

Canandaigua Town Board Meeting Agenda for August 16, 2021

ZOOM MEETING INFORMATION:

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

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

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

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

- Call To Order and Pledge of Allegiance
 - Pledge led by Town Councilmember Gary Davis
- Moment of silence
 - David Wink
 - Steve LaCrosse
- Roll Call
- Town Clerk Confirmation meeting was properly advertised
- Circulation of Written Communications – Attachment #1
 - Email and Letter – Resident, regarding Canandaigua Shores project – July 16, 2021
 - Email – Resident, regarding cannabis legislation – July 20, 2021
 - Email – Resident, regarding Affordable Housing initiative – July 26, 2021
 - Email - Town Manager and Parks Committee Member, regarding Parks Fund and Motion Junction – July 29, 2021
 - Email - Resident, regarding Senior Social Hour event on 8-2-2021 -- August 3, 2021
 - Email - Quail Summit representative, regarding Senior Social Hour event on 8-2-2021 -- August 4, 2021
- Privilege of the Floor
- Priority Business
- Presentations
 - Introduction to proposed Uptown Landing, proposed Form Based Code development – Jeff Cook (Cook Properties), Glenn Thornton (Thornton Engineering), and Don Lasher (Capstone Real Estate Development)

Continued Public Hearings:

- Public hearing on a text code amendment amending portions of Town Code pertaining to zoning relating to form-based code, Uptown Form Based Code (Phase 1 – SR332).
(NOTE: This public hearing pertains to Resolution No. 2021 – 172; however, the Town Manager is suggesting the Town Board may wish to continue the public hearing and resolution to the September 20, 2021, meeting. Ontario County Planning Board

provided comments and suggestions on 8/6/21, and the Town Manager has requested Bergmann Associates review the comments and respond prior to Town Board consideration which was not yet available at the time of issuance of the agenda.)

- Public hearing on a text code amendment amending portions of Town Code pertaining to zoning relating to digital signage.
(NOTE: This public hearing pertains to Resolution No. 2021 – 175)
- Public hearing on proposed 2021 Town of Canandaigua Comprehensive Plan.
(NOTE: This public hearing pertains to Resolution No. 2021 – 179)

New Public Hearings:

- Public hearing on a text code amendment amending portions of Town Code, Chapter 174, Section 16, pertaining to Conservation Subdivisions.
(NOTE: This public hearing pertains to Resolution No. 2021 – 198; however, the Town Manager is suggesting the Town Board may wish to continue the public hearing and resolution to the September 20, 2021, meeting. Ontario County Planning Board provided comments and suggestions on 8/6/21, and the Town Manager has requested LaBella Associates review the comments and respond prior to Town Board consideration, including possible changes in the proposed local law.)
- Reports of Town Officials and Department Heads – Attachment #2
 - A. Highway / Water Superintendent
 - B. Assessor
 - C. Historian
 - D. Town Clerk
 - E. Planner
 - F. Town Manager
 - G. Supervisor / Deputy Supervisor
 - 1. Monthly Financial Reports
 - a. Revenue & Expense Report and Cash Summary Report
 - b. Overtime Report – All Departments
 - c. Overtime Report – Highway & Water
- Reports of 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, Chairman Simpson

- E. Citizens' Implementation Committee, Chairwoman Reynolds
- F. Parks & Recreation Committee, Chairman MacNeil
- G. Special Events Committee, Chairwoman Fuller
- H. Agriculture Committee, Chairman DiCarlo
- I. Drainage Committee, Chairman Oyler

- Privilege of the Floor
- Resolutions and Motions

Continued Resolutions:

- Resolution No. 2021 – 172: Adoption of the Uptown Canandaigua Form Based Code, and SEQR determination of non-significance.
- Resolution No. 2021 – 175: SEQR determination of non-significance, and adoption of a text code amendment pertaining to zoning in order to allow for the replacement of certain preexisting signs with digital signs.
- Resolution No. 2021 – 179: Adoption of the Town of Canandaigua Comprehensive Plan Update 2021, and SEQR determination of non-significance.

(NOTE: The Town Manager is suggesting the Town Board may wish to table this resolution [Reso.No.2021-172] to the September 20, 2021, meeting. Ontario County Planning provided comments and suggestions on 8/6/21, and the Town Manager has requested Bergmann Associates review the comments and respond prior to Town Board consideration which was not yet available at the time of issuance of the agenda.)

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

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

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

WHEREAS, the Town Board authorized, via Resolution number 2019-199, the use of Bergmann Associates for professional services to prepare the Uptown Canandaigua Form Based Code; and

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Attachment #3

(NOTE: The Town Manager is suggesting the Town Board may wish to amend the proposed local law [associated with Reso No.2021-175] as suggested by the Ontario County Planning staff, NYS CEVMS guidelines, recommending a minimum dwell time of 8 seconds, not the 6 seconds as currently proposed §220-79(E)(4)(C&D).

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Attachment #4

RESOLUTION NO. 2021 – 179: ADOPTION OF THE TOWN OF CANANDAIGUA COMPREHENSIVE PLAN UPDATE 2021 AND SEQR DETERMINATION OF NON-SIGNIFICANCE

WHEREAS, the Town of Canandaigua Town Board (hereinafter referred to as "Town Board") is considering adoption of the Town of Canandaigua Comprehensive Plan Update 2021 (hereinafter referred to as the "plan") which is available for review in the Town Hall upon request and on the [Town's website](#); and

WHEREAS, the Town Board of the Town of Canandaigua is grateful to receive the support and the assistance of the Comprehensive Plan Project Team and Citizens' Implementation Committee; and

WHEREAS, the Comprehensive Plan Project Team has been working on the plan and reporting updates, status, and recommendations to the Citizens' Implementation Committee (CIC); and

WHEREAS, the Town Board held a public hearing on July 19, 2021 regarding the draft Town of Canandaigua Comprehensive Plan Update 2021; and

WHEREAS, the Planning Board reviewed the plan at their meeting on DATE and;

WHEREAS, the Environmental Conservation Board reviewed the plan at their meeting on DATE; and

WHEREAS, the Citizens' Implementation Committee reviewed the plan in great detail at many meetings in December 2020, January 2021, February 2021, March 2021, and April 2021; and

WHEREAS, the Planning and Public Works Committee, the Agricultural Advisory Committee, the Parks and Recreation Committee, the Economic Development Committee, and the Local History Team all reviewed and provided feedback on the plan at their meetings in February 2021, March 2021, and April 2021; and

WHEREAS, department heads and staff reviewed the plan and provided feedback over the course of several weeks in February 2021, March 2021, and April 2021; and

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

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

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

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

WHEREAS, the Environmental Conservation Board, Planning Board, and Zoning Board of Appeals have no objection to the Canandaigua Town Board assuming Lead Agency Status for this action; and

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

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

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

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

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

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

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua does hereby make a Determination of Non-Significance on the proposed adoption of the Town of Canandaigua Comprehensive Plan Update 2021; and

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

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua hereby adopts the Town of Canandaigua Comprehensive Plan Update 2021; and

BE IT FURTHER RESOLVED, the Town Board wishes to extend sincere appreciation to the Comprehensive Plan Project Team members, the Citizen's Implementation Committee, Planning and Public Works Committee, the Agricultural Advisory Committee, the Parks and Recreation Committee, the Economic Development Committee, the Local History Team, current Town Planner Shawna Bonshak, Senior Clerk, Michelle Rowlinson and Town staff and departments for their time and efforts in the development of the Town of Canandaigua Comprehensive Plan Update 2021; and

BE IT FINALLY RESOLVED, the Town Board wishes to extend special thanks to former Town Planner Eric Cooper for spearheading the project and leading the creation of the Town of Canandaigua Comprehensive Plan Update 2021 – Mr. Cooper's leadership helped to ensure the document was professional, accurate, and thorough and something the Town will be proud of for years to come.

Attachment #5

New Resolutions:

FINANCE

- Resolution No. 2021 – 182: Acceptance of the Monthly Financial Reports
- Resolution No. 2021 – 183: Acknowledgement and Authorization of Budget Transfers by Town Manager
- Resolution No. 2021 – 184: Authorization for Town Manager to Make 2021 Budget Adjustment
- Resolution No. 2021 – 185: Authorizing Town Manager to Execute Agreement with Langie Audio Systems for Technology Upgrades in the Onnalinda Room of Town Hall
- Resolution No. 2021 – 186: Authorizing Town Manager to Execute Service Contract for Installation of Network Cables in Town Hall
- Resolution No. 2021 – 187: Authorizing Town Manager to Execute Agreement for WiFi Upgrades in Town Hall
- Resolution No. 2021 – 188: Authorizing Town Manager to Create a Part Time Position for an Information Technology Support Technician II
- Resolution No. 2021 – 189: Approving Purchase of Short-Term Rental Software and Authorizing Town Manager to Execute Documents
- Resolution No. 2021 – 190: Appointing a Temporary, Part Time Real Property Aid
- Resolution No. 2021 – 191: Acknowledgement of ARPA Funds for the Town of Canandaigua and Authorization to Create Capital Project Fund to Track Expenditures
- Resolution No. 2021 – 192: Authorizing Town Manager to Execute Memorandum of Understanding with City of Canandaigua Pertaining to the Canandaigua Local Development Corporation
- Resolution No. 2021 – 193: Authorizing Town Manager to Execute Grant Award Contract with the NYS Archives – State Education Department, for Local Government Records Management Improvement Funds Grant, and Project Budget Creation (H32)
- Resolution No. 2021 – 194: Authorizing Town Manager to Execute Contract with Bero Architecture as a Part of the Town’s Awarded Preserve NY Grant, and Project Budget Creation (H31)
- Resolution No. 2021 – 195: Adoption of Policy Relating to COVID-19 Vaccination for Employees of the Town of Canandaigua
- Resolution No. 2021 – 196: Accepting Proposal from Superior Exteriors of the Finger Lakes to Replace Two Roofs at Onanda Park and Authorizing Town Manager to Execute Contract

ORDINANCE

- Resolution No. 2021 – 197: Setting a Public Hearing on a Local Law to Rezone Certain Parcels to the Form Based Code Zoning District and SEQR Intent to Declare Lead Agency
- Resolution No. 2021 – 198: Setting a Public Hearing on a Local Law to Incorporate the Adopted Form Based Code into Town Code and SEQR Intent to Declare Lead Agency

ENVIRONMENTAL

- None

PLANNING / PUBLIC WORKS

- Resolution No. 2021 – 200: Dissolving the Drainage Committee and Combining it with the Town Board Planning (Public Works) Committee
- Resolution No. 2021 – 201: Town Board Authorization for Expenditures Relating to the Affordable Housing Project Team

ECONOMIC DEVELOPMENT / GENERAL

- Resolution No. 2021 – 202: Soil Erosion and Sediment Control Surety for 4487 Middle Cheshire Road (TAX MAP # 126.00-1-44.300)
- Resolution No. 2021 – 203: Soil Erosion and Sediment Control Surety for 4629 County Road 16 (TAX MAP # 140.11-1-9.000)
- Resolution No. 2021 – 204: Soil Erosion and Sediment Control Surety for 3400 Hickox Road
- Resolution No. 2021 – 205: Soil Erosion and Sediment Control Surety for 2524 Cooley Road

RESOLUTION NO. 2021 – 182: ACCEPTANCE OF THE MONTHLY FINANCIAL REPORTS

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

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

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

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

Attachment #2

RESOLUTION NO. 2021 – 183: ACKNOWLEDGEMENT AND AUTHORIZATION OF BUDGET TRANSFERS BY TOWN MANAGER

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) has authorized the Town Manager to make interfund transfers in an amount less than \$5,000.00 by Resolution No.2020-300; and

WHEREAS, the Town Manager has made budget transfers less than \$5,000.00 to compensate for expenses that exceeded the 2021 budgeted amount; and

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

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

Attachment #6

RESOLUTION NO.2021 – 184: AUTHORIZATION FOR TOWN MANAGER TO MAKE 2021 BUDGET ADJUSTMENT

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as ‘Town Board’) has been made aware 2021 sales tax revenue is exceeding expectations; and

WHEREAS, second quarter sales tax revenue for 2021 has increased significantly compared to second quarter sales tax revenue for 2020; and

WHEREAS, the Town Board wishes to properly account for anticipated revenue by making a budget adjustment to the 2021 Town of Canandaigua budget; and

WHEREAS, it is anticipated certain expenditures relating to technology will be more than originally budgeted as a result of making technology improvements to provide residents greater flexibility in meeting participation remotely and through hybrid meetings along with a need to replace outdated technology equipment and cables in the Town Hall; and

WHEREAS, due to COVID-19 and policy changes from the State of New York, additional mailings were needed relating to court and there were associated costs for postage; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby directs the Town Manager to make the following budget adjustments:

Increase Revenue:	AA100.1120 Non-Property Sales Tax	\$ 400,000.00
Increase Expenditure:	AA100.1670.400 Printing and Mailing	\$ 5,000.00
Increase Expenditure:	AA100.1680.200 Data Processing Equip	\$ 80,000.00
Increase Expenditure:	AA100.1680.400 Data Processing	\$ 15,000.00
Increase Expenditure:	AA100.1990.400 Contingency	\$ 300,000.00; and

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

Attachment #7

RESOLUTION NO. 2021 – 185: AUTHORIZING TOWN MANAGER TO EXECUTE AGREEMENT WITH LANGIE AUDIO VISUAL SYSTEMS FOR TECHNOLOGY UPGRADES IN THE ONNALINDA ROOM OF TOWN HALL

WHEREAS, the Town Board of the Town of Canandaigua (hereinafter referred to as ‘Town Board’) wishes to make improvements in the technological efficiency of the primary meeting space for the Town Board, Planning Board, Zoning Board of Appeals, Town Court, and other committees and community

organizations in the lower level meeting room, the 'Onnalinda Room' of the Town Hall at 5440 NYS RT 5 & 20 W, Canandaigua, NY 14424; and

WHEREAS, during the 2020 – 2021 COVID-19 pandemic the Town Board has witnessed an increase in public participation in meetings of the boards through the use of technology such as Zoom; and

WHEREAS, the Town Board wishes to advance technology improvements in order to support efficient resident and stakeholder participation in public meetings through technology improvements; and

WHEREAS, Langie Audio Visual Systems (herein after referred to as 'Langie') is a NY state award bidder (NYS bid list) provider of services for municipal audio visual improvements; and

WHEREAS, Langie has examined the Onnalinda Room and identified opportunities for efficiency through the use of projectors, retractable screens (so as not to interrupt court setup), room audio amplification, and room audio equipment to maintain hybrid meeting efficiency to support the Town Board's desire to promote hybrid meeting for residents and stakeholders who wish to participate in meetings remotely; and

WHEREAS, once the proposed improvements are completed, members of the boards should be able to visually observe remote meeting participants along with site plans and other presented materials simultaneously while also providing audio amplification in the meeting room for in room participants along with remote meeting participants; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua does hereby direct the Town Manager to execute an agreement with Langie Audio Visual Systems for an amount not to exceed \$ 29,888.00 for Onnalinda meeting room technology improvements; and

BE IT FURTHER RESOLVED, the Town Board authorizes the Town Manager to charge 2021 Budget Account No. AA100.1680.200 Data Processing Equipment for the expenditures; and

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

Attachment #8

RESOLUTION NO. 2021 – 186: AUTHORIZING TOWN MANAGER TO EXECUTE SERVICE CONTRACT FOR INSTALLATION OF NETWORK CABLES IN TOWN HALL

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as the "Town Board") has been made aware that the current infrastructure of network cables in Town Hall is outdated; and

WHEREAS, the Town Board has also been made aware that the telephone system upgrade that was previously approved via Resolution #2021-115, cannot be installed until the outdated network cables (Cat3) are replaced; and

WHEREAS, the Town Manager has received quotes for the installation of new network cables in Town Hall and is recommending the Town Board accept the proposal from R-Options for a total cost not to exceed \$ 33,993.59 to be paid from the 2021 Adopted Budget line AA100.1680.200; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby authorizes the Town Manager to execute a service contract and any other required documents for the installation of network cables in Town Hall by R-Options for a cost not to exceed \$ 33,993.59 to be paid from the 2021 Adopted Budget line AA100.1680.200; and

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

Attachment #9

RESOLUTION NO.2021 – 187: AUTHORIZING TOWN MANAGER TO EXECUTE AGREEMENT FOR WIFI UPGRADES IN TOWN HALL

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as ‘Town Board’) has been made aware of challenges with the existing Wi-Fi system not working in the Town Hall; and

WHEREAS, the Town’s IT staff has been working with solutions providers on possible improvements to the Wi-Fi system and has been provided a quote of \$13,860.96 for necessary improvements; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua authorizes the Town Manager to execute any and all documents to make the necessary Wi-Fi upgrades at a cost not to exceed \$13,860.96 to be paid from 2021 Town Budget Account No. AA100.1680.200 Data Processing Equipment; and

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

Attachment #10

RESOLUTION NO. 2021 – 188: AUTHORIZING TOWN MANAGER TO CREATE A PART TIME POSITION FOR AN INFORMATION TECHNOLOGY SUPPORT TECHNICIAN II

WHEREAS, the Town of Canandaigua Town Board (hereinafter referred to as “Town Board”) is aware of the need for continued Information Technology support at the Town of Canandaigua; and

WHEREAS, the Town Manager has completed a MSD222 form with Ontario County based on the job Responsibilities and the Ontario County Department of Human Resources has identified a civil service title Information Technology Support Technician II; and

WHEREAS, the Town Board wishes to create one (1) Information Technology Support Technician II position within the Town organization; and

WHEREAS, the 2021 Town Budget includes a budget line for a central data processing person AA100.1680.100; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua authorizes the Town Manager to create one (1) Information Technology Support Technician II position and execute any and all documents to create such position(s); and

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

Attachment #11

RESOLUTION NO. 2021 – 189: APPROVING PURCHASE OF SHORT-TERM RENTAL SOFTWARE AND AUTHORIZING TOWN MANAGER TO EXECUTE DOCUMENTS

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) understands the need for the Town to monitor the growing number of short term rental properties operating in the Town; and

WHEREAS, the Town Manager and the Code Enforcement Officer have requested and reviewed quotes for several software programs that provide these services and are recommending the Town Board accept the quote from Property Guard for a short term rental software system that would enable the Town of Canandaigua to efficiently track and monitor short term rental properties pursuant to Town Code §220-9.1 (Short Term Rentals) at a cost not to exceed \$9,999 based on an estimated 220 units currently listed as short term rentals in the Town of Canandaigua; and

WHEREAS, as of August 1, 2021, only five short term rentals have received the proper permit to operate in the Town of Canandaigua for the time period 1/1/21 – 12/31/21; and

WHEREAS, over a period of two years, Town staff has reviewed a number of proposals from not less than six companies offering short term rental solutions that have ranged in price from \$10,000 to as much as \$45,000 offering a variety of services to help monitor short term rentals and assist code enforcement with follow up on notifications and reporting; and

WHEREAS, the Town Manager in reviewing the Property Guard proposal with Code Enforcement finds the Property Guard system to be the most cost efficient for the type of service needed by the Town of Canandaigua for compliance with registration as outlined in Town Code; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby authorizes the Town Manager to execute all documents relative to the acceptance of the quote from Property Guard at an amount not to exceed \$9,999.00 to be paid from 2021 Town Budget Account No. AA100.1680.400 Data Processing; and

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

Attachment #12

RESOLUTION NO. 2021 – 190: APPOINTING A TEMPORARY, PART TIME REAL PROPERTY AID

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as ‘Town Board’) understands that a vacancy exists in the role of Real Property Aid; and

WHEREAS, the Town Assessor has requested, and the Town Manager has determined there is a need, to fill the position as a temporary, part-time assignment in order to continue to provide necessary services for Re-Evaluation Assessment purposes; and

WHEREAS, the Assessor is making the recommendation to appoint Todd Pronti to fill the Temporary, Part-time position of Real Property Aid; and

WHEREAS, the Town Manager is recommending the following budget transfer to fund this position:

Decrease AA100.1990.400 (contingency) \$5,500

Increase AA100.1355.132 (Assessor Real Property Aid) \$5,500; and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby appoints Todd Pronti to the Temporary, Part Time Real Property Aid Position at a rate of \$20.00/hour; and

BE IT FURTHER RESOLVED, the Town Board hereby directs the Town Manager to make the above detailed budget adjustment and to execute any and all required documents; and

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

RESOLUTION NO.2021 – 191: ACKNOWLEDGEMENT OF ARPA FUNDS FOR THE TOWN OF CANANDAIGUA AND AUTHORIZATION TO CREATE CAPITAL PROJECT FUND TO TRACK EXPENDITURES

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as ‘Town Board’) is aware the Town of Canandaigua is eligible for receipt of \$1,154,463.00 from the Federal government associated with the ARPA (American Rescue Plan Act) Coronavirus Local Fiscal Recovery Fund; and

WHEREAS, the Town Board is aware the funds will be distributed to the Town of Canandaigua in two installments, one in 2021 and one in 2022; and

WHEREAS, the Town of Canandaigua received one installment of \$577,231.30 on July 23, 2021 and anticipates the remaining balance to be issued to the Town of Canandaigua in the summer of 2022; and

WHEREAS, the Town Board understands from U.S. Department of Treasury Reporting Guidance, dated June 24, 2021, Version: 1.1, those Non-entitlement Units (NEU – of which the Town of Canandaigua is designated) are not required to file an interim report by August 31, 2021; and

WHEREAS, the Town Board understands project and expenditure reports for NEUs are due by October 31, 2021 and then annually thereafter; and

WHEREAS, in guidance issued by the NYS Comptroller June 2021, the NYS Comptroller classified these funds as non-recurring revenues which are not repeatedly received by local governments and directed local governments to perform a budget amendment; and

WHEREAS the Government Accounting Standard's Board (GASB) Technical Bulletin 2020-1 and the NYS Comptroller's June 2021 bulletin state, "local governments who do not have eligible expenditures incurred will need to record a liability using account code: A688 Other Liabilities, until expenditures have been incurred, Revenue account code A4089 Federal Aid, Other will then be used to recognize the aid;" and

WHEREAS, the Town Board wishes to comply with the GASB and the NYS Comptroller's bulletins, however, the Town Board in addition wishes to create a capital project account to account for all revenue and expenditures of the ARPA funds since it will span multiple years; and

WHEREAS, the Town Board understands funds can generally be used to cover permissible costs that were incurred after March 3, 2021, and the deadline to obligate funds is December 31, 2024, and the deadline to spend funds is December 31, 2026; and

WHEREAS, the Town Board understands the monies may be used for the following categories:

- To respond to the COVID-19 public health emergency or its negative economic impacts;
- To provide premium pay to essential workers;
- To cover loss of revenue to provide government services;
- To make necessary investments in water, sewer, and broadband infrastructure; and

WHEREAS, during the Town Board meeting on July 19, 2021, the Town Manager provided an analysis of the four categories specifically relating to the Town of Canandaigua for the Town Board; and

WHEREAS, the Town Board wishes to have additional time to consider expenditures relating to the subcategories in each of the four categories to determine exact expenses for the revenue; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua does hereby authorize the Town Manager to create Capital Project No. 33 (ARPA) for accounting of ARPA revenues and expenditures separate from the Town's annual budget as follows:

REVENUE:

HH100.0410.00033 Due from Federal & State govt \$ 1,154,463.00

EXEPNDITURE:

HH100.0688.00033 Other Liability \$ 1,154,463.00; and

BE IT FURTHER RESOLVED, the Town Board acknowledges usage of the monies is needed to be determined by the Town Board in order to create the appropriate account lines for the expenditures pertaining to the money received and to be received; and

BE IT FURTHER RESOLVED, the Town Board directs the Finance Committee to begin to prepare a list of possible authorized expenditures for the Town Board to consider; and

BE IT FURTHER RESOLVED, the Town Board acknowledges receipt of \$ 577,231.30 accounting entry AA100.0688 liability, and AA100.0410 due from Federal and State government; and

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

Attachment #13

RESOLUTION NO. 2021 – 192: AUTHORIZING TOWN MANAGER TO EXECUTE MEMORANDUM OF UNDERSTANDING WITH CITY OF CANANDAIGUA PERTAINING TO CANANDAIGUA LOCAL DEVELOPMENT CORPORATION

WHEREAS, the Town of Canandaigua jointly created a Local Development Corporation with the City of Canandaigua and the Canandaigua Chamber of Commerce under the New York State Non-Profit Corporations Law; and

WHEREAS, both the Managers of the Town of Canandaigua and the City of Canandaigua have proposed to support the Local Development Corporation with annual contributions of \$25,000.00 each for three (3) consecutive years beginning in 2022; and

WHEREAS, the City of Canandaigua City Council authorized the City Manager to execute the agreement with the Town of Canandaigua; and

WHEREAS, a Memorandum of Understanding has been prepared to formalize the understanding related to the creation of the Local Development Corporation; and

NOW THEREFORE BE IT RESOLVED, that the Town Manager is hereby authorized to execute the Memorandum of Understanding on behalf of the Town of Canandaigua.

Attachment #14

RESOLUTION NO. 2021 – 193: AUTHORIZING TOWN MANAGER TO EXECUTE GRANT AWARD CONTRACT WITH THE NYS ARCHIVES – STATE EDUCATION DEPARTMENT FOR LOCAL GOVERNMENT RECORDS MANAGEMENT IMPROVEMENT FUNDS GRANT, AND PROJECT BUDGET CREATION (H32)

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as the “Town Board”) has been made aware that the Town of Canandaigua was successful in receiving a grant award from the NYS Archives, State Education Department for the Local Government Records Management Improvements Funds (LGRMIF) grant; and

WHEREAS, the grant award provides \$5,325.00 in personal services, \$2,218.00 in capital equipment expenditures, and \$57,086.00 in contractual expenditures (with no Town match) for a total project amount of \$64,629.00; and

WHEREAS, the Town Manager is requesting to establish the following capital project budget in order to account for this grant because expenditures will begin in 2021 and continue through June 30, 2022:

REVENUE:

HH100.3297.00032	State Aid, Other - LGRMIF	\$ 64,629.00
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EXPENDITURES:

HH100.1460.100.00032	Records Mgtm.Personal Services	\$ 5,325.00
HH100.1460.200.00032	Records Mgmt.Capital Equip	\$ 2,218.00
HH100.1460.400.00032	Records Mgmt.Contractual	<u>\$ 57,086.00</u>

TOTAL: \$ 64,629.00

WHEREAS, the Town Manager has received the proposed contract # LGRMIF 0580-21-8977 and is recommending it to the Town Board for approval; and

NOW, THEREFORE BE IT RESOLVED, the Town Board hereby authorized the Town Manager to execute any and all documents pertaining to the LGRMIF contract with the NYS Archives, State Education Department and to establish the project budget (H32) as identified; and

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

Attachment #15

RESOLUTION NO. 2021 – 194: AUTHORIZING TOWN MANAGER TO EXECUTE CONTRACT WITH BERO ARCHITECTURE AS A PART OF THE TOWN’S AWARDED PRESERVE NY GRANT, AND PROJECT BUDGET CREATION (H31)

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as the “Town Board”) authorized the Town Manager via Resolution 2021-070 to apply for funding from the Preservation League of NYS through the Preserve NY grant program and the Town has now received this grant award; and

WHEREAS, the award provides for \$ 15,000 in contractual expenditures (with a Town match contribution of \$ 4,920.00) for a total project amount of \$ 19,920.00; and

WHEREAS, Bero Architecture has submitted a proposal as part of the original grant application to perform the Cultural Historical Resource Survey for the Town of Canandaigua for a total cost of \$19,920.00; and

WHEREAS, the Town Manager is requesting to set up the following project accounting budget (H31) in order to properly track this grant through the 2021 and 2022 fiscal years:

REVENUE:

HH100.3297.00029	St Aid, Other (Pres. League)	\$ 15,000.00
HH100.5031.00029	Interfund Transfer (General)	<u>\$ 4,920.00</u>
		\$ 19,920.00

EXPENDITURES:

HH100.8097.200.00031 Planning & Surveys \$ 19,920.00; and

WHEREAS, the Town Manager is recommending the following budget transfer to account for the Town's contribution to this project:

Decrease: AA100.8020.428 Planning.Historical Survey \$ 4,920.00
Increase: AA100.9901.900 Interfund Transfer \$ 4,920.00; and

WHEREAS, the Town Manager has reviewed the proposed contract from Bero Architecture and is recommending it to the Town Board for approval; and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby authorizes the Town Manager to execute any documents necessary to execute the Bero Architecture contract and administer the Preserve NY Grant award; and

BE IT FURTHER RESOLVED, the Town Board hereby authorizes the Town Manager to create the project accounting budget H31 and to perform the identified accounting entries; and

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

Attachment #16

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

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

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

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

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

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

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

Attachment #17

RESOLUTION NO.2021 – 196: ACCEPTING PROPOSAL FROM SUPERIOR EXTERIORS OF THE FINGER LAKES TO REPLACE TWO ROOFS AT ONANDA PARK AND AUTHORIZING TOWN MANAGER TO EXECUTE DOCUMENTS

WHEREAS, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) has budgeted for the replacement of park roofs in the 2021 adopted budget line AA100.7110.200 and wishes to move forward with the plans to replace roofs on Crouch Hall and Holden Pavilion at Onanda Park as laid out in the Capitol Plan for the park; and

WHEREAS, the Town Manager released an RFP that was advertised on NYS Contract Reporter, on the Town’s website, MailChimp program, and Facebook page; and

WHEREAS, the Parks Coordinator received five bids from contractors and the lowest responsible bidder in accordance with the Town’s Best Value Policy was from Superior Exteriors of the Finger Lakes with the following amounts: \$54,880.00 for Crouch Hall and \$9,880.00 for Holden Pavilion for a total of \$64,760.00; and

NOW THEREFORE, BE IT RESOLVED, the Town Board hereby accepts the proposal for the replacement of roofs on Crouch Hall and Holden Pavilion at Onanda Park from Superior Exteriors of the Finger Lakes dated 08/08/2021 at a cost not to exceed \$64,760.00 to be paid from budget line AA100.7110.200.00000 and authorizes the Town Manager to execute any and all documents associated with the proposal.

Attachment #18

RESOLUTION NO. 2021 – 197: SETTING A PUBLIC HEARING ON A LOCAL LAW TO REZONE CERTAIN PARCELS TO THE FORM BASED CODE ZONING DISTRICT AND SEQR INTENT TO DECLARE LEAD AGENCY

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as “Town Board”) is considering the adoption of a local law that would rezone certain parcels to the Form Based Code Zoning District in the area of Uptown Canandaigua in accordance with the Uptown Form Based Code document; and

WHEREAS, the Form Based Code was prepared by Bergmann Associates with authorization from the Town Board via Resolution No. 2019-199 and is in keeping with the goals set forth in the Town of Canandaigua’s Comprehensive Plan; and

WHEREAS, the Economic Development Committee and the Citizens’ Implementation Committee have been working with Bergmann Associates and the Ordinance Committee over many months to prepare the Form Based Code, which is a set of regulations using form-based code that will help promote sound development practices in the Uptown area of the Town of Canandaigua that will be in keeping with the recommendations in the Uptown Canandaigua Mixed Use and Transportation Corridor Feasibility Study that was adopted in 2019; and

WHEREAS, the Uptown Canandaigua Form Based Code (FBC) designated two subareas that would be included in the FBC zoning district, once created: State Route 332 (FBC) Subarea and the Mixed-Use Development Subarea of the Uptown area to be rezoned to a Form Based Code Zoning District and parcels falling into these two areas will be rezoned; and

WHEREAS, the Town Board would like to hear from residents regarding this local law which would rezone properties in the Uptown Canandaigua Form Based Code (FBC) designated two subareas that would be included in the FBC zoning district, once created: State Route 332 (FBC) Subarea and the Mixed-Use Development Subarea of the Uptown area; and

WHEREAS, the Development Office has prepared a spreadsheet of all parcels by Tax Map Identification Number to be rezoned and a letter to be mailed to all of the landowners whose properties would be rezoned; and

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

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

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby establishes a public hearing for the proposed action (rezoning of parcels in the Form Based Code Zoning District) to be held on September 20, 2021 at 6:00 pm via Zoom videoconferencing and at the Canandaigua Town Hall located at 5440 Route 5 & 20 West, Canandaigua, NY 14424; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to refer the proposed action to the Town of Canandaigua Planning Board, Environmental Conservation Board, Zoning Board of Appeals, and the Ontario County Planning Board; and

BE IT FURTHER RESOLVED, the Town Manager is directed to provide letter communication including a map of the sub areas to be rezoned to all landowners whose property would be rezoned; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide notice of said public hearing and to provide a copy of this resolution to the Town Manager and Development Office.

Attachment #19

RESOLUTION NO. 2021 – 198: SETTING A PUBLIC HEARING ON A LOCAL LAW TO INCORPORATE THE ADOPTED FORM BASED CODE INTO TOWN CODE AND SEQR INTENT TO DECLARE LEAD AGENCY

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as “Town Board”) is considering the adoption of a local law to incorporate the adopted Form Based Code document into Town Code; and

WHEREAS, the Town Board wishes to incorporate the adopted document (Form Based Code August 2021) as a part of the Town’s Code §220-32 Form Based Code Zoning District; and

WHEREAS, the Town Board wishes to refer the proposed draft local law to the Town of Canandaigua Planning Board, Environmental Conservation Board, and Zoning Board of Appeals, as well as the Ontario County Planning Board; and

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

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

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby establishes a public hearing for the proposed action to be held on September 20, 2021 at 6:00 pm via Zoom videoconferencing and at the Canandaigua Town Hall located at 5440 Route 5 & 20 West, Canandaigua, NY 14424; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to refer the proposed action to the Town of Canandaigua Planning Board, Environmental Conservation Board, Zoning Board of Appeals, and the Ontario County Planning Board; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide notice of said public hearing and to provide a copy of this resolution to the Development Office.

Attachment #20

RESOLUTION NO. 2021 – 199: ADOPTION OF A LOCAL LAW TO AMEND CONSERVATION SUBDIVISION REGULATIONS AND SEQR DETERMINATION OF NON-SIGNIFICANCE

WHEREAS, the Town of Canandaigua Town Board (hereinafter referred to as “Town Board”) is considering the adoption is considering the adoption of a local law to amend the town code as it pertains to conservation subdivision regulations; and

WHEREAS, the draft conservation subdivision regulation revisions were prepared by LaBella Associates and their consulting services were approved by the Town Board via Resolution No. 2020-071; and

WHEREAS, the Conservation Easement Project Team has been working on the revisions with LaBella Associates since early 2020; and

WHEREAS, the Town Board held a public hearing on August 16, 2021 regarding the draft conservation subdivision regulations; and

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Attachment #21

RESOLUTION NO. 2021 – 200: DISSOLVING THE DRAINAGE COMMITTEE AND COMBINING IT WITH THE TOWN BOARD PLANNING (PUBLIC WORKS) COMMITTEE

WHEREAS, the Town Board of the Town of Canandaigua (hereinafter referred to as the Town Board) is aware of the need to reorganize certain existing Town committees; and

WHEREAS, there are several members that are a part of both the Planning Public Works Committee and the Drainage Committee and the topic of drainage is an item often covered in the Planning and Public Works Committee and therefore the members of both committees are in agreement that the Drainage Committee does not need to be a stand-alone committee; and

WHEREAS, the chair of the Drainage Committee and the chair of the Planning and Public Works Committee have discussed this with the Town Manager; and

WHEREAS, The Town Manager recommending that the Town Board combine the two committees into one committee that will retain the title of Planning and Public Works Committee, and Chairman Terry Fennelly will retain his position as Chair of the Planning Public Works Committee through December 31, 2021; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua does hereby dissolve the Drainage Committee and directs that the issues covered by that committee now fall under the responsibility of the Planning and Public Works Committee; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Clerk to provide a copy of this resolution to the chair of the Planning and Public Works Committee and the chair of the former Drainage Committee.

NOTE: The following resolution was requested by Town Councilman Terry Fennelly to be presented for consideration after a similar resolution was tabled indefinitely by the Town Board.

RESOLUTION NO. 2021 – 201: TOWN BOARD AUTHORIZATION FOR EXPENDITURES RELATING TO THE AFFORDABLE HOUSING PROJECT TEAM

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as “Town Board”), and by extension the CIC, via Town Board resolution 2020-282, has prioritized a focus on Goal 18 of the current Comprehensive Plan which states: “*Support future residential growth that makes Canandaigua livable for people of all ages, abilities, and income levels,*” and this resolution directed the CIC to create a volunteer Affordable Housing Project Team to work on this goal; and

WHEREAS, the Town Board understands the subject of Affordable Housing is a concern identified at the Federal, State, and local levels and encourages collaboration among governmental units; and

WHEREAS, the Town Board previously discussed the hiring of professional services with MRB Group to provide the project team with on-demand advisory services relating to affordable housing strategies (hereinafter referred to as ‘proposal’); and

WHEREAS, the proposal includes compensation for an amount not to exceed \$10,000.00 to be billed hourly as needed for such services including: affordable housing modeling and best practices, market analysis and assessment of opportunities, identification of external funding and other financial support; and

WHEREAS, the Affordable Housing Project Team has previously discussed the proposal and considered options including support from other agencies such as the Canandaigua Local Development Corporation, Ontario County, the Ontario County IDA, and the City of Canandaigua; and

WHEREAS, the Town Board urges the Affordable Housing Project Team to work with all stakeholders along with the identified agencies in the exploration of Affordable Housing, and encourages expenses be shared among the agencies; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua wishes to continue to support the exploration of the concept of Affordable Housing as it relates to the Town of Canandaigua Comprehensive Plan update from 2011, and 2015; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to create an account line for tracking budgetary expenses relating to Affordable Housing Planning as AA100.8020.431.00000 'Planning.AffordableHousing'; and

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to make a budget adjustment and fund AA100.8020.431 with an amount of \$10,000.00 for the 2021 fiscal year as follows:

Increase:	AA100.8020.431.00000	Planning.AffordableHousing	\$ 10,000.00
Decrease:	AA100.1990.400.00000	Contingency	\$ 10,000.00

BE IT FURTHER RESOLVED, the Town Board directs the Town Manager to execute the agreement with MRB Group in an amount not to exceed \$10,000.00 from budget line AA100.8020.431; and

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

Attachment #22

RESOLUTIONS NO.2021 – 202 through NO.2021 – 205 are offered in a SURETY BLOCK

RESOLUTION NO. 2021 – 202: SOIL EROSION AND SEDIMENT CONTROL SURETY FOR 4487 MIDDLE CHESHIRE ROAD (TAX MAP # 126.00-1-44.300)

WHEREAS, the Town of Canandaigua Planning Board has granted a site plan approval for the development / construction of a single-family dwelling located at 4459 Middle Cheshire Road (Tax Map # 126.00-1-44.300); and

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

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

WHEREAS, the applicant has provided a cash deposit in the amount of \$1,000.00 for the purposes of the soil erosion and sediment control; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves and accepts the cash surety (in the form of a check from John Salisbury) in the total amount of \$1,000.00.

Attachment #23

RESOLUTION NO. 2021 – 203: SOIL EROSION AND SEDIMENT CONTROL SURETY FOR 4629 COUNTY ROAD 16 (TAX MAP # 140.11-1-9.000)

WHEREAS, the Town of Canandaigua Planning Board has granted a site plan approval for the development / construction of a single-family dwelling located at 4629 County Road 16 (Tax Map # 140.11-1-9.000); and

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

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

WHEREAS, the applicant has provided a cash deposit in the amount of \$ 9,130.40 for the purposes of the soil erosion and sediment control; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves and accepts the cash surety (in the form of a check from Timothy Ashe) in the total amount of \$ 9,130.40.

Attachment #24

RESOLUTION NO. 2021 – 204: SOIL EROSION AND SEDIMENT CONTROL SURETY FOR 3400 HICKOX ROAD

WHEREAS, the Town of Canandaigua Planning Board has granted a site plan approval for the development / construction of a single-family dwelling located at 3400 Hickox Road; and

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

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

WHEREAS, the applicant has provided a cash deposit in the amount of \$1,479.50 for the purposes of the soil erosion and sediment control; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves and accepts the cash surety (in the form of a check from Donald Miller) in the total amount of \$1,479.50.

Attachment #25

RESOLUTION NO. 2021 – 205: SOIL EROSION AND SEDIMENT CONTROL SURETY FOR 2524 COOLEY ROAD

WHEREAS, the Town of Canandaigua Planning Board has granted a site plan approval for the development / construction of a single-family dwelling located at 2524 Cooley Road; and

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

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

WHEREAS, the applicant has provided a cash deposit in the amount of \$ 600.00 for the purposes of the soil erosion and sediment control; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves and accepts the cash surety (in the form of a check from Vanessa Shepard) in the total amount of \$ 600.00.

Attachment #26

- Approval of the following Town Board Meeting Minutes:
July 19, 2021

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

Utility Abstract dated 7/30/2021 totaling \$ 11,013.72

General Fund	\$ 2,362.22
Highway Fund	\$ 164.38
Capital Projects	\$ 1,528.89
Water Districts	\$ 1,456.63
Custodial Funds	\$ 5,501.60

Town Board Abstract dated 8/16/2021 totaling \$ 403,666.06

General Fund	\$ 144,811.89
Highway Fund	\$ 124,639.30
Capital Projects	\$ 90,296.51
Lighting Districts	\$ 1,101.18
Water Districts	\$ 42,817.18

- Privilege of the Floor

- Other Business

- Privilege of the Floor
- Executive Session, as requested
 - *Executive Session requested by the Town Manager for proposed, pending, or current litigation to include the Town Manager and Town Attorney;*
- Adjournment

ATTACHMENT 1

From: Doug Finch, Town Manager <dfinch@townofcanandaigua.org>
Sent: Friday, July 16, 2021 5:10 PM
To: Sarah Reynolds
Subject: FW: Concerning Canandaigua Shores/ATL Proposal
Attachments: No to CDGA Shores from M and K Blazey to Planning Board.pdf

For communication binder please

Douglas E. Finch, Town Manager

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

From: Mark Blazey (markblazey@gmail.com) <markblazey@gmail.com>
Sent: Friday, July 16, 2021 1:05 PM
To: dfinch@townofcanandaigua.org
Cc: Karen Davison Blazey <Karen.Blazey@gmail.com>; Mark Blazey <markblazey@gmail.com>
Subject: Concerning Canandaigua Shores/ATL Proposal

Doug,

Thank you for allowing me to say a few words at the recent Town Planning Board public hearing concerning the proposed Canandaigua Shores development.

I have attached a PDF copy of a letter that Karen and I would like to submit for the record to the relevant town boards responsible for reviewing and approving this project. The text of the letter follows.

Thank you for your consideration.

Sincerely, Mark and Karen Blazey

For the Record:

Karen and Mark Blazey, Town of Canandaigua residents and property owners, respectfully ask that the Town of Canandaigua *NOT* approve the Canandaigua Shores/ATL proposal to construct a densely-packed 116-unit multifamily rental complex on a steep hill rising 150 feet at 3535 East Lake Road (SR 364) near County Road 18. We are concerned that the project will create safety and traffic problems, kill thousands of trees and pose adverse environmental risks, and create an eyesore on the shores of Canandaigua Lake. This steep-hill construction will be seen for miles. ***Imagine the visual blight that a 15-story high-rise apartment complex would create especially at night with its lights ablaze. From the west side of the lake and from Kershaw Park, it would look like another Bristol Harbor.***

1. Safety and Traffic Concerns:

- Local street traffic is already heavy. Building 116 high-density residential rental units, which is estimated to add more than 450 cars and trucks, will significantly worsen traffic along East Lake Road and Lakeshore Drive.
- The builder (ATL) indicated the project would take three years to complete (provided lumber and other building materials are available). A steady stream of heavy construction equipment and trucks would further disrupt traffic in the area.

2. Adverse Environmental Risks:

- The proposed site is heavily wooded with substantial wetlands near East Lake Road to absorb and hold natural water. The high-density housing project, if allowed to proceed, will strip thousands of existing trees and bushes. It will divert many small streams and eliminate wetlands. This development and its main access road will increase water runoff and undoubtedly cause more downstream flooding along the existing lake shore property and homes—even with the small holding pond the developer proposes to install.

- In addition, the impact of increased water runoff to Canandaigua Lake is likely to further damage water quality and increase harmful algae blooms

3. Visual Disruption—A Permanent Eyesore for the Town of Canandaigua:

- The beauty of Canandaigua Lake and its surrounding hills is a centerpiece of our culture and tourism economy. The Town of Canandaigua should act to preserve this character, as indicated in its long-term and strategic plans. The Town of South Bristol did not act to preserve this character when it approved the construction of Bristol Harbor many years ago, now we have a permanent eyesore to remind us of such folly. The City of Canandaigua also failed to protect the visual beauty of the lake by permitting the construction of a five-story hotel and condominiums on Lakeshore Drive—another eyesore that is still under construction. The proposed high-density rental housing that ATL wishes to build will consist of more than 100 units visually stacked on a parcel of stripped woodland rising approximately 150 feet—the equivalent of a 15-story building when seen from a distance.

We understand there may be a need for more affordable rental units. But in keeping with our town character and long-range plans, they should be beautiful and well built, such as the Woodland Park Creekview Apartments the Town of Canandaigua approved on County Route 10. We supported such housing because it met an important community need **without** creating safety problems, snarling traffic, disrupting the fragile lake environment, or creating another permanent visual blight on the character of our lake and the Town of Canandaigua in general. We hope the Town of Canandaigua continues to care for and protect the purity, beauty, and tranquility of the lake for generations to come as it has done in the past.

Mark and Karen Blazey
July 16, 2021

--
Mark Blazey

From: [Jack Kellogg \(jack.kellogg@frontiernet.net\)](mailto:jack.kellogg@frontiernet.net)
To: [Doug Finch, Town Manager](#)
Subject: Re: Cannabis
Date: Tuesday, July 20, 2021 6:54:00 PM

My Hearty CONGRATS to you, the board and the supervisor for opting out.
Thanks,
Jack K
Certified Mediator / Arbitrator
Canandaigua, NY 14424
(585)396-1284

On Tuesday, July 20, 2021, 4:06:11 PM EDT, Doug Finch, Town Manager <dfinch@townofcanandaigua.org> wrote:

Jack,

Thanks for the email. Yes the Supervisor did call for anyone who wished to be heard on the matter, I regret to hear that you could not hear her very well. The Town Board did approve the local law opting out of cannabis. Are there any specific questions I could answer for you? As always, if I can be of any assistance please do not hesitate to contact me.

Douglas E. Finch, Town Manager

Town of Canandaigua

5440 Route 5&20W

Canandaigua, NY 14424

Phone: (585)394-1120 ext. 2234

From: Doug Finch (dfinch88@yahoo.com) <dfinch88@yahoo.com>
Sent: Tuesday, July 20, 2021 2:25 PM
To: Town Manager <dfinch@townofcanandaigua.org>
Subject: Fw: Cannabis

[Sent from Yahoo Mail for iPhone](#)

Begin forwarded message:

On Tuesday, July 20, 2021, 1:31 PM, Jack Kellogg <jack.kellogg@frontiernet.net> wrote:

We tuned in last night to hear about the cannabis and thought that we might get a chance to voice our opinion. Was it tabled, or opted out? Our connection was poor and we couldn't hear the Supervisor when she talked. Did she ask for opinions from the floor?

Tnx,

Jack & Ginny K

Canandaigua, NY 14424
(585)396-1284

From: [Doug Finch, Town Manager](#)
To: [Sarah Reynolds](#)
Cc: [Jean Chrisman](#)
Subject: FW: Localizing Affordable Housingj
Date: Monday, July 26, 2021 9:38:45 AM

For communications binder

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

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

From: Karen Parkhurst (karenparkhur@gmail.com) <karenparkhur@gmail.com>
Sent: Monday, July 26, 2021 9:07 AM
To: Linda Dworaczyk <ldworaczyk@townofcanandaigua.org>; 'Gary Davis' <gdavis@townofcanandaigua.org>; 'Jared Simpson' <jsimpson@townofcanandaigua.org>; 'Terry Fennelly' <tfennelly@townofcanandaigua.org>; 'Cathy Menikotz' <cmenikotz@townofcanandaigua.org>
Cc: dfinch@townofcanandaigua.org; matt.horn@mrbgroup.com
Subject: FW: Localizing Affordable Housingj

Below is an article about affordable housing from the Strong Towns organization. It is interesting and appropriate to our affordable housing initiative.

While I am pleased to be part of this initiative, I would like to point out to all of you that this project team was authorized by the Canandaigua Town Board. Since this is such an enormous subject and undertaking, it is critical that our group have help with ferreting out basic information that is related to our subject area. While I envision a county wide initiative, we need to start locally. Hopefully we can advance the subject to other municipalities in Ontario County. But, like I just said, we need research help. I would like to encourage you, as our Town Board, to bring forth the tabled resolution for the MRB proposal and pass it at the next town board meeting. Without this help, we will simply be languishing in rhetoric and not actively building a forward-thinking program.

As you all know, I was on the Town Master Plan Update team and affordable housing is a mandate of that plan. It disturbs me to think that our Town Board can authorize a project team without providing any basic funding for it. In my opinion, this just invites failure. Now, one of you thinks I should be reaching out to the LDC and the city of Canandaigua for help with funding this. Frankly, I think that should be your responsibility. You have the town behind you, supporting your efforts. I am merely a volunteer with a passion.

Hopefully, you will read the attached article and, as advocates for a "strong" town, you will choose to help the affordable housing team.

As always, thanks for listening.

Karen

Karen Parkhurst
t 585.704.5991
email karenparkhur@gmail.com

“You must be the change you wish to see in the world.”- Gandhi Consider the environment. Please don't print this e-mail unless you really need to.

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

From: Horn, Matt <matt.horn@mrbgroup.com>

Sent: Sunday, July 25, 2021 5:55 PM

To: karenparkhur@gmail.com

Cc: sreynolds@townofcanandaigua.org; dfinch@townofcanandaigua.org

Subject: Localizing Affordable Housing

Great article on the housing spectrum we've been discussing...

<https://www.strongtowns.org/journal/2016/11/29/localizing-affordable-housing>

From: [Doug Finch, Town Manager](#)
To: [Adeline Rudolph \(adelinerudolph@gmail.com\)](#); [macneilm@frontiernet.net](#)
Cc: [Karen Parkhurst](#); ["dsauter@me.com"](#); [Jean Chrisman](#); ["Bentley, Michael.E \(Michael.Bentley@safelite.com\)"](#); ["Cathy Menikotz"](#); ["Gary Davis"](#); ["Jared Simpson"](#); ["Linda Dworaczyk"](#); ["Terry Fennelly"](#); ["Doug Finch"](#); ["Kate Silverstrim"](#); ["Lindsay Frarey"](#); ["Michelle Rowlinson"](#); ["Sarah Reynolds"](#)
Subject: Parks Fund Motion Junction
Date: Thursday, July 29, 2021 3:09:00 PM

Adeline,

Last night a question was asked at the Parks and Rec meeting about the Parks and Recreation Fund, and the use of the fund relating to Motion Junction (the inclusive playground). Additionally, a comment was made per the recording of the meeting that "it was surprising the Parks and Recreation Committee was not consulted on expenditures relating to Motion Junction and the use of half of the parks fund for Motion Junction."

As of January 1, 2021 the CM Fund (Parks Fund) had a balance of \$651,835.35 which we invest per the investment policy established by the Town Board and in particular into NYCLASS. As of June 30, 2021, the CM Fund (Parks Fund) had a balance of \$651,992.94. Obviously, interest rates are way down this year, earning a total of only \$157.59 in interest so far this year, compared to \$1,821.73 in 2020.

The 2021 Town Budget adopted by the Town Board of the Town of Canandaigua earmarks a contribution to the general operating fund from the Parks Fund of an amount of \$490,500.00 (AA100.5031.000CM) adopted by the Town Board on October 19, 2020. The corresponding adopted Town Budget line for the \$490,500.00 is AA100.7110.201.00000 Parks Fund New Recreation Capital Expenditures. The .201 line is tracked separately as an expenditure line, and is separate from other capital expenditures (.200) so that the Town Board at the end of each year can make the final decision relative to the capital new expenditures occurred during the year and make a final decision as to how much to transfer out of the Parks and Recreation Fund (CM Fund).

As of July 29, 2021 total expenditures from expense line AA100.7110.201.000000 have been \$163,090.76 with \$46,615.68 in encumbrances. Expenses in AA100.7110.201.00000 include more than just Motion Junction and also include expenditures relative to the Auburn Trail (Fisher Associates, and stone approx. \$9k) as well as expenditures relative to engineering for the proposed acquisition of lakefront property. All expenditures are made per the Town's procurement policy, and contracts are authorized by the Town Board of the Town of Canandaigua. Most of the expenditures from AA100.7110.201.00000 have been for Motion Junction. Contract execution is always done per resolution of the Town Board.

It should be noted other expenses relative to Motion Junction exist and have not yet been paid by the Town of Canandaigua. Additionally, in kind contributions of labor to this project push the Town's contribution significantly higher. Additionally, other nearby municipalities are making contributions including donation of stone (East Bloomfield), labor, and most recently the City of Canandaigua intends to help with hydroseeding along with others.

To say half of the parks fund was used for Motion Junction is misleading. The Town Board will make

the final decision as they have done every year as to how much to actually transfer from the Parks Fund (by Town Board Resolution) to the general operations relative to final expenditures relative to parks and recreation as allowed by NYS Subdivision Law relating to the 'in lieu of payment'. The Town Board is well aware of our financial situation with their monthly updates, including other sources of revenue which may or may not offset the need for the transfer of much from the CM Fund.

I would strongly encourage you to ask me questions to this matter ahead of time, so that I am able to provide factual information. As always, if I can be of any assistance please do not hesitate to contact me.

Douglas E. Finch, Town Manager

Town of Canandaigua

5440 Route 5&20W

Canandaigua, NY 14424

Phone: (585)394-1120 ext. 2234

00:45:34.000 --> 00:45:48.000

You know I think motion junction is going to be an amazing addition to our, our town but I was not aware that we apparently used half of the parks fund to pay for improvements for motion junction.

00:45:48.000 --> 00:45:58.000

It was half of the park some but I do know that it was more than we initially business there's about \$300,000 and I think yeah we had initially certain amount set aside.

00:45:58.000 --> 00:46:12.000

Yeah, but we went over that I know that I just didn't notice that coming before this committee and so it was a surprise to me when that went from 700,000 to, you know, 300 and change in the parks fund.

00:46:12.000 --> 00:46:26.000

So I'm just because that you know I had initially anticipated that we were using them for something like purchasing like the RSM land or something for for a park improvement but I just was wondering why that wasn't brought to this committees attention

00:46:26.000 --> 00:46:31.000

before it was spent so, but at least the funding one.

00:46:31.000 --> 00:46:48.000

So, just with the funding decisions, yes I mean I understand I understand doing it, I just thought, yeah, it was just a surprise to me, so I will I will pass that along to Doug I don't have an exam, I'm so sorry I don't know, it's okay, it's it's kind

00:46:48.000 --> 00:46:55.000

of a weird thing to find and I know it's it's always kind of nebulous, actually.

00:46:55.000 --> 00:47:07.000

But that's the fun that when everybody spends \$1,000 for a new bill that goes into that and it can only be used for new park development so so and I, it's not actually called the parks one he gave me the name of it once and I don't remember exactly offhand

00:47:07.000 --> 00:47:18.000

but it was called but. But that was that was a bit of a surprise to me so. So that was my only comment on that to budget wise so yeah I can find that information for you.

00:47:18.000 --> 00:47:19.000

I can.

00:47:19.000 --> 00:47:22.000

They won't let me pull it up right now.

00:47:22.000 --> 00:47:28.000

Sorry. Sorry. But yes, I will, I just dropped it on you don't

00:47:28.000 --> 00:47:31.000

find out an answer for you. Okay. Thanks. Yeah.

From: [Karen Parkhurst \(karenparkhur@gmail.com\)](mailto:karenparkhur@gmail.com)
To: "Heather N. Pogue"; [Laura Hollenbeck](mailto:Laura.Hollenbeck@townofcanandaigua.org); lfrarey@townofcanandaigua.org; [Rebecca Lindeman](mailto:Rebecca.Lindeman@townofcanandaigua.org)
Cc: "John Goodwin"; dfinch@townofcanandaigua.org; macneilm@frontiernet.net
Subject: Senior Social Hour
Date: Tuesday, August 3, 2021 4:02:03 PM

Hi folks,

I want to give a huge THANK YOU to all of you for your work on the Senior Social Hour that took place yesterday at Quail Summit. Approximately 40 attendees, WOW! And everyone raved about having such a good time. One of the messages I received was "Just want to say a huge "thank you" for helping us "older folks" have something fun to look forward to." And I heard comments like this throughout the event. The lunch was great (as were the servers)! And it was great to meet new people and "re-connect" with some previous friends. And the euchre tournament was a great way to interact with many different folks at the event. And there were folks from the town and the city and Quail Summit. A great mix.

My sincere thanks for helping to creating a viable, lasting senior program for the town of Canandaigua. Partnering with Quail Summit and the city of Canandaigua has been a great decision. I (and many of the "old people" I know) are looking forward to more joint events with Quail Summit.

Great job, ladies!!!

Karen

Karen Parkhurst

t 585.704.5991

email karenparkhur@gmail.com

"You must be the change you wish to see in the world."- Gandhi

 Consider the environment. Please don't print this e-mail unless you really need to.

From: [Rebecca Lindeman \(rlindeman@quailsummit.com\)](mailto:rlindeman@quailsummit.com)
To: lfrarey@townofcanandaigua.org; "Karen Parkhurst"; "Heather N. Pogue"; [Laura Hollenbeck](#)
Cc: "John Goodwin"; dfinch@townofcanandaigua.org; macneilm@frontiernet.net
Subject: RE: Senior Social Hour
Date: Wednesday, August 4, 2021 8:23:55 AM
Attachments: [image002.png](#)

Thank you everyone! I think it went great and of course things to improve on for next time. All of our residents here had a great time and are looking forward to upcoming events. See you at our next meeting

Rebecca Lindeman
Marketing Representative
Quail Summit
5102 Parrish Street Extension
Canandaigua, NY 14424
Phone: (585)396-1010 ext. 103
Email: rlindeman@quailsummit.com



Quail Summit is a St. Ann's Community Partner

From: lfrarey@townofcanandaigua.org <lfrarey@townofcanandaigua.org>
Sent: Wednesday, August 4, 2021 7:49 AM
To: 'Karen Parkhurst' <karenparkhur@gmail.com>; 'Heather N. Pogue' <hpogue@canandaiguanyork.gov>; [Laura Hollenbeck](mailto:Laura.Hollenbeck@quailsummit.com) <Laura.Hollenbeck@quailsummit.com>; [Rebecca Lindeman](mailto:Rebecca.Lindeman@quailsummit.com) <Rebecca.Lindeman@quailsummit.com>
Cc: 'John Goodwin' <John.Goodwin@canandaiguanyork.gov>; dfinch@townofcanandaigua.org; macneilm@frontiernet.net
Subject: RE: Senior Social Hour

Thank you Karen!
I thought it was a great event as well and everyone seemed to enjoy themselves. I'm excited for the future of the Senior Social Events!

Lindsay Frarey

Human Resource & Payroll Coordinator
Town of Canandaigua
5440 Route 5&20W
Canandaigua, NY 14424
(585)394-1120 x2229



From: Karen Parkhurst (karenparkhur@gmail.com) <karenparkhur@gmail.com>

Sent: Tuesday, August 3, 2021 4:02 PM

To: 'Heather N. Pogue' <hpogue@canandaiguanyork.gov>; Laura Hollenbeck <hollenbeck@quailsummit.com>; lfrarey@townofcanandaigua.org; Rebecca Lindeman <rlindeman@quailsummit.com>

Cc: 'John Goodwin' <John.Goodwin@canandaiguanyork.gov>; dfinch@townofcanandaigua.org; macneilm@frontiernet.net

Subject: Senior Social Hour

Hi folks,

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My sincere thanks for helping to creating a viable, lasting senior program for the town of Canandaigua. Partnering with Quail Summit and the city of Canandaigua has been a great decision. I (and many of the "old people" I know) are looking forward to more joint events with Quail Summit.

Great job, ladies!!!

Karen

Karen Parkhurst

t 585.704.5991

email karenparkhur@gmail.com

"You must be the change you wish to see in the world."- Gandhi



Consider the environment. Please don't print this e-mail unless you really need to.

ATTACHMENT 2

Assessor's Report – August 4, 2021

There were 6 residential sales recorded in the MLS for the Town of Canandaigua for the month of July 2021. Five of these sales were single-family houses ranging from \$130,000 - \$410,000 with an average sale price of \$276,380 and a median value of \$249,900. The average days on market was 6 days. The average List/Sale ratio was 118%. There was also one Townhouse that transferred for \$149,900 after only 2 days on market with a List/Sale ratio of 100%.

By comparison, July 2020 had a total of 15 residential sales. There were 12 single-family houses ranging from \$155,000 - \$960,000 with an average sale price of \$379,233 and a median value of \$279,450. The average days on market was 20 days. The average List/Sale ratio was 99.6%. There were also 3 Townhouses that sold within the range between for \$225,000 to \$316,400. The average days on market was 93 days. The average List/Sale ratio was 98.4%.

With 17 active residential listings and 39 properties under contract in our town it will continue to be a busy month of August.

A review of the first half of the year also shows there have been 13 land sales. These range in size between a .75-acre lot on Thomas Rd to 143.5 acres on Middle Cheshire Rd.

Work on the 2022 re-valuation project moves forward steadily as we are busy checking property inventory records; doing inspections from the street; and updating property photographs.

Respectfully Submitted,

Pamela Post

Pam Post, Assessor

Town Clerk Report for the August 16, 2021, Town Board Meeting

1. **Monthly Financial Report:** Revenues collected in the Town Clerk's office for the month of July 2021 totaled \$262,721.10. (see attached).
2. **Recognition:** I want to give a huge thank you to Deputy Town Clerk Lisa Record for her hard work. This year she took the lead and made sure that the Town's new online park reservation program was set-up and activated in April. She has since been a leader when any issues have arisen and has worked with ASTRA to resolve these issues.

Also, while I was out of the office the last week of July, she was the only clerk in the office. It was a very busy week with park reservations, water bills payments, marriage licenses, dog licenses, processing the mail, etc. I have received nothing but compliments on how she did her job with great poise and confidence. I am very proud to have Lisa as my Deputy Town Clerk.

3. **Resolutions:**

- a. Sureties: Lansing, 4487 Middle Cheshire Road
 Ashe, 4629 County Road 16
 Miller, 3400 Hickox Road
 Brocklebank, 2524 Cooley Road

Please let me know if you have any questions.

Submitted by,

Jean Chrisman
Town Clerk

Account#	Account Description	Fee Description	Qty	Local Share
A.2001	Cabins / Halls / Pavilions	Onanda Halls/Lodging	10	2,020.00
	Park Rentals	Onanda Cabin Residential Weekly	5	3,810.00
		Sub-Total:		\$5,830.00
A1255	Marriage Lic.	Marriage License Fees	15	262.50
		Sub-Total:		\$262.50
A2001	Walk Ins	Onanda Receipts	135	6,822.00
		Sub-Total:		\$6,822.00
AA100.0380	AR Charge Back Billing	AR Charge Back Billing	3	810.00
		Sub-Total:		\$810.00
AA100.1255	Conservation	Conservation	6	8.06
	Misc. Fees	Marriage Cert	17	170.00
		Sub-Total:		\$178.06
AA100.1603	Misc. Fees	Death Cert	12	120.00
		Genelogy Fee	1	11.00
		Sub-Total:		\$131.00
AA100.2001	Blue Heron Pavilion	Blue Heron Pavilion	2	45.00
	BYS Fee	BYS Fee	37	185.00
	Cart Fee	CC Cart Fee	198	29.70
	Credit Card Processing Fee	Credit Card Processing Fee	174	312.38
	General Lic.	Park Permit Res	23	805.00
		Park Permits Non	4	260.00
	Onanda Cabin NON Residential Daily	Onanda Cabin NON Residential Daily	17	1,875.00
	Onanda Cabin NON Residential Weekly	Onanda Cabin NON Residential Weekly	10	4,440.00
	Onanda Cabin Residential Daily	Onanda Cabin Residential Daily	4	330.00
	Onanda Park Pavilion	Onanda Park Pavilions	21	1,625.00
	Outhouse Park Hall Full Day	Outhouse Park Hall Full Day	5	600.00
	Outhouse Park Pavilion	Outhouse Park Pavilion	8	315.00
	Pavilion rental	Pierce Park Pavilions	3	75.00
	WL Schoolhouse Weekend	WL Schoolhouse Weekend	1	40.00
		Sub-Total:		\$10,937.08
AA100.2110	Plan & Zone	Zoning Fee	3	350.00
		Sub-Total:		\$350.00
AA100.2120	Plan & Zone	Soil Erosion	7	1,050.00
		Sub-Total:		\$1,050.00
AA100.2544	Dog Licensing	Female, Spayed	66	1,254.00
		Female, Unspayed	5	135.00
		Male, Neutered	68	1,292.00
		Male, Unneutered	6	162.00
		Replacement Tags	1	3.00
	Late Fees	Late Fees	27	135.00
		Sub-Total:		\$2,981.00

Account#	Account Description	Fee Description	Qty	Local Share
AA100.2590	Building Fee	Building Fee	44	9,372.60
	Plan & Zone	Site Development	9	810.00
			Sub-Total:	\$10,182.60
AA100.2591	Misc. Fees	Transfer Coupons	1328.5	2,657.00
			Sub-Total:	\$2,657.00
CM100-2001	Plan & Zone	Parks And Recreation	6	6,000.00
			Sub-Total:	\$6,000.00
SW500.2140	Rents Payments	Rents Payments	64	202,946.74
			Sub-Total:	\$202,946.74
SW500.2142	Water Sales	Water Sales	5	409.25
			Sub-Total:	\$409.25
SW500.2144	Service Hookups	Service Hookups	1	9,677.41
			Sub-Total:	\$9,677.41
SW500.2148	Penalty	Penalty	35	498.02
			Sub-Total:	\$498.02
Total Local Shares Remitted:				\$261,722.66
Amount paid to:	NYS Ag. & Markets for spay/neuter program			167.00
Amount paid to:	NYS Environmental Conservation			493.94
Amount paid to:	State Health Dept. For Marriage Licenses			337.50
Total State, County & Local Revenues:				\$262,721.10
			Total Non-Local Revenues:	\$998.44

To the Supervisor:

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

_____	_____	_____	_____
Supervisor	Date	Town Clerk	Date

Town of Canandaigua

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

Established 1789

July 2021 Monthly Report
Shawna Bonshak, Town Planner

Permit and Board Activity:

Building Permits July 2021	# Issued
Single Family	5
Townhome (units)	-
Alterations	9
Roof Repair/Replace	11
Addition/Deck	6
Accessory Structure	5
Swimming Pool	-
Dock	-
Fence	3
Generator	5
Operating Permits	6
Ag Pond	-
Sign	2
Total Permits:	47

TOC PB is scheduled to meet on August 10th and August 24th, via hybrid.

<u>TOC Planning Board Reviews (July 13th and July 27th)</u>	
<u>Special Use Permit</u>	2890 County Road 10- for large scale solar project (cont to July 2021)
<u>Single Stage Site Plan (Commercial)</u>	2890 County Road 10- large scale solar project 2536 State Route 332- 8,000 sf commercial building (cont to Aug 24th)
<u>Single Stage Site Plan (Residential)</u>	4495 Davidson Landing Drive- large addition/ site improvements 0000 Hickox Road- new build- single family residential 4681 North Menteth Drive- tear down, single family residential 5481 Rochester Point Drive- tear down, single family residential 3551 County Road 16- tear down, single family residential
<u>Preliminary Site Plan</u>	3535 Rt. 364- prelim site plan- 2 single family residential, 116 townhomes & new road (*both applications continued to Aug 24th)
<u>Subdivision</u>	2255 Middle Cheshire Road, 2 lot subdivision 3535 Rt. 364- prelim subdiv for 2 single family residential, 116 townhomes & new road *

TOC ZBA will not meet in August due to no necessary reviews.

	<u>TOC Zoning Board of Appeals Reviews (July 20th)</u>
<u>Area Variance</u>	4702 Grandview Drive- variance for side setback for shed 2536 State Route 332- variance for front/rear setbacks for commercial building

Highlights

Comprehensive Plan

Continued public hearing until 8/16- see Town Board Agenda.

Conservation Subdivision

Set for adoption on 8/16.

Form Based Code

We will be setting a public hearing at the 8/16 meeting to adopt the Form Based Code as a document into the Town Code. A public hearing will also be set to re-zone multiple parcels in the Uptown Area into the Form Based Code District (set forth in the Form Based Code document) and amend the zoning map.

Ordinance Committee

Labella did a special presentation for the Ordinance Committee to give them a better sense of how all our planning and preservation documents work together and how to further the Ridgelines/Viewshed draft. Working meeting on August 9th.

ECB

The ECB reviewed five (5) referrals from the Planning Board at their July 8th meeting.

Additional comments:

The Humane Society did meet with Chris and I in July to discuss their plans for the new property on 332 (prior to closing). Their vision mirrors that of Lollipop farm's plan and we are looking forward to working closely with them to further their goals.

Respectfully submitted,
Shawna Bonshak

TOWN OF CANANDAIGUA
TOWN MANAGER MONTHLY REPORT

August 16, 2021

PERSONNEL

KUDOS: Kudo's this month to our entire Highway Crew, and Parks Crew. Both departments have been working on Blue Heron Park over the past month, and wow what a difference it makes. The Highway Department installed a new expanded parking area with an asphalt path to the pavilion making it so people do not have to walk through the mud to get from the parking lot to the building. Our parks crews lead by Lindsay Frarey have done a fabulous job with the park redoing the trails, trimming trees, mulching flower beds, adding hanging flower baskets to the pavilion, and even cleaning up the flower beds in front of Fire Department Station #2. Kudos to everyone involved, the park looks great and we are getting fantastic reviews from residents.

ONTARIO COUNTY PLANNING: As you are aware, long time Town of Canandaigua resident and the Town's representative to the Ontario County Planning Board David Wink passed away this month. David served the Town representative us with many projects over the years at the Ontario County Planning Board. Dave will be missed, and I would like to take a moment to acknowledge his service to our community.

REPORTS: New this month I have asked our HR & Parks Coordinator Lindsay Frarey to start providing you a monthly report. Our new software system for reservations includes occupancy usage for our rentals. We have an incredible occupancy rate with Onanda Park Cabins since the implementation of our new system with 13 days in July at 92% occupancy or above, and 28 days at 62% occupancy or above. Our monthly average this month is 88% occupancy.

FINANCE

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

BOND WATER PROJECT: Good news, Moody's has affirmed the Town's "Aa2" bond rating. Aa2 is the third-highest long-term credit rating that Moody's assigns to high-quality fixed-income securities with very low credit risk. The average municipal bond rating is generally Aa3, which is a step lower than the Town of Canandaigua's Aa2 rating. This is the second time that I have worked with our financial advisors at BPD to secure a bond rating for the Town of Canandaigua. The process involves extensive questions and hard looks at financials, and then an interview with the Town Manager typically for 1-2 hours for the Moody's representative to ask extensive questions relating to the Town's strategic initiatives, and financial conditions.

ARP FUNDS: During your meeting on July 19, 2021, I will reviewed a presentation that I put together for you relating to the American Recovery Program (ARP) Funds from the Federal government. The Town of Canandaigua has been certified to receive \$1.15M; however, we do not qualify for the category of loss in revenue. On the agenda this month is a resolution

TOWN OF CANANDAIGUA
TOWN MANAGER MONTHLY REPORT

August 16, 2021

acknowledging the money and setting up a capital project fund for the project. It is very important the Town Board provide direction for the use of the money by your September meeting so that we may create the proper account lines, and report on the usage of the money.

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

TOWN HALL LOWER LEVEL: The HVAC system in the lower level of the Town Hall has now been replaced and is operational once again.

GENERAL:

AUTO ACCIDENT: On August 5, 2021, we had an employee involved in an accident with a Town pickup truck vs. a car on County Road 16, West Lake Road. The employee was backing out of the garage at Onanda onto CR16, when the trailer hitch of the truck clipped a passing car damaging the wheel and rear bumper. Thankfully everyone was safe, and the matter has been turned over to our insurance company.

DOH INSPECTIONS: Our beaches were inspected by the NYS DOH on July 12, 2021. No violations were identified, no health hazards were observed. Kudos to our lifeguards and parks lead by Lindsay Frarey.

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

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

Sincerely,

Doug Finch, Town Manager

ISSUER COMMENT

24 June 2021

RATING

General Obligation (or GO Related) ¹

Aa2 No Outlook

Contacts

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Senior Vice President/Manager
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CLIENT SERVICES

Americas	1-212-553-1653
Asia Pacific	852-3551-3077
Japan	81-3-5408-4100
EMEA	44-20-7772-5454

Town of Canandaigua, NY

Annual Comment on Canandaigua

Issuer Profile

The Town of Canandaigua is located in upstate New York in the Finger Lakes region, less than 25 miles southeast of Rochester. The county has a population of 109,511 and a moderate population density of 170 people per square mile. The county's median family income is \$83,244 (1st quartile) and the April 2021 unemployment rate was 4.9% (3rd quartile) ². The largest industry sectors that drive the local economy are retail trade, health services, and manufacturing.

Credit Overview

Canandaigua has a very high quality credit position, and its Aa2 rating is a little stronger than the US cities median of Aa3. The key credit factors include a robust financial position, an extremely small debt burden and an manageable pension liability. It also reflects a strong wealth and income profile and a moderately sized tax base.

Finances: The town's financial position is very healthy and is relatively favorable in comparison to the Aa2 rating assigned. Canandaigua's cash balance as a percent of operating revenues (64.5%) is much higher than the US median, but contracted significantly from 2015 to 2019. Also, the fund balance as a percent of operating revenues (38.9%) approximates other Moody's-rated cities nationwide.

Debt and Pensions: The debt burden of Canandaigua is negligible and is favorable in comparison to town's Aa2 rating. The net direct debt to full value (0.4%) is lower than the US median, and was flat between 2015 and 2019. On the other hand, the pension liability of the town is small and is slightly weak with respect to the assigned rating of Aa2. The Moody's-adjusted net pension liability to operating revenues (0.70x) favorably is materially below the US median.

Economy and Tax Base: Overall, Canandaigua has a very healthy economy and tax base, which are aligned with its Aa2 rating. The median family income equals a strong 141.8% of the US level. Moreover, the town's full value per capita (\$124,318) is slightly above other Moody's-rated cities nationwide, and rose between 2015 and 2019. However, the total full value (\$1.37 billion) is below the US median.

Management and Governance: New York cities have an institutional framework score ³ of "Aa", which is strong. New York Cities operate within a state-imposed property tax cap, which limits the ability to increase their operating levy by the lesser of 2% or CPI. However, this cap can be overridden at the local level, without voter approval and many local governments have done so when necessary. Unpredictable revenue fluctuations tend to be low, reflected in expense growth being under 5% on average across the whole sector.

Fixed and mandated costs are generally below 25% of expenditures. New York State has the additional constraint of the Triborough Amendment, which limits the ability to cut expenditures. Unpredictable expenditure fluctuations tend to be low, however, reflective in expense growth being under 5% on average across the whole sector.

Sector Trends - New York Cities

Most cities across New York will continue to benefit from fundamentally strong economies positioned for long term growth. However, the negative impacts of coronavirus pandemic will vary significantly by region depending on how long it takes for economic activity to return to normal or near-normal. The pandemic is causing significant declines to economically sensitive revenues such as sales taxes and hotel/motel taxes. Local governments will continue looking at ways to limit expense growth including contract negotiations with collective bargaining groups and shared services with other local governments. Pension liabilities are not a pressure for New York local governments due to the well-funded state run plan. OPEB liabilities across the state are generally higher than the national average; however, total unfunded liabilities are only slightly above average.

This publication does not announce a credit rating action. For any credit ratings referenced in this publication, please see the ratings tab on the issuer/entity page on www.moody's.com for the most updated credit rating action information and rating history.

EXHIBIT 1

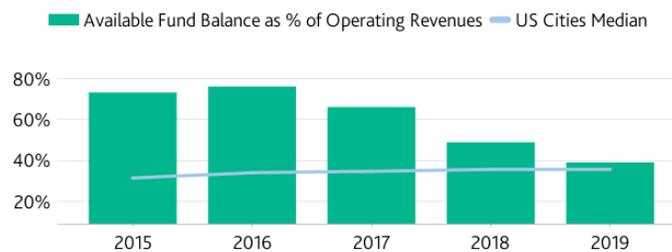
Key Indicators 4.5 Canandaigua

	2015	2016	2017	2018	2019	US Median	Credit Trend
Economy / Tax Base							
Total Full Value	\$1,207M	\$1,219M	\$1,262M	\$1,359M	\$1,377M	\$2,024M	Improved
Full Value Per Capita	\$116,215	\$114,982	\$117,604	\$124,500	\$124,318	\$97,657	Improved
Median Family Income (% of US Median)	115%	119%	130%	139%	142%	114%	Improved
Finances							
Available Fund Balance as % of Operating Revenues	73.1%	76.0%	66.0%	48.8%	38.9%	35.5%	Weakened
Net Cash Balance as % of Operating Revenues	82.4%	87.4%	77.3%	59.6%	64.5%	40.0%	Weakened
Debt / Pensions							
Net Direct Debt / Full Value	0.2%	0.2%	0.6%	0.4%	0.4%	1.1%	Stable
Net Direct Debt / Operating Revenues	0.33x	0.30x	1.00x	0.70x	0.63x	0.82x	Stable
Moody's-adjusted Net Pension Liability (3-yr average) to Full Value	N/A	0.5%	0.5%	0.4%	0.4%	1.9%	Stable
Moody's-adjusted Net Pension Liability (3-yr average) to Operating Revenues	N/A	0.78x	0.82x	0.71x	0.70x	1.57x	Stable
	2015	2016	2017	2018	2019	US Median	
Debt and Financial Data							
Population	10,390	10,602	10,733	10,922	11,082	N/A	
Available Fund Balance (\$000s)	\$5,164	\$5,365	\$4,616	\$3,655	\$3,075	\$8,489	
Net Cash Balance (\$000s)	\$5,816	\$6,168	\$5,407	\$4,470	\$5,089	\$9,759	
Operating Revenues (\$000s)	\$7,060	\$7,054	\$6,994	\$7,495	\$7,896	\$36,135	
Net Direct Debt (\$000s)	\$2,329	\$2,147	\$7,014	\$5,229	\$4,935	\$19,137	
Moody's Adjusted Net Pension Liability (3-yr average) (\$000s)	N/A	\$5,514	\$5,708	\$5,356	\$5,553	\$38,399	

Source: Moody's Investors Service

EXHIBIT 2

Available fund balance as a percent of operating revenues decreased from 2015 to 2019



Source: Issuer financial statements; Moody's Investors Service

EXHIBIT 3

Full value of the property tax base increased from 2015 to 2020



Source: Issuer financial statements; Government data sources; Offering statements; Moody's Investors Service

EXHIBIT 4

Moody's-adjusted net pension liability to operating revenues decreased from 2015 to 2019



Source: Issuer financial statements; Government data sources; Offering statements; Moody's Investors Service

Endnotes

- The rating referenced in this report is the issuer's General Obligation (GO) rating or its highest public rating that is GO-related. A GO bond is generally backed by the full faith and credit pledge and total taxing power of the issuer. GO-related securities include general obligation limited tax, annual appropriation, lease revenue, non-ad valorem, and moral obligation debt. The referenced ratings reflect the government's underlying credit quality without regard to state guarantees, enhancement programs or bond insurance.
 - The demographic data presented, including population, population density, per capita personal income and unemployment rate are derived from the most recently available US government databases. Population, population density and per capita personal income come from the American Community Survey while the unemployment rate comes from the Bureau of Labor Statistics.
- The largest industry sectors are derived from the Bureau of Economic Analysis. Moody's allocated the per capita personal income data and unemployment data for all counties in the US census into quartiles. The quartiles are ordered from strongest-to-weakest from a credit perspective: the highest per capita personal income quartile is first quartile, and the lowest unemployment rate is first quartile.
- The institutional framework score assesses a municipality's legal ability to match revenues with expenditures based on its constitutionally and legislatively conferred powers and responsibilities. See [US Local Government General Obligation Debt \(July 2020\)](#) methodology report for more details.
 - For definitions of the metrics in the Key Indicators Table, [US Local Government General Obligation Methodology and Scorecard User Guide \(July 2014\)](#). Metrics represented as N/A indicate the data were not available at the time of publication.
 - The medians come from our most recently published local government medians report, [Medians - Tax base expansion bolsters revenue, but pensions remain a hurdle \(May 2020\)](#), which is available on Moody's.com. The medians presented here are based on the key metrics outlined in Moody's GO methodology and the associated scorecard.

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CLIENT SERVICES

Americas	1-212-553-1653
Asia Pacific	852-3551-3077
Japan	81-3-5408-4100
EMEA	44-20-7772-5454

Canandaigua Local Development Corporation

Balance Sheet

As of July 19, 2021

	<u>Jul 19, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
CNB Checking	7,670.82
CNB Savings	95,031.71
Total Checking/Savings	<u>102,702.53</u>
Total Current Assets	102,702.53
Other Assets	
CNB CD Matures 3Aug2021	101,310.22
Total Other Assets	<u>101,310.22</u>
TOTAL ASSETS	<u><u>204,012.75</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	125,367.13
Net Income	78,645.62
Total Equity	<u>204,012.75</u>
TOTAL LIABILITIES & EQUITY	<u><u>204,012.75</u></u>

Canandaigua Local Development Corporation
Profit & Loss
January 1 through July 19, 2021

	<u>Jan 1 - Jul 19, 21</u>
Ordinary Income/Expense	
Income	
Direct Public Support	100,000.00
Interest Earned	241.47
Total Income	<u>100,241.47</u>
Expense	
Contract Services	
Accounting Fees	2,593.96
Outside Contract Services	18,991.89
Total Contract Services	<u>21,585.85</u>
Facilities and Equipment	
Property Insurance	10.00
Total Facilities and Equipment	<u>10.00</u>
Total Expense	<u>21,595.85</u>
Net Ordinary Income	<u>78,645.62</u>
Net Income	<u><u>78,645.62</u></u>

State of New York Department of Health
Geneva District Office
624 Pre-Emption Road
Geneva, NY 14456-
(315) 789-3030
gedo@health.ny.gov

Bathing Beach Inspection Summary Report

Operation: ONANDA PARK BEACH (ID: 327188)
Facility Name: ONANDA PARK BEACH
Facility Code: 34-3881 Facility Email: dfinch@townofcanandaigua.org
Facility Address: 4965 West Lake Road, Canandaigua, NY 14424

To the Attention of:

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

Inspection

Date: July 12, 2021 11:17 AM
Inspector: Elizabeth Brower (elizabeth.brower@health.ny.gov)
Responsible Person: Emailed To Operator

Summary

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

Reinspection is not Required

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

NO PUBLIC HEALTH HAZARDS REPORTED

NO NON-PUBLIC HEALTH HAZARDS REPORTED

Additional Information Collected During Inspection

Supervision Level at Time of Inspection: llb
Temporary Residence / Campground: Yes

Comments: Lifeguards were observing a swim test for the children's camp at time of inspection. No violations observed.



Inspector: Elizabeth Brower
(elizabeth.brower@health.ny.gov)



TRAFFIC REPORT



During the Month of July 2021, Deputies continued to work the Enhanced Law Enforcement traffic patrol in the Town of Canandaigua. During this time, Deputies worked a total of 35 hours conducting traffic operations. Combined, they initiated 73 traffic stops and issued 25 citations consisting of the following:

State Route 332 - 15 citations
- 6 Speed in Zone
- 5 Speed over 55mph
- 3 Disobeyed Traffic Device
- 1 Failed to Change Address with DMV

State Route 21 - South - 4 citations
- 1 Speed over 55mph

Seneca Point Road - 1 citation
- 1 Disobeyed Traffic Device

County Road 30 - 2 citations
- 1 Speed over 55mph
- 1 Disobeyed Traffic Device

Risser Road - 1 citation
- 1 Speed in Zone

Cooley Road - 1 citation
- 1 Speed over 55mp

County Road 4 - 1 citation
- 1 Speed in Zone

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

- Responded to an EMS call.
- Responded to a Burglar Alarm.

Respectfully,

John Falbo
Chief Deputy, OCSO



TRAFFIC REPORT



During the Month of June 2021, Deputies continued to work the Enhanced Law Enforcement traffic patrol in the Town of Canandaigua. During this time, Deputies worked a total of 35 hours conducting traffic operations. Combined, they initiated 35 traffic stops and issued 24 citations consisting of the following:

State Route 332 - 12 citations
- 10 Speed over 55mph
- 1 No/More than 1 Reg. Sticker
- 1 Operating ATV with no helmet

Seneca Point Road - 5 citations
- 5 Speed in Zone

County Road 28 - 3 citations
- 2 Disobeyed Traffic Device
- 1 Speed in Zone

State Route 21 - 1 citation
- 1 Speed in Zone

County Road 30 - 1 citations
- 1 Speed over 55mph

Middle Cheshire Road - 1 citation
- 1 Speed in Zone

Emerson Road - 1 citations
- 1 Speed in Zone

In addition to the above enforcement efforts, the deputies reported the following activity:
- None reported

Respectfully,

John Falbo
Chief Deputy, OCSO

Canandaigua Local Development Corporation

Balance Sheet

As of July 19, 2021

	<u>Jul 19, 21</u>
ASSETS	
Current Assets	
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Other Assets	
CNB CD Matures 3Aug2021	101,310.22
Total Other Assets	<u>101,310.22</u>
TOTAL ASSETS	<u><u>204,012.75</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	125,367.13
Net Income	78,645.62
Total Equity	<u>204,012.75</u>
TOTAL LIABILITIES & EQUITY	<u><u>204,012.75</u></u>

Canandaigua Local Development Corporation
Profit & Loss
January 1 through July 19, 2021

	<u>Jan 1 - Jul 19, 21</u>
Ordinary Income/Expense	
Income	
Direct Public Support	100,000.00
Interest Earned	241.47
Total Income	<u>100,241.47</u>
Expense	
Contract Services	
Accounting Fees	2,593.96
Outside Contract Services	18,991.89
Total Contract Services	<u>21,585.85</u>
Facilities and Equipment	
Property Insurance	10.00
Total Facilities and Equipment	<u>10.00</u>
Total Expense	<u>21,595.85</u>
Net Ordinary Income	<u>78,645.62</u>
Net Income	<u><u>78,645.62</u></u>

Onanda Cabin Rental Sales

Print Date: 08-06-2021
 Print Time: 11:22
 Town of Canandaigua

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

Inv. Code	Description	Qty	Cost	Discount	Net Sales
Cabin					
ABODE	Abode	1.0000	0.00	0.00	300.00
HAY	Hayowentha	4.0000	0.00	235.00	2,595.00
LH	Little House	3.0000	0.00	0.00	760.00
LS-CAB-A	Anekule	2.0000	0.00	0.00	576.00
LS-CABIN-H	Haeho	6.0000	0.00	160.00	1,906.00
LS-CABIN-WA	Wapoos	7.0000	0.00	260.00	2,370.00
LS-CABIN-WE	Wequash	4.0000	0.00	160.00	1,060.00
LS_CABIN_T	Tilipe	3.0000	0.00	0.00	760.00
UL-CABIN-A	Adsila	3.0000	0.00	-105.00	555.12
UL-CABIN-CH	Chule	2.0000	0.00	0.00	270.00
UL-CABIN-...	Chowat	3.0000	0.00	0.00	535.00
UL-CABIN-G	Gowana	6.0000	0.00	0.00	1,390.00
UL-CABIN-O	Oawensa	3.0000	0.00	0.00	835.00
UL_CABIN-K	Kiniks	2.0000	0.00	0.00	465.00
Total Cabin		49.0000	0.00	710.00	14,377.12
					Subtotal: 14,377.12
					Discounts: <u>710.00</u>
					Sales: 13,667.12
					Taxes: <u>194.47</u>
					Totals: 13,861.59
Guests					
GUEST	Guests	713.0000	0.00	0.00	0.00
Total Guests		713.0000	0.00	0.00	0.00
					Subtotal: 0.00
					Discounts: <u>0.00</u>
					Sales: 0.00
					Taxes: <u>0.00</u>
					Totals: 0.00
Total		762.00	0.00	710.00	14,377.12
					Subtotal: 14,377.12
					Discounts: <u>710.00</u>
					Sales: 13,667.12
					Taxes: <u>194.47</u>
					Totals: 13,861.59

Pavilion and Building Rental Sales

Print Date: 08-06-2021
 Print Time: 11:23
 Town of Canandaigua

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

Inv. Code	Description	Qty	Cost	Discount	Net Sales
Rental Unit					
BH_P	Blue Heron Pavilion	2.0000	0.00	15.00	60.00
CROUCH_H	Crouch Hall	3.0000	0.00	150.00	675.00
GORHAM_H	Gorham Lodge-1/2 Day	1.0000	0.00	45.00	175.00
GORHAM_O	Gorham Lodge-Overnight	3.0000	0.00	630.00	2,975.00
HOLDEN_P	Holden Pavilion	8.0000	0.00	90.00	680.00
KING_H	King Hall	2.0000	0.00	70.00	330.00
OP_H	Outhouse Park Hall	7.0000	0.00	150.00	750.00
OP_P	Outhouse Park Pavilion	8.0000	0.00	15.00	345.00
PPP_1	Pierce Park Pavilion #1	3.0000	0.00	15.00	90.00
PPP_2	Pierce Park Pavilion #2	0.0000	0.00	0.00	0.00
ROTARY_P	Rotary Pavilion	6.0000	0.00	105.00	660.00
UP_31	Upland Pavilion #31	1.0000	0.00	0.00	75.00
UP_42	Upland Pavilion #42	3.0000	0.00	25.00	230.00
WLRS	West Lake Road Schoolhouse	1.0000	0.00	0.00	40.00
Total Rental Unit		48.0000	0.00	1,310.00	7,085.00
Subtotal:					7,085.00
Discounts:					<u>1,310.00</u>
Sales:					5,775.00
Taxes:					<u>76.13</u>
Totals:					5,851.13
<hr/>					
Total		48.00	0.00	1,310.00	7,085.00
Subtotal:					7,085.00
Discounts:					<u>1,310.00</u>
Sales:					5,775.00
Taxes:					<u>76.13</u>
Totals:					5,851.13

Print Date: 08-05-2021
 Print Time: 11:09
 Town of Canandaigua

Onanda Cabins
Occupancy Percentage Report - Weekly
 Jul 1 2021 to Jul 31 2021

Site Class	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total
Week 26 - Jul 2021				Jul-1-21	Jul-2-21	Jul-3-21	Jul-4-21	
Sites-General				3	3	14	14	34
Week 26 Rentals:				3	3	14	14	34
Rentals Available:				14	14	14	14	56
Occupancy Percentage:				21.43%	21.43%	100.00%	100.00%	60.71%
Week 27 - Jul 2021	Jul-5-21	Jul-6-21	Jul-7-21	Jul-8-21	Jul-9-21	Jul-10-21	Jul-11-21	
Sites-General	14	14	14	14	14	10	10	90
Week 27 Rentals:	14	14	14	14	14	10	10	90
Rentals Available:	14	14	14	14	14	14	14	98
Occupancy Percentage:	100.00%	100.00%	100.00%	100.00%	100.00%	71.43%	71.43%	91.84%
Week 28 - Jul 2021	Jul-12-21	Jul-13-21	Jul-14-21	Jul-15-21	Jul-16-21	Jul-17-21	Jul-18-21	
Sites-General	12	12	12	13	13	10	8	80
Week 28 Rentals:	12	12	12	13	13	10	8	80
Rentals Available:	14	14	14	14	14	14	14	98
Occupancy Percentage:	85.71%	85.71%	85.71%	92.86%	92.86%	71.43%	57.14%	81.63%
Week 29 - Jul 2021	Jul-19-21	Jul-20-21	Jul-21-21	Jul-22-21	Jul-23-21	Jul-24-21	Jul-25-21	
Sites-General	7	7	7	7	9	13	11	61
Week 29 Rentals:	7	7	7	7	9	13	11	61
Rentals Available:	14	14	14	14	14	14	14	98
Occupancy Percentage:	50.00%	50.00%	50.00%	50.00%	64.29%	92.86%	78.57%	62.24%
Week 30 - Jul 2021	Jul-26-21	Jul-27-21	Jul-28-21	Jul-29-21	Jul-30-21	Jul-31-21		
Sites-General	11	12	12	12	13	14		74
Week 30 Rentals:	11	12	12	12	13	14		74
Rentals Available:	14	14	14	14	14	14		84
Occupancy Percentage:	78.57%	85.71%	85.71%	85.71%	92.86%	100.00%		88.10%
Total Rentals:	44	45	45	49	52	61	43	339
Total Available:	56	56	56	70	70	70	56	434
Occupancy Percentage:	78.57%	80.36%	80.36%	70.00%	74.29%	87.14%	76.79%	78.11%

Town of Canandaigua

5440 Routes 5 & 20 West Canandaigua, NY 14424

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

www.townofcanandaigua.org

MEMO

To: Canandaigua Town Board Date: August 4, 2021

From: Kate Silverstrim-Jensen, Finance Clerk II

Re: July 2021 Revenue/Expense Control Report

BALANCE SHEET

Bank statements have been reconciled through July 31, 2021.

REVENUES

Receipts recorded for July total \$5,862,890.27 and include the following:

- Bond Proceeds (H26W) - \$3,748,993.46
- 2nd Quarter Sales Tax - \$1,414,838.28
- ARP Act Funds - \$577,231.30
- Town Clerk - \$49,307.32 and \$5,000 in special park & recreation funds.
- Foreign Fire Tax - \$25,535.28
- Justice Fines & Fees - \$23,889.00
- Development Office - \$7,750.00 applied against accounts receivable
- Reimbursements - \$5,948.12
- Metal Recycling - \$3,032.44
- Other - \$1,365.07

EXPENDITURES

We expect the available balance in each fund to be about 41.69% at the end of July.

- General Fund (AA100) – Expenditures to date are \$1,905,295.10 against a budget of \$4,541,569.79 which leaves 58.05% available.
- Highway Fund (DA100) – Expenditures to date are \$1,584,396.92 against a budget of \$3,693,529.80 which leaves 57.10% available.
- Water Fund (SW500) – Expenditures to date are \$568,398.43 against a budget of \$1,616,018.48 which leaves 64.83% available.



Monthly Budget Report Account Summary

For Fiscal: 2021 Period Ending: 07/31/2021

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: AA100 - GENERAL FUND							
Revenue							
AA100.1001.00000	REAL PROPERTY TAXES	560,000.00	560,000.00	0.00	560,000.00	0.00	0.00 %
AA100.1030.00000	SPECIAL ASSESSMENT/PILOT	25,071.00	25,071.00	0.00	25,838.47	767.47	103.06 %
AA100.1090.00000	PENALTY ON TAXES	15,000.00	15,000.00	0.00	11,420.28	-3,579.72	23.86 %
AA100.1120.00000	NON PROPERTY SALES TAX	1,875,000.00	1,875,000.00	605,990.83	605,990.83	-1,269,009.17	67.68 %
AA100.1170.00000	CABLE TV FRANCHISE FEES	85,000.00	85,000.00	0.00	45,340.70	-39,659.30	46.66 %
AA100.1255.00000	TOWN CLERK FEES	1,900.00	1,900.00	312.12	877.84	-1,022.16	53.80 %
AA100.1603.00000	VITAL STATISTICS FEE	5,500.00	5,500.00	290.00	1,723.00	-3,777.00	68.67 %
AA100.2001.00000	PARK & RECREATION FEES	100,000.00	100,000.00	19,032.39	57,267.77	-42,732.23	42.73 %
AA100.2110.00000	ZONING FEES	30,000.00	30,000.00	2,150.00	28,774.99	-1,225.01	4.08 %
AA100.2120.00000	SOIL EROSION CONTROL	6,000.00	6,000.00	1,050.00	4,050.00	-1,950.00	32.50 %
AA100.2148.00000	RETURNED CHECK FEE	60.00	60.00	20.00	60.00	0.00	0.00 %
AA100.2192.00000	CEMETERY SERVICES	500.00	500.00	350.00	350.00	-150.00	30.00 %
AA100.2302.00000	SERVICES/OTHER GOVERNMENTS	27,000.00	27,000.00	1,000.00	7,000.00	-20,000.00	74.07 %
AA100.2401.00000	INTEREST & EARNINGS	15,000.00	15,000.00	134.23	903.20	-14,096.80	93.98 %
AA100.2410.00000	RENTAL OF REAL PROPERTY	17,910.00	17,910.00	900.00	14,610.00	-3,300.00	18.43 %
AA100.2544.00000	DOG LICENSES	25,000.00	25,000.00	2,240.00	12,715.00	-12,285.00	49.14 %
AA100.2590.00000	SITE DEVELOPMENT FEES	75,000.00	75,000.00	11,656.60	47,174.00	-27,826.00	37.10 %
AA100.2591.00000	CONSTRUCTION DEBRIS FEES	20,000.00	20,000.00	2,684.00	13,757.00	-6,243.00	31.22 %
AA100.2610.00000	FINES & FORFEITED BAIL	92,500.00	92,500.00	11,271.00	60,329.00	-32,171.00	34.78 %
AA100.2651.00000	RECYCLING REVENUE	7,500.00	7,500.00	3,032.44	14,001.22	6,501.22	186.68 %
AA100.2665.00000	SALE OF EQUIPMENT	21,500.00	21,500.00	0.00	0.00	-21,500.00	100.00 %
AA100.2680.00000	INSURANCE RECOVERIES	150.00	150.00	0.00	0.00	-150.00	100.00 %
AA100.2701.00000	REFUND PRIOR YEARS EXP	0.00	0.00	0.00	5,734.70	5,734.70	0.00 %
AA100.2705.00000	GIFTS & DONATIONS	0.00	1,000.00	0.00	1,000.00	0.00	0.00 %
AA100.2750.00000	AIM-RELATED PAYMENTS	25,000.00	25,000.00	0.00	0.00	-25,000.00	100.00 %
AA100.2770.00000	MISCELLANEOUS INCOME	0.00	0.00	26.55	26.55	26.55	0.00 %
AA100.3005.00000	ONTARIO CO MORTGAGE TAX	230,000.00	230,000.00	0.00	344,927.76	114,927.76	149.97 %
AA100.3092.00000	ST AID.PLANNING STUDIES	10,000.00	10,000.00	0.00	0.00	-10,000.00	100.00 %
AA100.5031.00000	INTERFUND TRANSFERS	212,465.00	212,465.00	0.00	21,556.42	-190,908.58	89.85 %
AA100.5031.0000H	INTERFUND TRANSFERS.CAPITAL P	0.00	1,971.00	0.00	15,163.21	13,192.21	769.32 %
AA100.5031.0000R	TRANSFER FROM RESERVE	0.00	30,050.00	0.00	30,050.00	0.00	0.00 %
AA100.5031.0000CM	INTERFUND TRANSFERS.PARK FUN	490,500.00	490,500.00	0.00	0.00	-490,500.00	100.00 %
AA100.5710.00000	SERIAL BONDS	1.00	1.00	0.00	0.00	-1.00	100.00 %
AA100.9000.00000	APPROPRIATED FUND BALANCE FO	498,850.00	498,850.00	0.00	0.00	-498,850.00	100.00 %
	Revenue Total:	4,472,407.00	4,505,428.00	662,140.16	1,930,641.94	-2,574,786.06	57.15 %
Expense							
AA100.1010.110.00000	TOWN BOARD.ELECTED	21,060.00	21,060.00	1,620.00	12,150.00	8,910.00	42.31 %
AA100.1010.400.00000	TOWN BOARD.CONTRACTUAL	4,500.00	6,500.00	4,895.58	6,090.58	409.42	6.30 %
AA100.1110.110.00000	JUSTICES.ELECTED	51,868.00	51,868.00	3,989.84	29,923.80	21,944.20	42.31 %
AA100.1110.120.00000	JUSTICES.COURT CLERK, PT	52,000.00	52,000.00	4,000.00	30,000.00	22,000.00	42.31 %
AA100.1110.130.00000	JUSTICES.COURT CLERK, PT	5,000.00	5,000.00	87.21	399.33	4,600.67	92.01 %
AA100.1110.140.00000	JUSTICES.COURT CLERK, PT	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
AA100.1110.200.00000	JUSTICES.CAPITAL.EQUIPMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
AA100.1110.400.00000	JUSTICES.CONTRACTUAL	7,500.00	7,500.00	2,520.25	5,675.21	1,824.79	24.33 %
AA100.1110.401.00000	JUSTICES..CONTR.COURTSECURITY	10,000.00	10,000.00	0.00	701.77	9,298.23	92.98 %
AA100.1220.110.00000	SUPERVISOR.ELECTED	20,808.00	20,808.00	1,600.62	12,004.65	8,803.35	42.31 %
AA100.1220.120.00000	SUPERVISOR.DEPUTY SUPERVISOR	2,500.00	2,500.00	153.84	999.96	1,500.04	60.00 %
AA100.1220.400.00000	SUPERVISOR.CONTRACTUAL	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
AA100.1230.100.00000	TOWN MANAGER.PERSONAL SERVI	128,750.00	128,750.00	9,903.84	74,278.80	54,471.20	42.31 %
AA100.1230.120.00000	TOWN MGR.ADMINISTRATIVE AIDE	31,500.00	31,500.00	2,461.00	16,676.82	14,823.18	47.06 %

Monthly Budget Report

For Fiscal: 2021 Period Ending: 07/31/2021

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
AA100.1230.144.00000	TOWN MGR. CLERK FINANCE	61,500.00	61,500.00	4,730.76	35,480.70	26,019.30	42.31 %
AA100.1230.200.00000	TOWN MANAGER.CAPITAL.EQUIPM	35,850.00	35,850.00	0.00	26,839.39	9,010.61	25.13 %
AA100.1230.400.00000	TOWN MANAGER.CONTRACTUAL	8,460.00	8,460.00	64.60	2,312.35	6,147.65	72.67 %
AA100.1320.400.00000	AUDITOR.CONTRACTUAL	18,000.00	18,000.00	0.00	10,000.00	8,000.00	44.44 %
AA100.1340.400.00000	BUDGET.CONTRACTUAL	6,000.00	6,000.00	193.88	220.04	5,779.96	96.33 %
AA100.1345.400.00000	PURCHASING.CONTRACTUAL	1,500.00	1,500.00	145.20	263.80	1,236.20	82.41 %
AA100.1355.120.00000	ASSESSOR.PERSONAL SERVICES	63,000.00	63,000.00	4,846.16	36,346.20	26,653.80	42.31 %
AA100.1355.150.00000	ASSESSOR.BAR REVIEW SALARY	1,750.00	1,750.00	0.00	875.00	875.00	50.00 %
AA100.1355.200.00000	ASSESSOR.CAPITAL.EQUIPMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
AA100.1355.400.00000	ASSESSOR.CONTRACTUAL	11,539.00	11,539.00	70.26	2,893.58	8,645.42	74.92 %
AA100.1355.420.00000	ASSESSOR.BAR REVIEW CONTRACT	200.00	200.00	0.00	95.31	104.69	52.35 %
AA100.1410.110.00000	TOWN CLERK.ELECTED	64,357.00	64,357.00	4,950.54	37,129.05	27,227.95	42.31 %
AA100.1410.131.00000	TOWN CLERK.DEPUTY F/T	38,106.00	38,106.00	2,894.56	21,250.21	16,855.79	44.23 %
AA100.1410.141.00000	TOWN CLERK.DEPUTY P/T	23,020.00	23,020.00	782.60	11,584.80	11,435.20	49.68 %
AA100.1410.200.00000	TOWN CLERK.CAPITAL.EQUIPMENT	1,975.00	1,975.00	0.00	236.13	1,738.87	88.04 %
AA100.1410.400.00000	TOWN CLERK.CONTRACTUAL	12,850.00	12,850.00	1,269.80	10,399.35	2,450.65	19.07 %
AA100.1420.400.00000	ATTORNEY.CONTRACTUAL	15,000.00	15,000.00	0.00	1,302.94	13,697.06	91.31 %
AA100.1430.132.00000	PERSONNEL.HR AND PAYROLL COO	70,125.00	70,125.00	5,000.00	31,424.37	38,700.63	55.19 %
AA100.1430.141.00000	PERSONNEL.CLERK P/T	16,000.00	16,000.00	0.00	464.50	15,535.50	97.10 %
AA100.1430.200.00000	PERSONNEL.CAPITAL.EQUIPMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
AA100.1430.410.00000	PERSONNEL.CONTRACTUAL	6,580.00	6,580.00	64.02	759.16	5,820.84	88.46 %
AA100.1430.420.00000	PERSONNEL.EAP HUMAN RESOURC	1,400.00	1,400.00	0.00	1,186.56	213.44	15.25 %
AA100.1440.400.00000	ENGINEERING.CONTRACTUAL	3,500.00	3,500.00	0.00	312.50	3,187.50	91.07 %
AA100.1440.406.00000	ENGINEERING. SEWERS	2,500.00	2,500.00	0.00	1,652.50	847.50	33.90 %
AA100.1450.400.00000	ELECTIONS.CONTRACTUAL	8,750.00	8,750.00	0.00	0.00	8,750.00	100.00 %
AA100.1460.200.00000	RECORDS MANAGEMENT.CAPITAL.	500.00	500.00	0.00	0.00	500.00	100.00 %
AA100.1460.400.00000	RECORDS MANAGEMENT.CONTRAC	5,635.00	7,635.00	0.00	1,798.06	5,836.94	76.45 %
AA100.1480.400.00000	PUBLICSERVINFO.CONTRACTUAL.C	5,200.00	5,200.00	85.99	497.50	4,702.50	90.43 %
AA100.1620.200.00000	BUILDINGS.CAPITAL.EQUIPMENT	45,800.00	55,800.00	0.00	19,424.09	36,375.91	65.19 %
AA100.1620.400.00000	BUILDINGS.CONTRACTUAL	4,000.00	4,000.00	703.75	1,771.94	2,228.06	55.70 %
AA100.1620.403.00000	BUILDINGS..TOWNHALL.CONTR.UTI	45,000.00	45,000.00	4,728.63	18,777.61	26,222.39	58.27 %
AA100.1620.404.00000	BUILDINGS..HIGHWAYBLDG.CONTR	79,000.00	73,840.00	5,643.17	39,980.73	33,859.27	45.85 %
AA100.1620.405.00000	BUILDINGS..PARKS.CONTR.UTILITY.	37,250.00	37,250.00	2,586.56	15,956.95	21,293.05	57.16 %
AA100.1620.410.00000	BUILDINGS.JANITORIAL	33,000.00	33,000.00	2,014.99	10,952.81	22,047.19	66.81 %
AA100.1670.400.00000	PRINTING & MAILING.CONTRACTU	10,500.00	10,500.00	1,420.15	7,562.43	2,937.57	27.98 %
AA100.1680.200.00000	DATA PROCESSING.CAPITAL.EQUIP	40,350.00	49,770.00	3,561.12	15,302.39	34,467.61	69.25 %
AA100.1680.400.00000	DATA PROCESSING.CONTRACTUAL	75,360.00	75,360.00	723.08	31,284.99	44,075.01	58.49 %
AA100.1910.400.00000	UNALLOCATED INSURANCE	100,000.00	100,000.00	22,754.00	67,583.55	32,416.45	32.42 %
AA100.1920.400.00000	MUNICIPAL ASSOCIATION DUES	1,500.00	1,500.00	0.00	1,500.00	0.00	0.00 %
AA100.1940.200.00000	PURCHASE OF LAND/RIGHT OF WAY	1.00	14,501.00	0.00	14,005.00	496.00	3.42 %
AA100.1940.400.00000	PURCHASE OF LAND/RIGHT OF WAY	0.00	30,050.00	0.00	30,050.00	0.00	0.00 %
AA100.1990.400.00000	CONTINGENCY	90,000.00	13,500.00	0.00	0.00	13,500.00	100.00 %
AA100.3120.400.00000	POLICE.CONTRACTUAL	29,500.00	29,500.00	0.00	6,123.67	23,376.33	79.24 %
AA100.3310.200.00000	TRAFFIC.CAPITAL.EQUIPMENT	17,000.00	17,000.00	0.00	0.00	17,000.00	100.00 %
AA100.3310.400.00000	TRAFFIC.CONTRACTUAL	86,000.00	86,000.00	2,589.50	8,252.95	77,747.05	90.40 %
AA100.3510.400.00000	DOG CONTROL CONTRACTUAL	25,000.00	25,000.00	0.00	24,971.00	29.00	0.12 %
AA100.4020.100.00000	REGISTRAR.PERSONAL SERVICES	2,400.00	2,400.00	0.00	1,200.00	1,200.00	50.00 %
AA100.4020.400.00000	REGISTRAR.CONTRACTUAL	250.00	250.00	23.62	23.62	226.38	90.55 %
AA100.4540.400.00000	AMBULANCE CONTRACTUAL	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
AA100.5010.110.00000	HIGHWAY SUPT.ELECTED	53,837.00	53,837.00	4,141.30	31,059.75	22,777.25	42.31 %
AA100.5010.120.00000	HIGHWAY.DEPUTY	3,255.00	3,255.00	250.38	1,877.85	1,377.15	42.31 %
AA100.5010.130.00000	HIGHWAY.ACCOUNT CLERK	19,094.00	7,094.00	0.00	5,840.79	1,253.21	17.67 %
AA100.5010.131.00000	HIGHWAY.SENIOR ACCOUNT CLERK	0.00	17,160.00	1,760.00	6,193.00	10,967.00	63.91 %
AA100.5182.400.00000	STREET LIGHTING.CONTRACTUAL	28,500.00	28,500.00	1,930.05	13,336.80	15,163.20	53.20 %
AA100.6410.410.00000	PUBLICITY.CONTRACTUAL	6,500.00	6,500.00	0.00	0.00	6,500.00	100.00 %
AA100.6410.420.00000	PUBLICITY.PARK	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
AA100.6989.400.00000	ECONOMIC DEVELOPMENT.CONTR	50,000.00	50,000.00	0.00	50,000.00	0.00	0.00 %
AA100.7020.141.00000	RECREATION.SR LIFEGUARD	7,440.00	7,440.00	2,413.13	4,890.01	2,549.99	34.27 %

Monthly Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
AA100.7110.121.00000	PARKS.MAINTENANCE ASSISTANT	50,337.00	21,060.00	0.00	21,059.07	0.93	0.00 %
AA100.7110.130.00000	PARK.LABORER F/T	39,520.00	68,797.00	5,161.00	22,884.00	45,913.00	66.74 %
AA100.7110.131.00000	SEASONAL.ONANDA PERSONAL SE	56,119.00	56,119.00	8,151.59	22,262.23	33,856.77	60.33 %
AA100.7110.142.00000	REC.ATTENDANTS GATEHOUSE	10,790.00	10,790.00	3,221.50	6,900.28	3,889.72	36.05 %
AA100.7110.143.00000	PARK.LABORERS P/T SEASONAL	46,900.00	46,900.00	2,898.25	10,135.38	36,764.62	78.39 %
AA100.7110.200.00000	PARKS.NORMAL.CAP.MAINTENANC	277,502.00	277,502.00	2,708.52	60,351.36	217,150.64	78.25 %
AA100.7110.201.00000	PARKS.PRKFUND.NEWREC.EXP.PAR	490,500.00	504,686.79	45,978.00	163,090.76	341,596.03	67.68 %
AA100.7110.400.00000	PARK.CONTRACTUAL	96,160.00	96,960.00	9,633.99	40,384.67	56,575.33	58.35 %
AA100.7110.402.00000	PARKS.LANDSCAPING	5,300.00	5,500.00	0.00	0.00	5,500.00	100.00 %
AA100.7110.404.00000	PARKS AUBURN TRAIL	10,000.00	13,125.00	750.00	750.00	12,375.00	94.29 %
AA100.7140.141.00000	PLAYGROUND/RECREATION.LIFEGU	42,600.00	42,600.00	12,236.08	20,756.91	21,843.09	51.27 %
AA100.7140.142.00000	PLAYGROUND/RECREATION.SPECIA	14,532.00	14,532.00	0.00	0.00	14,532.00	100.00 %
AA100.7140.400.00000	PLAYGROUND/RECREATION.CONTR	10,100.00	10,100.00	0.00	2,341.32	7,758.68	76.82 %
AA100.7140.405.00000	RECREATION.EVENTS.MOVIE NIGHT	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
AA100.7140.410.00000	PLAYGROUND/RECREATION.DAY CA	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
AA100.7450.410.00000	MUSEUM.CONTRACTUAL	10,000.00	10,000.00	0.00	10,000.00	0.00	0.00 %
AA100.7510.120.00000	HISTORIAN.PERSONAL SERVICES	3,500.00	3,500.00	582.33	1,167.67	2,332.33	66.64 %
AA100.7510.400.00000	HISTORIAN.CONTRACTUAL	750.00	750.00	27.00	49.53	700.47	93.40 %
AA100.7550.400.00000	CELEBRATIONS.CONTRACTUAL	4,500.00	2,500.00	436.74	436.74	2,063.26	82.53 %
AA100.7620.400.00000	ADULT RECREATION.CONTRACTUAL	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
AA100.8010.120.00000	PLANNER.PERSONAL SVCS	60,818.00	52,498.00	4,076.92	19,540.53	32,957.47	62.78 %
AA100.8010.141.00000	ZONING.INSPECTOR P/T	8,699.00	8,699.00	988.00	4,903.41	3,795.59	43.63 %
AA100.8010.144.00000	ZONING..OFFICE SPECIALIST I	40,840.00	14,840.00	0.00	13,708.50	1,131.50	7.62 %
AA100.8010.146.00000	ZONING.SENIOR ACCOUNT CLERK	0.00	34,320.00	3,517.25	10,573.75	23,746.25	69.19 %
AA100.8010.400.00000	ZONING INSPECTOR.CONTRACTUAL	920.00	920.00	133.22	565.82	354.18	38.50 %
AA100.8020.120.00000	PLANNING BOARD.PERSONAL SERV	6,375.00	12,025.00	0.00	7,012.50	5,012.50	41.68 %
AA100.8020.140.00000	PB STENOGRAPHER P/T.PERSONAL	6,250.00	6,250.00	371.28	2,913.12	3,336.88	53.39 %
AA100.8020.150.00000	ECB SECRETARY.PERSONAL SERVICE	4,200.00	4,200.00	300.00	1,800.00	2,400.00	57.14 %
AA100.8020.160.00000	PLANNING..ECB STENOGRAPHER	1,400.00	2,900.00	318.50	2,518.18	381.82	13.17 %
AA100.8020.400.00000	PLANNING BOARD.CONTRACTUAL	7,300.00	7,300.00	232.91	2,503.67	4,796.33	65.70 %
AA100.8020.410.00000	PLANNING.ENGINEERING.CONTRA	5,000.00	5,000.00	-1,960.00	210.00	4,790.00	95.80 %
AA100.8020.412.00000	PLANNING.COMP PLAN	300.00	300.00	0.00	0.00	300.00	100.00 %
AA100.8020.424.00000	PLANNING.UPTOWN.MUO	30,000.00	26,350.00	0.00	6,592.00	19,758.00	74.98 %
AA100.8020.428.00000	PLANNING.HISTORICAL SURVEY	15,950.00	15,950.00	0.00	0.00	15,950.00	100.00 %
AA100.8020.430.00000	PLANNING..MIDDLECHESHIRERD	10,500.00	10,500.00	0.00	0.00	10,500.00	100.00 %
AA100.8020.450.00000	ECB.CONTRACTUAL	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
AA100.8040.120.00000	ZONING BOARD OF APPEALS.PERS	5,573.00	5,573.00	0.00	2,786.50	2,786.50	50.00 %
AA100.8040.400.00000	ZONING BOARD OF APPEALS CONT	3,500.00	3,500.00	156.66	1,019.47	2,480.53	70.87 %
AA100.8140.400.00000	STORMSEWERS.CONTRACTUAL	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
AA100.8160.130.00000	WASTE & RECYCLING MEO.PERSON	60,000.00	60,000.00	4,401.60	32,461.80	27,538.20	45.90 %
AA100.8160.140.00000	WASTE & RECYCLING LABORS PT.PE	26,000.00	26,000.00	1,750.01	14,062.56	11,937.44	45.91 %
AA100.8160.200.00000	WASTE & RECYCLING EQUIPMENT	0.00	52,000.00	0.00	51,954.11	45.89	0.09 %
AA100.8160.400.00000	WASTE & RECYCLING CONTRACTUA	96,000.00	103,381.00	6,129.70	48,655.33	54,725.67	52.94 %
AA100.8540.400.00000	DRAINAGE.CONTRACTUAL	500.00	500.00	0.00	0.00	500.00	100.00 %
AA100.8664.121.00000	CODE ENFORCEMENT	69,822.00	69,822.00	5,370.92	40,281.90	29,540.10	42.31 %
AA100.8664.122.00000	CODE ENFORCEMENT	17,663.00	17,663.00	1,353.41	9,776.42	7,886.58	44.65 %
AA100.8664.124.00000	CODE ENFORCEMENT	63,334.00	63,334.00	4,871.84	36,538.80	26,795.20	42.31 %
AA100.8664.200.00000	CODE ENFORCEMENT.CAPITAL.EQU	500.00	500.00	0.00	0.00	500.00	100.00 %
AA100.8664.400.00000	CODE ENFORCEMENT.CONTRACTU	4,500.00	4,500.00	121.86	979.14	3,520.86	78.24 %
AA100.8710.400.00000	CONSERVATION.CONTRACTUAL	6,300.00	6,300.00	1,960.00	1,960.00	4,340.00	68.89 %
AA100.8730.450.00000	FORESTRY TREE ADVISORY BOARD	11,501.00	11,501.00	4,488.00	4,773.00	6,728.00	58.50 %
AA100.8810.400.00000	CEMETERIES CONTRACTUAL	11,500.00	11,500.00	28.82	5,666.32	5,833.68	50.73 %
AA100.8989.400.00000	CDGA LAKE MANAGEMENT PLAN	29,500.00	28,000.00	0.00	27,920.00	80.00	0.29 %
AA100.9010.800.00000	NYS RETIREMENT	133,572.00	133,572.00	0.00	0.00	133,572.00	100.00 %
AA100.9030.800.00000	SOCIAL SECURITY/MEDICARE	115,000.00	115,000.00	8,760.30	53,739.64	61,260.36	53.27 %
AA100.9040.800.00000	WORKERS COMPENSATION	76,200.00	76,200.00	0.00	74,265.00	1,935.00	2.54 %
AA100.9050.800.00000	UNEMPLOYMENT INSURANCE	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
AA100.9055.800.00000	DISABILITY INSURANCE	2,500.00	2,500.00	467.34	1,392.80	1,107.20	44.29 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
AA100.9060.810.00000	MEDICAL INSURANCE	176,737.00	176,737.00	13,815.03	102,646.57	74,090.43	41.92 %
AA100.9060.811.00000	DENTAL INSURANCE	13,000.00	13,000.00	985.10	7,546.80	5,453.20	41.95 %
AA100.9060.820.00000	HOSPITAL/MEDICAL BUY-OUT	4,000.00	4,000.00	307.68	1,461.48	2,538.52	63.46 %
AA100.9060.830.00000	HSA ACCOUNT	44,010.00	44,010.00	19,284.95	39,342.96	4,667.04	10.60 %
AA100.9710.600.00000	SERIAL BONDS.PRINCIPAL	244,500.00	244,500.00	0.00	0.00	244,500.00	100.00 %
AA100.9710.700.00000	SERIAL BONDS.INTEREST	113,013.00	113,013.00	0.00	38,506.25	74,506.75	65.93 %
AA100.9730.700.00000	BAN INTEREST	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
	Expense Total:	4,472,407.00	4,541,569.79	287,590.28	1,905,295.10	2,636,274.69	58.05 %
	Fund: AA100 - GENERAL FUND Surplus (Deficit):	0.00	-36,141.79	374,549.88	25,346.84	61,488.63	170.13 %
Fund: AA231 - CONTINGENT/TAX RESERVE							
Revenue							
AA231.2401.00000	INTEREST & EARNINGS.CONT TAX R	0.00	0.00	10.18	125.01	125.01	0.00 %
	Revenue Total:	0.00	0.00	10.18	125.01	125.01	0.00 %
	Fund: AA231 - CONTINGENT/TAX RESERVE Total:	0.00	0.00	10.18	125.01	125.01	0.00 %
Fund: AA232 - CAMPUS REPAIR RESERVE							
Revenue							
AA232.2401.00000	INTEREST & EARNING.BUILDING RE	0.00	0.00	1.79	20.41	20.41	0.00 %
	Revenue Total:	0.00	0.00	1.79	20.41	20.41	0.00 %
	Fund: AA232 - CAMPUS REPAIR RESERVE Total:	0.00	0.00	1.79	20.41	20.41	0.00 %
Fund: AA233 - TECHNOLOGY RESERVE							
Revenue							
AA233.2401.00000	INTEREST & EARNING.TECHNOLOG	0.00	0.00	0.94	10.95	10.95	0.00 %
	Revenue Total:	0.00	0.00	0.94	10.95	10.95	0.00 %
	Fund: AA233 - TECHNOLOGY RESERVE Total:	0.00	0.00	0.94	10.95	10.95	0.00 %
Fund: AA234 - OPEN SPACE RESERVE							
Revenue							
AA234.2401.00000	INTEREST & EARNING.OPEN SPACE	0.00	0.00	23.56	276.28	276.28	0.00 %
AA234.9000.00000	APPROPRIATED FUND BALANCE FO	0.00	30,050.00	0.00	0.00	-30,050.00	100.00 %
	Revenue Total:	0.00	30,050.00	23.56	276.28	-29,773.72	99.08 %
Expense							
AA234.9901.900.00000	INTERFUND TRANSFER	0.00	30,050.00	0.00	30,050.00	0.00	0.00 %
	Expense Total:	0.00	30,050.00	0.00	30,050.00	0.00	0.00 %
	Fund: AA234 - OPEN SPACE RESERVE Surplus (Deficit):	0.00	0.00	23.56	-29,773.72	-29,773.72	0.00 %
Fund: AA235 - NYS EMPLOYEE SYSTEM RESERVE							
Revenue							
AA235.2401.00000	INTEREST & EARNING.NYS RETIRE	0.00	0.00	4.90	59.54	59.54	0.00 %
	Revenue Total:	0.00	0.00	4.90	59.54	59.54	0.00 %
	Fund: AA235 - NYS EMPLOYEE SYSTEM RESERVE Total:	0.00	0.00	4.90	59.54	59.54	0.00 %
Fund: AA237 - BONDED INDEBTEDNESS RESERVE							
Revenue							
AA237.2401.00000	INTEREST & EARNINGS.BONDED IN	0.00	0.00	4.61	50.98	50.98	0.00 %
	Revenue Total:	0.00	0.00	4.61	50.98	50.98	0.00 %
	Fund: AA237 - BONDED INDEBTEDNESS RESERVE Total:	0.00	0.00	4.61	50.98	50.98	0.00 %
Fund: AA238 - SOLID WASTE MANAGEMENT RESERVE							
Revenue							
AA238.2401.00000	INTEREST & EARNINGS.SOLID WAS	0.00	0.00	11.78	134.82	134.82	0.00 %
	Revenue Total:	0.00	0.00	11.78	134.82	134.82	0.00 %
	Fund: AA238 - SOLID WASTE MANAGEMENT RESERVE Total:	0.00	0.00	11.78	134.82	134.82	0.00 %
Fund: CL100 - LOCAL SOLID WASTE							
Revenue							
CL100.2401.00000	INTEREST & EARNINGS	0.00	0.00	0.00	2.27	2.27	0.00 %
	Revenue Total:	0.00	0.00	0.00	2.27	2.27	0.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense							
CL100.1480.400.00000	PUBLICSERVINFO.CONTRACTUAL.C	0.00	0.00	0.00	8,462.75	-8,462.75	0.00 %
CL100.9901.900.00000	INTERFUND TRANSFER	0.00	1,971.00	0.00	1,971.21	-0.21	-0.01 %
Expense Total:		0.00	1,971.00	0.00	10,433.96	-8,462.96	-429.37 %
Fund: CL100 - LOCAL SOLID WASTE Surplus (Deficit):		0.00	-1,971.00	0.00	-10,431.69	-8,460.69	-429.26 %
Fund: CM100 - (CR) RECREATION.MISCELLANEOUS							
Revenue							
CM100.2001.00000	PARK & RECREATION FEES	0.00	0.00	5,000.00	22,000.00	22,000.00	0.00 %
CM100.2401.00000	INTEREST & EARNINGS	0.00	0.00	16.30	185.73	185.73	0.00 %
Revenue Total:		0.00	0.00	5,016.30	22,185.73	22,185.73	0.00 %
Fund: CM100 - (CR) RECREATION.MISCELLANEOUS Total:		0.00	0.00	5,016.30	22,185.73	22,185.73	0.00 %
Fund: DA100 - HIGHWAY							
Revenue							
DA100.1001.00000	REAL PROPERTY TAXES	865,000.00	865,000.00	0.00	865,000.00	0.00	0.00 %
DA100.1120.00000	NON PROPERTY SALES TAX	1,980,000.00	1,980,000.00	808,847.45	1,980,000.00	0.00	0.00 %
DA100.2302.00000	SERVICES/OTHER GOVERNMENTS	135,000.00	135,000.00	0.00	144,404.40	9,404.40	106.97 %
DA100.2303.00000	SALE OF FUEL	5,000.00	5,000.00	396.33	1,597.22	-3,402.78	68.06 %
DA100.2401.00000	INTEREST & EARNINGS	4,400.00	4,400.00	148.88	882.20	-3,517.80	79.95 %
DA100.2410.00000	RENTAL OF LABOR/INDIVIDUALS	0.00	0.00	1,973.90	4,089.54	4,089.54	0.00 %
DA100.2665.00000	SALE OF EQUIPMENT	40,000.00	40,000.00	0.00	0.00	-40,000.00	100.00 %
DA100.2701.00000	REFUND PRIOR YEAR EXP	0.00	0.00	0.00	3,546.26	3,546.26	0.00 %
DA100.3501.00000	NYS STATE AID CHIPS	275,000.00	445,000.00	0.00	44,640.40	-400,359.60	89.97 %
DA100.9000.00000	APPROPRIATED FUND BALANCE FO	194,777.00	194,777.00	0.00	0.00	-194,777.00	100.00 %
Revenue Total:		3,499,177.00	3,669,177.00	811,366.56	3,044,160.02	-625,016.98	17.03 %
Expense							
DA100.1440.400.00000	HWY.ENGINEERING.CONTRACTUAL	20,000.00	20,000.00	455.00	2,880.00	17,120.00	85.60 %
DA100.1710.400.00000	HWY.CONTRACTUAL	8,000.00	8,000.00	233.51	1,678.54	6,321.46	79.02 %
DA100.5110.130.00000	GENERAL REPAIRS.WAGES F/T	596,700.00	596,700.00	71,321.44	316,892.22	279,807.78	46.89 %
DA100.5110.131.00000	GENERAL REPAIRS.VACATIONBUYB	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
DA100.5110.400.00000	GENERAL REPAIRS.CONTRACTUAL	791,002.00	961,002.00	115,610.48	254,104.57	706,897.43	73.56 %
DA100.5130.200.00000	MACHINERY.CAPITAL.EQUIPMENT	322,000.00	322,000.00	0.00	75,971.21	246,028.79	76.41 %
DA100.5130.400.00000	MACHINERY.CONTRACTUAL..	240,000.00	222,130.17	7,273.69	69,737.12	152,393.05	68.61 %
DA100.5130.400.00110	MACHINERY.CONTRACTUAL.CAR #1	0.00	1,037.91	0.00	1,037.91	0.00	0.00 %
DA100.5130.400.00111	MACHINERY.CONTRACTUAL.CAR#1	0.00	93.99	0.00	93.99	0.00	0.00 %
DA100.5130.400.00114	MACHINERY.CONTRACTUAL.CAR#1	0.00	65.49	0.00	65.49	0.00	0.00 %
DA100.5130.400.00115	MACHINERY.CONTRACTUAL.CAR#1	0.00	7.80	0.00	7.80	0.00	0.00 %
DA100.5130.400.00203	MACHINERY.CONTRACTUAL.TRUCK	0.00	3,306.89	2,130.35	3,306.89	0.00	0.00 %
DA100.5130.400.00204	MACHINERY.CONTRACTUAL.TRUCK	0.00	3,027.82	20.00	3,027.82	0.00	0.00 %
DA100.5130.400.00205	MACHINERY.CONTRACTUAL.TRUCK	0.00	1,114.44	468.39	1,114.44	0.00	0.00 %
DA100.5130.400.00206	MACHINERY.CONTRACTUAL.TRUCK	0.00	144.84	0.00	144.84	0.00	0.00 %
DA100.5130.400.00207	MACHINERY.CONTRACTUAL.TRUCK	0.00	3,391.06	571.62	3,391.06	0.00	0.00 %
DA100.5130.400.00208	MACHINERY.CONTRACTUAL.TRUCK	0.00	20.00	0.00	20.00	0.00	0.00 %
DA100.5130.400.00209	MACHINERY.CONTRACTUAL.TRUCK	0.00	58.73	0.00	58.73	0.00	0.00 %
DA100.5130.400.00213	MACHINERY.CONTRACTUAL.TRUCK	0.00	1,314.47	0.00	1,314.47	0.00	0.00 %
DA100.5130.400.00214	MACHINERY.CONTRACTUAL.TRUCK	0.00	607.41	254.82	607.41	0.00	0.00 %
DA100.5130.400.00217	MACHINERY.CONTRACTUAL.TRUCK	0.00	1,881.46	0.00	1,881.46	0.00	0.00 %
DA100.5130.400.00219	MACHINERY.CONTRACTUAL.TRUCK	0.00	1,265.90	0.00	1,265.90	0.00	0.00 %
DA100.5130.400.00233	MACHINERY.CONTRACTUAL.TRUCK	0.00	40.62	0.00	40.62	0.00	0.00 %
DA100.5130.400.00234	MACHINERY.CONTRACTUAL.TRUCK	0.00	20.00	0.00	20.00	0.00	0.00 %
DA100.5130.400.00236	MACHINERY.CONTRACTUAL.TRUCK	0.00	2,156.40	20.00	2,156.40	0.00	0.00 %
DA100.5130.400.00237	MACHINERY.CONTRACTUAL.TRUCK	0.00	2,769.40	1,615.42	2,769.40	0.00	0.00 %
DA100.5130.400.00239	MACHINERY.CONTRACTUAL.TRUCK	0.00	1,124.16	1,085.34	1,124.16	0.00	0.00 %
DA100.5130.400.00240	MACHINERY.CONTRACTUAL.TRUCK	0.00	256.24	20.00	256.24	0.00	0.00 %
DA100.5130.400.00247	MACHINERY.CONTRACTUAL.TRUCK	0.00	1,403.06	937.52	1,403.06	0.00	0.00 %
DA100.5130.400.00306	MACHINERY.CONTRACTUAL.GRADE	0.00	1,027.00	0.00	1,027.00	0.00	0.00 %
DA100.5130.400.00312	MACHINERY.CONTRACTUAL.GRADE	0.00	387.30	0.00	387.30	0.00	0.00 %
DA100.5130.400.00313	MACHINERY.CONTRACTUAL.TRAILE	0.00	16.82	0.00	16.82	0.00	0.00 %

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DA100.5130.400.00320	MACHINERY.CONTRACTUAL.EXCAV	0.00	396.63	0.00	396.63	0.00	0.00 %
DA100.5130.400.00324	MACHINERY.CONTRACTUAL.EXCAV	0.00	337.06	0.00	337.06	0.00	0.00 %
DA100.5130.400.00326	MACHINERY.CONTRACTUAL.TRACT	0.00	775.83	560.51	775.83	0.00	0.00 %
DA100.5130.400.00340	MACHINERY.CONTRACTUAL.SWEEP	0.00	841.19	0.00	841.19	0.00	0.00 %
DA100.5130.400.00355	MACHINERY.CONTRACTUAL.DOZER	0.00	430.38	0.00	430.38	0.00	0.00 %
DA100.5130.400.00359	MACHINERY.CONTRACTUAL.MOWE	0.00	266.61	0.00	266.61	0.00	0.00 %
DA100.5130.400.00360	MACHINERY.CONTRACTUAL.FORKLI	0.00	940.60	0.00	940.60	0.00	0.00 %
DA100.5130.400.00362	MACHINERY.CONTRACTUAL.TRAILE	0.00	322.34	0.00	322.34	0.00	0.00 %
DA100.5130.400.00363	MACHINERY.CONTRACTUAL.LOADE	0.00	2,135.26	2,020.04	2,135.26	0.00	0.00 %
DA100.5130.400.00365	MACHINERY.CONTRACTUAL.EXCAV	0.00	408.46	290.10	408.46	0.00	0.00 %
DA100.5130.400.00366	MACHINERY.CONTRACTUAL.EXCAV	0.00	2,518.13	0.00	2,518.13	0.00	0.00 %
DA100.5130.400.00368	MACHINERY.CONTRACTUAL.MOWE	0.00	199.85	31.12	199.85	0.00	0.00 %
DA100.5130.400.00369	MACHINERY.CONTRACTUAL.LOADE	0.00	1,871.33	0.00	1,871.33	0.00	0.00 %
DA100.5130.400.00370	MACHINERY.CONTRACTUAL.SNOW	0.00	28.24	0.00	28.24	0.00	0.00 %
DA100.5130.400.00371	MACHINERY.CONTRACTUAL.LOADE	0.00	118.36	0.00	118.36	0.00	0.00 %
DA100.5130.400.00372	MACHINERY.CONTRACTUAL.TRACT	0.00	42.94	0.00	42.94	0.00	0.00 %
DA100.5130.400.00373	MACHINERY.CONTRACTUAL.MOWE	0.00	131.99	0.00	131.99	0.00	0.00 %
DA100.5130.400.00374	MACHINERY.CONTRACTUAL.MOWE	0.00	123.47	0.00	123.47	0.00	0.00 %
DA100.5130.400.00502	MACHINERY.CONTRACTUAL.PARKS	0.00	1,182.68	1,182.68	1,182.68	0.00	0.00 %
DA100.5130.400.00508	MACHINERY.CONTRACTUAL.PKTRU	0.00	364.21	151.45	364.21	0.00	0.00 %
DA100.5130.400.00999	MACHINERY.CONTRACTUAL.CHESHI	0.00	2,247.86	827.54	2,247.86	0.00	0.00 %
DA100.5130.410.00000	MACHINERY.FUEL METERING	190,000.00	190,000.00	11,618.32	71,538.00	118,462.00	62.35 %
DA100.5142.130.00000	SNOW REMOVAL.WAGES F/T	423,300.00	423,300.00	0.00	242,463.23	180,836.77	42.72 %
DA100.5142.400.00000	SNOW REMOVAL.CONTRACTUAL	425,000.00	425,000.00	0.00	264,276.24	160,723.76	37.82 %
DA100.9010.800.00000	NYS RETIREMENT	122,686.00	122,686.00	0.00	0.00	122,686.00	100.00 %
DA100.9030.800.00000	SOCIAL SECURITY/MEDICARE	75,000.00	75,000.00	5,290.85	42,331.52	32,668.48	43.56 %
DA100.9040.800.00000	WORKERS COMPENSATION	60,000.00	60,000.00	0.00	60,000.00	0.00	0.00 %
DA100.9050.800.00000	UNEMPLOYMENT INSURANCE	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
DA100.9055.800.00000	DISABILITY INSURANCE	500.00	500.00	123.30	362.42	137.58	27.52 %
DA100.9060.810.00000	MEDICAL INSURANCE	151,961.00	150,867.00	10,618.77	84,477.44	66,389.56	44.01 %
DA100.9060.811.00000	DENTAL INSURANCE	13,668.00	13,668.00	1,087.10	8,701.30	4,966.70	36.34 %
DA100.9060.820.00000	HOSPITAL/MEDICAL BUY-OUT	4,000.00	4,000.00	307.68	2,307.60	1,692.40	42.31 %
DA100.9060.830.00000	HSA ACCOUNT	43,360.00	44,454.00	23,500.00	44,452.88	1.12	0.00 %
	Expense Total:	3,499,177.00	3,693,529.80	259,627.04	1,584,396.92	2,109,132.88	57.10 %
	Fund: DA100 - HIGHWAY Surplus (Deficit):	0.00	-24,352.80	551,739.52	1,459,763.10	1,484,115.90	6,094.23 %
Fund: DA230 - HWY EQUIPMENT RESERVE							
Revenue							
DA230.2401.00000	INTEREST & EARNING.EQUIPMENT	0.00	0.00	4.02	48.96	48.96	0.00 %
	Revenue Total:	0.00	0.00	4.02	48.96	48.96	0.00 %
	Fund: DA230 - HWY EQUIPMENT RESERVE Total:	0.00	0.00	4.02	48.96	48.96	0.00 %
Fund: DA232 - HWY IMPROVEMENT RESERVE							
Revenue							
DA232.2401.00000	INTEREST & EARNING.HWY IMPRO	0.00	0.00	4.39	54.77	54.77	0.00 %
	Revenue Total:	0.00	0.00	4.39	54.77	54.77	0.00 %
	Fund: DA232 - HWY IMPROVEMENT RESERVE Total:	0.00	0.00	4.39	54.77	54.77	0.00 %
Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE							
Revenue							
DA235.2401.00000	INTEREST & EARNING.SNOW&ICE R	0.00	0.00	4.35	53.64	53.64	0.00 %
	Revenue Total:	0.00	0.00	4.35	53.64	53.64	0.00 %
	Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE Total:	0.00	0.00	4.35	53.64	53.64	0.00 %
Fund: HH100 - CAPITAL PROJECTS							
Revenue							
HH100.2401.00018	INTEREST & EARNINGS.SUCKERBRO	0.00	0.00	11.16	83.89	83.89	0.00 %
HH100.2401.00027	INTEREST & EARNINGS.PENDLETON	0.00	0.00	2.03	17.01	17.01	0.00 %
HH100.2401.00029	INTEREST & EARNINGS.MWRR	0.00	0.00	0.00	3.74	3.74	0.00 %
HH100.2401.0026W	INTEREST & EARNINGS.WATER DIST	0.00	0.00	64.21	440.93	440.93	0.00 %

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HH100.2710.0026W	PREMIUM & ACCRUED INT ON OB.	0.00	0.00	178,986.80	178,986.80	178,986.80	0.00 %
HH100.3092.00028	STATE AID CAPITAL.HWA ERADICATI	0.00	0.00	0.00	5,000.00	5,000.00	0.00 %
HH100.3097.00018	STATE AID CAPITAL.SUCKER BROOK	0.00	0.00	0.00	1,283.80	1,283.80	0.00 %
HH100.3297.00029	STATE AID, OTHER.MWRR	0.00	0.00	0.00	13,850.52	13,850.52	0.00 %
HH100.5710.0026W	SERIAL BONDS.WATER DISTRICT UP	0.00	0.00	3,570,000.00	3,570,000.00	3,570,000.00	0.00 %
	Revenue Total:	0.00	0.00	3,749,064.20	3,769,666.69	3,769,666.69	0.00 %
Expense							
HH100.1355.400.00027	APPRAISAL.PENDLETON FARMS PD	0.00	0.00	3,500.00	3,500.00	-3,500.00	0.00 %
HH100.1380.400.0026W	FISCAL AGENT FEES.CONTRACTUAL.	0.00	0.00	1,237.50	2,250.00	-2,250.00	0.00 %
HH100.1420.400.00027	LEGAL.CONTRACTUAL.PENDLETON	0.00	0.00	0.00	1,462.50	-1,462.50	0.00 %
HH100.1420.400.0026W	ATTORNEY.CONTRACTUAL.WATER D	0.00	0.00	0.00	225.00	-225.00	0.00 %
HH100.1440.200.0026W	ENGINEERING.CAPITAL.EQUIPMENT	0.00	0.00	31,507.10	127,189.61	-127,189.61	0.00 %
HH100.1680.201.00030	DATA.CYBERSECURITY.PLANNING	0.00	0.00	0.00	12,500.00	-12,500.00	0.00 %
HH100.1680.202.00030	DATA.CYBERSECURITY.IMPLEMENA	0.00	0.00	0.00	2,050.50	-2,050.50	0.00 %
HH100.8097.200.00027	PLANNING.CAPITAL.PENDLETON FA	0.00	0.00	0.00	3,500.00	-3,500.00	0.00 %
HH100.8310.200.0026W	WATER ADMIN.WATER TANKS & SU	0.00	0.00	111,587.90	785,834.49	-785,834.49	0.00 %
HH100.8310.201.0026W	WATER ADMIN.ELECTRIC SERVICE F	0.00	0.00	-14,000.00	19,300.00	-19,300.00	0.00 %
HH100.8310.202.0026W	WATER ADMIN.PUMP FACILITY.WD	0.00	0.00	15,646.79	149,640.18	-149,640.18	0.00 %
HH100.8310.203.0026W	WATER ADMIN.ELECTRIC SERVICE F	0.00	0.00	14,000.00	137,011.90	-137,011.90	0.00 %
HH100.8310.204.0026W	WATER ADMIN.TRANSMISSION MAI	0.00	0.00	0.00	1,980.00	-1,980.00	0.00 %
HH100.8310.205.0026W	WATER ADMIN.MOBILIZATION & G	0.00	0.00	22,403.03	87,230.25	-87,230.25	0.00 %
HH100.9730.600.0026W	BAN.PRINCIPAL.WATER DISTRICT U	0.00	0.00	3,570,000.00	3,570,000.00	-3,570,000.00	0.00 %
HH100.9730.700.0026W	BAN.INTEREST.WATER DISTRICT UP	0.00	0.00	50,835.00	50,835.00	-50,835.00	0.00 %
HH100.9901.900.00029	INTERFUND TRANSFER OUT.MWRR	0.00	0.00	0.00	13,192.00	-13,192.00	0.00 %
	Expense Total:	0.00	0.00	3,806,717.32	4,967,701.43	-4,967,701.43	0.00 %
	Fund: HH100 - CAPITAL PROJECTS Surplus (Deficit):	0.00	0.00	-57,653.12	-1,198,034.74	-1,198,034.74	0.00 %
Fund: SD600 - RT 332 DRAINAGE DISTRICT							
Revenue							
SD600.1030.00000	SPECIAL ASSESSMENT.RT 332 DRAI	25,080.00	25,080.00	0.00	25,080.00	0.00	0.00 %
SD600.2401.00000	INTEREST & EARNINGS.RT 332 DRAI	100.00	100.00	6.08	45.95	-54.05	54.05 %
SD600.9000.00000	APPROPRIATED FUND BALANCE FO	24,920.00	24,920.00	0.00	0.00	-24,920.00	100.00 %
	Revenue Total:	50,100.00	50,100.00	6.08	25,125.95	-24,974.05	49.85 %
Expense							
SD600.8520.400.00000	MAINTENANCE..RT 332 DRAINAGE	50,100.00	50,100.00	0.00	453.00	49,647.00	99.10 %
	Expense Total:	50,100.00	50,100.00	0.00	453.00	49,647.00	99.10 %
	Fund: SD600 - RT 332 DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	6.08	24,672.95	24,672.95	0.00 %
Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT							
Revenue							
SD605.2401.00000	INTEREST & EARNINGS.LAKEWOOD	20.00	20.00	1.47	11.07	-8.93	44.65 %
SD605.9000.00000	APPROPRIATED FUND BALANCE FO	0.00	8,000.00	0.00	0.00	-8,000.00	100.00 %
	Revenue Total:	20.00	8,020.00	1.47	11.07	-8,008.93	99.86 %
Expense							
SD605.8520.400.00000	MAINTENANCE..LAKEWOOD MEAD	20.00	8,020.00	0.00	0.00	8,020.00	100.00 %
	Expense Total:	20.00	8,020.00	0.00	0.00	8,020.00	100.00 %
	Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT Surplu	0.00	0.00	1.47	11.07	11.07	0.00 %
Fund: SD610 - ASHTON DRAINAGE DISTRICT							
Revenue							
SD610.2401.00000	INTEREST & EARNINGS.ASHTON DR	10.00	10.00	0.74	5.60	-4.40	44.00 %
	Revenue Total:	10.00	10.00	0.74	5.60	-4.40	44.00 %
Expense							
SD610.8520.400.00000	MAINTENANCE..ASHTON DRAINAG	10.00	10.00	0.00	0.00	10.00	100.00 %
	Expense Total:	10.00	10.00	0.00	0.00	10.00	100.00 %
	Fund: SD610 - ASHTON DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	0.74	5.60	5.60	0.00 %

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Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT							
Revenue							
SD615.2401.00000	INTEREST & EARNINGS.FOX RIDGE	25.00	25.00	1.78	13.45	-11.55	46.20 %
SD615.9000.00000	APPROPRIATED FUND BALANCE FO	0.00	8,000.00	0.00	0.00	-8,000.00	100.00 %
	Revenue Total:	25.00	8,025.00	1.78	13.45	-8,011.55	99.83 %
Expense							
SD615.8520.400.00000	MAINTENANCE..FOX RIDGE DRAIN	25.00	8,025.00	0.00	123.63	7,901.37	98.46 %
	Expense Total:	25.00	8,025.00	0.00	123.63	7,901.37	98.46 %
	Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	1.78	-110.18	-110.18	0.00 %
Fund: SD620 - LANDINGS DRAINAGE DISTRICT							
Revenue							
SD620.2401.00000	INTEREST & EARNINGS.LANDINGS	5.00	5.00	0.39	2.93	-2.07	41.40 %
	Revenue Total:	5.00	5.00	0.39	2.93	-2.07	41.40 %
Expense							
SD620.8520.400.00000	MAINTENANCE..LANDINGS DRAIN	5.00	5.00	0.00	0.00	5.00	100.00 %
	Expense Total:	5.00	5.00	0.00	0.00	5.00	100.00 %
	Fund: SD620 - LANDINGS DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	0.39	2.93	2.93	0.00 %
Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT							
Revenue							
SD625.2401.00000	INTEREST & EARNINGS.OLD BROOK	10.00	10.00	0.70	5.27	-4.73	47.30 %
	Revenue Total:	10.00	10.00	0.70	5.27	-4.73	47.30 %
Expense							
SD625.8520.400.00000	MAINTENANCE..OLD BROOKSIDE D	10.00	10.00	0.00	0.00	10.00	100.00 %
	Expense Total:	10.00	10.00	0.00	0.00	10.00	100.00 %
	Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT Surplus (Defic	0.00	0.00	0.70	5.27	5.27	0.00 %
Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT							
Revenue							
SD630.2401.00000	INTEREST & EARNINGS.LAKESIDE ES	5.00	5.00	0.48	3.65	-1.35	27.00 %
	Revenue Total:	5.00	5.00	0.48	3.65	-1.35	27.00 %
Expense							
SD630.8520.400.00000	MAINTENANCE..LAKESIDE ESTATES	5.00	5.00	0.00	0.00	5.00	100.00 %
	Expense Total:	5.00	5.00	0.00	0.00	5.00	100.00 %
	Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT Surplus (De	0.00	0.00	0.48	3.65	3.65	0.00 %
Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT							
Revenue							
SD635.1030.00000	SPECIAL ASSESSMENT.WATERFORD	2,576.00	2,576.00	0.00	2,576.00	0.00	0.00 %
SD635.2401.00000	INTEREST & EARNINGS.WATERFOR	5.00	5.00	0.58	4.39	-0.61	12.20 %
	Revenue Total:	2,581.00	2,581.00	0.58	2,580.39	-0.61	0.02 %
Expense							
SD635.8520.400.00000	MAINTENANCE..WATERFORD POIN	2,581.00	2,581.00	0.00	0.00	2,581.00	100.00 %
	Expense Total:	2,581.00	2,581.00	0.00	0.00	2,581.00	100.00 %
	Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT Surplus (D	0.00	0.00	0.58	2,580.39	2,580.39	0.00 %
Fund: SD640 - STABLEGATE DRAINAGE DISTRICT							
Revenue							
SD640.2401.00000	INTEREST & EARNINGS.STABLEGATE	10.00	10.00	0.92	6.93	-3.07	30.70 %
	Revenue Total:	10.00	10.00	0.92	6.93	-3.07	30.70 %
Expense							
SD640.8520.400.00000	MAINTENANCE..STABLEGATE DRAI	10.00	10.00	0.00	0.00	10.00	100.00 %
	Expense Total:	10.00	10.00	0.00	0.00	10.00	100.00 %
	Fund: SD640 - STABLEGATE DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	0.92	6.93	6.93	0.00 %

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Fund: SF450 - FIRE PROTECTION							
Revenue							
SF450.1001.00000	REAL PROPERTY TAXES.FIRE PROTE	1,120,920.00	1,120,920.00	0.00	1,120,920.00	0.00	0.00 %
SF450.2401.00000	INTEREST & EARNINGS.FIRE PROTE	400.00	400.00	3.79	132.43	-267.57	66.89 %
SF450.9000.00000	APPROPRIATED FUND BALANCE FO	20,000.00	20,020.00	20,000.00	20,000.00	-20.00	0.10 %
	Revenue Total:	1,141,320.00	1,141,340.00	20,003.79	1,141,052.43	-287.57	0.03 %
Expense							
SF450.3410.400.00000	FIRE PROTECTION DISTRICT AGREE	1,141,320.00	1,141,340.00	0.00	1,141,339.85	0.15	0.00 %
	Expense Total:	1,141,320.00	1,141,340.00	0.00	1,141,339.85	0.15	0.00 %
	Fund: SF450 - FIRE PROTECTION Surplus (Deficit):	0.00	0.00	20,003.79	-287.42	-287.42	0.00 %
Fund: SL700 - CENTERPOINT LIGHTING DISTRICT							
Revenue							
SL700.1001.00000	REAL PROPERTY TAXES.CENTERPOI	1,200.00	1,200.00	0.00	1,200.00	0.00	0.00 %
SL700.2401.00000	INTEREST & EARNINGS.CENTERPOI	6.00	6.00	0.18	2.30	-3.70	61.67 %
SL700.9000.00000	APPROPRIATED FUND BALANCE FO	4,394.00	5,214.00	0.00	0.00	-5,214.00	100.00 %
	Revenue Total:	5,600.00	6,420.00	0.18	1,202.30	-5,217.70	81.27 %
Expense							
SL700.5182.200.00000	STREET LIGHTING.CAP EQUIP.CENT	4,000.00	4,820.00	0.00	4,819.28	0.72	0.01 %
SL700.5182.400.00000	UTILITIES ELECTRIC..CENTERPOINT	1,600.00	1,600.00	92.40	812.02	787.98	49.25 %
	Expense Total:	5,600.00	6,420.00	92.40	5,631.30	788.70	12.29 %
	Fund: SL700 - CENTERPOINT LIGHTING DISTRICT Surplus (Deficit):	0.00	0.00	-92.22	-4,429.00	-4,429.00	0.00 %
Fund: SL705 - FOX RIDGE LIGHTING DISTRICT							
Revenue							
SL705.1001.00000	REAL PROPERTY TAXES.FOX RIDGE L	12,000.00	12,000.00	0.00	12,000.00	0.00	0.00 %
SL705.2401.00000	INTEREST & EARNINGS.FOX RIDGE	6.00	6.00	0.34	3.55	-2.45	40.83 %
	Revenue Total:	12,006.00	12,006.00	0.34	12,003.55	-2.45	0.02 %
Expense							
SL705.5182.200.00000	EQUIPMENT..FOX RIDGE LIGHTING	806.00	806.00	0.00	0.00	806.00	100.00 %
SL705.5182.400.00000	UTILITIES ELECTRIC..FOX RIDGE LIG	10,200.00	10,200.00	853.44	5,180.14	5,019.86	49.21 %
SL705.5182.401.00000	STREET LIGHTING.MAINTENANCE.F	1,000.00	1,000.00	109.68	109.68	890.32	89.03 %
	Expense Total:	12,006.00	12,006.00	963.12	5,289.82	6,716.18	55.94 %
	Fund: SL705 - FOX RIDGE LIGHTING DISTRICT Surplus (Deficit):	0.00	0.00	-962.78	6,713.73	6,713.73	0.00 %
Fund: SL710 - LANDINGS LIGHTING DISTRICT							
Revenue							
SL710.2401.00000	INTEREST & EARNINGS.LANDINGS L	1.00	1.00	0.06	0.47	-0.53	53.00 %
	Revenue Total:	1.00	1.00	0.06	0.47	-0.53	53.00 %
Expense							
SL710.5182.400.00000	UTILITIES ELECTRIC..LANDINGS LIG	1.00	1.00	0.00	0.00	1.00	100.00 %
	Expense Total:	1.00	1.00	0.00	0.00	1.00	100.00 %
	Fund: SL710 - LANDINGS LIGHTING DISTRICT Surplus (Deficit):	0.00	0.00	0.06	0.47	0.47	0.00 %
Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT							
Revenue							
SL715.2401.00000	INTEREST & EARNINGS.LAKEWOOD	3.00	3.00	0.16	1.22	-1.78	59.33 %
SL715.9000.00000	APPROPRIATED FUND BALANCE FO	2,075.00	2,075.00	0.00	0.00	-2,075.00	100.00 %
	Revenue Total:	2,078.00	2,078.00	0.16	1.22	-2,076.78	99.94 %
Expense							
SL715.5182.240.00000	UTILITIES-EQUIPMENT.LAKEWOOD	1,800.00	1,800.00	0.00	0.00	1,800.00	100.00 %
SL715.5182.400.00000	UTILITIES-ELECTRIC.LAKEWOOD ME	278.00	278.00	16.11	139.58	138.42	49.79 %
	Expense Total:	2,078.00	2,078.00	16.11	139.58	1,938.42	93.28 %
	Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT Surplus	0.00	0.00	-15.95	-138.36	-138.36	0.00 %
Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT							
Revenue							
SL720.1001.00000	REAL PROPERTY TAXES.FALLBROOK	1,000.00	1,000.00	0.00	1,000.00	0.00	0.00 %

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SL720.2401.00000	INTEREST & EARNINGS.FALLBROOK	3.00	3.00	0.14	1.18	-1.82	60.67 %
SL720.9000.00000	APPROPRIATED FUND BALANCE FO	300.00	300.00	0.00	0.00	-300.00	100.00 %
	Revenue Total:	1,303.00	1,303.00	0.14	1,001.18	-301.82	23.16 %
Expense							
SL720.5182.400.00000	UTILITIES ELECTRIC.FALLBROOK PA	1,303.00	1,303.00	119.60	741.86	561.14	43.07 %
	Expense Total:	1,303.00	1,303.00	119.60	741.86	561.14	43.07 %
	Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT Surplus (Defici	0.00	0.00	-119.46	259.32	259.32	0.00 %
Fund: SS800 - SANITARY SEWER							
Revenue							
SS800.1030.00000	SPECIAL ASSESSMENTS..PURDY/MO	18,210.00	18,210.00	0.00	18,210.00	0.00	0.00 %
SS800.2401.00000	INTEREST & EARNINGS.SEWER	14.00	14.00	0.93	6.99	-7.01	50.07 %
	Revenue Total:	18,224.00	18,224.00	0.93	18,216.99	-7.01	0.04 %
Expense							
SS800.9710.600.00000	SERIAL BONDS.PRINCIPAL.PURDY/	18,210.00	18,210.00	0.00	0.00	18,210.00	100.00 %
SS800.9710.700.00000	SERIAL BONDS.INTEREST.PURDY/M	14.00	14.00	0.00	0.00	14.00	100.00 %
	Expense Total:	18,224.00	18,224.00	0.00	0.00	18,224.00	100.00 %
	Fund: SS800 - SANITARY SEWER Surplus (Deficit):	0.00	0.00	0.93	18,216.99	18,216.99	0.00 %
Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT							
Revenue							
SW500.1001.00000	REAL PROPERTY TAXES.CANDGA CO	575,000.00	575,000.00	0.00	575,000.00	0.00	0.00 %
SW500.2140.00000	WATER RENTS.CANDGA CONS WD	715,000.00	715,000.00	3,615.39	148,735.34	-566,264.66	79.20 %
SW500.2142.00000	WATER METER SALES.CANDGA CON	15,000.00	15,000.00	386.76	729.01	-14,270.99	95.14 %
SW500.2144.00000	WATER SERVICES.CANDGA CONS W	17,500.00	17,500.00	4,350.00	9,150.00	-8,350.00	47.71 %
SW500.2148.00000	PENALTY ON WATER.CANDGA CON	5,000.00	5,000.00	274.46	1,847.98	-3,152.02	63.04 %
SW500.2389.00000	INTEREST OTHER GOVT	2,215.00	2,215.00	0.00	0.00	-2,215.00	100.00 %
SW500.2401.00000	INTEREST & EARNINGS.CANANDAI	6,500.00	6,500.00	52.83	2,662.27	-3,837.73	59.04 %
SW500.5031.00000	INTERFUND TRANSFERS.CANDGA C	12,083.00	12,083.00	0.00	12,081.00	-2.00	0.02 %
SW500.9000.00000	APPROPRIATED FUND BALANCE FO	221,007.00	267,507.00	0.00	0.00	-267,507.00	100.00 %
	Revenue Total:	1,569,305.00	1,615,805.00	8,679.44	750,205.60	-865,599.40	53.57 %
Expense							
SW500.1380.400.00000	FISCAL AGENT FEES.CANDGA CONS	500.00	500.00	0.00	0.00	500.00	100.00 %
SW500.1910.400.00000	UNALLOCATED INS.CONTRACTUAL.	7,300.00	7,300.00	0.00	7,300.00	0.00	0.00 %
SW500.1990.400.00000	CONTINGENCY.CONTRACTUAL.CAN	17,800.00	17,800.00	0.00	0.00	17,800.00	100.00 %
SW500.8310.120.00000	WATER ADMIN.SUPER.SALARY.CAN	51,000.00	51,000.00	3,923.08	29,423.10	21,576.90	42.31 %
SW500.8310.121.00000	WATER ADMIN.OFFICE SPECIALIST I	19,095.00	7,095.00	0.00	6,222.76	872.24	12.29 %
SW500.8310.122.00000	WATER ADMIN.SENIOR ACCOUNT C	0.00	17,160.00	1,760.00	5,280.00	11,880.00	69.23 %
SW500.8310.131.00000	WATER ADMIN.MAINASST.CANDGA	169,243.00	169,243.00	13,256.27	93,443.91	75,799.09	44.79 %
SW500.8310.200.00000	WATER ADMIN.CAP EQUIP.CANDGA	95,001.00	89,841.00	0.00	1,000.00	88,841.00	98.89 %
SW500.8310.400.00000	WATER ADMIN.CONTRACTUAL.CAN	1,920.00	1,920.00	160.14	1,202.53	717.47	37.37 %
SW500.8310.410.00000	WATER ADMIN.LEGAL SERVICES.CA	5,000.00	5,000.00	0.00	1,180.00	3,820.00	76.40 %
SW500.8310.420.00000	WATER ADMIN.METER READING.C	24,500.00	24,500.00	2,245.29	12,419.91	12,080.09	49.31 %
SW500.8310.423.00000	WATER ADMIN.VEHICLE GPS.CAND	2,000.00	2,000.00	81.47	488.82	1,511.18	75.56 %
SW500.8310.424.00000	WATER ADMIN.TRAINING & DUES.C	2,000.00	2,000.00	195.00	572.00	1,428.00	71.40 %
SW500.8310.450.00000	WATER ADMIN.ENGINEERING.CAN	35,000.00	24,000.00	0.00	20,496.47	3,503.53	14.60 %
SW500.8320.400.00000	WATER PURCHASES.CONT.CANDGA	530,000.00	530,000.00	117,477.55	201,569.49	328,430.51	61.97 %
SW500.8320.420.00000	WATER PURCHASES.UTILITIES.CAN	51,000.00	51,000.00	2,735.92	20,359.38	30,640.62	60.08 %
SW500.8340.440.00000	SERVICES & MAINT.SERVICES & MA	140,000.00	135,213.48	12,228.24	51,723.93	83,489.55	61.75 %
SW500.8397.200.00000	WATER CAP PROJECTS.CAP EQUIP.C	65,000.00	127,500.00	0.00	73,732.96	53,767.04	42.17 %
SW500.9010.800.00000	NYS RETIREMENT..CANDGA CONS	15,351.00	15,351.00	0.00	0.00	15,351.00	100.00 %
SW500.9030.800.00000	SOCIAL SECURITY...CANDGA CONS	16,000.00	16,000.00	1,253.09	9,649.55	6,350.45	39.69 %
SW500.9040.800.00000	WORKERS COMPENSATION...CAND	6,700.00	6,700.00	0.00	6,700.00	0.00	0.00 %
SW500.9050.800.00000	UNEMPLOYMENT INSURANCE.CAN	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
SW500.9055.800.00000	DISABILITY INSURANCE...CANDGA C	100.00	100.00	1.20	68.58	31.42	31.42 %
SW500.9060.810.00000	HOSPITAL/MEDICAL INSURANCE.CA	25,000.00	24,530.00	2,034.83	15,726.76	8,803.24	35.89 %
SW500.9060.811.00000	DENTAL INSURANCE.CANDGA CON	1,500.00	1,500.00	150.82	1,214.48	285.52	19.03 %
SW500.9060.820.00000	HOSPITAL/MEDICAL INSURANCE.B	2,000.00	2,000.00	153.84	1,153.80	846.20	42.31 %

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SW500.9060.830.00000	HOSPITAL/MEDICAL INS.HSA ACCO	7,000.00	7,470.00	4,000.00	7,470.00	0.00	0.00 %
SW500.9090.876.00000	EMP BENEFIT VAC BUYBACK	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
SW500.9710.600.00000	SERIAL BONDS PRINCIPAL	127,918.00	127,918.00	0.00	0.00	127,918.00	100.00 %
SW500.9710.700.00000	SERIAL BONDS INTEREST	95,542.00	95,542.00	0.00	0.00	95,542.00	100.00 %
SW500.9730.700.00000	BAN.INTEREST	50,835.00	50,835.00	0.00	0.00	50,835.00	100.00 %
	Expense Total:	1,569,305.00	1,616,018.48	161,656.74	568,398.43	1,047,620.05	64.83 %
Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT S		0.00	-213.48	-152,977.30	181,807.17	182,020.65	15,263.56 %
Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT							
Revenue							
SW505.1001.00000	REAL PROPERTY TAXES.CANDGA BR	10,150.00	10,150.00	0.00	10,150.14	0.14	100.00 %
SW505.1030.00000	SPECIAL ASSESSMENT.CANDGA BRI	61,149.00	61,149.00	0.00	61,149.00	0.00	0.00 %
SW505.2401.00000	INTEREST & EARNINGS.CANANDAI	58.00	58.00	3.40	27.98	-30.02	51.76 %
SW505.3991.00000	STATE AID CAP PROJ	18,000.00	18,000.00	0.00	0.00	-18,000.00	100.00 %
SW505.9000.00000	APPROPRIATED FUND BALANCE FO	7,589.00	7,589.00	0.00	0.00	-7,589.00	100.00 %
	Revenue Total:	96,946.00	96,946.00	3.40	71,327.12	-25,618.88	26.43 %
Expense							
SW505.8340.400.00000	SERVICES & MAINTENANCE.CONT.C	32,000.00	32,000.00	0.00	1,490.00	30,510.00	95.34 %
SW505.9710.600.00000	SERIAL BONDS BRISTOL.PRINCIPAL.	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
SW505.9710.700.00000	SERIAL BONDS BRISTOL.INTEREST.C	39,625.00	39,625.00	0.00	19,812.50	19,812.50	50.00 %
SW505.9903.900.00000	TRANSFER/WATER-MAINT.CANDGA	1,919.00	1,919.00	0.00	1,919.00	0.00	0.00 %
SW505.9903.901.00000	TRANSFER/WATER-MAINT...CANDG	3,402.00	3,402.00	0.00	3,402.00	0.00	0.00 %
	Expense Total:	96,946.00	96,946.00	0.00	26,623.50	70,322.50	72.54 %
Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT Su		0.00	0.00	3.40	44,703.62	44,703.62	0.00 %
Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT							
Revenue							
SW515.1001.00000	REAL PROPERTY TAXES.CANDGA-FA	194,067.00	194,067.00	0.00	194,067.00	0.00	0.00 %
SW515.2140.00000	OTHER THAN TAXES.CANDGA - FAR	0.00	0.00	0.00	34.98	34.98	0.00 %
SW515.2401.00000	INTEREST & EARNINGS.CANANDAI	45.00	45.00	2.51	18.94	-26.06	57.91 %
SW515.9000.00000	APPROPRIATED FUND BALANCE	0.00	135.00	0.00	0.00	-135.00	100.00 %
	Revenue Total:	194,112.00	194,247.00	2.51	194,120.92	-126.08	0.06 %
Expense							
SW515.8350.400.00000	FARM.COMMON WATER.CONTRAC	194,068.00	194,068.00	0.00	194,068.00	0.00	0.00 %
SW515.8389.400.00000	CDGA.COMMON WATER.CONTRAC	44.00	179.00	0.00	34.98	144.02	80.46 %
	Expense Total:	194,112.00	194,247.00	0.00	194,102.98	144.02	0.07 %
Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT Sur		0.00	0.00	2.51	17.94	17.94	0.00 %
Fund: SW520 - ANDREWS - NORTH ROAD WATER DISTRICT							
Revenue							
SW520.1001.00000	REAL PROPERTY TAXES.ANDREWS -	6,692.00	6,692.00	0.00	6,692.00	0.00	0.00 %
SW520.2401.00000	INTEREST & EARNINGS.ANDREWS -	2.00	2.00	0.29	2.18	0.18	109.00 %
	Revenue Total:	6,694.00	6,694.00	0.29	6,694.18	0.18	0.00 %
Expense							
SW520.8350.400.00000	FARM.COMMON WATER.CONT.AN	6,694.00	6,694.00	0.00	6,694.00	0.00	0.00 %
	Expense Total:	6,694.00	6,694.00	0.00	6,694.00	0.00	0.00 %
Fund: SW520 - ANDREWS - NORTH ROAD WATER DISTRICT Surplus		0.00	0.00	0.29	0.18	0.18	0.00 %
Fund: SW525 - MCINTYRE ROAD WATER DISTRICT							
Revenue							
SW525.1001.00000	REAL PROPERTY TAXES.MCINTYRE	7,100.00	7,100.00	0.00	7,100.00	0.00	0.00 %
SW525.2401.00000	INTEREST & EARNINGS.MCINTYRE	8.00	8.00	0.48	4.43	-3.57	44.63 %
SW525.9000.00000	APPROPRIATED FUND BALANCE FO	762.00	762.00	0.00	0.00	-762.00	100.00 %
	Revenue Total:	7,870.00	7,870.00	0.48	7,104.43	-765.57	9.73 %
Expense							
SW525.9710.600.00000	SERIAL BONDS.PRINCIPAL.MCINTYR	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
SW525.9710.700.00000	SERIAL BONDS.INTEREST.MCINTYRE	3,702.00	3,702.00	0.00	1,851.00	1,851.00	50.00 %

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SW525.9903.900.00000	TRANSFER/WATER-MAINTENANCE.	1,168.00	1,168.00	0.00	1,168.00	0.00	0.00 %
	Expense Total:	7,870.00	7,870.00	0.00	3,019.00	4,851.00	61.64 %
	Fund: SW525 - MCINTYRE ROAD WATER DISTRICT Surplus (Deficit):	0.00	0.00	0.48	4,085.43	4,085.43	0.00 %
Fund: SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT							
Revenue							
SW530.1001.00000	REAL PROPERTY TAXES.EMERSON A	17,600.00	17,600.00	0.00	17,600.00	0.00	0.00 %
SW530.2401.00000	INTEREST & EARNINGS.EMERSON A	2.00	2.00	0.19	1.41	-0.59	29.50 %
SW530.9000.00000	APPROPRIATED FUND BALANCE	413.00	413.00	0.00	0.00	-413.00	100.00 %
	Revenue Total:	18,015.00	18,015.00	0.19	17,601.41	-413.59	2.30 %
Expense							
SW530.8389.400.00000	COMMON WATER.CONTRACTUAL.E	4,559.00	4,559.00	0.00	4,559.00	0.00	0.00 %
SW530.9710.600.00000	SERIAL BONDS.PRINCIPAL.EMERSON	7,000.00	7,000.00	0.00	7,000.00	0.00	0.00 %
SW530.9710.700.00000	SERIAL BONDS.INTEREST.EMERSON	6,456.00	6,456.00	0.00	6,457.00	-1.00	-0.02 %
	Expense Total:	18,015.00	18,015.00	0.00	18,016.00	-1.00	-0.01 %
	Fund: SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT S	0.00	0.00	0.19	-414.59	-414.59	0.00 %
Fund: SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT							
Revenue							
SW535.1001.00000	REAL PROPERTY TAXES.COUNTY RO	15,600.00	15,600.00	0.00	15,600.00	0.00	0.00 %
SW535.2401.00000	INTEREST & EARNINGS.EX 36 - COU	12.00	12.00	0.73	7.05	-4.95	41.25 %
	Revenue Total:	15,612.00	15,612.00	0.73	15,607.05	-4.95	0.03 %
Expense							
SW535.8340.400.00000	SERVICES & MAIN.CONT.CO RD #30	348.00	348.00	0.00	0.00	348.00	100.00 %
SW535.9710.600.00000	SERIAL BONDS.PRINCIPAL.EX 36 - C	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
SW535.9710.700.00000	SERIAL BONDS.INTEREST.CO RD #30	9,075.00	9,075.00	0.00	4,537.50	4,537.50	50.00 %
SW535.9903.900.00000	TRANSFER/WATER-MAINTENANCE.	1,189.00	1,189.00	0.00	1,189.00	0.00	0.00 %
	Expense Total:	15,612.00	15,612.00	0.00	5,726.50	9,885.50	63.32 %
	Fund: SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT Surplu	0.00	0.00	0.73	9,880.55	9,880.55	0.00 %
Fund: SW540 - HOPKINS GRIMBLE WATER DISTRICT							
Revenue							
SW540.1001.00000	REAL PROPERTY TAXES.HOPKINS G	12,688.00	12,688.00	0.00	12,688.00	0.00	0.00 %
SW540.2401.00000	INTEREST & EARNINGS.HOPKINS G	11.00	11.00	0.62	6.03	-4.97	45.18 %
	Revenue Total:	12,699.00	12,699.00	0.62	12,694.03	-4.97	0.04 %
Expense							
SW540.9710.600.00000	SERIAL BONDS.PRINCIPAL.HOPKINS	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
SW540.9710.700.00000	SERIAL BONDS.INTEREST.HOPKINS	5,238.00	5,238.00	0.00	2,618.75	2,619.25	50.00 %
SW540.9903.900.00000	TRANSFER/WATER-MAINTENANCE.	2,461.00	2,461.00	0.00	2,461.00	0.00	0.00 %
	Expense Total:	12,699.00	12,699.00	0.00	5,079.75	7,619.25	60.00 %
	Fund: SW540 - HOPKINS GRIMBLE WATER DISTRICT Surplus (Defici	0.00	0.00	0.62	7,614.28	7,614.28	0.00 %
Fund: SW545 - HICKOX ROAD WATER DISTRICT							
Revenue							
SW545.1001.00000	REAL PROPERTY TAXES.HICKOX ROA	3,650.00	3,650.00	0.00	3,650.00	0.00	0.00 %
SW545.2401.00000	INTEREST & EARNINGS.HICKOX RO	1.00	1.00	0.17	2.04	1.04	204.00 %
	Revenue Total:	3,651.00	3,651.00	0.17	3,652.04	1.04	0.03 %
Expense							
SW545.8340.440.00000	SERVICES & MAINTENANCE.HICKOX	629.00	629.00	0.00	0.00	629.00	100.00 %
SW545.9795.600.00000	DEBT PRIN OTHER GOVT DUE TO O	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
SW545.9903.900.00000	TRANSFER/WATER-MAINTENANCE.	522.00	522.00	0.00	522.00	0.00	0.00 %
	Expense Total:	3,651.00	3,651.00	0.00	522.00	3,129.00	85.70 %
	Fund: SW545 - HICKOX ROAD WATER DISTRICT Surplus (Deficit):	0.00	0.00	0.17	3,130.04	3,130.04	0.00 %
Fund: SW550 - NOTT RD EXT. 40 WATER DISTRICT							
Revenue							
SW550.1001.00000	REAL PROPERTY TAXES.NOTT RD EX	5,525.00	5,525.00	0.00	5,525.00	0.00	0.00 %

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SW550.2401.00000	INTEREST & EARNINGS.NOTT RD EX	4.00	4.00	0.32	2.82	-1.18	29.50 %
	Revenue Total:	5,529.00	5,529.00	0.32	5,527.82	-1.18	0.02 %
	Expense						
SW550.9710.600.00000	SERIAL BONDS.PRINCIPAL.NOTT RD	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
SW550.9710.700.00000	SERIAL BONDS.INTEREST.NOTT RD	1,829.00	1,829.00	0.00	914.50	914.50	50.00 %
SW550.9903.900.00000	TRANSFER/WATER-MAINTENANCE.	700.00	700.00	0.00	700.00	0.00	0.00 %
	Expense Total:	5,529.00	5,529.00	0.00	1,614.50	3,914.50	70.80 %
	Fund: SW550 - NOTT RD EXT. 40 WATER DISTRICT Surplus (Deficit):	0.00	0.00	0.32	3,913.32	3,913.32	0.00 %
	Fund: SW555 - CO RD 32 EXT. 41 WATER DISTRICT						
	Revenue						
SW555.1001.00000	REAL PROPERTY TAXES.CO RD 32 EX	11,750.00	11,750.00	0.00	11,750.00	0.00	0.00 %
SW555.2401.00000	INTEREST & EARNINGS.CO RD 32 E	7.00	7.00	0.17	4.28	-2.72	38.86 %
	Revenue Total:	11,757.00	11,757.00	0.17	11,754.28	-2.72	0.02 %
	Expense						
SW555.8340.400.00000	SERVICES & MAIN.CONT.CO RD 32	501.00	501.00	0.00	0.00	501.00	100.00 %
SW555.9795.650.00000	DEBT PRINCIPAL DUE TO OTHER GO	8,321.00	8,321.00	0.00	0.00	8,321.00	100.00 %
SW555.9795.700.00000	DEBT INTEREST DUE TO OTHER GO	2,215.00	2,215.00	0.00	2,215.20	-0.20	-0.01 %
SW555.9903.900.00000	TRANSFER/WATER-MAINTENANCE.	720.00	720.00	0.00	720.00	0.00	0.00 %
	Expense Total:	11,757.00	11,757.00	0.00	2,935.20	8,821.80	75.03 %
	Fund: SW555 - CO RD 32 EXT. 41 WATER DISTRICT Surplus (Deficit):	0.00	0.00	0.17	8,819.08	8,819.08	0.00 %
	Report Surplus (Deficit):	0.00	-62,679.07	739,582.19	580,685.96	643,365.03	1,026.44 %

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: AA100 - GENERAL FUND						
Revenue	4,472,407.00	4,505,428.00	662,140.16	1,930,641.94	-2,574,786.06	57.15 %
Expense	4,472,407.00	4,541,569.79	287,590.28	1,905,295.10	2,636,274.69	58.05 %
Fund: AA100 - GENERAL FUND Surplus (Deficit):	0.00	-36,141.79	374,549.88	25,346.84	61,488.63	170.13 %
Fund: AA231 - CONTINGENT/TAX RESERVE						
Revenue	0.00	0.00	10.18	125.01	125.01	0.00 %
Fund: AA231 - CONTINGENT/TAX RESERVE Total:	0.00	0.00	10.18	125.01	125.01	0.00 %
Fund: AA232 - CAMPUS REPAIR RESERVE						
Revenue	0.00	0.00	1.79	20.41	20.41	0.00 %
Fund: AA232 - CAMPUS REPAIR RESERVE Total:	0.00	0.00	1.79	20.41	20.41	0.00 %
Fund: AA233 - TECHNOLOGY RESERVE						
Revenue	0.00	0.00	0.94	10.95	10.95	0.00 %
Fund: AA233 - TECHNOLOGY RESERVE Total:	0.00	0.00	0.94	10.95	10.95	0.00 %
Fund: AA234 - OPEN SPACE RESERVE						
Revenue	0.00	30,050.00	23.56	276.28	-29,773.72	99.08 %
Expense	0.00	30,050.00	0.00	30,050.00	0.00	0.00 %
Fund: AA234 - OPEN SPACE RESERVE Surplus (Deficit):	0.00	0.00	23.56	-29,773.72	-29,773.72	0.00 %
Fund: AA235 - NYS EMPLOYEE SYSTEM RESERVE						
Revenue	0.00	0.00	4.90	59.54	59.54	0.00 %
Fund: AA235 - NYS EMPLOYEE SYSTEM RESERVE Total:	0.00	0.00	4.90	59.54	59.54	0.00 %
Fund: AA237 - BONDED INDEBTEDNESS RESERVE						
Revenue	0.00	0.00	4.61	50.98	50.98	0.00 %
Fund: AA237 - BONDED INDEBTEDNESS RESERVE Total:	0.00	0.00	4.61	50.98	50.98	0.00 %
Fund: AA238 - SOLID WASTE MANAGEMENT RESERVE						
Revenue	0.00	0.00	11.78	134.82	134.82	0.00 %
Fund: AA238 - SOLID WASTE MANAGEMENT RESERVE Total:	0.00	0.00	11.78	134.82	134.82	0.00 %
Fund: CL100 - LOCAL SOLID WASTE						
Revenue	0.00	0.00	0.00	2.27	2.27	0.00 %
Expense	0.00	1,971.00	0.00	10,433.96	-8,462.96	-429.37 %
Fund: CL100 - LOCAL SOLID WASTE Surplus (Deficit):	0.00	-1,971.00	0.00	-10,431.69	-8,460.69	-429.26 %
Fund: CM100 - (CR) RECREATION.MISCELLANEOUS						
Revenue	0.00	0.00	5,016.30	22,185.73	22,185.73	0.00 %
Fund: CM100 - (CR) RECREATION.MISCELLANEOUS Total:	0.00	0.00	5,016.30	22,185.73	22,185.73	0.00 %
Fund: DA100 - HIGHWAY						
Revenue	3,499,177.00	3,669,177.00	811,366.56	3,044,160.02	-625,016.98	17.03 %
Expense	3,499,177.00	3,693,529.80	259,627.04	1,584,396.92	2,109,132.88	57.10 %
Fund: DA100 - HIGHWAY Surplus (Deficit):	0.00	-24,352.80	551,739.52	1,459,763.10	1,484,115.90	6,094.23 %
Fund: DA230 - HWY EQUIPMENT RESERVE						
Revenue	0.00	0.00	4.02	48.96	48.96	0.00 %
Fund: DA230 - HWY EQUIPMENT RESERVE Total:	0.00	0.00	4.02	48.96	48.96	0.00 %
Fund: DA232 - HWY IMPROVEMENT RESERVE						
Revenue	0.00	0.00	4.39	54.77	54.77	0.00 %
Fund: DA232 - HWY IMPROVEMENT RESERVE Total:	0.00	0.00	4.39	54.77	54.77	0.00 %
Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE						
Revenue	0.00	0.00	4.35	53.64	53.64	0.00 %
Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE Total:	0.00	0.00	4.35	53.64	53.64	0.00 %
Fund: HH100 - CAPITAL PROJECTS						
Revenue	0.00	0.00	3,749,064.20	3,769,666.69	3,769,666.69	0.00 %
Expense	0.00	0.00	3,806,717.32	4,967,701.43	-4,967,701.43	0.00 %
Fund: HH100 - CAPITAL PROJECTS Surplus (Deficit):	0.00	0.00	-57,653.12	-1,198,034.74	-1,198,034.74	0.00 %

Monthly Budget Report

For Fiscal: 2021 Period Ending: 07/31/2021

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: SD600 - RT 332 DRAINAGE DISTRICT						
Revenue	50,100.00	50,100.00	6.08	25,125.95	-24,974.05	49.85 %
Expense	50,100.00	50,100.00	0.00	453.00	49,647.00	99.10 %
Fund: SD600 - RT 332 DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	6.08	24,672.95	24,672.95	0.00 %
Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT						
Revenue	20.00	8,020.00	1.47	11.07	-8,008.93	99.86 %
Expense	20.00	8,020.00	0.00	0.00	8,020.00	100.00 %
Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT Surplu	0.00	0.00	1.47	11.07	11.07	0.00 %
Fund: SD610 - ASHTON DRAINAGE DISTRICT						
Revenue	10.00	10.00	0.74	5.60	-4.40	44.00 %
Expense	10.00	10.00	0.00	0.00	10.00	100.00 %
Fund: SD610 - ASHTON DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	0.74	5.60	5.60	0.00 %
Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT						
Revenue	25.00	8,025.00	1.78	13.45	-8,011.55	99.83 %
Expense	25.00	8,025.00	0.00	123.63	7,901.37	98.46 %
Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	1.78	-110.18	-110.18	0.00 %
Fund: SD620 - LANDINGS DRAINAGE DISTRICT						
Revenue	5.00	5.00	0.39	2.93	-2.07	41.40 %
Expense	5.00	5.00	0.00	0.00	5.00	100.00 %
Fund: SD620 - LANDINGS DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	0.39	2.93	2.93	0.00 %
Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT						
Revenue	10.00	10.00	0.70	5.27	-4.73	47.30 %
Expense	10.00	10.00	0.00	0.00	10.00	100.00 %
Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT Surplus (Defic	0.00	0.00	0.70	5.27	5.27	0.00 %
Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT						
Revenue	5.00	5.00	0.48	3.65	-1.35	27.00 %
Expense	5.00	5.00	0.00	0.00	5.00	100.00 %
Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT Surplus (De	0.00	0.00	0.48	3.65	3.65	0.00 %
Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT						
Revenue	2,581.00	2,581.00	0.58	2,580.39	-0.61	0.02 %
Expense	2,581.00	2,581.00	0.00	0.00	2,581.00	100.00 %
Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT Surplus (D	0.00	0.00	0.58	2,580.39	2,580.39	0.00 %
Fund: SD640 - STABLEGATE DRAINAGE DISTRICT						
Revenue	10.00	10.00	0.92	6.93	-3.07	30.70 %
Expense	10.00	10.00	0.00	0.00	10.00	100.00 %
Fund: SD640 - STABLEGATE DRAINAGE DISTRICT Surplus (Deficit):	0.00	0.00	0.92	6.93	6.93	0.00 %
Fund: SF450 - FIRE PROTECTION						
Revenue	1,141,320.00	1,141,340.00	20,003.79	1,141,052.43	-287.57	0.03 %
Expense	1,141,320.00	1,141,340.00	0.00	1,141,339.85	0.15	0.00 %
Fund: SF450 - FIRE PROTECTION Surplus (Deficit):	0.00	0.00	20,003.79	-287.42	-287.42	0.00 %
Fund: SL700 - CENTERPOINT LIGHTING DISTRICT						
Revenue	5,600.00	6,420.00	0.18	1,202.30	-5,217.70	81.27 %
Expense	5,600.00	6,420.00	92.40	5,631.30	788.70	12.29 %
Fund: SL700 - CENTERPOINT LIGHTING DISTRICT Surplus (Deficit):	0.00	0.00	-92.22	-4,429.00	-4,429.00	0.00 %
Fund: SL705 - FOX RIDGE LIGHTING DISTRICT						
Revenue	12,006.00	12,006.00	0.34	12,003.55	-2.45	0.02 %
Expense	12,006.00	12,006.00	963.12	5,289.82	6,716.18	55.94 %
Fund: SL705 - FOX RIDGE LIGHTING DISTRICT Surplus (Deficit):	0.00	0.00	-962.78	6,713.73	6,713.73	0.00 %
Fund: SL710 - LANDINGS LIGHTING DISTRICT						
Revenue	1.00	1.00	0.06	0.47	-0.53	53.00 %
Expense	1.00	1.00	0.00	0.00	1.00	100.00 %
Fund: SL710 - LANDINGS LIGHTING DISTRICT Surplus (Deficit):	0.00	0.00	0.06	0.47	0.47	0.00 %
Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT						
Revenue	2,078.00	2,078.00	0.16	1.22	-2,076.78	99.94 %

Monthly Budget Report

For Fiscal: 2021 Period Ending: 07/31/2021

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense	2,078.00	2,078.00	16.11	139.58	1,938.42	93.28 %
Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT Surplus	0.00	0.00	-15.95	-138.36	-138.36	0.00 %
Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT						
Revenue	1,303.00	1,303.00	0.14	1,001.18	-301.82	23.16 %
Expense	1,303.00	1,303.00	119.60	741.86	561.14	43.07 %
Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT Surplus (Defici	0.00	0.00	-119.46	259.32	259.32	0.00 %
Fund: SS800 - SANITARY SEWER						
Revenue	18,224.00	18,224.00	0.93	18,216.99	-7.01	0.04 %
Expense	18,224.00	18,224.00	0.00	0.00	18,224.00	100.00 %
Fund: SS800 - SANITARY SEWER Surplus (Deficit):	0.00	0.00	0.93	18,216.99	18,216.99	0.00 %
Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT						
Revenue	1,569,305.00	1,615,805.00	8,679.44	750,205.60	-865,599.40	53.57 %
Expense	1,569,305.00	1,616,018.48	161,656.74	568,398.43	1,047,620.05	64.83 %
Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT S	0.00	-213.48	-152,977.30	181,807.17	182,020.65	15,263.56 %
Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT						
Revenue	96,946.00	96,946.00	3.40	71,327.12	-25,618.88	26.43 %
Expense	96,946.00	96,946.00	0.00	26,623.50	70,322.50	72.54 %
Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT Su	0.00	0.00	3.40	44,703.62	44,703.62	0.00 %
Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT						
Revenue	194,112.00	194,247.00	2.51	194,120.92	-126.08	0.06 %
Expense	194,112.00	194,247.00	0.00	194,102.98	144.02	0.07 %
Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT Sur	0.00	0.00	2.51	17.94	17.94	0.00 %
Fund: SW520 - ANDREWS - NORTH ROAD WATER DISTRICT						
Revenue	6,694.00	6,694.00	0.29	6,694.18	0.18	0.00 %
Expense	6,694.00	6,694.00	0.00	6,694.00	0.00	0.00 %
Fund: SW520 - ANDREWS - NORTH ROAD WATER DISTRICT Surplus	0.00	0.00	0.29	0.18	0.18	0.00 %
Fund: SW525 - MCINTYRE ROAD WATER DISTRICT						
Revenue	7,870.00	7,870.00	0.48	7,104.43	-765.57	9.73 %
Expense	7,870.00	7,870.00	0.00	3,019.00	4,851.00	61.64 %
Fund: SW525 - MCINTYRE ROAD WATER DISTRICT Surplus (Deficit):	0.00	0.00	0.48	4,085.43	4,085.43	0.00 %
Fund: SW530 - EMERSON ALLEN TOWNLIN RD WATER DISTRICT						
Revenue	18,015.00	18,015.00	0.19	17,601.41	-413.59	2.30 %
Expense	18,015.00	18,015.00	0.00	18,016.00	-1.00	-0.01 %
Fund: SW530 - EMERSON ALLEN TOWNLIN RD WATER DISTRICT S	0.00	0.00	0.19	-414.59	-414.59	0.00 %
Fund: SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT						
Revenue	15,612.00	15,612.00	0.73	15,607.05	-4.95	0.03 %
Expense	15,612.00	15,612.00	0.00	5,726.50	9,885.50	63.32 %
Fund: SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT Surplu	0.00	0.00	0.73	9,880.55	9,880.55	0.00 %
Fund: SW540 - HOPKINS GRIMBLE WATER DISTRICT						
Revenue	12,699.00	12,699.00	0.62	12,694.03	-4.97	0.04 %
Expense	12,699.00	12,699.00	0.00	5,079.75	7,619.25	60.00 %
Fund: SW540 - HOPKINS GRIMBLE WATER DISTRICT Surplus (Defici	0.00	0.00	0.62	7,614.28	7,614.28	0.00 %
Fund: SW545 - HICKOX ROAD WATER DISTRICT						
Revenue	3,651.00	3,651.00	0.17	3,652.04	1.04	0.03 %
Expense	3,651.00	3,651.00	0.00	522.00	3,129.00	85.70 %
Fund: SW545 - HICKOX ROAD WATER DISTRICT Surplus (Deficit):	0.00	0.00	0.17	3,130.04	3,130.04	0.00 %
Fund: SW550 - NOTT RD EXT. 40 WATER DISTRICT						
Revenue	5,529.00	5,529.00	0.32	5,527.82	-1.18	0.02 %
Expense	5,529.00	5,529.00	0.00	1,614.50	3,914.50	70.80 %
Fund: SW550 - NOTT RD EXT. 40 WATER DISTRICT Surplus (Deficit):	0.00	0.00	0.32	3,913.32	3,913.32	0.00 %
Fund: SW555 - CO RD 32 EXT. 41 WATER DISTRICT						
Revenue	11,757.00	11,757.00	0.17	11,754.28	-2.72	0.02 %
Expense	11,757.00	11,757.00	0.00	2,935.20	8,821.80	75.03 %

Monthly Budget Report

For Fiscal: 2021 Period Ending: 07/31/2021

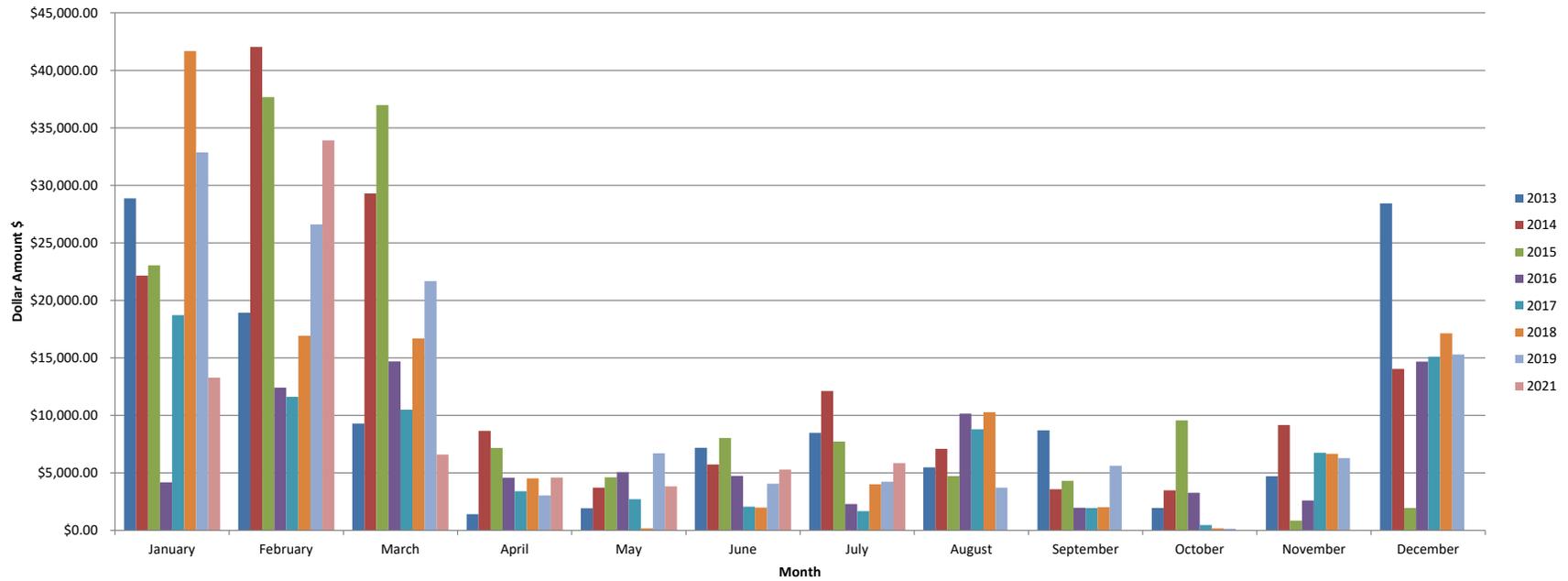
Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: SW555 - CO RD 32 EXT. 41 WATER DISTRICT Surplus (Deficit)	0.00	0.00	0.17	8,819.08	8,819.08	0.00 %
Report Surplus (Deficit):	0.00	-62,679.07	739,582.19	580,685.96	643,365.03	1,026.44 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
AA100 - GENERAL FUND	0.00	-36,141.79	374,549.88	25,346.84	61,488.63
AA231 - CONTINGENT/TAX RESER	0.00	0.00	10.18	125.01	125.01
AA232 - CAMPUS REPAIR RESERVI	0.00	0.00	1.79	20.41	20.41
AA233 - TECHNOLOGY RESERVE	0.00	0.00	0.94	10.95	10.95
AA234 - OPEN SPACE RESERVE	0.00	0.00	23.56	-29,773.72	-29,773.72
AA235 - NYS EMPLOYEE SYSTEM F	0.00	0.00	4.90	59.54	59.54
AA237 - BONDED INDEBTEDNESS	0.00	0.00	4.61	50.98	50.98
AA238 - SOLID WASTE MANAGEV	0.00	0.00	11.78	134.82	134.82
CL100 - LOCAL SOLID WASTE	0.00	-1,971.00	0.00	-10,431.69	-8,460.69
CM100 - (CR) RECREATION.MISCE	0.00	0.00	5,016.30	22,185.73	22,185.73
DA100 - HIGHWAY	0.00	-24,352.80	551,739.52	1,459,763.10	1,484,115.90
DA230 - HWY EQUIPMENT RESER'	0.00	0.00	4.02	48.96	48.96
DA232 - HWY IMPROVEMENT RES	0.00	0.00	4.39	54.77	54.77
DA235 - SNOW/ICE REMOVAL RD	0.00	0.00	4.35	53.64	53.64
HH100 - CAPITAL PROJECTS	0.00	0.00	-57,653.12	-1,198,034.74	-1,198,034.74
SD600 - RT 332 DRAINAGE DISTRI	0.00	0.00	6.08	24,672.95	24,672.95
SD605 - LAKEWOOD MEADOWS D	0.00	0.00	1.47	11.07	11.07
SD610 - ASHTON DRAINAGE DIST	0.00	0.00	0.74	5.60	5.60
SD615 - FOX RIDGE DRAINAGE DIS	0.00	0.00	1.78	-110.18	-110.18
SD620 - LANDINGS DRAINAGE DIS	0.00	0.00	0.39	2.93	2.93
SD625 - OLD BROOKSIDE DRAINAC	0.00	0.00	0.70	5.27	5.27
SD630 - LAKESIDE ESTATES DRAIN	0.00	0.00	0.48	3.65	3.65
SD635 - WATERFORD POINT DRAI	0.00	0.00	0.58	2,580.39	2,580.39
SD640 - STABLEGATE DRAINAGE L	0.00	0.00	0.92	6.93	6.93
SF450 - FIRE PROTECTION	0.00	0.00	20,003.79	-287.42	-287.42
SL700 - CENTERPOINT LIGHTING L	0.00	0.00	-92.22	-4,429.00	-4,429.00
SL705 - FOX RIDGE LIGHTING DIST	0.00	0.00	-962.78	6,713.73	6,713.73
SL710 - LANDINGS LIGHTING DIST	0.00	0.00	0.06	0.47	0.47
SL715 - LAKEWOOD MEADOWS LI	0.00	0.00	-15.95	-138.36	-138.36
SL720 - FALLBROOK PARK LIGHTIN	0.00	0.00	-119.46	259.32	259.32
SS800 - SANITARY SEWER	0.00	0.00	0.93	18,216.99	18,216.99
SW500 - CANANDAIGUA CONSOLI	0.00	-213.48	-152,977.30	181,807.17	182,020.65
SW505 - CANANDAIGUA BRISTOL	0.00	0.00	3.40	44,703.62	44,703.62
SW515 - CANANDAIGUA-FARMIN	0.00	0.00	2.51	17.94	17.94
SW520 - ANDREWS - NORTH ROA	0.00	0.00	0.29	0.18	0.18
SW525 - MCINTYRE ROAD WATER	0.00	0.00	0.48	4,085.43	4,085.43
SW530 - EMERSON ALLEN TOWNI	0.00	0.00	0.19	-414.59	-414.59
SW535 - EX 36 - COUNTY ROAD #:	0.00	0.00	0.73	9,880.55	9,880.55
SW540 - HOPKINS GRIMBLE WATI	0.00	0.00	0.62	7,614.28	7,614.28
SW545 - HICKOX ROAD WATER DI	0.00	0.00	0.17	3,130.04	3,130.04
SW550 - NOTT RD EXT. 40 WATER	0.00	0.00	0.32	3,913.32	3,913.32
SW555 - CO RD 32 EXT. 41 WATE	0.00	0.00	0.17	8,819.08	8,819.08
Report Surplus (Deficit):	0.00	-62,679.07	739,582.19	580,685.96	643,365.03

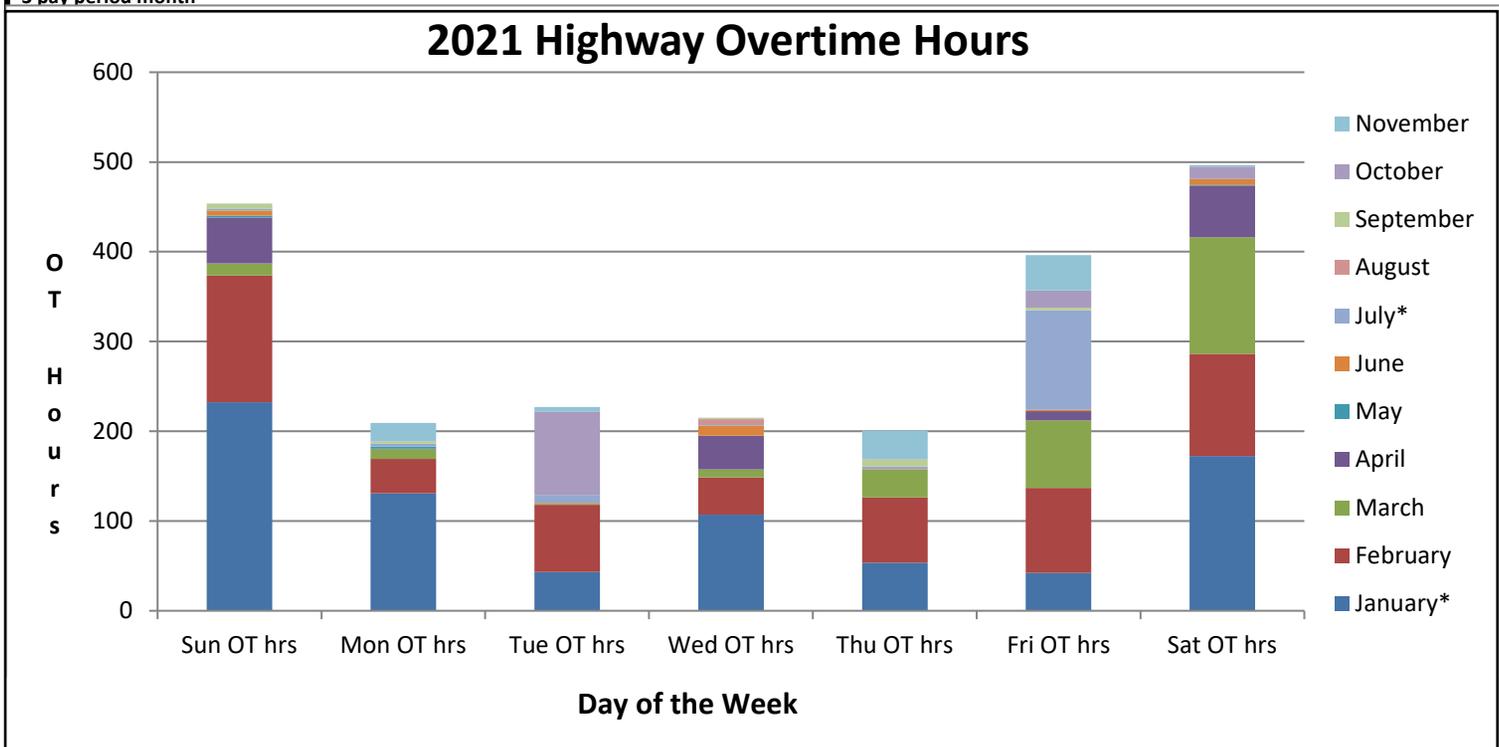
	2013	2014	2015	2016	2017	2018	2019	2020	2021
January	\$28,862.28	\$22,155.51	\$23,046.67	\$4,183.58	\$18,707.18	\$41,679.61	\$32,857.11	\$27,324.64	\$13,273.75
February	\$18,935.61	\$42,035.88	\$37,674.78	\$12,418.13	\$11,601.64	\$16,910.89	\$26,602.24	\$20,572.14	\$33,905.16
March	\$9,287.84	\$29,302.83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

**Overtime Amounts for All Employees
2013-2021**



	Sun OT hrs	Mon OT hrs	Tue OT hrs	Wed OT hrs	Thu OT hrs	Fri OT hrs	Sat OT hrs
January	48.5	48.75	59.75	41.5	33	85.25	98.5
February	53.5	90.75	167.75	84.75	92.5	142.75	168.75
March	56.5	31.25	22.25	0.5	2.25	2.75	32.25
April	0	0	0	0	5	95.25	0
May*	0	0	0	0	23.5	65.25	12.5
June	0	0	0	0	30.25	61.25	21.75
July	8.5	0	0	0	7	106	6.75
August	0	0	0	0	0	0	0
September	0	0	0	0	0	0	0
October	0	0	0	0	0	0	0
November*	0	0	0	0	0	0	0
December	0	0	0	0	0	0	0
	167.00	170.75	249.75	126.75	193.50	558.50	340.50

*3 pay period month



ATTACHMENT 3

ONTARIO COUNTY PLANNING BOARD

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

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

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

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

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

Comments

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

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

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

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

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

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

From: [Baptiste, Kimberly \(kbaptiste@BERGMANNPC.com\)](mailto:kbaptiste@BERGMANNPC.com)
To: [Doug Finch, Town Manager](#); [Aldrich, Samantha](#)
Cc: [Shawna Bonshak](#); [Sarah Reynolds](#)
Subject: RE: Form Based Code
Date: Monday, August 9, 2021 11:54:20 AM

Thanks Doug. We will review these but it may be next week until we can respond. Samantha and I have multiple days of travel tomorrow and Wednesday and then I am off on Thursday and Friday of this week.

Kimberly

Kimberly Baptiste, AICP | Vice President – Northeast Buildings
585.498.7770 (o) 716.310.3684 (c) | kbaptiste@bergmannpc.com

BERGMANN

Architects | Engineers | Planners
280 East Broad Street, Suite 200 Rochester, NY 14604
www.bergmannpc.com

From: Doug Finch, Town Manager <dfinch@townofcanandaigua.org>
Sent: Monday, August 9, 2021 10:40 AM
To: Baptiste, Kimberly <kbaptiste@BERGMANNPC.com>; Aldrich, Samantha <saldrich@bergmannpc.com>
Cc: Shawna Bonshak <SBonshak@townofcanandaigua.org>; Sarah Reynolds <sreynolds@townofcanandaigua.org>
Subject: Form Based Code

[Caution] External Origin. Do not click links/open attachments unless you know the content is safe.

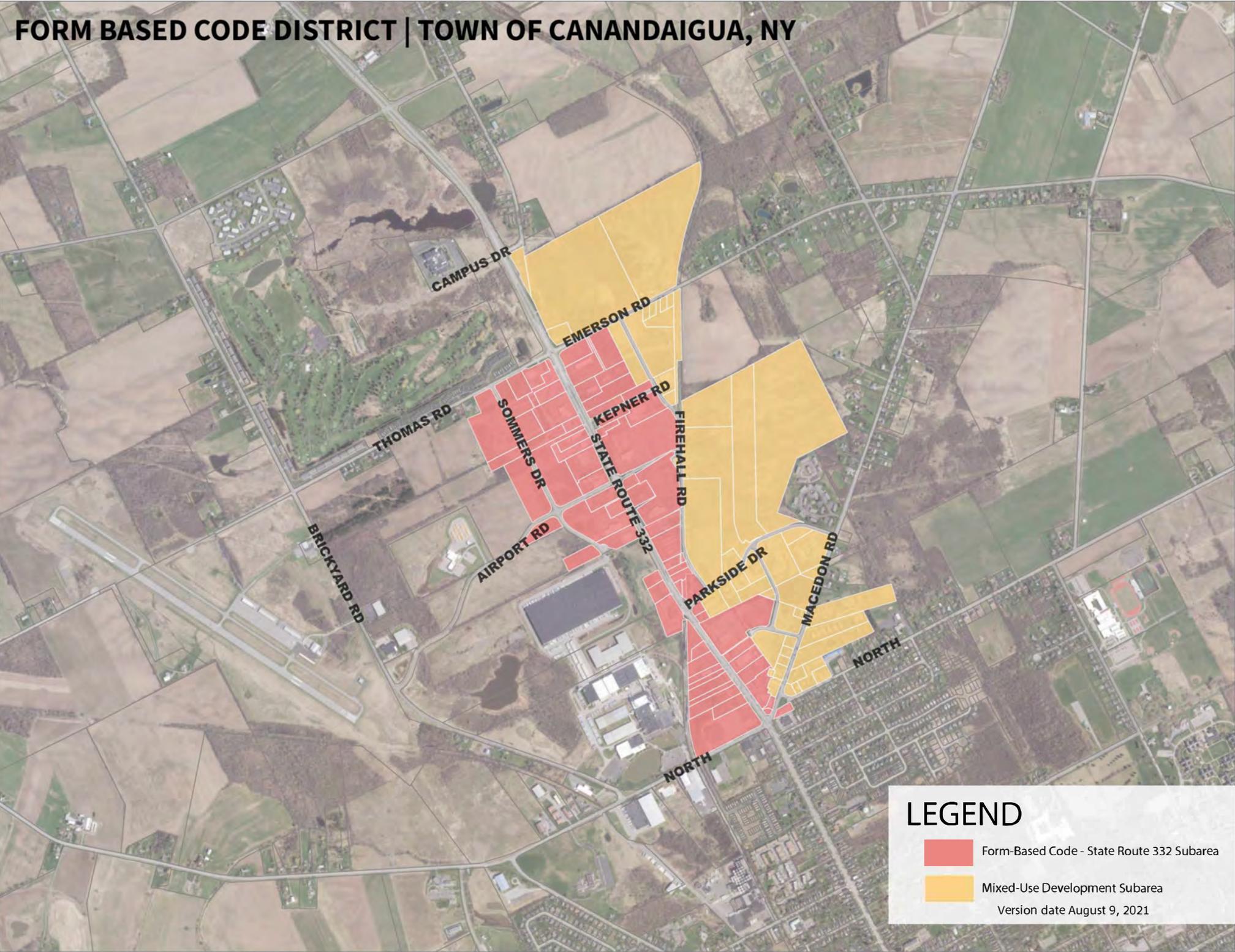
Kimberly/Samantha,

Please see Ontario County's comments regarding Form Based Code.
If you could go through these and provide comments, for us please, is there amendments that should be made to the proposed plan/code?

Douglas E. Finch, Town Manager

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

FORM BASED CODE DISTRICT | TOWN OF CANANDAIGUA, NY



LEGEND

Form-Based Code - State Route 332 Subarea

Mixed-Use Development Subarea

Version date August 9, 2021

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

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

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

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

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

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
49. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor/name: <u>Douglas E. Finch, Town of Canandaigua</u> Date: <u>6/21/2021</u> Signature: _____ Title: <u>Town Manager</u>		

Project:

Date:

Short Environmental Assessment Form

Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

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

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

Project:

Date:

Short Environmental Assessment Form Part 3 Determination of Significance

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

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Town Board of the Town of Canandaigua

Name of Lead Agency

Douglas E. Finch

Print or Type Name of Responsible Officer in Lead Agency

Signature of Responsible Officer in Lead Agency

Date

Town Manager

Title of Responsible Officer

Signature of Preparer (if different from Responsible Officer)

ATTACHMENT 4

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

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

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

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

Comment

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

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

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

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

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

Comments

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

Local Law Filing

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

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

County City Town Village
(Select one.)

of Canandaigua

DRAFT
6/15/2021

Local Law No. _____ of the year 20²¹

A local law Amending Chapter 220 Zoning Section 220-79(C) Compliance and Creating
(Insert Title)
Section 220-79(E) Digital Signs

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

County City Town Village
(Select one.)

of Canandaigua as follows:

See Attachment 1

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

Local Law ____ of 2021

Attachment 1

DRAFT
(6/15/2021)

DRAFT

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

E. Digital Signs

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

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

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

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

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

DRAFT

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

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

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

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

3. (Final adoption by referendum.)

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

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

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

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

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

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

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

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

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

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

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

(Seal)

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

Date: _____

DRAFT

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

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

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

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

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

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES	<input type="checkbox"/> <input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES	<input type="checkbox"/> <input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, <ul style="list-style-type: none"> a. Will storm water discharges flow to adjacent properties? b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____ _____	NO	YES	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____	NO	YES	<input type="checkbox"/> <input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES	<input type="checkbox"/> <input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES	<input type="checkbox"/> <input type="checkbox"/>
<p>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p> <p>Applicant/sponsor/name: <u>Town of Canandaigua, Douglas. E. Finch</u> Date: _____</p> <p>Signature: _____ Title: <u>Town Manager</u></p>			

Project:

Date:

Short Environmental Assessment Form

Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

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

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

Project:

Date:

Short Environmental Assessment Form Part 3 Determination of Significance

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

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

Town of Canandaigua, Town Board

Name of Lead Agency

Douglas E. Finch

Print or Type Name of Responsible Officer in Lead Agency

Date

Town Manager

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)

ATTACHMENT 5

From: [Shawna Bonshak](#)
To: ["Doug Finch, Town Manager"](#)
Cc: ["Michelle Rowlinson"](#); ["Sarah Reynolds"](#)
Subject: RE: county referrals
Date: Monday, August 9, 2021 8:43:37 AM
Attachments: [August 2021 CPB staff comments.pdf](#)

OCPB did not formally comment on the Town's Comp plan as there was no quorum at their July meeting. They were supposed to carry it forward to August and never did so the 30 days lapsed so we are all set and did our due diligence. This was confirmed with the County.

We have comments for Form Based and Conservation- see attached.

Shawna E. Bonshak, Town Planner

Town of Canandaigua
5440 Route 5 and 20 West
Canandaigua, New York 14424
Phone: 585-394-1120, ext. 2254

From: Doug Finch, Town Manager <dfinch@townofcanandaigua.org>
Sent: Monday, August 9, 2021 8:42 AM
To: Shawna Bonshak <SBonshak@townofcanandaigua.org>
Cc: Michelle Rowlinson <mrowlinson@townofcanandaigua.org>; Sarah Reynolds <sreynolds@townofcanandaigua.org>
Subject: county referrals

Did we get the county referral back for comp plan, form based code and conservation subdivision?

Douglas E. Finch, Town Manager

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

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: Town of Canandaigua 2021 Comprehensive Plan Update		
Project Location (describe, and attach a general location map): Town of Canandaigua		
Brief Description of Proposed Action (include purpose or need): The Town Board of the Town of Canandaigua is considering the adoption of an update to their existing Comprehensive Plan. The title of the proposed update is: the Town of Canandaigua 2021 Comprehensive Plan Update		
Name of Applicant/Sponsor: Town of Canandaigua	Telephone: 585-394-1120	
	E-Mail: info@townofcanandaigua.org	
Address: 5440 Routes 5 & 20 West		
City/PO: Canandaigua	State: NY	Zip Code: 14424
Project Contact (if not same as sponsor; give name and title/role): Sarah Reynolds, Administrative Coordinator	Telephone: 585-394-1120 x2232	
	E-Mail: sreynolds@townofcanandaigua.org	
Address:		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor):	Telephone:	
	E-Mail:	
Address:		
City/PO:	State:	Zip Code:

B. Government Approvals

B. Government Approvals, Funding, or Sponsorship. (“Funding” includes grants, loans, tax relief, and any other forms of financial assistance.)

Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Counsel, Town Board, <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No or Village Board of Trustees	Town Board	June 21, 2021
b. City, Town or Village Planning Board or Commission <input type="checkbox"/> Yes <input type="checkbox"/> No		
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 type="checkbox"/> Yes <input type="checkbox"/> No		
f. Regional agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
g. State agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
h. Federal agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
<p>i. Coastal Resources.</p> <p><i>i.</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</p> <p><i>ii.</i> Is the project site located in a community with an approved Local Waterfront Revitalization Program? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><i>iii.</i> Is the project site within a Coastal Erosion Hazard Area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>		

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?

b. Is the use permitted or allowed by a special or conditional use permit? Yes No

c. Is a zoning change requested as part of the proposed action? Yes No

If Yes,

i. What is the proposed new zoning for the site? _____

C.4. Existing community services.

a. In what school district is the project site located? _____

b. What police or other public protection forces serve the project site?

c. Which fire protection and emergency medical services serve the project site?

d. What parks serve the project site?

D. Project Details

D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)?

b. a. Total acreage of the site of the proposed action? _____ acres

b. Total acreage to be physically disturbed? _____ acres

c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres

c. Is the proposed action an expansion of an existing project or use? Yes No

i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % _____ Units: _____

d. Is the proposed action a subdivision, or does it include a subdivision? Yes No

If Yes,

i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types)

ii. Is a cluster/conservation layout proposed? Yes No

iii. Number of lots proposed? _____

iv. Minimum and maximum proposed lot sizes? Minimum _____ Maximum _____

e. Will the proposed action be constructed in multiple phases? Yes No

i. If No, anticipated period of construction: _____ months

ii. If Yes:

• Total number of phases anticipated _____

• Anticipated commencement date of phase 1 (including demolition) _____ month _____ year

• Anticipated completion date of final phase _____ month _____ year

• Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: _____

f. Does the project include new residential uses? 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

- Do existing sewer lines serve the project site? Yes No
- Will a line extension within an existing district be necessary to serve the project? Yes No

 If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? Yes No
 If Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- What is the receiving water for the wastewater discharge? _____

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):

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____

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? Yes No
 If Yes:

- 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)
- Describe types of new point sources. _____

- 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)?

 - If to surface waters, identify receiving water bodies or wetlands: _____

 - Will stormwater runoff flow to adjacent properties? Yes No

iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? Yes No

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? Yes No
 If Yes, identify:

- Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)

- Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)

- Stationary sources during operations (e.g., process emissions, large boilers, electric generation)

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? Yes No
 If Yes:

- 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) Yes No
- In addition to emissions as calculated in the application, the project will generate:
 - _____ Tons/year (short tons) of Carbon Dioxide (CO₂)
 - _____ Tons/year (short tons) of Nitrous Oxide (N₂O)
 - _____ Tons/year (short tons) of Perfluorocarbons (PFCs)
 - _____ Tons/year (short tons) of Sulfur Hexafluoride (SF₆)
 - _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydroflouorocarbons (HFCs)
 - _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)

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): _____

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): _____

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 1/2 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

l. Hours of operation. Answer all items which apply.

<p>i. During Construction:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____ 	<p>ii. During Operations:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____
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<p>m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes:</p> <p>i. Provide details including sources, time of day and duration:</p> <p>_____</p> <p>_____</p>	
<p>ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Describe: _____</p> <p>_____</p>	
<p>n. Will the proposed action have outdoor lighting? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes:</p> <p>i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:</p> <p>_____</p> <p>_____</p>	
<p>ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Describe: _____</p> <p>_____</p>	
<p>o. Does the proposed action have the potential to produce odors for more than one hour per day? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____</p> <p>_____</p> <p>_____</p>	
<p>p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Product(s) to be stored _____</p> <p>ii. Volume(s) _____ per unit time _____ (e.g., month, year)</p> <p>iii. Generally, describe the proposed storage facilities: _____</p> <p>_____</p>	
<p>q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Describe proposed treatment(s):</p> <p>_____</p> <p>_____</p> <p>_____</p>	
<p>ii. Will the proposed action use Integrated Pest Management Practices? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Describe any solid waste(s) to be generated during construction or operation of the facility:</p> <ul style="list-style-type: none"> • Construction: _____ tons per _____ (unit of time) • Operation : _____ tons per _____ (unit of time) <p>ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:</p> <ul style="list-style-type: none"> • Construction: _____ _____ • Operation: _____ _____ <p>iii. Proposed disposal methods/facilities for solid waste generated on-site:</p> <ul style="list-style-type: none"> • Construction: _____ _____ • Operation: _____ _____ 	

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

t. Will 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 covertypes on the project site.

Land use or Covertypes	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces			
• 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: _____

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: _____

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? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes: i. Describe the habitat/community (composition, function, and basis for designation): _____ _____ ii. Source(s) of description or evaluation: _____ iii. Extent of community/habitat: <ul style="list-style-type: none"> • Currently: _____ acres • Following completion of project as proposed: _____ acres • Gain or loss (indicate + or -): _____ acres 	
o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes: 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? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes: i. Species and listing: _____ _____	
q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, give a brief description of how the proposed action may affect that use: _____ _____	
E.3. Designated Public Resources On or Near Project Site	
a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, provide county plus district name/number: _____	
b. Are agricultural lands consisting of highly productive soils present? <input type="checkbox"/> Yes <input type="checkbox"/> No i. If Yes: acreage(s) on project site? _____ ii. 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? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes: i. Nature of the natural landmark: <input type="checkbox"/> Biological Community <input type="checkbox"/> Geological Feature ii. 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? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes: i. CEA name: _____ ii. Basis for designation: _____ iii. 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 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 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 Town of Canandaigua Date June 21, 2021

Signature _____ Title Town Manager

Project:

Date:

***Short Environmental Assessment Form
Part 2 - Impact Assessment***

Part 2 is to be completed by the Lead Agency.

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

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

Project:

Date:

Short Environmental Assessment Form Part 3 Determination of Significance

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

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Town Board of Town of Canandaigua

Name of Lead Agency

Douglas E. Finch

Print or Type Name of Responsible Officer in Lead Agency

Signature of Responsible Officer in Lead Agency

Date

Town Manager

Title of Responsible Officer

Signature of Preparer (if different from Responsible Officer)

ATTACHMENT 6



Town of Canandaigua , NY

Budget Adjustment Register

Adjustment Detail

Packet: GLPKT01512 - 2021-08-04 KSJ BA for SW515 Legal Expenses

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000193	2021 Adopted Budget	BA for Legal Expenses	8/4/2021

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
SW515.8389.400.00000	CDGA.COMMON WATER.CONT	BA for Legal Expenses	44.00	135.00	179.00
August:				135.00	
SW515.9000.00000	APPROPRIATED FUND BALANC	BA for Legal Expenses	0.00	-135.00	-135.00
August:				-135.00	

Budget Adjustment Register

Budget Code Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
2021 Adopted	2021 Adopted Budget	SW515.8389.400.00000	CDGA.COMMON WATER.CONTRA	44.00	135.00	179.00
		SW515.9000.00000	APPROPRIATED FUND BALANCE	0.00	-135.00	-135.00
			2021 Adopted Total:	44.00	0.00	44.00
			Grand Total:	44.00	0.00	44.00

Fund Summary

Fund	Before	Adjustment	After
Budget Code:2021 Adopted - 2021 Adopted Budget Fiscal: 2021			
SW515	44.00	0.00	44.00
Budget Code 2021 Adopted Total:	44.00	0.00	44.00
Grand Total:	44.00	0.00	44.00



Town of Canandaigua , NY

Budget Adjustment Register Adjustment Detail

Packet: GLPKT01504 - 2021-07-30 KSJ BA for HSA

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000192	2021 Adopted Budget	BA for HSA Expenses	7/30/2021

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
DA100.9060.810.00000	MEDICAL INSURANCE	BA for HSA Expenses	150,887.00	-20.00	150,867.00
July:					
DA100.9060.830.00000	HSA ACCOUNT	BA for HSA Expenses	44,434.00	20.00	44,454.00
July:					

Budget Code Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
2021 Adopted	2021 Adopted Budget	DA100.9060.810.00000	MEDICAL INSURANCE	150,887.00	-20.00	150,867.00
		DA100.9060.830.00000	HSA ACCOUNT	44,434.00	20.00	44,454.00
			2021 Adopted Total:	195,321.00	0.00	195,321.00
			Grand Total:	195,321.00	0.00	195,321.00

Fund Summary

Fund	Before	Adjustment	After
Budget Code:2021 Adopted - 2021 Adopted Budget Fiscal: 2021			
DA100	195,321.00	0.00	195,321.00
Budget Code 2021 Adopted Total:	195,321.00	0.00	195,321.00
Grand Total:	195,321.00	0.00	195,321.00



Town of Canandaigua , NY

Budget Adjustment Register

Adjustment Detail

Packet: GLPKT01515 - 2021-08-04 KSJ BA for Park Bench Sponsor

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000194	2021 Adopted Budget	BA for Park Bench Sponsor (Brocklebank/Erdle)	8/4/2021

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
AA100.2705.00000 August: -400.00	GIFTS & DONATIONS	BA for Park Bench Sponsor (Brocklebank/Erdle)	-1,000.00	-400.00	-1,400.00
AA100.7110.400.00000 August: 400.00	PARK.CONTRACTUAL	BA for Park Bench Sponsor (Brocklebank/Erdle)	96,960.00	400.00	97,360.00

Budget Code Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
2021 Adopted	2021 Adopted Budget	AA100.2705.00000	GIFTS & DONATIONS	-1,000.00	-400.00	-1,400.00
		AA100.7110.400.00000	PARK.CONTRACTUAL	96,960.00	400.00	97,360.00
			2021 Adopted Total:	95,960.00	0.00	95,960.00
			Grand Total:	95,960.00	0.00	95,960.00

Fund Summary

Fund	Before	Adjustment	After
Budget Code:2021 Adopted - 2021 Adopted Budget Fiscal: 2021			
AA100	95,960.00	0.00	95,960.00
Budget Code 2021 Adopted Total:	95,960.00	0.00	95,960.00
Grand Total:	95,960.00	0.00	95,960.00



Town of Canandaigua , NY

Budget Adjustment Register Adjustment Detail

Packet: GLPKT01494 - 2021-07-27 KSJ BA per TM

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000190	2021 Adopted Budget	BA for Engineering Expenses	7/27/2021
Summary Description: Increase budget for engineering as TB approved Reso #2021-169 authorizing \$3500 for MRB to complete updated Map, Plan, Report for Woolhouse WD extension. KSJ			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
SW500.8310.450.00000	WATER ADMIN.ENGINEERING.	BA for Engineering Expenses	20,500.00	3,500.00	24,000.00
July:	3,500.00				
SW500.8340.440.00000	SERVICES & MAINT.SERVICES &	BA for Engineering Expenses	138,713.48	-3,500.00	135,213.48
July:	-3,500.00				

Budget Code Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
2021 Adopted	2021 Adopted Budget	SW500.8310.450.00000	WATER ADMIN.ENGINEERING.CAN	20,500.00	3,500.00	24,000.00
		SW500.8340.440.00000	SERVICES & MAINT.SERVICES & M	138,713.48	-3,500.00	135,213.48
			2021 Adopted Total:	159,213.48	0.00	159,213.48
			Grand Total:	159,213.48	0.00	159,213.48

Fund Summary

Fund	Before	Adjustment	After
Budget Code:2021 Adopted - 2021 Adopted Budget Fiscal: 2021			
SW500	159,213.48	0.00	159,213.48
Budget Code 2021 Adopted Total:	159,213.48	0.00	159,213.48
Grand Total:	159,213.48	0.00	159,213.48

ATTACHMENT 7

2021
2ND QTR SALES TAX REVENUE

Municipality	2019	2020	2021	% Change 2020 - 2021
<u>TOWNS</u>				
BRISTOL	201,407.82	162,164.51	245,678.29	51.50%
CANADICE	195,408.26	163,367.16	231,669.88	41.81%
CANANDAIGUA	1,167,091.34	933,431.03	1,414,838.28	51.57%
EAST BLOOMFIELD	213,725.54	172,959.81	260,096.81	50.38%
FARMINGTON	842,775.25	649,719.10	1,072,918.77	65.14%
GENEVA	378,283.76	307,634.39	459,480.17	49.36%
GORHAM	522,626.71	425,533.62	636,940.48	49.68%
HOPEWELL	288,200.26	214,261.64	372,476.18	73.84%
MANCHESTER	273,722.19	209,215.23	347,993.38	66.33%
NAPLES	138,096.63	111,217.73	169,207.52	52.14%
PHELPS	355,999.87	278,843.37	449,659.34	61.26%
RICHMOND	374,668.28	310,390.57	449,434.42	44.80%
SENECA	249,583.99	195,027.46	313,050.09	60.52%
SOUTH BRISTOL	337,322.01	283,961.21	403,366.81	42.05%
VICTOR	1,431,802.78	1,146,943.86	1,757,826.40	53.26%
WEST BLOOMFIELD	196,320.09	155,668.26	242,259.88	55.63%
TOTAL TOWNS	7,167,034.78	5,720,338.95	8,826,896.70	54.31%
<u>VILLAGES</u>				
BLOOMFIELD	88,948.45	68,192.35	112,965.24	65.66%
RUSHVILLE	12,484.41	9,416.41	16,215.36	72.20%
MANCHESTER	92,520.95	70,065.46	118,106.63	68.57%
SHORTSVILLE	77,973.20	58,835.95	99,641.54	69.35%
CLIFTON SPRINGS	133,173.09	100,498.49	170,940.14	70.09%
NAPLES	77,957.26	61,517.24	96,653.78	57.12%
PHELPS	110,285.63	83,227.83	141,444.88	69.95%
VICTOR	227,948.49	180,098.12	282,342.17	56.77%
TOTAL VILLAGES	821,291.48	631,851.85	1,038,309.74	64.33%
TOTAL TOWNS & VLGS	7,988,326.26	6,352,190.80	9,865,206.44	55.30%
<u>CITIES</u>				
CANANDAIGUA	1,137,892.10	946,358.69	1,357,145.94	43.41%
GENEVA	923,067.31	710,404.62	1,169,082.21	64.57%
TOTAL CITIES	2,060,959.41	1,656,763.32	2,526,228.15	52.48%

** includes the amount paid by
NYS to cities under old method

ATTACHMENT 8



Quote

2975 Brighton-Henrietta TL Rd, Bldg 200, Suite 200
Rochester, NY 14623

Date	Quote #
7/23/2021	3197

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

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

Item	Description	Qty	Rate	Total
	Meeting Room			
	Meeting Video			
Sale	Epson PowerLite 982W	2	1,095.00	2,190.00
Sale	Da-Lite Contour Electrol 50"x80"	2	1,295.00	2,590.00
Sale	Chief CMS440	2	95.00	190.00
Sale	Chief RPMAU	2	250.00	500.00
Sale	Chief CMS0608		175.00	175.00
Sale	Crestron HD-TXC-101-C-E, HDMI Transmitter over CAT6	2	312.00	624.00
Sale	Crestron HD-RXC-101-C-E, HDMI Receiver over CAT6	2	312.00	624.00
	Meeting Audio			
Sale	Extron DMP 128 Plus C AT, Audio Processor	1	2,070.00	2,070.00
Sale	Crestron SAROS ICT5T-22, In-Ceiling Tile Speaker 2'x2'	8	160.00	1,280.00
Sale	Crestron AMP-X300, Amplifier	1	500.00	500.00
Sale	Shure MXA910, In-Ceiling Tile Microphone 2'x2'	1	3,745.00	3,745.00
Sale	Shure BLX24R/SM58, Wireless Handheld Microphone	1	345.00	345.00
	Meeting Conferencing			
Sale	Extron MediaPort 200, USB Conferencing Bridge	1	1,830.00	1,830.00
Sale	Crestron HD-EXT-USB-2000-C, Camera Transmitter and Receiver over CAT6 Kit	1	875.00	875.00
	Court Audio			
Sale	Shure MX418D/C, 18" Gooseneck Desktop Microphone	4	260.00	1,040.00
Sale	Extron AXI 44 AT, Dante Audio Interface	1	600.00	600.00
			Subtotal	
			Sales Tax (8.0%)	
			Total	

Signature _____



Quote

2975 Brighton-Henrietta TL Rd, Bldg 200, Suite 200
Rochester, NY 14623

Date	Quote #
7/23/2021	3197

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

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

Item	Description	Qty	Rate	Total
Sale	Extron MBU 123, Mounting Bracket	1	30.00	30.00
	Control			
Sale	Crestron TS-1070-B-S, 10" Tabletop Touch Panel	1	1,875.00	1,875.00
Sale	Crestron RMC4, Control Processor	1	625.00	625.00
Sale	Crestron CEN-IO-COM-102, Control Module	1	230.00	230.00
Sale	AV Network Switch	1	245.00	245.00
	Equipment Rack			
Sale	Middle Atlantic MFR-1227FE, 12RU Mobile Furniture Rack	1	680.00	680.00
Sale	Middle Atlantic PD-915R, Power Conditioner	1	118.00	118.00
Sale	Crestron RMK-IFE-1U, Component Shelf	1	80.00	80.00
Sale	Extron RSU 129, Component Shelf	1	85.00	85.00
Sale	Middle Atlantic UF-1, Component Shelf	2	62.00	124.00
	Cables			
Sale	Crestron DM-CBL-8G-P, Shielded CAT6 Cable (per foot)	500	0.75	375.00
Sale	Plenum Shielded 18/2 AWG Cable (per foot)	150	0.25	37.50
Sale	Plenum Shielded 22/6 AWG Cable (per foot)	100	0.25	25.00
Sale	Network Patch Cable	8	12.00	96.00
Sale	Extron HDMI Ultra/3, 3' HDMI Cable	2	29.00	58.00
Sale	Extron HDMI Ultra/6, 6' HDMI Cable	2	42.00	84.00
Sale	Extron HDMI Ultra/12, 12' HDMI Cable	2	54.00	108.00
	Services			

Subtotal		
Sales Tax (8.0%)		
Total		

Signature _____



Quote

2975 Brighton-Henrietta TL Rd, Bldg 200, Suite 200
Rochester, NY 14623

Date	Quote #
7/23/2021	3197

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

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

Item	Description	Qty	Rate	Total
Sale	Installation	1	3,750.00	3,750.00
Sale	Programming	1	1,200.00	1,200.00
Sale	Hardware	1	149.00	149.00
Sale	Shipping	1	535.50	535.50
Sale	Engineering	1	100.00	100.00
Sale	Training	1	100.00	100.00
Sale	1-Year Service Contract	1	0.00	0.00
			Subtotal	\$29,888.00
			Sales Tax (8.0%)	\$0.00
			Total	\$29,888.00

Signature _____

ATTACHMENT 9

Town Hall - Network Cable RFP's

Lantek	\$	41,527.76
R-Options	\$	33,993.59
LME	\$	34,650.00

R-Options, Inc.
 50 Industrial Park Cir, Ste 2
 Rochester, NY 14624
 Phone: 585-366-4125
 Fax: 585-486-1486



QUOTE

Date	Quote #
8/5/2021	8415

Name / Address

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

Ship To

Town of Canandaigua
 Kate Silvertrim
 5440 Route 5 & 20 West
 Canandaigua, NY 14424
 (585) 394-1120 x2222

*“Celebrating 10 years
 in Business”*

UID# 120002773530

Rep	P.O. No.	Terms
RP	TBD	Net 30

Description	Qty	U/M	Cost	Total
<p>This quote includes the labor and materials to install a total of (90) new plenum rated Category 6A cables throughout the town hall.</p> <p>There are a total of (41) Duel Drop locations and (2) quad locations per the provided floor plan.</p> <p>All new data cables will be a home run from the server cabinet located in the basement.</p> <p>All cables will be neatly ran and self supported above the drop ceiling with a series of 2 inch bridle rings.</p> <p>In the server rack all new cables will be terminated to existing pass through patch panels. The cables will be terminated with a Category 6A RJ 45 insert and snapped into the panels.</p> <p>At the station ends the cables will be concealed within the walls to the drop locations. We will utilize existing drop locations where possible. If the location is a new location a low voltage plate will be installed to accommodate a new faceplate.</p> <p>The station end cables will also be terminated with Category 6A inserts and placed in flush mounted faceplates.</p> <p>Any walls that are penetrated will be properly fire stopped to code.</p> <p>All new cables installed will be clearly labeled on the faceplate as well as on both ends of the cable.</p> <p>New Category 6A Patch Cords for both the data closet and</p>				

<p>This quote is good for 7 days from the date shown above. 50% will be invoiced upon approval for quotes \$2,500 and above prior to the start of work NET 15. PO's must be issued upon approval.</p> <p>Please note all credit card transactions will be charged a 4% processing fee. This will be added to the sum of this quote.</p>	Subtotal
	Sales Tax (7.5%)
	Total
Signature _____	Date _____

R-Options, Inc.
 50 Industrial Park Cir, Ste 2
 Rochester, NY 14624
 Phone: 585-366-4125
 Fax: 585-486-1486



QUOTE

Date	Quote #
8/5/2021	8415

Name / Address

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

Ship To

Town of Canandaigua
 Kate Silverstrim
 5440 Route 5 & 20 West
 Canandaigua, NY 14424
 (585) 394-1120 x2222

*“Celebrating 10 years
 in Business”*

UID# 120002773530

Rep	P.O. No.	Terms
RP	TBD	Net 30

Description	Qty	U/M	Cost	Total
<p>the station ends have been accounted for in this quote.</p> <p>All new cables will be certified and the test results will be provided to the customer upon completion of the project.</p>				

This quote is good for 7 days from the date shown above. 50% will be invoiced upon approval for quotes \$2,500 and above prior to the start of work NET 15. PO's must be issued upon approval.
 Please note all credit card transactions will be charged a 4% processing fee. This will be added to the sum of this quote.

Subtotal
Sales Tax (7.5%)
Total

Signature _____

Date _____

R-Options, Inc.
 50 Industrial Park Cir, Ste 2
 Rochester, NY 14624
 Phone: 585-366-4125
 Fax: 585-486-1486



QUOTE

Date	Quote #
8/5/2021	8415

Name / Address

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

Ship To

Town of Canandaigua
 Kate Silverstrim
 5440 Route 5 & 20 West
 Canandaigua, NY 14424
 (585) 394-1120 x2222

*"Celebrating 10 years
 in Business"*

UID# 120002773530

Rep	P.O. No.	Terms
RP	TBD	Net 30

Description	Qty	U/M	Cost	Total
New York State 1st Shift Prevailing Wage Labor	160	hr	115.00	18,400.00
Category 6A Plenum Cable 10gig-Xe Blue	18,000	ft	0.6204	11,167.20
Hubbell 10 Gig Cat 6A Black Insert	180	ea	10.13761	1,824.77
Hubbell 48 port Excelsior Jack Panel	2	ea	71.625	143.25
Hubbell 2 Port Faceplate Office White	41	ea	1.93049	79.15
Hubbell 4 Port Faceplate Office White	2	ea	1.865	3.73
Low Voltage Plate Single Gang	30	ea	2.079	62.37
Caddy K Clip for Grid Wire	200	ea	0.5265	105.30
Bridle Ring 2" w/Saddle 10 - 24 Thread	200	ea	4.422	884.40
EZ-Firestop Grommet--Two-piece split cable grommet for single or small multiple cables up to 0.27 in. (7 mm) O.D.	25	ea	3.6368	90.92
STI 2 in. split firestop sleeve kit: includes one 2 in. (51 mm) split sleeve, two split escutcheon plates, two split firestop gaskets, firestop putty and labels	4	ea	45.3725	181.49
STI 4 in. split firestop sleeve kit: includes one 4 in. (102 mm) split sleeve, two split escutcheon plates, two split firestop gaskets, firestop putty and labels	1	ea	99.52	99.52
2" J-Hook, Cable Support	5	ea	3.808	19.04
4" J-Hook, Cable Support	10	ea	7.223	72.23
Cat6A Slim Type Patch Cord, Blue 1'	90	ea	4.482	403.38
Cat6A Slim Type Patch Cord, Blue 7'	90	ea	5.076	456.84

This quote is good for 7 days from the date shown above. 50% will be invoiced upon approval for quotes \$2,500 and above prior to the start of work NET 15. PO's must be issued upon approval.
 Please note all credit card transactions will be charged a 4% processing fee. This will be added to the sum of this quote.

Subtotal	\$33,993.59
Sales Tax (7.5%)	\$0.00
Total	\$33,993.59

Signature _____ Date _____

ATTACHMENT 10



Integrated Systems
 Phone: (585) 924-8670
 Fax: (585) 924-8842
 50 Victor Heights Parkway
 Victor, NY 14564

Quote
No.: 8555
Date: 5/10/2021

Prepared for:
 Tyler McMahon (585) 394-1120
 Town of Canandaigua
 5440 Routes 5 & 20 West
 Canandaigua, NY 14424 U.S.A.

Prepared by: Dave F. O'Hare
 Account No.: 344
 Phone: (585) 396-0450
 Fax: (585) 394-9476

Quantity	Item ID	Description	UOM	Sell	Total
2.00	* Quoted Item	Cisco 350 CBS350-48FP-4 X Ethernet Switch - 52 Ports	EA	\$2,177.58	\$4,355.16
2.00	* Quoted Item	Cisco Smart Net Total Care Extended Service - Service - 8 x 5 Next Business Day - Exchange	EA	\$299.90	\$599.80
1.00	* Quoted Item	Installation Configuration of Equipment time Billed at Towns PSA contract rate	EA	\$0.00	\$0.00

Your Price: \$4,954.96
Total: \$4,954.96

Prices are firm until 6/11/2021 Terms: Upon Receipt

Prepared by: Dave F. O'Hare, dave@integratednet.com

Date: 5/10/2021

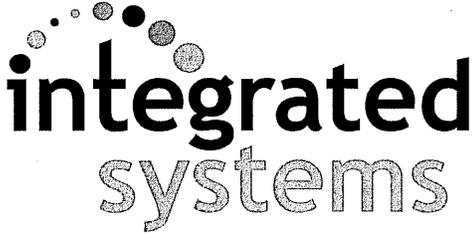
Integrated Systems

Network switch upgrade - Town confirmed port count
 Cisco Smart Net Total Care - Extended service agreement - replacement - 8x5 - response time: NBD
 Terms of Sale - Upon Receipt of Invoice

Integrated Systems' Invoicing and Terms Policy for Network Equipment, Software, Licenses, Computers and Servers is that the customer is billed when the equipment ships, and the invoice is due on receipt. Invoicing for installation will be billed or posted to a current PSA upon completion of the equipment integration. Integrated Systems policy is to have the equipment delivered to the Integrated Systems 50 Victor Heights Parkway facility. We will store and deliver your equipment, on a mutually agreeable installation day. If there are any exceptions that need to be discussed about this policy, please address with your salesperson, before your order is place"

_____ Initial for acceptance.

Accepted by: _____ **Date:** _____



Integrated Systems
 Phone: (585) 924-8670
 Fax: (585) 924-8842
 50 Victor Heights Parkway
 Victor, NY 14564

Quote
No.: 8541
Date: 5/6/2021

Prepared for:
 Jean Chrisman
 Town of Canandaigua
 5440 Routes 5 & 20 West
 Canandaigua, NY 14424 U.S.A.

Prepared by: Dave F. O'Hare
 Account No.: 344
 Phone: (585) 396-0450
 Fax: (585) 394-9476

Quantity	Item ID	Description	UOM	Sell	Total
WIFI for Town Hall projected 8-10 AP's- Pending final Engineers cabling walkthrough					
8.00	* Quoted Item	Ruckus 710 Dual Band (Indoor AP)	EA	\$904.50	\$7,236.00
8.00	* Quoted Item	AP Enrollment Fee (One Time Fee)	EA	\$79.00	\$632.00
8.00	* Quoted Item	Ruckus Support (Yearly Renewal)	EA	\$18.00	\$144.00
1.00	* Quoted Item	Integrated Systems Cloud Management Fee (Yearly Renewal)	EA	\$595.00	\$595.00
1.00	* Quoted Item	Cable Materials - CAT 6 Cable/Jacks/ RJ 45 Ends	EA	\$299.00	\$299.00
1.00	* Quoted Item	Installation/Configuration time billed to PSA -TBD	EA	\$0.00	\$0.00
				Your Price:	\$8,906.00
				Total:	\$8,906.00

Prices are firm until 5/21/2021 Terms: Upon Receipt

Prepared by: Dave F. O'Hare, dave@integratednet.com

Date: 5/6/2021

Integrated Systems-

Installation of (8-10) AP's in the Canandaigua Town Hall Configure Public and Private network. Run Cable to support (8-10) Ruckus WiFi Access Points. Integrated Systems Cloud Management Fee in Data Center.

The Ruckus ZoneFlex R710 indoor AP is the industry's highest capacity four-stream 802.11ac Wave 2 wireless access point. The R710 delivers reliable connectivity for high-density Wi-Fi environments.

This 802.11ac Wave 2 wireless access point incorporates top performance patented technologies found only in the Ruckus Wi-Fi portfolio.

BeamFlex+ adaptive antenna technology directs each packet over the best performing signal path, extending coverage range and mitigating interference automatically. ChannelFly technology chooses the best channel to give users the highest throughput - delivering up to 50 percent capacity gain over competitive dynamic channel selection approaches. The R710 is also easy to manage through the virtual cloud management option.

The R710: Supports up to 512 clients on a single AP; Supports more services - including streaming HD media, bandwidth hungry cloud applications, web browsing, and email; Easily handles the transmission of challenging content - including jitter and latency sensitive streaming HD media; Uses fewer APs to cover more area with extended range capabilities; Improves throughput automatically delivering up to 50 percent capacity gains; Provides more wireless coverage and reduces costs with less cable runs; Reduces costs with support for both standard PoE and PoE+.

Terms of Sale during the COVID-19 Outbreak

Quote

No.: **8541**

Date: 5/6/2021

"Integrated Systems' Invoicing and Terms Policy for Computers and Servers has been that the customer is billed when the equipment ships, and the invoice is due on receipt. Invoicing for installation will be billed or posted to a current PSA upon completion of the equipment integration. Previously, under this policy, the equipment was shipped to the customer. Due to the COVID-19 working restrictions, because of reduced accessibility to customer premises, Integrated Systems has modified its policy to have the equipment delivered to the Integrated Systems 50 Victor Heights Parkway facility. We will store and deliver your equipment, on a mutually agreeable installation day. If there are any exceptions that need to be discussed about this policy, please address with your salesperson, before your order is place"

_____ Initial for acceptance.

Accepted by: _____ **Date:** _____

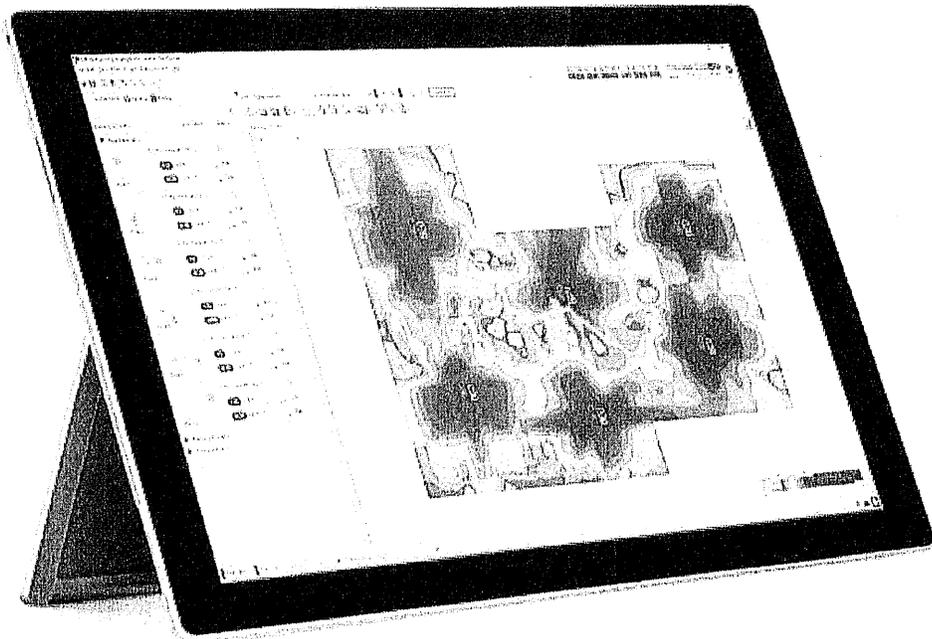


Town of Canandaigua

WiFi Coverage Heatmaps /Town Hall

May 5, 2021

Wi-Fi Network Report - R710

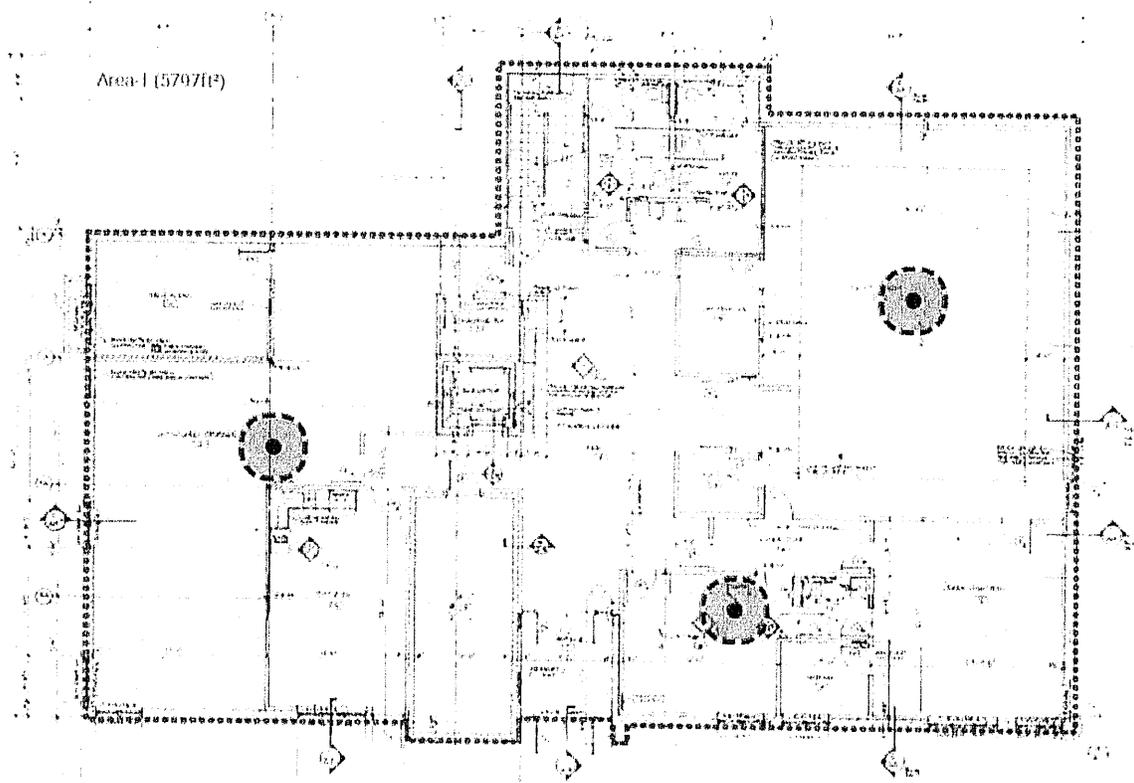


Access Point Position Lower Level



Lower Hall (Copy)

Survey routes and Access Points for Lower Hall (Copy)



Radio Signal Strength by Frequency

Area-1 (5,797 ft²)

Coverage Requirement: Ekahau Best Practices		
5 GHz	Signal Strength Min	-65.0 dBm
	Secondary Signal Strength Min	-67.0 dBm
	Signal-to-Noise Ratio Min	25.0 dB
	Data Rate Min	24 Mbps
	Channel Interference Max	1 at min. -85.0 dBm
	Round Trip Time (RTT) Max	200 ms
	Packet Loss Max	0.0 %



Wi-Fi Network Report - R710

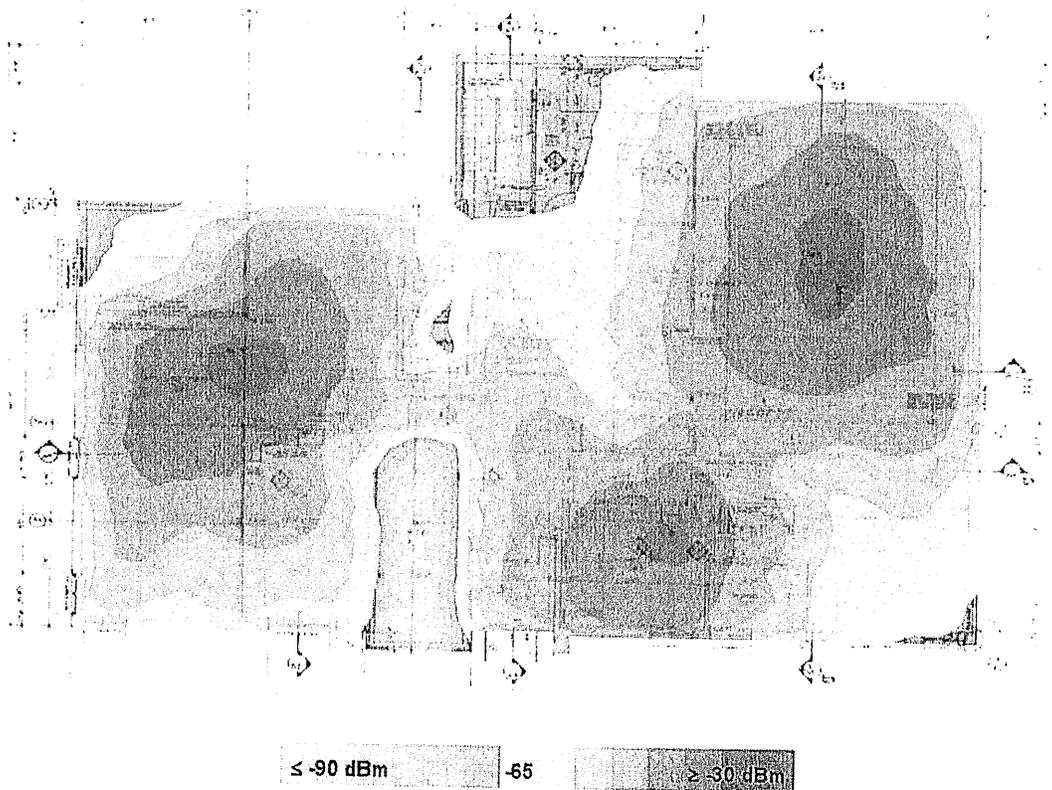
2.4 GHz	Signal Strength Min	-65.0 dBm
	Signal-to-Noise Ratio Min	20.0 dB
	Data Rate Min	24 Mbps
	Channel Interference Max	2 at min. -85.0 dBm
	Round Trip Time (RTT) Max	200 ms
	Packet Loss Max	0.0 %
Capacity Requirement	No capacity devices for this area	
Notes		



Wi-Fi Network Report - R710

Signal Strength for Lower Hall (Copy) on 2.4 GHz band

Signal Strength - sometimes called coverage - is the most basic requirement for a wireless network. As a general guideline, low signal strength means unreliable connections, and low data throughput.

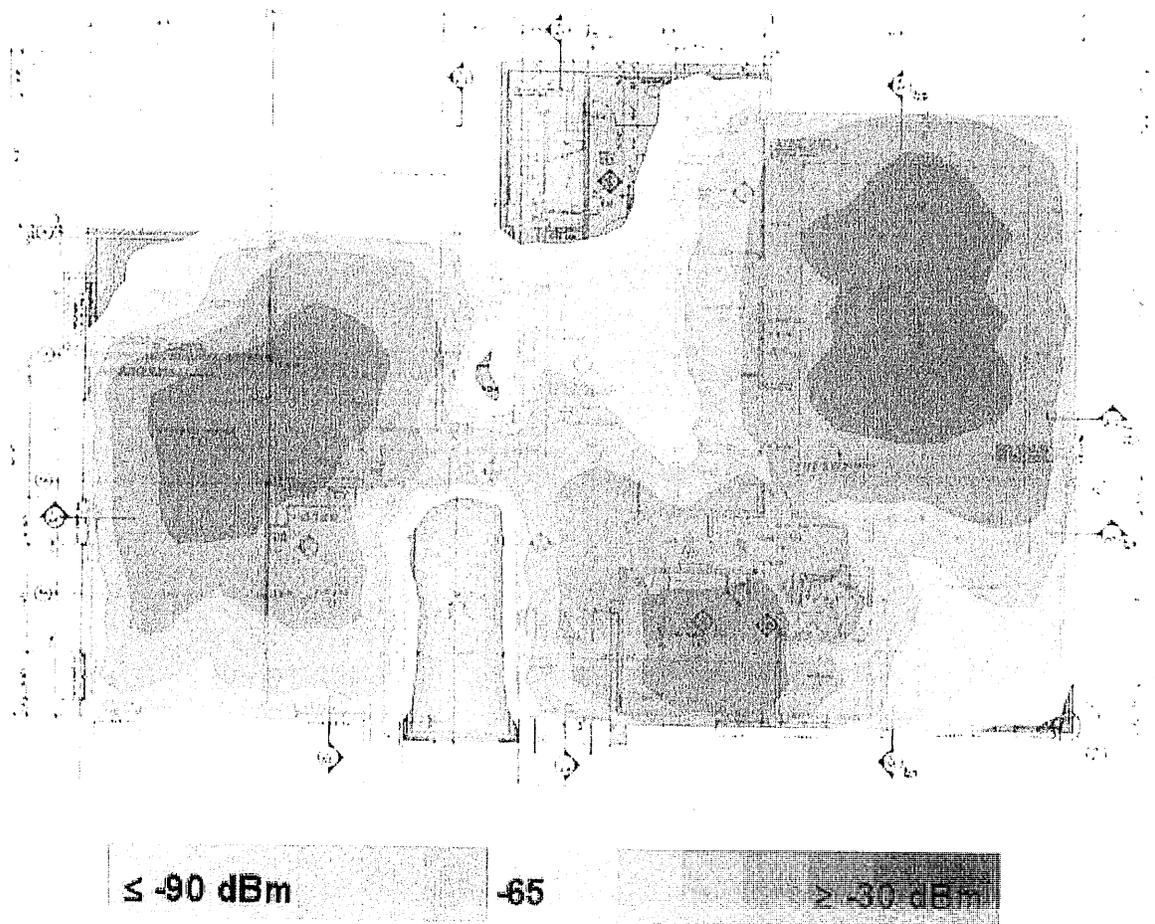




Wi-Fi Network Report - R710

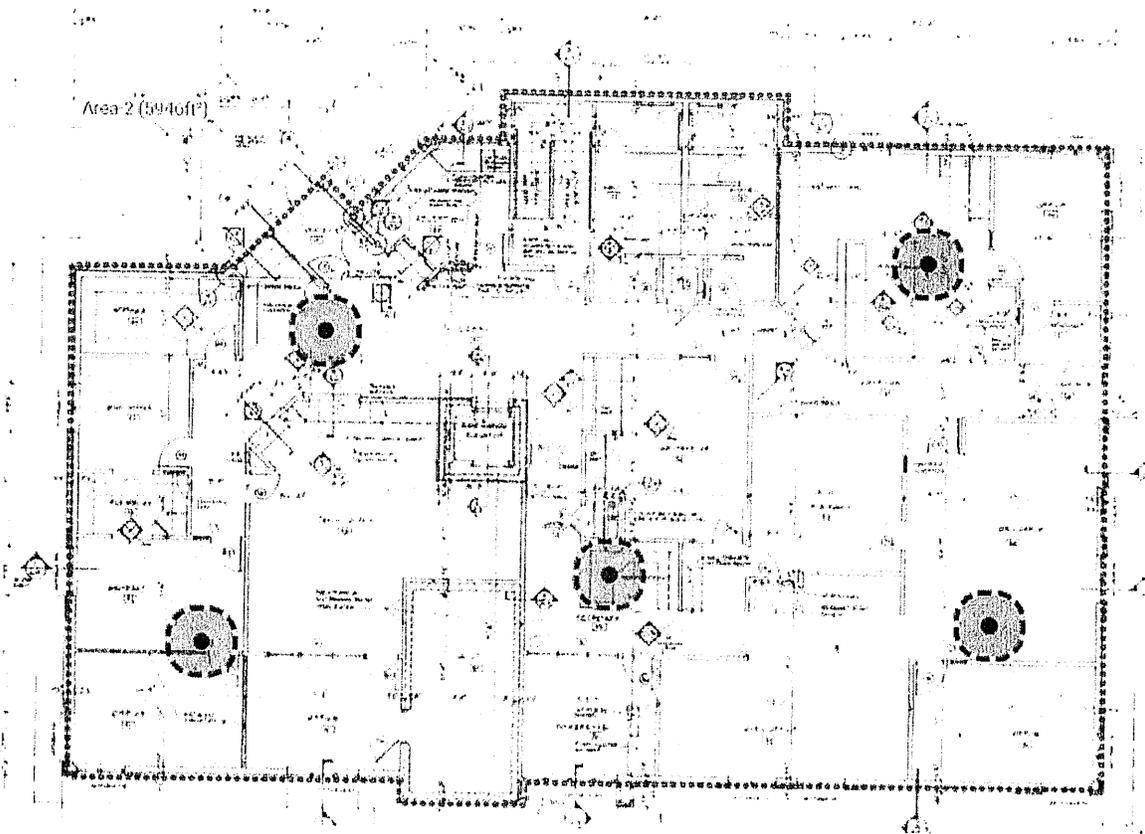
Signal Strength for Lower Hall (Copy) on 5 GHz band

Signal Strength - sometimes called coverage - is the most basic requirement for a wireless network. As a general guideline, low signal strength means unreliable connections, and low data throughput.



Upper Hall (Copy)

Survey routes and Access Points for Upper Hall (Copy)





Area-2 (5,946 ft²)

Coverage Requirement: Ekahau Best Practices		
5 GHz	Signal Strength Min	-65.0 dBm
	Secondary Signal Strength Min	-67.0 dBm
	Signal-to-Noise Ratio Min	25.0 dB
	Data Rate Min	24 Mbps
	Channel Interference Max	1 at min. -85.0 dBm
	Round Trip Time (RTT) Max	200 ms
	Packet Loss Max	0.0 %

Wi-Fi Network Report - R710

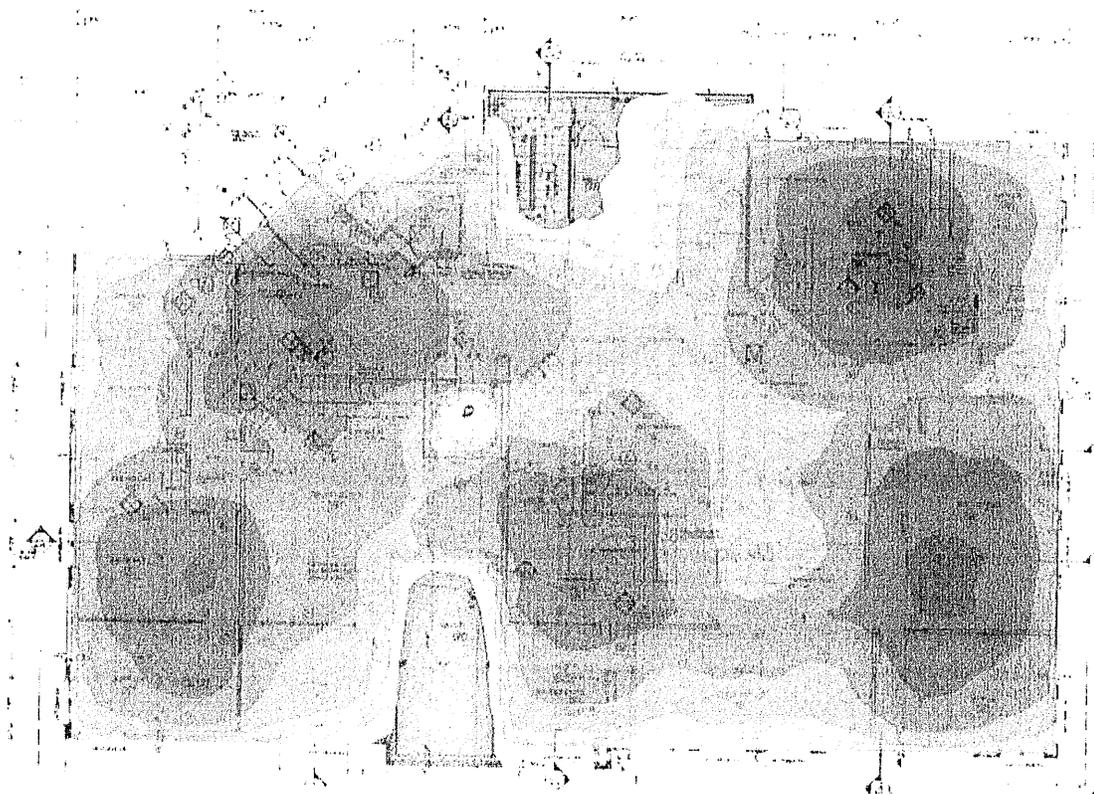
2.4 GHz	Signal Strength Min	-65.0 dBm
	Signal-to-Noise Ratio Min	20.0 dB
	Data Rate Min	24 Mbps
	Channel Interference Max	2 at min. -85.0 dBm
	Round Trip Time (RTT) Max	200 ms
	Packet Loss Max	0.0 %
	Capacity Requirement	No capacity devices for this area
Notes		



Wi-Fi Network Report - R710

Signal Strength for Upper Hall (Copy) on 2.4 GHz band

Signal Strength - sometimes called coverage - is the most basic requirement for a wireless network. As a general guideline, low signal strength means unreliable connections, and low data throughput.

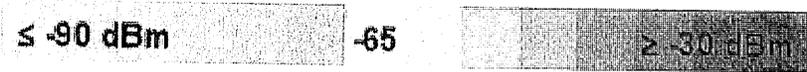
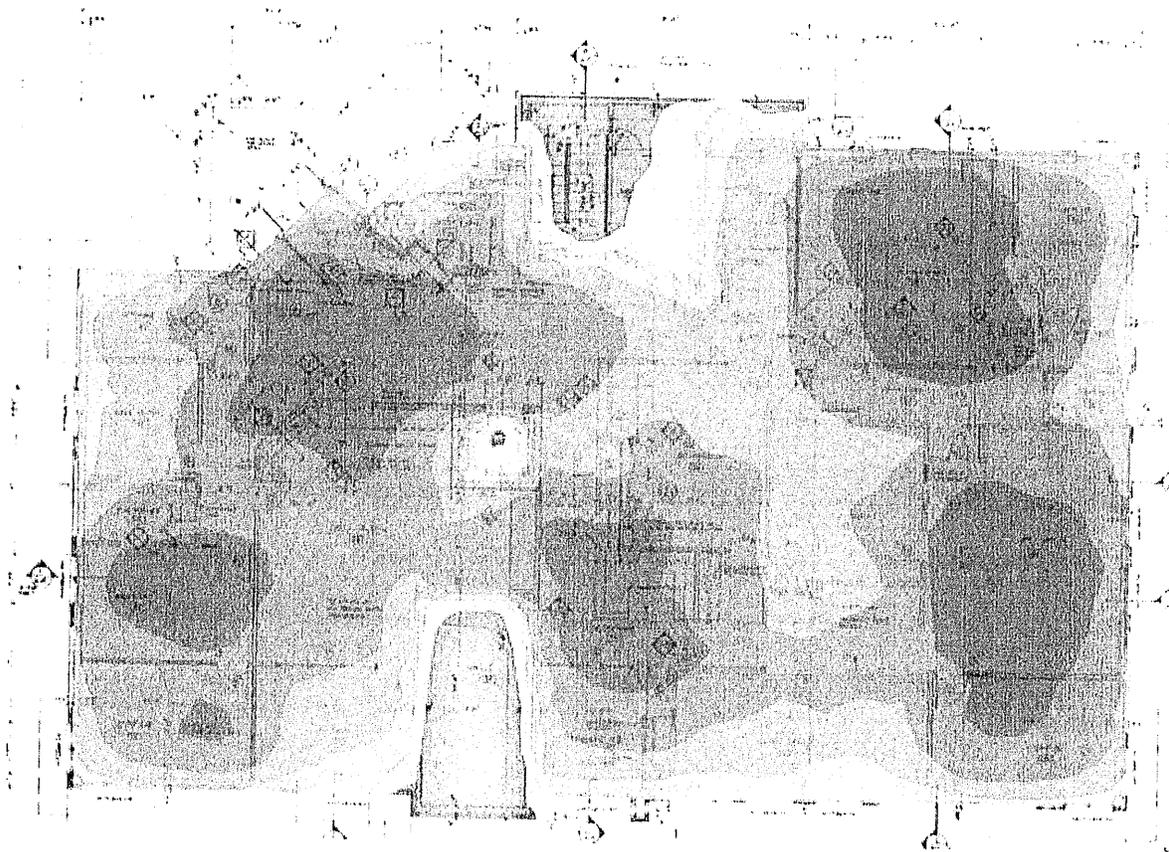




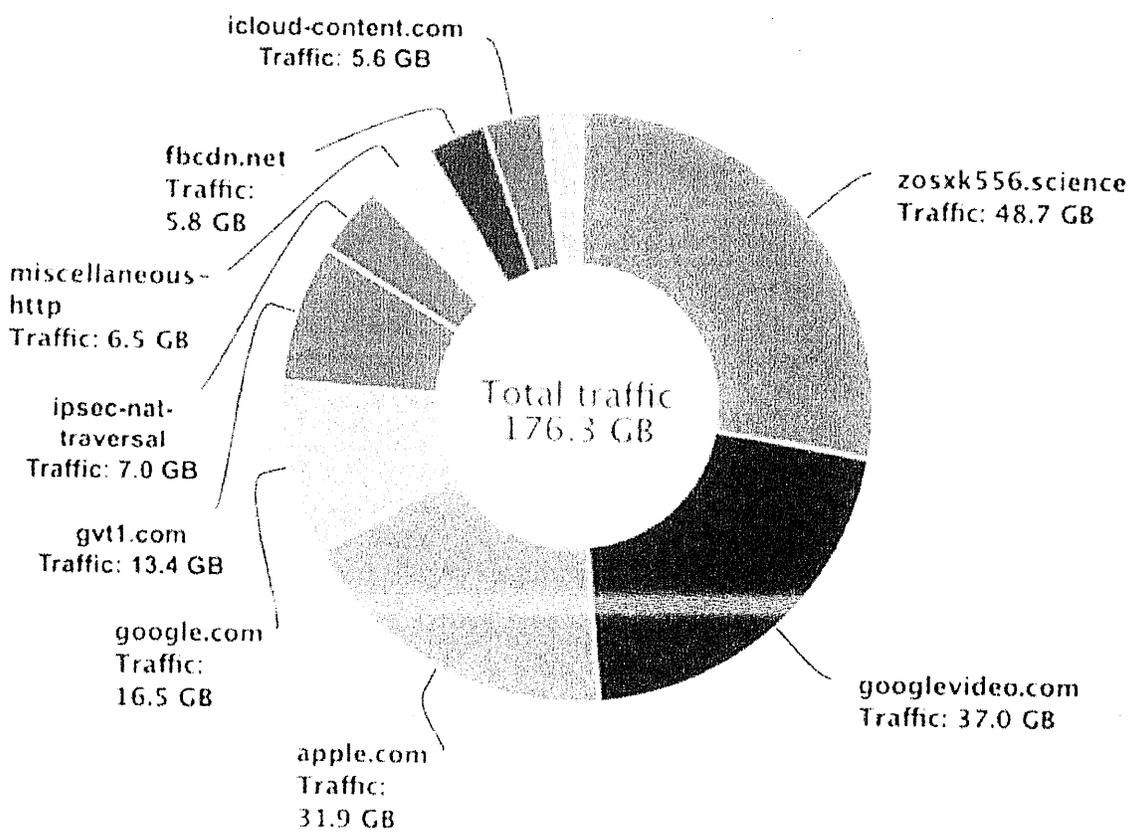
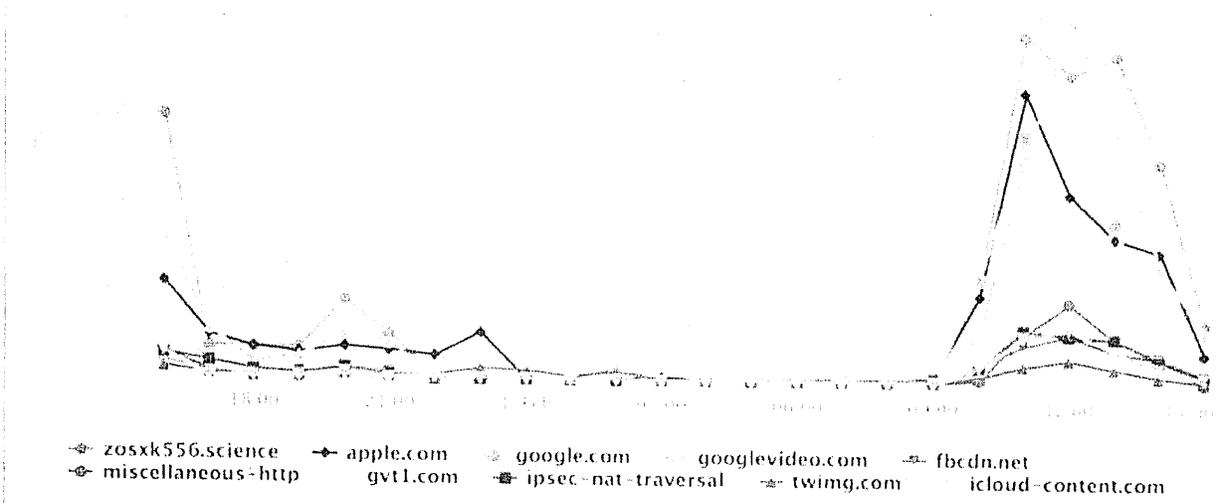
Wi-Fi Network Report - R710

Signal Strength for Upper Hall (Copy) on 5 GHz band

Signal Strength - sometimes called coverage - is the most basic requirement for a wireless network. As a general guideline, low signal strength means unreliable connections, and low data throughput.



Top Applications by Traffic Volume



Wireless Clients

Client ID	IP Address	MAC Address	Device Type	OS	Browser	Registration Method	Session Start	Session End	Duration
001	10.10.10.10	08:00:FE:1A:1C:0E	Android	Android	Chrome	Facebook	2017-07-14 10:00:00	2017-07-14 10:05:00	05:00
002	10.10.10.11	28:79:2A:0D:22:80	Windows	Windows 7/Vista	Internet Explorer	Facebook	2017-07-14 10:01:00	2017-07-14 10:06:00	05:00
003	10.10.10.12	08:3B:FE:1A:1C:0E	Android	Android	Chrome	Facebook	2017-07-14 10:02:00	2017-07-14 10:07:00	05:00
004	10.10.10.13	28:79:2A:0D:22:80	Windows	Windows 7/Vista	Internet Explorer	Facebook	2017-07-14 10:03:00	2017-07-14 10:08:00	05:00
005	10.10.10.14	08:3B:FE:1A:1C:0E	Android	Android	Chrome	Facebook	2017-07-14 10:04:00	2017-07-14 10:09:00	05:00
006	10.10.10.15	28:79:2A:0D:22:80	Windows	Windows 7/Vista	Internet Explorer	Facebook	2017-07-14 10:05:00	2017-07-14 10:10:00	05:00
007	10.10.10.16	08:3B:FE:1A:1C:0E	Android	Android	Chrome	Facebook	2017-07-14 10:06:00	2017-07-14 10:11:00	05:00
008	10.10.10.17	28:79:2A:0D:22:80	Windows	Windows 7/Vista	Internet Explorer	Facebook	2017-07-14 10:07:00	2017-07-14 10:12:00	05:00
009	10.10.10.18	08:3B:FE:1A:1C:0E	Android	Android	Chrome	Facebook	2017-07-14 10:08:00	2017-07-14 10:13:00	05:00
010	10.10.10.19	28:79:2A:0D:22:80	Windows	Windows 7/Vista	Internet Explorer	Facebook	2017-07-14 10:09:00	2017-07-14 10:14:00	05:00

Analytics Overview – Home Dashboard

Analytics

Analytics Reporting

- Dashboard Summary
- Registration Method (e-mail, Facebook, Twitter)
- Total Registered Users
- Total Sessions
- New vs. Returning Users
- Average Visitor Duration
- Device Types
- Browser Versions
- Visitor Demographics (Gender, Age range)

Network Monitoring

- Access Point Status

Client ID	IP Address	MAC Address	Device Type	OS	Browser	Registration Method	Session Start	Session End	Duration
001	10.10.10.10	08:00:FE:1A:1C:0E	Android	Android	Chrome	Facebook	2017-07-14 10:00:00	2017-07-14 10:05:00	05:00
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005	10.10.10.14	08:3B:FE:1A:1C:0E	Android	Android	Chrome	Facebook	2017-07-14 10:04:00	2017-07-14 10:09:00	05:00
006	10.10.10.15	28:79:2A:0D:22:80	Windows	Windows 7/Vista	Internet Explorer	Facebook	2017-07-14 10:05:00	2017-07-14 10:10:00	05:00
007	10.10.10.16	08:3B:FE:1A:1C:0E	Android	Android	Chrome	Facebook	2017-07-14 10:06:00	2017-07-14 10:11:00	05:00
008	10.10.10.17	28:79:2A:0D:22:80	Windows	Windows 7/Vista	Internet Explorer	Facebook	2017-07-14 10:07:00	2017-07-14 10:12:00	05:00
009	10.10.10.18	08:3B:FE:1A:1C:0E	Android	Android	Chrome	Facebook	2017-07-14 10:08:00	2017-07-14 10:13:00	05:00
010	10.10.10.19	28:79:2A:0D:22:80	Windows	Windows 7/Vista	Internet Explorer	Facebook	2017-07-14 10:09:00	2017-07-14 10:14:00	05:00

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006	10.10.10.15	28:79:2A:0D:22:80	Windows	Windows 7/Vista	Internet Explorer	Facebook	2017-07-14 10:05:00	2017-07-14 10:10:00	05:00
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Integrated Systems
 Phone: (585) 924-8670
 Fax: (585) 924-8842
 50 Victor Heights Parkway
 Victor, NY 14564

Quote
 No.: **8541**
 Date: 5/6/2021

Prepared for:
 Jean Chrisman
 Town of Canandaigua
 5440 Routes 5 & 20 West
 Canandaigua, NY 14424 U.S.A.

Prepared by: Dave F. O'Hare
 Account No.: 344
 Phone: (585) 396-0450
 Fax: (585) 394-9476

Quantity	Item ID	Description	UOM	Sell	Total
WIFI for Town Hall projected 8-10 AP's- Pending final Engineers cabling walkthrough					
8.00	* Quoted Item	Ruckus 710 Dual Band (Indoor AP)	EA	\$904.50	\$7,236.00
8.00	* Quoted Item	AP Enrollment Fee (One Time Fee)	EA	\$79.00	\$632.00
8.00	* Quoted Item	Ruckus Support (Yearly Renewal)	EA	\$18.00	\$144.00
1.00	* Quoted Item	Integrated Systems Cloud Management Fee (Yearly Renewal)	EA	\$595.00	\$595.00
8.00	* Quoted Item	POE Injector	EA	\$79.00	\$632.00
1.00	* Quoted Item	Cable Materials - CAT 6 Cable/Jacks/ RJ 45 Ends	EA	\$225.00	\$225.00
1.00	* Quoted Item	Installation/Configuration time billed to PSA	EA	\$0.00	\$0.00
				Your Price:	\$9,464.00
				Total:	\$9,464.00

Prices are firm until 5/21/2021 Terms: Upon Receipt

Prepared by: Dave F. O'Hare, dave@integratednet.com
 Integrated Systems-

Date: 5/6/2021

Installation of (8-10) AP's in the Canandaigua Town Hall Configure Public and Private network. Run Cable to support (8-10) Ruckus WiFi Access Points. Integrated Systems Cloud Management Fee in Data Center.

The Ruckus ZoneFlex R710 indoor AP is the industry's highest capacity four-stream 802.11ac Wave 2 wireless access point. The R710 delivers reliable connectivity for high-density Wi-Fi environments.

This 802.11ac Wave 2 wireless access point incorporates top performance patented technologies found only in the Ruckus Wi-Fi portfolio.

BeamFlex+ adaptive antenna technology directs each packet over the best performing signal path, extending coverage range and mitigating interference automatically. ChannelFly technology chooses the best channel to give users the highest throughput - delivering up to 50 percent capacity gain over competitive dynamic channel selection approaches. The R710 is also easy to manage through the virtual cloud management option.

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No.: **8541**

Date: 5/6/2021

Terms of Sale during the COVID-19 Outbreak

"Integrated Systems' Invoicing and Terms Policy for Computers and Servers has been that the customer is billed when the equipment ships, and the invoice is due on receipt. Invoicing for installation will be billed or posted to a current PSA upon completion of the equipment integration. Previously, under this policy, the equipment was shipped to the customer. Due to the COVID-19 working restrictions, because of reduced accessibility to customer premises, Integrated Systems has modified its policy to have the equipment delivered to the Integrated Systems 50 Victor Heights Parkway facility. We will store and deliver your equipment, on a mutually agreeable installation day. If there are any exceptions that need to be discussed about this policy, please address with your salesperson, before your order is placed"

_____ Initial for acceptance.

Accepted by: _____ **Date:** _____

ATTACHMENT 11

ONTARIO COUNTY DEPARTMENT OF HUMAN RESOURCES

PERSONNEL OFFICER CLASSIFICATION CERTIFICATION NO. 55-2021

CLASSIFICATION POSITION – TOWN OF CANANDAIGUA
[INFORMATION TECHNOLOGY SUPPORT TECHNICIAN II]

Mr. Douglas E. Finch, Town Manager, has filed Form MSD 222 (New Position Duties Statement) with me (in accordance with the Civil Service Law) advising that a position should be classified for the Town of Canandaigua.

I have made a complete analysis of said duties, responsibilities and minimum qualifications for the position.

I hereby certify that in accordance with the provisions of the Civil Service Law, Section 22, the appropriate Civil Service title for the position described is "INFORMATION TECHNOLOGY SUPPORT TECHNICIAN II", and that said position is to be placed in the COMPETITIVE jurisdictional classification of Civil Service.



Michele O. Smith
Director of Human Resources

7/19/21
Date

c: Mr. Douglas E. Finch, Town Manager

ATTACHMENT 12



The Property Guard system, including examples of functionality and background information, is included as a compendium to this document. This single page is intended only as a summary of services and a price quote. This quote is valid for 30 days from the date at the bottom of this page.

Major functionality provided to the Town of Canandaigua

- **LISTING VALIDATION:** includes automated and manual searching of listings, Talos automated scoring criteria, and manual review of listings to determine address and host name based on up to 20 different short term rental sites (to be determined in conjunction with the Town as part of setup process).
- **COMPLIANCE:** includes ingestion of permitting data (provided by residents or Town) and comparison of permits to validated listings. This also includes collection of permit fees by credit card. Collection or remittance of tax fees are not included in this estimate. A public facing registration site to be provided to the Town (requirements to be determined as part of setup process).
- **NOTIFICATION/REPORTING SYSTEM:** includes unlimited dashboard access for users as well as email and letter notification services to residents and short term rental providers (content to be finalized as part of setup process). Letters are sent via USPS First Class mail and all mail scans are tracked and stored and available upon request.
- **SUPPORT:** The town will be provided with an email address (24/7) and phone number (standard business hours) of a US-based dedicated support employee.
- **SETUP FEE (one time):** ingestion and formatting of county parcel data, employee training and onboarding, final permitting and reporting customization, etc.

2021 Town of Canandaigua Fee: \$9,999 (including setup)

Property Guard provides our fee based on an estimated number of current and future properties. In the event that a substantial difference exists between the estimated and actual number of properties, Property Guard will review options with the town. Those options include but are not limited to, a contract addendum to be paid during this contract or a modified contract for the following year. For consideration, Property Guard typically allows up to 20% growth in projected properties without impacting the existing contract. The fee in this document assumes 220 permits/properties.

Provided for the Town of Canandaigua on February 1, 2021

From: Adam Rose (adam@propertyguard.io) <adam@propertyguard.io>
Sent: Tuesday, August 3, 2021 7:00 PM
To: Doug Finch, Town Manager
Cc: Bob Farrell; Matt Kopchak; Chris Jensen; Sarah Reynolds; Shawna Bonshak; Michelle Rowlinson
Subject: Re: FW: FW: Property Guard proposal

Great question Doug,
That is inclusive of a one-time \$2499 setup fee. So if you renewed after the year it would be \$7500, pending any significant increase or decrease in properties (which could make the renewal price go up, or down).
Adam

On Tue, Aug 3, 2021 at 4:51 PM Doug Finch, Town Manager <dfinch@townofcanandaigua.org> wrote:

Adam,

Just for clarification this one time fee of \$9,999 are there any other fees or annual fees?

Douglas E. Finch, Town Manager

Town of Canandaigua

5440 Route 5&20W

Canandaigua, NY 14424

Phone: (585)394-1120 ext. 2234

From: Adam Rose (adam@propertyguard.io) <adam@propertyguard.io>
Sent: Tuesday, August 3, 2021 3:49 PM
To: Doug Finch, Town Manager <dfinch@townofcanandaigua.org>
Cc: Bob Farrell <bob.farrell@propertyguard.io>; Matt Kopchak <matt@propertyguard.io>; Chris Jensen <cjensen@townofcanandaigua.org>; Sarah Reynolds <sreynolds@townofcanandaigua.org>; Shawna Bonshak <SBonshak@townofcanandaigua.org>; Michelle Rowlinson <mrowlinson@townofcanandaigua.org>
Subject: Re: FW: FW: Property Guard proposal

Doug,

ATTACHMENT 13

OFFICE OF THE NEW YORK STATE COMPTROLLER

Thomas P. DiNapoli, State Comptroller

Elliott Auerbach, Deputy Comptroller



June 2021

To: Chief Executive Officers and Chief Fiscal Officers
From: Division of Local Government and School Accountability
Subject: Federal Aid Received by NYS Local Governments and School Districts under the Coronavirus Response and Relief Supplemental Appropriations Act and the American Rescue Plan Act

Please provide copies of this document to others who would benefit from this information.

Background

The federal government has passed several laws in the past year to address the economic and health consequences of the coronavirus pandemic (pandemic). Two of these laws, which are the focus of this accounting bulletin, allocated aid to local governments and school districts in New York State (NYS). The Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act, signed into law on December 27, 2020, provided additional funding to school districts under the same programs established last year in the Coronavirus Aid, Relief and Economic Security (CARES) Act. The American Rescue Plan (ARP) Act was signed into law on March 11, 2021 and continues many of the programs enacted by the CARES Act by adding new phases, new allocations and new guidance to address issues related to the ongoing pandemic. The ARP Act also creates new programs to address continuing pandemic-related crises and fund recovery efforts. It provides significant funding to local governments and school districts in NYS.

This guidance document expands upon the importance of proper fiscal oversight, as discussed in our July 2020 [Coronavirus Aid, Relief and Economic Security \(CARES\) Act Information](#) bulletin. It also identifies the main source of revenues¹ available under the CRRSA Act and ARP Act to local governments and school districts in NYS. Lastly, it addresses how local government and school district officials should account for CRRSA Act and ARP Act revenues and pandemic-related expenditures.

Proper Fiscal Oversight

Governing boards are responsible for effective fiscal oversight of local government and school district financial operations. Governing boards should receive and review timely financial information to make informed decisions. These decisions should not only focus on the needs of the moment but should also consider how decisions made today will impact the local government or school district in the future. Specifically, governing boards need to understand how non-

¹ The revenues discussed in this document are some examples of the funds available as of the date of this publication. The ever-changing financial environment may result in additional types of funds becoming available.

recurring revenue streams (also referred to as “one-time revenues”), such as CRRSA Act and ARP Act monies, can impact future local government and school district operations.

Non-recurring revenues are monies that are not repeatedly received by local governments or school districts. They are essentially “one-time revenues” and should be used to finance non-recurring expenditures, where and when possible. Non-recurring revenue streams should not be factored into ensuing years budgets; only recurring revenue streams should be budgeted for recurring expenditures. This allows for a structurally balanced budget.

CRRSA Act and ARP Act monies are an example of a non-recurring revenue stream. These monies should be used to first fund non-recurring expenditures that meet the requirements set forth in the U.S. Department of Education (DOE) and U.S. Department of Treasury’s (Treasury) resources, which can be found in the [Additional Information](#) section at the end of this document. While these monies are not prohibited from being used for recurring expenditures, local government and school district officials need to be mindful that if used in this manner, a gap will be created in the ensuing year’s budget, as this one-time revenue source will no longer be available. As a result, local governments and school districts will need to fill this gap by spending reserves (if available), using unrestricted fund balance, reducing services, increasing taxes, etc. Thus, using non-recurring revenues to fund recurring expenditures is not recommended.

Upon receipt of non-recurring revenue streams, such as CRRSA Act and ARP Act monies, the governing board will need to amend the current year’s budget, assuming the funds have not already been budgeted. Overall appropriations will increase, and the governing board will need to ensure that CRRSA Act and ARP Act monies are used in accordance with expenditure guidelines as set forth by the DOE and Treasury. The governing board should also continue to monitor the amended budget to ensure that appropriations are not over-expended and that deficits do not occur. More information on monitoring budgets can be found in the Monitoring the Budget section of our *Local Government Management Guide* entitled [Understanding the Budget Process](#).

Lastly, proper fiscal oversight is not complete without communication. Specifically, the governing board needs to communicate regularly not only with each other, but also with the Chief Executive Officer, the Chief Financial Officer (CFO) and management (such as department heads). This communication is key in helping ensure that those charged with making decisions and in management positions have all the necessary and relevant information they need to be able to fulfill their official responsibilities.

For more information on the governing board’s oversight responsibilities, please see our *Local Government Management Guide* entitled [Fiscal Oversight Responsibilities of the Governing Board](#).

Federal Aid Revenues

Local governments and school districts may receive various revenues as a result of the CRRSA Act and ARP Act. Some of these revenues may come from the additional funding of pre-existing programs, while other revenues may come from new programs.

If funding is received from pre-existing programs, such as the pre-existing programs discussed in our July 2020 [Coronavirus Aid, Relief and Economic Security \(CARES\) Act Information](#) bulletin, the accounting for such revenues would not change. For a listing of all active revenue codes for local governments, please see our [Online Chart of Accounts Query](#). For definitions of these revenue codes, please see the Revenue Account Codes section in our [Accounting and Reporting](#)

[Manual](#). For a listing of all active revenue codes for school districts, please see the School District Account Codes Appendix in our [School District Accounting and Reporting Manual](#).

New federal funding available under the CRRSA Act and ARP Act includes:

Coronavirus Local Fiscal Recovery (CLFR) Fund² – This fund will provide aid to cities, counties, towns and villages in NYS. Counties and metropolitan cities³ will receive their aid directly from the Treasury. Treasury published specific allocations for [counties](#) and [metropolitan cities](#) on their [Coronavirus State and Local Fiscal Recovery Funds](#) web page.

For those cities, towns and villages referred to as “non-entitlement units (NEU) of local government”⁴ under the ARP Act, the NYS Division of the Budget (DOB) is responsible for allocating funds received by the State from the CLFR fund to NEU local governments. Links to DOB resources may be found in the [Additional Information](#) section of this bulletin and NEU local governments should contact DOB for information regarding their respective allocations.

Local governments should consult with the Treasury if they have questions regarding allowable uses, documentation and reporting requirements that are not answered by the resources published on the Treasury’s web page. Links to these resources, as well as Treasury contact information, can be found in the [Additional Information](#) section of this bulletin.

To account for these funds, we confirmed with the Government Accounting Standards Board (GASB) that because the aid from the CLFR has eligibility requirements, it cannot be recognized as a revenue until the expenditure the aid will be used to pay for has been incurred by the local government.⁵ This mirrors the treatment of Coronavirus Relief Fund (CRF) aid under the CARES Act (see Question 1 of [GASB Technical Bulletin 2020-1](#)). GASB considers this type of aid a “voluntary nonexchange transaction” subject to eligibility requirements. What this means for local governments is that they will need to recognize a liability until all eligibility requirements are met (including eligible expenditures incurred). Once all eligibility requirements are met, local governments can then recognize the revenue. Local governments who do not have eligible expenditures incurred will need to record a liability using account code **A688 Other Liabilities** until expenditures have been incurred. Revenue account code **A4089 Federal Aid, Other** will then be used to recognize the aid (whether received directly from the federal government or the State) once the related expenditures have been incurred.

The following sample journal entries are intended to illustrate how local governments should account for and recognize aid received from the CLFR fund.

² Section 9901 of the American Rescue Plan Act amends Title VI of the Social Security Act (42 U.S.C. 801 et seq.) by adding a new section 603 (codified at 42 U.S.C. §803).

³ For the purposes of the ARP Act, the term metropolitan city has the same meaning given that term in section 102(a)(4) of the Housing and Community Development Act of 1974 (42 U.S.C. 5302(a)(4)) and includes cities that relinquish or defer their status as a metropolitan city for purposes of receiving allocations under section 106 of such Act (42 U.S.C. 5306) for fiscal year 2021.

⁴ To view the list of NEU local governments, visit the Treasury’s [Coronavirus State and Local Fiscal Recovery Funds for Non-entitlement Units of Local Government](#) web page.

⁵ See paragraphs 15, 19, and 20 of [GASB Statement 33](#) as amended by paragraph 10 of GASB Statement 65.

- 1) To record the initial receivable⁶ and liability for CLFR monies (when expenditures have not yet been incurred):

Account	Debit	Credit
A410 Due from State and Federal Government	\$50,000	
A688 Other Liabilities		\$50,000

- 2) To record the actual receipt of CLFR monies (whether distributed directly from the federal government or the State) and liquidate the receivable originally recorded:

Account	Debit	Credit
A200 Cash	\$50,000	
A410 Due from State and Federal Government		\$50,000

- 3) To record contractual public safety administration and public health expenditures⁷ incurred (what the CLFR monies will be used for), recognize the revenue (because all eligibility requirements have been met), and liquidate \$20,000 of the initial liability:⁸

Account	Subsidiary Account	Debit	Credit
A522 Expenditures		\$20,000	
	A3010.4 Public Safety Admin, Contr Expend	\$8,000	
	A4010.4 Public Health, Contr Expend	\$12,000	
A200 Cash			\$20,000

Account	Subsidiary Account	Debit	Credit
A688 Other Liabilities		\$20,000	
A980 Revenues			\$20,000
	A4089 Federal Aid, Other	\$20,000	

This aid *may* also be used for activities that are accounted for in other funds (e.g. capital projects fund, hospital or nursing home funds, etc.). Local governments should initially recognize the revenue received and liability incurred in the general fund and then they may transfer monies for these activities to the appropriate fund (once expenditures are incurred) using, for example, account codes **A9901.9 – Transfers, Other Funds** or **A9950.9 – Transfers, Capital Projects Fund**, depending on what fund the money is being transferred to.

⁶ Due from State and Federal Government is debited instead of cash while the local governments await the actual receipt of monies from the State or federal government.

⁷ These expenditure account codes would change based on the eligible expenditures incurred by the local government.

⁸ Aid still available at year-end should be reported in account code 688 Other Liabilities and should not be classified in one of the fund balance account codes.

School District Federal Aid – Between the ARP Act and the CRRSA Act, school districts will receive additional funding for the Elementary and Secondary School Emergency Relief (ESSER) Fund (established under the CARES Act). Additionally, the CRRSA Act provides additional funding to the Governor’s Emergency Education Relief (GEER) Fund.

School districts should consult with the DOE and the New York State Education Department (SED) if they have questions regarding allowable uses and documentation requirements that are not answered by the resources published on DOE’s and SED’s web pages, which can be found in the [Additional Information](#) section at the end of this document.

As far as the accounting treatment, the 2021-22 enacted State budget includes language requiring federal education stimulus funds received from CRRSA Act and ARP Act be deemed special aid funds. Similar to the accounting for the CLFR funds for local governments, the monies school districts receive from ARP/CRRSA also have eligibility requirements (incurrence of allowable expenditures and SED’s approval of the application for funds). Consequently, school districts cannot recognize these monies as a revenue until the expenditures the aid will be used to pay for have been incurred by the school districts and SED has approved the school district’s application. What this means for school districts is that they will need to recognize a liability in the pre-existing special aid fund account code **F688 Other Liabilities (Specify)** when aid is received before all eligibility requirements have been met. Once all eligibility requirements are met, school districts can then recognize the revenue in the pre-existing account code **F4289 – Other Federal Aid**.

The following sample journal entries are intended to illustrate how school districts should account for and recognize ARP/CSSRA aid.

If Aid is Received Prior to Incurring Eligible Expenditures

- 1) To record the initial receivable⁹ and liability for ARP/CRRSA monies (assuming SED’s approval of the application for the funds has occurred):

Account	Debit	Credit
F410 Due from State and Federal Government	\$50,000	
F688 Other Liabilities (Specify)		\$50,000

- 2) To record the actual receipt of ARP/CRRSA monies and liquidate the receivable originally recorded:

Account	Debit	Credit
F200 Cash	\$50,000	
F410 Due from State and Federal Government		\$50,000

⁹ Due from State and Federal Government is debited instead of cash while the school districts await the actual receipt of monies from the State.

- 3) To record contractual health services regular school and unclassified expenditures¹⁰ incurred (what the ARP/CRRSA monies will be used for), recognize the revenue (since all eligibility requirements have been met), and liquidate \$20,000 of the initial liability:¹¹

Account	Subsidiary Account	Debit	Credit
F522 Expenditures		\$20,000	
F2815.4 Health Services Regular School, Contr Expend	\$8,000		
F1988.4 Unclassified Expenditures (Specify)	\$12,000		
F200 Cash			\$20,000

Account	Subsidiary Account	Debit	Credit
F688 Other Liabilities (Specify)		\$20,000	
F980 Revenues			\$20,000
F4289 Other Federal Aid	\$20,000		

If Aid is Received After Eligible Expenditures Have Already Been Incurred (in the Special Aid Fund)

- 1) To record the initial receivable¹² and revenue for ARP/CRRSA monies (assuming SED's approval of the application for the funds has occurred):

Account	Subsidiary Account	Debit	Credit
F410 Due from State and Federal Government		\$15,000	
F980 Revenues			\$15,000
F4289 Other Federal Aid	\$15,000		

- 2) To record the actual receipt of ARP/CRRSA monies and liquidate the receivable originally recorded:

Account	Debit	Credit
F200 Cash	\$15,000	
F410 Due from State and Federal Government		\$15,000

This aid *may* also be used for expenditures incurred in a different fund and/or in a previous fiscal year. When this happens, school districts should initially recognize the revenue received in the special aid fund,¹³ and then they may transfer monies (only the amount that is in their approved application) for the reimbursement of these expenditures to the applicable fund. School districts

¹⁰ These expenditure account codes would change based on the eligible expenditures incurred by the school district.

¹¹ Aid still available at year-end should be reported in account code 688 Other Liabilities and should not be classified in one of the fund balance account codes.

¹² Due from State and Federal Government is debited instead of cash while the school districts await the actual receipt of monies from the State.

¹³ This would be accounted for similar to sample journal entry #1 under the "If Aid is Received After Eligible Expenditures Have Already Been Incurred (in the Special Aid Fund)" section.

will need to use account code **F9901.9 – Transfers to Other Funds** when transferring these funds from the special aid fund and account code **5031 – Interfund Transfers**¹⁴ in the receiving fund. It is also important to note, however, that if these monies are used to reimburse another fund, these monies should have the same fund balance classifications as the monies originally used to pay for the previous fiscal year’s expenditures. For example, if \$1,000 of reserve monies was used to pay for a previous fiscal year’s expenditure, then it would be expected that the monies used to reimburse this \$1,000 would be restricted to the same reserve.

Please note that any federal aid previously received under the CARES Act Education Stabilization Fund should be recorded using general fund revenue code **A4286 – Federal Aid, CARES Act Education Stabilization Fund**. The accounting treatment for CARES Act monies can be found in our July 2020 [Coronavirus Aid, Relief and Economic Security \(CARES\) Act Information](#) bulletin.

Aid-Related Expenditures

When recording aid-related expenditures, local governments and school districts should continue to record expenditures using existing expenditure codes (with the exception of Broadband improvements as noted below). For a listing of all active expenditure codes for local governments, please see our [Online Chart of Accounts Query](#). For definitions on these expenditure codes, please see the Expenditure Account Codes sections in our [Accounting and Reporting Manual](#). School districts should consult the School District Account Codes Appendix in our [School District Accounting and Reporting Manual](#). Local governments and school districts should keep in mind that ARP Act and CRRSA Act monies have specific allowable uses and as a result, officials should consult with their respective attorneys, as applicable, to ensure monies are being spent in accordance with the intended purpose.

For local governments using the CLFR funds, one of the allowable uses, according to the ARP Act legislation, is expanding access to broadband internet. Due to this, and the increased interest in these types of projects in recent years, we have created a new general fund and capital projects fund expenditure account code **8780 – Broadband Improvements**.

For school districts, no new expenditure account codes will be activated in the special aid fund for ST-3 purposes. While these expenditures may internally be accounted for in greater detail in order to meet DOE and SED requirements, OSC is not requiring this level of detail for ST-3 reporting purposes. If an active expenditure account code is not available for a specific type of expenditure, school districts should use account code **F1988.4 – Unclassified Expenditures** and specify the expenditure.

Additionally, if local governments and school districts wish to track expenditures relating to the aid in more detail, several options are available:

- Expand the object of the expenditure code by adding additional digits. For example, you could use code 3010.41 – Public Safety Administration, to account for contractual public safety administration expenditures which are “paid for” using ARP Act monies. For AUD reporting purposes, however, it should be noted that this amount would be rolled up into account 3010.4 – Public Safety Administration.

¹⁴ Account code **5031 – Interfund Transfers** will be used for the 2020-21 ST-3 if approved applications include expenditures in the school food service fund. Account code **C5031 – Transfer from General Fund** will be renamed to **C5031 – Interfund Transfers** for the 2021-22 ST-3.

- Use a separate spreadsheet outside of the accounting system to track expenditures related to the aid in greater detail, while still updating and maintaining the accounting system.

Additional Information

For more information relating to the pandemic, please visit our [Updates and Resources Related to COVID-19 Public Health Crisis](#) web page.

For information and resources to help local officials deal with revenue disruption and rising demands for services, please visit our [Financial Toolkit for Local Officials in 2020 and Beyond](#) web page.

CLFR Funds Resources:

- [Treasury CLFR Resources](#):
 - [Interim Final Rule](#) – Official implementation guidance
 - [Fact Sheet](#)
 - [FAQs](#)
 - [Quick Reference Guide](#)
 - [Information for Non-Entitlement Units of Local Government](#)
 - [Recipient Compliance and Reporting Responsibilities](#)
 - [Compliance and Reporting Guidance](#)
 - [General questions regarding this program may be sent to: SLFRP@treasury.gov](#)
- DOB Resources:
 - [NEU Recipient Numbers](#)
 - [ARP Act CLFR Funds to NEUs](#)
- DOE Resources:
 - [American Rescue Plan Guidance Webpage](#)
 - [Elementary and Secondary School Emergency Relief Fund Webpage](#)
 - [Governor's Emergency Education Relief Fund Webpage](#)
- [SED Coronavirus Guidance for P-12 Schools](#)

For guidance documents on various local government management topics, please see our [Local Government Management Guides](#).

If you have questions pertaining to the information in this document, please contact the State Comptroller's [regional office that serves your local government or school district](#).

ATTACHMENT 14

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE TOWN OF CANANDAIGUA AND THE CITY OF CANANDAIGUA
RELATED TO ECONOMIC DEVELOPMENT AND THE CANANDAIGUA LOCAL
DEVELOPMENT CORPORATION, INC.**

This Memorandum of Understanding is entered into this ___ day of _____, 2021 by and between the Town of Canandaigua (“Town”), whose principal place of business is located at 5440 Routes 5 & 20; Canandaigua, NY 14424 and the City of Canandaigua (“City”), whose principal place of business is located at 2 North Main Street; Canandaigua, NY 14424.

WHEREAS, the Town and the City desire to work together to further the economic development of the Town of Canandaigua and the City of Canandaigua (“Canandaigua Area”); and

WHEREAS, the Town and the City have determined that it is in the best interests of the Town and the City to jointly form a Local Development Corporation under the Non-Profit Corporation Law of the State of New York; and

WHEREAS, the Town and the City desire to work with the Canandaigua Chamber of Commerce in the operation of said Local Development Corporation; and

NOW THEREFORE, in exchange for the mutual promises contained herein, the parties set forth the following terms, understandings, and agreements:

1. **Binding Effect.** This Memorandum of Understanding is intended to be binding on the parties.
2. **Mutual Understanding.**
 - a. The Town and City have jointly created a Local Development Corporation named the Canandaigua Local Development Corporation, Inc. (“LDC”).

- b. The Town agrees to contribute \$25,000.00 per year to the LDC for three consecutive years commencing in 2022.
- c. The City agrees to contribute \$25,000.00 per year to the LDC for three consecutive years commencing in 2022.
- d. The Town agrees to cooperate with the LDC and the City in furtherance of the LDC's mission in keeping with the Town's Comprehensive Plan.
- e. The City agrees to cooperate with the LDC and the Town in furtherance of the LDC's mission in keeping with the City's Comprehensive Plan.
- f. The LDC shall make an annual report of its operations and finances to the Town, City, and Canandaigua Chamber of Commerce.
- g. The LDC shall operate with transparency in compliance with the NYS Public Authorities Law.

3. **Term of Agreement.** The term of this Memorandum of Understanding shall be three (3) years.

4. **Good Faith.** All parties agree to pursue this Memorandum of Understanding in good faith and to make their best efforts to cooperate in the processes described herein.

5. **Parties.**

- a. Town of Canandaigua
5440 Routes 5 & 20
Canandaigua, NY 14424
Attn: Doug Finch, Town Manager
DFinch@townofcanandaigua.org
- b. City of Canandaigua
2 North Main Street
Canandaigua, NY 14424
Attn: John Goodwin, City Manager

John.Goodwin@canandaiguanewyork.gov

6. Notices. Any notices to be given under this Memorandum of Understanding shall be in writing, sent by first class mail, postage prepaid, and by email addressed to such party at the email addresses and mailing addresses stated in §7, above. Notices sent in accordance with this section shall be deemed effective on the date sent by email.

IN WITNESS WHEREOF, the parties hereby execute this Memorandum of Understanding.

TOWN OF CANANDAIGUA

Doug Finch, Town Manager
Date: / /

CITY OF CANANDAIGUA



John Goodwin, City Manager
Date: 8 / 9 / 2021

ATTACHMENT 15

From: jchrisman@townofcanandaigua.org
Sent: Wednesday, July 7, 2021 2:08 PM
To: ksilverstrim@townofcanandaigua.org; sreynolds@townofcanandaigua.org
Subject: FW: 2020-2021 LGRMIF Award Notification (M/WBE_RMO)

*Jean Chrisman
Town Clerk
Receiver of Taxes
Town of Canandaigua
5440 Route 5 & 20 West
Canandaigua NY 14424
585-394-1120 Ext 2225*

From: ARCHGRANTS (ARCHGRANTS@nysed.gov) <ARCHGRANTS@nysed.gov>
Sent: Wednesday, July 7, 2021 12:05 PM
To: jchrisman@townofcanandaigua.org
Subject: 2020-2021 LGRMIF Award Notification (M/WBE_RMO)

July 7, 2021

NYS Education Department RFP #GC20-001
Local Government Records Management Improvement Fund (LGRMIF)
Time Period: 07/01/2021 – 06/30/2022

Applicant: Town Of Canandaigua
Project Number: 0580-21-8977

Dear Jean Chrisman,

After reviewing your proposal for a Local Government Records Management Improvement Fund (LGRMIF) grant, the New York State Archives, a unit of the NYS Education Department (SED), is pleased to inform you it has tentatively awarded your organization a grant in the amount of \$64629. There are several steps remaining prior to final approval:

- SED is required to obtain the approval of the Office of the State Comptroller (OSC).
- NYSED must review and approve your proposed budget, as well as your plan for meeting Minority and Women-Owned Business Enterprise (M/WBE) requirements. If NYSED contacts you with any questions about your budget or M/WBE documentation, please be sure to respond promptly to avoid or minimize delay in finalizing your award.
- Note that NYSED's M/WBE Unit will only accept M/WBE certification from currently certified New York State firms. Firms that have applied and/or are seeking certification will no longer be accepted and will not count toward the M/WBE goal.

- You will receive a final approval notice from SED's Grants Finance Unit once we have received the approvals noted above and your award has been processed and approved for payment. No work should be initiated until you receive this final notice of approval of your award.

All grants, regardless of type or dollar amount, are subject to further review, monitoring, and audit to ensure compliance. SED has the right to recoup funds if the approved activities are not performed and/or the funds are expended inappropriately. The grant resulting from this award will require that grantees accept electronic payments for amounts due. Additional information and authorization forms are available at OSC's website at <https://www.osc.state.ny.us/state-vendors>.

You will receive payment for this grant as follows:

- 50% of the award, which you should receive once we obtain the above approvals including your M/WBE document package.
- Up to an additional 40% of the grant will be released when you submit form FS-25/Request for Funds for a Federal or State Project to SED's Grants Finance Unit. Please note applicants must now submit these requests based on anticipated expenditures for the next month only.
- The remaining 10% will be released when the project is completed and the Grant Project Final Expenditure Report (FS-10-F) Long Form has been submitted to the Grants Administration Unit of the New York State Archives and approved by SED's Grants Finance Unit.

You must complete all project work and encumber all funds no later than June 30, 2022.

Note: If, due to the COVID-19 pandemic, you believe that you will not be able to complete the project within the allotted time period, and thus not be able to accept this grant, please inform the Grants Administration Unit by emailing us at archgrants@nysed.gov. For the subject line, please use this language: "Declination of 2020-2021 LGRMIF Grant" and include your institution's name and project number.

We look forward to working with you on this project. If you have any questions please do not hesitate to contact me at (518)474 - 6926 or archgrants@nysed.gov.

Sincerely,

Mark



Mark C. Maniak
Grant Program Manager
New York State Archives
Grants Administration Unit
Room 9A81, CEC
Albany, NY 12230
(518)474-6926
Archgrants@nysed.gov

Confidentiality Notice

ATTACHMENT 16



Preservation League of NYS

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Angel Ayón, AIA – Vice Chair
Lee Miller – Vice Chair
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Cynthia C. Wainwright
Diana S. Waite
Arete Swartz Warren
Steven J. Weiss

June 29, 2021

Sarah Reynolds
Town of Canandaigua
5440 Routes 5 & 20W
Canandaigua, NY 14424

Re: Town of Canandaigua – Cultural Resource Survey

Dear M. Reynolds,

We are pleased to inform you that in response to your application to the Preserve New York Grant Program, a grant of **\$15,000** was approved for the Town of Canandaigua – Cultural Resource Survey. We are delighted to support your efforts to complete this project.

The award is being made with the following agreements between the Preservation League and the Town of Canandaigua:

1. The grant will be used as support for costs associated with the completion of a Cultural Resource Survey.
2. The work will be completed by Bero Architecture PLLC, who will serve as the consultant to the Town of Canandaigua.
3. The project will be completed in accordance with the standards of the New York State Office of Parks, Recreation, and Historic Preservation (SHPO).
4. The final product will be a Cultural Resource Survey, based on National Park Service standards, including supporting documentation (maps, photographs, etc.).
5. Town of Canandaigua will submit a hard copy of the final product to the Preservation League no later than 12 months after the signing of this agreement.
6. Town of Canandaigua will notify the Preservation League of any changes to the project prior to the commencement of work. Any changes to the scope, consultant, or timetable will require the prior approval of the Preservation League.

7. The following language must be used when crediting the grant in print:
“Preserve New York is a signature grant program of the New York State Council on the Arts and the Preservation League of New York State. Preserve New York is made possible with the support of Governor Andrew M. Cuomo and the New York State Legislature, with generous additional support from The Robert David Lion Gardiner Foundation.”

Important Note: The consultants must be notified of this requirement.

If you agree with the above terms of the grant, please sign this agreement and return a copy to the Preservation League, retaining the original for your files. Failure to respond within 30 days may cause the award to be withdrawn.

Also, please send a copy of your contract or letter of understanding between your organization and your consultant. Upon our receipt of this agreement letter and your contract with the consultant, the Preservation League will issue a check for the grant amount.

We request that you assist us in making the official announcement of your award. Please do not send your own press announcement about this grant award. Specific instructions for how to proceed with media coverage are provided in a separate memorandum with this mailing. Please follow the instructions to ensure visibility of the project and proper credit. Once official press notification has occurred, we would appreciate receiving copies of any articles about this project. Please contact Katy Peace, Director of Communications, at kpeace@preservenys.org, to discuss assistance with publicity.

On behalf of the Preservation League, I send our best wishes.

Sincerely,



Jay DiLorenzo, President
Preservation League of New York
State

(DATE)

Sarah Reynolds, Administrative Coordinator
Town of Canandaigua

(DATE)

cc: Bero Architecture PLLC

March 5, 2021

Sarah Reynolds, Planning Aide
Town of Canandaigua
5440 Routes 5 & 20 W
Canandaigua, NY 14424

RE: Reconnaissance-Level Survey (Phase 2), Town of Canandaigua

Dear Ms. Reynolds:

Thank you for requesting this proposal from our firm. I am glad you are pursuing the second phase of the town Reconnaissance-Level survey and look forward to working with you on this project.

Scope of Work

This project will be the second phase of the Reconnaissance-Level Survey begun in 2018 with the Historic Context Statement. In that project, we provided an overview of town history, identified historic themes and associated property types, and provided recommendations for the second survey phase.

The primary purpose of the present phase will be to prepare an Annotated Property List that documents historically and architecturally significant properties in the town, including extant buildings, structures, landscapes, and districts. Archaeological resources will not be included in the study. The survey will be conducted according to the *Recommended Standards for Historic Resources Surveys* developed by the Field Services Bureau of the New York State Office of Parks, Recreation, and Historic Preservation (OPRHP). For each property selected for the survey, the annotated property list will include the address, estimated construction date, one to three photographs, brief physical description, and brief explanation of the property's significance and how it meets National Register criteria or other selection criteria. While reconnaissance-level surveys do not include detailed research into the history of individual properties, if we have information about a property's history we will record that in our notation of eligibility. Properties that do not appear to meet National Register eligibility standards may be included if they appear to possess substantial local architectural and/or historic importance.

In 2019, the State Historic Preservation Office (SHPO) rolled out a new version of the "CRIS Trekker" mobile application for survey work. This GIS-based program is designed to allow photographs and data to be collected in the field, and for survey "forms" to be completed either in the field or in the office, and submitted to SHPO to be reviewed and entered into their GIS-based Cultural Resource Information System. In my experience with the program so far, it does not necessarily make field work any faster than the way I used to do it with my own mobile program, but

does simplify the process of coordinating with SHPO and is used to generate the annotated building list described above.

I have included in my budget time for regular meetings with the Local History Team throughout the process, including at least one meeting early in the project. At the outset of the project it will be important to get the team's input about selection criteria, since I understand you want to document not only National Register-eligible properties but also properties that do not quite meet NR criteria (usually due to alterations) but are still of historical significance. Throughout the project I would like to draw on the team's knowledge of specific historic sites and research locations, and to engage them in public outreach. If members of the team are interested in helping with other aspects of the project, such as photography or other field work, I would be happy to discuss how they can assist.

Draft, Final Product, and Distribution

We will provide a draft of the report to you electronically. After receiving your comments, we will prepare the final report. We will provide the Town of Canandaigua with the following final products:

1. Two bound final reports, each printed in color. These can be spiral bound or in a three-ring binder, according to your preference.
2. One electronic copy of the report on CD.

Project Schedule

Preserve New York grant awards are typically announced in July/August, with completion required within one year of the grant agreement (i.e. August or September of 2022). Because the fall and early spring months are the best times for field work, my typical method is to do initial map research, desktop research using sources such as Google aerial photos and building photos available through the Town of Canandaigua's assessment website, and an initial round of field work in the fall, followed by more detailed research into specific sites in the winter months. Based on the results of our initial windshield survey and historic research, I will then have a good list of additional sites to be evaluated in more depth in early spring when weather permits, and plan to complete a draft report in late spring/early summer, allowing time for you to review the report and suggest any modifications well before the deadline. I have included time for up to four formal team and/or public meetings or presentations, and am assuming additional progress meetings with the Local History Team can be coordinated with research and/or field work trips or conducted remotely.

The following rough schedule assumes you receive your Preserve New York grant; I would be happy to modify it to suit any other schedule requirements that may arise, such as other funding deadlines or dates relevant to the town's comprehensive planning process.

September-October 2021	Collect existing information; desktop research using aerial photos, maps, Town photos
October – November 2021	Initial windshield-level field work
December 2021-March 2022	Research specific sites; follow-up field work (weather permitting)
March-April 2022	Follow-up field work

May-June 2022
July-August 2022
August/September 2022

Complete draft report; submit for client review
Report revisions
Anticipated deadline based on Preserve NY grant

Project Budget

For the services described above, we will charge you a fee of \$19,370, plus reimbursable expenses. Reimbursable expenses include mileage, research and copying fees, and printing, and are not expected to exceed \$550 for a total budget of \$19,920. The attached spreadsheet indicates the breakdown of the budget by task.

Client to Provide

At the beginning of the project, we will request the following:

1. A general informational handout describing the project with the Town of Canandaigua's letterhead. (This is useful to have when people ask us why we're taking a photo of their house.)
2. Access to current maps of the Town, preferably maps showing building outlines (if available; many towns do not have maps of this nature) and tax parcels. It would be most helpful if we could have such a map in digital format.

Because CRIS Trekker is a GIS-based program, with geographic data embedded into every electronic "form," I am proposing that at the end of the project, SHPO's GIS staff will coordinate with Ontario County GIS staff regarding data sharing and map generation. This will be far more efficient than having me generate a separate map, and will allow for easy integration of survey data into the County's existing GIS program.

Additional Services

This proposal is for the completion of a Reconnaissance-Level Survey of Historic Resources. It does not include the preparation of a public slide presentation, Building/Structure inventory forms ("blue forms"), or Historic District inventory forms. We will be happy to provide you with a separate proposal and estimate for the preparation of an intensive-level survey, individual property or district inventory forms, or completion of National Register Nominations upon completion of the Reconnaissance-Level Survey.

I have included time for one public presentation. If you would like me to conduct additional presentations I would be happy to do so as an additional expense.

Project Team Experience

Since the firm was founded in 1976, Bero Architecture has developed a local, state, and regional reputation for excellence in preservation planning and historic building assessment (see attached firm description). As the firm's architectural historian, I will serve as the project coordinator and expect

to conduct most or all of the research, field work and writing myself. I have enclosed my résumé and our firm résumé of representative history projects.

Terms and Conditions

An official signature on a copy of this proposal, returned to this office, signifies understanding of and agreement to the terms and conditions stated, and will serve as our notice to proceed. Please keep the original of this agreement for your files.

We would be pleased to assist you with this worthy project. I hope this proposal addresses your needs. Please call me at 262-2035 if you have any questions or comments about this proposal.

Sincerely,



Katie Eggers Comeau
Architectural Historian

<hr/> <p>Approved (name and title) Date:</p>
--

- Enclosures: Fee proposal spreadsheet
 Firm Overview
 Firm Résumé of Historic Preservation Projects
 Personnel résumés

Town of Canandaigua Reconnaissance-Level Survey: Phase Two			3/4/2021
	Arch.Historian	Architect	
Phase 2			
1. Meetings and coordination			
Team and/or Public Meetings - prep and attend (up to 4)	9		
Public presentation - prep and present	4		
Travel (4 round trips)	4		
subtotal hours	17	0	
subtotal fees	\$1,530	\$0	\$1,530
2. Reconnaissance-Level Field Work			
Individual buildings: On-site CRIS data entry & photos (~325 properties @ 10 min)	52		
Overview observations, analysis	8		
Research & CRIS significance statement, description (~150 properties @ 45 min)	110		
Travel (8 round-trips)	8		
subtotal hours	178	0	
subtotal fees	\$16,020	\$0	\$16,020
3. Analysis and Writing			
Methodology (Phases 1 and 2)	1		
Existing Conditions / Architectural Overview	4		
Annotated properties list (generate from CRIS)	4		
Conclusions and Recommendations	4		
Phase 2 Mapping - Coordination / County to provide	1		
Architect review / edit		2	
Draft Phase 2 report production	2		
subtotal hours	16	2	
subtotal fees	\$1,440	\$200	\$1,640
4. Report production/CRIS coordination			
Revisions after client/SHPO review	1		
Final Phase 1 & 2 report production	1		
subtotal hours	2	0	
subtotal fees	\$180	\$0	\$180
Phase 2 fee estimate			\$19,370
Estimated reimbursables			300
Mileage			250
Fee + Reimbursables			\$19,920

ATTACHMENT 17

TOWN OF CANANDAIGUA COVID-19 PAID LEAVE POLICY

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

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

1) Essential Employees:

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

2) Eligibility

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

3) Paid Leave

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

4) Procedure for Requesting Paid Leave

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

5) Essential Employees

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

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

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

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

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

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

- Diarrhea
- Headache (not related to other causes)
- Sore throat
- Loss of taste or smell

ii) Essential employees, who did not have a COVID-19 test but had COVID-19 symptoms (without an alternative diagnosis), and were directed to care for themselves at home by a medical doctor or Local Health Department (LHD) and have provided a copy of the doctor's note or LHD release to Human Resources may return to work after:

- At least 3 days (72 hours) has passed without a fever (100 F or greater), without the use of fever-reducing medications; AND
- Other symptoms have improved enough they can work; AND
- At least 14 days have passed since their first symptom appeared.

2. Essential Employees who have been **exposed to a confirmed or suspected case of COVID-19** may be permitted to work in the required workplace setting if all of the following conditions are met:

- Essential Employee has received a negative result from a COVID-19 test.
- Essential Employee is asymptomatic.
- Essential Employee self-monitors temperature and symptoms upon arrival to work and at least every 12 hours while at work.
- If Essential Employee develops symptoms consistent with COVID-19 (listed above) while working, they should immediately stop work and isolate at home.
- Essential Employees required to interact with individuals within 6 feet are required to wear a facemask while working for 14 days following the last exposure.
- Essential Employees should avoid common areas such as the breakroom and must take breaks in a separate location from other employees.
- Essential Employees must wear a mask while using the bathroom or locker room.
- An Essential Employee whose job duties permit a separation of greater than 6 feet do not need to wear a facemask.

3. Essential Employees, who are directed to quarantine at home by a medical provider or LHD because they have symptoms and **test positive for COVID-19**, may return to the work site under the following conditions:

- At least 3 days (72 hours) has passed without a fever (100 F or greater), without the use of fever-reducing medications; AND
- Other symptoms have improved enough they can work; AND
- At least 14 days have passed since their first symptom appeared; AND
- They have received a letter or other documentation from the Public Health Department advising that their isolation/quarantine period has ended.
- For employees who test positive for COVID-19, the Public Health Department will conduct contact tracing for co-workers that may have had close contact with the confirmed-positive employee and may direct those individuals that have had close contact with the confirmed-positive employee to be aware of the symptoms and self-assess for those symptoms every day while under a quarantine/isolation order.

4. **Fully vaccinated**, essential employees, following an exposure to someone suspected or confirmed COVID-19 may return to work as long as the following conditions are met:

- There are no Covid-like symptoms
 - Fever or chills

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

6) Proof of Vaccine and/or Negative Test

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

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

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

ATTACHMENT 18

Onanda Roof bids 2021

Company	JEC Construction	Superior Exteriors	Spring Sheet Metal	Architectural Sheet Metal	TRI Titan
HOLDEN	\$ 13,500.00	\$ 9,880.00	\$ 19,800.00	\$ 19,285.00	\$ 28,800.00
CROUCH	\$ 46,780.00	\$ 54,880.00	\$ 84,000.00	\$ 116,762.00	\$ 148,900.00
<i>total</i>	<i>\$ 60,280.00</i>	<i>\$ 64,760.00</i>	<i>\$ 103,800.00</i>	<i>\$ 136,047.00</i>	<i>\$ 177,700.00</i>
Specs and Materials	tear off crouch tear off holden standing seam, drip edge, roof vent, pipe boots	Armor Clip Weather XL standing seam. tear off crouch tear off holden ice and water, drip edge, standing seam, ridge vent, ridge caps,	ATAS Dutch Seam, kynar finish tear off crouch tear off holden ice and water, all trim and flashing same material as roof	ENGLERT standing seam tear off crouch tear off holden ice and water, all trim and flashings	tear off Crouch *did not provide tear off for HOLDEN* Firestone Clad underlayment, drip, ridge, all flashings, etc.
Manufacturer Warranty for Finish and/or Materials (requested any available)	none specified	30/40 Weather XL on finish and fading	30 year	35 year finish 25 year Galvalume base metal warranty 20 year weather tight	30 year manufacture on materials/labor/water tight 30 year metal finish
Workmanship/Company Warranty (requested any available)	30 years	none specified	2 year	2 year	2 year
Provided Insurance? (requested liability, workers comp, auto)	Accord *noted that we should have their other insurance on file	yes, all	NO	Acord, and W-9. Did not provide worker's comp.	Acord, and W-9. Did not provide worker's comp.
Provided Company info? (requested general description)	yes, very basic		NO		yes
Can accommodate timeline?	yes				did not specify
Notes		provided references	referenced 2/26/21 RFP		provided references
Extra add on proposals?	\$175 per 4'x8' section of decking if needed	\$2.50/sf for any substrate replacement; \$135/hour plus materials for any extra carpentry work that's unplanned	no framing, sheathing, or decking is included. No structural or masonry work	repair/replace 2 sheets plywood = \$1,300 per roof Crouch 20 year weather tight warranty would be \$1,500 extra. No wood decking, framing, blocking, soffits, gutters, etc.	no shingle removal at Holden provided. No framing, snow removal,



Date: 8/08/2021

Proposal submitted to: Town of Canandaigua
Address: 5440 Rt. 5 & 20 West Canandaigua, NY 14424
Phone number: (585) 394-1120 x2229
Contact: Lindsay Frarey

Contractor: Superior Exteriors of the Finger Lakes, LLC
Address: 907 Peirson Ave. Newark, NY 14513
Phone number: (315) 573-7275

Scope of estimate: Roof replacement on Crouch Hall

1. Remove all roofing materials & underlayment's on entire roof
2. Inspect substrate for soundness
3. Install smooth high tack ice & water shield on all surfaces
4. Install metal drip edge on edge on eaves & rakes
5. Install metal valley trim on front valleys
6. Install metal flashing on all wall to roof areas
7. Install chimney flashing as needed on stone chimney
8. Install Armor Clip Standing Seam panels on roof (26 gauge)
9. Install new pipe boots on all vents
10. Install standing seam Snap-Z ridge vent on peak
11. Install metal ridge cap on peaks
12. Place all debris in provided dumpster

Total of \$54,880.00 (Terms: ½ down to start, ½ due upon completion)

- Any unforeseen carpentry to be billed at \$135.00/hour plus materials (no additional work to be done without prior approval from Lindsay Frarey)
- Any alterations to the roof will void the workmanship warranty
- Any needed permits to be obtained by Superior Exteriors
- Additional charge to replace any damaged or rotted substrate to be billed at \$2.50/sq. ft. _____
- TMC Weather XL Manufacturer's Warranty information provide under separate document
- Proof of all insurance coverages provided by Ely & Leene Agency

Proposal to include materials and labor and to be completed in compliance with all safety standards set forth by OSHA

Respectively submitted: Kim M. Francis-owner

(Note: This proposal may be withdrawn by us if not accepted within 15 days)

Acceptance of proposal: _____

Date: _____



Date: 8/08/2021

Proposal submitted to: Town of Canandaigua
Address: 5440 Rt. 5 & 20 West Canandaigua, NY 14424
Phone number: (585) 394-1120 x2229
Contact: Lindsay Frarey

Contractor: Superior Exteriors of the Finger Lakes, LLC
Address: 907 Peirson Ave. Newark, NY 14513
Phone number: (315) 573-7275

Scope of estimate: Roof replacement on Holden Pavilion

1. Remove all roofing materials & underlayment's on entire roof
2. Inspect substrate for soundness
3. Install smooth high tack ice & water shield on all surfaces
4. Install metal drip edge on edge on eaves & rakes
5. Install Armor Clip Standing Seam panels on roof (26 gauge)
6. Install standing seam Snap-Z ridge vent on peak
7. Install metal ridge cap on peaks
8. Place all debris in the provided dumpster

Total of \$9,880.00 (Terms: ½ down to start, ½ due upon completion)

- Any unforeseen carpentry to be billed at \$135.00/hour plus materials (no additional work to be done without prior approval from Lindsay Frarey)
- Any alterations to the roof will void the workmanship warranty

- Any needed permits to be obtained by Superior Exteriors
- Additional charge to replace any damaged or rotted substrate to be billed at \$2.50/sq. ft. _____
- TMC Weather XL Manufacturer's Warranty information provide under separate document
- Proof of all insurance coverages provided by Ely & Leene Agency

Proposal to include materials and labor and to be completed in compliance with all safety standards set forth by OSHA

Respectively submitted: Kim M. Francis-owner

(Note: This proposal may be withdrawn by us if not accepted within 15 days)

Acceptance of proposal: _____

Date: _____

ATTACHMENT 19

Local Law Filing

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

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

County City Town Village
(Select one.)

DRAFT

8/9/2021

of Canandaigua

Local Law No. _____ of the year 2021

A local law Amend Official Zoning Map Identifying Farm Based Code Zoning District Parcels
(Insert Title)

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

County City Town Village
(Select one.)

of Canandaigua _____ as follows:

See Attached Local Law Language and Attachment A (Map)

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

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

SECTION ONE. Intent. The intent of this Local Law is to designate the real property located within the Town of Canandaigua, as specifically described below, as part of the Form Based Code Zoning District by amending the official zoning map of the Town of Canandaigua.

SECTION TWO. Purpose. The purpose of the Form Based Code Zoning District, derived and designated as part of the Uptown Canandaigua Form Based Code, is to encourage and allow the most appropriate use of the land available now as well as approaching future development unhampered by restrictive categorizing, thus extending the desirability of flexible zoning, subject to certain design standards set forth in the Uptown Canandaigua Form Based Code document.

SECTION THREE. Identification of Property to be Designated. The parcels to be designated as part of the Form Based Code District are as follows and will be designated into two (2) sub- areas consisting of *State Route 332 Subarea* and *Mixed-Use Development Subarea* and as highlighted in Attachment A- Map- FORM BASED CODE DISTRICT/TOWN OF CANANDAIGUA, NY, Tax Maps

State Route 332 Subarea		
	Property Address	TM #
A	5150 North St	70.16-4-48.100
B	2586 St Rt 332	70.16-4-6.100
C	2580 St Rt 332	70.16-4-5.100
D	2576 St Rt 332	70.16-4-4.100
E	2572 St Rt 332	70.16-4-3.100
F	2566 St Rt 332	70.16-4-2.100
G	2562 St Rt 332	70.16-4-1.100
H	2552 St Rt 332	70.11-1-9.100
I	2544 St Rt 332	70.11-1-8.110
J	2536 St Rt 332	70.11-1-7.110
K	2510 St Rt 332	70.11-1-5.110
L	2498 St Rt 332	70.11-1-1.111
M	St Rt 332	70.11-1-22.000
N	2460 St Rt 332	70.00-1-10.211
O	2440 St Rt 332	70.00-1-66.121
P	2418 St Rt 332	70.00-1-11.100
Q	2400-2404 St Rt 332	70.00-1-9.100
R	2390 St Rt 332	70.00-1-8.211

S	2380 St Rt 332	70.00-1-8.111
T	2370 St Rt 332	70.00-1-7.100
U	2366 St Rt 332	70.00-1-6.100
V	2362 St Rt 332	70.00-1-63.111
W	2360 St Rt 332	70.00-1-5.100
X	St Rt 332	70.00-1-4.121
Y	2350 St Rt 332	70.06-1-63.100
Z	St Rt 332	70.06-1-64.00
AA	2314 St Rt 332	70.06-1-62.311
BB	2312 St Rt 332	70.06-1-62.211
CC	5375 Thomas Rd	70.06-1-62.111
DD	Sommers Dr	70.06-1-77.100
EE	5383 Thomas Rd	70.06-1-62.411
FF	0000 Thomas Road	70.06-1-76.100
GG	5351 Emerson Rd	56.00-2-25.120
HH	St Rt 332	56.00-2-25.310
II	2311 St Rt 332	56.00-2-25.211
JJ	5313 Emerson Rd	56.00-2-25.500
KK	2337 St Rt 332	56.00-2-25.410
LL	St Rt 332	56.00-2-25.610
MM	5290 Kepner Rd	56.00-2-24.110
NN	5270 Kepner Rd	56.00-2-24.210
OO	5291 Kepner Rd	56.00-2-24.300
PP	2379 St Rt 332	56.00-2-22.220
QQ	2375 St Rt 332	56.00-2-55.100
RR	2409 St Rt 332	56.00-2-55.200
SS	2411 St Rt 332	70.00-1-16.100
TT	2425 St Rt 332	70.00-1-72.100
UU	2435 St Rt 332	70.00-1-71.100
VV	2445 St Rt 332	70.00-1-15.111
WW	2465-2485 St Rt 332	70.11-1-24.000
XX	2487-2489 St Rt 332	70.11-1-23.000
YY	2493 St Rt 332	70.11-1-2.110
ZZ	2495 St Rt 332	70.11-1-3.110
a	2505 St Rt 332	70.11-1-4.100
b	2525 St Rt 332	70.11-1-6.100
c	2531 St Rt 332	70.11-1-11.100
d	2555 St Rt 332	70.11-1-36.000
e	2565 St Rt 332	70.11-1-13.110
f	2567 St Rt 332	70.11-1-14.100
g	2585 St Rt 332	70.11-1-17.100

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h	2591 St Rt 332	70.16-4-8.110
i	2595 St Rt 332	70.16-4-46.100
j	2580 Co Rd 28	70.16-4-45.100
k	5137 North Rd	70.16-4-44.100
l	0000 Firehall Road	70.11-1-28.000
m	2370 Firehall Road	56.00-2-23.111
n	0000 Firehall Road	70.11-1-27.000
o	0000 Firehall Road	70.11-1-26.000
p	0000 State Route 332	70.11-1-38.000

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Mixed-Use Development Subarea

	Property Address	TM #
A*	2241 State Route 332	56.00-1-51.100
B*	2265 State Route 332	56.00-2-31.110
C*	2281 State Route 332	56.00-2-30.100
D*	5280 Emerson Road	56.00-2-17.000
E*	5257 Emerson Road	56.00-2-99.000
F*	0000 Emerson Road	56.00-2-25.111
G*	5287 Emerson Road	56.00-2-26.000
H*	0000 Emerson Road	56.00-2-52.200
I*	5289-5291 Emerson Road	56.00-2-28.000
J*	5293-5295 Emerson Road	56.00-2-29.000
K*	0000 Emerson Road	56.00-2-52.110
L*	2365 Firehall Road	56.00-2-24.510
M*	0000 Parkside Drive	70.00-1-18.117
N*	0000 Parkside Drive	70.00-1-18.115
O*	0000 Parkside Drive	70.00-1-65.100
P*	5298 Parkside Drive	70.00-1-73.000
Q*	2470 Firehall Road	70.00-1-15.140
R*	5262 Parkside Drive	70.11-1-20.100
S*	2464 County Road 28	70.11-1-31.000
T*	5251 Parkside Drive	70.11-1-29.000
U*	0000 Parkside Drive	70.11-1-30.000
V*	5259 Parkside Drive	70.11-1-19.100
W*	5263 Parkside Drive	70.11-1-18.000
X*	5273 Parkside Drive	70.11-1-16.100
Y*	5297 Parkside Drive	70.11-1-12.000
Z*	0000 Parkside Drive	70.11-1-16.211
AA*	0000 Parkside Drive	70.11-1-33.000
BB*	2484 Co Rd 28	70.11-1-32.000

CC*	2515 Co Rd 28	71.09-2-42.000
DD*	5026-5099 Northside Ln	71.09-2-43.000
EE*	2514 Co Rd 28	70.11-1-34.000
FF*	2520 Co Rd 28	70.11-1-35.000
GG*	2525-2545 Co Rd 28	71.09-2-44.000
HH*	2574 Co Rd 28	70.16-4-9.100
II*	2562 Co Rd 28	70.16-4-10.000
JJ*	2564 Co Rd 28	70.16-4-11.100
KK*	2550 Co Rd 28	70.16-4-12.000
LL*	2544 Co Rd 28	70.16-4-13.000
MM*	2538 Co Rd 28	70.16-4-14.110
NN*	Co Rd 28	70.16-4-51.111
OO*	2557 Co Rd 28	70.16-4-15.000
PP*	5130 North Rd	70.16-4-16.100
QQ*	5116 North Rd	70.16-4-17.000
RR*	5110-5114 North Rd	70.16-4-18.131
SS*	5104-5106 North Rd	70.16-4-18.112

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

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

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

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

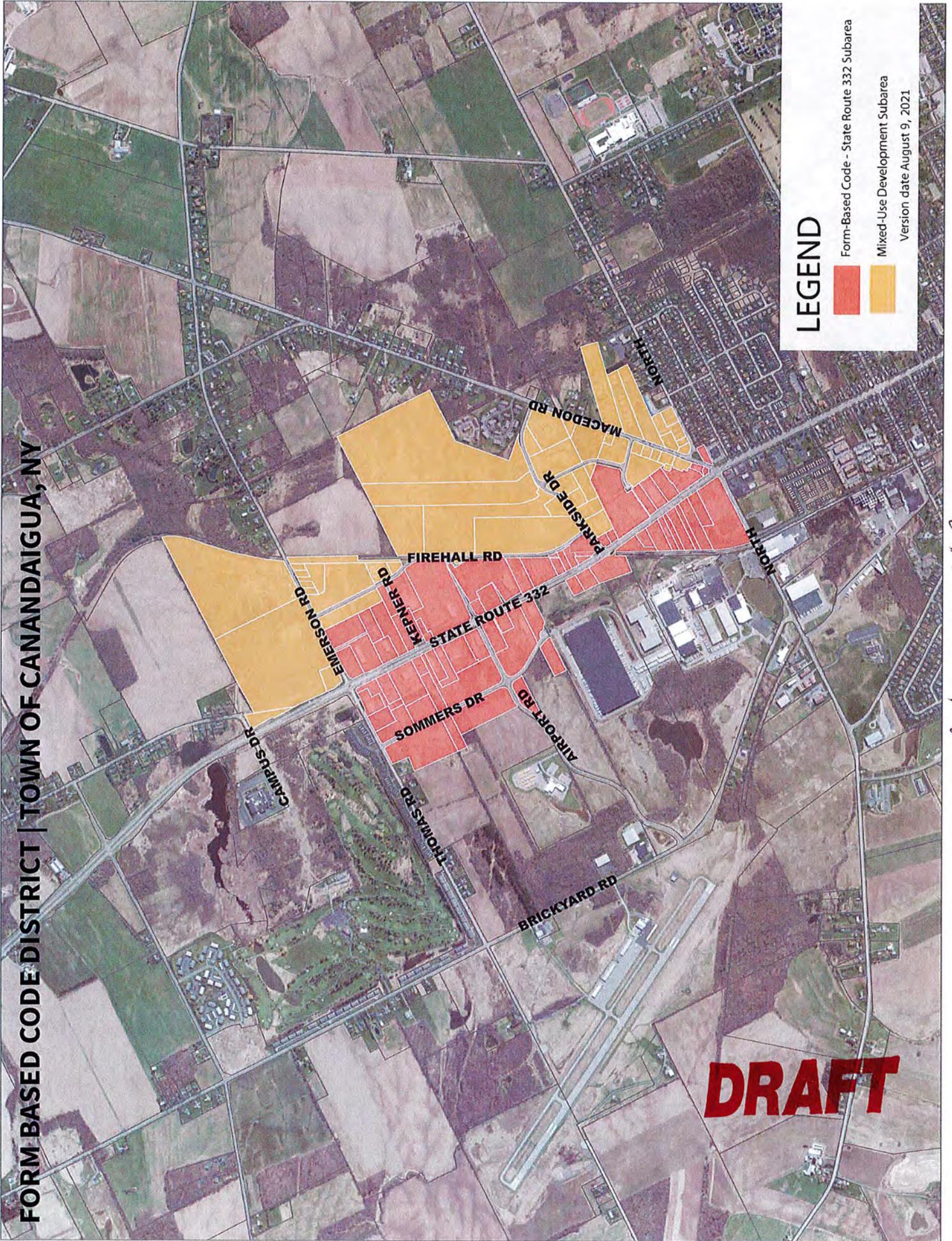
SECTION EIGHT. Effective Date. This Local Law shall take effect immediately upon filing with the New York State Secretary of State.

DRAFT

ATTACHMENT A

DRAFT

FORM BASED CODE DISTRICT | TOWN OF CANANDAIGUA, NY



LEGEND

-  Form-Based Code - State Route 332 Subarea
 -  Mixed-Use Development Subarea
- Version date August 9, 2021

DRAFT

Attachment 'A'

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

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

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

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.

3. (Final adoption by referendum.)

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

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

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

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

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

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

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

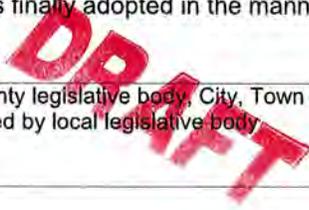
6. (County local law concerning adoption of Charter.)

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

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

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

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



Date: _____

(Seal)

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

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

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

Project Number

Name of Action: Rezoning Parcels in Form Based Code district and amending official Town of
Canandaigua Zoning Map

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

Description of the Action:

Rezoning certain parcels to Form Based Code district and amending the Town's zoning map.

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

_____ This Agency will seek Lead Agency Status

Print or Type Name of Responsible Officer

Signature of Responsible Officer

Please return to:

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

If no response is received within 30 calendar days from the date of this authorization by the
Canandaigua Town Board (August 16, 2021), the Canandaigua Town Board will assume Lead
Agency in accordance to 6 NYCRR Part 617.

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:		
Project Location (describe, and attach a general location map):		
Brief Description of Proposed Action (include purpose or need):		
Name of Applicant/Sponsor:		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:
Project Contact (if not same as sponsor; give name and title/role):		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor):		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:

B. Government Approvals

B. Government Approvals, Funding, or Sponsorship. (“Funding” includes grants, loans, tax relief, and any other forms of financial assistance.)

Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Counsel, Town Board, or Village Board of Trustees <input type="checkbox"/> Yes <input type="checkbox"/> No		
b. City, Town or Village Planning Board or Commission <input type="checkbox"/> Yes <input type="checkbox"/> No		
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 type="checkbox"/> Yes <input type="checkbox"/> No		
f. Regional agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
g. State agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
h. Federal agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
i. Coastal Resources. <ul style="list-style-type: none"> <li data-bbox="121 829 1542 861">i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway? <input type="checkbox"/> Yes <input type="checkbox"/> No <li data-bbox="121 892 1542 924">ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program? <input type="checkbox"/> Yes <input type="checkbox"/> No <li data-bbox="121 924 1542 955">iii. Is the project site within a Coastal Erosion Hazard Area? <input type="checkbox"/> Yes <input 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?

b. Is the use permitted or allowed by a special or conditional use permit? Yes No

c. Is a zoning change requested as part of the proposed action? Yes No

If Yes,

i. What is the proposed new zoning for the site? _____

C.4. Existing community services.

a. In what school district is the project site located? _____

b. What police or other public protection forces serve the project site?

c. Which fire protection and emergency medical services serve the project site?

d. What parks serve the project site?

D. Project Details

D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)?

b. a. Total acreage of the site of the proposed action? _____ acres

b. Total acreage to be physically disturbed? _____ acres

c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres

c. Is the proposed action an expansion of an existing project or use? Yes No

i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % _____ Units: _____

d. Is the proposed action a subdivision, or does it include a subdivision? Yes No

If Yes,

i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types)

ii. Is a cluster/conservation layout proposed? Yes No

iii. Number of lots proposed? _____

iv. Minimum and maximum proposed lot sizes? Minimum _____ Maximum _____

e. Will the proposed action be constructed in multiple phases? Yes No

i. If No, anticipated period of construction: _____ months

ii. If Yes:

• Total number of phases anticipated _____

• Anticipated commencement date of phase 1 (including demolition) _____ month _____ year

• Anticipated completion date of final phase _____ month _____ year

• Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: _____

f. Does the project include new residential uses? 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

• Do existing sewer lines serve the project site? Yes No
 • Will a line extension within an existing district be necessary to serve the project? Yes No
 If Yes:
 • Describe extensions or capacity expansions proposed to serve this project: _____

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? Yes No
 If Yes:
 • Applicant/sponsor for new district: _____
 • Date application submitted or anticipated: _____
 • What is the receiving water for the wastewater discharge? _____

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):

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____

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? Yes No
 If Yes:
 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)
 ii. Describe types of new point sources. _____

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)?

 • If to surface waters, identify receiving water bodies or wetlands: _____

• Will stormwater runoff flow to adjacent properties? Yes No

iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? Yes No

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? Yes No
 If Yes, identify:
 i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)

 ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)

 iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation)

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? Yes No
 If Yes:
 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) Yes No
 ii. In addition to emissions as calculated in the application, the project will generate:
 • _____ Tons/year (short tons) of Carbon Dioxide (CO₂)
 • _____ Tons/year (short tons) of Nitrous Oxide (N₂O)
 • _____ Tons/year (short tons) of Perfluorocarbons (PFCs)
 • _____ Tons/year (short tons) of Sulfur Hexafluoride (SF₆)
 • _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydroflouorocarbons (HFCs)
 • _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)

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): _____

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): _____

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 1/2 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

l. Hours of operation. Answer all items which apply.

<p><i>i.</i> During Construction:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____ 	<p><i>ii.</i> During Operations:</p> <ul style="list-style-type: none"> • 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: _____

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: _____

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: _____

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 covertypes on the project site.

Land use or Covertypes	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces			
• 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:

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: _____

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: _____

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? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes: i. Describe the habitat/community (composition, function, and basis for designation): _____ _____ ii. Source(s) of description or evaluation: _____ iii. Extent of community/habitat: <ul style="list-style-type: none"> • Currently: _____ acres • Following completion of project as proposed: _____ acres • Gain or loss (indicate + or -): _____ acres 	
o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes: 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? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes: i. Species and listing: _____ _____	
q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, give a brief description of how the proposed action may affect that use: _____ _____	
E.3. Designated Public Resources On or Near Project Site	
a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, provide county plus district name/number: _____	
b. Are agricultural lands consisting of highly productive soils present? <input type="checkbox"/> Yes <input type="checkbox"/> No i. If Yes: acreage(s) on project site? _____ ii. 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? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes: i. Nature of the natural landmark: <input type="checkbox"/> Biological Community <input type="checkbox"/> Geological Feature ii. 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? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes: i. CEA name: _____ ii. Basis for designation: _____ iii. Designating agency and date: _____	

<p>e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Nature of historic/archaeological resource: <input type="checkbox"/> Archaeological Site <input type="checkbox"/> Historic Building or District</p> <p style="margin-left: 20px;">ii. Name: _____</p> <p style="margin-left: 20px;">iii. Brief description of attributes on which listing is based: _____</p>
<p>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 type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>g. Have additional archaeological or historic site(s) or resources been identified on the project site? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Describe possible resource(s): _____</p> <p style="margin-left: 20px;">ii. Basis for identification: _____</p>
<p>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</p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Identify resource: _____</p> <p style="margin-left: 20px;">ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): _____</p> <p style="margin-left: 20px;">iii. Distance between project and resource: _____ miles.</p>
<p>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 type="checkbox"/> No</p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Identify the name of the river and its designation: _____</p> <p style="margin-left: 20px;">ii. Is the activity consistent with development restrictions contained in 6NYCRR Part 666? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>

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 _____ Date _____

Signature _____ Title _____

ATTACHMENT 20

Local Law Filing

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

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

County City Town Village
(Select one.)

of Canandaigua

DRAFT

8/9/2021

Local Law No. _____ of the year 2021

A local law Amending Chapter 220 creating Section 220-32 titled Form Based Code Zoning District
(Insert Title)

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

County City Town Village
(Select one.)

of Canandaigua as follows:

See Attachment A

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

DRAFT

TOWN OF CANANDAIGUA

LOCAL LAW # ____ of 2021

Attachment A

DRAFT

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

SECTION ONE. Intent. The intent of this Local Law is to incorporate the Uptown Canandaigua Form Based Code into the Town of Canandaigua Town Code, Chapter 220, Article V District Regulations, (§220-32) Section 32, creating a zoning district “Form Based Code Zoning District”.

SECTION TWO. All regulations and the identification of properties subject to the Form Based Code Zoning District have been identified in the adopted plan ‘Uptown Canandaigua Form Based Code’ dated August 2021.

SECTION THREE. If any part or provision of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of the Local Law or the application thereof to other persons or circumstances, and the Town of Canandaigua Town Board hereby declares that it would have passed this Local Law or the remainder thereof had such invalid application or invalid provision been apparent.

SECTION FOUR. All Ordinances, Local Laws and parts thereof inconsistent with this Local Laws and parts thereof inconsistent with this Local Law are hereby repealed.

SECTION FIVE. This Local Law shall take effect immediately upon filing in the office of the Secretary of State in accordance with section twenty-seven of the Municipal Home Rule Law.

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

DRAFT

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

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

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

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

(Seal)

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

Date: _____

DRAFT

TOWN OF CANANDAIGUA

LOCAL LAW # ____ of 2021

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

SECTION ONE. Intent. The intent of this Local Law is to incorporate the Uptown Canandaigua Form Based Code into the Town of Canandaigua Town Code, Chapter 220, Article V District Regulations, (§220-32) Section 32, creating a zoning district “Form Based Code Zoning District”.

SECTION TWO. All regulations and the identification of properties subject to the Form Based Code Zoning District have been identified in the adopted plan ‘Uptown Canandaigua Form Based Code’ dated August 2021.

SECTION THREE. If any part or provision of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of the Local Law or the application thereof to other persons or circumstances, and the Town of Canandaigua Town Board hereby declares that it would have passed this Local Law or the remainder thereof had such invalid application or invalid provision been apparent.

SECTION FOUR. All Ordinances, Local Laws and parts thereof inconsistent with this Local Laws and parts thereof inconsistent with this Local Law are hereby repealed.

SECTION FIVE. This Local Law shall take effect immediately upon filing in the office of the Secretary of State in accordance with section twenty-seven of the Municipal Home Rule Law.

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

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

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

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

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

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

ATTACHMENT 21

Comment

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

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

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

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

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

Comments

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

6. Referring body may want to require land area for stormwater management to be set aside in the base density/conventional subdivision sketch plan in E. Calculations of Number of Residences Permitted.
7. For ease of reference, consider defining four-plex as a dwelling type in the Code definitions section.
8. Referring body should consider whether to include any standards or findings requirements to guide Planning Board waiver of conserved land standards and whether such guidance should differ for waiver of the Priority conservation asset 80 percent conservation standard and overall 40 percent conservation standard. The referring body should also consider whether any contributions to Town open space conservation fund(s) is warranted in conjunction with such waivers.
9. Is 100' conservation buffer needed adjacent to utility infrastructure included in constrained land ?
10. Standards as drafted could require as much as 250' stream corridor buffer. Is such a buffer needed?
11. Referring body should consider defining the combination of distance and vegetation needed to buffer residences in conservation subdivisions from agricultural operations.
12. Hedge rows are a significant element of the scenic character of agricultural areas, referring body should consider addressing their importance in regulations related to conservation analysis and conservation land types.
13. H(2)© regarding preparation of conservation analysis narrative only requires maintaining access to farm fields. Consider requiring assessment of whether the proposed conservation plan retains viable farmland that would be desirable for use in a nearby farming operation based on field access, configuration, and buffering from residential uses. In any case, the town's Agricultural Advisory Committee should review the assessment.
14. A sketch plan is an optional step in the conservation subdivision process and the only place the applicant is required to show nearby (within 100') off-site conservation assets. Showing nearby off-site conservation assets should be required for the conservation analysis. Also given the 100' or more required buffers around conserved on-site assets, consideration should be given to increasing the distance beyond the property line in which the applicant must identify conservation assets.
15. I (2) (b) [1] allows underground sewage treatment facilities in conserved areas. Conserved lands are required to be on separate parcel than developed uses, while sewage treatment facilities should be located on the property they serve. Additionally, effective leach field operation requires regular mowing to prevent establishment of successional shrubs and trees; this seems at odds with the intent for conserved lands. If the intent is to preserve meadow habitat for nesting birds, other lands that can be mowed less frequently should be identified.
16. Is seems contradictory that existing stormwater management facilities (and potentially 100' conservation buffer area) are constrained land yet stormwater management facilities are allowed in conserved areas. At a minimum allowing stormwater management facilities should be reserved for regional facilities addressing existing problems that can't otherwise be easily addressed. If allowing any stormwater management facilities in any conserved areas, referring body may want to include design standards (maximum 1:5 slopes, required edge vegetation, etc.) to ensure natural not engineered appearance of such facilities.
17. Consider requiring development of Forest Management Plan for any conserved woodlots.

159 - 2021	Town of Canandaigua Town Board	Class: Exempt
Referral Type:	Site Plan	
Applicant:	Steele, Sue	
Property Owner:	Reiser, Nancy, Hyman, Nd Joe	
Tax Map No(s):	140.11-1-11.000	
Brief Description:	Site plan for 4655 CR 16 in the Town of Canandaigua. Modifications on single family lot include removal of 4 trees and addition of 788 SF of patio, stairs, deck and 33 lf wall; removing 2 trees and planting trees and shrubs along the edge of the patio and wall on the upland portion of the site, and install a tram below the top of bank.	

160 - 2021	Town of Victor Zoning Board of Appeals	Class: 1
Referral Type:	Area Variance	
Applicant:	Reese, Tom	
Tax Map No(s):	26.00-1-4.000	

Local Law Filing

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

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

County City Town Village
(Select one.)

of Canandaigua

DRAFT

6-7-2021

Local Law No. _____ of the year 20²¹

A local law Amend Chapter 174 Section 16 Conservation Subdivisions
(Insert Title)

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

County City Town Village
(Select one.)

of Canandaigua as follows:

See Attachment A

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

Draft Revised Regulations -Attachment A

§ 174-16. Conservation subdivisions

A. Purpose

Pursuant to § 278 (cluster subdivisions) of New York Town Law, the purpose of these regulations is to:

- (1) Achieve a balance between well-designed development, meaningful open space conservation and natural resource protection in the Town of Canandaigua by requiring conservation subdivisions instead of conventional subdivisions. Conservation subdivision (clustering) is intended to encourage conservation and development in the most appropriate locations on a subdivided parcel, to limit the impact of development on sensitive and/or significant natural, agricultural, scenic and cultural resources, and to encourage development that enhances the Town's rural character, pattern and scale of settlement.
- (2) Allow for residential development on lots that are smaller than would otherwise be permitted in the applicable zoning district in exchange for the protection of conservation assets identified in the Town's Natural Resource Inventory.
- (3) Encourage the placement of lots and design of streets in a manner that results in more efficient provision of infrastructure and delivery of public services and that supports a walkable and socially cohesive residential community.
- (4) Maintain and preserve the natural, agricultural, scenic and cultural assets identified in the Town's Natural Resource Inventory.
- (5) Advance the goals of the Town's Comprehensive Plan.

B. Guiding Principles

- (1) A Conservation Subdivision must be designed and maintained to ensure that the conservation assets located on the site retain their ecological, hydrological, agricultural, scenic and other qualities. The design must be designed and maintained to avoid fragmentation of conservation assets and to maintain corridors that connect significant ecological communities.
- (2) Procedures and institutional structures for ongoing management of the conservation assets on the site are required as a condition of subdivision approval.
- (3) Conservation subdivisions must comply with all other provisions of Chapter 174. Subdivision of Land except when specifically noted in this section

C. Applicability

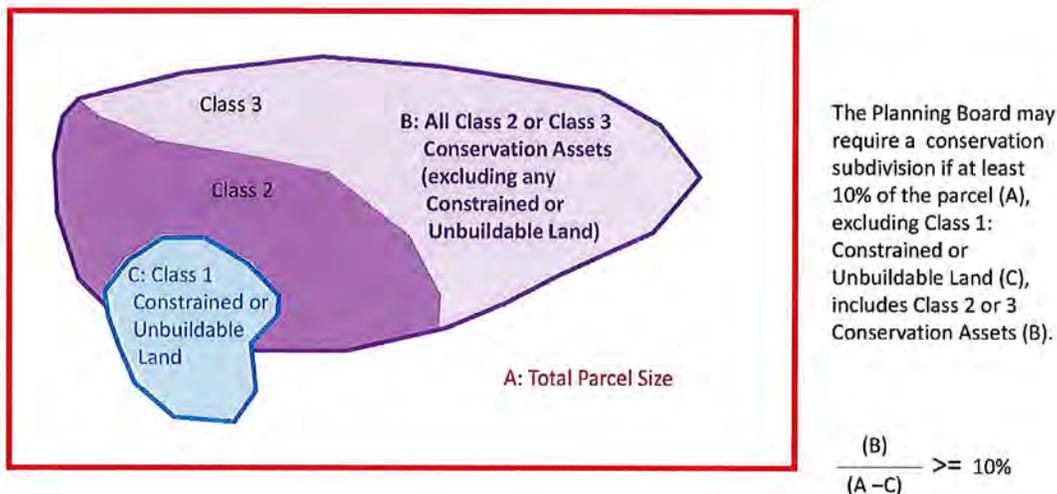
- (1) A proposed subdivision in any zoning district must be designed as a conservation subdivision if more than 10% of the parent parcel, excluding any Class 1: Constrained or unbuildable land as defined in D. (2) (a) below, comprises Class 2: Priority Conservation Assets as

Draft Revised Regulations -Attachment A

defined in D. (2) (b) below or Class 3: Other Conservation Assets as defined in D. (2) (c) below.

- (2) To determine whether a conservation subdivision will be required, refer to the diagram in Figure 1 below. Subtract the acreage of Class 1 Constrained or Unbuildable Land (C) from the total acreage of the parcel (A). Determine the total acreage of Class 2 and Class 3 Conservation Assets excluding any land that is Class 1: Constrained or Unbuildable Land (B). If [B] divided by [A minus C] is 10% or more, the Planning Board may require a conservation subdivision.

Figure 1: Calculations to determine whether a conservation subdivision will be required



(3) Exceptions

- (a) The Planning Board will not require a conservation subdivision if the total acreage of land to be subdivided into one or more building lots is less than 3 acres.
- (b) If, based upon the Conservation Analysis described in subsection D below, the Planning Board determines that there is no reasonable basis for requiring a conservation subdivision, the Board may allow and may approve a conventional subdivision plat. In order for the Planning Board to make such a determination, the Planning Board must find at least one of the following:
- [1] The land contains no substantial resources with conservation value.
 - [2] The total acreage under consideration is too small to preserve a substantial amount of land with conservation value (This criterion shall not be evaded by piecemeal subdivision of larger tracts.) or
 - [3] the lot configuration is unique and precludes preservation of a substantial amount of land with conservation value.

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- (4) Conservation subdivision of a portion of larger tract.
 - (a) The Planning Board may entertain an application for a subdivision of a portion of a parcel if a conservation analysis is provided for the entire parcel.
 - (b) The approval to develop a portion of the parcel is not a basis for the applicant or successor in interest to subsequently request an exception under Subsection C(3) for the remainder of the parcel.

D. Conservation Analysis

- (1) As part of its sketch plan and preliminary plat submission [See Subsection D(2), Permanent preservation by conservation easement, below.], an applicant shall prepare a conservation analysis, consisting of inventory maps, a written description of the land and an analysis of the conservation value of various site features.
- (2) The conservation analysis must identify and delineate all Class 1, Class 2 and Class 3 lands as described below.

- (a) **Class 1: Constrained or unbuildable land**

Class 1: Constrained or unbuildable lands are areas that cannot be developed due to Federal, State or Town regulations, deed restrictions, easements or other physical or legal limitations to development. The area of these lands will not count in the determination of the maximum number of lots on the site nor in the computation of the preserved acreage. Constrained or unbuildable lands include, but are not limited to:

- [1] Wetlands that require a permit from the NYS DEC or U.S. Army Corps of Engineers (See *NRI Map 15*)
- [2] Flood Hazard areas (Zone A or Floodway) (See *NRI Map 15*)
- [3] Slopes of 40% or more (See *NRI Map 7*)
- [4] Land within 25 feet of the mean high water mark of Canandaigua Lake or 100 feet of the bed of a stream classified as Class C or higher by the NYS Department of Environmental Conservation.
- [5] Land within an existing or proposed stormwater management facility or right-of-way
- [6] Land occupied by existing or proposed public utility structures or improvements
- [7] Land encumbered by existing easements or otherwise unavailable for development

- (b) **Class 2: Priority Conservation Assets**

Class 2: Priority Conservation Assets include the following lands identified in the Town's Natural Resource Inventory, exclusive of any lands classified as Class 1: Constrained or Unbuildable Lands.

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- [1] Land that includes rare or vulnerable ecological communities (Silver Maple-Ash Swamp; Floodplain Forest) (See *NRI Map 1*)
- [2] Woodlands within the Strategic Forest Protection Area (See *NRI Map 8*)
- [3] Agricultural land that was farmed within the past 2 years, located within the Strategic Agricultural Protection Area, with soils classified as Prime, Prime if Drained, or Soils of Statewide Significance. (See *NRI Map 8*)
- [4] Riparian buffers within 150 feet of a stream centerline, exclusive of the 100-foot stream corridor included in Class 1. (See *NRI Map 5*)
- [5] Slopes of 15% or more but less than 40%

(c) Class 3: Other conservation assets

Class 3: Other Conservation Assets include the following lands identified in the Town's Natural Resource Inventory, exclusive of any lands classified as Class 1: Constrained or Unbuildable Lands or Class 2: Priority Conservation Assets.

- [1] Other natural land cover types (including, but not limited to woodlands, wetlands, old field or shrubland) not included in Class 1 or Class 2. (see *NRI Maps 1 and 3*)
- [2] Land visible from Canandaigua Lake (See *NRI Map 11*)
- [3] Land adjoining or visible from existing public or protected land (See *NRI Map 10*)
- [4] Land including or adjoining Historic Sites (See *NRI Map 10*)
- [5] Agricultural land that was farmed within the past 2 years, located outside the Strategic Agricultural Protection Area, with soils classified as Prime, Prime if Drained, or Soils of Statewide Significance as classified by the U.S. Department of Agriculture.
- [6] Land within the Padelford Brook Greenway not included in other categories (See *NRI Map 14*)
- [7] Scenic landscapes
- [8] Recreational resources
- [9] Lands that provide connectivity to public land
- [10] Buffers for resources in adjacent or nearby parcels.
- [11] Publicly accessible open space

(2) Other conservation considerations

Applications for conservation subdivisions should also identify other conservation considerations applicable to the site, including but not limited to:

- (a) The visibility of the site from public vantage points

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- (b) Historic sites within or adjoining the site
 - (c) How the built environment and natural features will be integrated through the design of the conservation subdivision.
- (3) The conservation analysis shall describe the current and potential conservation value of all land on the site. In the course of its initial preliminary plat review, the Planning Board shall indicate to the applicant which conservation assets are most important to preserve.
 - (4) The outcome of the conservation analysis and the Planning Board's determination shall be incorporated into the approved preliminary plat, which shall show land to be permanently preserved by a conservation easement. The preliminary plat shall also show preferred locations for intensive development as well as acceptable locations for less dense development.
 - (5) The determination as to which land has the most conservation value and should be protected from development by conservation easement shall be made by the Planning Board. Whenever the Planning Board approves a preliminary plat with protected open space, it shall make written findings identifying the specific conservation values protected and the conservation findings supporting such protection. An application that does not include a complete conservation analysis sufficient for the Planning Board to make its conservation findings shall be considered incomplete.

E. Calculation of Number of Residences Permitted

- (1) The maximum number of dwellings allowed on a site shall be known as the base density.
- (2) Unconstrained acreage shall be determined by subtracting the acreage of Class 1: Constrained and Unbuildable Land from the total (gross) acreage.
- (3) Base density shall be determined by dividing the unconstrained acreage by the allowable number of acres per unit required within the zoning district. All fractional units shall be rounded to the nearest whole unit. A sketch plan of a conventional subdivision in which all lots comply with minimum lot sizes is required to demonstrate the number of units that can be accommodated on the site.
- (4) The maximum base density determined under this section may be further reduced by the Planning Board as a result of the conservation analysis required in Subsection D above.
- (5) Bonus Density

Pursuant to § 261-b of New York Town Law, the base density, as determined by Subsection E(3) above, may be increased by up to 15% by the Town Board within areas served by public water and sewer, if permanent public access will be granted to the protected open space land and any associated improvements.
- (6) Density permitted by this section shall not be further reduced as a result of the reservation of parkland during the subdivision process

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F. Development Standards

(1) Types of development in a conservation subdivision.

Notwithstanding the requirements of the zoning district, residential development as part of a conservation subdivision may include single-family dwellings, two-family dwellings, ~~attached dwellings~~, townhomes with a maximum of six units per group, or four-plexes (four dwelling units in one free-standing structure.)

(2) Area and dimensional requirements.

- (a) The Planning Board may waive requirements for minimum lot sizes, setbacks and dwelling size that would otherwise apply to residences in the zoning district.
- (b) Appropriate lot sizes will be determined by the Planning Board after careful consideration of all site characteristics and development requirements. Within areas not served by public water and sewer service, minimum lot sizes shall be determined by the Planning Board with regard to specific site characteristics and public health and safety concerns.
- (c) The applicant shall specify lot sizes, and other lot dimensions to be incorporated into the final plat. Lot dimensions and building setbacks must be based on careful consideration of all site characteristics and development requirements.
- (d) Setbacks between any residences and parcels adjoining the conservation subdivision must be at least the minimum setback required in the zoning district for single family residences. Larger buffers may be required by the Planning Board.
- (e) Maximum building heights in the zoning district shall apply to all structures in the Conservation Subdivision.

G. Conservation Standards

- (1) The conservation subdivision must be designed to protect the conservation assets proposed to be preserved from future disturbance due to incompatible land uses, changes in ecological function or other impacts associated with development of the site.

(2) Minimum open space preservation requirement

- (a) At least 40% of the area of the parent parcel, not including the total acreage of Class 1: Constrained/ Unbuildable Land, must be preserved with a permanent conservation easement. (See Figure 1. To determine the minimum amount of preserved land, divide [the acreage of land to be preserved "B"] by [the acreage of the parent parcel ("A") minus the acreage of Class 1: Constrained or Unbuildable Lands ("C.")] The resulting number must be 40% or larger.)

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Figure 2: Calculation of minimum required permanent open space



- (b) The preserved land must include:
- [1] All of the Class 1: Constrained/ Unbuildable land
 - [2] At least 80% of all land that contains Class 2: Priority Conservation Assets and
 - [3] At least 40% of the land that contains Class 3: Other Conservation Assets.
- (c) If the total acreage of land containing Class 1, Class 2 or Class 3 conservation assets comprises less than 40% of the entire parent parcel, outdoor recreation areas or other open space shall be incorporated into the conservation subdivision design.
- (c) The Planning Board may waive the requirements in this section provided that the subdivision design meets appropriate conservation goals.

(3) Required conservation buffers

The following conservation buffers must be incorporated into the subdivision design, unless waived by the Planning Board:

- (a) Minimum 100 feet buffer from all Class 1: Constrained/ Unbuildable Land
- (b) Minimum 100-foot buffer from the Class 2: Priority Conservation Assets that will be preserved with a conservation easement.
- (c) Minimum 50 feet buffer from Class 3: Other Conservation Assets that will be preserved with a conservation easement.
- (d) Where a conservation subdivision abuts an existing residence in a residentially zoned area, a suitable buffer area shall be required by the Planning Board. This buffer shall be

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at least the same distance as the minimum rear or side yard setback in the district in which the abutting land is located.

- (e) Where residential lots within a conservation subdivision abut agricultural operations, a suitable buffer area shall be required by the Planning Board. See also Town Code Chapter 107, Farming, for the Town of Canandaigua Right-to-Farm Law.

(4) Connections to adjoining land

The subdivision design must incorporate connections between Conservation Assets on and adjoining the site to maximize their functional and aesthetic value.

- (5) Land to be preserved through a conservation easement or other mechanism must be delineated as separate parcel. Conservation easements will not be permitted on a portion of a building lot.

H. Conservation Subdivision Design Steps and Review Procedures

The design of a conservation subdivision must follow the following steps.

(1) Step 1: Determine Applicability

- (a) Identify, delineate and calculate the number of acres on the parent parcel of all generally contiguous conservation assets, including Class 1: Constrained or Unbuildable land, Class 2: Priority Conservation Assets and Class 3: Other Conservation Assets. "Generally contiguous" means that the area calculation may include minor interruptions such as small areas of open areas within an otherwise wooded area or a hedgerow within a farm field.
- (b) Identify, delineate and calculate the number of acres of all generally contiguous Conservation Assets not included in the Constrained or Unbuildable Land.
- (c) If the total acreage of land, excluding Class 1: Constrained or Unbuildable Land, that comprises Class 2: Priority Conservation Assets and Class 3: Other Conservation Assets is more than 10% of the size of the parent parcel (exclusive of Class 1: Constrained or Unbuildable Land), a conservation subdivision is required. If this amount is 10% or less, a conservation subdivision is optional. (See diagram in Subsection C. (2).

(2) Step 2: Prepare Conservation Analysis as described in Subsection D and a conservation plan based on the outcome of the conservation analysis

- (a) Prepare a map that depicts all of the Class 1, Class 2 and Class 3 Conservation Assets on the site.
- (b) Label or provide a key that identifies each type of Class 1: Constrained or Unbuildable Land, Class 2: Priority Conservation Assets and Class 3: Other Conservation Assets on the site (e.g., high quality agricultural soils; ecological community; flood hazard area; regulated wetland; steep slope, stream/lake buffer, etc.)

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- (c) Prepare a narrative description of the conservation goals relating to each type of conservation asset on the site. Examples of conservation goals include:
 - o avoid fragmentation wildlife habitat
 - o maintain access to farm fields
 - o maintain connectivity between natural areas for wildlife
 - o protect scenic views
 - o avoid deleterious views of or from historic resources.
 - (d) Prepare a narrative that demonstrates how permanent protection of conservation lands as part of a conservation subdivision will help achieve these goals
- (3) Step 3: Calculate maximum number of residential lots (“base density determination”)
- (a) Subtract the acreage of Class 1: Constrained/ Unbuildable Land from the total acreage.
 - (b) Divide the remainder by the number of lots that would be permitted in the zoning district. This number will be calculated by dividing the buildable (unconstrained) land area in each zoning district on the site by the required minimum lot size for the zoning district. Fractional units will be rounded to the nearest whole number.
 - (c) Prepare a sketch of a conventional subdivision in which all lots comply with minimum lot size requirements and no development occurs on any Constrained or Unbuildable Lands to determine the maximum number of lots that can be accommodated on the site.
 - (d) The smaller of the calculation in (b) and (c) is the “base density.”
 - (e) Add the number of lots permitted based on the bonus calculation in Subsection E. (5) above to determine the maximum number of residential units permitted on the site.
- (4) Step 4: Prepare Sketch Plan (voluntary)
- (a) Prepare a sketch plan that depicts all:
 - [1] Class 1 Conservation Assets: Constrained or Unbuildable Land
 - [2] Class 2 Conservation Assets: Priority Conservation Assets
 - [3] Class 3 Conservation Assets: Other Conservation Assets
 - [4] Proposed conservation buffer areas as described in Subsection G.(3)
 - [5] Area(s) to be developed with residential lots, including individual lot layouts
 - (b) The sketch plan must also depict and label all Class 1, Class 2 and Class 3 conservation assets located within 100 feet of the parent parcel.
- (5) Step 5: Preliminary Subdivision Plat

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In addition to information required pursuant to Town Code § 174-14, the preliminary subdivision application for a conservation subdivision shall contain the following:

- (a) A Conservation Plan
- (b) Calculation of the maximum number of lots
- (c) Preliminary layout of lands to be developed and lands to be preserved with a permanent conservation easement.

(6) Step 6: Final Subdivision Review

In addition to information required pursuant to Town Code § 174-14, the final subdivision application for a conservation subdivision shall contain the following:

- (a) Proposed conservation easement(s) for the protection of permanent open space land.
- (b) A final land management plan for the permanent open space areas, to be incorporated into the conservation easement and made enforceable by the Town.
- (c) All the materials required for approval as provided herein, unless waived by the Planning Board.

I. Permanent Open Space

Open space set aside in a conservation subdivision shall be permanently preserved as required by this section. Any development permitted on land located in a conservation subdivision that is not protected as open space shall not compromise the conservation value of such open space land.

(1) Conservation value of open space.

The open space protected pursuant to this section must have conservation value, which shall be documented in the conservation analysis described in Subsection D above and address the goals specified in the conservation plan.

(2) Permanent preservation by conservation easement.

- (a) A permanent Conservation Easement or other mechanism approved by the Town Board will be required to permanently protect all lands designated for conservation in the conservation subdivision plat.

[1] The lands designated for conservation must be within one or more parcels separate from any area to be developed with building lots.

[2] Such conservation easement shall be approved by the Planning Board and is required for final plat approval.

[3] The Planning Board shall require that the conservation easement be enforceable by a recognized land trust or similar agency, or the homeowners' association, if the Town is not the holder of the conservation easement.

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- [4] The Planning Board shall confirm that the deed includes language regarding the conservation easement prior to final approval.
- [5] The conservation easement shall be recorded in the County Clerk's office, and recording information (liber and page) shall be shown on the final plat prior to filing of the final plat in the County Clerk's office.
- (b) The conservation easement shall prohibit residential, industrial or commercial use of open space land, except in connection with agriculture, forestry and passive recreation, and shall not be amendable to permit such use.
- [1] Driveways, wells, underground sewage disposal facilities, local utility distribution lines, stormwater management facilities, trails and agricultural structures may be permitted on preserved open space land with Planning Board approval, provided that they do not impair the conservation value of the land.
- [2] Forestry shall be conducted in conformity with applicable best management practices as described by the New York State Department of Environmental Conservation's Division of Lands and Forests.
- (3) Land management plan.
- A land management plan, approved by the Planning Board, shall be included in the conservation easement. The land management plan must clearly describe how the conservation assets will be preserved in order to maintain the relevant conservation goals for the site and shall contain the following information:
- (a) A baseline property condition report fully describing conditions of the property to be protected under the easement.
- (b) Primary contact information for all parties responsible for holding, monitoring and enforcing the easement.
- (c) A monitoring schedule and associated requirements.
- (d) A recordkeeping procedure.
- (e) Enforcement policy.
- [1] The conservation easement shall provide that if the Town Board finds that the management plan has been violated in a manner that renders the condition of the land a public nuisance, the Town may, upon 30 days' written notice to the owner, enter the premises for necessary maintenance, and the cost of such maintenance by the Town shall be assessed against the landowner, or, in the case of a homeowners' association, the owners of properties within the development, and shall, if unpaid, become a tax lien on such property or properties.
- [2] The conservation easement shall provide that if the Town's Code Enforcement Officer finds that the conservation easement or management plan has been violated in any way, the owner of the property and any persons or entities contributing to said

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violation shall be subject to the penalties specified for Zoning Code violations in Town Code § 220-114, § 220-115, and § 220-99.

(4) Town Clerk notations on Official Zoning Map.

In accordance with § 278 of Town Law, when the final plat is filed with the County Clerk and a copy of the final plat is filed with the Town Clerk, the Town Clerk shall make appropriate notations and references thereto on the Town Zoning Map. The Town Clerk shall make such notations and references as needed, but not less frequently than semiannually.

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

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

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

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

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

3. (Final adoption by referendum.)

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

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

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

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

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

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

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

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

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

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

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

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

Date: _____

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(Seal)

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

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

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

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

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

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

Project:

Date:

Short Environmental Assessment Form

Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

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

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

Project:

Date:

Short Environmental Assessment Form Part 3 Determination of Significance

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

<input type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.	
<input checked="" type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.	
Town Board of the Town of Canandaigua	
Name of Lead Agency	Date
Douglas E. Finch	Town Manager
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

ATTACHMENT 22

May 6, 2021

Doug Finch, Town Manager
Town of Canandaigua
5440 Routes 5 and 20 West
Canandaigua, New York 14424

RE: PROPOSAL FOR PROFESSIONAL SERVICES
ON-DEMAND ADVISORY SERVICES—AFFORDABLE HOUSING STRATEGIES

Dear Mr. Finch:

The Town of Canandaigua has identified the diversification of your housing stock, including the development of housing on a full spectrum of affordability, as critical to your continued economic vibrancy and community vitality.

MRB Group's local government services team has a strong background in market analysis, housing strategy, and funding identification in support of housing diversity and affordability. Our team is prepared to support the Town in advancement of your housing diversity strategy.

I. Background

Town leadership has recently empaneled a citizen-driven committee, charged with exploration of issues affecting housing affordability in the community, and with the development of recommendations and alternatives for town leadership to consider as you advance your strategy.

Effectively, the role of the committee and their charge can be summarized as follows:

A. Clarification of Challenges and Opportunities

The committee has commenced work on defining values surrounding the Town's approach toward housing affordability, and

the market and other challenges and opportunities that can advance or hinder the development of affordability.

B. Development of Strategies and Recommendations

As the Town's housing affordability needs and values are defined, the committee will explore developer interests, best practices, housing strategy, grant and other funding and financial support, and other factors at play in housing development; and will make recommendations to Town leadership on approach and strategy.

II. Scope of Services and Compensation

MRB Group's local government services team is equipped to support the committee in this effort, and proposes the following scope and approach:

A. On-Demand Strategic Support

When called upon by Town leadership, our team of market analysts and community development experts will provide insight and counsel as it relates to the following:

1. Successful Affordable Housing Models and Best Practices: On request by the committee, our team can provide case studies on issue definition and tools used around the U.S. to address affordable housing needs.
2. Market Analysis and Assessment of Opportunities: With robust access to demographic and real estate market data, our team can assess the Town's existing market conditions and identify opportunities and barriers with respect to affordable housing development.
3. Identification of External Funding and Other Financial Support: Our grants team is skilled in needs assessment, funding opportunity identification, and competitiveness assessment for grants and other funding. We can provide insights to the committee and Town leadership on these matters.

Total Compensation \$10,000.00

The cost figures shown above represents our hourly amount. Any additional work beyond this fee and outside the scope of this proposal would be reviewed with the Client. MRB Group shall submit monthly statements for services rendered during each invoicing period based on the efforts performed during that period. MRB Group Standard Rates are subject to annual adjustment.

III. Project Schedule

Our team is available to proceed immediately, and understands that the committee is meeting monthly and otherwise as needed until recommendations are formalized. Our local government services team will serve in an on-demand capacity, and will respond to requests for research and strategy development as called upon by the Town Manager or his designee.

IV. Additional Services

The following items, not included in the above services can be provided on a personnel time-charge basis, but would only be performed upon receipt of your authorization.

- A. Grant Application Development
- B. Geographic Information Systems and Mapping
- C. Planning and Community Development Support

V. Commencement of Work

Upon receipt of the signed proposal, and when authorized by the Town, MRB Group will begin work on the project.

VI. Standard Terms and Conditions

Attached hereto and made part of this Agreement is MRB Group's *Standard Terms and Conditions*.

If this proposal is acceptable to you, please sign where indicated and return one copy to our office. We have included an additional copy for your records. Thank you for your consideration of our firm. We look forward to working with you on this project.

Sincerely,



Matt Horn
Director, Municipal Services



James J. Oberst, P.E.
Executive Vice President / COO

J:\630006\Ltrs-Proposals\2021\mdh--T. Canandaigua Affordable Housing Strategy.docx

PROPOSAL ACCEPTED FOR THE TOWN OF CANANDAIGUA BY:

Signature

Title

Date

MRB GROUP, ENGINEERING, ARCHITECTURE, SURVEYING, D.P.C.
AGREEMENT FOR PROFESSIONAL SERVICES
STANDARD TERMS AND CONDITIONS
ECONOMIC DEVELOPMENT SERVICESA. TERMINATION

Either party may terminate this Agreement with seven days' written notice if the other party fails to materially perform in accordance with the terms hereof through no fault of the terminating party. If this Agreement is so terminated, the client shall promptly pay to MRB Group Engineering, Architecture, Surveying, D.P.C. ("MRB") for (a) services performed prior to the date of such termination, based on MRB's reasonable estimate for the portion of work completed, plus (b) all reasonable costs incurred by MRB in connection with such termination. If, prior to termination of this Agreement, the client directs MRB to suspend or abandon any work, the client shall promptly pay MRB for services performed prior to receipt of such notice from the client.

B. INSURANCE

MRB agrees to procure and maintain, at its sole expense, such insurance policies as are customary in the industry.

C. INDEPENDENT CONTRACTOR

The parties agree that MRB is an independent contractor, and will conduct itself with such status, that it will neither hold itself out as nor claim to be an officer or employee of the client, by reason hereof, and that it will not by reason hereof make any claim, demand or application to or for any right or privilege applicable to an officer or employee of the client, including, but not limited to, Workmen's Compensation coverage, unemployment insurance benefits or Social Security coverage.

D. SUCCESSORS AND ASSIGNS

Neither party may assign or otherwise transfer any of its rights or obligations under this Agreement without the prior written consent of the other party and any purported assignment absent such consent shall be void. This Agreement shall be binding on each party's successors, executors, administrators and assigns.

E. INVOICES AND PAYMENT

The client will pay MRB for services in accordance with the fee structure and work estimate set forth in the proposal. Invoices will be submitted on a periodic basis, or upon completion of Services, as indicated in the proposal or contract. All payments are due within 30 days after receipt of the applicable invoice. Any invoice remaining unpaid after 30 days will bear interest from such date at 1.5 percent per month or at the maximum lawful interest rate, if such lawful rate is less than 1.5 percent per month. If the client fails to pay any invoice when due, MRB may, at any time, and without waiving any other rights or claims against the client and without thereby incurring any liability to the client, elect to terminate performance hereunder upon ten (10) days prior written notice to the client. Notwithstanding any termination of Services by MRB for non-payment of Invoices, the client shall pay MRB in full for all Services rendered by MRB to the date of termination of Services plus all interest and termination costs and expenses incurred by MRB that are related to

such termination. The client shall be liable to reimburse MRB for all costs and expenses of collection, including reasonable attorney's fees.

F. INDEMNITY

The client will require any contractor and subcontractors performing the work to hold the client and MRB harmless and indemnify and defend the client and MRB and their respective officers, employees and agents from all claims arising from client's use of the services, except to the extent arising from MRB's negligence or willful misconduct.

G. LIMITATION OF LIABILITY

IN NO EVENT WILL MRB BE LIABLE FOR ANY INDIRECT, PUNITIVE, SPECIAL, EXEMPLARY, CONSEQUENTIAL OR INCIDENTAL LOSSES OR DAMAGES (INCLUDING, BUT NOT LIMITED TO, LOST PROFITS, LOSS OF GOODWILL, BUSINESS INTERRUPTION, LOSS OF BUSINESS OPPORTUNITY, OR ANY OTHER PECUNIARY LOSS), REGARDLESS OF WHETHER OR NOT THE POSSIBILITY OF SUCH DAMAGES HAS BEEN DISCLOSED OR COULD HAVE BEEN REASONABLY FORESEEN BY MRB, AND REGARDLESS OF THE LEGAL OR EQUITABLE THEORY (CONTRACT, TORT OR OTHERWISE) UPON WHICH THE CLAIM IS BASED. MRB'S LIABILITY HEREUNDER SHALL NOT EXCEED THE FEES PAID TO MRB BY CLIENT DURING THE TWELVE (12) MONTHS PRECEDING THE EVENTS GIVING RISE TO SUCH LIABILITY.

H. MISCELLANEOUS

The Agreement may be amended or modified only with the written consent of both parties. The rights and remedies set forth herein shall be in addition to all other rights and remedies available at law or equity. The Agreement embodies the entire agreement and understanding between the parties pertaining to the subject matter hereof, and supersedes all prior agreements, understandings, negotiations, representations and discussions, whether verbal or written, of the parties, pertaining to that subject matter. This Agreement shall be governed by the laws of the State of New York without regard to its principles of conflicts of law. Any litigation arising out of or in connection with this Agreement shall be brought and maintained exclusively in the federal courts or the courts of the State of New York, with a venue in Monroe County, New York, and the parties hereby irrevocably waive all jurisdictional defenses and irrevocably consents to the personal jurisdiction of such courts.

From: [Karen Parkhurst \(karenparkhur@gmail.com\)](mailto:karenparkhur@gmail.com)
To: [Linda Dworaczyk](#); ["Gary Davis"](#); ["Jared Simpson"](#); ["Terry Fennelly"](#); ["Cathy Menikotz"](#)
Cc: dfinch@townofcanandaigua.org; matt.horn@mrbgroup.com
Subject: FW: Localizing Affordable Housing
Date: Monday, July 26, 2021 9:07:04 AM

Below is an article about affordable housing from the Strong Towns organization. It is interesting and appropriate to our affordable housing initiative.

While I am pleased to be part of this initiative, I would like to point out to all of you that this project team was authorized by the Canandaigua Town Board. Since this is such an enormous subject and undertaking, it is critical that our group have help with ferreting out basic information that is related to our subject area. While I envision a county wide initiative, we need to start locally. Hopefully we can advance the subject to other municipalities in Ontario County. But, like I just said, we need research help. I would like to encourage you, as our Town Board, to bring forth the tabled resolution for the MRB proposal and pass it at the next town board meeting. Without this help, we will simply be languishing in rhetoric and not actively building a forward-thinking program.

As you all know, I was on the Town Master Plan Update team and affordable housing is a mandate of that plan. It disturbs me to think that our Town Board can authorize a project team without providing any basic funding for it. In my opinion, this just invites failure. Now, one of you thinks I should be reaching out to the LDC and the city of Canandaigua for help with funding this. Frankly, I think that should be your responsibility. You have the town behind you, supporting your efforts. I am merely a volunteer with a passion.

Hopefully, you will read the attached article and, as advocates for a "strong" town, you will choose to help the affordable housing team.

As always, thanks for listening.

Karen

Karen Parkhurst
t 585.704.5991
email karenparkhur@gmail.com

“You must be the change you wish to see in the world.”- Gandhi
Consider the environment. Please don't print this e-mail unless you really need to.

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

From: Horn, Matt <matt.horn@mrbgroup.com>
Sent: Sunday, July 25, 2021 5:55 PM
To: karenparkhur@gmail.com
Cc: sreynolds@townofcanandaigua.org; dfinch@townofcanandaigua.org
Subject: Localizing Affordable Housing

Great article on the housing spectrum we've been discussing...

<https://www.strongtowns.org/journal/2016/11/29/localizing-affordable-housing>

ATTACHMENT 23

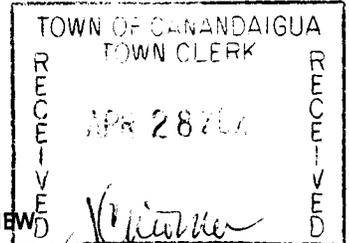
Town of Canandaigua

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

April 28, 2021

Doug Finch, Town Manager
Town of Canandaigua
5440 Routes 5 & 20 West
Canandaigua, New York 14424

CK # 441
(J2)



**RE: GROVE FOR LANSING / SALISBURY
NEW SINGLE FAMILY DWELLING - EROSION CONTROL SURETY ESTIMATE REVIEW
TAX MAP NO. 126.00-1-44.300
CPN No. 2020-049
ADDRESS: 4487 MIDDLE CHESHIRE ROAD**

Dear Mr. Finch,

Please be advised that I have completed a review of the submitted Erosion Control Surety Estimate dated July 4, 2020, prepared by William Grove PE of Grove Engineering for the above referenced project.

Based on our review of the submitted estimate we recommend that an Erosion Control Surety be approved in the amount of **\$1,000 (One-Thousand Dollars and No Cents)**. The breakdown of this amount is on the attached estimate.

Surety must be paid by cash or check to Town Clerk prior to issuance of building permits.

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

Sincerely,

Chris Jensen
Town of Canandaigua – Code Enforcement Officer

C Jean Chrisman, Town Clerk
Project Binder
Parcel Owner

APPROVED
<i>DF</i>
Doug Finch – Town Manager
<i>7/22/21</i>
Date



GROVE ENGINEERING

8677 STATE ROUTE 53
NAPLES, NEW YORK 14512
585-797-3989 PHONE
585-531-4084 FAX
grove.engineering@yahoo.com

July 4, 2020

Eric Cooper
Zoning Officer
Town of Canandaigua

Re: Soil stabilization and erosion control cost estimate
Proposed Lansing & Salisbury Residence,
4487 Middle Cheshire Road, TM# 126.00-1-44.300

Dear Mr. Cooper,

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

Silt Fence	280 LF@ \$2.50/LF	= \$700
Final seed/mulch all disturbed areas	Lump Sum	= <u>\$300</u>

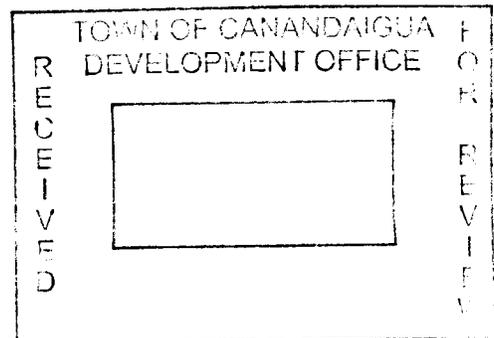
Total: **\$1000**

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

Sincerely,



William J. Grove, P.E.



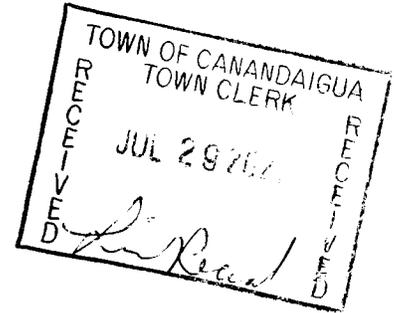
ATTACHMENT 24

Town of Canandaigua

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

July 29, 2021

Doug Finch, Town Manager
Town of Canandaigua
5440 Routes 5 & 20 West
Canandaigua, New York 14424



RE: HARTER FOR ASHE
ADDITION TO EXISTING SINGLE-FAMILY DWELLING - EROSION CONTROL SURETY ESTIMATE REVIEW
TAX MAP No. 140.11-1-9.000
CPN No. 2021-006
ADDRESS: 4629 COUNTY ROAD 16

Dear Mr. Finch,

Please be advised that I have completed a review of the submitted Erosion Control Surety Estimate dated July 16, 2021, prepared by Scott Harter PE of 'Professional Engineering Group' for the above referenced project. CF 576 LF

Based on our review of the submitted estimate we recommend that an Erosion Control Surety be approved in the amount of **\$9,130.40 (Nine-Thousand One-Hundred Thirty Dollars and Forty Cents)**. The breakdown of this amount is on the attached estimate.

Surety must be paid by cash or check to Town Clerk prior to issuance of building permits.

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

Sincerely,

Chris Jensen
Town of Canandaigua – Code Enforcement Officer

C Jean Chrisman, Town Clerk
Project Binder
Parcel Owner

APPROVED
Doug Finch – Town Manager
8/2/21
Date

ENGINEERS ESTIMATE OF PROBABLE CONSTRUCTION COSTS

PROJECT: 4629 WEST LAKE ROAD

DATED: JULY, 2021

BY: SH
LAST REVISED: 7/14/2021
SHEET 1 OF 1

ITEM	DESCRIPTION	UNIT PRICE	QUANTITY	AMOUNT
<u>EROSION AND SEDIMENTATION CONTROL</u>				
1	STAKED REINFORCED SILT FENCING	\$6.00	180 LF	\$1,080.00
2	TOPSOIL, MULCH AND SEED DISTURBED AREAS	\$0.70	10000 SF	\$7,000.00
SUBTOTAL				\$8,080.00
CONTINGENCY (10%)				\$808.00
INSPECTION (3%)				\$242.40
TOTAL				\$9,130.40



Unless noted otherwise, all items shown are installed complete per all local, state, federal and manufacturer's specifications. Actual prices are subject to market conditions (labor and material) at the time the project is put "out to bid".

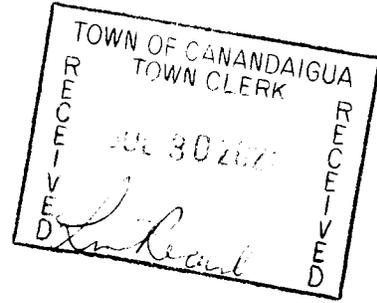
ATTACHMENT 25

Town of Canandaigua

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

July 30, 2021

Doug Finch, Town Manager
Town of Canandaigua
5440 Routes 5 & 20 West
Canandaigua, New York 14424



RE: MARKS FOR MILLER
NEW SINGLE FAMILY DWELLING - EROSION CONTROL SURETY ESTIMATE REVIEW
TAX MAP NO. (TO BE ASSIGNED)
CPN No. 2021-058
ADDRESS: 3400 HICKOX ROAD

CL # 1012
Donald Muller

Dear Mr. Finch,

Please be advised that I have completed a review of the submitted Erosion Control Surety Estimate dated July 19, 2021, prepared by Brennan Marks PE of Marks Engineering for the above referenced project.

Based on our review of the submitted estimate we recommend that an Erosion Control Surety be approved in the amount of **\$1,479.50 (One-Thousand Four-Hundred Seventy-Nine Dollars and Fifty Cents)**. The breakdown of this amount is on the attached estimate.

Surety must be paid by cash or check to Town Clerk prior to issuance of building permits.

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

Sincerely,

Chris Jensen
Town of Canandaigua - Code Enforcement Office

C Jean Chrisman, Town Clerk
Project Binder
Property owner

APPROVED
Doug Finch - Town Manager
8/2/21
Date



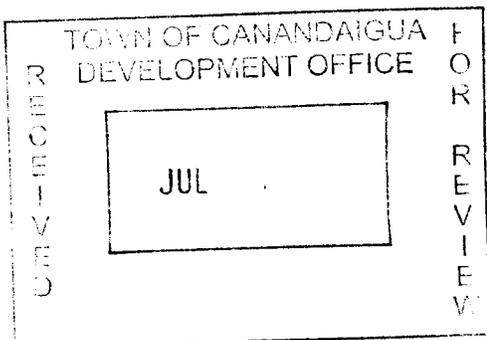
42 Beeman St.
Canandaigua, NY 14424

TM#96.00-1-20.111
0000 Hickox Rd.
Canandaigua, NY 14424

7/19/2021

Engineer's Opinion of Probable Cost

	Quantity	Unit	Unit Cost	Sub Total
Silt Fence Material	450	ft	\$ 2.50	\$ 1,125.00
Temporary Seed 25#	2	Bag	\$ 25.00	\$ 50.00
Straw Mulch Material	10	bale	\$ 2.00	\$ 20.00
Construciton Entrance	1	ea	\$ 150.00	\$ 150.00
Contingency	1	ea	\$ 134.50	\$ 134.50
			Total	\$ 1,479.50



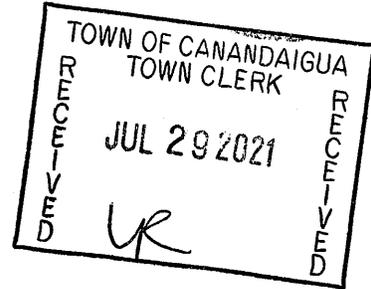
ATTACHMENT 26

Town of Canandaigua

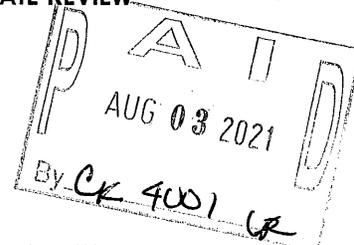
5440 Routes 5 & 20 West • Canandaigua, NY 14424 • (585) 394-1120

July 29, 2021

Doug Finch, Town Manager
Town of Canandaigua
5440 Routes 5 & 20 West
Canandaigua, New York 14424



**RE: GROVE FOR BROCKLEBANK
NEW SINGLE FAMILY DWELLING - EROSION CONTROL SURETY ESTIMATE REVIEW
TAX MAP NO. (UNASSIGNED AT TIME OF REVIEW)
CPN No. 2021-048
ADDRESS: 2524 COOLEY ROAD**



Dear Mr. Finch,

Please be advised that I have completed a review of the submitted Erosion Control Surety Estimate dated May 11, 2021, prepared by William Grove PE of Grove Engineering for the above referenced project.

Based on our review of the submitted estimate we recommend that an Erosion Control Surety be approved in the amount of **\$600 (Six-Hundred dollars)**. The breakdown of this amount is on the attached estimate.

Surety must be paid by cash or check to Town Clerk prior to issuance of building permits.

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

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Jensen".

Chris Jensen
Town of Canandaigua – Code Enforcement Officer

C Jean Chrisman, Town Clerk
Project Binder
Owner

APPROVED
 _____ Doug Finch – Town Manager
 _____ Date



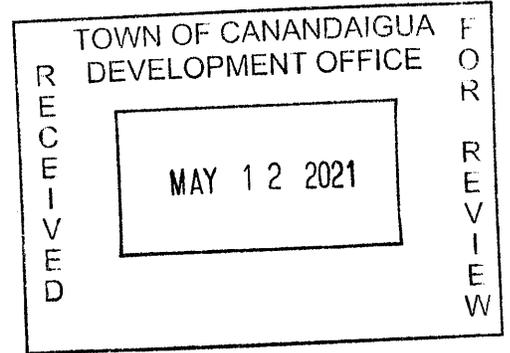
GROVE ENGINEERING

8677 STATE ROUTE 53
NAPLES, NEW YORK 14512
585-797-3989 PHONE
585-531-4084 FAX
grove.engineering@yahoo.com

May 11, 2021

Michelle Rowlinson
Office Specialist I
Town of Canandaigua

Re: Soil stabilization and erosion control cost estimate
Proposed Brocklebank Residence,
Cooley Road, TM# 69.00-1-41.100



Dear Ms. Rowlinson,

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

Silt Fence	160 LF@ \$2.50/LF	= \$400
Final seed/mulch all disturbed areas	Lump Sum	= \$200

Total: \$600

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

Sincerely,



William J. Grove, P.E.