

**Keuka Lake Outlet Compact
Special Event Water Release and Reduced Flow Request Form**

Requested By (Group Name)_____

Purpose and Nature of Request (include # of gates, settings and/or flow desired if known) -

K.L.O.C. is required to maintain a minimum flow of 15 c.f.s.:_____

Contact Name:_____

Address:_____

Phone:_____ **Cell:**_____ **Email:**_____

Fax:_____

Special Event/Reduce Flow Request Date:_____

(Note: Requests must be submitted two weeks in advance)

Time Duration of Request: From_____ **AM/PM To:** _____ **AM/PM**

Location(s) of Proposed Activity on the Outlet: (please describe)

Applicants must also submit with this form a certificate of insurance form, naming the Village of Penn Yan, the Keuka Lake Outlet Compact and Friends of the Outlet as additional insured with a minimum coverage of \$1 million dollars.

Please submit this form and insurance certificate to:

Brent C. Bodine, KLOC Gate Manager

111 Elm Street

Penn Yan, NY 14527

or FAX to 315-536-5866

This request will be approved or denied based on the attached KLOC Special Event Water Release and Reduced Flow Policy.

Applicant Signature:_____ **Date:**_____

Approved by KLOC Gate Manager:_____ **Date:**_____

Keuka Lake Outlet Compact

Special Event Water Release and Reduced Flow Policy

- ◆ In recognition that many groups have an interest in Special Event water releases or reduced flow requirements in the Keuka Lake Outlet; and
 - ◆ These Special Events may have a positive impact on the local economy; and
 - ◆ Scheduling and communication of Special Events are critical for avoiding conflicts of uses, flood protection and public safety; and
 - ◆ The KLOC has ultimate authority and responsibility for the management of the Keuka Lake level and the operations and maintenance of the outlet gates; and
 - ◆ According to the U.S. Army Corp of Engineers Reservoir Regulation Manual for Keuka Lake, the primary goal of lake level management is to prevent flooding around Keuka lake, with recreation and downstream flooding being secondary considerations; and
 - ◆ The Village of Penn Yan is contracted by KLOC to operate and maintain the outlet gates according to the Keuka Lake Guide Curve and the Reservoir Regulation Manual; the following procedure is being implemented:
- 1) The opening or closing of the outlet gates for Special Events (i.e., recreational events on the outlet, fish stocking, educational programs, search and rescue training, etc.) shall be requested in writing through the KLOC Gate Manager (Village of Penn Yan Director of Public Works) at least two weeks in advance of the event so that public notification can be made and scheduling conflicts can be avoided.
 - 2) The Gate Manager shall keep a schedule of Special Event releases or reduced flow requests and shall provide these dates to Cornell Cooperative Extension (CCE) for publication with the Lake Level curve. On a weekly basis, the Lake Level curve, along with Special Event releases or reduced flow request dates, will be sent to local papers and the Keuka Lake Association website. The lake level chart will also be e-mailed to the KLOC Chairman, KLA President, Friends of the Outlet President, Village of Penn Yan Director of Public Works and other interested parties (by request through CCE).
 - 3) When evaluating a request to open or close the outlet gates for a Special Event, the Gate Manager shall consider the cost, amount of potential water discharge, and impact on current or expected water levels. Special Events scheduled during normal Village employee working hours would not incur a charge. Scheduled releases or changes to gates settings will be considered if the current lake level is within the lake level guide window (i.e. between the recommended minimum and maximum levels). During high water levels (i.e., above the maximum recommended level), and where gates setting and water discharges are being used to control flooding potential on Keuka Lake according to the Reservoir Regulation Manual, requests to reduce water releases for a Special Event will be denied.
 - 4) To minimize the effects of lake and downstream flooding and erosion, the Gate Manager is encouraged to monitor weather predictions and the buildup of water in the reservoir and to initiate moderate releases before the maximum level is reached. To maintain the ability to provide adequate water flow in the outlet in the later part of the summer, the Gate Manager is encouraged to keep the late spring water level above the midpoint of the guide curve (weather permitting).

- 5) If permission is granted for a Special Event water release or for reduced flow, the gates shall be opened and closed to the appropriate settings immediately prior to and after the event. Gates shall not be left open for the entire weekend, unless the release is needed for maintaining water levels according to the guide window.
- 6) Organizations considering requesting water releases during July and August for a Special Event should recognize that, during the past ten (10) years, drought conditions have caused the lake level to drop below the guide window for much of July and August.
- 7) The public will be provided with information on the published guide curve and on signs along the outlet that unscheduled water releases by the Gate Manager for normal flood/water level control will cause the outlet water levels to rise rapidly and without warning. Those using the outlet for recreation need to be aware of this situation and respond accordingly.
- 8) Per 2011 KLOC Commissioner resolution, every group requesting operation of the gates for recreational or other non flood control purposes will not be charged for the first request in any calendar year. Any additional requests for gate changes by the same group for subsequent events in that calendar year will be billed for actual time and material to satisfy those events with a minimum charge of \$100.

Last Updated: April 30, 2012