

CITY OF WATERTOWN, NEW YORK
AGENDA
Monday, April 16, 2018

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, April 16, 2018, at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF MINUTES

COMMUNICATIONS

PROCLAMATION

International Tabletop Day

PRIVILEGE OF THE FLOOR

RESOLUTIONS

- Resolution No. 1 - Reappointment to the Empire Zone Administrative Board - Joseph M. Butler, Jr.
- Resolution No. 2 - Reappointment to the Empire Zone Administrative Board - Anthony Doldo
- Resolution No. 3 - Appointing Margaret M. Puccia as a Marriage Officer for the City of Watertown
- Resolution No. 4 - Appointment to the Transportation Commission - Aaron Clemons
- Resolution No. 5 - Appointment to the Transportation Commission - Dwight J. Doane
- Resolution No. 6 - Accepting Amendment No. 2 of GHD Consulting Services Inc. Agreement for Phase 1B of the Sludge Disposal Modification Project

Resolution No. 7 - Approving Option Agreement Extension With The Watertown Local Development Corporation for the City Center Industrial Park

Resolution No. 8 - Accepting Grant Funding From the Black River Advisory Council for the Purchase of Bike Racks for Four Riverfront Parks

ORDINANCES

LOCAL LAW

PUBLIC HEARING

OLD BUSINESS

STAFF REPORTS

1. SAFER Grant Application Considerations
2. Lead Service Line Replacement Project
3. Pearl Street Bridge Rehabilitation Project
4. Sidewalk Program District #12 Completion
5. Sale of Surplus Hydro-electricity – March 2018
6. Sales Tax Revenue – March 2018
7. Rollout of FY 2018-2019 Budget

NEW BUSINESS

EXECUTIVE SESSION

To Discuss Collective Bargaining

WORK SESSION

ADJOURNMENT

NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, MAY 7, 2018.

Res Nos. 1 and 2

April 11, 2018

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Empire Zone Administrative Board Reappointments

At the request of City Council, the attached resolutions have been prepared reappointing the following individuals to the Empire Zone Administrative Board for three-year terms, such terms expiring on May 31, 2021:

Joseph M. Butler - City Representative

Anthony Doldo - At Large Representative

RESOLUTION

Page 1 of 1

Reappointment to the Empire Zone
Administrative Board - Joseph M. Butler, Jr.

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa A.

Council Member WALCZYK, Mark C.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

WHEREAS New York State has designated an Empire Zone pursuant to Article 18-b of the New York State General Municipal law within the Town of Watertown and the City of Watertown on July 27, 1994, and

WHEREAS Article 18-b of the New York State General Municipal law requires that an Empire Zone Administrative Board be in place to oversee the operation of said Empire Zone,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby reappoints to the Empire Zone Administrative Board, as the City representative, for a three-year term expiring May 31, 2021:

Joseph M. Butler, Jr.
355 Ten Eyck Street
Watertown, New York 13601

Seconded by

RESOLUTION

Page 1 of 1

Reappointment to the Empire Zone
Administrative Board - Anthony Doldo

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa A.

Council Member WALCZYK, Mark C.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

WHEREAS New York State has designated an Empire Zone pursuant to Article 18-b of the New York State General Municipal law within the Town of Watertown and the City of Watertown on July 27, 1994, and

WHEREAS Article 18-b of the New York State General Municipal law requires that an Empire Zone Administrative Board be in place to oversee the operation of said Empire Zone,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby reappoints to the Empire Zone Administrative Board, as an at large representative, for a three-year term expiring May 31, 2021:

Anthony Doldo
119 Breen Avenue
Watertown, New York 13601

Seconded by

Res No. 3

April 3, 2018

To: The Honorable Mayor and City Council

From: Ann M. Saunders, City Clerk

Subject: Appointment of Marriage Officer

The attached resolution has been prepared in order to appoint Deputy Clerk Margaret Puccia as a Marriage Officer for the City of Watertown for a term of four years.

RESOLUTION

Page 1 of 1

Appointing Margaret M. Puccia as a
Marriage Officer for the City of Watertown

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa L.

Council Member WALCZYK, Mark C.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

WHEREAS Section 11-C(1) of the New York State Domestic Relations Law permits the City Council of the City of Watertown to appoint one or more Marriage Officers who shall have the authority to solemnize marriages within the City, and

WHEREAS the City Council of the City of Watertown adopted Local Law No. 2 of 2002, establishing the position of City Marriage Officer under Section 45-11.3 of the City Code of the City of Watertown, and

WHEREAS Margaret M. Puccia is over the age of 18 and is a resident of the City of Watertown, as required by Section 11-C(2) of the New York State Domestic Relations Law,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that Margaret M. Puccia shall be appointed as a Marriage Officer for the City of Watertown with the duties established by Section 45-11.3 of the City Code of the City of Watertown and by Article 3 of the New York State Domestic Relations Law, for a term of four (4) years commencing immediately and expiring April 20, 2022.

Seconded by

Res Nos. 4 and 5

April 11, 2018

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Appointments to the Transportation Commission

The following two individuals have agreed to serve on the Transportation Commission:

Aaron Clemons
Dwight J. Doane

Attached for City Council consideration are resolutions appointing both, one to a three-year term expiring on April 1, 2021 and the other to fill the unexpired term of Mary Newman, such term expiring on April 1, 2019.

RESOLUTION

Page 1 of 1

Appointment to the Transportation
Commission – Aaron Clemons

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa A.

Council Member WALCZYK, Mark C.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

RESOLVED that the following individual is appointed to the Transportation Commission to fill the unexpired term of Mary Newman, such term expiring on April 1, 2019:

Aaron Clemons
1032 Bronson Street
Watertown, NY 13601

Seconded by

RESOLUTION

Page 1 of 1

Appointment to the Transportation
Commission – Dwight J. Doane

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa A.

Council Member WALCZYK, Mark C.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

RESOLVED that the following individual is appointed to the Transportation Commission for a three-year term, such term expiring on April 1, 2021:

Dwight J. Doane
1017 B Gill Street
Watertown, NY 13601

Seconded by

Res No. 6

April 11, 2018

To: The Honorable Mayor and City Council
From: Vicky L. Murphy, Water Superintendent
Subject: Authorizing Amendment No. 2 of GHD Consulting Services Inc.
Agreement for Phase 1B of the Sludge Disposal Modifications Project

On October 16, 2016, City Council approved an agreement with GHD for Phase 1B of the Sludge Disposal Modification Project.

On April 18, 2017, the cover on primary digester No. 1 failed and the unit was emptied and subsequently taken out of service. After discussions with the NYS Environmental Facilities Corporation (EFC), it was determined that the covers of the three digesters and related improvements could be added to the Project.

Because the project is partially funded through grants, there are additional requirements as outlined in the attached Agreement.

Attached for Council consideration is a resolution accepting Amendment No. 2 of the Agreement with GHD for Phase 1B of the Sludge Disposal Modifications Project.

RESOLUTION

Page 1 of 1

Accepting Amendment No. 2 of GHD Consulting Services Inc. Agreement for Phase 1B of the Sludge Disposal Modification Project

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa A.

Council Member WALCZYK, Mark C.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

WHEREAS on October 16, 2016, the City Council authorized the Agreement with GHD Consulting Services Inc. for the Phase 1B Final Design, bidding and Construction of the Wastewater Treatment Plant Sludge Disposal Process Modification Project in the amount of \$540,450, and

WHEREAS on August 7, 2017, the City Council authorized Amendment No. 1 to this Agreement in the amount of \$208,200 to include the additional Design and Construction services, and

WHEREAS the City of Watertown has requested GHD to perform additional Design and Construction services for the digester cover replacements and related improvements, and

WHEREAS the additional final design tasks will require revision to the existing SEQRA process documentation,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby authorizes Amendment No. 2 of the Agreement with GHD Consulting Services Inc., a copy of which is attached and made part of this resolution, in the amount of \$35,070, and

BE IT FURTHER RESOLVED that the City Manager Sharon Addison is hereby authorized and directed to sign this Amendment on behalf of the City of Watertown.

Seconded by



AMENDMENT NO. 2

TO AGREEMENT BETWEEN
CITY OF WATERTOWN
AND
GHD CONSULTING SERVICES INC.

WHEREAS, GHD Consulting Services Inc. (ENGINEER) and City of Watertown (OWNER) entered into an Agreement dated September 16, 2016 to perform engineering services for design and construction of Phase 1B Sludge Disposal Modifications; and

WHEREAS, the OWNER has requested ENGINEER to perform additional Design and Construction Phase services for the digester cover replacements and related improvements; and

WHEREAS, these additional final design tasks will require revision to the existing SEQRA process documentation; and

NOW, THEREFORE, ENGINEER and OWNER agree to amend the Agreement as follows.

SCOPE OF SERVICES

Final Design Phase

1. Add the following to the Final Design Phase Scope of Services:
 - a. **New York State Environmental Facilities Corporation (NYSEFC) Engineering Report Letter Addendum.** Prepare information to formally document project scope modifications for submission to the NYSEFC in support of grant funding eligibility on the project.
 - b. **Roof Replacement for the Digester Control Building.** Work includes the replacement of all three existing roofing surfaces of the Digester Building with a new membrane roofing system.
 - c. **New Hydronic Piping System in Digester Control Building.** Demolition of existing hot water hydronic piping and insulation and replacement in-kind with new piping and insulation system.
 - d. **Revised SEQR.** Assist OWNER with completion of the SEQR process to cover a revised project description for additional final design scope. This revision is required in response to New York State Environmental Facilities Corporation (NYSEFC) determination regarding adequacy of original SEQR for additional project scope. Work will include:
 - Completion/updating of Parts 1, 2 and 3 of the Full Environmental Assessment Form.
 - Provide documentation/notice to the involved agencies identified for this project.
 - Assist OWNER with draft resolutions, completion of Negative Declaration Form, and notices for publication with New York State Department of Environmental Conservation (NYSDEC) (Environmental News Bulletin).
 - Does not include work associated with Positive Declaration.

Bidding and Construction Phases

1. Add Bidding and Construction Phase services for the following:
 - a. Roof Replacement
 - b. Hydronic Piping System

2. Minority Business Officer (MBO) Assistance:

a. Assist OWNER and OWNER's MBO with obtaining Contractor documentation as it pertains to compliance with NYSEFC in support of grant funding and loan financing received by the OWNER. Documentation shall include, where applicable:

- Forms and documentation prior to contract execution
- Utilization Plans
- Monthly Compliance Reports
- Utilization Reports (M/WBE and EEO)
- Waivers
- Proof of payment to M/WBE and SDVOB

3. Additional SRF Funding Compliance Assistance

a. Assist OWNER with obtaining and maintaining proper documentation from each Contractor for compliance with NYSEFC and the SRF financing. Documentation shall include, where applicable:

- AIS Contractor Certifications
- AIS Manufacturers Certifications
- Apprentice and Trainee Certifications
- Weekly Certified Payrolls for Primer and Subcontractors

SCHEDULE

Final Design Phase

The final design phase for the Scope of Services will be completed through submission of the 95% complete Contract Documents (drawings and specifications) will be completed within 90 days of authorization to proceed.

PROJECT COSTS

Add the following project lump sum fees:

	<u>Lump Sum</u>
Final Design Phase	\$20,300
Bidding and Construction Phase	\$12,930

Add the following hourly fees with not-to-exceed amount:

	<u>Not-to-Exceed</u>
Asbestos Survey (time and material)	\$1,840

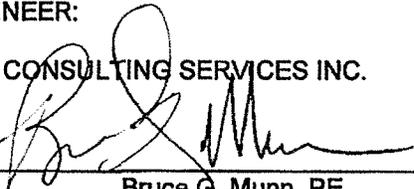
AUTHORIZATION

The return of one signed copy of this Amendment No. 2, together with a copy of a formal resolution of approval, constitutes acceptance of this Amendment and shall be written authorization for ENGINEER to proceed with the Scope of Service outlined above.

IN WITNESS WHEREOF, the parties hereto have made and executed this Amendment No. 2 as of the last date entered below.

ENGINEER:

GHD CONSULTING SERVICES INC.

By:  _____
Bruce G. Munn, PE

Title: Vice President

Date: 3/5/18

OWNER:

CITY OF WATERTOWN

By: _____
Sharon Addison

Title: City Manager

Date: _____

BGM/dir

Res No. 7

April 11, 2018

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planning and Community Development Director

Subject: Approving an Option Agreement Extension with the Watertown Local Development Corporation for the City Center Industrial Park

The Watertown Local Development Corporation (WLDC) has had an Option Agreement with the City for the City Center Industrial Park since July 2003. The original agreement was for a seven year period. A seven year extension to the original agreement was approved in September 2010. The extension to the agreement has expired.

The Option Agreement has been a valuable tool for the WLDC in developing the Industrial Park over the years as the park has grown from having one business, Alteri's Bakery, to seven new businesses. These businesses have brought many jobs to the City and increased the tax base. The businesses include Roth Industries, Current Applications, and Renzi Foods, among others. The WLDC actively markets the property through a commercial real estate broker and makes business prospects aware of the availability of the property for development.

The City Council discussed the possibility of extending the agreement during the March work session. Another seven year extension to the Agreement has been prepared for City Council consideration. All other terms and conditions of the original agreement remain in place. A copy of the original agreement and the first extension is attached for review.

Section 1411(d) of the New York Not-For-Profit Corporation Law requires a public hearing before land can be sold to a Local Development Corporation by a City. If the City Council wishes to extend this agreement, it is recommended that a public hearing be scheduled for Monday, May 7, 2018, at 7:30 p.m.

RESOLUTION

Page 1 of 1

Approving Option Agreement Extension With
The Watertown Local Development Corporation
for the City Center Industrial Park

Council Member HENRY-WILKINSON, Ryan J.
 Council Member HORBACZ, Cody J.
 Council Member RUGGIERO, Lisa A.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown is the owner of vacant land known as the City Center Industrial Park, and

WHEREAS the City of Watertown has no public purpose for said land, and

WHEREAS the City Council approved an Option Agreement with the Watertown Local Development Corporation for the City Center Industrial Park on July 7, 2003, and

WHEREAS the City Council approved an extension to the Option Agreement with the Watertown Local Development Corporation on September 20, 2010, and

WHEREAS the extension to the said Option Agreement has expired, and

WHEREAS the City Council desires to extend said Option Agreement, and

WHEREAS in accordance with Section 1411(d) of the New York Not-For-Profit Corporation Law, a public hearing was held on May 7, 2018, at 7:30 p.m.,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Option Agreement Extension between the City of Watertown and the Watertown Local Development Corporation, a copy of which is attached and made part of this resolution, and

BE IT FURTHER RESOLVED that City Manager Sharon Addison is hereby authorized and directed to execute the Agreement on behalf of the City of Watertown.

Seconded by:

OPTION AGREEMENT EXTENSION

This Agreement made this _____ day of May, 2018 by and between the **CITY OF WATERTOWN, NEW YORK**, a New York State municipal corporation having its office at 245 Washington Street, Watertown, New York 13601 (hereinafter referred to as “**City**”) and **WATERTOWN LOCAL DEVELOPMENT CORPORATION**, a New York State not-for-profit corporation, with an office and place of business at 82 Public Square, Watertown, New York 13601 (hereinafter referred to as “**WLDC**”).

WITNESSETH:

WHEREAS the City Council approved an Option Agreement with the WLDC on July 7, 2003, for property known as the City Center Industrial Park as described in said Option Agreement, and

WHEREAS the City Council approved an extension to the Option Agreement on September 20, 2010, and

WHEREAS after a public hearing, held pursuant to Section 1411 (d) of the New York Not-For-Profit Corporation Law was held on May 7, 2018,

NOW THEREFORE the City, in consideration of the sum of Ten and no/100 dollars (\$10.00), plus other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, duly paid by the WLDC, does hereby extend the term of the Option Agreement for seven (7) years from the date of the original expiration of the first extension of the Agreement. All other terms and conditions of the Option Agreement remain the same.

IN WITNESS WHEREOF this Agreement has been executed by the parties hereto, the day and year first above written.

CITY OF WATERTOWN, NEW YORK

By: _____
Sharon Addison
City Manager

WATERTOWN LOCAL DEVELOPMENT CORPORATION

By: _____
Donald W. Rutherford
Executive Director

OPTION AGREEMENT

THIS OPTION AGREEMENT made this ___ day of July, 2003, by and between the **CITY OF WATERTOWN, NEW YORK**, a New York State municipal corporation having its offices at 245 Washington Street, Watertown, New York 13601 (hereinafter referred to as "**City**") and **THE LOCAL DEVELOPMENT CORPORATION OF THE CITY OF WATERTOWN, NEW YORK**, a New York State not-for-profit corporation, with an office and place of business at 800 Starbuck avenue, Watertown, New York 13601 (hereinafter referred to as "**WLDC**").

WITNESSETH:

WHEREAS, the City is the owner of the Premises situate in the City and more particularly described in Schedule "A" attached (the "**Premises**"); and

WHEREAS, after a public hearing held pursuant to Section 1411 (d) of the New York Not-For-Profit Corporation Law held on June 23, 2003, a resolution was duly adopted by the City Council approving this Agreement on July 7, 2003.

NOW THEREFORE, the City, in consideration of the sum of Ten and no/100 Dollars (\$10.00), plus other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, duly paid by the WLDC, does hereby give and grant to the WLDC the exclusive right and option to purchase the Premises or any part thereof upon the terms and conditions as hereinafter contained (the "**Option**").

1. In the event that the WLDC elects to exercise the Option for any or all of the Premises, it shall deliver written notice to the City, at any time on or before seven (7) years from the date of this option, (the "**Option Period**"), either by certified mail, return receipt requested, or personal delivery at its address as set forth above, or at such other address which the City shall designate to the WLDC from time to time in writing. The notice given pursuant to this paragraph 1 shall designate that portion of the Premises the WLDC is purchasing from the City pursuant to this Option. If the WLDC fails to exercise this Option as herein provided during the Option Period then this Agreement and the rights and obligations created hereby shall terminate automatically at midnight on said date. It is the intent of the parties that during the Option Period the WLDC may elect to purchase portions of the Premises from time to time as it in its sole discretion deems advisable.
2. The total purchase price for each portion or all of the Premises as the case may be shall be the sum of One Hundred and no/100 (\$100.00) Dollars (the "**Purchase Price**") payable by cash, certified check or bank draft at Closing.
3. The City agrees to make available for WLDC's review, upon execution hereof, such deeds, abstracts, and other title information and such existing boundary surveys, topographic maps, soil reports and other pertinent data as the City may have obtained

ORIGINAL OPTION AGREEMENT
JULY 2003

from time to time, and which WLDC deems to be relevant to the purpose of the Agreement.

4. The City agrees that during the Option Period without the prior written approval of WLDC, which approval shall not be unreasonably withheld, it will not (a) grant any easements or other rights affecting the Premises to any person; (b) lease all or any portion of the Premises; (c) convey any interest in the Premises or grant any encumbrance upon the Premises.
5. Transfer of title to the Premises or any portion thereof from time to time (the "Closing") shall be no longer than sixty (60) days after the City receives notice of WLDC's election to exercise this Option at the office of the attorney for the WLDC, or any such other place or on such other day as shall be agreed upon by the parties hereto.
6. At Closing, the City shall convey good and marketable title to the Premises or any portion thereof by bargain and sale deed in proper statutory form for recording, which deed shall be duly executed and acknowledged so as to convey to the WLDC the fee simple title to the Premises or any portion thereof, free of all encumbrances, easements or liens of any kind except utility and railroad easements of record as of the date of this Agreement and the covenants and restrictions set forth in a certain Declaration of Covenants and Restrictions which Declaration shall be recorded in the Jefferson County Clerk's Office, a copy of which is attached as Schedule "B".
- 7A. The City has provided an Abstract of Title to the Premises, beginning with a Warranty Deed recorded at least forty years prior to the date of this Agreement, showing the City to be vested with good and marketable and insurable fee simple title to the Premises.
- 7B. Prior to any closing pursuant to this Agreement, the City shall deliver to the WLDC a redate of the Abstract, certified to a date which is less than thirty (30) days prior to the closing date. The City shall give and the WLDC shall accept such title as any title insurance company licensed to do business in New York State will approve and insure, with standard exceptions. In the event that City is unable to provide insurable title as set forth hereinabove, the WLDC shall have the option to accept title in its existing condition without abatement of the Purchase Price or rescinding this Agreement.
8. Each party will pay its own closing costs which are normally attributable to a transaction of this type.
9. The City shall provide WLDC with a current survey and legal description for the Premises prepared by a licensed New York State surveyor, and certified to the City and WLDC prior to November 1, 2003. The legal description provided will then be substituted as Schedule "A" by the parties as the description of the Premises.

10. Notwithstanding any exercise by the WLDC of its rights to purchase all or any portion of the Premises, it may, in its sole discretion, at any time prior to any Closing notify the City that it does not intend to purchase that part of the Premises described in its notice to the City pursuant to paragraph 1 of this Agreement. Its notice not to purchase will not terminate this Agreement and the WLDC will continue to have a right to purchase the Premises or any portion thereof pursuant to this Agreement including that part of the Premises.
11. WLDC agrees that, except for any part of the Premises upon which it has constructed a building, the proceeds of the sale by WLDC of any part of the Premises which is vacant land and for which it has exercised an option to purchase hereunder shall be utilized by the WLDC solely for the purpose of promoting interest in, improvements to, and use of the Premises as an industrial park including, but not limited to, roads and infrastructure, advertisement, signage, and maintenance of common areas, but shall specifically not include the construction, financing, or maintenance of speculative buildings on the Premises or WLDC activities which are not directly related to the Premises. Proceeds shall be considered the net proceeds, after closing costs. If the WLDC constructs a speculative building or buildings, however, WLDC shall not be obligated to separately establish a value for the land for purposes of allocating proceeds for promotion of the Premises. WLDC's obligation to utilize net proceeds as set forth in this paragraph shall continue for a period of ten (10) years from the date of this Option Agreement, at which time the proceeds shall become the property of WLDC. A failure to apply net proceeds as agreed in this paragraph shall entitle the City to seek recover of those amounts, but shall not constitute a breach entitling the City to seek the termination of this Option.
12. In the event either party brings an action to enforce its rights pursuant to this Agreement in a court of competent jurisdiction, the successful party shall be entitled to reimbursement by the other party of its reasonable attorneys fees and other reasonable expenses incurred in prosecuting or defending such action whichever the case may be.
13. This Agreement shall be binding upon and inure to the benefit of each of the parties hereto and their successors and assigns and shall be construed in accordance with the laws of the State of New York. Any exercised option for all or a portion of the Premises may be assigned by the WLDC to any contract vendee prior to closing. It is the intent of this Agreement, however, to keep the WLDC as the sole optionee under this Agreement.
14. All notices required or permitted to be given hereunder shall be in writing and delivered personally to the addressee or, at the sender's election, sent by registered or certified mail, postage prepaid, return receipt requested, addressed to the other party at such party's address shown at the beginning of this Agreement or to such other address as the other party shall have designated in the manner herein provided for the

giving of such notice. Such notice shall be deemed to have been given on the date personally delivered, or on the date deposited with the United States Postal Service, as the case may be, except a notice of change of address or revocation of a prior notice shall be effective only upon receipt by the other party.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto, the day and year first above written.

CITY OF WATERTOWN, NEW YORK

By: _____

THE LOCAL DEVELOPMENT CORPORATION
OF THE CITY OF WATERTOWN, NEW YORK

By: _____

Donald W. Rutherford
Executive Director

STATE OF NEW YORK)
) SS.:
COUNTY OF JEFFERSON)

On the ___ day of _____, in the year 2003 before me, the undersigned, a notary public in and for said state, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her their signatures(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public

OPTION AGREEMENT EXTENSION

This Agreement made this _____ day of September 2010 by and between the **CITY OF WATERTOWN, NEW YORK**, a New York State municipal corporation having its offices at 245 Washington Street, Watertown, New York 13601 (hereinafter referred to as “City”) and **WATERTOWN LOCAL DEVELOPMENT CORPORATION**, a New York State not-for-profit corporation, with an office and place of business at 82 Public Square, Watertown, New York 13601 (hereinafter referred to as “WLDC”).

WITNESSETH:

WHEREAS the City Council approved an Option Agreement with the WLDC on July 7, 2003, for property known as City Center Industrial Park as described in said Option Agreement, and

WHEREAS after a public hearing held pursuant to Section 1411(d) of the New York Not-For-Profit Corporation Law held on September 20, 2010,

NOW THEREFORE the City, in consideration of the sum of Ten and no/100 dollars (\$10.00), plus other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, duly paid by the WLDC, does hereby extend the term of the Option Agreement for seven (7) years from the date of the original expiration of the Agreement. All other terms and conditions of the Option Agreement remain the same.

IN WITNESS WHEREOF this Agreement has been executed by the parties hereto, the day and year first above written.

CITY OF WATERTOWN, NEW YORK

By: _____
Mary M. Corriveau
City Manager

WATERTOWN LOCAL DEVELOPMENT
CORPORATION

By: _____
Donald W. Rutherford
Executive Director

EXTENSION # 1 - SEPTEMBER 2010

STATE OF NEW YORK)
) SS.:
COUNTY OF JEFFERSON)

On the _____ day of September in the year 2010 before me, the undersigned, a notary public in and for said state, personally appeared **MARY M. CORRIVEAU**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual or the person upon behalf of which the individual acted, executed the instrument.

Notary Public

STATE OF NEW YORK)
) SS.:
COUNTY OF JEFFERSON)

On the _____ day of September in the year 2010 before me, the undersigned, a notary public in and for said state, personally appeared **DONALD W. RUTHERFORD**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual or the person upon behalf of which the individual acted, executed the instrument.

Notary Public

Res No. 8

April 11, 2018

To: The Honorable Mayor and City Council

From: Jennifer L. Voss, Senior Planner

Subject: Accepting Grant Funds From the Black River Advisory Council for the Purchase of Bike Racks for Four Riverfront Parks

The Black River Advisory Council has approved a grant of \$4,600 for the purchase of bike racks for four (4) of the City's riverfront parks. The racks will be placed at Bicentennial Park, Factory Square Park, Whitewater Park and Waterworks Park. There is no match requirements for this grant.

The grant was awarded as a result of a request Planning Staff made to the Black River Advisory Council. As part of the effort to build a continuous trail system from the Village of Black River to Jefferson Community College, these bike racks will give visitors a place to store their bikes while exploring the banks of the Black River.

The Black River Advisory Council was established in 1995 as part of a FERC (Federal Energy Regulatory Commission) settlement. The settlement requires Niagara Mohawk Power Company to contribute \$4,000 on an annual basis to be used within the Black River basin for projects that promote or enhance ecosystem restoration and protection, natural resources stewardship, public education, facility maintenance or applied research. The Black River Advisory Council oversees the spending of the Black River Fund.

Attached are the meeting minutes from the Advisory Council meeting approving the grant request. Also included is the grant request letter submitted to Richard McDonald who serves as the Chairman of the Advisory Council.

The Resolution prepared for City Council consideration accepts the grant funds from the Black River Advisory Council and authorizes the purchase and installation of the bike racks.

RESOLUTION

Page 1 of 1

Accepting Grant Funding From the Black River Advisory Council for the Purchase of Bike Racks for Four Riverfront Parks

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa A.

Council Member WALCZYK, Mark C.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown Planning Department has made a request to the Black River Advisory Council to assist with continuing the bicycle and pedestrian trail from Huntington Street to Jefferson Community College, and

WHEREAS the Black River Advisory Council has approved a grant in the amount of \$4,600 for the purchase of bike racks for four City of Watertown riverfront parks, and

WHEREAS the City of Watertown accepts this funding with the intent of using these funds for the specific purpose of bike racks to be installed at Bicentennial Park, Factory Square Park, Whitewater Park and Waterworks Park,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby accepts grant funding from the Black River Advisory Council in the amount of \$4,600 for the express purpose of four bike racks to be installed at the City’s riverfront parks as noted above.

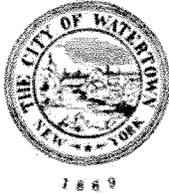
Seconded by

BRACs Meeting Minutes for May 5, 2017 (continued)

New Project Proposals and Voting: (continued)

- Beaver River Fund Projects: (continued)
 - Early Warning Flood Detection System; *Nichelle Billhardt – Lewis Co. SWCD*
 - Ms. Billhardt presented a proposal requesting funding of \$1,300.00 for the purchase of modems and associated accessories needed to replace the inadequate line of sight radio communications equipment on the recently purchased and installed Stream Gauges in order to bring the gauges on-line for real-time data collection, analysis, and display.
 - Mr. Don Mooney made a motion to fund the Lewis Co. SWCD's request for improved communications and data telemetry equipment for the recently installed Stream Gauges at a cost of \$1,300.00.
 - The motion was seconded by Mr. Chris Koll and passed unanimously.

- Black River Fund Projects:
 - Bicycle Racks for the Bicycle and Pedestrian Trail; *Mike Lumbis – City of Watertown*
 - Mr. Lumbis presented a proposal for \$4,600.00 to purchase and install four (4) bicycle racks for the City of Watertown Bicycle and Pedestrian Trail at four out of five possible locations (Waterworks Park, Whitewater Park, Bicentennial Park, and Factory Square Park or the Veteran's Memorial Walkway).
 - A question was raised as to whether this proposal meets the requirements of the Black River Fund and the Black River Advisory Council.
 - Page A1-2 of the Settlement Offer {for the Black River Project (FERC No. 2569) of the Niagara Mohawk Power Corporation and Bebee Island Project (FERC No. 2538) of the Bebee Island Corporation is dated 14 September 1995} states;
 - “The Black River Fund will be used within the Black River basin for projects and services designated by majority vote of the Advisory Council for purposes of ecosystem restoration and protection, natural resource stewardship, public education, facility maintenance, applied research necessary to accomplish these projects and provide these services and additional public access to outdoor recreations resources not currently agreed to by licensees. The Fund is not intended for any of the signatories to carry out any obligations under the new FERC licenses or any amendment thereto. Furthermore, the Fund is not intended for any signatory to discharge any legal or statutory obligations.”
 - It was agreed that this proposal does fall into the requirements and would be voted on with the condition that no other proposals would come from the City of Watertown until the status of the “Watertown Black River Fund” established in the Order Issuing New License (Major Project) on 16 June 1995 by the Federal Energy Regulatory Commission (FERC) for the City of Watertown hydroelectric facility (FERC No. 2442) could be further researched.
 - A motion was made by Mr. Chris Koll to approve the funding of \$4,600.00 for the purchase and installation of four (4) bicycle racks by the City of Watertown for the Bicycle and Pedestrian Trail.
 - The motion was seconded by Mr. Frank Pace and passed unanimously.



CITY OF WATERTOWN, NEW YORK
PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT
SUITE 304, CITY HALL
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601-3362
TEL. (315) 785-7740
FAX (315) 785-7829

MICHAEL A. LUMBIS
PLANNING & COMMUNITY
DEVELOPMENT DIRECTOR

April 26, 2017

Mr. Richard McDonald
NYSDEC BRAC Chairman
NYS Dept. of Environmental Conservation
317 Washington Street
Watertown, NY 13601

Dear Mr. McDonald,

The City of Watertown was recently awarded a Transportation Alternatives Program (TAP) grant from the NYS DOT for the extension of the Black River Trail between Meadowbrook Apartments (Walker Avenue) and Waterworks Park.

Currently, the proposed Waterworks Park to Meadowbrook trail segment is the only missing link in a dedicated bicycle and pedestrian connection between the eastern part of the City and the Village of Black River. Completing this connection would create a stretch of uninterrupted bicycle/pedestrian trail that would measure just over five miles. The project would also provide trail users with access to a large 29-space parking lot within Waterworks Park and would connect to recent sidewalk and trail improvements that the City has made on Huntington Street west of Waterworks Park.

In the future, it is the City's plan to continue the bicycle and pedestrian trail from Huntington Street to Jefferson Community College, connecting all the trails that currently exist in smaller segments. This will allow uninterrupted pedestrian and bicycle access all the way from the Village of Black River to Jefferson Community College, right through the heart of Watertown, following the Black River.

In order to encourage visitors to spend time in the river parks instead of just passing through, the City plans to install bike racks so visitors have somewhere to store their bicycle while exploring the shore of the Black River.

I would like to request that the Black River Advisory Council consider a grant of \$4,600 so the City can purchase and install four bike racks. The racks will be placed at Waterworks Park, Whitewater Park, Bicentennial Park and Factory Square Park or the Veteran's Memorial Walkway. This will allow us to continue our goal of creating a bike and pedestrian friendly atmosphere throughout the City, while encouraging use of the new and existing trails.

I thank you for your consideration of this funding request and look forward to working with you.

Sincerely,

Michael A. Lumbis
Planning and Community
Development Director

April 10, 2018

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: SAFER Grant Application Considerations

Fire Chief Dale Herman brought to my attention the FEMA grant opportunity for the FY 2017 Staffing for Adequate Fire & Emergency Response (SAFER) with an application deadline of April 27, 2018. The SAFER grant "...was created to provide funding directly to fire departments and volunteer firefighter interest organizations to help them increase or maintain the number of trained, "front line" firefighters available in their communities." It is my recommendation that Council forgo application for SAFER grant funding as it masks the liability for the total cost and sustainability of the City's fire and emergency services; it locks in a larger department size rebuffing years of negotiation strategy and the NYS Supreme Court recent ruling that "minimum manning" is unenforceable; and, use of the grant funding as a method to reduce overtime costs is not a responsible business decision.

Cost Liability and Sustainability: The SAFER grant's intended use is as "seed funding" to increase the level of staffing of a fire response organization and should not be used as "gap funding." During the three year period, the grant reimburses 75%, 75% and 35% of the salary and benefit expenses for a new firefighter but does not cover the costs to train and equip the firefighter, nor does the grant reimburse the cost for overtime. The SAFER grant stipulates that the new staffing level must be maintained throughout the period of performance, even if attrition occurs by retirement or resignation. After the grant period, the City of Watertown's multi-year plan should reflect the ability to sustain the increase to staffing and associated costs. Council should seek an independent fire study to determine the correct staffing model and size of the City's department prior to locking in an increased staffing level and operating costs.

Department Down-sizing: As a result of several discussions, studies and reports, the City has received expressed confirmation from the Fire Chief, the Deputy Fire Chief, a Battalion Chief and a Captain that staffing of 60 line personnel (firefighters and officers) can work with no compromise to (1) safety, (2) efficiency, and (3) effectiveness. Additionally, it has been the negotiating team's course of action to reduce the size of the department, similar to other comparable departments, through attrition rather than layoffs. Yet, because of existing contractual language prior to the NYS Supreme Court's recent ruling that "minimum manning is unenforceable," the City was not in a position to further reduce the workforce. The SAFER grant is not intended to financially assist a municipality to reduce the size of its Fire department.

Overtime Costs: The best way to reduce increasing overtime costs is not by utilizing the SAFER grant but by fully exercising the right given to the City with the recent court ruling and to continue to not backfill for all absences. In February 2018, the NYS Supreme Court opined that it is "...the right of the elected officials to control the budget through managing the costs of employees." As a result of the ruling also establishing that the "minimum manning" clause is unenforceable, Council has the ability to not backfill for any absence due to scheduled or unscheduled leave. Since November 2017, the City has saved \$49,000 in overtime costs by not backfilling for a firefighter that calls out sick, while maintaining the line staff of at least 13. If Council elected to not backfill up to 2 positions every shift, in essence decreasing the line staff to 13 every day, projected overtime savings would exceed \$990,000 annually.

At this juncture, hiring additional firefighters without establishing a new line staffing model for the department is premature and counter to the intent of the SAFER grant. I recommend that Council decline the opportunity to apply for the FY 2017 SAFER grant and immediately establish the line staffing of 60 personnel; restore management's and elected officials' rights to determine the size and cost of a sustainable fire protection model; and, seek an independent fire study that determines, without emotion, the appropriate staffing model and size of the City's department that meets the needs of our community.

[Attached is the analysis which summarizes the cost projections for the hiring options of 2, 4 and 6 firefighters assuming minimum manning is 15 and no overtime is incurred for sick leave vacancies for up to 2 personnel. These projections represent wages and benefits which would be covered by the SAFER grant. Non-reimbursable costs such as training and outfitting of a new firefighter are not included, nor are projected savings due to possible pending retirements.]

	Year 1 (FY 2018/19)	Year 2 (FY 2019/20)	Year 3 (FY 2020/21)	Total	Year 4 (FY 2021/22)
PER FIREFIGHTER COST (excluding overtime implications)					
Base Salary (assumes 2% retroactive annual salary increases starting in FY 2019/20 and forward)	\$ 44,799	\$ 52,659	\$ 56,078	\$ 153,536	\$ 59,734
Holiday Pay	1,895	2,228	2,373	6,496	2,527
FICA (7.65%)	\$ 46,694	\$ 54,887	\$ 58,451	\$ 160,032	\$ 62,261
Retirement (Held constant at 2/1/2018 Tier 6 contribution rate of 14.80%)	3,572	4,199	4,472	12,243	4,763
Health Insurance (Family coverage - assumes annual 5% increases from FY 2017/18 rates)	6,911	8,123	8,651	23,685	9,215
	18,661	19,594	20,574	58,829	21,603
Federal Grant (75% / 75% / 35%)	\$ 75,838	\$ 86,803	\$ 92,148	\$ 254,789	\$ 97,842
	\$ (56,879)	\$ (56,879)	\$ (26,543)	\$ (140,301)	\$ -
Net Cost to City	\$ 18,959	\$ 29,924	\$ 65,605	\$ 114,488	\$ 97,842

OPTION #1 - HIRE TWO FIREFIGHTERS

	Year 1	Year 2	Year 3	Total	Year 4
Base Salary (assumes 2% retroactive annual salary increases starting in FY 2019/20 and forward)	\$ 89,598	\$ 105,318	\$ 112,156	\$ 307,072	\$ 119,468
Holiday Pay	3,790	4,456	4,746	12,992	5,054
FICA (7.65%)	\$ 93,388	\$ 109,774	\$ 116,902	\$ 320,064	\$ 124,522
Retirement (Held constant at 2/1/2018 Tier 6 contribution rate of 14.80%)	7,144	8,398	8,944	24,486	9,526
Health Insurance (Family coverage - assumes annual 5% increases from FY 2017/18 rates)	13,822	16,246	17,302	47,370	18,430
Total Cost	37,322	39,188	41,148	117,658	43,206
Federal Grant (75% / 75% / 35%)	\$ 151,676	\$ 173,606	\$ 184,296	\$ 509,578	\$ 195,684
	(113,758)	(113,758)	(53,086)	(280,602)	-
Net Cost / (Savings) to City excluding affect to overtime	\$ 37,918	\$ 59,848	\$ 131,210	\$ 228,976	\$ 195,684

Overtime Decrease Assumption:

Overtime Wages Decrease by 3,500 Overtime Hours	\$ (150,500)	\$ (169,487)	\$ (172,877)	\$ (492,864)	\$ (176,335)
Fringe Benefits (FICA 7.65% + Tier 2 Retirement 24.6% = 32.25%)	(48,536)	(54,660)	(55,753)	(158,949)	(56,868)
	\$ (199,036)	\$ (224,147)	\$ (228,630)	\$ (651,813)	\$ (233,203)

Net Cost / (Savings) to City **\$ (161,118)** **\$ (164,299)** **\$ (97,420)** **\$ (422,837)** **\$ (37,519)**

OPTION #2 - HIRE FOUR FIREFIGHTERS

	Year 1	Year 2	Year 3	Total	Year 4
Base Salary (assumes 2% retroactive annual salary increases starting in FY 2019/20 and forward)	\$ 179,196	\$ 210,636	\$ 224,312	\$ 614,144	\$ 238,936
Holiday Pay	7,580	8,912	9,492	25,984	10,108
FICA (7.65%)	\$ 186,776	\$ 219,548	\$ 233,804	\$ 640,128	\$ 249,044
Retirement (Held constant at 2/1/2018 Tier 6 contribution rate of 14.80%)	14,288	16,796	17,888	48,972	19,052
Health Insurance (Family coverage - assumes annual 5% increases from FY 2017/18 rates)	27,644	32,492	34,604	94,740	36,860
Total Cost	74,644	78,376	82,296	235,316	86,412
Federal Grant (75% / 75% / 35%)	\$ 303,352	\$ 347,212	\$ 368,592	\$ 1,019,156	\$ 391,368
	(227,516)	(227,516)	(106,172)	(561,204)	-
Net Cost / (Savings) to City excluding affect to overtime	\$ 75,836	\$ 119,696	\$ 262,420	\$ 457,952	\$ 391,368

Overtime Decrease Assumption:

Overtime Wages Decrease by 7,400 Overtime Hours	\$ (318,200)	\$ (365,512)	\$ (372,822)	\$ (1,056,534)	\$ (380,278)
Fringe Benefits (FICA 7.65% + Tier 2 Retirement 24.6% = 32.25%)	(102,620)	(117,878)	(120,235)	(340,733)	(122,640)
	\$ (420,820)	\$ (483,390)	\$ (493,057)	\$ (1,397,267)	\$ (502,918)

Net Cost / (Savings) to City **\$ (344,984)** **\$ (363,694)** **\$ (230,637)** **\$ (939,315)** **\$ (111,550)**

OPTION #3 - HIRE SIX FIREFIGHTERS

	Year 1	Year 2	Year 3	Total	Year 4
Base Salary (assumes 2% retroactive annual salary increases starting in FY 2019/20 and forward)	\$ 268,794	\$ 315,954	\$ 336,468	\$ 921,216	\$ 358,404
Holiday Pay	11,370	13,368	14,238	38,976	15,162
FICA (7.65%)	\$ 280,164	\$ 329,322	\$ 350,706	\$ 960,192	\$ 373,566
Retirement (Held constant at 2/1/2018 Tier 6 contribution rate of 14.80%)	21,432	25,194	26,832	73,458	28,578
Health Insurance (Family coverage - assumes annual 5% increases from FY 2017/18 rates)	41,466	48,738	51,906	142,110	55,290
Total Cost	111,966	117,564	123,444	352,974	129,618
Federal Grant (75% / 75% / 35%)	\$ 455,028	\$ 520,818	\$ 552,888	\$ 1,528,734	\$ 587,052
	(341,274)	(341,274)	(159,258)	(841,806)	-
Net Cost / (Savings) to City excluding affect to overtime	\$ 113,754	\$ 179,544	\$ 393,630	\$ 686,928	\$ 587,052

Overtime Decrease Assumption:

Overtime Wages Decrease by 9,400 Overtime Hours	\$ (404,200)	\$ (455,195)	\$ (464,299)	\$ (1,323,694)	\$ (473,585)
Fringe Benefits (FICA 7.65% + Tier 2 Retirement 24.6% = 32.25%)	(130,355)	(146,800)	(149,736)	(426,891)	(152,731)
	\$ (534,555)	\$ (601,995)	\$ (614,035)	\$ (1,750,585)	\$ (626,316)

Net Cost / (Savings) to City **\$ (420,801)** **\$ (422,451)** **\$ (220,405)** **\$ (1,063,657)** **\$ (39,264)**

April 11, 2018

To: The Honorable Mayor and City Council
From: Vicky L. Murphy, Water Superintendent
Subject: Lead Service Line Replacement Project

On November 27, 2017, the Governor announced that the City of Watertown was awarded \$607,629 to replace residential drinking water lead service lines. Eligibility was based on the number of children with elevated blood lead levels (BLL), median household income (MHI), and the number of houses built before 1939.

Discussions regarding this award within the Water Department led to discovery that there are approximately 4900 residential homes built before 1931 (copper was used starting in 1931 to connect service lines to water mains).

Engineering fees, legal fees, municipal administration fees, construction, and site/property restoration are included in this funding. The City will use their own work force to complete the work over the construction season of 2018 and 2019. The New York State contract requirements for MWBE, wage rates and reporting will all need to be met.

Residents will need to complete an application, available on the City's website and at the Water Department administration office at City Hall (2nd floor). Once the application is completed and delivered to the Water Department, records will be checked and the department will schedule the work.

Project Outline for Residential Lead Service Line Replacement

In the City of Watertown, New York

Using the City database, identify properties that were constructed prior to 1931 (lead goosenecks were used to connect to the main prior to 1931).

Develop an application for homeowners to submit to be eligible for lead service line replacement.

Publically announce the lead service line replacement program and post application on the City's website.

Prioritize applications based on:

- Date application received

- Probability of service line containing lead

- Number of residents affected (up to 3 family residences will be considered)

- Location of service

- Homeowner is current with City taxes

Notify homeowners and schedule replacement.

City forces will be used to conduct the replacement of LSL's and restoration. A dedicated crew will be used for the program and it is anticipated that 75 services will be replaced in the 2018 construction season and another 75 services in the 2019 construction season.

Since it is known that service lines installed prior to 1931 utilized lead goosenecks to connect to the main, lines will be replaced as necessary.

After replacement, the site will be restored.

In the event a shared service line is discovered during replacement, that service line will be replaced and a new service line will be installed for the other residence.

All labor, equipment, and materials will be tracked using the Cartegraph software.

Vouchers for payment will be sent quarterly to the NYSDOH.

LEAD SERVICE LINE REPLACEMENT PROGRAM APPLICATION

*Your taxes must be current on ALL properties you own in the City in order to participate

Date of Request _____ Owner's Telephone # _____

Property Address _____

Owners Name(s) _____

Owners Address (if different from property) _____

Number of Families Living at Property Address _____

Total Number of People Living at Property Address _____

The undersigned property owner requests to participate in the lead service line replacement program (LSLRP) at the above property address and agrees to allow City crews to enter his/her property if necessary.

Property Owner Statement:

I agree to have City work forces perform a lead service line replacement at the above referenced property.

Property Owners Signature

Property Owners Signature

This form must be completed and signed before the City can process your enrollment in this program. Please return this completed form to the City Water Department, 245 Washington Street, Suite 202, Watertown, New York 13601



CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

DATE: April 10, 2018

TO: Sharon Addison, City Manager

FROM: Justin Wood, City Engineer

SUBJECT: Pearl Street Bridge Rehabilitation Project

In August 2016, the City applied for and was awarded \$1.8 Million in funding through the BRIDGE NY Program (95% Federal Share, 5% Local Share), to rehabilitate the northspan of Mill Street Bridge (\$1.3 M) and Pearl Street Bridge (\$0.50 M). \$500,000 in funding was requested and awarded to the Pearl Street Bridge project based on the most recent NYSDOT Bridge inspection reports and a site visit to determine the scope of work for rehabilitation. During the preliminary design phase, however, subsequent inspections and detailed design revealed additional scope of work and higher quantity and/or unit costs will increase the projected cost to \$850,000. Rehab work to replace the concrete deck, railing, joints, sidewalk and curbing, as well as pedestal work and sewer pipe repairs will be completed as part of the project, which is anticipated to go to construction in 2019.

The City's share for the Pearl St Bridge is anticipated at approximately \$375,000 of the \$850,000 (44%), pending receipt of actual bids for construction. At the time of awarding the bids, Council could decide to amend the original bond ordinance, or transfer funds to cover the projected budget difference.

A second application to the BRIDGE NY Program was also successful and awarded \$1,300,000 for the Mill Street Bridge (northspan) for deck rehabilitation, painting, and maintenance as well as design and inspection. This project is tracking on budget, of which the City's share is \$65,000.

The total City share for both bridges is estimated at \$440,000, which is about 20% of the \$2.15 Million Project and results in a savings of \$1.71 Million dollars to the taxpayers for rehabilitation of critical infrastructure.

cc: Jim Mills, City Comptroller
Eugene Hayes, Superintendent of Public Works



CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

DATE: April 11, 2018

TO: Sharon Addison, City Manager

FROM: Justin Wood, City Engineer

SUBJECT: Sidewalk Program District #12 Completion

City Sidewalk Program District #12, which includes the areas of Mundy St, Lansing St, and Lynde St East, was 45% completed in 2017. Based on discussions with City Council in January of this year, the intent was to complete the remaining work in May and June of this year, with three permanent employee transfers, supplemented with temporary laborers, as we have been doing the past several years. At this time, however, the City does not have the staff resources to allocate permanent employees to the sidewalk program. The reopening of the Fairgrounds for the baseball team, the lead service replacement program, and internal promotions and injuries have maxed out all available resources at the Water Dept, Parks and Recreation, and DPW. There is no staff to spare for the SWP.

If Council would like to finish District #12, the Engineering Dept. will prepare plans and specifications for a public bid. Should Council elect this path, we anticipate the total budget of \$125,000 will need to be increased to \$175,000 to account for contract pricing.

- The initial 4,500 square feet of sidewalk completed in 2017, at a cost of approximately \$55,000 (\$12 per sf).
- The remaining 6,000 sf of sidewalk is anticipated to cost \$90,000 - \$120,000 (\$15-20/sf), to be completed by contractor.
- Thus the new budget is projected at $\$55,000 + \$120,000 = \$175,000$.

The current assessment rate charged property owners to replace deficient sidewalk is \$5.75/sf. This equates to about a 45% Owner, 55% City split, which is well below the intended target for a 75% homeowner share, per the City's Sidewalk Program Policy.

- Original City Share = 55% of \$125k = \$69k
- New City Share = \$69k + \$50k increase for contracting remainder = \$119k

Alternatively, Council may consider not funding the remaining work, effectively closing the Sidewalk District #12 program.

Please forward to City Council for preferred direction.

Cc: Jim Mills, City Comptroller
Eugene Hayes, Superintendent of Public Works

April 4, 2018

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Sale of Surplus Hydro-electricity – March 2018

The City has received the monthly hydro-electricity production and consumption data from National Grid. In comparison to last March, the sale of surplus hydro-electric power on an actual to actual basis was up \$169,230 or 40.45%. In comparison to the original budget projection for the month, revenue was up \$176,539 or 42.95%.

The year-to-date actual revenue is up \$754,302 or 42.95% while the year-to-date revenue on a budget basis is up \$987,129 or 40.40%. Year-to-date revenue is at \$3,430,395.

The attached spreadsheet shows the monthly revenues for this year and last year along with the budgeted amounts. Revenues for the Fiscal Years' 2012-13, 2013-14, 2014-15, 2015-16 and 2016-17 have been included for historical perspective.

	<u>Actual 2012-13</u>	<u>Actual 2013-14</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Actual 2016-17</u>	<u>Actual 2017-18</u>	<u>Variance</u>	<u>% Inc/(Dec)to Prior Year</u>
July	\$ 821	\$ 382,759	\$ 286,952	\$ 321,539	\$ 73,815	\$ 644,519	\$ 570,704	773.16%
August	\$ 2,060	\$ 115,769	\$ 293,338	\$ 11,805	\$ 278,611	\$ 308,911	\$ 30,300	10.88%
September	\$ 17,605	\$ 48,478	\$ 38,778	\$ 14,857	\$ 22,118	\$ 129,629	\$ 107,511	486.08%
October	\$ 261,082	\$ 237,797	\$ 296,432	\$ 260,804	\$ 208,586	\$ 219,082	\$ 10,495	5.03%
November	\$ 105,694	\$ 473,459	\$ 331,977	\$ 393,589	\$ 396,753	\$ 610,656	\$ 213,903	53.91%
December	\$ 356,383	\$ 323,081	\$ 502,018	\$ 542,231	\$ 470,259	\$ 332,344	\$ (137,916)	-29.33%
January	\$ 179,469	\$ 240,183	\$ 246,137	\$ 380,018	\$ 481,938	\$ 243,768	\$ (238,171)	-49.42%
February	\$ 160,026	\$ 225,629	\$ 158,920	\$ 440,304	\$ 325,684	\$ 353,929	\$ 28,246	8.67%
March	\$ 338,154	\$ 232,743	\$ 154,182	\$ 634,598	\$ 418,328	\$ 587,558	\$ 169,230	40.45%
April	\$ 551,360	\$ 468,075	\$ 577,742	\$ 555,833	\$ 688,018	\$ -	\$ -	0.00%
May	\$ 324,167	\$ 660,449	\$ 192,410	\$ 275,751	\$ 711,278	\$ -	\$ -	0.00%
June	\$ 474,813	\$ 421,856	\$ 638,045	\$ 162,659	\$ 681,514	\$ -	\$ -	0.00%
YTD	<u>\$ 2,771,633</u>	<u>\$ 3,830,277</u>	<u>\$ 3,716,931</u>	<u>\$ 3,993,988</u>	<u>\$ 4,756,903</u>	<u>\$ 3,430,395</u>	<u>\$ 754,302</u>	<u>28.19%</u>

	<u>Original Budget</u>			<u>%</u>
	<u>2017-18</u>	<u>Actual 2017-18</u>	<u>Variance</u>	
July	\$ 178,702	\$ 644,519	\$ 465,817	260.67%
August	\$ 151,717	\$ 308,911	\$ 157,194	103.61%
September	\$ 23,080	\$ 129,629	\$ 106,549	461.65%
October	\$ 334,194	\$ 219,082	\$ (115,112)	-34.44%
November	\$ 421,890	\$ 610,656	\$ 188,766	44.74%
December	\$ 385,045	\$ 332,344	\$ (52,701)	-13.69%
January	\$ 306,729	\$ 243,768	\$ (62,961)	-20.53%
February	\$ 230,890	\$ 353,929	\$ 123,039	53.29%
March	\$ 411,019	\$ 587,558	\$ 176,539	42.95%
April	\$ 589,841	\$ -	\$ -	0.00%
May	\$ 466,713	\$ -	\$ -	0.00%
June	\$ 320,180	\$ -	\$ -	0.00%
YTD	<u>\$ 3,820,000</u>	<u>\$ 3,430,395</u>	<u>\$ 987,129</u>	<u>40.40%</u>

April 12, 2018

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Sales Tax Revenue – March 2018

The City has received the monthly sales tax revenue amount from Jefferson County. In comparison to last March, sales tax revenue on an actual to actual basis was down \$36,403 or 2.35%. In comparison to the original budget projection for the month, sales tax was up \$76,221 or 4.80%.

The year-to-date actual receipts are up \$240,517 or 1.80% while the year-to-date receipts on a budget basis are down \$102,984 or 0.75%. Year-to-date sales tax revenue finished at \$13,597,490.

The attached spreadsheet shows the detail collections for this year and last year along with the budgeted amounts. Collections for the Fiscal Years' 2013-14, 2014-15, 2015-16 and 2016-17 have been included for historical perspective.

	<u>Actual 2013-14</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Actual 2016-17</u>	<u>Actual 2017-18</u>	<u>Variance</u>	<u>% Inc/(Dec)to Prior Year</u>	<u>Quarterly Variance</u>	<u>% Inc/(Dec) to Prior Quarter</u>
July	\$ 1,492,579	\$ 1,412,829	\$ 1,509,325	\$ 1,536,214	\$ 1,573,554	\$ 37,340	2.43%		
August	\$ 1,463,877	\$ 1,247,954	\$ 1,494,788	\$ 1,435,666	\$ 1,498,230	\$ 62,564	4.36%		
September	\$ 1,760,254	\$ 2,206,655	\$ 1,683,486	\$ 1,982,777	\$ 1,918,505	\$ (64,272)	-3.24%	35,631	0.72%
October	\$ 1,584,174	\$ 1,405,774	\$ 1,339,731	\$ 1,295,166	\$ 1,381,534	\$ 86,368	6.67%		
November	\$ 1,116,784	\$ 1,398,402	\$ 1,375,619	\$ 1,355,551	\$ 1,435,650	\$ 80,099	5.91%		
December	\$ 1,543,425	\$ 1,540,727	\$ 1,351,562	\$ 1,752,250	\$ 1,754,106	\$ 1,856	0.11%	168,323	3.82%
January	\$ 1,238,468	\$ 1,261,235	\$ 1,332,286	\$ 1,363,372	\$ 1,360,442	\$ (2,930)	-0.21%		
February	\$ 1,076,005	\$ 1,059,321	\$ 1,084,467	\$ 1,087,663	\$ 1,163,558	\$ 75,896	6.98%		
March	\$ 1,471,964	\$ 1,295,074	\$ 1,426,339	\$ 1,548,314	\$ 1,511,911	\$ (36,403)	-2.35%	36,563	0.91%
April	\$ 1,271,765	\$ 1,286,204	\$ 1,333,096	\$ 1,313,100	\$ -				
May	\$ 1,298,653	\$ 1,288,547	\$ 1,348,173	\$ 1,325,536	\$ -				
June	\$ 1,699,052	\$ 1,726,963	\$ 1,789,321	\$ 1,821,198	\$ -			-	0.00%
YTD	<u>\$ 17,017,001</u>	<u>\$ 17,129,685</u>	<u>\$ 17,068,193</u>	<u>\$ 17,816,807</u>	<u>\$ 13,597,490</u>	<u>\$ 240,517</u>	<u>1.80%</u>		

	<u>Original Budget</u>		<u>Variance</u>	<u>%</u>		
	<u>2017-18</u>	<u>Actual 2017-18</u>				
July	\$ 1,575,721	\$ 1,573,554	\$ (2,167)	-0.14%		
August	\$ 1,472,587	\$ 1,498,230	\$ 25,643	1.74%		
September	\$ 2,033,768	\$ 1,918,505	\$ (115,263)	-5.67%	(91,787)	-1.81%
October	\$ 1,328,473	\$ 1,381,534	\$ 53,061	3.99%		
November	\$ 1,390,412	\$ 1,435,650	\$ 45,238	3.25%		
December	\$ 1,797,313	\$ 1,754,106	\$ (43,207)	-2.40%	55,091	1.22%
January	\$ 1,398,434	\$ 1,360,442	\$ (37,992)	-2.72%		
February	\$ 1,115,634	\$ 1,163,558	\$ 47,924	4.30%		
March	\$ 1,588,132	\$ 1,511,911	\$ (76,221)	-4.80%	(66,288)	-1.62%
April	\$ 1,346,868	\$ -				
May	\$ 1,359,625	\$ -				
June	\$ 1,868,033	\$ -			-	0.00%
YTD	<u>\$ 18,275,000</u>	<u>\$ 13,597,490</u>	<u>\$ (102,984)</u>	<u>-0.75%</u>		

April 11, 2018

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Rollout of FY 2018-2019 Budget

Once you receive your proposed FY 2018-2019 Budget books, I would like to set up times for Work Sessions so that in-depth discussions can proceed, beginning the week of April 30. Below is a list of groupings for which we need to set dates:

Introduction of Proposed Budget

- General Overview
- Property Tax Cap Review
- Multi-Year Forecast
- Finalize schedule of budget meetings

- Health Insurance Fund
- General Fund Revenues

- Police Department
- Fire Department
- Code Enforcement

- Parks and Recreation
- Library
- Planning/CDBG
-
- Engineering (including related infrastructure capital projects)
- Department of Public Works

- Water Department
- Sewer Fund
- Hydro-electric

- Public Hearings on Operating Budget, Capital Budget, Property Tax Cap Override (if necessary)
- Vote on Local Law to Override Property Tax Cap (if necessary)

- Resolve Open Items and Make Final Decisions

- Adopt Budget Resolutions