

MINUTES OF THE CANANDAIGUA CITY COUNCIL MEETING  
TUESDAY, MARCH 3, 2022  
7:00 P.M.

<https://us06web.zoom.us/j/85999209422>  
(Meeting held virtually)

Mayor Palumbo called the meeting to order at 7:00 p.m.

**Pledge of Allegiance**

**Roll Call:**

Members Present:

Bob Palumbo, Mayor  
Nick Cutri, Councilmember Ward I  
Dan Unrath, Councilmember Ward II  
Karen White, Councilmember Ward III  
Erich Dittmar, Councilmember Ward IV  
Sim Covington, Councilmember-at-Large (Arrived at 7:04pm)  
Thomas Lyon, Councilmember-at-Large  
Renée Sutton, Councilmember-at-Large  
Steve Uebbing, Councilmember-at-Large

Also Present:

John Goodwin, City Manager  
Erin VanDamme, City Clerk  
David Hou, Corporation Counsel

**Public Hearing:** Mayor Palumbo opened the Public Hearing at 7:02 pm regarding the Proposed Ordinance Amending Chapter 850, Article IX Entitled “Sign Regulations.” No residents came to speak. Mayor Palumbo closed the hearing at 7:03pm.

**Review of Community Core Values:** Councilmember Ward 4 Dittmar read the Community Core Values: As residents, city staff and appointed & elected officials of the City of Canandaigua, our decisions and actions will be guided by these core values: Responsive; Participatory Governance; Caring & Respect; Integrity; Heritage; Stewardship; and Continuous Improvement.

**Approval of Minutes:**

**February 3, 2022 Council Meeting**

Moved: Councilmember Ward 1 Curti

Seconded: Councilmember Ward 3 White

*Vote Result: Carried unanimously by voice vote (9-0)*

**Recognition of Guests:**

Denise Chaapel Downtown BID Manager, spoke on the upcoming Winter Carnival, March 18<sup>th</sup> – 20<sup>th</sup> and announced a new Bridal business was coming to Main Street, looking to open this Spring/Summer located in the former Salvation Army location, which has been subdivided. Another Bridal business will be down lower east block next to Salon EF/X. She reviewed the Fire and Ice Festival and thanked City staff for their help for the event. Canandaigua Lake Watershed will also be moving to downtown on Mill Street.

**Committee Reports:**

Planning Committee (See Appendix A) April 5, 2022  
Finance Committee (See Appendix A) April 5, 2022  
Environmental Committee March 15, 2022 (See Appendix B)  
Ordinance Committee March 15, 2022 (See Appendix B)

**Resolutions:**

**Resolution #2022-005:** Councilmember-at-Large Uebbing introduced the resolution and moved to table to resolution until after Executive Session to discuss. Motion seconded by Councilmember Ward 1 Cutri. *Vote Result: Carried unanimously by voice vote (9-0)*

**Resolution #2022-006:**

Moved: Councilmember Ward 3 White  
Seconded: Councilmember Ward 4 Dittmar

**RESOLUTION #2022-006**

**A RESOLUTION AUTHORIZING A SPECIAL EVENT**

*Huntington's Walk*

**WHEREAS**, the City Council of the City of Canandaigua has received the following application for a special event in the City of Canandaigua:

- *Huntington's Walk*
  - Date: May 14, 2022
  - Location: Downtown Main Street
  - Coordinator:
  - Time: Set up: 7:00am; Clean up: 12:30pm
  - Purpose: Raise Money for Huntington's Disease
  - Expected Number of Participants: ~100

WHEREAS, this request was reviewed and approved at the January 18, 2022 Environmental Committee meeting;

**NOW, THEREFORE, BE IT RESOLVED** that City Council hereby grants permission to hold the abovementioned special event at the time and location listed under the following conditions:

- 1) that no fee or admission shall be charged to the general public for admission to the special event; and
- 2) that alcoholic beverages are not permitted to be sold or consumed on public property; and
- 3) that if the event coordinators intend to place any signs in the Main Street median, such signs shall only be allowed by permit of New York State Department of Transportation; and
- 4) that the event coordinator will ensure that all tents that are required to be inspected will be inspected prior to the start of the special event; and
- 5) that a detailed summary of all costs under the City's special event policy will be provided to the event coordinators for reimbursement.

6) a safety plan be submitted to, and approved by the City Manager.

**BE IT FURTHER RESOLVED** that the organizer of the Special Event shall adhere to any regulations that the City Manager or the City Police Department establish to insure the health and safety of Canandaigua residents and visitors throughout these events.

*Vote Result: Carried unanimously by voice vote (9-0)*

**Resolution #2022-007**

Moved: Councilmember Ward 2 Unrath

Seconded: Councilmember-at-Large Uebbing

**A RESOLUTION AUTHORIZING THE CREATION OF ENGINEERING AIDE POSITION**

**WHEREAS**, the Department of Public Works has had difficulty in filling a vacant Senior Engineering Aide position; and

**WHEREAS**, there is reason to believe that by creating lower-level Engineering Aide position with similar duties and responsibilities that the City will be able to fill the position and still complete the necessary work;

**WHEREAS**, a request was submitted to Ontario County Human Resources/Civil Service to create an Engineering Aide position which has been classified pending City Council approval;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Canandaigua hereby authorizes the creation of an Engineering Aide position.

*The motion CARRIED UNANIMOUSLY on the following vote (9-0):*

*AYES: Council Member Ward 1 Cutri, Council Member Ward 2 Unrath, Councilmember Ward 3 White, Councilmember Ward 4 Dittmar, Councilmember-at-Large Covington, Councilmember at-Large Lyon, Councilmember-at-Large Sutton, Councilmember-at-Large Uebbing and Mayor Palumbo*

*NOES: None*

**Resolution #2022-008**

Moved: Councilmember-at-Large Covington

Seconded: Councilmember Ward 1 Curti

**A RESOLUTION AUTHORIZING THE CREATION OF SENIOR CLERK POSITION**

**WHEREAS**, the Treasurer's Office needs to create a Senior Clerk position to better reflect duties performed; and

**WHEREAS**, a request was submitted to Ontario County Human Resources/Civil Service to create a Senior Clerk position which has been classified pending City Council approval;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Canandaigua hereby authorizes the creation of a Senior Clerk position.

*The motion CARRIED UNANIMOUSLY on the following vote (9-0):*

**AYES:** Council Member Ward 1 Cutri, Council Member Ward 2 Unrath, Councilmember Ward 3 White, Councilmember Ward 4 Dittmar, Councilmember-at-Large Covington, Councilmember at-Large Lyon, Councilmember-at-Large Sutton, Councilmember-at-Large Uebbing and Mayor Palumbo

**NOES:** None

**Resolution #2022-009**

Moved: Councilmember-at-Large Uebbing

Seconded: Councilmember Ward 1 Curti

**A RESOLUTION AUTHORIZING A SPECIAL EVENT**

*Finger Lakes Winter Carnival*

**WHEREAS**, the City Council of the City of Canandaigua has received the following application for a special event in the City of Canandaigua:

- *Finger Lakes Winter Carnival and Fun Run*  
Date: March 18-20, 2022  
Location: City Pier  
Coordinator: The Lake House  
Time: March 18<sup>th</sup> 3 PM – 10 PM; March 19 12 PM – 9 PM  
Fun Run – March 19<sup>th</sup> 10 AM – 11 AM  
Purpose: Promote Tourism  
Expected Number of Participants: ~100

WHEREAS, this request was reviewed at the March 1, 2022 Planning Committee meeting;

**NOW, THEREFORE, BE IT RESOLVED** that City Council hereby grants permission to hold the abovementioned special event at the time and location listed under the following conditions:

- 1) that no fee or admission shall be charged to the general public for admission to the special event; and
- 2) that alcoholic beverages are not permitted to be sold or consumed on public property; and
- 3) that if the event coordinators intend to place any signs in the Main Street median, such signs shall only be allowed by permit of New York State Department of Transportation; and
- 4) that the event coordinator will ensure that all tents that are required to be inspected will be inspected prior to the start of the special event; and
- 5) that a detailed summary of all costs under the City's special event policy will be provided to the event coordinators for reimbursement.
- 6) a safety plan be submitted to, and approved by the City Manager.

**BE IT FURTHER RESOLVED** that the organizer of the Special Event shall adhere to any regulations that the City Manager and the City Police Department establish to insure the health and safety of Canandaigua residents and visitors throughout these events.

*Vote Result: Carried unanimously by Voice Vote (9-0)*

**Resolution #2022-010**

Moved: Councilmember-at-Large Lyon

Seconded: Councilmember Ward 4 Dittmar

**A RESOLUTION SETTING THE TIME AND PLACE OF A PUBLIC HEARING ON A LOCAL LAW AMENDING CHAPTER 714, "CONSTRUCTION CODES, UNIFORM"**

**WHEREAS**, Section 3.14 of the Canandaigua City Charter and Section 20 of the Municipal Home Rule Law require a public hearing on a proposed local law;

**NOW, THEREFORE, BE IT RESOLVED**, by City Council that a public hearing on a local law amending Chapter 714, "Construction Codes, Uniform" shall be held in the City Council Chambers, Hurley Building, 205 Saltonstall Street, Canandaigua, New York and/or virtually at <https://us06web.zoom.us/j/85999209422> during the City Council meeting beginning at 7:00 p.m. on Thursday, April 7, 2022; and

**BE IT FURTHER RESOLVED**, that the City Clerk shall cause notice to be given as required by Section 3.1 of the Canandaigua City Charter and Section 20 of the Municipal Home Rule Law

*Vote Result: Carried unanimously by Voice Vote (9-0)*

**Resolution #2022-011**

Moved: Councilmember Ward 4 Dittmar

Seconded: Councilmember-at-Large Sutton

**A RESOLUTION AWARDING A WHOLESALE WATER RATE AND PLANT EXPANSION STUDY**

**WHEREAS**, the City requested proposals to for a wholesale water rate study as well as an evaluation of a water plant expansion; and

**WHEREAS**, two proposals were submitted and reviewed by City Staff which recommended awarding the study to Raftelis for a lump sum fee of \$39,000; and

**WHEREAS**, Finance Committee reviewed and approved said recommendation at its March 1, 2022 meeting;

**NOW, THEREFORE, BE IT RESOLVED**, City Council hereby awards a contract for a wholesale water rate and water plant expansion study to Raftelis for a lump sum fee of \$39,000.

*The motion CARRIED UNANIMOUSLY on the following vote: (9-0)*

*AYES: Council Member Ward 1 Cutri, Council Member Ward 2 Unrath, Councilmember Ward 3 White, Councilmember Ward 4 Dittmar, Councilmember-at-Large Covington, Councilmember at-Large Lyon, Councilmember-at-Large Sutton, Councilmember-at-Large Uebbing and Mayor Palumbo*

*NOES: None*

**Resolution #2022-012**

Moved: Councilmember-at-Large Sutton

Seconded: Councilmember Ward 3 White

**A RESOLUTION AWARDING A CONTRACT FOR SLUDGE POLYMER AT THE WATER RESOURCE RECOVERY FACILITY**

**WHEREAS**, Sludge Polymer is a critical component of the Waste Water Treatment Process at our Water Resource Recovery Facility; and

**WHEREAS**, a bid to supply Sludge Polymer to the Water Resource Recovery Facility was recently opened on February 23, 2022 with Polydyne Inc., located at 1 Chemical Plant Road in Riceboro, GA as the sole bidder with a price of \$1.51 per pound; and

**WHEREAS**, the City Manager and Director of DPW recommended awarding the bid and Finance Committee reviewed and approved said recommendation at its March 1, 2022 meeting;

**NOW, THEREFORE, BE IT RESOLVED**, City Council hereby awards a contract for Sludge Polymer at the Water Resource Recovery Facility to Polydyne Inc. for the amount of \$1.51 per pound.

*Vote Result: Carried unanimously by Roll Call Vote (9-0)*

*The motion CARRIED UNANIMOUSLY on the following vote:*

*AYES: Council Member Ward 1 Cutri, Council Member Ward 2 Unrath, Councilmember Ward 3 White, Councilmember Ward 4 Dittmar, Councilmember-at-Large Covington, Councilmember at-Large Lyon, Councilmember-at-Large Sutton, Councilmember-at-Large Uebbing and Mayor Palumbo*

*NOES: None*

## **Ordinances:**

**Ordinance #2022-001** Councilmember-at-Large Sutton motioned to lift the ordinance from the table, (read and introduced at the February 7, 2022 meeting). Seconded by Councilmember Ward 3 White. *Unanimously passed and carried by voice vote (9-0).*

Moved: Councilmember-at-Large Sutton

Seconded: Councilmember Ward 3 White

## **ORDINANCE AMENDED CHAPTER 850; ARTICLE IX ENTITLED “SIGN REGULARTIONS”**

*The motion CARRIED UNANIMOUSLY on the following roll call vote (9-0):*

*AYES: Council Member Ward 1 Cutri, Council Member Ward 2 Unrath, Councilmember Ward 3 White, Councilmember Ward 4 Dittmar, Councilmember-at-Large Covington, Councilmember at-Large Lyon, Councilmember-at-Large Sutton, Councilmember-at-Large Uebbing and Mayor Palumbo*

*NOES: None*

## **Local Laws:**

**Local Law #2022-002:** Councilmember-at-Large Lyon introduced and tabled the local law.

## **A LOCAL LAW AMENDING CHAPTER 714, “CONSTRUCTION CODES, UNIFORM”**

**WHEREAS**, pursuant to New York Executive Law § 381(1) and Energy Law § 11-107, the Department of State is authorized to promulgate regulations establishing minimum standards for administration and enforcement of the Uniform Code and Energy Code; and

**WHEREAS**, the Department of State has announced that new minimum standards for administration and enforcement of the Uniform Code and the Energy Code have been adopted with an effective date of December 30, 2022; and

**WHEREAS**, Executive Law § 381(2) requires local governments to administer and enforce the Uniform Code and Energy Code and the City of Canandaigua is required to adopt the aforementioned new minimum standards prior to December 30, 2022; and

**WHEREAS**, City staff have reviewed the aforementioned minimum standards and have recommended that City Council adopt the proposed revisions herewith to Chapter 714, entitled “Construction Codes, Uniform”, in order to be consistent with the new minimum standards for administration and enforcement issued by the Department of State.

*Vote Result: Carried unanimously by Voice Vote (9-0)*

**Executive Session:**

Councilmember-at-Large Uebbing moved to close the regular meeting to go into Executive Session at 7:38 PM to discuss a legal matter. Councilmember-at-Large Lyon seconded the motion.

*Vote Result: Carried unanimously by voice vote (9-0)*

**Regular Session:**

Councilmember-at-Large Uebbing moved to close the executive session and return to the regular meeting at 8:01 PM. Councilmember Ward 1 Cutri the motion.

*Vote Result: Carried unanimously by voice vote (9-0).*

**Resolution #2022-005:**

Motion: Councilmember-at-Large Uebbing

Seconded: Councilmember Ward 1 Cutri

**RESOLUTION #2022-005**

**A RESOLUTION AUTHORIZING A PAYMENT IN LIEU OF TAXES AND TAX EXEMPTION FOR REDEVELOPMENT OF 10 CHAPIN STREET**

**WHEREAS**, on the Labelon Building at 10 Chapin Street has been vacant and a blight on the community for nearly three decades; and

**WHEREAS**, Savarino Companies has proposed redeveloping this property into 48 housing units with 40 of these units being affordable units for low and moderate income and approximately 12,000 sq. ft. of commercial space on the ground floor; and

**WHEREAS**, Savarino Companies has requested a Payment in Lieu of Taxes (PILOT) Agreement for 30 years pursuant to New York State Private Housing Finance Law in order for this project to be feasible; and

**WHEREAS**, the Finance Committee of the City Council reviewed the request which was independently analyzed by MRB Group on behalf of the City for an expert opinion and recommended adoption of a PILOT Agreement;

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council does hereby authorize the City Manager to enter into an agreement with the Housing Development Fund created, owned and operated by Savarino Companies for the redevelopment of the Labelon Building located at 10 Chapin Street for payment in lieu of taxes for the project;

**BE IT FURTHER RESOLVED** that the terms of the PILOT agreement shall be in accordance with New York State Private Housing Finance Law and subject to final review and approval by the City Manager and Corporation Counsel; and

**BE IT FURTHER RESOLVED**, that the City Manager shall notify Ontario County and the Canandaigua City School District prior to the execution of the PILOT Agreement

**BE IT FURTHER RESOLVED**, that the City Council takes these actions in conformance with Private Housing Finance Law of the State of New York.

Before the vote, Councilmember-at-Large Uebbing explained that he felt this resolution met a public purpose and will approve the PILOT for 10 Chapin Street. He is in support of the project as the housing options are needed

in the City and that he approves of the developer. Councilmember Ward 3 White disapproves of the project due to the length of the PILOT and feels that there should be more time given to negotiate terms. Councilmember-at-Large Sutton agrees that the length of the PILOT is too long, disagrees with the rental rates being affordable housing for the apartments, feels a public hearing should have been scheduled and plans to vote no. Councilmember Ward 4 Dittmar said that with the review of the MRB Group, on behalf of the City, this project will be an asset for the City in cleaning up a property that has been a problem for years. The projected tax revenue is more than what the City is getting now and doesn't wish to risk having the property remain in decline. Mayor Palumbo said that he feels the PILOT length is too long, during initial discussions with the Savarino Group the terms were shorter, however he is 100% in favor of what they are doing but doesn't like the PILOT length. Additionally, this property is in the public square and he feels that there could be potential issues with the County and their search for heirs. He doesn't want another project to be stopped, should something happen as other PILOT project have been. Councilmember-at-Large Uebbing reviewed the funding and feels that this is a good opportunity for the City.

*The motion CARRIED on the following vote: (6-3)*

*AYES: Council Member Ward 1 Cutri, Council Member Ward 2 Unrath, Councilmember Ward 3 White, Councilmember Ward 4 Dittmar, Councilmember-at-Large Covington, Councilmember at-Large Lyon, Councilmember-at-Large Uebbing*

*NOES: Councilmember Ward 3 White, Councilmember-at-Large Sutton and Mayor Palumbo*

### **Manager's Report:**

Returning to public meetings in the month of April at the Hurley Building. Meetings will still be on Facebook and Finger Lakes Television.

### **Appointments:**

Mayor Palumbo appointed Doug Merrill to the Zoning Board of Appeals. Councilmember Ward 2 Unrath motioned to approve, Seconded by Councilmember at Large Sutton. *Vote Result: Carried unanimously by voice vote (9-0).*

### **Miscellaneous:**

Mayor Palumbo, said the Boat Washing Committee is meeting with State leadership with a zoom meeting to continue discussions on a Boat Washing Station at the lake State Launch. The Trolley/Transportation committee will be discussing a bike share program for the City, which may come to Council in April, they have a meeting with HOPR, which has a grant program through RTS. Councilmember-at-Large Lyon reported that on March 14<sup>th</sup> there will be a CLDC strategies meeting for the public to attend via zoom.

**Adjournment:** Councilmember-at-Large Sutton motioned to move to adjourn. Seconded by Councilmember Ward 3 White Unanimously passed and carried. Meeting adjourned at 8:29 pm. *Vote Result: Carried unanimously by voice vote (9-0).*



**APPENDIX A**

**MINUTES**

**PLANNING COMMITTEE & FINANCE COMMITTEE**

**TUESDAY, APRIL 5, 2022 7:00 PM**

**CITY COUNCIL CHAMBERS- HURLEY BUILDING 205 SALTONSTALL ST.**

**Planning Committee:** Thomas Lyon, Chair  
Nick Cutri  
Steve Uebbing  
Dan Unrath

**Others Present:** Mayor Palumbo  
Sim Covington, Jr.  
Erich Dittmar  
Renee Sutton (via Zoom)

**City Staff:** John Goodwin, City Manager  
David Hou, City Attorney

Chair Lyon opened the meeting and welcome members present and via Zoom. He reviewed the agenda for the meeting. The first item on the agenda is the Waterfront Active Transportation Plan, which is a collaboration between the City, Town and Canandaigua Local Development Corporation with funding provided by the Genesee Transportation Council. The study was commissioned last year was completed in April. City Manager Goodwin reviewed the details that looked at the transportation plan starting at South Main Street and Lakeshore Drive corridor (from Antis/Foster Streets, through the intersection of Eastern/Western Blvd to Lakeshore Drive and ending at East Lake Road). A number of public hearings were attended by City Council reviewing the details of these plans and Bergman Associates came up with several suggestions with the goal of connecting the downtown to the lake area. Several traffic, pedestrian traffic and bike lanes changes are proposed, with the plan to move forward with raised crossing which will reduce the number of lanes creating wider pedestrian and a new traffic signal. The plan more than a year to develop and City Manager Goodwin is looking into funding from the State DOT and possibly with the Federal Government's RAISE funding. Councilmembers discussed the pedestrian and bike lanes discussing plans for increasing bike safety outside of the pedestrian areas. The plans are consistent with how the current bikes lanes are now. Parking spots may also be an issue at the Lakeshore. Jennifer Newman from Young Lion Brewery, spoke advocating for more bike safety and not taking away parking, as it could hurt traffic into her business. Goodwin said that he does not have a grant funding program that he is pursuing at the moment, he is waiting to see what the State Budget will hold and other potential funding that is available as a result and will prioritize the projects based on funding available. Discussions will continue on this and as programs are identified, a grant writer may be needed and hoping to implement the recommendations in the current plan with the exceptions of areas on Lakeshore Drive.

Chair Lyon reviewed the second item on the agenda for Cannabis Zoning as the Mayor expressed interest in discussing adding a provision relative to cannabis zoning, to potentially restrict similar where retail dispensaries could be. Mayor Palumbo said that this originally came up when opting in or out of the program came up, the City chose to opt in, without truly knowing the State plan. The Mayor explained the thinking was we would have one or two dispensaries and now could be more of a free market. Wanted to discuss this with Council to see if we should restrict and acknowledges that it may not be necessary yet without full guidance from the State. Goodwin said that the question of can we, is uncertain without knowing what the State guidance will be and that the City can regulate time, place and manor but cannot regulate the license or options of these locations. It's a very gray area right now, if we want to do this, we do need to do this now. The State offices are moving very

quickly with the first dispensaries potentially opening this fall, uncertain if the location will be in Canandaigua. Councilmember discussions on this may continue depending on guidance from the State as needed.

Chair Lyon reviewed National Community Survey Questions. Questions were distributed ahead of the meeting asking Council to give their top four. The questions were drafted after receiving feedback and hope to be sent out to soon to the public. Discussions may continue as needed.

Chair Lyon closed the committee meeting at 7:40 pm.

**Finance Committee:** Steve Uebbing, Chair  
Nick Cutri  
Thomas Lyon  
Dan Unrath

**Others Present:** Mayor Palumbo  
Sim Covington, Jr.  
Erich Dittmar  
Renee Sutton

**City Staff:** John Goodwin, City Manager  
Matt Nielsen, Chief of Police  
David Hou, City Attorney  
Michelle Hess, Chief Operator, Waste Water Treatment Plant  
James P. Sprague, Director of Public Works

Chair Uebbing welcomed members present and reviewed the agenda. He explained the Antis Street Reconstruction and asked City Manager Goodwin to review the potential funding structure. Goodwin explained appropriating up to \$600,000 of the surplus to the Capital Fund which would be applied to the Hurley Building Roof project. The ARPA funding allocated to the Hurley Building Roof project would be reallocated (\$600,000 of the \$700,000) towards the construction of Antis Street due to how the funds have to be used. Goodwin reviewed why this project was delayed since 2014 when it was cut from the budget. Residents on Antis Street have been without a storm drain and now have other water issues. The Bates Street side will have to be on hold as Bates does not have the immediate need that Antis has. Councilmember Unrath motioned to approve the project, seconded by Councilmember Cutri, unanimously passed and carried.

Chair Uebbing reviewed the request from the Police Department to purchase a Public Safety Drone. The Police Chief reviewed the request, we currently have smaller scale drone and they do not have nighttime capability. The new drone would have better enhancements and could also help with DPW, Fire and Code for their needs. The drone has thermal imagine would help in finding missing persons cases as well as photographic capabilities for crime scenes and could potentially aid with accidents in Canandaigua Lake. The drone could help both Fire and the Police Departments at those accidents and/or crimes. This drone would also be able to have the ability to carry water floatation devices. The flying speed of 51 mph, can fly in high wind and does have a telephoto lens as well. Our current drones do not have these capabilities. Goodwin explained how the funding for the drone would be from Police Asset Seizure & Forfeiture Reserve fund. The fund is very restricted and does not come from tax payer dollars. Councilmember Cutri motioned to approve but before the vote discussion from Councilmember Sutton on understanding the drone's use and how it could be used in several situations. City Manager Goodwin explained a recent situation where a drone would have been helpful to see the roof line on a Main Street Building to see if it needed repair. Councilmember Sutton would like to see a policy on how the

drone will be used. Councilmember Uebbing agrees that having clear guidelines is helpful and is in favor of the purchase. Chief said that they have guidelines in place and will be revising those guidelines for use as this new drone has more capabilities. Chair Uebbing recognized Councilmember Cutri's motion, seconded by Councilmember Lyon. Before the vote discussion on pending review of the policy before the purchase the drone. Councilmember Cutri amended his motion to approve the purchase after reviewing the policy on use, seconded by Councilmember Lyon, unanimously passed and carried.

Chair Uebbing reviewed the change to the Civil Service Position. Waste Water Treatment Chief Operator Michelle Hess, addressed Council, and reviewed the change to do a promotion, she would like to see the vacancy change from an Operator role from a Laborer role. Councilmember Lyon motioned to approve, seconded by Councilmember Cutri, unanimously passed and carried. City Manager Goodwin congratulated Ms. Hess on her New York Water Environmental Association's Operator of the Year Award representing the Genesee Chapter.

Chair Uebbing reviewed 2024 Street Reconstruction Design and Engineering. Jim Sprague, Director of Public Works reviewed the reconstruction program, and the bids received. In order to facilitate this, proposals were opened on Friday, April 1<sup>st</sup> for the design, engineering and construction management of the project. They would like to work with Hunt Engineering as their costs for the project was closer in line with what has been budgeted. Councilmember Cutri motioned to approve the proposal, seconded by Councilmember Unrath, unanimously passed and carried.

Chair Uebbing asked if they could move the next meetings Monday of May 9<sup>th</sup>. Councilmember Lyon motioned to adjourn seconded by Councilmember Cutri, unanimously passed and carried. Meeting adjourned at 8:18 pm.

**APPENDIX B**

**MINUTES**  
**ENVIRONMENTAL COMMITTEE & ORDINANCE COMMITTEE**  
**TUESDAY, MARCH 15, 2022, 7:00 PM**  
**MEETING TO BE HELD VIRTUALLY**  
[HTTPS://US06WEB.ZOOM.US/J/83871733845](https://us06web.zoom.us/j/83871733845)

**Environmental Committee:** Karen White, Chair  
Sim Covington, Jr.  
Erich Dittmar  
Renée Sutton

Additional Council Members present: Dan Unrath  
Steve Uebbing  
Thomas Lyon  
Mayor Palumbo

City Staff: John Goodwin, City Manager  
David Hou, City Attorney

Guests: Denise Chaaple, BID Manager  
Mike Prattico, Partner HBT Architects  
Isaac Hutton, HOPR  
Bonnie Maguire, RTS

Chair White opened the meeting and welcomed members present. She gave the background on agenda items. She welcomed guest Mike Prattico from HBT Architects who will be reviewing their assessment of the local area parks facilities.

Mike reviewed the information from the report which focused on the park's facilities, their current condition and potential for the future. Mike said that he would follow up on the cost analysis for the projected projects as current rates are inconsistent with rising costs making future planning challenging. Additionally, will be revising the report based on feedback received from City Manager Goodwin and Parks Supervisor, Stephanie Crum. The structures at Baker, Sonnenburg and Jefferson Parks are all in need of repair due to their age, wear and tear. Ideally, the structures at the parks will become full year use to reduce the winterizing of the various buildings. Councilmembers suggest long range planning for these capital improvements. City Manager Goodwin said the city, after review of the 2021 budget, ended the year fairly well with a surplus and could start to completely replace Sonnenburg and Baker to have new restroom facilities, brand new buildings, Jefferson would be next. Sonnenburg would most likely remain a seasonal park for their restroom facilities, but will review the potential to be year-round depending on the cost of renovation. The only park not really affected is Northeast Park as it is the newest and is shared by the school district and the City. The Park does not see the event traffic that the other parks experience and does not require the same level of work as the others do. The committee hopes to see an updated report with the cost estimates for the April 5<sup>th</sup> meeting.

Chair White reviewed the Bike Share program that the Mayor has established through transportation/trolley committee and they have been reviewing alternative transportation for the City. Mayor Palumbo explained that the Rochester Genesee Regional Transportation Authority has been working with the committee on a possible

bike share plan through a grant they presently have. Mayor Palumbo discussed the grant opportunity that has connected them to HOPR, who is out of Florida, that is currently working with a few municipalities in the area, offering their bike share program. Bonnie Maguire from RTS explained that they have a three-year grant program with HOPR, of which they are in year two, the grant would cover the cost of the bikes and the stations program for the period of two years. In the interim, HOPR would be working to secure advertising that secure the cost of the bikes and their stations. Isaac explained that it would be blended funding, some grant funding might be available through New York State for bike sharing and previously has worked with ESL for the current contract in the area. Councilmember Sutton asked about the cost after the grant completes and Bonnie said that is the goal of the advertising to pay for the costs moving forward. Costs moving forward to the City could be based on the number of bikes and stations. Denise Chaaple from the BID expressed what a great opportunity this is for our college students to be able to have the transportation to explore downtown as well as the tourism potential. She also added that through their discovery, HOPR will be manage the care of the bikes. The contract with the City is in development and yet to be reviewed. Ideally, the program would consist of bike renting stations in select areas around the City, those renting the bikes would be financially responsible for their use and potential liability should something happen. More discussion will be forthcoming on safety and the contract review.

Chair White reviewed the July 4<sup>th</sup> parade and fireworks were discussed. The 2022 budget does include the fireworks. Chair White discussed Councilmembers concerns about the environmental impact of the fireworks and hesitancy to move forward. Additionally, the barge that the City has used is no longer viable, and would have to be replaced. Plus, the added staffing concerns for the City for the day of the event. For the parade, the consultant that the City has worked with on parade management is no longer available either. City Manager Goodwin explained the cost of the repairs to the Barge could be around \$10-15K, which he does not recommend spending. He has suggested partnering with the BID to manage the parade and to potentially partner with either the Country Club and the Lake House who have private fireworks occasionally to help overcome the barge issue. Goodwin acknowledges that the July 4<sup>th</sup> holiday is a cherished celebration in the community on wanting the parade and the fireworks to continue. Denise Chaaple said that the BID has agreed to manage the parade but has not yet presented to the BID Board. Councilmembers discussed potential partnership for fireworks. Councilmember Dittmar does not want to move forward with fireworks and fixing the barge. Councilmember Covington said that it is a concern because the community is very tied by tradition and a potential partnership conversation should take place, although he is not in favor of renovating the barge. Mayor Palumbo reviewed of the materials of the fireworks with Young Explosives and they said there are no plastics used, they are comprised of cardboard and paper. Mayor Palumbo said that Young Explosives who is doing the fireworks for the Winter Carnival this coming weekend was working with either Marine Blue or Jeremy Fields for the use for the use of the barge. He said that there isn't a need for the barge as long as Young is able to set that up with either vendor. City Manager Goodwin clarified that the barge they use is significantly smaller, which would reduce the size of the fireworks show. City Manager Goodwin commented that there were a large number of calls and emails about the lack of fireworks and residents were upset that the fireworks did not happen over the last couple of years. City Manager and the BID Manager is putting together a contract for the parade management. Councilmember Lyon asked about the traditional community picnic for the holiday and City Manager Goodwin said that there would not be a community picnic. Councilmembers discussed potential other locations for the fireworks, but those locations are private and may not be applicable. After discussion, Chair White called for a motion for the BID to be in charge of the parade, so moved by Councilmember Covington and seconded by Councilmember Sutton, unanimously passed and carried. Discussion on fireworks did not yield a motion to move forward. Chair White adjourned the meeting at 8:14 pm. The next meeting of the committee is April 19<sup>th</sup>.

**Ordinance Committee:** Renée Sutton, Chair  
Sim Covington, Jr.  
Erich Dittmar  
Karen White

Also present Steve Uebbing  
Mayor Palumbo

City Staff: John Goodwin, City Manager  
David Hou, City Attorney

Chair Sutton welcomed the committee members and reviewed the agenda. They have one item on the agenda and ordinance for the use of bicycles in the downtown business district, in consideration of the bike share program previously reviewed in the Environmental Committee meeting. Councilmembers discussed the current ordinance in place. Education for the public may be needed on areas that bikes in the BID district where bikes need to be walked. Councilmember Covington said that with an increase of out of the area students to the College, education will be essential. City Manager Goodwin said that this is an area they discussed with HOPR and that once a bike is rented, the app that HOPR uses, downloads the rules of the area to the person renting. City Manager said they are reviewing the station locations and the thought is to have the stations outside of the BID area but nothing concrete has been determined. Chair Sutton inquired on why bikes were left out of the ordinance (Chapter 271-4) which discusses how law enforcement can seize a skateboard or scooters that are operated in the BID District. They also wanted to review the fines and penalties for infractions including the jail time. City Manager and City Attorney David Hou pointed out the language is verbatim from the state statutes for all municipalities for code sections, very common boilerplate language. David Hou clarified that if the language is removed than jail would not be an option for an offender. Chair Sutton asked if the ordinance can be updated with the penalties removed and possibly changed to \$50.00 fine, add bicycle to section B (to be included with skateboards and scooters) and remove the prohibition for street. David will draft and update the ordinance for review for the next meeting on April 19<sup>th</sup>. Chair Sutton called for motion to adjourn by Councilmember White and seconded by Councilmember Dittmar. Meeting adjourned at 8:39 pm.