM on Tuesday, March 3, 2020** your agency will be deemed to have no objection to the Town of Canandaigua Town Board assuming Lead Agency status for the purpose of this project. To facilitate your response, please complete the enclosed SEQR Lead Agency Coordination Request Form and return it as part of your response.

Sincerely,



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

C Doug Finch, Town of Canandaigua Town Manager  
Jean Chrisman, Town of Canandaigua Town Clerk  
All Involved Agencies

**TOWN OF CANANDAIGUA**  
**0000 BRISTOL ROAD (83.00-1-8.000) REZONING**

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**SEQR - INVOLVED AGENCY LIST**

City of Canandaigua City Council  
Attn: Bob Palumbo, Mayor  
2 North Main Street  
Canandaigua, New York 14424

Ontario County Planning Board  
Attn: Linda Phillips, Senior Planner, AICP  
20 Ontario Street  
Canandaigua, New York 14424

**TOWN OF CANANDAIGUA**  
**0000 BRISTOL ROAD (83.00-1-8.000) REZONING**

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**SEQR LEAD AGENCY COORDINATION REQUEST FORM**

\_\_\_\_\_ This Agency has no objection to the Town Board of the Town of Canandaigua assuming Lead Agency status for this action.

\_\_\_\_\_ This Agency wishes to be considered for Lead Agency for this action.

\_\_\_\_\_ Other (see comments below)

Comments:

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Agency

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Signature

---

Title

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Date

**PLEASE RETURN TO:** Town of Canandaigua  
Attn: Jean Chrisman, Town Clerk  
5440 Route 5 & 20 West  
Canandaigua, New York 14424  
PH (585) 394-1120 x2225 FAX (585) 394-9476  
jchrisman@townofcanandaigua.org

**NOTE:**

If this form is not returned at or before **12:00 PM on Tuesday, March 3, 2020** your agency will be deemed to have no objection to the Town Board of the Town of Canandaigua assuming Lead Agency status for this action.

January 31, 2020

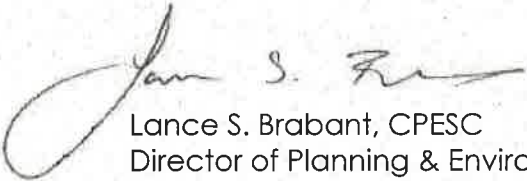
**To:** Interested Agencies under SEQR (Distribution List Attached)  
**RE:** Town of Canandaigua – 0000 Bristol Road (83.00-1-8.000) Rezoning  
MRB Group Project No. 0300.12001.000

The Town Board of the Town of Canandaigua (hereinafter referred to as Town Board) is currently in the process of establishing itself as Lead Agency under the State Environmental Quality Review (SEQR). The enclosed information has been sent to your agency because it has been determined that you may have some interest in the project.

The Town Board is considering a Local Law to execute a map amendment to the Town Zoning Map that would rezone portions of 0000 Bristol Road (Tax Account #83.00-1-8.000) from the AR-2 Zoning District to the R-1-20 Zoning District.

If you would like more information on the project, please feel free to contact the Town of Canandaigua at (585) 394-1120.

Sincerely,



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

C Doug Finch, Town of Canandaigua Town Manager  
Jean Chrisman, Town of Canandaigua Town Clerk  
All Interested Agencies

**TOWN OF CANANDAIGUA**  
**0000 BRISTOL ROAD (83.00-1-8.000) REZONING**

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**SEQR - INTERESTED AGENCY LIST**

Town of Canandaigua Highway & Water Department  
Attn: Jim Fletcher, Superintendent  
5440 Route 5 & 20 West  
Canandaigua, New York 14424

Town of Canandaigua Environmental Conservation Board  
Attn: Joyce Marthaller, Chairperson  
5440 Route 5 & 20 West  
Canandaigua, New York 14424

Town of Canandaigua Zoning Board of Appeals  
Attn: Terence Robinson, Chair  
5440 Route 5 & 20 West  
Canandaigua, New York 14424

Town of Canandaigua Planning Board  
Attn: Charles Oyler, Chairperson  
5440 Route 5 & 20 West  
Canandaigua, New York 14424

Town of Canandaigua Ordinance Committee  
Attn: Gary Davis, Chairperson  
5440 Route 5 & 20 West  
Canandaigua, New York 14424

New York State Department of Health  
Attn: Sheryl Robbins, P.E.  
624 Pre-Emption Road  
Geneva, New York 14456

Cheshire Fire Department  
Attn: Jeff Miller, Fire Chief  
4284 State Route 21  
Canandaigua, New York 14424

NYS Office of Parks, Recreation and Historic Preservation  
Attn: Nancy Herter, Program Leader/Native American Liaison  
Peebles Island Resource Center  
Waterford, New York 12188-0189

Ontario County Public Works Department  
Attn: John Berry  
2962 County Road 48  
Canandaigua, New York 14424



## Development Clerk

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**From:** John Robortella <john.robortella@gmail.com>  
**Sent:** Monday, February 10, 2020 10:11 AM  
**To:** Blazey, Karen; Humes, Gary; Robert Lacourse; Oylar, Charles; Staychock, Ryan; Bloom, Tina; Davis, Gary; Dworaczyk, Linda; Fennelly, Terry; Jared Simpson  
**Cc:** Brabant, Lance; Chrisman, Jean (Canandaigua Town Clerk); Cooper, Eric; Finch, Doug (Town Of Canandaigua); Hotaling, Greg; Jensen, Chris; Cathy Menikotz; Nadler, Christian; Reynolds, Sarah; Kyle Ritts; Michelle Rowlinson; Collin Sowinski; Damann, Justin; Davey, Edith; Foreman, Kimberly; Hooker, Saralinda Canandaigua ECB; Marthaller, Joyce  
**Subject:** Canandaigua ECB Comments to Town Board and Planning Board, February 6, 2020

To:

**Canandaigua Town Board  
Canandaigua Planning Board  
Town Staff**

Following are comments from the ECB regarding the rezoning of 0000 Bristol Road (Town Board Resolution Referral #2020-035) and the Lupton project on Lakeview Lane (PRC Referral January 13, 2020).

A portion of the ECB discussion on the Lupton project also has been included for further information for the Planning Board.

### **REFERRAL FROM THE TOWN BOARD**

*Referred January 6, 2020, Town Board Resolution #2020-035*

### **Town Zoning Map Amendment to Rezone 0000 Bristol Road (TM #83.00-1-8.000)**

Public Hearing to be held March 16, 2020, 6:00 p.m.

**ECB Comments:** The ECB appreciates the applicant's adherence to the goals of the protection of natural resources and the limitation of the expansion of utilities as discussed in the Comprehensive Plan. It is recommended that the Town Board take into consideration the applicant's willingness to discuss an option to provide financial incentive to protect natural resources in other areas of the Town as a good-will offer, as this rezoning will double the development potential. A contribution to the Open Space Fund could be a fitting opportunity to further the goals of the Comprehensive Plan, as stated in Mr. Marks's letter, and initiate a process for such proposals in the future. The ECB requests that attention be given to the archaeological site in the northern portion of the property by reviewing the relative documents of The Hammocks investigation to determine significant disturbance potential and to the buffering of the subdivision from adjacent properties along the northern parcel boundary.

### **REFERRAL FROM THE PLANNING REVIEW COMMITTEE**

*Referred January 13, 2020*

**CPN-20-003 Venezia & Associates, 5120 Laura Lane, Canandaigua, N.Y. 14424; representing Alan and Elizabeth Lupton, 343 N. Main Street, Canandaigua, N.Y. 14424, owners of property at 3459 Lakeview Lane**

The applicant letter indicates the pole barn location was chosen to avoid the wet area, the removal of trees, and potential erosion from a longer access road. The applicant letter and photograph seem to indicate the pole barn is screened from the road.

<b>48 - 2020</b>	<b>Town of Hopewell Planning Board</b>	<b>Class: 1</b>
Referral Type:	Site Plan	
Applicant:	Brown, Rodney	
Representative:	Jess Engineering	
Tax Map No(s):	60.00-1-22.100	
Brief Description:	Site plan for 3.3 million gallon manure storage facility at 2586 SR 488 between Shekell Road and Waddell Road in the Town of Hopewell. <a href="https://www.co.ontario.ny.us/DocumentCenter/View/22681/48-2020-site-plan">https://www.co.ontario.ny.us/DocumentCenter/View/22681/48-2020-site-plan</a>	

The proposed 350'x210' manure storage area would disturb 3-4 acres of the 186 acre farm. The project involves installation of a pump station by the barns and 5,300' of pipe across the farm fields to the storage area.

The project has been reviewed by OCSWDC and they identified no site plan deficiencies.

<b>49 - 2020</b>	<b>Town of Hopewell Planning Board</b>	<b>Class: 2</b>
Referral Type:	Site Plan	
Applicant:	Airosmith Development agent for New Cinc	
Property Owner:	Ontario County/FLCC	
Representative:	Infinigy Engineering	
Tax Map No(s):	99.00-1-2.100	
Brief Description:	Site plan for placement of temporary and then permanent telecommunications infrastructure on the roof of the FLCC gym at 4255 Lakeshore Drive in the Town of Hopewell.	

<b>50 - 2020</b>	<b>Town of Canandaigua Town Board</b>	<b>Class: 2</b>
Referral Type:	Map Amendment	
Applicant:	Town of Canandaigua	
Tax Map No(s):	83.00-1-8.000	
Brief Description:	Map amendment to rezone portion of parcel located at 5150 Bristol Rd. from AR-2 to R-1-20 in the Town of Canandaigua	

<b>51 - 2020</b>	<b>Livonia Town Board</b>	<b>Class: 2</b>
Referral Type:	Text Amendment	
Applicant:	Town of Livonia	
Brief Description:	A local law to amend the Zoning Ordinance of the Town of Livonia, Livingston County, New York to modify Section 150-31 NR Neighborhood Residential District to allow professional services.	

<b>51.1 - 2020</b>	<b>Livonis Town Board</b>	<b>Class: 2</b>
Referral Type:	Map Amendment	
Applicant:	Town of Livonia	
Tax Map No(s):		

■ A motion was made by MR. LACOURSE, seconded by MR. HUMES, that the Town of Canandaigua Planning Board (hereinafter referred to as Planning Board), has received a completed and signed Town of Canandaigua Surety Release Form dated January 23, 2020, and a cover letter from the Town Engineer (MRB Group) dated January 24, 2020, describing the items involved with the subject release of the Surety for this project; that the Planning Board has considered the requested release and the amount of funds associated therewith; that the Planning Board is satisfied with the details described in the requested release documents referenced above herein; that the Planning Board does approve of the requested release of \$303,150.39 and for the items specified on said documents; and that the Planning Board Chairperson is hereby directed to sign and date the Surety Release Form and transmits said documents along with a copy of this resolution to the Town Supervisor for processing the release of the amount specified in said documents.

Motion carried by voice vote.

**C. Town Board Referral:  
Amend Regulations to the 2016 Agricultural Enhancement Plan  
Town Board Resolution #2020-034**

Mr. Cooper said that the proposed amendments to the 2016 Agricultural Enhancement Plan have been referred again to the Planning Board now that the Public Hearing on these amendments has been scheduled for February 20, 2020, at 6:00 p.m. He said that there have been no changes to the amended regulations since the initial Town Board referral to the Planning Board and the discussion at the Planning Board meeting on December 10, 2019.

Mr. Staychock said that he has philosophical concerns in the draft amendments regarding references to the County Agricultural District. He said that wanted to make sure that the Town is not establishing a prerequisite that agricultural uses must be located within the County Agricultural District. Mr. Cooper said that the amendments make it more lenient to undertake agricultural uses throughout the Town.

■ **CONSENSUS:** It was the consensus of the Planning Board to restate the previous note from the review on December 10, 2019, that there are no comments on this referral (*see* Planning Board minutes, December 10, 2019).

**D. Town Board Referral:  
Amendment to Town Zoning Map to Rezone 0000 Bristol Road  
Town Board Resolution #2020-035**

Mr. Cooper said that this rezoning application refers to the following project:

**CPN-19-067                    Marks Engineering representing William Metrose,  
owner of property at 5100 Bristol Road and 5150  
Bristol Road**

TM #83.00-1-7.150

TM #83.10-1-8.000

Requesting rezoning from AR-2 and R-1-20 to R-1-20 only with supplemental zoning requirements to allow for proposed small single-family dwellings.

The applicant's original Conservation Subdivision application was reviewed by the Planning Review Committee on June 17, 2019.

The Sketch Plan for the original Conservation Subdivision was discussed at the Planning Board meeting on July 23, 2019 (CPN-19-049).

The Town Board's first referral of this application was discussed at the Planning Board meeting on September 24, 2019 (CPN-19-067) (*see* Planning Board minutes, September 24, 2019, pp. 24–27).

Following is the Planning Board's consensus on this referral, as determined on September 24, 2019:

■ **CONSENSUS:** Following discussion, it was the consensus that the Planning Board supports the applicant's rezoning request from AR-2 and R-1-20 to only R-1-20 with supplemental requirements, and that the Planning Board recommends approval of the request by the Town Board. Further, the Planning Board determines that the application is in keeping with the development of affordable housing in the Town and the goals and objectives of the *Comprehensive Plan* for affordable housing. The Planning Board finds that the proposed subdivision is adjacent to a multi-residential high-density development, that it is adjacent to the hospital where many prospective homeowners may work, and that it is adjacent to dwellings of comparable size. Finally, the Planning Board encourages the Town Board to consider an amendment to the Town Code to provide for a decrease in the minimum dwelling size of homes in the Town.

Mr. Brabant discussed the State Environmental Quality Review (SEQR) 30-day coordinated review process for the rezoning application before the Town Board. He said that the SEQR Involved Agencies will be the City of Canandaigua and the Ontario County Planning Board. A number of Town boards, committees and other agencies will be identified as Interested Agencies for the coordinated review. If no objections are received, the Town Board would then appoint itself as the SEQR Lead Agency for making the environmental determination of significance on the rezoning application.

Mr. Brabant said that if the rezoning is approved by the Town Board, then a similar 30-day SEQR coordinated review would be conducted by the Planning Board for the site plan application.

Mr. Staychock asked about the concurrent rezoning to R-1-20 of an adjacent piece of property. Mr. Cooper said that the Town Board has received the rezoning request only for this specific application and property.

Mr. Nadler said that the Town Board could concurrently rezone other properties upon application by the adjacent property owners.

Mr. Staychock asked if the adjacent property owners have been notified about this application. Mr. Cooper said that Public Hearing notices to property owners within 500 feet of this property will be sent.

Mr. Nadler said that the Town Board may not wish to rezone other properties without knowing the plans of other property owners.

**E. Natural Resource Inventory (NRI) Update:**

Mr. Cooper said that the draft update to the Natural Resource Inventory (NRI) is ready for review. Comments should be provided by February 14, 2020, to provide time for the consultant to respond prior to the next meeting of the NRI Committee on February 20th.

The document is available on the Board page of the Town website under “NRI Materials.”

Comments should be provided to Mr. Cooper or to Kyle Ritts in the Development Office.

The NRI describes the Town’s significant natural and cultural resources, and guides decision-makers in how to retain the benefits of these resources for Town residents now and in the future.

**F. Comprehensive Plan Update:**

Mr. Cooper said that the next meeting of the Comprehensive Plan Update Committee will be held on Tuesday, February 4, 2020, at 5:00 p.m. at the Town Hall. Planning Board members are invited to attend to provide comments on the determination of action steps and goals.

Mr. Cooper said that the Committee has held a number of public meetings and has conducted a community survey. He said that a mission statement and goals have

**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: William Metrose - Re-zoning		
Project Location (describe, and attach a general location map): TM# 83.00-1-8.00 - 5150 Bristol Road - Town of Canandaigua, NY		
Brief Description of Proposed Action (include purpose or need): Re-zoning of parcel to R-1-20 complete. Parcel is currently split into two zoning districts AR-2 and R-1-20.		
Name of Applicant/Sponsor: William Metrose	Telephone: 585-721-8917	E-Mail:
Address: 425 Garnsey Rd		
City/PO: Fairport	State: NY	Zip Code: 14450
Project Contact (if not same as sponsor; give name and title/role): Brennan Marks, P.E. , ENGINEER	Telephone: 585-905-0360	E-Mail: bmarks@marksengineering.com
Address: 42 Beeman St.		
City/PO: Canandaigua	State: NY	Zip Code: 14424
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 Counsel, Town Board, <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No or Village Board of Trustees	Town Board	
b. City, Town or Village Planning Board or Commission <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Town Planning Board	
c. City, Town or Village Zoning Board of Appeals <input type="checkbox"/> Yes <input type="checkbox"/> No		
d. Other local agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
e. County agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Planning	
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):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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?  
AR-2, R-1-20
- 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? R-1-20

**C.4. Existing community services.**

- a. In what school district is the project site located? CANANDAIGUA CITY SCHOOL DISTRICT
- b. What police or other public protection forces serve the project site?  
ONTARIO COUNTY SHERIFF, NEW YORK STATE TROOPERS, CANANDAIGUA CITY POLICE DEPARTMENT
- c. Which fire protection and emergency medical services serve the project site?  
CANANDAIGUA FIRE DEPARTMENT, CHESHIRE FIRE DEPARTMENT, CANANDAGUA EMEERGENCY SQUAD, FINGERLAKES AMBULANCE
- d. What parks serve the project site?  
BAKER PARK, OUTHOUSE PARK, MILLER PARK

**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?  Yes  No  
 If Yes, show numbers of units proposed.

	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase	_____	_____	_____	_____
At completion	_____	_____	_____	_____
of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)?  Yes  No  
 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?  Yes  No  
 If Yes,

i. Purpose of the impoundment: \_\_\_\_\_

ii. If a water impoundment, the principal source of the water:  Ground water  Surface water streams  Other specify: \_\_\_\_\_

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?  Yes  No  
 (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite)  
 If Yes:

i. What is the purpose of the excavation or dredging? \_\_\_\_\_

ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?

- Volume (specify tons or cubic yards): \_\_\_\_\_
- Over what duration of time? \_\_\_\_\_

iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. \_\_\_\_\_

iv. Will there be onsite dewatering or processing of excavated materials?  Yes  No  
 If yes, describe. \_\_\_\_\_

v. What is the total area to be dredged or excavated? \_\_\_\_\_ acres

vi. What is the maximum area to be worked at any one time? \_\_\_\_\_ acres

vii. What would be the maximum depth of excavation or dredging? \_\_\_\_\_ feet

viii. Will the excavation require blasting?  Yes  No

ix. Summarize site reclamation goals and plan: \_\_\_\_\_

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area?  Yes  No  
 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? If Yes:             <ul style="list-style-type: none"> <li>• Describe extensions or capacity expansions proposed to serve this project: _____</li> </ul> </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? 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> <p>v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans):</p> <p>_____</p> <p>_____</p> <p>vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____</p> <p>_____</p> <p>_____</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<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? If Yes:</p> <p>i. How much impervious surface will the project create in relation to total size of project parcel?          _____ Square feet or _____ acres (impervious surface)          _____ 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>_____</p> <p>_____</p> <ul style="list-style-type: none"> <li>• If to surface waters, identify receiving water bodies or wetlands: _____</li> <li>_____</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? If Yes, identify:</p> <p>i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)</p> <p>_____</p> <p>ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)</p> <p>_____</p> <p>iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation)</p> <p>_____</p>	<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? 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 Hydroflouorocarbons (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

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)?  Yes  No  
 If Yes:  
 i. Estimate methane generation in tons/year (metric): \_\_\_\_\_  
 ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): \_\_\_\_\_

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i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations?  Yes  No  
 If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): \_\_\_\_\_

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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?  Yes  No  
 If Yes:  
 i. When is the peak traffic expected (Check all that apply):  Morning  Evening  Weekend  
 Randomly between hours of \_\_\_\_\_ to \_\_\_\_\_.  
 ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): \_\_\_\_\_  
 \_\_\_\_\_  
 iii. Parking spaces: Existing \_\_\_\_\_ Proposed \_\_\_\_\_ Net increase/decrease \_\_\_\_\_  
 iv. Does the proposed action include any shared use parking?  Yes  No  
 v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: \_\_\_\_\_  
 \_\_\_\_\_  
 vi. Are public/private transportation service(s) or facilities available within ½ mile of the proposed site?  Yes  No  
 vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles?  Yes  No  
 viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes?  Yes  No

---

k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy?  Yes  No  
 If Yes:  
 i. Estimate annual electricity demand during operation of the proposed action: \_\_\_\_\_  
 \_\_\_\_\_  
 ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): \_\_\_\_\_  
 \_\_\_\_\_  
 iii. Will the proposed action require a new, or an upgrade, to an existing substation?  Yes  No

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l. Hours of operation. Answer all items which apply.  
 i. During Construction:  
 • Monday - Friday: \_\_\_\_\_  
 • Saturday: \_\_\_\_\_  
 • Sunday: \_\_\_\_\_  
 • Holidays: \_\_\_\_\_  
 ii. During Operations:  
 • Monday - Friday: \_\_\_\_\_  
 • Saturday: \_\_\_\_\_  
 • Sunday: \_\_\_\_\_  
 • Holidays: \_\_\_\_\_

m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both?  Yes  No  
 If yes:  
 i. Provide details including sources, time of day and duration:  
 \_\_\_\_\_  
 \_\_\_\_\_

ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen?  Yes  No  
 Describe: \_\_\_\_\_  
 \_\_\_\_\_

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n. Will the proposed action have outdoor lighting?  Yes  No  
 If yes:  
 i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:  
 \_\_\_\_\_  
 \_\_\_\_\_

ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen?  Yes  No  
 Describe: \_\_\_\_\_  
 \_\_\_\_\_

---

o. Does the proposed action have the potential to produce odors for more than one hour per day?  Yes  No  
 If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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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?  Yes  No  
 If Yes:  
 i. Product(s) to be stored \_\_\_\_\_  
 ii. Volume(s) \_\_\_\_\_ per unit time \_\_\_\_\_ (e.g., month, year)  
 iii. Generally, describe the proposed storage facilities: \_\_\_\_\_  
 \_\_\_\_\_

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q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation?  Yes  No  
 If Yes:  
 i. Describe proposed treatment(s):  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

ii. Will the proposed action use Integrated Pest Management Practices?  Yes  No

---

r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)?  Yes  No  
 If Yes:  
 i. Describe any solid waste(s) to be generated during construction or operation of the facility:  
 • Construction: \_\_\_\_\_ tons per \_\_\_\_\_ (unit of time)  
 • Operation : \_\_\_\_\_ tons per \_\_\_\_\_ (unit of time)  
 ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:  
 • Construction: \_\_\_\_\_  
 \_\_\_\_\_  
 • Operation: \_\_\_\_\_  
 \_\_\_\_\_  
 iii. Proposed disposal methods/facilities for solid waste generated on-site:  
 • Construction: \_\_\_\_\_  
 \_\_\_\_\_  
 • Operation: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

s. Does the proposed action include construction or modification of a solid waste management facility?  Yes  No  
 If Yes:  
 i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): \_\_\_\_\_  
 ii. Anticipated rate of disposal/processing:  
 • \_\_\_\_\_ Tons/month, if transfer or other non-combustion/thermal treatment, or  
 • \_\_\_\_\_ Tons/hour, if combustion or thermal treatment  
 iii. If landfill, anticipated site life: \_\_\_\_\_ years

t. Will 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 coverytypes on the project site.

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: _____ _____			

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): \_\_\_\_\_

v. Is the project site subject to an institutional control limiting property uses?  Yes  No

- If yes, DEC site ID number: \_\_\_\_\_
- Describe the type of institutional control (e.g., deed restriction or easement): \_\_\_\_\_
- Describe any use limitations: \_\_\_\_\_
- Describe any engineering controls: \_\_\_\_\_
- Will the project affect the institutional or engineering controls in place?  Yes  No
- Explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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**E.2. Natural Resources On or Near Project Site**

a. What is the average depth to bedrock on the project site? \_\_\_\_\_ feet

b. Are there bedrock outcroppings on the project site?  Yes  No  
 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:  Well Drained: \_\_\_\_\_ % of site  
 Moderately Well Drained: \_\_\_\_\_ % of site  
 Poorly Drained: \_\_\_\_\_ % of site

f. Approximate proportion of proposed action site with slopes:  0-10%: \_\_\_\_\_ % of site  
 10-15%: \_\_\_\_\_ % of site  
 15% or greater: \_\_\_\_\_ % of site

g. Are there any unique geologic features on the project site?  Yes  No  
 If Yes, describe: \_\_\_\_\_  
 \_\_\_\_\_

h. Surface water features.

i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)?  Yes  No

ii. Do any wetlands or other waterbodies adjoin the project site?  Yes  No

If Yes to either *i* or *ii*, continue. If No, skip to E.2.i.

iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency?  Yes  No

iv. For each identified regulated wetland and waterbody on the project site, provide the following information:

- Streams: Name \_\_\_\_\_ Classification \_\_\_\_\_
- Lakes or Ponds: Name \_\_\_\_\_ Classification \_\_\_\_\_
- Wetlands: Name \_\_\_\_\_ Approximate Size \_\_\_\_\_
- 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?  Yes  No  
 If yes, name of impaired water body/bodies and basis for listing as impaired: \_\_\_\_\_  
 \_\_\_\_\_

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i. Is the project site in a designated Floodway?  Yes  No

j. Is the project site in the 100-year Floodplain?  Yes  No

k. Is the project site in the 500-year Floodplain?  Yes  No

l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer?  Yes  No  
 If Yes:  
 i. Name of aquifer: \_\_\_\_\_



m. Identify the predominant wildlife species that occupy or use the project site: _____ _____ _____	
n. Does the project site contain a designated significant natural community? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span> If Yes: <i>i.</i> Describe the habitat/community (composition, function, and basis for designation): _____ _____ <i>ii.</i> Source(s) of description or evaluation: _____ <i>iii.</i> Extent of community/habitat: <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>	
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 checked="" type="checkbox"/> No</span> If Yes: <i>i.</i> Species and listing (endangered or threatened): _____ _____ _____	
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 checked="" type="checkbox"/> No</span> If Yes: <i>i.</i> Species and listing: _____ _____	
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> If yes, give a brief description of how the proposed action may affect that use: _____ _____	
<b>E.3. Designated Public Resources On or Near Project Site</b>	
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 checked="" type="checkbox"/> No</span> If Yes, provide county plus district name/number: _____	
b. Are agricultural lands consisting of highly productive soils present? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> <i>i.</i> If Yes: acreage(s) on project site? _____ <i>ii.</i> Source(s) of soil rating(s): _____	
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 checked="" type="checkbox"/> No</span> If Yes: <i>i.</i> Nature of the natural landmark: <input type="checkbox"/> Biological Community <input type="checkbox"/> Geological Feature <i>ii.</i> Provide brief description of landmark, including values behind designation and approximate size/extent: _____ _____ _____	
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 checked="" type="checkbox"/> No</span> If Yes: <i>i.</i> CEA name: _____ <i>ii.</i> Basis for designation: _____ <i>iii.</i> Designating agency and date: _____	

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?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Nature of historic/archaeological resource: <input type="checkbox"/> Archaeological Site <input type="checkbox"/> Historic Building or District	
<i>ii.</i> Name: _____	
<i>iii.</i> 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?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
g. Have additional archaeological or historic site(s) or resources been identified on the project site?	
If Yes:	
<i>i.</i> Describe possible resource(s): _____	
<i>ii.</i> 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?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Identify resource: _____	
<i>ii.</i> Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): _____	
<i>iii.</i> 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?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes:	
<i>i.</i> Identify the name of the river and its designation: _____	
<i>ii.</i> Is the activity consistent with development restrictions contained in 6NYCRR Part 666?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	

**F. Additional Information**

Attach any additional information which may be needed to clarify your project.

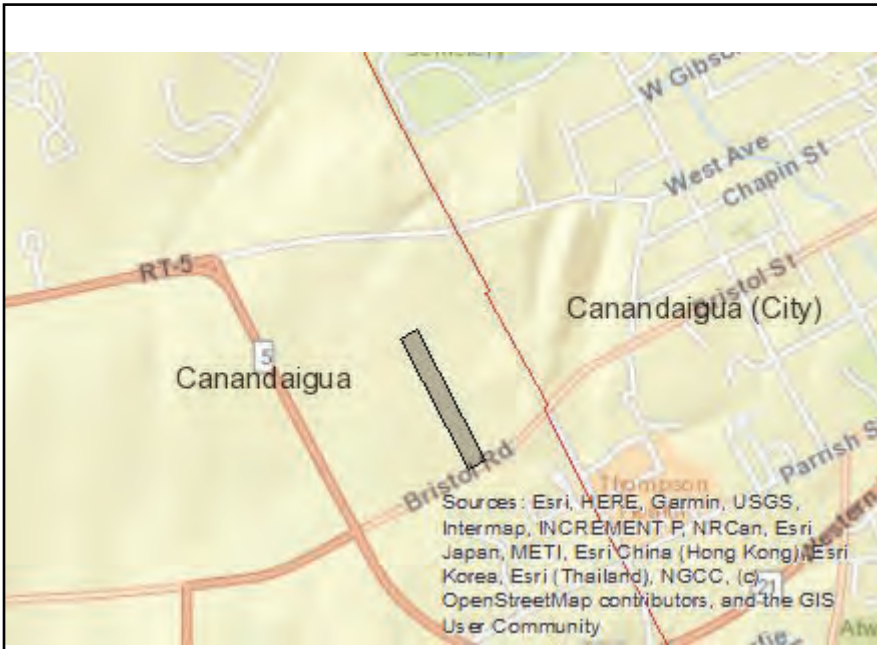
If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

**G. Verification**

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name BRENNAN MARKS Date 12/19/2019

Signature  Title ENGINEER



**Disclaimer:** The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources in order to obtain data not provided by the Mapper. Digital data is not a substitute for agency determinations.



B.i.i [Coastal or Waterfront Area]	No
B.i.ii [Local Waterfront Revitalization Area]	No
C.2.b. [Special Planning District]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h [DEC Spills or Remediation Site - Potential Contamination History]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Listed]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Environmental Site Remediation Database]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.iii [Within 2,000' of DEC Remediation Site]	No
E.2.g [Unique Geologic Features]	No
E.2.h.i [Surface Water Features]	No
E.2.h.ii [Surface Water Features]	Yes
E.2.h.iii [Surface Water Features]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
E.2.h.v [Impaired Water Bodies]	No
E.2.i. [Floodway]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.2.j. [100 Year Floodplain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.2.k. [500 Year Floodplain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.2.l. [Aquifers]	No
E.2.n. [Natural Communities]	No
E.2.o. [Endangered or Threatened Species]	No

E.2.p. [Rare Plants or Animals]	No
E.3.a. [Agricultural District]	No
E.3.c. [National Natural Landmark]	No
E.3.d [Critical Environmental Area]	No
E.3.e. [National or State Register of Historic Places or State Eligible Sites]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.3.f. [Archeological Sites]	Yes
E.3.i. [Designated River Corridor]	No

**Full Environmental Assessment Form**  
**Part 2 - Identification of Potential Project Impacts**

<b>Agency Use Only [If applicable]</b>
Project : 0000 Bristol Rd Rezoning
Date : March 16, 2020

**Part 2 is to be completed by the lead agency.** Part 2 is designed to help the lead agency inventory all potential resources that could be affected by a proposed project or action. We recognize that the lead agency's reviewer(s) will not necessarily be environmental professionals. So, the questions are designed to walk a reviewer through the assessment process by providing a series of questions that can be answered using the information found in Part 1. To further assist the lead agency in completing Part 2, the form identifies the most relevant questions in Part 1 that will provide the information needed to answer the Part 2 question. When Part 2 is completed, the lead agency will have identified the relevant environmental areas that may be impacted by the proposed activity.

If the lead agency is a state agency **and** the action is in any Coastal Area, complete the Coastal Assessment Form before proceeding with this assessment.

**Tips for completing Part 2:**

- Review all of the information provided in Part 1.
- Review any application, maps, supporting materials and the Full EAF Workbook.
- Answer each of the 18 questions in Part 2.
- If you answer “**Yes**” to a numbered question, please complete all the questions that follow in that section.
- If you answer “**No**” to a numbered question, move on to the next numbered question.
- Check appropriate column to indicate the anticipated size of the impact.
- Proposed projects that would exceed a numeric threshold contained in a question should result in the reviewing agency checking the box “Moderate to large impact may occur.”
- The reviewer is not expected to be an expert in environmental analysis.
- If you are not sure or undecided about the size of an impact, it may help to review the sub-questions for the general question and consult the workbook.
- When answering a question consider all components of the proposed activity, that is, the “whole action”.
- Consider the possibility for long-term and cumulative impacts as well as direct impacts.
- Answer the question in a reasonable manner considering the scale and context of the project.

<b>1. Impact on Land</b> Proposed action may involve construction on, or physical alteration of, the land surface of the proposed site. (See Part 1. D.1) <i>If “Yes”, answer questions a - j. If “No”, move on to Section 2.</i>			
		<input checked="" type="checkbox"/> <b>NO</b>	<input type="checkbox"/> <b>YES</b>
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may involve construction on land where depth to water table is less than 3 feet.	E2d	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may involve construction on slopes of 15% or greater.	E2f	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may involve construction on land where bedrock is exposed, or generally within 5 feet of existing ground surface.	E2a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve the excavation and removal of more than 1,000 tons of natural material.	D2a	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may involve construction that continues for more than one year or in multiple phases.	D1e	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result in increased erosion, whether from physical disturbance or vegetation removal (including from treatment by herbicides).	D2e, D2q	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action is, or may be, located within a Coastal Erosion hazard area.	B1i	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**2. Impact on Geological Features**

The proposed action may result in the modification or destruction of, or inhibit access to, any unique or unusual land forms on the site (e.g., cliffs, dunes, minerals, fossils, caves). (See Part 1. E.2.g)

NO

YES

*If "Yes", answer questions a - c. If "No", move on to Section 3.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Identify the specific land form(s) attached: _____ _____	E2g	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may affect or is adjacent to a geological feature listed as a registered National Natural Landmark. Specific feature: _____	E3c	<input type="checkbox"/>	<input type="checkbox"/>
c. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**3. Impacts on Surface Water**

The proposed action may affect one or more wetlands or other surface water bodies (e.g., streams, rivers, ponds or lakes). (See Part 1. D.2, E.2.h)

NO

YES

*If "Yes", answer questions a - l. If "No", move on to Section 4.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may create a new water body.	D2b, D1h	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in an increase or decrease of over 10% or more than a 10 acre increase or decrease in the surface area of any body of water.	D2b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may involve dredging more than 100 cubic yards of material from a wetland or water body.	D2a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve construction within or adjoining a freshwater or tidal wetland, or in the bed or banks of any other water body.	E2h	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may create turbidity in a waterbody, either from upland erosion, runoff or by disturbing bottom sediments.	D2a, D2h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may include construction of one or more intake(s) for withdrawal of water from surface water.	D2c	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may include construction of one or more outfall(s) for discharge of wastewater to surface water(s).	D2d	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action may cause soil erosion, or otherwise create a source of stormwater discharge that may lead to siltation or other degradation of receiving water bodies.	D2e	<input type="checkbox"/>	<input type="checkbox"/>
i. The proposed action may affect the water quality of any water bodies within or downstream of the site of the proposed action.	E2h	<input type="checkbox"/>	<input type="checkbox"/>
j. The proposed action may involve the application of pesticides or herbicides in or around any water body.	D2q, E2h	<input type="checkbox"/>	<input type="checkbox"/>
k. The proposed action may require the construction of new, or expansion of existing, wastewater treatment facilities.	D1a, D2d	<input type="checkbox"/>	<input type="checkbox"/>

I. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
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**4. Impact on groundwater**  
 The proposed action may result in new or additional use of ground water, or may have the potential to introduce contaminants to ground water or an aquifer.  NO  YES  
 (See Part 1. D.2.a, D.2.c, D.2.d, D.2.p, D.2.q, D.2.t)  
*If "Yes", answer questions a - h. If "No", move on to Section 5.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may require new water supply wells, or create additional demand on supplies from existing water supply wells.	D2c	<input type="checkbox"/>	<input type="checkbox"/>
b. Water supply demand from the proposed action may exceed safe and sustainable withdrawal capacity rate of the local supply or aquifer. Cite Source: _____	D2c	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may allow or result in residential uses in areas without water and sewer services.	D1a, D2c	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may include or require wastewater discharged to groundwater.	D2d, E2l	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in the construction of water supply wells in locations where groundwater is, or is suspected to be, contaminated.	D2c, E1f, E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may require the bulk storage of petroleum or chemical products over ground water or an aquifer.	D2p, E2l	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may involve the commercial application of pesticides within 100 feet of potable drinking water or irrigation sources.	E2h, D2q, E2l, D2c	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**5. Impact on Flooding**  
 The proposed action may result in development on lands subject to flooding.  NO  YES  
 (See Part 1. E.2)  
*If "Yes", answer questions a - g. If "No", move on to Section 6.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in development in a designated floodway.	E2i	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in development within a 100 year floodplain.	E2j	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in development within a 500 year floodplain.	E2k	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in, or require, modification of existing drainage patterns.	D2b, D2e	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may change flood water flows that contribute to flooding.	D2b, E2i, E2j, E2k	<input type="checkbox"/>	<input type="checkbox"/>
f. If there is a dam located on the site of the proposed action, is the dam in need of repair, or upgrade?	E1e	<input type="checkbox"/>	<input type="checkbox"/>

g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
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6. Impacts on Air			
The proposed action may include a state regulated air emission source. (See Part 1. D.2.f., D.2.h, D.2.g) <i>If "Yes", answer questions a - f. If "No", move on to Section 7.</i>		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. If the proposed action requires federal or state air emission permits, the action may also emit one or more greenhouse gases at or above the following levels: i. More than 1000 tons/year of carbon dioxide (CO <sub>2</sub> ) ii. More than 3.5 tons/year of nitrous oxide (N <sub>2</sub> O) iii. More than 1000 tons/year of carbon equivalent of perfluorocarbons (PFCs) iv. More than .045 tons/year of sulfur hexafluoride (SF <sub>6</sub> ) v. More than 1000 tons/year of carbon dioxide equivalent of hydrochloroflourocarbons (HFCs) emissions vi. 43 tons/year or more of methane	D2g D2g D2g D2g D2g D2h	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
b. The proposed action may generate 10 tons/year or more of any one designated hazardous air pollutant, or 25 tons/year or more of any combination of such hazardous air pollutants.	D2g	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may require a state air registration, or may produce an emissions rate of total contaminants that may exceed 5 lbs. per hour, or may include a heat source capable of producing more than 10 million BTU's per hour.	D2f, D2g	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may reach 50% of any of the thresholds in "a" through "c", above.	D2g	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in the combustion or thermal treatment of more than 1 ton of refuse per hour.	D2s	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

7. Impact on Plants and Animals			
The proposed action may result in a loss of flora or fauna. (See Part 1. E.2. m.-q.) <i>If "Yes", answer questions a - j. If "No", move on to Section 8.</i>		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may cause reduction in population or loss of individuals of any threatened or endangered species, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2o	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in a reduction or degradation of any habitat used by any rare, threatened or endangered species, as listed by New York State or the federal government.	E2o	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may cause reduction in population, or loss of individuals, of any species of special concern or conservation need, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2p	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in a reduction or degradation of any habitat used by any species of special concern and conservation need, as listed by New York State or the Federal government.	E2p	<input type="checkbox"/>	<input type="checkbox"/>



e. The proposed action may diminish the capacity of a registered National Natural Landmark to support the biological community it was established to protect.	E3c	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result in the removal of, or ground disturbance in, any portion of a designated significant natural community. Source: _____	E2n	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may substantially interfere with nesting/breeding, foraging, or over-wintering habitat for the predominant species that occupy or use the project site.	E2m	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action requires the conversion of more than 10 acres of forest, grassland or any other regionally or locally important habitat. Habitat type & information source: _____	E1b	<input type="checkbox"/>	<input type="checkbox"/>
i. Proposed action (commercial, industrial or recreational projects, only) involves use of herbicides or pesticides.	D2q	<input type="checkbox"/>	<input type="checkbox"/>
j. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>8. Impact on Agricultural Resources</b>			
The proposed action may impact agricultural resources. (See Part 1. E.3.a. and b.)		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
<i>If "Yes", answer questions a - h. If "No", move on to Section 9.</i>			
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may impact soil classified within soil group 1 through 4 of the NYS Land Classification System.	E2c, E3b	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may sever, cross or otherwise limit access to agricultural land (includes cropland, hayfields, pasture, vineyard, orchard, etc).	E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in the excavation or compaction of the soil profile of active agricultural land.	E3b	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may irreversibly convert agricultural land to non-agricultural uses, either more than 2.5 acres if located in an Agricultural District, or more than 10 acres if not within an Agricultural District.	E1b, E3a	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may disrupt or prevent installation of an agricultural land management system.	E1 a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result, directly or indirectly, in increased development potential or pressure on farmland.	C2c, C3, D2c, D2d	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed project is not consistent with the adopted municipal Farmland Protection Plan.	C2c	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>9. Impact on Aesthetic Resources</b> The land use of the proposed action are obviously different from, or are in sharp contrast to, current land use patterns between the proposed project and a scenic or aesthetic resource. (Part 1. E.1.a, E.1.b, E.3.h.) <i>If "Yes", answer questions a - g. If "No", go to Section 10.</i>				<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>		
a. Proposed action may be visible from any officially designated federal, state, or local scenic or aesthetic resource.	E3h	<input type="checkbox"/>	<input type="checkbox"/>		
b. The proposed action may result in the obstruction, elimination or significant screening of one or more officially designated scenic views.	E3h, C2b	<input type="checkbox"/>	<input type="checkbox"/>		
c. The proposed action may be visible from publicly accessible vantage points: i. Seasonally (e.g., screened by summer foliage, but visible during other seasons) ii. Year round	E3h	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>		
d. The situation or activity in which viewers are engaged while viewing the proposed action is: i. Routine travel by residents, including travel to and from work ii. Recreational or tourism based activities	E3h E2q, E1c	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>		
e. The proposed action may cause a diminishment of the public enjoyment and appreciation of the designated aesthetic resource.	E3h	<input type="checkbox"/>	<input type="checkbox"/>		
f. There are similar projects visible within the following distance of the proposed project: 0-1/2 mile 1/2 -3 mile 3-5 mile 5+ mile	D1a, E1a, D1f, D1g	<input type="checkbox"/>	<input type="checkbox"/>		
g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>		

<b>10. Impact on Historic and Archeological Resources</b> The proposed action may occur in or adjacent to a historic or archaeological resource. (Part 1. E.3.e, f. and g.) <i>If "Yes", answer questions a - e. If "No", go to Section 11.</i>				<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>		
a. The proposed action may occur wholly or partially within, or substantially contiguous to, any buildings, archaeological site or district which is listed on the National or State Register of Historical 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.	E3e	<input type="checkbox"/>	<input type="checkbox"/>		
b. The proposed action may occur wholly or partially within, or substantially contiguous to, an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory.	E3f	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
c. The proposed action may occur wholly or partially within, or substantially contiguous to, an archaeological site not included on the NY SHPO inventory. Source: _____	E3g	<input type="checkbox"/>	<input type="checkbox"/>		

d. Other impacts: <u>Action is a legislative action only. Actual impacts will need to be evaluated as part of SEQR for any land development actions.</u>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. If any of the above (a-d) are answered "Moderate to large impact may occur", continue with the following questions to help support conclusions in Part 3:			
i. The proposed action may result in the destruction or alteration of all or part of the site or property.	E3e, E3g, E3f	<input type="checkbox"/>	<input type="checkbox"/>
ii. The proposed action may result in the alteration of the property's setting or integrity.	E3e, E3f, E3g, E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
iii. The proposed action may result in the introduction of visual elements which are out of character with the site or property, or may alter its setting.	E3e, E3f, E3g, E3h, C2, C3	<input type="checkbox"/>	<input type="checkbox"/>

<b>11. Impact on Open Space and Recreation</b>			
The proposed action may result in a loss of recreational opportunities or a reduction of an open space resource as designated in any adopted municipal open space plan. (See Part 1. C.2.c, E.1.c., E.2.q.) <i>If "Yes", answer questions a - e. If "No", go to Section 12.</i>		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may result in an impairment of natural functions, or "ecosystem services", provided by an undeveloped area, including but not limited to stormwater storage, nutrient cycling, wildlife habitat.	D2e, E1b E2h, E2m, E2o, E2n, E2p	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the loss of a current or future recreational resource.	C2a, E1c, C2c, E2q	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may eliminate open space or recreational resource in an area with few such resources.	C2a, C2c E1c, E2q	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in loss of an area now used informally by the community as an open space resource.	C2c, E1c	<input type="checkbox"/>	<input type="checkbox"/>
e. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>12. Impact on Critical Environmental Areas</b>			
The proposed action may be located within or adjacent to a critical environmental area (CEA). (See Part 1. E.3.d) <i>If "Yes", answer questions a - c. If "No", go to Section 13.</i>		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may result in a reduction in the quantity of the resource or characteristic which was the basis for designation of the CEA.	E3d	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in a reduction in the quality of the resource or characteristic which was the basis for designation of the CEA.	E3d	<input type="checkbox"/>	<input type="checkbox"/>
c. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

**13. Impact on Transportation**

The proposed action may result in a change to existing transportation systems.

 NO YES

(See Part 1. D.2.j)

*If "Yes", answer questions a - f. If "No", go to Section 14.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Projected traffic increase may exceed capacity of existing road network.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the construction of paved parking area for 500 or more vehicles.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action will degrade existing transit access.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action will degrade existing pedestrian or bicycle accommodations.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may alter the present pattern of movement of people or goods.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**14. Impact on Energy**

The proposed action may cause an increase in the use of any form of energy.

 NO YES

(See Part 1. D.2.k)

*If "Yes", answer questions a - e. If "No", go to Section 15.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action will require a new, or an upgrade to an existing, substation.	D2k	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action will require the creation or extension of an energy transmission or supply system to serve more than 50 single or two-family residences or to serve a commercial or industrial use.	D1f, D1q, D2k	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may utilize more than 2,500 MWhrs per year of electricity.	D2k	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve heating and/or cooling of more than 100,000 square feet of building area when completed.	D1g	<input type="checkbox"/>	<input type="checkbox"/>
e. Other Impacts: _____ _____			

**15. Impact on Noise, Odor, and Light**

The proposed action may result in an increase in noise, odors, or outdoor lighting.

 NO YES

(See Part 1. D.2.m., n., and o.)

*If "Yes", answer questions a - f. If "No", go to Section 16.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may produce sound above noise levels established by local regulation.	D2m	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in blasting within 1,500 feet of any residence, hospital, school, licensed day care center, or nursing home.	D2m, E1d	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in routine odors for more than one hour per day.	D2o	<input type="checkbox"/>	<input type="checkbox"/>

d. The proposed action may result in light shining onto adjoining properties.	D2n	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in lighting creating sky-glow brighter than existing area conditions.	D2n, E1a	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

### 16. Impact on Human Health

The proposed action may have an impact on human health from exposure to new or existing sources of contaminants. (See Part 1.D.2.q., E.1. d. f. g. and h.)  
*If "Yes", answer questions a - m. If "No", go to Section 17.*

NO

YES

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action is located within 1500 feet of a school, hospital, licensed day care center, group home, nursing home or retirement community.	E1d	<input type="checkbox"/>	<input type="checkbox"/>
b. The site of the proposed action is currently undergoing remediation.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
c. There is a completed emergency spill remediation, or a completed environmental site remediation on, or adjacent to, the site of the proposed action.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
d. The site of the action is subject to an institutional control limiting the use of the property (e.g., easement or deed restriction).	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may affect institutional control measures that were put in place to ensure that the site remains protective of the environment and human health.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action has adequate control measures in place to ensure that future generation, treatment and/or disposal of hazardous wastes will be protective of the environment and human health.	D2t	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action involves construction or modification of a solid waste management facility.	D2q, E1f	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action may result in the unearthing of solid or hazardous waste.	D2q, E1f	<input type="checkbox"/>	<input type="checkbox"/>
i. The proposed action may result in an increase in the rate of disposal, or processing, of solid waste.	D2r, D2s	<input type="checkbox"/>	<input type="checkbox"/>
j. The proposed action may result in excavation or other disturbance within 2000 feet of a site used for the disposal of solid or hazardous waste.	E1f, E1g E1h	<input type="checkbox"/>	<input type="checkbox"/>
k. The proposed action may result in the migration of explosive gases from a landfill site to adjacent off site structures.	E1f, E1g	<input type="checkbox"/>	<input type="checkbox"/>
l. The proposed action may result in the release of contaminated leachate from the project site.	D2s, E1f, D2r	<input type="checkbox"/>	<input type="checkbox"/>
m. Other impacts: _____ _____			

<b>17. Consistency with Community Plans</b> The proposed action is not consistent with adopted land use plans. (See Part 1. C.1, C.2. and C.3.) <i>If "Yes", answer questions a - h. If "No", go to Section 18.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action's land use components may be different from, or in sharp contrast to, current surrounding land use pattern(s).	C2, C3, D1a E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action will cause the permanent population of the city, town or village in which the project is located to grow by more than 5%.	C2	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action is inconsistent with local land use plans or zoning regulations.	C2, C2, C3	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action is inconsistent with any County plans, or other regional land use plans.	C2, C2	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may cause a change in the density of development that is not supported by existing infrastructure or is distant from existing infrastructure.	C3, D1c, D1d, D1f, D1d, E1b	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action is located in an area characterized by low density development that will require new or expanded public infrastructure.	C4, D2c, D2d D2j	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may induce secondary development impacts (e.g., residential or commercial development not included in the proposed action)	C2a	<input type="checkbox"/>	<input type="checkbox"/>
h. Other: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>18. Consistency with Community Character</b> The proposed project is inconsistent with the existing community character. (See Part 1. C.2, C.3, D.2, E.3) <i>If "Yes", answer questions a - g. If "No", proceed to Part 3.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may replace or eliminate existing facilities, structures, or areas of historic importance to the community.	E3e, E3f, E3g	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may create a demand for additional community services (e.g. schools, police and fire)	C4	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may displace affordable or low-income housing in an area where there is a shortage of such housing.	C2, C3, D1f D1g, E1a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may interfere with the use or enjoyment of officially recognized or designated public resources.	C2, E3	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action is inconsistent with the predominant architectural scale and character.	C2, C3	<input type="checkbox"/>	<input type="checkbox"/>
f. Proposed action is inconsistent with the character of the existing natural landscape.	C2, C3 E1a, E1b E2g, E2h	<input type="checkbox"/>	<input type="checkbox"/>
g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**Full Environmental Assessment Form**  
**Part 3 - Evaluation of the Magnitude and Importance of Project Impacts**  
**and**  
**Determination of Significance**

Part 3 provides the reasons in support of the determination of significance. The lead agency must complete Part 3 for every question in Part 2 where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.

Based on the analysis in Part 3, the lead agency must decide whether to require an environmental impact statement to further assess the proposed action or whether available information is sufficient for the lead agency to conclude that the proposed action will not have a significant adverse environmental impact. By completing the certification on the next page, the lead agency can complete its determination of significance.

**Reasons Supporting This Determination:**

To complete this section:

- Identify the impact based on the Part 2 responses and describe its magnitude. Magnitude considers factors such as severity, size or extent of an impact.
- Assess the importance of the impact. Importance relates to the geographic scope, duration, probability of the impact occurring, number of people affected by the impact and any additional environmental consequences if the impact were to occur.
- The assessment should take into consideration any design element or project changes.
- Repeat this process for each Part 2 question where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.
- Provide the reason(s) why the impact may, or will not, result in a significant adverse environmental impact
- For Conditional Negative Declarations identify the specific condition(s) imposed that will modify the proposed action so that no significant adverse environmental impacts will result.
- Attach additional sheets, as needed.

The Town of Canandaigua Town Board has reviewed and accepted Part 1 of the Full Environmental Assessment Form (EAF) for this action. The Town Board completed a coordinated review under the State Environmental Quality Review (SEQR) Regulations and received no objections to being designated Lead Agency. The Town Board in a separate resolution designated themselves as lead agency and as lead agency for this Action, under the provisions of Part 617 of the SEQR Regulations, has given a thorough and comprehensive evaluation of the impacts likely to result from the proposed Action. Based upon this evaluation and the Town Boards review of the Full EAF Part 2 and Part 3, the Town Board in a separate resolution adopted on Monday, March 16, 2020 has determined the proposed Action will not likely result in a significant adverse impact upon the environment and that a Negative Declaration is issued. Please see the attached documentation supporting the Full EAF in support of this decision.

**Determination of Significance - Type 1 and Unlisted Actions**

SEQR Status:  Type 1  Unlisted

Identify portions of EAF completed for this Project:  Part 1  Part 2  Part 3

Upon review of the information recorded on this EAF, as noted, plus this additional support information  
Full Environmental Assessment Form (EAF) and the supporting documentation to the EAF and project maps.

and considering both the magnitude and importance of each identified potential impact, it is the conclusion of the  
Town of Canandaigua Town Board as lead agency that:

A. This project will result in no significant adverse impacts on the environment, and, therefore, an environmental impact statement need not be prepared. Accordingly, this negative declaration is issued.

B. Although this project could have a significant adverse impact on the environment, that impact will be avoided or substantially mitigated because of the following conditions which will be required by the lead agency:

There will, therefore, be no significant adverse impacts from the project as conditioned, and, therefore, this conditioned negative declaration is issued. A conditioned negative declaration may be used only for UNLISTED actions (see 6 NYCRR 617.7(d)).

C. This Project may result in one or more significant adverse impacts on the environment, and an environmental impact statement must be prepared to further assess the impact(s) and possible mitigation and to explore alternatives to avoid or reduce those impacts. Accordingly, this positive declaration is issued.

Name of Action: 0000 Bristol Road Rezoning

Name of Lead Agency: Town of Canandaigua Town Board

Name of Responsible Officer in Lead Agency: Cathy Menikotz

Title of Responsible Officer: Town Supervisor

Signature of Responsible Officer in Lead Agency: \_\_\_\_\_ Date: March 16, 2020

Signature of Preparer (if different from Responsible Officer) \_\_\_\_\_ MRB Group D.P.C. Date: March 16, 2020

**For Further Information:**

Contact Person: Dough Finch, Town Manager

Address: 5400 Route 5 & 20 West, Canandaigua, NY 14424

Telephone Number: (585) 394-1120

E-mail: [dfinch@townofcanandaigua.org](mailto:dfinch@townofcanandaigua.org)

**For Type 1 Actions and Conditioned Negative Declarations, a copy of this Notice is sent to:**

Chief Executive Officer of the political subdivision in which the action will be principally located (e.g., Town / City / Village of)

Other involved agencies (if any)

Applicant (if any)

Environmental Notice Bulletin: <http://www.dec.ny.gov/enb/enb.html>



# ATTACHMENT 5

**COVID-19 2020 BUDGET**

General Fund:

	<u>2020 Adopted Budget</u>	<u>2020 proposed COVID-19</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
<b>Revenue</b>					
Tax Levy (1001)	\$ 555,000	\$ 555,000	\$ 565,604	\$ 585,311	\$ 615,359
Special / PILOT (1030)	\$ 21,696	\$ 21,696	\$ 21,696	\$ 21,696	\$ 21,696
Penalty on Taxes (1090)	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
Sales Tax (1120)	\$ 2,000,000	\$ 1,300,000	\$ 1,500,000	\$ 1,700,000	\$ 1,900,000
Mortgage Tax (3005)	\$ 230,000	\$ 149,500	\$ 172,500	\$ 195,500	\$ 218,500
Cable Franchise (1170)	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000
Park & Rec Fees (2001)	\$ 105,000	\$ 55,000	\$ 75,000	\$ 90,000	\$ 110,000
Zoning Fees (2110)	\$ 27,500	\$ 18,000	\$ 22,000	\$ 25,000	\$ 30,000
Soil Erosion Cntrl (2120)	\$ 6,000	\$ 4,000	\$ 4,000	\$ 5,000	\$ 6,000
City Transfer Use / Bristol (2302)	\$ 26,620	\$ 26,620	\$ 26,620	\$ 26,620	\$ 26,620
Interest (2401)	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Rental of Real Property (2410)	\$ 12,800	\$ 12,800	\$ 12,800	\$ 12,800	\$ 12,800
Town Clerk Fees (misc)	\$ 7,420	\$ 7,420	\$ 7,420	\$ 7,420	\$ 7,420
Dog Licenses (2544)	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Site Development (2590)	\$ 67,000	\$ 40,000	\$ 50,000	\$ 60,000	\$ 70,000
Construction Debris (2591)	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Recycling Rev (2651)	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Sale of Equip (2665)	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500
Court Fines (2610)	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000
Planning Grants (3092)	\$ 45,000	\$ 45,000	\$ 20,000	\$ 30,000	\$ 30,000
Transfer from Parks Fund (CM)	\$ 192,500	\$ 180,000	\$ -	\$ -	\$ -
Transfer Tax Reserve (A.231)	\$ -	\$ 75,000	\$ -	\$ -	\$ -
Misc Rev / Fees	\$ -	\$ -	\$ -	\$ -	\$ -
use of bonded indebt reserve (new)	\$ -	\$ 35,000	\$ -	\$ -	\$ -
App. Fund Balance	\$ 491,334	\$ 499,184	\$ 450,000	\$ 450,000	\$ 450,000
	\$ 4,042,370	\$ 3,278,720	\$ 3,182,140	\$ 3,463,847	\$ 3,752,895
<b>Expenditures</b>					
.100 (personnel)	\$ 1,473,148	\$ 1,305,148	\$ 1,331,250.96	\$ 1,357,875.98	\$ 1,385,033.50
.200 (capital/equip)	\$ 462,530	\$ 311,680	\$ 200,000	\$ 333,980	\$ 495,000
.400 (contractual)	\$ 1,247,416	\$ 830,616	\$ 776,000	\$ 850,000	\$ 900,000
.600 (debt principal)	\$ 205,000	\$ 205,000	\$ 205,000	\$ 205,000	\$ 205,000
.700 (debt interest)	\$ 81,113	\$ 81,113	\$ 81,113	\$ 81,113	\$ 81,113
.800 (ben/comp)	\$ 573,163	\$ 545,163	\$ 588,776	\$ 635,878	\$ 686,748
transfer (Hwy Project)	\$ -	\$ -	\$ -	\$ -	\$ -
App Fund Balance to Reserves	\$ -	\$ -	\$ -	\$ -	\$ -
.900 (transfer)	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 4,042,370	\$ 3,278,720	\$ 3,182,140	\$ 3,463,847	\$ 3,752,895
<b>ASSESSED VALUE</b>		\$ 1,377,756,543	\$ 1,391,534,108	\$ 1,412,407,120	\$ 1,440,655,262
<i>Proposed Tax Rate:</i>		\$ 1.03	\$ 1.03	\$ 1.03	\$ 1.03
Gen Fund Real Prop Tax:		\$ 555,000	\$ 565,604	\$ 585,311	\$ 615,359
Hwy Fund Real Prop Tax:		\$ 865,000	\$ 865,000	\$ 865,000	\$ 865,000
<b>Total Tax Levy:</b>		\$ 1,420,000	\$ 1,430,604	\$ 1,450,311	\$ 1,480,359

COVID-19 2020 BUDGET

Highway Fund:

	<u>2020 Budget</u>	<u>2020 proposed COVID-19</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
<u>Revenue</u>					
Tax Levy \$	865,000	865,000	865,000	865,000	865,000
Sales Tax \$	2,400,000	1,560,000	1,680,000	1,920,000	2,160,000
Chips (3501) \$	260,000	195,000	221,000	247,000	260,000
Services other Govts (2302) \$	135,000	135,000	135,000	135,000	135,000
Sale of Equip (2665) \$	39,000	39,000	35,000	35,000	35,000
Insurance Recovery (2680) \$	-	-	-	-	-
Reserve					
Approp Fund Balance (9000) \$	295,070	111,570	101,390	143,398	101,818
Amount FB actual transferred					
Interfund Transfer from Gen (5031)					
Transfer Hwy Imp Reserve (9231)					
Other local govt (2797) \$	5,000	5,000	5,000	5,000	5,000
State Grant (3589) \$	-	-	-	-	-
	<u>\$ 3,999,070</u>	<u>\$ 2,910,570</u>	<u>\$ 3,042,390</u>	<u>\$ 3,350,398</u>	<u>\$ 3,561,818</u>
<u>Expenditures</u>					
.100 (personnel) \$	1,003,000	1,003,000	1,023,060	1,043,521	1,064,392
.200 (capital/equip) \$	497,001	45,001	150,000	300,000	350,000
.400 (contractual) \$	2,055,504	1,428,004	1,400,000	1,500,000	1,600,000
.600 (debt principal)					
.700 (debt interest)					
.800 (medical) \$	443,565	434,565	469,330	506,877	547,427
.900 (transfer) \$	-	-	-	-	-
	<u>\$ 3,999,070</u>	<u>\$ 2,910,570</u>	<u>\$ 3,042,390</u>	<u>\$ 3,350,398</u>	<u>\$ 3,561,818</u>

# ATTACHMENT 6



## Professional Services Agreement

The following is a listing of all Professional Services Agreements that Integrated Systems is offering for **Engineering Services and Software Development**. It includes Network and System troubleshooting, programming, end user technical support, cabling and travel. The hours may be used for any combination of services. The larger the time block purchased, the greater the savings per hour. Contract rates cover work performed by any Integrated Systems Engineer at one unit per hour, except for services requiring a Senior Engineer whose hours are billed at 1.3 units per hour; those services include; Server Implementations, Network Design and Engineering, and at client request.

### Professional Service Agreement Terms:

**Payment in full is due before any project/support is started.**

**Purchase of Professional Service Agreements are non refundable.**

Clients with PSA receive priority telephone response time over non-PSA clients.

Banked Unused Time **does not** expire

(average response time: less than 1 hour)

Clients with PSA receive priority on-site response time for troubleshooting & technical support over non-PSA clients.

Clients with PSA have the option to have updates delivered via modem; mail; or on-site delivery.

Travel time is billed as straight time

Weekend/Overtime hours will be billed at 2 X regular rate

Modem/Phone charges are the responsibility of the client and are always billable.

Engineer's time is billable when:

- Working on additions/updates to programs / integration/ research
- Travel time between office and customer's location
- Time involved in gathering information for projects
- For support covering overnight staff, lodging, meals billed at \$150.00 per day.
- No extra charges for ground travel, flight costs are billed to the customer.

Statements of time spent on this contract are available at the Client's Request

**LIMITATION OF WARRANTY LIABILITY:** The obligation of Integrated Systems under the warranty is limited to the repair or replacement, at Integrated Systems option, of a non-conforming product, part or component thereof, except consumable accessories, within a reasonable time after notification. The client's remedies are limited to Integrated Systems obligations stated herein, subject to the "EXCLUSIVE REMEDY" set forth in the paragraph below. This warranty extends only to the client. **THIS WARRANTY IS EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS.** Integrated Systems has not made and makes no guarantee or warranty, including implied warranty or merchantability or fitness, that the system, equipment, or services supplied will avert, avoid or prevent the loss of data or information or the consequences therefrom, which the system or service is designed to provide. It is mutually understood and agreed that in executing this Agreement, client is not relying on any advice or advertisement of Integrated Systems. Client agrees that any representation, promise, condition, inducement or warranty, express or implied, including those of merchantability and fitness, not included in writing in this Agreement shall not be binding upon any "party." The client assumes all risk for loss or damage to the client equipment and data files except as specified herein.

**EXCLUSIVE REMEDY:** Because of the nature of the services rendered and the system as a whole, it is impractical and extremely difficult to fix the actual damages, if any, which may result from failure on the part of



Integrated Systems to perform its responsibilities under this contract. Client does not desire this contract to provide full liability for loss, damage or injury due directly or indirectly to occurrences, or consequences therefrom, which the service or system is designed to deter or avert. In the event Integrated Systems should be found liable for loss, damage or injury due to a failure of the equipment or services provided under this Agreement or the equipment in any respect, its liability shall be limited to \$250.00, as the agreed upon liquidated damages and not as a penalty. Such liquidated damages is the exclusive remedy for any failure of services or equipment, and the provisions of this paragraph shall apply if loss, damage or injury, irrespective of cause or origin, results directly or indirectly to a person or property from the performance or nonperformance of any obligation of Integrated Systems from negligence, active or otherwise, of Integrated Systems, its agents or employees. It is intended and expressly agreed that the purpose of the preceding provisions are to set an upper limit to the amount recoverable by the client and to fix liability of Integrated Systems at a specific sum of \$250.00. If client desires additional liability coverage, it shall be his responsibility to secure it from an insurance carrier or other agency of his choice, at his own expense. The client shall bring no suit against Integrated Systems more than one (1) year after the accrual of the cause of action therefore.

The Client agrees that, during the term of this Agreement and for a period of twenty-four (24) months thereafter, it will not actively solicit an Integrated Systems employee as a candidate or possible candidate for any position with the client or potential client, without first obtaining the written permission of Integrated Systems. Due to the difficulty of assessing damages in the event of a breach of this provision, the parties agree that Client will pay Integrated Systems, upon Integrated Systems written notice to the Client, an amount equal to three times the annual wages of any Integrated Systems employee who is referred by Client in violation of this provision. The Client will also reimburse Integrated Systems for any attorney's fees incurred by Integrated Systems in collecting amounts owed under this provision.

Pursuant to NYS General Municipal Law §103(16) the Town of Canandaigua certifies that this contract was awarded in compliance with the competitive bidding requirements of the State of New York for a professional service and agrees that the terms and conditions of such contract are available for use by other government entities and authorized Purchasers provided that Purchaser enters into a separate independent contract with Contractor, and in said contract Purchaser accepts sole responsibility for any payment due the Contractor for services/material rendered to that Purchaser

Contract	Hours	Rate/Hour	Total Cost	Savings
None		\$ 155.00		None
A	10	\$ 95.00	\$ 950.00	\$ 600.00
B	25	\$ 90.00	\$ 2250.00	\$ 1625.00
C	50	\$ 85.00	\$ 4250.00	\$ 3500.00
D	100+	\$ 75.00	\$ 7500.00+	\$ 8000.00+

Contract Selected: \_\_\_\_\_



**I have read the above terms and conditions of the time contracts. I understand and agree to the above conditions and terms of the contract:**

**Client:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Client Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Integrated Systems Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Schedule A

### Town of Canandaigua Support Services Protocol and Service Reimbursement Schedule:

#### (1) day (4) hours onsite (1) day per month and as requested support time

##### Requests for Service:

Requests for Service, other than scheduled onsite service can be made by calling our office at 924-8670.

##### Rates / Reports:

Integrated Systems will provide the Town of Canandaigua support and troubleshooting for the Town's technology needs from 8am -5pm Monday through Friday at our quoted contract rate. A detailed summary of each service call will be provided upon request.

##### Scheduled Support Provided Monthly:

Integrated Systems will provide scheduled service to the Town to Canandaigua through (1) day per month for a maximum of four hours to support the IT services. If additional support time is needed it will be billed to the Town's existing/valid Professional Service Agreement.

##### Scheduled Monthly Service:

###### **Server Level: Monthly Onsite**

- Examination and Evaluation of Server event logs and document and report variations from established baselines.
- Examination and Evaluation of RAID5 Storage Configuration, document and report variations from established baseline
- Implement Microsoft Windows Updates as they are made available from Microsoft
- Evaluate Disk Space, document and report variations form established baselines
- Verification of Backups, document and report variations from established baseline
- Evaluate Power Management Status for UPS equipment document and report variations from established baselines

###### **User Level Support: Monthly Onsite**

- Installation and Integration of workstations, laptops, printers and application software for users
- Support and troubleshooting for the Town users technology needs as they occur
- User level Support for the Town's Department Level Application Software

###### **User Applications Support: Monthly Onsite**

- PC level Support of Operating System issues with Windows XP and Windows 7, Windows 8
- PC level Support of Issues of Microsoft Office Issues
- PC level Support of Printer related issues
- And other support service as needed on an À la carte basis

The payment in full is due before any services or support is started. Additional onsite support time will be provided as requested, at the same rate for work during regular business hours and work performed after 5pm, the rate is 1.5 per hour.



# Integrated Systems

## Contract Summary

Date: 4/8/2020

Town of Canandiuagua

	Time	Normal Billing Rate	Value of Time
Total Time Spent with Customer	80	\$ 155.00	\$ 12,400.00
Total Discounts Given By Integrated Systems	0		\$ -
Credits considered in this reporting	107	\$ 75.00	\$ 7,500.00
			\$ -
			\$ -
Savings Due to Contract			\$ 8,000.00
Discounts hours			
Savings Due to Contract #			

Balance - Over or **Available**

**27**

<b>Total Savings to You</b>			<b>\$ 8,000.00</b>
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**Note :** "Total Savings to You" are a summary of the discounts given by Integrated Systems (from the actual time spent on your projects) and the savings due to the existing contract(s). "The Total Time Spent" reflects your total expenditure on computer integration and support issues, if all of our technician's time was billed at our normal billing rate.

# Time Logs by Contract

## from 01/01/2019 thru 04/08/2020

(Sorted by Contract Number, Time Log Start Date and Time)

**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

### Contract Information

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

### Time Log Detail

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
9/12/2019 3:05PM	DN	DC-AV Management	0:20	0:20	\$155.00	\$51.15	Yes	Yes
Comment: Walked Jean through rebooting the server. Server came back up. Jean checked with the person that needed it. They where able to work and get into program SO No. 31034 Account: Town of Canandaigua, No. 344								

### Total Time Log Detail for Start Date: 9/12/2019

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:20	\$51.15	0:00	\$0.00	0:20	\$51.15	0:00	\$0.00	0:20	\$0.00

### Total Time Log Detail for Contract Number: 1141

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
9/13/2019 10:10AM	DN	DC-Server Management	0:20	0:20	\$155.00	\$51.15	Yes	Yes
Comment: Logged on the Pop server. Linda's account was disabled. Enabled the account. Sent Linda test message. She got the message. Email is going to her account. SO No. 31044 Account: Town of Canandaigua, No. 344								

### Total Time Log Detail for Start Date: 9/13/2019

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:20	\$51.15	0:00	\$0.00	0:20	\$51.15	0:00	\$0.00	0:20	\$0.00

### Total Time Log Detail for Contract Number: 1141

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
9/17/2019 11:00AM	DN	DC-User Management	0:20	0:20	\$155.00	\$51.15	Yes	Yes
Comment: Logged on the pop server. Deleted Dennis's email account. Created an aliases on Samantha's email account. SO No. 31065 Account: Town of Canandaigua, No. 344								

### Total Time Log Detail for Start Date: 9/17/2019

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:20	\$51.15	0:00	\$0.00	0:20	\$51.15	0:00	\$0.00	0:20	\$0.00

### Total Time Log Detail for Contract Number: 1141

**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

**Contract Information**

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

**Time Log Detail**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
9/26/2019 12:15PM	DN	DC-AV Management	0:15	0:15	\$155.00	\$38.75	Yes	Yes
Comment: Logged on the SonicWall Dash board. Copied link of downloader for town of Canandaigua. Emailed Tyler the link. He opened up link. Started downloading capture client. SO No. 31166 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 9/26/2019**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:15	\$38.75	0:00	\$0.00	0:15	\$38.75	0:00	\$0.00	0:15	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
9/27/2019 11:00AM	CU	Remote Support	0:10	0:10	\$155.00	\$26.35	Yes	Yes
SO No. 31107 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 9/27/2019**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:10	\$26.35	0:00	\$0.00	0:10	\$26.35	0:00	\$0.00	0:10	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
10/1/2019 9:30AM	MAS	Data Center	2:15	2:15	\$155.00	\$348.75	Yes	Yes
Comment: Called Jean and she said ok to let Jesse on server. Called Jesse and log him into the server. Jesse said a reboot was not likely but would let us know. Keep remote session open to server. Talk with Jesse and after he installed updates for SQL server the server needed to be rebooted. Called Jean and she alerted users and we rebooted at 11:35am and the server was back online at 11:48am and Jesse was reconnected and he started the next software updates and now does not need a reboot. Called Jean and advised server is online again and unsure at this point if it will need to be rebooted again, waiting for Jesse. SO No. 31200 Account: Town of Canandaigua, No. 344								
10/1/2019 12:05PM	DN	DC-Software Applications	0:40	0:40	\$155.00	\$103.85	Yes	Yes
Comment: Called over to Jean. Asked who would the email be going to. Jean told me that the Purchase Order will be going to Samantha Perice. Filled out the info. Sent it back over to Jean and Samantha SO No. 31190 Account: Town of Canandaigua, No. 344								

**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

**Contract Information**

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

**Time Log Detail**

**Total Time Log Detail for Start Date: 10/1/2019**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
2:55	\$452.60	0:00	\$0.00	2:55	\$452.60	0:00	\$0.00	2:55	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
10/2/2019 10:20AM	DN	DC-Software Applications Comment: Brian from General code needed access to to the server to work on Laserfische SO No. 31215 Account: Town of Canandaigua, No. 344	0:15	0:15	\$155.00	\$38.75	Yes	Yes
10/2/2019 10:40AM	DN	DC-Software Applications Comment: Brian from Lasefische called back. Showed me what he did on the server. Said that SQL service and Lasherfische server where turned off. Brian turned on the services called Rebecca and said the she was able to log in. Had Brian send me an email as to what services need to be turned on in what order. SO No. 31215 Account: Town of Canandaigua, No. 344	0:15	0:15	\$155.00	\$38.75	Yes	Yes
10/2/2019 1:50PM	DN	DC-User Management Comment: Logged on the server. Reset the PW. Sent Samantha the PW via email. SO No. 31218 Account: Town of Canandaigua, No. 344	0:15	0:15	\$155.00	\$38.75	Yes	Yes
10/2/2019 2:45PM	DN	DC-User Management Comment: Samantha called in saying she cant access the server. Won't accept PW. Logged on the server and reset the PW to what she told me. Had her log in to the computer. Getting PW error for email. Logged on the Pop server. Changed the PW. She was able to get her emails SO No. 31218 Account: Town of Canandaigua, No. 344	0:20	0:20	\$155.00	\$51.15	Yes	Yes

**Total Time Log Detail for Start Date: 10/2/2019**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
1:05	\$167.40	0:00	\$0.00	1:05	\$167.40	0:00	\$0.00	1:05	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
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**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

**Contract Information**

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

**Time Log Detail**

Date	Time	Tech	Log Reason	Actual	Billable/Contract	Rate	Amount	On Contract	Billable
10/8/2019	8:00AM	MAS	Data Center	4:30	4:30	\$155.00	\$697.50	Yes	Yes
Comment: T=45min Onsite 8am- Talk with Jean and check servers as per check list. Found Windows updates needed on server, start install and will alert users of reboot when done. Check backups on server 2018 and Nova backup hung on backup from last week. Needed to stop services and will update backups schedule after reboot of server. Update firmware on server-data NAS now on ver: 4.42. Updates finished and advise on reboot. Rebooted Server and confirm services came online. Check Nova backup schedules and update each to expected days to start as some were missed and are trying to start the missed jobs. Run the LF -Thursday backup to check operation. The backup completed to the LF NAS drive. Install new firmware on LF NAS and reboot as needed. For Kristen in Court, assist with updating email password in her Outlook for one of the email accounts and now the email is coming in for that account. Update time slip and go check list with Jean. SO No. 31253 Account: Town of Canandaigua, No. 344									

**Total Time Log Detail for Start Date: 10/8/2019**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
4:30	\$697.50	0:00	\$0.00	4:30	\$697.50	0:00	\$0.00	4:30	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/Contract	Rate	Amount	On Contract	Billable
10/16/2019 11:00AM	DN	DC-User Management	0:15	0:15	\$155.00	\$38.75	Yes	Yes
Comment: Logged on the server. Added the email address for Tyler. Sent email over to Tyler with credentials SO No. 31313 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 10/16/2019**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:15	\$38.75	0:00	\$0.00	0:15	\$38.75	0:00	\$0.00	0:15	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/Contract	Rate	Amount	On Contract	Billable
10/17/2019 9:00AM	DN	DC-User Management	0:30	0:30	\$155.00	\$77.50	Yes	Yes
Comment: Logged on to Rebecca's computer. Checked the memory. Only has 4 gigs. Advised Rebecca that getting more ram would be the best option for this issue. Told her that for temporary fix she can close out other programs running while she uses LaserFische. Told her I would send an email over to Dave to get a quote. Ran Winaduit on her computer. Sent an email over to Dave. had Rebecca transferred me over to Jean so I could inform Jean of what was going on with Rebecca's computer. SO No. 31324 Account: Town of Canandaigua, No. 344								

**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

**Contract Information**

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

**Time Log Detail**

**Total Time Log Detail for Start Date: 10/17/2019**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:30	\$77.50	0:00	\$0.00	0:30	\$77.50	0:00	\$0.00	0:30	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
10/21/2019 9:15AM	DN	DC-Software Applications	0:15	0:15	\$155.00	\$38.75	Yes	Yes
Comment: Had Jean download adobe acrobat DC free version. Took her to the web site where she could download it. Explained that she might have set adobe as default pdf viewer SO No. 31344 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 10/21/2019**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:15	\$38.75	0:00	\$0.00	0:15	\$38.75	0:00	\$0.00	0:15	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
11/8/2019 10:00AM	DN	DC-Software Applications	0:15	0:15	\$155.00	\$38.75	Yes	Yes
Comment: Logged on to the computer. Went to Outlook. Clicked on work offline. Message started dumping into Outlook. SO No. 31509 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 11/8/2019**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:15	\$38.75	0:00	\$0.00	0:15	\$38.75	0:00	\$0.00	0:15	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
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**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

**Contract Information**

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

**Time Log Detail**

Date	Time	Tech	Log Reason	Actual	Billable/Contract	Rate	Amount	On Contract	Billable
11/12/2019	8:00AM	MAS	Data Center	4:45	4:45	\$155.00	\$736.25	Yes	Yes
Comment: Oniste 8:15am Check with Jean and check servers and backups as per list. Found issue with LFData backup recently show successful but no data in backup. Check jobs and appears to be set correctly. Resave jobs and run LF Monday job and completed fine and backed up data. Was able to restore file from backup. Advised Jean to check emails for backup to confirm the data size is more that zero. Discuss disabled email accounts for Elena and Jean would like the accounts downloaded and backup up in .pst file then ok to delete the accounts. We will do this next visit as will need to test with Jean when done. Check with Sherry in courts and she is having issue with her credit card machine, the other one is working fine. Call support and was put on hold and Sherry said she can work with support an let us know if we are needed. Print completed check list and leave for Jean. SO No. 31503 Account: Town of Canandaigua, No. 344									

**Total Time Log Detail for Start Date: 11/12/2019**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
4:45	\$736.25	0:00	\$0.00	4:45	\$736.25	0:00	\$0.00	4:45	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/Contract	Rate	Amount	On Contract	Billable
11/14/2019 11:30AM	DN	DC-User Management	0:15	0:15	\$155.00	\$38.75	Yes	Yes
Comment: Logged on the pop server. Created a new email address. Sent email over to Jean with the credentials SO No. 31484 Account: Town of Canandaigua, No. 344								
11/14/2019 12:15PM	DN	DC-Software Applications	0:15	0:15	\$155.00	\$38.75	Yes	Yes
Comment: Mark from Tyler Technologies called and need the public IP address off the server so they could white list the IP address for program they use. SO No. 31560 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 11/14/2019**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:30	\$77.50	0:00	\$0.00	0:30	\$77.50	0:00	\$0.00	0:30	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/Contract	Rate	Amount	On Contract	Billable
11/19/2019 4:30PM	DN	DC-User Management	0:20	0:20	\$155.00	\$51.15	Yes	Yes
Comment: Logged on the server. Created user in active directory. Logged on the Pop server created an email account. Sent Jean email with credentials SO No. 31604 Account: Town of Canandaigua, No. 344								

**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

**Contract Information**

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

**Time Log Detail**

**Total Time Log Detail for Start Date: 11/19/2019**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:20	\$51.15	0:00	\$0.00	0:20	\$51.15	0:00	\$0.00	0:20	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
11/26/2019 10:30AM	DN	DC-Software Applications	0:15	0:15	\$155.00	\$38.75	Yes	Yes
Comment: Person is logged on computer in a debugger mode. Program is not executing. Suggested logging to computer as admin. Tyler kicked everyone off computer. Logged in as admin. Logged person back in. They where able to execute the program. SO No. 31670 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 11/26/2019**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:15	\$38.75	0:00	\$0.00	0:15	\$38.75	0:00	\$0.00	0:15	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
12/4/2019 4:00PM	MAS	Data Center	1:00	1:00	\$155.00	\$155.00	Yes	Yes
Comment: Check and restart backup job for LF Wednesday and reset LF Thursday and email shows backups were successful but shows o files were backed up. The manual run backup for LF -Wednesday was successful and the Thursday job was as well. Will check backups on next service day in a week. SO No. 31503 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 12/4/2019**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
1:00	\$155.00	0:00	\$0.00	1:00	\$155.00	0:00	\$0.00	1:00	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
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**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

**Contract Information**

Contract Type	No. Items		Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
	Covered							
100 Unit PSA	0		9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

**Time Log Detail**

Start Date	Time	Tech	Location	Start	End	Rate	Amount	On Contract	Billable
12/10/2019	8:00AM	MAS	Data Center	6:00	6:00	\$155.00	\$930.00	Yes	Yes
Comment: Onsite talk with Jean and go over list. Check servers as per check list and test restore files from backups. Checked NAS drives and rebooted for maintenance, no firmware updates needed. Update Veeam backup software on server as needed. Check backups and needed to reset the LF backup jobs intermittently show backup successful but there are no files in backup. Email accounts(2) for Eleana Schumann are disabled and need to be archived before removing them from server. Enable accounts and connect with Outlook on PC and download email. Export to .pst file and save in Jean's folder on server as requested. Open the files with Jean from her Outlook to check for data. Removed the 2 email accounts from server. Set up new email for Catherine Sandic, csandic@townofcanandaigua.org. Set up new user on network for csandic. Talk with Lisa Record and log on the conference room PC with csandic user and created shortcut to webmail on desktop for all users. Connect Catherine to clerk Toshiba. Log into csandic webmail to check operation. The Veeam backup software needed reboot and server has been online for 63 days, Jean said ok to reboot server. Rebooted and confirm services started. The Veeam backup started to update the backup data. Print completed check list for for Jean. SO No. 31735 Account: Town of Canandaigua, No. 344									

**Total Time Log Detail for Start Date: 12/10/2019**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
6:00	\$930.00	0:00	\$0.00	6:00	\$930.00	0:00	\$0.00	6:00	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/Contract	Rate	Amount	On Contract	Billable
12/16/2019 3:00PM	DN	DC-Server Management	0:20	0:20	\$155.00	\$51.15	Yes	Yes
Comment: Logged on the computer. Had Lisa show me what was going on. Web base program. They just changed the email in the email settings. Getting PW error. Logged on to the pop server. Changed the PW of the email address. Sent a test email from the program. Program now works. SO No. 31803 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 12/16/2019**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:20	\$51.15	0:00	\$0.00	0:20	\$51.15	0:00	\$0.00	0:20	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/Contract	Rate	Amount	On Contract	Billable
1/2/2020 8:00AM	DAB	Data Center	0:15	0:15	\$155.00	\$38.75	Yes	Yes
Comment: -Disable Kevin Renoylds email, do not delete mailbox, no forwarding needed SO No. 31907 Account: Town of Canandaigua, No. 344								

**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

**Contract Information**

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

**Time Log Detail**

**Total Time Log Detail for Start Date: 1/2/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:15	\$38.75	0:00	\$0.00	0:15	\$38.75	0:00	\$0.00	0:15	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
1/6/2020 10:30AM	MAS	DC-User Management	0:30	0:30	\$155.00	\$77.50	Yes	Yes
Comment: Called Jean and she would like the transferstation email to be forwarded to kmccumiskey email and do not retain any email in the transferstation account at this time. Created email and sent test message and called Kaitlynn and left voicemail to check. Called Jean back to let her know it is done. Received email back from Kaitlynn confirming email. Password for account: 20Tr@ns20 SO No. 31950 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 1/6/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:30	\$77.50	0:00	\$0.00	0:30	\$77.50	0:00	\$0.00	0:30	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
1/14/2020 9:00AM	MAS	Data Center	6:30	6:30	\$155.00	\$1,007.50	Yes	Yes
Comment: T=1hr onsite 9:30am-3pm Talk with Jean and go over list. Check servers and update check list. Test restore files from backups. Found both NAS drives have firmware updates available, will update them from highway location after backup config to USB. Ran config backup to USB on NAS drives one at a time as the USB is reformatted each time. Confirm NAS is online and accessible before update next one. Back to Town hall and finish install windows updates on server and rebooted server. Confirm services started after reboot server completed. Update time for Nova backups to 1 hour later to see if there is any conflicts as occasionally the backups show missed files. Check Sonicwall AV licenses and found one PC for Bookkeeper is out of date by 22 days. Check PC and found it has been replaced and has Kasperski AV installed. Check with Jean and ok to update the AV to Capture Client and decommissioned the old Bookkeeper AV license to allow install on new PC. Set up Outlook IMAP email for Allison and she supplied the email password to connect. Once connected we were able to see same emails in Outlook as in the webmail session. Print check list and go over items with Jean before leaving. SO No. 31996 Account: Town of Canandaigua, No. 344								

**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

**Contract Information**

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

**Time Log Detail**

**Total Time Log Detail for Start Date: 1/14/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
6:30	\$1,007.50	0:00	\$0.00	6:30	\$1,007.50	0:00	\$0.00	6:30	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
1/15/2020 2:15PM	DN	DC-User Management	0:15	0:15	\$155.00	\$38.75	Yes	Yes
Comment: Went in and deactivated the email address SO No. 32045 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 1/15/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:15	\$38.75	0:00	\$0.00	0:15	\$38.75	0:00	\$0.00	0:15	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
1/16/2020 11:09AM	CU	Remote Support	0:15	0:15	\$155.00	\$38.75	Yes	Yes
Comment: Make phone changes remotely SO No. 32034 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 1/16/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:15	\$38.75	0:00	\$0.00	0:15	\$38.75	0:00	\$0.00	0:15	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
1/17/2020 4:30PM	DN	DC-User Management	0:15	0:15	\$155.00	\$38.75	Yes	Yes
Comment: Went into the Pop server. Deleted the Alias for Ecopper. Changed the account from zoninginspector to ecopper. SO No. 32045 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 1/17/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:15	\$38.75	0:00	\$0.00	0:15	\$38.75	0:00	\$0.00	0:15	\$0.00

**Total Time Log Detail for Contract Number: 1141**

**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

**Contract Information**

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

**Time Log Detail**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
1/23/2020 10:40AM	DN	DC-User Management	0:20	0:20	\$155.00	\$51.15	Yes	Yes
Comment: Logged on server. Created new user. Logged on to pop server. Created new email account sent email over to Jean SO No. 32062 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 1/23/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:20	\$51.15	0:00	\$0.00	0:20	\$51.15	0:00	\$0.00	0:20	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
1/27/2020 10:20AM	DN	DC-AV Management	0:15	0:15	\$155.00	\$38.75	Yes	Yes
Comment: Just added 5 more licenses to capture client SO No. 32064 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 1/27/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:15	\$38.75	0:00	\$0.00	0:15	\$38.75	0:00	\$0.00	0:15	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
1/31/2020 9:00AM	DN	DC-Software Applications	0:15	0:15	\$155.00	\$38.75	Yes	Yes
Comment: Logged on Chris Jensens computer. Followed the documentation. Program not matching up with up with documentation. Chris Jensen told me that he uses this program to map out sewer, Water lines and drainage. His program is a stand alone program not on the server. Told Chris I would call over to Lisa to see if we can get this cleared up. SO No. 32145 Account: Town of Canandaigua, No. 344								
1/31/2020 9:25AM	DN	DC-Software Applications	0:15	0:15	\$155.00	\$38.75	Yes	Yes
Comment: Called over to Kory at Tyler Parks. Left VM SO No. 32145 Account: Town of Canandaigua, No. 344								
1/31/2020 10:00AM	DN	DC-Software Applications	0:40	0:40	\$155.00	\$103.85	Yes	Yes
Comment: Kory from Tyler Parks software called back. Kory explained how the software work and showed me what needed to be put on the computer. The program needs a map service installed on a local PC. The website access the map service on the computer and pulls up the info to see who is resident and who is non- resident. The local computer that Chris uses has a different software function. Checked with Cory and he thinks the best place for the software would be on there server. Told him I would reach out to Lisa and see what she wants to do. SO No. 32145 Account: Town of Canandaigua, No. 344								

**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

**Contract Information**

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

**Time Log Detail**

Date	Time	DN	Description	Actual	Contract	Rate	Amount	On Contract	Billable
1/31/2020	11:45AM	DN	DC-Software Applications	0:40	0:40	\$155.00	\$103.85	Yes	Yes
Comment: Called over to ESI. Explained what I needed. Asked about resouruces that the program would take up. All depends on the size of the database and how much time the program is being accessed. Asked if they needed an additional license. They are going to need one to install the software on the server. They sent me an email with all the info. SO No. 32145 Account: Town of Canandaigua, No. 344									

**Total Time Log Detail for Start Date: 1/31/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
1:50	\$285.20	0:00	\$0.00	1:50	\$285.20	0:00	\$0.00	1:50	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
2/11/2020	9:30AM	CU	Infrastructure	0:45	0:45	\$155.00	\$116.25	Yes
Comment: Onsite to fix phone issue for Troy who just moved his office to the main building. Test & Show how to use voicemail SO No. 32208 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 2/11/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:45	\$116.25	0:00	\$0.00	0:45	\$116.25	0:00	\$0.00	0:45	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
2/13/2020	12:25PM	DN	DC-Software Applications	0:15	0:15	\$155.00	\$38.75	Yes
Comment: Called over to Kory at Tyler Parks, Got the information about new software coming out in the spring. Called over to Jean. Left VM SO No. 32145 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 2/13/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:15	\$38.75	0:00	\$0.00	0:15	\$38.75	0:00	\$0.00	0:15	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
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**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

**Contract Information**

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

**Time Log Detail**

Date	Time	Category	Location	Start	End	Rate	Amount	On Contract	Billable
2/14/2020	7:45AM	MAS	Data Center	6:45	6:45	\$155.00	\$1,046.25	Yes	Yes
Comment: Onsite 8am-2pm Go over list with Jean. Check servers and backups as per list. Test restore files from NovaStor, Backup exec and Veeam backup, all successful. Found Monday NovaStor backup not getting all LF data, update the job and save and will have to check next time. Update the Check list and print copy for Jean. For Doug, troubleshoot print to Toshiba issue, test prints work from printer config but will not print and other documents since new Toshiba for clerk was installed. Found works ok from admin user on his PC. Set Doug to standard user instead of customized user on PC and now prints fine. Confirm Doug is selected as remote desktop user on his PC. Check print issue for Rebecca, not able to print large map PDFs to new Toshiba. Check and update drivers on her PC and found needed to change settings in print choices to use grey scale and set to "Fit" to page. Go over export email, contacts and calendar with Rebecca and run export to test. Rebecca said she will backup again before Tyler upgrades her PC. For Lisa, go over same Outlook export and create word doc with screenshots to help her with process. Print screenshots and leave on her desk. GO over items with Jean and give her the check list. Talk with Chris and advise the Imate PC hard drive is getting full, he said he was aware and will contact Imate for options.									
SO No. 32201 Account: Town of Canandaigua, No. 344									

**Total Time Log Detail for Start Date: 2/14/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
6:45	\$1,046.25	0:00	\$0.00	6:45	\$1,046.25	0:00	\$0.00	6:45	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
2/18/2020 3:55PM	DN	DC-AV Management	0:20	0:20	\$155.00	\$51.15	Yes	Yes
Comment: Logged into the SonicWall capture client. Created the exclusion for the file on the server.								
SO No. 32299 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 2/18/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:20	\$51.15	0:00	\$0.00	0:20	\$51.15	0:00	\$0.00	0:20	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
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**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

**Contract Information**

Contract Type	No. Items		Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
	Covered							
100 Unit PSA	0		9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

**Time Log Detail**

Start Date	Time	Tech	Log Reason	Actual	Billable/Contract	Rate	Amount	On Contract	Billable
2/27/2020	8:15AM	MAS	DC-Software Applications	2:00	2:00	\$155.00	\$310.00	Yes	Yes
Comment: Called Jean and work with Rebecca and connected remotely to troubleshoot Adobe Acrobat issue. Found Adobe has error "failed to connect to DDE". As per Adobe support community reinstall Adobe and run repair and turn off protected mode and turn off Adobe add in in Word etc. At least at this point Rebecca is able to close Adobe now and if waiting long enough the program does switch back to the open file windows but the task still has to be stopped using task manager. Another possible issue is the Adobe is 32bit and Office is 64bit. May want to remove Office 64bit and install 32bit to test. Talk Jean and she will have Tyler reinstall Office 32bit to test in a few days. For now Rebecca does have work around to complete tasks. SO No. 32341 Account: Town of Canandaigua, No. 344									

**Total Time Log Detail for Start Date: 2/27/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
2:00	\$310.00	0:00	\$0.00	2:00	\$310.00	0:00	\$0.00	2:00	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/Contract	Rate	Amount	On Contract	Billable
3/2/2020 9:00AM	DN	DC-Software Applications	0:15	0:15	\$155.00	\$38.75	Yes	Yes
Comment: Logged on the server. There was a bunch of Laserfische services not running that should have been running automatically. Started the services. Had Rebecca try to log in. Rebecca is able to log in. SO No. 32389 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 3/2/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:15	\$38.75	0:00	\$0.00	0:15	\$38.75	0:00	\$0.00	0:15	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/Contract	Rate	Amount	On Contract	Billable
3/4/2020 9:15AM	DAB	DC-Network	0:30	0:30	\$155.00	\$77.50	Yes	Yes
Comment: -receive call from Jean, Lantek is on-site and requesting a static IP address for door access, he'd also like to know which ports in the switch he can plug into -log onto server and look at DHCP pool, determine 192.168.1.220 to be open and would be good fit for access control -speak to Mark, S and CJ they both agree that any open port on the switch should work but may need VLAN access configured, we can try a couple ports and if that doesn't work remote on and adjust VLAN access for that specific port -Call Eric back and give him IP address, he will let us know if they have any problems and he'll call us back with MAC address of device so we can create a reservation in DHCP server SO No. 32339 Account: Town of Canandaigua, No. 344								

**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

**Contract Information**

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

**Time Log Detail**

**Total Time Log Detail for Start Date: 3/4/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:30	\$77.50	0:00	\$0.00	0:30	\$77.50	0:00	\$0.00	0:30	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
3/10/2020 7:45AM	MAS	Data Center	6:45	6:45	\$155.00	\$1,046.25	Yes	Yes
<p>Comment: Oniste 8am-2pm Talk with Jean and go over list. Tyler was onsite and request help with folder rights, Sam changed rights on a folder now no one can access. Take ownership back and allow inherited rights under parent folder and now Sam can access files. 2 other folders were updated as per Sam as well. Check backups failing on some files for Pam Post. Found some old files copied to server during a PC upgrade were encrypted and file dates were from 2015. Check for more files encrypted=on on server and found more in Pam's "old computer" folder on the server and talk with Chris and these files are no longer needed and old, we deleted the files. Chris said the information is already in RPS a long time ago. Start check of servers as per check list. Found Novastor backups are completing and tried to restore file for testing. Software not able to find media to restore. I was able to browse to the media files and they are up to date. Tried to restart service for Novastor and still not working. Server has been online for 55 days and needs updates. Talk with Jean and ok to reboot server. After windows updates installed and server reboot, now able to restore files from Novastor backup as usual. Removed AV for Tyler's PC as requested and he reinstalled after update for Edge browser. Discuss VPN access with Tyler as he would like to be able to map drives while connected to VPN, he said he will get more info in the future as needed. Found the gateway AV function on Sonicwall was turned off, I turned it back on and advised Jean, not sure why it was turned off. Advised she will have to let us know if there are issues. Install firmware update on 192.168.1.4 NAS drive and rebooted. The other NAS drive is not requesting an update at this time.</p> <p>SO No. 32434 Account: Town of Canandaigua, No. 344</p>								

**Total Time Log Detail for Start Date: 3/10/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
6:45	\$1,046.25	0:00	\$0.00	6:45	\$1,046.25	0:00	\$0.00	6:45	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
3/11/2020 12:30PM	DN	DC-Server Management	0:15	0:15	\$155.00	\$38.75	Yes	Yes
<p>Comment: Logged on the on the server, logged on the SonicWall. Got the user. There was one called EFRP. Jean wanted them removed. Deleted the account on the SonicWall.</p> <p>SO No. 32473 Account: Town of Canandaigua, No. 344</p>								



**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

**Contract Information**

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

**Time Log Detail**

**Total Time Log Detail for Start Date: 3/11/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:15	\$38.75	0:00	\$0.00	0:15	\$38.75	0:00	\$0.00	0:15	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
3/12/2020 11:10AM	DN	DC-User Management Comment: Had Doug go to Remote access on the computer. Remote access was turned on. Checked user. None listed. Had Doug add his name. Tyler walked in. Doug does not have his laptop. He is going home to check out the connection. SO No. 32484 Account: Town of Canandaigua, No. 344	0:15	0:15	\$155.00	\$38.75	Yes	Yes
3/12/2020 12:15PM	DN	DC-Server Management Comment: Logged on the server, logged on to SonicWall. Got the user for Tyler. Logged on Catputer client dashboard and found that he had 7 users. Wanted me to delete a user. Add one for Tyler. Reset PW for Jim. Tyler wanted the shared key and IP address sent to him via email. Sent email with info SO No. 32486 Account: Town of Canandaigua, No. 344	0:30	0:30	\$155.00	\$77.50	Yes	Yes
3/12/2020 12:45PM	DN	DC-Server Management Comment: Tyler called back. Could not find the Global VPN Client software anywhere. Logged on the computer. Downloaded the software. Tyler wanted me to throw the software on a folder in the server. Logged on to the server. Found the folder. Downloaded the install file to the folder SO No. 32486 Account: Town of Canandaigua, No. 344	0:35	0:35	\$155.00	\$89.90	Yes	Yes
3/12/2020 2:25PM	DN	DC-Software Applications Comment: Tyler called back. Wanted to know if they had a wireless connection that went to the server. Wants to have laptops that people can take to the meeting log in and get on the server. Or wants to to get a VPN connected wireless so people could use the laptops in meetings and access their folder on the network SO No. 32486 Account: Town of Canandaigua, No. 344	0:15	0:15	\$155.00	\$38.75	Yes	Yes
3/12/2020 3:50PM	CU	Infrastructure Comment: rebooted ap remotely to see if it helps,, will check bac k in AM SO No. 32485 Account: Town of Canandaigua, No. 344	0:10	0:10	\$155.00	\$26.35	Yes	Yes

**Total Time Log Detail for Start Date: 3/12/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
1:45	\$271.25	0:00	\$0.00	1:45	\$271.25	0:00	\$0.00	1:45	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
3/13/2020 11:00AM	DN	DC-Server Management Comment: Logged on to server. Logged into the SonicWall. Add 2 user to the VPN. Gave them LAN subnet settings SO No. 32494 Account: Town of Canandaigua, No. 344	0:30	0:30	\$155.00	\$77.50	Yes	Yes

**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

**Contract Information**

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

**Time Log Detail**

**Total Time Log Detail for Start Date: 3/13/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:30	\$77.50	0:00	\$0.00	0:30	\$77.50	0:00	\$0.00	0:30	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
3/16/2020 10:00AM	DN	DC-AV Management Comment: Logged on to SonicWall Dashboard. Added licenses for 5 user. Called over to Tyler to let him they have been added. SO No. 32496 Account: Town of Canandaigua, No. 344	0:15	0:15	\$155.00	\$38.75	Yes	Yes
3/16/2020 12:30PM	CU	Infrastructure Comment: set vm-email as per request from Sam SO No. 32485 Account: Town of Canandaigua, No. 344	0:15	0:15	\$155.00	\$38.75	Yes	Yes

**Total Time Log Detail for Start Date: 3/16/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
0:30	\$77.50	0:00	\$0.00	0:30	\$77.50	0:00	\$0.00	0:30	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
3/17/2020 9:10AM	DN	DC-AV Management Comment: Downloaded Capture Client . Moved file over to server to folder called AV SO No. 32496 Account: Town of Canandaigua, No. 344	0:20	0:20	\$155.00	\$51.15	Yes	Yes
3/17/2020 11:20AM	DN	DC-User Management Comment: Tyler sent me an email with the new VPN user he heed created. Created user account in the SonicWall for VPN SO No. 32494 Account: Town of Canandaigua, No. 344	0:40	0:40	\$75.00	\$50.25	Yes	Yes
3/17/2020 12:00PM	DN	DC-Software Applications Comment: Tyler called back. Could not get Sarah connected. Not taking the UN and PW. Logged on the computer and on the laptop. made sure remote access was turned on desktop computer. Made sure Sarah was allowed to remote access. On the laptop. Made sure the computer was going to the right IP address. reset the PW in AD to make sure PW was correct. Tyler add her as a user to the local desktop. Tried to get connected he was able to get connected SO No. 32494 Account: Town of Canandaigua, No. 344	0:35	0:35	\$155.00	\$89.90	Yes	Yes

**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

**Contract Information**

Contract Type	No. Items		Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
	Covered							
100 Unit PSA	0		9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

**Time Log Detail**

Start Date & Time	Tech	Log Reason	Actual	Billable/Contract	Rate	Amount	On Contract	Billable
3/17/2020 2:15PM	MAS	Data Center	3:30	3:30	\$155.00	\$542.50	Yes	Yes
Comment: Talk with Jean and Tyler. He has one laptop started and is trying to test VPN. Troubleshoot set up and found his MIFI device has same gateway and subnet. Also found he needs to enable remote for the pc to be connected. We will need to set reservations for ip and unbox 5 more laptops with windows home. Will likely need to download patch to turn off windows S mode so rdp will work. Also install AV. Talk with Jean and Doug and will try and schedule to come back on Thursday at least or sooner if possible. Tyler will not be able to come back till next week. I have 3 laptops connected to wifi as there is no ethernet on units and created admin user and start windows updates. SO No. 32518 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 3/17/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
5:05	\$733.80	0:00	\$0.00	5:05	\$733.80	0:00	\$0.00	5:05	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/Contract	Rate	Amount	On Contract	Billable
3/18/2020 10:50AM	DN	DC-Software Applications	1:50	1:50	\$155.00	\$283.65	Yes	Yes
Comment: Called Kate. Logged on Kates computer. Checked the remote desktop IP address. Asked if there was someone that could log on to her computer at the office. She reachwd out to Doug. Doug log me on her computer at the office. Checked remote access. , Remote was turned. Made sutre computer was not set up tp go to slep mode. Tried to log on work computer from her computer. Getting message already established connection. Pinged her work station IP address. Was able to hit. Ping her computer from the work station. was able to hit. Remote desktop saying connection already established. Re-created IP Remote desktop. Getting same message. Did a windows up date to the 1908. Rebooted ther computer. tried remote desktop. Getting same error. Worked with Mike on the P address n the sonicwall. SO No. 32531 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 3/18/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
1:50	\$283.65	0:00	\$0.00	1:50	\$283.65	0:00	\$0.00	1:50	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/Contract	Rate	Amount	On Contract	Billable
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**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

**Contract Information**

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

**Time Log Detail**

Date	Time	Tech	Log Reason	Actual	Contract	Rate	Amount	On Contract	Billable
3/19/2020	8:30AM	MAS	DC-User Management Comment: Troubleshoot issues with Doug, and Kate S. connecting to VPN. Found IP addresses on PCs are either static or dhcp which address can change. There are no reservation on the server DHCP for these machines as there once was. Found Kate has same static IP as the assessor PC. Check for IPs outside pool range and set up reservations for Doug and Kate and set assessor PC to DHCP. Start IP range for reservations at .120 and test remote to desktop locally. Was not able to remote to Kate's, found RDP was not enabled through PC firewall. Set up ping through firewall rule and enable RDP and turn firewall on. Added Kate to remote users on PC. Now able to remote to both Doug and Kate internally. Called Kate and she is now able to connect and log in. Called Doug and he can log in also with new address. SO No. 32518 Account: Town of Canandaigua, No. 344	2:00	2:00	\$155.00	\$310.00	Yes	Yes
3/19/2020	10:30AM	MAS	Data Center Comment: Talk with Doug and prioritized set up laptops. Set up PCs with reservations for IP for Eric, Pam, Lisa, Jean and Chris. Enable RDP and ping through firewall and add each user to local remote users. Set up Eric's VPN on his laptop and created RDP shortcut. Test connection with Eric and was successful connected to MyFy device. Finish set up new laptops for Pam, Lisa and Chris. Created local user TownUser and installed AV and VPN client and update VPN users on Sonicwall. Setup shortcut to RDP for each and test with their users credentials. Needed t turn off Windows secure mode on new laptops to enable install of programs. Used credentials provided by Tyler for the microsoft user for Town. I advised Doug, Lisa, Eric about the IP address scheme at their home cannot be the 192.168.1.x addresses. They may have to change their routers if it is the same. Give passwords and information to Doug before leaving. Doug said he will let us know if other laptops need to be done in the future. SO No. 32518 Account: Town of Canandaigua, No. 344	7:00	7:00	\$155.00	\$1,085.00	Yes	Yes
3/19/2020	11:00AM	CU	Infrastructure SO No. 32551 Account: Town of Canandaigua, No. 344	0:15	0:15	\$155.00	\$38.75	Yes	Yes

**Total Time Log Detail for Start Date: 3/19/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
9:15	\$1,433.75	0:00	\$0.00	9:15	\$1,433.75	0:00	\$0.00	9:15	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable	
3/25/2020	7:45AM	MAS	DC-Printer Comment: Onsite 8am Talk with Lisa, check printer and found it was set to dhcp. Printer has label for IP 192.168.1.17. Check counter PC and printer shows should be connected to the above address. Set the printer to manual IP and also set a reservation on the server for the printer mac address. Have Lisa test print to printer. Called Jean and she would like me to check backup for Laserfiche, found backups are failing likely because someone has a session open leaving the files open. Jean said ok to restart Laserfiche services to see if it will close the files. I advised if this does not work for tonight backup we may need to reboot the server. SO No. 32596 Account: Town of Canandaigua, No. 344	1:45	1:45	\$155.00	\$271.25	Yes	Yes

**For Contract No. 1141 Description: 100 Unit Ref. No. Inv. 16024**

Basis: Units Max. Units: 107 Units Remaining: 27 Charge/Unit: \$155.00

**Contract Information**

Contract Type	No. Items Covered	Written on	Start Date	Expires	Billing Cycle	Billed Thru	Contract Price
100 Unit PSA	0	9/11/2019	8/19/2019	8/18/2020	Do Not Bill		\$16,526.10

**Time Log Detail**

**Total Time Log Detail for Start Date: 3/25/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
1:45	\$271.25	0:00	\$0.00	1:45	\$271.25	0:00	\$0.00	1:45	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Start Date & Time	Tech	Log Reason	Actual	Billable/ Contract	Rate	Amount	On Contract	Billable
3/30/2020 9:15AM	MAS	DC-User Management	6:00	6:00	\$155.00	\$930.00	Yes	Yes
Comment: Oniste 9:45am-2:45pm Finish setup of 3 new laptops for VPN usage. Set up local user same as other laptops and install VPN client, Chrome and Adobe Reader. Set up VPN user for Rebecca, Kaitlynn and, and Kyle. Check each PC and set to never sleep and create IP reservations on server so IP does not change. Created remote desktop shortcut for each users laptop. Go over with Kaitlynn and Kyle each to show how to connect. For Rebecca, test connection to VPN and show Lisa it is working. SO No. 32604 Account: Town of Canandaigua, No. 344								
3/30/2020 2:45PM	MAS	DC-User Management	0:15	0:15	\$155.00	\$38.75	Yes	Yes
Comment: Already onsite for anohter SO. Check Jim's laptop and connected to Town Myfy device and his password does not work for the VPN. Reset Jim's password and retest. Now able to connect. Jim does not remote to his PC only has access to his mapped drives as this laptop is on the domain. Have connect himself to test. SO No. 32626 Account: Town of Canandaigua, No. 344								

**Total Time Log Detail for Start Date: 3/30/2020**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
6:15	\$968.75	0:00	\$0.00	6:15	\$968.75	0:00	\$0.00	6:15	\$0.00

**Total Time Log Detail for Contract Number: 1141**

Apply to Contract		Not Apply to Contract		Billable		Not Billable		Total	
Billable	Amount	Actual	Amount	Billable	Amount	Actual	Amount	Actual	Amount
79:30	\$12,265.80	0:00	\$0.00	79:30	\$12,265.80	0:00	\$0.00	79:30	\$0.00

# ATTACHMENT 7



LETTER OF TRANSMITTAL

DATE: January 8, 2020
SUBJECT: 2019 Right-Of-Way mowing contract
TO: Town of Canandaigua
ATTN: Jim Fletcher, highway superintendent
5440 Routes 5 & 20 West
Canandaigua, NY 14424
FROM: Greg Trost, Assistant Resident Engineer
New York State Department of Transportation
125 Parrish Street
Canandaigua, NY 14424

We are sending you the following:

Table with 3 columns: Copies, Date, Description. Row 1: 1, 2020, Mowing contract.

These are transmitted (as checked below):

Table with 4 columns: Selection, For your use, As requested, Reply requested. Row 1: X, For approval, For your information, Call upon receipt.

Additional instructions/remarks:

Hi Jim, enclosed is the 2020 mowing contract that NYSDOT would like to continue with your town. If Canandaigua wishes to continue with it this year, please sign the last sheet and return the whole packet back to me, so this contract can go to Farmington for their signature. If you have any questions, please contact me by email at gregory.trost@dot.ny.gov or by telephone at (585) 396-4957. Thank you.

Copy to:

File

Signed by: [Signature] Greg Trost, Assistant resident engineer



# RIGHT-OF-WAY MOWING CONTRACT

for Route 332, Towns of Canandaigua and Farmington, Ontario County

<b>Contract Period:</b>	<b>May 1, 2020 to November 30, 2020</b>
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<b>Address Inquiries To:</b>	<b>Resident Engineer, Wayne /Ontario Residency</b>
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## ... CONTRACT THROUGH 2020 SEASON ...

*NOTE WELL: The Resident Engineer shall be solely responsible for ensuring that the properly executed Certificates of Insurance are filed with him / her prior to commencement of any work.*

### CONTRACT PERIOD

The contract covers a period the equivalent of one "Mowing Season" (typically April through October) during calendar year 2020.

### PRICE

All prices are net, including all changes allowable for mowing and litter pick up. No additional charges such as mobilization, fuel, dump fees, etc. will be permitted.

### TAX PROVISIONS

Purchases made by the State of New York are not subject to state or local sales taxes or federal excise taxes. There is no exemption from paying the New York State truck mileage, unemployment insurance, or federal social security taxes. The official State agency purchase order or voucher is sufficient evidence to qualify the transaction exempt from sales tax under section 116(a)(1), Tax Law. For tax free transactions under the Internal Revenue Code, the New York State registration number is 14740026K.



## CONTRACT PAYMENTS

Payments cannot be processed by State facilities until the contract work has been performed in satisfactory order. Payment will be based on any invoice used in the Town's normal course of business, however such invoice must contain sufficient data including but not limited to Contract No., description of material, quantity, unit and price per unit as well as Federal Identification Number.

The payment of interest on certain payments due and owed may be made in accordance with the criteria established by Chapter 153, Laws of 1984 (Article 11A of New York State Finance Law) and the Comptroller's Bulletin No. A-91.

## REQUEST FOR CHANGE

Any request by the Town regarding changes in part of the contract must be made in writing to the Resident Engineer of the Ontario / Wayne County Residency of the New York State Department of Transportation prior to effectuation.

## ADDITIONAL TERMS AND CONDITIONS

It is understood and agreed upon that all terms and conditions detailed in Appendix A – Standard Clauses for New York State Contracts, are made a part of the contract(s) set forth in this contract.

### Definition: Highway Right-of-Way (ROW)

A general term denoting land, property, or interest therein, usually in a strip, acquired for or devoted to a highway. Mowing limits along the Right-of-Way will generally extend no more than 30 feet from the edge of pavement.

## SCOPE OF WORK

### OBJECTIVE

The objective of this effort is to establish a mechanism through which an outside contractor will provide labor, tools, equipment, transportation, materials, and management oversight necessary to accomplish Mowing, along State highway Right-of-Way (ROW) as set forth in this Statement of Work and in accordance with the detailed specifications set forth later. **There is no "Over the Rail" mowing** included under this contracting effort.

Although no work is actually guaranteed, it is anticipated that a significant amount of work will be contracted for. The intent of a Work Order Agreement is to provide the NYSDOT Resident Engineer / Maintenance Supervisor with the flexibility to accomplish more work with less manpower. ROW Mowing is a necessary maintenance task which not only enhances the appearance of our highways, it provides for safety measures by improving sight lines and visibility of roadside warning signs. When contracted,

mowing will generally (but not necessarily) be called for in cycles. Typically, the Resident Engineer or Maintenance Supervisor will arrange with the Town in the early spring for areas to be maintained by contract over the course of the upcoming months. For example, the contractor might be notified in March of a certain tract or parcel that will require regular maintenance beginning May 1. This allows both the NYSDOT and the Town the opportunity to plan and schedule resources in advance for the season. They will then carry out the mowing operation.

## **SPECIFIC TASK REQUIREMENTS**

### ***Kick-Off Meeting***

The Town may be required by the Engineer(s) to participate in a "kick-off meeting" to be conducted at the NYSDOT residency; the purpose of which will be to establish "ground rules" regarding issuance of work orders and mutual expectations. This meeting will serve as a forum for each party to get acquainted, and to especially to ask questions of each other. At the conclusion of the "kick-off meeting", the Town should have a clear idea of exactly what the Engineer's expectations are with regard to performance of work so that there will be no misunderstandings. The Kick-Off Meeting should also be utilized to cover safety precautions.

### ***Work Area Safety***

The Town shall assume sole responsibility and duty to provide a safe work place for its employees and agrees that the State has no responsibility therefore, and that the Town shall indemnify and hold the State harmless for any claim for damages by employees of the Town against the State alleging that the State failed to provide a safe work area. The Town shall further furnish adequate protective equipment for its employees, and shall ensure that extra quantities are available for official visitors to the work site.

### ***Support Items***

The Town shall provide any necessary support items to control and secure the site, and any remote storage and/or staging areas, and flag persons where required. The Town is responsible for the proper erection and safe application and removal of such items.

### ***Interference with Traffic***

The Town shall perform all work so as to minimize interference with or delay to vehicular and pedestrian traffic. The Town's maintenance and protection of traffic shall conform to the requirements of the current NYSDOT Standard Specifications. Brief shoulder closures may be necessary to the performance of work under any relevant contract(s). No extra payment will be made for shoulder closures, and necessary shoulder closures must be kept to a minimum. No

lane closures are allowed. In the rare event that it becomes necessary to close a traffic lane, such closure and associated maintenance and protection of traffic will be performed by the State.

### **PROJECT MINIMUM, ORDERING, AND ADJUSTMENT**

Unless otherwise stipulated elsewhere, work under the agreement is to be ordered via issuance of a Standard 'Blanket' Purchase Order (hereafter "Work Order") by the appropriate Engineer, followed by subsequent verbal or written 'work orders'. The Town shall contact the Engineer within 72 hours of receipt of such Blanket Purchase Order in order to establish a date and time to conduct a **Project Scope Survey**. This survey will be a field meeting conducted jointly by the Engineer and the Town's Representative for the purpose of inspecting the mowing site to ascertain an agreed acreage to be maintained; and upon such agreement, they shall execute a **Project Scope Plan (see Exhibit A attached)**. A start work date which is acceptable to both parties will be set, a cycle will be established as necessary, and work will commence accordingly. If the Engineer and the Town Representative cannot come to agreement as to the size of the parcel, the project will be cancelled and maintenance of the parcel will be performed by State forces. Although it is recognized and understood that the Town and the Engineer may not always agree on parcel size as a result of the Project Scope Survey, it is expected that each party will each put forth good-faith efforts so as to reach amicable agreement on parcel sizes as often as possible.

Payment for the season's mowing will be through submission of Town's standard invoice to the Engineer. The Engineer will review the invoice for completeness and accuracy and if approved, a Standard Voucher will be prepared and forwarded to the State Comptroller for audit and release of payment.

### **MANAGEMENT, CONTROL, AND SCHEDULING OF WORK**

The Town shall manage the total work effort associated with any issued work orders to assure fully adequate and timely completion of work. Included in this function will be a full range of management duties including, but not limited to, planning, scheduling, and quality control. The Town shall provide an adequate staff of personnel with the necessary management expertise to assure performance of the work in accordance with sound and efficient management practices. The Town shall employ and maintain an adequate workforce to complete work in accordance with time and quality standards specified herein. The Town shall give its constant personal attention to the work while it is in progress, or it shall place the work in charge of a competent, English-speaking superintendent, who shall have authority to act for the Town, and who is acceptable to the Engineer.

The Town shall implement all necessary work control procedures to ensure timely accomplishment of work requirements, as well as to permit tracking of work in progress. The Town shall plan and schedule work to assure that labor and equipment are available to complete work requirements within specific time limits and in conformance with any quality standards set forth herein. Verbal reports

on the status of work in progress or scheduled shall be provided by the Town to the Engineer or his designee when requested.

In addition, the Town is to furnish work schedules to the Engineer, if called for, which shall indicate the type of work to be performed, the areas to be worked, and the estimated time to complete the work in each area. Once submitted and approved, the work shall be performed in accordance with the schedule, to facilitate the Department's inspection of work. Changes to the work schedule may be agreed upon in the event that inclement weather conditions prevent the Town from working on any scheduled day. The work schedule shall be in compliance with appropriate sections of Labor Law, and with prevailing Labor Union agreements, if applicable.

### **DEPARTMENT INSPECTION**

The Engineer may designate a Project Inspector(s) to observe the Town's field operations while contract work is being performed, to ensure that work is being progressed in accordance with specifications, terms, and conditions of the contract. When observations indicate improper work or questionable conditions, the Inspector will notify the Town's Quality Control Manager or Field Foreman, and request corrective action. The Department's Project Inspector shall have express authority to order stoppage of work at any time if, in his / her opinion, work is not being performed satisfactorily, or if unsafe working conditions are observed.

## **SPECIAL REQUIREMENTS AND SPECIFICATIONS**

### **PERMITS**

Towns performing work within the State Highway Right-of-Way shall be required to obtain a Highway Work Permit from the Department. The normal permit fees will be waived for Towns under this agreement; insurance requirements as outlined on the permit application PERM 33 will need to be followed. The Highway Work Permit may be obtained from the Resident Engineer, or from the Regional Traffic Engineer in the Rochester Regional Office.

### **INSURANCE**

The Town shall procure and maintain at its own expense and without compensation by the State, until final acceptance by the State of services provided by the contract, insurance for liability for damages imposed by law, of the kinds and in the amounts hereinafter provided, with insurance companies authorized to do such business in the State, covering all operations under the contract. Before commencing work, the Town shall furnish to the Engineer, a certificate or certificates of insurance in form satisfactory to the State showing compliance with this paragraph, which certificate or certificates shall name the State of New York as additional insured, and shall provide that the policies shall not be changed or canceled until thirty day written notice has been given to the State.

Each insurance carrier must be rated at least "A-" Class "VII" in the most recently published Best's Insurance Report. If, during the term of the policy, a carrier's rating falls below "A-" Class "VII", the insurance must be replaced no later than the renewal date of the policy with an insurer acceptable to the Department, and then currently rated at least "A-" Class "VII".

The Town shall be solely responsible for payment of all deductibles and self insured retention (if any) to which such policies are subject. Deductibles and self insured retention must be approved by the State. Such approvals shall not be unreasonably withheld.

***The Resident Engineer shall be solely responsible for ensuring that the properly executed Certificate(s) of Insurance is filed prior to ordering commencement of any work, and for assurance that such Certificate(s) is (are) kept.***

**The types and limits of insurance are as follows:**

1. COMMERCIAL GENERAL LIABILITY INSURANCE with a limit of not less than \$1,000,000 each occurrence. Such liability shall be written on the Insurance Service Office's (ISO) occurrence form CG0001, and shall cover liability arising from premises operations, independent Towns, products- completed operations, broad form property damage, personal and advertising injury, cross liability coverage, liability assumed in a contract (including tort liability of another assumed in a contract) and explosion, collapse & underground coverage. If such insurance contains an aggregate limit, the limit shall apply separately on a per-job, per-location basis.
2. WORKERS COMPENSATION, EMPLOYERS LIABILITY, DISABILITY BENEFITS as required by New York State. If employees will be working on, near, or over navigable waters, US Longshore and Harbor Workers Compensation Act endorsement must be included.
3. COMPREHENSIVE BUSINESS AUTOMOBILE LIABILITY INSURANCE with a limit of not less than \$1,000,000 each accident. Such insurance shall cover liability arising out of any automobile including owned, leased, hired, and non-owned automobiles.

**DISPUTES**

All disputes concerning a question of fact which may arise under any resultant agreement shall be reduced to writing and delivered to the other party. In the case of the NYSDOT, disputes are to be directed to the Resident Engineer. Except as otherwise provided, any dispute concerning a question of fact which is not disposed of by agreement between the Resident Engineer and the Town shall be submitted to and decided by (first) the Regional Operations Engineer; (second) the Director, Office of Transportation Maintenance; and finally (third) an executive level designee of the Commissioner of Transportation. In the event of a dispute, all work shall continue to proceed without interruption. If the Town shall be unwilling to accept the decision of the Commissioner's designee, it shall be free to pursue normal legal remedies; but it will be specifically agreed that any and all reports made upon the

disagreement at issue shall be admissible as evidence in any court actions taken with respect to the matter. It is further understood and agreed that any court action shall take place in the City and County of Albany, New York.

### **ASSIGNMENT OF CONTRACT**

Pursuant to §138 State Finance Law, contracts with the State may not be assigned to any third party without the express written consent of the Contracting Agency. It is not our intent to allow assignment of contracts except under extraordinary circumstances. Assignment of the right to receive contract payments only does not require approval. Such assignments of payments should be filed directly with the State Comptroller, and shall in no way relieve the Town of sole responsibility for performance under the terms of this contract.

### **CONTRACT TERMINATION AND REMEDIES**

The contract shall continue to remain in force and effect for the entire Contract Period specified unless terminated sooner in one of the following ways:

1. By Town for cause if the NYSDOT is in material breach of a term or terms of the contract which is/ are not remedied within thirty days of written notice given by the Town to NYSDOT;
2. By NYSDOT for cause if Town is in material breach (see sentence below note 4) of a term or terms of the contract which is / are not remedied within 30 days of written notice given by NYSDOT to the Town;
3. By NYSDOT for convenience whenever such termination shall be determined to be in the State's best interest, or as per Executory Clause contained in Appendix A;
4. By either party upon a mutual determination and agreement that continued performance under the contract is not feasible.

*(Note: Refusal of the Town to execute a Project Scope Plan shall not be considered material breach if taking on the work would extend the Town beyond the limits of available resources; nor if he considers the nature of a particular project to be potentially unduly dangerous to his employees; nor if the Town and the Engineer are unable to come to agreement on estimated project acreage.)*

In the event under number 4 above, both parties shall immediately be released of any and all further liabilities and/or obligations under the contract.

In the event of termination under numbers 1 or 3 above, the Town is entitled to actual, audit able damages exclusive of manufacturing costs or purchase cost of equipment. Anticipated profits will not be paid under any circumstances.

## **CONSEQUENTIAL DAMAGES**

In the event a disputes arises out of or relating to the agreement, in no event shall consequential, special, indirect, punitive, incidental, or other similar damages be awarded by any court, administrative agency, or tribunal hearing deciding said dispute between the parties beyond those damages set forth in the preceding section titled CONTRACT TERMINATION AND REMEDIES.

## **WORK DETAILS**

The work shall consist of: 1.) Mowing of the vegetation along the roadside rights-of-way which has been delineated by mowing stakes, fencing, or other means; 2.) any other ancillary work specifically called for herein or as required for the safe and efficient performance of tasks 1.) above.

Each mowing cycle shall be for the entire area within the designated mowing limits, including fences, roadway ditches, catch basins, medians, and interchanges, and areas adjacent to guide rails and signs. Mowing cycles shall be a maximum of 3 per calendar year.

ROW mowing shall be performed on all designated areas where vegetation exists beyond the shoulder or pavement edge(s) along the roadway and ramps of interchanges extending back to the designated staked, fenced, or otherwise delineated mowing limits, and shall proceed in the same general direction in a continuous manner until work is completed. All ROW mowing shall be accomplished to a nominal height of 5".

In bifurcated median areas where the roadways separate beyond normal median width, ROW mowing shall be performed on all areas where vegetation exists beyond the median shoulder or pavement edge along the roadway extending back to the designated mowing limits, unless directed by the Engineer.

## **EQUIPMENT AND SAFETY DEVICES**

All equipment utilized shall be in good working condition and shall be suitable for performing the work required. Operations shall conform to all OSHA regulations. The Town shall equip all vehicle units designated as work zone vehicles with rotating lights and fluorescent red / orange flags. Rotating lights shall be mounted on all mowing equipment and shall cover a 360° effective area. The dome lens shall be amber in color, and have a minimum height of four inches. Flags shall be 24" x 24" and shall be constructed of a heavy duty vinyl material with weighted edges, and shall be mounted such as to be visible to traveling motorists.

All Town employees on the work site shall wear orange safety vests and hard hats which conform to OSHA regulations.

Either rotary or flail type mowers are acceptable, although flail type is clearly preferred for safety reasons. All rotary type mower attachments must be equipped with shields of metal or chain which will restrict foreign objects from being thrown out from the cutting unit enclosures.

Mowing equipment, service trucks, and other support vehicles are the only types of equipment that will be permitted on the project site(s). All terrain vehicles or other off-road motorcycle type vehicles will not be permitted. While equipment is idle or not in use, it shall be parked or stored away from the outside shoulder of the roadway in an inconspicuous place behind the guide rail or outside the clear zone and as directed by the Engineer. All equipment and accessory items shall be furnished by the Town and approved by the Engineer.

## **DAMAGE TO HIGHWAY PROPERTY**

The Town shall carry out operations in such a manner so as not to damage the existing ground areas, trees, shrubs, signs, delineator posts or other roadside features. Care shall be taken not to mow during wet conditions where turf damage or ruts may occur. In the event that damage occurs to trees, shrubs, signs, delineator posts or other roadside features, the Town shall repair or replace some in like kind and at the direction of the Engineer at no cost to the Department.

## **WARNING SIGNS AND DESIGNATED WORK ZONES**

The Town shall provide and place warning signs to notify the traveling public of ROW mowing operations. Signs shall be 48" x 48" diamond shaped with black 8" letters on an orange background with a black border, and shall be either vinyl-backed roll-up, aluminum, plastic, fiberglass, or wood of good quality. Mesh type signs will not be allowed. All signage shall be in accordance with Parts 238 and 239 of the NYS Manual of Uniform Traffic Control Devices, or as directed by the Engineer.

There shall be four each of **MOWING AHEAD** signs and four each of **END ROAD WORK** signs to delineate a ROW mowing work zone on a multi-lane median-divided highway. There shall be two each of these signs to delineate a work zone on a highway which is not median-divided. The designated work zone for ROW mowing shall be a maximum of *two miles* in length with warning signs placed *750' prior* to the beginning of the work zone and *750' beyond* the end of the work zone. The Town may establish additional two mile work zones adjacent to the initial work zone to a maximum of *eight miles*, provided that work is being performed in each adjacent work zone. A supplemental plate with the message **NEXT [2,4,6,8] MILES** may be placed below the initial warning sign.

Warning signs on a median-divided highway shall be placed in a dual manner, one on the outside shoulder and one in the median, or inside shoulder of the roadway at both the beginning and end points of the designated work zone(s) for both directions of travel. If the roadway is not a median-divided highway, warning signs shall be placed on the right and left shoulders of the roadway at both the beginning and ending points of the designated work zones for both directions of travel. Warning signs shall also be placed on the entrance ramp of any interchange or roadway intersection that is located within a designated mowing or other work zone and shall be placed on the right shoulder of the ramp or side road *500' prior to the beginning* of the merge area or intersection. Where the length of the entrance ramp is less than 500', warning signs shall be placed at the beginning of the ramp.



Warning signs shall be securely mounted on multi-leg stands and shall be mounted a minimum of 18" above the shoulder or pavement (except rigid signs must be mounted at a height of not less than 5' above the shoulder or pavement). Sign stands constructed of a single post and that could swivel will not be allowed.

In the event that the paved shoulder area adjacent to the median barrier wall on a multi-lane median-divided highway is not of sufficient width to place advance warning signs in a proper manner, the advance warning signs shall be placed atop the median barrier wall for both directions of travel. This placement shall be achieved via a clamping device to be approved by the Engineer. *Warning signs shall not be attached to any other highway appurtenances, such as sign posts, delineator posts, or guide rail ends.*

A full complement of warning signs shall be utilized at all times. Warning signs to designate a work zone shall be put in place on the job site at the beginning of each work day prior to the beginning of operations, and shall be moved as required as operations progress. Warning signs shall be removed from the job site after operations cease at the end of each work day. Failure to have proper warning signs displayed during operations will result in an immediate shut down of all operations until proper signing is achieved. As stated previously, a "shut down" is considered indicative of the Town's overall performance level, and repeated shut downs may be considered *cause for termination of a contract.*

#### **TOWN EMPLOYEES AND VEHICLES**

The Town's vehicles shall always move with, and not against, the flow of traffic. Vehicles shall enter and leave work areas in a manner which will not be hazardous to or interfere with normal traffic. Vehicles shall not park or stop except within work areas designated by the Engineer. Town's vehicles will be prohibited from crossing the roadway, and all pedestrian movement on the roadway will be limited to the protected work areas. Town's employees' personal vehicles shall not be parked within the ROW except in specified areas designated by the Engineer.

### **PRICE BREAKDOWN**

Zone	Town	Price per Center LM
1	Canandaigua	\$ 370.00
2	Farmington	\$ 370.00

# EXHIBIT A: NYSDOT RIGHT-OF-WAY MOWING PROJECT SCOPE PLAN for calendar year 2020

## Route 332, Ontario County

The parties to this Project Scope Agreement have examined the parcel(s) to be maintained under this Project, which is described as follows:

**County:** Ontario  
**Route:** 332  
**Median:** Yes

Town	Start reference marker	End reference marker	Total center lane miles
Canandaigua	332 4401 2000	332 4401 2035	3.5
Farmington	332 4401 2035	332 4401 2070	3.5

<p><b>AGREED TO: Town of CANANDAIGUA</b></p>   <p>_____</p> <p style="text-align: center;">Town Representative                      Date</p>	<p><b>AGREED TO: Town of FARMINGTON</b></p>   <p>_____</p> <p style="text-align: center;">Town Representative                      Date</p>
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<p><b>ESTABLISHED CENTER LINE MILES BASED UPON MEASUREMENT</b></p>   <p>_____</p> <p style="text-align: center;">NYSDOT Engineer                      Date</p>	
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# ATTACHMENT 8

**ANNUAL DRINKING WATER QUALITY REPORT FOR 2019**  
**BRISTOL-CANANDAIGUA WATER DISTRICTS**  
**PWS ID Numbers NY 3430008 and NY3430041**

**Introduction**

We are pleased to present to you this year's Annual Water Quality Report. This report is designed to inform you about the quality water and services we deliver to you every day. The purpose of this report is to provide information about the quality of water that we provide to you. Our constant goal is to provide you with a safe and dependable supply of drinking water. We want you to understand the efforts we make to continually improve the water treatment process and protect our water resources. Last year, in the Towns of Bristol and Canandaigua your tap water met all State drinking water health standards. We are committed to ensuring the quality of your water. If you have any questions about this report or concerning your water utility, please contact either:

<b>Town of Bristol:</b>	<b>James Fletcher, Water Superintendent</b>	<b>(585) 394-3300</b>
<b>Town of Canandaigua:</b>	<b>James Fletcher, Water Superintendent</b>	<b>(585) 394-3300</b>
<b>New York State Department of Health</b>	<b>Geneva District Office</b>	<b>(315) 789-3030</b>

We want our valued customers to be informed about their water utility. If you want to learn more, please attend any of our regularly scheduled Town Board Meetings. The meetings are held:

<b>Town of Bristol:</b>	<b>The second Monday of each month at 7:30 p.m. at the Bristol Town Hall located at 6740 County Road 32, Canandaigua, New York.</b>
<b>Town of Canandaigua:</b>	<b>The third Monday of each month at 6:00 p.m. at the Canandaigua Town Hall located at 5440 Route 5 &amp; 20 West, Canandaigua, New York.</b>

**Where Does Our Water Come From?**

Our water source is surface water source, Canandaigua Lake. The Canandaigua Town Consolidated Water Districts is supplied from City of Canandaigua. The City of Canandaigua operates a Water Filtration Plant located on West Lake Road in the Town of Canandaigua. After filtration, carbon can also be added for taste and odor control. The water is disinfected by injection of liquid chlorine, sodium hydroxide is added for pH control to reduce corrosion in the distribution system and then fluoride is added before being pumped to the distribution system. The treated water enters the Town of Canandaigua Water Districts through meter pits located at the City of Canandaigua municipal line or at the connection point with the City of Canandaigua's transmission main. The Town of Canandaigua Consolidated Water District supplies treated water from the City of Canandaigua to the Town of East Bloomfield through a meter pit located at the Canandaigua-East Bloomfield town line. Also, the Town of Canandaigua Consolidated Water District supplies treated water from the City of Canandaigua to the Bristol Water District Extension #1 through a pump station located on Goodale Road in the Hamlet of Cheshire.

New York State Department of Health has completed a source water assessment for Canandaigua Lake with the following results:

This assessment found a moderate susceptibility to contamination for this source of drinking water. The amount of agricultural lands in the assessment area results in elevated potential for protozoa, phosphorus, DBP precursors, and pesticides contamination. While there are some facilities present, permitted discharges do not likely represent an important threat to source water quality based on their density in the assessment area. However, it appears that the total amount of wastewater discharged to surface water in this assessment area is high enough to further raise the potential for contamination (particularly for protozoa). There is also noteworthy contamination susceptibility associated with other discrete contaminant sources, and these facility types include: IHWS, CBS, landfills, mines, RCRA, and TRI.

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs and wells. As water travels over the surface of the land or through the ground, it dissolves naturally-occurring

minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or human activity.

Contaminants that may be present in source water include:

- > **Microbial contaminants**
- > **Inorganic contaminants**
- > **Pesticides and herbicides**
- > **Organic chemical contaminants**
- > **Radioactive contaminants**

## Facts and Figures

- The **Town of Canandaigua Water Districts** purchases its water separately from the City of Canandaigua and serves approximately 7,180 residents through 2,936 service connections. The total water purchased in 2019 was 226.529 million gallons. The daily average to the Distribution System was 763,000 gallons per day. The single highest day was 1,200,000 gallons. The amount of water sold to customers was 180.607 million gallons. Approximately 40 million gallons of water was lost due to water leaks in the older system, water main breaks, installing of new water main, 12 million gallons of water was used to flush watermains, fire hydrants, fight fires, sale of bulk water etc. In 2019, water customers were charged a minimum quarterly bill of \$26.10 for a ¾ inch meter, for the first 6,000 gallons of water. After that it is \$ 4.35 per thousand gallons of water used.

The **Town of Bristol Water District** purchases its water from the Town of Canandaigua and serves approximately 203 people through 63 service connections. The total water purchased in 2019 was 8,841,000 gallons. The daily average to the Distribution System was 24,200 gallons per day. The single highest day was 44,000 gallons. The amount of water sold to customers was 3,910,000 gallons. 4 million was to flush water main due to stage two levels that exceeded the limits of the EPA. 931,000 gallons of water was used to flush fire hydrants, fight fires, watering dirt roads etc. In 2019, water customers were charged \$ 28.56 for 0 to 6,000 gallons of water for a ¾ inch water meter and any additional usage over 6,000 gallons is \$4.76 per 1,000 gallons.

## Information on Fluoride Addition

Our system is one of the many drinking water systems in New York State that provides drinking water with a controlled, low level of fluoride for consumer dental health protection. Fluoride is added to your drinking water by the City of Canandaigua before it is delivered to the Canandaigua Consolidated, West Lake Benefit Basis, Canandaigua Bristol and Bristol water system. According to the United States Centers for Disease Control, fluoride is very effective in preventing cavities when present in drinking water at an optimal range from 0.8 to 1.2 mg/l (parts per million). To ensure that the fluoride supplement in your water provides optimal dental protection, the State Department of Health requires that the City of Canandaigua monitor fluoride levels on a daily basis. During 2015 monitoring showed fluoride levels in your water were in the optimal range 100% of the time. None of the monitoring results showed fluoride at levels greater than the 2.2 mg/l MCL for fluoride.

## Are There Contaminants In Our Drinking Water?

In order to ensure that tap water is safe to drink, we routinely test your drinking water. The New York State Department of Health and the Environmental Protection Agency prescribe regulations which limit the amount of certain contaminants in water provided by public water systems. These contaminants include: total coliform, turbidity, inorganic compounds, nitrate, nitrite, lead and copper, volatile organic compounds, total trihalomethanes, and synthetic organic compounds. The State Health Department's and the FDA's regulations establish limits for contaminants in bottled water which must provide the same protection for public health.

In accordance with State regulations, the **City of Canandaigua** routinely monitors your drinking water for numerous contaminants. They test your drinking water for coliform bacteria, turbidity, inorganic contaminants, lead

and copper, nitrate, volatile organic contaminants, total trihalomethanes, and synthetic organic contaminants. The table presented below depicts which contaminants were detected in your drinking water. The State allows us to monitor for certain contaminants less than once per year because the concentrations of these contaminants are not expected to vary significantly from year to year. Therefore, some of the data, though representative of the water quality, is more than one year old. Test results were all negative except for those indicated on the following table.

The **Canandaigua Consolidated Water District** tested the water for coliform bacteria seven samples once per month, and **the Bristol Water District Extension Number 1** tested the water for coliform bacteria one sample per month in each district.

The table presented below depicts which compounds were detected in your drinking water.

It should be noted that all drinking water, including bottled drinking water, may be reasonably expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the **EPA's Safe Drinking Water Hotline (800-426-4791)**.

<b>TEST RESULTS</b>							
<b>Substance (Units)</b>	<b>Violation Y/N</b>	<b>Date of Sample</b>	<b>Level Detected</b>	<b>Range Low - High</b>	<b>MCLG</b>	<b>MCL</b>	<b>Likely Source of Contamination</b>
<b>Microbiological Contaminants</b>							
<b>Total Coliform Bacteria</b>  <b>Town of Bristol No Cdga Consolidated no</b>		Each Month	LT 1	N/A	0	>5% positive	Naturally present in the environment
<b>Turbidity** (NTU)</b> <b>Individual</b>	No	2018	0.03	0.01 - 0.25	N/A	TT=<0.3	Soil runoff
<b>Turbidity** (NTU)</b> <b>Combined</b>	No	2018	0.03	0.01 - 0.50	N/A	TT=<0.3	Soil runoff
<b>Radiological</b> <b>Gross Alpha (pCi/l)</b>	No	12/2013	0.0	N/A	0	15	Erosion of natural deposits
<b>Radium 226 and 228 (pCi/L)</b>	No	02/2013	0.04	0.4	0	5	Erosion of natural deposits
<b>Inorganic Contaminants</b>							
<b>Lead (ppb)</b>  <b>Cdga Consolidated 4</b>	No	06/2017	2.6	ND to 6.1	N/A	AL=15	Corrosion of household plumbing systems, erosion of natural deposits
<b>Copper (ppm)</b>  <b>Cdga Consolidated</b>	No	08/2014	0.061	0.0011-0.44	N/A	AL=1.3	Corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives
<b>Fluoride (ppm)</b>	No	2019	0.93	0.7-1.2ppm	N/A	2.2	Erosion of natural deposits; water additive which promotes strong teeth; discharge from fertilizer and aluminum factories
<b>Barium (ppm)</b>	No	02/2018	0.023	N/A	2	2	Erosion of natural deposits; discharge from refineries and factories; runoff from landfills; runoff from Crop land

<b>Nickel (ppb)</b>	No	02/2019	1.1	N/A	100	100	Erosion of natural deposits; discharge from steel factories additive, fertilizer factories Runoff from fertilizer use, septic tank effluent, erosion of natural deposits Erosion of natural deposits, stainless steel manufacturing
Nitrate (ppm)	No	02/2019	0.33	N/A	10	10	
Chromium (ppb)	No	02/2019	1.1	N/A	100	100	

<b>Volatile Organic Contaminants</b>							
<b>TTHM (ppb)</b> [Total trihalomethanes]							By-product of drinking water chlorination
<b>Stage 2: Canandaigua Consolidated</b>							
<b>Cooley site</b>	NO	2019	66.8 AVG.	41-85		80	
<b>Onanda Site</b>	No	2019	64.8 AVG.	41-85		80	
<b>Town of Bristol</b>	Yes	2019	84	41-85		80	

<b>Total Halo acetic Acids (ppb)</b>							Discharge from metals, plastic or fertilizer plant
<b>Stage 2:</b>							
<b>Canandaigua Consolidated Cooley Site</b>	No	2019	15.3 avg.	25-50	N/A	60	
<b>Onanda Site</b>	No	2019	37.3 avg.	25-50	N/A	60	
<b>Town of Bristol</b>	No	2019	39	25-50	N/A	60	

## Notes:

\*\* Turbidity is a measure of the cloudiness of the water. Canandaigua City monitors it because it is a good indicator of the effectiveness of our filtration system.

> 0 site(s) out of 30 above the Action Level for Copper.

> 0 site(s) out of 30 above the Action Level for Lead.

## Definitions:

**Non-Detects (ND)** - laboratory analysis indicates that the constituent is not present.

**Action Level** - the concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.

**Treatment Technique (TT)** - A treatment technique is a required process intended to reduce the level of a contaminant in drinking water.

**Maximum Contaminant Level** - The "Maximum Allowed" (MCL) is the highest level of a contaminant that is allowed in drinking water. MCL's are set as close to the MCLG's as feasible using the best available treatment technology.

**Maximum Contaminant Level Goal** - The "Goal" (MCLG) is the level of a contaminant in drinking water below which there is no known or expected risk to health. MCLG's allow for a margin of safety.

**Maximum Residual Disinfectant Level (MRDL)** - The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

**Maximum Residual Disinfectant Level Goal (MRDLG)** - The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLG's do not reflect the benefits of the use of disinfectants to control microbial contamination.

**Parts per million (ppm) or Milligrams per liter (mg/l)** - one part per million corresponds to one minute in two years or a single penny in \$10,000.

**Parts per billion (ppb) or Micrograms per liter** - one part per billion corresponds to one minute in 2,000 years, or a single penny in \$10,000,000.

**Nephelometric Turbidity Unit (NTU)** - nephelometric turbidity unit is a measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person.

**Picocuries per liter (pCi/l)** - A measure of radioactivity in water.

**Locational Running Annual Average (LRAA)** – average of samples at a location for year on a rolling basis

MCL's are set at very stringent levels. To understand the possible health effects described for many regulated constituents, a person would have to drink 2 liters of water every day at the MCL level for a lifetime to have a one-in-a-million chance of having the described health effect.

## What Does This Information Mean?

As you can see by the table, our system had no violations. We're proud that your drinking water meets or exceeds all Federal and State requirements. We have learned through our monitoring and testing that some constituents have been detected. The EPA has determined that your water IS SAFE at these levels.

## Microbiological Contaminants:

- (1) **Total Coliform** - Coliforms are bacteria that are naturally present in the environment and are used as an indicator that other; potentially-harmful, bacteria may be present. Coliforms were found in more samples than allowed and this was a warning of potential problems.
- (3) **Turbidity** - Turbidity has no health effects. However, turbidity can interfere with disinfection and provide a medium for microbial growth. Turbidity may indicate the presence of disease-causing organisms. These organisms include bacteria, viruses, and parasites that can cause symptoms such as nausea, cramps, diarrhea, and associated headaches.



## **Inorganic Contaminants:**

(17) **Lead** - As you can see by the table, our system had no violations.

Infants and young children are typically more vulnerable to lead in drinking water than the general population. It is possible that lead levels at your home may be higher than at other homes in the community as a result of materials used in your home's plumbing. If you are concerned about elevated lead levels in your home's water, you may wish to have your water tested and flush your tap for 30 seconds to 2 minutes before using tap water. Additional information is available from the Safe Drinking Water Hotline (1-800-426-4791).

## **Do I Need to Take Special Precautions?**

Some people may be more vulnerable to disease causing microorganisms or pathogens in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice from their health care provider about their drinking water. EPA/CDC guidelines on appropriate means to lessen the risk of infection by Cryptosporidium, Giardia and other microbial pathogens are available from the Safe Drinking Water Hotline (800-426-4791).

## **Why Save Water and How to Avoid Wasting It?**

Although our system has an adequate amount of water to meet present and future demands, there are a number of reasons why it is important to conserve water:

- saving water saves energy and some of the costs associated with both of these necessities of life;
- saving water reduces the cost of energy required to pump water and the need to construct costly new wells, pumping systems and water towers; and
- saving water lessens the strain on the water system during a dry spell or drought, helping to avoid severe water use restrictions so that essential fire fighting needs are met.

You can play a role in conserving water by becoming conscious of the amount of water your household is using, and by looking for ways to use less whenever you can. It is not hard to conserve water. Conservation tips include:

- Automatic dishwashers use 15 gallons for every cycle, regardless of how many dishes are loaded. So get a run for your money and load it to capacity.
- Turn off the tap when brushing your teeth.
- Check every faucet in your home for leaks. Just a slow drip can waste 15 to 20 gallons a day. Fix it up and you can save almost 6,000 gallons per year.
- Check your toilets for leaks by putting a few drops of food coloring in the tank, watch for a few minutes to see if the color shows up in the bowl. It is not uncommon to lose up to 100 gallons a day from one of these otherwise invisible toilet leaks. Fix it and you save more than 30,000 gallons a year.
- Use your water meter to detect hidden leaks. Simply turn off all taps and water using appliances, and then check the meter after 15 minutes. If it moved, you have a leak.

## **System Improvements**

Developer installed 400 feet on Harvest View, town of Cdga installed 11,000 feet of 12 inch DR-14 and 500 Feet of 8 inch Dr-14

## **Monitoring Violations:**

The town of Bristol water district had two violations for 2019. Both violations were for exceeding the MCL of stage two disinfection by product. The town of Canandaigua water superintendent informed the town of Bristol water district residents by a letter both times and informed the town supervisor.

## **Closing**

Thank you for allowing us to continue to provide your family with quality drinking water this year. We ask that all our customers help us protect our water sources, which are the heart of our community. Please call our office if you have questions.

- > Town of Canandaigua Jim Fletcher (585) 394-3300
- > Town of Bristol, Jim Fletcher (585) 394-3300
- > New York State Department of Health (315) 789-3030

## **This Report Covers Public Water Supply ID Numbers:**

Town of Bristol:	Bristol Water District Extension Number 1:	3430041
Town of Canandaigua:	Canandaigua Consolidated Water District:	3430008

# ATTACHMENT 9

**AGREEMENT FOR THE EXPENDITURE  
OF HIGHWAY MONEYS**

AGREEMENT between the Highway Superintendent of the Town of Canandaigua, Ontario County, New York, and the undersigned members of the Town Board.

Pursuant to the provisions of **Section 284** of the Highway Law, we agree that moneys levied and collected in the Town for the repair and improvement of highways, and received from the State for State Aid for the repair and improvement of highways, shall be expended as follows:

**GENERAL REPAIRS / PERMANENT IMPROVEMENTS**

The sum of \$500,000 shall be set aside to be expended for primary work and general repairs upon 102.60 miles of town highways, including sluices, culverts and bridges having a span of less than twenty feet and boardwalks or the renewals thereof.

The following is a list for the permanent improvement of Town highways:

1. Drainage work on Canandaigua Farmington town line road \$ 150,000.00
2. Asphalt repairs on various roads. \$ 120,000.00
3. Wyffels Road drainage repair. \$ 50,000.00.
4. Replacing of cross culvert on Bristol Cross Road and Bunell Road \$100,000.00
5. Micro Paving New Michigan and Knapp Road \$ 80,000.00

Total Estimated Expenditure \$ 500,000.00

Executed in duplicate this 20 day of April 20,2020

Town Supervisor  
Cathy Menikotz

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Jared Simpson  
Councilmember

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Linda Dworaczyk  
Councilmember

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Gary Davis  
Councilmember

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Terry Fennelly  
Councilmember

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James Fletcher  
Highway and Water Superintendent

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NOTE: This Agreement should be signed in duplicate by a majority of the members of the Town Board and by the Town Superintendent. One copy must be filed in the Town Clerk's office and one in the County Superintendent's office. *COPIES DO NOT HAVE TO BE FILED IN ALBANY.*

# ATTACHMENT 10

**Town of Canandaigua**  
**2020 Fee Schedule**  
(Effective January 6, 2020)

No permit or certificate shall be issued, no approval shall be granted, no application shall be considered complete, no park reservation shall be confirmed, and no public hearing shall be scheduled or held until the fees, as established by the Town Board, have been paid in full. Accepted forms of payment are: cash, check, or credit card (Visa, Mastercard, and Discover).

<b>WATER DEPARTMENT</b>		
<b><u>Meters for Canandaigua Consolidated &amp; Bristol Water Districts Only:</u></b> (The pricing includes tapping of the water main, bronze saddle, corporation stop, curb box valve, curb box, valve box, SS rod, water meter, ERT, and right angle meter valve and inspection of trench)		
	¾"	\$850
	1"	\$925
	1.5"	\$1,757
	2"	\$2,222
	Water meter larger than 2"	Contact Water Superintendent
	¾ inch water meter, ERT, right angle meter valve and inspection	\$550
	1 inch water meter, ERT, right angle meter valve and inspection	\$600
Meter pits are required when the location of the structure is farther than 500 feet from the road.		
	¾" meter pit	\$550
	1" meter pit	\$790
Replacement Cost of Water Meter Materials:		
	Electronic reading device (ERT)	\$260
	¾" water meter replacement	\$90
	1" water meter replacement	\$190
	1 ½" water meter replacement	\$725
	2" water meter replacement	\$960

Directional Drilling Under A Road: Pipe	Up to 2"	\$1,200
	2" and larger	Contact Water Superintendent
Testing water meter for accuracy		\$50

Hydrant Meter Rental (Includes a water meter and back flow device that will be connected to the hydrant by the Water Department. A \$500 deposit is required. When equipment is returned in working condition, deposit will be refunded). Hydrant meter rentals will be invoiced monthly.	\$50 rental fee/month plus \$4.35 per 1,000 gallons
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Water Charge to Town of East Bloomfield	\$2.62 per 1,000 gallons
Water Charge to the Town of Hopewell, Town of Farmington, and Town of Gorham	<del>\$2.086</del> \$2.014 per 1,000 gallons

Canandaigua Consolidated District Fees:			
Meter Size	Gallons of Consumption	Minimum Bill <del>\$4.23</del> \$4.35 per 1,000 Gallons	Additional Cost Per 1,000 Gallons
3/4"	0 – 6,000	\$26.10	\$4.35
1"	0 – 10,000	\$43.50	
1 1/2"	0 – 16,000	\$69.60	
2"	0 – 30,000	\$130.50	
3"	0 – 50,000	\$217.50	
4"	0 - 80,000	\$348.00	
6"	0 – 160,000	\$696.00	
8" – 12"	0 – 200,000	\$870.00	

Bristol Water District Fees:			
Meter Size	Gallons of Consumption	Minimum Bill <del>\$4.64</del> \$4.76 per 1,000 Gallons	Additional Cost Per 1,000 Gallons
3/4"	0 – 6,000	\$28.56	\$4.76
1"	0 – 10,000	\$47.60	
1 1/2"	0 – 16,000	\$76.16	
2"	0 – 30,000	\$142.80	
3"	0 – 50,000	\$238.00	
4"	0 - 80,000	\$380.80	
6"	0 – 160,000	\$761.60	
8" – 12"	0 – 200,000	\$952.00	

Fee Schedule for Town of Canandaigua Water Department to Repair the Water System:	
The purpose of this section is for the setting of fees associated with the Town of Canandaigua Water Department to repair any damage that may occur to the water system by an outside agency. Some examples, including but not limited to, are damage to the water main, water service, curb stop, or meter pit or any other water infrastructure that is in the right of way. The Water Department does not maintain any water infrastructure after the curb stop. The need for repair and the type of repair are at the sole discretion of the Town of Canandaigua Water Superintendent. Additional materials fees may apply. The responsible party will be invoiced according to the following:	
Employees:	
Labor per man hour, straight time	\$ 45.00
Labor per man hour, on overtime	\$ 67.50
Administrative cost, per hour	\$ 80.00
Heavy Equipment:	



Excavator 20 ton, per hour	\$ 150.00
Mini excavator, per hour	\$ 85.00
Dump truck, per hour	\$ 85.00
Water loss, calculated by the Water Superintendent	\$ 5.50 per 1,000 gallons

History:

Adopted by the Town Board of the Town of Canandaigua 6/6/77. Amended in its entirety by resolution on 11/7/83, 6/11/90, and 5/8/95 except for those fees listed separate under local law. Further amended 4/3/07, 12/18/07, 3/3/09, 4/21/09; 12/15/10; 1/3/11; 2/13/12, 1/28/13, 1/6/14, 4/28/14, 1/5/15, 12/21/15, 5/16/16, 7/18/16, 9/19/16, 1/9/2017, 4/17/17, 5/15/17, 1/8/18, 5/21/18, 8/20/18; 1/7/19, 2/11/2019, 3/18/19, 7/1/19, 8/19/19 and January 6, 2020.

**EXHIBIT A**  
**Calculation Worksheet for Determination of**  
**Town-Village Wholesale Water Rate from the**  
**City of Canandaigua**

		2015 FINAL 2016	2016 ACTUAL 2017	2017 ACTUAL 2018	2018 Actual 2019	2019 Projection 2020	2019 Actual 2020
		FINAL	FINAL	FINAL	FINAL	PROJECTION	FINAL
I.	Direct Expenses						
	Part A	Water Treatment Plant Expenditures					
100%	1.	Operating Expense: WTP					
		Personnel	385,248.83	388,059.76	397,953.85	421,288.28	432,092.03
		Equipment & Supplies	128,408.42	116,402.24	118,980.43	134,429.69	142,790.00
		Contractual Services	307,575.76	341,440.99	332,607.22	331,605.90	360,947.00
		Planning & Permitting for Expansion Purposes					
		Fringe Benefits & Allocable Costs	209,052.70	208,988.49	208,828.65	203,732.82	216,100.75
		Total Operating Expense:	<b>1,030,285.71</b>	<b>1,054,891.48</b>	<b>1,058,370.15</b>	<b>1,091,056.69</b>	<b>1,151,929.78</b>
			7.83%	2.39%	0.33%	3.09%	5.58%
15%	2.	Water Distribution System -15% of Budget					
	0.15	Maintenance of Transmission Main	74,839.66	73,310.96	76,420.35	78,463.73	89,951.34
	0.15	Fringe Benefits & Allocable Costs	26,662.34	26,753.46	27,641.18	25,398.38	27,259.34
			<b>101,502.01</b>	<b>100,064.42</b>	<b>104,061.53</b>	<b>103,862.11</b>	<b>117,210.68</b>
			1.87%	-1.42%	1.18%	-0.19%	12.85%
	3.	Administrative Overhead @ 15% of (1) & (2)	<b>169,768.16</b>	<b>173,243.38</b>	<b>174,364.75</b>	<b>179,237.82</b>	<b>190,371.07</b>
	4.	Capital Costs	<b>100,000.00</b>	<b>100,000.00</b>	<b>100,000.00</b>	<b>100,000.00</b>	<b>100,000.00</b>
	5.	Property Taxes	<b>192,111.68</b>	<b>192,052.59</b>	<b>194,085.68</b>	<b>171,680.00</b>	<b>173,206.42</b>
			-0.02%	-0.03%	1.03%	-11.54%	0.89%
		Total Part A Expenses	<b>1,593,668</b>	<b>1,620,252</b>	<b>1,630,882</b>	<b>1,645,837</b>	<b>1,732,718</b>
			6.92%	1.67%	1.54%	0.92%	5.28%
	Part B	Debt Service Costs as Related to Supply, Transmission and/or Shared Storage	<b>374,954.72</b>	<b>396,293.48</b>	<b>372,358.11</b>	<b>345,518.93</b>	<b>344,608.00</b>
II.	Water Denominator	Prior Year Plant Finished Water Meter Amount x 95% [100 cubic feet]	1,860,325	1,913,912	1,698,919	1,850,354	1,824,034
		Gallons produced	1,464,761,000	1,506,954,000	1,337,675,000	1,456,910,000	1,436,186,680
				-1.73%	-11.23%	8.91%	-1.42%
III.	Towns/Village Wholesale Rate Determination						
	Part A	Prior Year Expenditures (Part IA)	Net Rate	Net Rate	Net Rate	Net Rate	Net Rate
		Water Denominator (II)	\$1.201	\$1.186	\$1.348	\$1.247	\$1.334
	Part B	Prior Year Debt Service (Part IB)					
		Water Denominator (II)	\$0.242	\$0.248	\$0.263	\$0.224	\$0.227
	Part C	Total Wholesale Water Rate	\$1.443	\$1.435	\$1.611	\$1.472	\$1.560
		<b>Total Wholesale Water Rate (per 1000 gallons)</b>	<b>\$1.929</b>	<b>\$1.918</b>	<b>\$2.154</b>	<b>\$1.967</b>	<b>\$2.01434</b>
			-5.00%	-0.54%	15.16%	-8.65%	6.03%

# ATTACHMENT 11



## Customer Information

**Customer Information**

Borrower's legal name as shown on audited financials:									
Contact name:									
Website to obtain 3 years of audited financials found at:									
Street Address		City			State		Zip		
Phone Number				Fax Number					
Email				EIN (Required)					

**Invoices to be sent to:**

Contact name		Department					
Street Address		City		State		Zip	
Phone Number		Fax Number		Email			
Special Instructions							

**Project Information**

Equipment/Product/Software/Services Description (please refrain from using acronyms or part numbers):

What is the purpose of this acquisition, what makes it essential & what benefits are expected (eg, cost savings, productivity, functionality, etc.)?

Is this replacing equipment, expanding an existing system or completely brand new?		Replacement: <input type="checkbox"/> Expansion: <input type="checkbox"/> New: <input type="checkbox"/>	
If replacement, what is the age of the equipment it is replacing?		If replacement or expansion, is the existing equipment paid off? Yes: <input type="checkbox"/> No: <input type="checkbox"/>	

Are you self-insured for property damage? Yes: <input type="checkbox"/> No: <input type="checkbox"/>		Are you self-insured for liability? Yes: <input type="checkbox"/> No: <input type="checkbox"/>	
What is your current liability coverage limit? \$		Are you a member of a managed risk pool for insurance? Yes: <input type="checkbox"/> No: <input type="checkbox"/>	
Will Key Government Finance be listed as Loss Payee and Additional Insured on the insurance certificates? Yes: <input type="checkbox"/> No: <input type="checkbox"/>			

Will any loan or grant proceeds be used as the dedicated source of repayment for this financing? Yes: <input type="checkbox"/> No: <input type="checkbox"/>		Have you ever defaulted, failed to pay or non-appropriated on a lease purchase, loan or bond? Yes: <input type="checkbox"/> No: <input type="checkbox"/>	
For any payments due in your current FY, have those payments been formally appropriated? Yes: <input type="checkbox"/> No: <input type="checkbox"/>			
If no, or if your 1st payment is due in next fiscal year, has this been formally approved by board resolution? Yes: <input type="checkbox"/> No: <input type="checkbox"/>			
Will payments be made from your General Fund? Yes: <input type="checkbox"/> No: <input type="checkbox"/>			
If no, which fund & provide page in most recent audit where found?			

What is your population, enrollment or number of customers?		As of what date?	
What is your taxable assessed value?		As of what date?	

Submitted By (Name):		Title:	
Signature		Date:	

So that we may begin our credit review process, please scan and email this application, along with your equipment quote (bill of materials) to [donna\\_scibetta@keybank.com](mailto:donna_scibetta@keybank.com). Additionally, please email or mail the 3 most recent copies of your Audited Annual Financial Statements, plus a copy of this year's budget to: [donna\\_scibetta@keybank.com](mailto:donna_scibetta@keybank.com) or Key Government Finance, Inc., Attn: Donna Scibetta 726 Exchange Street Ste 900 Buffalo, NY 14210.



Key Government Finance is pleased to present the following proposal for the transaction described below:

**LESSOR:** Key Government Finance, Inc.

**LESSEE:** Town of Canandaigua  
 NY

**EXPIRATION:** Expires in 30 days

**FINANCING QUOTE:**

Amount	Rate	Payments	Factor	Pmts / Year	Payment Frequency	Adv. / Arr.
\$197,681.00	2.85%	\$52,558.55	.26587556	4	Annual	Arrears
\$197,681.00	2.81%	\$42,585.16	.21698482	5	Annual	Arrears

- Payments commence see attached sample amortization schedules

**LEASE:** This is a tax-exempt, municipal government lease with the title to the property passing to Lessee. This is a net lease under which, all costs, including insurance, maintenance and taxes, are paid by Lessee for the term of the lease.

**APPROVAL:** This proposal, until credit approved, serves as a quotation, not a commitment by Lessor to provide credit or property. Lessor acceptance of this Proposal is subject to credit; collateral and essential use review and approval by Lessor.

**The interest rates quoted herein is not a locked rate. To lock these rates please return a signed copy of this proposal no later than April 15, 2020. Once locked the rate will be held until May 15, 2020.** It also assumes that the interest component of the Payments is exempt from federal income tax. Lessor will provide a taxable financing proposal if it is determined that the financing will not qualify for tax-exempt interest rates.

The financing contemplated by this proposal is subject to the execution and delivery of all appropriate documents (in form and substance satisfactory to Lessor), including without limitation, to the extent applicable, the Master Lease Agreement, any Schedule, financing statements, legal opinion or other documents or agreements reasonably required by Lessor.

Thank you for the opportunity to present this proposal. If you have any questions, please contact me at my number or e-mail address below. If you wish to accept this proposal, please do so by signing below and returning this proposal to me via FAX or e-mail. Upon receipt of this proposal, Lessor will promptly begin its credit, collateral and essential use review process.

Sincerely

*Donna Scibetta*

Donna Scibetta  
 Key Government Finance  
 Phone: 716-819-5947  
[Donna\\_scibetta@keybank.com](mailto:Donna_scibetta@keybank.com)

Proposal Accepted by Lessee:
By:
Title:
Date:

<b>Town of Canandaigua NY</b>				
	sample amortization -			
Interest Rate - 2.85%				
<b>Date</b>	<b>Total Payment</b>	<b>Interest Component</b>	<b>Principal Component</b>	<b>Principal Balance</b>
5/1/2020	\$ -	\$ -	\$ -	\$ 197,681.00
1/15/2021	\$ 52,558.55	\$ 3,975.04	\$ 48,583.51	\$ 149,097.49
1/15/2022	\$ 52,558.55	\$ 4,249.28	\$ 48,309.27	\$ 100,788.22
1/15/2023	\$ 52,558.55	\$ 2,872.46	\$ 49,686.08	\$ 51,102.14
1/15/2024	\$ 52,558.55	\$ 1,456.41	\$ 51,102.14	\$ -
<b>Total</b>	<b>\$ 210,234.19</b>	<b>\$ 12,553.19</b>	<b>\$ 197,681.00</b>	

<b>Town of Canandaigua NY</b>				
	sample amortization -			
Interest Rate - 2.81%				
<b>Date</b>	<b>Total Payment</b>	<b>Interest Component</b>	<b>Principal Component</b>	<b>Principal Balance</b>
5/1/2020	\$ -	\$ -	\$ -	\$ 197,681.00
1/15/2021	\$ 42,585.16	\$ 3,919.25	\$ 38,665.92	\$ 159,015.08
1/15/2022	\$ 42,585.16	\$ 4,468.32	\$ 38,116.84	\$ 120,898.25
1/15/2023	\$ 42,585.16	\$ 3,397.24	\$ 39,187.92	\$ 81,710.33
1/15/2024	\$ 42,585.16	\$ 2,296.06	\$ 40,289.10	\$ 41,421.22
1/15/2025	\$ 42,585.16	\$ 1,163.94	\$ 41,421.22	\$ -
<b>Total</b>	<b>\$ 212,925.81</b>	<b>\$ 15,244.81</b>	<b>\$ 197,681.00</b>	

# ATTACHMENT 12

**THE TOWN OF CANANDAIGUA  
ROAD AND UTILITY RIGHT OF WAY**

The undersigned Owner (“Owner”), in consideration of \$1.00 and other good and valuable consideration paid by the Town of Canandaigua, New York, the receipt whereof is acknowledged, hereby grants to the Town of Canandaigua, (“Town”), a municipal corporation maintaining offices at 5440 Routes 5 & 20 West, Canandaigua, New York 14424, within the County of Ontario, New York,

**A PERMANENT RIGHT OF WAY** to construct, reconstruct, operate, maintain, and/or improve any roadway and/or underground line or lines, main or mains, and/or services and/or laterals with all associated fixtures and/or appurtenances, with free ingress and egress for the all of the enumerated purposes, including the right to trim and/or remove trees, shrubs and/or other obstructions, and to store, pile, and/or remove material, and/or fill, in and over the parcel of land, described and/or as otherwise illustrated on any attached maps, other illustrations, and/or legal descriptions.

**ALL THAT TRACT OR PARCEL OF LAND** situate in the Town of Canandaigua, County of Ontario and State of New York, as shown on a map entitled “Road and Utility Right of Way To the Town of Canandaigua”, designated as Map 2, Parcel 1, prepared by MRB/group and dated 3/2020, and bounded and described as follows:

Beginning at the intersection of the existing southerly highway boundary of Cramer Road with the existing common division line between Tax Map Parcel 125.00-1-13.000 and Tax Map Parcel 111.00-1-28.120; thence

1. S 00°44’40” E, along the last mentioned existing common division line a distance of 825.2±’ to a point at its intersection with existing common division line between Tax Map Parcel 125.00-1-13.000 with Tax Map Parcels 111.00-1-28.120; thence
2. N 89°34’11” W, along the last-mentioned common division line a distance of 33.5’± to a point; thence
3. S 71°28’40” E, along the last mentioned existing southerly highway boundary a distance of 23.3’± to the point and place of beginning, containing 25,393.0± square feet of land, 0.58± acres, more or less.

Owner covenants with the Town that it is lawfully seized and possessed of the real property above described, that it has a good and lawful right to convey it, and any part thereof, including the rights conveyed by this instrument, and that it will forever warrant and defend the title thereto against the claims of any persons.

Owner hereby releases the Town from all claims for damage, from whatsoever cause, incidental to the exercise of any of the rights herein granted at any time hereafter.

IN WITNESS WHEREOF, the undersigned has caused this Easement to be duly executed on this \_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Owner

STATE OF NEW YORK     )  
COUNTY OF               )    ss.:

On the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, before me, the undersigned, a Notary Public in and for said State, personally appeared \_\_\_\_\_, known to me or proved to me on the basis of satisfactory evidence to be the same individual(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that



he/she/they executed the same in his /her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s) or the person upon behalf of which the individual(s) acted, executed the instrument.

---

Notary Public

STATE OF NEW YORK     )  
COUNTY OF                )    ss.:

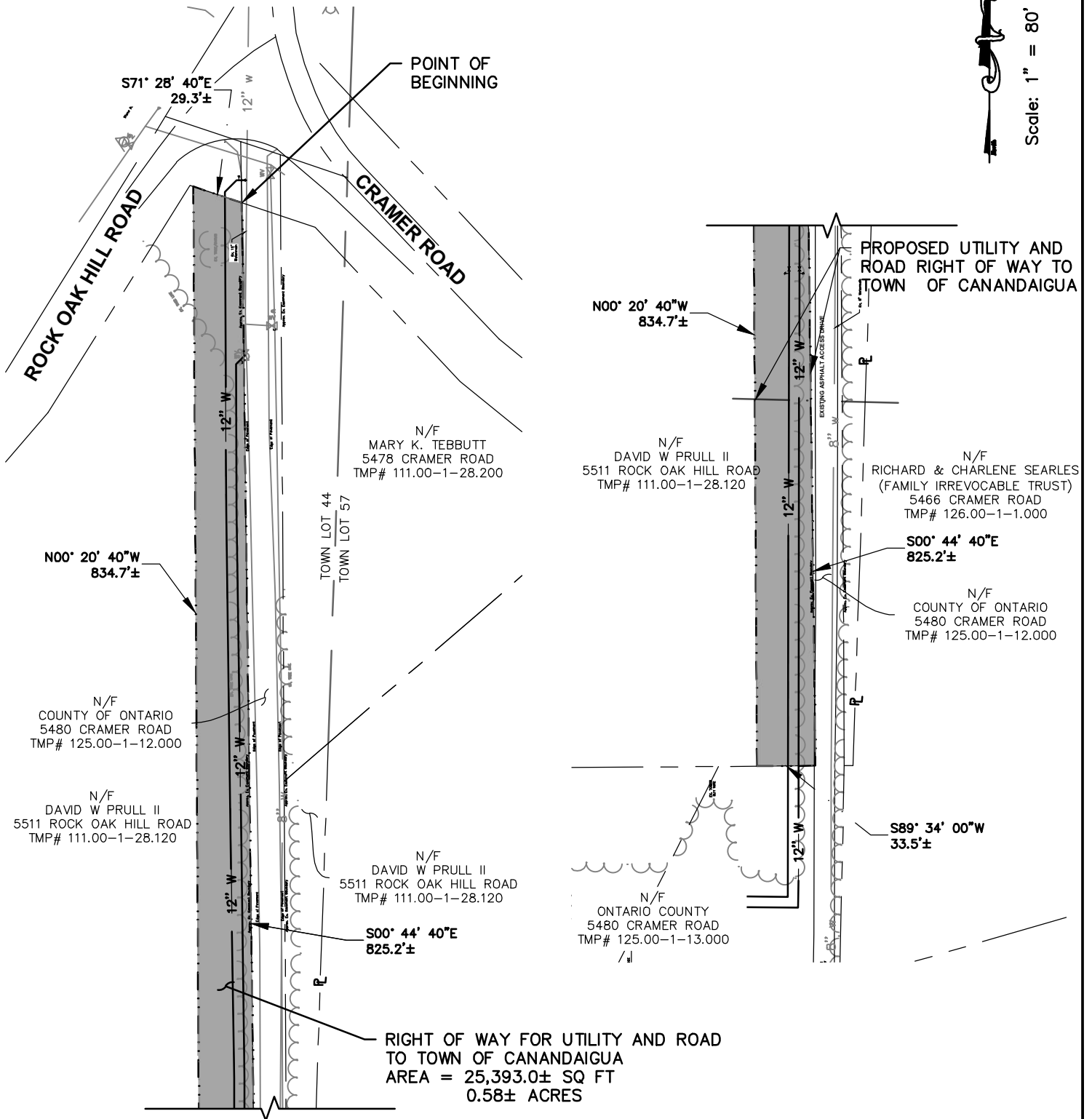
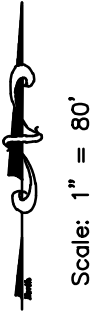
On the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_, before me, the undersigned, a Notary Public in and for said State, personally appeared \_\_\_\_\_, known to me or proved to me on the basis of satisfactory evidence to be the same individual(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his /her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s) or the person upon behalf of which the individual(s) acted, executed the instrument.

---

Notary Public

TAX MAP NUMBER 111.00-1-28.120  
 OWNER N/F DAVID W PRULL II  
 STREET ADDRESS 5511 ROCK OAK HILL ROAD

MAP No. M-2  
 PARCEL No. P-1



**ROAD AND UTILITY RIGHT OF WAY  
 TO THE  
 TOWN OF CANANDAIGUA, ONTARIO COUNTY, NY**

Unauthorized alteration or addition to a survey map bearing a Licensed Land Surveyor's seal is in violation of Article 145, Section 7209, Subdivision 2 of the New York State Education Law.

Copies from the original of this survey map not marked with an original of the licensed land surveyor's inked seal or his embossed seal shall not be considered to be a valid true copy.

Certifications shown hereon shall run only to the person for whom the survey is prepared and, on his behalf, to the Title Company, Government Agency, and Lending Institution listed hereon, and to the assignees of the Lending Institution. Certifications are not transferable to additional institutions or subsequent owners.

Scale:	AS SHOWN
Date:	1/2020
Project:	0300.18008

**MRB group**

Engineering, Architecture & Surveying, D.P.C.  
 The Culver Road Armory, 145 Culver Road, Suite 160, Rochester, New York 14620  
 Phone: 585-381-9250  
[www.mrbgroup.com](http://www.mrbgroup.com)

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 MRB Group  
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# ATTACHMENT 13

April 3, 2020

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

**RE: TOWN OF CANANDAIGUA – CONSOLIDATE CAPITAL IMP. PROJECT  
REVIEW AND SUMMARY OF BIDS  
MRB GROUP PROJECT NO. 0300.18008**

Dear Supervisor Menikotz,

Contract documents were prepared for the above referenced project for three (3) prime contracts: General, Electrical, and HVAC. As you are aware, bids were received and opened on March 27, 2020 at the Town Hall. Attached are bid tabulations for each prime contract that summarizes the bid results.

**Contract #1 – General:**

The lowest bid price received for Contract No. 1 was provided by Crane Hogan Structural Systems, Inc. located in Spencerport, NY at a price of \$4,470,342.00 (includes Base Bid and Allowance). The bid provided by Crane Hogan appears to be complete and after our review, we offer the following:

- Crane Hogan has indicated that they are comfortable with their bid price and are ready and willing to proceed with the project.
- MRB Group has previously worked on projects with Crane Hogan and they appear to be capable of completing the work planned for this project.

We see no reason at this time, to deny a contract award for the General Contract to Crane Hogan Structural Systems, Inc.

**Contract #2 - Electrical**

The lowest bid price received for Contract No. 2 was provided by Colacino Industries located in Newark, NY at a price of \$598,600.00 (includes Base Bid and Allowance). Their bid appears to be complete and properly executed. After review of their bid, we offer the following:

- Colacino has indicated that they are comfortable with their bid price and are willing to proceed with the contract.
- MRB Group has previously worked on a project with Colacino and they appear to be capable of completing the work planned for this project.

In summary, we see no reason at this time, to deny Colacino a contract award.

**Contract #3 – Plumbing:**

The lowest bid price and only bid received for Contract No. 3 was provided by Crosby Brownlie, Inc. located in Rochester, NY at a price of \$59,900.00 (includes Base Bid and Allowance). Their bid appears to be complete and properly executed. After review of their bid, we offer the following:

- Crosby Brownlie, Inc. has indicated that they are comfortable with their bid price and are willing to proceed with the contract.
- MRB has successfully worked with Crosby Brownlie and they appear to be capable of completing the work as bid.

At this time, we see no reason that the Town should deny the award of the Plumbing Contract to Crosby Brownlie.

In general, the bids were highly competitive. The general construction contract was only separated by approximately \$1,600.00 dollars between the low bidder and the second low bidder. This indicates that they drawings were very clear and that the contractors had a good understanding of the scope of work. The total of the bids falls within the project budget and an updated project budget is attached.

Please let me know if there are any questions or concerns regarding the above. Subsequent to this letter, we will be sending copies of the Award document for each contract for execution. Please have each signed and returned to MRB Group for each contract.

Respectfully submitted,



Gregory J. Hotaling, P.E.  
Project Manager

C: Doug Finch, Town Manager  
Jim Fletcher, Highway Superintendent

Attachments

Tn of Canandaigua  
 Consolidate Capital Imp Proj  
 MRB Proj #0300.18008  
 January 2020

GC Bid Tabulation

Summary of Bids Received  
 March 27, 2020  
 3:00 PM

<b>Contract #1: General Construction</b>	<b>Contractor #1</b>	<b>Contractor #2</b>	<b>Contractor #3</b>	<b>Contractor #4</b>
	<b>Crane Hogan</b>	<b>Villager Const.</b>	<b>Blue Heron Const.</b>	<b>CP Ward</b>
Base Bid:	\$ 4,395,342.00	\$ 4,397,000.00	\$ 4,753,611.00	\$ 4,793,224.00
Allowance:	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
<b>Total Base Bid &amp; Allowance:</b>	<b>\$ 4,470,342.00</b>	<b>\$ 4,472,000.00</b>	<b>\$ 4,828,611.00</b>	<b>\$ 4,868,224.00</b>

Tn of Canandaigua  
Consolidate Capital Imp Proj  
MRB Proj #0300.18008  
January 2020

EC Bid Tabulation

Summary of Bids Received  
March 27, 2020  
3:00 PM

<b>Contract #2: Electrical Construction</b>	<b>Contractor #1</b>	<b>Contractor #2</b>	<b>Contractor #3</b>
	<b>Colacino</b>	<b>Concord Elec.</b>	<b>J&amp;E Elecectric</b>
Base Bid:	\$ 573,600.00	\$ 722,000.00	\$ 803,000.00
Allowance:	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
<b>Total Base Bid &amp; Allowance:</b>	<b>\$ 598,600.00</b>	<b>\$ 747,000.00</b>	<b>\$ 828,000.00</b>

Tn of Canandaigua  
Consolidate Capital Imp Proj  
MRB Proj #0300.18008  
January 2020

HVAC Bid Tabulation

Summary of Bids Received  
March 27, 2020  
3:00 PM

<b>Contract #3: HVAC Construction</b>	<b>Contractor #1</b>	<b>Contractor #2</b>
	<b>Crosby Brownlie</b>	<b>HMI Mech.</b>
Base Bid:	\$ 54,900.00	\$ 97,000.00
Allowance:	\$ 5,000.00	\$ 5,000.00
<b>Total Base Bid &amp; Allowance:</b>	<b>\$ 59,900.00</b>	<b>\$ 102,000.00</b>



**Town of Canandaigua CCCIP**  
**Project Budget (3/30/2020)**

	Bid	Approved Changes	Pending Changes	Updated Budget
<u>Construction</u>				
GC01 - General Contract	\$4,470,342			\$4,470,342.00
EC02 - Electrical Contract	\$598,600			\$598,600.00
HVAC03 - HVAC Contract	\$59,900			\$59,900.00
Town Work - Transmission main	\$675,000			\$675,000.00
<b>CONSTRUCTION SUB-TOTAL</b>				<b>\$5,803,842.00</b>
<u>Engineering</u>				
Engineering (0300.18008)	\$873,000			\$873,000.00
<b>ENGINEERING SUB-TOTAL</b>				<b>\$873,000.00</b>
<u>Other Expenses</u>				
Legal (local council)	\$25,000.00			\$25,000.00
Bond Council	\$25,000.00			\$25,000.00
<b>Net Interest</b>	<b>\$0.00</b>			<b>\$0.00</b>
Fiscal Coordination	\$50,000.00			\$50,000.00
Miscellaneous	\$58,000.00			\$58,000.00
Grant Admin	\$10,000.00			\$10,000.00
Special Inspections	\$50,000.00			\$50,000.00
<b>OTHER EXPENSES SUB-TOTAL</b>				<b>\$218,000.00</b>
<u>Other Expenses - Miscellaneous</u>				
RG&E Service (Booster Station)	\$18,000			\$18,000.00
RG&E Service (Tank Site)	\$1,000			\$1,000.00
Audit		\$0		\$0.00
Builder's Risk Ins				\$0.00
<b>MISC EXPENSES SUB-TOTAL</b>				<b>\$0.00</b>
<b>PROJECT SUB-TOTAL</b>				<b>\$6,894,842.00</b>
<b>Contingency</b>				<b>\$675,658.00</b>
<b>WIIA Grant</b>				<b>-\$3,000,000.00</b>
<b>ETIMATED PROJECT TOTAL</b>		Bond \$7,570,500		<b>\$7,570,500.00</b>
<b>ESTIMATED PROJECT BALANCE AMOUNT</b>				<b>\$4,570,500.00</b>



---

**NOTICE OF AWARD**

---

Date of Issuance: April 21, 2020

Owner: Town of Canandaigua                      Owner's Contract No.:

Engineer: MRB Group                              Engineer's Project No.: 0300.18008

Project: Canandaigua Consolidated Capital      Contract Name: General  
Improvement Project

Bidder: Crane Hogan Structural Systems, Inc.

Bidder's Address: 3001 Brockport Rd, Spencerport, NY 14559

**TO BIDDER:**

You are notified that Owner has accepted your Bid dated March 27, 2020 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for General Construction.

The Contract Price of the awarded Contract is: Four Million Four Hundred Seventy Thousand Three Hundred Forty-Two Dollars. \$ 4,470,342.00 [Base Bid plus Allowance]

One [1] unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of this Notice of Award:

1. Deliver to Owner one [1] counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security [e.g., performance and payment bonds] and insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Deliver with the executed Agreement completed EPA Form 6100-2 "DBE Subcontractor Participation Form" along with required supporting documentation, 6100-3 "DBE Subcontractor Performance Form" & 6100-4 "DBE Subcontractor Utilization Form".
4. Deliver with the executed Agreement completed MWBE Utilization Plan.
5. Other conditions precedent (if any): Lobbying Certification

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

---

Owner: Town of Canandaigua  
Authorized Signature: \_\_\_\_\_

By: (Print) Cathy Menikotz  
Title: Supervisor

Copy: Engineer



# ATTACHMENT 14

Please type or print clearly  
 in blue or black ink

Employer Location Code

3 0 1 5 3

Received Date

**Standard Work Day and  
 Reporting Resolution for  
 Elected and Appointed Officials**

**RS 2417-A**

(Rev.11/19)

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

BE IT RESOLVED, that the Town of Canandaigua / 30153 hereby established the following standard work days for these titles and will report the officials to the New York State and Local Retirement based on their record of activities:

Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
<b>Elected Officials:</b>									
Jared Simpson			Town Board Member	01/01/2020 - 12/31/2023	6	5.45	<input type="checkbox"/>	Bi-Weekly	<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
<b>Appointed Officials:</b>									
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>

I, Jean E Chrisman, secretary/clerk of the governing board of the Town of Canandaigua, of the State of New York,

do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 20th day of April, 2020 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Town of Canandaigua on this 21st day of April, 2020

\_\_\_\_\_  
 (Signature of Secretary or Clerk)

**Affidavit of Posting:** I, Jean E Chrisman being duly sworn, deposes and says that the posting of the Resolution began on April 21, 2020 and continued for at least 30 days. That the Resolution was available to the public on the:

- Employer's website at: \_\_\_\_\_
- Official sign board at: \_\_\_\_\_
- Main entrance Secretary or Clerk's office at: \_\_\_\_\_

(seal)

# ATTACHMENT 15



TotalCare EAP  
Public Safety EAP  
Educators' EAP  
Higher Ed EAP  
HealthCare EAP  
Union AP

## Employee Assistance Program (EAP) | RENEWAL AGREEMENT

This Employee Assistance Program (EAP) Agreement ("Agreement") is between **Town of Canandaigua, NY** ("Client") and **EMPLOYEE SERVICES, INC. dba ESI EMPLOYEE ASSISTANCE GROUP**, a New York corporation, 55 Chamberlain Street, Wellsville, New York 14895 ("ESI") for ESI to provide the benefits described herein for employees of Client effective **5/1/20-4/30/21**.

### I. Productivity Solutions

*With employees losing an average of over 3 weeks of productivity each year, addressing productivity losses is critical. Our entire focus is on providing the most comprehensive benefits to make the largest possible impact on improving employee lives and reducing lost productivity cost. We offer more than twice the benefits of other EAPs. Employees of Client and their household members including children up to age 26 who do not reside with employee are referred to herein as Members.*

- **Unlimited Telephonic Counseling:** Members speak directly with our professional staff counselors 24 hours a day via a toll-free number. Every counselor has a Master's or Ph.D. degree. Staff counselors provide direct in-the-moment counseling when a Member calls and act as case managers when referrals are made to local counselors or other work-life or wellness resources, overseeing each case to its ultimate closure – regardless of the amount of time involved in assisting the Member.
- **Face-to-face Counseling Sessions per Issue:** Up to 6  
Members are eligible for telephonic counseling and short-term, in-person counseling.
- **Work/life Benefits:** Benefits offered to assist Members with a wide variety of issues including Legal, Financial, Caregiver, Adoption, Special Needs, Personal Assistant, Tools for Tough Times and Pet Help.
- **Lifestyle Benefits:** Menu of value-added wellness services designed to enhance a Member's quality of life – discounts vary by season and location.
- **Wellness Resource Center:** Includes the latest, most reliable articles, videos and self-assessments for dealing with stress, diet, fitness and smoking.

### II. Engagement Solutions - Peak Performance Benefits

*ESI is the only EAP to offer Peak Performance Benefits - an entire menu of coaching programs, self-help resources and training to stimulate employee engagement. These benefits are designed to improve the performance of not just some but all of your employees. ESI also provides Hiring, Onboarding and Employee Engagement Resource Centers for HR, managers and supervisors. The result: Employees report improved personal and professional performance at work and at home; and overall employee engagement is improved.*





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- **Personal and Professional Coaching:** One-on-one telephonic coaching from Certified Coaches combined with structured, online trainings. Coaching is delivered by Masters or Ph.D. level Coaches in scheduled telephonic coaching sessions to review key concepts of the trainings and implementation of skills. Coaches use a solution-focused approach to improve current and future performance. **Information Resource Benefits:** 25,000 Self-Help Resources – Tools, Assessments, Financial Calculators, Video Library, and Articles for thousands of topics.
- **Online Training and Personal Development:** Includes over 200 Personal Finance and Investing courses and over 50 Personal Development courses to help employees balance their work and personal life. The ESI Management Academy is an entire curriculum of online training programs that promote key management skills.
- **Recruiting, Hiring, Interviewing, Onboarding, and Employee Engagement Resource Centers:** Extensive array of articles and Web resources from leading experts.

### III. EAP Administration - Orientation and Engagement

*An employee assistance program that is not used is not useful. Utilization begins with employee awareness. A well-planned installation and continued awareness campaigns will have a direct impact on the level of engagement. ESI provides comprehensive employee orientation and communications.*

- **Automated Digital Communication (ADC):** Proprietary Automated Digital Communications (ADC) system allows ESI EAP to engage in periodic email communications with Members. Utilization is the key to maximizing the effectiveness of your EAP by helping employees to resolve issues and distractions that hinder productivity.
- **EAP Mobile App:** Members have the convenience and privacy of 24/7 access to all EAP benefits and services at their fingertips wherever they go via the EAP smartphone app.
- **EAP Ongoing Communication & Engagement:** ESI provides a wide variety of high-quality video, hardcopy and electronic materials to promote continued awareness and maximize engagement of the program. The continued awareness campaign includes Brochures, Wallet Cards, Posters, Monthly Newsletters, Table Top Displays, Topical Flyers, Video Presentations, and New Benefit Announcements.
- **EAP Member/Employee & Supervisor Orientation:** ESI provides comprehensive employee and supervisor orientations via web conference meetings, online orientation videos, and onsite group meetings.

### IV. Manager, Supervisor and Human Resources Services

*ESI offers an entire menu of management-focused employee assistance services to help deal with important compliance and liability issues.*

- **Trauma Response & Resources:** Provides consultation with our counselors and grief and loss resources for managers and Members. Responses include on-scene deployment, telephonic counseling and private counseling as well as group debriefings.



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- **Unlimited Administrative (Mandatory) Referrals:** Formal process to address employee policy violations and unacceptable job performance that could be improved through Coaching and Training.
- **Unlimited HR Consultations w/ SPHR's:** Managers may contact our clinical staff or our certified SPHRs (Senior Professionals in Human Resources) for counsel on human resource and complex employee issues.
- **Supervisor Resource Center:** Forms, policies, articles and other tools designed to help develop people management best practices. Key topics include Recruiting, Hiring, Interviewing, Onboarding, Employee Engagement, FMLA, Workplace Violence and Harassment Prevention.
- **HR Web Café:** Workplace blog about employment issues, people matters and work trends.

## V. ESI Accountability

- **Activity Reports:** ESI generates detailed online EAP statistical reports on a monthly basis. Due to confidentiality, clients with less than 25 employees will not have access to an activity report.
- **Quality Assurance Program:** ESI maintains a rigorous Quality Assurance Program. Key elements include Proprietary Network, Provider Review, Member Satisfaction Research, Peer Review, Weekly Clinical Staff Meetings, Clinical Supervision and Immediate Problem Resolution.
- **Confidentiality:** Confidentiality is always maintained except in cases where there is a legal obligation to intervene, such as in the case of child or elder abuse, a serious threat of harm to self or others, or threats of workplace violence.

## VI. Optional Services

- **Employee Engagement Program – Best Practice Learning Center, Knowledge Center and Consultant: No**  
The ESI Engagement Program is an *optional benefit* designed to meet the needs of organizations focused on improving employee engagement, professional development and productivity. It is an online personal and management development Knowledge Center *powered by Skillsoft*, the world's leading provider of online personal and professional training. In addition, the Best Practice Learning Centers assist managers and supervisors in developing recruiting & interviewing, onboarding & development and employee best practices. The program is supported by a dedicated ESI Consultant, who assists in creating a tailored training curriculum to meet your organization's needs.
- **Wellness Coaching: Yes**  
Members have unlimited coaching assistance from an integrated team of Certified Wellness Coaches and Behavioral Health Clinicians for the mental and emotional challenges each employee must overcome to improve their physical health.
- **GCN Compliance Training: No**  
ESI has partnered with Global Compliance Network (GCN) to offer online compliance training to our Member organizations at a **discounted rate**.



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## **VII. Force Majeure**

ESI's inability to perform any of the obligations provided in this Agreement due to (i) an act of God, such as earthquake, hurricane, tornado, flooding or other natural disaster; (ii) unavailability or interruption or delay of transportation, telecommunications, internet, cable, or third-party services; (iii) failure of software; (iv) inability to obtain supplies or power used in or equipment needed for provision of the services; (v) labor strikes, riots, insurrection, war; or (vi) other significant factors that are beyond ESI's reasonable control ("Force Majeure Event(s)") shall not be deemed a breach of this Agreement. In the event of Force Majeure Event(s), ESI shall make every reasonable effort to minimize delay of performance.

## **VIII. Execution of Documents**

This Agreement and all related documents may be executed by the parties in one or more counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. The exchange of executed copies of this Agreement and related documents and of signature pages by facsimile transmission and/or by electronic mail in Portable Document Format ("PDF") or similar format shall constitute effective execution and delivery and may be used in lieu of the original documents for all purposes. Signatures of the parties transmitted by facsimile and/or by electronic mail in PDF or similar format shall be deemed to be their original signatures for all purposes.



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**IX. Fees and Payment**

- A. The annual fee for the employee assistance program is **\$16.48** per employee.
- B. The total number of employees covered under this Agreement is **51**.
- C. Employer agrees to pay ESI the sum of **\$840.48** for **5/1/20-4/30/21**.
- D. The annual fee includes all employees and their household members, as well as children up to age 26 who do not reside with the employee.
- E. Payment of the **Annual** premium is due upon receipt of the invoice.
- F. If the number of covered employees increases or decreases more than 5%, the total agreement value will be revised to reflect the changes.
- G. **1** on-site trauma response(s) @ no charge per year, additional Trauma Responses available at **\$250.00** per hour plus travel time.
- H. DOT required Substance Abuse Evaluations - **\$850.00** each.

**X. Entire Agreement**

This Agreement constitutes the entire agreement of the parties hereto with respect to the subject matter of this Agreement, and supersedes any prior understandings or written or oral agreements between the parties with respect to the subject matter of this Agreement.

**EMPLOYEE SERVICES, INC.**

**Town of Canandaigua, NY**

*Diane Dunbar*

\_\_\_\_\_  
 Diane Dunbar, President & Chief Operating Officer

\_\_\_\_\_  
 Authorized Signature

*3/16/2020*

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date