

**Canandaigua Town Board
Meeting Agenda
June 20, 2016
6:00pm**

1. Call To Order and Pledge of Allegiance
 - Pledge led by Terry Fennelly, Town Councilman
 2. Roll Call
 - Town Clerk Confirmation meeting was properly advertised
 3. Circulation of Written Communications and Correspondence Call
 - Notification, NYS DCJS, sex offender details, June 10, 2016
 - Card, Thank you from Kevin & Kathy Armstrong, June 13, 2016
 - Notification, NYS DCJS, sex offender details, June 8, 2016
 - Newsletter, The Chronicles, Volume 45, Issue 2, June 2016
 - Notification, NYS DCJS, sex offender details, June 2, 2016
 - Letter, Kathryn Morse, Onanda Park Lakeside and Uplands, June 2, 2016
 - Email, Rick Jack, Kudos to Pam Post, June 1, 2016
 - Letter, Charter Communications, Chris Mueller, Director of Government Affairs, June 1, 2016
 - Newsletter, The Inside Dirt, Cornell University, June 2016, Volume 14, Issue 5
 - Letter, Charter Communications, Chris Mueller, Director of Government Affairs, May 26, 2016
 - Letter, New York State Department of Taxation and Finance, Notice of Tentative State Equalization Rate, May 23, 2016
 - Card, United Way, Thank you for continued support of the United Way, May 2016
 - Notification, NYS DCJS, sex offender details, May 20, 2016
 - Letter, Time Warner Cable, Chris Mueller, Director of Government Relations, Programming Updates, May 18, 2016
 - Letter, Department of Health, Water Quality, May 13, 2016
 - Letter, First Niagara, Our Standby Letter of Credit, May 10, 2016
 - Notification, NYS DCJS, sex offender details, May 9, 2016
 - Notification, NYS DCJS, sex offender details, May 9, 2016
 - Notification, NYS DCJS, sex offender details, May 9, 2016
 - Letter, Wilmington Trust, Statement of Account, April 30, 2016
 - Annual Report, Ontario County Office of Sheriff, 2015
 - Annual Report, 2015 Ontario County Office for the Aging, 2015
 4. Privilege of the Floor
 5. Presentations
 - Christine Farren, West Lake Road; land acquisition proposal – 5 minutes
 - Steve Cleason, Sharenology; update – 3 minutes
 6. Public Hearings
- Continued Public Hearings:*
- Continued Public Hearing for the proposed additions to Town Code including Chapters 170 (Stormwater Management) and 172 (Stormwater Pollution Prevention).
 - Continued Public Hearing on a Text Code Amendment to Town Code Chapter 220, Section 18, Relating to the Permitted Principal Uses in the SCR-1 Zoning District.

New Public Hearings:

- Public Hearing on a Proposed Local Law 220-64 Pertaining to Authority and Approval Required by the Town of Canandaigua Planning Board

7. Priority Business

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8. Reports of Town Officials and Department Heads

Written reports prepared by the following officials are included with this agenda. These reports are identified as Attachment 1. These reports are also available for review on the Town's website and are on file with the Town Clerk's office.

- A. Director of Parks & Recreation
- B. Highway / Water Superintendent
- C. Assessor
- D. Development Director
- E. Historian
- F. Town Clerk
- G. Supervisor
 - 1. Monthly Financial Report for May 2016
 - a. Revenue & Expense Report
 - b. EFPR Solutions Executive Summary
 - c. Bank Reconciliation Report
 - d. Overtime Report All Departments
 - e. Overtime Report –Highway & Water

9. Reports of Boards and Committees

- A. Planning Board, Chairman Schwartz
- B. Zoning Board of Appeals, Chairman Robinson
- C. Environmental Conservation Board, Chairwoman Marthaller (Attachment 2)
- D. Public Works Committee, Chairman Fennelly
 - 1. Update on the Highway Facility
 - 2. Water Project Update (Attachment 3)
- E. Finance Committee, Chairman Westbrook
 - 1. Report & Recommendation on BidUREnergy Proposal
 - 2. Report & Recommendation on the Credit Card & Store Credit Policy
 - 3. Energy Savings Plan
- F. Technology Committee, Chairman Reynolds
 - 1. Report & Recommendation on Social Media, Website
 - 2. Update on Internet and Social Media Use Policy
- G. Public Safety and Security Committee, Chairman Cutri
 - 1. General Update
 - 2. Fire contract review and discussion
- H. Citizens Implementation Committee
- I. Parks & Recreation Committee, Chairwoman Schenk
- J. Trails Committee
- K. Special Event Committee
 - 1. Event Update, Oksana Fuller

10. Privilege of the Floor

11. Resolutions

Continued Resolutions:

RESOLUTION NO. 2015-31: RECOMMENDATION FOR THE PURCHASE OF WASTE & RECYCLING EQUIPMENT

WHEREAS, Senator Nozzolio on behalf of the Town of Canandaigua secured \$50,000 in funding from the Dormitory Authority of State of New York (DASNY); and

WHEREAS, it is the intent of the Town Board to accept this grant in order to upgrade certain Transfer Station operations and equipment; and

WHEREAS, the Public Works Committee was charged with determining the best use of these funds and is now recommending the Town Board authorize the following improvements and expenditures:

- A 16 x 24 building that meets the NYS Department of Environmental Conservation requirements for used electronics storage; estimated cost \$12,500.00; and a
- 250- gallon waste oil tank that meets the NYS Department of Environmental Conservation Petroleum Bulk Storage requirements; estimated cost \$2,500.00; and a
- Waste Trash Compactor; estimated cost \$35,000.00; and

WHEREAS, the DASNY grant requires the Town to pay for these purchases up front and seek subsequent reimbursement therefore the Supervisor/Budget Officer is recommending a temporary loan from the Contingency & Tax Stabilization reserve fund of \$50,000; and

WHEREAS, expenditures from the Contingency & Tax Stabilization reserve fund require 2/3 vote of the Town Board and written recommendation from the Supervisor with conditions for the amount to be expended; and

WHEREAS, the written recommendation from the Supervisor and the conditions for the amount to expend are included in this resolution; and

NOW THEREFORE BE IT RESOLVED, that the Canandaigua Town Board hereby authorizes the Highway Superintendent to make the purchases described above in accordance with the Town of Canandaigua Procurement Policy at a cost not to exceed \$50,000.00; and

BE IT FURTHER RESOLVED, that

1. The Canandaigua Town Board hereby approves a temporary loan from Contingency and Tax Reserve fund for the purchase of the specified equipment; and
2. The Canandaigua Town Board hereby directs the Town Clerk to forward copies of this resolution to the Town Bookkeeper and EFPR Solutions.

RESOLUTION NO. 2016-98: MAINTENANCE RESOLUTION FOR CONCRETE SIDEWALKS LAKESHORE DRIVE & MORAN ROAD SIDEWALK IMPROVEMENT-CITY OF CANANDAIGUA-TOWNS OF CANANDAIGUA & HOPEWELL

WHEREAS, Ontario County is the Sponsor for the Lakeshore Drive and Moran Road Sidewalk Improvement project, a Federal Aid Transportation Alternatives Program project; and

WHEREAS, the project will construct approximately 5,250 linear feet of sidewalk with pedestrian level lighting and pedestrian signal facilities along south side of Lakeshore Drive/County Road (CR) 50 and along both sides of Moran Road/CR 10; and

WHEREAS, In the Town of Canandaigua the project will include the construction of concrete sidewalks, pedestrian level lighting, and pedestrian signal facilities along Lakeshore Drive/CR 50 between City of Canandaigua & Moran Road/CR 10 and west side of Moran Road/CR 10; and

WHEREAS, the project will construct said concrete sidewalks, pursuant to § 102, subdivision 15 of the Highway Law, as shown on the contract drawings for the project; and

WHEREAS, a copy of the proposed project description and the contract drawings are on file with the Town Clerk's office; and

RESOLVED, that Town of Canandaigua hereby grants consent for the construction of concrete sidewalks adjacent to Lakeshore Drive/CR 50 and Moran Road/CR 10, as shown on the contract drawings; and further

RESOLVED, Cost for construction of said concrete sidewalks will be a sole project expense; and further

RESOLVED, Ontario County will or cause to repair and reconstruct said concrete sidewalks as deemed necessary by County Commissioner of Public Works; and further

RESOLVED, Town of Canandaigua will provide general day-to-day maintenance which, depending on Town policy, may include control of snow and ice; and further

RESOLVED, that the clerk of this board is hereby directed to transmit certified copies of this resolution to Ontario County Commissioner of Public Works.

RESOLUTION NO. 2016-133: HIGHWAY DEPARTMENT PURCHASE OF NEW FORD F-250 PICKUP TRUCK

WHEREAS, the Highway Superintendent has received a quote from Van Bortel Ford for the purchase of one (1) new and unused 2016 Ford F-250 XL super cab 4WD pickup truck; and

WHEREAS, the total cost of the Ford pickup truck is \$31,900.00; and

WHEREAS, the Town Board has budgeted for this purchase (D.5130.200) in the 2016 approved municipal budget; and

THEREFORE BE IT RESOLVED, by the Town Board of the Town of Canandaigua hereby approves the Highway Superintendent to purchase one (1) 2016 Ford F-250 pickup truck from Van Bortel Ford for \$31,900.00.

New Resolutions:

RESOLUTION NO. 2016-146: ACCEPTING THE RESIGNATION OF SPECIAL EVENTS COMMITTEE CHAIR

WHEREAS, Dina Mangiamele, Special Events Committee Chair, has tendered her resignation effective May 23, 2016; and

NOW, THEREFORE BE IT RESOLVED, the Town Board hereby accepts the resignation of Ms. Mangiamele effective 5.23.2016, and thanks her for her dedicated service to our community and wishes her well with future endeavors.

RESOLUTION NO. 2016-147: ACCEPTANCE OF THE 2015 EFPR FINANCIAL SOLUTIONS AUDIT REPORT FOR THE TOWN JUSTICE DEPARTMENT

WHEREAS, the Town Board has contracted with EFPR Solutions to audit the Town 2015 Town Justice records; and

WHEREAS, the Town Board has reviewed this report (Attachment 4); and

NOW, THEREFORE, BE IT RESOLVED, the Town Board hereby accepts the findings identified in the report titled 'Town of Canandaigua Town Justices Financial Statement December 31, 2015.

RESOLUTION NO. 2016 – 148: ACCEPTANCE OF THE MONTHLY FINANCIAL REPORTS

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

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

WHEREAS, the Town Supervisor has provided the Town Board with hard copies and electronic copies of the May 2016 Monthly Revenue/Expense Control Report, bank reconciliation reports, cash summary report, EFPR Solutions Executive Summary Report, as well as the and Highway/Water Department Overtime Report and All Department Overtime Report (Attachment 1); and

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

RESOLUTION NO. 2016 – 149: RESOLUTION SUPPORTING THE CONSOLIDATION OF THE CANANDAIGUA VA MEDICAL CENTER VITAL RECORDS TO THE TOWN OF CANANDAIGUA

WHEREAS, the Town Clerk/Registrar of Vital Statistics of the Town of Canandaigua has agreed to consolidate and accept the vital records of the Canandaigua VA Medical Center into the Town of Canandaigua's possession; and

WHEREAS, based upon approval by the Town Board of the Town of Canandaigua and the Ontario County Board of Supervisors, the New York State Commissioner of Health may issue

an order combining the districts; and

NOW, THEREFORE, BE IT RESOLVED that upon the request of the Town Clerk/Registrar of Vital Statistics and the Canandaigua VA Medical Center, the Town Board of the Town of Canandaigua does hereby approve the consolidation and combination of the vital records subject to the approval of the Ontario County Board of Supervisors and NYS Commissioner of Health; and

BE IT FURTHER RESOLVED that the Town Clerk is hereby directed to send a certified copy of this resolution to the New York State Commissioner of Health and the Registrar of the Canandaigua VA Medical Center.

RESOLUTION NO. 2016 – 150: APPOINTMENT OF ZONING INSPECTOR

WHEREAS, the Town of Canandaigua has continued to experience increased growth of population from year to year and an increase in the number of development projects; and

WHEREAS, the Town of Canandaigua continues to face additional unfunded mandates passed on from the State of New York including the use of staff for items such as the MS4 program; and

WHEREAS, the Town of Canandaigua currently has a vacant full time zoning inspector position; and

WHEREAS, the Town of Canandaigua Development Office recently received the resignation of a full time staff member; and

WHEREAS, the Director of Development is recommending the filling of the Zoning Inspector position to serve as a main point of contact for residents and business owners considering building projects in the Town of Canandaigua; and

WHEREAS, the Director of Development is recommending the filling of the vacant full time Zoning Inspector position through the appointment of Eric A. Cooper; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby does appoint Eric A. Cooper to the position of Zoning Inspector starting June 21, 2016; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua establishes the annual pay rate of \$ 38,500 from the general fund A. 8010.145 for the position of full time Zoning Inspector.

RESOLUTION NO. 2016 – 151: BUDGET TRANSFER, ZONING INSPECTOR

WHEREAS, the 2016 Town of Canandaigua budget included an amount to hire a third full time code enforcement officer; and

WHEREAS, due in part to the recent resignation of a full time Development Office employee; as well as the continued growth and burden placed on the Development Office; the Director of Development is recommending the filling of a vacant Zoning Inspector position; and

WHEREAS, the Director of Development is recommending to fill a vacant Zoning Inspector position rather than hire a third full time code enforcement officer; and

WHEREAS, the Director of Development has requested a budget transfer of \$ 38,500 from A.8664.125 (Code Enforcement, F/T) to A.8010.145 (Zoning Inspector); (Attachment 5) and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua does hereby approve a budget transfer in the amount of \$ 38,500 inter-department transfer from A.8664.125 to A.8010.145.

**RESOLUTION NO. 2016 – 152: TEXT CODE AMENDMENT, LOCAL LAW FOR § 220-64
TOWN OF CANANDAIGUA PERTAINING TO AUTHORITY AND APPROVAL REQUIRED BY
THE TOWN OF CANANDAIGUA PLANNING BOARD**

WHEREAS, the Town Board of the Town of Canandaigua is considering a Text Code Amendment (Local Law # ____) to regulate Planning Board review for development of single family homes inside and outside the RLD Zoning District; and

WHEREAS, the above described proposed Text Code Amendments of the Town of Canandaigua Town Code and read as follows:

Section One. Legislative Intent. The legislative intent of this local law is to require Planning Board review for development of single-family homes inside and outside the RLD Zoning District, and to clarify the thresholds for site development permits.

Section Two. Town of Canandaigua Town Code § 220-64 is hereby replaced in its entirety with the following:

- 1.
2. § 220-64 Authority; approval required.
 - A. The Planning Board of the Town of Canandaigua is hereby authorized to grant site plan approval pursuant to Town Law §§ 274-a and 278, as amended from time to time.
 - B. The following actions are exempt from the requirement for site plan review pursuant to this article, unless site plan is otherwise required as a condition of a separate Town approval:
 - (1) Except in the Residential Lake District, expansion of a single-family dwelling, with or without an accessory apartment and/or accessory building/structure(s) for same. This includes placement of manufactured dwelling units in an approved manufactured home park.
 - (2) Single-family dwelling units that have received final approval as part of a final subdivision plat approval by the Planning Board in accordance with the provisions of Chapter 174 of the Town Code, unless such individual site plan approval was required by the Planning Board at the time of final subdivision plat approval.
 - (3) Agricultural uses and agricultural structures.
 - (4) Other development that does not exceed the thresholds established in § 220-64C.
 - C. Except as exempted in § 220-64B, site plan review is required for:
 - (1) Uses allowed by a use variance.
 - (2) Development which exceeds 1,000 square feet in each of the following districts: MR, NC, CC, RB-1, LI, I, MH, PUD, CDO, and AUO.
 - (3) New development for all specially permitted uses in all districts.
 - (4) Development in the Residential Lake District which exceeds 1,000 square feet or such thresholds as would require a permit to be issued pursuant to Chapter 165, Soil Erosion and Sedimentation Control.

- (5) Development of a new single-family dwelling, with or without an accessory apartment, on an undeveloped or vacant parcel.

Section Three. Town of Canandaigua Town Code § 165-7 is hereby replaced in its entirety with the following:

§ 165-7 Activities requiring a permit.

None of the following activities shall be commenced until a permit has been issued under the provisions of this chapter.

A. Any site preparation, regardless of location within the Town, which in the aggregate exceeds either of the following thresholds:

- (1) Stripping or grading which affects more than 10,000 square feet of ground surface.
- (2) Excavation or filling of more than 100 cubic yards of material.

B. Any site preparation which in the aggregate exceeds 500 square feet of stripping or grading, or the excavation or filling of more than five cubic yards of material within any of the following environmentally sensitive regions of the Town:

- (1) Areas within NYSDEC freshwater wetlands;
- (2) Within the Canandaigua Lake Watershed, areas of greater than 10% slope. Outside of the Canandaigua Lake Watershed, areas of greater than 15% slope.
- (3) Areas within the one-hundred-year floodplain and/or floodways of any watercourse or lake as regulated under Chapter 115 of the Town of Canandaigua Code; or
- (4) Areas within 500 feet of Canandaigua Lake or a recognized Canandaigua Lake tributary as indicated in the most recent USGS 7.5 minute series topographical maps for the Canandaigua and Canandaigua Lake quadrangles.

Section Four. Severability. The provisions of this local law are declared to be severable, and if any section, subsection, sentence, clause or part thereof is, for any reason, held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of any remaining sections, subsections, sentences, clauses or part of this local law.

Section Five. This local law shall take effect immediately upon filing with the Secretary of State.

; and

WHEREAS, the Town Board of the Town of Canandaigua held a public hearing on the proposed Text Code Amendments on June 20, 2016; and

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

WHEREAS, the Town Board of the Town of Canandaigua has completed Part 2 and Part 3 of the Short Environmental Assessment Form (Attachment 6); and

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

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

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua hereby adopts Local Law No. _____ of the Year 2016; 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, the community, and the protection of Canandaigua Lake to adopt said Local Law; 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 2016 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.

RESOLUTION NO. 2016 – 153: SEQR DETERMINATION OF NON-SIGNIFICANCE AND ADOPTION OF A TEXT CODE AMENDMENT (LOCAL LAW # _____) TO CREATE TOWN CODE CHAPTER 170 TITLED STORMWATER MANAGEMENT

WHEREAS, the Town Board of the Town of Canandaigua is considering a Text Code Amendment (Local Law # _____) to regulate and govern storm water management in the Town of Canandaigua by adding a new Chapter 170 to the Town of Canandaigua Town Code; and

WHEREAS, the above described proposed Text Code Amendments are found in Chapters 170 of the Town of Canandaigua Town Code and read as follows:

SECTION ONE. Legislative Intent. The intent of this Local Law is to regulate and govern stormwater management in the Town of Canandaigua by adding a new Chapter 170 to the Town of Canandaigua Town Code.

SECTION TWO. There is hereby added a new Chapter 170 to the Town of Canandaigua Town Code, which shall read in its entirety as follows:

**CHAPTER 170
STORMWATER MANAGEMENT**

Section 170-1. PURPOSE AND FINDINGS.

- A. The purpose of this chapter is to establish minimum stormwater management requirements and controls to protect and safeguard the general health, safety, and welfare of the public residing within the Town, and to address the findings of fact in Section 170-1(A) of this chapter. This chapter seeks to meet those purposes by achieving the following objectives:**
- (1) Meet the requirements of minimum measures 4 and 5 of the SPDES General Permit for Stormwater Discharges from Municipal Separate Stormwater Sewer Systems (MS4s), Permit GP-0-15-003, as amended or revised;**
 - (2) Require Land Development Activities to conform to the substantive requirements of the New York State Department of Environmental Conservation State Pollutant Discharge Elimination System (SPDES) General Permit for Construction Activities GP-0-15-002, as amended or revised;**
 - (3) Minimize increases in stormwater runoff from Land Development Activities in order to reduce flooding, siltation, increases in stream temperature, and streambank erosion and maintain the integrity of stream channels;**
 - (4) Minimize increases in pollution caused by stormwater runoff from Land Development Activities which would otherwise degrade local water quality;**
- B. Minimize the total annual volume of stormwater runoff which flows from any specific site during and following development to the maximum extent practicable; and**
- C. Reduce stormwater runoff rates and volumes, soil erosion and nonpoint source pollution, wherever possible, through stormwater management practices and to ensure that these management practices are properly maintained and eliminate threats to public safety.**
- D. It is hereby determined that:**
- (1) Land Development Activities and associated increases in site impervious cover often alter the hydrologic response of local watersheds and increase stormwater runoff rates and volumes, flooding, stream channel erosion, or sediment transport and deposition;**
 - (2) This stormwater runoff contributes to increased quantities of water-borne pollutants, including siltation of aquatic habitat for fish and other desirable species;**
 - (3) Clearing and grading during construction tends to increase soil erosion and add to the loss of native vegetation necessary for terrestrial and aquatic habitat;**
 - (4) Improper design and construction of stormwater management practices can**

increase the velocity of stormwater runoff thereby increasing stream bank erosion and sedimentation;

- (5) Impervious surfaces allow less water to percolate into the soil, thereby decreasing groundwater recharge and stream baseflow;
- (6) Substantial economic losses can result from these adverse impacts on the waters of the municipality;
- (7) Stormwater runoff, soil erosion and nonpoint source pollution can be controlled and minimized through the regulation of stormwater runoff from Land Development Activities;
- (8) The regulation of stormwater runoff discharges from Land Development Activities in order to control and minimize increases in stormwater runoff rates and volumes, soil erosion, stream channel erosion, and nonpoint source pollution associated with stormwater runoff is in the public interest and will minimize threats to public health and safety; and
- (9) Regulation of Land Development Activities by means of performance standards governing stormwater management and site design will produce development compatible with the natural functions of a particular site or an entire watershed and thereby mitigate the adverse effects of erosion and sedimentation from development.

Section 170-2. DEFINITIONS.

The following terms used in this Chapter or in documents prepared or reviewed under this Chapter shall have the meanings indicated:

- (1) **Agricultural Activity.** The activity of an active farm including grazing and watering livestock, irrigating crops, harvesting crops, using land for growing agricultural products, and cutting timber for sale, but shall not include the operation of a dude ranch or similar operation, or the construction of new structures associated with agricultural activities.
- (2) **Agricultural Structure.** Any barn, stable, shed, silo, garage, fruit and vegetable stand or other building or structure directly and customarily associated with agricultural use.
- (3) **Applicant.** A landowner or agent of a landowner who has filed an application for a Land Development Activity.
- (4) **Channel.** A natural or artificial watercourse with a definite bed and banks that conducts continuously or periodically flowing water.
- (5) **Clearing.** Any activity that removes the vegetative surface cover.
- (6) **Construction Activity.** Any clearing, grading, excavation, filling, demolition or stockpiling activities that result in soil disturbance. Clearing activities include, but are not limited to, logging equipment operation, the cutting and skidding of trees, stump removal and/or brush root removal. Construction activity does not include routine maintenance that is performed to maintain the

original line and grade, hydraulic capacity, or original purpose of a facility.

- (7) Construction Permit. The SPDES General Permit for Construction Activities GP-0-15-002, or latest revision.
- (8) DEC. The New York State Department of Environmental Conservation.
- (9) Design Manual. The *New York State Stormwater Management Design Manual*, most recent version including applicable updates that serves as the official guide for stormwater management principles, methods and practices.
- (10) Developer. A person who undertakes Land Development Activities.
- (11) Direct Discharge (to a specific surface waterbody). When the first point discharge from a Land Development Activity, either by overland flow or through a separate storm sewer system, is the specific surface waterbody.
- (12) Erosion Control Manual. The most recent version of the "New York Standards and Specifications for Erosion and Sediment Control" manual, commonly known as the "Blue Book."
- (13) Facility Owner. The person, persons or legal entity which owns or leases the property on which a stormwater management facility is located; and/or an entity that has legal responsibility for the long term operation and maintenance of a stormwater management facility.
- (14) Grading. Excavation or fill of material, including the resulting conditions thereof.
- (15) Impervious Cover. Those surfaces, improvements and structures that cannot effectively infiltrate rainfall, snow melt and water (e.g., building rooftops, pavement, sidewalks, driveways, etc).
- (16) Industrial Permit. A State Pollutant Discharge Elimination System permit issued to a commercial industry or group of industries which regulates the pollutant levels associated with industrial stormwater discharges or specifies on-site pollution control strategies.
- (17) Infiltration. The process of percolating stormwater into the subsoil.
- (18) Land Development Activity. Construction activity including clearing, grading, excavating, soil disturbance or placement of fill that results in land disturbance of equal to or greater than one acre, or activities disturbing less than one acre of total land area that is part of a larger common plan of development or sale, even though multiple separate and distinct Land Development Activities may take place at different times on different schedules, including the construction of agricultural structures.
- (19) Landowner. The legal or beneficial owner of land, including those holding the right to purchase or lease the land, or any other person holding proprietary rights in the land.
- (20) Licensed/Certified Professional. A person currently licensed to practice

engineering in New York State, a registered landscape architect or a Certified Professional in Erosion and Sediment Control (CPESC).

- (21) Nonpoint Source Pollution. Pollution from any source other than from any discernible, confined, and discrete conveyances, and shall include, but not be limited to, pollutants from agricultural, silvicultural, mining, construction, subsurface disposal and urban runoff sources.
- (22) Phasing. Clearing a parcel of land in distinct pieces or parts, with the stabilization of each piece completed before the clearing of the next.
- (23) Person. Any individual, association, organization, partnership, firm, corporation or other entity recognized by law and acting as either the owner or as the owner's agent.
- (24) Pollutant of Concern. Sediment or a water quality measurement that addresses sediment (such as total suspended solids, turbidity or siltation) and any other pollutant (such as phosphorus) that has been identified as a potential cause of impairment of any water body that will receive a discharge from the Land Development Activity.
- (25) Project. Land Development Activity.
- (26) Recharge. The replenishment of underground water reserves.
- (27) Redevelopment Activity. Those Land Disturbance Activities that include the disturbance and reconstruction of existing impervious surfaces and meet the requirements of Chapter 9 of the Design Manual.
- (28) Sediment Control. Measures that prevent eroded sediment from leaving the site.
- (29) Sensitive Areas. Cold water fisheries, shellfish beds, swimming beaches, groundwater recharge areas, water supply reservoirs, habitats for threatened, endangered or special concern species.
- (30) SPDES General Permit for Construction Activities GP-0-15-002. A permit under the New York State Pollutant Discharge Elimination System (SPDES) issued to developers of construction activities to regulate disturbance of one or more acres of land.
- (31) SPDES General Permit for Stormwater Discharges from Municipal Separate Stormwater Sewer Systems GP-0-15-003. A permit under the New York State Pollutant Discharge Elimination System (SPDES) issued to municipalities to regulate discharges from municipal separate storm sewers for compliance with EPA established water quality standards and/or to specify stormwater control standards.
- (32) Stabilization. The use of practices that prevent exposed soil from eroding.
- (33) Steep Slope Area. Land area with a Soil Slope Phase that is identified as an E or F, or the map unit name is inclusive of 25% or greater slope, on the United States Department of Agricultural ("USDA") Soil Survey for Ontario

County, New York, or as otherwise defined by the Construction Permit as those areas where disturbance is not eligible for coverage due to slope

- (34) Stormwater. Rainwater, surface runoff, snowmelt and drainage.
- (35) Stormwater Hotspot. A land use or activity that generates higher concentrations of hydrocarbons, trace metals or toxicants than are found in typical stormwater runoff, based on monitoring studies.
- (36) Stormwater Management. The use of structural or non-structural practices that are designed to reduce stormwater runoff and mitigate its adverse impacts on property, natural resources and the environment.
- (37) Stormwater Management Facility. One or a series of stormwater management practices installed, stabilized and operating for the purpose of controlling stormwater runoff.
- (38) Stormwater Management Program (SWMP) Coordinator. An employee designated by, and serving at the pleasure of, the Town Board to implement, manage, and supervise the Town's MS4 program. The SWMP Coordinator shall be a health and safety officer, superintendent, or other individual having responsibility for environmental, health, or safety matters for the Town.
- (39) Stormwater Management Officer (SMO). Any Code Enforcement Officer or other official designated by, and serving at the pleasure of, the Town Board to enforce this chapter.
- (40) Stormwater Management Practices (SMPs). Measures, either structural or nonstructural, that are determined to be the most effective, practical means of preventing flood damage and preventing or reducing point source or nonpoint source pollution inputs to stormwater runoff and water bodies.
- (41) Stormwater Pollution Prevention Plan (SWPPP). A plan for controlling stormwater runoff and pollutants from a site during and after construction activities.
- (42) Surface Waters of the State of New York - lakes, bays, sounds, ponds, impounding reservoirs, springs, wells, rivers, streams, creeks, estuaries, marshes, inlets, canals, the Atlantic Ocean within the territorial seas of the state of New York and all other bodies of surface water, natural or artificial, inland or coastal, fresh or salt, public or private (except those private waters that do not combine or effect a junction with natural surface or underground waters), which are wholly or partially within or bordering the state or within its jurisdiction. Storm sewers and waste treatment systems, including treatment ponds or lagoons which also meet the criteria of this definition are not waters of the state. This exclusion applies only to manmade bodies of water which neither were originally created in waters of the state (such as a disposal area in wetlands) nor resulted from impoundment of waters of the state.
- (43) Town. The Town of Canandaigua.
- (44) Watercourse. A permanent or intermittent stream or other body of water, either natural or man-made, which gathers or carries surface water.

(45) Waterway. A channel that directs surface runoff to a watercourse or to the public storm drain.

(46) Wetland. An area that is inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support a prevalence of vegetation typically adapted for life in saturated soil conditions, commonly known as hydrophytic vegetation, including areas regulated as wetlands under federal or state law.

Section 170-3. APPLICABILITY.

This chapter shall be applicable to all Land Development Activities as defined in Section 170-2 of this chapter.

Section 170-4. RESPONSIBILITY FOR ADMINISTRATION.

- A. The Stormwater Management Program (SWMP) Coordinator shall review all Stormwater Pollution Prevention Plans (SWPPP). The Coordinator may:
 - (1) Personally review and approve plans, or
 - (2) Engage the services of a Licensed/Certified Professional to review and make recommendations as to approval of plans, specifications and related documents, or
 - (3) Accept the certification of a Licensed/Certified Professional that the plans conform to the requirements of this chapter.
- B. When the SWMP Coordinator engages the services of a licensed professional engineer as authorized by Section 170-4.A.2, above, the Applicant shall be responsible for the payment of any Administrative Fees, as defined in Chapter 111 of the Town code. Application forms promulgated by the Town shall include an acknowledgement that the Applicant shall be jointly and severally liable to the Town of Canandaigua for all administrative fees, as defined in Chapter 111 of the Town Code, and the application form shall also include a statement that a copy of the current Fee Schedule may be obtained from the Town Clerk's Office.
- C. The SWMP Coordinator shall be the local stormwater public contact as defined in SPDES General Permit GP-0-15-003. They shall be responsible for public concerns regarding stormwater management and compliance with the SPDES General Permit.
- D. The Stormwater Management Officer (SMO) shall administer, implement, and enforce the provisions of this chapter. Such powers granted or duties imposed upon the authorized enforcement official may be delegated in writing by the SMO as may be authorized by the Town Board.

Section 170-5. EXEMPTIONS.

The following activities are exempt from review under this chapter.

- (1) Agricultural activity as defined in this chapter.

- (2) Silvicultural activity except that landing areas and log haul roads are subject to this chapter.
- (3) Routine maintenance activities that disturb less than five acres and are performed to maintain the original line and grade, hydraulic capacity or original purpose of a facility.
- (4) Repairs to any stormwater management practice or facility deemed necessary by the SMO.
- (5) Any part of a subdivision if a plat for the subdivision has been approved by the Town on or before the effective date of this chapter.
- (6) Land Development Activities for which a building permit has been approved on or before the effective date of this chapter.
- (7) Cemetery graves.
- (8) Installation of fence, sign, telephone, and electric poles and other kinds of posts or poles.
- (9) Emergency activity immediately necessary to protect life, property or natural resources.
- (10) Activities of an individual engaging in home gardening by growing flowers, vegetable and other plants primarily for use by that person and his or her family.
- (11) Landscaping and horticultural activities in connection with an existing structure.
- (12) Land development activities that are ineligible for coverage under SPDES General Permit GP-0-15-002 because they directly discharge into Canandaigua Lake and disturb one or more acres of land with no existing impervious cover and are located in steep slope areas.

Section 170-6. STORMWATER POLLUTION PREVENTION PLANS

- A. No application for final approval of a Land Development Activity shall be approved until the appropriate board or Town official has received a SWPPP prepared in accordance with the specifications in this chapter and approved by the SMO.
- B. All SWPPPs shall provide the following background information and erosion and sediment controls:
 - (1) Information as to the scope of the project, including location, type and size of project.
 - (2) Site map/construction drawing(s) for the project, including a general location map. At a minimum, the site map shall show the total site area; all improvements; areas of disturbance; areas that will not be disturbed; existing

vegetation; on-site and adjacent off-site surface water(s); wetlands and drainage patterns that could be affected by the construction activity; existing and final slopes; locations of off-site material, waste, borrow or equipment storage areas; location(s) of any stormwater hotspots; and location(s) of the stormwater discharges(s);

- a) Description of the soil(s) present at the site;
- b) Construction phasing plan describing the intended sequence of construction activities, including clearing and grubbing, excavation and grading, utility and infrastructure installation and any other activity at the site that results in soil disturbance. Consistent with the New York Standards and Specifications for Erosion and Sediment Control (Erosion Control Manual), not more than five (5) acres shall be disturbed at any one time unless pursuant to an approved SWPPP.
- c) Description of the pollution prevention measures that will be used to control litter, construction chemicals and construction debris from becoming a pollutant source in stormwater runoff;
- d) Description of construction and waste materials expected to be stored on-site with updates as appropriate, and a description of controls to reduce pollutants from these materials including storage practices to minimize exposure of the materials to stormwater, and spill prevention and response;
- e) Temporary and permanent structural and vegetative measures to be used for soil stabilization, runoff control and sediment control for each stage of the project from initial land clearing and grubbing to project close-out;
- f) A site map/construction drawing(s) specifying the location(s), size(s) and length(s) of each erosion and sediment control practice;
- g) Dimensions, material specifications and installation details for all erosion and sediment control practices, including the siting and sizing of any temporary sediment basins;
- h) Temporary practices that will be converted to permanent control measures;
- i) Implementation schedule for staging temporary erosion and sediment control practices, including the timing of initial placement and duration that each practice should remain in place;
- j) Maintenance schedule to ensure continuous and effective operation of the erosion and sediment control practice;
- k) Name(s) of the receiving water(s);
- l) Delineation of SWPPP implementation responsibilities for each part of the site;
- m) Description of structural practices designed to divert flows from exposed

soils, store flows, or otherwise limit runoff and the discharge of pollutants from exposed areas of the site to the degree attainable; and

n) Any existing data that describes the stormwater runoff at the site.

C. Land Development Activities meeting Condition "A", "B", or "C" below shall also include water quantity and water quality controls (post-construction stormwater runoff controls) as set forth in Section 170-6 (D) below, as applicable:

- (1) Condition A - Stormwater runoff from Land Development Activities directly discharging to either an impaired water identified on the DEC's 303(d) list of impaired waters or a Total Maximum Daily Load (TMDL) designated watershed for which pollutants in stormwater have been identified as a source of the impairment.
- (2) Condition B - Stormwater runoff from Land Development Activities disturbing five (5) or more acres.
- (3) Condition C - Stormwater runoff from Land Development Activity disturbing between one (1) and five (5) acres of land during the course of the project, exclusive of the construction activities listed on Table 1 in Appendix B of the Construction Permit.

D. SWPPP Requirements for Conditions A, B, and C:

- (1) All information required in Section 170-6(B) of this chapter;
- (2) Description of each post-construction stormwater management practice;
- (3) Site map/construction drawing(s) showing the specific location(s) and size(s) of each post-construction stormwater management practice;
- (4) Hydrologic and hydraulic analysis for all structural components of the stormwater management system for the applicable design storms;
- (5) Comparison of post-development stormwater runoff conditions with pre-development conditions;
- (6) Dimensions, material specifications and installation details for each post-construction stormwater management practice;
- (7) Maintenance schedule to ensure continuous and effective operation of each post-construction stormwater management practice;
- (8) Maintenance and Inspection Easement Agreement binding on all subsequent landowners served by the on-site stormwater management measures, in accordance with Section 170-8; and
- (9) For Condition A, the SWPPP shall be prepared by a landscape architect, certified professional or professional engineer and must be signed by the professional preparing the plan, who shall certify that the design of all stormwater management practices meet the requirements in this chapter.

E. The applicant shall assure that all other applicable environmental permits have been or will be acquired for the Land Development Activity prior to approval of the final stormwater design plan.

F. Contractor Certification.

- (1) Each contractor and subcontractor identified in the SWPPP who will be involved in soil disturbance and/or stormwater management practice installation shall sign and date a copy of the following certification statement before undertaking any Land Development Activity: "I certify under penalty of law that I understand and agree to comply with the terms and conditions of the Stormwater Pollution Prevention Plan. I also understand that it is unlawful for any person to cause or contribute to a violation of water quality standards."
- (2) The certification must include the name and title of the person providing the signature, address and telephone number of the contracting firm; the address (or other identifying description) of the site; and the date the certification is made.
- (3) The certification statement(s) shall become part of the SWPPP for the Land Development Activity.

G. A copy of the SWPPP shall be retained at the site of the Land Development Activity during construction from the date of initiation of construction activities to the date of final stabilization.

Section 170-7. PERFORMANCE AND DESIGN CRITERIA.

All Land Development Activities shall be subject to the following performance and design criteria:

- (1) Technical Standards.
 - a) For the purpose of this chapter, the following documents shall serve as the official guides and specifications for stormwater management. Stormwater management practices that are designed and constructed in accordance with these technical documents shall be presumed to meet the standards imposed by this chapter:
 - (i) The Design Manual.
 - (ii) The Erosion Control Manual.
 - (iii) The Town's Site Design and Development Criteria.
- (2) Where stormwater management practices are not in accordance with technical standards, the applicant or developer must demonstrate equivalence to the technical standards set forth in Section 170-7(A)(1) of this chapter and the SWPPP shall be prepared by a licensed professional.
- (3) Water Quality Standards.

- a) **Any Land Development Activity shall not cause an increase in turbidity that will result in substantial visible contrast to natural conditions in surface waters of the State of New York.**
- b) Any Land Development Activity within the Town shall provide Enhanced Phosphorus Treatment as outlined by the Design Manual.

(4) Water Quantity Standards.

Any Land Development Activity shall limit storm water discharge to an amount no more than 90% of that which occurs currently, except:

- a) **When the Land Development Activity includes the disturbance of undeveloped or agricultural lands, then the storm water discharge shall be no more than 90% of that which would normally occur under a natural, undeveloped condition (meadows, brush, and/or woods in good condition as defined by USDA NRCS Technical Release 55 (TR-55) Urban Hydrology for Small Watersheds).**

Section 170-8. MAINTENANCE, INSPECTION AND REPAIR OF STORMWATER FACILITIES.

A. Maintenance and Inspection During Construction.

- (1) The applicant or developer of the Land Development Activity or their representative shall at all times properly operate and maintain all facilities and systems of treatment and control (and related appurtenances) which are installed or used by the applicant or developer to achieve compliance with the conditions of this chapter. Sediment shall be removed from sediment traps or sediment ponds whenever their design capacity has been reduced by twenty-five (25) percent.
- (2) For Land Development Activities meeting Condition A and B in Section 170-6 (C) of this chapter, the applicant shall have a qualified professional conduct site inspections and document the effectiveness of all erosion and sediment control practices twice every 7 calendar days. Inspection reports shall be made using the Town's Standard SWPPP Inspection Form, maintained in a site log book, and electronically submitted to the SMO
- (3) For Land Development Activities meeting Condition C in Section 170-6 (C) of this chapter, the applicant shall have a qualified professional conduct site inspections and document the effectiveness of all erosion and sediment control practices once every 7 calendar days. Inspection reports shall be made using the Town's Standard SWPPP Inspection Form, maintained in a site log book, and electronically submitted to the SMO.
- (4) SMO Required Inspections. The applicant shall have a qualified professional conduct a site inspection whenever requested by the SMO. Inspection reports shall be made using the Town's Standard SWPPP Inspection Form, maintained in a site log book, and electronically submitted to the SMO.

B. Maintenance After Construction.

- (1) The owner or operator of permanent stormwater management practices installed in accordance with this chapter shall ensure they are operated and maintained to achieve the goals of this chapter. Proper operation and maintenance also includes as a minimum, the following:
 - a) A preventive/corrective maintenance program for all critical facilities and systems of treatment and control (or related appurtenances) which are installed or used by the owner or operator to achieve the goals of this chapter.
 - b) Written procedures for operation and maintenance and training new maintenance personnel.
 - c) Discharges from the SMPs shall not exceed design criteria or cause or contribute to water quality standard violations, in accordance with the provisions of Section 170-7 of this chapter.

C. Stormwater Maintenance Agreement.

Prior to the issuance of final approval of a Land Development Activity that has a stormwater management facility that will remain in private ownership as one of the requirements, the Facility Owner shall execute the Town's Standard Stormwater Maintenance Agreement, which provides for maintenance of the facility, by the Facility Owner, in accordance with the requirements of this chapter together with access to the facility at reasonable times for periodic inspection by the Town to ensure that the facility is maintained in proper working condition to meet design standards and any other provisions established by this chapter. The Stormwater Maintenance Agreement shall be recorded in the office of the County Clerk after approval by the Town Board.

D. Dedication Permitted.

The Town Board, at its sole discretion, may accept dedication of any existing or future stormwater management facility, provided such facility meets all the requirements of this chapter and includes adequate and perpetual access and sufficient area, by easement or otherwise, for inspection and regular maintenance. Offers for dedication to the Town Board shall be in accordance with Section 174-33 of this code.

Section 170-9. INSPECTIONS BY THE SMO.

A. Construction Inspection

(1) Erosion and Sediment Control Inspection

- a) The SMO may require such inspections as necessary to determine compliance with this chapter and may either approve that portion of the work completed or notify the applicant how the work fails to comply with the requirements of this chapter and the SWPPP as approved. To obtain inspections, the applicant shall notify the SMO at least 48 hours before any of the following as required by the SMO:

- (i) Start of construction;

- (ii) Installation of sediment and erosion control measures;
- (iii) Completion of site clearing;
- (iv) Completion of rough grading;
- (v) Completion of final grading;
- (vi) Close of the construction season;
- (vii) Completion of final landscaping; and
- (viii) Successful establishment of landscaping in public areas.

b) If any violations are found, the applicant and developer shall be notified in writing of the nature of the violation and the required corrective actions. No further work shall be conducted except for site stabilization until any violations are corrected and all work previously completed has received approval by the SMO.

(2) Stormwater Management Practice Inspections.

The SMO is authorized to conduct inspections of stormwater management practices (SMPs). All applicants are required to submit "as built" plans for any stormwater management practices located on-site after final construction is completed. The plan must show the final design specifications for all stormwater management facilities and must be certified by a professional engineer.

(3) Inspection of Stormwater Facilities After Project Completion.

Inspection programs may be established by the SMO on any reasonable basis, including, but not limited to, the following: routine inspections; random inspections; inspections based upon complaints or other notice of possible violations; inspection of drainage basins or areas identified as higher than typical sources of sediment or other contaminants or pollutants; inspections of businesses or industries of a type associated with higher than usual discharges of contaminants or pollutants or with discharges of a type which are more likely than the typical discharge to cause violations of state or federal water or sediment quality standards or the SPDES stormwater permit; and joint inspections with other agencies inspecting under environmental or safety laws. Inspections may include, but are not limited to: reviewing maintenance and repair records; sampling discharges, surface water, groundwater, and material or water in drainage control facilities; and evaluating the condition of drainage control facilities and other stormwater management practices.

(4) Submission of Reports.

The SMO may require monitoring and reporting from entities subject to this chapter as are necessary to determine compliance with this chapter.

(5) Right of Entry for Inspection.

When any new stormwater management facility is installed on private property or when any new connection is made between private property and the public storm water system, the landowner shall grant to the Town the right

to enter the property at reasonable times, and in a reasonable manner for the purpose of inspection as required or allowed by this chapter. This right to enter may be granted by the agreement provided in accordance with Section 170-8(C) of this chapter.

(6) SMO Inspection Report

Inspections conducted by the SMO shall be reported using the Town's Standard SWPPP Inspection Form.

B. Sureties.

The Town, in order to ensure the full and faithful compliance with an approved SWPPP, may require the applicant or developer to provide sureties in accordance with Section 174-32 of this code.

C. Recordkeeping.

The SMO may require entities subject to this chapter to maintain records demonstrating compliance with this chapter.

Section 170-10. ENFORCEMENT AND PENALTIES.

A. Notice of Violation.

(1) When the SMO determines that a Land Development Activity is not being carried out in accordance with the requirements of this chapter, the SMO may issue a written notice of violation to the landowner, applicant and/or developer. The notice of violation shall contain:

- a) The name and address of the landowner, developer and/or applicant;
- b) The address, when available, or a description of the building, structure or land upon which the violation is occurring;
- c) A statement specifying the nature of the violation;
- d) A description of the remedial measures necessary to bring the Land Development Activity into compliance with this chapter and a time schedule for the completion of such remedial action; and
- e) A statement of the penalty or penalties that shall or may be assessed against the person to whom the notice of violation is directed.

B. Stop Work Orders.

The SMO may issue a stop work order for violations of this chapter. Persons receiving a stop work order shall be required to halt all Land Development Activities, except those activities that address the violations leading to the stop work order. The stop work order shall be in effect until the SMO confirms that the Land Development Activity is in compliance and the violation has been satisfactorily addressed in writing. Failure to address a stop work order in a timely manner may result in civil, criminal, or monetary penalties in accordance with the enforcement measures authorized in this chapter.

C. Violations.

Any Land Development Activity that is commenced or is in violation with this chapter may be restrained by injunction or otherwise abated in a manner provided by law in an action authorized by the Town Board in State Supreme Court. Further, the SMO may issue appearance tickets for violations of this chapter.

D. Penalties.

- (1) In addition to or as an alternative to any penalty provided in this chapter or by law, any person who violates the provisions of this chapter shall be guilty of a violation
 - a) Punishable by a fine not exceeding three hundred fifty dollars (\$350) or imprisonment for a period not to exceed six months, or both for conviction of a first offense;
 - b) For conviction of a second offense both of which were committed within a period of five years, punishable by a fine not less than three hundred fifty dollars nor more than seven hundred dollars (\$700) or imprisonment for a period not to exceed six months, or both; and,
 - c) Upon conviction for a third or subsequent offense all of which were committed within a period of five years, punishable by a fine not less than seven hundred dollars nor more than one thousand dollars (\$1000) or imprisonment for a period not to exceed six months, or both.
- (2) For the purposes of conferring jurisdiction upon courts and judicial officers generally, violations of this chapter shall be deemed misdemeanors and for such purpose only all provisions of law relating to misdemeanors shall apply to such violations. Each week's continued violation shall constitute a separate additional violation.

E. Withholding of Certificate of Occupancy.

If a Land Development Activity is conducted in violation of this chapter, the SMO may prevent the occupancy of said building or land, and the Building Inspector or Code Enforcement Officer may refuse to issue or may condition a Certificate of Occupancy or Certificate of Compliance pursuant to Chapter 92 of the Town Code.

F. Restoration of Lands.

Any violator may be required to restore land to its undisturbed condition. In the event that restoration is not undertaken within a reasonable time after notice, the Town may take necessary corrective action, the cost of which shall become a lien upon the property until paid.

Section 170-11. FEES FOR SERVICES.

The Town may require any person undertaking Land Development Activities regulated by this chapter to pay Administrative Fees as defined in Chapter 111 of the Town Code.

SECTION THREE. Title. Chapter 170 of the Town of Canandaigua Town Code shall hereby be titled as "STORMWATER MANAGEMENT."

Severability Clause. The provisions of this local law are declared to be severable, and if any section, subsection, sentence, clause or part thereof is, for any reason, held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of any remaining sections, subsections, sentences, clauses or part of this local law.

SECTION FOUR. Effective Date. This local law shall take effect immediately upon filing with the Secretary of State of the State of New York.

; and

WHEREAS, the Town Board of the Town of Canandaigua determines said proposed Text Code Amendments are classified as an Unlisted Action under the SEQR Regulations per §617 of the NYS Department of Environmental Conservation Law; and

WHEREAS, the Town of Canandaigua Development Office has coordinated the review of the proposed Text Code Amendments with a number of agencies and stakeholders including the Town of Canandaigua Planning Board, the Town of Canandaigua Zoning Board, the Town of Canandaigua Environmental Conservation Board, the Town of Canandaigua Citizens' Implementation Committee, the Town of Canandaigua Highway Superintendent, the Town of Canandaigua Town Engineer, Town of Canandaigua Development Office including Code Enforcement, the Ontario County Planning Board, and the Canandaigua Lake Watershed Council Manager; and

WHEREAS, the Town Board of the Town of Canandaigua held a public hearing on the proposed Text Code Amendments on February 8, 2016; March 21, 2016; April 18, 2016; May 16, 2016; and June 20, 2016 to continue to receive comments for residents and stakeholders, and further comment at their meetings on September 21, 2015; October 19, 2015; November 16, 2015; December 21, 2015; and

WHEREAS, the Planning Board of the Town of Canandaigua has given consideration pertaining to recommendations of the Text Code Amendments at their meetings on October 13, 2015; March 22, 2016; April 12, 2016; May 10, 2016; May 24, 2016; and

WHEREAS, the Zoning Board of Appeals has given consideration pertaining to the Text Code Amendments at their meeting on October 20, 2015; and

WHEREAS, the Environmental Conservation Board has given consideration pertaining to the Text Code Amendments at their meetings on October 15, 2015, and November 5, 2015; and

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

WHEREAS, the Town Board of the Town of Canandaigua has completed Part 2 and Part 3 of the Short Environmental Assessment Form (Attachment 7); and

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

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

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua hereby adopts Local Law No. _____ of the Year 2016; 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, the community, and the protection of Canandaigua Lake to adopt said Local Law; 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 2016 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.

RESOLUTION NO. 2016 – 154: SEQR DETERMINATION OF NON-SIGNIFICANCE AND ADOPTION OF A TEXT CODE AMENDMENT (LOCAL LAW # _____) TO CREATE TOWN CODE CHAPTER 172 TITLED ILLICIT DISCHARGE DETECTION AND ELIMINATION

WHEREAS, the Town Board of the Town of Canandaigua is considering a Text Code Amendment (Local Law # _____) to regulate and govern non-stormwater discharges to the municipal separate storm sewer system (MS4) by adding a new Chapter 172 to the Town of Canandaigua Town Code; and

WHEREAS, the above described proposed Text Code Amendments are found in Chapters 172 of the Town of Canandaigua Town Code and read as follows:

SECTION ONE. Legislative Intent. The intent of this Local Law is to regulate and govern non-stormwater discharges to the municipal separate storm sewer system (MS4) by adding a new Chapter 172 to the Town of Canandaigua Town Code.

SECTION TWO. There is hereby added a new Chapter 172 to the Town of Canandaigua Town Code, which shall read in its entirety as follows:

CHAPTER 172

ILLICIT DISCHARGE DETECTION AND ELIMINATION

Section 172-1. PURPOSE AND INTENT.

The purpose of this chapter is to provide for the health, safety, and general welfare of the citizens of the Town through the regulation of non-stormwater discharges to the municipal separate storm sewer system (MS4) to the maximum extent practicable as required by federal and state law. This chapter establishes methods for controlling the introduction of pollutants into the Municipal Separate Storm Sewer System in order to comply with requirements of the SPDES General Permit for Municipal Separate Storm Sewer Systems. The objectives of this chapter are:

- (1) **To meet the requirements of the SPDES General Permit for Stormwater Discharges from MS4s, Permit GP-0-15-003, as amended or revised;**
- (2) To regulate the contribution of pollutants to the MS4 since such systems are not designed to accept, process or discharge non-stormwater wastes;
- (3) To prohibit Illicit Connections, Activities and Discharges to the MS4;
- (4) To establish legal authority to carry out all inspection, surveillance and monitoring procedures necessary to ensure compliance with this chapter; and
- (5) To promote public awareness of the hazards involved in the improper discharge of trash, yard waste, lawn chemicals, pet waste, wastewater, grease, oil, petroleum products, cleaning products, paint products, hazardous waste, sediment and other pollutants into the MS4.

Section 172-2. DEFINITIONS.

Whenever used in this chapter, unless a different meaning is stated in a definition applicable to only a portion of this chapter, the following terms will have meanings set forth below:

- (1) **Best Management Practices (BMPs).** Schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention and educational practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly to stormwater, receiving waters, or stormwater conveyance systems. BMPs also include treatment practices, operating procedures, and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage.
- (2) **Clean Water Act.** The Federal Water Pollution Control Act (33 U.S.C. §1251, et seq.), and any subsequent amendments thereto.
- (3) **Construction Activity.** Activities requiring authorization under the SPDES permit for stormwater discharges from construction activity, GP-0-15-002, as amended or revised. These activities include construction projects resulting in land disturbance of one or more acres. Such activities include but are not limited to clearing and grubbing, grading, excavating, and demolition.
- (4) **DEC.** The New York State Department of Environmental Conservation.
- (5) **Design Professional.** New York State licensed professional engineer or licensed architect.
- (6) **Hazardous Materials.** Any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property,

or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

- (7) **Illicit Connections.** Any drain or conveyance, whether on the surface or subsurface, which allows an illegal discharge to enter the MS4, including but not limited to:
 - a) Any conveyances which allow any non-stormwater discharge including treated or untreated sewage, process wastewater, and wash water to enter the MS4 and any connections to the storm drain system from indoor drains and sinks, regardless of whether the drain or connection had been previously allowed, permitted, or approved by an authorized enforcement agency; or
 - b) Any drain or conveyance connected to the MS4 which has not been documented in plans, maps, or equivalent records or has not been approved by an authorized enforcement agency.
- (8) **Illicit Discharge.** Any direct or indirect non-stormwater discharge to the MS4, except as exempted in section 172-5(A)(2) of this chapter.
- (9) **Individual Sewage Treatment System.** A facility serving one or more parcels of land or residential households, or a private, commercial or institutional facility, that treats sewage or other liquid wastes for discharge into the groundwaters of the State of New York, except where a permit for such a facility is required under the applicable provisions of Article 17 of the Environmental Conservation Law.
- (10) **Industrial Activity.** Activities requiring the SPDES Multi-Sector General Permit for Stormwater Discharges Associated with Industrial Activities, GP-0-12-001, as amended or revised.
- (11) **MS4. Municipal Separate Storm Sewer System.**
- (12) **Municipal Separate Storm Sewer System.** A conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains):
 - a) Owned or operated by the Town;
 - b) Designed or used for collecting or conveying stormwater;
 - c) Which is not a combined sewer; and
 - d) Which is not part of a Publicly Owned Treatment Works (POTW) as defined at 40 CFR §122.2
- (13) **Non-Stormwater Discharge.** Any discharge to the MS4 that is not composed entirely of stormwater.
- (14) **Person.** Any individual, association, organization, partnership, firm, corporation or other entity recognized by law and acting as either the owner or as the owner's agent.
- (15) **Pollutant.** Dredged spoil, filter backwash, solid waste, incinerator residue, treated or untreated sewage, garbage, sewage sludge, munitions, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand and industrial, municipal, agricultural waste and ballast discharged into water; which may cause or might reasonably be expected to cause pollution of the waters of the State in contravention of the State standards.
- (16) **Premises.** Any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.
- (17) **Special Conditions.**
 - a) **Discharge Compliance with Water Quality Standards.** The condition that applies if the Town is notified that the discharge of stormwater authorized under its MS4 permit may have caused or has the reasonable potential to cause or contribute to the violation of an applicable water quality

standard. Under this condition the Town must take all necessary actions to ensure future discharges do not cause or contribute to a violation of water quality standards.

- b) Discharge to 303(d) Listed Waters. The condition in the Town's MS4 permit that applies where the MS4 discharges to a 303(d) listed water. Under this condition the Stormwater Management Program must ensure no increase of the listed pollutant of concern to the 303(d) listed water.
 - c) Total Maximum Daily Load (TMDL) Strategy. The condition in the Town's MS4 permit where a TMDL including requirements for control of stormwater discharges has been approved by the EPA for a waterbody or watershed into which the MS4 discharges. If the discharge from the MS4 did not meet the TMDL stormwater allocations prior to September 10, 2003, the Town was required to modify its Stormwater Management Program to ensure that reduction of the pollutant of concern specified in the TMDL is achieved.
 - d) Future TMDL. The condition in the Town's MS4 permit that applies if a TMDL is approved in the future by the EPA for any waterbody or watershed into which an MS4 discharges. Under this condition the Town must review the applicable TMDL to see if it includes requirements for control of stormwater discharges. If an MS4 is not meeting the TMDL stormwater allocations, the Town must, within six (6) months of the TMDL's approval, modify its Stormwater Management Program to ensure that reduction of the pollutant of concern specified in the TMDL is achieved.
- (18) State Pollutant Discharge Elimination System (SPDES) Stormwater Discharge Permit. A permit issued by the DEC that authorizes the discharge of pollutants to waters of the State.
 - (19) Stormwater. Rainwater, surface runoff, snowmelt and drainage.
 - (20) Stormwater Management Officer (SMO). Any Code Enforcement Officer or other official designated by, and serving at the pleasure of, the Town Board to enforce this chapter.
 - (21) 303(d) List. A list of all surface waters in the state for which beneficial uses of the water (drinking, recreation, aquatic habitat, and industrial use) are impaired by pollutants, prepared periodically by the DEC as required by section 303(d) of the Clean Water Act. 303(d) listed waters are estuaries, lakes and streams that fall short of state surface water quality standards and are not expected to improve within the next two years.
 - (22) TMDL. Total Maximum Daily Load.
 - (23) Total Maximum Daily Load. The maximum amount of a pollutant to be allowed to be released into a waterbody so as not to impair uses of the water, allocated among the sources of that pollutant.
 - (24) Town. The Town of Canandaigua.
 - (25) Wastewater. Water that is not stormwater; is contaminated with pollutants; and is or will be discarded.

Section 172-3. APPLICABILITY.

This chapter shall apply to all water entering the MS4 generated on any developed and/or undeveloped lands.

Section 172-4. RESPONSIBILITY FOR ADMINISTRATION.

The Stormwater Management Officer (SMO) shall administer, implement, and enforce the provisions of this chapter. Such powers granted or duties imposed upon the authorized enforcement official shall be authorized by the Town Board.

Section 172-5. DISCHARGE PROHIBITIONS.

A. Prohibition of Illegal Discharges.

- (1) No person shall discharge or cause to be discharged into the MS4 any materials other than stormwater, except as provided in section 172-5(A)(2) of this chapter. The commencement, conduct or continuance of any discharge to the MS4 not authorized or exempted by this chapter is prohibited.
- (2) The following discharges are exempt from discharge prohibitions established by this chapter:
 - a) Flushing of water lines or other potable water sources, landscape irrigation or lawn watering, existing diverted stream flows, rising ground water, uncontaminated ground water infiltration to storm drains, uncontaminated pumped ground water, foundation or footing drains, crawl space or basement sump pumps, air conditioning condensate, irrigation water, springs, water from individual residential car washing, natural riparian habitat or wetland flows, dechlorinated swimming pool discharges, residential street wash water, water from fire fighting activities, authorized discharges from fire hydrants, and any other water source not containing pollutants. Such exempt discharges shall be made in accordance with an appropriate plan for reducing pollutants.
 - b) Discharges approved in writing by the SMO to protect life or property from imminent harm or damage, provided that, such approval shall not be construed to constitute compliance with other applicable laws and requirements, and further provided that such discharges may be permitted for a specified time period and under such conditions as the SMO may deem appropriate to protect such life and property while reasonably maintaining the purpose and intent of this chapter.
 - c) Dye testing in compliance with applicable state and local laws is an allowable discharge, but requires a verbal notification to the SMO prior to the time of the test.
 - d) A discharge permitted under a SPDES permit, waiver, or waste discharge order issued to the discharger and administered under the authority of the DEC, provided that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations.

B. Prohibition of Illicit Connections.

- (1) The construction, use, maintenance or continued existence of illicit connections to the MS4 is prohibited.
- (2) This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
- (3) A person is considered to be in violation of this chapter if the person connects a line conveying sewage to the Town's MS4, or allows such a connection to continue.

Section 172-6. FAILING WASTEWATER TREATMENT SYSTEMS PROHIBITED.

- A. No persons shall operate a failing individual wastewater treatment system in areas tributary to the Town's MS4. A failing individual wastewater treatment system is one which meets the criteria of Chapter 202 of this code, and will require corrective measures in accordance with same.

Section 172-7. ACTIVITIES CONTAMINATING STORMWATER PROHIBITED.

- A. The following activities are prohibited as activities contaminating stormwater:
 - (1) Activities that cause or contribute to a violation of the Town's MS4 SPDES permit.
 - (2) Activities that cause or contribute to the Town being subject to the Special Conditions as defined in section 172-2 of this chapter.
- B. Such activities include a failing Individual Sewage Treatment System, improper management of pet waste or any other activity that causes or contributes to violations of the Town's MS4 SPDES permit authorization.
- C. Upon notification to a person that he or she is engaged in activities contaminating stormwater, that person shall take all reasonable actions to correct such activities such that he or she no longer causes or contributes to violations of the Town's MS4 SPDES permit authorization or the Special Conditions as defined in section 172-2 of this chapter.

Section 172-8. REQUIREMENTS TO PREVENT, CONTROL, AND REDUCE STORMWATER POLLUTANTS.

- A. Where the SMO has identified an Illicit Discharge, as defined in section 172-2 of this chapter, or activities contaminating stormwater, as defined in section 172-7 of this chapter, the SMO may require implementation of Best Management Practices (BMPs) to control such Illicit Discharge and/or activities.
- B. The owner or operator of a commercial or industrial establishment shall provide, at their own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the MS4 through the use of structural and non-structural BMPs.
- C. Any person responsible for a property or premise, which is, or may be, the source of an Illicit Discharge or an activity contaminating stormwater may be required to implement, at such person's expense, additional structural and non-structural BMPs to reduce or eliminate the source of pollution to the MS4.
- D. Compliance with all terms and conditions of a valid SPDES permit authorizing the discharge of stormwater associated with industrial activity, to the extent practicable, shall be deemed compliance with the provisions of this section.
- E. Where an Individual Sewage Treatment Systems is contributing to the Town being subject to the Special Conditions, as defined in section 172-2 of this chapter, the owner or operator of such Individual Sewage Treatment System shall be required to:
 - (1) Maintain and operate individual sewage treatment systems as follows:
 - a) Have the septic tank inspected annually by a design professional to determine scum and sludge accumulation. Septic tanks must be pumped out whenever the bottom of the scum layer is within three inches of the bottom of the outlet baffle or sanitary tee or the top of the sludge is within ten inches of the bottom of the outlet baffle or sanitary tee.
 - b) Avoid the use of septic tank additives.
 - c) Avoid the disposal of excessive quantities of detergents, kitchen wastes, laundry wastes, and household chemicals; and
 - d) Avoid the disposal of cigarette butts, disposable diapers, sanitary napkins, trash and other such items.
 - (2) Repair or replace individual sewage treatment systems as follows:
 - a) In accordance with 10 NYCRR Appendix 75A, to the maximum extent practicable.
 - b) A design professional licensed to practice in New York State shall prepare design plans for any type of absorption field that involves:

- (i) Relocating or extending an absorption area to a location not previously approved for such.
- (ii) Installation of a new subsurface treatment system at the same location.
- (iii) Use of alternate system or innovative system design or technology.
- c) A written certificate of compliance shall be submitted by the design professional to the SMO at the completion of construction of the repair or replacement system.

Section 172-9. SUSPENSION OF ACCESS TO MS4.

- A. Any person discharging to the Town MS4 in violation of this chapter may have their MS4 access terminated if such termination would abate or reduce an Illicit Discharge. Prior to access termination, the SMO shall notify the violator, in writing, of the proposed termination of its MS4 access and the reasons for such termination. A person commits an offense if the person reinstates MS4 access to premises terminated pursuant to this section, without the prior approval of the SMO.
- B. The SMO may, without prior notice, suspend MS4 discharge access to a person when such suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment, to the health or welfare of persons, or to the MS4. The SMO shall notify the person of such suspension within a reasonable time thereafter in writing of the reasons for the suspension. If the violator fails to comply with a suspension order issued in an emergency, the SMO may take such steps as deemed necessary to prevent or minimize damage to the MS4 or to minimize danger to persons.

Section 172-10. INDUSTRIAL OR CONSTRUCTION ACTIVITY DISCHARGES.

Any person subject to an industrial or construction activity SPDES stormwater discharge permit shall comply with all provisions of that permit. Proof of compliance with that permit may be required in a form acceptable to the SMO prior to the allowing of discharges to the MS4.

Section 172-11. ACCESS TO FACILITIES AND MONITORING OF DISCHARGES.

- A. The SMO shall be permitted to enter and inspect facilities subject to regulation under this chapter as often as may be necessary to determine compliance with this chapter. If a discharger has security measures in force which require proper identification and clearance before entry into its premises, the discharger shall make the necessary arrangements to allow access to the SMO.
- B. Facility operators shall allow the SMO ready access to all parts of the premises for the purposes of inspection, sampling, examination and copying of records as may be required to implement this chapter.
- C. The SMO shall have the right to set up on any facility subject to this chapter such devices as are necessary in the opinion of the SMO to conduct monitoring and/or sampling of the facility's stormwater discharge.
- D. The SMO has the right to require the facilities subject to this chapter to install monitoring equipment as is reasonably necessary to determine compliance with this chapter. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the discharger.

at its own expense. All devices used to measure stormwater flow and quality shall be calibrated to ensure their accuracy.

- E. A person who is the operator of a facility subject to this chapter shall not unreasonably delay or deny reasonable access to the facility by the SMO for the purpose of conducting any activity authorized or required by this chapter.
- F. If the SMO has been refused access to any part of the premises from which stormwater is discharged, and the SMO is able to demonstrate probable cause to believe that there may be a violation of this chapter, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this chapter or any order issued hereunder, then the SMO, upon approval by the Town Board, may seek issuance of a search warrant from any court of competent jurisdiction.

Section 172-12. NOTIFICATION OF SPILLS.

Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of any known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into the MS4, such person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of hazardous materials, such person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services. In addition to the reporting and record requirements of the emergency response agency, such person shall also notify the SMO in person or by telephone or facsimile no later than the next business day. Notifications in person or by telephone shall be confirmed by written notice addressed and mailed to the SMO within three business days of the telephone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years and made available to the SMO upon request.

Section 172-13. ENFORCEMENT.

- A. When the SMO finds that a person has violated any provisions of this chapter, the SMO may order compliance by written notice of violation to the responsible person. Such notice may require, without limitation:
 - (1) The elimination of illicit connections or discharges;
 - (2) That violating discharges, practices, or operations shall cease and desist;
 - (3) The abatement or remediation of stormwater pollution or contamination hazards and the restoration of any affected property;
 - (4) The performance of monitoring, analyses, and reporting; and
 - (5) The implementation of source control or treatment BMPs. If abatement of a violation and/or restoration of affected property is required, the notice shall set forth a deadline within which such remediation or restoration must be completed. Such notice shall further advise that, should the violator fail to remediate or restore within the established deadline, the work will be done by a designated governmental agency or a contractor and the expense of that work shall be charged to the violator.
- B. Penalties.
 - (1) In addition to or as an alternative to any penalty provided in this chapter or by law, any person who violates the provisions of this chapter shall be guilty of a violation
 - a) Punishable by a fine not exceeding three hundred fifty dollars (\$350) or imprisonment for a period not to exceed six months, or both for conviction

- of a first offense;
 - b) For conviction of a second offense both of which were committed within a period of five years, punishable by a fine not less than three hundred fifty dollars nor more than seven hundred dollars (\$700) or imprisonment for a period not to exceed six months, or both; and,
 - c) Upon conviction for a third or subsequent offense all of which were committed within a period of five years, punishable by a fine not less than seven hundred dollars nor more than one thousand dollars (\$1000) or imprisonment for a period not to exceed six months, or both.
- (2) For the purposes of conferring jurisdiction upon courts and judicial officers generally, violations of this chapter shall be deemed misdemeanors and for such purpose only all provisions of law relating to misdemeanors shall apply to such violations. Each week's continued violation shall constitute a separate additional violation.
- C. The SMO may issue appearance tickets for violations of this chapter.

Section 172-14. CORRECTIVE MEASURES AFTER NOTICE OF VIOLATION.

If the violation has not been corrected pursuant to the requirements set forth in the Notice of Violation, the SMO, upon approval by the Town Board, shall request the owner's permission or seek a warrant from a court of competent jurisdiction for access to the subject private property to take any and all measures reasonably necessary to abate the violation and/or restore the property. The costs of implementing and maintaining such measures shall be recoverable, upon appropriate proceedings, from the violator.

Section 172-15. INJUNCTIVE RELIEF.

It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of this chapter. If a person has violated or continues to violate the provisions of this chapter, the Town Board may authorize an action for injunctive relief in State Supreme Court restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation.

Section 172-16. ALTERNATIVE REMEDIES.

Where a person has violated a provision of this chapter, the SMO may, in his or her discretion, find the violator eligible for alternative remedies, in lieu of enforcement proceedings provided for in this chapter, where:

- (1) The violation was unintentional;
 - (2) The violator has no history of previous violations of this Chapter;
 - (3) Environmental damage was minimal;
 - (4) The violator acted quickly to remedy violation; and
 - (5) The violator cooperated in investigation and resolution.
- B. Alternative remedies may consist of one or more of the following:
- (1) Attendance at compliance workshops;
 - (2) Storm drain stenciling or storm drain marking;
 - (3) River, stream or creek cleanup activities.

Section 172-17. VIOLATIONS DEEMED A PUBLIC NUISANCE.

In addition to the enforcement processes and penalties provided, any condition caused or permitted to exist in violation of any of the provisions of this chapter is a threat to public health, safety, and welfare, and is declared and deemed a public

nuisance, and may be summarily abated or restored at the violator's expense, and/or a civil action to abate, enjoin, or otherwise compel the cessation of such nuisance may be taken.

Section 172-18. REMEDIES NOT EXCLUSIVE.

The remedies listed in this chapter are not exclusive of any other remedies available under any applicable federal, state or local chapter and it is within the discretion of the authorized enforcement agency to seek cumulative remedies.

SECTION THREE. Title. Chapter 172 of the Town of Canandaigua Town Code shall hereby be titled as "ILLCIT DISCHARGE DETECTION AND ELIMINATION."

Severability Clause. The provisions of this local law are declared to be severable, and if any section, subsection, sentence, clause or part thereof is, for any reason, held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of any remaining sections, subsections, sentences, clauses or part of this local law.

SECTION FOUR. Effective Date. This local law shall take effect immediately upon filing with the Secretary of State of the State of New York; and

WHEREAS, the Town Board of the Town of Canandaigua determines said proposed Text Code Amendments are classified as an Unlisted Action under the SEQR Regulations per §617 of the NYS Department of Environmental Conservation Law; and

WHEREAS, the Town of Canandaigua Development Office has coordinated the review of the proposed Text Code Amendments with a number of agencies and stakeholders including the Town of Canandaigua Planning Board, the Town of Canandaigua Zoning Board, the Town of Canandaigua Environmental Conservation Board, the Town of Canandaigua Citizens' Implementation Committee, the Town of Canandaigua Highway Superintendent, the Town of Canandaigua Town Engineer, Town of Canandaigua Development Office including Code Enforcement, the Ontario County Planning Board, and the Canandaigua Lake Watershed Council Manager; and

WHEREAS, the Town Board of the Town of Canandaigua held a public hearing on the proposed Text Code Amendments on February 8, 2016; March 21, 2016; April 18, 2016; May 16, 2016; and June 20, 2016 to continue to receive comments for residents and stakeholders, and further comment at their meetings on September 21, 2015; October 19, 2015; November 16, 2015; December 21, 2015; and

WHEREAS, the Planning Board of the Town of Canandaigua has given consideration pertaining to recommendations of the Text Code Amendments at their meetings on October 13, 2015; March 22, 2016; April 12, 2016; May 10, 2016; May 24, 2016; and

WHEREAS, the Zoning Board of Appeals has given consideration pertaining to the Text Code Amendments at their meeting on October 20, 2015; and

WHEREAS, the Environmental Conservation Board has given consideration pertaining to the Text Code Amendments at their meetings on October 15, 2015, and November 5, 2015; and

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

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

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

BE IT FURTHER RESOLVED, the Town Supervisor is hereby directed to sign the Short Environmental Assessment Form Part 3 (Attachment 7) 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 2016; 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, the community, and the protection of Canandaigua Lake to adopt said Local Law; 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 2016 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.

RESOLUTION NO. 2016 – 155: SEQR DETERMINATION OF NON-SIGNIFICANCE AND ADOPTION OF A TEXT CODE AMENDMENT (LOCAL LAW # _____) FOR TOWN CODE § 220-18 AND § 220-50 AND TO SPECIFY THE PRINCIPAL PERMITTED USES ALLOWED IN THE SCR-1 SOUTHERN CORRIDOR RESIDENTIAL ZONING DISTRICT.

WHEREAS, the Town Board of the Town of Canandaigua is considering a Text Code Amendment (Local Law # _____) to clarify the language of the Town Code § 220-18 and §220-50 and to specify the principal permitted uses allowed in the SCR-1, Southern Corridor Residential Zoning District; and

WHEREAS, the above described proposed Text Code Amendments are found in Chapters

§ 220-18 of the Town of Canandaigua Town Code and read as follows:

SECTION ONE. Legislative Intent. It is the intent of the Town Board of the Town of Canandaigua to clarify the language of Town Code § 220-18 and to specify the principal permitted uses allowed in the SCR-1 Southern Corridor Residential Zoning District.

SECTION TWO. The text of Town Code § 220-18 shall be replaced in its entirety as follows:

- A. Purpose. The purpose of the SCR-1 Southern Corridor Residential District is to maintain an open rural character, to protect viable agricultural soils and areas, and to conserve natural resources and lake views. The Town seeks to promote orderly, conservation-oriented residential development in this district. Development in this district should create compact and walkable residential neighborhoods while simultaneously producing meaningful open space preservation. Much of this district has public water and/or public sewers.
- B. Density and minimum lot size. The minimum lot size in the SCR-1 Southern Corridor Residential District is one acre.
- C. Permitted principal uses.
 - (1) One single-family dwelling per lot.
 - (2) One single-family dwelling with accessory apartment.
 - (3) Agricultural uses and agricultural structures.
- D. Permitted accessory uses, buildings and structures.
 - (1) Detached private garage(s) for the parking of motor vehicles on the premises;
 - (2) Customary accessory structure(s) serving a residential use, including but not limited to swimming pools, hot tubs, and greenhouses. The structure must be located in the rear yard of an SCR-1 lot where the principal building is located.
 - (3) Agricultural structures associated with an agricultural use.
 - (4) Off-street parking, fencing and signs in accordance with the provisions of this chapter.
 - (5) Accessory buildings or structures (movable and temporary) may be utilized for the sale of seasonal agricultural products grown principally by the operator on the premises, under the following conditions.
 - (a) The stand shall be set back not less than 30 feet from the edge of the pavement of the highway.
 - (b) Ground display area for produce shall not exceed twice the size of the stand.
 - (c) Sufficient land area shall be provided to accommodate off-street parking for not less than three vehicles on site. In no event shall a stand operation be allowed to continue when parking along a public street becomes a traffic safety concern in the opinion of either the Town Highway and Water Superintendent, or local law enforcement officials.
 - (6) Tennis court or other similar recreational facility for private use, subject to the dimensional restrictions for accessory structures.
 - (7) One accessory storage building, not to exceed 200 square feet in total area and 16 feet in height above average finished grade may be permitted in the rear yard of an SCR-1 lot where the principal building is located. There shall be no additions to an accessory storage building or structure such as decks or porches.
- E. Dimensional requirements. The dimensional requirements for this district are specified in Schedule I, which is part of this chapter.
- F. Special permitted uses.
 - (1) Public uses.
 - (2) Temporary uses.
 - (3) Essential services, public utility, or communication installations.
 - (4) Golf courses and country clubs.

- (5) Kennels.
- (6) Tourist homes.
- (7) Commercial indoor storage of motor vehicles, recreational vehicles and boats.
- (8) Keeping of horses.
- (9) Dwelling, Two-Family; Owner Occupied.

SECTION THREE. The following text shall be added to the Town Code of the Town of Canandaigua at § 220-50:

§ 220-50. Owner-Occupied Two Family Dwelling

The Planning Board is authorized to grant a Special Use Permit for an Owner-Occupied Two Family Dwelling in the SCR-1 Southern Corridor Residential District, provided that, in addition to compliance with the general requirements in § 220-35 of this Code, the following standards and conditions are maintained:

- A. At least one of the dwelling units shall be owner-occupied.
- B. A two-family dwelling shall require twice the acreage specified in the District Schedule of Area and Bulk Regulations for a single-family dwelling in the district in which it is located.
- C. Once a special use permit has been approved for a two-family dwelling, any further subdivision of the property shall require that the two-family unit be identified on any subdivision plans and that the required acreage goes with the two-family dwelling; otherwise, subdivision may not occur while a special use permit for a two-family dwelling is in effect.
- D. Adequate water supply and sewage disposal facilities shall be provided in accordance with the requirements of the Town of Canandaigua and the County of Ontario.

SECTION FOUR. Severability. The provisions of this local law are declared to be severable, and if any section, subsection, sentence, clause or part thereof is, for any reason, held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of any remaining sections, subsections, sentences, clauses or part of this local law.

SECTION FIVE. This local law shall take effect immediately upon filing with the Secretary of State; and

WHEREAS, the Town Board of the Town of Canandaigua determines said proposed Text Code Amendments are classified as an Unlisted Action under the SEQR Regulations per §617 of the NYS Department of Environmental Conservation Law; and

WHEREAS, the Town of Canandaigua Development Office has coordinated the review of the proposed Text Code Amendments with a number of agencies and stakeholders including the Town of Canandaigua Planning Board, the Town of Canandaigua Zoning Board, the Town of Canandaigua Environmental Conservation Board, the Town of Canandaigua Citizens' Implementation Committee, the Town of Canandaigua Development Office, and the Ontario County Planning Board; and

WHEREAS, the Town Board of the Town of Canandaigua held a public hearing on the proposed Text Code Amendments on May 16, 2016; and June 20, 2016; and

WHEREAS, the Planning Board of the Town of Canandaigua has given consideration pertaining to recommendations of the Text Code Amendments at their meetings on August 11, 2015; November 10, 2015; November 24, 2015; March 8, 2016; March 22, 2016; April 12, 2016; May 10, 2016; May 24, 2016;

WHEREAS, the Environmental Conservation Board has given consideration pertaining to the Text Code Amendments at their meetings on January 14, 2016; and

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

WHEREAS, the Town Board of the Town of Canandaigua has completed Part 2 and Part 3 of the Short Environmental Assessment Form (Attachment 8); and

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

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

BE IT FURTHER RESOLVED, the Town Board of the Town of Canandaigua hereby adopts Local Law No. _____ of the Year 2016; 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, the community, and the protection of Canandaigua Lake to adopt said Local Law; 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 2016 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.

RESOLUTION NO. 2016 – 156: SOIL EROSION CONTROL AND SEDIMENT CONTROL SURETY FOR 3796 COUNTY ROAD 16 (TAX MAP # 113.09-2-3.000)

WHEREAS, the Town of Canandaigua Planning Board has granted one stage site plan approval for the construction of a swimming pool, pervious patio area, and retaining wall at 3796 County Road 16; and

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

WHEREAS, the town engineer (MRB Group) has reviewed the proposed estimates and found them to be satisfactory to meet the conditions of approval and the work to be completed (Attachment 9); and

WHEREAS, the applicant has provided a check in the amount of \$ 1,361.00 for the purposes of the erosion and sediment control surety; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approve and accept a soil erosion control surety in the total amount of \$ 1,361.00 in the form of a check.

RESOLUTION NO. 2016 – 157 : REQUEST FOR NYSDOT TO CONDUCT SPEED STUDY ON THOMAS ROAD

WHEREAS, Residents of Thomas Road have asked the Town of Canandaigua Highway Superintendent to lower the current maximum speed limit of 55 mph; and

WHEREAS, the NYSDOT requires a joint request by the Town Clerk of the Town of Canandaigua and the Highway Superintendent of the County of Ontario to initiate a speed study.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Canandaigua hereby requests a speed study to be performed on Thomas Road to determine if the current maximum speed should be lowered, and

BE IT FURTHER RESOLVED, that

1. The Town Board of the Town of Canandaigua hereby requests the County of Ontario to join in a request to the NYSDOT to examine the maximum speed limit on Thomas Road.
2. The Town Clerk is directed to complete at NYSDOT Form TE-9 and forward it along with a certified copy of this resolution to the Ontario County Superintendent of Highways.

RESOLUTION NO. 2016 – 158 : REQUEST FOR NYSDOT TO CONDUCT SPEED STUDY ON PARRISH STREET EXTENSION

WHEREAS, Residents of Parrish Street Extension have asked the Town of Canandaigua Highway Superintendent to lower the current maximum speed limit on the section of road between State Routes 5 & 20 and State Route 21; and

WHEREAS, the NYSDOT requires a joint request by the Town Clerk of the Town of Canandaigua and the Highway Superintendent of the County of Ontario to initiate a speed study.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Canandaigua hereby requests a speed study to be performed on Parrish Street Extension from State Routes 5 & 20 to State Route 21 to determine if the current maximum speed should be lowered, and

BE IT FURTHER RESOLVED, that

1. **The Town Board of the Town of Canandaigua hereby requests the County of Ontario to join in a request to the NYSDOT to examine the maximum speed limit on the designated section of Parrish Street Extension.**
2. **The Town Clerk is directed to complete at NYSDOT Form TE-9 and forward it along with a certified copy of this resolution to the Ontario County Superintendent of Highways.**

RESOLUTION NO. 2016 – 159 : CONTRACT FOR RIGHT-OF-WAY MOWING ON RT.332

WHEREAS, the NYSDOT has submitted a joint contract to the Towns of Canandaigua and Farmington for Right-of-Way mowing on Route 332 for the 2016 contract season of May 1, 2016 to November 30, 2016 (Attachment X); and

WHEREAS, the Town of Canandaigua is to mow 3.5 center lane miles (CLM) of median on Route 332 on (4) occurrences during the contract period, and the NYSDOT will pay the Town of Canandaigua \$370.00/CLM per occurrence; and

WHEREAS, the Town of Canandaigua is required to submit a Highway Work Permit Application for Non-utility work to the NYSDOT for the proposed work of median mowing for the 2016 season; and

NOW, THEREFORE, BE IT RESOLVED, that the Town of Canandaigua Town Board wishes to enter into the Right-of-Way Mowing Contract with the NYSDOT for the 2016 contract season and authorizes the Town Supervisor to sign the Right-of-Way Mowing Contract (Attachment 10); and

BE IT FURTHER RESOLVED, that

1. The Highway Superintendent shall complete a NYSDOT Highway Work Permit for the proposed work
2. The Town Clerk shall maintain a copy of the signed Right-of-Way Mowing Contract on file.
3. The Highway Superintendent shall return the original signed Right-of-Way Mowing Contract and Highway Work Permit Application to NYSDOT representative Mr. Greg Trost.

RESOLUTION NO. 2016 – 160: APPOINTMENT OF SEASONAL LABORER TO FILL VACANT POSITION

WHEREAS, the Canandaigua Town Board is considering a request to fill a vacant Seasonal Laborer position with the Water Department; and

WHEREAS, the Town Water Superintendent is requesting to fill the vacant full time Seasonal Laborer position to assist with the summer work load of the Water Department; and

WHEREAS, the approved 2016 Budget includes a part time meter reader position; and

WHEREAS, the Water Superintendent recommends the hiring of a seasonal laborer in place of a meter reader; and

WHEREAS, the Water Superintendent has coordinated review with the Ontario County Office of Human Resources, conducted interviews, checked references, and found a candidate to be well qualified to fill the position; and

WHEREAS, it is the recommendation of the Water Superintendent that Aiden Bushnell be appointed to the vacant position of Seasonal Laborer at a rate of \$ 12.00 per hour; and

NOW, THEREFORE, BE IT RESOLVED, the Canandaigua Town Board hereby appoints Aiden Bushnell to the vacant position of Seasonal Laborer at a rate of \$ 12.00 per hour.

RESOLUTION NO. 2016 – 161: APPOINTMENT OF PERMANENT PART-TIME LABORER TO FILL VACANT POSITION

WHEREAS, the Canandaigua Town Board is considering a request to fill a vacant Permanent Part-Time Laborer position at the Transfer Station; and

WHEREAS, the Town Highway Superintendent is requesting to fill the vacant Permanent Part-Time Laborer position to assist with the work load of the Transfer Station; and

WHEREAS, the Town Board has budgeted for the position of Permanent Part-Time Laborer (A.8160.140) in the 2016 approved municipal budget; and

WHEREAS, the Highway Superintendent has coordinated review with the Ontario County Office of Human Resources, conducted interviews, checked references, and found a candidate to be well qualified to fill the position; and

WHEREAS, it is the recommendation of the Highway Superintendent that Daniel Benson be appointed to the vacant position of Permanent Part-Time Laborer at a rate of \$ 9.50 per hour; and

WHEREAS, the Canandaigua Town Board acknowledges Daniel Benson as a former employee whom resigned from his duties in good standing because of an injury that required him to be out of work for an extended period of time; and

WHEREAS, Town of Canandaigua Personnel has received a completed Return to Work Form authorizing Daniel Benson to perform the duties of this position with no restrictions; and

NOW, THEREFORE, BE IT RESOLVED, the Canandaigua Town Board hereby appoints Daniel Benson to the vacant position of Permanent Part-Time Laborer at a rate of \$ 9.50 per hour.

RESOLUTION NO. 2016 –162: PURCHASE OF NEW PICKUP TRUCK

WHEREAS, the Town of Canandaigua Highway Superintendent has received a quote from Henderson Ford for the purchase of one (1) Ford F-250XL pickup truck; and

WHEREAS, the total cost of the Ford F-250XL pickup truck is \$ 30,981.65; and

WHEREAS, the cost for this purchase has been allocated in budget line D.5130.200; and

NOW, THEREFORE, BE IT RESOLVED, the Canandaigua Town Board hereby authorizes the Highway Superintendent to make the purchase described above in accordance with the Town of Canandaigua Procurement Policy at a cost not to exceed \$ 30,981.65.

RESOLUTION NO. 2016 – 163: BUDGET TRANSFER REQUEST

WHEREAS, the Water Superintendent is requesting the following budget transfers (Attachment 11):

Account #	Description	To	From
	WATER		
F.8310.423	Training & Membership Dues	2,000.00	
F.8340.440	Services & Maintenance	40,000.00	
F.8340.450	Improvements		42,000.00

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby approves of this request and directs the Budget Office to make the budget transfers described above.

RESOLUTION NO. 2016 – 164: ADOPTION OF MRB PROPOSAL FOR PROFESSIONAL SERVICES TO PREPARE WATER MASTER PLAN

WHEREAS, the Public Works Committee has been tasked with developing a Water Master Plan that will consider the needs of the current water system and the future growth of the Town with respect to the Town's Comprehensive Plan; and

WHEREAS, the Public Works Committee presents a proposal from MRB Group for the preparation of a Water Master Plan (Attachment 12); and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Canandaigua hereby approves the Proposal for Professional Services submitted by MRB Group and authorized the Public Works Committee to move forward with MRB to develop the Water System Master Plan.

RESOLUTION NO. 2016 – 165: ADOPTION OF LABORER JOB DESCRIPTIONS

WHEREAS, Public Sector HR has prepared laborer job descriptions for Parks Full-time, Part-Time and Seasonal positions (Attachment 13);

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Canandaigua hereby approves the Parks job descriptions.

RESOLUTION NO. 2016 – 166: REQUEST TO HIRE SUMMER STAFF FOR PARKS

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

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

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

WHEREAS, the funding for this expense is included in the 2016 Adopted Town Budget; and

Vincent Romeo	Lifeguard	\$10.75/hour
Michael Riley	Day Camp Specialist	\$10.75/hour
Brian Boudreau	Seasonal Laborer	\$12.00/hour
Timothy Bay	Recreation Specialist	\$10.00/hour
Patrick Bay	Recreation Assistant	\$10.00/hour
Sullivan Badger	Recreation Assistant	\$10.00/hour
David Graff	Recreation Attendant	\$9.25/hour
Alexandra Schenk	Recreation Specialist	\$10.00/hour
Matthew McGuire	Recreation Attendant	\$9.25/hour
Lisa Thompson	Recreation Assistant	\$10.00/hour

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

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

12. Approval of the following Town Board Meeting Minutes:
May 16, 2016

13. Approval of Charge Back Billing –

The charge back billing summary presented to the Town Board for consideration is included with this agenda and is identified as Attachment 14. This information is also available for review on the Town's website and is on file with the Town Clerk's office.

14. 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)

15. Privilege of the Floor

16. Other Business

17. Privilege of the Floor

18. Executive Session, as requested

19. Adjournment

ATTACHMENT 1

Dennis Brewer, Director of Parks and Recreation, report to Town Board for June 20, 2016

- Opened Onanda Park on Memorial Day weekend. The weather was great so we were busy. Since then weather has changed so been slow.
- Butler Beach will be open for swimming starting June 18.
- From June 13 to June 21, we will have about 1200 students from Canandaigua, Naples, Allendale Columbia, Red Jacket schools.
- Taught 12 hours of Responding to Emergency to the Day Camp leaders.
- On June 22, I will teach CPR/First Aid to 15 Day Camp staff.
- Positions for the town park/recreation have been filled.
- The flagpole donated by Rotary at Richard P. Outhouse Memorial Park is in place. It is a beautiful addition to the park.
- I have talked with the school district a few times about the mowing of our three parks, and I think we have worked out the problems that we were having.
- Day Camp training will take place the week of June 20.
- Day Camp will begin on June 27.
- Town programs will begin on July 5.
- We need to advertise for three members of the Trails Committee and one for the Parks and Recreation Committee.
- The minutes of the Parks and Recreation Committee from May 25, 2016 are enclosed.
- The next Trials/Parks/Recreation Committee meeting is at the West Lake Schoolhouse at 5:30.

DRAFT
Town of Canandaigua
Parks and Recreation Committee

Meeting Minutes
May 25, 2016
Onanda Park

Meeting called to order at 5:45 pm

Members Present

Ali Schenk, Chair, Jeff Graff, Stephanie Kunes

Members Not Present

Mark McNeil, Elizabeth Page

Also Present

Dennis Brewer, Director of Parks and Recreation

Approval of Minutes

A. Schenk moved to approve the April 27, 2016 minutes/second by S. Kunes – 3 ayes/0 nays

Review of Parks:

1. McJannet Park

A. Overall, the committee felt this Park looked very good and that the pavilion was in a particularly clean and well-kept condition.

B. Dennis advised that the fence was going to be replaced with a split rail fence later in 2016.

2. Onanda Park - Lakeside

A. Overall, the committee felt this Park looked good.

B. More stone is needed on the Lakeside of the Rotary Pavilion.

C. Dennis advised that the roofs on Wacona (Arts and Crafts Building) and on Haeho are to get new roofs later in 2016.

Updates by D. Brewer

1. Onanda Park will open this Saturday, May 28, 2016.
2. Update on the Canandaigua Rotary Club's contributions to the Richard P. Outhouse Park which include the installation of a Bocce Ball Court, cleaning and upkeep and the installation of a flagpole.
3. The Camp with ARC will be back this August. All should take the time to visit while this camp is in session.
4. An update was given on a request to have Onanda Park be an ingress and egress point for boaters along a water trail. Given the high numbers of visitors and boaters already using the Lake side via their entry into Onanda Park via West Lake Road, the Committee feels the water trail should only be for off-season use.

Parks & Trails Master Plan

The Committee discussed whether it was in a position to do anything on the Master Plan and decided that, at this time, it was not. The Committee feels a consultant should first be retained and then conduct a needs assessment relative to parks, recreation and trails. The Committee feels that goals and objectives cannot be properly evaluated until an undated needs assessment is completed.

Specifically, and quoting from the 2007 Parks and Recreation Master Plan, a consultant should update the following:

1. Demographic Characteristics (Chap. 2. B.);
2. Demand for Facilities Requiring Large Dedicated Spaces (Chap. 2. C.);
3. Availability of Recreational Opportunities with updated inventories of parks and recreational facilities (Chap. 3) (This would include Town, School District, County, City, State and Miscellaneous);
4. Goals and Objectives (Chap. 4) (with a consultant's expertise in this area, there may be ideas, facilities or opportunities that could be brought to the committee's, the Town Board's and the public's attention as being worthy of consideration based on trends in other areas of the state, country or beyond our borders (Canada is closer to us than most states for instance);
5. Recommendations on needs for acquiring new parklands or new or different facilities based on current demographics, demands, growing interests and available recreational opportunities as well as the interrelationship among the Town, City, School District, County, State and private organizations and companies;

6. Recommendations on implementing the recommendations based on the outside consultant's review of the Town's

- a) administration and oversight of the parks and its recreation activities,
- b) the types of recreational programs and services being offered,
- c) park's maintenance,
- d) finances, including all reserve funds designated for parks, recreation, trails and open space and specifically funds holding money generated from subdivisions, site plans and building permits;

7. Recommendations on fees to charge for cabin, lodge, building and pavilion rentals, for walk-ins and for parking - when compared to other parks;

8. Recommendations on the current Town Law relative to Parks, this committee, and the administration and management of the parks and the recreation programs;

9. To provide estimates for recommended park improvements or land acquisitions;

10. To update the Appendix information/photos.

In 2007, the consultants also guided discussion at the committee's meetings and ran the public hearings.

Next Meetings

June 22 at 5:30 at Butler Schoolhouse Park

***check out Leonard Pierce before meeting

July 27 at 5:30 at Leonard R. Pierce Park

August 24 at 5:30 at Blue Heron Park

September 28 at 5:30 at Richard P. Outhouse Park

October 26 at 5:30 at Onanda Park

Adjournment

A. Schenk moved to adjourn/second by J. Graff - 3 ayes/0 nays

Meeting adjourned at 6:35pm

Submitted by Jeff Graff

Highway superintendent report

Highway

1. Parrish St. Ext will be completed this month.
2. Paved Thomas, Brickyard, and Parrish St. Ext.
3. Will begin Middle Cheshire road in July for reconstruction. A letter to affected residents will be sent out soon
4. Deuel road will be open to all traffic by the end of the month
5. Shoulders will be placed on all roads we paved this month.
6. A request for a speed study on Thomas road is in the agenda this month. Due to the new town homes I have had residents concerned about the current speed limit of 55 to see if it can be reduced.
7. Another speed study for Parrish street extension I am asking for also. The purpose for this is the horse farm has truck and trailers coming in and out of the property but slowly. When traffic pops over the hill there worried of an accident.
8. An IMA with the village of East Bloomfield and the town for a street sweeper will need approval for the grant we received. Both highway superintendents have been discussing models and cost. We hope to have an answer in July to discuss with you on a final selection.

Water

1. Both water tanks have been inspected this month and I am awaiting the reports.
2. The letter from the Dept. Of Health on the sanitary survey I have answers to what I will be doing. The PRV at quail bush we repaired the electric but what needs to be done is remove it completely. This PRV serves only the townhomes and all the town homes have their own PRV in them now. Also this PRV vault is in poor shape. I am working with the DOH now to get this done.

The other test for the check valves at properties that were not inspected I have an answer for them. The old Miller Nursery they have been removed for a few years. The Cheshire fire dept. the mechanical engineer never submitted form 1048 section 2 to the DOH for a completion of water main work. We found it and submitted it for them. The Villas sent the report to the city it was done and we have a copy now. The Hammocks have submitted their paperwork also. I believe everything is now corrected. Going forward I have ask Derek to write something for town code to add a fee to the property owner if the annual test is not completed. The purpose of this is the town can't enter a private property to test the devise. If we put in our town code that a fee will be the result if you do not test annually this will be a motivation tool to get it done and keep the town out of violation with the DOH. Another item we need to work on is when a property is sold the new owner is somehow made aware of the inspection needed on the devise.
3. Discussions on water district extensions. Greg Hoteling and I will be presenting on Woolhouse/Rossier ext., Woolhouse road, and County road 32. We will provide a cost of each water extension.

4. I believe you all have been in receipt of the proposal from MRB Group for the water master plan. I am asking you to approve it at the Jun meeting.
5. Second quarter water bills will be sent out on July 1st.
- 6.

Other items

1. An update to natural gas in Cheshire. NYSEG is currently working on a cost for construction they did not give me a time line.
2. Soil boring of Cdga-Farm town line road was completed this month. Both towns provided help in doing the flagging.
3. Be aware that the county will be oil and stoning the following county roads. CR 32, CR 30, CR 4 CR 22
4. I have a resolution in for the replacement of a pickup truck. It will replace a 2008 truck that went to auction this year.

Assessor's Report June 20, 2016

Board of Assessment Review Hearings went well. The Board only had to review 5 applications that were not stipulations, changing just 1 of those. We will have to wait until the end of July to see if any of the applicants apply for a Small Claims Assessment Review, or an article 78 hearing.

Year to date there have been 49 sales in Town with a median price of \$224,000; up in # from last year having 37 sales with a median of \$260,000

The new STAR registration program is moving along, with new homeowners registering with the State rather than at the local office. 170 letters were sent out from my office to notify residents that needed to register; the State is tasked with send out follow up notices. We found only 3 parcels of the 2700 subject to STAR that had the exemption incorrectly removed by the script provided by Tax and Finance. These have been corrected with notification being sent to NY State.

Christopher Lyon, IAO

Town of Canandaigua
Director of Development
Administrative Report
June 20, 2016

ADMINISTRATION / DEVELOPMENT OFFICE:

ADMINISTRATION: The Development Office has issued 78 building permits since your last Town Board meeting, bringing the total number to 211 so far to date.

I would like to take just a moment and give a shout out to the entire Development Office. Code Enforcement Officer Dale Zukaitis has been extremely busy conducting sometimes a dozen or more inspections per day. Code Enforcement Officer Chris Jensen is always busy balancing inspections, with zoning law determinations and the issuance of building permits. Fire Inspector Ron Bement has been busy in addition to normal inspections working with one of our neighborhoods on emergency access. Part Time Code Enforcement Officer Tyler McMahon monitors our special use permit inspections, and determinations. Michelle Amon is the main point of contact for our residents when they come in the Development Office, and also is the key point for uploading information to the web portal for all of our boards. Since Amanda's resignation, Sarah Reynolds has taken on additional responsibilities while still working part time; to be the main communication coordinator for myself and the rest of the Team. In addition to coordinating schedules, Sarah is assisting with CIC planning, Surety processing, plan review, and project tracking. Sam Pierce continues to be our adopted Development Office member assisting with vouchers, and chargebacks.

Your Town Board agenda includes a resolution to fill the vacant Zoning Inspector position. Eric Cooper comes to us with years of construction experience, and family connections to the Canandaigua community. Many of you know Eric's father Al Cooper, who has conducted home inspections for many years in our area.

DRAFT LOCAL LAWS: Your June 20, 2016 agenda includes a number of local laws that you have been considering. More detailed information is listed below:

CHAPTER 170 & 172 / MS4: There is a continued public hearing scheduled for your Town Board meeting on June 20, 2016. In their October 14, 2015 letter to you, the Planning Board suggested a \$ 1,000 for the first offense; \$ 5,000 for the second offense; and \$ 50,000 for the third offense. The Town Attorney has responded that a more reasonable fine structure might be to consider a \$ 1,000 for the first offense; \$ 5,000 for the second offense; and \$ 10,000 for the third offense. This information was presented to the Planning Board on June 14, 2016. The Planning Board has amended their recommendation to:

First offense:	\$ 1,000
Second Offense:	\$ 5,000

Town of Canandaigua
Director of Development
Administrative Report
June 20, 2016

Third Offense: \$ 25,000

The Planning Board would like to encourage the Town Board to consider the higher amount for the third offense for perpetual offenders to both of the proposed local laws in Chapter 170 and 172. The Planning Board feels that the fine amounts in multipliers of five thousand dollars would help to stem repeat offenders.

SCR -1 Zoning: There is a continued public hearing scheduled for your Town Board meeting on June 20, 2016. The proposed Text Code Amendments for SCR – 1 §220-18 and § 220-50 are included in the resolution ready for your adoption with SEQR. This proposed local law includes clarification of the permitted and specially permitted uses in the SCR-1 Zoning District. .

220-64 / SITE PLAN Review: Your June 20, 2016 agenda also includes a public hearing on a Town Code update to § 220-64, and § 165-7. The local law if adopted would require Planning Board review for development of single-family homes inside and outside the RLD Zoning District, and to clarify the thresholds for site development permits.

PDR APPLICATION: On Monday, June 13th; Supervisor Helming, Sarah Reynolds, and I were able to submit the Kim Mar Farms, LLC (Stryker) PDR application to the NYS Department of Ag and Markets. If successful the application would protect 224 acres of agricultural land in the Padelford Brook Greenway through a perpetual conservation easement. I would like to specifically thank Sarah Reynolds of the Development Office for all of her effort in submitting the application this year through the Grants Gateway. Utilizing the Grants Gateway for a PDR was a new process this year, and required a lot of time be spent submitting responses to individual questions. Sarah was great at following up on each item, and making sure the necessary information was submitted.

Upcoming Meetings:

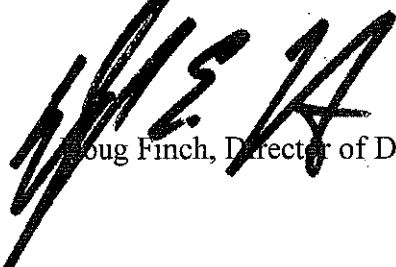
Planning – The next scheduled Planning Board meeting is June 28th at 6:30pm.

Zoning – The Zoning Board of Appeals next meets June 21st at 6:00pm.

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

Citizens Implementation Committee – June 21st at 9:00am.

Sincerely,

A large, bold, handwritten signature in black ink, appearing to read 'Doug Finch', is written over the printed name.

Doug Finch, Director of Development

Town Historian's Report
for June 20, 2016

1. Met with Dennis Brewer and Peter Ellison to review type of work that can be done by our Parks Group which can be considered "normal maintenance". Issues included straightening some stones, trimming some trees, replacement of bench in Woolhouse Road cemetery, etc.
2. Performing ongoing Presentations on the History of the Tour of Barns to promote the October 8th tour at Canandaigua Day at the Museum on May 14th for "Canandaigua Day at the Museum" and at the Phelps Historical Society on May 25th. There may be other presentations though out the summer.
3. Working with Phelps Historical Society (June 16), and Bristol Historical Society (June 22) on tutorials for performing surveys for Historical Barns in their Towns.
4. Meeting with Mark Sulkes (June 15) at each Tour of Barn site to take photos for booklet and to set up meeting with the owners to describe what to expect at the Tours.
5. Continuing to work with the Special Events Committee on this year events. Next is the Ontario County Fair.

Respectfully submitted,

Ray Henry,
Town Historian

Town Clerk Report for the June, 2016, Town Board Meeting

1. **Monthly Financial Report:** Revenues collected in the Town Clerk's office for the month of May 2016 totaled \$58,657.71 (see attached).
2. **Consolidation of Registrar Services – Town of Canandaigua and the Canandaigua VA:**
The Town has received a third request from the NYS Department of Health to consolidate registrar services with the Canandaigua VA. The purpose of the consolidation would be to eliminate two registrar districts within one municipality and to assist with a smooth transition to the EDRS (Electronic Death Record System). Also, because the VA is a federal government facility, the federal government has control over the in-house records rather than a local agency. This is confidential information and NYS cannot control how the information is disbursed to and protected from people who are not permitted to obtain the information.

This topic was last discussed at the August 2015 Town Board meeting. Below is additional information for the Town Board's consideration:

- A. Why is the Town being asked and not the City of Canandaigua? The Canandaigua VA is located within the municipal boundaries of the Town of Canandaigua.
 - B. What the impact will be on the Town Clerk's office to process the additional death certificates? At this time, the Town Clerk's office averages one death record every two weeks. With the consolidation, the average would increase to approximately 1.5 per week. I have spoken with my Deputy Registrar; we both agree that the additional death certificates will not have a negative impact on the Town Clerk's office.
 - C. Are the records at the VA already indexed? Yes, an index is already located within each book. Therefore, the death records would just need to be physically transported into the Town's records vault. A shelving unit was purchased in 2014 and placed in the Records Vault when the first consolidation request was received. Therefore, no additional monies will need to be expended to transfer the records to the Town.
 - D. What will be the cost to the Town – revenue vs. expense? Based upon information gathered for 2010-2014, it is anticipated that the consolidation would provide an annual net revenue of approximately \$3,200 for the Town (see attached). Once the EDRS is implemented, the Town Clerk's time to process a death certificate will be significantly reduced which would in turn reduce the cost to process a death certificate.
 - E. When will the EDRS be implemented? After talking with Mr. O'Connor with the NYS DOH, they are testing the software in Albany County and Monroe County. The next test county will be Onondaga County (Syracuse area). It is anticipated that implementation throughout the State will occur later 2016 or early 2017.
3. Resolutions:
 - A. Consolidation of Vital Records

Please let me know if you have any questions.

Submitted by,

Jean Chrisman

Jean Chrisman
Town Clerk

Account#	Account Description	Fee Description	Qty	Local Share
A.2001	Cabins / Halls / Pavilions	Onanda Halls/Lodging	34	6,230.00
	Onanda Cabin NON Residential Daily	Onanda Cabin NON Residential Daily	1	970.00
	Onanda Cabin Residential Daily	Onanda Cabin Residential Daily	2	845.00
	Outhouse Park Hall Full Day	Outhouse Park Hall Full Day	3	450.00
	Outhouse Park Pavilion	Outhouse Park Pavilion	10	450.00
	Park Rentals	Onanda Cabin Residential Weekly	4	935.00
		Sub-Total:		\$9,880.00
A.2590	Building Fee	Building Fee	6	874.92
				Sub-Total: \$874.92
A1265	Conservation	Conservation	8	5.54
	Marriage Lic.	Marriage License Fees	7	122.50
	Misc. Fees	Copies	42	10.50
		Marriage Cert	1	10.00
		Sub-Total:		\$148.54
A1603	Misc. Fees	Birth Cert	1	10.00
		Death Cert	12	120.00
		Sub-Total:		\$130.00
A2001	General Lic.	Park Permit Res	3	105.00
		Sub-Total:		\$105.00
A2110	Plan & Zone	Site Signs	1	50.00
		Zoning Fee	10	7,933.60
		Sub-Total:		\$7,983.60
A2120	Plan & Zone	Soil Erosion	9	1,350.00
				Sub-Total: \$1,350.00
A2544	Dog Licensing	Female, Spayed	65	845.00
		Female, Unspayed	7	133.00
		Male, Neutered	33	429.00
		Male, Unneutered	12	228.00
		Replacement Tags	1	3.00
		Late Fees	23	115.00
	Late Fees	Late Fees		Sub-Total: \$1,753.00
A2590	Plan & Zone	Site Development	52	8,004.33
				Sub-Total: \$8,004.33
A2591	Misc. Fees	Transfer Coupons	837	2,100.00
				Sub-Total: \$2,100.00
CM-2001	Plan & Zone	Parks And Recreation	4	4,000.00
				Sub-Total: \$4,000.00
2140	Rents Payments	Rents Payments	31	18,112.21
				Sub-Total: \$18,112.21
F.2142	Water Sales	Water Sales	1	123.00

Account#	Account Description	Fee Description	Qty	Local Share
			Sub-Total:	\$123.00
F.2144	Service Hookups	Service Hookups	2	3,185.00
			Sub-Total:	\$3,185.00
F.2148	Penalty	Penalty	26	501.15
			Sub-Total:	\$501.15
Total Local Shares Remitted:				\$58,250.75
Amount paid to: NYS Ag. & Markets for spay/neuter program				165.00
Amount paid to: NYS Environmental Conservation				94.46
Amount paid to: State Health Dept. For Marriage Licenses				157.50
Total State, County & Local Revenues:		\$58,667.71		Total Non-Local Revenues: \$408.98

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.

Pamela D. Helwig
Supervisor

6-6-2016
Date

Jean Chrisman
Town Clerk

6/2/16
Date

Town / VA Registrar Consolidation
Vital Statistics

Revenue

Average Number of Death Certificates Filed Per Year (2010 - 2014):

VA	45
Town	26
Total	71

Average Number of Copies of Death Certificates Per Death:

Town	5
------	---

Revenue Per Filed Death Certificate: \$50.00

Projected Gross Annual Revenue: \$3,550.00

Expenses

Total Cost to Process 5 A Death Certificate

Town Clerk's time (10 minutes)	\$4.60
paper cost per sheet	\$0.30
copying cost per sheet	0.0085

\$4.94

Net Revenue Per Filed Death Certificate:

\$45.06

Annual Net Revenue: \$3,159.26

Town's Cost / Revenue

Revenue

Average Number of Death Certificates Filed Per Year (2010 - 2014):

Town	26
------	----

Average Number of Copies of Death Certificates Per Death:

Town	5
------	---

Revenue Per Filed Death Certificate: \$50.00

Annual Revenue: \$1,300.00

Expenses

Total Cost to Process 5 A Death Certificate

Town Clerk's time (10 minutes)	\$4.60
paper cost per sheet	\$0.30
copying cost per sheet	0.0085

\$4.94

Net Revenue Per Filed Death Certificate:

\$45.15

Annual Net Revenue: \$1,171.56

Revenue / Expense Control Report Parameters

Report ID: MON TB RPT

Year: 2016 Include Beg. Encumbrance: Yes

Period: 5 To: 5 Apply to Budget Columns: No

Description: Display Apply % to Original Budget: No

Spacing: Single Print Parent Account: No

Acct Status: Active Grand Totals on Separate Page: No

Suppress Zero Accts.: None Include Req: No

Summary Only: No Use Alt Fund: No

% Fiscal Year: 100 Exclude Rev Brackets: Yes

Account Table:

Alt. Sort Table:

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

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

Fiscal Year: 2016 Period From: 5 To: 5

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund A	GENERAL FUND						
Type R	Revenue						
A.1001	REAL PROPERTY TAXES	294,637.00	294,637.00	0.00	294,637.00	0.00	0.00
A.1030	SPECIAL ASSESSMENT/PILOT	19,445.00	19,445.00	183.88	18,363.05	1,081.95	5.56
A.1090	PENALTY ON TAXES	11,000.00	11,000.00	0.00	0.00	11,000.00	100.00
A.1120	NON PROPERTY SALES TAX	1,415,000.00	1,415,000.00	369,526.32	1,454,635.72	(39,635.72)	(2.80)
A.1170	CABLE TV FRANCHISE FEES	67,500.00	67,500.00	0.00	39,716.14	27,783.86	41.16
A.1255	TOWN CLERK FEES	1,000.00	1,000.00	299.22	533.11	466.89	46.69
A.1603	VITAL STATISTICS FEE	1,800.00	1,800.00	170.00	791.00	1,009.00	56.06
A.2001	PARK & RECREATION FEES	75,000.00	75,000.00	8,040.00	27,400.00	47,600.00	63.47
A.2110	ZONING FEES	90,000.00	90,000.00	2,209.60	8,385.60	81,614.40	90.68
A.2120	SOIL EROSION CONTROL	10,000.00	10,000.00	450.00	3,600.00	6,400.00	64.00
A.2148	RETURNED CHECK FEE	20.00	20.00	20.00	40.00	(20.00)	(100.00)
A.2192	CEMETERY SERVICES	500.00	500.00	0.00	0.00	500.00	100.00
A.2302	SERVICES/OTHER	9,000.00	9,000.00	760.00	4,560.00	4,440.00	49.33
	GOVERNMENTS						
A.2401	INTEREST & EARNINGS	6,000.00	6,000.00	809.17	3,971.07	2,028.93	33.82
A.2410	RENTAL OF REAL PROPERTY	12,070.00	12,070.00	870.00	4,785.00	7,285.00	60.36
A.2544	DOG LICENSES	17,000.00	17,000.00	1,255.00	6,029.00	10,971.00	64.54
A.2590	SITE DEVELOPMENT FEES	10,000.00	10,000.00	2,475.20	24,500.72	(14,500.72)	(145.01)
A.2591	CONSTRUCTION DEBRIS FEES	11,000.00	11,000.00	2,468.00	8,202.00	2,798.00	25.44
A.2610	FINES & FORFEITED BAIL	74,000.00	74,000.00	5,231.85	61,585.85	12,414.15	16.78
A.2651	RECYCLING REVENUE	10,000.00	10,000.00	2,479.70	4,264.73	5,735.27	57.35
A.2660	SALE OF REAL PROPERTY	0.00	0.00	0.00	0.00	0.00	100.00
A.2665	SALE OF EQUIPMENT	33,500.00	33,500.00	0.00	0.00	33,500.00	100.00
A.2680	INSURANCE RECOVERIES	0.00	0.00	0.00	0.00	0.00	100.00
A.2701	REFUND PRIOR YEARS EXP	0.00	0.00	0.00	0.00	0.00	100.00
A.2705	GIFTS & DONATIONS	0.00	0.00	0.00	0.00	0.00	100.00
A.2770	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00	100.00
A.3001	NYS AID PER CAPITA	28,000.00	28,000.00	0.00	0.00	28,000.00	100.00
A.3005	ONTARIO CITY MORTGAGE TAX	375,000.00	375,000.00	0.00	0.00	375,000.00	100.00
	NYS AID TAX/ASSESSMENTS						
A.3040		0.00	0.00	0.00	0.00	0.00	100.00
A.3089	ST AID.OTHER	94,500.00	94,500.00	0.00	11,170.00	83,330.00	88.18
A.3092	ST AID.PLANNING STUDIES	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00
A.3820	NYS YOUTH PROGRAMS	0.00	0.00	0.00	0.00	0.00	100.00
A.5031	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	100.00
A.5031.CM	INTERFUND TRANSFERS	192,000.00	192,000.00	0.00	0.00	192,000.00	100.00
A.5031.H	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	100.00
	CAPITAL						
A.5031.TE	INTERFUND	0.00	0.00	0.00	0.00	0.00	100.00
	TRANSFERS.EXPENDABLE TRUST						

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

Fiscal Year: 2016 Period From: 5 To: 5

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund A	GENERAL FUND						
Type R	Revenue						
A.5031.V	INTERFUND TRANSFERS.DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	100.00
A.9000	APPROPRIATED FUND BALANCE FOR BUDGET	559,600.00	559,600.00	0.00	0.00	559,600.00	100.00
A.9230	TAX STABILIZATION RESERVE FOR BUDGET	200,000.00	200,000.00	0.00	0.00	200,000.00	100.00
A.9235	NYSERS RESERVE	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00
Total Type R	Revenue	3,667,572.00	3,667,572.00	397,247.94	1,977,169.99	1,690,402.01	46.09

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

Fiscal Year: 2016 Period From: 5 To: 5

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund A	GENERAL FUND						
Type E	Expense						
Function 1010							
A.1010.110	TOWN BOARD.ELECTED	19,472.00	19,472.00	1,498.80	8,243.40	11,228.60	57.67
A.1010.400	TOWN BOARD.CONTRACTUAL	1,020.00	1,020.00	0.00	12.60	1,007.40	98.76
Total Function 1010		20,492.00	20,492.00	1,498.80	8,256.00	12,236.00	59.71
Function 1110							
A.1110.110	JUSTICES.ELECTED	46,972.00	46,972.00	3,613.24	19,872.82	27,099.18	57.69
A.1110.120	JUSTICES.COURT CLERK, PT	15,383.00	15,383.00	1,295.82	10,326.96	5,056.04	32.87
A.1110.130	JUSTICES.COURT CLERK, SUB	0.00	0.00	0.00	0.00	0.00	100.00
A.1110.140	JUSTICES.COURT CLERK, PT	7,000.00	7,000.00	936.00	1,948.00	5,052.00	72.17
A.1110.200	JUSTICES.CAPITAL.EQUIPMEN	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00
A.1110.400	JUSTICES.CONTRACTUAL	16,135.00	16,135.00	3,532.92	6,961.14	9,173.86	56.86
Total Function 1110		87,990.00	87,990.00	9,377.98	39,108.92	48,881.08	55.55
Function 1220							
A.1220.110	SUPERVISOR.ELECTED	56,000.00	56,000.00	4,307.70	23,692.35	32,307.65	57.69
A.1220.120	SUPERVISOR.DEPUTY SUPERVISOR	2,000.00	2,000.00	153.84	846.12	1,153.88	57.69
A.1220.121	SUPERVISOR.BOOKKEEPER	26,520.00	26,520.00	2,040.00	11,220.00	15,300.00	57.69
A.1220.131	TYPIST	0.00	0.00	0.00	0.00	0.00	100.00
A.1220.141	SUPERVISOR ACCT CLERK	0.00	0.00	0.00	0.00	0.00	100.00
A.1220.142	CONFIDENTIAL SECRETARY	0.00	0.00	0.00	0.00	0.00	100.00
A.1220.400	SUPERVISOR.CONTRACTUAL	3,100.00	3,100.00	205.05	1,357.60	1,742.40	56.21
Total Function 1220		87,620.00	87,620.00	6,706.59	37,116.07	50,503.93	57.64
Function 1310							
A.1310.141	ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 1310		0.00	0.00	0.00	0.00	0.00	100.00
Function 1320							
A.1320.400	AUDITOR.CONTRACTUAL	10,000.00	10,000.00	2,500.00	9,500.00	500.00	5.00
Total Function 1320		10,000.00	10,000.00	2,500.00	9,500.00	500.00	5.00
Function 1330							

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

Fiscal Year: 2016 Period From: 5 To: 5

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund A	GENERAL FUND						
Type E	Expense						
Function 1330							
A.1330.110	TAX COLLECTOR.ELECTED	0.00	0.00	0.00	0.00	0.00	100.00
A.1330.140	TAX COLLECTOR..	0.00	0.00	0.00	0.00	0.00	100.00
A.1330.400	TAX COLLECTOR.CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 1330		0.00	0.00	0.00	0.00	0.00	100.00
Function 1340							
A.1340.120	BUDGET OFFICER.PERSONAL SERVICES	4,394.00	4,394.00	338.00	1,859.00	2,535.00	57.69
A.1340.400	BUDGET.CONTRACTUAL	31,000.00	31,000.00	0.00	8,000.00	23,000.00	74.19
Total Function 1340		35,394.00	35,394.00	338.00	9,859.00	25,535.00	72.14
Function 1345							
A.1345.400	PURCHASING.CONTRACTUAL	4,500.00	4,500.00	0.00	203.66	4,296.34	95.47
Total Function 1345		4,500.00	4,500.00	0.00	203.66	4,296.34	95.47
Function 1355							
A.1355.120	ASSESSOR.PERSONAL SERVICES	63,240.00	63,240.00	4,864.62	26,755.41	36,484.59	57.69
A.1355.131	ASSESSOR.AIDE FT	0.00	0.00	0.00	0.00	0.00	100.00
A.1355.132	ASSESSOR.REAL PROPERTY AIDE FT	42,432.00	42,432.00	3,264.00	17,952.00	24,480.00	57.69
A.1355.134	ASSEROR.OFFICE SPECIALIST 1	0.00	0.00	0.00	0.00	0.00	100.00
A.1355.140	ASSESSOR.DATA COLLECTORS	0.00	0.00	0.00	0.00	0.00	100.00
A.1355.150	ASSESSOR.BAR REVIEW SALARY	1,500.00	1,500.00	0.00	375.00	1,125.00	75.00
A.1355.200	ASSESSOR.CAPITAL.EQUIPME NT	500.00	500.00	0.00	0.00	500.00	100.00
A.1355.400	ASSESSOR.CONTRACTUAL	27,750.00	27,750.00	66.19	2,547.91	25,202.09	90.82
A.1355.410	ASSESSOR.VEHICLE EXPENSE	0.00	0.00	0.00	0.00	0.00	100.00
A.1355.420	ASSESSOR.BAR REVIEW CONTRACTUAL	500.00	500.00	0.00	0.00	500.00	100.00
A.1355.430	ASSESSOR	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 1355		135,922.00	135,922.00	8,194.81	47,630.32	88,291.68	64.96
Function 1410							

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

Fiscal Year: 2016 Period From: 5 To: 5

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund A	GENERAL FUND						
Type E	Expense						
Function 1410							
A.1410.110	TOWN CLERK.ELECTED	55,570.00	55,570.00	4,274.62	23,510.41	32,059.59	57.69
A.1410.131	TOWN CLERK.DEPUTY F/T	34,070.00	34,070.00	2,675.67	14,694.52	19,375.48	56.87
A.1410.141	TOWN CLERK.DEPUTY P/T	17,737.00	17,737.00	1,015.86	6,258.28	11,478.72	64.72
A.1410.200	TOWN CLERK.CAPITAL EQUIPMENT	2,850.00	2,850.00	11,988.00	11,988.00	(9,138.00)	(320.63)
A.1410.400	TOWN CLERK.CONTRACTUAL	11,392.00	11,392.00	447.46	4,789.58	6,602.42	57.96
Total Function 1410		121,619.00	121,619.00	20,401.61	61,240.79	60,378.21	49.65
Function 1420							
A.1420.400	ATTORNEY.CONTRACTUAL	34,000.00	34,000.00	3,562.50	8,412.95	25,587.05	75.26
Total Function 1420		34,000.00	34,000.00	3,562.50	8,412.95	25,587.05	75.26
Function 1430							
A.1430.100	PERSONNEL.PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	100.00
A.1430.141	PERSONNEL.CLERK P/T	22,588.00	22,588.00	977.40	4,419.87	18,168.13	80.43
A.1430.142	PERSONNEL.CLERK P/T	0.00	0.00	0.00	0.00	0.00	100.00
A.1430.143	PERSONNEL..	0.00	0.00	0.00	0.00	0.00	100.00
A.1430.144	PERSONNEL.FINANCE CLERK II	33,280.00	33,280.00	2,366.40	13,814.80	19,465.20	58.49
A.1430.200	PERSONNEL.CAPITAL.EQUIPM ENT	500.00	500.00	0.00	31.49	468.51	93.70
A.1430.410	PERSONNEL.CONTRACTUAL	3,450.00	3,450.00	158.38	430.94	3,019.06	87.51
A.1430.420	PERSONNEL.HUMAN RESOURCE	12,000.00	12,000.00	0.00	2,400.00	9,600.00	80.00
Total Function 1430		71,818.00	71,818.00	3,502.18	21,097.10	50,720.90	70.62
Function 1440							
A.1440.400	ENGINEERING.CONTRACTUAL	15,000.00	15,000.00	0.00	10,628.68	4,371.32	29.14
Total Function 1440		15,000.00	15,000.00	0.00	10,628.68	4,371.32	29.14
Function 1450							
A.1450.400	ELECTIONS.CONTRACTUAL	7,200.00	7,200.00	23.18	23.18	7,176.82	99.68
Total Function 1450		7,200.00	7,200.00	23.18	23.18	7,176.82	99.68
Function 1460							

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund A Type E	GENERAL FUND Expense						
Function 1460							
A.1460.200	RECORDS MANAGEMENT.CAPITAL.EQUIPMENT	500.00	500.00	0.00	0.00	500.00	100.00
A.1460.400	RECORDS MANAGEMENT.CONTRACTUAL	14,900.00	14,900.00	78.65	2,875.99	12,024.01	80.70
A.1460.410	RECORDS MANAGEMENT..	0.00	0.00	0.00	0.00	0.00	100.00
A.1460.420	RECORDS MANAGEMENT GENERAL CODE	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 1460		15,400.00	15,400.00	78.65	2,875.99	12,524.01	81.32
Function 1470							
A.1470.1	ASSESSMENT REVIEW BOARD.PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	100.00
A.1470.120	ASSESSMENT REVIEW BOARD.SALARY	0.00	0.00	0.00	0.00	0.00	100.00
A.1470.4	ASSESSMENT REVIEW BOARD.CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	100.00
A.1470.400	ASSESSMENT REVIEW BOARD.CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 1470		0.00	0.00	0.00	0.00	0.00	100.00
Function 1620							
A.1620.200	BUILDINGS.CAPITAL.EQUIPMENT	6,000.00	6,000.00	0.00	535.63	5,464.37	91.07
A.1620.203	BUILDING GROUNDS.CAPITAL IMPROVEMENT	40,000.00	40,000.00	0.00	0.00	40,000.00	100.00
A.1620.400	BUILDINGS.CONTRACTUAL	153,700.00	153,700.00	7,834.41	40,938.42	112,761.58	73.36
A.1620.410	BUILDINGS.JANITORIAL	25,500.00	25,500.00	1,425.50	7,127.50	18,372.50	72.05
Total Function 1620		225,200.00	225,200.00	9,259.91	48,601.55	176,598.45	78.42
Function 1670							
A.1670.200	CENTRAL PRINTING.CAPITAL.EQUIPMENT	0.00	0.00	0.00	0.00	0.00	100.00
A.1670.400	PRINTING & MAILING.CONTRACTUAL	48,800.00	48,800.00	708.10	14,113.16	34,686.84	71.08
Total Function 1670		48,800.00	48,800.00	708.10	14,113.16	34,686.84	71.08
Function 1680							

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

Fiscal Year: 2016 Period From: 5 To: 5

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund A	GENERAL FUND						
Type E	Expense						
Function 1680							
A.1680.200	DATA PROCESSING.CAPITAL.EQUIPM ENT	0.00	0.00	0.00	0.00	0.00	100.00
A.1680.400	DATA PROCESSING.CONTRACTUAL	52,340.00	52,340.00	936.46	20,881.53	31,458.47	60.10
Total Function 1680		52,340.00	52,340.00	936.46	20,881.53	31,458.47	60.10
Function 1910							
A.1910.400	UNALLOCATED INSURANCE	120,000.00	120,000.00	27,604.00	28,229.00	91,771.00	76.48
Total Function 1910		120,000.00	120,000.00	27,604.00	28,229.00	91,771.00	76.48
Function 1920							
A.1920.400	MUNICIPAL ASSOCIATION DUES	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00
Total Function 1920		5,000.00	5,000.00	0.00	0.00	5,000.00	100.00
Function 1930							
A.1930.400	JUDGEMENTS & CLAIMS	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 1930		0.00	0.00	0.00	0.00	0.00	100.00
Function 1940							
A.1940.200	PURCHASE OF LAND/RIGHT OF WAY EQUIP & CAP OUTLAY	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00
A.1940.400	PURCHASE OF LAND/RIGHT OF WAY.CONTRACTUAL	7,500.00	7,500.00	0.00	0.00	7,500.00	100.00
Total Function 1940		57,500.00	57,500.00	0.00	0.00	57,500.00	100.00
Function 1990							
A.1990.400	CONTINGENCY	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00
Total Function 1990		100,000.00	100,000.00	0.00	0.00	100,000.00	100.00
Function 3120							
A.3120.120	CONSTABLE.PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	100.00

TOWN OF CANANDAIGUA

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund A							
Type E							
Function 3120							
A.3120.400	GENERAL FUND Expense	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 3120	CONSTABLE.CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	100.00
Function 3310							
A.3310.200	TRAFFIC.CAPITAL.EQUIPMENT	0.00	0.00	0.00	0.00	0.00	100.00
A.3310.400	TRAFFIC.CONTRACTUAL	96,903.00	96,903.00	4,378.50	16,954.03	79,948.97	82.50
Total Function 3310		96,903.00	96,903.00	4,378.50	16,954.03	79,948.97	82.50
Function 3510							
A.3510.400	DOG CONTROL.CONTRACTUAL	22,000.00	22,000.00	0.00	21,551.00	449.00	2.04
Total Function 3510		22,000.00	22,000.00	0.00	21,551.00	449.00	2.04
Function 4010							
A.4010.120	HEALTH OFFICER.PERSONAL SERVICES	1,200.00	1,200.00	0.00	300.00	900.00	75.00
Total Function 4010		1,200.00	1,200.00	0.00	300.00	900.00	75.00
Function 4020							
A.4020.100	REGISTRAR.PERSONAL SERVICES	2,050.00	2,050.00	0.00	512.50	1,537.50	75.00
A.4020.400	REGISTRAR.CONTRACTUAL	100.00	100.00	0.00	0.00	100.00	100.00
Total Function 4020		2,150.00	2,150.00	0.00	512.50	1,637.50	76.16
Function 4540							
A.4540.400	AMBULANCE CONTRACTUAL	7,500.00	7,500.00	0.00	6,500.00	1,000.00	13.33
Total Function 4540		7,500.00	7,500.00	0.00	6,500.00	1,000.00	13.33
Function 5010							
A.5010.110	HIGHWAY SUPT.ELECTED	70,380.00	70,380.00	5,413.84	29,776.12	40,603.88	57.69
A.5010.120	HIGHWAY.DEPUTY	3,008.00	3,008.00	231.40	1,272.70	1,735.30	57.69
A.5010.130	HIGHWAY.ACCOUNT CLERK	0.00	40,000.00	2,400.00	9,568.00	30,432.00	76.08
A.5010.131	HIGHWAY.FINANCE CLERK II FT	42,432.00	2,432.00	0.00	2,432.00	0.00	0.00

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund A	GENERAL FUND						
Type E	Expense						
Function 5010							
A.5010.200	HIGHWAY.CAPITAL.EQUIPMEN T	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00
A.5010.400	HIGHWAY.CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 5010		118,320.00	118,320.00	8,045.24	43,048.82	75,271.18	63.62
Function 5182							
A.5182.400	STREET LIGHTING.CONTRACTUAL	35,500.00	35,500.00	1,805.76	12,871.31	22,628.69	63.74
Total Function 5182		35,500.00	35,500.00	1,805.76	12,871.31	22,628.69	63.74
Function 6410							
A.6410.410	PUBLICITY.CONTRACTUAL	0.00	0.00	0.00	54.00	(54.00)	100.00
A.6410.420	PUBLICITY.PARK	3,700.00	3,700.00	0.00	907.85	2,792.15	75.46
A.6410.430	CONTR TRAILS ADMIN.MAPS	900.00	900.00	0.00	0.00	900.00	100.00
Total Function 6410		4,600.00	4,600.00	0.00	961.85	3,638.15	79.09
Function 7020							
A.7020.121	RECREATION.DIRECTOR	25,000.00	25,000.00	1,923.08	10,793.51	14,206.49	56.83
A.7020.141	RECREATION.SR LIFEGUARD	0.00	0.00	0.00	0.00	0.00	100.00
A.7020.400	RECREATION.CONTRACTUAL	5,100.00	5,100.00	856.35	1,957.96	3,142.04	61.61
Total Function 7020		30,100.00	30,100.00	2,779.43	12,751.47	17,348.53	57.64
Function 7110							
A.7110.121	PARKS.MAINTENANCE ASSISTANT	37,000.00	37,000.00	2,450.09	10,733.92	26,266.08	70.99
A.7110.130	PARK.LABORER F/T	75,029.00	75,029.00	5,667.98	31,336.79	43,692.21	58.23
A.7110.131	LABORER SEASONAL.PERSONAL SERVICES	21,400.00	21,400.00	0.00	54.15	21,345.85	99.75
A.7110.142	REC.ATTENDANTS GATEHOUSE	17,000.00	17,000.00	0.00	0.00	17,000.00	100.00
A.7110.143	PARK.LABORER P/T	0.00	0.00	0.00	0.00	0.00	100.00
A.7110.200	PARK.CAPITAL.EQUIPMENT	84,350.00	84,350.00	0.00	24.20	84,325.80	99.97
A.7110.201	PARK.CAPITAL IMPROVEMENT	192,000.00	192,000.00	210.00	12,311.82	179,688.18	93.59
A.7110.203	PIERCE PARK.CAPITAL IMPROVEMENTS - RESTROOMS	0.00	0.00	0.00	0.00	0.00	100.00

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund A	GENERAL FUND						
Type E	Expense						
Function 7110							
A.7110.240	PARK.UPLANDS - CAPITAL IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	100.00
A.7110.400	PARK.CONTRACTUAL	51,900.00	51,900.00	2,196.55	6,931.00	44,969.00	86.65
A.7110.401	PARK.LUMBER & HARDWARE	0.00	0.00	0.00	0.00	0.00	100.00
A.7110.402	PARK.TREE & LANDSCAPE	34,000.00	34,000.00	2,240.00	12,735.00	21,265.00	62.54
A.7110.403	PARK.SUPPLIES & REPAIRS	0.00	0.00	0.00	0.00	0.00	100.00
A.7110.404	PARK.PAINT & SUPPLIES	0.00	0.00	0.00	0.00	0.00	100.00
A.7110.405	PARK.AUTO PARTS/SUPPLIES	0.00	0.00	0.00	0.00	0.00	100.00
A.7110.406	PARK.CLEANING SUPPLIES	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 7110		512,679.00	512,679.00	12,784.62	74,126.88	438,552.12	85.54
Function 7140							
A.7140.141	PLAYGROUND/RECREATION.LI FEGUARDS	38,000.00	38,000.00	51.75	51.75	37,948.25	99.86
A.7140.142	PLAYGROUND/RECREATION.S PECIALIST	18,000.00	18,000.00	0.00	0.00	18,000.00	100.00
A.7140.143	PLAYGROUND/RECREATION.R EC ASSISTANT	0.00	0.00	0.00	0.00	0.00	100.00
A.7140.200	PLAYGROUND/RECREATION.C APITAL.EQUIPMENT	16,200.00	16,200.00	0.00	778.91	15,421.09	95.19
A.7140.400	PLAYGROUND/RECREATION.C ONTRACTUAL	4,500.00	4,500.00	0.00	612.98	3,887.02	86.38
A.7140.410	PLAYGROUND/RECREATION.D AY CAMP WITH CITY	11,100.00	11,100.00	0.00	11,000.00	100.00	0.90
Total Function 7140		87,800.00	87,800.00	51.75	12,443.64	75,356.36	85.83
Function 7410							
A.7410.400	LIBRARY.CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 7410		0.00	0.00	0.00	0.00	0.00	100.00
Function 7450							
A.7450.410	MUSEUM.CONTRACTUAL	8,500.00	8,500.00	0.00	8,500.00	0.00	0.00
Total Function 7450		8,500.00	8,500.00	0.00	8,500.00	0.00	0.00
Function 7510							
A.7510.120	HISTORIAN.PERSONAL SERVICES	3,060.00	3,060.00	0.00	765.00	2,295.00	75.00

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund A	GENERAL FUND						
Type E	Expense						
Function 7510							
A.7510.400	HISTORIAN.CONTRACTUAL	2,100.00	2,100.00	0.00	236.55	1,863.45	88.74
Total Function 7510		5,160.00	5,160.00	0.00	1,001.55	4,158.45	80.59
Function 7550							
A.7550.400	CELEBRATIONS.CONTRACTUAL	2,000.00	2,000.00	0.00	2,000.00	0.00	0.00
Total Function 7550		2,000.00	2,000.00	0.00	2,000.00	0.00	0.00
Function 7989							
A.7989.400	FLTV 12.SUPPORT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 7989		0.00	0.00	0.00	0.00	0.00	100.00
Function 8010							
A.8010.123	ZONING.DIR DEVELOPMENT	82,750.00	82,750.00	6,365.38	35,009.59	47,740.41	57.69
A.8010.141	ZONING.INSPECTOR P/T	5,000.00	5,000.00	320.00	1,590.00	3,410.00	68.20
A.8010.142	ZONING.OFFICE SPECIALIST 1	32,355.00	32,355.00	2,272.88	18,409.84	13,945.16	43.10
A.8010.143	ZONING.PLANNING AIDE	17,550.00	17,550.00	1,076.63	5,454.03	12,095.97	58.92
A.8010.144	ZONING..OFFICE SPECIALIST 1	29,120.00	29,120.00	0.00	0.00	29,120.00	100.00
A.8010.145	ZONING..DEPUTY ZONING INSP P/T	0.00	0.00	0.00	0.00	0.00	100.00
A.8010.200	ZONING INSPECTOR.CAPITAL.EQUIPME NT	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00
A.8010.201	CEO.EQUIPMENT	0.00	0.00	0.00	0.00	0.00	100.00
A.8010.210	VEHICLE	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00
A.8010.400	ZONING INSPECTOR.CONTRACTUAL	1,500.00	1,500.00	0.00	491.84	1,008.16	67.21
A.8010.401	CEO.CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	100.00
A.8010.403	DIRECTOR OF DEVELOPMENT.CONTRACTUAL	3,850.00	3,850.00	218.60	698.17	3,151.83	81.87
A.8010.410	VEHICLE EXPENSE	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 8010		201,125.00	201,125.00	10,253.49	61,653.47	139,471.53	69.35
Function 8020							
A.8020.120	BOARD.PERSONAL SERVICES	13,000.00	13,000.00	0.00	3,210.50	9,789.50	75.30
A.8020.140	STENOGRAPHER	4,244.00	4,244.00	288.00	948.00	3,296.00	77.66

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Fund A	GENERAL FUND						
Type E	Expense						
Function 8020							
A.8020.140	PT.PERSONAL SERVICES	1,750.00	1,750.00	548.00	548.00	1,202.00	68.69
A.8020.150	PLANNING..ECB PERS SVCS BOARD						
A.8020.160	PLANNING..ECB STENOGRAPHER	1,000.00	1,000.00	54.00	468.00	532.00	53.20
A.8020.400	MISCELLANEOUS.CONTRACTUAL	27,500.00	27,500.00	4,214.68	11,445.15	16,054.85	58.38
A.8020.410	ENGINEERING.CONTRACTUAL	15,000.00	15,000.00	95.00	602.40	14,397.60	95.98
A.8020.412	PLANNING.COMP PLAN	40,000.00	40,000.00	0.00	0.00	40,000.00	100.00
A.8020.420	PLANNING.AG PLAN	32,500.00	32,500.00	0.00	0.00	32,500.00	100.00
A.8020.450	ENVIRONMENTAL CONSULT BOARD	3,000.00	3,000.00	(548.00)	0.00	3,000.00	100.00
Total Function 8020		137,994.00	137,994.00	4,651.68	17,222.05	120,771.95	87.52
Function 8040							
A.8040.120	ZONING BOARD OF APPEALS.PERSONAL SERVICES	5,066.00	5,066.00	0.00	1,266.25	3,799.75	75.00
A.8040.140	ZONING BOARD OF APPEALS SECRETARY.PERSONAL SERVICES	1,591.00	1,591.00	85.20	589.30	1,001.70	62.96
A.8040.400	ZONING BOARD OF APPEALS CONTRACTUAL	18,000.00	18,000.00	1,149.43	2,864.97	15,135.03	84.08
Total Function 8040		24,657.00	24,657.00	1,234.63	4,720.52	19,936.48	80.86
Function 8140							
A.8140.121	STORMSEWERS	0.00	0.00	0.00	0.00	0.00	100.00
A.8140.200	STORMSEWERS.CAPITAL.EQUIPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00
A.8140.400	STORMSEWERS.CONTRACTUAL	22,500.00	22,500.00	22.02	5,546.12	16,953.88	75.35
Total Function 8140		23,500.00	23,500.00	22.02	5,546.12	17,953.88	76.40
Function 8160							
A.8160.130	WASTE & RECYCLING MEO.PERSONAL SERVICES	55,149.00	55,149.00	5,389.20	21,998.58	33,150.42	60.11
A.8160.140	WASTE & RECYCLING LABORS PT.PERSONAL SERVICES	16,848.00	16,848.00	738.80	4,728.80	12,119.20	71.93
A.8160.200	WASTE & RECYCLING	0.00	0.00	0.00	0.00	0.00	100.00

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund A	GENERAL FUND						
Type E	Expense						
Function 8160							
A.8160.200	EQUIPMENT	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00
A.8160.201	WASTE & RECYCLING.GRANT IMPROVEMENTS						
A.8160.400	WASTE & RECYCLING CONTRACTUAL	84,220.00	84,220.00	4,067.55	24,082.42	60,137.58	71.41
Total Function 8160		206,217.00	206,217.00	10,195.55	50,809.80	155,407.20	75.36
Function 8664							
A.8664.121	CODE ENFORCEMENT	54,363.00	54,363.00	4,181.78	22,999.79	31,363.21	57.69
A.8664.122	CODE ENFORCEMENT	15,857.00	15,857.00	903.36	6,323.52	9,533.48	60.12
A.8664.124	CODE ENFORCEMENT	53,040.00	53,040.00	4,080.00	22,487.07	30,572.93	57.84
A.8664.125	CODE ENFORCEMENT.. F/T	45,000.00	45,000.00	0.00	0.00	45,000.00	100.00
A.8664.200	CODE ENFORCEMENT.CAPITAL.EQUIPMENT	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00
A.8664.400	ENFORCEMENT.CONTRACTUAL	7,815.00	7,815.00	1,378.58	2,531.04	5,283.96	67.61
Total Function 8664		177,575.00	177,575.00	10,543.72	54,321.42	123,253.58	69.41
Function 8810							
A.8810.400	CEMETERIES CONTRACTUAL	6,000.00	6,000.00	0.00	2,250.00	3,750.00	62.50
Total Function 8810		6,000.00	6,000.00	0.00	2,250.00	3,750.00	62.50
Function 8989							
A.8989.400	CDGA LAKE MANAGEMENT PLAN	29,000.00	29,000.00	0.00	22,365.37	6,634.63	22.88
Total Function 8989		29,000.00	29,000.00	0.00	22,365.37	6,634.63	22.88
Function 9010							
A.9010.800	NYS RETIREMENT	147,000.00	147,000.00	0.00	0.00	147,000.00	100.00
Total Function 9010		147,000.00	147,000.00	0.00	0.00	147,000.00	100.00
Function 9030							
A.9030.800	SOCIAL SECURITY/MEDICARE	92,000.00	92,000.00	5,734.79	31,981.37	60,018.63	65.24

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Fund A	GENERAL FUND						
Type E	Expense						
Function 9030							
Total Function 9030		92,000.00	92,000.00	5,734.79	31,981.37	60,018.63	65.24
Function 9040							
A.9040.800	WORKERS COMPENSATION	36,000.00	36,000.00	0.00	30,800.52	5,199.48	14.44
Total Function 9040		36,000.00	36,000.00	0.00	30,800.52	5,199.48	14.44
Function 9050							
A.9050.800	UNEMPLOYMENT INSURANCE	12,000.00	12,000.00	0.00	4,659.79	7,340.21	61.17
Total Function 9050		12,000.00	12,000.00	0.00	4,659.79	7,340.21	61.17
Function 9055							
A.9055.800	DISABILITY INSURANCE	2,500.00	2,500.00	0.00	749.60	1,750.40	70.02
Total Function 9055		2,500.00	2,500.00	0.00	749.60	1,750.40	70.02
Function 9060							
A.9060.810	MEDICAL/DENTAL INSURANCE	135,797.00	135,797.00	11,971.52	70,624.47	65,172.53	47.99
A.9060.820	HOSPITAL/MEDICAL BUY-OUT	8,000.00	8,000.00	461.52	2,538.36	5,461.64	68.27
A.9060.830	HSA ACCOUNT	38,000.00	38,000.00	0.00	11,760.00	26,240.00	69.05
A.9060.840	HOSPITAL/MEDICAL RETIREE BENEFIT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 9060		181,797.00	181,797.00	12,433.04	84,922.83	96,874.17	53.29
Function 9901							
A.9901.900	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 9901		0.00	0.00	0.00	0.00	0.00	100.00
Function 9950							
A.9950.900	TRANSFER,HIGHWAY FUND	200,000.00	200,000.00	0.00	0.00	200,000.00	100.00
Total Function 9950		200,000.00	200,000.00	0.00	0.00	200,000.00	100.00
Total Type E	Expense	3,667,572.00	3,667,572.00	179,606.99	953,303.81	2,714,268.19	74.01

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund A	GENERAL FUND						
Total Fund A	GENERAL FUND	0.00	0.00	217,640.95	1,023,866.18	(1,023,866.18)	100.00

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund CD Type R	SPECIAL GRANTS Revenue						
CD.5031	INTERFUND REVENUE	0.00	0.00	0.00	0.00	0.00	100.00
Total Type R	Revenue	0.00	0.00	0.00	0.00	0.00	100.00

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Fund CD	SPECIAL GRANTS						
Type E	Expense						
Function 8684							
CD.8684.200	PLANNING & MANAGEMENT DEVT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 8684		0.00	0.00	0.00	0.00	0.00	100.00
Total Type E	Expense	0.00	0.00	0.00	0.00	0.00	100.00
Total Fund CD	SPECIAL GRANTS	0.00	0.00	0.00	0.00	0.00	100.00

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund CM	MISCELLANEOUS (SPECIFY)						
Type R	Revenue						
CM.2001	PARK & RECREATION FEES	60,000.00	60,000.00	2,000.00	18,000.00	42,000.00	70.00
CM.2189	HOME & COMMUNITY SERVICE INCOME	0.00	0.00	0.00	0.00	0.00	100.00
CM.2401	INTEREST & EARNINGS	0.00	0.00	59.50	288.89	(288.89)	100.00
CM.2705	GIFTS & DONATIONS	0.00	0.00	0.00	0.00	0.00	100.00
CM.2770	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00	100.00
CM.5031	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	100.00
CM.9000	APPROPRIATED FUND BALANCE FOR BUDGET	132,000.00	132,000.00	0.00	0.00	132,000.00	100.00
Total Type R	Revenue	192,000.00	192,000.00	2,059.50	18,288.89	173,711.11	90.47

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

Fiscal Year: 2016 Period From: 5 To: 5

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund CM	MISCELLANEOUS (SPECIFY)						
Type E	Expense						
Function 7110							
CM.7110.200	PARKS AND RECREATION.CAPITAL.EQUIPM ENT/CAPITAL	0.00	0.00	0.00	0.00	0.00	100.00
CM.7110.400	PARK.CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 7110		0.00	0.00	0.00	0.00	0.00	100.00
Function 9901							
CM.9901.900	INTERFUND TRANSFER	192,000.00	192,000.00	0.00	0.00	192,000.00	100.00
Total Function 9901		192,000.00	192,000.00	0.00	0.00	192,000.00	100.00
Total Type E	Expense	192,000.00	192,000.00	0.00	0.00	192,000.00	100.00
Total Fund CM	MISCELLANEOUS (SPECIFY)	0.00	0.00	2,059.50	18,288.89	(18,288.89)	100.00

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund D	HIGHWAY FUND						
Type R	Revenue						
D.1001	REAL PROPERTY TAXES	826,853.00	826,853.00	0.00	826,853.00	0.00	0.00
D.1120	NON PROPERTY SALES TAX	2,585,000.00	2,589,020.90	646,250.00	646,250.00	1,942,770.90	75.04
D.2189	HOME & COMMUNITY SERVICE INCOME	0.00	0.00	0.00	0.00	0.00	100.00
D.2302	SERVICES/OTHER GOVERNMENTS	127,531.00	127,531.00	0.00	70,814.71	56,716.29	44.47
D.2303	SALE OF FUEL	0.00	0.00	0.00	0.00	0.00	100.00
D.2401	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	100.00
D.2650	SALE OF SCRAP MATERIALS	0.00	0.00	0.00	0.00	0.00	100.00
D.2665	SALE OF EQUIPMENT	102,000.00	102,000.00	55,471.50	65,221.50	36,778.50	36.06
D.2680	INSURANCE RECOVERIES	0.00	0.00	0.00	0.00	0.00	100.00
D.2701	REFUND PRIOR YEARS EXPENSES	0.00	0.00	0.00	1,100.00	(1,100.00)	100.00
D.3501	NYS STATE AID CHIPS	200,000.00	200,000.00	0.00	0.00	200,000.00	100.00
D.3589	OTHER STATE AID	0.00	0.00	0.00	0.00	0.00	100.00
D.4960	FEMA - EMERGENCY DISASTER	0.00	0.00	0.00	0.00	0.00	100.00
D.5031	INTERFUND TRANSFERS	200,000.00	200,000.00	0.00	0.00	200,000.00	100.00
D.9000	APPROPRIATED FUND	300,000.00	300,000.00	0.00	0.00	300,000.00	100.00
D.9230	BALANCE FOR BUDGET HGWY EQUIP RESERVE FOR BUDGET	0.00	0.00	0.00	0.00	0.00	100.00
D.9231	HIGHWAY EQUIPMENT RESERVE	88,864.00	88,864.00	0.00	0.00	88,864.00	100.00
D.9232	HGWY IMPROVEMENT RESERVE FOR BUDGET	88,865.00	88,865.00	0.00	0.00	88,865.00	100.00
Total Type R	Revenue	4,519,113.00	4,523,133.90	701,721.50	1,610,239.21	2,912,894.69	64.40

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund D	HIGHWAY FUND						
Type E	Expense						
Function 1710							
D.1710.400	HWY.CONTRACTUAL	75,550.00	75,550.00	8,743.62	34,320.96	41,229.04	54.57
Total Function 1710		75,550.00	75,550.00	8,743.62	34,320.96	41,229.04	54.57
Function 5110							
D.5110.130	GENERAL REPAIRS.WAGES F/T	547,944.00	547,944.00	60,615.21	123,153.93	424,790.07	77.52
D.5110.200	GENERAL REPAIRS.CAPITAL.EQUIPMENT	0.00	0.00	0.00	0.00	0.00	100.00
D.5110.400	GENERAL REPAIRS.CONTRACTUAL	1,767,520.00	1,767,520.00	44,401.99	143,851.85	1,623,668.15	91.86
D.5110.410	TRAINING & MEMBERSHIP DUES	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 5110		2,315,464.00	2,315,464.00	105,017.20	267,005.78	2,048,458.22	88.47
Function 5112							
D.5112.200	IMPROVEMENTS.CAPITAL.EQUIPMENT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 5112		0.00	0.00	0.00	0.00	0.00	100.00
Function 5130							
D.5130.200	MACHINERY.CAPITAL.EQUIPMENT	418,500.00	418,500.00	0.00	13,983.60	404,516.40	96.66
D.5130.210	SHOP EQUIPMENT.NEW RADIOS	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400	MACHINERY.CONTRACTUAL..	253,250.00	236,569.38	8,156.84	81,939.77	154,629.61	65.36
D.5130.400.101	MACHINERY.CONTRACTUAL.C AR #1	0.00	101.76	139.95	241.71	(139.95)	(137.53)
D.5130.400.102	MACHINERY.CONTRACTUAL.C AR #2	0.00	3,535.09	0.00	3,535.09	0.00	0.00
D.5130.400.103	MACHINERY.CONTRACTUAL.C AR #3	0.00	0.00	247.50	247.50	(247.50)	100.00
D.5130.400.104	MACHINERY.CONTRACTUAL.C AR #4	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.105	MACHINERY.CONTRACTUAL.C AR #5	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.106	MACHINERY.CONTRACTUAL.C AR #6	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.107	MACHINERY.CONTRACTUAL.C AR #7	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.201	MACHINERY.CONTRACTUAL.TRUCK #1	0.00	0.00	2,270.00	2,717.81	(2,717.81)	100.00

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund D	HIGHWAY FUND						
Type E	Expense						
Function 5130							
D.5130.400.202	MACHINERY.CONTRACTUAL.TR UCK #2	0.00	303.25	4,909.43	5,322.75	(5,019.50)	(1,655.23)
D.5130.400.203	MACHINERY.CONTRACTUAL.TR UCK #3	0.00	215.86	14.98	300.36	(84.50)	(39.15)
D.5130.400.204	MACHINERY.CONTRACTUAL.TR UCK #4	0.00	1,006.29	3,138.07	7,624.76	(6,618.47)	(657.71)
D.5130.400.205	MACHINERY.CONTRACTUAL.TR UCK #5	0.00	1,480.68	2,983.36	4,497.29	(3,016.61)	(203.73)
D.5130.400.207	MACHINERY.CONTRACTUAL.TR UCK #7	0.00	199.50	20.00	3,090.82	(2,891.32)	(1,449.28)
D.5130.400.208	MACHINERY.CONTRACTUAL.TR UCK #8	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.209	MACHINERY.CONTRACTUAL.TR UCK #9	0.00	26.00	0.00	26.00	0.00	0.00
D.5130.400.210	MACHINERY.CONTRACTUAL.TR UCK #10	0.00	0.00	3,150.68	3,150.68	(3,150.68)	100.00
D.5130.400.211	MACHINERY.CONTRACTUAL.TR UCK #11	0.00	55.00	0.00	55.00	0.00	0.00
D.5130.400.213	MACHINERY.CONTRACTUAL.TR UCK #13	0.00	2,614.02	0.00	2,614.02	0.00	0.00
D.5130.400.214	MACHINERY.CONTRACTUAL.TR UCK #14	0.00	533.69	100.85	1,934.14	(1,400.45)	(262.41)
D.5130.400.215	MACHINERY.CONTRACTUAL.TR UCK #15	0.00	267.20	20.00	249.12	18.08	6.77
D.5130.400.216	MACHINERY.CONTRACTUAL.TR UCK #16	0.00	0.00	20.00	20.00	(20.00)	100.00
D.5130.400.217	MACHINERY.CONTRACTUAL.TR UCK #17	0.00	0.00	3,099.18	3,137.26	(3,137.26)	100.00
D.5130.400.218	MACHINERY.CONTRACTUAL.TR UCK #18	0.00	15.49	0.00	15.49	0.00	0.00
D.5130.400.219	MACHINERY.CONTRACTUAL.TR UCK #19	0.00	0.00	766.75	2,592.70	(2,592.70)	100.00
D.5130.400.230	MACHINERY.CONTRACTUAL.TR UCK #30	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.231	MACHINERY.CONTRACTUAL.TR UCK #31	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.244R	MACHINERY.CONTRACTUAL.TR UCK #44	0.00	883.27	110.09	993.36	(110.09)	(12.46)
D.5130.400.306	MACHINERY.CONTRACTUAL.G RADER #6	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.308	MACHINERY.CONTRACTUAL.LO ADER #8	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.312	MACHINERY.CONTRACTUAL.G RADER #12	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.313	MACHINERY.CONTRACTUAL.TR UCK #13L	0.00	0.00	0.00	0.00	0.00	100.00

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Fund D	HIGHWAY FUND						
Type E	Expense						
Function 5130							
D.5130.400.320	MACHINERY.CONTRACTUAL.EX CAVATOR #20	0.00	0.00	389.16	389.16	(389.16)	100.00
D.5130.400.321	MACHINERY.CONTRACTUAL.EX CAVATOR #21	0.00	4,816.32	0.00	4,816.32	0.00	0.00
D.5130.400.323	MACHINERY.CONTRACTUAL.BA CKHOW #23	0.00	627.20	0.00	627.20	0.00	0.00
D.5130.400.324	MACHINERY.CONTRACTUAL.EX CAVATOR #24	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.326	MACHINERY.CONTRACTUAL.TR ACTOR #26	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.327	MACHINERY.CONTRACTUAL.TR ACTOR #27	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.328	MACHINERY.CONTRACTUAL.TR ACTOR #28	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.329	MACHINERY.CONTRACTUAL.TR ACTOR #29	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.332	MACHINERY.CONTRACTUAL.TR AILER #32	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.335	MACHINERY.CONTRACTUAL.M OWER #35	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.336	MACHINERY.CONTRACTUAL.M OWER #36	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.340	MACHINERY.CONTRACTUAL.S WEEPER #40	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.350	MACHINERY.CONTRACTUAL.R OLLER #50	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.351	MACHINERY.CONTRACTUAL.FL USH TRAILER #51	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.352	MACHINERY.CONTRACTUAL.F ORKLIFT #52	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.353	MACHINERY.CONTRACTUAL.TR AILER #53	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.354	MACHINERY.CONTRACTUAL.D OZER #54	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.356	MACHINERY.CONTRACTUAL.B US #56	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.357	MACHINERY.CONTRACTUAL.D OZER #57	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.358	MACHINERY.CONTRACTUAL.TR AILER #58	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.359	MACHINERY.CONTRACTUAL.M OWER #59	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.360	MACHINERY.CONTRACTUAL.F ORKLIFT #60	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.361	MACHINERY.CONTRACTUAL.BA CKHOW #61	0.00	0.00	0.00	0.00	0.00	100.00

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Fund D	HIGHWAY FUND						
Type E	Expense						
Function 5130							
D.5130.400.362	MACHINERY.CONTRACTUAL.TR AILER #62	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.363	MACHINERY.CONTRACTUAL.LO ADER #63	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.364	MACHINERY.CONTRACTUAL.M OWER #64	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.365	MACHINERY.CONTRACTUAL.EX CAVATOR #65	0.00	0.00	848.17	848.17	(848.17)	100.00
D.5130.400.366	MACHINERY.CONTRACTUAL.EX CAVATOR #66	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.367	MACHINERY.CONTRACTUAL.UT ILITY VEHICLE #67	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.368	MACHINERY.CONTRACTUAL.M OWER #68	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.401	MACHINERY.CONTRACTUAL.W ATER TRUCK #1	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.402	MACHINERY.CONTRACTUAL.W ATER TRUCK #2	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.400.403	MACHINERY.CONTRACTUAL.W ATER TRUCK #3	0.00	0.00	0.00	0.00	0.00	100.00
D.5130.410	MACHINERY.FUEL METERING	251,500.00	251,500.00	7,000.19	39,607.59	211,892.41	84.25
Total Function 5130		923,250.00	923,250.00	37,385.20	184,577.67	738,672.33	80.01
Function 5142							
D.5142.130	SNOW REMOVAL.WAGES F/T	367,000.00	367,000.00	0.00	250,749.81	116,250.19	31.68
D.5142.400	SNOW REMOVAL.CONTRACTUAL	400,000.00	400,000.00	0.00	209,649.47	190,350.53	47.59
Total Function 5142		767,000.00	767,000.00	0.00	460,399.28	306,600.72	39.97
Function 9010							
D.9010.800	NYS RETIREMENT	181,000.00	181,000.00	0.00	0.00	181,000.00	100.00
Total Function 9010		181,000.00	181,000.00	0.00	0.00	181,000.00	100.00
Function 9030							
D.9030.800	SOCIAL SECURITY/MEDICARE	78,000.00	78,000.00	4,616.95	27,874.31	50,125.69	64.26
Total Function 9030		78,000.00	78,000.00	4,616.95	27,874.31	50,125.69	64.26
Function 9040							

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Fund D	HIGHWAY FUND						
Type E	Expense						
Function 9040							
D.9040.800	WORKERS COMPENSATION	20,000.00	24,020.90	0.00	24,020.90	0.00	0.00
Total Function 9040		20,000.00	24,020.90	0.00	24,020.90	0.00	0.00
Function 9050							
D.9050.800	UNEMPLOYMENT INSURANCE	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00
Total Function 9050		2,000.00	2,000.00	0.00	0.00	2,000.00	100.00
Function 9055							
D.9055.800	DISABILITY INSURANCE	500.00	500.00	0.00	214.72	285.28	57.06
Total Function 9055		500.00	500.00	0.00	214.72	285.28	57.06
Function 9060							
D.9060.810	MEDICAL/DENTAL INSURANCE	103,585.00	103,585.00	11,678.41	68,569.40	35,015.60	33.80
D.9060.820	HOSPITAL/MEDICAL BUY-OUT	6,000.00	6,000.00	461.52	2,692.20	3,307.80	55.13
D.9060.830	HSA ACCOUNT	29,000.00	29,000.00	0.00	14,000.00	15,000.00	51.72
D.9060.840	HOSPITAL/MEDICAL RETIREE BENEFIT	17,764.00	17,764.00	0.00	3,448.65	14,315.35	80.59
Total Function 9060		156,349.00	156,349.00	12,139.93	88,710.25	67,638.75	43.26
Function 9785							
D.9785.600	LEASE EQUIPMENT.PRINCIPAL	0.00	0.00	0.00	0.00	0.00	100.00
D.9785.700	LEASE EQUIPMENT.INTEREST	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 9785		0.00	0.00	0.00	0.00	0.00	100.00
Function 9950							
D.9950.900	TRANSFER HW EQUIPMENT RESERVE	0.00	0.00	0.00	0.00	0.00	100.00
D.9950.905	TRANSFER HW IMPROVE.RESERVE	0.00	0.00	0.00	0.00	0.00	100.00
D.9950.910	TRANSFER HW SNOW/ICE.RESERVE	0.00	0.00	0.00	0.00	0.00	100.00
D.9950.915	INTERFUND TRANSFERS.SEWER CAP	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 9950		0.00	0.00	0.00	0.00	0.00	100.00

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Fund D							
Type E	HIGHWAY FUND						
Function 9950	Expense	4,519,113.00	4,523,133.90	167,902.90	1,087,123.87	3,436,010.03	75.97
Total Type E	Expense						
Total Fund D	HIGHWAY FUND	0.00	0.00	533,818.60	523,115.34	(523,115.34)	100.00

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund F	WATER FUND						
Type R	Revenue						
F.2140	WATER RENTS	500,000.00	501,044.15	95,802.06	291,315.07	209,729.08	41.86
F.2141	TRANSMISSION CHARGES	0.00	0.00	0.00	0.00	0.00	100.00
F.2142	WATER SALES	2,200.00	2,200.00	0.00	2,370.75	(170.75)	(7.76)
F.2144	WATER SERVICES/METER SALES	20,000.00	20,000.00	0.00	10,180.00	9,820.00	49.10
F.2146	RETURNED CHECK FEE	0.00	0.00	0.00	0.00	0.00	100.00
F.2148	PENALTY ON WATER	5,000.00	5,000.00	611.51	764.48	4,235.52	84.71
F.2401	INTEREST & EARNINGS	3,200.00	3,200.00	0.00	0.00	3,200.00	100.00
F.2680	INSURANCE RECOVERIES	0.00	0.00	0.00	0.00	0.00	100.00
F.2701	REFUND PRIOR YEARS EXPENSE	0.00	0.00	0.00	0.00	0.00	100.00
F.5031	INTERFUND TRANSFERS	365,714.00	365,714.00	0.00	0.00	365,714.00	100.00
F.9000	APPROPRIATED FUND	348,989.00	348,989.00	0.00	0.00	348,989.00	100.00
Total Type R	Revenue	1,245,103.00	1,246,147.15	96,413.57	304,630.30	941,516.85	75.55

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Fund F	WATER FUND						
Type E	Expense						
Function 1380							
F.1380.400	FISCAL AGENT FEES.CONTRACTUAL	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00
Total Function 1380		1,500.00	1,500.00	0.00	0.00	1,500.00	100.00
Function 1990							
F.1990.400	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 1990		0.00	0.00	0.00	0.00	0.00	100.00
Function 8310							
F.8310.110	WATER	0.00	0.00	0.00	0.00	0.00	100.00
F.8310.120	ADMINISTRATOR.WAGES						
F.8310.120	SUPERINTENDENT.SALARY	15,606.00	15,606.00	1,200.46	6,602.53	9,003.47	57.69
F.8310.131	MOTOR	153,478.00	153,478.00	8,964.17	39,610.67	113,867.33	74.19
F.8310.132	EQUIPMENT.OPERATOR						
F.8310.132	MOTOR	0.00	0.00	0.00	0.00	0.00	100.00
F.8310.133	EQUIPMENT.OPERATOR						
F.8310.133	CLERK.WAGES	0.00	0.00	0.00	0.00	0.00	100.00
F.8310.134	LABORER.WAGES	0.00	0.00	0.00	0.00	0.00	100.00
F.8310.200	EQUIPMENT	16,600.00	16,600.00	0.00	7,000.00	9,600.00	57.83
F.8310.201	PUMP STATION.CAPITAL	0.00	0.00	0.00	0.00	0.00	100.00
F.8310.400	MAINTENANCE.T/HOPEWELL	0.00	0.00	500.00	500.00	(500.00)	100.00
F.8310.410	LEGAL SERVICES	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00
F.8310.420	METER	16,000.00	16,000.00	0.00	1,421.14	14,578.86	91.12
F.8310.422	READING.CONTRACTUAL						
F.8310.422	OVERHEAD	0.00	0.00	0.00	0.00	0.00	100.00
F.8310.423	VEHICLE & REPAIR	5,000.00	5,000.00	1,567.99	1,583.28	3,416.72	68.33
F.8310.424	TRAINING & MEMBERSHIP DUES	1,500.00	2,520.57	75.00	2,640.57	(120.00)	(4.76)
F.8310.450	ENGINEERING	50,500.00	50,500.00	405.00	9,660.00	40,840.00	80.87
Total Function 8310		260,184.00	261,204.57	12,712.62	69,018.19	192,186.38	73.58
Function 8320							
F.8320.400	WATER PURCHASES	400,000.00	400,000.00	787.03	166,229.57	233,770.43	58.44
F.8320.420	UTILITIES	51,000.00	51,000.00	3,060.38	18,822.32	32,177.68	63.09
Total Function 8320		451,000.00	451,000.00	3,847.41	185,051.89	265,948.11	58.97
Function 8340							

TOWN OF CANANDAIGUA

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund F	WATER FUND						
Type E	Expense						
Function 8340							
F.8340.440	SERVICES & MAINTENANCE	123,400.00	123,400.00	15,835.36	107,518.48	15,881.52	12.87
F.8340.450	IMPROVEMENTS	333,000.00	333,000.00	0.00	0.00	333,000.00	100.00
Total Function 8340		456,400.00	456,400.00	15,835.36	107,518.48	348,881.52	76.44
Function 8397							
F.8397.200	WATER CAPITAL PROJECTS.EQUIP & CAP OUTLAY	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 8397		0.00	0.00	0.00	0.00	0.00	100.00
Function 9010							
F.9010.800	NYS RETIREMENT	22,500.00	22,500.00	0.00	0.00	22,500.00	100.00
Total Function 9010		22,500.00	22,500.00	0.00	0.00	22,500.00	100.00
Function 9030							
F.9030.800	SOCIAL SECURITY/MEDICARE	14,000.00	14,000.00	753.89	3,725.10	10,274.90	73.39
Total Function 9030		14,000.00	14,000.00	753.89	3,725.10	10,274.90	73.39
Function 9040							
F.9040.800	WORKERS COMPENSATION	3,600.00	3,623.58	0.00	3,623.58	0.00	0.00
Total Function 9040		3,600.00	3,623.58	0.00	3,623.58	0.00	0.00
Function 9050							
F.9050.800	UNEMPLOYMENT INSURANCE	500.00	500.00	0.00	0.00	500.00	100.00
Total Function 9050		500.00	500.00	0.00	0.00	500.00	100.00
Function 9055							
F.9055.800	DISABILITY INSURANCE	100.00	100.00	0.00	29.28	70.72	70.72
Total Function 9055		100.00	100.00	0.00	29.28	70.72	70.72
Function 9060							

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund F	WATER FUND						
Type E	Expense						
Function 9060							
F.9060.810	MEDICAL/DENTAL INSURANCE	28,519.00	28,519.00	1,193.05	7,270.57	21,248.43	74.51
F.9060.820	HOSPITAL/MEDICAL BUY-OUT	0.00	0.00	153.84	538.44	(538.44)	100.00
F.9060.830	HSA ACCOUNT	6,800.00	6,800.00	0.00	1,120.00	5,680.00	83.53
F.9060.840	HOSPITAL/MEDICAL RETIREE BENEFIT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 9060		35,319.00	35,319.00	1,346.89	8,929.01	26,389.99	74.72
Function 9950							
F.9950.900	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	100.00
F.9950.900.250	INTERFUND TRANSFERS...PURDY PROJECT CDBG	0.00	0.00	0.00	0.00	0.00	100.00
F.9950.900.251	INTERFUND TRANSFERS...PURDY EFC	0.00	0.00	0.00	0.00	0.00	100.00
F.9950.900.NOTT	INTERFUND TRANSFERS...NOTT ROAD CAPITAL PROJECT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 9950		0.00	0.00	0.00	0.00	0.00	100.00
Total Type E	Expense	1,245,103.00	1,246,147.15	34,496.17	377,895.53	868,251.62	69.67
Total Fund F	WATER FUND	0.00	0.00	61,917.40	(73,265.23)	73,265.23	100.00

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund H Type R	CAPITAL PROJECTS Revenue						
H.2401..14	INTEREST & EARNINGS.COUNTY RD 30 EXT #36	0.00	0.00	0.00	0.00	0.00	100.00
H.2401..15	INTEREST & EARNINGS.SEWER CAPITAL PROJECT	0.00	0.00	0.00	0.00	0.00	100.00
H.2401..16	INTEREST & EARNINGS.HICKOX ROAD WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
H.2401..17	INTEREST INCOME.OUTHUSE PARK	0.00	0.00	0.00	0.00	0.00	100.00
H.2401..4	INTEREST & EARNINGS.PARRISH STREET EXTENSION	0.00	0.00	0.00	0.00	0.00	100.00
H.2401..5	INTEREST & EARNINGS.DEVELOPMENT OF PARKS AND REC AREAS	0.00	0.00	0.00	0.00	0.00	100.00
H.2401..7	INTEREST & EARNINGS.HOPKINS-GIMBLE WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
H.2401..NOTT	INTEREST & EARNINGS.NOTT ROAD CAPITAL PROJECT OTHER LOCAL	0.00	(10.31)	0.00	0.00	(10.31)	100.00
H.2797..250	GOVERNMENTS.PURDY PROJECT CDBG OTHER LOCAL	0.00	(600,000.00)	0.00	0.00	(600,000.00)	100.00
H.2797..251	GOVERNMENTS.PURDY EFC OTHER LOCAL	0.00	0.00	0.00	0.00	0.00	100.00
H.2797..NOTT	GOVERNMENTS.NOTT ROAD CAPITAL PROJECT NYSEPF GRANT.OUTHUSE PARK	0.00	77,000.00	0.00	0.00	77,000.00	100.00
H.3989..17	INTERFUND TRANSFERS.OUTHUSE PARK INTERFUND	0.00	0.00	0.00	0.00	0.00	100.00
H.5031.A	TRANSFERS.GENERAL FUND INTERFUND	0.00	0.00	0.00	0.00	0.00	100.00
H.5031.F.250	TRANSFERS.WATER.PURDY PROJECT CDBG INTERFUND	0.00	0.00	0.00	0.00	0.00	100.00
H.5031.F.251	TRANSFERS.WATER.PURDY EFC INTERFUND	0.00	0.00	0.00	0.00	0.00	100.00
H.5031.F.NOTT	TRANSFERS.WATER.NOTT ROAD CAPITAL PROJECT SERIAL BONDS.PURDY EFC	0.00	0.00	0.00	0.00	0.00	100.00
H.5710..251		0.00	(550,000.00)	0.00	0.00	(550,000.00)	100.00

TOWN OF CANANDAIGUA

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund H Type R	CAPITAL PROJECTS Revenue						
H.5710..NOTT	SERIAL BONDS.NOTT ROAD CAPITAL PROJECT Revenue	0.00	(77,000.00)	0.00	0.00	(77,000.00)	100.00
Total Type R		0.00	(1,150,010.31)	0.00	0.00	(1,150,010.31)	100.00

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Revenue / Expense Control Report

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund H	CAPITAL PROJECTS						
Type E	Expense						
Function 1310							
H.1310.240.17	ADMINISTRATION.EXPENSE.OU THOUSE PARK	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 1310		0.00	0.00	0.00	0.00	0.00	100.00
Function 1380							
H.1380.400.250	FISCAL AGENT FEES.CONTRACTUAL.PURDY PROJECT CDBG	0.00	0.00	0.00	0.00	0.00	100.00
H.1380.400.251	FISCAL AGENT FEES.CONTRACTUAL.PURDY EFC	0.00	(21,686.63)	0.00	0.00	(21,686.63)	100.00
H.1380.400.NOTT	FISCAL AGENT FEES.CONTRACTUAL.NOTT ROAD CAPITAL PROJECT	0.00	2,000.00	0.00	0.00	2,000.00	100.00
Total Function 1380		0.00	(19,686.63)	0.00	0.00	(19,686.63)	100.00
Function 1420							
H.1420.400.250	ATTORNEY.CONTRACTUAL.PU RDY PROJECT CDBG	0.00	0.00	0.00	0.00	0.00	100.00
H.1420.400.251	ATTORNEY.CONTRACTUAL.PU RDY EFC	0.00	(2,992.63)	0.00	0.00	(2,992.63)	100.00
H.1420.400.NOTT	ATTORNEY.CONTRACTUAL.NO TT ROAD CAPITAL PROJECT	0.00	2,873.07	0.00	0.00	2,873.07	100.00
Total Function 1420		0.00	(119.56)	0.00	0.00	(119.56)	100.00
Function 1440							
H.1440.240.17	ENGINEER.EXPENSE.OUTHOU SE PARK	0.00	0.00	0.00	0.00	0.00	100.00
H.1440.400.17	ENGINEER.EXPENSE.OUTHOU SE PARK	0.00	0.00	0.00	0.00	0.00	100.00
H.1440.400.250	ENGINEERING.CONTRACTUAL. PURDY PROJECT CDBG	0.00	0.00	0.00	0.00	0.00	100.00
H.1440.400.251	ENGINEERING.CONTRACTUAL. PURDY EFC	0.00	(189,400.00)	0.00	0.00	(189,400.00)	100.00
H.1440.400.NOTT	ENGINEERING.CONTRACTUAL. NOTT ROAD CAPITAL PROJECT	0.00	9,682.00	0.00	0.00	9,682.00	100.00
Total Function 1440		0.00	(179,718.00)	0.00	0.00	(179,718.00)	100.00
Function 1990							

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund H	CAPITAL PROJECTS						
Type E	Expense						
Function 1990							
H.1990.400.250	CONTINGENCY.CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	100.00
H.1990.400.251	.PURDY PROJECT CDBG						
	CONTINGENCY.CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	100.00
	.PURDY EFC						
H.1990.400.NOTT	CONTINGENCY.CONTRACTUAL	0.00	3,186.00	0.00	0.00	3,186.00	100.00
	.NOTT ROAD CAPITAL PROJECT						
Total Function 1990		0.00	3,186.00	0.00	0.00	3,186.00	100.00
Function 7197							
H.7197.100.17	LABOR.EXPENSE.OUTHOUSE PARK	0.00	0.00	0.00	0.00	0.00	100.00
H.7197.240.17	DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	100.00
	MATERIALS..OUTHOUSE PARK						
Total Function 7197		0.00	0.00	0.00	0.00	0.00	100.00
Function 8340							
H.8340.240.250	SERVICES & MAINTENANCE...PURDY PROJECT CDBG	0.00	(600,000.00)	0.00	0.00	(600,000.00)	100.00
H.8340.240.251	SERVICES & MAINTENANCE...PURDY EFC	0.00	(316,398.00)	0.00	0.00	(316,398.00)	100.00
H.8340.240.NOTT	SERVICES & MAINTENANCE...NOTT ROAD CAPITAL PROJECT	0.00	20,160.67	0.00	0.00	20,160.67	100.00
Total Function 8340		0.00	(896,237.33)	0.00	0.00	(896,237.33)	100.00
Function 8397							
H.8397.200.NOTT	WATER CAPITAL PROJECTS.CAPITAL.EQUIPME NT.NOTT ROAD CAPITAL PROJECT	0.00	(38,066.05)	0.00	0.00	(38,066.05)	100.00
Total Function 8397		0.00	(38,066.05)	0.00	0.00	(38,066.05)	100.00
Function 9780							
H.9780.700.250	DEBT SERVICE FROM PUBLIC AUTHORITY.INTEREST.PURDY PROJECT CDBG	0.00	0.00	0.00	0.00	0.00	100.00

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund H	CAPITAL PROJECTS						
Type E	Expense						
Function 9780							
H.9780.700.251	DEBT SERVICE FROM PUBLIC AUTHORITY.INTEREST.PURDY EFC	0.00	0.00	0.00	0.00	0.00	100.00
H.9780.700.NOTT	DEBT SERVICE FROM PUBLIC AUTHORITY.INTEREST.NOTT ROAD CAPITAL PROJECT	0.00	154.00	0.00	0.00	154.00	100.00
Total Function 9780		0.00	154.00	0.00	0.00	154.00	100.00
Function 9901							
H.9901.900.11	INTERFUND TRANSFER...MCINTYRE WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
H.9901.900.12	INTERFUND TRANSFER...CDGA-BRISTOL WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
H.9901.900.14	INTERFUND TRANSFER...COUNTY RD 30 EXT #36	0.00	0.00	0.00	0.00	0.00	100.00
H.9901.900.15	INTERFUND TRANSFER...SEWER CAPITAL PROJECT	0.00	0.00	0.00	0.00	0.00	100.00
H.9901.900.16	INTERFUND TRANSFER...HICKOX ROAD WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
H.9901.900.4	INTERFUND TRANSFER...PARRISH STREET EXTENSION	0.00	0.00	0.00	0.00	0.00	100.00
H.9901.900.7	INTERFUND TRANSFER...HOPKINS-GIMBLE WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 9901		0.00	0.00	0.00	0.00	0.00	100.00
Function 9903							
H.9903.9.16	TRANSFER/WATER- MAINTENANCE...HICKOX ROAD WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 9903		0.00	0.00	0.00	0.00	0.00	100.00
Total Type E	Expense	0.00	(1,130,487.57)	0.00	0.00	(1,130,487.57)	100.00
Total							

TOWN OF CANANDAIGUA

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund H	CAPITAL PROJECTS						
Fund H	CAPITAL PROJECTS	0.00	(19,522.74)	0.00	0.00	(19,522.74)	100.00

TOWN OF CANANDAIGUA
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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund PN Type R	PERMANANT TRUST - CEMETARY Revenue						
PN.2401	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	100.00
Total Type R	Revenue	0.00	0.00	0.00	0.00	0.00	100.00

TOWN OF CANANDAIGUA

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund S	WATER DISTRICTS						
Type R	Revenue						
S.1001	REAL PROPERTY TAXES						
S.1001..241	REAL PROPERTY TAXES.NOTT ROAD EXTENSION #6 WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
		4,536.00	4,536.00	0.00	4,536.00	0.00	0.00
S.1001..241A	REAL PROPERTY TAXES.ANDREWS - NORTH ROAD WATER DISTRICT	20,028.00	20,028.00	0.00	20,028.00	0.00	0.00
S.1001..241B	REAL PROPERTY TAXES.CANANDAIGUA - FARMINGTON WATER DISTRICT	83,309.00	83,309.00	0.00	83,309.00	0.00	0.00
S.1001..243	REAL PROPERTY TAXES.EXTENSION 8 - WEST LAKE SOUTH	94,140.00	94,140.00	0.00	94,140.00	0.00	0.00
S.1001..244	REAL PROPERTY TAXES.EXTENSION 9 - CRAMER ROAD WATER DISTRICT	3,000.00	3,000.00	0.00	3,000.00	0.00	0.00
S.1001..245	REAL PROPERTY TAXES.PARRISH STREET WATER DISTRICT	800.00	800.00	0.00	800.00	0.00	0.00
S.1001..245A	REAL PROPERTY TAXES.WEST LAKE WATER DISTRICT (BENEFIT BASIS)	22,850.00	22,850.00	0.00	22,850.00	0.00	0.00
S.1001..245B	REAL PROPERTY TAXES.MCINTYRE ROAD WATER DISTRICT	7,000.00	7,000.00	0.00	7,000.00	0.00	0.00
S.1001..246	REAL PROPERTY TAXES.EXTENSION 10 - WYFELLS ROAD	21,207.00	21,207.00	0.00	21,207.00	0.00	0.00
S.1001..246A	REAL PROPERTY TAXES.CANANDAIGUA BRISTOL JOINT WATER DISTRICT	2,801.00	2,801.00	0.00	2,801.00	0.00	0.00
S.1001..246B	REAL PROPERTY TAXES.EMERSON ALLEN TOWNLINE RD WATER DISTRICT	15,156.00	15,156.00	0.00	15,156.00	0.00	0.00
S.1001..247	REAL PROPERTY TAXES.CANANDAIGUA CONSOLIDATED WATER DISTRICT	264,167.00	264,167.00	0.00	264,167.00	0.00	0.00
S.1001..247A	REAL PROPERTY TAXES.EXTENSION 11 - ADAMS ROAD WATER DISTRICT	13,000.00	13,000.00	0.00	13,000.00	0.00	0.00
S.1001..247B	REAL PROPERTY TAXES.EX 36 - COUNTY ROAD #30 WATER	16,811.00	16,811.00	0.00	16,811.00	0.00	0.00

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund S	WATER DISTRICTS						
Type R	Revenue						
S.1001..247B	DISTRICT						
S.1001..248	REAL PROPERTY TAXES.RISSER ROAD WATER DISTRICT	2,254.00	2,254.00	0.00	2,254.00	0.00	0.00
S.1001..248A	REAL PROPERTY TAXES.HOPKINS GRIMBLE WATER DISTRICT	10,000.00	10,000.00	0.00	10,000.00	0.00	0.00
S.1001..248C	REAL PROPERTY TAXES.CANANDAIGUA - HOPEWELL WATER	64,526.00	64,526.00	0.00	64,526.00	0.00	0.00
S.1001..248D	REAL PROPERTY TAXES.HICKOX ROAD WATER DISTRICT	3,942.00	3,942.00	0.00	3,942.00	0.00	0.00
S.1001..249	REAL PROPERTY TAXES.PARRISH ROAD EXTENSION WATER DISTRICT	1,100.00	1,100.00	0.00	1,100.00	0.00	0.00
S.1001..249A	REAL PROPERTY TAXES.NOTT RD EXT 40	5,000.00	5,000.00	0.00	5,000.00	0.00	0.00
S.1030..245A	SPECIAL ASSESSMENT.WEST LAKE WATER DISTRICT (BENEFIT BASIS)	24,205.00	24,205.00	0.00	24,205.00	0.00	0.00
S.1030..246A	SPECIAL ASSESSMENT.CANANDAIGUA BRISTOL JOINT WATER DISTRICT	17,385.00	17,385.00	0.00	17,385.00	0.00	0.00
S.2140..241A	OTHER THAN TAXES.ANDREWS - NORTH ROAD WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.2140..241B	OTHER THAN TAXES.CANANDAIGUA - FARMINGTON WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.2140..246B	WATER RENT'S.EMERSON ALLEN TOWNLINE RD WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.2140..248	OTHER THAN TAXES.RISSER ROAD WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.2140..248C	UNPAID WATER BILLS - TAX ROLL.CANANDAIGUA - HOPEWELL WATER	0.00	0.00	0.00	0.00	0.00	100.00
S.2401..241	INTEREST & EARNINGS.NOTT ROAD EXTENSION #6 WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.2401..241A	INTEREST & EARNINGS.ANDREWS - NORTH ROAD WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00

TOWN OF CANANDAIGUA

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund S	WATER DISTRICTS						
Type R	Revenue						
S.2401..241B	INTEREST & EARNINGS.CANANDAIGUA - FARMINGTON WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.2401..243	INTEREST & EARNINGS.EXTENSION 8 - WEST LAKE SOUTH	0.00	0.00	0.00	0.00	0.00	100.00
S.2401..244	INTEREST & EARNINGS.EXTENSION 9 - CRAMER ROAD WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.2401..245	INTEREST & EARNINGS.PARRISH STREET WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.2401..245A	INTEREST & EARNINGS.WEST LAKE WATER DISTRICT (BENEFIT BASIS)	0.00	0.00	0.00	0.00	0.00	100.00
S.2401..245B	INTEREST & EARNINGS.MCINTYRE ROAD WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.2401..246	INTEREST & EARNINGS.EXTENSION 10 - WYFELLS ROAD	0.00	0.00	0.00	0.00	0.00	100.00
S.2401..246A	INTEREST & EARNINGS.CANANDAIGUA BRISTOL JOINT WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.2401..247	INTEREST & EARNINGS.CANANDAIGUA CONSOLIDATED WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.2401..247A	INTEREST & EARNINGS.EXTENSION 11 - ADAMS ROAD WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.2401..247B	INTEREST & EARNINGS.EX 36 - COUNTY ROAD #30 WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.2401..248	INTEREST & EARNINGS.RISSER ROAD WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.2401..248A	INTEREST & EARNINGS.HOPKINS GRIMBLE WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.2401..248C	INTEREST & EARNINGS.CANANDAIGUA -	0.00	0.00	0.00	0.00	0.00	100.00

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund S	WATER DISTRICTS						
Type R	Revenue						
S.2401..248C	HOPEWELL WATER						
S.2401..249	INTEREST & EARNINGS,PARRISH ROAD	0.00	0.00	0.00	0.00	0.00	100.00
	EXTENSION WATER DISTRICT						
S.2770..246A	MISCELLANEOUS	46,784.00	46,784.00	0.00	48,410.41	(1,626.41)	(3.48)
	INCOME,CANANDAIGUA						
	BRISTOL JOINT WATER						
	DISTRICT						
S.2770..249A	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	100.00
	INCOME,NOTT RD EXT 40						
S.5031..245	INTERFUND	0.00	0.00	0.00	0.00	0.00	100.00
	TRANSFERS,PARRISH STREET						
	WATER DISTRICT						
S.5031..245B	INTERFUND	0.00	0.00	0.00	0.00	0.00	100.00
	TRANSFERS,MCINTYRE ROAD						
	WATER DISTRICT						
S.5031..246A	INTERFUND	0.00	0.00	0.00	0.00	0.00	100.00
	TRANSFERS,CANANDAIGUA						
	BRISTOL JOINT WATER						
	DISTRICT						
S.5031..247	INTERFUND	0.00	0.00	0.00	0.00	0.00	100.00
	TRANSFERS,CANANDAIGUA						
	CONSOLIDATED WATER						
	DISTRICT						
S.5031..247B	INTERFUND TRANSFERS,EX 36	0.00	0.00	0.00	0.00	0.00	100.00
	- COUNTY ROAD #30 WATER						
	DISTRICT						
S.5031..248A	INTERFUND	0.00	0.00	0.00	0.00	0.00	100.00
	TRANSFERS,HOPKINS						
	GRIMBLE WATER DISTRICT						
S.5031..249	INTERFUND	0.00	0.00	0.00	0.00	0.00	100.00
	TRANSFERS,PARRISH ROAD						
	EXTENSION WATER DISTRICT						
S.5031.V.245B	INTERFUND TRANSFERS,DEBT	0.00	0.00	0.00	0.00	0.00	100.00
	SERVICE,MCINTYRE ROAD						
	WATER DISTRICT						
S.9000..241	APPROPRIATED FUND	0.00	0.00	0.00	0.00	0.00	100.00
	BALANCE FOR BUDGET,NOTT						
	ROAD EXTENSION #6 WATER						
	DISTRICT						
S.9000..243	APPROPRIATED FUND	5,147.00	5,147.00	0.00	0.00	5,147.00	100.00
	BALANCE FOR						
	BUDGET,EXTENSION 8 - WEST						
	LAKE SOUTH						
S.9000..244	APPROPRIATED FUND	684.00	684.00	0.00	0.00	684.00	100.00
	BALANCE FOR						

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund S	WATER DISTRICTS						
Type R	Revenue						
S.9000..244	BUDGET.EXTENSION 9 - CRAMER ROAD WATER DISTRICT	403.00	403.00	0.00	0.00	403.00	100.00
S.9000..245	APPROPRIATED FUND BALANCE FOR BUDGET.PARRISH STREET WATER DISTRICT	626.00	626.00	0.00	0.00	626.00	100.00
S.9000..245A	APPROPRIATED FUND BALANCE FOR BUDGET.WEST LAKE WATER DISTRICT (BENEFIT BASIS)	435.00	435.00	0.00	0.00	435.00	100.00
S.9000..245B	APPROPRIATED FUND BALANCE FOR BUDGET.MCINTYRE ROAD WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.9000..246	APPROPRIATED FUND BALANCE FOR BUDGET.EXTENSION 10 - WYFELLS ROAD	0.00	0.00	0.00	0.00	0.00	100.00
S.9000..247	APPROPRIATED FUND BALANCE FOR BUDGET.CANANDAIGUA CONSOLIDATED WATER DISTRICT	1,494.00	1,494.00	0.00	0.00	1,494.00	100.00
S.9000..247A	APPROPRIATED FUND BALANCE FOR BUDGET.EXTENSION 11 - ADAMS ROAD WATER DISTRICT	4,631.00	4,631.00	0.00	0.00	4,631.00	100.00
S.9000..248A	APPROPRIATED FUND BALANCE FOR BUDGET.HOPKINS GRIMBLE WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.9000..248C	APPROPRIATED FUND BALANCE FOR BUDGET.CANANDAIGUA - HOPEWELL WATER	4,485.00	4,485.00	0.00	0.00	4,485.00	100.00
S.9000..249	APPROPRIATED FUND BALANCE FOR BUDGET.PARRISH ROAD EXTENSION WATER DISTRICT	1,288.00	1,288.00	0.00	0.00	1,288.00	100.00
S.9000..249A	APPROPRIATED FUND BALANCE FOR BUDGET.NOTT RD EXT 40	0.00	0.00	0.00	0.00	0.00	100.00
S.9230..249A	TAX STABILIZATION RESERVE FOR.NOTT RD EXT 40						

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund S	WATER DISTRICTS						
Type R	Revenue						
S.9231..249A	HIGHWAY EQUIPMENT RESERVE.NOTT RD EXT 40	0.00	0.00	0.00	0.00	0.00	100.00
S.9232..249A	IMPROVEMENT RESERVE FOR BUDGET.NOTT RD EXT 40	0.00	0.00	0.00	0.00	0.00	100.00
S.9235..249A	NYSERS RESERVE.NOTT RD EXT 40	0.00	0.00	0.00	0.00	0.00	100.00
Total Type R	Revenue	763,194.00	763,194.00	0.00	745,627.41	17,566.59	2.30

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund S	WATER DISTRICTS						
Type E	Expense						
Function 1930							
S.1930.400.247	JUDGEMENTS & CLAIMS: CONTRACTUAL CANANDAIGUA CONSOLIDATED WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 1930		0.00	0.00	0.00	0.00	0.00	100.00
Function 1990							
S.1990.400.247B	CONTINGENCY..EX 36 - COUNTY ROAD #30 WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.1990.400.248A	CONTINGENCY..HOPKINS GRIMBLE WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 1990		0.00	0.00	0.00	0.00	0.00	100.00
Function 5110							
S.5110.400.247B	ADMINISTRATIVE..EX 36 - COUNTY ROAD #30 WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.5110.400.248A	ADMINISTRATIVE..HOPKINS GRIMBLE WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 5110		0.00	0.00	0.00	0.00	0.00	100.00
Function 8310							
S.8310.400.246A	LEGAL EXPENSE..CANANDAIGUA BRISTOL JOINT WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.8310.400.247B	LEGAL EXPENSE..EX 36 - COUNTY ROAD #30 WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.8310.400.248A	LEGAL EXPENSE..HOPKINS GRIMBLE WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.8310.410.241	LEGAL SERVICES..NOTT ROAD EXTENSION #6 WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.8310.410.245	LEGAL EXPENSES..PARRISH STREET WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 8310		0.00	0.00	0.00	0.00	0.00	100.00
Function 8350							

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund S	WATER DISTRICTS						
Type E	Expense						
Function 8350							
S.8350.400.241A	COMMON WATER.CONTRACTUAL.ANDRE WS - NORTH ROAD WATER DISTRICT	2,907.00	2,907.00	0.00	2,925.00	(18.00)	(0.62)
S.8350.400.241B	COMMON WATER.CONTRACTUAL.CANAN DAIGUA - FARMINGTON WATER DISTRICT	83,309.00	83,309.00	0.00	83,839.00	(530.00)	(0.64)
S.8350.400.246A	COMMON WATER.CONTRACTUAL.CANAN DAIGUA BRISTOL JOINT WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.8350.400.246B	COMMON WATER.CONTRACTUAL.EMERS ON ALLEN TOWNLINE RD WATER DISTRICT	2,249.00	2,249.00	0.00	10,041.58	(7,792.58)	(346.49)
S.8350.400.248	COMMON WATER.CONTRACTUAL.RISSE R ROAD WATER DISTRICT	2,254.00	2,254.00	0.00	2,343.72	(89.72)	(3.98)
S.8350.400.248C	COMMON WATER.CONTRACTUAL.CANAN DAIGUA - HOPEWELL WATER	64,526.00	64,526.00	0.00	70,706.03	(6,180.03)	(9.58)
Total Function 8350		155,245.00	155,245.00	0.00	169,855.33	(14,610.33)	(9.41)
Function 8389							
S.8389.400.241A	COMMON WATER.CONTRACTUAL.ANDRE WS - NORTH ROAD WATER DISTRICT	0.00	0.00	0.00	369.15	(369.15)	100.00
S.8389.400.241B	COMMON WATER.CONTRACTUAL.CANAN DAIGUA - FARMINGTON WATER DISTRICT	0.00	0.00	0.00	9,315.48	(9,315.48)	100.00
S.8389.400.246B	COMMON WATER.CONTRACTUAL.EMERS ON ALLEN TOWNLINE RD WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.8389.400.248	COMMON WATER.CONTRACTUAL.RISSE R ROAD WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.8389.400.248C	COMMON WATER.CONTRACTUAL.CANAN DAIGUA - HOPEWELL WATER	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 8389		0.00	0.00	0.00	9,684.63	(9,684.63)	100.00

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Account Table:
Alt. Sort Table:

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund S	WATER DISTRICTS						
Type E	Expense						
Function 8389							
Function 8397							
S.8397.200.246A	WATER CAPITAL PROJECTS.CAPITAL.EQUIPME NT.CANANDAIGUA BRISTOL JOINT WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.8397.200.247	WATER CAPITAL PROJECTS.CAPITAL.EQUIPME NT.CANANDAIGUA CONSOLIDATED WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.8397.200.247B	WATER CAPITAL PROJECTS.CAPITAL.EQUIPME NT.EXT 36 - COUNTY ROAD #30 WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.8397.201.248D	WATER CAPITAL PROJECTS...HICKOX ROAD WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 8397		0.00	0.00	0.00	0.00	0.00	100.00
Function 9701							
S.9701.600.246A	SERIAL BONDS CDGA.PRINCIPAL.CANANDAIGU A BRISTOL JOINT WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.9701.700.246A	SERIAL BONDS CDGA.INTEREST.CANANDAIGU A BRISTOL JOINT WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 9701		0.00	0.00	0.00	0.00	0.00	100.00
Function 9710							
S.9710.600.241	SERIAL BONDS.PRINCIPAL.NOTT ROAD EXTENSION #6 WATER DISTRICT	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00
S.9710.600.241A	SERIAL BONDS.PRINCIPAL.ANDREWS - NORTH ROAD WATER DISTRICT	15,000.00	15,000.00	0.00	15,000.00	0.00	0.00
S.9710.600.243	SERIAL BONDS.PRINCIPAL.EXTENSION 8 - WEST LAKE SOUTH	45,000.00	45,000.00	0.00	0.00	45,000.00	100.00

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund S	WATER DISTRICTS						
Type E	Expense						
Function 9710							
S.9710.600.244	SERIAL BONDS.PRINCIPAL.EXTENSION 9 - CRAMER ROAD WATER DISTRICT	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00
S.9710.600.245	SERIAL BONDS.PRINCIPAL.PARRISH STREET WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.9710.600.245A	SERIAL BONDS.PRINCIPAL.WEST LAKE WATER DISTRICT (BENEFIT BASIS)	23,000.00	23,000.00	0.00	0.00	23,000.00	100.00
S.9710.600.245B	SERIAL BONDS.PRINCIPAL.MCINTYRE ROAD WATER DISTRICT	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00
S.9710.600.246	SERIAL BONDS.PRINCIPAL.EXTENSION 10 - WYFELLS ROAD	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00
S.9710.600.246A	SERIAL BONDS BRISTOL.PRINCIPAL.CANANDAI GUA BRISTOL JOINT WATER DISTRICT	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00
S.9710.600.246B	SERIAL BONDS.PRINCIPAL.EMERSON ALLEN TOWNLINE RD WATER DISTRICT	5,000.00	5,000.00	0.00	5,000.00	0.00	0.00
S.9710.600.247A	SERIAL BONDS.PRINCIPAL.EXTENSION 11 - ADAMS ROAD WATER DISTRICT	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00
S.9710.600.247B	SERIAL BONDS.PRINCIPAL.EX 36 - COUNTY ROAD #30 WATER DISTRICT	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00
S.9710.600.248	SERIAL BONDS.PRINCIPAL.RISSER ROAD WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.9710.600.248A	SERIAL BONDS.PRINCIPAL.HOPKINS GRIMBLE WATER DISTRICT	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00
S.9710.600.248C	SERIAL BONDS.PRINCIPAL.CANANDAIG UA - HOPEWELL WATER	0.00	0.00	0.00	0.00	0.00	100.00
S.9710.600.249	SERIAL BONDS.PRINCIPAL.PARRISH ROAD EXTENSION WATER DISTRICT	3,600.00	3,600.00	0.00	0.00	3,600.00	100.00
S.9710.600.249A	SERIAL	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00

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Fund S	WATER DISTRICTS						
Type E	Expense						
Function 9710							
S.9710.600.249A	BONDS.PRINCIPAL.NOTT RD EXT 40						
S.9710.700.241	SERIAL BONDS.INTEREST.NOTT ROAD EXTENSION #6 WATER DISTRICT	150.00	150.00	0.00	75.00	75.00	50.00
S.9710.700.241A	SERIAL BONDS.INTEREST.ANDREWS - NORTH ROAD WATER DISTRICT	2,121.00	2,121.00	0.00	2,121.00	0.00	0.00
S.9710.700.243	SERIAL BONDS.INTEREST.EXTENSION 8 - WEST LAKE SOUTH	4,300.00	4,300.00	0.00	2,150.00	2,150.00	50.00
S.9710.700.244	SERIAL BONDS.INTEREST.EXTENSION 9 - CRAMER ROAD WATER DISTRICT	200.00	200.00	0.00	100.00	100.00	50.00
S.9710.700.245	SERIAL BONDS.INTEREST.PARRISH STREET WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.9710.700.245A	SERIAL BONDS.INTEREST.WEST LAKE WATER DISTRICT (BENEFIT BASIS)	1,205.00	1,205.00	0.00	575.00	630.00	52.28
S.9710.700.245B	SERIAL BONDS.INTEREST.MCINTYRE ROAD WATER DISTRICT	4,232.00	4,232.00	0.00	0.00	4,232.00	100.00
S.9710.700.246	SERIAL BONDS.INTEREST.EXTENSION 10 - WYFELLS ROAD	1,200.00	1,200.00	0.00	600.00	600.00	50.00
S.9710.700.246A	SERIAL BONDS BRISTOL.INTEREST.CANANDAI GUA BRISTOL JOINT WATER DISTRICT	43,741.00	43,741.00	0.00	0.00	43,741.00	100.00
S.9710.700.246B	SERIAL BONDS.INTEREST.EMERSON ALLEN TOWNLINE RD WATER DISTRICT	7,907.00	7,907.00	0.00	7,907.00	0.00	0.00
S.9710.700.247A	SERIAL BONDS.INTEREST.EXTENSION 11 - ADAMS ROAD WATER DISTRICT	750.00	750.00	0.00	250.00	500.00	66.67
S.9710.700.247B	SERIAL BONDS.INTEREST.EX 36 - COUNTY ROAD #30 WATER DISTRICT	10,075.00	10,075.00	0.00	0.00	10,075.00	100.00
S.9710.700.248	SERIAL	0.00	0.00	0.00	0.00	0.00	100.00

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Fund S	WATER DISTRICTS						
Type E	Expense						
Function 9710							
S.9710.700.248	BONDS.INTEREST.RISSER ROAD WATER DISTRICT	6,238.00	6,238.00	0.00	0.00	6,238.00	100.00
S.9710.700.248A	SERIAL						
S.9710.700.248C	BONDS.INTEREST.HOPKINS GRIMBLE WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.9710.700.248C	SERIAL						
S.9710.700.249	BONDS.INTEREST.CANANDAIGUA - HOPEWELL WATER	315.00	315.00	0.00	0.00	315.00	100.00
S.9710.700.249	SERIAL						
S.9710.700.249A	BONDS.INTEREST.PARRISH ROAD EXTENSION WATER DISTRICT	2,294.00	2,294.00	0.00	0.00	2,294.00	100.00
S.9710.700.249A	SERIAL						
Total Function 9710	BONDS.INTEREST.NOTT RD EXT 40	228,328.00	228,328.00	0.00	33,778.00	194,550.00	85.21
Function 9730							
S.9730.700.247B	BOND ANTICIPATION NOTES.INTEREST.EX 36 - COUNTY ROAD #30 WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 9730		0.00	0.00	0.00	0.00	0.00	100.00
Function 9903							
S.9903.400.248A	TRANSFER/WATER- MAINTENANCE.CONTRACTUAL. HOPKINS GRIMBLE WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
S.9903.900.241	TRANSFER/WATER- MAINTENANCE...NOTT ROAD EXTENSION #6 WATER DISTRICT	1,386.00	1,386.00	0.00	0.00	1,386.00	100.00
S.9903.900.243	TRANSFER/WATER- MAINTENANCE...EXTENSION 8 - WEST LAKE SOUTH	49,987.00	49,987.00	0.00	0.00	49,987.00	100.00
S.9903.900.244	TRANSFER/WATER- MAINTENANCE...EXTENSION 9 - CRAMER ROAD WATER DISTRICT	1,484.00	1,484.00	0.00	0.00	1,484.00	100.00
S.9903.900.245	TRANSFER/WATER- MAINTENANCE...PARRISH STREET WATER DISTRICT	1,203.00	1,203.00	0.00	0.00	1,203.00	100.00

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

Fiscal Year: 2016 Period From: 5 To: 5

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund S	WATER DISTRICTS						
Type E	Expense						
Function 9903							
S.9903.900.245A	TRANSFER/WATER- MAINTENANCE...WEST LAKE WATER DISTRICT (BENEFIT BASIS)	23,476.00	23,476.00	0.00	0.00	23,476.00	100.00
S.9903.900.245B	TRANSFER/WATER- MAINTENANCE...MCINTYRE ROAD WATER DISTRICT	1,203.00	1,203.00	0.00	0.00	1,203.00	100.00
S.9903.900.246	TRANSFER/WATER- MAINTENANCE...EXTENSION 10 - WYFELLS ROAD	8,007.00	8,007.00	0.00	0.00	8,007.00	100.00
S.9903.900.246A	TRANSFER/WATER- MAINTENANCE...CANANDAIGU A BRISTOL JOINT WD-	8,229.00	8,229.00	0.00	0.00	8,229.00	100.00
S.9903.900.247	CANANDAIGUA TRANSFER/WATER- MAINTENANCE...CANANDAIGU A CONSOLIDATED WATER DISTRICT	264,167.00	264,167.00	0.00	0.00	264,167.00	100.00
S.9903.900.247A	TRANSFER/WATER- MAINTENANCE...EXTENSION 11 - ADAMS ROAD WATER DISTRICT	8,744.00	8,744.00	0.00	0.00	8,744.00	100.00
S.9903.900.247B	TRANSFER/WATER- MAINTENANCE...EX 36 - COUNTY ROAD #30 WATER DISTRICT	1,736.00	1,736.00	0.00	0.00	1,736.00	100.00
S.9903.900.248A	TRANSFER/WATER- MAINTENANCE...HOPKINS GRIMBLE WATER DISTRICT	3,393.00	3,393.00	0.00	0.00	3,393.00	100.00
S.9903.900.248D	TRANSFER/WATER- MAINTENANCE...HICKOX ROAD WATER DISTRICT	3,942.00	3,942.00	0.00	0.00	3,942.00	100.00
S.9903.900.249	TRANSFER/WATER- MAINTENANCE...PARRISH ROAD EXTENSION WATER DISTRICT	1,670.00	1,670.00	0.00	0.00	1,670.00	100.00
S.9903.900.249A	TRANSFER/WATER- MAINTENANCE...NOTT RD EXT 40	994.00	994.00	0.00	0.00	994.00	100.00
S.9903.901.246A	TRANSFER/WATER- MAINTENANCE...CANANDAIGU A BRISTOL JOINT WD-BRISTOL SHARE	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 9903		379,621.00	379,621.00	0.00	0.00	379,621.00	100.00
Function 9950							

TOWN OF CANANDAIGUA
Revenue / Expense Control Report

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund S	WATER DISTRICTS						
Type E	Expense						
Function 9950							
S.9950.900.248D	INTERFUND TRANSFERS...HICKOX ROAD WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 9950		0.00	0.00	0.00	0.00	0.00	100.00
Total Type E	Expense	763,194.00	763,194.00	0.00	213,317.96	549,876.04	72.05
Total Fund S	WATER DISTRICTS	0.00	0.00	0.00	532,309.45	(532,309.45)	100.00

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

Fiscal Year: 2016 Period From: 5 To: 5

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund SD	DRAINAGE DISTRICTS						
Type R	Revenue						
SD.1001..241	REAL PROPERTY TAXES.RT 332 DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1001..241A	REAL PROPERTY TAXES.LAKEWOOD MEADOWS DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1001..243	REAL PROPERTY TAXES.ASHTON DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1001..244	REAL PROPERTY TAXES.FOX RIDGE DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1001..245	REAL PROPERTY TAXES.LANDINGS DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1001..246	REAL PROPERTY TAXES.OLD BROOKSIDE DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1001..247	REAL PROPERTY TAXES.LAKESIDE ESTATES DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1001..248	REAL PROPERTY TAXES.WATERFORD POINT DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1001..249	REAL PROPERTY TAXES.STABLEGATE DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1001..250	REAL PROPERTY TAXES.PURDY PROJECT CDBG	0.00	0.00	0.00	0.00	0.00	100.00
SD.1001..251	REAL PROPERTY TAXES.PURDY EFC	0.00	0.00	0.00	0.00	0.00	100.00
SD.1030..241	SPECIAL ASSESSMENT.RT 332 DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1030..241A	SPECIAL ASSESSMENT.LAKEWOOD MEADOWS DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1030..243	SPECIAL ASSESSMENT.ASHTON DRAINAGE DISTRICT	2,993.00	2,993.00	0.00	2,993.00	0.00	0.00
SD.1030..244	SPECIAL ASSESSMENT.FOX RIDGE DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1030..245	SPECIAL ASSESSMENT.LANDINGS DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1030..246	SPECIAL ASSESSMENT.OLD BROOKSIDE DRAINAGE DISTRICT	4,230.00	4,230.00	0.00	4,230.00	0.00	0.00

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

Fiscal Year: 2016 Period From: 5 To: 5

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund SD	DRAINAGE DISTRICTS						
Type R	Revenue						
SD.1030..247	SPECIAL ASSESSMENT.LAKESIDE ESTATES DRAINAGE DISTRICT	2,508.00	2,508.00	0.00	2,508.00	0.00	0.00
SD.1030..248	SPECIAL ASSESSMENT.WATERFORD POINT DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1030..249	SPECIAL ASSESSMENT.STABLEGATE DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1030..250	SPECIAL ASSESSMENT.PURDY PROJECT CDBG	0.00	0.00	0.00	0.00	0.00	100.00
SD.1030..251	SPECIAL ASSESSMENT.PURDY EFC	0.00	0.00	0.00	0.00	0.00	100.00
SD.2401..241	INTEREST & EARNINGS.RT 332 DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.2401..241A	INTEREST & EARNINGS.LAKEWOOD MEADOWS DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.2401..243	INTEREST & EARNINGS.ASHTON DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.2401..244	INTEREST & EARNINGS.FOX RIDGE DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.2401..245	INTEREST & EARNINGS.LANDINGS DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.2401..246	INTEREST & EARNINGS.OLD BROOKSIDE DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.2401..247	INTEREST & EARNINGS.LAKESIDE ESTATES DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.2401..248	INTEREST & EARNINGS.WATERFORD POINT DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.2401..249	INTEREST & EARNINGS.STABLEGATE DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.2401..250	INTEREST & EARNINGS.PURDY PROJECT CDBG	0.00	0.00	0.00	0.00	0.00	100.00
SD.2401..251	INTEREST & EARNINGS.PURDY EFC	0.00	0.00	0.00	0.00	0.00	100.00
SD.5031..241	INTERFUND TRANSFERS.RT 332 DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.9000..243	APPROPRIATED FUND	3,007.00	3,007.00	0.00	0.00	3,007.00	100.00

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

Fiscal Year: 2016 Period From: 5 To: 5

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund SD Type R	DRAINAGE DISTRICTS Revenue						
SD.9000..243	BALANCE FOR BUDGET.ASHTON DRAINAGE DISTRICT						
SD.9000..244	APPROPRIATED FUND BALANCE FOR BUDGET.FOX RIDGE DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Type R	Revenue	12,738.00	12,738.00	0.00	9,731.00	3,007.00	23.61

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund SD	DRAINAGE DISTRICTS						
Type E	Expense						
Function 1440							
SD.1440.400.241	ENGINEERING.RT 332 DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1440.400.243	ENGINEERING.ASHTON DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1440.400.244	ENGINEERING.FOX RIDGE DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1440.400.245	ENGINEERING.LANDINGS DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 1440		0.00	0.00	0.00	0.00	0.00	100.00
Function 1990							
SD.1990.400.241	CONTINGENCY..RT 332 DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1990.400.243	CONTINGENCY..ASHTON DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1990.400.244	CONTINGENCY..FOX RIDGE DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.1990.400.245	CONTINGENCY..LANDINGS DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 1990		0.00	0.00	0.00	0.00	0.00	100.00
Function 8310							
SD.8310.410.241	LEGAL...RT 332 DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 8310		0.00	0.00	0.00	0.00	0.00	100.00
Function 8510							
SD.8510.400.241	ADMINISTRATIVE..RT 332 DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.8510.400.243	ADMINISTRATIVE..ASHTON DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.8510.400.244	ADMINISTRATIVE..FOX RIDGE DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.8510.400.245	ADMINISTRATIVE..LANDINGS DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 8510		0.00	0.00	0.00	0.00	0.00	100.00
Function 8520							

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund SD	DRAINAGE DISTRICTS						
Type E	Expense						
Function 8520							
SD.8520.400.241	MAINTENANCE..RT 332 DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.8520.400.241A	MAINTENANCE..LAKEWOOD MEADOWS DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.8520.400.243	MAINTENANCE..ASHTON DRAINAGE DISTRICT	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00
SD.8520.400.244	MAINTENANCE..FOX RIDGE DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.8520.400.245	MAINTENANCE..LANDINGS DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.8520.400.246	MAINTENANCE..OLD BROOKSIDE DRAINAGE DISTRICT	4,230.00	4,230.00	0.00	0.00	4,230.00	100.00
SD.8520.400.247	MAINTENANCE..LAKESIDE ESTATES DRAINAGE DISTRICT	2,508.00	2,508.00	0.00	0.00	2,508.00	100.00
SD.8520.400.248	MAINTENANCE..WATERFORD POINT DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.8520.400.249	MAINTENANCE..STABLEGATE DRAINAGE DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SD.8520.400.250	MAINTENANCE..PURDY PROJECT CDBG	0.00	0.00	0.00	0.00	0.00	100.00
SD.8520.400.251	MAINTENANCE..PURDY EFC	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 8520		12,738.00	12,738.00	0.00	0.00	12,738.00	100.00
Total Type E	Expense	12,738.00	12,738.00	0.00	0.00	12,738.00	100.00
Total Fund SD	DRAINAGE DISTRICTS	0.00	0.00	0.00	9,731.00	(9,731.00)	100.00

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund SF Type R	FIRE PROTECTION DISTRICTS Revenue						
SF.1001..241	REAL PROPERTY TAXES.FIRE PROTECTION DISTRICT	909,514.00	909,514.00	0.00	909,514.00	0.00	0.00
SF.2401..241	INTEREST & EARNINGS.FIRE PROTECTION DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SF.9000..241	APPROPRIATED FUND BALANCE FOR BUDGET.FIRE PROTECTION DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Type R	Revenue	909,514.00	909,514.00	0.00	909,514.00	0.00	0.00

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Revenue / Expense Control Report

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund SL Type R	LIGHTING DISTRICTS Revenue						
SL.1001..241	REAL PROPERTY TAXES.CENTERPOINT LIGHTING DISTRICT	1,800.00	1,800.00	0.00	1,800.00	0.00	0.00
SL.1001..242	REAL PROPERTY TAXES.FOX RIDGE LIGHTING DISTRICT	7,000.00	7,000.00	0.00	7,000.00	0.00	0.00
SL.1001..243	REAL PROPERTY TAXES.LANDINGS LIGHTING DISTRICT	393.00	393.00	0.00	393.00	0.00	0.00
SL.1001..244	REAL PROPERTY TAXES.LAKEWOOD MEADOWS LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.1001..245	REAL PROPERTY TAXES.FALLBROOK PARK LIGHTING DISTRICT	400.00	400.00	0.00	400.00	0.00	0.00
SL.1030..244	SPECIAL ASSESSMENT.LAKEWOOD MEADOWS LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.2401..241	INTEREST & EARNINGS.CENTERPOINT LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.2401..242	INTEREST & EARNINGS.FOX RIDGE LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.2401..243	INTEREST & EARNINGS.LANDINGS LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.2401..244	INTEREST & EARNINGS.LAKEWOOD MEADOWS LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.2401..245	INTEREST & EARNINGS.FALLBROOK PARK LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.2701..241	REFUND PRIOR YEARS EXP.CENTERPOINT LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.2701..242	REFUND PRIOR YEARS EXP.FOX RIDGE LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.2701..245	REFUND PRIOR YEARS EXP.FALLBROOK PARK LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.2705..244	GIFTS & DONATIONS.LAKEWOOD MEADOWS LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.9000..241	APPROPRIATED FUND BALANCE FOR BUDGET.CENTERPOINT	2,100.00	2,100.00	0.00	0.00	2,100.00	100.00

TOWN OF CANANDAIGUA

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund SL	LIGHTING DISTRICTS						
Type R	Revenue						
SL.9000..241	LIGHTING DISTRICT						
SL.9000..242	APPROPRIATED FUND BALANCE FOR BUDGET.FOX RIDGE LIGHTING DISTRICT	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00
SL.9000..243	APPROPRIATED FUND BALANCE FOR BUDGET.LANDINGS LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.9000..244	APPROPRIATED FUND BALANCE FOR BUDGET.LAKEWOOD MEADOWS LIGHTING DISTRICT	350.00	350.00	0.00	0.00	350.00	100.00
SL.9000..245	APPROPRIATED FUND BALANCE FOR BUDGET.FALLBROOK PARK LIGHTING DISTRICT	950.00	950.00	0.00	0.00	950.00	100.00
SL.9230..241	TAX STABILIZATION RESERVE FOR.CENTERPOINT LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.9230..242	TAX STABILIZATION RESERVE FOR.FOX RIDGE LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Type R	Revenue	15,493.00	15,493.00	0.00	9,593.00	5,900.00	38.08

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund SL	LIGHTING DISTRICTS						
Type E	Expense						
Function 1990							
SL.1990.400.241	CONTINGENCY..CENTERPOINT LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.1990.400.242	CONTINGENCY..FOX RIDGE LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.1990.400.243	CONTINGENCY..LANDINGS LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.1990.400.244	CONTINGENCY..LAKEWOOD MEADOWS LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.1990.400.245	CONTINGENCY..FALLBROOK PARK LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 1990		0.00	0.00	0.00	0.00	0.00	100.00
Function 5110							
SL.5110.400.241	ADMINISTRATIVE..CENTERPOINT LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.5110.400.242	ADMINISTRATIVE..FOX RIDGE LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.5110.400.243	ADMINISTRATIVE..LANDINGS LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.5110.400.244	ADMINISTRATIVE..LAKEWOOD MEADOWS LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.5110.400.245	ADMINISTRATIVE..FALLBROOK PARK LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 5110		0.00	0.00	0.00	0.00	0.00	100.00
Function 5182							
SL.5182.200.242	EQUIPMENT..FOX RIDGE LIGHTING DISTRICT	0.00	0.00	0.00	223.18	(223.18)	100.00
SL.5182.240.244	UTILITIES - EQUIPMENT...LAKEWOOD MEADOWS LIGHTING DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
SL.5182.400.241	UTILITIES ELECTRIC..CENTERPOINT LIGHTING DISTRICT	3,900.00	3,900.00	111.09	789.18	3,110.82	79.76
SL.5182.400.242	UTILITIES ELECTRIC..FOX RIDGE LIGHTING DISTRICT	9,500.00	9,500.00	767.66	3,954.90	5,545.10	58.37
SL.5182.400.243	UTILITIES ELECTRIC..LANDINGS LIGHTING DISTRICT	393.00	393.00	0.00	0.00	393.00	100.00
SL.5182.400.244	UTILITIES- ELECTRIC..LAKEWOOD MEADOWS LIGHTING DISTRICT	350.00	350.00	19.23	135.20	214.80	61.37

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Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund SL	LIGHTING DISTRICTS						
Type E	Expense						
Function 5182							
SL.5182.400.245	UTILITIES ELECTRIC..FALLBROOK PARK LIGHTING DISTRICT	1,350.00	1,350.00	106.57	572.03	777.97	57.63
SL.5182.401.242	STREET LIGHTING...FOX RIDGE LIGHTING DISTRICT- MAINTENANCE	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 5182		15,493.00	15,493.00	1,004.55	5,674.49	9,818.51	63.37
Total Type E	Expense	15,493.00	15,493.00	1,004.55	5,674.49	9,818.51	63.37
Total Fund SL	LIGHTING DISTRICTS	0.00	0.00	(1,004.55)	3,918.51	(3,918.51)	100.00

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

Fiscal Year: 2016 Period From: 5 To: 5

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund SS Type R	SANITARY SEWER Revenue						
SS.1030..241	SPECIAL ASSESSMENTS..PURDY/MOBIL E ROAD	18,210.00	18,210.00	0.00	18,210.00	0.00	0.00
Total Type R	Revenue	18,210.00	18,210.00	0.00	18,210.00	0.00	0.00

TOWN OF CANANDAIGUA

Revenue / Expense Control Report

Fiscal Year: 2016 Period From: 5 To: 5

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund SS	SANITARY SEWER						
Type E	Expense						
Function 9710							
SS.9710.600.241	SERIAL BONDS.PRINCIPAL.PURDY/MO BILE RD SEWER PROJECT	18,210.00	18,210.00	0.00	0.00	18,210.00	100.00
SS.9710.700.241	SERIAL BONDS.INTEREST.PURDY/MOBI LE RD SEWER PROJECT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 9710		18,210.00	18,210.00	0.00	0.00	18,210.00	100.00
Total Type E	Expense	18,210.00	18,210.00	0.00	0.00	18,210.00	100.00
Total Fund SS	SANITARY SEWER	0.00	0.00	0.00	18,210.00	(18,210.00)	100.00

Fiscal Year: 2016 Period From: 5 To: 5

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund TE Type R	PRIVATE PURPOSE TRUST-CEMETARY Revenue						
TE.2401	INTEREST & EARNINGS	0.00	0.00	0.00	0.00	0.00	100.00
TE.5031	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	100.00
Total Type R	Revenue	0.00	0.00	0.00	0.00	0.00	100.00
Total Fund TE	PRIVATE PURPOSE TRUST-CEMETARY	0.00	0.00	0.00	0.00	0.00	100.00

Fiscal Year: 2016 Period From: 5 To: 5

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Total Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund V Type R	DEBT SERVICE Revenue						
V.2401..10	INTEREST & EARNINGS.ROUTE 332	0.00	0.00	0.00	0.00	0.00	100.00
V.2401..11	INTEREST & EARNINGS.MCINTYRE WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
V.2401..12	INTEREST & EARNINGS.CDGA-BRISTOL WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
V.2401..14	INTEREST & EARNINGS.COUNTY RD 30 EXT #36	0.00	0.00	0.00	0.00	0.00	100.00
V.2401..16	INTEREST & EARNINGS.HICKOX ROAD WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
V.2401..20	INTEREST & EARNINGS.SALT STORAGE BLDG	0.00	0.00	0.00	0.00	0.00	100.00
V.2401..3	INTEREST & EARNINGS.EXTENSION #13	0.00	0.00	0.00	0.00	0.00	100.00
V.2401..4	INTEREST & EARNINGS.PARRISH STREET EXTENSION	0.00	0.00	0.00	0.00	0.00	100.00
V.2401..7	INTEREST & EARNINGS.HOPKINS-GIMBLE WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Type R	Revenue	0.00	0.00	0.00	0.00	0.00	100.00

TOWN OF CANANDAIGUA
Revenue / Expense Control Report

Fiscal Year: 2016 Period From: 5 To: 5

Account No.	Description	Original Budget	YTD Adjusted Budget	Curr. Month Rev / Exp	YTD Actual Rev / Exp	YTD Available Balance	Percent Rem. Balance
Fund V	DEBT SERVICE						
Type E	Expense						
Function 9901							
V.9901.900.10	INTERFUND TRANSFER...ROUTE 332	0.00	0.00	0.00	0.00	0.00	100.00
V.9901.900.11	INTERFUND TRANSFER...MCINTYRE WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
V.9901.900.12	INTERFUND TRANSFER...CDGA-BRISTOL WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
V.9901.900.14	INTERFUND TRANSFER...COUNTY RD 30 EXT #36	0.00	0.00	0.00	0.00	0.00	100.00
V.9901.900.16	INTERFUND TRANSFER...HICKOX ROAD WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
V.9901.900.20	INTERFUND TRANSFER...SALT STORAGE BLDG	0.00	0.00	0.00	0.00	0.00	100.00
V.9901.900.3	INTERFUND TRANSFER...EXTENSION #13	0.00	0.00	0.00	0.00	0.00	100.00
V.9901.900.4	INTERFUND TRANSFER...PARRISH STREET EXTENSION	0.00	0.00	0.00	0.00	0.00	100.00
V.9901.900.7	INTERFUND TRANSFER...HOPKINS-GIMBLE WATER DISTRICT	0.00	0.00	0.00	0.00	0.00	100.00
Total Function 9901		0.00	0.00	0.00	0.00	0.00	100.00
Total Type E	Expense	0.00	0.00	0.00	0.00	0.00	100.00
Total Fund V	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	100.00
Grand Total		0.00	(19,522.74)	814,431.90	2,056,174.14	(2,075,696.88)	(10,432.20)



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

CLIENT MEMO

To: Canandaigua Town Board Date: June 9, 2016

Client: Town of Canandaigua

From: Bob Fox and Tina DeNigro

May 2016 Revenue/Expense Control Report for Board

We are providing you with the May 2016 Revenue/Expense Control Reports as of June 9, 2016.

EXECUTIVE SUMMARY

BALANCE SHEET

- Bank statements have been reviewed and reconciled as of May 31, 2016

REVENUES

- Receipts recorded on the Daily cash sheet totaled \$1,249,103.96 and included the following receipts:
 - Town Clerk - \$113,800.59 - including \$96,413.47 in water revenues, \$7,635 in Park rent, \$2,059.50 in Site Development and several other normal revenues
 - Town Justice receipts of \$30,722.85
 - Development Office - \$13,770.22 applied against accounts receivable.
 - Sales Tax - \$1,015,776.32
 - County Snow & ice - \$55,471.50
 - Other - \$19,562.48

EXPENDITURES

- We would expect the available balances in each fund to be about 58% at the end of May
 - General Fund – Expenditures to date are \$953,303.81 against a budget of \$3,667,672 which leaves 74.01% available.
 - Highway Fund – Expenditures to date are \$1,087,123.87 against a budget of \$4,523,134 which leaves 75.97% available.
 - Water Fund – Expenditures to date are \$377,895.53 against a budget of \$1,246,147 which leaves 69.67% available

TOWN OF CANANDAIGUA
OUTSTANDING CHECKS
May 31, 2016

DISBURSEMENTS ACCOUNT		
5/31/2016		
CK. NO.	AMOUNT	CLEARED
5583	54.00	
5981	100.00	
7001	119.99	
7438	30.00	
7496		VOIDED
7517	50.00	
7522	60.00	
7528	75.00	
7553	40.00	
7556	1,564.26	
7572	78.65	
7591	125.56	

PAYROLL ACCOUNT		
5/31/2016		
CK. #	AMOUNT	CLEARED
15678	196.89	
2342	89.95	
16026	25.00	
16038	75.00	
16052	57.71	
16068	173.01	
16076	173.01	
16084	173.01	
16087	66.50	
16089	76.15	
16092	173.01	
16095	1,537.14	
16096	66.50	
16098	76.15	

(34.00)
2,925.03

SC (34.00)

2,263.46

NSF



Town of Canandaigua
Disbursements Account
5440 State Route 5 And 20
Canandaigua NY 14424-9327

FINANCIAL SUMMARY AS OF 05-31-16

xxxxxxx4328	Municipal Choice Checking	\$	10,119.14
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Have you shopped insurance lately? Let us shop for you. (844)427-7338
or CNBank.InsuranceAisle.com

Municipal Choice Checking

ACCOUNT: xxxxxxxx4328

STATEMENT PERIOD FROM 04-30-16 THROUGH 05-31-16

STARTING BALANCE		12,511.42
DEPOSITS	+	253,791.72
CHECKS & WITHDRAWALS	-	256,184.00
MAINTENANCE FEES	-	.00
ENDING BALANCE	=	10,119.14

DAILY BALANCE/TRANSACTIONS

DATE	DESCRIPTION	WITHDRAWALS	DEPOSITS	BALANCE
04-30	Starting Balance			12,511.42
05-02	Check-Inclearings 7332	20.00		12,491.42
05-02	Check-Inclearings 7486	285.00		12,206.42
05-03	Check-Inclearings 7467	78.65		12,127.77
05-03	Check-Inclearings 7431	214.32		11,913.45
05-03	Check-Inclearings 7462	3,498.78		8,414.67
05-04	Check-Inclearings 7476	21.00		8,393.67
05-05	Check-Inclearings 7419	350.00		8,043.67
05-05	Deposit May 5 Utility Abstract Geneal		7,260.37	15,304.04
05-05	Deposit May 5 Utility Abstract Highway		48.62	15,352.66
05-05	Deposit May 5 Utility Abstract Water		2,133.80	17,486.46
05-09	Check-Inclearings 7399	150.00		17,336.46
05-11	Check-Inclearings 7490	3,786.41		13,550.05
05-12	Check-Inclearings 7406	20.00		13,530.05
05-12	Check-Inclearings 7487	1,332.76		12,197.29

**TO CHANGE ADDRESS, COMPLETE THIS FORM, DETACH AND MAIL OR BRING TO
THE BANK**

NAME	CITY
STREET	STATE ZIP
DATE	TELEPHONE
SIGNATURE	

1. Deduct any bank charges, such as check orders, service charges, electronic transactions, etc., from your check book register. Also, if applicable, add to your register interest paid to the account.

2. Enter the closing balance shown on this statement	\$																				
3. Enter any deposits or additions not shown on this statement																					
4. Add lines 2 and 3, enter total here.	\$																				
5. List any checks or withdrawals made which have not been deducted from this statement.	<table border="1"> <thead> <tr> <th>Number</th> <th>Amount</th> <th>Number</th> <th>Amount</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	Number	Amount	Number	Amount																
Number	Amount	Number	Amount																		
Total of checks or withdrawals	\$																				
6. Subtract line 5 from line 4, this should be your present checkbook balance.	\$																				

NOTE: If you need further assistance, please bring this statement to your banking office.

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR EFT OR ATM TRANSACTIONS

Please telephone or write us at the address shown below on the statement as soon as you can if you think your statement or receipt is wrong or if you need more information about your Electronic Funds Transfer (EFT) or Automatic Teller Machine (ATM) transactions on the statement or receipt. We must hear from you no later than 60 days after we sent you the first statement on which the error or problem appeared.

1. Tell us your name and account number.
2. Describe the error or the transfer you are unsure about and explain as clearly as you can why you believe it is an error or why you need more information.
3. Tell us the dollar amount of the suspected error.

We will determine whether an error occurred within 10 business days after we hear from you and will correct any error promptly. If we need more time, however, we may take up to 45 days to investigate your complaint or question. If we decide to do this, we will credit your account within 10 business days for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within 10 business days, we may not credit your account.

For errors involving new accounts, point-of-sale, or foreign-initiated transactions, we may take up to 90 days to investigate your complaint or question. For new accounts, we may take up to 20 business days to credit your account for the amount you think is in error.

We will tell you the results within three business days after completing our investigation. If we decide that there was no error, we will send you a written explanation. You may ask for copies of the documents that we used in our investigation.

FOR LINE OF CREDIT CUSTOMERS

BILLING RIGHTS SUMMARY

In Case of Errors or Questions About Your Bill

If you think your bill is wrong or if you need more information about a transaction on your bill, write us on a separate sheet of paper to the address shown at the base of this statement. We must hear from you no later than 60 days after we sent you the first bill on which the error or problem appeared. You can telephone us, but doing so will not preserve your rights.

In your letter, give us the following information:

- Your name and account number
- The dollar amount of the suspected error.
- Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

rev. 08/14

Call or send inquiries about your account to:

Canandalgua National Bank & Trust

72 South Main Street

Canandalgua, NY 14424

(585) 394-4260 or (800) 724-2621



DAILY BALANCE/TRANSACTIONS (cont.)

DATE	DESCRIPTION	WITHDRAWALS	DEPOSITS	BALANCE
05-12	Check-Inclearings 7488	2,634.99		9,562.30
05-17	Check-Inclearings 7437	567.00		8,995.30
05-17	Deposit May 16 Abstract General		119,974.77	128,970.07
05-17	Deposit May 16 Abstract Highway		102,160.60	231,130.67
05-17	Deposit May 16 Abstract Water		21,209.01	252,339.68
05-17	Deposit May 16 Abstract Lighting Dist.		1,004.55	253,344.23
05-18	Check-Inclearings 7405	300.00		253,044.23
05-18	Check-Inclearings 7491	683.23		252,361.00
05-19	Check-Inclearings 7540	1,156.17		251,204.83
05-19	Check 7504	628.70		250,576.13
05-20	Check 7567	260.00		250,316.13
05-20	Check 7569	3,536.67		246,779.46
05-20	Check 7546	89.00		246,690.46
05-20	Check - Memo Post 7586	250.26		246,440.20
05-20	Check - Memo Post 7516	418.99		246,021.21
05-23	Check 7575	126.56		245,894.65
05-23	Check-Inclearings 7500	75.00		245,819.65
05-23	Check-Inclearings 7493	83.00		245,736.65
05-23	Check-Inclearings 7581	110.09		245,626.56
05-23	Check-Inclearings 7494	117.50		245,509.06
05-23	Check-Inclearings 7588	149.27		245,359.79
05-23	Check-Inclearings 7538	158.00		245,201.79
05-23	Check-Inclearings 7542	260.96		244,940.83
05-23	Check-Inclearings 7579	264.51		244,676.32
05-23	Check 7571	427.14		244,249.18
05-23	Check-Inclearings 7589	319.05		243,930.13
05-23	Check-Inclearings 7492	356.64		243,573.49
05-23	Check-Inclearings 7590	372.11		243,201.38
05-23	Check-Inclearings 7524	511.13		242,690.25
05-23	Check-Inclearings 7566	672.50		242,017.75
05-23	Check-Inclearings 7489	1,005.40		241,012.35
05-23	Check-Inclearings 7514	1,317.00		239,695.35
05-23	Check-Inclearings 7503	2,500.00		237,195.35
05-23	Check-Inclearings 7520	2,500.00		234,695.35
05-23	Check-Inclearings 7541	2,661.20		232,034.15
05-23	Check-Inclearings 7559	3,910.96		228,123.19
05-23	Check-Inclearings 7518	4,033.75		224,089.44
05-23	Check-Inclearings 7501	5,213.74		218,875.70
05-23	Check-Inclearings 7548	10,267.20		208,608.50
05-23	Check-Inclearings 7560	11,988.00		196,620.50
05-23	Check-Inclearings 7533	13,135.61		183,484.89
05-23	Check-Inclearings 7573	25,491.00		157,993.89
05-23	Check-Inclearings 7510	26,258.60		131,735.29
05-23	Check-Inclearings 7511	27,604.00		104,131.29
05-23	Check 7502	595.00		103,536.29
05-23	Check-Inclearings 7570	267.55		103,268.74
05-23	Check-Inclearings 7543	460.60		102,808.14
05-23	Check-Inclearings 7498	3,138.07		99,670.07
05-23	Check-Inclearings 7526	22,668.06		77,002.01
05-23	Check 7580	1,287.03		75,714.98
05-23	Check 7539	214.95		75,500.03
05-23	Check - Memo Post 7513	6.95		75,493.08
05-23	Check - Memo Post 7535	125.88		75,367.20
05-24	Check-Inclearings 7547	19.73		75,347.47
05-24	Check-Inclearings 7523	42.00		75,305.47
05-24	Check-Inclearings 7563	56.00		75,249.47
05-24	Check-Inclearings 7495	93.25		75,156.22

DAILY BALANCE/TRANSACTIONS (cont.)

DATE	DESCRIPTION	WITHDRAWALS	DEPOSITS	BALANCE
05-24	Check-Inclearings 7515	186.93		74,969.29
05-24	Check-Inclearings 7507	251.93		74,717.36
05-24	Check-Inclearings 7509	253.12		74,464.24
05-24	Check-Inclearings 7587	480.00		73,984.24
05-24	Check-Inclearings 7582	537.43		73,446.81
05-24	Check-Inclearings 7521	570.08		72,876.73
05-24	Check-Inclearings 7544	575.00		72,301.73
05-24	Check-Inclearings 7564	648.79		71,652.94
05-24	Check-Inclearings 7565	778.61		70,874.33
05-24	Check-Inclearings 7536	958.82		69,915.51
05-24	Check-Inclearings 7512	1,069.56		68,845.95
05-24	Check-Inclearings 7499	1,665.00		67,180.95
05-24	Check-Inclearings 7551	1,691.14		65,489.81
05-24	Check-Inclearings 7550	3,532.80		61,957.01
05-24	Check-Inclearings 7552	4,336.50		57,620.51
05-24	Check-Inclearings 7558	6,474.00		51,146.51
05-24	Check 7555	1,700.00		49,446.51
05-24	Check 7527	203.60		49,242.91
05-24	Check 7530	146.00		49,096.91
05-24	Check - Memo Post 7554	298.02		48,798.89
05-24	Check - Memo Post 7577	7,552.66		41,246.23
05-25	Check-Inclearings 7583	79.20		41,167.03
05-25	Check-Inclearings 7519	100.00		41,067.03
05-25	Check-Inclearings 7576	104.70		40,962.33
05-25	Check-Inclearings 7574	188.00		40,774.33
05-25	Check-Inclearings 7549	454.80		40,319.53
05-25	Check-Inclearings 7585	1,215.00		39,104.53
05-25	Check-Inclearings 7529	1,539.16		37,565.37
05-25	Check-Inclearings 7508	3,118.17		34,447.20
05-25	Check-Inclearings 7562	4,732.01		29,715.19
05-25	Check-Inclearings 7532	5,309.05		24,406.14
05-25	Check 7592	150.00		24,256.14
05-25	Check 7506	60.00		24,196.14
05-25	Check - Memo Post 7545	66.45		24,129.69
05-26	Check-Inclearings 7578	84.20		24,045.49
05-26	Check-Inclearings 7561	534.75		23,510.74
05-26	Check-Inclearings 7525	2,099.92		21,410.82
05-26	Check 7557	1,425.50		19,985.32
05-26	Check 7537	686.20		19,299.12
05-26	Check 7584	247.50		19,051.62
05-27	Check-Inclearings 7534	158.62		18,893.00
05-27	Check-Inclearings 7568	1,920.00		16,973.00
05-27	Check-Inclearings 7497	3,237.36		13,735.64
05-27	Check 7505	3,562.50		10,173.14
05-31	Check 7531	54.00		10,119.14

CHECKS

(* INDICATES A BREAK IN CHECK NUMBER SEQUENCE, (E) INDICATES AN ELECTRONIC CHECK)

DATE	NUMBER	AMOUNT	DATE	NUMBER	AMOUNT	DATE	NUMBER	AMOUNT
05-02	7332 *	20.00	05-17	7437 *	567.00	05-12	7488	2,634.99
05-09	7399 *	150.00	05-03	7462 *	3,498.78	05-23	7489	1,005.40
05-18	7405	300.00	05-03	7467 *	78.65	05-11	7490	3,786.41
05-12	7406 *	20.00	05-04	7476 *	21.00	05-18	7491	683.23
05-05	7419 *	350.00	05-02	7486	285.00	05-23	7492	356.64
05-03	7431 *	214.32	05-12	7487	1,332.76	05-23	7493	83.00

CHECKS (cont.)

DATE	NUMBER	AMOUNT	DATE	NUMBER	AMOUNT	DATE	NUMBER	AMOUNT
05-23	7494	117.50	05-25	7529	1,539.16	05-25	7562	4,732.01
05-24	7495 *	93.25	05-24	7530	146.00	05-24	7563	56.00
05-27	7497	3,237.36	05-31	7531	54.00	05-24	7564	648.79
05-23	7498	3,138.07	05-25	7532	5,309.05	05-24	7565	778.61
05-24	7499	1,665.00	05-23	7533	13,135.61	05-23	7566	672.50
05-23	7500	75.00	05-27	7534	158.62	05-20	7567	260.00
05-23	7501	5,213.74	05-23	7535	125.88	05-27	7568	1,920.00
05-23	7502	595.00	05-24	7536	958.82	05-20	7569	3,536.67
05-23	7503	2,500.00	05-26	7537	686.20	05-23	7570	267.55
05-19	7504	628.70	05-23	7538	158.00	05-23	7571 *	427.14
05-27	7505	3,562.50	05-23	7539	214.95	05-23	7573	25,491.00
05-25	7506	60.00	05-19	7540	1,156.17	05-25	7574	188.00
05-24	7507	251.93	05-23	7541	2,661.20	05-23	7575	126.56
05-25	7508	3,118.17	05-23	7542	260.96	05-25	7576	104.70
05-24	7509	253.12	05-23	7543	460.60	05-24	7577	7,552.66
05-23	7510	26,258.60	05-24	7544	575.00	05-26	7578	84.20
05-23	7511	27,604.00	05-25	7545	66.45	05-23	7579	264.51
05-24	7512	1,069.56	05-20	7546	89.00	05-23	7580	1,287.03
05-23	7513	6.95	05-24	7547	19.73	05-23	7581	110.09
05-23	7514	1,317.00	05-23	7548	10,267.20	05-24	7582	537.43
05-24	7515	186.93	05-25	7549	454.80	05-25	7583	79.20
05-20	7516 *	418.99	05-24	7550	3,532.80	05-26	7584	247.50
05-23	7518	4,033.75	05-24	7551	1,691.14	05-25	7585	1,215.00
05-25	7519	100.00	05-24	7552 *	4,336.50	05-20	7586	250.26
05-23	7520	2,500.00	05-24	7554	298.02	05-24	7587	480.00
05-24	7521 *	570.08	05-24	7555 *	1,700.00	05-23	7588	149.27
05-24	7523	42.00	05-26	7557	1,425.50	05-23	7589	319.05
05-23	7524	511.13	05-24	7558	6,474.00	05-23	7590 *	372.11
05-26	7525	2,099.92	05-23	7559	3,910.96	05-25	7592	150.00
05-23	7526	22,668.06	05-23	7560	11,988.00			
05-24	7527 *	203.60	05-26	7561	534.75			



Town of Canandaigua
Trust and Agency
5440 State Route 5 And 20
Canandaigua NY 14424-9327

FINANCIAL SUMMARY AS OF 05-31-16

xxxxxxxx4425	Municipal Choice Checking	\$	95,343.27
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Have you shopped insurance lately? Let us shop for you. (844)427-7338
or CNBank.InsuranceAisle.com

Municipal Choice Checking

ACCOUNT: xxxxxxxx4425

STATEMENT PERIOD FROM 04-30-16 THROUGH 05-31-16

STARTING BALANCE		86,775.35
DEPOSITS	+	173,766.60
CHECKS & WITHDRAWALS	-	165,198.68
MAINTENANCE FEES	-	.00
ENDING BALANCE	=	95,343.27

DAILY BALANCE/TRANSACTIONS

DATE	DESCRIPTION	WITHDRAWALS	DEPOSITS	BALANCE
04-30	Starting Balance			86,775.35
05-02	Check-Inclearings 16083	170.89		86,604.46
05-02	Check-Inclearings 16082	406.00		86,198.46
05-02	Check-Inclearings 16080	520.00		85,678.46
05-03	Electronic Deposit DEPT FIN SVCS - 2% FIRE TX		.01	85,678.47
05-03	Electronic Withdrawal DEPT FIN SVCS - 2% FIRE TX	.01		85,678.46
05-03	Electronic Withdrawal 9102716322 - CONS COLL	2,740.04		82,938.42
05-03	Check-Inclearings 16078	1,517.73		81,420.69
05-05	Descriptive Deposit		382.91	81,803.60
05-05	Descriptive Deposit		26.01	81,829.61
05-06	Eff. 05-05 Electronic Withdrawal BENEFIT RESOURCE - BRI XFER 166002197	470.40		81,359.21
05-11	Deposit PR 10 General		41,214.49	122,573.70
05-11	Deposit Pr 10 Highway		33,259.22	155,832.92

**TO CHANGE ADDRESS, COMPLETE THIS FORM, DETACH AND MAIL OR BRING TO
THE BANK**

NAME	CITY
STREET	STATE ZIP
DATE	TELEPHONE
SIGNATURE	

1. Deduct any bank charges, such as check orders, service charges, electronic transactions, etc., from your check book register. Also, if applicable, add to your register interest paid to the account.

2. Enter the closing balance shown on this statement \$

3. Enter any deposits or additions not shown on this statement

4. Add lines 2 and 3, enter total here. \$

5. List any checks or withdrawals made which have not been deducted from this statement.	Number	Amount	Number	Amount

Total of checks or withdrawals \$

6. Subtract line 5 from line 4, this should be your present checkbook balance. \$

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FOR LINE OF CREDIT CUSTOMERS

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Call or send inquiries about your account to:

Canandaigua National Bank & Trust

72 South Main Street

Canandaigua, NY 14424

(585) 394-4260 or (800) 724-2621



DAILY BALANCE/TRANSACTIONS (cont.)

DATE	DESCRIPTION	WITHDRAWALS	DEPOSITS	BALANCE
05-11	Deposit PR 10 Water		4,974.39	160,807.31
05-11	Electronic Withdrawal TOWN OF CANANDAIGUA 2570 *0286321601 - TAX	22,111.16		138,696.15
05-11	Electronic Withdrawal TOWN OF CANANDAIGUA 2570 *0332722698 - NET=PAY	51,009.14		87,687.01
05-11	Check-Inclearings 16032	25.00		87,662.01
05-11	Check 16085	724.68		86,937.33
05-13	Check-Inclearings 16079	66.50		86,870.83
05-13	Check-Inclearings 16071	66.50		86,804.33
05-13	Electronic Withdrawal BENEFIT RESOURCE - BRI XFER 166002197	106.77		86,697.56
05-16	Check-Inclearings 16090	406.00		86,291.56
05-16	Check-Inclearings 16088	520.00		85,771.56
05-16	Check-Inclearings 16086	1,559.29		84,212.27
05-16	Check-Inclearings 16091	177.01		84,035.26
05-17	Check-Inclearings 16073	76.15		83,959.11
05-17	Check-Inclearings 16081	76.15		83,882.96
05-17	Descriptive Deposit		26.01	83,908.97
05-19	Descriptive Deposit		11,502.13	95,411.10
05-23	Check-Inclearings 2388	3,341.31		92,069.79
05-24	Deposit PR 11 General		41,647.16	133,716.95
05-24	Deposit PR 11 Highway		32,299.00	166,015.95
05-24	Deposit PR 11 Water		6,097.97	172,113.92
05-24	Deposit PR 11 Correction Highway		135.46	172,249.38
05-25	Electronic Withdrawal TOWN OF CANANDAIGUA 2570 *1134693591 - TAX	19.24		172,230.14
05-25	Electronic Withdrawal TOWN OF CANANDAIGUA 2570 *1368392283 - NET=PAY	116.22		172,113.92
05-25	Electronic Withdrawal TOWN OF CANANDAIGUA 2570 *0908545942 - TAX	22,409.78		149,704.14
05-25	Electronic Withdrawal TOWN OF CANANDAIGUA 2570 *1057427116 - NET=PAY	51,187.07		98,517.07
05-25	Check 16093	724.68		97,792.39
05-26	Check-Inclearings 2387	608.26		97,184.13
05-26	Electronic Withdrawal BENEFIT RESOURCE - BRI XFER 166002197	.23		97,183.90
05-27	Check - Memo Post 16094	47.79		97,136.11
05-31	Electronic Withdrawal 9102716322 - CONS COLL	2,815.60		94,320.51
05-31	Check-Inclearings 16053	57.71		94,262.80
05-31	Check-Inclearings 16100	195.37		94,067.43
05-31	Check-Inclearings 16099	406.00		93,661.43
05-31	Check-Inclearings 16097	520.00		93,141.43
05-31	Descriptive Deposit		2,201.84	95,343.27

CHECKS

(* INDICATES A BREAK IN CHECK NUMBER SEQUENCE, (E) INDICATES AN ELECTRONIC CHECK)

DATE	NUMBER	AMOUNT	DATE	NUMBER	AMOUNT	DATE	NUMBER	AMOUNT
05-26	2387	608.26	05-02	16080	520.00	05-16	16091 *	177.01
05-23	2388 *	3,341.31	05-17	16081	76.15	05-25	16093	724.68
05-11	16032 *	25.00	05-02	16082	406.00	05-27	16094 *	47.79
05-31	16053 *	57.71	05-02	16083 *	170.89	05-31	16097 *	520.00
05-13	16071 *	66.50	05-11	16085	724.68	05-31	16099	406.00
05-17	16073 *	76.15	05-16	16086 *	1,559.29	05-31	16100	195.37
05-03	16078	1,517.73	05-16	16088 *	520.00			
05-13	16079	66.50	05-16	16090	406.00			



Town of Canandaigua
Investment Account
5440 State Route 5 And 20
Canandaigua NY 14424-9327

FINANCIAL SUMMARY AS OF 05-31-16

xxxxxxx4476 Municipal Choice Savings \$ 9,707,659.26

Have you shopped insurance lately? Let us shop for you. (844)427-7338
or CNBank.InsuranceAisle.com

Municipal Choice Savings

ACCOUNT: xxxxxxxx4476

STATEMENT PERIOD FROM 04-30-16 THROUGH 05-31-16

STARTING BALANCE		8,887,304.44
DEPOSITS	+	1,233,774.23
WITHDRAWALS	-	413,419.41
MAINTENANCE FEES	-	.00
ENDING BALANCE	=	9,707,659.26

DEPOSITS

DATE	DESCRIPTION	AMOUNT
05-05	Descriptive Deposit	1,015,776.32
05-05	Descriptive Deposit	113,800.59
05-05	Descriptive Deposit	518.00
05-05	Descriptive Deposit	183.88
05-12	Descriptive Deposit	17,776.85
05-12	Descriptive Deposit	12,946.00
05-12	Descriptive Deposit	2,479.70
05-12	Descriptive Deposit	242.00
05-17	Descriptive Deposit	742.50
05-19	Descriptive Deposit	760.00
05-26	Descriptive Deposit	55,471.50
05-26	Descriptive Deposit	598.00
05-26	Descriptive Deposit	290.00
05-31	Descriptive Deposit	11,379.72

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THE BANK**

NAME	CITY
STREET	STATE ZIP
DATE	TELEPHONE
SIGNATURE	

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2. Enter the closing balance shown on this statement	\$																				
3. Enter any deposits or additions not shown on this statement																					
4. Add lines 2 and 3, enter total here.	\$																				
5. List any checks or withdrawals made which have not been deducted from this statement.	<table border="1"> <thead> <tr> <th>Number</th> <th>Amount</th> <th>Number</th> <th>Amount</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	Number	Amount	Number	Amount																
Number	Amount	Number	Amount																		
Total of checks or withdrawals	\$																				
6. Subtract line 5 from line 4, this should be your present checkbook balance.	\$																				

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FOR LINE OF CREDIT CUSTOMERS

BILLING RIGHTS SUMMARY

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Canandaigua National Bank & Trust

72 South Main Street

Canandaigua, NY 14424

(585) 394-4260 or (800) 724-2621



DEPOSITS (cont.)

DATE	DESCRIPTION	AMOUNT
05-31	Credit Interest	809.17

WITHDRAWALS

DATE	DESCRIPTION	AMOUNT
05-05	Withdrawal May 5 Utility Abstract General	7,260.37
05-05	Withdrawal May 5 Utility Abstract Highway	48.62
05-05	Withdrawal May 5 Utility Abstract Water	2,133.80
05-11	Withdrawal PR 10 General	41,214.49
05-11	Withdrawal Pr 10 Highway	33,259.22
05-11	Withdrawal PR 10 Water	4,974.39
05-17	Withdrawal May 16 Abstract General	119,974.77
05-17	Withdrawal May 16 Abstract Highway	102,160.60
05-17	Withdrawal May 16 Abstract Water	21,209.01
05-17	Withdrawal May 16 Abstract Lighting Dist.	1,004.55
05-24	Withdrawal PR 11 General	41,647.16
05-24	Withdrawal PR 11 Highway	32,299.00
05-24	Withdrawal PR 11 Water	6,097.97
05-24	Withdrawal PR 11 Correction Highway	135.46

ACCOUNT / INTEREST INFORMATION

INTEREST PAID THIS YEAR 3,971.07

ANNUAL PERCENTAGE YIELD EARNED DISCLOSURE FROM 04-30-16 THROUGH 05-31-16

ANNUAL PERCENTAGE YIELD EARNED	.09%
AVERAGE DAILY COLLECTED BALANCE	9,678,771.20
INTEREST EARNED	809.17



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

FINANCIAL SUMMARY AS OF 05-31-16

xxxxxxx4670 Municipal Choice Savings \$ 712,019.98

Have you shopped insurance lately? Let us shop for you. (844)427-7338
or CNBank.InsuranceAisle.com

Municipal Choice Savings

ACCOUNT: xxxxxxxx4670

STATEMENT PERIOD FROM 04-30-16 THROUGH 05-31-16

STARTING BALANCE		709,960.48
DEPOSITS	+	2,059.50
WITHDRAWALS	-	.00
MAINTENANCE FEES	-	.00
ENDING BALANCE	=	712,019.98

DEPOSITS

DATE	DESCRIPTION	AMOUNT
05-05	Descriptive Deposit	2,000.00
05-31	Credit Interest	59.50

ACCOUNT / INTEREST INFORMATION

INTEREST PAID THIS YEAR 288.89

ANNUAL PERCENTAGE YIELD EARNED DISCLOSURE FROM 04-30-16 THROUGH 05-31-16

ANNUAL PERCENTAGE YIELD EARNED	.09%
AVERAGE DAILY COLLECTED BALANCE	711,647.98
INTEREST EARNED	59.50

**TO CHANGE ADDRESS, COMPLETE THIS FORM, DETACH AND MAIL OR BRING TO
THE BANK**

NAME	CITY
STREET	STATE ZIP
DATE	TELEPHONE
SIGNATURE	

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2. Enter the closing balance shown on this statement	\$																				
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<div style="display: flex;"> <div style="width: 30%;">5. List any checks or withdrawals made which have not been deducted from this statement.</div> <table border="1" style="width: 60%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Number</th> <th style="width: 20%;">Amount</th> <th style="width: 20%;">Number</th> <th style="width: 20%;">Amount</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table> </div>	Number	Amount	Number	Amount																	
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FOR LINE OF CREDIT CUSTOMERS

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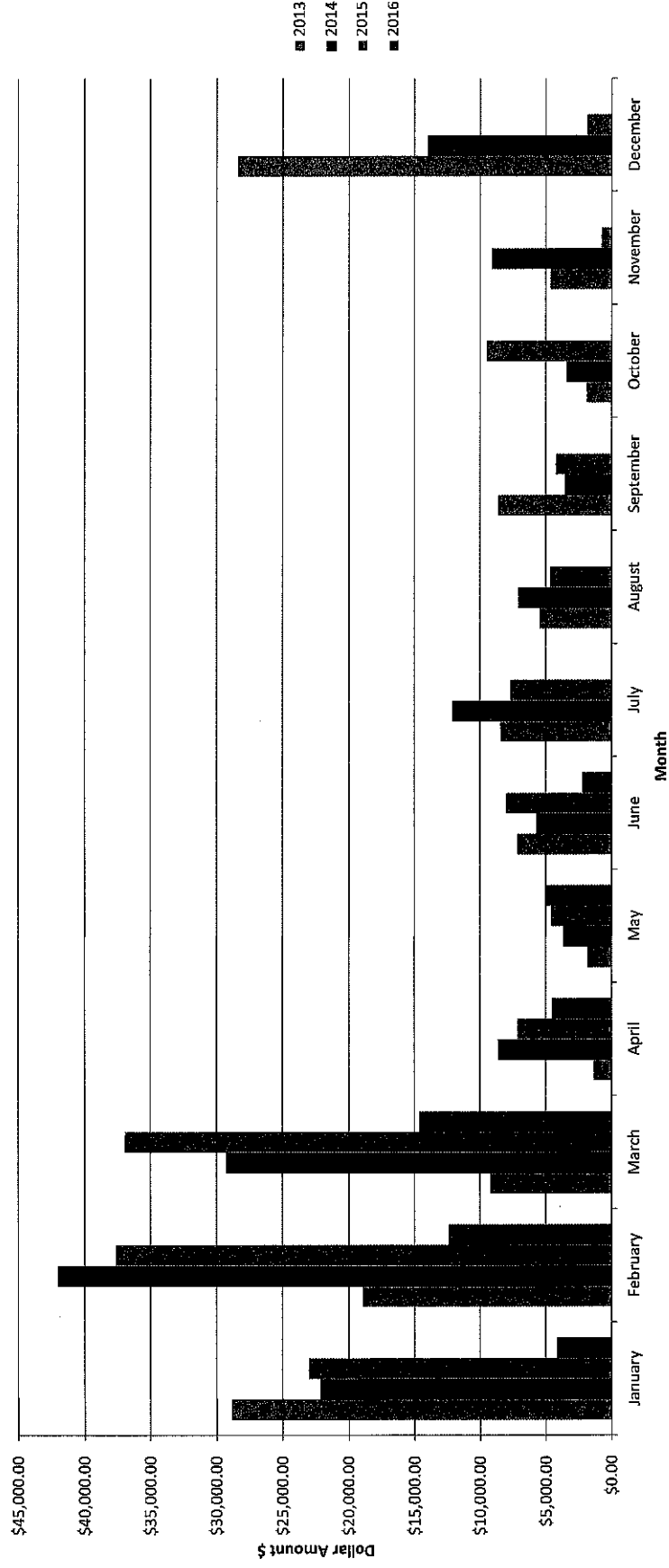
TOWN OF CANANDAIGUA
CASH SUMMARY
May 31, 2016

FUND #	No.	FUND ACCOUNT	5/31/2016 BALANCES	PETTY CASH	CNB #4328 DIST. ACCT.	CNB #4476 INVEST ACCT.	CNB #4670 PARKS FUND	CNB #0130 PURDY ROAD	CNB #4425 TRUST & AGENCY
A	200	CASH - CHECKING	8,041.68		8,041.68				
A	202	CASH - INVESTMENTS	3,291,743.87			3,291,743.87			
A	210	PETTY CASH	250.00	250.00					
A	230	CASH - C/T RESERVE - INVESTMENT	-						
A	231	CASH - CONTINGENT/TAX RESERVE	535,000.00			535,000.00			
A	232	CASH - REPAIR RESERVE - INVESTMENT	155,000.00			155,000.00			
A	233	CASH - TECHNOLOGY RESERVE- INVESTMENT	57,402.97			57,402.97			
A	234	CASH - OPEN SPACE RESERVE - INVESTMENT	600,000.00			600,000.00			
A	235	CASH - NYS EMPLOYEE SYST RES. - INVESTMENT	225,000.00			225,000.00			
CM	201	CASH	712,019.98				712,019.98		
D	200	CASH - CHECKING	-						
D	202	CASH - INVESTMENTS	1,578,483.25			1,578,483.25			
D	230	CASH - HIGHWAY EQUIP. RESERVE - INVESTMENTS	375,000.00			375,000.00			
D	231	CASH - HIGHWAY EQUIP. RESERVE	-			-			
D	232	CASH - HIGHWAY IMP. RES. - INVESTMENTS	375,000.00			375,000.00			
D	233	CASH - HIGHWAY IMP. RES.	-			-			
D	235	CASH - SNOW/ICE RM/RD REPAIR RESERVE	200,000.00			200,000.00			
F	200	CASH - CHECKING	(36.00)		(36.00)				
F	202	CASH - INVESTMENTS	997,279.06			997,279.06			
H	200	CASH - CHECKING	-						
H	201.251	CASH - PURDY EFC	116,106.65					116,106.65	
H	202.17	CASH - OUTHOUSE PARK	-						
H	202.NOTT	CASH - NOTT ROAD CAPIAL PROJECT	38,066.05			38,066.05			
S	200	CASH - CHECKING	-						
S	202.241	CASH - INVESTMENTS - NOTT RD. EXT. #6 WATER	6,195.37			6,195.37			
S	202.241A	CASH - INVESTMENTS - ANDREWS-NORTH RD WATER	(380.34)			(380.34)			
S	202.241B	CASH - INVESTMENTS - CANADAIGUA-FARMINGTON WATER	(9,782.60)			(9,782.60)			
S	202.243	CASH - INVESTMENTS - EXT. 8 WEST LAKE SOUTH	103,952.33			103,952.33			
S	202.244	CASH - INVESTMENTS - EXT. 9 CRAMER RD. WATER	4,073.34			4,073.34			
S	202.245	CASH - INVESTMENTS - PARRISH STREET WATER	107.00			107.00			
S	202.245A	CASH - INVESTMENTS - WEST LAKE WATER (BENEFIT BASIS)	66,242.25			66,242.25			
S	202.245.B	CASH - INVESTMENTS - MCINTYRE RD. WATER	9,961.19			9,961.19			
S	202.246	CASH - INVESTMENTS - EXT. 10 WYFELLS RD.	12,222.76			12,222.76			
S	202.246A	CASH - INVESTMENTS - CANADAIGUA-BRISTOL JOINT WATER	121,692.66			121,692.66			
S	202.246B	CASH - INVESTMENTS - EMERSON ALLEN TL RD. WATER	(7,784.05)			(7,784.05)			
S	202.247	CASH - INVESTMENTS - CANADAIGUA CONSOLIDATED	278,433.63			278,433.63			
S	202.247A	CASH - INVESTMENTS - EXT. 11 ADAMS RD. WATER	9,113.01			9,113.01			
S	202.247.B	CASH - INVESTMENTS - EXT. 36 COUNTY RD. #30 WATER	99,077.78			99,077.78			
S	202.248	CASH - INVESTMENTS - RISSER RD. WATER	289.95			289.95			
S	202.248A	CASH - INVESTMENTS - HOPKINS-GRIMBLE WATER	26,406.34			26,406.34			
S	202.248C	CASH - INVESTMENTS - CANANDAIGAU HOPEWELL WATER	(2,693.31)			(2,693.31)			
S	202.249	CASH - INVESTMENTS - PARRISH RD. EXT. WATER	20,096.46			20,096.46			
S	202.249A	CASH - INVESTMENTS - NOTT RD. EXT. #40 WATER	5,338.46			5,338.46			
SD	200	CASH - CHECKING	-						
SD	202.241	CASH - INVESTMENTS - RT. 332 DRAINAGE	163,290.12			163,290.12			
SD	202.241A	CASH - INVESTMENTS - LAKEWOOD MEADOWS DRAINAGE	24,759.56			24,759.56			
SD	202.243	CASH - INVESTMENTS - ASHTON DRAINAGE	17,191.71			17,191.71			
SD	202.244	CASH - INVESTMENTS - FOX RIDGE DRAINAGE	29,130.06			29,130.06			
SD	202.245	CASH - INVESTMENTS - LANDINGS DRAINAGE	9,423.87			9,423.87			
SD	202.246	CASH - INVESTMENTS - OLD BROOKSIDE DRAINAGE	12,991.08			12,991.08			
SD	202.247	CASH - INVESTMENTS - LAKESIDE ESTATES DRAINAGE	6,490.54			6,490.54			
SD	202.248	CASH - INVESTMENTS - WATERFIRD POINT DRAINAGE	13,347.57			13,347.57			
SD	202.249	CASH - INVESTMENTS - STABLEGATE DRAINAGE	18,073.73			18,073.73			
SF	200	CASH - CHECKING	-						
SF	202.241	CASH - INVESTMENTS - FIRE PROTECTION DISTRICT	106,763.71			106,763.71			
SL	200	CASH - CHECKING	1,004.55						
SL	202.241	CASH - INVESTMENTS - CENTERPOINT LIGHTING	4,483.16			4,483.16			
SL	202.242	CASH - INVESTMENTS - FOX RIDGE LIGHTING	10,786.20			10,786.20			
SL	202.243	CASH - INVESTMENTS - LANDINGS LIGHTING	5,369.18			5,369.18			
SL	202.244	CASH - INVESTMENTS - LAKEMEADOW LIGHTING	9,384.93			9,384.93			
SL	202.245	CASH - INVESTMENTS - FALLBROOK PARK LIGHTING	8,739.33			8,739.33			
SS	202.241	CASH - INVESTMENTS - PURDY ROAD SEWER	18,210.00			18,210.00			
TA	200	CASH	92,418.24						92,418.24
TE	202	CASH - INVESTMENTS	75,586.69			75,586.69			
V	202.3	CASH - INVESTMENTS - Parrish Rd. Ext. #13	3,100.39			3,100.39			
			10,637,464.36	250.00	8,005.68	9,707,659.26	712,019.98	116,106.65	92,418.24
BANK STATEMENT BALANCES			10,641,498.30	250.00	10,119.14	9,707,659.26	712,019.98	116,106.65	95,343.27
DEPOSITS IN TRANSIT			-						
OUTSTANDING CHECKS (Schedule attached)			(5,188.49)		(2,263.46)				(2,925.03)
IDENTIFIED DIFFERENCES TO BE ADJUSTED			-						
OUTSTANDING TRANSFER			150.00		150.00				
BALANCE ON KVS BOOK:			10,636,459.81	250.00	8,005.68	9,707,659.26	712,019.98	116,106.65	92,418.24
DIFFERENCE			0.00	-	0.00	-	-	-	-

Bank reconciliation prepared by EFPR Solutions, reviewed by Tina DeNigro & Bob Fox

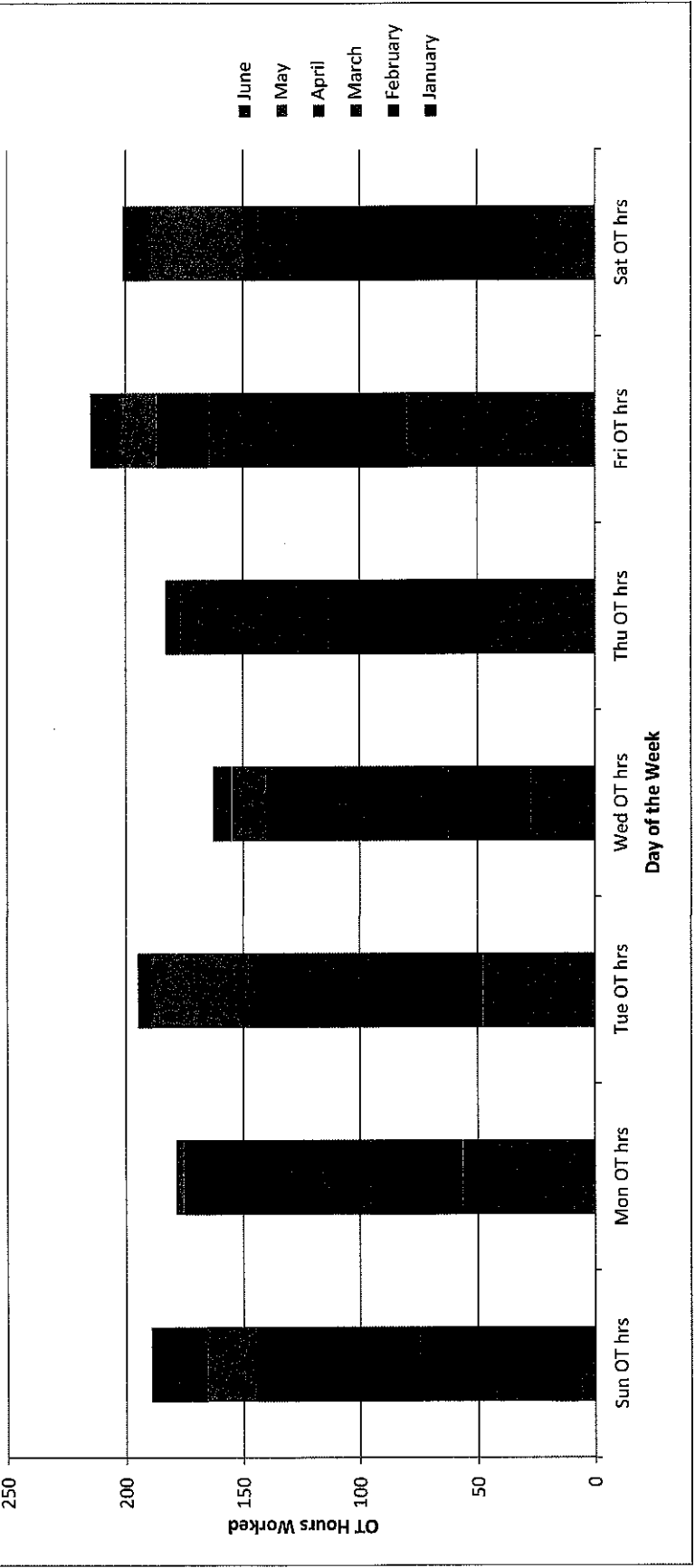
	2013	2014	2015	2016
January	\$28,862.28	\$22,155.51	\$23,046.67	\$4,183.58
February	\$18,935.61	\$42,035.88	\$37,674.78	\$12,418.13
March	\$9,287.84	\$29,302.83	\$36,977.77	\$14,682.85
April	\$1,401.60	\$8,649.62	\$7,173.22	\$4,584.14
May	\$1,914.73	\$3,707.54	\$4,618.01	\$5,061.36
June	\$7,188.71	\$5,730.26	\$8,040.67	\$2,233.56
July	\$8,475.63	\$12,116.04	\$7,718.19	
August	\$5,479.85	\$7,085.96	\$4,720.03	
September	\$8,704.27	\$3,575.99	\$4,299.72	
October	\$1,948.35	\$3,476.09	\$9,558.24	
November	\$4,708.75	\$9,158.92	\$844.76	
December	\$28,423.96	\$14,038.96	\$1,957.16	

Overtime Amounts for All Employees
2013-2016



	Sun OT hrs	Mon OT hrs	Tue OT hrs	Wed OT hrs	Thu OT hrs	Fri OT hrs	Sat OT hrs
January	7.5	56.5	48	27.5	44.25	80	26.5
February	10	38.75	8.5	34.5	68.5	47.5	100
March	57.5	58	90.75	78	63.25	37	17.25
April	69.5	22	0	0	0	22	6
May	21	3.5	42	15	0.5	16	40
June	24	0	5.75	7.75	6.5	12.5	11.5
July							
August							
September							
October							
November							
December							
	189.50	178.75	195.00	162.75	183.00	215.00	201.25

Highway Overtime Hours



ATTACHMENT 2

6/13/2016

TO: Town Board

FR: Environmental Conservation Board

RE: Monthly Update – June

“Your Guide to Town of Canandaigua Waste and Recycling” Brochure

It's done! Copies are now located at the Transfer Station and the Town Clerk's office. Kate, Jean and I worked out a process with the brochure. Jean will keep them in her office. She will also refill the brochure holders at the transfer station when she collects the money from coupons purchased there. Kate will reorder as needed. A supplemental page to the brochure, mainly coupon and miscellaneous transfer station information, was reworked by the three of us. The information sheet does not duplicate brochure information but may be folded inside of it or stored in another brochure holder. The brochure holders have also been received and will be located in the recycle/trash shed.

Food Recycling Proposal

Attached is the final report and recommendation from the ECB regarding this referral.

Aquatic Invasive Species Workshop

The workshop will be held at **Crouch Hall, Onanda Park, on Thursday, June 16th, 6-8 pm.** Participants are encouraged to bring water weeds for identification. This program is co-sponsored by CLWA and Ontario County SWCD. The CLWA will provide Watercraft Stewards to demonstrate proper cleaning and handling of aquatic invasives when found on a boat. Dr. Bruce Gilman will be a main speaker. Public outreach has been undertaken by the sponsors.

A terrestrial invasive species workshop will be given to Highway Dept. personnel and other boards sometime in July. A firm date is still to be determined. This workshop will acquaint highway personnel on identification and proper disposal of invasives when coming in contact with highway equipment.

Steep Slope Protection Law Referral

The board is in receipt of this proposed law and is undertaking a review at this time.

Conservation Mapping Project

The ECB has now established a Standing Committee for the Conservation Mapping Project. This project was identified in our 2016 Projects Plan and subsequently approved by the TB. The project aims to update all Natural Resources map layers. The first mapping will be an updated trails layer with historic sites added. Justin Damann has been agreed to Chair this Committee. Dennis Brewer, Joe Proe, and Doug Finch will also be involved in this first effort. The Committee is in close contact with Sheri Norton, Ontario County GIS Technician. Field data would be entered into a database for use in preparing the various layers of a final map which will be incorporated into the County's On-Cor system. Working with the Trails Committee, proposed trails may also be identified on a map layer.

The CIC has asked the ECB to prepare the proposed trails layer as a prerequisite in identifying possible conservation easement locations along a proposed trails scenario. In response to this request the ECB and Conservation Easement Team were informed of a Finger Lakes Land Trust Conservation Easement Workshop that was held in Naples on June 8th. Members of each Team were in attendance.

Respectfully submitted,

Joyce Marthaller, Chair
Environment Conservation Board

cc: ECB Members
Doug Finch, Dir. of Dev.
Dev. Office

Attachment:
Food Recycling Proposal Final Report

6/2/16

TO: Town Board

FR: Environmental Conservation Board

RE: **FOOD RECYCLING PROPOSAL REPORT**

In February 2016 the Town Board referred to the ECB a request for a recommendation on a proposal from town resident, Al Kraus. Mr. Kraus presented a comprehensive proposal for a food recycling program to accompany other recycling activities at our Transfer Station. The TB also submitted a number of questions which they felt would further develop an understanding of the project. Our answers to these questions and others from the ECB follows:

Is there an immediate need for this service?

It appears that no immediate need exists for this type of program in our Town. Food waste is disposed of by our residents as trash. It is likely that some residents are composting food waste but to what degree is unknown. As a "sustainable community" as offered in our Comprehensive Plan, this issue certainly bears greater attention. However, as the County is nearing the end of the lease agreement with Casella Waste as operators of the landfill, it is now considering its' waste and recycling options for the future. Food waste comprises approximately 18% of total disposal at a municipal landfill according to the material presented by Mr. Kraus. It is inevitable that food recycling will become an issue for our town and county in the near future.

Is there public interest in the program? How will this be established?

The ECB has not encountered any other local interest in this type of program. In our meeting with Jim Fletcher we discussed at length Al Kraus' proposal for organics recycling. We were in agreement that resident participation is a focal question. It is our perception that the town will have to embark on an extensive public information program before this proposal could gain momentum. We discussed ways that could generate public interest: mailings, newspaper ads and articles, surveys, public presentations, partnership with Cooperative Extension and others, email and Facebook postings, partnership with other municipalities and the county. The public information program itself will be a very substantial program for the ECB to undertake and there will necessarily be costs associated with it. It would take considerable effort and cost to initiate and sustain this outreach. If the Town of Canandaigua moves forward with this proposal it would be very experimental. Public information and education are the main factors for a successful program. We all agree that this in our future but reluctant to commit at this time given all the unanswered questions.

How does organics recycling work with the NYS Dept. of Environmental Conservation (DEC).

Conversation with Scott Foti, DEC, Region 8 Materials Management Engineer, established that NYS has encouraged organics waste recycling in its current Beyond Waste Plan but has no specific program to offer. The State expectation is that local municipalities, individually or in partnership, will come up with a system for food waste recycling and encourages partnerships with other municipalities/county to do so. There are no grants available at this time for implementing this type of program. There are no required regulatory permits required specifically for food recycling at a local transfer station but will factor into the total waste coming into it.

Does this program fit with Ontario County recycling goals? Are there resources at the County to help with this?

In conversation with Rich Russell, Chair of the County Environmental Quality Committee, he explained that the County's Solid Waste Management Plan does not address food recycling or composting and therefore no formal plan is offered in it. He concludes that this topic will have to be addressed in the future.

Should this be a regional program? If this program is located in the Town, what are the pros and cons?

A Food Recycling Program is most likely to be regionally successful if the town partners with others. If the program is located in our town the TB would have to negotiate costs and fees with the partners. If our transfer station where the local point for disposal this would drive up traffic and may pose some logistical problems with available space and additional personnel cost at the transfer station.

Another factor for a successful program would be the private sector participation in a program. It is unlikely that local business would use the transfer station for disposal but the educational component of this program should include this sector. The fact that we encourage sustainable practices in our Comprehensive Plan does give weight to the proposal.

An experimental project could be developed for a year for our town residents as one of the ways to see if there is an interest. The costs of this project has already been documented in Mr Kraus' proposal. However, the cost of a public outreach program should also be applied to overall project cost.

QUESTIONS POSED BY THE ECB:

How many households located within the Town would use the service? How many households have Transfer Station Permits?

To answer these questions the ECB reviewed reports from the Development Office, Assessor's Office,

the Town Clerk, and the Transfer Station Annual Report. We concluded that although the population in the town is rising and that the number of transfer station permits is also rising this information does not give us a clear picture of which demographic actually uses the town's waste and recycling facility or how many would be interested in a food recycling program. Town Clerk reports show that 1,093 permits had been issued so far (as of 3/31/16) in a two-year permit cycle. During the previous 2014-2015 cycle 2,660 permits were issued. Since we have already reached almost half of the total of the previous cycle, it is estimated that permits in the current cycle will rise. If this rise in permits manifests, the number of permits issued will represent only a small percentage of total town residents. It is unclear if the present users of the transfer station would actually be interested in participating in a food recycling component.

The only way to confirm that there is an interest in food recycling is to conduct a survey of town residents or some other fact finding approach. This survey would have to be devised, public outreach materials developed, mailing and printing costs factored, and a comprehensive outreach program developed for a multi-year deployment. The ECB has not researched any of these aspects. But, if undertaken by the town and implemented by the ECB, this program would have to be considered a long term project which would not jeopardize current projects approved by the TB for 2016.

How many households compost? Would additional households consider composting?

This question was in response to information from the DEC that there is now a composting business in Rochester that picks up food waste from individual homes. It appears that this option may be available in our town also. The cost of food waste pick-up would be borne by the individual household and seems very reasonable at an estimated \$25/month. If the town were to partner with this business the only feasible cost would be for the public outreach program. This approach would be a more equitable solution town-wide. No impact to transfer station space or personnel would accrue.

Another approach to composting food waste would be to partner with the Cooperative Extension to supply residential compost bins at a reduced cost to our residents. The Cooperative Extension has in the past had such a program. Perhaps this option could be revitalized through a partnership with them. However, we do not have any way to gauge public interest in composting unless we conduct a survey of some kind.

In the compost bin option and Mr. Kraus' proposal only vegetable material would be recycled and any meat/bone product would still go to the transfer station as trash. With the commercial composting plan all food waste would be composted.

All options would need a robust public outreach program connected to it.

What is the cost-benefit analysis for a food saving/food recycling program in the Town?

An analysis of the costs associated with the implementation of a food waste recycling program indicated the following:

Under a realistic scenario of one pick up per week, 300 pounds per tote (assuming a tote capacity of 50 gallons), total costs per year are estimated at \$68.97/ton (two pick ups per week estimated at \$67.82/ton). The cost range from optimistic to pessimistic is estimated at \$41.38 - \$82.77/ton. It should be noted, however, that the optimistic scenario exceeds tote capacity and is not realistic. Regardless, there is no level of utilization where estimated costs of the food recycling program do not exceed the current costs of disposal. Using Mr. Kraus' estimate from NaturalUpcycling of 6 totes at start-up on the weekend and one pick-up on Monday the town would bear the total cost of this program at approximately \$3,500/year.

If the program is implemented, what is the cost of added workload for the Town Staff?

Jim Fletcher advised that at present the only added workload and costs would be borne by transfer station personnel. It is possible that an additional part-time employee may be needed if the program grew. He also advised that even though some transfer station space would be required, it is not likely to take up much space in the beginning. As more people use the food recycle containers, more space may be required to accommodate additional users at the containers for safety reasons.

Survey of Town residents – what format and questions to ask?

In considering survey questions and format, it became apparent that this could become a complex project. Two members of the ECB also belong to the CIC and we have seen the Ag Team undertake a survey for farmers and their use of a consultant to guide the process. Without such guidance, whether consulting or volunteer, the ECB would be undertaking a substantial town-wide project for a relatively small percentage of town residents who now use the transfer station. As most residents use commercial pick-up of recyclables/trash, the response from this sector could be very minimal. This is not to say that a smaller project could not be developed.

This would be a decision for the TB to consider. If the TB wishes to continue with either a more robust or smaller project, cost proposals would have to be included in the 2017 budget process.

Cooperative recycling program with another municipality.

If the Town were to partner with another municipality or the County, care would have to be taken to insure that space in the transfer station would not be jeopardized. Perhaps a small scale partnership would be appropriate for a year or two to see how the program would be accepted by the communities involved. Town costs associated with the project would have to be considered and charged equitably to the partners.

RECOMMENDATION:

- It is the conclusion of the ECB that a food recycling program is not sustainable without substantial participation of a willing residential base.

- This base of supporters can only be gauged by survey.
- The future of Food Recycling is going to be an important issue in the next few years in Ontario County. It may be best to see what plans develop from the County before we venture out too far on our own.

Respectfully submitted,

The Environmental Conservation Board

ATTACHMENT 3

May 20, 2016

James Fletcher, Highway/Water Superintendent
Town of Canandaigua
5440 5 & 20 West
Canandaigua, New York 14424

**RE: PROPOSAL FOR PROFESSIONAL SERVICES
WATER SYSTEM MASTER PLAN**

Dear Jim,

Based on our previous discussions with the Public Works Committee, I am pleased to present our proposal for professional services for preparation of a Water Master Plan. This letter proposal describes our understanding of the scope of the project and provides an estimate of our compensation.

I. BACKGROUND:

The Town has maintained a working hydraulic model of the water system since 1994, which was updated in 2002 and then most recently updated in 2011. The hydraulic analysis has generally only considered the water system known as The Canandaigua Consolidated Water District or the water system served by the Cramer Road Tank. Recent advancements in software combined with modeling of adjacent water systems has allowed for inclusion of all of the water systems in the Town of Canandaigua into one "comprehensive" model, including the Canandaigua-Farmington Water District, Canandaigua-Hopewell Water District, Canandaigua-Bristol Water District and the City of Canandaigua's water system. The "comprehensive" model allows for more system wide understanding of the complete water network.

Similar to the Sewer Master Plan nearing completion this year, the Town has a need to develop a Water Master Plan. The Water Master Plan would consider the needs of the water system (including the system's integrity and water quality) and the future growth of the Town with respect to the Town's Comprehensive Plan. The Water Master Plan will consider all the system improvements completed by the Town since 2011, identify system deficiencies, reevaluate and prioritize remaining systems improvements identified in the Hydraulic Analysis Update (2011) as well as consider additional improvements identified by the Public Works Committee.

II. SCOPE OF SERVICES:

MRB Group proposes to provide the following services:

A. Data Gathering and Water System Mapping

A proper analysis of the water system will require the assembly of the data and information described below and preparation of an updated water system map which will form the basis for a hydraulic analysis of the system. MRB has a working hydraulic model of the Town's water system; however, the model needs to be updated with the data and information outlined below to ensure that the model reflects current conditions.

1. Collect and review existing maps, documents and technical reports, including plans and available condition assessment reports, Comprehensive Plan and Updates.
2. Inventory watermain sizes, ages, and material types based on available information and input from the Town.
3. Review system interconnections as well as adjacent system operating hydraulics as it relates to potential improvements to the Canandaigua Water District.
4. Prepare updated water system map including a schematic layout of the water system, pipe sizes, storage tanks, control valves, master meters, well pump stations, etc.
5. Review of recent (past 2 years) system operational data to further define the dynamics of the water system. Information to be provided to MRB for review includes:
 - a. Water billing data in a sortable, EXCEL compatible file by address and master meter reading data, broken down by residential and non-residential use. This will allow the assignment of appropriate demands to various areas of the water system.
 - b. Daily pump runtime data including number of starts and stops per day and daily run time per pump.
 - c. Pump curves for the pumps.
 - d. Most recent ISO system evaluation with identified needed fire flows.
 - e. Control valve settings including any system pressure reducing valves and tank altitude valves.
 - f. Record drawings of the water storage tanks, including site plans and elevations, to the extent available.

6. Coordinate with the Town for any additional required hydrant flow tests. The Town will need to provide personnel to assist during the testing (anticipated to be one day of testing).
 7. Review existing water rate and capital debt structures.
- B. Update the Water System Hydraulic Analysis
1. Update and adjust the existing hydraulic model of the water system to simulate current observed field conditions (i.e. working pressures and fire flows).
 2. Review and update water demands at various points in the system based on the information collected in the data gathering phase.
 3. Model system performance under estimated demand conditions including the ability to maintain adequate working pressures and fire flows.
 4. Confirm, based on contemporary conditions, that adequate storage volume is still available in the existing system.
 5. Review the current zoning of the Town and assess limitations based on anticipated available fire flows.
 6. Identify and/or confirm hydraulic limitations and constraints within the existing system.
- C. Assessment of Existing Conditions
1. Coordinate with the Town to review and assess water quality in various parts/sections of the water system. The Town will perform testing for up to 10 locations in the system.
 2. Coordinate with the Town to verify the age of various sections of the water system. Information to be provided by the Town.
 3. Coordinate with the Town to review the history of water main breaks and related system maintenance problems to identify known areas of consistent maintenance issues. Information provided by the Town.
 4. Coordinate with the Town to assess and record the condition of valves, hydrants, pressure reducing valves, altitude valves, etc. The Town will provide information regarding the condition for MRB to compile and document.
 5. Site visit to water storage tank site to assess general exterior condition of storage tank (from ground level) including paint thickness and condition, AWWA compliance, and general condition of tanks and related infrastructure. The Town will provide any relative interior inspection data.
 6. Prepare a summary of water system deficiencies based on the updated hydraulic analysis and the assessment of existing conditions.

- D. Develop Recommended System Improvements and Water Master Plan.
1. Coordinate the development Water Master Plan with the Public Works Committee, up to three (3) meetings.
 2. Perform a water storage tank hydraulic feasibility analysis to provide redundancy to the Cramer Road tank and outline potential service area expansion.
 3. Prepare list of recommended water system improvements and expansion, ranked in priority order. Ranking will be based on a wide variety of factors, with the greatest emphasis being on water quality, and potential impacts on the current and future health of Town Residents. The list would differentiate from system repairs/replacement projects vs. system expansion projects.
 4. Prepare capital cost estimates for the list of recommended water system improvements.
 5. Prepare draft Water Master Plan which will generally include the following sections:
 - i. Introduction/Background
 - ii. Service Area
 - iii. Existing Conditions
 - iv. Water Demand
 - v. Improvements Evaluation
 - vi. Project Financing
 - vii. Conclusions
 6. Review draft with Town.
 7. Prepare SEQR documentation.
 8. Assist Town with the adoption of the Water Master Plan
 9. Attend (1) informational meeting and (1) public hearing.

III. FEE

Our price proposal for the above referenced services is as follows:

<u>Task</u>	<u>Lump Sum Price</u>
Water Master Plan.....	\$33,000.00

The cost figures shown above represent our lump sum amount. Any additional work beyond this fee and outside the scope of this proposal would be reviewed with the Client. MRB Group shall submit monthly statements for services rendered during each invoicing period based on the efforts performed during that period.

IV. SCHEDULE:

The anticipated schedule to complete the draft of the Water Master Plan and deliver to the Town, is six (6) months.

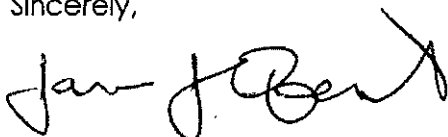
V. ADDITIONAL SERVICES:

The following is a sample list of potential additional services. This list is not meant to be a complete list of potential additional services. If additional services including those listed below do become required or warranted we would discuss the additional fees associated with the services at the appropriate time and would not proceed until so authorized.

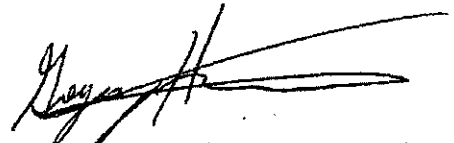
1. Field survey/data collection beyond the scope outlined above.
2. GIS attribute updates or other GIS updates not included in the scope above.
3. Funding applications and accompanying environmental reports.
4. Design of recommended improvements.

If this proposal is acceptable to you, please indicate by your signature in the space provided below. We have included an additional copy for your records. Thank you for the opportunity to provide this proposal for professional services. We are looking forward to working with you on this project and appreciate your consideration.

Sincerely,



James Oberst, P.E., LEED AP
Executive Vice President / COO



Gregory J. Hotaling, P.E.
Project Manager

J:\630006\Ltrs-Proposals\2016\gjh-CanandaiguaWaterMasterPlan 5-20-16.doc

PROPOSAL ACCEPTED FOR THE TOWN OF CANANDAIGUA BY:

Signature

Title

Date

ATTACHMENT 4



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

CLIENT MEMO

To: Town Board Date: May 12, 2016

Client: Town of Canandaigua

From: P. Robert Fox & Tina DeNigro

Subject Annual Checklist of Justice Court Records

We completed the Annual Checklist for Review of the Justice Court Records (Attached). We also determined the procedures followed by the Justice Courts are consistent with general recordkeeping requirements for Town Justice Courts in Appendix F of the Fiscal Oversight Responsibilities of the Governing Board issued by the Office of the State Comptroller (Attached). Deposits and disbursements appeared to be timely and dockets and case files appear to be recorded properly on SEI. Our engagement did not include completion of the checklist on "Reporting to the Department of Motor Vehicles TSLED Program."

We summarized the check registers for both Justices to make sure that all transactions were properly recorded, that banks were reconciled at the end of the year, and that reconciled cash agreed to fines and bails owed at the end of the year. Combined fines at 12/31/15 were \$21,448.00 and combined bail was \$22,350.00.

New York State reported Canandaigua collected \$261,325.00 with Justice Prull collecting \$124,478.50 and Justice Jones collecting \$136,846.50. \$141,227.00 collected was for fines & forfeited bail, \$16,213 was for civil fees, and \$103,885.00 was for the mandatory surcharges. \$164,952.00 was paid to New York State, \$22,795.00 was paid to Ontario County, and \$73,578.00 was paid to the Town. We agreed transfers to the Town and disbursements to New York State recorded on Town books to New York State reports.

Appendix F – General Recordkeeping Requirements for Town and Village Justice Courts

As a general rule, board members should first gain an understanding of how the court operates, what the general rules and requirements are for financial accountability and reporting, and what types of financial records should be maintained to meet these responsibilities. Many board members, particularly newly elected members, may not be aware of these concerns.

The first step is to ASK! Ask the individuals involved (e.g., justices and court clerks). Ask other more experienced board members. Ask your local government's attorney or call us. OSC issues many publications that provide guidance on a variety of topics that will provide you with needed information. The Comptroller's Justice Court Fund Bureau issues a publication entitled *Handbook for Town and Village Justices and Court Clerks* that provides guidance as well as requirements for justice court transactions.

Court personnel are required to maintain various records and documents pertaining to the cases handled in their respective courts. They are also required to perform certain finance-related duties to account for and report all transactions.¹² Certain financial duties are the direct responsibility of each justice and, in certain circumstances, may not be delegated to other court personnel. Some key recordkeeping requirements are as follows:

Each justice is required to:

1. Maintain an official bank account in his/her name as judicial officer.
2. Issue acceptable receipt forms for all moneys collected.
3. Deposit all moneys received in his/her judicial capacity in the official bank account within 72 hours of collection, exclusive of Sundays and holidays.
4. Submit a monthly report, generally, and remittance to the Justice Court Fund within the first 10 days of the month following collection.¹³

Each court is required to:

1. Maintain individual case files containing all papers and other documents pertaining to each case.
2. Maintain an index of all cases with a unique number assigned to each case when filed.
3. Maintain a cashbook, which chronologically itemizes all receipts and disbursements.
(Note: For accountability and internal control purposes, OSC recommends that a separate cashbook be maintained for each justice).

¹² Recordkeeping requirements are generally contained in 22 NYCRR Section 214, *et seq.*

¹³ With respect to courts that participate in the Invoice Billing Program, within the first 10 days of the month following collection, each justice must electronically file their report with the Justice Court Fund and submit a remittance to the Chief Fiscal Officer, instead of the Justice Court Fund.

Appendix F –

General Recordkeeping Requirements for Town and Village Justice Courts continued

Board members should expect to find the following minimum records for receiving and disbursing moneys (either manually prepared or computerized):

1. Cash receipt records and supporting documents.
2. Cash disbursement records and supporting documents.
3. Bank statements and supporting documents.
4. Accountability worksheets detailing outstanding liabilities and cash available to meet such liabilities. These worksheets should compare net bank balances and cash on-hand to liabilities (e.g., bails and unremitted fines). Any difference between cash and liabilities should be explained. Correction of errors in accounting records, if any, should also be explained.
5. Copies of reports to applicable governmental agencies.

Appendix 10 – Annual Checklist for Review of Justice Court Records

Name of Municipality:

Town of Canandaigua

Month Reviewed:

1/1/2015

Through

12/31/2015

Name of Justice:

Justice Walter W. Jones, Jr.

Review Performed By:

P. Robert Fox

Tina DeNigro

Date

5/19/2016

Annual Checklist for Review of Justice Court Records

	Yes	No
<u>Cash Receipts Book</u>		
▶ Are pre-numbered receipt forms issued for all collections?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are duplicate receipts kept for court records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are receipts recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Is the receipt book maintained in a manner to identify date received, payer, and the amount of fines, fees, bail and other categories of collection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are deposits identified?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are duplicate deposit slips kept for court records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are deposits made within 72 hours of collection (exclusive of Sundays and holidays)? 2 times per week	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are deposits recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Is the receipt book totaled and summarized at the end of each month? SEI <i>Last Month Totaled and Summarized</i> <u>December</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Cash Disbursements Book

▶ Are pre-numbered checks used for all disbursements other than petty cash?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are all checks signed by the Justice?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are canceled checks (or check images) returned with bank statements and kept for court records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are checks recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last recorded check:</i> # <u>1243</u> Date <u>12/22/15</u> Amount <u>\$485.00</u>		

Bank Reconciliations

▶ Are bank accounts reconciled promptly after bank statements are received?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last Bank Reconciliation for Each Bank Account:</i> Date Performed <u>Jan 16</u> Month Ending <u>12/31/15</u>		

Additional Supporting Records

▶ Is a list of bail maintained? SEI	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Is a record of uncollected installment payments maintained? N/A	<input type="checkbox"/>	<input type="checkbox"/>

Annual Checklist for Review of Justice Court Records

Yes No

Dockets and Case Files

- ▶ Are separate dockets maintained for various classifications of cases, such as Vehicle and Traffic, Criminal, Civil and Small Claims? SEI & manual document ☒ ☐
- ▶ Are case files maintained for all cases? If manual, an index is an alphabetical list of cases with case numbers as a cross-reference. This will assist in locating cases since case files are filed by disposition date. If computerized, the index is maintained in the system and can be accessed at any time by name, ticket number or address. SEI ☒ ☐
- ▶ Do dockets for disposed cases appear to be complete? ☒ ☐
- ▶ Do dockets for disposed cases agree with amounts reported? ☒ ☐

Cash Book Reconciliation

- ▶ Is the cash book reconciled to the adjusted bank balances at the end of each month? ☒ ☐
- ▶ Does the cash book total agree with the bank reconciliation and supporting information? ☒ ☐

Last Cash Reconciliation:

Date Performed Jan 2016 Month Ending 12/31/2015

Reports to the Division of Criminal Justice Services

- ▶ Are reports made timely to the Division of Criminal Justice Services? ☒ ☐
- ▶ Has the court received any notices regarding late reporting? ☒ ☐

If yes, why were the reports late and what corrective actions were taken? _____

Reports to the Justice Court Fund

- ▶ Are reports made timely to the Justice Court Fund? ☒ ☐
- ▶ Do reported amounts agree with docket dispositions and case files? ☒ ☐
- ▶ Do reported amounts agree with cash receipt and disbursement books? ☒ ☐

Last report submitted: Month Ending _____ Date _____ Amount _____

- ▶ Has the court received any notices regarding late reporting? ☒ ☐

If yes, why were the reports late and what corrective actions were taken? _____

Annual Checklist for Review of Justice Court Records

Yes No

Reporting to the Department of Motor Vehicles - TSLED Program

- Has the court received any notices regarding pending cases? ☐ ☐
If yes, why were the cases pending and what corrective actions were taken, if any. _____

Note: Cases over 60 days are eligible to be Scofflawed. TSLED sends a monthly listing of pending cases to the Court. The court should respond either manually or electronically to TSLED with the outcome of these pending cases.

- Are reports from TSLED to the court maintained and utilized? ☐ ☐
Last TSLED Report Available: Date _____

Note: Courts can access reports on-line from TSLED at any time.

- How many cases are shown as pending in the last TSLED report? ☐ ☐ _____
- Does the cash book total agree with the bank reconciliation and supporting information? ☐ ☐
- Is the number of pending cases reasonable? ☐ ☐
 - How many cases are shown as pending for more than 90 days? ☐ ☐ _____
 - What actions have been taken to dispose of these cases? ☐ ☐

Overall Evaluation

Accounting records are complete and accurate. _____

Appendix 10 – Annual Checklist for Review of Justice Court Records

Name of Municipality:

Town of Canandaigua

Month Reviewed:

1/1/2015

Through

12/31/2015

Name of Justice:

Justice David W. Prull

Review Performed By:

P. Robert Fox

Tina DeNigro

Date

5/19/2016

Annual Checklist for Review of Justice Court Records

	Yes	No
<u>Cash Receipts Book</u>		
▶ Are pre-numbered receipt forms issued for all collections?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are duplicate receipts kept for court records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are receipts recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Is the receipt book maintained in a manner to identify date received, payer, and the amount of fines, fees, bail and other categories of collection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are deposits identified?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are duplicate deposit slips kept for court records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are deposits made within 72 hours of collection (exclusive of Sundays and holidays)? 2 times per week	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are deposits recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Is the receipt book totaled and summarized at the end of each month? SEI <i>Last Month Totaled and Summarized</i> <u>December</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Cash Disbursements Book

▶ Are pre-numbered checks used for all disbursements other than petty cash?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are all checks signed by the Justice?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are canceled checks (or check images) returned with bank statements and kept for court records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are checks recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last recorded check:</i>		
# <u>571</u> Date <u>12/29/15</u> Amount <u>\$125.00</u>		

Bank Reconciliations

▶ Are bank accounts reconciled promptly after bank statements are received?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last Bank Reconciliation for Each Bank Account:</i>		
Date Performed <u>Jan 16</u> Month Ending <u>12/31/15</u>		

Additional Supporting Records

▶ Is a list of bail maintained? SEI	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Is a record of uncollected installment payments maintained? N/A	<input type="checkbox"/>	<input type="checkbox"/>

Annual Checklist for Review of Justice Court Records

	Yes	No
<u>Dockets and Case Files</u>		
▶ Are separate dockets maintained for various classifications of cases, such as Vehicle and Traffic, Criminal, Civil and Small Claims? SEI & manual document	X	○
▶ Are case files maintained for all cases? If manual, an index is an alphabetical list of cases with case numbers as a cross-reference. This will assist in locating cases since case files are filed by disposition date. If computerized, the index is maintained in the system and can be accessed at any time by name, ticket number or address. SEI	X	○
▶ Do dockets for disposed cases appear to be complete?	X	○
▶ Do dockets for disposed cases agree with amounts reported?	X	○

Cash Book Reconciliation

- | | | |
|---|---|---|
| ▶ Is the cash book reconciled to the adjusted bank balances at the end of each month? | X | ○ |
| ▶ Does the cash book total agree with the bank reconciliation and supporting information? | X | ○ |

Last Cash Reconciliation:

Date Performed Jan 2016 Month Ending 12/31/2015

Reports to the Division of Criminal Justice Services

- | | | |
|---|---|---|
| ▶ Are reports made timely to the Division of Criminal Justice Services? | X | ○ |
| ▶ Has the court received any notices regarding late reporting? | X | ○ |
| If yes, why were the reports late and what corrective actions were taken? _____ | | |

Reports to the Justice Court Fund

- | | | |
|---|---|---|
| ▶ Are reports made timely to the Justice Court Fund? | X | ○ |
| ▶ Do reported amounts agree with docket dispositions and case files? | X | ○ |
| ▶ Do reported amounts agree with cash receipt and disbursement books? | X | ○ |
| Last report submitted: Month Ending _____ Date _____ Amount _____ | | |
| ▶ Has the court received any notices regarding late reporting? | X | ○ |
| If yes, why were the reports late and what corrective actions were taken? _____ | | |

Annual Checklist for Review of Justice Court Records

Yes No

Reporting to the Department of Motor Vehicles - TSLED Program

- Has the court received any notices regarding pending cases? ☐ ☐
If yes, why were the cases pending and what corrective actions were taken, if any _____

Note: Cases over 60 days are eligible to be Scofflawed. TSLED sends a monthly listing of pending cases to the Court. The court should respond either manually or electronically to TSLED with the outcome of these pending cases.

- Are reports from TSLED to the court maintained and utilized? ☐ ☐
Last TSLED Report Available: Date _____

Note: Courts can access reports on-line from TSLED at any time.

- How many cases are shown as pending in the last TSLED report? _____ ☐ ☐
► Does the cash book total agree with the bank reconciliation and supporting information? ☐ ☐
 - Is the number of pending cases reasonable? ☐ ☐
 - How many cases are shown as pending for more than 90 days? _____
 - What actions have been taken to dispose of these cases?

Overall Evaluation

Accounting records are complete and accurate. _____

ATTACHMENT 5

REQUEST FOR BUDGET TRANSFER

Date: 6/13/16

Department: Development

Requested By: Doug Finch, DOD

Please provide a detailed explanation outlining the reason for this request:

Transfer budgeted amount for additional code enforcement officer to fund vacant full time zoning inspector position

Fund /Type	Account Description	From Line	Amount	To Line	Amount
Example:					
General/Expense	Town Board Elected	A.1010.110	\$100.00	A.1110.400	\$100.00
General	Zoning Inspector	A.8010.125	*38,500	A.8010.145	*38,500

Approved By:

✓ Bookkeeper: Date & Signature: 6/14/16 [Signature]

✓ Budget Officer: Date & Signature: Pamela H [Signature] 6.15.2016

Town Board: Date & Resolution #: _____

ATTACHMENT 6

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							
TEXT CODE AMENDMENT - LOCAL LAW 220-64 AND 165-7							
Name of Action or Project: TEXT CODE AMENDMENT - REQUIREMENT FOR PLANNING BOARD REVIEW							
Project Location (describe, and attach a location map): TOWN WIDE - TOWN OF CANANDAIGUA							
Brief Description of Proposed Action: This text code amendment would amend the requirements for Planning Board review for development of single family homes inside and outside the RLD zoning district, and to clarify the thresholds for site development.							
Name of Applicant or Sponsor: TOWN OF CANANDAIGUA, TOWN BOARD		Telephone: 585-394-1120 E-Mail: dod@townofcanandaigua.org					
Address: 5440 NYS Route 5 & 20							
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.			<table border="1" style="width: 100%; text-align: center;"> <tr> <th style="width: 50%;">NO</th> <th style="width: 50%;">YES</th> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </table>	NO	YES	<input type="checkbox"/>	<input checked="" type="checkbox"/>
NO	YES						
<input type="checkbox"/>	<input checked="" type="checkbox"/>						
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			<table border="1" style="width: 100%; text-align: center;"> <tr> <th style="width: 50%;">NO</th> <th style="width: 50%;">YES</th> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>	NO	YES	<input type="checkbox"/>	<input type="checkbox"/>
NO	YES						
<input type="checkbox"/>	<input type="checkbox"/>						
3.a. Total acreage of the site of the proposed action? _____ acres b. Total acreage to be physically disturbed? _____ acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres							
4. Check all land uses that occur on, adjoining and near the proposed action. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland							

5. Is the proposed action, a. A permitted use under the zoning regulations?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	N/A <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 service(s) 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 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 site contain a structure that is listed on either the State or National Register of Historic Places?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
b. Is the proposed action located in an archeological sensitive area?	<input type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
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: _____	<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 <input type="checkbox"/>	YES <input type="checkbox"/>	
16. Is the project site located in the 100 year flood plain?	NO <input type="checkbox"/>	YES <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? <input type="checkbox"/> NO <input type="checkbox"/> YES	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____ _____	<input type="checkbox"/> NO <input type="checkbox"/> YES		

ATTACHMENT 7

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 - Town Board - Text Code Amendment (Chapter 170 & Chapter 172)			
Name of Action or Project:			
Text Code Amendment Chapter 170 (Stormwater Management) and Chapter 172 (Stormwater Pollution)			
Project Location (describe, and attach a location map):			
Town Wide - MS4 Compliance requirement by the DEC			
Brief Description of Proposed Action:			
The proposed action would add Chapter 170 (Stormwater Management) and Chapter 172 (Stormwater Pollution) sections to the Town Code of the Town of Canandaigua. These sections of code are required for compliance with the MS4 mandate from the NYS DEC.			
The proposed action would (Chapter 170): establish minimum stormwater management requirements and controls to protect and safeguard the general health, safety, and welfare of the public residing within the Town, and to address the findings of fact in Section 170-1(A). The proposed action would (Chapter 172): provide for the health, safety, and general welfare of the citizens of the Town through the regulation of non-stormwater discharges to the municipal separate storm sewer system (MS4) to the maximum extent practicable as required by federal and state law.			
Name of Applicant or Sponsor:		Telephone:	
Town of Canandaigua - Town Board			
		E-Mail:	
Address:			
6440 NYS Route 5 & 20 West			
City/PO:		State:	Zip Code:
Canandaigua		NY	14424
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?			NO
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			YES
			<input type="checkbox"/>
			<input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency?			NO
If Yes, list agency(s) name and permit or approval:			YES
			<input type="checkbox"/>
			<input type="checkbox"/>
3.a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	N/A <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 service(s) 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 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 site contain a structure that is listed on either the State or National Register of Historic Places?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
b. Is the proposed action located in an archeological sensitive area?	<input type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
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: _____ _____ _____	<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 <input type="checkbox"/>	YES <input type="checkbox"/>	
16. Is the project site located in the 100 year flood plain?	NO <input type="checkbox"/>	YES <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? <input type="checkbox"/> NO <input type="checkbox"/> YES b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: <input type="checkbox"/> NO <input type="checkbox"/> YES _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	

Short Environmental Assessment Form
Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

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

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

Short Environmental Assessment Form
Part 3 Determination of Significance

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

<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 of Canandaigua, Town Board	June 20, 2016
Name of Lead Agency	Date
Pamela Helming	Town Supervisor
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 8

Short Environmental Assessment Form

Part 1 - Project Information

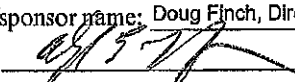
Instructions for Completing

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, Town Code Update - Local Law			
Name of Action or Project: Town of Canandaigua, Town Code Update - SCR 1 Zoning			
Project Location (describe, and attach a location map): SCR-1 Zoning - Town of Canandaigua, 5440 Route 5&20 West, Canandaigua, NY 14424			
Brief Description of Proposed Action: This local law would amend Canandaigua Town Code Section 220-18 relating to including permitted principal uses in the SCR-1 Zoning District. This local law would add the permitted principal uses back into the SCR-1 zoning, (220-18) previously eliminated as part of Local Law 2 of 2013.			
Name of Applicant or Sponsor: Town of Canandaigua		Telephone: 585-394-1120 E-Mail: dod@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 governmental 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, adjoining and near the proposed action. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	N/A <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 service(s) 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 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 site contain a structure that is listed on either the State or National Register of Historic Places?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
b. Is the proposed action located in an archeological sensitive area?	<input type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
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: _____	<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 <input type="checkbox"/>	YES <input type="checkbox"/>	
16. Is the project site located in the 100 year flood plain?	NO <input type="checkbox"/>	YES <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? <input type="checkbox"/> NO <input type="checkbox"/> YES	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____ <input type="checkbox"/> NO <input type="checkbox"/> YES			

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____ _____	NO <input type="checkbox"/>	YES <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 <input type="checkbox"/>	YES <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 <input type="checkbox"/>	YES <input type="checkbox"/>
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor name: Doug Finch, Director of Development Date: February 1, 2016 Signature: 		

Project: Text Code Amendments SCR-1

Date: June 20, 2016

Short Environmental Assessment Form

Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

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

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

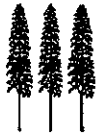
Short Environmental Assessment Form

Part 3 Determination of Significance

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Town of Canandaigua, Town Board	June 20, 2016
Name of Lead Agency	Date
Pamela Helming	Town Supervisor
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 9



PINEWOODS ENGINEERING, P.C.

42 Aston Villa

North Chili, New York 14514

Project: 3796 Co. Rd. 16

Project No.: 16-008

Date: 5/5/16

By: SLG

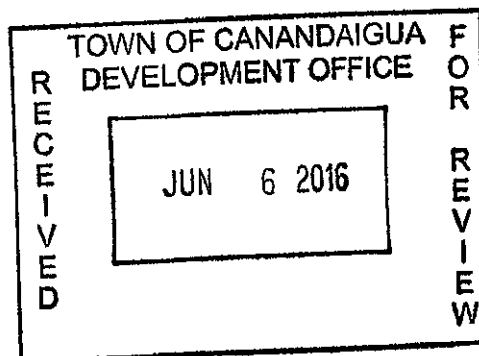
CASEY RESIDENCE - ENGINEER'S ESTIMATE*

Associated with Site Plan prepared by Pinewoods Engineering, dated 5/5/16.

Item	Quantity	Unit	Unit Cost		Total
Silt Fence	30	L.F.	\$3.50	/L.F.	\$105.00
Inlet Protection	1	L.S.	\$200.00	ea.	\$200.00
Fine Grading	0.08	Ac	\$1,500.00	/Ac	\$120.00
Rain Garden	1	ea.	\$800.00	ea.	\$800.00
Topsoil & seeding	0.08	Ac	\$1,700.00	L.S.	\$136.00

Total: \$1,361.00

*Estimate prepared for use in determining bonding amount.



ATTACHMENT 10



RIGHT-OF-WAY MOWING CONTRACT

*for Route 332, Towns of Canandaigua and
Farmington, Ontario County*

Contract Period:	May 1, 2016 to November 30, 2016
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Address Inquiries To:	Greg Kerrick, Resident Engineer, Wayne /Ontario Residency
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... CONTRACT THROUGH 2016 SEASON ...

NOTE WELL: The Resident Engineer shall be solely responsible for ensuring that the properly executed Certificates of Insurance are filed with him / her prior to commencement of any work.

CONTRACT PERIOD

The contract covers a period the equivalent of one "Mowing Season" (typically April through October) during calendar year 2016.

PRICE

All prices are net, including all changes allowable for mowing and litter pick up. No additional charges such as mobilization, fuel, dump fees, etc. will be permitted.

TAX PROVISIONS

Purchases made by the State of New York are not subject to state or local sales taxes or federal excise taxes. There is no exemption from paying the New York State truck mileage, unemployment insurance, or federal social security taxes. The official State agency purchase order or voucher is sufficient evidence to qualify the transaction exempt from sales tax under section 116(a)(1), Tax Law. For tax free transactions under the Internal Revenue Code, the New York State registration number is 14740026K.

CONTRACT PAYMENTS

Payments cannot be processed by State facilities until the contract work has been performed in satisfactory order. Payment will be based on any invoice used in the Town's normal course of business, however such invoice must contain sufficient data including but not limited to Contract No., description of material, quantity, unit and price per unit as well as Federal Identification Number.

The payment of interest on certain payments due and owed may be made in accordance with the criteria established by Chapter 153, Laws of 1984 (Article 11A of New York State Finance Law) and the Comptroller's Bulletin No. A-91.

REQUEST FOR CHANGE

Any request by the Town regarding changes in part of the contract must be made in writing to the Resident Engineer of the Ontario / Wayne County Residency of the New York State Department of Transportation prior to effectuation.

ADDITIONAL TERMS AND CONDITIONS

It is understood and agreed upon that all terms and conditions detailed in Appendix A – Standard Clauses for New York State Contracts, are made a part of the contract(s) set forth in this contract.

Definition: Highway Right-of-Way (ROW)

A general term denoting land, property, or interest therein, usually in a strip, acquired for or devoted to a highway. Mowing limits along the Right-of-Way will generally extend no more than 30 feet from the edge of pavement.

SCOPE OF WORK

OBJECTIVE

The objective of this effort is to establish a mechanism through which an outside contractor will provide labor, tools, equipment, transportation, materials, and management oversight necessary to accomplish Mowing, along State highway Right-of-Way (ROW) as set forth in this Statement of Work and in accordance with the detailed specifications set forth later. **There is no "Over the Rail" mowing** included under this contracting effort.

Although no work is actually guaranteed, it is anticipated that a significant amount of work will be contracted for. The intent of a Work Order Agreement is to provide the NYSDOT Resident Engineer / Maintenance Supervisor with the flexibility to accomplish more work with less manpower. ROW Mowing is a necessary maintenance task which not only enhances the appearance of our highways, it provides for safety measures by improving sight lines and visibility of roadside warning signs. When contracted, mowing will generally (but not necessarily) be called for in cycles. Typically, the Resident Engineer or Maintenance Supervisor will arrange with the Town in the early spring for areas to be maintained by

contract over the course of the upcoming months. For example, the contractor might be notified in March of a certain tract or parcel that will require regular maintenance beginning May 1 and every 45 days thereafter. This allows both the NYSDOT and the Town the opportunity to plan and schedule resources in advance for the season. They will then carry out the mowing operation. Payment will be upon satisfactory completion of each cycle.

SPECIFIC TASK REQUIREMENTS

Kick-Off Meeting

The Town may be required by the Engineer(s) to participate in a "kick-off meeting" to be conducted at the NYSDOT residency; the purpose of which will be to establish "ground rules" regarding issuance of work orders and mutual expectations. This meeting will serve as a forum for each party to get acquainted, and to especially to ask questions of each other. At the conclusion of the "kick-off meeting", the Town should have a clear idea of exactly what the Engineer's expectations are with regard to performance of work so that there will be no misunderstandings. The Kick-Off Meeting should also be utilized to cover safety precautions.

Work Area Safety

The Town shall assume sole responsibility and duty to provide a safe work place for its employees and agrees that the State has no responsibility therefore, and that the Town shall indemnify and hold the State harmless for any claim for damages by employees of the Town against the State alleging that the State failed to provide a safe work area. The Town shall further furnish adequate protective equipment for its employees, and shall ensure that extra quantities are available for official visitors to the work site.

Support Items

The Town shall provide any necessary support items to control and secure the site, and any remote storage and/or staging areas, and flag persons where required. The Town is responsible for the proper erection and safe application and removal of such items.

Interference with Traffic

The Town shall perform all work so as to minimize interference with or delay to vehicular and pedestrian traffic. The Town's maintenance and protection of traffic shall conform to the requirements of the current NYSDOT Standard Specifications. Brief shoulder closures may be necessary to the performance of work under any relevant contract(s). No extra payment will be made for shoulder closures, and necessary shoulder closures must be kept to a minimum. No lane closures are allowed. In the rare event that it becomes necessary to close a traffic lane, such closure and associated maintenance and protection of traffic will be performed by the State.

PROJECT MINIMUM, ORDERING, AND ADJUSTMENT

Unless otherwise stipulated elsewhere, work under the agreement is to be ordered via issuance of a Standard 'Blanket' Purchase Order (hereafter "Work Order") by the appropriate Engineer, followed by subsequent verbal or written 'work orders'. The Town shall contact the Engineer within 72 hours of receipt of such Blanket Purchase Order in order to establish a date and time to conduct a **Project Scope Survey**. This survey will be a field meeting conducted jointly by the Engineer and the Town's Representative for the purpose of inspecting the mowing site to ascertain an agreed acreage to be maintained; and upon such agreement, they shall execute a **Project Scope Plan (see Exhibit A attached)**. A start work date which is acceptable to both parties will be set, a cycle will be established as necessary, and work will commence accordingly. If the Engineer and the Town Representative cannot come to agreement as to the size of the parcel, the project will be cancelled and maintenance of the parcel will be performed by State forces. Although it is recognized and understood that the Town and the Engineer may not always agree on parcel size as a result of the Project Scope Survey, it is expected that each party will each put forth good-faith efforts so as to reach amicable agreement on parcel sizes as often as possible.

Payment for the season's mowing will be through submission of Town's standard invoice to the Engineer. The Engineer will review the invoice for completeness and accuracy and if approved, a Standard Voucher will be prepared and forwarded to the State Comptroller for audit and release of payment.

MANAGEMENT, CONTROL, AND SCHEDULING OF WORK

The Town shall manage the total work effort associated with any issued work orders to assure fully adequate and timely completion of work. Included in this function will be a full range of management duties including, but not limited to, planning, scheduling, and quality control. The Town shall provide an adequate staff of personnel with the necessary management expertise to assure performance of the work in accordance with sound and efficient management practices. The Town shall employ and maintain an adequate workforce to complete work in accordance with time and quality standards specified herein. The Town shall give its constant personal attention to the work while it is in progress, or it shall place the work in charge of a competent, English-speaking superintendent, who shall have authority to act for the Town, and who is acceptable to the Engineer.

The Town shall implement all necessary work control procedures to ensure timely accomplishment of work requirements, as well as to permit tracking of work in progress. The Town shall plan and schedule work to assure that labor and equipment are available to complete work requirements within specific time limits and in conformance with any quality standards set forth herein. Verbal reports on the status of work in progress or scheduled shall be provided by the Town to the Engineer or his designee when requested.

In addition, the Town is to furnish work schedules to the Engineer, if called for, which shall indicate the type of work to be performed, the areas to be worked, and the estimated time to complete the work in each area. Once submitted and approved, the work shall be performed in accordance with the schedule, to facilitate the Department's inspection of work. Changes to the work schedule may be agreed upon in the event that inclement weather conditions prevent the Town from working on any scheduled day. The work schedule shall be in compliance with appropriate sections of Labor Law, and with prevailing Labor Union agreements, if applicable.

DEPARTMENT INSPECTION

The Engineer may designate a Project Inspector(s) to observe the Town's field operations while contract work is being performed, to ensure that work is being progressed in accordance with specifications, terms, and conditions of the contract. When observations indicate improper work or questionable conditions, the Inspector will notify the Town's Quality Control Manager or Field Foreman, and request corrective action. The Department's Project Inspector shall have express authority to order stoppage of work at any time if, in his / her opinion, work is not being performed satisfactorily, or if unsafe working conditions are observed.

SPECIAL REQUIREMENTS AND SPECIFICATIONS

PERMITS

Towns performing work within the State Highway Right-of-Way shall be required to obtain a Highway Work Permit from the Department. The normal permit fees will be waived for Towns under this agreement, however PERM 17 insurance requirements will not. The Highway Work Permit may be obtained from the Resident Engineer, or from the Regional Traffic Engineer in the Rochester Regional Office.

INSURANCE

The Town shall procure and maintain at its own expense and without compensation by the State, until final acceptance by the State of services provided by the contract, insurance for liability for damages imposed by law, of the kinds and in the amounts hereinafter provided, with insurance companies authorized to do such business in the State, covering all operations under the contract. Before commencing work, the Town shall furnish to the Engineer, a certificate or certificates of insurance in form satisfactory to the State showing compliance with this paragraph, which certificate or certificates shall name the State of New York as additional insured, and shall provide that the policies shall not be changed or canceled until thirty day written notice has been given to the State.

Each insurance carrier must be rated at least "A-" Class "VII" in the most recently published Best's Insurance Report. If, during the term of the policy, a carrier's rating falls below "A-" Class "VII", the

insurance must be replaced no later than the renewal date of the policy with an insurer acceptable to the Department, and then currently rated at least "A-" Class "VII".

The Town shall be solely responsible for payment of all deductibles and self insured retention (if any) to which such policies are subject. Deductibles and self insured retention must be approved by the State. Such approvals shall not be unreasonably withheld.

The Resident Engineer shall be solely responsible for ensuring that the properly executed Certificate(s) of Insurance is filed prior to ordering commencement of any work, and for assurance that such Certificate(s) is (are) kept.

The types and limits of insurance are as follows:

1. COMMERCIAL GENERAL LIABILITY INSURANCE with a limit of not less than \$1,000,000 each occurrence. Such liability shall be written on the Insurance Service Office's (ISO) occurrence form CG0001, and shall cover liability arising from premises operations, independent Towns, products- completed operations, broad form property damage, personal and advertising injury, cross liability coverage, liability assumed in a contract (including tort liability of another assumed in a contract) and explosion, collapse & underground coverage. If such insurance contains an aggregate limit, the limit shall apply separately on a per-job, per-location basis.
2. WORKERS COMPENSATION, EMPLOYERS LIABILITY, DISABILITY BENEFITS as required by New York State. If employees will be working on, near, or over navigable waters, US Longshore and Harbor Workers Compensation Act endorsement must be included.
3. COMPREHENSIVE BUSINESS AUTOMOBILE LIABILITY INSURANCE with a limit of not less than \$1,000,000 each accident. Such insurance shall cover liability arising out of any automobile including owned, leased, hired, and non-owned automobiles.

DISPUTES

All disputes concerning a question of fact which may arise under any resultant agreement shall be reduced to writing and delivered to the other party. In the case of the NYSDOT, disputes are to be directed to the Resident Engineer. Except as otherwise provided, any dispute concerning a question of fact which is not disposed of by agreement between the Resident Engineer and the Town shall be submitted to and decided by (first) the Regional Operations Engineer; (second) the Director, Office of Transportation Maintenance; and finally (third) an executive level designee of the Commissioner of Transportation. In the event of a dispute, all work shall continue to proceed without interruption. If the Town shall be unwilling to accept the decision of the Commissioner's designee, it shall be free to pursue normal legal remedies; but it will be specifically agreed that any and all reports made upon the disagreement at issue shall be admissible as evidence in any court actions taken with respect to the

matter. It is further understood and agreed that any court action shall take place in the City and County of Albany, New York.

ASSIGNMENT OF CONTRACT

Pursuant to §138 State Finance Law, contracts with the State may not be assigned to any third party without the express written consent of the Contracting Agency. It is not our intent to allow assignment of contracts except under extraordinary circumstances. Assignment of the right to receive contract payments only does not require approval. Such assignments of payments should be filed directly with the State Comptroller, and shall in no way relieve the Town of sole responsibility for performance under the terms of this contract.

CONTRACT TERMINATION AND REMEDIES

The contract shall continue to remain in force and effect for the entire Contract Period specified unless terminated sooner in one of the following ways:

1. By Town for cause if the NYSDOT is in material breach of a term or terms of the contract which is/ are not remedied within thirty days of written notice given by the Town to NYSDOT;
2. By NYSDOT for cause if Town is in material breach (see sentence below note 4) of a term or terms of the contract which is / are not remedied within 30 days of written notice given by NYSDOT to the Town;
3. By NYSDOT for convenience whenever such termination shall be determined to be in the State's best interest, or as per Executory Clause contained in Appendix A;
4. By either party upon a mutual determination and agreement that continued performance under the contract is not feasible.

(Note: Refusal of the Town to execute a Project Scope Plan shall not be considered material breach if taking on the work would extend the Town beyond the limits of available resources; nor if he considers the nature of a particular project to be potentially unduly dangerous to his employees; nor if the Town and the Engineer are unable to come to agreement on estimated project acreage.)

In the event under number 4 above, both parties shall immediately be released of any and all further liabilities and/or obligations under the contract.

In the event of termination under numbers 1 or 3 above, the Town is entitled to actual, audit able damages exclusive of manufacturing costs or purchase cost of equipment. Anticipated profits will not be paid under any circumstances.

CONSEQUENTIAL DAMAGES

In the event a disputes arises out of or relating to the agreement, in no event shall consequential, special, indirect, punitive, incidental, or other similar damages be awarded by any court, administrative agency, or tribunal hearing deciding said dispute between the parties beyond those damages set forth in the preceding section titled CONTRACT TERMINATION AND REMEDIES.

WORK DETAILS

The work shall consist of: 1.) Mowing of the vegetation along the roadside rights-of-way which has been delineated by mowing stakes, fencing, or other means; 2.) any other ancillary work specifically called for herein or as required for the safe and efficient performance of tasks 1.) above.

Each mowing cycle shall be for the entire area within the designated mowing limits, including fences, roadway ditches, catch basins, medians, and interchanges, and areas adjacent to guide rails and signs.

ROW mowing shall be performed on all designated areas where vegetation exists beyond the shoulder or pavement edge(s) along the roadway and ramps of interchanges extending back to the designated staked, fenced, or otherwise delineated mowing limits, and shall proceed in the same general direction in a continuous manner until work is completed. All ROW mowing shall be accomplished to a nominal height of 5".

In bifurcated median areas where the roadways separate beyond normal median width, ROW mowing shall be performed on all areas where vegetation exists beyond the median shoulder or pavement edge along the roadway extending back to the designated mowing limits, unless directed by the Engineer.

EQUIPMENT AND SAFETY DEVICES

All equipment utilized shall be in good working condition and shall be suitable for performing the work required. Operations shall conform to all OSHA regulations. The Town shall equip all vehicle units designated as work zone vehicles with rotating lights and fluorescent red / orange flags. Rotating lights shall be mounted on all mowing equipment and shall cover a 360° effective area. The dome lens shall be amber in color, and have a minimum height of four inches. Flags shall be 24" x 24" and shall be constructed of a heavy duty vinyl material with weighted edges, and shall be mounted such as to be visible to traveling motorists.

All Town employees on the work site shall wear orange safety vests and hard hats which conform to OSHA regulations.

Either rotary or flail type mowers are acceptable, although flail type is clearly preferred for safety reasons. All rotary type mower attachments must be equipped with shields of metal or chain which will restrict foreign objects from being thrown out from the cutting unit enclosures.

Mowing equipment, service trucks, and other support vehicles are the only types of equipment that will be permitted on the project site(s). All terrain vehicles or other off-road motorcycle type vehicles will not be permitted. While equipment is idle or not in use, it shall be parked or stored away from the outside shoulder of the roadway in an inconspicuous place behind the guide rail or outside the clear zone and as directed by the Engineer. All equipment and accessory items shall be furnished by the Town and approved by the Engineer.

DAMAGE TO HIGHWAY PROPERTY

The Town shall carry out operations in such a manner so as not to damage the existing ground areas, trees, shrubs, signs, delineator posts or other roadside features. Care shall be taken not to mow during wet conditions where turf damage or ruts may occur. In the event that damage occurs to trees, shrubs, signs, delineator posts or other roadside features, the Town shall repair or replace some in like kind and at the direction of the Engineer at no cost to the Department.

WARNING SIGNS AND DESIGNATED WORK ZONES

The Town shall provide and place warning signs to notify the traveling public of ROW mowing operations. Signs shall be 48" x 48" diamond shaped with black 8" letters on an orange background with a black border, and shall be either vinyl-backed roll-up, aluminum, plastic, fiberglass, or wood of good quality. Mesh type signs will not be allowed. All signage shall be in accordance with Parts 238 and 239 of the NYS Manual of Uniform Traffic Control Devices, or as directed by the Engineer.

There shall be four each of **MOWING AHEAD** signs and four each of **END ROAD WORK** signs to delineate a ROW mowing work zone on a multi-lane median-divided highway. There shall be two each of these signs to delineate a work zone on a highway which is not median-divided. The designated work zone for ROW mowing shall be a maximum of *two miles* in length with warning signs placed *750' prior* to the beginning of the work zone and *750' beyond* the end of the work zone. The Town may establish additional two mile work zones adjacent to the initial work zone to a maximum of *eight miles*, provided that work is being performed in each adjacent work zone. A supplemental plate with the message **NEXT [2,4,6,8] MILES** may be placed below the initial warning sign.

Warning signs on a median-divided highway shall be placed in a dual manner, one on the outside shoulder and one in the median, or inside shoulder of the roadway at both the beginning and end points of the designated work zone(s) for both directions of travel. If the roadway is not a median-divided highway, warning signs shall be placed on the right and left shoulders of the roadway at both the beginning and ending points of the designated work zones for both directions of travel. Warning signs shall also be placed on the entrance ramp of any interchange or roadway intersection that is located within a designated mowing or other work zone and shall be placed on the right shoulder of the ramp or side road *500' prior to the beginning* of the merge area or intersection. Where the length of the entrance ramp is less than 500', warning signs shall be placed at the beginning of the ramp.

Warning signs shall be securely mounted on multi-leg stands and shall be mounted a minimum of 18" above the shoulder or pavement (except rigid signs must be mounted at a height of not less than 5' above the shoulder or pavement). Sign stands constructed of a single post and that could swivel will not be allowed.

In the event that the paved shoulder area adjacent to the median barrier wall on a multi-lane median-divided highway is not of sufficient width to place advance warning signs in a proper manner, the advance warning signs shall be placed atop the median barrier wall for both directions of travel. This placement shall be achieved via a clamping device to be approved by the Engineer. *Warning signs shall not be attached to any other highway appurtenances, such as sign posts, delineator posts, or guide rail ends.*

A full complement of warning signs shall be utilized at all times. Warning signs to designate a work zone shall be put in place on the job site at the beginning of each work day prior to the beginning of operations, and shall be moved as required as operations progress. Warning signs shall be removed from the job site after operations cease at the end of each work day. Failure to have proper warning signs displayed during operations will result in an immediate shut down of all operations until proper signing is achieved. As stated previously, a "shut down" is considered indicative of the Town's overall performance level, and repeated shut downs may be considered *cause for termination of a contract.*

TOWN EMPLOYEES AND VEHICLES

The Town's vehicles shall always move with, and not against, the flow of traffic. Vehicles shall enter and leave work areas in a manner which will not be hazardous to or interfere with normal traffic. Vehicles shall not park or stop except within work areas designated by the Engineer. Town's vehicles will be prohibited from crossing the roadway, and all pedestrian movement on the roadway will be limited to the protected work areas. Town's employees' personal vehicles shall not be parked within the ROW except in specified areas designated by the Engineer.


PRICE BREAKDOWN

Zone	Town	Price per Center LM
1	Canandaigua	\$ 370.00
2	Farmington	\$ 370.00

Route 332, Ontario County

County:	Ontario
Route:	332
Median:	Yes

Town	Start reference marker	End reference marker	Total center lane miles
Canandaigua	332 4401 2000	332 4401 2035	3.5
Farmington	332 4401 2035	332 4401 2070	3.5

<p>AGREED TO: Town of CANANDAIGUA</p> <p>_____</p> <p>Town Representative Date</p>	<p>AGREED TO: Town of FARMINGTON</p> <p> _____</p> <p>Town Representative Date</p>
---	---

**ESTABLISHED CENTER LINE MILES BASED
UPON MEASUREMENT**

NYSDOT Engineer Date

ATTACHMENT 11

REQUEST FOR BUDGET TRANSFER

Date: 6/15/16

Department: Water

Requested By: Jim Fletcher, Water Superintendent

Please provide a detailed explanation outlining the reason for this request:

The cost of operator training and maintenance to the system has been higher than anticipated.

Fund /Type	Account Description	From Line	Amount	To Line	Amount
Example:					
General/Expense	Town Board Elected	A.1010.110	\$100.00	A.1110.400	\$100.00
Water/Expense	Training & Membership Dues	F.8340.450	\$ 2,000.00	F.8310.423	\$2,000.00
Water/Expense	Services & Maintenance	F.8340.450	\$40,000.00	F.8340.440	\$40,000.00

Approved By:

_____ Bookkeeper: Date & Signature: _____

_____ Budget Officer: Date & Signature: _____

_____ Town Board: Date & Resolution #: _____

Transfer Completed By:

_____ Bookkeeper _____ Date

ATTACHMENT 12

May 13, 2016

James Fletcher, Highway/Water Superintendent
Town of Canandaigua
5440 5 & 20 West
Canandaigua, New York 14424

**RE: PROPOSAL FOR PROFESSIONAL SERVICES
WATER SYSTEM MASTER PLAN**

Dear Jim,

Based on our previous discussions with the Public Works Committee, I am pleased to present our proposal for professional services for preparation of a Water Master Plan. This letter proposal describes our understanding of the scope of the project and provides an estimate of our compensation.

I. BACKGROUND:

The Town has maintained a working hydraulic model of the water system since 1994, which was updated in 2002 and then most recently updated in 2011. The hydraulic analysis has generally only considered the water system known as The Canandaigua Consolidated Water District or the water system served by the Cramer Road Tank. Recent advancements in software combined with modeling of adjacent water systems has allowed for inclusion of all of the water systems in the Town of Canandaigua into one "comprehensive" model, including the Canandaigua-Farmington Water District, Canandaigua-Hopewell Water District, Canandaigua-Bristol Water District and the City of Canandaigua's water system. The "comprehensive" model allows for more system wide understanding of the complete water network.

Similar to the Sewer Master Plan nearing completion this year, the Town has a need to develop a Water Master Plan. The Water Master Plan would consider the needs of the water system (including the system's integrity and water quality) and the future growth of the Town with respect to the Town's Comprehensive Plan. The Water Master Plan will consider all the system improvements completed by the Town since 2011, identify system deficiencies, reevaluate and prioritize remaining systems improvements identified in the Hydraulic Analysis Update (2011) as well as consider additional improvements identified by the Public Works Committee.

II. SCOPE OF SERVICES:

MRB Group proposes to provide the following services:

A. Data Gathering and Water System Mapping

A proper analysis of the water system will require the assembly of the data and information described below and preparation of an updated water system map which will form the basis for a hydraulic analysis of the system. MRB has a working hydraulic model of the Town's water system; however, the model needs to be updated with the data and information outlined below to ensure that the model reflects current conditions.

1. Collect and review existing maps, documents and technical reports, including plans and available condition assessment reports, Comprehensive Plan and Updates.
2. Inventory watermain sizes, ages, and material types based on available information and input from the Town.
3. Review system interconnections as well as adjacent system operating hydraulics as it relates to potential improvements to the Canandaigua Water District.
4. Prepare updated water system map including a schematic layout of the water system, pipe sizes, storage tanks, control valves, master meters, well pump stations, etc.
5. Review of recent (past 2 years) system operational data to further define the dynamics of the water system. Information to be provided to MRB for review includes:
 - a. Water billing data in a sortable, EXCEL compatible file by address and master meter reading data, broken down by residential and non-residential use. This will allow the assignment of appropriate demands to various areas of the water system.
 - b. Daily pump runtime data including number of starts and stops per day and daily run time per pump.
 - c. Pump curves for the pumps.
 - d. Most recent ISO system evaluation with identified needed fire flows.
 - e. Control valve settings including any system pressure reducing valves and tank altitude valves.
 - f. Record drawings of the water storage tanks, including site plans and elevations, to the extent available.

6. Coordinate with the Town for any additional required hydrant flow tests. The Town will need to provide personnel to assist during the testing (anticipated to be one day of testing).
7. Review existing water rate and capital debt structures.

B. Update the Water System Hydraulic Analysis

1. Update and adjust the existing hydraulic model of the water system to simulate current observed field conditions (i.e. working pressures and fire flows).
2. Review and update water demands at various points in the system based on the information collected in the data gathering phase.
3. Model system performance under estimated demand conditions including the ability to maintain adequate working pressures and fire flows.
4. Confirm, based on contemporary conditions, that adequate storage volume is still available in the existing system.
5. Review the current zoning of the Town and assess limitations based on anticipated available fire flows.
6. Identify and/or confirm hydraulic limitations and constraints within the existing system.

C. Assessment of Existing Conditions

1. Coordinate with the Town to review and assess water quality in various parts/sections of the water system. The Town will perform testing for up to 10 locations in the system.
2. Coordinate with the Town to verify the age of various sections of the water system. Information to be provided by the Town.
3. Coordinate with the Town to review the history of water main breaks and related system maintenance problems to identify known areas of consistent maintenance issues. Information provided by the Town.
4. Coordinate with the Town to assess and record the condition of valves, hydrants, pressure reducing valves, altitude valves, etc. The Town will provide information regarding the condition for MRB to compile and document.
5. Site visit to water storage tank site to assess general exterior condition of storage tank (from ground level) including paint thickness and condition, AWWA compliance, and general condition of tanks and related infrastructure. The Town will provide any relative interior inspection data.
6. Prepare a summary of water system deficiencies based on the updated hydraulic analysis and the assessment of existing conditions.

- D. Develop Recommended System Improvements and Water Master Plan.
1. Coordinate the development Water Master Plan with the Public Works Committee, up to three (3) meetings.
 2. Perform a water storage tank hydraulic feasibility analysis to provide redundancy to the Cramer Road tank and outline potential service area expansion.
 3. Prepare list of recommended water system improvements and expansion, ranked in priority order. Ranking will be based on a wide variety of factors, with the greatest emphasis being on water quality, and potential impacts on the current and future health of Town Residents. The list would differential from system repairs/replacement projects vs. system expansion projects.
 4. Prepare capital cost estimates for the list of recommended water system improvements.
 5. Prepare draft Water Master Plan which will generally include the following sections:
 - i. Introduction/Background
 - ii. Service Area
 - iii. Existing Conditions
 - iv. Water Demand
 - v. Improvements Evaluation
 - vi. Project Financing
 - vii. Conclusions
 6. Review draft with Town.
 7. Prepare SEQR documentation.
 8. Assist Town with the adoption of the Water Master Plan
 9. Attend (1) informational meeting and (1) public hearing.

III. FEE SCHEDULE

Our price proposal for the above referenced services is as follows:

<u>Task</u>	<u>Lump Sum Price</u>
Water Master Plan.....	\$33,000.00

The cost figures shown above represent our lump sum amount. Any additional work beyond this fee and outside the scope of this proposal would be reviewed with the Client. MRB Group shall submit monthly statements for services rendered during each invoicing period based on the efforts performed during that period.


IV. ADDITIONAL SERVICES:

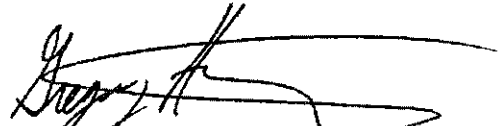
The following is a sample list of potential additional services. This list is not meant to be a complete list of potential additional services. If additional services including those listed below do become required or warranted we would discuss the additional fees associated with the services at the appropriate time and would not proceed until so authorized.

1. Field survey/data collection beyond the scope outlined above.
2. GIS attribute updates or other GIS updates not included in the scope above.
3. Funding applications and accompanying environmental reports.
4. Design of recommended improvements.

If this proposal is acceptable to you, please indicate by your signature in the space provided below. We have included an additional copy for your records. Thank you for the opportunity to provide this proposal for professional services. We are looking forward to working with you on this project and appreciate your consideration.

Sincerely,


James Oberst, P.E., LEED AP
Executive Vice President / COO


Gregory J. Hotaling, P.E.
Project Manager

J:\630006\Ltrs-Proposals\2016\gjh-CanandaiguaWaterMasterPlan.doc

PROPOSAL ACCEPTED FOR THE TOWN OF CANANDAIGUA BY:

Signature

Title

Date

ATTACHMENT 13

TOWN OF CANANDAIGUA

JOB DESCRIPTION

<i>Job Title:</i>	Laborer	<i>Department:</i>	Parks & Recreation
<i>Reports to:</i>	Parks Maintenance Assistant	<i>Civil Service Classification:</i>	Labor
<i>Prepared by:</i>	Public Sector HR Consultants LLC May 2016	<i>Employment Status:</i>	Full-time
		<i>FLSA Status:</i>	Non-Exempt

JOB SUMMARY

Provide maintenance services for Town parks, buildings, grounds, and other facilities. Perform general repairs and ensure adherence to appropriate safety and building standards.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Perform grounds and park maintenance, repair, and landscaping work including, but not limited to, the following:
 - Mow and trim lawns.
 - Remove trees, tree limbs, leaves, brush and other debris.
 - Plow, salt, shovel, and remove snow and ice from roadways, walks and parking areas.
 - Maintain and repair parks grounds, athletic fields, and playground and other recreational equipment.
 - Maintain beaches and waterfront areas.
 - Replace light bulbs/ballast and repair light poles and fixtures.
 - Maintain proper working order and cleanliness of restrooms.
 - Maintain, repair and/or set out and remove seasonally: benches, chairs, picnic tables, trashcans, boat docks, etc. Erect fences.
 - Plant and care for trees, flowers and other landscaping. Trim bushes and hedges.
 - Remove trash.
 - Maintain tools, equipment and machinery and perform minor repair work on such.
- Maintain buildings and/or other structures which may include painting, masonry, and performing plumbing, electrical and carpentry work.
- Perform cleaning and maintenance work including, but not limited to, vacuuming, sweeping and mopping floors, halls and stairways; stripping and waxing floors; cleaning bathrooms and replenishing supplies; removing trash and recyclables; changing light bulbs (interior and exterior); washing windows; dust, clean, or wax tables, desks, chairs, doors, windows, ledges, pictures; etc.
- Operate and maintain a variety of tools, equipment, and machinery and as needed. Perform equipment and small engine repair when necessary.
- Monitor compliance to safety regulations for Town facilities; take appropriate action or advise as to necessary action to rectify any problems identified.
- Open and close buildings. Set up and/or relocate furniture, prepare rooms for meetings and other functions.
- Work on special projects.
- Provide assistance to other departments as required, such as Water, Highway, Transfer Station.

SUPERVISORY RESPONSIBILITIES

The Laborer does not have any supervisory responsibilities.

MINIMUM QUALIFICATIONS:

(Adopted by the Ontario County Department of Human Resources)

None.

PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to walk, stand, push, pull, lift, use hands to finger or grasp, reach with hands and arms. The employee is frequently required to climb, balance, stoop, kneel, crouch, talk and hear. The employee is occasionally required to crawl.

The physical requirements of this position also require the ability to exert up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 10 pounds of force regularly to move objects.

ENVIRONMENTAL CONDITIONS

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to inside and outside environmental conditions. The employee is occasionally exposed to vibration, fumes, strong odors or airborne particles. The noise level in the work environment is occasionally loud.

EMPLOYER'S DISCLAIMER:

- All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.
- This job description in no way states or implies that these are the only duties to be performed by the employee holding this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties as required by the Department Head or immediate supervisor.
- This job description is intended for the internal use by the Town of Canandaigua and does not replace the job specification that has been adopted by the Ontario County Department of Human Resources.
- This job description does not create a contract of employment, express or implied.

EMPLOYEE'S CONFIRMATION

I have read and received a copy of this job description.

Employee Signature

Print Name

Date

TOWN OF CANANDAIGUA

JOB DESCRIPTION

<i>Job Title:</i>	Laborer	<i>Department:</i>	Parks & Recreation
<i>Reports to:</i>	Parks Maintenance Assistant	<i>Civil Service Classification:</i>	Labor
<i>Prepared by:</i>	Public Sector HR Consultants LLC May 2016	<i>Employment Status:</i>	Part-time
		<i>FLSA Status:</i>	Non-Exempt

JOB SUMMARY

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 - Plant and care for trees, flowers and other landscaping. Trim bushes and hedges.
 - Remove trash.
 - Maintain tools, equipment and machinery and perform minor repair work on such.
- Maintain buildings and/or other structures which may include painting, masonry, and performing plumbing, electrical and carpentry work.
- Perform cleaning and maintenance work including, but not limited to, vacuuming, sweeping and mopping floors, halls and stairways; stripping and waxing floors; cleaning bathrooms and replenishing supplies; removing trash and recyclables; changing light bulbs (interior and exterior); washing windows; dust, clean, or wax tables, desks, chairs, doors, windows, ledges, pictures; etc.
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- Work on special projects.
- Provide assistance to other departments as required, such as Water, Highway, Transfer Station.

SUPERVISORY RESPONSIBILITIES

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MINIMUM QUALIFICATIONS:

(Adopted by the Ontario County Department of Human Resources)

None.

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- This job description does not create a contract of employment, express or implied.

EMPLOYEE'S CONFIRMATION

I have read and received a copy of this job description.

Employee Signature

Print Name

Date

TOWN OF CANANDAIGUA

JOB DESCRIPTION

<i>Job Title:</i>	Laborer	<i>Department:</i>	Parks & Recreation
<i>Reports to:</i>	Parks Maintenance Assistant	<i>Civil Service Classification:</i>	Labor
<i>Prepared by:</i>	Public Sector HR Consultants LLC May 2016	<i>Employment Status:</i>	Seasonal
		<i>FLSA Status:</i>	Non-Exempt

JOB SUMMARY

Provide maintenance services for Town parks, buildings, grounds, and other facilities. Perform general repairs and ensure adherence to appropriate safety and building standards.

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 - Maintain, repair and/or set out and remove seasonally: benches, chairs, picnic tables, trashcans, boat docks, etc. Erect fences.
 - Plant and care for trees, flowers and other landscaping. Trim bushes and hedges.
 - Remove trash.
 - Maintain tools, equipment and machinery and perform minor repair work on such.
- Maintain buildings and/or other structures which may include painting, masonry, and performing plumbing, electrical and carpentry work.
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- Open and close buildings. Set up and/or relocate furniture, prepare rooms for meetings and other functions.
- Work on special projects.
- Provide assistance to other departments as required, such as Water, Highway, Transfer Station.

SUPERVISORY RESPONSIBILITIES

The Laborer does not have any supervisory responsibilities.

MINIMUM QUALIFICATIONS:

(Adopted by the Ontario County Department of Human Resources)

None.

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- This job description does not create a contract of employment, express or implied.

EMPLOYEE'S CONFIRMATION

I have read and received a copy of this job description.

Employee Signature

Print Name

Date

ATTACHMENT 14

Town of Canandaigua

5440 Routes 5 & 20 West

Canandaigua, NY 14424

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

www.townofcanandaigua.org

Established 1789

TO: Supervisor Pam Helming

RE: A380 Chargeback Review

DATE: June 14, 2016

FROM: Samantha Pierce

Supervisor Helming:

A380 charges on MRB Group Invoice 21609 for review at the 6/20/2016 meeting include the following:

Maltese	\$332.50
Sarah Genecco	\$475.00
McAlpin	\$237.50
RSM	\$270.00
Fox Ridge	\$47.50
Lakewood Meadows	\$190.00
Messina	\$332.50
McIlveen	\$47.50
Brewer	\$655.40
Tuttle	\$285.00
Joy Wegman	\$242.90
Twombly	\$90.00
Hymen/Reiser	\$95.00
Farnsworth	\$343.30
Schwartz	\$285.00
Westbrook	\$285.00
Fitzpatrick	\$605.00

Total A380 charges on MRB Invoice 21609..... \$4,819.10

A380 charges on Reeve Brown Invoice 2670 for review at the 6/20/2016 meeting include the following:

Fox Ridge..... \$104.00

Total A380 charges on Reeve Brown Invoice 2670.... \$104.00

A380 charges on Reeve Brown Invoice 2673 for review at the 6/20/2016 meeting include the following:

Hoffend

Total A380 charges on Reeve Brown Invoice 2673.... \$52.00

A380 charges on Reeve Brown Invoice 2675 for review at the 6/20/2016 meeting include the following:

RSM \$52.00

Total A380 charges on Reeve Brown Invoice 2675.... \$52.00

A380 charges on Reeve Brown Invoice 2678 for review at the 6/20/2016 meeting include the following:

Sarah Genecco..... \$286.00

Total A380 charges on Reeve Brown Invoice 2678.... \$286.00

A380 charges on Reeve Brown Invoice 2679 for review at the 6/20/2016 meeting include the following:

Joy Wegman..... \$52.00

Total A380 charges on Reeve Brown Invoice 2679.... \$52.00

A380 charges on The Brocklebank Firm Invoice 1034 for review at the 6/20/2016 meeting include the following:

Hoffend \$41.67

Tuttle \$41.67

Total A380 charges on Reeve Brown Invoice 2679.... \$83.34

Total A380 charges \$5,448.44