

CITY OF WATERTOWN, NEW YORK
AGENDA
Monday, August 6, 2018

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, August 6, 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

PRIVILEGE OF THE FLOOR

RESOLUTIONS

- Resolution No. 1 - Appointment to the Roswell P. Flower Memorial Library Board of Trustees, Maria T. Mesires
- Resolution No. 2 - Recognizing Perry L. White as He Retires as the Managing Editor of the Northern New York Newspapers
- Resolution No. 3 - Accepting Change Order 02E on Screenings Equipment Improvement Project, Waste Water Treatment Plant, S&L Electric
- Resolution No. 4 - Finding That the Soda Ash Feed and Backwash Tank Repair/Replacement Project is a Type II Action Under SEQRA
- Resolution No. 5 - Approving Usage Agreement, Italian American Civic Association
- Resolution No. 6 - Accepting Bid for Flynn Pool Boiler Replacement, Black River Plumbing, Heating and AC

ORDINANCES

- Ordinance No. 1 - Amending City Municipal Code Section 293-61, Schedule XIII, Parking Prohibited at All Times
- Ordinance No. 2 - An Ordinance Authorizing the Issuance of \$200,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Improvements to Flynn Pool, in and For Said City

LOCAL LAW

PUBLIC HEARING

OLD BUSINESS

STAFF REPORTS

1. Tax Sale Certificate Assignment Request – M23 California Avenue
2. Sales Tax Revenue – June 2018
3. Sale of Surplus Hydro-electricity – June 2018

NEW BUSINESS

EXECUTIVE SESSION

To Discuss Collective Bargaining

WORK SESSION

Next Work Session is scheduled for Monday, August 13, 2018, at 6:00 p.m.

ADJOURNMENT

NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, AUGUST 20, 2018.

Res No. 1

July 31, 2018

To: Members of the City Council

From: Joseph M. Butler, Jr., Mayor

Subject: Appointment to the Roswell P. Flower Memorial Library Board of Trustees,
Maria T. Mesires

We have had a vacancy on the Roswell P. Flower Memorial Library Board of Trustees. Maria T. Mesires has previously served on the Board but moved out of the area and resigned.

We are pleased that Ms. Mesires has since returned to the City of Watertown and has graciously offered to fill the unexpired term of Stephen W. Gebo, such term expiring on December 31, 2020. Ms. Mesires is a highly capable member and would quickly get up to speed on the budget, programs and services, and issues facing the Roswell P. Flower Memorial Library.

I respectfully submit Ms. Mesires and offer her nomination to the City Council at this time. Attached is a resolution for Council consideration.

RESOLUTION

Page 1 of 1

Appointment to the Roswell P. Flower Memorial Library Board of Trustees, Maria T. Mesires

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

BE IT RESOLVED that the City Council of the City of Watertown, New York, hereby appoints Maria T. Mesires, 231 Harewood Avenue, Watertown, New York, to the Roswell P. Flower Memorial Library Board of Trustees, to fill the unexpired term of Stephen W. Gebo, which term expires December 31, 2020.

Seconded by

Res No. 2

July 31, 2018

To: The Honorable Mayor and Council
From: Richard M. Finn, City Manager 
Subject: Recognizing Perry L. White as He Retires as the Managing Editor of the
Northern New York Newspapers

At the request of Council Member Mark C. Walczyk, the attached Resolution is presented to Council to recognize Perry L. White as he retires from the Northern New York Newspapers as the Managing Editor. He has worked for the Watertown Daily Times for almost 23 years and twice that in the news industry.

Recognizing Perry L. White as He Retires as the Managing Editor of the Northern New York Newspapers

- 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 City resident, Perry L. White, has announced his retirement later this year as the Managing Editor of the Northern New York Newspapers, more notably and locally known as the Watertown Daily Times, and

WHEREAS the City Council wishes to acknowledge his 23 years serving the citizens of Watertown by shedding light on government and always offering another perspective on how things could have been improved, and

WHEREAS it is right to take time to reflect and honor members who have served in the 4th branch of our government, and

WHEREAS Perry L. White has contributed greatly to the people of Northern New York and the residents of the City of Watertown,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby acknowledges Perry L. White’s 23 years of service to the City of Watertown and formally wishes him well upon his retirement.

Seconded by

Res No. 3

July 23, 2018

To: Richard M. Finn, City Manager
From: Vicky L. Murphy, Water Superintendent
Subject: Accepting Change Order 02E on Screenings Equipment Improvement Project, Waste Water Treatment Plant, S&L Electric

On October 16, 2017, City Council accepted the bid from S&L Electric for the Electric Work on the Screenings Equipment Improvement Project at the Waste Water Treatment Plant. S&L Electric, at the recommendation of GHD who is the engineering firm engaged to design the specifications, has now submitted Change Order 02E.

City staff recommends approving Change Order No. 02E, which will replace the fused disconnect for the Screening System Control Panel with a circuit breaker that will protect equipment associated with the project. The Change Order would modify the original S&L Electric contract documents, dated December 7, 2017.

Change Order 02E will increase the original contract cost of \$55,000 by \$1,075 for a total contract amount of \$56,075. The Bond Ordinance approved by City Council on October 16, 2017 has sufficient funds to cover this Change Order. A Resolution is attached for Council consideration.

Action: City Manager recommends approval.

A handwritten signature in black ink, appearing to read 'R. Finn', is positioned to the right of the 'Action' line.

RESOLUTION

Page 1 of 1

Accepting Change Order 02E on Screenings Equipment Improvement Project, Waste Water Treatment Plant, S&L Electric

Council Member HENRY-WILKINSON, Ryan A.

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, 2017 the City Council accepted the bid from S&L Electric for the Electrical Work for the Screenings Equipment Improvements Project at the Waste Water Treatment Plant in the amount of \$55,000, and

WHEREAS GHD, the engineering firm engaged to design the specifications, recommends a Change Order for equipment protection with the replacement of a fused disconnect for the Screen System Control Panel with a circuit breaker, and

WHEREAS the additional tasks will protect the equipment associated with the Screenings Equipment project at an additional cost of \$1,075,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown Hereby authorizes Amendment No. 02E of the agreement with S&L Electric, a copy of which is attached and made part of this resolution, in the amount of \$1,075 bringing the total agreement to \$56,075, and

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

Seconded by



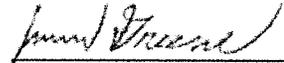
REQUEST FOR PROPOSAL RFP-01E

TO:	S&L Electric, Inc.	DATE:	05-23-2018
FROM:	Jason Greene, P.E.	ENGINEER PROJECT NO.:	11144118
PROJECT:	WPCP Screening Equipment Improvements	PROJECT NO.:	-

DESCRIPTION OF PROPOSED CHANGE:

Provide a proposal for the following additional electrical items in the Control Building as follows:

- E001, Screening System Schematic.
 - Replace the 40A/3P fused disconnect for Screening System Control Panel with a 25A/3P Circuit breaker. The available MCC compartment size is 14-inch, located in the MCC compartment labelled 32 (Section 10), and is located in 4th vertical section from the left. The circuit breaker shall be able to fit within this compartment, per manufacturer's recommendation.

Signed: 
 Title: Project Manager Date: 05-23-2018

TO:		DATE:	
FROM:			

Proposed (increase/decrease) in construction cost: _____
 Proposed (increase/decrease) in contract time: _____
 List attachments _____

Signed: _____
 Title: _____ Date: _____



REQUEST FOR PROPOSAL
RFP-01E

TO:	S&L Electric, Inc.	DATE:	05-23-2018
FROM:	Jason Greene, P.E.	ENGINEER PROJECT NO.:	11144118
PROJECT:	WPCP Screening Equipment Improvements	PROJECT NO.:	-

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Signed: 
 Title: Project Manager Date: 05-23-2018

TO:	Jason Greene	DATE:	6-19-2018
FROM:	Jim Hutchison		

Proposed (increase/decrease) in construction cost: \$1,075.00
 Proposed (increase/decrease) in contract time: _____
 List attachments 17234 RFP-01E,

Signed: James Hutchison
Digitally signed by James Hutchison
 DN: cn=James Hutchison, o, ou, email=jhutchison@electric.com, c=US
 Date: 2018.06.19 12:10:40 -0400
 Title: Project Manager Date: 6-19-2018

PROPOSED CHANGE ORDER

S&L Electric
5313 State Highway 56
Colton, NY 13625

CCN # RFP-01E
Date: 6/19/2018
Project Name: WPCP Screening Equipm
Project Number: 17234
Page Number: 1

Client Address:

City of Watertown
245 Washington Street
Watertown, NY 13601

Work Description

Replace 40 amp fusible type MCC bucket with a 25 amp Circuit breaker type. Eaton 9800 Unitrol series.

We reserve the right to correct this quote for errors and omissions.

Itemized Breakdown

Description	Qty	Net Price	U	Total Mat.	Labor	U	Total Hrs.
Unitrol # FNZ1G15 Fuseable type	-1	1,790.00	E	-1,790.00	1.00	E	-1.00
Unitrol #FNF1C14 Circuit breaker type	1	2,865.00	E	2,865.00	1.00	E	1.00
Totals	0			1,075.00			0.00

Summary

General Materials	1,075.00
Material Total	1,075.00
Subtotal	1,075.00
Final Amount	\$1,075.00

CONTRACTOR CERTIFICATION

Name:	James Hutchison
Date:	6-19-2018
Signature:	James Hutchison
	<small>Digitally signed by James Hutchison DN: cn=James Hutchison, o=, ou, email=jhutchison@selectric.com, c=US Date: 2018.06.19 12:12:23 -0400</small>
<small>I hereby certify that this quotation is complete and accurate based on the information provided.</small>	

CLIENT ACCEPTANCE

ORIGINAL

PROPOSED CHANGE ORDER

Client Address:

S&L Electric
5313 State Highway 56
Colton, NY 13625

City of Watertown
245 Washington Street
Watertown, NY 13601

CCN # RFP-01E
Date: 6/19/2018
Project Name: WPCP Screening Equipm
Project Number: 17234
Page Number: 2

CCN #	RFP-01E
Final Amount:	\$1,075.00
Name:	_____
Date:	_____
Signature:	_____
Change Order #:	_____

I hereby accept this quotation and authorize the contractor to complete the above described work.

ORIGINAL

Res No. 4

July 30, 2018

To: Richard M. Finn, City Manager
From: Vicky L. Murphy, Water Superintendent
Subject: Finding That the Soda Ash Feed and Backwash Tank Repairs and/or Replacement Project Is a Type II Action Under SEQRA

Included in the Fiscal Year 2018-2019 Capital Budget is \$720,000 for repair and/or replacement of the soda ash feed and backwash tank at the Water Treatment Plant.

Grant funding through the New York State Water Infrastructure Improvement Act is being sought, as well as Environmental Facilities Corporation (EFC) low cost financing for this project, and applications must include the City review of the action pursuant to SEQRA.

As the project involves replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, and does not include any construction or changes in existing structures or facilities, the project is considered a Type II Action under SEQRA. Type II Actions are not subject to review under SEQRA as they have been determined not to have a significant impact on the environment.

The attached Resolution for Council consideration states that the project is a Type II Action and is not subject to review under SEQRA.

Action: City Manager recommends approval.

A handwritten signature in black ink, appearing to read 'R. Finn', is positioned to the right of the 'Action' line.

RESOLUTION

Page 1 of 1

Finding That the Soda Ash Feed and Backwash Tank Repair/Replacement Project is a Type II Action Under SEQRA

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 included in the Fiscal Year 2018-2019 Capital Budget is \$720,000 for repair and/or replacement of the soda ash feed and backwash tank at the Water Treatment Plant, and

WHEREAS the City of Watertown wishes to apply for funding through the New York State Water Infrastructure Improvement Act (WIIA) grant and Environmental Facilities Corporation (EFC) low cost financing, which requires review of the action pursuant to SEQRA, and

WHEREAS the City Council must evaluate all proposed actions submitted for its consideration in light of the State Environmental Review Act (SEQRA), and the regulations promulgated pursuant thereto, and

WHEREAS repair and/or replacement of the soda ash feed and backwash tank at the Water Treatment Plant is a Type II Action under SEQRA, and

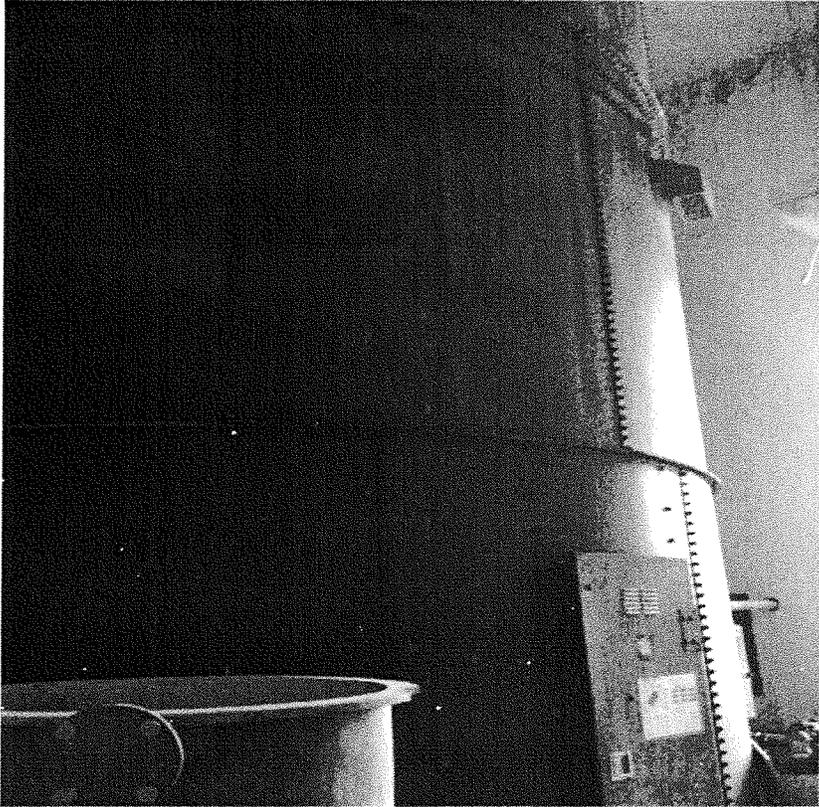
WHEREAS the City Council has determined that repair and/or replacement of the soda ash feed and backwash tank at the Water Treatment Plant has been found categorically to not have significant adverse impacts on the environment and is classified as a Type II Action under SEQRA regulations 617.5(c)(2),

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that the repair and/or replacement of the soda ash feed and backwash tank at the Water Treatment Plant at the City of Watertown is considered a Type II Action under SEQRA and has been determined not to have a significant impact on the environment and is not subject to further review under SEQRA, and

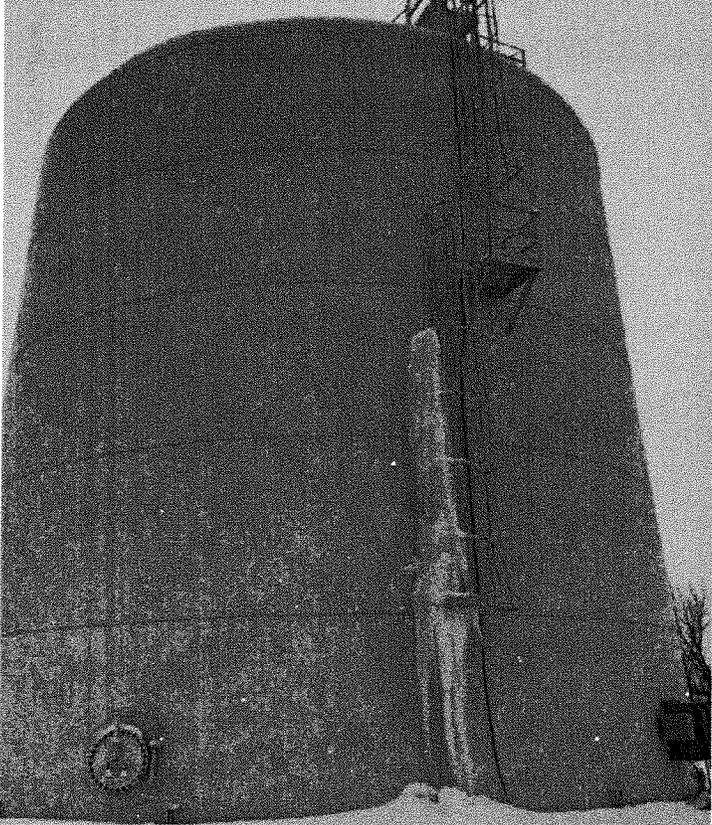
BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

Seconded by

FISCAL YEAR 2018-2019
 CAPITAL BUDGET
 FACILITY IMPROVEMENTS
 WATER TREATMENT PLANT

PROJECT DESCRIPTION	COST
<p>Soda Ash Dry Chemical System</p> <p>April of 2017 the City hired an engineering firm to perform a water quality and operational evaluation of the treatment process in response to the Lead action level exceed in 2016. As a result of the study, resuming the use of Soda Ash is recommended in the Water Quality and Operational Evaluation, City of Watertown, NY as a means to control corrosion and the leaching of Lead. The project will revamp a dry chemical feed system that was decommissioned 15 years ago. The use of Soda Ash will increase the alkalinity of the finished water entering the distribution system. Creating a finished product that is less aggressive in the corrosion of water mains and house hold plumbing. The improved water chemistry will reduce the leaching of lead from sources found inside some homes.</p>  <p>Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2019-20 debt service of \$35,100.</p>	<p>\$270,000</p>
TOTAL	\$270,000

FISCAL YEAR 2018-2019
 CAPITAL BUDGET
 FACILITY IMPROVEMENTS
 TRANSMISSION AND DISTRIBUTION

PROJECT DESCRIPTION	COST
<p>Water Storage Tank Rehabilitation</p> <p>The 540,000 gallon water storage tank provides process water utilized during filter backwashes. The tank acts as a pressure and supply vessel allowing the filters to be backwashed with a gravity fed supply. The leak shown in the photo has developed over the past two months. There are other similar rust spots developing that are not leaking yet. The recommend project will include sandblasting of the exterior and interior, 100% solid coating inside, epoxy coating exterior and any steel repairs. In addition to the repairs, it is recommended the cathodic protection that is currently in place be re-evaluated.</p>  <p>Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2019-20 debt service of \$58,500.</p>	<p>\$450,000</p>
TOTAL	\$450,000

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information			
Name of Action or Project: Water Treatment Plant repair and refurbishment of infrastructure			
Project Location (describe, and attach a location map): Water Treatment Plant, 1707 Huntington Street, Watertown, New York			
Brief Description of Proposed Action: Repair of Water Treatment Plant backwash tank and repairs and refurbishment of soda ash feed system			
Name of Applicant or Sponsor: City of Watertown		Telephone: 315-785-7730	
		E-Mail: vmurphy@watertown-ny.gov	
Address: 245 Washington Street			
City/PO: Watertown		State: New York	Zip Code: 13601
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval: Environmental Facilities Corporation New York State Department of Health			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
3.a. Total acreage of the site of the proposed action?		3.25 acres	
b. Total acreage to be physically disturbed?		0 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		10.71 acres	
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input checked="" type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____			
<input checked="" type="checkbox"/> Parkland			

<p>18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)?</p> <p>If Yes, explain purpose and size: _____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?</p> <p>If Yes, describe: _____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?</p> <p>If Yes, describe: _____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p>		
<p>Applicant/sponsor name: <u>Joseph Butler</u></p>		<p>Date: <u>08/06/2018</u></p>
<p>Signature: _____</p>		

Agency Use Only [If applicable]

Project:

Date:

**Short Environmental Assessment Form
Part 2 - Impact Assessment**

Part 2 is to be completed by the Lead Agency.

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

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

PRINT FORM

Agency Use Only [If applicable]

Project:	
Date:	

**Short Environmental Assessment Form
Part 3 Determination of Significance**

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

<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
<input checked="" type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.
City of Watertown	08/06/2018
Name of Lead Agency	Date
Joseph Butler	Mayor of the City of Watertown, New York
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
	Vicky L. Murphy
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

PRINT FORM

Res No. 5

July 30, 2018

To: The Honorable Mayor and City Council
From: Richard M. Finn, City Manager 
Subject: Approving Usage Agreement, Italian American Civic Association

In response to the June 23, 2018 letter received from the Italian American Civic Association, City Council discussed at the July 2 and July 16, 2018 meetings to provide a three-year all inclusive contract for use of the Watertown Municipal Arena for the annual Bravo Italiano Festivals.

As stated in the attached report of Superintendent Erin Gardner, the attached Usage Agreement provides the Association with a flat fee of \$3,500 per year for the Festival. The City Attorney has approved this Agreement.

A resolution approving this Agreement is attached for Council consideration.

RESOLUTION

Page 1 of 1

Approving Usage Agreement,
Italian American Civic Association

Introduced by

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

WHEREAS the Italian American Civic Association (“Association”) plans an annual Bravo Italian Festival each year with a weekend of events for the community, and

WHEREAS the Association wishes to make the Watertown Arena their permanent home for this annual event, and

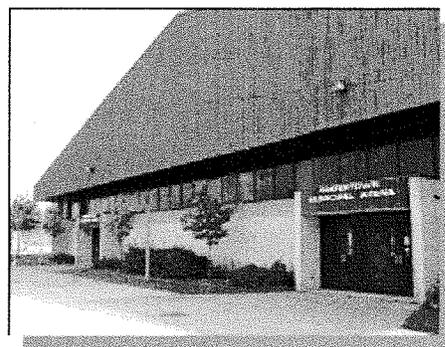
WHEREAS the City of Watertown (“City”) desires to enter into a three-year agreement with the Association to provide those services to support such an annual event,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Usage Agreement Between the City of Watertown and Italian American Civic Association, a copy of which is attached and made a part of this resolution, and

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

Seconded by:

CITY of WATERTOWN PARKS & RECREATION MUNICIPAL ARENA USAGE AGREEMENT



This is an agreement between the City of Watertown, New York and Italian American Civic Association, 192 Bellew Ave., Watertown, New York, (“sponsor” or “user”) for use of the Watertown Municipal Arena on scheduled dates in **August during years 2018, 2019 and 2020** for the purpose of the Bravo Italiano Festival.

1. A flat rental rate of \$3,500.00 per year for years 2018, 2019 and 2020. The fee must be paid in advance of your event each year, which must occur at least one month prior to the event. Checks should be made payable to the City Comptroller and sent to the Parks and Recreation office at 600 Wm. T. Field Drive, Watertown, New York 13601.
2. Proof of insurance coverage of at least \$500,000 per individual/\$1,000,000 in the aggregate, naming the City of Watertown as an additional named insured must be provided at least 10 days before the event. The certificate of insurance reflecting this coverage can be faxed to 315-785-7776, or mailed to the Parks and Recreation Department Office, 600 William T. Field Drive, Watertown, New York 13601 or sent by e-mail to parcsrec@watertown-ny.gov.
3. The Arena will be clean and in good condition for the event. The City reserves the right to require a Lessee to obtain a dumpster, and to charge for additional services, including services necessary for clean-up after the event.
4. Specific details of the event must be worked out at least two (2) weeks before at a meeting with a representative from Parks and Recreation and the sponsor to set ground rules, identify those responsible, facilities required, and all other things relating to the event.
5. Permission for use of this facility can be denied if the proposed activity is deemed not proper, too dangerous, or not suitable for the facility. All new event requests will be forwarded to the City Manager’s office for review.
6. Sale of alcoholic beverages shall only be allowed pursuant to a validly issued SLA permit. All applicable State and Local rules apply, including the attached ABC Law Rules & Regulations. A copy of all documentation regarding the sale of alcohol sent to or received from the SLA must be turned into the City Manager’s office prior to the event. No single customer obtaining alcoholic beverages may purchase more than 2 beverages at any one time. Cans, tin bottles, glass bottles and/or plastic bottles are not permitted during the event unless approved by the Superintendent of Parks and Recreation.
7. Groups renting the facility are responsible for the supervision, safety and security of their event. The City reserves the right to set the number of security officers needed. Events requiring security firms shall use New York State certified firms. Events providing security, especially for overnight purposes, should supply the City with a detailed statement of services. The City reserves the right to limit access to some areas of the facility.

8. All events shall have an emergency plan and provide a copy of it to the City. Large capacity crowd events(> 1500 people) at any one time, are required to make provisions for Emergency Medical Technicians and/or Ambulances.
9. Groups renting the facility must understand the limitations of it relating to lights, power, availability of tables and chairs, restrooms, and other equipment. Any changes or additions to the facility must be cleared with the Superintendent of Parks and Recreation prior to the event and be performed at their expense. Chairs are available upon request. A limited number of tables are available.
10. The City's Parks and Recreation Superintendent will determine what physical changes are permitted to the facility. Additional charges may be imposed for labor to relocate items for storage if additional floor space is requested.
11. The sponsor must conform to all New York State Fire and Building codes and regulations, as well as the City of Watertown Ordinances, rules, and regulations. Copies of floor plans shall be submitted to the Parks and Recreation Department and the Fire Prevention Bureau for review at least one week prior to the event. Maximum capacity for the facility is 4035 persons. The Arena can be modified to suit the promoter's needs.
12. No material or equipment can be used which may damage existing facilities. The use of nails, tacks, tape (especially on Arena floor) or other material will not be allowed if the City feels damage may occur. It will be up to the sponsor to ensure that everyone associated with the event is aware of this, as the sponsor will be responsible for any damage to the building, grounds or equipment during their event.
13. All hazardous substances are banned from the Arena.
14. Vehicles are allowed on the floor with the approval of the Superintendent of Parks and Recreation. However, protective covering should be used to prevent any leaking substance from falling on the floor and gas tank should be below ¼ tank full.
15. A public address system, portable stage and bleachers are available.
16. The City of Watertown will not be responsible for lost, damaged, or stolen items.
17. The City of Watertown will set limits on the hours of operation of the event and for the sale of alcohol by SLA permit.
18. Under no circumstances will the City store or take responsibility for equipment left from renters. Any equipment or items left behind from the show is the responsibility of the event sponsor.
19. Event sponsors are responsible for keeping display areas clean during the show, and the Arena staff will provide a general clean up at the end of the show.

20. A Parks and Recreation employee will be on grounds at all times during the hours of the show, as well as for set-up and take-down of the event.
21. At the end of each event, it is recommended that the sponsor and a Parks and Recreation employee inspect the condition of the entire Arena and lock up the facility.
22. Limited overnight camping is available with RV hook-ups at the Fairgrounds. Other limited sites may be available. The Sponsor of any event having a group or vendor staying on the grounds overnight is subject to fees. Said fees shall be collected by the Sponsor of the event and remitted to the Superintendent of Parks and Recreation prior to the start of the event.
23. The City employees are not responsible for hanging posters, banners, signs, or other decorative materials unless pre-approved by the Superintendent of Parks and Recreation. A fee for the employee's time will be charged accordingly.
24. The City of Watertown provides the use of electrical equipment at no charge. However, additional cost of installation of electrical equipment above and beyond the existing layout on the Arena floor, to suit individual requirements, is the responsibility of the sponsor. Any changes to the current electrical system at the Arena must be made through the City's Electric Department and Parks and Recreation Department. All electrical equipment shall be returned to its original state. Groups will be charged by the Electrical Department for any damages or alterations in the existing electrical equipment that resulted from this event.

Event Summary

Name of Event: Bravo Festival Sponsor: Italian American Club
 Director of Event: Paul Alteri Event Director Phone: _____
 Event Date: Aug 2018, 2019, and 2020 Start Time: _____ Finish Time: _____
 Event Date: _____ Start Time: _____ Doors open: _____ Finish Time: _____
 Event Date: _____ Start Time: _____ Finish Time: _____
 Set up Date: _____ Start Time: _____ Finish Time: _____
 Take Down Date: _____ Start Time: _____ Finish Time: _____

+++++

BILLING

3 Event days @\$1000 per day _____
2 Set up/Take down @\$500 per day _____
 _____ Parking \$1500 _____
 _____ Concession fee \$250/\$1000 _____ N/A _____
 Additional Fees
 Chairs
 Vendor Area
 Hospitality Room
TOTAL AMOUNT TO BE BILLED \$ _____
 Less security deposit \$ _____
 Total Amount to be billed: \$ _____

Facility Requests:

Entrance Door(s) Requested: Arena Doors
 Public Address System: \$50 YES/NO _____
 Staging: YES/NO _____ Size: Sm.\$500 Lg.\$1000 _____
 Bleachers: YES/NO Sm. \$250 Lg.\$500 _____
 Locker Rooms: N/A _____
 Trash: _____ Dumpster: _____
 *Cans are permitted at this concert if noted on the COI
Electrical - Routine Request: _____
 Connection Date & Time: 7/12/18 _____
 Disconnection Date & Time: 7/14/18 _____

Some requests may be referred to City Electric or other departments for cost estimates.

Concession Request: NO _____
 Request time: open _____

Make Checks payable to "City Comptroller"

Mail to: Parks and Recreation
 600 William T. Field Drive
 Watertown NY 13601

Certificate of Insurance Received _____

Policy Number: _____ Copy to CM:

Floor Plan Enclosed: _____

Copy to Codes: Approval: _____

Security for Event: _____

Copy to CM/PD: Approval: _____

Additional request	Fee:
Additional request	Fee:
Additional request	Fee:

ABC Law Rules and Guidelines

- You must provide the City of Watertown with a copy of your license certificate at least 24 hours before the start of your event.
- You as the licensee are responsible for the activities of employees and patrons in all parts of the licensed premises, even if you are not always physically present, to ensure that the business is operating in accordance with the ABC Law.
- Your license certificate must be displayed so that it is in a conspicuous place inside the premises near the point of sale. Copies of the certificate for posting purposes are not acceptable.
- If you wish to make any changes in the structure of your corporation, or if you wish to change the individuals on the license, you must file the appropriate application and obtain approval from the Authority before making these changes.
- Appropriate books and records detailing purchases with invoices and the amount of each sale must be maintained at the premises and made available for inspection by SLA investigators.
- Bartenders, waitresses, waiters, hostesses and/or any persons who handle and receive payment for alcoholic beverages must be at least 18 years old.
- Bus persons and dishwashers who handle containers which have held alcoholic beverages must be at least 16 years old and must be directly supervised by someone at least 21 years old.
- According to Section 260.21 of the Penal Law, persons under the age of 16 must be accompanied by a parent or guardian to enter an on premises establishment.
- Alcoholic beverages must be consumed on the premises.
- Hours of sale are determined by the closing hours in the county where your establishment is located and your license/permit. Be sure you know the proper hours.
- You must have a valid bond in effect at all times.
- Purchases of alcoholic beverages must be made from duly licensed manufacturers and wholesalers. Purchases from retail stores or from any other retail licensee for resale are not permitted.
- Gambling of any type, either professional or social, is not permitted on any licensed premises. Exceptions are the sale of lottery tickets when licensed by the

Division of the Lottery and bingo or games of chance when authorized by the State Racing and Wagering Board.

- Refilling or tampering with the contents of any container containing alcoholic beverages is not permitted.
- An alcoholic beverage must be dispensed from the container in which it was received from the wholesaler.
- Any plans to make major physical changes or to substantially alter the licensed premises in any way may require permission from the authority prior to construction.
- Patrons may consume drinks purchased before closing hours up until one-half hour after the legal closing hours.
- To prevent sales to minors, ask for proof. It is a crime to give or sell alcoholic beverages to anyone under the age of 21. You should instruct your employees to check for proof of age before selling any alcoholic beverages. Acceptable documents for identification:
 - Valid New York State driver's license or a valid driver's license from any other state or Canada.
 - Valid identification issued by the New York Department of Motor Vehicles (non-Driver ID card).
 - Valid United States military identification.
 - Valid passport or visa from the United States government or any other country.

**College ID OR Sheriff's ID Cards
are *NOT* acceptable Proof of Age.**

- Have a written policy on what you expect from employees when making alcoholic beverage sales and post the policy for all employees to see.
- Post a "Date Born After" sign in close proximity to all cash registers.
- Establish an ongoing training and education program for all employees.
- Be sure your bartenders, wait staff and clerks understand that they can be arrested for selling alcoholic beverages to minors and/or intoxicated people.
- Support your employees when they refuse to make a sale.
- Encourage responsible drinking when advertising your establishment. Do not use advertising and/or promotions which are designed as inducements for teenagers to drink.

Recognize the signs of intoxication

Slurred speech

Mood swings

The smell of alcohol

Loud, abusive, profane language

Staggering or falling



**CITY OF WATERTOWN, NEW YORK
PARKS & RECREATION DEPARTMENT**

Watertown Municipal Arena
600 William T. Field Drive
Watertown, New York 13601
parksrec@watertown-ny.gov
Phone (315) 785-7775 • Fax (315) 785-7776



ERIN E. GARDNER
Superintendent

Date: July 27, 2018
To: The Honorable Mayor and City Council
From: Erin E. Gardner, Superintendent of Parks & Recreation
Subject: Three year agreement with Italian American Civic Association for the Bravo Festival

Attached for Council consideration and approval is a three year flat fee agreement with the Italian American Civic Association.

Prior to the renovations in the arena, the Bravo Festival took place in the Municipal Arena for several years. Upon Council's approval, the Italian American Civic Association will be charged a \$3,500.00 per year fee for years 2018, 2019 and 2020.

Should Council have questions or concerns, Assistant Superintendent of Parks & Recreation, Scott Weller will be available.



Italian American Civic Association

192 Bellew Avenue
Watertown, NY 13601



cc! City Manager

June 23, 2018

Dear Mayor Butler and Members of the City Council,

I have the privilege of representing the Italian American Civic Association as we celebrate the 34th Annual Bravo Italiano Festival August 24-26, 2018. Our Association is anticipating a successful festival as we draw Italians and Non-Italians from the tri-county area to the festival held at the newly remodeled ice arena. We have planned a weekend full of events such as a Bocce Ball Tournament, Miss Italia Pageant, traditional entertainment and more, along with the best authentic Italian food in the North Country served with tasty vino.

We are willing to show our commitment to making the arena our permanent home like the DPAO has done for their events. We hope to find the same receptivity from the council as you agree to our all-inclusive offer of \$3,500 for the use of the arena. This will allow us to make the arena a home for this festival for years to come.

We do hope to receive confirmation from you soon. Thank you for your time and for partnering with us as we draw folks to the North Country.

Sincerely,

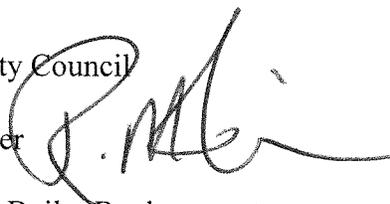
Mark S. Alteri, Chairman

2018 Bravo Italiano Festival
192 Bellew Avenue
Watertown, NY 13601
315-767-2742

Res No. 6

July 30, 2018

To: The Honorable Mayor and City Council
From: Richard M. Finn, City Manager
Subject: Accepting Bid for Flynn Pool Boiler Replacement



The City Purchasing Department advertised in the *Watertown Daily Times* for sealed bids for the Flynn (Northside) Pool Boiler Replacement, per City specifications.

Invitations to bid were also issued to nineteen (19) prospective bidders, as well as the Northern New York Builders Exchange and Construct Connect, with a total of three (3) bids being received that were publicly opened and read in the Purchasing Department on Tuesday, July 24, 2018 at 11:00 a.m.

The Purchasing Department reviewed the bids received with Civil Engineer I Fred Damon, and it is their recommendation that the award be issued to Black River Plumbing Heating and AC in the amount of \$90,300 to include Alternate No. 1 as the lowest qualifying bidder meeting City specifications. The other bids received are detailed in the attached report of Purchasing Manager Robert Cleaver.

Alternate No. 1 provides for labor and material to install a new gas line from the boiler to the gas main.

A Resolution for City Council consideration is attached. Approval of this resolution is contingent upon approval of the corresponding Bond Ordinance to fund the project.

RESOLUTION

Page 1 of 1

Accepting Bid for Flynn Pool Boiler Replacement, Black River Plumbing, Heating and AC

- 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 Purchasing Department has advertised and received sealed bids for the Flynn (Northside) Pool Boiler Replacement, as per City specifications, and

WHEREAS bid invitations were also sent to nineteen (19) prospective bidders, as well as the Northern New York Builders Exchange and Construct Connect, with three (3) sealed bid submitted to the Purchasing Department, and

WHEREAS on Tuesday, July 24, 2018, at 11:00 a.m., the bid received was publicly opened and read, and

WHEREAS the City Purchasing Department reviewed the bids received with the Civil Engineer I Fred Damon, and it is their recommendation that the City Council accept the bid submitted by Black River Plumbing Heating and AC in the amount of \$90,300 to include Alternate No. 1 for labor and material to install a new gas line from the boiler to the gas main,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bid of Black River Plumbing Heating and AC in the amount of \$90,300 to include Alternate No. 1 for the Flynn Pool Boiler Replacement as the lowest qualified bidder meeting our specifications, and

BE IT FURTHER RESOLVED that approval of this resolution is contingent upon approval of the corresponding Bond Ordinance to fund the project, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to sign all contracts associated with implementing the award to Black River Plumbing Heating and AC.

Seconded by



CITY OF WATERTOWN, NEW YORK

SUITE 205, CITY HALL, 245 WASHINGTON STREET

WATERTOWN, NEW YORK 13601

Tel. (315) 785-7749 • Fax (315) 785-7752

July 25, 2018

To; Bradford Minnick
From: Robert J. Cleaver
Subject: Northside Pool Boiler Replacement Bid

The City's Purchasing Department advertised in the Watertown Daily Times on Tuesday July 3, 2018 calling for sealed bids for Labor & Materials to replace the boiler at the Northside Pool per City's specifications. Notice to bid were issued to 19 prospective bidders with 3 bids received in the Purchasing Department where they were publicly opened and read on Tuesday, July 24, 2018 at 11:00 a.m. local time. The NNY Builders Exchange and Construct Connect were also notified of this bid project.

Results of those bids are per attached listing.

The funding for this project is listed on page 288 in the City's 2018 -2019 Capital Budget in the amount of \$90,000.

I have reviewed the submittals with Mr. Fred Damon, C.E.1, City Engineering Department, and it is my recommendation that we accept the lowest bid submitted by Black River Plumbing Heating & AC in the amount of \$90,300 00 including Alternate #1. They are in full compliance with our specifications and have performed work previously, for the City, without issues.

The alternate bid is for labor and material to install a new gas line from the boiler room to the gas main.

If you have any questions regarding this recommendation please contact me at your convenience.

cc Justin Wood, City Engineer, P.E.
Fred Damon, C.E. 1
Erin Gardner, Superintendent of Parks & Recreation
file
attach: Bid sheet Memorandum
pg 288, capital budget

Robert J. Cleaver
Interim Purchasing Manager

CITY OF WATERTOWN, NEW YORK

CITY HALL

245 WASHINGTON STREET
 WATERTOWN, NEW YORK 13601-3380



1869

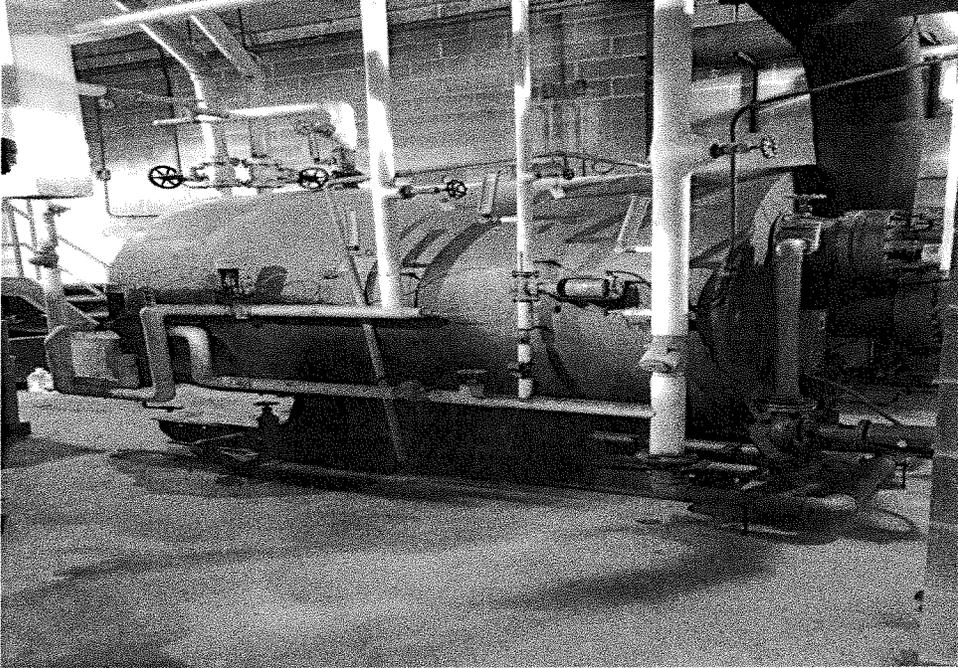
Northside Pool Boiler Replacement
2018-21
July 24, 2018 at 11:00 AM

Bid Opening Date:

The following results are bids as presented at the bid opening and do not represent an award.

Description	Black River Plumbing, Heating & AC Black River, NY	Ontario HVAC Solutions Dexter, NY	Hyde Stone Mechanical Contractors Watertown, NY
Base Bid	\$61,800.00	\$65,896.00	\$66,825.00
Alternate #1	\$28,500.00	\$27,840.00	\$25,120.00
Total Bid Price	\$90,300.00	\$93,736.00	\$91,945.00

FISCAL YEAR 2018-2019
CAPITAL BUDGET
FACILITY IMPROVEMENTS
POOLS

PROJECT DESCRIPTION	COST
<p>Flynn Pool Boiler Replacement</p> <p>This project includes the removal and replacement of the existing 1978 Oil Fired Boiler System with a New Natural Gas Fired Boiler System and a New Natural Gas Line running through an existing City of Watertown utility right of way easement.</p> <p>The existing 1978 Oil Fired Boiler System is approaching the end of its useful life and has been presenting constant maintenance issues. The New Natural Gas Fired Boiler System will result in substantially less expensive operational costs over the years of service.</p>  <p>Funding to support this project will be through the issuance of a 5 year serial bond with projected FY 2019-20 debt service of \$20,700.</p>	<p>\$90,000</p>
TOTAL	\$90,000

Ord No. 1

July 30, 2018

To: The Honorable Mayor and Council
From: Richard M. Finn, City Manager 
Subject: Amending Parking Restrictions on 100 Block of Central Street and
100 Block of Paddock Street

At the July 16, 2018 Meeting, City Council agreed to move forward with the recommendations of City Engineer Justin Wood to prohibit parking in the 100 block of Central Street on the East side. It was also agreed to allow parking on the North side of the 100 block of Paddock Street.

The attached Ordinance for Council consideration addresses both situations.

ORDINANCE

Amending City Municipal Code
Section 293-61, Schedule XIII,
Parking Prohibited at All Times

Page 1 of 1

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

BE IT ORDAINED that Section 293-61 of the City Code of the City of Watertown is hereby amended by adding the following:

§ 293-61. Schedule XIII: Parking Prohibited at All Times.

Name of Street	Side	Location
Central Street	East	From State Street to a point 100 feet north thereof

and,

BE IT ORDAINED that Section 293-61 of the City Code of the City of Watertown is hereby amended by the following:

§ 293-61. Schedule XIII: Parking Prohibited at All Times.

Name of Street	Side	Location
Paddock Street	Both South	From Washington Street to Sherman Street

BE IT FURTHER ORDAINED that this amendment shall take effect as soon as it is published once in the official newspaper of the City of Watertown, or printed as the City Manager directs.

Seconded by



CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

DATE: July 11, 2018

TO: Bradford Minnick, City Manager

FROM: Justin Wood, City Engineer

SUBJECT: Parking Restrictions – 100 Block Central Street, 100 Block Paddock Street

At the July 2, 2018 City Council meeting, Councilman Henry-Wilkinson inquired about the parking prohibition on both sides of Paddock Street in the 100 Block. Also at that meeting, Councilwoman Ruggiero stated she received a complaint about parking along Central Street, across from Cheney Tire, which was making it difficult for State Street traffic to turn onto Central Street.

On the subject of parking on Paddock Street:

Parking is prohibited on both sides of Paddock Street between Sherman Street and Washington Street, per City Code Section 293-23. Based on research by City Clerk Ann Saunders, the prohibition first appeared in the City Code between 1986 and 1990; however, there are no Council Meeting minutes to explain why it was implemented. Oddly enough, parking is allowed on both sides of Paddock Street, between Sherman Street and Holcomb Street.

Paddock Street serves as a major connector between Washington Street and Massey Street South, and sees in excess of 5,000 ADT. It is also designated NYS Route 11 South between Holcomb Street and Washington Street, and is listed on the National Highway System. The street is approximately 28' wide, which allows two cars to pass each other next to a parked car, albeit narrowly. FHWA standards for a major connector require 12' lanes (unrestricted), which equates to 24' wide road, and would not allow for parking on either side. I inquired with NYSDOT on this matter to see if they knew of any federal or state restrictions on parking, and they do not. Thus it is up to the City to determine the needs for parking and to ensure adequate traffic flow is maintained.

Being a heavily traveled connector street, with the NYS Route 11 South designation, it is advisable to keep the southbound traffic flow free from parked cars, and therefore keep the parking prohibition on the southside of the 100 block of Paddock Street. Should Council determine it to be in the best interest of the public to amend the City Code to allow parking on the north side, there are no specific restrictions from doing so, nor concerns from Engineering at this time.

Further consideration could be given to restricting parking on the south side of Paddock Street between Sherman Street and Holcomb Street to provide consistency and maintain southbound traffic flow along the entire NYS Route 11 South corridor.

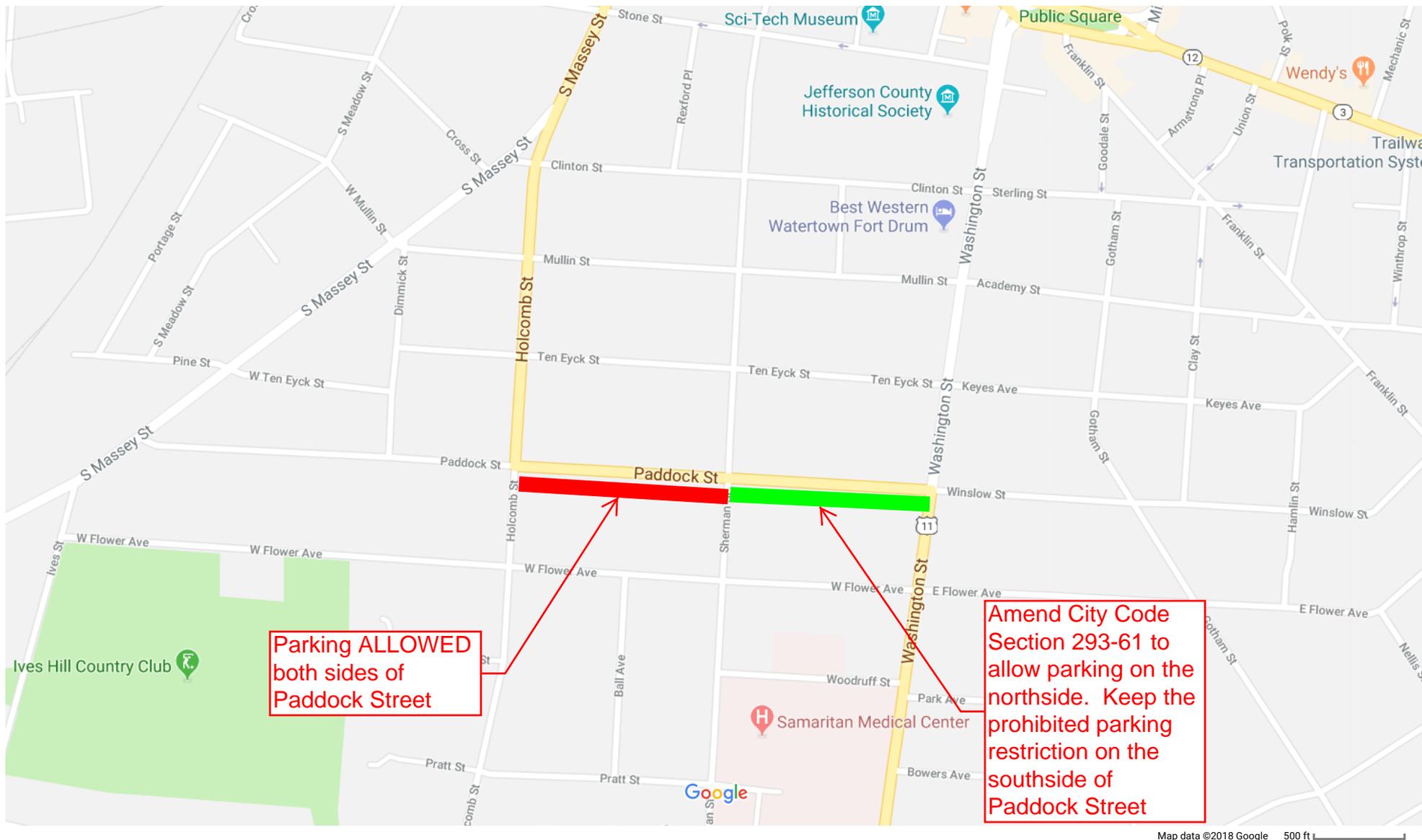
On the subject of parking on Central Street:

Following up on a concern brought forth by Councilwoman Ruggiero, is parking on Central Street at the State Street end. In the current City Code, parking is allowed on both sides of Central Street, which runs between State Street and Huntington Street. The street is 28' wide, and can accommodate parking on both sides like most local streets do. At the intersection with State Street, however, it can be difficult for northbound vehicles to enter the street if a vehicle is parked on the east side, and southbound vehicles are queued at the traffic signal. Prohibiting parking along the eastside of Central Street for the first 100' would help resolve this issue. If the parking restriction were extended to the first 250' of Central Street, it would cover the entire length of Cheney Tire's property, but is not necessarily warranted.

Next Steps:

Should City Council desire to amend or implement parking restrictions on Paddock Street and/or Central Street, an Ordinance to modify City Code Section 293-23 Parking prohibited at all times, will be prepared for City Council's approval at an upcoming meeting.

PARKING ON PADDOCK STREET



Map data ©2018 Google 500 ft

PARKING ON CENTRAL STREET



Prohibit parking on the east side, for the first 100' from State Street

Measure distance
Total distance: 111.86 ft (34.10 m)

Ord No. 2

July 30, 2018

To: Richard M. Finn, City Manager
From: James E. Mills, City Comptroller
Subject: Bond Ordinance – Flynn Pool Improvements

Included in the Fiscal Year 2018-19 Capital Budget was a project to replace the Flynn Pool boiler at an estimated cost of \$90,000, and a project to replace the Flynn Pool filter at an estimated cost of \$110,000. Earlier in tonight's agenda, City Council was presented with a resolution to accept the bid submitted by Black River Plumbing, Heating and AC in the amount of \$90,300 for the boiler replacement project. If the resolution passed, City Council needs to consider the following bond ordinance to finance the project.

Action: City Manager recommends approval.

A handwritten signature in black ink, appearing to read "R. Mills", is positioned to the right of the action line. The signature is fluid and cursive, with a large initial "R" and a distinct "Mills" following.

ORDINANCE

An Ordinance Authorizing the Issuance of \$200,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Improvements to Flynn Pool, in and For Said City

Page 1 of 6

- 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

At a regular meeting of the Council of the City of Watertown, Jefferson County, New York, held at the Municipal Building, in Watertown, New York, in said City, on August 6, 2018, at 7:00 o'clock P.M., Prevailing Time.

The meeting was called to order by _____, and upon roll being called, the following were

PRESENT:

ABSENT:

The following ordinance was offered by _____, who moved its adoption, seconded by _____, to wit:

BOND ORDINANCE DATED AUGUST 6, 2018.

WHEREAS, all conditions precedent to the financing of the capital purposes hereinafter described, including compliance with the provisions of the State Environmental Quality Review Act to the extent required, have been performed; and

WHEREAS, it is now desired to authorize the financing of such capital project; NOW, THEREFORE,

BE IT ORDAINED, by the Council of the City of Watertown, Jefferson County, New York, as follows:

ORDINANCE

An Ordinance Authorizing the Issuance of \$200,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Improvements to Flynn Pool, in and For Said City

Page 2 of 6

- 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

Section 1. For paying the cost of the improvements to Flynn Pool, including replacement of the filter and boiler, a class of objects or purposes, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, there are hereby authorized to be issued \$200,000 bonds of said City pursuant to the provisions of the Local Finance Law.

Section 2. It is hereby determined that the estimated maximum cost of the aforesaid class of objects or purposes is \$200,000 and that the plan for the financing thereof is by the issuance of the \$200,000 bonds of said City authorized to be issued pursuant to this bond ordinance; provided, however, that the amount of bonds ultimately to be issued will be reduced by the amount of any State and, or Federal aid or any other revenue received by the City from other sources for such class of objects or purposes, which monies are hereby appropriated therefor.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is five years, pursuant to subdivision thirty-five of paragraph a of Section 11.00 of the Local Finance Law.

Section 4. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the City Comptroller, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said City Comptroller, consistent with the provisions of the Local Finance Law.

Section 5. The faith and credit of said City of Watertown, Jefferson County, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such obligations as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year.

Section 6. Such bonds shall be in fully registered form and shall be signed in the name of the City of Watertown, Jefferson County, New York, by the manual or facsimile signature of the City Comptroller and a facsimile of its corporate seal shall be imprinted thereon and may be attested by the manual or facsimile signature of the City Clerk.

ORDINANCE

An Ordinance Authorizing the Issuance of \$200,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Improvements to Flynn Pool, in and For Said City

Page 3 of 6

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

Section 7. The powers and duties of advertising such bonds for sale, conducting the sale and awarding the bonds, are hereby delegated to the City Comptroller, who shall advertise such bonds for sale, conduct the sale, and award the bonds in such manner as he shall deem best for the interests of the City, including, but not limited to, the power to sell said bonds to the New York State Environmental Facilities Corporation; provided, however, that in the exercise of these delegated powers, he shall comply fully with the provisions of the Local Finance Law and any order or rule of the State Comptroller applicable to the sale of municipal bonds. The receipt of the City Comptroller shall be a full acquittance to the purchaser of such bonds, who shall not be obliged to see to the application of the purchase money.

Section 8. The power to issue and sell notes to the New York State Environmental Facilities Corporation pursuant to Section 169.00 of the Local Finance Law is hereby delegated to the City Comptroller. Such notes shall be of such terms, form and contents as may be prescribed by said City Comptroller consistent with the provisions of the Local Finance Law.

Section 9. The City Comptroller is hereby further authorized, at his or her sole discretion, to execute a project financing agreement, and any other agreements with the New York State Department of Environmental Conservation and/or the New York State Environmental Facilities Corporation, including amendments thereto, and including any instruments (or amendments thereto) in the effectuation thereof, in order to effect the financing or refinancing of the class of objects or purposes described in Section 1 hereof, or a portion thereof, by a bond, and, or note issue of said City in the event of the sale of same to the New York State Environmental Facilities Corporation.

Section 10. The intent of this resolution is to give the City Comptroller sufficient authority to execute those applications, agreements, instruments or to do any similar acts necessary to effect the issuance of the aforesaid bonds and, or notes, without resorting to further action of the City Comptroller.

Section 11. All other matters, except as provided herein relating to such bonds, including determining whether to issue such bonds having substantially level or declining annual debt service and all matters related thereto, prescribing whether manual or facsimile signatures shall appear on said bonds, prescribing the method for the recording of ownership of said bonds, appointing the fiscal agent or agents for said bonds, providing for the printing and delivery of said bonds (and if said bonds are to be executed in the name of the City by the facsimile signature of its City Comptroller, providing for the manual countersignature of a fiscal agent or

ORDINANCE

An Ordinance Authorizing the Issuance of \$200,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Improvements to Flynn Pool, in and For Said City

Page 4 of 6

- 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

of a designated official of the City), the date, denominations, maturities and interest payment dates, place or places of payment, and also including the consolidation with other issues, shall be determined by the City Comptroller. It is hereby determined that it is to the financial advantage of the City not to impose and collect from registered owners of such bonds any charges for mailing, shipping and insuring bonds transferred or exchanged by the fiscal agent, and, accordingly, pursuant to paragraph c of Section 70.00 of the Local Finance Law, no such charges shall be so collected by the fiscal agent. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law and shall otherwise be in such form and contain such recitals in addition to those required by Section 52.00 of the Local Finance Law, as the City Comptroller shall determine.

Section 12. The validity of such bonds and bond anticipation notes may be contested only if:

- (1) Such obligations are authorized for an object or purpose for which said City is not authorized to expend money, or
- (2) The provisions of law which should be complied with at the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- (3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 13. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150 2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 14. This ordinance, which takes effect immediately, shall be published in summary in the Watertown Daily Times the official newspaper, together with a notice of the City Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

Unanimous consent moved by _____, seconded by _____, with all voting "AYE".

ORDINANCE

An Ordinance Authorizing the Issuance of \$200,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Improvements to Flynn Pool, in and For Said City

Page 6 of 6

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

I FURTHER CERTIFY that, PRIOR to the time of said meeting, I duly caused a public notice of the time and place of said meeting to be given to the following newspapers and/or other news media as follows:

Newspaper and/or other news media Date given

Regular meeting of the City Council held in accordance with Section 14-1 of the Municipal Code

I FURTHER CERTIFY that PRIOR to the time of said meeting, I duly caused public notice of the time and place of said meeting to be conspicuously posted in the following designated public location(s) on the following dates:

Designated Location(s) of Posted Notice Date of Posting

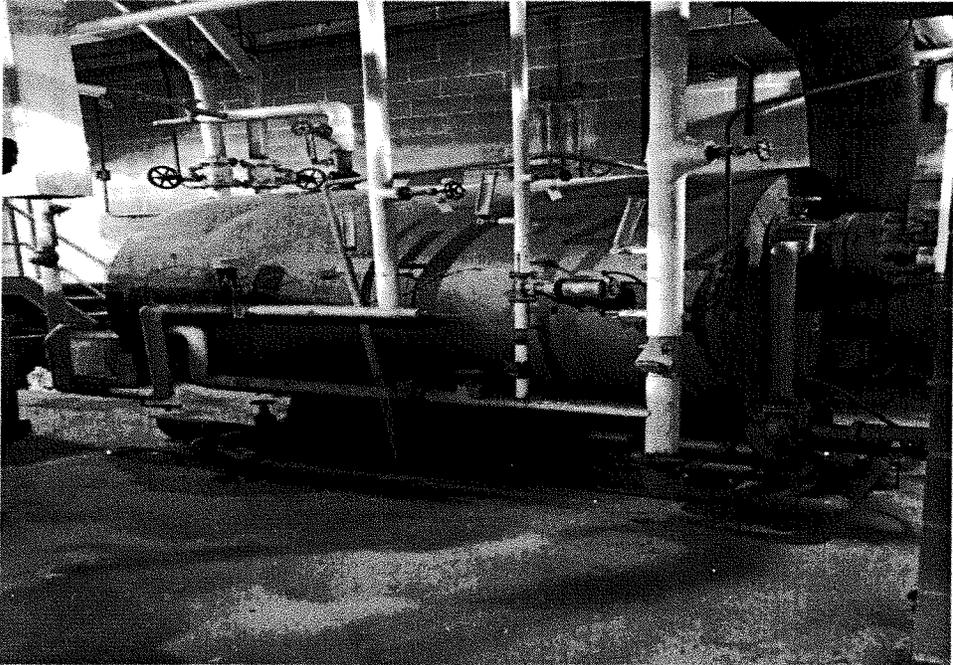
Regular meeting of the City Council held in accordance with Section 14-1 of the Municipal Code

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City on August ____, 2018.

City Clerk
(CORPORATE SEAL)

Seconded by

FISCAL YEAR 2018-2019
CAPITAL BUDGET
FACILITY IMPROVEMENTS
POOLS

PROJECT DESCRIPTION	COST
<p>Flynn Pool Boiler Replacement</p> <p>This project includes the removal and replacement of the existing 1978 Oil Fired Boiler System with a New Natural Gas Fired Boiler System and a New Natural Gas Line running through an existing City of Watertown utility right of way easement.</p> <p>The existing 1978 Oil Fired Boiler System is approaching the end of its useful life and has been presenting constant maintenance issues. The New Natural Gas Fired Boiler System will result in substantially less expensive operational costs over the years of service.</p>  <p>Funding to support this project will be through the issuance of a 5 year serial bond with projected FY 2019-20 debt service of \$20,700.</p>	<p>\$90,000</p>
TOTAL	\$90,000

FISCAL YEAR 2018-2019
CAPITAL BUDGET
FACILITY IMPROVEMENTS
POOLS

PROJECT DESCRIPTION	COST
<p>Flynn Pool Filter Replacement</p> <p>The Flynn Pool was constructed in 1978. The filter tank is original steel sand filter form and was built by Sylacauba Tank Corporation for Swimquip, Inc. According to a study done in 2011, by W-M Engineers, P.C., Syracuse, NY, based on the age of the filter, it was recommended to be replaced "shortly". Continuous maintenance issues causing excessive amounts of manpower occur on a daily basis during pool season. The plan is to replace the current filter with a SRF/DRF Single Cell Sand Filter.</p>   <p>Funding to support this project will be through the issuance of a 5 year serial bond with projected FY 2019-20 debt service of \$25,300.</p>	<p>\$110,000</p>
TOTAL	\$110,000

July 27, 2018

To: Richard M. Finn, City Manager

From: James E. Mills, City Comptroller

Subject: Tax Sale Certificate Assignment Request – M23 California Avenue

The City has been approached by JoJo B. Israel, owner of 1142 Bronson Street, requesting to be assigned the City's tax sale certificate for M23 California Avenue. The tax sale certificate was acquired by the City as the default bidder from the tax sale certificate auction held on June 22, 2017. The current redemption price of the certificate is \$437.93. The owner of record for this parcel is Cassandra Walters, 1137 Bronson Street and Shawn Granger, 420 Prospect Street.



Action: City Manager recommends approval.

JOJO B. ISRAEL
1142 BRONSON STREET
WATERTOWN, N.Y. 13601
(315) 955-2630
MONDAY 2 JULY 2018

TO WHOM IT MAY CONCERN,

I AM THE HOME OWNER THAT RESIDES AT
1142 BRONSON STREET IN WATERTOWN. I HAVE
LIVED AT THIS LOCATION SINCE 2003.
I UNDERSTAND THAT PARCELL # 6.13.111.000
WAS AT AUCTION FOR BACK TAXES FOR ABOUT
\$660⁰⁰. I AM VERY INTERESTED IN THIS
PROPERTY, SINCE IT BORDERS MY HOUSE.
I AM ENCLOSEING DOCUMENTS I HAVE
ACQUIRED AT CITY HALL.

THANK YOU,

Jojo B. Israel

JOJO B. ISRAEL

July 17, 2018

To: Richard M. Finn, City Manager
From: James E. Mills, City Comptroller
Subject: Sales Tax Revenue – June 2018

The City has received the monthly sales tax revenue amount from Jefferson County. In comparison to last June, sales tax revenue on an actual to actual basis was up \$229,813 or 12.62%. In comparison to the original budget projection for the month, sales tax was up \$182,978 or 9.80%.

The year-to-date actual receipts are up \$608,168 or 3.41% while the year-to-date receipts on a budget basis are up \$149,974 or 0.82%. Sales tax revenue finished at \$18,424,974.

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.

Action: City Manager recommends acceptance of report.

A handwritten signature in black ink, appearing to read "R. Mills", is written over the end of the "Action:" line.

	Actual 2013-14	Actual 2014-15	Actual 2015-16	Actual 2016-17	Actual 2017-18	Variance	% Inc/(Dec) to Prior Year	Quarterly Variance	% Inc/(Dec) to Prior Quarter
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	\$ 1,392,815	\$ 79,716	6.07%		
May	\$ 1,298,653	\$ 1,288,547	\$ 1,348,173	\$ 1,325,536	\$ 1,383,659	\$ 58,123	4.38%		
June	\$ 1,699,052	\$ 1,726,963	\$ 1,789,321	\$ 1,821,198	\$ 2,051,011	\$ 229,813	12.62%	367,651	8.24%
YTD	\$ 17,017,001	\$ 17,129,685	\$ 17,068,193	\$ 17,816,807	\$ 18,424,974	\$ 608,168	3.41%		

	Original Budget 2017-18	Actual 2017-18	Variance	%
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%
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%
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%
April	\$ 1,346,868	\$ 1,392,815	\$ 45,947	3.41%
May	\$ 1,359,625	\$ 1,383,659	\$ 24,034	1.77%
June	\$ 1,868,033	\$ 2,051,011	\$ 182,978	9.80%
YTD	\$ 18,275,000	\$ 18,424,974	\$ 149,974	0.82%

July 17, 2018

To: Richard M. Finn, City Manager
From: James E. Mills, City Comptroller
Subject: Sale of Surplus Hydro-electricity – June 2018

The City has received the monthly hydro-electricity production and consumption data from National Grid. In comparison to last June, the sale of surplus hydro-electric power on an actual to actual basis was down \$621,883 or 91.25%. In comparison to the original budget projection for the month, revenue was down \$260,549 or 81.38%.

The year-to-date actual revenue is up \$46,676 or 0.98% while the year-to-date revenue on a budget basis is up \$983,579 or 25.75%. Year-to-date revenue is at \$4,803,579.

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.

Action: City Manager recommends acceptance of report.

A handwritten signature in black ink, appearing to be "R. Mills", written over the "Action:" line.

	Actual 2012-13	Actual 2013-14	Actual 2014-15	Actual 2015-16	Actual 2016-17	Actual 2017-18	Variance	% Inc/(Dec)to Prior Year
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	\$ 728,661	\$ 40,642	5.91%
May	\$ 324,167	\$ 660,449	\$ 192,410	\$ 275,751	\$ 711,278	\$ 584,892	\$ (126,386)	-17.77%
June	\$ 474,813	\$ 421,856	\$ 638,045	\$ 162,659	\$ 681,514	\$ 59,631	\$ (621,883)	-91.25%
YTD	\$ 2,771,633	\$ 3,830,277	\$ 3,716,931	\$ 3,993,988	\$ 4,756,903	\$ 4,803,579	\$ 46,676	0.98%

	Original Budget 2017-18	Actual 2017-18	Variance	%
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	\$ 728,661	\$ 138,820	23.54%
May	\$ 466,713	\$ 584,892	\$ 118,179	25.32%
June	\$ 320,180	\$ 59,631	\$ (260,549)	-81.38%
YTD	\$ 3,820,000	\$ 4,803,579	\$ 983,579	25.75%