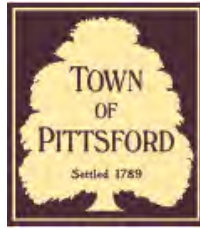


SUPERVISOR
William A. Smith, Jr.



COUNCIL MEMBERS
Kate Bohne Munzinger, Deputy
Supervisor
Kevin Beckford
Matthew J. O'Connor
Stephanie Townsend

TOWN BOARD AGENDA

Change in Date and Location
Monday, February 25, 2019 – 6:00 PM
Spiegel Community Center – Room #107

Call to Order

Minutes

Public Comment
February 5, 2019

General

Public Comment
Town Board Commendations Honoring Pittsford Volunteer Fire Department
Assistant Chief Kevin C. Ryan
Captain Steven R. Cline
Captain Samuel D. Dupra

Legal Matter

Public Comment
Reset Public Hearing on Local Law #1 of 2019 – Kilbourn Road Speed Limit

Financial Matters

Public Comment
Justice Court Financial Review
Transfers
Vouchers
Surplus

Operational Matters

Personnel Matters

Public Comment
Hiring Recommendations

Recreational Matters

Public Comment
2019 Community Events: Infrastructure; Band Contracts; Temporary Access Licenses
2019 Sports Officials of Rochester Area Contract (SOAR)

Other Business

Public Comment
Adjournment

Minutes of the Town Board for February 5, 2019

DRAFT TOWN OF PITTSFORD TOWN BOARD FEBRUARY 5, 2019

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, February 5, 2019 at 6:00 P.M. local time in Pittsford Town Hall.

PRESENT: Supervisor William A. Smith, Jr.; Councilpersons Katherine B. Munzinger, Matthew J. O'Connor and Stephanie Townsend.

ABSENT: Councilman Kevin Beckford.

ALSO PRESENT: Staff Members: Paul J. Schenkel, Commissioner of Public Works; Gregory J. Duane, Finance Director; Jessie Hollenbeck, Recreation Director; Robert B. Koegel, Town Attorney; Linda M. Dillon, Town Clerk and Suzanne Reddick, Assistant to Supervisor.

ATTENDANCE: There were eleven (11) members of the public in attendance, two (2) staff members and an interpreter.

Supervisor Smith called the Town Board meeting to order at 6:00 P.M. Thereafter, the Town Clerk noted those members present and the Supervisor invited all to join in the Pledge to the Flag.

SUPERVISOR'S ANNOUNCEMENTS

- 1) **RTS Public Meeting for Pittsford** – Wednesday, February 13 at 6PM – Town Hall, Lower Level Meeting Room. Supervisor Smith indicated that this will be a public meeting to review RTS's proposals on how they intend to make up the services that will be cut into the Village of Pittsford with their new plan.
- 2) **One Community – 2 Municipalities: Town of Pittsford & Village of Pittsford:** In response to recent inquiries to Town Hall about various matters, Supervisor Smith noted that the Town of Pittsford and the Village of Pittsford are two separate municipalities that are operated and governed by two separate boards. The Town does not have any jurisdiction whatsoever over projects or processes that are in the Village, such as the proposed development at 75 Monroe Avenue, which a number of people are asking about. He will be happy to continue to answer questions about it as best he can, but it is members of the Village government who are best situated to give the most complete and current response to questions about it. The Town government has no jurisdiction or authority whatsoever over the 75 Monroe project. Nor has it jurisdiction over any other matter subject to the authority of the Village government.
- 3) Supervisor Smith noted that Councilman Beckford is absent tonight only because he is recovering from surgery, and that we all wish him well.

MEETING MINUTES OF JANUARY 15, 2019 AMENDED

Councilwoman Townsend requested that an amendment be made to the January 15, 2019 Minutes, on Page 3, sentence one, under High Street - Sewer Transmission Agreement. The first three sentences will now read as follows: *A brief description and explanation of the proposed High Street Sewer Transmission Agreement with the Village of Pittsford was given. Thereafter Councilman O'Connor confirmed that 11 of 14 residential lots are being serviced by the High Street Extension and all maintenance will be performed by the Village. Councilwoman Townsend confirmed that the Village government is in agreement with the terms of this agreement.* Thereafter, a Resolution to approve the amendment was offered by Supervisor Smith, seconded by Councilwoman Townsend,

Minutes of the Town Board for February 5, 2019

and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford.
Nays: none.

The amendment was declared carried as follows:

RESOLVED, that the Minutes of the January 15, 2019 be amended.

MEETING MINUTES OF JANUARY 15, 2019 APPROVED AS AMENDED

A Resolution to approve the Meeting Minutes of the January 15, 2019 as amended was offered by Supervisor Smith, seconded by Councilwoman Townsend, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. Nays: None.

The Resolution was declared carried as follows:

RESOLVED, that the Meeting Minutes of the January 15, 2019 are approved as amended.

LEGAL MATTERS

SET A PUBLIC HEARING FOR LOCAL LAW NO. 1 OF 2019 – REDUCE SPEED LIMIT IN KILBOURN ROAD NEIGHBORHOOD

Supervisor Smith discussed his meetings with residents of the Kilbourn Road neighborhood in the aftermath of a disturbing traffic accident on Kilbourn Road in September, in which a young boy on a bicycle was struck by a vehicle leaving Oak Hill Country Club. Apparently the boy was not seriously injured. A few days later the Supervisor went to the neighborhood to walk it with residents, who pointed out intersections where additional signage could help calm traffic. The Supervisor then scheduled a public meeting for the neighborhood to discuss traffic issues, providing each household with a neighborhood map showing where the initial group of residents had suggested additional signs. The neighborhood meeting took place the evening of November 8. Consensus among neighborhood residents expressed at that meeting as to specific steps to deal with traffic resulted in recommendations for specific actions, which the Supervisor confirmed by letter to residents. Among those measures was a reduction of the speed limit.

A Resolution to amend Town Code §145-5 was proposed for the purpose of changing the speed limit on Kilbourn Road, Overbrook Road, Stoneleigh Court, Maywood Avenue and Ellingwood Drive from 30 mph to 25 mph. Therefore, a Resolution to set a public hearing was offered by Supervisor Smith, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

WHEREAS, true and correct copies of proposed Local Law No. 1 of 2019, amending §145-5 of the Code of the Town of Pittsford to set a 25 mph speed limit on Kilbourn Road, Overbrook Road, Stoneleigh Court, Maywood Avenue, and Ellingwood Drive, were delivered to each member of the Town Board; and

WHEREAS, due consideration has been given to the adoption of said proposed Local Law No. 1 of 2019, by all members of the Town Board who were present; and

WHEREAS, it was the considered opinion of all members of the Town Board who were present that a public hearing should be held on the 21st day of February, 2019, at 6:00 p.m. at the Town Hall, 11 South Main Street, Pittsford, New York, to consider the adoption of said proposed Local Law No. 1 of 2019;

NOW, on motion duly made and seconded, it was

RESOLVED, that a public hearing be held on the 21st day of February, 2019, at 6:00 P.M., Local Time, at the Town Hall, 11 South Main Street, Pittsford, New York, on the question of the adoption of said proposed Local Law No. 1 of 2019; and be it further

RESOLVED, that a Notice of Hearing and a copy of said proposed Local Law No. 1 of 2019, or a summary thereof, be published in a newspaper previously designated as an official newspaper for publication of public notices, not less than five (5) days prior to said hearing; and be it further

Minutes of the Town Board for February 5, 2019

RESOLVED, that the Town Clerk shall post certified copies of both this resolution and said proposed Local Law No. 1 of 2019, or a summary thereof, on the bulletin board, maintained by the Town Clerk pursuant to § 40(6) of the Town Law, for a period of not less than five (5) days prior to said public hearing.

The following is a copy of the proposed Local Law No. 1 of 2019:

**BE IT ENACTED BY THE
TOWN BOARD OF THE
TOWN OF PITTSFORD
NEW YORK
AS FOLLOWS:**

**LOCAL LAW NO. 1 OF 2019:
AMENDING §145-5 OF THE CODE OF THE TOWN OF PITTSFORD TO SET A
25 MPH SPEED LIMIT ON KILBOURN ROAD, OVERBROOK ROAD,
STONELEIGH COURT, MAYWOOD AVENUE, AND ELLINGWOOD DRIVE**

Sec. 1 Title

This Local Law shall be known as “Local Law No. 1 of 2019: Amending §145-5 of The Code of the Town of Pittsford to set a 25 mph speed limit on Kilbourn Road, Overbrook Road, Stoneleigh Court, Maywood Avenue, and Ellingwood Drive.”

Sec. 2 Amendments to Existing Law

The Code of the Town of Pittsford, Chapter 145, Article II, shall be amended to revise §145-3 to read as follows:

§ 145-5. Special-hazard zones.

Except when a special hazard exists that requires lower speed for compliance with § 145-2B, it shall be unlawful for any person to drive a vehicle in the Town at a speed in excess of the following speeds on the streets or parts of streets listed below:

Name of Street

Name of Street	Maximum Speed (mph)
Allen Parkway	25
Alpine Drive	25
Bedford Way	25
Beech Road	25
Brook Road	25

Minutes of the Town Board for February 5, 2019

Name of Street

**Maximum Speed
(mph)**

Name of Street

Burncoat Way	25
Buttermilk Hill Road	25
Crestline Road	25
Crestview Drive	25
Cricket Hill Drive	25
Croft Road	25
East Brook Road	25
East Park Road	25
Ellingwood Drive	25
Hearthstone Road	25
Hilltop Drive	25
Kilbourn Road	25
Knobb Hill Drive	25
Long Meadow Circle	25
Maywood Avenue	25
Meadow Wood Circle	25
Mitchell Road	25
Overbrook Road	25
Reitz Circle	25
Reitz Parkway	25
Sandpiper Lane	25
Schoen Road	25
School Lane	25
Shelwood Road	25
Sheridan Court	25
Smead Road	25
Standish Way	25
Stoneleigh Court	25
Sunset Boulevard	25
West Brook Road	25
Woodland Road	25

Sec. 3 Severability

Minutes of the Town Board for February 5, 2019

If any clause, sentence, phrase, paragraph or any part of this Local Law shall for any reason be adjudicated finally by a court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder of this Local law, but shall be confined in its operation and effect to the clause, sentence, phrase, paragraph or part thereof, directly involved in the controversy or action in which such judgment shall have been rendered. It is hereby declared to be the legislative intent that the remainder of this Local Law would have been adopted had any such provision been excluded.

Sec. 4 Effective Date

This Local Law shall take effect immediately upon filing with the Secretary of State.

ADDITION OF STOP SIGNS IN THE KILBOURN ROAD NEIGHBORHOOD APPROVED

As another step to mitigate traffic problems discussed among Kilbourn neighborhood residents and commanding a consensus at the November public meeting, the Town Board a Resolution to add stop signs at various intersections in the neighborhood. In response to Councilman O'Connor's inquiry, Commissioner Schenkel confirmed that the outreach to the neighborhood was extensive and produced broad agreement for the proposed additional signs. Subsequently a motion was offered by Councilwoman Townsend, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that based on the recommendation of the Commissioner of Public Works, the Town Board authorizes that additional stop signs be added to the Traffic Control Device Inventory for the Kilbourn Road neighborhood and installed at the following intersections:

- Kilbourn Road (South) at Ellingwood Drive, to create a 3-way stop
- Kilbourn Road (South) at Stoneleigh Court, to create a 3-way stop
- Kilbourn Road (North) at Maywood Avenue, to create a 3-way stop
- Ellingwood Drive at Overbrook Road, to create a 4-way stop
- Overbrook Road at Stoneleigh Court, to create a 3-way stop
- Overbrook Road at Kilbourn Road (North)

OPERATIONAL MATTERS

CONTRACT EXTENSION FOR BAGGED, BUNDLED AND CONTAINERIZED YARD DEBRIS PICK UP APPROVED

A Resolution to approve the proposed Contract Extension for Bagged, Bundled and Containerized Yard Debris Pickup was offered by Deputy Supervisor Munzinger, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. Nays: None.

The Resolution was declared carried as follows:

RESOLVED, that the Town Board authorizes the extension of the contract with Lakeside Rolloff Services, LLC, for Bagged, Bundled and Containerized Yard Debris Pickup for 2019, at the cost of \$144.35 per ton as stated in the original 2016 bid specifications.

PERSONNEL MATTERS

HIRING RECOMMENDATIONS APPROVED

Councilman O'Connor confirmed that he audited the records for the proposed new hires, noting that all the documents were in order. Thereafter, a Resolution to approve the proposed rehiring, status changes and salary

Minutes of the Town Board for February 5, 2019

adjustments was offered by Councilman O'Connor and seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. Nays: None.

The Resolution was declared carried as follows:

RESOLVED, that the Town Board approve the following persons for employment as rehires and confirm as the date of rehire as indicated hereto:

Name	Department	Position	Rate	Date of Hire
Henry Webb	Recreation	Rec Asst – PT	\$11.10	01/28/2019
Koby Wallman	Sewer	Seasonal Rehire	\$11.25	01/28/2019
Jessica Yaeger	DPW	Planning Board Sec	\$19.46	02/04/2019

And be it further

RESOLVED, that the Town Board approves the status and salary changes for the following employees:

Name	Position	Reason for Change	Rate	Effective Date
Andrew McCloskey	MEO II	Promo-Pay Adjustment	\$23.00	retro-11/26/2018
Logan Seymour	MEO II	Promo-Pay Adjustment	\$23.00	retro-11/26/2018
Elijah Fleming	Rec Asst II	Added Position	\$12.00	01/25/2019
Madelyn Haywood	Rec Asst II	Added Position	\$12.00	01/25/2019
Stacy Hollenbeck	Admin-taxes	Added Position-Temporary	\$11.10	02/04/2019

STAFF TRAINING

FINGER LAKES BUILDING OFFICIALS ASSOCIATION TRAINING APPROVED

A Resolution to approve Code Enforcement Officers to attend the required continuing education course being offered in Rochester was offered by Councilwoman Townsend, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. Nays: None.

The Resolution was declared carried as follows:

RESOLVED, that Code Enforcement Officers, Kelly Cline (also Fire Marshal), Mark Lenzi, Allen Reitz and LJ Sutherland be approved to attend the Finger Lakes Building Officials Association (FLBOA) training being offered at the RIT Inn and Conference Center from March 11 – 13, 2019.

WESTERN NEW YORK STORMWATER MANAGEMENT TRAINING APPROVING

A Resolution to approve Engineering Assistant, Melissa Multer, to attend the Western New York Stormwater Management Training Series was offered by Councilwoman Townsend, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that Engineering Assistant, Melissa Multer be approved to attend the Western New York Stormwater Management Training Series – Wet Pond Design that is to be held at the Monroe Community College on Wednesday, February 27, 2019 at a budgeted cost of \$100.

RECREATIONAL MATTERS

2019 SPRING RECREATION PROGRAMS APPROVED

Councilman O'Connor noted the existence of new offerings like Irish Hurling and commended Recreation Director Hollenbeck for creative programming. Upon review of this agenda item, Councilwoman Townsend requested that Recreation Director Jessie Hollenbeck provide a sense of enrollment for the continuing programs periodically versus the cost. Recreation Director Hollenbeck indicated that there is always a 70/30 percent split, with 70% going to the instructor and 30% to the Town. He indicated that enrollment has been very good for the programs

Minutes of the Town Board for February 5, 2019

that are offered, and that enrollment is still underway, so the metrics would be difficult to determine at this point in time, but he could provide the information in the future.

Thereafter, a Resolution to approve the proposed 2019 Spring Recreation programs was offered by Deputy Supervisor Munzinger, seconded by Supervisor Smith, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Town Board approves the list of 2019 Spring Recreation Programs and authorizes the Supervisor to sign vendor contracts as required.

2019 RECREATION BROCHURE PRINTING VENDOR APPROVED

Councilman O'Connor asked why only one bid was received for the printing services, out of the 7 suppliers who had been invited to bid. Recreation Director Hollenbeck noted the pricing structure and experience with the supplier who bid were highly favorable to the Town and thus difficult to match by competitors. Thereafter a Resolution to approve the printing vendor Penny Lane Printing as the recreation department's seasonal brochure vendor was offered by Councilwoman Townsend, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Town Board authorizes the use of Penny Lane Printing as the recreation department's seasonal brochure vendor for the calendar year 2019.

COMMUNITY EVENTS SCHEDULE REVIEWED

Town Board reviewed the proposed Community Events Schedule. Supervisor Smith indicated that he has been approached by a group that won a contest that was held last year for the best idea for an event along the Erie Canal and that they are interested in doing this event in Pittsford. Therefore, there may be another event that will be added.

Thereafter, a Resolution to approve the proposed 2019 Community Events Schedule was offered by Deputy Supervisor Munzinger, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Absent: Beckford. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the following Community Events Schedule be approved for 2019:

Paddle and Pour	Saturday, May 25, 12-10PM
Memorial Day Parade and Ceremony	Monday, May 27 at 10:00AM
Pittsford Triathlon	Sunday, June 2 at 7:00AM
Concert #1	Friday, June 14 at 6:30PM
Concert #2	Friday, June 21 at 6:30PM
Concert #3	Friday, June 28 at 6:30PM
Concerts for Kids #1	Wednesday, July 10 at 6:30PM

Minutes of the Town Board for February 5, 2019

Concert #4	Friday, July 12 at 6:30PM
Family Outdoor Movie #1	Thursday, July 18 at Dark
Concert #5 (Duck Drop)	Friday, July 19 at 6:30PM
Concert #6	Friday, July 26 at 6:30PM
Family Outdoor Movie #2	Thursday, August 1 at Dark
Concert #7	Friday, August 2 at 6:30PM
Concerts for Kids #2	Wednesday, August 7 at 6:30PM
Concert #8	Friday, August 9 at 6:30PM
Family Outdoor Movie #3	Thursday, August 15 at Dark
Main Street Food Truck and Music Fest	Saturday, September 14, 12-9PM
Family Halloween Fest	Sunday, October 20, 2-5PM at SJFC

OTHER BUSINESS

Supervisor Smith indicated that preparation of a report of the Town's pesticide use has been under way and is being completed by both Commissioner of Public Works, Paul Schenkel and Parks Foreman, Jessica Neal. There will be a public meeting scheduled to review the report, with an expert advisor consulted for its preparation, and it is expected to be scheduled for some time in March.

The Supervisor noted further that the Town Attorney is currently preparing a revised draft of a proposed Local Law that addresses review of applications to demolish buildings. The Town Board should be receiving the draft soon. Councilwoman Townsend suggested that the Board might wish to discuss details of the legislation before Attorney Koegel produces a revised draft.

Councilman O'Connor, the Town Board's point person on environmental and sustainability issues, discussed the status of preparation and evaluation of several sustainability initiatives to follow the Community Choice Aggregation plan once the CCA plan is under way, and that have been discussed publicly before. He and Town staffers have been working on this together with staff from the Genesee Finger Lakes Regional Planning Council (GFL RPC).

Councilman O'Connor mentioned that Town's sustainability strategy has been to partner with the GFL RPC staff, leveraging their expertise in clean energy and knowledge of the Governor's priorities and NYSEDA initiatives, so the Town can make decisions on available opportunities and can be poised to take advantage of grants and rebates available to municipalities.

1. LED street light conversion. Town staff are working with RG&E to be in a position to take advantage of RG&E's LED Street Light Conversion program which would convert all cobra-style lights, approximately 115 in all. To that end, RGE is providing GFL RPC an official list of cobra-head lights by street and a list of approved LED lights to choose LED wattage and color temperature. The GFL RPC will perform the cost-benefit analysis and payback period estimate once the data is provided. There have been numerous requests from other municipalities in the RGE queue, so the Town continues to wait for the information to be provided. Councilman O'Connor believes data will be provided in the spring so the effort can move forward.

Minutes of the Town Board for February 5, 2019

2. Solar farm. Councilman O'Connor mentioned that municipalities such as Pittsford have essentially two choices with respect to implementing solar technology for the benefit of the entire municipality. One is for the town to own and operate a solar farm; the other is to opt for third party ownership in the form of a solar power purchase agreement or operating lease with a developer. The latter would permit creation of a solar electricity-generating facility without cost to the Town.

He continued that third-party ownership has sparked significant growth in the solar marketplace because a land owner like the Town can implement solar with little or no capital outlay. This approach also allows for tax incentives to be monetized by a third party, which is often more capable of using these benefits than a government. A solar power purchase agreement (PPA) is a financial agreement in which a solar developer arranges for the design, permitting, financing and installation of a solar energy system on a customer's property at little to no cost.

The developer sells the power generated to the host customer at a fixed rate that is typically lower than the local utility's retail rate. This lower electricity price serves to offset the customer's purchase of electricity from the grid while the developer receives the income from these sales of electricity as well as any tax credits and other incentives generated from the system. PPAs typically range from 10 to 25 years and the developer remains responsible for the operation and maintenance of the system for the duration of the agreement. At the end of the PPA contract term, a customer may be able to extend the PPA, have the developer remove the system or choose to buy the solar energy system from the developer.

The Genesee-Finger Lakes Regional Planning Council has initiated highly preliminary analysis of the land in the vicinity of the Thruway, yet substantially out of sight and has concluded there is ample reason a developer would be interested in a PPA with the Town. Councilman O'Connor recommends that Town move along the discovery phase of this concept with the RPC with the CCA effort maturing.

3. Electric Vehicle Charging Stations. Councilman O'Connor noted that the New York Power Authority, through its Through EVolveNY program, has committed up to \$250 million through 2025 to partner with the private sector and key stakeholders on initiatives that address key infrastructure and market gaps to accelerate the adoption of electric vehicles (EV's) throughout the state. The initial phase of funding directs \$40 million into several new initiatives through the end of 2019, one of which is Interstate Fast Chargers (DCFC), an effort to relieve range anxiety among long distance travelers along the Thruway who are driving hundreds of miles at a time. Councilman O'Connor mentioned that the Town has expressed interest to NYPA in being considered a host site for a DC FAST CHARGING station, given our proximity to exits 45 and 46 along I-90 and ease of access to I-490 and I-590. NYPA has noted our request.

Councilwoman Townsend suggested the Town is not doing enough on sustainability.

The Councilwoman noted that at Town Board a year ago LED lighting and solar farm possibilities had been discussed, that a Town report published 10 years ago that contains recommendations not implemented. She noted that the Village of Fairport has 24 electric vehicle chargers, whereas Pittsford is about to install its second. Supervisor Smith noted that much has changed in 10 years and that there are often state incentives to proceed with sustainability initiatives as they come up. This was the case, for example, with the opportunity to earn State designation as a Clean Energy Community, which the Town earned in 2017. By its timely earning of that status, Pittsford became eligible for grant funding for further sustainability initiatives, which it subsequently applied for and was awarded at the maximum amount. The Supervisor noted that no one had heard of Community Choice Aggregation a decade ago, which in any event only became possible in New York a few years ago. This presents an exciting opportunity for Pittsford, especially to partner with other neighboring communities in the effort and that, as for those communities, it is a major project taking up considerable staff time and attention and will continue to require even more once an administrator is chosen, a bid received, and the program gets under way. He explained that notwithstanding these practical realities, the Town was proceeding with exploration and preparation for the initiatives described earlier by Councilman O'Connor, in order to be prepared to move forward at the earliest moment practical. He elaborated that each municipality sets its own priorities and that if Fairport Village chose to prioritize EV chargers, Pittsford had chosen to prioritize CCA; that in general many local municipalities were moving forward, each in their own way, on environmental initiatives that are in the interest of their residents.

Minutes of the Town Board for February 5, 2019

Councilwoman Townsend inquired if the Town would have a report from the Clean Energy specialist at the Genesee-Finger Lakes Regional Planning Council, Matt Halladay, with regard to solar farms. Councilman O'Connor indicated that the first priority of the staff's work to date has been the LED lighting, a project susceptible of successful completion easiest and soonest once the Town has the CCA program going. He expressed his view that it makes sense to devote time to complete this initiative, while preparing for a solar farm project, and then being ready to proceed with a solar farm. He also indicated that the Town's focus at the present time is to get a CCA Administrator selected.

There was some discussion regarding obtaining grants for some initiatives and that perhaps hiring a grant writer may be an item to explore. Commissioner Schenkel cautioned the Town Board that grants are beneficial and can offer tremendous opportunities, yet the bureaucracy and administrative time involved in obtaining grant money and filing required reports can be monumental and time consuming for our Town staff, especially for a lean Town staff such as Pittsford's.

Councilwoman Townsend inquired as to whether there would be additional opportunities to discuss the Comprehensive Plan update. Supervisor Smith indicated that there will be two public hearings on the adoption of the Comprehensive Plan for residents to have an opportunity to comment in addition to the recently-held public workshop.

PUBLIC COMMENT

The following residents offered comments to the Board:

1. Gerry Minerd commented and thanked the Board, in support of the Community Choice Aggregation (CCA), noting her appreciation for the Town's forward thinking and actions, and inquired as to next steps. The supervisor noted that Brighton, Pittsford, Irondequoit and Pittsford Village had reached substantial agreement on a form of RFP to select a CCA administrator; that Brighton expected to complete its review and approval of the form of RFP by mid-February and that following that it was expected that the RFP would be released forthwith.
2. Lee Fox commented regarding the Comprehensive Plan meeting and expressed that she felt the Active Transportation Plan should be referenced and incorporated into the Comprehensive Plan. She also expressed particularly her concern for traffic at the intersection of Jefferson and Clover.
3. Karen Anvelt thanked Supervisor Smith and Councilman O'Connor for their efforts to stop the clear-cutting along the canal in Brighton, Pittsford and Perinton. She cautioned the Town to be vigilant that the Canal Corporation seems to be trying to side-step their responsibilities by changing the name of the project to Embankment Restoration.
4. Barbara Baer disapproved of the structure of the recent public workshop on the Comprehensive Plan meeting. Supervisor Smith commented that it followed the same procedure as that used successfully by the Village of Pittsford in recent months for its own comprehensive planning process that it was chosen among other reasons because it provided every participant with an equal voice, and that many in attendance had praised how the meeting was organized and conducted.

ANNOUNCEMENT

Supervisor Smith announced and encouraged residents to contact the Governor's office to protest the Governor's plan to cut state funding to Towns and Villages throughout the state under the Action and Incentives for Municipal Governments program. Towns, like Pittsford, have relied on this state funding as part of their budget for 2019. Cutting this funding by the state would create distortions in the Town's budget, adopted in reliance of the State's support for the aid, and that for many municipalities across the state it could result in substantial hardship for residents and could force cuts in services.

As there was no further business, the Supervisor adjourned the meeting at 7:24 P.M.

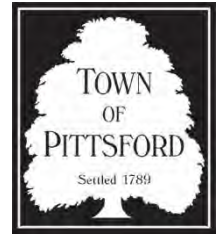
Respectfully submitted,

Minutes of the Town Board for February 5, 2019

Linda M. Dillon
Town Clerk

OFFICIAL BOARD MINUTES ARE ON FILE IN THE OFFICE OF THE TOWN CLERK

MEMORANDUM



To: Town Board Members

From: Robert B. Koegel

Date: February 21, 2019

Regarding: Re-setting the Public Hearing for: Local Law #1 of 2019 - Town Code change setting a 25 mph speed limit on Kilbourn Road neighborhood

For Meeting On: February 25, 2019

Ladies and Gentlemen:

The Proposed Local Law #1 of 2019 was originally scheduled to be heard at the February 21, 2019 meeting and a Legal Notice was published to that affect. The meeting subsequently needed to be rescheduled for today, February 25, 2019. In order to give due notice of a Public Hearing on this matter, it is necessary for Town Board to reset the Public Hearing for Local Law No. 1 of 2019 and a new Legal Notice be published.

As previously indicated, this local law would be to amend Town Code §145-5 by changing the speed limit on Kilbourn Road, Overbrook Road, Stoneleigh Court, Maywood Avenue, and Ellingwood Drive from 30 mph to 25 mph.

Attached is the proposed Resolution to Reset the Public Hearing for Local Law No.1 of 2019, and the proposed Local Law No. 1 of 2019, with the proposed speed limit change included, as previously submitted to Town Board.

It is respectfully submitted that the proposed Code change is an appropriate safety measure.

RESOLUTION

I move that the public hearing for Local Law No. 1 of 2019 originally scheduled for February 21, 2019 to consider Proposed Local Law #1 of 2019, amending §145-5 of the Pittsford Town Code to set a 25 mph speed limit on Kilbourn Road, Overbrook Road, Stoneleigh Court, Maywood Avenue, and Ellingwood Drive be reset and be held on March 5, 2019, at 6:00 P.M., at the Town Hall, Lower Level Meeting Room, 11 South Main Street, Pittsford, New York.

At a Regular Meeting of the Town Board of the Town of Pittsford, New York held at the Town Hall, Pittsford, New York, on the 25th day of February, 2019.

PRESENT: William A. Smith, Jr., Supervisor
Katherine Bohne Munzinger, Deputy Supervisor
Kevin S. Beckford, Councilman
Matthew J. O'Connor, Councilman
Stephanie Townsend, Councilwoman

ABSENT: None

In the Matter

of

THE ADOPTION OF PROPOSED LOCAL LAW
NO. 1 of 2019: AMENDING §145-5 OF THE CODE OF THE
TOWN OF PITTSFORD TO SET A 25 MPH SPEED LIMIT
ON KILBOURN ROAD, OVERBROOK ROAD, STONELEIGH COURT, MAYWOOD
AVENUE, AND ELLINGWOOD DRIVE.

Resolution to Re-Set Public Hearing

WHEREAS, true and correct copies of proposed Local Law No. 1 of 2019, amending §145-5 of the Code of the Town of Pittsford to set a 25 mph speed limit on Kilbourn Road, Overbrook Road, Stoneleigh Court, Maywood Avenue, and Ellingwood Drive, were delivered to each member of the Town Board; and

WHEREAS, due consideration has been given to the adoption of said proposed Local Law No. 1 of 2019, by all members of the Town Board who were present; and

WHEREAS, it was the considered opinion of all members of the Town Board who were present that a public hearing should be held on the 21st day of February, 2019, at 6:00 p.m. at the Town Hall, 11 South Main Street, Pittsford, New York, to consider the adoption of said proposed Local Law No. 1 of 2019; and

WHEREAS, it became necessary for the meeting originally set for the 21st day of February, 2019, to be re-scheduled; and

WHEREAS, it is necessary to reschedule the Public Hearing and give appropriate notice of said hearing to the public; and

WHEREAS, it is determined by the Town Board that a Public Hearing be set for the 5th day of March, 2018, at 6:00 p.m. at the Town Hall, 11 South Main Street, Pittsford, New York, to consider the adoption of said proposed Local Law No. 1 of 2019;

NOW, on motion duly made and seconded, it was

RESOLVED, that a public hearing be held on the 5th day of March, 2019, at 6:00 P.M., Local Time, at the Town Hall, 11 South Main Street, Pittsford, New York, on the question of the adoption of said proposed Local Law No. 1 of 2019; and be it further

RESOLVED, that a Notice of Hearing and a copy of said proposed Local Law No. 1 of 2019, or a summary thereof, be published in a newspaper previously designated as an official newspaper for publication of public notices, not less than five (5) days prior to said hearing; and be it further

RESOLVED, that the Town Clerk shall post certified copies of both this resolution and said proposed Local Law No. 1 of 2019, or a summary thereof, on the bulletin board, maintained by the Town Clerk pursuant to § 40(6) of the Town Law, for a period of not less than five (5) days prior to said public hearing.

Said matter having been put to a vote, the following votes were recorded:

William A. Smith, Jr.	VOTING
Katherine Bohne Munzinger	VOTING
Kevin S. Beckford	VOTING
Matthew J. O'Connor	VOTING
Stephanie Townsend	VOTING

The resolution was thereupon declared duly adopted.

DATED: February 25, 2019

Linda M. Dillon, Town Clerk

I, LINDA M. DILLON, Clerk of the Town Board of the Town of Pittsford, New York, DO HEREBY CERTIFY that I have compared a copy of the resolution as herein specified

with the original in the minutes of the meeting of the Town Board of the Town of Pittsford and that the same is a correct transcript thereof and the whole of the said original.

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of February, 2019.

Linda M. Dillon, Town Clerk

**BE IT ENACTED BY THE
TOWN BOARD OF THE
TOWN OF PITTSFORD
NEW YORK
AS FOLLOWS:**

**LOCAL LAW NO. 1 OF 2019:
AMENDING §145-5 OF THE CODE OF THE TOWN OF PITTSFORD TO SET A
25 MPH SPEED LIMIT ON KILBOURN ROAD, OVERBROOK ROAD,
STONELEIGH COURT, MAYWOOD AVENUE, AND ELLINGWOOD DRIVE**

Sec. 1 Title

This Local Law shall be known as “Local Law No. 1 of 2019: Amending §145-5 of The Code of the Town of Pittsford to set a 25 mph speed limit on Kilbourn Road, Overbrook Road, Stoneleigh Court, Maywood Avenue, and Ellingwood Drive.”

Sec. 2 Amendments to Existing Law

The Code of the Town of Pittsford, Chapter 145, Article II, shall be amended to revise §145-3 to read as follows:

§ 145-5. Special-hazard zones.

Except when a special hazard exists that requires lower speed for compliance with § [145-2B](#), it shall be unlawful for any person to drive a vehicle in the Town at a speed in excess of the following speeds on the streets or parts of streets listed below:

Name of Street

Name of Street	Maximum Speed (mph)
Allen Parkway	25
Alpine Drive	25
Bedford Way	25
Beech Road	25
Brook Road	25
Burncoat Way	25

Name of Street

**Maximum Speed
(mph)**

Name of Street

Buttermilk Hill Road	25
Crestline Road	25
Crestview Drive	25
Cricket Hill Drive	25
Croft Road	25
East Brook Road	25
East Park Road	25
Ellingwood Drive	25
Hearthstone Road	25
Hilltop Drive	25
Kilbourn Road	25
Knobb Hill Drive	25
Long Meadow Circle	25
Maywood Avenue	25
Meadow Wood Circle	25
Mitchell Road	25
Overbrook Road	25
Reitz Circle	25
Reitz Parkway	25
Sandpiper Lane	25
Schoen Road	25
School Lane	25
Shelwood Road	25
Sheridan Court	25
Smead Road	25
Standish Way	25
Stoneleigh Court	25
Sunset Boulevard	25
West Brook Road	25
Woodland Road	25

If any clause, sentence, phrase, paragraph or any part of this Local Law shall for any reason be adjudicated finally by a court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder of this Local law, but shall be confined in its operation and effect to the clause, sentence, phrase, paragraph or part thereof, directly involved in the controversy or action in which such judgment shall have been rendered. It is hereby declared to be the legislative intent that the remainder of this Local Law would have been adopted had any such provision been excluded.

Sec. 4 Effective Date

This Local Law shall take effect immediately upon filing with the Secretary of State.

MEMORANDUM

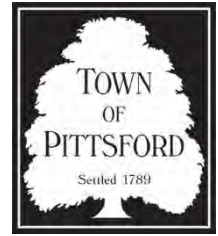
To: Town Board

From: Greg Duane

Date: February 12, 2019

Regarding: Court Financial Review

For Meeting On: February 25, 2019



The Unified Court System's *Action Plan for the Justice Courts* includes initiatives to improve accountability and controls over Justice Court finances and records. Among the initiatives is increased monitoring of town and village board compliance with section 2019-a of the Uniform Justice Court Act. This section requires that town and village justices annually provide their court records and dockets to their respective town and village boards, and that such records then be examined or audited and that the fact be entered into the minutes of the board's proceedings.

The Town's auditor, Bonadio & Co., has reviewed the Justice Court records for fiscal year 2018. There was no finding in the FY18 Court Review.

At this time, I am requesting that the town board pass the following resolution acknowledging that the required review has been conducted.

Resolved, that the Town Board acknowledges that the required Justice Court financial review, per Section 2019-a of the Uniform Justice Court Act, has been conducted and filed with the Town Clerk.

**TOWN OF PITTSFORD, NEW YORK
JUSTICE COURT**

**Agreed-Upon Procedures Report
January 1, 2018 - December 31, 2018**

Bonadio & Co., LLP
Certified Public Accountants

**INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-
UPON PROCEDURES**

February 8, 2019

To the Town Board of the
Town of Pittsford, New York:

We have performed the procedures enumerated below, which were agreed to by the Town of Pittsford, New York (the Town), solely to assist the Town in evaluating the financial transactions of Town Justice John Bernacki, Jr. and Town Justice Robert Shaddock (collectively, the Justices) for the period from January 1, 2018 to December 31, 2018. The Justices are responsible for maintaining their financial records. The sufficiency of these procedures is solely the responsibility of those parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Our procedures and findings are as follows:

Procedure #1

Complete the Justice Court checklist as documented in Appendix F of the New York State Office of the State Comptroller "Fiscal Oversight Responsibilities of the Governing Board" guide.

Findings

Procedure performed without exception.

Procedure #2

Obtain an understanding of the internal accounting controls over the procedures for handling cash and recording transactions through discussions with the Court Clerks.

Findings

Procedure performed without exception.

Procedure #3

Obtain the bank reconciliations for the Justices' bail and fine accounts for each of three months selected (April, July, and November 2018) and compare to supporting documentation such as original bank statements and outstanding check lists.

Findings

Procedure performed without exception.

171 Sully's Trail
Pittsford, New York 14534
p (585) 381-1000
f (585) 381-3131

www.bonadio.com

(Continued)

INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES
(Continued)

Procedure #4

Obtain a haphazard sample of ten (10) receipts and ten (10) disbursements from each Justice's fine and bail accounts for the year ended December 31, 2018 and compare to supporting documentation such as ticket, casework or monthly report.

Findings

Procedure performed without exception.

Procedure #5

Obtain a haphazard sample of three (3) transactions of accounts receivable as of December 31, 2018 and compare to supporting documentation.

Findings

Procedure performed without exception.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an audit, or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the financial transactions of each Justice. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of the Town Board and is not intended to be and should not be used by anyone other than those specified parties.

Bonadio & Co., LLP

Appendix 10 – Annual Checklist for Review of Justice Court Records

Name of Municipality:

Town of Pittsford, New York Justice Court

Month Reviewed:

1/1/2018

Through

12/31/2018

Name of Justice:

Justice John Bernaki

Review Performed By:

Bonadio & Co., LLP

Date

1/8/2019

Annual Checklist for Review of Justice Court Records

	Yes	No
<u>Cash Receipts Book</u>		
▶ Are pre-numbered receipt forms issued for all collections?	✓	○
▶ Are duplicate receipts kept for court records?	✓	○
▶ Are receipts recorded up-to-date?	✓	○
<i>Last recorded receipt:</i>		
# <u>808613</u> Date <u>1/8/19</u> Amount <u>\$193</u>		
▶ 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?	✓	○
▶ Are deposits identified?	✓	○
▶ Are duplicate deposit slips kept for court records?	✓	○
▶ Are deposits made within 72 hours of collection (exclusive of Sundays and holidays)?	✓	○
▶ Are deposits recorded up-to-date?	✓	○
<i>Last recorded deposit:</i>		
Date <u>1/7/19</u> Amount <u>\$286</u>		
▶ Is the receipt book totaled and summarized at the end of each month?	✓	○
<i>Last Month Totaled and Summarized <u>December 2018</u></i>		
<u>Cash Disbursements Book</u>		
▶ Are pre-numbered checks used for all disbursements other than petty cash?	✓	○
▶ Are all checks signed by the Justice?	✓	○
▶ Are canceled checks (or check images) returned with bank statements and kept for court records?	○	✓
▶ Are checks recorded up-to-date?	✓	○
<i>Last recorded check:</i>		
# <u>1140</u> Date <u>12/7/18</u> Amount <u>\$5,749</u>		
<u>Bank Reconciliations</u>		
▶ Are bank accounts reconciled promptly after bank statements are received?	✓	○
<i>Last Bank Reconciliation for Each Bank Account:</i>		
Date Performed <u>1/7/19</u> Month Ending <u>12/31/18</u>		
<u>Additional Supporting Records</u>		
▶ Is a list of bail maintained?	✓	○
▶ Is a record of uncollected installment payments maintained?	✓	○
		○ See comment 2 (attached).

See accompanying Independent Accountant's Report on applying Agreed Upon Procedures.

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? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| ▶ 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. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| ▶ Do dockets for disposed cases appear to be complete? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| ▶ Do dockets for disposed cases agree with amounts reported? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Cash Book Reconciliation

- | | | |
|---|-------------------------------------|--------------------------|
| ▶ Is the cash book reconciled to the adjusted bank balances at the end of each month? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| ▶ Does the cash book total agree with the bank reconciliation and supporting information? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Last Cash Reconciliation:

Date Performed 1/7/19 Month Ending 12/31/18

Reports to the Division of Criminal Justice Services

- | | | |
|---|-------------------------------------|-------------------------------------|
| ▶ Are reports made timely to the Division of Criminal Justice Services? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| ▶ Has the court received any notices regarding late reporting?
If yes, why were the reports late and what corrective actions were taken? _____ | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Reports to the Justice Court Fund

- | | | |
|--|-------------------------------------|-------------------------------------|
| ▶ Are reports made timely to the Justice Court Fund? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| ▶ Do reported amounts agree with docket dispositions and case files? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| ▶ Do reported amounts agree with cash receipt and disbursement books?
Last report submitted: Month Ending <u>12/31/18</u> Date <u>1/7/19</u> Amount <u>\$ 7,159</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| ▶ Has the court received any notices regarding late reporting?
If yes, why were the reports late and what corrective actions were taken? _____ | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

See accompanying Independent Accountant's Report on applying Agreed Upon Procedures.

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

○ ✓ See comment
3 (attached).

- ▶ How many cases are shown as pending in the last TSLED report? 4,379

✓ ○

- ▶ 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? 3,819
- What actions have been taken to dispose of these cases?

✓ ○

Overall Evaluation

See attached information for additional documentation of certain questions or "no" answers.

See accompanying Independent Accountant's Report on applying Agreed Upon Procedures.

Appendix 10 – Annual Checklist for Review of Justice Court Records

Name of Municipality:

Town of Pittsford, New York Justice Court

Month Reviewed:

1/1/2018

Through

12/31/2018

Name of Justice:

Justice Robert Shaddock

Review Performed By:

Bonadio & Co., LLP

Date

1/8/2019

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"/>
<i>Last recorded receipt:</i>		
# <u>RS02341</u> Date <u>1/7/19</u> Amount <u>\$482</u>		
▶ 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)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are deposits recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last recorded deposit:</i>		
Date <u>1/7/19</u> Amount <u>\$1,011</u>		
▶ Is the receipt book totaled and summarized at the end of each month?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last Month Totaled and Summarized <u>December 2018</u></i>		
<u>Cash Disbursements Book</u>		
▶ 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 type="checkbox"/>	<input checked="" type="checkbox"/> See comment
▶ Are checks recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/> 1 (attached).
<i>Last recorded check:</i>		
# <u>180</u> Date <u>12/7/18</u> Amount <u>\$6,243</u>		
<u>Bank Reconciliations</u>		
▶ 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>1/7/19</u> Month Ending <u>12/31/18</u>		
<u>Additional Supporting Records</u>		
▶ Is a list of bail maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Is a record of uncollected installment payments maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/> See comment
		2 (attached).

See accompanying Independent Accountant's Report on applying Agreed Upon Procedures.

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? | ✓ | ○ |
| ▶ 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. | ✓ | ○ |
| ▶ 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 1/7/14 Month Ending 12/31/13

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 <u>12/31/13</u> Date <u>1/7/14</u> Amount <u>\$17,114</u> | ✓ | ○ |
| ▶ Has the court received any notices regarding late reporting?
If yes, why were the reports late and what corrective actions were taken? _____ | ○ | ✓ |

See accompanying Independent Accountant's Report on applying Agreed Upon Procedures.

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

○ ✓ See comment
3 (attached).

- ▶ How many cases are shown as pending in the last TSLED report? 4,379

✓ ○

- ▶ 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? 3,819
- What actions have been taken to dispose of these cases?

✓ ○

Overall Evaluation

See attached information for additional documentation of certain questions or "no" answers.

See accompanying Independent Accountant's Report on applying Agreed Upon Procedures.

Appendix F – Justice Court Comments to Checklist

1. Cash Disbursements

- Check images are no longer returned on bank statements; however, the Town can request check copies from the bank when necessary.

2. Additional Supporting Records

- If individuals have multiple tickets, the courts allow those individuals to pay the tickets separately, instead of in one lump sum payment or "installment" payments. This reduces the number of installment payments the court collects. However, when installment payments are collected, payments are tracked on a slip of paper which is attached to the top of the ticket.

3. Reporting to Department of Motor Vehicles – TSLE&D Program

- The TSLE&D report is accessible online. Hard copies of these reports are not maintained on file.
- The TSLE&D report does not have the number of cases pending for more than 90 days reported as a separate item. The February 2018 report shows all pending cases since inception. This report was used to show the number of pending cases. The amount from the report showing cases pending 60 days was deducted to arrive at the amount of cases pending more than 90 days.

2/12/19

Budget Transfers

Be it resolved that the following budget transfers are approved:

That \$13,979.00 be transferred from 107.1990.2000 (SCC Capital Project – Contingency) to 107.1620.2051 (SCC Capital Project – Electric) for Change Order E-5, Office Lighting Changes.

That \$1,636.00 be transferred from 3.9060.8000.1.3 (Library – Hospitalization) to 3.9040.8000.1.3 (Library – Workers Compensation) to cover the cost of the 2019 Workers Compensation premium for the Library.

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
ABVI - GOODWILL	JRH	140494	IN0008312	SENIOR NUTRITION MEALS ABVI JAN 2019	2,323.87
				VENDOR TOTAL	2,323.87
ADAMS BELL ADAMS, PC	GJD	140556	31818	ASSESS ATTY SRVS: HEATHER HGTS	180.00
	GJD	140556	31819	ASSESS ATTY SRVS: GIANNINY/PITTSFORD 490	150.00
				VENDOR TOTAL	330.00
ADMAR SUPPLY COMPANY, INC	PJS	140463	1960405-0001	BELT FOR CURB SAW	48.99
				VENDOR TOTAL	48.99
ADVANCED SAFE & LOCK, INC	PJS	140472	25343	REPAIR AND PARTS TOWN HALL FRONT DOOR	214.00
				VENDOR TOTAL	214.00
AIRQUIP HEATING AND AIR CONDITIONING	PJS	140476	76024	FURNACE FILTER	40.00
				VENDOR TOTAL	40.00
ALLIANCE DOOR & HARDWARE	PJS	140396	211368	SPRINGS FOR DOOR 15	914.00
	PJS	140254	211352	DOOR LATCH REPAIRS PARKS MAINT SHOP	269.80
				VENDOR TOTAL	1,183.80
AMERICAN EQUIPMENT LLC	PJS	140230	47831-03	EXCAVATOR RENTAL 9/12-10/10/18	3,600.00
				VENDOR TOTAL	3,600.00
AMERICAN ROCK SALT CO.	PJS	140514	0589138	77.07 TONS SALT	3,894.35
	PJS	140514	0590774	480.72 TONS SALT	24,290.80
	PJS	140426	0586038	253.67 TONS SALT	12,817.94
	PJS	140426	0586774	49.93 TONS SALT	2,522.96

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
AMERICAN ROCK SALT CO.	PJS	140426	0585668	388.06 TONS SALT	19,608.68
	PJS	140427	0588258	451.79 TONS ROAD SALT	22,828.96
	PJS	140402	0585017	310.95 TONS ROAD SALT	15,712.31
				VENDOR TOTAL	101,676.00
AMSTERDAM PRINTING & LITHO	LMD	140573	6223308	TOWN WIDE MEETING PENS	217.49
				VENDOR TOTAL	217.49
APPLIED BUSINESS SYS INC	LMD	140328	173741	2019 TOWN/COUNTY TAX BILL MAILING	236.96
				VENDOR TOTAL	236.96
APPLIED MAINTENANCE SUPPLIES & SOLUTIONS	PJS	140517	97027510	WIRE CLAMPS, PRESTO PINS	587.01
	PJS	140306	97020640	SUPPLIES	459.67
	PJS	140327	97022645	SCREENS, BITS AND PAINT MARKERS	348.32
	PJS	140636	97029600	SLEEVES, CABLES	633.52
	PJS	140638	97030140	BOLTS	380.88
	PJS	140405	97024015	DOMES PLW BLT	195.81
				VENDOR TOTAL	2,605.21
AVILA - SMITH	GJD	140525	0190120	INTERPRETER SERVICES	475.00
				VENDOR TOTAL	475.00
BAND PARTS PLUS	PJS	140361	732758	AIR FILTER AND LUBE	53.24
	PJS	140302	732470	DIESEL ADDITIVES	31.86
	PJS	140344	732254	ON/OFF SWITCH FOR SIDEWALK PLOW	12.74
	PJS	140314	732395	UREA	78.33
	PJS	140316	732363	WIPER BLADES	32.34
	PJS	140388	732620	SOLVENTS	17.92
	PJS	140625	733169	OIL	9.70

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	236.13
BARNES & NOBLE BOOKSELLERS, INC	JRH	140288	3782144	REC - BOOK HAVE YOU FILLED A BUCKET TODA	11.81
				VENDOR TOTAL	11.81
BEEMAN	JRH	140574	2019/01SCI	SENSORY & SCIENCE INSTRUCTOR PAYMENT	280.00
				VENDOR TOTAL	280.00
BENEFIT RESOURCE INC	GJD	140524	403401	MONTHLY FSA ADMIN FEE & ANNUAL COMPLIANC	650.00
				VENDOR TOTAL	650.00
BLUE 360 MEDIA	PHD	140279	35997	NYS VTL BOOK	54.25
	PHD	140280	37135	NYS PENAL LAW BOOK	54.25
				VENDOR TOTAL	108.50
BONADIO & CO., LLP	GJD	140523	BN193047	FY18 AUDITS OF TOWN COURT	1,200.00
				VENDOR TOTAL	1,200.00
BRANCATO	JRH	140497	2019/2/5	SENIORS 2/5/19 LC60 PROGRAM ORISSA, INDI	80.00
				VENDOR TOTAL	80.00
BRIGHTON MOWER SERV., INC	PJS	140457	75624	FILTERS AND SEALS	234.51
	PJS	140586	75640	HYDRAULIC OIL	99.98
				VENDOR TOTAL	334.49

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT		
BSN SPORTS LLC	PJS	140648	904453496	HOME PLATES AND BASE PLUGS	444.85		
				VENDOR TOTAL	444.85		
CASELLA WASTE MANAGEMENT OF N.Y., INC.	PJS	140273	219957	HIGHWAY	235.51		
	PJS	140273	219958	SCC	204.72		
	PJS	140273	219959	KINGS BEND	160.65		
	PJS	140273	219960	LIBRARY	669.07		
	PJS	140273	219956	PARKS	235.53		
	PJS	140513	221955	15 YD CONTAINER 1/1-1/15	484.12		
	PJS	140349	221956	DISPOSAL SERVICE	319.27		
VENDOR TOTAL				2,308.87			
CASTLE BRANCH INC	GJD	140335	0682815-IN	PRE-EMPLOYMENT SCREENING	210.00		
				VENDOR TOTAL	210.00		
CCP INDUSTRIES	PJS	140272	IN02242325	JACKETS AND HATS	215.06		
				140485	IN02226048	NEON HATS	68.20
				140485	IN02240551	HI-VIS JACKETS	80.48
VENDOR TOTAL				363.74			
CDW GOVERNMENT INC.	JB	140611	QWV9317	HP RDX 1TB STORAGE MEDIA	1,817.70		
				140612	QZJ0770	CABLE TIE	3.99
				140612	QZG2067	REPLACEMENT BATTERY FOR RBC17, CABLE, OM	408.44
				140612	QXW0464	REPLACEMENT BATTERY FOR RBC110	57.98
VENDOR TOTAL				2,288.11			
CHASE CARD SERVICES	GJD	140371	01/29/2019	JOB POSTING - MAINTENANCE	25.00		
				140256	100093957	BUSHEL SUBSCRIPTION FOR 7 IPADS - YEARLY	168.00
				140432	112-2024226-8994604	SEAGATE 2TB 7.2K RPM 3.5" SAS-6GB/S 64MB	82.88
				140647	390301	SIGNUPGENIUS PRO SILVER (ANNUAL)	107.89
				140373	4983	FRAMES FOR TOWN BOARD RESOLUTIONS	172.80

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	556.57
CONCORD ELECTRIC CORPORATION	PJS	140650	APP, #14	ELECTRICAL CONTRACT SCC RENOVATIONS	15,645.55
				VENDOR TOTAL	15,645.55
CONSTELLATION NEW ENERGY, INC.	GJD	140605	14205100601	STREET LGT'G: TOWN @ LARGE	790.64
	GJD	140605	14204829401	STREET LGT'G: 1-2 POLE DIST	176.82
	GJD	140605	14204844901	STREET LGT'G: 3-6 POLE DIST	164.35
	GJD	140605	14205323901	STREET LGT'G: 7 OR MORE POLE DIST	321.15
	GJD	140605	14204952401	STREET LGT'G: POLE MAINT DIST	36.84
	GJD	140605	14205149101	STREET LGT'G: STONETOWN DIST	50.25
	PJS	140498	14180445201	CANDLEWOOD DR	25.90
	PJS	140498	13863263201	DOWNING DRIVE	0.16
	PJS	140498	13863263101	529 MARSH RD PUMPS	62.49
	PJS	140498	14172270701	20 POINCIANA DR	1.25
	PJS	140498	14172211701	DUNNEWOOD CT	132.31
	PJS	140498	14172281301	PARK RD	149.98
	PJS	140498	14180433801	LEHIGH STATION	200.99
	PJS	140498	14168500601	REITZ PKWY	214.07
	PJS	140498	14162632401	295 FAIRPORT RD	3.37
	PJS	140498	14172252001	BRICKSTON DR	4.14
	PJS	140498	14172215001	PITTSFORD MANOR LANE	73.86
	PJS	140498	14180433901	GREYTHORNE HILL	84.47
	PJS	140498	14172222701	3950 EAST AVE	0.00
	PJS	140505	14162679001	KINGS BEND	227.06
	PJS	140505	14153862601	KINGS BEND	11.01
	PJS	140505	14153902701	631 MARSH RD	0.00
	PJS	140505	14153900201	625 MARSH RD	0.00
	PJS	140505	14177835301	500 MENDON RD	160.22
	PJS	140505	14177835101	PARKS	232.80
	PJS	140505	14172221001	210 MENDON RD	9.67
				VENDOR TOTAL	3,133.80
COOK IRON STORE	PJS	140364	420713	SAW BLADES, CUTTING BLADES	183.02
	PJS	140461	496359	GLOVES	151.56

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
COOK IRON STORE	PJS	140467	490845	LADDER	369.00
				VENDOR TOTAL	703.58
CREIGHTON SELF-DEFENSE INC	JRH	140583	2019/01/KARATE	MARTIAL ARTS INSTRUCTOR PAYMENT	3,041.85
				VENDOR TOTAL	3,041.85
CYNCON EQUIPMENT INC.	PJS	140518	79512	PS HEADLIGHT ASSEMBLY	181.88
	PJS	140305	79357	GAS CAP FOR SIDEWALK PLOW	88.85
				VENDOR TOTAL	270.73
D.J.M. EQUIPMENT, INC. BOBCAT OF THE FINGER LAKE	PJS	140431	01-98865	HYDRAULIC OIL	44.51
	PJS	140588	01-99040	MOWER PARTS	113.32
				VENDOR TOTAL	157.83
DADY	JRH	140259	2127	SENIORS 3/12 LC60 PROGRAM DADY BROTHERS	150.00
				VENDOR TOTAL	150.00
DEBBIE SUPPLY INC	PJS	140307	631065	KEY COPIES AND FASTENERS	8.92
	PJS	140342	631288	SUPPLIES, TAPE, BATTERIES	44.93
	PJS	140390	631355	CUTTING OIL AND LUBE	31.97
	PJS	140629	631797	DIE	9.49
	PJS	140488	631677	FITTINGS AND FURNACE FILTER	46.75
				VENDOR TOTAL	142.06
DECKMAN OIL COMPANY	PJS	140429	705513	BLUEDEF DIESEL EXHST FLUID	609.15
				VENDOR TOTAL	609.15

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
DEL 3750 MONROE AVENUE ASSOCIATES LLC	GJD	140527	PITTS-COUR: 3/19	COURT RENT: 3/19	8,952.45
				VENDOR TOTAL	8,952.45
DELL MARKETING L.P.	JB	140386	10295033530	EXTENDED SERVICES FOR PE SERVER R515 & T	388.05
				VENDOR TOTAL	388.05
DEMOCRAT & CHRONICLE	GJD	140528	DC1187406: 3/19	SUBSCRIPTION RENEWAL: 3/1-3/31/19	31.00
				VENDOR TOTAL	31.00
DILLON	GJD	140341	1252019	MCTCTR&TCA MEETING MILEAGE	21.80
				VENDOR TOTAL	21.80
DIMARTINO	PHD	140449	19012902	REG DOCKET FOR JUDGE SHADDOCK	112.50
	PHD	140449	19012901	REG DOCKET FOR JUDGE BERNACKI	90.00
	PHD	140449	19012903	HEARING/DOCKET FOR JUDGE BERNACKI	112.50
	PHD	140449	19012904	TRIAL/DOCKET FOR JUDGE SHADDOCK	247.50
	PHD	140449	19012905	SMALL CLAIMS FOR JUDGE SHADDOCK	90.00
	PHD	140354	19012801	TRANSCRIPTS FROM HEARINGS (LAMB)	83.25
				VENDOR TOTAL	735.75
DOLOMITE PRODUCTS CO INC	PJS	140626	866247	WEIGH SERVICE	3.70
	PJS	140232	866483	WASHED STONE	299.40
	PJS	140500	867165	WASHED STONE FRENCH RD	146.25
	PJS	140596	867336	WASHED STONE - FRENCH RD	163.95
	PJS	140596	867340	WASHED STONE - FRENCH RD	781.36
				VENDOR TOTAL	1,394.66
DOLORES DECOSTE - PETTY CASH	JRH	140271	2019/01/19	SENIORS REIMBURSEMENT	14.94
	JRH	140436	2019/02	SENIORS PETTY CASH REIMBURSEMENT	16.67

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	31.81
DONNELLY	JRH	140547	2019/2/19	SENIORS REIMBURSEMENT KITCHEN SUPPLIES	13.98
				VENDOR TOTAL	13.98
DUKE COMPANY	PJS	140630	001399238	PLASTIC SHEETING/TROWELS	115.00
				VENDOR TOTAL	115.00
EDPKGS, LLC	JRH	140601	2019/01/SHOTS	SOCCER SHOTS INSTRUCTOR PAYMENT	451.83
				VENDOR TOTAL	451.83
ELLIS	JRH	140543	2019/1/24	ELLIS REIMBURSEMENT JAN '18	14.00
				VENDOR TOTAL	14.00
EMEDCO INC.	PJS	140240	9338325384	STREET SIGN BRACKETS & POST CAPS	37.75
	PJS	140240	9338336869	STREET SIGN POST - 10 FOOT	267.77
	PJS	140240	9338362883	30" LED SOLAR STOP SIGN	3,232.77
				VENDOR TOTAL	3,538.29
EMPIRE TENNIS, LLC	JRH	140584	2019/01/TENNIS	INDOOR TENNIS INSTRUCTOR PAYMENT	209.30
				VENDOR TOTAL	209.30
EPIC TRAININGS	JRH	140589	26-19	FIRST AID FOR KIDS	112.00
	JRH	140589	40-19	CPR	227.50

Date Prepared: 02/05/2019 02:56 PM

Report Date: 02/05/2019

Account Table: REC REV

Alt. Schedule: 14-FEB-19

TOWN OF PITTSFORD

Revenue Control Report

Town of Pittsford
Fiscal Year: 2019 Period From: 1 To: 12

GLR0116 1.0

Page 7 of 7

Prepared By: GREG

Page: 9

Account No.	Description		Curr. Month Revenue Receipts	Curr. Month Budget Balance	Original Budget	YTD Adjusted Budget	YTD Revenue Receipts	YTD Budget Balance	Percent Received Balance
PAGE 9									
ACCOUNTS PAYABLE LISTING FOR TOWN BOARD APPROVAL FEBRUARY 2019									
Item 2411	FIELD USE FEES								
0001.0001.2411.1000.0020	FIELD USE FEES.ATHLETIC PROGRAMS.THORNELL FARM PARK		0.00	0.00	8,000.00	8,000.00	0.00	8,000.00	0.00
VOUCHER									
VENDOR NAME		APPV BY	NO	INV #	DESCRIPTION			AMOUNT	
Total Item 2411			0.00	0.00	8,000.00	8,000.00	0.00	8,000.00	0.00
VENDOR TOTAL								339.50	
Grand Total			0.00	0.00	787,100.00	787,100.00	116,628.00	670,472.00	14.82
EVEVSKY		JRH	140438	4598	SENIORS TAI CHI FOR ARTHRITIS DEC '18			262.50	
		JRH	140439	4702	SENIORS TAI CHI FOR ARTHRITIS JAN '19			350.00	
VENDOR TOTAL								612.50	
NOTE: One or more accounts may not be printed due to Account Table restrictions.									
FAIRPORT CHILDREN'S THEATER		JRH	140580	2019/01/POPP	MARY POPPINS INSTRUCTOR PAYMENT			2,240.00	
		JRH	140581	2019/01/VOICE	PRIVATE VOICE LESSONS INSTRUCTOR PAYMENT			728.00	
		JRH	140582	2019/01/DISNEY	DISNEY'S NEWSIES INSTRUCTOR PAYMENT			1,178.10	
VENDOR TOTAL								4,146.10	
FERGUSON ENTERPRISES INC		PJS	140410	2444735	CRIMPING TOOL RENTAL FOR PLUMBING			150.00	
		PJS	140423	2460541	PIPE INSULATION			204.00	
		PJS	140369	2320277	HOT WATER HEATER			3,136.42	
VENDOR TOTAL								3,490.42	
FIBER TECHNOLOGIES NETWORKS LLC		JB	140608	238446	FIBER SERVICE #S120274 - 5611 PITTSFORD			871.79	
VENDOR TOTAL								871.79	
FINGER LAKES BUILDING OFFICIALS ASSOCIATION,INC		PJS	140458	NY0005627-2019	KELLY			390.00	
		PJS	140458	CE1000371-2019	MARK			390.00	
		PJS	140458	NY0058202-2019	LJ			390.00	
		PJS	140458	NY0054752-2019	ALLEN			390.00	
VENDOR TOTAL								1,560.00	
FINGER LAKES CHEMICALS		PJS	140252	769144	SHOP CHEMICALS			113.39	
		PJS	140340	769479	5 STAR			243.78	
		PJS	140340	769477	5 STAR			159.12	
		PJS	140468	769541	CLEANING SOLVENTS			733.46	

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
FINGER LAKES CHEMICALS	PJS	140624	771217	THRUST	55.95
VENDOR TOTAL					1,306.70
FIVE STAR EQUIPMENT INC	PJS	140308	P34660	LOADER FILTERS	487.51
VENDOR TOTAL					487.51
FLEET PRIDE	PJS	140469	19549163	REAR LIGHTS	260.00
	PJS	140404	19025715	BAND CLAMPS	37.11
VENDOR TOTAL					297.11
FLOWER CITY PAGING, INC	PJS	140331	041339	TOWN DEPT PAGER\$	41.51
VENDOR TOTAL					41.51
FM OFFICE PRODUCTS	JRH	140245	1557628-1	COAT RACKS	276.00
	JRH	140245	1548987-1	WARRANTY - CUSHION	0.00
	JRH	140245	1553296-0	WARRANTY - ACCEL END TRANSTIC SHEFEC35P	0.00
	JRH	140245	1557628-0	HANGERS	56.52
	PJS	140338	C1555089-0	DAMAGED ITEM AND CREDIT	-974.56
	PJS	140338	1555089-0	RACK AND CART	1,192.41
	JRH	140617	1563644-0	REPLACEMENT TRAY	4.65
	JRH	140617	C1563087-0	CREDIT FOR DAMAGED TRAY	-4.65
	JRH	140617	1563087-0	9 LETTER TRAYS	41.85
	JRH	140337	1559093-1	BACK ORDER	0.00
	JRH	140337	1559093-2	4 LETTER TRAYS	18.28
	JRH	140337	1559093-0	8 LETTER TRAYS	36.56
	JRH	140493	1553780-2	OFFICE SUPPLIES - BINDERS	45.57
	JRH	140537	1563577-0	OFFICE SUPPLIES - PACKING TAPE	17.57
	JRH	140539	1562772-0	OFFICE SUPPLIES - CHALK MARKERS	23.49
	JRH	140473	1561476-0	NAME BADGES	30.19
	JRH	140260	C1554086-0	RETURN MAILING SOLUTION LABELMAKER	-296.62
	JRH	140260	1554086-0	MAILING SOLUTION LABELMAKER	296.62
	JRH	140261	1558539-0	FOLDERS & RECEIPT BOOK	21.92
	JRH	140261	1558697-0	GENERAL CATLOG	0.00

PAGE 10

Error / Warning Message

Row 349 - Invalid acct_no 1.1.2001.4015.2
 Row 350 - Invalid acct_no 1.1.2001.4015.2
 Row 351 - Invalid acct_no 1.1.2001.4015.2
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 Row 354 - Invalid acct_no 1.1.2001.4015.2
 Row 355 - Invalid acct_no 1.1.2001.4015.2

File Name: C:\vest\export\llexport\jan2019.txt

Date Prepared: 02/05/2019 02:59 PM
 Report Date: 02/05/2019

TOWN OF PITTSFORD
 Import Batch Errors / Warnings

**ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019**

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
FM OFFICE PRODUCTS	JRH	140285	1559491-0	WRIST REST EXT PLATFORM	110.18
	JRH	140286	C1558276-0	RETURN FILE HOLDERS YEL	-3.57
	JRH	140286	1558276-0	BINDER, FILE HOLDERS YEL	5.46
	JRH	140640	1564499-0	REC OFFICE SUPPLIES	49.19
VENDOR TOTAL					947.06
FOODLINK, INC	JRH	140546	381465	SENIORS L1 FOOD PROTECTION TRAINING DECO	125.00
	VENDOR TOTAL				
FORBES COURT REPORTING SERVICES, LLC	PHD	140618	2	COURT REPORTING FOR 2/21 JUDGE SHADDOCK	135.00
	VENDOR TOTAL				
FRONTIER COMMUNICATIONS	JB	140462	02/01/6430-092614-6	6430 KBP NORTH PHONE & BROADBAND SERVICE	66.66
	VENDOR TOTAL				
FUN EXPRESS LLC	JRH	140275	694410029-01	SWEETHEART DANCE PROGRAM SUPPLIES	33.27
	JRH	140267	694350569-01	SWEETHEART PROGRAM SUPPLIES	148.12
	JRH	140475	694550462-01	OFFICE SUPPLIES	43.40
VENDOR TOTAL					224.79
GANONDAGAN STATE HISTORIC SITE	JRH	140615	2019/3/13	SENIORS 3/13 LC60 PROGRAM GANONDAGAN	50.00
	VENDOR TOTAL				
GENERAL CODE PUBLISHERS	LMD	140363	PG000017389	CODE UPDATE FOR 2018 LOCAL LAWS 2-4	970.23
	VENDOR TOTAL				
GENESEE FIGURE SKATING CLUB	JRH	140578	2019/01SKATE	JUMP, SPIN & SKATE INSTRUCTOR PAYMENT	40.25

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	40.25
GOEBEL	PJS	140474	01301945833	TIN SNIPS, TOOL KIT	74.25
	PJS	140474	01301945830	TIN SNIPS, TOOL KIT	205.04
				VENDOR TOTAL	279.29
GOTTA III	JRH	140441	2019/01/SQDAN	SENIOR SQUARE DANCE CALLING JAN 2019	100.00
				VENDOR TOTAL	100.00
GREGSON-CLARK SPRAYING EQUIPMENT	PJS	140304	40327	CONTROLLER FOR SPRAY RIG	297.61
				VENDOR TOTAL	297.61
GRIFFITH ENERGY	PJS	140516	609232	105 GALLONS BULK	242.78
	PJS	140516	609233	266 BULK	549.05
	PJS	140516	609234	104.9 GRINDER	242.55
	PJS	140516	609290	55 BULK	127.17
	PJS	140516	609292	141.6 GRINDER	292.28
	PJS	140330	509942	223.8 CHIP	409.80
	PJS	140330	509943	122 BULK	268.28
	PJS	140330	509944	200.5 BULK	367.14
	PJS	140330	609008	100 CHIP	221.67
	PJS	140330	609009	189.3 CHIP	350.45
	PJS	140330	609010	123 BULK	272.65
	PJS	140330	609011	305.9 BULK	566.31
	PJS	140330	509941	80 CHIP	175.92
	PJS	140330	609048	83.5 CHIP	198.89
	PJS	140330	609050	158.1 BULK	376.58
	PJS	140330	609051	229.6 BULK	468.20
	PJS	140465	609147	150 BULK	344.36
	PJS	140465	609148	150 BULK	306.93
	PJS	140465	609171	150 BULK	344.36
	PJS	140465	609172	136 BULK	278.28
	PJS	140635	609389	FUEL FOR HWY CHIPPER	258.48

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
GRIFFITH ENERGY	PJS	140409	609063	100 CHIP	238.19
	PJS	140409	609064	95.4 CHIP	194.54
	PJS	140409	609065	145 BULK	345.38
	PJS	140409	609066	83.5 BULK	170.27
				VENDOR TOTAL	7,610.51
HADLOCK PAINT CO. INC.	PJS	140253	P0080111	PAINT FOR KATE'S OFFICE	79.61
	PJS	140489	P0080802	PAINT - LIBRARY	132.59
	PJS	140489	P0080763	PAINT - LIBRARY	117.78
				VENDOR TOTAL	329.98
HAMMAN	PJS	140374	383113	FUEL CONDITIONER, BULBS, BLADES	366.32
				VENDOR TOTAL	366.32
HANSON	JRH	140590	2019/01/BALLET	BALLET CLASSES INSTRUCTOR PAYMENT	2,137.22
				VENDOR TOTAL	2,137.22
HARRIS BEACH PLLC	GJD	140248	2296154	OUTSIDE ATTY SERVICES	139.50
				VENDOR TOTAL	139.50
HAWK COLLISION & FRAME	PJS	140403	121815	NEW REAR SPRINGS	3,070.30
				VENDOR TOTAL	3,070.30
HEISSENBERGER	JRH	140594	2019/01/FAB	FABULOUS FURNISHINGS INSTRUCTOR PAYMENT	196.00
				VENDOR TOTAL	196.00
HERZOG	JRH	140294	73	SENIORS LINE DANCE JAN '19	245.00

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	245.00
HILLYARD, INC.	PJS	140255	603289667	CLEANING AND PAPER SUPPLIES ALL BUILDING	2,650.18
	PJS	140416	603296672	CLEANING SUPPLIES	495.58
	PJS	140418	603298249	ICE MELT	612.50
	PJS	140389	603301280	CLEANING AND PAPER SUPPLIES ALL BUILDING	40.92
	PJS	140421	603307903	SALT	587.50
				VENDOR TOTAL	4,386.68
HOLLENBECK	GJD	140649	2019-1	EXPENSE REIMBURSEMENT	32.48
				VENDOR TOTAL	32.48
HOME DEPOT	PJS	140362	9024270	SHOP SUPPLIES--NOZZLES, RATCHET STRAPS,	434.31
	PJS	140362	9171891	REFUND FOR RETURNED CASTERS	-23.84
	PJS	140362	9024296	HEX BOLTS AND NUTS	29.09
	PJS	140362	8160194	REFUND FOR RETURNED CASTERS	-9.94
	PJS	140362	8251337	CASTERS AND HARDWARE	52.48
	PJS	140309	0084316	PAINT FOR PSD BREAKROOM	53.96
	PJS	140250	7023028	BIT SET	19.97
	PJS	140343	7037652	TRASH BARRELS	59.94
	PJS	140412	4024959	HARDWARE, TOOLS	130.45
	PJS	140419	6046314	FLOORING AND ADHESIVES FOR PSD BREAKROOM	442.57
	PJS	140283	0510989	PAINT AND ELECTRICAL SUPPLIES	34.81
	PJS	140391	4593317	SEAM BINDERS, EDGING FOR PSD BREAKROOM	31.60
	PJS	140391	4192683	REFUND FOR RETURNED ITEMS	-62.80
	PJS	140391	4593258	BASE TRIM FOR PSD BREAKROOM	105.73
	JRH	140433	1074732	COMMUNITY CENTER EXPENSES	28.74
	PJS	140368	4083154	CLEANING SUPPLIES	112.29
	PJS	140229	7083336	PAINT AND PAINTING SUPPLIES	44.92
	PJS	140229	7094815	FLOORING SUPPLIES FOR PSD BREAKROOM	55.37
	PJS	140231	9094616	SAW BLADES	38.97
	JRH	140257	6053788	PROGRAM SUPPLIES - AFTERSCHOOL	62.56
	PJS	140486	6026130	JOIST HANGERS	82.50
	PJS	140487	WD53449510	GREASE GUN	69.31
	PJS	140460	8025872	CONCRETE	147.30

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
HOME DEPOT	PJS	140479	9153249	STRIPPER AND ADHESIVE REMOVER	27.31
	PJS	140481	193534	TILE ROLLER RENTAL	24.20
	PJS	140480	193514	COATING REMOVAL TOOL RENTAL	82.78
	PJS	140587	4571746	AIR FILTER AND BATTERIES	42.40
VENDOR TOTAL					2,116.98
INTERSTATE BATTERY SYSTEM	PJS	140572	293535	GATOR BATTERY	39.95
	PJS	140289	291423	BATTERY FOR 220	42.96
	PJS	140621	293489	BATTERIES FOR RADAR SIGNS	185.95
VENDOR TOTAL					268.86
IRON MOUNTAIN, INC	LMD	140510	AKZZ511	RECORD RETENTION 2/1/19-2/28/19	479.04
VENDOR TOTAL					479.04
JANICKI	JRH	140620	2019/2/19	MILEAGE REIMBURSEMENT 01-02	17.66
VENDOR TOTAL					17.66
JESSIE HOLLENBECK - PETTY CASH	JRH	140265	2019/01/18	AFTER SCHOOL PROGRAM SUPPLIES	15.00
	JRH	140336	2019/24/19	SWEETHEART DANCE PROGRAM SUPPLIES	25.00
	JRH	140451	2019/1/30	PROGRAM SUPPLIES AFTER SCHOOL & BIRTHDAY	19.50
	JRH	140258	2019/1/17	PETTY CASH REIMBURSEMENT	19.00
	JRH	140287	2019/1/22	PETTY CASH REIMBURSEMENT	19.00
VENDOR TOTAL					97.50
JOHN CLIFFORD SALES	PJS	140317	427	TIRES #420	462.00
VENDOR TOTAL					462.00
JOHNSON CONTROLS FIRE PROTECTION LP	PJS	140482	85532529	TOWN HALL FIRE EXT INSPECTION	52.00
	PJS	140482	85532429	SCC FIRE EXT INSPECTION	58.32

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER		DESCRIPTION	AMOUNT
		NO	INV #		
JOHNSON CONTROLS FIRE PROTECTION LP	PJS	140482	85532533	LIBRARY FIRE EXT INSPECTION	52.00
	PJS	140482	85532535	HIGHWAY FIRE EXT INSPECTION	150.00
	PJS	140482	85532536	PARKS FIRE EXT INSPECTION	52.00
				VENDOR TOTAL	364.32
KALEN	JRH	140616	2019/2/27	SENIORS 2/27 LC60 PROGRAM KALEN	60.00
				VENDOR TOTAL	60.00
KAWCZYNSKI	JRH	140443	2019/01YOGA	SENIOR YOGA FIT CLASSES JAN '19 KAWCZYNS	210.00
				VENDOR TOTAL	210.00
KENWORTH OF BUFFALO, INC	PJS	140339	R47309	NO POWER TO #463	756.22
	PJS	140323	RI206891	#463 GASKETS AND CLAMPS	150.64
	PJS	140323	RI206915	#463 GASKETS AND CLAMPS	82.82
	PJS	140542	R47491	REPAIR FOR #463	1,892.17
	PJS	140428	RI207385	REPAIR	418.26
	PJS	140375	RI207053	VALVE, STRAP ASSEMBLY	68.14
	PJS	140375	RI207052	VALVE, STRAP ASSEMBLY	47.15
			VENDOR TOTAL	3,415.40	
KORNRICH	JRH	140541	031519	SENIORS 3/15/19 LC60 PROGRAM KORNRICH	90.00
				VENDOR TOTAL	90.00
LAKELANDS CONCRETE PRODUCTS, INC.	PJS	140515	37709	PRE-CAST CATCH BASINS	3,753.00
				VENDOR TOTAL	3,753.00
LANDPRO EQUIPMENT, LLC	PJS	140359	1072604	FUEL FILTER	76.10
	PJS	140413	1073871	AIR FILTERS	99.91
	PJS	140459	1077540	AIR FILTERS	29.70

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	205.71
LE CHASE CONSTRUCTION SERVICES LLC	PJS	140851	1790075-17R	SCC RENOVATION/CONSTRUCTION	101,430.54
				VENDOR TOTAL	101,430.54
LEO'S BAKERY & DELI	JRH	140448	256078A	SENIORS LC60 2/5/19 PROGRAM SUPPLIES	54.75
				VENDOR TOTAL	54.75
LICCIARDI RADIO COMMUNICATIONS, INC.	PJS	140519	24791	RADIO	735.00
	PJS	140555	24790	REPAIRS FOR 7 RADIOS	642.89
				VENDOR TOTAL	1,377.89
LINDA M. DILLON - PETTY CASH	GJD	140351	01292019	STAMPS - ELECTION MAILING	503.84
				VENDOR TOTAL	503.84
LOWES CREDIT SERVICES	PJS	140414	01208	MISC HARDWARE	241.97
	PJS	140422	01284	SHELVING AND CLEANING PRODUCTS	159.37
	PJS	140367	02326	MISC CLEANING SUPPLIES	67.60
	PJS	140235	02422	MISC HARDWARE	67.66
	PJS	140470	02645	SALT PELLETS, BELTS	102.28
				VENDOR TOTAL	638.88
LQR VENTURES INC.	JRH	140602	2019/01/COOL	HOW COOL IS THAT? INSTRUCTOR PAYMENT	157.50
				VENDOR TOTAL	157.50
LYKE	JRH	140591	2019/01BRIDGE	BRIDGE CLASSES INSTRUCTOR PAYMENT	1,183.88

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	1,183.88
M R B GROUP	GJD	140642	29178	ENG REVIEW FEES: ALPINE RIDGE	860.00
	GJD	140642	29484	ENG REVIEW FEES: SJF PARKING LOT	600.00
				VENDOR TOTAL	1,460.00
M.E. SERVICES COMMUNICATION, INC.	PHD	140447	21069	SPANISH INTERPRETERING SERVICES	65.00
				VENDOR TOTAL	65.00
MAGGIO	JRH	140603	2019/01/DEF	SELF DEFENSE WOMEN INSTRUCTOR PAYMENT	159.16
				VENDOR TOTAL	159.16
MAHANY WELDING SUPPLY CO	PJS	140471	807024	AIR TANKS, WELDING SUPPLIES	219.35
				VENDOR TOTAL	219.35
MANTA RAY, INC	JRH	140284	2019/1/17	SAND TABLE LEGS	33.17
				VENDOR TOTAL	33.17
MCVEAN	JRH	140575	2019/01AEROBIC	MCVEAN AEROBICS INSTRUCTOR PAYMENT	1,043.00
				VENDOR TOTAL	1,043.00
MESSENGER POST NEWSPAPERS	LMD	140244	65663	DESIGN REVIEW & HISTORIC PRESERVATION BD	51.15
	LMD	140244	65662	ZONING BD OF APPEALS	72.93
				VENDOR TOTAL	124.08

**ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019**

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
MILLER	JRH	140595	2019/01/CARDS	MAKING CARDS INSTRUCTOR PAYMENT	140.00
				VENDOR TOTAL	140.00
MOFFETT TURF EQUIPMENT, INC.	PJS	140352	01-228144	PLUG FOR VENTRAC	285.00
	PJS	140477	01-229127	BEARINGS AND SEALS	163.10
				VENDOR TOTAL	448.10
MONROE CO FIRE MARSHALS & INSPECTORS	PJS	140249	011719	ANNUAL MONROE COUNTY FIRE MARSHALS INSP.	20.00
				VENDOR TOTAL	20.00
MONROE COUNTY SUPERVISOR'S ASSOCIATION	GJD	140614	2019-1	ANNUAL DUES	200.00
				VENDOR TOTAL	200.00
MONROE COUNTY WATER	PJS	140348	01252019	ANNUAL HIGHWAY HYDRANT WATER SVC	350.00
	PJS	140490	83938	COPPER BEACH	0.00
	PJS	140490	90249	LIBRARY	422.66
	PJS	140490	90517	TOWN HALL	74.77
	PJS	140490	73161	HIGHWAY	262.56
	PJS	140490	90633	SCC	188.08
	PJS	140490	62330	MILE POST	28.79
	PJS	140490	90132	POP	71.65
	PJS	140490	183589	GEP PARK	45.36
	PJS	140490	90899	5611 PALMYRA RD	22.34
	PJS	140490	161736	KINGS BEND	49.08
	PJS	140490	90526	REITZ PKWY	23.21
	PJS	140490	82288	PSD	210.06
	PJS	140490	183587	THORNELL FARM PARK	69.23
	PJS	140490	183588	WILLARD PARK	262.90
	PJS	140490	183815	HOPKINS PARK	59.87
	PJS	140490	60025	34 EAST-PARKS	12.46

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	2,153.02
MONROE TRACTOR & IMPLEMENT CO., INC.	PJS	140312	P59147	OIL/AIR FILTER	85.00
	PJS	140325	P59219	MIRROR FOR CASE LOADER	178.20
				VENDOR TOTAL	263.20
MORGAN SERVICES INC.	PJS	140387	0911243	LIBRARY	5.65
	PJS	140387	0913442	LIBRARY	5.65
	PJS	140387	0910347	SCC	36.92
	PJS	140387	0910351	PARKS	9.04
	PJS	140387	0912571	PARKS	9.04
	PJS	140387	0910348	HIGHWAY	6.88
	PJS	140387	0912568	HIGHWAY	6.88
	PJS	140387	0912570	PSD	2.26
	PJS	140387	0910350	PSD	2.26
	PJS	140387	0913443	TOWN HALL	69.14
	PJS	140241	0909047	RUG & MOP SERVICE	5.65
	PJS	140499	0915708	LIBRARY	5.65
	PJS	140499	S0915775	SCC	4.52
	PJS	140499	0914776	PARKS	9.04
	PJS	140499	0914773	HIGHWAY	6.88
	PJS	140499	0914775	PSD	2.26
	PJS	140508	0917044	PARKS	9.04
	PJS	140508	0917041	HIGHWAY	6.88
	PJS	140508	0917043	PSD	2.40
	PJS	140508	S0917981	SCC	4.52
	PJS	140600	0917913	RUG & MOP SERVICE - LIBRARY	5.65
				VENDOR TOTAL	216.21
MOTION PICTURE LICENSING CORPORATION	JRH	140264	504196352	MPLC LICENSE 4/1/19 - 4/1/20	345.00
				VENDOR TOTAL	345.00
MR GLASS	PJS	140483	301286	DOOR REPAIR AT SCC	486.00

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	488.00
MUELLER	JRH	140568	2019/01FAIRY	FAIRY TALE & HIP HOP & DANCE - INSTRUCTO	1,443.96
				VENDOR TOTAL	1,443.96
MURRAY	JRH	140597	2019/01/PRESCH	PRESCHOOL PROGRAMS INSTRUCTOR PAYMENT	459.20
				VENDOR TOTAL	459.20
N.E.Y.S.A. NY, LLC	JRH	140598	2019/01SNAP	SNAPOLOGY CLASSES INSTRUCTOR PAYMENT	630.00
				VENDOR TOTAL	630.00
NEAL	PJS	140251	01182018	EXPENSE REIMBURSEMENT NYSTA CONFERENCE	365.02
				VENDOR TOTAL	365.02
NEW YORK MARKING DEVICES C. H. MORSE STAMP	LMD	140360	66706	NAMEPLATES - BETSINGER/BERNARD/FLEMING	62.95
	LMD	140440	67280	APPROVED FOR PAYMENT - TRODAT PRINTY ST	29.60
				VENDOR TOTAL	92.55
NORTHERN SUPPLY INC	PJS	140408	070788	LOADER BLADES, SHOES	900.36
	PJS	140408	010788-1	LOADER BLADES, SHOES	24.20
				VENDOR TOTAL	924.56
NYS ASSOC OF MAGISTRATES COURT CLERKS, INC.	PHD	140281	012219	NYS COURT CLERK'S DUES	150.00
				VENDOR TOTAL	150.00

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
NYS CANAL CORPORATION	PJS	140644	02142019	ANNUAL SNOW DUMPING AND PLOWING OF CANAL	75.00
				VENDOR TOTAL	75.00
NYS MAGISTRARES ASSOC.	PHD	140282	011819	NYS MAGISTRATES DUES	360.00
				VENDOR TOTAL	360.00
NYS TAX REC. & COLLECTORS	LMD	140372	01292019	NYSATRC MEMBERSHIP	25.00
				VENDOR TOTAL	25.00
NYS TOWN CLERK'S ASSOC.	LMD	140639	02132019	NYS TOWN CLERKS ASSOCIATION 2019 CONFERE	125.00
	GJD	140290	01232019	NYS TOWN CLERKS ASSOCIATION 2018 MEMBERS	75.00
				VENDOR TOTAL	200.00
OCCUPATIONAL & ENVIRONMENTAL MEDICINE	GJD	140334	00019940-00	CDL TESTING	405.00
				VENDOR TOTAL	405.00
ODB INC	PJS	140300	6466439	LEAF MACHINE PARTS	4,172.35
				VENDOR TOTAL	4,172.35
OIL FILTER SERVICE, INC.	PJS	140313	19355	OIL/AIR FILTERS	143.36
	PJS	140324	19436	OIL/AIR FILTER FOR SIDEWALK PLOW	137.17
	PJS	140538	19886	OIL/AIR FILTER #441	62.27
	PJS	140545	19858	#462 OIL FILTER	39.33
	PJS	140376	19565	GREASE GUNS	118.42
	PJS	140623	19953	423 FILTER	99.08
				VENDOR TOTAL	599.63

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
ONE TIME VENDOR	GJD	140607	2019-1	REFUND OF VARIANCE APPLICATION	60.00
				VENDOR TOTAL	60.00
OTIS ELEVATOR CO.	PJS	140417	NBR05307219	QUARTERLY ELEVATOR SERVICE 2/1/19 - 4/30	1,101.33
				VENDOR TOTAL	1,101.33
OTTNOD	JRH	140270	2019/01ZUMBA	SENIORS ZUMBA CLASSES OTTNOD	150.00
				VENDOR TOTAL	150.00
PARTY CITY INC	JRH	140452	26491	PROGRAM SUPPLIES BIRTHDAY PARTY	72.30
	JRH	140453	26490	PROGRAM SUPPLIES SWEETHEART DANCE	53.89
	JRH	140454	26497	PROGAM SUPPLIES AFTERSCHOOL	12.28
	JRH	140455	26498	PROGAM SUPPLIES BIRTHDAY PARTIES	10.97
				VENDOR TOTAL	149.44
PAYCHEX, INC.	GJD	140562	19499186	TIME CLOCK SERVICES: FEB 2017	100.00
	GJD	140562	19499185	ERS SERVICES: FEB 2017	304.45
	GJD	140530	379337	MONTHLY ONBOARDING SERVICE - FEB 2019	70.00
	GJD	140529	2019013100	JANUARY PAYROLL & W-2 PROCESSING	5,697.82
				VENDOR TOTAL	6,172.07
PAZRAL	JRH	140577	2019/01/PIL	PILATES & YOGA INSTRUCTOR PAYMENT	228.70
				VENDOR TOTAL	228.70
PENFIELD RACQUET CLUB INC.	JRH	140593	2019/01/YOGA	WATER YOGA INSTRUCTOR PAYMENT	55.30
				VENDOR TOTAL	55.30

**ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019**

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
PENNY LANE PRINTING	JRH	140263	190164	WINTER 2019 ADDITIONAL BROCHURES	588.73
				VENDOR TOTAL	588.73
PERINTON RV RENTALS INC.	PJS	140274	17682-1	BACK UP CAMERA	395.17
				VENDOR TOTAL	395.17
PHOENIX GRAPHICS, INC.	GJD	140531	59034	COMP PLAN MEETING NOTICE	5,652.00
				VENDOR TOTAL	5,652.00
PIETROPAOLI	JRH	140579	2019/01/MEDIT	MEDITATIONS W/ REIKI INSTRUCTOR PAYMENT	168.00
				VENDOR TOTAL	168.00
PIPITONE ENTERPRISES, LLC	PJS	140395	13438	ELECTRIC HEATER SERVICE CALL	279.00
	PJS	140645	13491	INSTALLATION OF 2 16X8 SUPPLY AIR GRILLS	450.00
				VENDOR TOTAL	729.00
PITNEY BOWES INC	JRH	140269	1010898320	MAIL STATION INK CARTRIDGES - REC	116.88
				VENDOR TOTAL	116.88
PITTSFORD AUTO SERVICE, INC.	PJS	140424	14352	FUEL	61.91
	PJS	140456	14518	GAS FOR GENERATORS	50.00
				VENDOR TOTAL	111.91
PITTSFORD CENTRAL SCHOOLS	JRH	140632	2491-19A	SENIOR BUS JAN 2019 GASOLINE	117.33
	PJS	140643	2496-19A	DPW MONTHLY FUEL CHARGES	661.92
	PJS	140646	2494-19A	MONTHLY PARKS FUEL USAGE	1,111.29

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	1,890.54
PITTSFORD YOUTH SERVICES INCORPORATED	GJD	140532	2740	CONTRACT PAYMENT: MARCH 2019	4,461.67
				VENDOR TOTAL	4,461.67
PLUG & PAY TECHNOLOGIES	JRH	140491	2019020317364444054	PITTSCHILD	15.00
	JRH	140491	2019020317364444056	PITTSWEB	25.80
	JRH	140491	2019020317364444055	PITTSREC	15.00
				VENDOR TOTAL	55.80
PONTILLO'S PIZZA OF WESTERN NY INC.	JRH	140504	361	BIRTHDAY PARTY PIZZA	34.99
	JRH	140504	593	BIRTHDAY PARTY PIZZA	63.98
				VENDOR TOTAL	98.97
POWER DRIVES, INC. ROCHESTER	PJS	140358	RRS704586	PLOW LINE	83.33
	PJS	140301	RRS702667	HYDRAULIC FITTING	35.25
	PJS	140544	RRS706300	HOSES	94.42
	PJS	140634	RRS707247	HYDRAULIC HOSES 473	109.35
				VENDOR TOTAL	322.35
PRECISION SIGNS & LABELS INC.	PJS	140333	2019-11119C	PLANNING/ZONING NOTICE POSTERS	875.00
				VENDOR TOTAL	875.00
RAY SANDS GLASS	PJS	140319	1-161972	GLASS FOR WINDOW IN SHOP	200.00
	PJS	140318	1-161799	CONVEX MIRROR	265.00
				VENDOR TOTAL	465.00

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
REBACK	JRH	140599	2019/01/TAP	TAP & BALLET INSTRUCTOR PAYMENT	539.15
				VENDOR TOTAL	539.15
REGIONAL INTERNATIONAL CORPORATION	PJS	140298	011120153P	V BAND CLAMP	43.42
	PJS	140321	011119997P	GAS CAP #462	65.82
	PJS	140320	011120046P	#463 PDF CLEANED	370.00
	PJS	140326	01157816	CLUTCH FOR #454	5,563.78
	PJS	140552	011121086P	#462 DRAG LINE	130.37
	PJS	140276	01193780P	FUEL FILTER/STRAINER	87.52
				VENDOR TOTAL	6,260.91
RICE	JRH	140437	2019/01	RICE J REIMBURSEMENT JAN 2019	27.10
				VENDOR TOTAL	27.10
ROBINSON	JRH	140576	2019/01BELLY	BELLY DANCE INSTRUCTOR PAYMENT	170.10
				VENDOR TOTAL	170.10
ROC PUBLISHING, INC.	JRH	140492	CAMPFAIR 2019	CAMPFAIR 2019	350.00
				VENDOR TOTAL	350.00
ROCHESTER GAS & ELECTRIC	PJS	140506	11408030651	WILLARD RD PARK	444.70
	PJS	140506	12507915171	BARKER RD PARK	382.76
	PJS	140506	12407892694	5611 PALMYRA RD	393.96
	PJS	140507	11607992777	295 FAIRPORT RD PUMP STATION	24.98
				VENDOR TOTAL	1,246.40
ROCHESTER MEDICINE, PLLC	GJD	140533	534630	EMPLOYEE SCREENING	1,455.00

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	1,455.00
ROCKINGHAM CORPORTATION	GJD	140613	1136627	LIBRARY - FISHER ROOM AUDIO VISUAL EQUIP	17,917.10
				VENDOR TOTAL	17,917.10
ROSE	JRH	140442	2019/01FIT	SENIOR ARTHRITIS CLASSES JAN '19	225.00
				VENDOR TOTAL	225.00
S & S WORLDWIDE, INC	JRH	140606	26501	BIRTHDAY PARTY PROGRAM SUPPLIES	13.94
	JRH	140268	IN100006455	SAND & TOY ITEMS	55.71
	JRH	140268	IN100010565	TABLE & CHAIR SET	239.99
	JRH	140268	IN100023129	SAND & TOY ITEMS REPLACEMENT	0.00
	JRH	140268	IN100010565	CREDIT	-63.73
	JRH	140346	IN100010381	AFTER SCHOOL PROGRAM SUPPLIES	126.11
	JRH	140345	IN100010529	EVENTS PROGRAM SUPPLIES	11.98
	JRH	140609	IN100022457	AFTER SCHOOL PROGRAM SUPPLIES	13.58
	JRH	140464	IN100013312	RECREATION PROGRAM SUPPLIES	170.77
				VENDOR TOTAL	568.35
SAFETY - KLEEN CORP.	PJS	140628	78906673	OIL/WATER SEPERATOR	226.50
				VENDOR TOTAL	226.50
SANDBURG OIL CO., INC.	PJS	140540	90214	OIL/LUBES FOR TUB GRINDER	935.00
				VENDOR TOTAL	935.00
SHAH	JRH	140604	2019/01/MED	MEDITATION & MINDFUL INSTRUCTOR PAYMENT	154.00

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	154.00
SIEWERT EQUIPMENT CO, INC	PJS	140415	40063443-00	MISC PARTS FOR LEHIGH PUMP STATION	364.28
				VENDOR TOTAL	364.28
SLAUGHTER	JRH	140592	2019/01/SPORTS	PRESCHOOL SPORTS INSTRUCTOR PAYMENT	185.50
				VENDOR TOTAL	185.50
SMITH	GJD	140526	20190116	INTERPRETER SERVICE - 1/169 PANEL DISCUS	100.00
				VENDOR TOTAL	100.00
SOLVENTS & PETROLEUM SRV	PJS	140353	641850	SERVICE PARTS WASHER	372.36
				VENDOR TOTAL	372.36
ST GEORGE	JRH	140571	2019/01DEFENS	DEFENSIVE DRIVING COURSE INSTRUCTOR PAYM	157.50
				VENDOR TOTAL	157.50
STAPLES ADVANTAGE DEPT ROC	PHD	140278	8052740522	OFFICE SUPPLIES	51.20
	LMD	140522	8053097966	GENERAL OFFICE SUPPLIES	25.95
	LMD	140521	8053097966	GENERAL OFFICE SUPPLIES	30.80
				VENDOR TOTAL	107.95
STATE COMPROLLER	GJD	140365	2636690-2018-12-01	DECEMBER COURT FINES	10,568.25
				VENDOR TOTAL	10,568.25

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
STUMP PRINTING, INC.	JRH	140262	Z18500170002	SWEETHEART DANCE PROGRAM SUPPLIES	122.77
				VENDOR TOTAL	122.77
SYNERGY GLOBAL SOLUTIONS	JB	140366	AD297518	CA ARCSERVE BACKUP FOR WINDOWS MAINT	308.00
				VENDOR TOTAL	308.00
SYRACUSA SAND & GRAVEL	PJS	140425	41419	COLD PATCH	136.07
	PJS	140425	41429	COLD PATCH	131.68
				VENDOR TOTAL	267.75
T. MINA SUPPLY EAST, INC.	PJS	140478	S1351878.001	FERNCOS	370.94
				VENDOR TOTAL	370.94
TALLMADGE TIRE SERVICE	PJS	140622	1-141767	TIRES	857.00
				VENDOR TOTAL	857.00
THE GREAT FRAME UP	JRH	140610	168678	REFRAMED PICTURES PITTSFORD	342.09
	JRH	140450	168593	SENIORS GLASS REPLACEMENT	141.30
				VENDOR TOTAL	483.39
THE TINT SHOP	PJS	140641	INV103714	WINDOW FILM FOR GYM DOORS AT SCC	250.00
				VENDOR TOTAL	250.00
THRU-WAY AUTO SPRING	PJS	140350	121300	PLOW WING	450.00
	PJS	140633	122641	SNAPPER PIN,MAG COIL	239.40

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	689.40
TOP NOTCH MONOGRAMMING	JRH	140246	4138	PROGRAM SUPPLIES	75.00
				VENDOR TOTAL	75.00
TOSHIBA BUSINESS SOLUTIONS	PJS	140242	15078007	TOSHIBA QUARTERLY COPIER MAINT - PSD - D	7.53
	PHD	140277	15077919	MONTHLY COPIER BILL	30.75
	JRH	140631	15151464	SENIORS COPIER 1/11/19 - 2/10/19	19.70
	PHD	140619	15151466	MONTHLY COPIER BILL	25.18
				VENDOR TOTAL	83.16
TRACEY ROAD EQUIPMENT	PJS	140536	X105030591	MOTOR FOR TARP / VEHICLE #208	440.00
	PJS	140430	X1050030036:01	REVERSE SENSOR	15.65
				VENDOR TOTAL	455.65
TRANE DIV OF AMERICAN STANDARD	PJS	140420	39633946	TROUBLESHOOT AND REPAIR FURNACE - LIBRAR	710.00
				VENDOR TOTAL	710.00
UGI ENERGYLINK, INC	PJS	140535	G4088094	UGI GAS - TOWN WIDE	3,818.35
				VENDOR TOTAL	3,818.35
ULINE INC.	PJS	140315	104833416	CLEANING SUPPLIES LIBRARY	557.63
				VENDOR TOTAL	557.63
UNICELL BODY COMPANY	PJS	140627	55000	PLOW BLADES, SHOES FOR 400	302.22
	PJS	140637	55003	WINGS #400	775.00

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	1,077.22
UNIQUE PAVING MATERIALS CORPORATION	PJS	140511	41571	COLD-PATCH	192.03
				VENDOR TOTAL	192.03
URCKFITZ	JRH	140569	2019/01YOGA	YOGA FOR TEENS - INSTRUCTOR PAYMENT	420.00
				VENDOR TOTAL	420.00
VAN BORTEL FORD	PJS	140411	310453	GAS CAP	10.98
	PJS	140520	960039	INSPECTION FOR VEHICLE 507-1	36.89
	PJS	140553	311005	POWER STEERING #418	109.38
				VENDOR TOTAL	157.25
VANTAGE EQUIPMENT LLC	PJS	140512	P340346	FILTERS	116.66
	PJS	140303	W34885	BUCKET REPAIR	535.00
				VENDOR TOTAL	651.66
VICTOR POWER EQUIPMENT	PJS	140311	266747	EAR PROTECTION	229.94
				VENDOR TOTAL	229.94
VILLAGE OF PITTSFORD	GJD	140534	2019-1	OUT OF DISTRICT SEWER - PUT TO TAXES	719.38
				VENDOR TOTAL	719.38
VINE	JRH	140444	2019/02/13	SENIORS 2/13/19 LC60 PROGRAM VINE	100.00

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

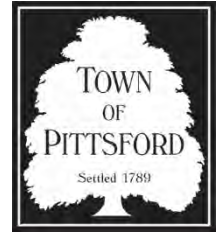
VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	100.00
VP SUPPLY CORP.	PJS	140322	3720817	LIGHTING SUPPLIES FOR PSD BREAKROOM	89.70
	PJS	140322	3724254	CREDIT FOR RETURNED LIGHTS	-66.82
				VENDOR TOTAL	22.88
W. B. MASON CO., LLC	LMD	140509	163181224	GENERAL OFFICE SUPPLIES	69.31
	LMD	140228	162433785	GENERAL OFFICE SUPPLIES	276.93
	LMD	140243	162482327	GENERAL OFFICE SUPPLIES	45.70
				VENDOR TOTAL	391.94
W. W. GRAINGER, INC.	PJS	140310	9050593053	OIL PUMP FOR TUB GRINDER	593.59
	PJS	140392	9060091494	EXIT SIGNS, THERMOSTAT CAGE	243.98
				VENDOR TOTAL	837.57
WAGSTAFF	JRH	140585	2019/1/TENNIS	INDOOR TENNIS INSTRUCTOR PAYMENT	826.00
				VENDOR TOTAL	826.00
WEGMANS FOOD MARKETS INC	JRH	140495	3821420190201	SENIORS JAN '19 WEGMANS INVOICE	1,289.94
	JRH	140466	0061020190201	REC WEGMANS INVOICE JAN '19	505.55
				VENDOR TOTAL	1,795.49
WEIDERS HARDWARE INC.	PJS	140299	2317470	MAILBOXES	1,596.83
				VENDOR TOTAL	1,596.83
WERNER	JRH	140570	2019/01PIANO	PRIVATE PIANO LESSONS INSTRUCTOR PAYMENT	566.65

ACCOUNTS PAYABLE LISTING
FOR TOWN BOARD APPROVAL
FEBRUARY 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	566.66
WEST GROUP	GJD	140567	839699701	WEST LAW SERVICE: 1/1-1/31/19	253.58
				VENDOR TOTAL	253.58
WILBY	JRH	140266	2019/1/17	WILBY REIMBURSEMENT	9.72
				VENDOR TOTAL	9.72
WILLIAMSON LAW BOOK	LMD	140356	174922	TOWN BOARD MINUTE PAGES #1-300	97.00
				VENDOR TOTAL	97.00
WON-DOOR CORPORATION	PJS	140496	236680	INSPECTION OF LIBRARY FIRE DOORS	339.00
				VENDOR TOTAL	339.00
WRIGHT	JRH	140445	N0119	SENIORS NIA JAN '19 WRIGHT	180.00
	JRH	140446	1119	SENIORS REHEARSALS HIGHLANDS CHORUS JAN	240.00
				VENDOR TOTAL	420.00
				REPORT TOTAL	416,375.48

END OF REPORT

MEMORANDUM



To: Town Board

From: Greg Duane

Date: February 12, 2019

Regarding: Surplus Inventory

For Meeting On: February 21, 2019

The Following list of equipment is for the Town Board to declared surplus in order to remove it from the Town's Inventory.

<u>Asset #</u>	<u>Year</u>	<u>Description</u>	<u>Department</u>	<u>Cost</u>	<u>Disposition</u>
16182	2007	Air Conditioner	Rec	\$764.00	Junk
16480	2008	Air Conditioner	Rec	\$329.00	Junk
16689	2009	Air Conditioner	Rec	\$499.00	Junk
16832	2011	Air Conditioner	Rec	\$299.00	Junk
17358	2012	Air Conditioner	Rec	\$279.00	Junk
17359	2012	Air Conditioner	Rec	\$279.00	Junk
15376	2004	Spinnet Piano and Bench	Rec	500.00	Junk
12306	2000	Fiberglass Ladder	Bldg	\$220.00	Junk
11447	1985	Desk	PSD	\$161.40	Junk
11463	1988	Chair	PSD	\$165.00	Junk
13379	1997	Table and Chairs	PSD	\$249.95	Junk
17274	2014	Chair	PSD	\$129.99	Junk
				\$3,375.34	

Be it Resolved, that the list of equipment above be declared surplus/junk and be removed from the Town's Inventory.

TOWN OF PITTSFORD

Expense Control Report

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund 0001	GENERAL FUND								
Dept 1355	ASSESSOR								
0001	PERSONAL SERVICES	13,451.20	176,720.00	176,720.00	22,908.73	153,811.27	0.00	153,811.27	12.96
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	40.96	8,539.00	8,989.00	594.90	8,394.10	150.00	8,244.10	6.62
Total Dept 1355	ASSESSOR	13,492.16	185,759.00	186,209.00	23,503.63	162,705.37	150.00	162,555.37	12.62
Dept 1375	CREDIT CARD FEES								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	24,000.00	24,000.00	2,430.72	21,569.28	0.00	21,569.28	10.13
Total Dept 1375	CREDIT CARD FEES	0.00	24,000.00	24,000.00	2,430.72	21,569.28	0.00	21,569.28	10.13
Dept 1410	TOWN CLERK								
0001	PERSONAL SERVICES	13,642.56	180,568.00	180,568.00	23,568.82	156,999.18	0.00	156,999.18	13.05
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	300.00	300.00	0.00	300.00	0.00	300.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	937.65	8,250.00	9,370.00	2,352.62	7,017.38	0.00	7,017.38	25.11
Total Dept 1410	TOWN CLERK	14,580.21	189,118.00	190,238.00	25,921.44	164,316.56	0.00	164,316.56	13.63
Dept 1420	ATTORNEY								
0001	PERSONAL SERVICES	3,363.50	43,725.00	43,725.00	5,718.43	38,006.57	0.00	38,006.57	13.08
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	250.00	250.00	0.00	250.00	0.00	250.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	457.85	15,635.00	15,761.79	609.96	15,151.83	5,025.31	10,126.52	3.87
Total Dept 1420	ATTORNEY	3,821.35	59,610.00	59,736.79	6,328.39	53,408.40	5,025.31	48,383.09	10.59
Dept 1430	PERSONNEL								
0001	PERSONAL SERVICES	6,122.89	75,912.00	75,912.00	10,468.94	65,443.06	0.00	65,443.06	13.79
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	7,315.13	93,228.00	93,378.00	8,333.94	85,044.06	7.64	85,036.42	8.92
Total Dept 1430	PERSONNEL	13,438.02	169,640.00	169,790.00	18,802.88	150,987.12	7.64	150,979.48	11.07
Dept 1440	ENGINEERING								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	25,000.00	25,000.00	0.00	25,000.00	0.00	25,000.00	0.00
Total Dept 1440	ENGINEERING	0.00	25,000.00	25,000.00	0.00	25,000.00	0.00	25,000.00	0.00
Dept 1450	ELECTIONS								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	39,122.00	39,122.00	5.00	39,117.00	0.00	39,117.00	0.01
Total Dept 1450	ELECTIONS	0.00	39,122.00	39,122.00	5.00	39,117.00	0.00	39,117.00	0.01
Dept 1460	RECORDS MANAGEMENT								
0004	CONTRACTUAL & MISC.	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00

TOWN OF PITTSFORD

Expense Control Report

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund 0001	GENERAL FUND								
Dept 1460	RECORDS MANAGEMENT EXPENSE								
Total Dept 1460	RECORDS MANAGEMENT	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
Dept 1490	PUBLIC WORKS								
0001	PERSONAL SERVICES	14,805.72	220,507.00	220,507.00	26,048.98	194,458.02	0.00	194,458.02	11.81
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	265.02	19,520.00	19,520.00	516.27	19,003.73	90.00	18,913.73	2.64
Total Dept 1490	PUBLIC WORKS	15,070.74	241,027.00	241,027.00	26,565.25	214,461.75	90.00	214,371.75	11.02
Dept 1620	BUILDING								
0001	PERSONAL SERVICES	324.00	3,153.00	3,153.00	584.40	2,568.60	0.00	2,568.60	18.53
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	0.00	1,550.00	0.00	1,550.00	1,550.00	0.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	8,916.46	207,738.00	208,689.62	23,836.32	184,853.30	1,446.20	183,407.10	11.42
Total Dept 1620	BUILDING	9,240.46	210,891.00	213,392.62	24,420.72	188,971.90	2,996.20	185,975.70	11.44
Dept 1670	CENTRAL MAILING								
0004	CONTRACTUAL & MISC. EXPENSE	4,102.00	51,600.00	51,600.00	4,338.96	47,261.04	0.00	47,261.04	8.41
Total Dept 1670	CENTRAL MAILING	4,102.00	51,600.00	51,600.00	4,338.96	47,261.04	0.00	47,261.04	8.41
Dept 1680	DATA PROCESSING								
0001	PERSONAL SERVICES	9,701.44	168,980.00	168,980.00	16,492.56	152,487.44	0.00	152,487.44	9.76
0002	EQUIPMENT & CAPITAL OUTLAY	516.39	2,500.00	2,746.54	762.93	1,983.61	0.00	1,983.61	27.78
0004	CONTRACTUAL & MISC. EXPENSE	3,385.80	114,084.00	128,318.88	20,844.57	107,474.31	0.00	107,474.31	16.24
Total Dept 1680	DATA PROCESSING	13,603.63	285,564.00	300,045.42	38,100.06	261,945.36	0.00	261,945.36	12.70
Dept 1910	UNALLOCATED INSURANCE								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	185,000.00	185,000.00	0.00	185,000.00	0.00	185,000.00	0.00
Total Dept 1910	UNALLOCATED INSURANCE	0.00	185,000.00	185,000.00	0.00	185,000.00	0.00	185,000.00	0.00
Dept 1920	MUNICIPAL ASSOCIATION DUES								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	1,750.00	1,750.00	250.00	1,500.00	0.00	1,500.00	14.29
Total Dept 1920	MUNICIPAL ASSOCIATION DUES	0.00	1,750.00	1,750.00	250.00	1,500.00	0.00	1,500.00	14.29
Dept 1930	JUDGEMENTS/CLAIMS								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	3,500.00	3,500.00	0.00	3,500.00	0.00	3,500.00	0.00
Total Dept 1930	JUDGEMENTS/CLAIMS	0.00	3,500.00	3,500.00	0.00	3,500.00	0.00	3,500.00	0.00

TOWN OF PITTSFORD

Expense Control Report

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Fund 0001	GENERAL FUND								
Dept 1950	PROPERTY TAX								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	16,500.00	16,500.00	5,980.60	10,519.40	0.00	10,519.40	36.25
Total Dept 1950	PROPERTY TAX	0.00	16,500.00	16,500.00	5,980.60	10,519.40	0.00	10,519.40	36.25
Dept 1989	UNCLASSIFIED								
0002	EQUIPMENT & CAPITAL OUTLAY	68.65	166,695.00	190,131.97	23,415.63	166,716.34	0.00	166,716.34	12.32
Total Dept 1989	UNCLASSIFIED	68.65	166,695.00	190,131.97	23,415.63	166,716.34	0.00	166,716.34	12.32
Dept 1990	CONTINGENCY								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	150,000.00	150,000.00	0.00	150,000.00	0.00	150,000.00	0.00
Total Dept 1990	CONTINGENCY	0.00	150,000.00	150,000.00	0.00	150,000.00	0.00	150,000.00	0.00
Dept 2620	CUSTODIAL								
0001	PERSONAL SERVICES	29,615.78	351,753.00	351,753.00	52,612.04	299,140.96	0.00	299,140.96	14.96
0002	EQUIPMENT & CAPITAL OUTLAY	17,917.10	3,400.00	21,318.00	17,917.10	3,400.90	0.00	3,400.90	84.05
0004	CONTRACTUAL & MISC. EXPENSE	10,309.49	141,804.00	148,978.96	22,987.80	125,991.16	11,700.60	114,290.56	15.43
Total Dept 2620	CUSTODIAL	57,842.37	496,957.00	522,049.96	93,516.94	428,533.02	11,700.60	416,832.42	17.91
Dept 3120	CROSSING GUARDS								
0001	PERSONAL SERVICES	10,857.42	136,472.00	136,472.00	18,389.72	118,082.28	0.00	118,082.28	13.48
0004	CONTRACTUAL & MISC. EXPENSE	148.68	1,450.00	1,592.47	148.68	1,443.79	0.00	1,443.79	9.34
Total Dept 3120	CROSSING GUARDS	11,006.10	137,922.00	138,064.47	18,538.40	119,526.07	0.00	119,526.07	13.43
Dept 3310	TRAFFIC								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	7,800.00	8,500.00	0.00	8,500.00	700.00	7,800.00	0.00
Total Dept 3310	TRAFFIC	0.00	7,800.00	8,500.00	0.00	8,500.00	700.00	7,800.00	0.00
Dept 3510	CONTROL OF ANIMALS								
0001	PERSONAL SERVICES	4,464.54	59,639.00	59,639.00	7,589.59	52,049.41	0.00	52,049.41	12.73
0004	CONTRACTUAL & MISC. EXPENSE	92.39	9,414.00	9,414.00	159.36	9,254.64	0.00	9,254.64	1.69
Total Dept 3510	CONTROL OF ANIMALS	4,556.93	69,053.00	69,053.00	7,748.95	61,304.05	0.00	61,304.05	11.22
Dept 4210	YOUTH SERVICES								
0004	CONTRACTUAL & MISC. EXPENSE	4,461.67	56,540.00	56,540.00	11,923.30	44,616.70	0.00	44,616.70	21.09
Total Dept 4210	YOUTH SERVICES	4,461.67	56,540.00	56,540.00	11,923.30	44,616.70	0.00	44,616.70	21.09
Dept 4560	PHYSICIAN								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	1,500.00	1,500.00	0.00	1,500.00	0.00	1,500.00	0.00
Total Dept 4560	PHYSICIAN	0.00	1,500.00	1,500.00	0.00	1,500.00	0.00	1,500.00	0.00

TOWN OF PITTSFORD

Expense Control Report

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		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund 0001	GENERAL FUND								
Dept 5010	SUPERINTENDENT OF HIGHWAYS								
0001	PERSONAL SERVICES	3,602.70	49,270.00	49,270.00	6,142.59	43,127.41	0.00	43,127.41	12.47
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	29.80	1,200.00	1,234.65	346.30	888.35	0.00	888.35	28.05
Total Dept 5010	SUPERINTENDENT OF HIGHWAYS	3,632.30	50,970.00	51,004.65	6,488.89	44,515.76	0.00	44,515.76	12.72
Dept 5132	HIGHWAY GARAGE								
0002	EQUIPMENT & CAPITAL OUTLAY	226.50	24,500.00	29,750.00	4,206.60	25,543.40	0.00	25,543.40	14.14
0004	CONTRACTUAL & MISC. EXPENSE	2,258.21	53,928.00	54,178.00	7,020.26	47,157.74	0.00	47,157.74	12.96
Total Dept 5132	HIGHWAY GARAGE	2,484.71	78,428.00	83,928.00	11,226.86	72,701.14	0.00	72,701.14	13.38
Dept 5182	STREET LIGHTING								
0004	CONTRACTUAL & MISC. EXPENSE	2,853.67	32,500.00	32,500.00	5,741.65	26,758.35	0.00	26,758.35	17.67
Total Dept 5182	STREET LIGHTING	2,853.67	32,500.00	32,500.00	5,741.65	26,758.35	0.00	26,758.35	17.67
Dept 6410	PUBLICITY								
0001	PERSONAL SERVICES	4,914.46	69,193.00	69,193.00	8,354.49	60,838.51	0.00	60,838.51	12.07
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	1,629.76	40,514.00	56,014.00	1,712.87	54,301.13	15,500.00	38,801.13	3.06
Total Dept 6410	PUBLICITY	6,544.22	110,207.00	125,707.00	10,067.36	115,639.64	15,500.00	100,139.64	8.01
Dept 6510	VETERANS SERVICE								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	300.00	300.00	0.00	300.00	0.00	300.00	0.00
Total Dept 6510	VETERANS SERVICE	0.00	300.00	300.00	0.00	300.00	0.00	300.00	0.00
Dept 6772	PROGRAMS FOR AGING								
0001	PERSONAL SERVICES	9,305.96	143,223.00	143,223.00	16,493.85	126,729.15	0.00	126,729.15	11.52
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	6,757.77	88,790.00	95,977.96	11,297.23	84,680.73	4,000.00	80,680.73	11.77
Total Dept 6772	PROGRAMS FOR AGING	16,063.73	232,513.00	239,700.96	27,791.08	211,909.88	4,000.00	207,909.88	11.59
Dept 7020	RECREATION ADMINISTRATION								
0001	PERSONAL SERVICES	37,250.37	671,484.00	671,484.00	63,860.37	607,623.63	0.00	607,623.63	9.51
0002	EQUIPMENT & CAPITAL OUTLAY	4,365.43	5,000.00	9,338.38	4,365.43	4,972.95	0.00	4,972.95	46.75
0004	CONTRACTUAL & MISC. EXPENSE	22,517.85	343,836.00	344,098.08	26,012.62	318,085.46	0.00	318,085.46	7.56

TOWN OF PITTSFORD

Expense Control Report

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund 0001	GENERAL FUND								
Dept 7020	RECREATION ADMINISTRATION								
Total Dept 7020	RECREATION ADMINISTRATION	64,133.65	1,020,320.00	1,024,920.46	94,238.42	930,682.04	0.00	930,682.04	9.19
Dept 7110	PARKS								
0001	PERSONAL SERVICES	29,928.60	508,001.00	508,001.00	51,316.26	456,684.74	0.00	456,684.74	10.10
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	5,400.00	5,400.00	0.00	5,400.00	3,812.00	1,588.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	9,102.46	175,938.00	191,400.00	15,155.73	176,244.27	29,773.45	146,470.82	7.92
Total Dept 7110	PARKS	39,031.06	689,339.00	704,801.00	66,471.99	638,329.01	33,585.45	604,743.56	9.43
Dept 7140	PLAYGROUNDS & RECREATION CNTRS								
0001	PERSONAL SERVICES	9,553.71	92,786.00	92,786.00	16,153.38	76,632.62	0.00	76,632.62	17.41
0004	CONTRACTUAL & MISC. EXPENSE	28.74	700.00	700.00	361.26	338.74	0.00	338.74	51.61
Total Dept 7140	PLAYGROUNDS & RECREATION CNTRS	9,582.45	93,486.00	93,486.00	16,514.64	76,971.36	0.00	76,971.36	17.67
Dept 7270	BAND CONCERTS								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	10,000.00	10,000.00	322.20	9,677.80	0.00	9,677.80	3.22
Total Dept 7270	BAND CONCERTS	0.00	10,000.00	10,000.00	322.20	9,677.80	0.00	9,677.80	3.22
Dept 7510	TOWN HISTORIAN								
0001	PERSONAL SERVICES	553.54	7,196.00	7,196.00	941.03	6,254.97	0.00	6,254.97	13.08
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	200.00	200.00	0.00	200.00	0.00	200.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	1.06	725.00	725.00	5.47	719.53	0.00	719.53	0.75
Total Dept 7510	TOWN HISTORIAN	554.60	8,121.00	8,121.00	946.50	7,174.50	0.00	7,174.50	11.65
Dept 7550	CELEBRATIONS								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	76,995.00	76,995.00	75.00	76,920.00	0.00	76,920.00	0.10
Total Dept 7550	CELEBRATIONS	0.00	76,995.00	76,995.00	75.00	76,920.00	0.00	76,920.00	0.10
Dept 8090	ENVIRONMENTAL BOARD								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
Total Dept 8090	ENVIRONMENTAL BOARD	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
Dept 8160	REFUSE & GARBAGE								
0004	CONTRACTUAL & MISC. EXPENSE	1,469.83	157,600.00	158,595.00	6,607.03	151,987.97	841.55	151,146.42	4.17
Total Dept 8160	REFUSE & GARBAGE	1,469.83	157,600.00	158,595.00	6,607.03	151,987.97	841.55	151,146.42	4.17
Dept 8540	DRAINAGE								
0001	PERSONAL SERVICES	1,467.56	98,138.00	98,138.00	2,229.10	95,908.90	0.00	95,908.90	2.27

TOWN OF PITTSFORD

Expense Control Report

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund 0001	GENERAL FUND								
Dept 9950	TRANSFER TO CAPITAL PROJECTS								
0009	INTERFUND TRANSFERS	0.00	200,000.00	200,000.00	0.00	200,000.00	0.00	200,000.00	0.00
Total Dept 9950	TRANSFER TO CAPITAL PROJECTS	0.00	200,000.00	200,000.00	0.00	200,000.00	0.00	200,000.00	0.00
Total Fund 0001	GENERAL FUND	565,145.98	10,500,312.00	10,618,982.31	1,211,650.20	9,407,332.11	97,125.80	9,310,206.31	11.41

TOWN OF PITTSFORD

Expense Control Report

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund 0002	PART TOWN FUND								
Dept 9040	WORKERS COMPENSATION								
0008	EMPLOYEE BENEFITS	0.00	16,800.00	16,800.00	15,781.18	1,018.82	0.00	1,018.82	93.94
Total Dept 9040	WORKERS COMPENSATION	0.00	16,800.00	16,800.00	15,781.18	1,018.82	0.00	1,018.82	93.94
Dept 9045	LIFE INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	300.00	300.00	41.32	258.68	0.00	258.68	13.77
Total Dept 9045	LIFE INSURANCE	0.00	300.00	300.00	41.32	258.68	0.00	258.68	13.77
Dept 9050	UNEMPLOYMENT INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
Total Dept 9050	UNEMPLOYMENT INSURANCE	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
Dept 9055	DISABILITY INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	1,000.00	1,000.00	108.62	891.38	0.00	891.38	10.86
Total Dept 9055	DISABILITY INSURANCE	0.00	1,000.00	1,000.00	108.62	891.38	0.00	891.38	10.86
Dept 9060	HOSPITALIZATION								
0008	EMPLOYEE BENEFITS	9,864.42	149,571.00	149,571.00	32,764.09	116,806.91	0.00	116,806.91	21.91
Total Dept 9060	HOSPITALIZATION	9,864.42	149,571.00	149,571.00	32,764.09	116,806.91	0.00	116,806.91	21.91
Dept 9089	MISC. EMPLOYEE BENEFITS								
0008	EMPLOYEE BENEFITS	0.00	100.00	100.00	0.00	100.00	0.00	100.00	0.00
Total Dept 9089	MISC. EMPLOYEE BENEFITS	0.00	100.00	100.00	0.00	100.00	0.00	100.00	0.00
Total Fund 0002	PART TOWN FUND	57,024.31	1,297,828.00	1,323,756.50	146,199.35	1,177,557.15	23,708.50	1,153,848.65	11.04

TOWN OF PITTSFORD

Expense Control Report

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund 0003	LIBRARY FUND								
Dept 4560	PHYSICIAN								
0004	CONTRACTUAL & MISC. EXPENSE	110.00	600.00	600.00	110.00	490.00	0.00	490.00	18.33
Total Dept 4560	PHYSICIAN	110.00	600.00	600.00	110.00	490.00	0.00	490.00	18.33
Dept 7410	LIBRARY								
0001	PERSONAL SERVICES	60,995.31	851,238.00	851,238.00	102,966.17	748,271.83	0.00	748,271.83	12.10
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	2,910.00	3,201.50	291.50	2,910.00	0.00	2,910.00	9.11
0004	CONTRACTUAL & MISC. EXPENSE	7,716.84	234,890.00	246,633.70	17,424.92	229,208.78	61,621.38	167,587.40	7.07
Total Dept 7410	LIBRARY	68,712.15	1,089,038.00	1,101,073.20	120,682.59	980,390.61	61,621.38	918,769.23	10.96
Dept 9010	STATE RETIREMENT								
0008	EMPLOYEE BENEFITS	0.00	89,294.00	89,294.00	19,934.45	69,359.55	0.00	69,359.55	22.32
Total Dept 9010	STATE RETIREMENT	0.00	89,294.00	89,294.00	19,934.45	69,359.55	0.00	69,359.55	22.32
Dept 9030	SOCIAL SECURITY								
0008	EMPLOYEE BENEFITS	4,544.93	65,120.00	65,120.00	7,695.12	57,424.88	0.00	57,424.88	11.82
Total Dept 9030	SOCIAL SECURITY	4,544.93	65,120.00	65,120.00	7,695.12	57,424.88	0.00	57,424.88	11.82
Dept 9040	WORKERS COMPENSATION								
0008	EMPLOYEE BENEFITS	0.00	7,000.00	7,000.00	8,635.98	(1,635.98)	0.00	(1,635.98)	123.37
Total Dept 9040	WORKERS COMPENSATION	0.00	7,000.00	7,000.00	8,635.98	(1,635.98)	0.00	(1,635.98)	123.37
Dept 9045	LIFE INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	350.00	350.00	31.34	318.66	0.00	318.66	8.95
Total Dept 9045	LIFE INSURANCE	0.00	350.00	350.00	31.34	318.66	0.00	318.66	8.95
Dept 9050	UNEMPLOYMENT INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
Total Dept 9050	UNEMPLOYMENT INSURANCE	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
Dept 9055	DISABILITY INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	1,500.00	1,500.00	68.93	1,431.07	0.00	1,431.07	4.60
Total Dept 9055	DISABILITY INSURANCE	0.00	1,500.00	1,500.00	68.93	1,431.07	0.00	1,431.07	4.60
Dept 9060	HOSPITALIZATION								
0008	EMPLOYEE BENEFITS	10,898.11	151,000.00	151,000.00	31,579.01	119,420.99	0.00	119,420.99	20.91
Total Dept 9060	HOSPITALIZATION	10,898.11	151,000.00	151,000.00	31,579.01	119,420.99	0.00	119,420.99	20.91
Dept 9089	MISC. EMPLOYEE BENEFITS								
0008	EMPLOYEE BENEFITS	18.75	300.00	300.00	18.75	281.25	206.25	75.00	6.25
Total Dept 9089	MISC. EMPLOYEE BENEFITS	18.75	300.00	300.00	18.75	281.25	206.25	75.00	6.25
Total Fund 0003	LIBRARY FUND	84,283.94	1,404,702.00	1,416,737.20	1,188,756.17	1,227,981.03	61,827.63	1,166,163.40	13.32

TOWN OF PITTSFORD

Expense Control Report

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund 0004	HIGHWAY WHOLE TOWN FUND								
Dept 1989	UNCLASSIFIED								
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	314,409.00	314,669.00	0.00	314,669.00	260.00	314,409.00	0.00
Total Dept 1989	UNCLASSIFIED	0.00	314,409.00	314,669.00	0.00	314,669.00	260.00	314,409.00	0.00
Dept 4560	PHYSICIAN								
0004	CONTRACTUAL & MISC. EXPENSE	190.00	2,000.00	2,340.00	530.00	1,810.00	0.00	1,810.00	22.65
Total Dept 4560	PHYSICIAN	190.00	2,000.00	2,340.00	530.00	1,810.00	0.00	1,810.00	22.65
Dept 5130	MACHINERY								
0001	PERSONAL SERVICES	7,228.75	88,534.00	88,534.00	11,508.52	77,025.48	0.00	77,025.48	13.00
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	8,700.00	10,599.99	2,550.03	8,049.96	13.44	8,036.52	24.06
0004	CONTRACTUAL & MISC. EXPENSE	8,849.81	163,700.00	179,129.85	34,936.54	144,193.31	13,402.62	130,790.69	19.50
Total Dept 5130	MACHINERY	16,078.56	260,934.00	278,263.84	48,995.09	229,268.75	13,416.06	215,852.69	17.61
Dept 5140	BRUSH & WEEDS								
0001	PERSONAL SERVICES	0.00	10,000.00	10,000.00	0.00	10,000.00	0.00	10,000.00	0.00
Total Dept 5140	BRUSH & WEEDS	0.00	10,000.00	10,000.00	0.00	10,000.00	0.00	10,000.00	0.00
Dept 5142	SNOW REMOVAL								
0001	PERSONAL SERVICES	179,425.25	862,091.00	862,091.00	295,131.05	566,959.95	0.00	566,959.95	34.23
0004	CONTRACTUAL & MISC. EXPENSE	89,008.93	378,550.00	381,500.00	228,198.08	153,301.92	60,899.00	92,402.92	59.82
Total Dept 5142	SNOW REMOVAL	268,434.18	1,240,641.00	1,243,591.00	523,329.13	720,261.87	60,899.00	659,362.87	42.08
Dept 9010	STATE RETIREMENT								
0008	EMPLOYEE BENEFITS	0.00	151,105.00	151,105.00	33,498.52	117,606.48	0.00	117,606.48	22.17
Total Dept 9010	STATE RETIREMENT	0.00	151,105.00	151,105.00	33,498.52	117,606.48	0.00	117,606.48	22.17
Dept 9030	SOCIAL SECURITY								
0008	EMPLOYEE BENEFITS	13,950.61	73,490.00	73,490.00	22,922.38	50,567.62	0.00	50,567.62	31.19
Total Dept 9030	SOCIAL SECURITY	13,950.61	73,490.00	73,490.00	22,922.38	50,567.62	0.00	50,567.62	31.19
Dept 9040	WORKERS COMPENSATION								
0008	EMPLOYEE BENEFITS	0.00	74,500.00	74,500.00	46,876.70	27,623.30	0.00	27,623.30	62.92
Total Dept 9040	WORKERS COMPENSATION	0.00	74,500.00	74,500.00	46,876.70	27,623.30	0.00	27,623.30	62.92
Dept 9045	LIFE INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	750.00	750.00	107.99	642.01	0.00	642.01	14.40
Total Dept 9045	LIFE INSURANCE	0.00	750.00	750.00	107.99	642.01	0.00	642.01	14.40
Dept 9050	UNEMPLOYMENT INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	3,000.00	3,000.00	0.00	3,000.00	0.00	3,000.00	0.00

TOWN OF PITTSFORD

Expense Control Report

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund 0004	HIGHWAY WHOLE TOWN FUND								
Dept 9050	UNEMPLOYMENT INSURANCE								
Total Dept 9050	UNEMPLOYMENT INSURANCE	0.00	3,000.00	3,000.00	0.00	3,000.00	0.00	3,000.00	0.00
Dept 9055	DISABILITY INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	2,375.00	2,375.00	219.93	2,155.07	0.00	2,155.07	9.26
Total Dept 9055	DISABILITY INSURANCE	0.00	2,375.00	2,375.00	219.93	2,155.07	0.00	2,155.07	9.26
Dept 9060	HOSPITALIZATION								
0008	EMPLOYEE BENEFITS	31,819.42	411,497.00	411,497.00	93,206.94	318,290.06	0.00	318,290.06	22.65
Total Dept 9060	HOSPITALIZATION	31,819.42	411,497.00	411,497.00	93,206.94	318,290.06	0.00	318,290.06	22.65
Dept 9089	MISC. EMPLOYEE BENEFITS								
0008	EMPLOYEE BENEFITS	9.38	200.00	200.00	9.38	190.62	103.12	87.50	4.69
Total Dept 9089	MISC. EMPLOYEE BENEFITS	9.38	200.00	200.00	9.38	190.62	103.12	87.50	4.69
Total Fund 0004	HIGHWAY WHOLE TOWN FUND	330,482.15	2,544,901.00	2,565,780.84	769,696.06	1,796,084.78	74,678.18	1,721,406.60	30.00

TOWN OF PITTSFORD

Expense Control Report

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund 0005	HIGHWAY PART TOWN FUND								
Dept 4560	PHYSICIAN								
0004	CONTRACTUAL & MISC. EXPENSE	190.00	2,225.00	2,225.00	190.00	2,035.00	0.00	2,035.00	8.54
Total Dept 4560	PHYSICIAN	190.00	2,225.00	2,225.00	190.00	2,035.00	0.00	2,035.00	8.54
Dept 5110	GENERAL REPAIRS								
0001	PERSONAL SERVICES	8,205.14	1,466,527.00	1,466,527.00	18,276.36	1,448,250.64	0.00	1,448,250.64	1.25
0004	CONTRACTUAL & MISC. EXPENSE	6,965.14	1,054,598.00	1,124,727.81	34,302.47	1,090,425.34	49,710.64	1,040,714.70	3.05
Total Dept 5110	GENERAL REPAIRS	15,170.28	2,521,125.00	2,591,254.81	52,578.83	2,538,675.98	49,710.64	2,488,965.34	2.03
Dept 5112	IMPROVEMENTS								
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	196,324.00	196,324.00	0.00	196,324.00	0.00	196,324.00	0.00
Total Dept 5112	IMPROVEMENTS	0.00	196,324.00	196,324.00	0.00	196,324.00	0.00	196,324.00	0.00
Dept 9010	STATE RETIREMENT								
0008	EMPLOYEE BENEFITS	0.00	181,412.00	181,412.00	37,394.32	144,017.68	0.00	144,017.68	20.61
Total Dept 9010	STATE RETIREMENT	0.00	181,412.00	181,412.00	37,394.32	144,017.68	0.00	144,017.68	20.61
Dept 9030	SOCIAL SECURITY								
0008	EMPLOYEE BENEFITS	618.81	112,190.00	112,190.00	1,384.28	110,805.72	0.00	110,805.72	1.23
Total Dept 9030	SOCIAL SECURITY	618.81	112,190.00	112,190.00	1,384.28	110,805.72	0.00	110,805.72	1.23
Dept 9040	WORKERS COMPENSATION								
0008	EMPLOYEE BENEFITS	0.00	221,000.00	221,000.00	192,064.89	28,935.11	0.00	28,935.11	86.91
Total Dept 9040	WORKERS COMPENSATION	0.00	221,000.00	221,000.00	192,064.89	28,935.11	0.00	28,935.11	86.91
Dept 9045	LIFE INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	700.00	700.00	97.22	602.78	0.00	602.78	13.89
Total Dept 9045	LIFE INSURANCE	0.00	700.00	700.00	97.22	602.78	0.00	602.78	13.89
Dept 9050	UNEMPLOYMENT INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	3,000.00	3,000.00	0.00	3,000.00	0.00	3,000.00	0.00
Total Dept 9050	UNEMPLOYMENT INSURANCE	0.00	3,000.00	3,000.00	0.00	3,000.00	0.00	3,000.00	0.00
Dept 9055	DISABILITY INSURANCE								
0008	EMPLOYEE BENEFITS	0.00	2,250.00	2,250.00	193.46	2,056.54	0.00	2,056.54	8.60
Total Dept 9055	DISABILITY INSURANCE	0.00	2,250.00	2,250.00	193.46	2,056.54	0.00	2,056.54	8.60
Dept 9060	HOSPITALIZATION								
0008	EMPLOYEE BENEFITS	39,425.19	496,268.00	496,268.00	117,712.28	378,555.72	0.00	378,555.72	23.72
Total Dept 9060	HOSPITALIZATION	39,425.19	496,268.00	496,268.00	117,712.28	378,555.72	0.00	378,555.72	23.72
Dept 9089	MISC. EMPLOYEE BENEFITS								
0008	EMPLOYEE BENEFITS	9.37	300.00	300.00	9.37	290.63	103.13	187.50	3.12

Date Prepared: 02/26/2019 08:34 AM

Report Date: 02/26/2019

Account Table: EXP 1-5

Alt. Sort Table:

TOWN OF PITTSFORD Expense Control Report

GLR0122 1.0

Page 15 of 15

Prepared By: GREG

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund 0005	HIGHWAY PART TOWN FUND								
Dept 9089	MISC. EMPLOYEE BENEFITS								
Total Dept 9089	MISC. EMPLOYEE BENEFITS	9.37	300.00	300.00	9.37	290.63	103.13	187.50	3.12
Total Fund 0005	HIGHWAY PART TOWN FUND	55,413.65	3,736,794.00	3,806,923.81	401,624.65	3,405,299.16	49,813.77	3,355,485.39	10.55
Grand Total		1,092,350.03	19,484,537.00	19,732,180.66	2,717,926.43	17,014,254.23	307,153.88	16,707,100.35	13.77

NOTE: One or more accounts may not be printed due to Account Table restrictions.

Date Prepared: 02/26/2019 09:38 AM

Report Date: 02/26/2019

Account Table: FUND 1-5

Alt. Sort Table:

TOWN OF PITTSFORD

Revenue Control Report

GLR0116 1.0

Page 1 of 5
Prepared By: GREG

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Revenue Receipts	Curr. Month Budget Balance	Original Budget	YTD Adjusted Budget	YTD Revenue Receipts	YTD Budget Balance	Percent Received Balance
Fund 0001	GENERAL FUND							
Item 1001	REAL PROPERTY TAXES	0.00	0.00	6,500,063.00	6,500,063.00	6,500,063.00	0.00	100.00
Item 1081	OTHER PYMT IN LIEU OF TAXES	7,708.88	(7,708.88)	9,697.00	9,697.00	9,658.84	38.16	99.61
Item 1090	INTEREST & PENALTY ON PROP TAX	0.00	0.00	175,000.00	175,000.00	0.00	175,000.00	0.00
Item 1170	FRANCHISES	0.00	0.00	435,000.00	435,000.00	0.00	435,000.00	0.00
Item 1232	TAX COLLECTOR FEES	0.00	0.00	3,820.00	3,820.00	0.00	3,820.00	0.00
Item 1255	CLERK FEES	135.56	(135.56)	4,000.00	4,000.00	138.15	3,861.85	3.45
Item 1550	DOG WARDEN FEES	0.00	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00
Item 2001	CULTURE & RECREATION FEES	49,357.30	(49,357.30)	727,100.00	727,100.00	148,665.30	578,434.70	20.45
Item 2210	GENERAL SERVICES - OTHER GOVT	0.00	0.00	39,022.00	39,022.00	0.00	39,022.00	0.00
Item 2350	YOUTH SER/OTHER GOVT.	0.00	0.00	7,000.00	7,000.00	0.00	7,000.00	0.00
Item 2351	PROGRAMS FOR AGING - OTHER GOVT	0.00	0.00	37,372.00	37,372.00	0.00	37,372.00	0.00
Item 2401	INTEREST & EARNINGS	8,283.00	(8,283.00)	55,000.00	55,000.00	16,225.56	38,774.44	29.50
Item 2410	RENTAL OF LAND	15,066.58	(15,066.58)	123,980.00	123,980.00	38,053.16	85,926.84	30.69
Item 2411	FIELD USE FEES	0.00	0.00	8,000.00	8,000.00	0.00	8,000.00	0.00
Item 2450	COMMISSIONS	42.60	(42.60)	500.00	500.00	128.78	371.22	25.76
Item 2544	DOG LICENSES	1,294.00	(1,294.00)	17,000.00	17,000.00	1,294.00	15,706.00	7.61
Item 2560	STREET OPENING PERMITS	0.00	0.00	2,510.00	2,510.00	0.00	2,510.00	0.00
Item 2590	PERMITS	1,005.00	(1,005.00)	8,000.00	8,000.00	1,005.00	6,995.00	12.56
Item 2610	FINES & FORFEITED BAIL	0.00	0.00	80,000.00	80,000.00	5,509.75	74,490.25	6.89
Item 2650	SALE OF SCRAP & EXCESS	711.00	(711.00)	0.00	0.00	742.50	(742.50)	100.00
Item 2680	INSURANCE RECOVERIES	0.00	0.00	500.00	500.00	0.00	500.00	0.00
Item 2701	REFUND OF PRIOR YEAR EXP.	4,934.23	(4,934.23)	1,500.00	1,500.00	4,934.23	(3,434.23)	328.95
Item 2705	GIFTS & DONATIONS	4.00	(4.00)	23,200.00	23,200.00	37.68	23,162.32	0.16
Item 2770	OTHER UNCLASSIFIED REVENUES	1,290.75	(1,290.75)	23,767.00	23,767.00	2,160.55	21,606.45	9.09
Item 2801	INTERFUND REVENUES	0.00	0.00	22,000.00	22,000.00	0.00	22,000.00	0.00
Item 3001	STATE AID PER CAPITA	0.00	0.00	108,081.00	108,081.00	0.00	108,081.00	0.00
Item 3005	MORTGAGE TAX	0.00	0.00	841,500.00	841,500.00	0.00	841,500.00	0.00
Item 5031	INTERFUND TRANSFERS	0.00	0.00	200,000.00	200,000.00	0.00	200,000.00	0.00
Item 5999	APPROP FD BALANCE	0.00	0.00	1,045,700.00	1,045,700.00	0.00	1,045,700.00	0.00
Total Fund 0001	GENERAL FUND	89,832.90	(89,832.90)	10,500,312.00	10,500,312.00	6,728,616.50	3,771,695.50	64.08

Date Prepared: 02/26/2019 08:38 AM

Report Date: 02/26/2019

Account Table: FUND 1-5

Alt. Sort Table:

TOWN OF PITTSFORD

Revenue Control Report

Fiscal Year: 2019 Period From: 1 To: 12

GLR0116 1.0

Page 2 of 5
Prepared By: GREG

		Curr. Month Revenue Receipts	Curr. Month Budget Balance	Original Budget	YTD Adjusted Budget	YTD Revenue Receipts	YTD Budget Balance	Percent Received Balance
Fund 0002	PART TOWN FUND							
Item 1120	SALES TAX	0.00	0.00	800,000.00	800,000.00	0.00	800,000.00	0.00
Item 1560	SAFETY INSPECTION FEES	0.00	0.00	18,150.00	18,150.00	0.00	18,150.00	0.00
Item 1570	DEMOLITION PERMITS	0.00	0.00	750.00	750.00	0.00	750.00	0.00
Item 2110	ZONING FEES	(60.00)	60.00	2,000.00	2,000.00	(60.00)	2,060.00	(3.00)
Item 2115	PLANNING BOARD FEES	175.00	(175.00)	11,000.00	11,000.00	175.00	10,825.00	1.59
Item 2210	GENERAL SERVICES - OTHER GOV'T	0.00	0.00	7,800.00	7,800.00	0.00	7,800.00	0.00
Item 2401	INTEREST & EARNINGS	1,031.29	(1,031.29)	7,500.00	7,500.00	4,171.41	3,328.59	55.62
Item 2545	LICENSES, OTHER	1,275.00	(1,275.00)	3,000.00	3,000.00	1,275.00	1,725.00	42.50
Item 2550	PERMITS - CERT. OF OCCUPANCY	160.00	(160.00)	3,000.00	3,000.00	160.00	2,840.00	5.33
Item 2555	BUILDING & ALTERATION PERMITS	6,902.40	(6,902.40)	90,500.00	90,500.00	6,902.40	83,597.60	7.63
Item 2590	PERMITS	555.00	(555.00)	3,000.00	3,000.00	555.00	2,445.00	18.50
Item 2591	FIRE ALARM PERMITS	40.00	(40.00)	2,000.00	2,000.00	40.00	1,960.00	2.00
Item 5999	APPROP FD BALANCE	0.00	0.00	349,128.00	349,128.00	0.00	349,128.00	0.00
Total Fund 0002	PART TOWN FUND	10,078.69	(10,078.69)	1,297,828.00	1,297,828.00	13,218.81	1,284,609.19	1.02

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Account Table: FUND 1-5

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TOWN OF PITTSFORD

Revenue Control Report

Fiscal Year: 2019 Period From: 1 To: 12

GLR0116 1.0

Page 3 of 5

Prepared By: GREG

		Curr. Month Revenue Receipts	Curr. Month Budget Balance	Original Budget	YTD Adjusted Budget	YTD Revenue Receipts	YTD Budget Balance	Percent Received Balance
Fund 0003	LIBRARY FUND							
Item 1001	REAL PROPERTY TAXES	0.00	0.00	1,263,452.00	1,263,452.00	1,263,452.00	0.00	100.00
Item 2080	COPIER FEES	176.90	(176.90)	1,500.00	1,500.00	176.90	1,323.10	11.79
Item 2081	COLLECTION FEES	234.00	(234.00)	1,250.00	1,250.00	259.65	990.35	20.77
Item 2082	LIBRARY FINES	3,083.34	(3,083.34)	55,000.00	55,000.00	7,352.83	47,647.17	13.37
Item 2083	PRINTING REVENUE	451.75	(451.75)	5,000.00	5,000.00	982.70	4,017.30	19.65
Item 2401	INTEREST & EARNINGS	492.81	(492.81)	8,500.00	8,500.00	1,577.02	6,922.98	18.55
Item 2770	OTHER UNCLASSIFIED REVENUES	3.98	(3.98)	0.00	0.00	3.98	(3.98)	100.00
Item 5999	APPROP FD BALANCE	0.00	0.00	70,000.00	70,000.00	0.00	70,000.00	0.00
Total Fund 0003	LIBRARY FUND	4,442.78	(4,442.78)	1,404,702.00	1,404,702.00	1,273,805.08	130,896.92	90.68

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Account Table: FUND 1-5

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TOWN OF PITTSFORD

Revenue Control Report

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GLR0116 1.0

Page 4 of 5

Prepared By: GREG

		Curr. Month Revenue Receipts	Curr. Month Budget Balance	Original Budget	YTD Adjusted Budget	YTD Revenue Receipts	YTD Budget Balance	Percent Received Balance
Fund 0004	HIGHWAY WHOLE TOWN FUND							
Item 1001	REAL PROPERTY TAXES	906,111.00	(906,111.00)	1,767,596.00	1,767,596.00	1,767,596.00	0.00	100.00
Item 2300	SERVICE - OTHER GOV'T.	158,854.82	(158,854.82)	430,305.00	430,305.00	158,854.82	271,450.18	36.92
Item 2401	INTEREST & EARNINGS	2,555.49	(2,555.49)	20,000.00	20,000.00	5,665.43	14,334.57	28.33
Item 2650	SALE OF SCRAP & EXCESS	0.00	0.00	1,500.00	1,500.00	1,907.30	(407.30)	127.15
Item 2680	INSURANCE RECOVERIES	0.00	0.00	500.00	500.00	0.00	500.00	0.00
Item 2701	REFUND OF PRIOR YEAR EXP.	7.68	(7.68)	0.00	0.00	7.68	(7.68)	100.00
Item 5999	APPROP FD BALANCE	0.00	0.00	325,000.00	325,000.00	0.00	325,000.00	0.00
Total Fund 0004	HIGHWAY WHOLE TOWN FUND	1,067,528.99	(1,067,528.99)	2,544,901.00	2,544,901.00	1,934,031.23	610,869.77	76.00

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GLR0116 1.0

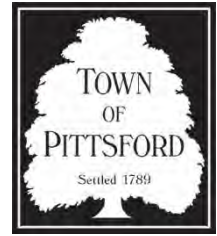
Page 5 of 5

Prepared By: GREG

		Curr. Month Revenue Receipts	Curr. Month Budget Balance	Original Budget	YTD Adjusted Budget	YTD Revenue Receipts	YTD Budget Balance	Percent Received Balance
Fund 0005	HIGHWAY PART TOWN FUND							
Item 1001	REAL PROPERTY TAXES	733,470.00	(733,470.00)	733,470.00	733,470.00	733,470.00	0.00	100.00
Item 1120	SALES TAX	0.00	0.00	2,070,000.00	2,070,000.00	0.00	2,070,000.00	0.00
Item 2300	SERVICE - OTHER GOV'T,	0.00	0.00	5,000.00	5,000.00	0.00	5,000.00	0.00
Item 2401	INTEREST & EARNINGS	2,493.95	(2,493.95)	20,000.00	20,000.00	4,835.22	15,164.78	24.18
Item 3501	CHIPS PROGRAM	0.00	0.00	171,324.00	171,324.00	0.00	171,324.00	0.00
Item 5031	INTERFUND TRANSFERS	0.00	0.00	237,000.00	237,000.00	0.00	237,000.00	0.00
Item 5999	APPROP FD BALANCE	0.00	0.00	500,000.00	500,000.00	0.00	500,000.00	0.00
Total Fund 0005	HIGHWAY PART TOWN FUND	735,963.95	(735,963.95)	3,736,794.00	3,736,794.00	738,305.22	2,998,488.78	19.76
Grand Total		1,907,847.31	(1,907,847.31)	19,484,537.00	19,484,537.00	10,687,976.84	8,796,560.16	54.85

NOTE: One or more accounts may not be printed due to Account Table restrictions.

MEMORANDUM



To: Pittsford Town Board

From: Cheryl Fleming, Personnel Director

Date: February 20, 2019

Regarding: Recommendations for Hiring/Personnel Adjustments

For Meeting On: February 25, 2019

1. The following employee(s) are recommended as a new hire based on the recommendation of the Functional Coordinator(s) for these areas:

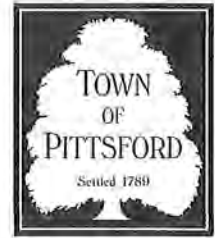
Name	Department	Position	Rate	Date of Hire
Austen Fagan	Recreation	Rec Asst – PT	\$11.10	02/21/2019
Allison Gilbert	Recreation	Rec Asst – PT	\$12.71	02/25/2019
Laura Richardson	Library	Librarian I – FT	\$19.46	02/28/2019
Justin Schmitt	Highway	Laborer – FT	\$15.22	03/04/2019

All the proper reviews and background checks have been completed for these candidate(s) and have received appropriate sign off by the Town Board representative.

Name	Department	Position	Rate	Date of Hire
Austen Fagan	Recreation	Rec Asst – PT	\$11.10	02/21/2019
Allison Gilbert	Recreation	Rec Asst – PT	\$12.71	02/25/2019
Laura Richardson	Library	Librarian I – FT	\$19.46	02/28/2019
Justin Schmitt	Highway	Laborer – FT	\$15.22	03/04/2019

In the event the Town Board determines that the proposed action should be taken, I move that the subject Employee(s) be approved for the date of hire as indicated.

MEMORANDUM



To: William A. Smith and Pittsford Town Board
From: Jessie R. Hollenbeck, Recreation Director
Date: February 14, 2019
Regarding: 2019 Community Events-Infrastructure
For Meeting On: February 21, 2019

Ladies and Gentlemen:

In planning for the upcoming 2019 Special Events season, the Recreation Department has requested and received quotes from a number of vendors. The Recreation Department - with direction from the Special Events Committee - asks that you review the following:

- Audio Images, Inc. - Provides sound and lighting for community festivals, as well as Stageline SL100 mobile stage for the Pittsford Food Truck and Music Fest for a price not to exceed \$5,100.
- McCarthy Tents & Events - Provides tents, tables, table covers and chairs for community festivals for a price not to exceed \$15,305.
- STS Security and Event Management - Provides security for Paddle & Pour, the Pittsford Regatta, Pittsford Food Truck and Music Fest, and Family Outdoor Movies for a price not to exceed \$3,995.
- YellowJacket Racing - The Town of Pittsford Recreation Department's 16th Annual Pittsford Triathlon is scheduled on Sunday, June 2, 2019 from 7:00am-12:00pm at Thornell Farm Park. The Recreation Department is requesting that we continue to use YellowJacket Racing for the 2019 Pittsford Triathlon. Fee is variable depending on participation and will remain within the Recreation Department budget for the event.
- Hammerl Amusements – Provides 4 amusement rides for Pittsford Food Truck and Music Fest for a price not to exceed \$6,800.
- ZuperBounce, LLC – Provides inflatable movie screen, sound system and staff for Family Outdoor Movies held on July 18, August 1 & August 15 at Sutherland High School for a price not to exceed \$2,700.

The Town of Pittsford will obtain the appropriate documentation from vendors, including proof of insurance as appropriate.

In the event the Town Board determines that the proposed action should be taken, the following oral Resolution language is suggested:

I move that the Town Board, subject to the review and approval of the Town Attorney, authorizes the Town Supervisor to sign a contract with the following vendors to allow them to provide their services for the Town of Pittsford's 2019 community events,

- Audio Images, Inc. for a fee not to exceed \$5,100
- McCarthy Tents & Events for a fee not to exceed \$15,305
- STS Security and Event Management for a fee not to exceed \$3,995
- YellowJacket Racing for the 2019 Pittsford Triathlon
- Hammerl Amusements for a fee not to exceed \$6,800
- ZuperBounce, LLC for a fee not to exceed \$2,700



Audio Images Sound & Lighting, Inc
 P.O. Box 1453
 Batavia, New York 14021
 Phone: (585) 343-4050
 Fax: (585) 343-4060
 www.audioimagesonline.com

Quote

Quote Number: 19-0081



19-0081

Pittsford Paddle & Pour 2019

Client
Town Of Pittsford 35 Lincoln Avenue Pittsford, New York 14534 US Phone: 585-248-6280

Venue / Site
TBD

Account Manager	Shipping Method	Customer PO	Warehouse	This quote is valid until
Jason Gridley	N/A		Batavia	

Ship Date	Load In	Show Start	Show End	Load Out	Return Date
5/25/2019 8:00 AM					5/25/2019 11:30 PM

Terms	Tax Rule	Discount	Deposit	Deposit Due Date
Day of show	Tax Exempt		\$0.00	5/25/2019

Type	Qty.	Description	Note	Time	Rate	Price	Price Ext.
Note		Client to Provide Power..within 10 feet of stage.					
Package Price							
Rental Tax	1	Audio Package Price		1	Day Rate	1,375.00	1,375.00
						Package Price Total:	\$1,375.00
Audio							
Rental Tax	1	Yorkville Paraline System 4x4 (Ground Stack)		1	Day Rate	0.00	0.00
Rental Tax	4	Yorkville Paraline PSA1		1		0.00	0.00
Rental Tax	4	Yorkville Paraline PSA2S		1		0.00	0.00
Rental Tax	2	PSA2S Dolly		1		0.00	0.00
Rental Tax	2	Yorkville Paraline PSA1 Speaker Pole		1		0.00	0.00
Rental Tax	1	Yorkville PSA Cable Kit		1		0.00	0.00
Rental Tax	7	Yorkville NX55P		1	Day Rate	0.00	0.00
Rental Tax	7	IEC Power Cable		1		0.00	0.00
Rental Tax	3	Spectrum NX55P Case		1	Day Rate	0.00	0.00
Rental Tax	1	Yorkville NX720S		1	Day Rate	0.00	0.00
Rental Tax	1	IEC Power Cable		1		0.00	0.00
Rental Tax	1	8 channel XLR Fan-Fan - 75ft (Green)		1	Day Rate	0.00	0.00
Rental Tax	1	Whirlwind 40 channel snake package		1	Day Rate	0.00	0.00
Rental Tax	1	Whirlwind 40ch 3-way Head Case		1		0.00	0.00
Rental Tax	1	Whirlwind 40ch 250ft Snake		1		0.00	0.00
Rental Tax	1	Cable Ramp Kit - Guard Dog	Contains 14 cable ramp sections	1	Day Rate	0.00	0.00
Rental Tax	1	Small Stage Kit		1	Day Rate	0.00	0.00
Rental Tax	1	Small Mic Kit		1	Day Rate	0.00	0.00
Rental Tax	1	X32 FOH Package		1	Day Rate	0.00	0.00
Rental Tax	1	Behringer X32 Digital Mixer		1		0.00	0.00
Rental Tax	1	IEC Power Cable		1		0.00	0.00
Rental Tax	1	Behringer X32 Dust Cover		1		0.00	0.00
Rental Tax	1	Behringer X32 Case		1		0.00	0.00
Rental Tax	1	Whirlwind W1M-XLR F Fanout - 10ft		1		0.00	0.00
Rental Tax	1	Whirlwind W3 Fanout (40x0) - 10ft		1		0.00	0.00
Rental Tax	1	8 Circuit, 16 outlet Distro - 100ft		1	Day Rate	0.00	0.00

Type	Qty.	Description	Note	Time	Rate	Price	Price Ext.
Rental Tax	1	4x4 LED Tree Package	2 US Led 4-Bars, 2 DS LED 4-Bars	1	Day Rate	0.00	0.00
Rental Tax	4	4-Bar LED IP65		1		0.00	0.00
Rental Tax	16	Trim Par 9VIP		1		0.00	0.00
Rental Tax	4	IP65 DMX Input - Male XLR - 10ft		1		0.00	0.00
Rental Tax	4	IP65 DMX Output - Female XLR - 10ft		1		0.00	0.00
Rental Tax	4	IP65 DMX Jumper - 10ft		1		0.00	0.00
Rental Tax	4	IP65 Power Male Edison - 10ft		1		0.00	0.00
Rental Tax	4	IP65 Power Jumper - 10ft		1		0.00	0.00
Rental Tax	4	Ultimate Stand [Black]		1		0.00	0.00
Rental Tax	2	Edison Power Cable 12awg [Black] - 50ft (Blue)		1		0.00	0.00
Rental Tax	2	Lighting Stage Stringer(Red Recep) - 25Ft		1		0.00	0.00
Rental Tax	4	XLR cable - 50ft (Blue)		1		0.00	0.00
Rental Tax	1	XLR cable - 100ft (White)		1		0.00	0.00
Rental Tax	1	4-Bar LED Case		1		0.00	0.00
Rental Tax	1	American DJ Stage Setter 8		1		0.00	0.00
Rental Tax	1	American DJ Stage Setter 8 - Power Cable		1		0.00	0.00
Rental Tax	1	ADJ Stage Setter 8 Case		1		0.00	0.00
Transportation							
Rental Tax	1	24ft Box Truck		1	Day Rate	0.00	0.00
						Transportation Total:	\$0.00
Labor							
Labor	1	FOH Engineer	Load In, Show, Load Out	1	Day Rate	0.00	0.00
Labor	1	Stage Technician	5/25/2019 8:00 AM - 11:30 PM	1	Day Rate	0.00	0.00
						Labor Total:	\$0.00
						Subtotal:	\$1,375.00
						Sales Tax:	\$0.00
						Discount:	\$0.00
						Delivery and Pickup:	\$0.00
						Total:	\$1,375.00
						Total Applied Payments:	\$0.00
						Balance Due:	\$1,375.00



Batavia
 P.O. Box 1453
 Batavia, New York 14021
 Phone: (585) 343-4050
 Fax: (585) 343-4060
 www.audioimagesonline.com

Quote Number	19-0081
Name	Pittsford Paddle & Pour 2019
Account Manager	Jason Gridley
Quote Date	1/23/2019

Client
Town Of Pittsford 35 Lincoln Avenue Pittsford, New York 14534 US Phone: 585-248-6280

Venue / Site
TBD

Ship Date	Return Date	Status	Terms	Total
5/25/2019 8:00 AM	5/25/2019 11:30 PM	Tentative	Day of show	\$1,375.00

This contract is issued pursuant to the quote/invoice(s) between Client named above and Audio Images Sound & Lighting Inc., effective see above for date (s) (the quote/invoice). This contract is subject to the terms and conditions listed on our website at audioimagesonline.com and also information contained in this quote/invoice between the parties and is made a part thereof. In the event of any conflict or inconsistency between the terms of this contract and the terms of this Agreement, the terms of this contract shall govern and prevail. This quote/invoice (hereinafter called the contract), effective as listed above is entered into by and between Audio Images and Client, and is subject to the terms and conditions specified below. The Exhibit(s) to this contract, if any, shall be deemed to be a part hereof. In the event of any inconsistencies between the terms of the body of this contract and the terms of the Exhibit(s)/quote/invoice hereto, the terms of the body listed above of this contract shall prevail. Audio Images Sound & Lighting Inc. shall provide the Services and Equipment Deliverable(s) as follows: Please see list of equipment listed above in quote/invoice. Client Responsibilities at no additional cost to Audio Images Sound & Lighting Inc. To provide Audio Images with the Artist(s) most up to date rider or contract or Artist(s) equipment requests well in advance. To provide payment in full. To provide a safe clean work venue. To provide meal(s) during the event or hotels if discussed and noted on the quote/invoice above. To provide secure parking for the Audio Images workers and delivery vehicle(s). To provide Audio Images with a professional sober additional labor force if needed to assist with the set up and take down of the equipment as well as professional certified riggers, stage hands, fork operator, etc. while on site at the venue. The client will indemnify, Protect and hold Audio Images harmless from any losses, damages, injuries, claims, and expenses arising out of the use of the equipment regardless of where, how or by who operated. ~~The client will assume the defense of and settlement of any legal proceedings brought to enforce such losses, damages, claims or demands and expenses. The client will also pay all costs and expenses, including reasonable counsel fees, incurred by Audio Images in enforcing any of its rights or remedies under this contract and the terms and conditions listed on our website at audioimagesonline.com.~~ The indemnities and assumptions of liabilities and obligations will continue in full force after the termination of this contract. Client will grant permission to Audio to repossess the equipment at the venue/job site or location elsewhere at any time. ~~In the event that the equipment is stolen lost or not returned within 7 days of the agreed return date, the client will be obligated to pay Audio Images the list price of the equipment. If damaged the Client will be obligated to pay Audio Images the repair cost. If the equipment is not returned to Audio Images on the date and time specified in good working order the client will continue to pay maximum rental rate until return plus a late charge of \$20.00 per item per day.~~ Equipment can only be used at the venue or job site listed above. The client will not remove any Audio Images Inventory label/barcode from the equipment for any reason. All deposit(s) and compensation agreed upon is NON-REFUNDABLE. ~~CLIENT SHALL NAME AUDIO IMAGES AS ADDITIONAL INSURED ON THEIR INSURANCE POLICY AND PROVIDE AUDIO IMAGES WITH A WRITTEN COPY OF VALID PROOF IN ADVANCE.~~ Client agrees to compensate Audio Images the full amount listed above on the quote/or final invoice less any deposit(s) at time of load in before the truck is unloaded on the date of the event. In the event the payment is not made in full Audio Images can cancel the rental/services or pursue full payment with legal action. If the Client is simply picking up the equipment at Audio Images warehouse the client must make payment in full before the equipment can be released. By signing below the Client has caused this contract to be effective as of the day, month and year first written above.

Please sign scan or take a photo and email to your account manager or fax to 585-343-4060

Date: _____
 Company _____
 Signature: _____
 Name/Title: _____

Date: _____
 Client _____
 Signature: _____
 Name/Title: _____

AB
2/12/19



Audio Images Sound & Lighting, Inc
 P.O. Box 1453
 Batavia, New York 14021
 Phone: (585) 343-4050
 Fax: (585) 343-4060
 www.audioimagesonline.com

Quote

Quote Number: 19-0082



19-0082

SL100 @ Pittsford Food Truck & Music Fest (2019)

Client
Town Of Pittsford 35 Lincoln Avenue Pittsford, New York 14534 US Phone: 585-248-6280 adavidson@townofpittsford.org

Venue / Site
In The Street. TBD

Account Manager	Shipping Method	Customer PO	Warehouse	This quote is valid until
Jason Gridley	N/A		Batavia	

Ship Date	Load In	Show Start	Show End	Load Out	Return Date
9/14/2019 8:00 AM					9/14/2019 11:30 PM

Terms	Tax Rule	Discount	Deposit	Deposit Due Date
Day of show	Tax Exempt		\$0.00	9/14/2019

Type	Qty.	Description	Note	Time	Rate	Price	Price Ext.
Note		Client to Provide Power..within 10 feet of stage.					
Staging							
Rental Tax	1	Stageline SL100	For Food Truck And Music Fest Only..	1	Day Rate	1,550.00	1,550.00
						Staging Total:	\$1,550.00
Package Price							
Rental Tax	1	Audio Package Price	Food Truck And Music	1	Day Rate	1,375.00	1,375.00
						Package Price Total:	\$1,375.00
Audio							
Rental Tax	1	Yorkville Paraline System 4x4 (Ground Stack)		1	Day Rate	0.00	0.00
Rental Tax	4	Yorkville Paraline PSA1		1		0.00	0.00
Rental Tax	4	Yorkville Paraline PSA2S		1		0.00	0.00
Rental Tax	2	PSA2S Dolly		1		0.00	0.00
Rental Tax	2	Yorkville Paraline PSA1 Speaker Pole		1		0.00	0.00
Rental Tax	1	Yorkville PSA Cable Kit		1		0.00	0.00
Rental Tax	6	Yorkville NX55P		1	Day Rate	0.00	0.00
Rental Tax	6	IEC Power Cable		1		0.00	0.00
Rental Tax	2	Spectrum NX55P Case		1	Day Rate	0.00	0.00
Rental Tax	1	Yorkville NX720S		1	Day Rate	0.00	0.00
Rental Tax	1	IEC Power Cable		1		0.00	0.00
Rental Tax	1	Whirlwind 40 channel snake package		1	Day Rate	0.00	0.00
Rental Tax	1	Whirlwind 40ch 3-way Head Case		1		0.00	0.00
Rental Tax	1	Whirlwind 40ch 250ft Snake		1		0.00	0.00
Rental Tax	1	Cable Ramp Kit - Guard Dog	Contains 14 cable ramp sections	1	Day Rate	0.00	0.00
Rental Tax	1	Stage Kit		1	Day Rate	0.00	0.00
Rental Tax	1	Small Mic Kit		1	Day Rate	0.00	0.00
Rental Tax	1	Feeder Kit		1	Day Rate	0.00	0.00
Rental Tax	1	SL100 Cable Kit		1	Day Rate	0.00	0.00
Rental Tax	1	Audio Images LPD		1	Day Rate	0.00	0.00
Rental Tax	1	X32 FOH Package		1	Day Rate	0.00	0.00

Type	Qty.	Description	Note	Time	Rate	Price	Price Ext.
Rental Tax	1	Behringer X32 Digital Mixer		1		0.00	0.00
Rental Tax	1	IEC Power Cable		1		0.00	0.00
Rental Tax	1	Behringer X32 Dust Cover		1		0.00	0.00
Rental Tax	1	Behringer X32 Case		1		0.00	0.00
Rental Tax	1	Whirlwind W1M-XLR F Fanout - 10ft		1		0.00	0.00
Rental Tax	1	Whirlwind W3 Fanout (40x0) - 10ft		1		0.00	0.00
						Audio Total:	\$0.00
Rental Tax	2	LED tree lighting kit		1	Day Rate	0.00	0.00
Rental Tax	4	4-Bar LED Par64		1		0.00	0.00
Rental Tax	4	Ultimate Stand [Black]		1		0.00	0.00
Rental Tax	2	Leviton N1000-006 6 Fader DMX Controller		1		0.00	0.00
Rental Tax	2	Leviton N1000 Wall Wart Power Supply		1		0.00	0.00
Rental Tax	2	5pin M to 3pin F DMX		1		0.00	0.00
Rental Tax	2	Leviton N1000 Case		1		0.00	0.00
Crowd Control							
Note	Client to Provide 4 Hands to Unload and reload Bike Rack At no cost to Audio Images.						
Rental Tax	1	Small bike rack trailer package	66 8ft sections of crowd control fencing on a 20ft trailer.	1	Day Rate	425.00	425.00
Rental Tax	65	Crowd Control Fencing - 8ft		1		0.00	0.00
Rental Tax	65	Crowd Control Fencing Main Body - 8'		1		0.00	0.00
Rental Tax	65	Crowd Control Fencing Narrow Base Foot		1		0.00	0.00
Rental Tax	65	Crowd Control Fencing Wide Base Foot		1		0.00	0.00
						Crowd Control Total:	\$425.00
Transportation							
Rental Tax	1	Mitsubisi 16ft Box Truck		1	Day Rate	0.00	0.00
Rental Tax	2	1-ton Pickup Truck		1	Day Rate	0.00	0.00
						Transportation Total:	\$0.00
Labor							
Labor	1	Stage Technician 9/14/2019 8:00 AM - 11:30 PM		1	Day Rate	0.00	0.00
Labor	1	FOH Engineer 9/14/2019 8:00 AM - 11:30 PM	Load In, Show, Load Out	1	Day Rate	0.00	0.00
Labor	1	SL100 Tech 9/14/2019 8:00 AM - 11:30 PM	Load In, Load Out	1	Day Rate	400.00	400.00
Labor	1	Driver - Pickup 9/14/2019 8:00 AM - 11:30 PM	Drive	1	Day Rate	0.00	0.00
						Labor Total:	\$400.00
						Subtotal:	\$3,750.00
						Sales Tax:	\$0.00
						Discount:	(\$25.00)
						Delivery and Pickup:	\$0.00
						Total:	\$3,725.00
						Total Applied Payments:	\$0.00
						Balance Due:	\$3,725.00



Batavia
 P.O. Box 1453
 Batavia, New York 14021
 Phone: (585) 343-4050
 Fax: (585) 343-4060
 www.audioimagesonline.com

Quote Number	19-0082
Name	SL100 @ Pittsford Food Truck &
Account Manager	Jason Gridley
Quote Date	1/23/2019

Client
Town Of Pittsford 35 Lincoln Avenue Pittsford, New York 14534 US Phone: 585-248-6280 adavidson@townofpittsford.org

Venue / Site
In The Street. TBD

Ship Date	Return Date	Status	Terms	Total
9/14/2019 8:00 AM	9/14/2019 11:30 PM	Tentative	Day of show	\$3,725.00

This contract is issued pursuant to the quote/invoice(s) between Client named above and Audio Images Sound & Lighting Inc., effective see above for date (s) (the quote/invoice). This contract is subject to the terms and conditions listed on our website at audioimagesonline.com and also information contained in this quote/invoice between the parties and is made a part thereof. In the event of any conflict or inconsistency between the terms of this contract and the terms of this Agreement, the terms of this contract shall govern and prevail. This quote/invoice (hereinafter called the contract), effective as listed above is entered into by and between Audio Images and Client, and is subject to the terms and conditions specified below. The Exhibit(s) to this contract, if any, shall be deemed to be a part hereof. In the event of any inconsistencies between the terms of the body of this contract and the terms of the Exhibit(s)/quote/invoice hereto, the terms of the body listed above of this contract shall prevail. Audio Images Sound & Lighting Inc. shall provide the Services and Equipment Deliverable(s) as follows: Please see list of equipment listed above in quote/invoice. Client Responsibilities at no additional cost to Audio Images Sound & Lighting Inc. To provide Audio Images with the Artist(s) most up to date rider or contract or Artist(s) equipment requests well in advance. To provide payment in full. To provide a safe clean work venue. To provide meal(s) during the event or hotels if discussed and noted on the quote/invoice above. To provide secure parking for the Audio Images workers and delivery vehicle(s). To provide Audio Images with a professional sober additional labor force if needed to assist with the set up and take down of the equipment as well as professional certified riggers, stage hands, fork operator, etc. while on site at the venue. The client will indemnify, Protect and hold Audio Images harmless from any losses, damages, injuries, claims, and expenses arising out of the use of the equipment regardless of where, how or by who operated. ~~The client will assume the defense of and settlement of any legal proceedings brought to enforce such losses, damages, claims or demands and expenses. The client will also pay all costs and expenses, including reasonable counsel fees, incurred by Audio Images in enforcing any of its rights or remedies under this contract and the terms and conditions listed on our website at audioimagesonline.com.~~ The indemnities and assumptions of liabilities and obligations will continue in full force after the termination of this contract. Client will grant permission to Audio to repossess the equipment at the venue/job site or location elsewhere at any time. ~~In the event that the equipment is stolen, lost or not returned within 7 days of the agreed return date, the client will be obligated to pay Audio Images the list price of the equipment. If damaged the Client will be obligated to pay Audio Images the repair cost. If the equipment is not returned to Audio Images on the date and time specified in good working order the client will continue to pay maximum rental rate until return plus a late charge of \$20.00 per item per day.~~ Equipment can only be used at the venue or job site listed above. The client will not remove any Audio Images Inventory label/barcode from the equipment for any reason. All deposit(s) and compensation agreed upon is NON-REFUNDABLE. CLIENT SHALL NAME AUDIO IMAGES AS ADDITIONAL INSURED ON THEIR INSURANCE POLICY AND PROVIDE AUDIO IMAGES WITH A WRITTEN COPY OF VALID PROOF IN ADVANCE. Client agrees to compensate Audio Images the full amount listed above on the quote/or final invoice less any deposit(s) at time of load in before the truck is unloaded on the date of the event. In the event the payment is not made in full Audio Images can cancel the rental/services or pursue full payment with legal action. If the Client is simply picking up the equipment at Audio Images warehouse the client must make payment in full before the equipment can be released. By signing *JB* below the Client has caused this contract to be effective as of the day, month and year first written above. *3/21/19*

Please sign scan or take a photo and email to your account manager or fax to 585-343-4060

Date: _____

Company
 Signature: _____

Name/Title: _____

Date: _____

Client
 Signature: _____

Name/Title: _____

TERMS AND CONDITIONS OF RENTAL CONTRACT

1. For good and valuable consideration, you and McCarthy Tents & Events, LLC, a New York limited liability company ("MT&E") agree as follows: As used herein, "Page 1" refers to the first page or "face" of this Contract; "Contract" refers to Page 1 together with these Terms and Conditions of Rental Contract, "Rented Item(s)" or "Item(s)" means the item(s) rented to you, as identified on Page 1; "Site" means the delivery or use address set forth on Page 1; "Customer," "Lessee," "you" and "your" mean the customer or "Lessee" identified on Page 1, and "Lessor," "we," "us" and "our" mean MT&E.

2. You agree to rent the Rented Item(s) from MT&E for the period(s) specified on Page 1 (the "Term"), and to pay our stated rental rate(s) (the "Rent"), together with any other charges accruing hereunder, without proration, reduction or setoff, until all Rented Item(s) is/are returned to and accepted by MT&E. Unless otherwise specifically agreed by MT&E, all rental rates are for normal use of the Rented Item(s) on a single-event basis during the Term. The Rent will be increased for overtime, overuse, misuse and abuse. No allowance will be made for time in transit or any other period of nonuse. We have estimated the Rent based on your estimate of the length of the Term (the "Estimated Rent"). You agree: (a) to pay MT&E: (i) the Estimated Rent, together with any deposit specified on Page 1 (or if none, 25% of the Estimated Rent) prior to commencement of the Term (the "Prepayment"); and (ii) any additional amounts coming due hereunder upon demand; and (b) that: (i) MT&E may deduct any amount you owe us from any Prepayment; (ii) no interest will accrue on any Prepayment; (iii) no Prepayment will be deemed a limit of your liability hereunder; and (iv) all Prepayments are NON-REFUNDABLE. Anything remaining with, in or on any Rented Item(s) upon return will, at our option, be deemed abandoned, and will become the property of MT&E.

3. If we agree to deliver and/or retrieve any Item(s), you will: (a) pay our regular charge(s) therefor, and for time spent awaiting access to the Site; (b) be present at the Site at the agreed time(s); and (c) ensure our personnel have timely and adequate access to the Site. We will not be responsible for delivery(s) caused by the acts or omissions of any other parties, including providers of other equipment or services ("Other Providers") for which you hereby release and agree to indemnify and hold harmless MT&E. If you are not present upon delivery and/or retrieval of any Item(s), you agree to accept the statements of our representatives regarding the same (including status, condition and quantities).

4. Upon your execution of this Contract (or upon later delivery of the Item(s), unless you immediately reject it/them), you represent, warrant, acknowledge and agree that: (a) each Item: (i) is in good repair and operating condition, free of defects, and is in all ways acceptable to you; (ii) is appropriate for your purposes; and (iii) was selected solely by you, not based on any recommendation by MT&E; and (b) you: (i) have received, read and understood the training, instructions, user manuals, maintenance requirements, and other information, if any (including all training required under any and all applicable EPA, OSHA, NFPA, and/or ANSI Standards) regarding the proper and safe transportation, installation, fueling, use, maintenance and storage of such Item(s), (collectively, "Instructions"); (ii) will fully comply therewith; (iii) have been made aware of the need to use all recommended and required safety equipment; (iv) will use each Item only for its intended purpose, in a reasonable and safe manner; (v) will give any required notice(s) to governmental authorities; (vi) will timely obtain all necessary licenses, authorizations and approvals (including without limitation, the approval of the owner(s) of any real property on which any tent(s) and/or other temporary structure(s) is/are to be installed); (vii) will ensure all underground utilities are clearly marked before driving stakes or using any Item(s) to disturb the ground surface (you must call 811 at least 2 full business days in advance, unless you engage MT&E to do so for an additional fee); (viii) will immediately cease using any item that breaks down, malfunctions or proves defective (a "Malfunction"); (ix) will create and post in a conspicuous place, an OSHA-COMPLIANT EVACUATION PLAN for all rented tents and other temporary structures; and (x) will ensure that all others comply with this Section.

5. You will ensure that each Item is used safely and only: (A) for the manufacturer's intended purpose(s); (B) within its rated capacity; (C) at the address set forth on Page 1 (the "Site"); and (D) otherwise in full compliance with the Instructions, as well as all applicable laws, rules and regulations, and policies of insurance at all times. You will not, nor will you permit anyone else to: (i) permit the use of open flames other than chafing dishes, in or under any rented tent; (ii) abuse, misuse, overuse, remove, conceal, repair, modify, damage or destroy any Rented Item; (iii) violate any applicable policy of insurance or warranty; or (iv) take possession of or exercise control over any Rented Item without MT&E's prior consent, granted, conditioned or withheld in our sole discretion.

6. You will protect each Rented Item at all times, keep it safely and securely stored and locked when not in use, and return it to MT&E on time, clean and otherwise in good order, condition and repair, properly serviced and maintained, and if applicable, full of the appropriate fuel, fluid and lubricants. If you fail to do so, you will pay MT&E: (a) Rent for each succeeding full rental period until all Rented Item(s) have been returned or replaced as required; and (b) any and all costs and expenses, both direct and indirect, MT&E may incur in connection with your failure to do so.

7. Certain Rented Items may be delivered on pallets, or in crates, cartons or boxes, and may be stacked, bagged, racked, folded, rolled and/or strapped ("Packed"). Upon return, you will ensure that all such Rented Items are clean and properly Packed, using the same packing materials. YOU AGREE NOT TO PACK ANY RENTED ITEM UNLESS IT IS COMPLETELY DRY. PACKING WET OR DAMP RENTED ITEMS MAY RESULT IN MOLD OR MILDEW, FOR WHICH YOU WILL BE LIABLE.

8. In the event of a Malfunction (as defined in Section 4), you will immediately notify MT&E, and provided the Malfunction did not result from your breach of this Contract, we will, at our option: (a) repair the subject Rented Item; (b) provide you with a comparable item as soon as possible; or (c) return the unused portion of the Rent and cancel this Contract. The foregoing remedy is EXCLUSIVE. MT&E will have no other obligation(s) regarding Malfunctions, all of which you hereby waive.

9. WARNINGS: (A) TENTS AND EQUIPMENT USED FOR COOKING AND/OR HEATING IS/ARE INHERENTLY DANGEROUS AND SHOULD BE USED, MOVED, MAINTAINED AND REPAIRED WITH GREAT CARE ONLY BY PROPERLY QUALIFIED, INSTRUCTED, AND IF APPLICABLE, LICENSED, INDIVIDUALS; AND (B) TEMPORARY STRUCTURES, SUCH AS TENTS, MAY MOVE, LEAK, COLLAPSE, OVERTURN OR CATCH FIRE, PARTICULARLY DURING HAZARDOUS (e.g., heavy rain, snow, sleet, hail and winds over 25 mph). If hazardous weather occurs or threatens, you will: (a) cause all persons to DISCONTINUE USING AND EVACUATE the Rented(s); (b) protect all Rented Item(s) and its/their contents; and (c) PERMIT MT&E TO DELAY DELIVERY, INSTALLATION AND/OR USE OF, OR DISMANTLE AND/OR RETRIEVE ANY ITEM(S) (without obligating us to do so). TO THE MAXIMUM EXTENT PERMITTED UNDER LAW, YOU ASSUME ALL ASSOCIATED RISKS, AND AGREE TO INDEMNIFY, DEFEND AND HOLD HARMLESS MT&E AS PROVIDED IN SECTION 15 HEREOF.

10. You agree to maintain at your sole cost, any and all insurance MT&E may require, which may include liability insurance coverage, host liquor liability ("Dram-Shop") coverage, and/or property damage/ inland marine insurance covering the Rented Items, on such terms as MT&E deems appropriate, naming MT&E as an additional insured and loss payee, waiving subrogation against MT&E and being primary and non-contributory.

11. If and only if, we have offered, and you have elected to purchase the OPTIONAL DAMAGE WAIVER (set forth on Page 1, if available) and paid the Damage Waiver Fee referenced therein prior to commencement of the Term, you will have no liability to MT&E for 50% of the cost to repair or replace Rented Item(s) covered by Damage Waiver ("Covered Items") which suffer physical damage during the Term; provided however, that you will remain 100% liable for: (a) damage to or loss of: (i) item(s) not covered by Damage Waiver; (ii) Covered Items lost or damaged as a result of: (A) your breach of this Contract; (B) any failure to return Rented Item(s) to MT&E as required under this; (C) gross negligence, misuse and/or abuse; (D) vandalism and/or malicious mischief; (E) use of alcohol or drugs; and/or (F) use of any Rented Item in violation of this Contract or any applicable law or policy of insurance; and (b) 10% of all repair/replacement costs for Covered Items. You may decline Damage Waiver by initialing in the appropriate space on Page 1. DAMAGE WAIVER IS NOT INSURANCE, NOR IS IT A WARRANTY.

12. Except with respect to Rented Items which MT&E rents from one or more third parties (each, an "Owner") and then re-rents to you ("re-rented items"), MT&E owns and will retain title to all Rented Items at all times. Your only right with respect to such Item(s) (including re-rented item(s)) is to use it/them in full compliance with this Contract during the Term. You will not permit the taking or existence of any lien, claim or encumbrance on any Rented Item.

13. You may not transfer, sublease or assign any Rented Item or this Contract without the prior written consent of MT&E (in its sole discretion). MT&E may sell and/or assign all or any part of its interests in the Rented Item(s) and/or this Contract, in which event, you will attend to the assignee, and such assignee shall not be responsible for any pre-existing obligations or liabilities of MT&E.

14. MT&E IS NOT THE MANUFACTURER OR DESIGNER OF ANY OF THE RENTED ITEM(S) OTHER THAN ITEM(S) SPECIFICALLY IDENTIFIED AS "MT&E HANDBUILT ITEMS." ACCORDINGLY, EXCEPT ONLY TO THE EXTENT OTHERWISE REQUIRED BY APPLICABLE LAW, ALL SUCH ITEMS ARE PROVIDED "AS-IS," AND MT&E MAKES NO WARRANTY, EXPRESS OR IMPLIED (INCLUDING ANY WARRANTY OF MERCHANTABILITY, SUITABILITY, FITNESS FOR A PARTICULAR PURPOSE, FUNCTION, DESIGN, CAPACITY, FREEDOM FROM DEFECTS, COURSE OF BUSINESS, USAGE OF TRADE, AND/OR WORKMANLIKE PERFORMANCE) REGARDING ANY ITEM(S) OR SERVICE(S) PROVIDED BY MT&E, NOR DOES MT&E MAKE ANY WARRANTY AGAINST INTERFERENCE OR INFRINGEMENT, ALL OF WHICH YOU WAIVE. NO DESCRIPTIONS OR ADVERTISEMENTS BY MT&E OR ANY OWNER SHALL BE DEEMED TO CONSTITUTE REPRESENTATIONS OR WARRANTIES.

15. TO THE MAXIMUM EXTENT PERMITTED UNDER APPLICABLE LAW, YOU: (A) ASSUME ALL RISK OF INJURY, LOSS, DAMAGE, DESTRUCTION AND ENVIRONMENTAL CONTAMINATION OF, TO, AND/OR ARISING IN CONNECTION WITH ALL ITEM(S) AND SERVICE(S) REFERENCED HEREIN, INCLUDING WITHOUT LIMITATION, PERSONAL INJURIES (INCLUDING DEATH), PROPERTY DAMAGE, AND ANY AND ALL OTHER LIABILITIES, CLAIMS AND DAMAGES ARISING FROM OR IN CONNECTION WITH THE PROVISION, SELECTION, INSPECTION, DESIGN, MANUFACTURE, USE, LOADING, UNLOADING, TRANSPORTATION, DEMONSTRATION, STORAGE, MAINTENANCE, REPAIR AND/OR RETAKING OF ANY RENTED ITEM(S) OR SERVICE(S); AND (B) HEREBY RELEASE AND DISCHARGE MT&E AND EACH OWNER FROM AND AGREE TO INDEMNIFY, DEFEND AND HOLD HARMLESS MT&E, EACH OWNER, AND THEIR RESPECTIVE OFFICERS, DIRECTORS, AGENTS, EMPLOYEES, OWNERS, REPRESENTATIVES, INSURERS, SUBROGEEES, SUCCESSORS AND ASSIGNS, FROM AND AGAINST ANY AND ALL LIABILITIES, CLAIMS, DAMAGES, LOSSES, COSTS AND EXPENSES (INCLUDING WITHOUT LIMITATION, ATTORNEYS' FEES) ARISING FROM OR ASSOCIATED WITH ANY AND/OR ALL OF SUCH ITEM(S) AND/OR SERVICES. You hereby all rights, remedies, claims, damages and setoffs conferred upon you under applicable law (including without limitation, the Uniform Commercial Code as adopted in New York), as well as incidental, consequential, special, and punitive damages, against MT&E and each Owner.

16. Your duties hereunder are unconditional. If you or any guarantor: (a) fail to fully and timely comply with any provision of this Contract; (b) provide any incorrect or misleading information to MT&E; (c) become insolvent; or (d) die or cease conducting business, or if any Rented Item(s) shall be lost, damaged or destroyed (unless covered by Damage Waiver per Section 11 hereof) during the Term, you will be in default, whereupon, to the maximum extent permitted under applicable law, we will be entitled, without notice or liability to you, to: (i) terminate your rental; (ii) seek relief from any automatic stay; (iii) recover, lock or disable the Rented Item(s) without being guilty of trespass or other transgression (for which you agree to indemnify and hold harmless MT&E); (iv) perform your obligations on your behalf, without being obligated to do so; (v) purchase replacement item(s); (vi) recover from you and/or any guarantor (as joint and several obligors) our associated direct and indirect damages, costs and expenses (including Rent for the remainder of the Term and attorneys' fees); and/or (vii) pursue any other rights and remedies available hereunder, at law or in equity.

17. This Contract, and any Addenda we provide (including without limitation, our Evacuation Plan Guidelines, Safety Rules and Inspection and Acceptance Certificate, all of which will be deemed incorporated herein), represent the entire agreement between you and MT&E, superseding all other agreements and representations (including our website and advertising). This Contract cannot be further amended or extended except in a writing signed by MT&E. If union labor is required in connection with your intended use of any Item(s), you will be solely responsible for compliance with all applicable laws (including engaging and paying for union employees and contractors). You hereby grant to MT&E a perpetual, paid-up, royalty-free license to edit, copy, display and distribute copies of all audio and visual representations which include any Rented Item(s), both publicly and privately, in such manner as we deem appropriate. If MT&E commences legal action to enforce this Contract, MT&E will be entitled to recover its costs and expenses associated therewith (including without limitation, attorneys' fees and expenses) from you and/or any Guarantor. The terms of this Contract are severable. If any of the term(s) hereof shall be deemed invalid or unenforceable by any court of competent jurisdiction, such term(s) will be deleted, and the remainder of this Contract will remain valid and in full force and effect. Time is of the essence. MT&E may, without notice or liability to you, inspect any Rented Item(s) at any time. If any performance required of MT&E is rendered impractical as a result of any act or omission of any Other Provider(s) or any "Act of God" (e.g., any event, fact or circumstance beyond MT&E's reasonable control), MT&E will be excused from such performance. You waive the benefits of any and all statutes of limitations regarding MT&E's rights and remedies. All amounts due from you hereunder but not timely paid will bear interest at the lesser of: (a) 18% per annum, or (b) the highest rate permitted under applicable law until paid. You agree to pay MT&E the maximum lawful charge for any check you write which is returned unpaid. Our maximum liability in connection with this Contract is limited to the amount(s) actually paid by you hereunder, as set forth on Page 1. This Contract allocates to you the risk of injury, loss of, or damage to, persons or property arising in connection with the Item(s), and that allocation is reflected in a reduced Rent. These Terms and Conditions will apply not only to all Item(s) identified on Page 1, but also to all other items you obtain from MT&E at any time in the future (except only as we otherwise agree). You will pay all taxes (including all sales and use taxes), fines, fees, duties, assessments and other charges related to each Item. Neither our exercise, nor our failure or delay in the exercise, of any rights or remedies will constitute an election of remedies or a waiver of any right or remedy we may have. This Contract (i) has been specifically negotiated by the parties hereto (each waiving any right to claim it constitutes an "adhesion contract"); and (ii) shall be interpreted under the laws of the State of New York. Proper venue for any and all legal proceedings commenced in connection herewith shall lie solely and exclusively in the federal and state courts located in or nearest to Monroe County, NY, and you hereby consent and submit to such jurisdiction and venue.

LESSEE ACKNOWLEDGES THAT A LARGER-PRINT VERSION OF THESE TERMS AND CONDITIONS HAS BEEN MADE AVAILABLE. All rights reserved. Unauthorized reproduction and/or distribution expressly prohibited.

Status: Quote

Quote #: q22132-1

Event Beg: Sat 5/25/2019 9:00AM
 Event End: Sat 5/25/2019 11:59PM
 Operator: BRUCE CARPENTER
 Terms: NET30



3353 BRIGHTON HENRIETTA TOWNLINE
 ROCHESTER, NY 14623
 WWW.MCCARTHYEVENTS.COM
 585-321-1000 Phone
 585-486-1050 Fax

Customer #: 2937

TOWN OF PITTSFORD
 35 LINCOLN AVE
 PITTSFORD, NY 14534

585-248-6281 Phone

Ordered By: ALISON BURCHETT 585-248-6287

Delivery Fri 5/24/2019 3:00PM

SCHOEN PLACE
 PITTSFORD, NY 14534

Pickup Sun 5/26/2019 10:30PM

SCHOEN PLACE
 PITTSFORD, NY 14534

Qty	Items Rented	Each	Price
TASTING TENT			
1	40'X60' WHITE, WIND-RATED FRAME	\$2,000.00	\$2,000.00
10	8'X20' CAFE SIDEWALL, JT	\$50.00	\$500.00
10	2600LB CONCRETE WEIGHTS	\$87.50	\$875.00
10	2800 LB CONCRETE WEIGHT COVERS	\$20.00	\$200.00
300	BISTRO LIGHTING, PER. FT.	\$2.00	\$600.00
3	EXTENSION CORD, LIGHTING	\$0.00	\$0.00
3	GRAPEVINE SPHERES, 14"	\$45.00	\$135.00
3	EXTENSION CORD, LIGHTING	\$0.00	\$0.00
3	GRAPEVINE SPHERES, 20"	\$45.00	\$135.00
3	EXTENSION CORD, LIGHTING	\$0.00	\$0.00
ARTISAN MARKET PLACE			
1	40'X40' POLE TENT, FESTIVAL	\$700.00	\$700.00
6	7'X20' WINDOW SIDEWALL	\$30.00	\$180.00
200	BISTRO LIGHTING, PER. FT.	\$2.00	\$400.00
2	EXTENSION CORD, LIGHTING	\$0.00	\$0.00
STAGE			
1	20'X20' HIGH PEAK TRACK FRAME	\$315.00	\$315.00
6	700LB CONCRETE WEIGHTS	\$35.00	\$210.00
3	8'X20' SOLID SIDEWALL	\$15.00	\$45.00
1	8'X4'X1' STAGE, STAGING CONCEPTS	\$69.95	\$69.95
1	20'X20'X1' STAGE, STAGING CONCEPTS	\$874.38	\$874.38
1	1' STAGE STAIR, STAGING CONCEPTS	\$21.95	\$21.95
4	BLACK, 21' SKIRT	\$21.00	\$84.00
MISC OTHER RENTALS			
2	10'X10' HIGH PEAK FRAME	\$175.00	\$350.00
6	700 LB CONCRETE WEIGHT COVERS	\$5.00	\$30.00
2	GLOBE LANTERNS, SEA GREEN PAPER IRR	\$15.00	\$30.00
2	GLOBE LANTERNS, STEEL BLUE PAPER IRR	\$15.00	\$30.00
2	GLOBE LANTERNS, MOCHA, PAPER	\$15.00	\$30.00
30	48" ROUND TABLE	\$8.95	\$268.50
18	COCKTAIL TABLE, 30"X42" HIGH, ROUND	\$9.50	\$171.00
15	8' BANQUET TABLE	\$8.95	\$134.25
35	6' BANQUET TABLE	\$8.50	\$297.50
300	WHITE FOLDING CHAIR SET UP OF CHAIRS NOT INCLUDED	\$1.60	\$480.00
15	WHITE, 72"X120" FOR 8' BANQUET TABLES	\$9.95	\$149.25
10	WHITE, 90"X132" FLOOR LENGTH ON 6' TABLE	\$24.95	\$249.50
69	WHITE PICKET EVENT FENCE, 6' SECTION 24 FOR PONY RIDE VENDOR	\$34.95	\$2,411.55
30	KWIK COVER, 48" ROUND, WHITE	\$4.25	\$127.50
18	KWIK COVER, 30" ROUND, WHITE	\$4.25	\$76.50

Qty	Items Rented	Each	Price
1	DELIVERY, 14534	\$300.00	\$300.00

Price quoted valid for 30 days.

There is no guarantee of product availability without deposit.

MT&E AGREE TO PROVIDE LESSEE WITH PROOF OF GENERAL LIABILITY INSURANCE AND NAME THE TOWN OF PITTSFORD AS ADDITIONAL INSURED. AB 2/12/19

Quote

*This is a contract. The back of this contract contains important terms and conditions including lessor's disclaimer from all liability for injury or damage and details of customer's obligations. READ THEM CAREFULLY!

*If equipment does not function properly or is deemed unsatisfactory in some way, notify MT&E within 5 hours of event to allow time to rectify the situation or no refund or accommodation will be made.

*All China/Glassware must be rinsed free of any content or a cleaning fee will be assessed

*Linens are inspected by MT&E upon delivery and return. If obvious damage has occurred, a replacement fee will be charged.

*Customer is responsible for accurately describing delivery location and conditions. Failure to do so can result in EXTRA CHARGES.

*LESSEE UNDERSTANDS THAT ALL CHARGES ARE SUBJECT TO A FINAL AUDIT BY MT&E. Lessee authorizes additional charges to be made to his account and payment by method used at the time of reservation.

*LESSEE AGREES TO PAY A 50% CANCELLATION FEE ON TENT AND TENT RELATED ITEMS IN THE EVENT THAT A TENT IS REMOVED FROM AN ORDER within 7 days of the event AND A 25% FEE within 30 days of the event.

*FINAL COUNTS are due 10 days prior to event. NO CHANGES ALLOWED TO NON TENT RELATED ITEMS after that time!

*ALL DEPOSITS ARE NON REFUNDABLE! A 3% *Credit Card Convenience fee will be added to all orders over \$3500

*By signing below you certify that you have read and agree to all terms of this contract as well as the SAFETY RULES AND EVACUATION PLAN guidelines

Rental:	\$11,976.83
Sales:	\$204.00
Delivery Charge:	\$300.00
Subtotal:	\$12,480.83
Total:	\$12,480.83
Paid:	\$0.00
Amount Due:	\$12,480.83

Signature: _____

TOWN OF PITTSFORD

TERMS AND CONDITIONS OF RENTAL CONTRACT

1. For good and valuable consideration, you and McCarthy Tents & Events, LLC, a New York limited liability company ("MT&E") agree as follows: As used herein, "Page 1" refers to the first page or "face" of this Contract; "Contract" refers to Page 1 together with these Terms and Conditions of Rental Contract, "Rented Item(s)" or "Item(s)" means the item(s) rented to you, as identified on Page 1; "Site" means the delivery or use address set forth on Page 1; "Customer," "Lessee," "you" and "your" mean the customer or "Lessee" identified on Page 1, and "Lessor," "we," "us" and "our" mean MT&E.
2. You agree to rent the Rented Item(s) from MT&E for the period(s) specified on Page 1 (the "Term"), and to pay our stated rental rate(s) (the "Rent"), together with any other charges accruing hereunder, without proration, reduction or setoff, until all Rented Item(s) is/are returned to and accepted by MT&E. Unless otherwise specifically agreed by MT&E, all rental rates are for normal use of the Rented Item(s) on a single-event basis during the Term. The Rent will be increased for overtime, misuse and abuse. No allowance will be made for time in transit or any other period of nonuse. We have estimated the Rent based on your estimate of the length of the Term (the "Estimated Rent"). You agree: (a) to pay MT&E: (i) the Estimated Rent, together with any deposit specified on Page 1 (or if none, 25% of the Estimated Rent) prior to commencement of the Term (the "Prepayment"); and (ii) any additional amounts coming due hereunder upon demand; and (b) that: (i) MT&E may deduct any amount you owe from any Prepayment; (ii) no interest will accrue on any Prepayment; (iii) no Prepayment will be deemed a limit of your liability hereunder; and (iv) all Prepayments are NON-REFUNDABLE. Anything remaining with, in or on any Rented Item(s) upon return will, at our option, be deemed abandoned, and will become the property of MT&E.
3. If we agree to deliver and/or retrieve any Item(s), you will: (a) pay our regular charge(s) therefor, and for time spent awaiting access to the Site; (b) be present at the Site at the agreed time(s); and (c) ensure our personnel have timely and adequate access to the Site. We will not be responsible for delay(s) caused by the acts or omissions of any other parties, including providers of other equipment or services ("Other Providers") for which you hereby release and agree to indemnify and hold harmless MT&E. If you are not present upon delivery and/or retrieval of any Item(s), you agree to accept the statements of our representatives regarding the same (including status, condition and quantities).
4. Upon your execution of this Contract (or upon later delivery of the Item(s)), unless you immediately reject it/them, you represent, warrant, acknowledge and agree that: (a) each Item: (i) is in good repair and operating condition, free of defects, and is in all ways acceptable to you; (ii) is appropriate for your purposes; and (iii) was selected solely by you, not based on any recommendation by MT&E; and (b) you: (i) have received, read and understood the training, instructions, user manuals, maintenance requirements, and other information, if any (including all training required under any and all applicable EPA, OSHA, NFPA, and/or ANSI Standards) regarding the proper and safe transportation, installation, fueling, use, maintenance and storage of such Item(s), (collectively, "Instructions"); (ii) will fully comply therewith; (iii) have been made aware of the need to use all recommended and required safety equipment; (iv) will use each Item only for its intended purpose, in a reasonable and safe manner; (v) will give any required notice(s) to governmental authorities; (vi) will timely obtain all necessary licenses, authorizations and approvals (including without limitation, the approval of the owner(s) of any real property on which any tent(s) and/or other temporary structure(s) is/are to be installed); (vii) will ensure all underground utilities are clearly marked before driving stakes or using any Item(s) to disturb the ground surface (you must call 811 at least 2 full business days in advance, unless you engage MT&E to do so for an additional fee); (viii) will immediately cease using any Item that breaks down, malfunctions or proves defective (a "Malfunction"); (ix) will create and post in a conspicuous place, an OSHA-COMPLIANT EVACUATION PLAN for all rented tents and other temporary structures; and (x) will ensure that all others comply with this Section.
5. You will ensure that each Item is used safely and only: (a) for the manufacturer's intended purpose(s); (b) within its rated capacity; (c) at the address set forth on Page 1 (the "Site"); and (d) otherwise in full compliance with the Instructions, as well as all applicable laws, rules and regulations, and policies of insurance at all times. You will not, nor will you permit anyone else to: (i) permit the use of open flames other than chafing dishes, in or under any rented tent; (ii) abuse, misuse, overuse, remove, conceal, repair, modify, damage or destroy any Rented Item; (iii) violate any applicable policy of insurance or warranty; or (iv) take possession of or exercise control over any Rented Item without MT&E's prior consent, granted, conditioned or withheld in our sole discretion.
6. You will protect each Rented Item at all times, keep it safely and securely stored and locked when not in use, and return it to MT&E on time, clean and otherwise in good order, condition and repair, properly serviced and maintained, and if applicable, full of the appropriate fuel, fluid and lubricants. If you fail to do so, you will pay MT&E: (a) Rent for each succeeding full rental period until all Rented Item(s) have been returned or replaced as required; and (b) any and all costs and expenses, both direct and indirect, MT&E may incur in connection with your failure to do so.
7. Certain Rented Items may be delivered on pallets, or in crates, cartons or boxes, and may be stacked, bagged, racked, folded, rolled and/or strapped ("Packed"). Upon return, you will ensure that all such Rented Items are clean and properly Packed, using the same packing materials. YOU AGREE NOT TO PACK ANY RENTED ITEM UNLESS IT IS COMPLETELY DRY. PACKING WET OR DAMP RENTED ITEMS MAY RESULT IN MOLD OR MILDEW, FOR WHICH YOU WILL BE LIABLE.
8. In the event of a Malfunction (as defined in Section 4), you will immediately notify MT&E, and provided the Malfunction did not result from your breach of this Contract, we will, at our option: (a) repair the subject Rented Item; (b) provide you with a comparable item as soon as possible; or (c) return the unused portion of the Rent and cancel this Contract. The foregoing remedy is EXCLUSIVE. MT&E will have no other obligation(s) regarding Malfunctions, all of which you hereby waive.
9. WARNINGS: (A) TENTS AND EQUIPMENT USED FOR COOKING AND/OR HEATING IS/ARE INHERENTLY DANGEROUS AND SHOULD BE USED, MOVED, MAINTAINED AND REPAIRED WITH GREAT CARE ONLY BY PROPERLY QUALIFIED, INSTRUCTED, AND IF APPLICABLE, LICENSED, INDIVIDUALS; AND (B) TEMPORARY STRUCTURES, SUCH AS TENTS, MAY MOVE, LEAK, COLLAPSE, OVERTURN OR CATCH FIRE, PARTICULARLY DURING HAZARDOUS (e.g., heavy rain, snow, sleet, hail and winds over 25 mph). If hazardous weather occurs or threatens, you will: (a) cause all persons to DISCONTINUE USING AND EVACUATE the Rented(s); (b) protect all Rented Item(s) and its/their contents; and (c) PERMIT MT&E TO DELAY DELIVERY, INSTALLATION AND/OR USE OF, OR DISMANTLE AND/OR RETRIEVE ANY ITEM(S) (without obligating us to do so). TO THE MAXIMUM EXTENT PERMITTED UNDER LAW, YOU ASSUME ALL ASSOCIATED RISKS, AND AGREE TO INDEMNIFY, DEFEND AND HOLD HARMLESS MT&E AS PROVIDED IN SECTION 15 HEREOF.
10. You agree to maintain at your sole cost, any and all insurance MT&E may require, which may include liability insurance coverage, host liquor liability ("Dram-Shop") coverage, and/or property damage/inland marine insurance covering the Rented Items, on such terms as MT&E deems appropriate, naming MT&E as an additional insured and loss payee, waiving subrogation against MT&E and being primary and non-contributory.
11. If and only if, we have offered, and you have elected to purchase the OPTIONAL DAMAGE WAIVER (set forth on Page 1, if available) and paid the Damage Waiver Fee referenced therein prior to commencement of the Term, you will have no liability to MT&E for 90% of the cost to repair or replace Rented Item(s) covered by Damage Waiver ("Covered Items") which suffer physical damage during the Term; provided however, that you will remain 100% liable for: (a) damage to or loss of: (i) Item(s) not covered by Damage Waiver; (ii) Covered Items lost or damaged as a result of: (A) your breach of this Contract; (B) any failure to return Rented Item(s) to MT&E as required under this; (C) gross negligence, misuse and/or abuse; (D) vandalism and/or malicious mischief; (E) use of alcohol or drugs; and/or (F) use of any Rented Item in violation of this Contract or any applicable law or policy of insurance; and (b) 10% of all repair/replacement costs for Covered Items. You may decline Damage Waiver by initialing in the appropriate space on Page 1. DAMAGE WAIVER IS NOT INSURANCE, NOR IS IT A WARRANTY.
12. Except with respect to Rented Items which MT&E rents from one or more third parties (each, an "Owner") and then re-rents to you ("re-rented items"), MT&E owns and will retain title to all Rented Items at all times. Your only right with respect to such Item(s) (including re-rented item(s)) is to use it/them in full compliance with this Contract during the Term. You will not permit the taking or existence of any lien, claim or encumbrance on any Rented Item.
13. You may not transfer, sublease or assign any Rented Item or this Contract without the prior written consent of MT&E (in its sole discretion). MT&E may sell and/or assign all or any part of its interests in the Rented Item(s) and/or this Contract, in which event, you will attend to the assignee, and such assignee shall not be responsible for any pre-existing obligations or liabilities of MT&E.
14. MT&E IS NOT THE MANUFACTURER OR DESIGNER OF ANY OF THE RENTED ITEM(S) OTHER THAN ITEM(S) SPECIFICALLY IDENTIFIED AS "MT&E HANDBUILT ITEMS." ACCORDINGLY, EXCEPT ONLY TO THE EXTENT OTHERWISE REQUIRED BY APPLICABLE LAW, ALL SUCH ITEMS ARE PROVIDED "AS-IS," AND MT&E MAKES NO WARRANTY, EXPRESS OR IMPLIED (INCLUDING ANY WARRANTY OF MERCHANTABILITY, SUITABILITY, FITNESS FOR A PARTICULAR PURPOSE, FUNCTION, DESIGN, CAPACITY, FREEDOM FROM DEFECTS, COURSE OF BUSINESS, USAGE OF TRADE, AND/OR WORKMANLIKE PERFORMANCE) REGARDING ANY ITEM(S) OR SERVICE(S) PROVIDED BY MT&E, NOR DOES MT&E MAKE ANY WARRANTY AGAINST INTERFERENCE OR INFRINGEMENT, ALL OF WHICH YOU WAIVE. NO DESCRIPTIONS OR ADVERTISEMENTS BY MT&E OR ANY OWNER SHALL BE DEEMED TO CONSTITUTE REPRESENTATIONS OR WARRANTIES.
15. TO THE MAXIMUM EXTENT PERMITTED UNDER APPLICABLE LAW, YOU: (A) ASSUME ALL RISK OF INJURY, LOSS, DAMAGE, DESTRUCTION AND ENVIRONMENTAL CONTAMINATION OF, TO, AND/OR ARISING IN CONNECTION WITH ALL ITEM(S) AND SERVICE(S) REFERENCED HEREIN, INCLUDING WITHOUT LIMITATION, PERSONAL INJURIES (INCLUDING DEATH), PROPERTY DAMAGE, AND ANY AND ALL OTHER LIABILITIES, CLAIMS AND DAMAGES ARISING FROM OR IN CONNECTION WITH THE PROVISION, SELECTION, INSPECTION, DESIGN, MANUFACTURE, USE, LOADING, UNLOADING, TRANSPORTATION, DEMONSTRATION, STORAGE, MAINTENANCE, REPAIR AND/OR RETAKING OF ANY RENTED ITEM(S) OR SERVICE(S); AND (B) HEREBY RELEASE AND DISCHARGE MT&E AND EACH OWNER FROM AND AGREE TO INDEMNIFY, DEFEND AND HOLD HARMLESS MT&E, EACH OWNER, AND THEIR RESPECTIVE OFFICERS, DIRECTORS, AGENTS, EMPLOYEES, OWNERS, REPRESENTATIVES, INSURERS, SUBROGEEES, SUCCESSORS AND ASSIGNS, FROM AND AGAINST ANY AND ALL LIABILITIES, CLAIMS, DAMAGES, LOSSES, COSTS AND EXPENSES (INCLUDING WITHOUT LIMITATION, ATTORNEYS' FEES) ARISING FROM OR ASSOCIATED WITH ANY AND/OR ALL OF SUCH ITEM(S) AND/OR SERVICES. You hereby all rights, remedies, claims, damages and setoffs conferred upon you under applicable law (including without limitation, the Uniform Commercial Code as adopted in New York), as well as incidental, consequential, special, and punitive damages, against MT&E and each Owner.
16. Your duties hereunder are unconditional. If you or any guarantor: (a) fail to fully and timely comply with any provision of this Contract; (b) provide any incorrect or misleading information to MT&E; (c) become insolvent; or (d) die or cease conducting business, or if any Rented Item(s) shall be lost, damaged or destroyed (unless covered by Damage Waiver per Section 11 hereof) during the Term, you will be in default, whereupon, to the maximum extent permitted under applicable law, we will be entitled, without notice or liability to you, to: (i) terminate your rental; (ii) seek relief from any automatic stay; (iii) recover, lock or disable the Rented Item(s) without being guilty of trespass or other transgression (for which you agree to indemnify and hold harmless MT&E); (iv) perform your obligations on your behalf, without being obligated to do so; (v) purchase replacement Item(s); (vi) recover from you and/or any guarantor (as joint and several obligors) our associated direct and indirect damages, costs and expenses (including Rent for the remainder of the Term and attorneys' fees), and/or (vii) pursue any other rights and remedies available hereunder, at law or in equity.
17. This Contract, and any Addenda we provide (including without limitation, our Evacuation Plan Guidelines, Safety Rules and Inspection and Acceptance Certificate, all of which will be deemed incorporated herein), represent the entire agreement between you and MT&E, superseding all other agreements and representations (including our website and advertising). This Contract cannot be further amended or extended except in a writing signed by MT&E. If union labor is required in connection with your intended use of any Item(s), you will be solely responsible for compliance with all applicable laws (including engaging and paying for union employees and contractors). You hereby grant to MT&E a perpetual, paid-up, royalty-free license to edit, copy, display and distribute copies of all audio and visual representations which include any Rented Item(s), both publicly and privately, in such manner as we deem appropriate. If MT&E commences legal action to enforce this Contract, MT&E will be entitled to recover its costs and expenses associated therewith (including without limitation, attorneys' fees and expenses) from you and/or any Guarantor. The terms of this Contract are severable. If any of the term(s) hereof shall be deemed invalid or unenforceable by any court of competent jurisdiction, such term(s) will be deleted, and the remainder of this Contract will remain valid and in full force and effect. Time is of the essence, MT&E may, without notice or liability to you, inspect any Rented Item(s) at any time. If any performance required of MT&E is rendered impractical as a result of any act or omission of any Other Provider(s) or any "Act of God" (e.g., any event, fact or circumstance beyond MT&E's reasonable control), MT&E will be excused from such performance. You waive the benefits of any and all statutes of limitations regarding MT&E's rights and remedies. All amounts due from you hereunder but not timely paid will bear interest at the lesser of: (a) 18% per annum, or (b) the highest rate permitted under applicable law until paid. You agree to pay MT&E the maximum lawful charge for any check you write which is returned unpaid. Our maximum liability in connection with this Contract is limited to the amount(s) actually paid by you hereunder, as set forth on Page 1. This Contract allocates to you the risk of injury, loss of, or damage to, persons or property arising in connection with the Item(s), and that allocation is reflected in a reduced Rent. These Terms and Conditions will apply not only to all Item(s) identified on Page 1, but also to all other Items you obtain from MT&E at any time in the future (except only as we otherwise agree). You will pay all taxes (including all sales and use taxes), fines, fees, duties, assessments and other charges related to each Item. Neither our exercise, nor our failure or delay in the exercise, of any rights or remedies will constitute an election of remedies or a waiver of any right or remedy we may have. This Contract (i) has been specifically negotiated by the parties hereto (each waiving any right to claim it constitutes an "adhesion contract"); and (ii) shall be interpreted under the laws of the State of New York. Proper venue for any and all legal proceedings commenced in connection herewith shall lie solely and exclusively in the federal and state courts located in or nearest to Monroe County, NY, and you hereby consent and submit to such jurisdiction and venue.
- LESSEE ACKNOWLEDGES THAT A LARGER-PRINT VERSION OF THESE TERMS AND CONDITIONS HAS BEEN MADE AVAILABLE. All rights reserved. Unauthorized reproduction and/or distribution expressly prohibited.



3353 BRIGHTON HENRIETTA TOWNLINE
 ROCHESTER, NY 14623
 WWW.MCCARTHYEVENTS.COM
 585-321-1000 Phone
 585-486-1050 Fax

Status: Quote

Quote #: q22515-1

Event Beg: Sat 9/14/2019 9:00AM

Event End: Sat 9/14/2019 11:30PM

Operator: Marla Evangelista

Terms: NET30

Customer #: 2937

TOWN OF PITTSFORD

585-248-6281 Phone

35 LINCOLN AVE

PITTSFORD, NY 14534

Ordered By: ALISON BURCHETT 585-248-6287

Delivery Sat 9/14/2019 9:00AM

ALISON BURCHETT 585-248-6287

MAIN STREET

MAIN STREET

PITTSFORD, NY 14534

TRUCK CAN ENTER THE EVENT SITE FROM LOCUST ST

TENT MUST BE UP AND READY TO GO NO LATER THAN 11AM

Pickup Sat 9/14/2019 11:30PM

ALISON BURCHETT 585-248-6287

MAIN STREET

MAIN STREET

PITTSFORD, NY 14534

Qty	Items Rented	Each	Price
1	20'X60' HIGH PEAK TRACKED FRAME ASPHALT	\$645.00	\$645.00
8	700LB CONCRETE WEIGHTS	\$35.00	\$280.00
8	700LB CONCRETE WEIGHTS	\$0.00	\$0.00
16	700 LB CONCRETE WEIGHT COVERS	\$5.00	\$80.00
1	8'X20' WINDOW SIDEWALL	\$50.00	\$50.00
160	PERIMETER LIGHTING, PER FT.	\$0.85	\$136.00
2	DIMMER SWITCH FOR PERIMETER LIGHTS	\$25.00	\$50.00
2	EXTENSION CORD, LIGHTING FOR PERIMETER LIGHTS	\$5.00	\$10.00
2	GLOBE LANTERNS, GOLDENROD, PAPER	\$15.00	\$30.00
2	GLOBE LANTERNS, BURNT ORANGE PAPER IR	\$15.00	\$30.00
2	GLOBE LANTERNS, RED PAPER IRR	\$15.00	\$30.00
2	GLOBE LANTERNS, PURPLE PAPER IRR	\$15.00	\$30.00
1	EXTENSION CORD, LIGHTING FOR GLOBE LIGHTS	\$5.00	\$5.00
25	48" ROUND TABLE	\$9.95	\$248.75
15	COCKTAIL TABLE, 30"X42" HIGH, ROUND	\$10.50	\$157.50
40	6' BANQUET TABLE	\$9.50	\$380.00
300	WHITE FOLDING CHAIR SET UP OF CHAIRS NOT INCLUDED	\$1.60	\$480.00
25	KWIK COVER, 48" ROUND, WHITE	\$4.25	\$106.25
15	KWIK COVER, 30" ROUND, WHITE	\$4.25	\$63.75
1	DELIVERY, 14534	\$100.00	\$100.00

Price quoted valid for 30 days.**There is no guarantee of product availability without deposit.**

MT&E AGREE TO PROVIDE LESSEE WITH PROOF OF GENERAL LIABILITY INSURANCE AND NAME THE TOWN OF PITTSFORD AS ADDITIONAL INSURED. AB 2/12/19

Quote

*This is a contract. The back of this contract contains important terms and conditions including lessor's disclaimer from all liability for injury or damage and details of customer's obligations. READ THEM CAREFULLY!
 *If equipment does not function properly or is deemed unsatisfactory in some way, notify MT&E within 5 hours of event to allow time to rectify the situation or no refund or accommodation will be made.
 *All China/Glassware must be rinsed free of any content or a cleaning fee will be assessed
 *Linens are inspected by MT&E upon delivery and return. If obvious damage has occurred, a replacement fee will be charged.
 *Customer is responsible for accurately describing delivery location and conditions. Failure to do so can result in EXTRA CHARGES.
 *LESSEE UNDERSTANDS THAT ALL CHARGES ARE SUBJECT TO A FINAL AUDIT BY MT&E. Lessee authorizes additional charges to be made to his account and payment by method used at the time of reservation.
 *LESSEE AGREES TO PAY A 50% CANCELLATION FEE ON TENT AND TENT RELATED ITEMS IN THE EVENT THAT A TENT IS REMOVED FROM AN ORDER within 7 days of the event AND A 25% FEE within 30 days of the event.
 *FINAL COUNTS are due 10 days prior to event. NO CHANGES ALLOWED TO NON TENT RELATED ITEMS after that time!
 *ALL DEPOSITS ARE NON REFUNDABLE! A 3% *Credit Card Convenience fee will be added to all orders over \$3500
 *By signing below you certify that you have read and agree to all terms of this contract as well as the SAFETY RULES AND EVACUATION PLAN guidelines

Rental:	\$2,642.25
Sales:	\$170.00
Delivery Charge:	\$100.00
Subtotal:	\$2,912.25
Total:	\$2,912.25
Paid:	\$0.00
Amount Due:	\$2,912.25

Signature: _____

TOWN OF PITTSFORD



TERMS AND CONDITIONS OF RENTAL CONTRACT LARGE PRINT VERSION

1. For good and valuable consideration, you and McCarthy Tents & Events, LLC, a New York limited liability company ("MT&E") agree as follows: As used herein, "Page 1" refers to the first page or "face" of this Contract; "Contract" refers to Page 1 together with these Terms and Conditions of Rental Contract, "Rented Item(s)" or "Item(s)" means the item(s) rented to you, as identified on Page 1; "Site" means the delivery or use address set forth on Page 1; "Customer," "Lessee," "you" and "your" mean the customer or "Lessee" identified on Page 1, and "Lessor," "we," "us" and "our" mean MT&E.
2. You agree to rent the Rented Item(s) from MT&E for the period(s) specified on Page 1 (the "Term"), and to pay our stated rental rate(s) (the "Rent"), together with any other charges accruing hereunder, without proration, reduction or setoff, until all Rented Item(s) is/are returned to and accepted by MT&E. Unless otherwise specifically agreed by MT&E, all rental rates are for normal use of the Rented Item(s) on a single-event basis during the Term. The Rent will be increased for overtime, overuse, misuse and abuse. No allowance will be made for time in transit or any other period of nonuse. We have estimated the Rent based on your estimate of the length of the Term (the "Estimated Rent"). You agree: (a) to pay MT&E: (i) the Estimated Rent, together with any deposit specified on Page 1 (or if none, 25% of the Estimated Rent) prior to commencement of the Term (the "Prepayment"); and (ii) any additional amounts coming due hereunder upon demand; and (b) that: (i) MT&E may deduct any amount you owe us from any Prepayment; (ii) no interest will accrue on any Prepayment; (iii) no Prepayment will be deemed a limit of your liability hereunder; and (iv) all Prepayments are **NON-REFUNDABLE**. Anything remaining with, in or on any Rented Item(s) upon return will, at our option, be deemed abandoned, and will become the property of MT&E.
3. If we agree to deliver and/or retrieve any Item(s), you will: (a) pay our regular charge(s) therefor, and for time spent awaiting access to the Site; (b) be present at the Site at the agreed time(s); and (c) ensure our personnel have timely and adequate access to the Site. We will not be responsible for delay(s) caused by the acts or omissions of any other parties, including providers of other equipment or services ("Other Providers") for which you hereby release and agree to indemnify and hold harmless MT&E. If you are not present upon delivery and/or retrieval of any Item(s), you agree to accept the statements of our representatives regarding the same (including status, condition and quantities).
4. Upon your execution of this Contract (or upon later delivery of the Item(s), unless you immediately reject it/them), you represent, warrant, acknowledge and agree that: (a) each Item: (i) is in good repair and operating condition, free of defects, and is in all ways acceptable to you; (ii) is appropriate for your purposes; and (iii) was selected solely by you, not based on any recommendation by MT&E; and (b) you: (i) have received, read and understood the training, instructions, user manuals, maintenance requirements, and other information, if any (including all training required under any and all applicable EPA, OSHA, NFPA, and/or ANSI Standards) regarding the proper and safe transportation, installation, fueling, use, maintenance and storage of such Item(s), (collectively, "Instructions"); (ii) will fully comply therewith; (iii) have been made aware of the need to use all recommended and required safety equipment; (iv) will use each Item only for its intended purpose, in a reasonable and safe manner; (v) will give any required notice(s) to governmental authorities; (vi) will timely obtain all necessary licenses, authorizations and approvals (including without limitation, the approval of the owner(s) of any real property on which any tent(s) and/or other temporary structure(s) is/are to be installed); (vii) will ensure all underground utilities are clearly marked before driving stakes or using any Item(s) to disturb the ground surface (you must call 811 at least 2 full business days in advance, unless you engage MT&E to do so for an additional fee); (viii) will immediately cease using any Item that breaks down, malfunctions or proves defective (a "Malfunction"); (ix) will create and post in a conspicuous place, an **OSHA-COMPLIANT EVACUATION PLAN** for all rented tents and other temporary structures; and (x) will ensure that all others comply with this Section.



TERMS AND CONDITIONS OF RENTAL CONTRACT
LARGE PRINT VERSION

5. You will ensure that each Item is used safely and only: (a) for the manufacturer's intended purpose(s); (b) within its rated capacity; (c) at the address set forth on Page 1 (the "Site"); and (d) otherwise in full compliance with the Instructions, as well as all applicable laws, rules and regulations, and policies of insurance at all times. You will not, nor will you permit anyone else to: (i) permit the use of open flames other than chafing dishes, in or under any rented tent; (ii) abuse, misuse, overuse, remove, conceal, repair, modify, damage or destroy any Rented Item; (iii) violate any applicable policy of insurance or warranty; or (iv) take possession of or exercise control over any Rented Item without MT&E's prior consent, granted, conditioned or withheld in our sole discretion.

6. You will protect each Rented Item at all times, keep it safely and securely stored and locked when not in use, and return it to MT&E on time, clean and otherwise in good order, condition and repair, properly serviced and maintained, and if applicable, full of the appropriate fuel, fluid and lubricants. If you fail to do so, you will pay MT&E: (a) Rent for each succeeding full rental period until all Rented Item(s) have been returned or replaced as required; and (b) any and all costs and expenses, both direct and indirect, MT&E may incur in connection with your failure to do so.

7. Certain Rented Items may be delivered on pallets, or in crates, cartons or boxes, and may be stacked, bagged, racked, folded, rolled and/or strapped ("Packed"). Upon return, you will ensure that all such Rented Items are clean and properly Packed, using the same packing materials. **YOU AGREE NOT TO PACK ANY RENTED ITEM UNLESS IT IS COMPLETELY DRY. PACKING WET OR DAMP RENTED ITEMS MAY RESULT IN MOLD OR MILDEW, FOR WHICH YOU WILL BE LIABLE.**

8. In the event of a Malfunction (as defined in Section 4), you will immediately notify MT&E, and provided the Malfunction did not result from your breach of this Contract, we will, at our option: (a) repair the subject Rented Item; (b) provide you with a comparable item as soon as possible; or (c) return the unused portion of the Rent and cancel this Contract. The foregoing remedy is EXCLUSIVE. MT&E will have no other obligation(s) regarding Malfunctions, all of which you hereby waive.

9. **WARNINGS: (A) TENTS AND EQUIPMENT USED FOR COOKING AND/OR HEATING IS/ARE INHERENTLY DANGEROUS** AND SHOULD BE USED, MOVED, MAINTAINED AND REPAIRED WITH GREAT CARE ONLY BY PROPERLY QUALIFIED, INSTRUCTED, AND IF APPLICABLE, LICENSED, INDIVIDUALS; AND **(B) TEMPORARY STRUCTURES, SUCH AS TENTS, MAY MOVE, LEAK, COLLAPSE, OVERTURN OR CATCH FIRE, PARTICULARLY DURING HAZARDOUS WEATHER (e.g., heavy rain, snow, sleet, hail and winds over 25 mph).** If hazardous weather occurs or threatens, you will: (a) cause all persons to DISCONTINUE USING AND EVACUATE the Rented Item(s); (b) protect all Rented Item(s) and its/their contents; and (c) **PERMIT MT&E TO DELAY DELIVERY, INSTALLATION AND/OR USE OF, OR DISMANTLE AND/OR RETRIEVE ANY RENTED ITEM(S)** (without obligating us to do so). TO THE MAXIMUM EXTENT PERMITTED UNDER APPLICABLE LAW, **YOU ASSUME ALL ASSOCIATED RISKS**, AND AGREE TO INDEMNIFY, DEFEND AND HOLD HARMLESS MT&E AS PROVIDED IN SECTION 15 HEREOF.

10. You agree to maintain at your sole cost, any and all insurance MT&E may require, which may include liability insurance coverage, host liquor liability ("Dram-Shop") coverage, and/or property damage/inland marine insurance covering the Rented Items, on such terms as MT&E deems appropriate, naming MT&E as an additional insured and loss payee, waiving subrogation against MT&E and being primary and non-contributory.

11. If and only if, we have offered, and you have elected to purchase the **OPTIONAL DAMAGE WAIVER** (set forth on Page 1, if available) and paid the Damage Waiver Fee referenced therein prior to commencement of the Term, you will have no liability to MT&E for 90% of the cost to repair or replace



TERMS AND CONDITIONS OF RENTAL CONTRACT
LARGE PRINT VERSION

Rented Item(s) covered by Damage Waiver ("Covered Items") which suffer physical damage during the Term; provided however, that you will remain 100% liable for: (a) damage to or loss of: (i) Item(s) not covered by Damage Waiver; (ii) Covered Items lost or damaged as a result of: (A) your breach of this Contract; (B) any failure to return Rented Item(s) to MT&E as required under this Contract; (C) gross negligence, misuse and/or abuse; (D) vandalism and/or malicious mischief, (E) use of alcohol or drugs; and/or (F) use of any Rented Item in violation of this Contract or any applicable law or policy of insurance; and (b) 10% of all repair/replacement costs for Covered Items. You may decline Damage Waiver by initialing in the appropriate space on Page 1. **DAMAGE WAIVER IS NOT INSURANCE, NOR IS IT A WARRANTY.**

12. Except with respect to Rented Items which MT&E rents from one or more third parties (each, an "Owner") and then re-rents to you ("re-rented items"), MT&E owns and will retain title to all Rented Items at all times. Your only right with respect to such Item(s) (including re-rented item(s)) is to use it/them in full compliance with this Contract during the Term. You will not permit the taking or existence of any lien, claim or encumbrance on any Rented Item.

13. **You may not transfer, sublease or assign any Rented Item or this Contract** without the prior written consent of MT&E (in its sole discretion). MT&E may sell and/or assign all or any part of its interests in the Rented Item(s) and/or this Contract, in which event, you will attorn to the assignee, and such assignee shall not be responsible for any pre-existing obligations or liabilities of MT&E.

14. MT&E IS NOT THE MANUFACTURER OR DESIGNER OF ANY OF THE RENTED ITEM(S) OTHER THAN ITEM(S) SPECIFICALLY IDENTIFIED AS "MT&E HANDBUILT ITEMS." ACCORDINGLY, EXCEPT ONLY TO THE EXTENT OTHERWISE REQUIRED BY APPLICABLE LAW, ALL SUCH ITEMS ARE PROVIDED "**AS-IS,**" AND **MT&E MAKES NO WARRANTY,** EXPRESS OR IMPLIED (INCLUDING ANY WARRANTY OF MERCHANTABILITY, SUITABILITY, FITNESS FOR A PARTICULAR PURPOSE, FUNCTION, DESIGN, CAPACITY, FREEDOM FROM DEFECTS, COURSE OF BUSINESS, USAGE OF TRADE, AND/OR WORKMANLIKE PERFORMANCE) REGARDING ANY ITEM(S) OR SERVICE(S) PROVIDED BY MT&E, NOR DOES MT&E MAKE ANY WARRANTY AGAINST INTERFERENCE OR INFRINGEMENT, ALL OF WHICH YOU WAIVE. NO DESCRIPTIONS OR ADVERTISEMENTS BY MT&E OR ANY OWNER SHALL BE DEEMED TO CONSTITUTE REPRESENTATIONS OR WARRANTIES.

15. **TO THE MAXIMUM EXTENT PERMITTED UNDER APPLICABLE LAW, YOU: (A) ASSUME ALL RISK** OF INJURY, LOSS, DAMAGE, DESTRUCTION AND ENVIRONMENTAL CONTAMINATION OF, TO, AND/OR ARISING IN CONNECTION WITH ALL ITEM(S) AND SERVICE(S) REFERENCED HEREIN, INCLUDING WITHOUT LIMITATION, PERSONAL INJURIES (INCLUDING DEATH), PROPERTY DAMAGE, AND ANY AND ALL OTHER LIABILITIES, CLAIMS AND DAMAGES ARISING FROM OR IN CONNECTION WITH THE PROVISION, SELECTION, INSPECTION, DESIGN, MANUFACTURE, USE, LOADING, UNLOADING, TRANSPORTATION, DEMONSTRATION, STORAGE, MAINTENANCE, REPAIR AND/OR RETAKING OF ANY RENTED ITEM(S) OR SERVICE(S); AND (B) **HEREBY RELEASE AND DISCHARGE MT&E AND EACH OWNER FROM AND AGREE TO INDEMNIFY, DEFEND AND HOLD HARMLESS MT&E, EACH OWNER, AND THEIR RESPECTIVE OFFICERS, DIRECTORS, AGENTS, EMPLOYEES, OWNERS, REPRESENTATIVES, INSURERS, SUBROGEEES, SUCCESSORS AND ASSIGNS, FROM AND AGAINST ANY AND ALL LIABILITIES, CLAIMS, DAMAGES, LOSSES, COSTS AND EXPENSES (INCLUDING WITHOUT LIMITATION, ATTORNEYS' FEES) ARISING FROM OR ASSOCIATED WITH ANY AND/OR ALL OF SUCH ITEM(S) AND/OR SERVICES. You hereby waive all rights, remedies, claims, damages and setoffs conferred upon you under applicable law (including without limitation, the Uniform Commercial Code as adopted in New York), as well as all incidental, consequential, special, and punitive damages, against MT&E and each Owner.**

LESSEE DOES NOT WAIVE ANY CLAIMS ARISING FROM LESSOR'S ACTS OR OMISSIONS.
AB



Safe. Trusted. Secure.

STS SECURITY & EVENT MANAGEMENT

Professional Watch Guard, Patrol & Security Services

INDEPENDENT SECURITY SERVICES CONTRACT

THIS AGREEMENT executed on this 14 day of FEBRUARY 2019, by and between the Town of Pittsford (hereinafter "The Town"), located in the State of New York, County of Monroe and STS Security & Event Management (hereinafter "STS") located in the State of New York, County of Monroe, City of Rochester.

WHEREAS, STS is fully aware of the security & traffic needs of the areas being operated by The Town for the Paddle & Pour, Pittsford Regatta, Pittsford Family Movie Night and the Pittsford Food Truck and Music Fest (hereinafter "The Events"), located at various locations throughout the Town of Pittsford, New York, and is familiar with The Events, the property and its surrounding areas. STS will provide the highest quality services available to The Town, so as to

ensure that the properties and The Events are operated and perceived as safe and secure, while STS Officers are on duty.

NOW, THEREFORE, FOR AND IN CONSIDERATION, of the mutual promises and agreements contained herein, The Town hires STS, and STS agrees to work for The Town under the terms and conditions hereby agreed upon by the parties.

SECTION ONE - WORK WILL BE PERFORMED:

1.1 Term: The Town agrees to hire STS, to perform the services and work as stated in section 1.3 of this agreement for the 2019 Paddle and Pour, Pittsford Regatta, Pittsford Family Movie Nights and the Pittsford Food Truck and Music Fest.

1.2 Duties: STS agrees to perform work for The Town on the terms and conditions set forth in section 1.3 of this agreement for the 2019 Paddle and Pour, Pittsford Regatta, Pittsford Family Movie Nights and the Pittsford Food Truck and Music Fest.

Schedule A-1: STS agrees to schedule all staff members based on the 2016 Bid for Services and Schedule A-3, included in this contract, which outlines the maximum number of hours that are to be scheduled per event, without prior authorization from The Town. In the event that The Town may elect to increase hours worked, number of personnel, or days of coverage STS shall attempt to honor the request and will do so at the same agreed upon rate which is listed in Schedule A-2. These staffing numbers are subject to change at the discretion of The Town, with a minimum of 36 hours notice.

SERVICES TO BE PERFORMED:

1.3 STS will utilize NYS registered security officers wearing an appropriate and visible uniform to provide the following services to The Town:

- Officers will monitor traffic flow on all established public highways utilized by The Town during The Events to ensure that traffic runs smoothly before, during and after The Events.

- Officers will monitor all crosswalks utilized by The Town for The Events.
- Officers will direct all pedestrians to utilize the crosswalks and will assist the pedestrians in doing so.
- Officers will ensure that The Town's policies regarding customer behavior are enforced in a fair and consistent manner.
- Officers will enforce all applicable laws, within the powers afforded a NYS Certified Security Officer as stated in the NYS Security Guard Act, article 7-A of the General Business Law. Officers will attempt to apprehend any violators of these laws, again, within the power afforded a NYS Certified Security Officer, and turn said violators over to local Law Enforcement for prosecution, whenever it is reasonable to do so.
- Officers will respond to and assist with any crowd control or other emergency situations that may occur during The Events, and/or within 250 feet of The Events involving patrons of The Events. Officers will assess said situation and react accordingly based on the training levels of the officers and the overall threat level of the situation.
- Officers will render assistance to local law enforcement authorities and other emergency responders as necessary and when requested.
- Officers will be wearing a highly visible uniform in order to be visible and noticeable at all times while on duty.
- Officers will be equipped with highly visible flashlights, traffic vests and lighted traffic wands while on duty.
- Officers will assist with any emergency evacuation of The Events, should it be warranted.
- Officers will assist in dispersing customers from The Events once they have concluded, if necessary.
- Officers will provide a command presence at all times while on duty.
- Officers will perform additional, and/or similar, duties, as requested by The Town.

SECTION TWO: COMPENSATION

Schedule A-2

Rates per Employee Class:

- **NYS Certified Security Supervisor: \$ 23.00/hour**
- **NYS Certified Security Officer: \$ 20.00/hour**

- 2.1** In consideration of all services to be rendered by STS to The Town, The Town shall pay STS the rates specified in schedule A-2 of this agreement.
- 2.2** All hours worked by STS staff will be billed to the town in fifteen (15) minute increments.
- 2.3** All events require a minimum of four (4) hours compensation, per officer assigned to work The Events.
- 2.4** These rates will not increase during the term of this agreement unless mandated by law.
- 2.5** The Town shall pay STS within thirty (30) days of its receipt of an invoice setting forth a detailed statement of services rendered pursuant to the terms of this agreement. Invoices that have not been paid by the listed due date are subject to a late fee charge of \$25.00.

SECTION THREE: INSURANCE

- 3.1** Prior to providing the services described in this agreement, STS will deliver to The Town, a certificate issued by an insurance underwriter, licensed to conduct business in the State of New York, which confirms the issuance of comprehensive public liability insurance applicable to the services to be rendered by STS pursuant hereto, and which insures against liability for injured persons, or damaged property on The Town's premises, and provides minimum coverage of one (1) million dollars per occurrence and two (2) million dollars aggregate. Such certificates of insurance will specifically name The Town, as an additional insured, and will further state that the insurance coverage

evinced thereby is not subject to termination, or amendment until thirty (30) days after written notice of such planned termination, or amendment is provided to The Town.

- 3.2** STS agrees to indemnify The Town and its affiliated companies, and their respective managers, directors, officers, employees and agents (collectively, the "Indemnified Parties") and to hold the Indemnified Parties harmless from and against, any and all liabilities, losses, damages, costs and expenses (including: attorney's fees and disbursements) whatsoever resulting from the performance by STS and its security officers of their service described in the agreement.

SECTION FOUR: MISCELLANEOUS PROVISIONS

- 4.1** The Town may terminate this agreement at any time with a thirty (30) day written notice to STS outlining the reason for such termination. Written notification can be delivered to STS at PO Box 67522, Rochester, NY 14617 or to southerntiersecurity@hotmail.com
- 4.2** STS can terminate this agreement for non-payment providing a fifteen (15) day written notice to The Town.
- 4.3** In the event that The Town decides to cancel one of The Events due to inclement weather or other circumstances The Town will make every effort possible to notify STS of the cancellation as early as possible. STS agrees that there will be no charge for the service on the date of cancellation as long as STS has been notified of said cancellation more than four hours prior to the scheduled report time of the STS Officers. The Town agrees to pay STS a fee of two (2) hours per staff member scheduled to work should a cancellation be made and STS is notified less than four hours prior to the scheduled report time for STS officers on the specific date being cancelled. Should the event be cancelled at any time after the Officers have reported for duty then STS will charge The Town the four (4) hour minimum per staff member, as previously stated in section **2.3** of this contract.
- 4.4** STS will only guarantee additional requests for staffing received more than five (5) business days before The Events.

- 4.5** All personnel provided by STS shall be employees of STS, it being agreed that there shall be no employment relationship between The Town and STS, or any of its employees. The relationship between The Town and STS shall be that of independent contractor. STS shall cause its employees to be insured by worker's compensation, unemployment insurance and any other insurance required by applicable law, it being agreed that The Town shall have no responsibility.
- 4.6** STS will be the sole security & traffic service provider at said location for The Events for the term of this contract, and no other firm shall be utilized for such services, except on-duty personnel from local law enforcement agencies (New York State Troopers or Monroe County Sheriff's Office) recognized to perform Special Event duties, Town of Pittsford Security Officers and Pittsford Central School District Security Officers. There is no relationship between the stated agencies and STS.
- 4.7** STS agrees to comply with the New York State Security Guard Act and shall be in compliance with all Local, State and Federal Laws
- 4.8** STS employees will only perform security functions as mentioned in this agreement, and such other related functions as are inferable from nature of this agreement.
- 4.9** This agreement shall be governed by and shall be construed in accordance with the laws of the State of New York.
- 4.10** All notices or changes to this agreement shall be made in writing and if by STS to The Town, made to the attention of Jessie Hollenbeck, Recreation Director, Town of Pittsford, (585) 248-6284, 35 Lincoln Ave, Pittsford, NY 14534,
Jhollenbeck@townofpittsford.org
- 4.11** STS is an independent contractor and is not an employee of The Town.
- 4.12** ~~The terms set forth in the agreement are confidential.~~ ^{AB} Should a clause contained herein found to be unenforceable, all other clauses remain binding as they are.

AGREED UPON on the _____ day of _____, 2019

The Town Representative

Notary Public

STS Representative

Notary Public

Schedule A-3

Paddle & Pour, Pittsford Regatta: Schoen Place, Erie Canal walkways

- Saturday, May 25, 2019
- Sunday, May 26, 2019

Pittsford Family Movie Nights: Pittsford Sutherland High School (Ordiway Stadium)

- Thursday, July 18, 2019
- Thursday, August 01, 2019
- Thursday, August 15, 2019

Pittsford Food Truck Rodeo & Music Fest: Main Street & surrounding areas

- Saturday, September 14, 2019

YELLOWJACKET Racing

Agreement

This is an agreement between Town of Pittsford (Race Director) and YellowJacket Racing (YJR). This is a 1 year agreement with automatic renewal contingent on pricing remaining the same.

YellowJacket Racing, LLC to provide

- Timing
 - Chip timing using MyLaps BibTag RFID reusable ankle chips
 - Finish line clock and video camera
 - Full graphic, custom bibs with pins (additional fee for printing)
 - Participants will start with the swim going off in ~~30~~¹⁵ second intervals. YJR must send scheduled start times to Race Director for approval by 5pm on Thursday, May 31st. Race Director must give approval or request changes no later than 3pm on Friday June 1st.
- Pre event logistics consultation and review– Race Director must meet in person with YJR management to discuss event no less than 90 days prior to event. If the race is more than 60 miles from YJR offices this may be done via phone.
 - Dates, start times, etc
 - Equipment needs
 - Review packet pickup details
 - Volunteer needs and placement
- Manage event registration procedures both pre event and day of (requires use of RunSignUp as registration provider)
 - Manage and staff pre-race packet pickup
 - Manage and oversee race day registration and packet pickup
- Packet Pickup
 - To be held at Fleet Feet @ The Armory Saturday, June 1 from 9a to 5p
 - It is **REQUIRED** that YJR review any paper applications utilized for the event to ensure correct times and dates are communicated properly, BEFORE they go to print.
 - Staffed by YJR
 - Packet pickup must be advertised on race website/literature
 - Registration available via kiosk to allow for all forms of payment (must use RunSignUp.com)
 - If shirts are ordered through YJR then YJR staff will manage and prepare for packet pickup
 - If shirts are not ordered through YJR then Race Director will ensure they are delivered to packet pickup counted and separated for “pre-registered” and “day of” prior to drop off

155 Culver Road, Suite 110, Rochester, NY 14620

P: 585-732-1090 F: 585-697-2893

Events@YellowJacketRacing.com

YellowJacketRacing.com



Make checks payable to: YellowJacket Racing

YELLOWJACKET Racing

- Race Director will provide \$150 in small bills for making change for any registrations taken during packet pickup. It is the Race Director's option to not take cash payment for registration at packet pickup and therefore no money would be required.
- ALL packet pickup items must be delivered to YJR by 4pm, May 30th.

Required Equipment Package

- Finish line arch with barricade corral
 - Barricades will have covers or snow fence
- Start Line clock
- Registration Wind Flags
- Transition Area Setup with Equipment (snow fence, barricades, bike racks)
- Results Wind Flags
- 2 Speaker PA System with Music and Microphone at Finish Line/Transition area
 - Includes playlist full of music that we are licensed to play at events as per the music industry
- Additional equipment available upon request at additional charge

Additionally, YellowJacket Racing will provide an announcer for the event for an additional fee. YJR will announce sponsors and communicate other pre-race information prior to the start of the event.

The following amenities are available to your event and participants by hosting online registration on RunSignUp.com:

- We setup and manage your online registration (providing you full access to it)
- Race Day Registration via Kiosk
- Live posting of results on RunSignUp.com (allowing participants to print custom finisher certificates)
- On site results kiosks
- Text message results to participants
- YJR will manage event registration procedures both pre event and day of
 - This allows online registration to remain open (allowing participant to pay via cash/check/credit card) and for bibs to be assigned dynamically eliminating waste
 - Oversee race day registration and packet pickup
- Registration available via kiosk (both a pre-race packet pickup & on race day) to allow for all forms of payment

155 Culver Road, Suite 110, Rochester, NY 14620
P: 585-732-1090 F: 585-697-2893
Events@YellowJacketRacing.com
YellowJacketRacing.com



Make checks payable to: YellowJacket Racing

YELLOWJACKET Racing

Fleet Feet Sports Rochester Partnership to provide

- Store Vouchers
 - To be used solely as random door prizes/drawings/pre-event marketing, not awards.
 - Must not be combined or duplicated
 - 3 - \$20 FF Store Vouchers
 - 3 - \$15 FF Store Vouchers
 - 3 - \$10 FF Store Vouchers
 - Any unused vouchers are to be returned to YJR

- Marketing
 - Race director provided race applications to be available at both Fleet Feet Sports Rochester locations
 - Fleet Feet Sports newsletter
 - Two advertisements in Fleet Feet email newsletter with distribution to 45,000+
 - Will be included the following weeks in 2019
 - April 29
 - May 13
 - Facebook/Twitter
 - Four posts serving the Rochester, NY demographics
 - 2019 dates are as follows
 - YellowJacketRacing page week of April 29
 - Fleet Feet Rochester fan page week of May 6
 - YellowJacketRacing page week of May 27
 - Fleet Feet Rochester fan page week of May 27
 - Race Director is asked to provide history on the race to make posts more engaging
 - YJR requests a Facebook event be created on your Facebook page which we can share as part of the above marketing

155 Culver Road, Suite 110, Rochester, NY 14620
P: 585-732-1090 F: 585-697-2893
Events@YellowJacketRacing.com
YellowJacketRacing.com



Make checks payable to: YellowJacket Racing

YELLOWJACKET Racing

Requirements on the part of the Race Director

- This is a 1 year agreement with renewal contingent on pricing remaining the same and mutual consent.
- Meet with YJR Manager or designee to discuss event
- Exclusivity in the category of running/sporting goods/fitness with regards to sponsorships
- Fleet Feet logo to be included on all shirts, print material, and website as a sponsor of the event
- Fleet Feet may set up a booth at the event to show/sell merchandise
- Deposit of \$500 due at time of contract signing (will be applied towards timing fees) - WAIVED
- YellowJacket Racing to be listed on event website as the event timer.
- YJR must be able to provide quote for shirts (invoiced additionally)
- RunSignUp must be utilized as registration provider unless it conflicts with organizations parent company
- Payment for services is due within 30 days of invoicing

2019 Event Date: 6/2/19

Costs

Timing Fee per Registrant participant	\$6.50 per registered
Minimum for Timing Services above	\$1600
Equipment Package	\$800
Custom bibs	\$32 per 100
Announcer Fee: Yes / No (please circle one)	\$500

Customer Signature: _____

Print Customer Name: _____

Agreement Date: _____

YJR Signature: _____

Agreement Date: _____

155 Culver Road, Suite 110, Rochester, NY 14620
P: 585-732-1090 F: 585-697-2893
Events@YellowJacketRacing.com
YellowJacketRacing.com



Make checks payable to: YellowJacket Racing

Pittsford Food Truck and Music Fest

Vendor Agreement

Hammerl Amusements

Vendor Terms of Operation: Vendor agrees to provide three amusement rides for the Pittsford Food Truck and Music Fest sponsored by the Town of Pittsford located on South Main St. in the village of Pittsford.

Pittsford Food Truck and Music Fest - September 14, 2019 - 12-9PM (event hours)

Fee: The Town shall pay to the Vendor \$6,800.00. Such fee shall be paid within 15 business days after the event.

Equipment: Vendor shall furnish and install any and all equipment for the event. This includes all necessary electrical equipment to power the rides along with any additional equipment that is required for set up. When setting up their equipment, Vendor shall consider the safety of all festival patrons.

Vendor shall provide the following:

September 14, 2019 - 12-9PM

1. Spinner (35x35)
2. Dizzy Dragon (30x30)
3. Ladder Climb (15x30)
4. Inflatable Slide

Setup: Vendor setup time will begin at 5:00PM on Friday, September 13. All set up and inspections must be complete no later than 11:30AM on the date of the event. Vendor vehicles and trailers must be removed from the festival site by 11:30AM and parked in the designated Vendor parking area. Vendor shall remove all equipment and other property from the area immediately following the completion of the event and such removal shall be completed no later than *11:00PM on the date of the event*. Failure to do so will result in the Town removing any remaining property of the Vendor, with the Vendor responsible for all costs of the removal. Vendors are not permitted to breakdown rides until the completion of the event and the area is clear of all attendees.

Liability: The Vendor shall protect, defend, indemnify and hold harmless the Town from any and all claims, costs, damages, liabilities and expenses (including reasonable attorneys' fees) of any nature whatsoever for injury, death to persons or property damage arising out of or in any way related to the Vendor's presence at the festival.

The protection of Vendor's property is the responsibility of the Vendor. Vendor is solely responsible for the loss of, or damage to, its property left in the booth or at the festival site.

Vendor acknowledges that street sweepers and washers may be cleaning the festival site in the evening, and that such operations may cause damage to any equipment,

fixtures and any other property left on the site by Vendor. Should damage or loss occur, Vendor agrees not to hold the Town of Pittsford responsible.

Vendor is required to provide proof of general liability insurance listing the Town of Pittsford as additional insured.

Agreement and Termination: The Town and Vendor mutually agree that the operation of Vendor's business on site during the festival shall be governed by the terms of the Agreement and that such Agreement, including any attachments or amendments to said Agreement constitute the entire Agreement between the parties hereto with respect to the subject matter hereof and may not be changed or modified except by instrument or writing and signed by both parties with such Agreement being defined as an amendment to the Agreement.

The Town may, at its absolute and sole discretion, terminate the Agreement between the Town and Vendor at any time upon a breach by vendor of any of the terms, provisions, and conditions set forth in said Agreement, with no obligation whatsoever to the Vendor.

In the event that the Town terminates the agreement for any reason other than a breach by Vendor, the Town shall pay a 20% cancellation fee for any termination occurring 24 hours or more in advance of the event or the full balance if the termination occurs within 24 hours of the event.

Upon termination of Agreement, the Town may, at its sole discretion, permit any other person to take up such space(s) as reserved for the Vendor.

Vendor Signature _____ Date _____
Lynn Ritchie
Hammerl Amusements

Town of Pittsford _____ Date _____
William A. Smith, Town Supervisor

PLEASE RETURN THIS SIGNED AGREEMENT BY April 1, 2019 TO:

Town of Pittsford
Department of Recreation
Attn: Alison Burchett
35 Lincoln Avenue
Pittsford NY 14534
585-248-6280

ZUPERBOUNCE, LLC

CONTRACT

We're better than super...we're ZUPER!

BILL TO
Alison Burchett
Town of Pittsford
11 South Main St.
Pittsford, NY 14534
Phone 585-248-6287
aburchett@townofpittsford.org

DELIVER TO
Alison Burchett
Pittsford High School - GRASS
55 Sutherland St.
Pittsford, NY 14534
Phone 585-364-6287 - CELL
aburchett@townofpittsford.org

The following contract
number must appear on all
related correspondence:

CONTRACT NUMBER
1287

CONTRACT DATE
7/18/2019

SALESPERSON
Stacey Stratton

TIME FRAME
Dusk-end of movie

INVOICE #
2019-032

PAYMENT TERMS
Net 30

QTY
1

DESCRIPTION
30' Movie Setup (The Lego Movie 2)

UNIT PRICE
\$900

AMOUNT
\$900

SUBTOTAL \$900

SALES TAX \$0

TOTAL \$900

Additional Notes:

Client to provide movie.

ADDENDUM TO CONTRACT

Technical needs listed below must be provided for ZuperBounce, LLC for your event. Please contact ZuperBounce, LLC at 585-752-9873 at least 7 days prior to your event should you need assistance meeting the technical needs.

POWER

- 3 Dedicated, separate 20 amp circuits within 50 feet of the item. NOTE THAT CIRCUITS ARE NOT THE SAME AS OUTLETS

OTHER

- 2 6'-8' Tables
- 2 Chairs
- Logo
- X Misc. - MOVIE

VOLUNTEERS

- Load in and Load out
- During event time frame

MISC

- ZuperBounce, LLC uses industrial stakes to secure inflatables. It is the client's responsibility to mark areas of underground utilities. ZuperBounce, LLC is not liable for damage to underground utilities which are unmarked or unseen.
- Freight elevators must be available for inflatables on upper floors or up sets of stairs. ZuperBounce, LLC will not accommodate an upstairs location without the use of a freight elevator.
- It is the client's responsibility to ensure that rented items fit into designated space. Dimensions will be provided on invoice provided with contract.
- Waivers must be signed by all participants on site prior to riding any mechanical.
- All inflatables require the removal of sharp objects, earrings, cell phones, and keys. All participants must wear socks on slides. If any participant doesn't follow safety guidelines, ZuperBounce, LLC reserves the right to bar participant from event.
- In the case of rain, wind, or inclement weather, ZuperBounce, LLC reserves the right to shut down any item at any time. Refunds or credits will not be provided.

GRATUITIES

- Gratuities are optional and should be paid directly to or in the performer's name.

TERMS AND CONDITIONS

Client understands that by signing this document, it has purchased novelty items and/or movie services from ZuperBounce, LLC, also known as ZuperMovies, ZuperEventZ, ZuperPhotoZ or ZuperBearZ as outlined on the accompanying estimate and/or invoice; once that performance period is sold to Client, ZuperBounce, LLC then turns away others who would like performances on the same date and time.

When a Client withdraws its commitment prior to a performance—for reasons other than weather conditions, ZuperBounce, LLC has lost the opportunity to resell a customer into the same date/time period. Under these conditions, ZuperBounce, LLC does not offer refunds or credits or any reason whatsoever. If weather causes a cancellation, the client must adhere to the inclement weather cancellation policy which requires a rescheduled performance within a 365 day period of time from the original performance. Please see inclement weather cancellation policy for additional details.

If Client cancels a reservation for performance for any of the reasons below, **NO CREDITS OR REFUNDS ARE GIVEN AND CLIENT IS REQUIRED TO PAY AMOUNT DUE IN FULL:**

- Due to a change of mind for any reason whatsoever (including security concerns)
 - Due to failure to acquire sponsorship or loss of sponsorship
 - Due to loss of venue

• Or for any other reason (excluding inclement weather)

1. ZuperBounce, LLC shall have no obligation for furnishing or providing any other duties or equipment or utility costs. ZuperBounce, LLC shall devote sufficient time and effort to the delivery of services to Client. It is understood between the parties that ZuperBounce, LLC may engage in other employment or activities and is not expected to devote full time to the duties undertaken by the engagement on the accompanying invoice.

2. All production and operational decisions regarding the contracted equipment and/or services to be provided by ZuperBounce, LLC hereunder shall be within the sole discretion of ZuperBounces' personnel. All equipment provided by the ZuperBounce, LLC shall be used solely for the purposes of the contracted item(s) and shall remain its sole property, and under its sole control.

3. Client agrees it shall apply for, obtain and provide for the benefit of ZuperBounce, LLC all insurance certificates, permits, licenses, electric and construction permits, etc. as required under applicable local, state and federal law, at the premises upon which such performances will take place, at no cost to ZuperBounce, LLC.

4. Client agrees that it shall provide and be responsible for adequate security and lighting, at no cost to ZuperBounce, LLC from load-in to load-out.

5. ZuperBounce, LLC shall, at all times, be considered under the terms of this Agreement as an independent contractor and not as an employee nor agent of Client, and ZuperBounce shall not be responsible for any obligation of Client with regard to the parties whatsoever.

6. There shall be no reduction of the above contract price in the event of a cancellation or non-completion of the event in part or in whole whether from accident, strike, riot, act of God, or any cause whatsoever.

7. Payment terms are Net 30 days. Payments via check, credit card or cash will be accepted prior to and at events. If payment is not received within 30 days of event date, a 5% late fee will be assessed, and a new invoice re-issued. If payment is not received within 90 days of event date, the account will be sent to collections.

8. All terms of this Agreement shall be interpreted under the laws of the State of New York and Client agrees to pay all actual attorney fees in regard to collection of any unpaid balances.

9. All terms of the Agreement between the parties are included herein and on this estimate and/or invoice and no additional terms shall be binding unless in writing and signed between the parties hereto. Neither party shall assign, subcontract, or otherwise transfer its rights or obligations under this Agreement without the prior written consent of the other party. In case one or more of the provisions contained in this Agreement shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision, and this Agreement shall be construed as if the invalid, illegal or unenforceable provision had never been contained herein. This Agreement constitutes the entire agreement of the parties with respect to the subject matter and supersedes any prior understandings or written or oral agreements between the parties regarding the subject matter. No waiver of any provision in this Agreement shall be valid unless the same is in writing and signed by the party against whom such waiver is sought to be enforced. No valid waiver of any provision of this Agreement at any time shall be deemed a waiver of any other provision of this Agreement. Client acknowledges that before signing below, Client has read all provisions of this Agreement and the estimate and/or invoice, and that Client understands the provisions fully and has received a copy of this Agreement.

INCLEMENT WEATHER CANCELLATION POLICY

In the following document, Inclement Weather is defined as weather considered severe, dangerous and unsafe for operation. Examples include rain, snow, lightning, high winds, extreme temperatures (hot or cold) or combination of the elements mentioned. In the event of inclement weather, client will first attempt to secure an indoor location prior to cancellation.

1: EVENT CANCELLED PRIOR TO TRANSPORTATION

- Situation - Scheduled event is cancelled due to existing or anticipated inclement weather prior to ZuperBounce, LLC incurring equipment transportation expense.
- Outcome - Client will not be charged & customer will be required to reschedule within 365 days from original event date (this can happen multiple times).
- Note – Client must contact ZuperBounce (585-752-9873) **24-hours** prior to event start time to avoid additional charges.

2: EVENT CANCELLED AFTER TRANSPORTATION BUT PRIOR TO SETUP

- Situation - Scheduled event is cancelled due to existing or anticipated inclement weather after ZuperBounce, LLC has transported equipment but prior to set up and operation.
- Outcome - Client will be charged a \$250 transportation expense if event location is within 100 miles of ZuperBounce, LLC or a \$500 transportation expense if event location exceeds 100 miles of ZuperBounce, LLC. Client will be required to use the remainder of their Payment either toward a reschedule or another service.
- Note – Client must advise ZuperBounce (585-752-9873) **2.0-hours** prior to event start time to avoid additional charges.

3: EVENT CANCELLED AFTER TRANSPORTATION & SETUP

- Situation - Scheduled event is cancelled due to existing or anticipated inclement weather after ZuperBounce, LLC has transported and set up the equipment.
- Outcome - Client will be charged the full amount of the invoice.

ZuperBounce, LLC operates under a SAFETY 1st rule. We put the safety of our customer, our staff and equipment before the financial incentive of our operation. While it is intended to be an open communication process between ZuperBounce & our customer, we retain the right to cancel any event in situations that present potentially dangerous activity from occurring.

Client/Title Date

Stacey Stratton / VP of Operations Date

SEND ALL PAYMENTS AND CORRESPONDENCES TO
 ZuperBounce, LLC
 3900 Buffalo Rd.
 Rochester, NY 14624
 Phone: 585-752-9873
info@zupereventz.com



Website: www.zupereventz.com

Like us on Facebook: www.Facebook.com/ZuperEventz



ZuperBounce, LLC
3900 Buffalo Road
Rochester, NY 14624
(585)752-9873
info@zupereventz.com
www.ZupereventZ.com

Invoice 2019-032

BILL TO

Town of Pittsford
11 South Main Street
Pittsford, NY 14534

DATE
02/07/2019

PLEASE PAY
\$900.00

DUE DATE
07/18/2019

START TIME

Dusk

END TIME

End of Movie

DATE	ACTIVITY	AMOUNT
07/18/2019	30 foot Movie System * Includes delivery, setup, cleanup & staff * Requires 3-15/20 Amp Dedicated circuits * Requires 50' D x 50' W x 30' H (space) * Requires Grass Staking, 1 @ \$900.00	900.00

The balance of payment is due 30 days after service is rendered unless otherwise agreed upon in writing.

TOTAL DUE

\$900.00

THANK YOU.

ZUPERBOUNCE, LLC

CONTRACT

We're better than super...we're ZUPER!

BILL TO
Alison Burchett
Town of Pittsford
11 South Main St.
Pittsford, NY 14534
Phone 585-248-6287
aburchett@townofpittsford.org

DELIVER TO
Alison Burchett
Pittsford High School - GRASS
55 Sutherland St.
Pittsford, NY 14534
Phone 585-364-6287 - CELL
aburchett@townofpittsford.org

The following contract
number must appear on all
related correspondence:

CONTRACT NUMBER
1288

CONTRACT DATE
8/1/2019

SALESPERSON
Stacey Stratton

TIME FRAME
Dusk-end of movie

INVOICE #
2019-033

PAYMENT TERMS
Net 30

QTY	DESCRIPTION	UNIT PRICE	AMOUNT
1	30' Movie Setup (Mary Poppins Returns)	\$900	\$900

SUBTOTAL	\$900
SALES TAX	\$0
TOTAL	\$900

Additional Notes:

Client to provide movie.

ADDENDUM TO CONTRACT

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POWER

- 3 Dedicated, separate 20 amp circuits within 50 feet of the item. NOTE THAT CIRCUITS ARE NOT THE SAME AS OUTLETS

OTHER

- 2 6'-8' Tables
- 2 Chairs
- Logo
- X Misc. - MOVIE

VOLUNTEERS

- Load in and Load out
- During event time frame

MISC

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GRATUITIES

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TERMS AND CONDITIONS

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• Or for any other reason (excluding inclement weather)

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INCLEMENT WEATHER CANCELLATION POLICY

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2: EVENT CANCELLED AFTER TRANSPORTATION BUT PRIOR TO SETUP

- Situation - Scheduled event is cancelled due to existing or anticipated inclement weather after ZuperBounce, LLC has transported equipment but prior to set up and operation.
- Outcome - Client will be charged a \$250 transportation expense if event location is within 100 miles of ZuperBounce, LLC or a \$500 transportation expense if event location exceeds 100 miles of ZuperBounce, LLC. Client will be required to use the remainder of their Payment either toward a reschedule or another service.
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3: EVENT CANCELLED AFTER TRANSPORTATION & SETUP

- Situation - Scheduled event is cancelled due to existing or anticipated inclement weather after ZuperBounce, LLC has transported and set up the equipment.
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ZuperBounce, LLC operates under a SAFETY 1st rule. We put the safety of our customer, our staff and equipment before the financial incentive of our operation. While it is intended to be an open communication process between ZuperBounce & our customer, we retain the right to cancel any event in situations that present potentially dangerous activity from occurring.

Client/Title	Date
--------------	------

Stacey Stratton / VP of Operations	Date
------------------------------------	------

SEND ALL PAYMENTS AND CORRESPONDENCES TO
 ZuperBounce, LLC
 3900 Buffalo Rd.
 Rochester, NY 14624
 Phone: 585-752-9873
info@zupereventz.com



Website: www.zupereventz.com

Like us on Facebook: www.Facebook.com/ZuperEventz



ZuperBounce, LLC
3900 Buffalo Road
Rochester, NY 14624
(585)752-9873
info@zupereventz.com
www.ZupereventZ.com

Invoice 2019-033

BILL TO

Town of Pittsford
11 South Main Street
Pittsford, NY 14534

DATE
02/07/2019

PLEASE PAY
\$900.00

DUE DATE
08/01/2019

START TIME

Dusk

END TIME

End of Movie

DATE	ACTIVITY	AMOUNT
08/01/2019	30 foot Movie System * Includes delivery, setup, cleanup & staff * Requires 3-15/20 Amp Dedicated circuits * Requires 50' D x 50' W x 30' H (space) * Requires Grass Staking, 1 @ \$900.00	900.00

The balance of payment is due 30 days after service is rendered unless otherwise agreed upon in writing.

TOTAL DUE

\$900.00

THANK YOU.

ZUPERBOUNCE, LLC

CONTRACT

We're better than super...we're ZUPER!

BILL TO
Alison Burchett
Town of Pittsford
11 South Main St.
Pittsford, NY 14534
Phone 585-248-6287
aburchett@townofpittsford.org

DELIVER TO
Alison Burchett
Pittsford High School - GRASS
55 Sutherland St.
Pittsford, NY 14534
Phone 585-364-6287 - CELL
aburchett@townofpittsford.org

The following contract
number must appear on all
related correspondence:

CONTRACT NUMBER
1289

CONTRACT DATE
8/15/2019

SALESPERSON
Stacey Stratton

TIME FRAME
Dusk-end of movie

INVOICE #
2019-034

PAYMENT TERMS
Net 30

QTY
1

DESCRIPTION
30' Movie Setup (Ralph Breaks the
Internet)

UNIT PRICE AMOUNT
\$900 \$900

SUBTOTAL \$900

SALES TAX \$0

TOTAL \$900

Additional Notes:

Client to provide movie.

ADDENDUM TO CONTRACT

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POWER

- 3 Dedicated, separate 20 amp circuits within 50 feet of the item. NOTE THAT CIRCUITS ARE NOT THE SAME AS OUTLETS

OTHER

- 2 6'-8' Tables
- 2 Chairs
- Logo
- X Misc. - MOVIE

VOLUNTEERS

- Load in and Load out
- During event time frame

MISC

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- Due to a change of mind for any reason whatsoever (including security concerns)
 - Due to failure to acquire sponsorship or loss of sponsorship
 - Due to loss of venue

• Or for any other reason (excluding inclement weather)

1. ZuperBounce, LLC shall have no obligation for furnishing or providing any other duties or equipment or utility costs. ZuperBounce, LLC shall devote sufficient time and effort to the delivery of services to Client. It is understood between the parties that ZuperBounce, LLC may engage in other employment or activities and is not expected to devote full time to the duties undertaken by the engagement on the accompanying invoice.

2. All production and operational decisions regarding the contracted equipment and/or services to be provided by ZuperBounce, LLC hereunder shall be within the sole discretion of ZuperBounces' personnel. All equipment provided by the ZuperBounce, LLC shall be used solely for the purposes of the contracted item(s) and shall remain its sole property, and under its sole control.

3. Client agrees it shall apply for, obtain and provide for the benefit of ZuperBounce, LLC all insurance certificates, permits, licenses, electric and construction permits, etc. as required under applicable local, state and federal law, at the premises upon which such performances will take place, at no cost to ZuperBounce, LLC.

4. Client agrees that it shall provide and be responsible for adequate security and lighting, at no cost to ZuperBounce, LLC from load-in to load-out.

5. ZuperBounce, LLC shall, at all times, be considered under the terms of this Agreement as an independent contractor and not as an employee nor agent of Client, and ZuperBounce shall not be responsible for any obligation of Client with regard to the parties whatsoever.

6. There shall be no reduction of the above contract price in the event of a cancellation or non-completion of the event in part or in whole whether from accident, strike, riot, act of God, or any cause whatsoever.

7. Payment terms are Net 30 days. Payments via check, credit card or cash will be accepted prior to and at events. If payment is not received within 30 days of event date, a 5% late fee will be assessed, and a new invoice re-issued. If payment is not received within 90 days of event date, the account will be sent to collections.

8. All terms of this Agreement shall be interpreted under the laws of the State of New York and Client agrees to pay all actual attorney fees in regard to collection of any unpaid balances.

9. All terms of the Agreement between the parties are included herein and on this estimate and/or invoice and no additional terms shall be binding unless in writing and signed between the parties hereto. Neither party shall assign, subcontract, or otherwise transfer its rights or obligations under this Agreement without the prior written consent of the other party. In case one or more of the provisions contained in this Agreement shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision, and this Agreement shall be construed as if the invalid, illegal or unenforceable provision had never been contained herein. This Agreement constitutes the entire agreement of the parties with respect to the subject matter and supersedes any prior understandings or written or oral agreements between the parties regarding the subject matter. No waiver of any provision in this Agreement shall be valid unless the same is in writing and signed by the party against whom such waiver is sought to be enforced. No valid waiver of any provision of this Agreement at any time shall be deemed a waiver of any other provision of this Agreement. Client acknowledges that before signing below, Client has read all provisions of this Agreement and the estimate and/or invoice, and that Client understands the provisions fully and has received a copy of this Agreement.

INCLEMENT WEATHER CANCELLATION POLICY

In the following document, Inclement Weather is defined as weather considered severe, dangerous and unsafe for operation. Examples include rain, snow, lightning, high winds, extreme temperatures (hot or cold) or combination of the elements mentioned. In the event of inclement weather, client will first attempt to secure an indoor location prior to cancellation.

1: EVENT CANCELLED PRIOR TO TRANSPORTATION

- Situation - Scheduled event is cancelled due to existing or anticipated inclement weather prior to ZuperBounce, LLC incurring equipment transportation expense.
- Outcome - Client will not be charged & customer will be required to reschedule within 365 days from original event date (this can happen multiple times).
- Note – Client must contact ZuperBounce (585-752-9873) **24-hours** prior to event start time to avoid additional charges.

2: EVENT CANCELLED AFTER TRANSPORTATION BUT PRIOR TO SETUP

- Situation - Scheduled event is cancelled due to existing or anticipated inclement weather after ZuperBounce, LLC has transported equipment but prior to set up and operation.
- Outcome - Client will be charged a \$250 transportation expense if event location is within 100 miles of ZuperBounce, LLC or a \$500 transportation expense if event location exceeds 100 miles of ZuperBounce, LLC. Client will be required to use the remainder of their Payment either toward a reschedule or another service.
- Note – Client must advise ZuperBounce (585-752-9873) **2.0-hours** prior to event start time to avoid additional charges.

3: EVENT CANCELLED AFTER TRANSPORTATION & SETUP

- Situation - Scheduled event is cancelled due to existing or anticipated inclement weather after ZuperBounce, LLC has transported and set up the equipment.
- Outcome - Client will be charged the full amount of the invoice.

ZuperBounce, LLC operates under a SAFETY 1st rule. We put the safety of our customer, our staff and equipment before the financial incentive of our operation. While it is intended to be an open communication process between ZuperBounce & our customer, we retain the right to cancel any event in situations that present potentially dangerous activity from occurring.

Client/Title	Date
--------------	------

Stacey Stratton / VP of Operations	Date
------------------------------------	------

SEND ALL PAYMENTS AND CORRESPONDENCES TO
 ZuperBounce, LLC
 3900 Buffalo Rd.
 Rochester, NY 14624
 Phone: 585-752-9873
info@zupereventz.com



Website: www.zupereventz.com

Like us on Facebook: www.Facebook.com/ZuperEventz



ZuperBounce, LLC
3900 Buffalo Road
Rochester, NY 14624
(585)752-9873
info@zupereventz.com
www.ZupereventZ.com

Invoice 2019-034

BILL TO

Town of Pittsford
11 South Main Street
Pittsford, NY 14534

DATE
02/07/2019

PLEASE PAY
\$900.00

DUE DATE
08/15/2019

START TIME

Dusk

END TIME

End of Movie

DATE	ACTIVITY	AMOUNT
08/15/2019	30 foot Movie System * Includes delivery, setup, cleanup & staff * Requires 3-15/20 Amp Dedicated circuits * Requires 50' D x 50' W x 30' H (space) * Requires Grass Staking, 1 @ \$900.00	900.00

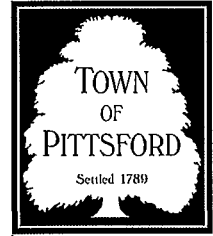
The balance of payment is due 30 days after service is rendered unless otherwise agreed upon in writing.

TOTAL DUE

\$900.00

THANK YOU.

MEMORANDUM



To: William A. Smith and Town Board
From: Jessie R. Hollenbeck, Recreation Director
Date: February 14, 2019
Regarding: 2019 Community Events - Band Contracts
For Meeting On: February 21, 2019

Ladies and Gentlemen:

The Town of Pittsford contracts musical entertainment for our community events and summer concert series. Attached are sample contracts from each event.

Please see schedule below:

Paddle & Pour
 Saturday, May 25, 2019, 12:00pm-10:00pm

Band Name	Cost	Time of Performance
The Bradley Brothers	\$400	12:00-1:30pm
The Brothers Blue	\$600	2:00-3:30pm
The Thigh Masters	\$300	4:00-5:30pm
The Earthtones	\$500	6:00-7:30pm
Skycoasters	\$2,200	8:00-10:00pm

Memorial Day Parade
 Monday, May 27, 2019, 10:00am

Band Name	Cost
Prime Time Brass	\$1,250
East Ridge High School	\$1,000
Towpath Volunteer Fife and Drum Corps	\$900
Gates Keystone Club Police Pipes and Drums	\$750
Mighty St. Joe's	\$1,200
Pittsford Fire Department Band	\$0

Summer Concert Series
 Fridays, 6:30pm-8:00pm

Date	Band Name	Cost
06/14/19	Mendon High School Band	\$0
06/21/19	Miller & the Other Sinners w/special guest Joe Beard	\$800
06/28/19	Music Makers	\$400
07/12/19	Prime Time Funk	\$2,000
07/19/19	Up 2 Somethin (Duck Drop)	\$900
07/26/19	Smugtown Stompers	\$800
08/02/19	Mr. Mustard	\$800
08/09/19	Pittsford Fire Department Band	\$500

Summer Concerts for Kids
Wednesdays, 6:30pm-7:30pm

Date	Band Name	Cost
07/10/19	Mr. Loops	\$600
08/07/19	Topher Holt	\$500

Main Street Food Truck and Music Fest
Saturday, September 14, 2019, 12:00pm-9:00pm

Band Name	Cost	Time of Performance
Acoustic Brew	\$600	12:00-1:30pm
Mud Creek	\$600	2:00-4:00pm
Mike Powell & The Black River	\$1,600	4:30-6:30pm
Allegro	\$1,600	7:00-9:00pm

In the event the Town Board determines that the proposed action should be taken, the following oral Resolution language is suggested:

I move that the Town Board authorizes the Town Supervisor to sign contracts with the aforementioned bands, which is within the Recreation Department's community events expense budget.

Paddle & Pour
Entertainment Vendor Agreement
The Bradley Brothers

Entertainment Terms of Operation: Vendor agrees to provide musical entertainment for Paddle & Pour sponsored by the Town of Pittsford located at 21 Schoen Place.

Saturday May 25, 2019. 12:00-1:30pm.

Fee: The Town shall pay to the Vendor \$400 for the event. Such fee shall be paid on the day of the event.

Equipment: Vendor shall furnish and install, at his/her own expense, any equipment for the event, other than the stage, lighting and sound system. When setting up their equipment, Vendor shall consider the safety of all festival patrons.

Vendor shall remove all equipment and other property from the assigned performance area immediately following their performance time, or upon the official closing of the festival and such removal shall be completed no later than *10:00pm on the date of the event*. Failure to do so will result in the Town removing any remaining property of the Vendor, with the Vendor responsible for all costs of the removal.

Liability: The Vendor shall protect, defend, indemnify and hold harmless the Town from any and all claims, costs, damages, liabilities and expenses (including reasonable attorneys' fees) of any nature whatsoever for injury, death to persons or property damage arising out of or in any way related to the Vendor's presence at the festival.

The protection of Vendor's property is the responsibility of the Vendor. Vendor is solely responsible for the loss of, or damage to, its property left in the booth or at the festival site.

Vendor acknowledges that street sweepers and washers may be cleaning the festival site in the evening, and that such operations may cause damage to any equipment, fixtures and any other property left on the site by Vendor. Should damage or loss occur, Vendor agrees not to hold the Town of Pittsford responsible.

Agreement and Termination: The Town and Vendor mutually agree that the operation of Vendor's business on site during the festival shall be governed by the terms of the Agreement and that such Agreement, including any attachments or amendments to said Agreement constitute the entire Agreement between the parties hereto with respect to the subject matter hereof and may not be changed or modified except by instrument or writing and signed by both parties with such Agreement being defined as an amendment to the Agreement.

The Town may, at its absolute and sole discretion, terminate the Agreement between the Town and Vendor at any time upon a breach by vendor of any of the terms, provisions, and conditions set forth in said Agreement, including any attachments or amendments to said Agreement. In addition, this agreement may be terminated by the Town for any reason prior to the day of the

event or on the day of the event as a result of inclement weather or natural disaster, with no obligation whatsoever to the Vendor. If the event is cancelled on the day of the event for any other reason than inclement weather or natural disaster, Vendor shall be paid. The determination of inclement weather shall be made solely by the Town.

Upon termination of Agreement, the Town may, at its sole discretion, permit any other person to take up such space(s) as reserved for the Vendor.

Vendor Signature _____ Date _____
Scott Bradley
The Bradley Brothers

Town of Pittsford _____ Date _____
William A. Smith, Town Supervisor

PLEASE RETURN THIS SIGNED AGREEMENT BY APRIL 1, 2019 TO:

Town of Pittsford
Department of Recreation
35 Lincoln Avenue
Pittsford NY 14534
585-248-6288

Memorial Day Parade Bands Agreement

Prime Time Brass

Entertainment Terms of Operation: **Vendor agrees to participate in the Memorial Day Parade sponsored by the Town of Pittsford on Monday, May 27, 2019 at 10:00am.**

Fee: The Town shall pay to the Vendor \$1,250.00 for the parade. Such fee shall be paid on the day of the parade.

Equipment: Vendor shall furnish and install, at his/her own expense, any equipment for the parade. When setting up their equipment, Vendor shall consider the safety of all parade patrons.

Liability: The Vendor shall protect, defend, indemnify and hold harmless the Town from any and all claims, costs, damages, liabilities and expenses (including reasonable attorneys' fees) of any nature whatsoever for injury, death to persons or property damage arising out of or in any way related to the Vendor's presence at the parade.

The protection of Vendor's property is the responsibility of the Vendor. Vendor is solely responsible for the loss of, or damage to, its property left at the parade site.

Agreement and Termination: The Town and Vendor mutually agree that the operation of Vendor's business on site during the parade shall be governed by the terms of the Agreement and that such Agreement, including any attachments or amendments to said Agreement constitute the entire Agreement between the parties hereto with respect to the subject matter hereof and may not be changed or modified except by instrument or writing and signed by both parties with such Agreement being defined as an amendment to the Agreement.

The Town may, at its absolute and sole discretion, terminate the Agreement between the Town and Vendor at any time upon a breach by vendor of any of the terms, provisions, and conditions set forth in said Agreement, including any attachments or amendments to said Agreement. In addition, this agreement may be terminated by the Town for any reason prior to the day of the event or on the day of the event as a result of inclement weather or natural disaster, with no obligation whatsoever to the Vendor. If the event is cancelled on the day of the event for any other reason than inclement weather or natural disaster, Vendor shall be paid. In the event the parade is not held due to rain, there will be no reimbursement. However, if the parade has started and then is cancelled the performers will be paid. The determination of inclement weather shall be made solely by the Town.

Upon termination of Agreement, the Town may, at its sole discretion, permit another group to perform for the designated parade.

Vendor Signature _____ Date _____
Dave Cuff
Prime Time Brass

Town of Pittsford _____ Date _____
William A. Smith, Town Supervisor

**PLEASE RETURN THIS SIGNED AGREEMENT BY March 15, 2019
IN THE ENCLOSED ENVELOPE TO:**

Town of Pittsford
Department of Recreation
35 Lincoln Avenue
Pittsford NY 14534
585-248-6280

Summer Concert Bands Agreement

Pittsford Fire Department Band

Entertainment Terms of Operation: Vendor agrees to participate in the Summer Concert Series sponsored by the Town of Pittsford during the following date and times:

08/09/19 from 6:30-8:00PM

Vendor shall provide musical entertainment for the concert. Vendor may begin set up of any equipment at 4:00 pm. on the date of the concert located at the William A. Carpenter Park at Port of Pittsford, 22 North Main Street, Pittsford, NY, 14534.

Fee: The Town shall pay to the Vendor **\$500** for the concert. Such fee shall be paid on the day of the concert.

Equipment: Vendor shall furnish and install, at his/her own expense, any equipment for the concert, other than the stage. When setting up their equipment, Vendor shall consider the safety of all concert patrons.

Vendor shall remove all equipment and other property from the assigned performance area immediately following their performance time, or upon the official closing of the concert and such removal shall be completed no later than *10:00pm on the date of the concert*. Failure to do so will result in the Town removing any remaining property of the Vendor, with the Vendor responsible for all costs of the removal.

Liability: The Vendor shall protect, defend, indemnify and hold harmless the Town from any and all claims, costs, damages, liabilities and expenses (including reasonable attorneys' fees) of any nature whatsoever for injury, death to persons or property damage arising out of or in any way related to the Vendor's presence at the concert.

The protection of Vendor's property is the responsibility of the Vendor. Vendor is solely responsible for the loss of, or damage to, its property left at the concert site.

Agreement and Termination: The Town and Vendor mutually agree that the operation of Vendor's business on site during the concert shall be governed by the terms of the Agreement and that such Agreement, including any attachments or amendments to said Agreement constitute the entire Agreement between the parties hereto with respect to the subject matter hereof and may not be changed or modified except by instrument or writing and signed by both parties with such Agreement being defined as an amendment to the Agreement.

The Town may, at its absolute and sole discretion, terminate the Agreement between the Town and Vendor at any time upon a breach by vendor of any of the terms, provisions, and conditions set forth in said Agreement, including any attachments or amendments to said Agreement. In addition, this agreement may be terminated by the Town for any reason prior to the day of the event or on the day of the event as a result of inclement weather or natural disaster, with no obligation whatsoever to the Vendor. If the event is cancelled on the day of the event for any other reason than inclement weather or natural disaster, Vendor shall be paid. In the event the concert is cancelled on the day of the event due to inclement weather or natural disaster, there will be no reimbursement; provided, however that the concert is cancelled after 3pm, the Vendor will be paid. The determination of inclement weather shall be made solely by the Town.

Upon termination of Agreement, the Town may, at its sole discretion, permit another group to perform for the designated concert.

Vendor Signature _____ Date _____

John Orsmbee
Pittsford Fire Department Band

Town of Pittsford _____ Date _____

William A. Smith, Town Supervisor

**PLEASE RETURN THIS SIGNED AGREEMENT BY April 1, 2019
IN THE ENCLOSED ENVELOPE TO:**

Town of Pittsford
Department of Recreation
35 Lincoln Avenue
Pittsford NY 14534
585-248-6280

Pittsford Food Truck and Music Fest

Entertainment Vendor Agreement

Acoustic Brew

Entertainment Terms of Operation: Vendor agrees to provide musical entertainment for the Pittsford Food Truck and Music Fest sponsored by the Town of Pittsford located on South Main Street.

Saturday September 14, 2019. 12:00-1:30pm.

Fee: The Town shall pay to the Vendor \$600.00 for the event. Such fee shall be paid on the day of the event.

Equipment: Vendor shall furnish and install, at his/her own expense, any equipment for the event, other than the stage, lighting and sound system. When setting up their equipment, Vendor shall consider the safety of all festival patrons.

Vendor shall remove all equipment and other property from the assigned performance area immediately following their performance time, or upon the official closing of the festival and such removal shall be completed no later than *11:00pm on the date of the event*. Failure to do so will result in the Town removing any remaining property of the Vendor, with the Vendor responsible for all costs of the removal.

Liability: The Vendor shall protect, defend, indemnify and hold harmless the Town from any and all claims, costs, damages, liabilities and expenses (including reasonable attorneys' fees) of any nature whatsoever for injury, death to persons or property damage arising out of or in any way related to the Vendor's presence at the festival.

The protection of Vendor's property is the responsibility of the Vendor. Vendor is solely responsible for the loss of, or damage to, its property left in the booth or at the festival site.

Vendor acknowledges that street sweepers and washers may be cleaning the festival site in the evening, and that such operations may cause damage to any equipment, fixtures and any other property left on the site by Vendor. Should damage or loss occur, Vendor agrees not to hold the Town of Pittsford responsible.

Agreement and Termination: The Town and Vendor mutually agree that the operation of Vendor's business on site during the festival shall be governed by the terms of the Agreement and that such Agreement, including any attachments or amendments to said Agreement constitute the entire Agreement between the parties hereto with respect to the subject matter hereof and may not be changed or modified except by instrument or writing and signed by both parties with such Agreement being defined as an amendment to the Agreement.

The Town may, at its absolute and sole discretion, terminate the Agreement between the Town and Vendor at any time upon a breach by vendor of any of the terms, provisions, and conditions set forth in said Agreement, including any attachments or amendments to said Agreement. In addition, this agreement may be terminated by the Town for any reason prior to the day of the event or on the day of the event as a result of inclement weather or natural disaster, with no obligation whatsoever to the Vendor. If the event is cancelled on the day of the event for any other reason than inclement weather or natural disaster, Vendor shall be paid. The determination of inclement weather shall be made solely by the Town.

Upon termination of Agreement, the Town may, at its sole discretion, permit any other person to take up such space(s) as reserved for the Vendor.

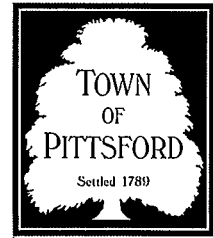
Vendor Signature _____ Date _____
Matt Beaman
Acoustic Brew

Town of Pittsford _____ Date _____
William A. Smith, Town Supervisor

PLEASE RETURN THIS SIGNED AGREEMENT BY April 1, 2019 TO:

Town of Pittsford
Department of Recreation
35 Lincoln Avenue
Pittsford NY 14534
585-248-6280

MEMORANDUM



To: William A. Smith and Pittsford Town Board

From: Jessie R. Hollenbeck, Recreation Director

Date: February 14, 2019

Regarding: 2019 Community Festivals - Temporary Access Licenses

For Meeting On: February 21, 2019

Ladies and Gentlemen:

Attached are sample temporary access licenses for the 2019 community festivals.

<u>Festival</u>	<u>Location</u>	<u>Time</u>
Paddle and Pour	Schoen Place	Noon-10pm
Food Truck and Music Fest	South Main Street	Noon-9pm

Activity and vendor space will be provided at several properties along Schoen Place and South Main Street. The attached sample documents were drafted in cooperation with the Town Attorney.

In the event the Town Board determines that the proposed action should be taken, the following oral Resolution language is suggested:

I move the Town Board authorizes the Town Supervisor to sign temporary access licenses in regards to the Pittsford community festivals.

TOWN OF PITTSFORD

SETTLED 1789

Recreation Department

35 LINCOLN AVENUE, PITTSFORD, NY 14534

TEL. 585-248-6280 FAX 585-248-6286

Town of Pittsford Temporary Access License:

Owner's Name: Roger Powers

Property Address: 1.) RPS Printing 35 Schoen Place
Pittsford, NY 14534
2.) Powers Farms LLC 91 Golf Ave
Pittsford, NY 14534
3.) Schoen Place Assoc., LLC 25 Schoen Place
Pittsford, NY 14534

The undersigned, as owner of real property known as RPS Printing located at 35 Schoen Place, Powers Farms, LLC located at 91 Golf Avenue and Schoen Place Associates LLC located at 25 Schoen Place, Pittsford, NY 14534, in consideration of one dollar, receipt whereof is hereby acknowledged, does hereby grant to the Town of Pittsford, a municipal corporation with offices at 11 South Main Street, Pittsford, New York, a Temporary Access License for permission to enter upon the premises above described, on foot or vehicle and with machinery, tools, or equipment, as necessary, for the following purposes:

Setup of an event tent in the parking lot / green space of said property. Tent will be used for children's activities. Areas at RPS Printing will also be used for food & art vending and portable restroom units. Other items to be set up on the RPS Printing property include, but are not limited to, tables, chairs and trash receptacles. A designated area on the Powers Farm will be used for parking, which will be supervised and coordinated by Town representatives and/or contracted security guard(s). The Town of Pittsford also has permission for general use of outside water and electric services for event needs.

Time of Temporary Access License – Paddle and Pour:

Start Time: 6:00pm Friday, May 24, 2019

Finish Time: 12:00pm Sunday, May 26, 2019

Actual Event Time: 12:00pm Saturday, May 25, 2019 - 10:00pm Saturday, May 25, 2019

This Temporary License is granted upon the following conditions:

1. The Town will remove property, restore the surface of all disturbed areas to substantially the same condition as existing prior to the Town's entering the premises.
2. The Town will use all reasonable precautions to preserve and save from damage or destruction any trees, shrubbery, fences, posts and lamps within the area.
3. The Town will name RPS Screenprinting and Powers Farms, LLC and Schoen Place Associates, LLC as additional insured parties under the Town's liability insurance policy with respect to the Paddle and Pour event and provide evidence prior to the event.

Owner

Date

Town of Pittsford Representative

Date

TOWN OF PITTSFORD

SETTLED 1789

Recreation Department

35 LINCOLN AVENUE, PITTSFORD, NY 14534

TEL. 585-248-6280 FAX 585-248-6286

Town of Pittsford Temporary Access License:

Owner's Name: Philip R. Nothnagle Rev. Trust and Raymond A. Nothnagle

Property Address: 27-33 South Main Street
Pittsford, NY 14534

The undersigned, as owner of real property known as 27-33 South Main Street, Pittsford, NY 14534, in consideration of one dollar, receipt whereof is hereby acknowledged, does hereby grant to the Town of Pittsford, a municipal corporation with offices at 11 South Main Street, Pittsford, New York, a Temporary Access License for permission to enter upon the premises above described, on foot or vehicle and with machinery, tools, or equipment, as necessary, for the following purpose:

To accommodate space for rides and activities during the Town's community event – Food Truck and Music Fest. The Town of Pittsford also has permission for general use of outside water and electric services for event needs.

Time of Temporary Access License – Food Truck and Music Fest:

Start Time: 5:00pm Friday, September 13, 2019

Finish Time: 12:00pm Sunday, September 15, 2019

Actual Event Time: 12:00pm Saturday, September 14 - 9:00pm Saturday, September 14, 2019

This Temporary License is granted upon the following conditions:

1. The Town will restore the surface of all disturbed areas to substantially the same condition as existing prior to the Town's entering the premises.
2. The Town will use all reasonable precautions to preserve and save from damage or destruction any trees, shrubbery, fences, posts and lamps within the area.
3. The Town will name Philip R. Nothnagle Rev. Trust and Raymond A. Nothnagle as an additional insured under the Town's liability insurance policy with respect to the Food Truck and Music Fest.

Owner

Date

Town of Pittsford Representative

Date

MEMORANDUM

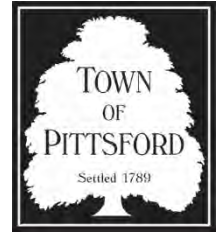
To: William A. Smith and Pittsford Town Board

From: Jessie R. Hollenbeck, Recreation Director

Date: February 12, 2019

Regarding: 2019 Sports Officials of the Rochester Area (SORA) Contract

For Meeting On: February 21, 2019



The Town of Pittsford Recreation Department's 2019 Softball Leagues (Coed and Men's) are Monday evenings June 24 - August 19. We will host both leagues at Farm View Park 6-9pm. We would like to continue using Sports Officials of the Rochester Area (SORA) for the 2019 season. There is no increase to the game fees from 2018.

In the event the Town Board determines that the proposed action should be taken, the following oral Resolution language is suggested:

I move that the Town Board authorizes the Town Supervisor to sign a contract with the Sports Officials of the Rochester Area (SORA) to allow them to provide their professional services for 2019 Town of Pittsford's Recreational Softball Leagues.

S O R A

Sports Officials of the Rochester Area

189 Parkview Terrace ♦ ♦ ♦ Rochester, NY 14617

TAX ID # 16-1371909

Service Agreement

We, **PITTSFORD RECREATION**, do hereby request the Professional Services of the Sports Officials of the Rochester Area (**SORA**) for the 2019 slow pitch softball season.

We agree that the per game fee(s) will be as follows:

- A. Game fee of \$40.00 each will be paid for all single games, and \$29.00 each will be paid for all multiple game assignments scheduled in the 2019 season.
- B. A fee of \$54.00 will be paid for each game where two umpires are requested by the **PITTSFORD RECREATION** program director for slow pitch softball.
- C. A fee of \$16.00 will be paid for all games that are not played to completion of a legal game. Any game(s) canceled after 5:00 PM on game day and for which the umpire is not able to be notified, the \$16.00 fee will be charged.

We agree that the method of payment will be the following:

- A. **PITTSFORD RECREATION** will be billed on the first month for the games played the previous month. Net amount due to be paid 15 days from town board approval. Services may be suspended for non-payment, at no penalty to **SORA**, until such payment is received.
- B. **SORA** will be notified of any and all game(s) cancellations NO LATER THAN sixty (60) minutes prior to the scheduled game time(s). Failure to make the proper notification to the **SORA** assignor will constitute the \$16.00 incomplete game fee as stated above.
- C. **SORA** will receive AT LEAST forty-eight (48) hours notification of any additions or rescheduling of game(s).
 - 1. With proper notification, the **SORA** assignor should be able to provide the official(s) as needed.
 - 2. Without proper notification, the **SORA** assignor may not be able to provide the official(s) as needed. Failure to provide services for these games will not constitute a “no show” on the part of **SORA**.
 - 3. Late additions or changes may be billed at the single game fee of \$40.00 PER GAME.

D. Forfeits will be considered as complete games.

RULES: Any rules established by **PITTSFORD RECREATION** will supersede and take precedence over the USSSA rule book, which will otherwise be used to govern play.

PITTSFORD RECREATION has the right to refuse the services of any individual umpire, if a written request is received by the President of **SORA**.

We also agree that any problems relating to Umpires or Umpire Association disputes and/or problems will be handled by an arbitration board made-up of Umpires, player representatives, and the **PITTSFORD RECREATION** Management.

Sports Officials of the Rochester Area (**SORA**) will be responsible for maintaining its own liability insurance, which will protect them from any claims which may result from this agreement. In order for this insurance to be in effect, **Pittsford Recreation** must register all teams with the USSSA. **The cost for each adult team is \$ 25.00, payable to the USSSA.**

Sports Officials of the Rochester Area (**SORA**) will provide a contact number to be used in the event an umpire does not show. The **PITTSFORD** Representative making the call will be informed as to the status of having an umpire to the best of the ability of the **SORA** Representative handling the call.

If **SORA** fails to perform any obligations under this agreement, **PITTSFORD RECREATION** may, after seven (7) days written notice, during which time period **SORA** fails to perform such obligation, terminate this agreement.

In full acknowledgment of the above stated terms, I/We hereby render our legal signature(s) in full acceptance of this agreement for a period of time from April 1st, 2019 until completion of the softball season.

Dated: _____, 2019

Pittsford Recreation Representative

Address

City State ZIP

Phone

SORA Association Representative

Acceptance Date: _____