

**CITY OF WATERTOWN, NEW YORK
AGENDA**

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on **Tuesday**, January 18, 2011, 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 - Approving the 22nd Annual Local Government Conference Workshop on March 31, 2011, as Valid Training for Meeting the New York State Municipal Planning and Zoning Officials Training Requirement
- Resolution No. 2 - Appointment to the Board of Assessment Review, Dean Gillan
- Resolution No. 3- Authorizing Application for NYS Office of Homeland Security Grant, Fire Prevention and Safety
- Resolution No. 4 - Authorizing Application to New York Safety and Health Hazard Abatement Board, Occupational Safety and Health Training and Education Program Grant

ORDINANCES

- Ordinance No. 1 – Approving the Zone Change Request Submitted by Stacey Mack to Change the Approved Zoning Classification of 234-238 High Street, Parcel No. 6-07-218 From Light Industrial District to Residence C District

LOCAL LAW

PUBLIC HEARING

OLD BUSINESS

Laid Over Under the Rules - An Ordinance Authorizing the Issuance of \$200,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Construction or Reconstruction of Sidewalks in Special Assessment District No. 7 Within the City

Laid Over Under the Rules - Ordinance Amending City Municipal Code § 293, Vehicles and Traffic

Laid Over Under the Rules - An Ordinance Amending the Ordinance Dated July 6, 2010, Authorizing the Issuance of \$390,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Reconstruction of Riggs Avenue, Including Street, Sidewalks, Storm Sewer, Water Main and Sanitary Sewers, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$430,000

STAFF REPORTS

1. State Pollution Discharge Elimination System (SPDES) Permit
2. 2011 CDBG Small Cities Application Public Hearings

NEW BUSINESS

EXECUTIVE SESSION

WORK SESSION

ADJOURNMENT

NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, FEBRUARY 7, 2011.

Res No. 1

January 10, 2011

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, Planning and Community Development Coordinator

Subject: Approving the 22nd Annual Local Government Conference Workshop on March 31, 2011 as Valid Training for Meeting the New York State Municipal Planning and Zoning Officials Training Requirement

The City Council, Planning Board, and Zoning Board of Appeals are subject to a four hour training requirement that the State Legislature adopted as Chapter 662 of the Laws of 2006, which took effect January 1, 2007. The State law requires that the City Council approve courses before they can be used to meet the training requirement.

Attached is a flyer for the 22nd Annual Local Government Conference to be held on Thursday, March 31, 2011, from 7:30 a.m. til 5:30 p.m. at Jefferson Community College. Upon review of the agenda, staff believes that this workshop meets the intent of the State Legislation for training and will therefore qualify as five hours toward meeting the training requirement, upon approval of the City Council. A resolution approving the training has been prepared for City Council's consideration.

RESOLUTION

Page 1 of 1

Approving the 22nd Annual Local Government Conference Workshop on March 31, 2011, as Valid Training for Meeting the New York State Municipal Planning and Zoning Officials Training Requirement

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

WHEREAS Chapter 662 of the New York State Laws of 2006, which took effect on January 1, 2007, requires all municipal planning and zoning officials to have four hours of training per year, and

WHEREAS the training must be approved by the City Council before it can be used to meet the training requirement, and

WHEREAS the New York State Tug Hill Commission, Development Authority of the North Country, HSBC Bank USA, and National Grid are co-sponsoring a day of training sessions at the 22nd Annual Local Government Conference for local government officials on March 31, 2011 at Jefferson Community College,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that the 22nd Annual Local Government Conference Workshop is approved to provide up to five hours of training toward meeting the New York State municipal planning and zoning officials' training requirement.

Seconded by



Mourning Doves - Photo courtesy of Wayne Lamica, Amboy

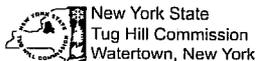


New York State Tug Hill Commission
 Dulles State Office Building
 317 Washington Street
 Watertown, New York 13601
 Address Service Requested

U.S. Postage
 PAID
 Watertown, NY 13601
 Permit #100

22nd Annual Local Government Conference

March 31, 2011
Conference Sponsors



About the Conference

The March 31, 2011 Local Government Conference is an annual event organized by the Tug Hill Commission attracting as many as 600 local government officials from across the North Country. Workshops on a variety of topics are geared toward town and village board members, clerks, planning boards, zoning boards, highway departments, and assessors.

Sponsors

The Tug Hill Commission extends a special thank you to our Gold Level Sponsors - Development Authority of the North Country, HSBC Bank USA and National Grid for major support. Sponsor support helps to keep the registration fee affordable.

Registration Information

Please mail registration form inside with check or voucher.

Directions to Jefferson Community College

Take Interstate 81 to Exit 46 (Coffeen Street). Travel east on Coffeen Street .25 miles. The College entrance is on your left. Parking at the college is in the back at Lots C & D. Registration is in the Gymnasium. Come early to ensure a good parking spot!

Overview of the Day

7:30 a.m. - 8:30 a.m.
 Registration
 Exhibitor Breakfast

8:45 a.m. - 10:15 a.m.
 1st Concurrent Session

10:30 a.m. - 11:45 a.m.
 Welcoming Remarks
 &
 Keynote

11:45 a.m. - 12:45 p.m.
 Lunch

1 p.m. - 2:30 p.m.
 2nd Concurrent Session

2:45 p.m. - 4:15 p.m.
 3rd Concurrent Session

4:15 p.m. to 5:30 p.m.
 Reception

2011 Conference Sessions

Town Boards ~ Village Boards ~ Clerks ~ Planning Boards ~ Zoning Boards ~ Highway Departments ~ Assessors

Pictometry & Excel for Assessors - 8:45 a.m. - Noon

Assessors will learn what pictometry is and how to use it in assessing work. The session will be held in the computer lab and assessors will get hands-on computer training.

Pictometry & Excel for Assessors - 1:15 p.m. - 4:30 p.m.

The afternoon session will pick-up where the morning session left off (six credit hours for both sessions).

Session 1: 8:45 a.m. - 10:15 a.m.

A. Fiscal Responsibilities of the Town/Village Board

Designed to assist village and town officials in carrying out their fiscal oversight responsibility. Topics covered will include the fiscal oversight duties of the boards; the purpose of an audit and who is responsible; an overview of the records of the chief fiscal officer (supervisor and treasurer); an overview of the fiscal responsibilities of the clerk; and audit concerns and key records to look at.

B. Hot Topics for Local Officials

As we enter a new era with a new governor, this session will discuss hot topics related to local governments. Topics will include: dissolution and consolidation issues, property tax cap proposals, ethics issues in local government, and other hot topics that emerge with the new administration.

C. Utilizing Design Standards to Protect & Enhance Community Character

The special character of our towns, villages and landscapes is changing and in some places, disappearing. Sound planning to preserve the character and uniqueness of our communities is an issue that comes with each site plan review decision. This session offers a discussion of what to consider when evaluating the design of a project and how you can help influence and direct the aesthetic quality of development to reflect and enhance what is important in your community.

D. Natural Resources & Land Use Decision Factors for Planning Boards & ZBAs

This session will show planning and zoning board members how natural resources factor into development. Development broadens a town's tax base but planners need to be aware of the long term consequences of development in areas where natural resource concerns exist. Participants will learn about the many resources available from their local Geographic Information System provider as well as from the Internet. Federal and state regulations concerning flood zones and wetlands, streams, forests and construction projects will be discussed. Finally, participants will hear about the wealth of information contained in their county's soil survey.

E. Shared Infrastructure Management

This session will discuss the Joint Infrastructure Management Initiative project and how 15 municipalities in Jefferson and Lewis counties are working together to manage their communities assets, which include: water and sewer facilities, hydrants, highways, and culverts. Presenters will include project participants as well as representatives from the project vendors.

F. NYS Employees Retirement System Reporting Requirements

This session will cover reporting requirements for the NYS Employees Retirement System. Topics of discussion to include: monthly internet reporting, reporting for appointed and elected officials, and the Employer Contribution Stabilization Program.

G. Street Trees

This presentation will provide ideas and inspiration needed to create a tree planting and maintenance program in your community. The session will focus on starting a tree planting plan for streets, parks, and public spaces in your community to create walkable streets, increase energy efficiency, improve air quality, increase property values, and community pride. Case studies presented will include how north country communities bounced back after the devastating storms of the 1990s caused extensive tree damage.

Welcoming Remarks & Keynote

10:30 a.m. - 11:45 a.m.

Jay Rifenburg, President
Rifenburg Training & Development

No Excuse! An Ethical Approach Toward Public Service

In this one-of-a-kind professional development and leadership program, dedicated to the unique needs of public service professionals, participants learn to:

- establish and implement a foundation of core values that appropriately reflects the nature of the public service entity and its leaders, and formulate a core value based mission and vision for the team;
- develop and enhance the skills necessary to lead by example, including integrity, accountability, personal honesty, character and professionalism;
- understand the role and interdependency of principles such as forgiveness, self-respect, attitude, and duty;
- walk away with a greater degree of purpose, focus, and motivation to serve the public and be an inspiration to those they serve.

11:45 a.m. - 12:45 p.m. - Lunch

Session 2: 1 p.m. - 2:30 p.m.

A. Auditing Justice Courts

Audits improve financial management practices and are tools for local officials to make sure proper policies and procedures are in place to protect taxpayer dollars. Failure to establish internal controls over court operations to ensure the proper accounting and reporting of financial operations will surely lead to problems for local governments. This session will review a checklist of items town and village boards need to review in a proper audit of the justice court.

B. Complete Streets

The concept of "complete streets" guides communities to make decisions that make it possible and safer for people of all abilities and modes to move about in the public right of way. This workshop will review planning and zoning documents, examples of rural roadway geometry including road shoulders, crosswalks, local trails, and elements of design pertaining to compliance with ADA (Americans with Disabilities Act) that result in safer, healthier communities.

C. Toolbox for Protecting Special Areas

Protecting a community's special areas such as stream corridors, wetlands, gulfs, and steep slopes, are an important part of a community's planning process. This session will discuss what special areas are and then review a toolbox of techniques to use in their protection.

D. How to Make Your Case Article 78-Proof

Article 78 of NYS Civil Practice Law and Rules provides an opportunity for anyone (developers, citizens, and community groups) to challenge decisions made by approving agencies or government or municipal officers. These challenges are commonly focused on either a zoning board's decision regarding area or use variances or a planning board's review of site and subdivision plans. The focus of this session will be on common procedure pitfalls that may lead to legal challenges, and ways in which your community can avoid them.

E. One for the Road - A Primer on Right-of-Way & Boundary Issues

This session will examine current and developing legal issues with a focus on a municipality's responsibility with respect to its highways, including: acquisition, nature and extent of legal interest (title vs. easement), streets by prescription (use), width and bounds, encroachments and obstructions by abutting owners, granting franchises, licenses and work permits, abandonment by non-use and discontinuance, minimum maintenance highways and seasonal limited use roads. Time will be reserved for questions.

F. Time Management & Reducing Stress

Learn how to juggle competing priorities with greater success. Apply techniques for dealing effectively with interruptions and interrupters. Perfect the art of multi-tasking while accomplishing the most important tasks of the day. Create a plan for each

month, each week, and each day. Understand how poor time management and stress problems are connected. Get rid of the clutter and other traps that bog you down on a regular basis.

G. Cutting Cost Through Energy Efficiency

Learn about federal and state energy mandates that affect local governments and hear how NYSERDA programs for local governments are designed to cut costs and achieve mandates (New Construction, Existing Buildings, Lighting, FlexTech and Energy Audit, Solar PV). Case studies will illustrate how some local governments have successfully improved municipal energy efficiency using NYSERDA programs, resulting in lower operating costs and greater control over energy use.

Session 3: 2:45 p.m. - 4:15 p.m.

A. Leadership & Resolving Conflicts

Be a collaborative decision maker and you will be recognized as a well-respected leader. Seek answers to relevant questions with tact, poise, and calm confidence. Develop the personal attributes that are most important on your board. Be the leader who helps your board create a united front. Learn to engage in healthy, honest debate that leads to expansion of ideas. Recognize the warning signs of conflict and intervene early to defuse escalation. Learn conflict-defusing techniques that really work in almost any situation.

B. Road Map to Successful Development

This session will address highway and right of way issues which should be considered in connection with municipal planning, comprehensive planning, adoption of official maps, subdivision and zoning regulations and the regulation and maintenance of public highways and rights-of-way.

C. Locally Unwanted Land Uses

A quick survey of unpopular land uses and the extent to which local governments may regulate them. Mining, day care, group homes, big box retail, adult uses, religious uses, telecommunications facilities, mobile homes, and billboards are among the uses discussed.

D. Open Meetings Law Issues in Planning & Zoning Decisions

While "open government" is widely accepted as a desirable goal, there are complexities and intricacies involved in implementing its principles. This session focuses on planning and zoning decision-making at public meetings, communications outside of public meetings, site inspections and "FOIability" of various planning and zoning documents.

E. Roadways & Roadside Drainage

This session will cover: extent of drainage problems; properties and effects of soil and subsurface water; what subsurface drains do not do; purpose of cross section elements and maintenance techniques; how to maintain, inspect, and install culverts; purpose and maintenance of ditches; and types of erosion and ways to reduce it.

F. Documents, Policies & Records to Have on File in the Municipal Clerk's Office

There are documents, policies, records, and procedures associated with the operation and administration of town and village government that are required by law or recommended to be on file in the municipal clerk's office. The clerk's office is not only the office responsible for recording activities of the local government, but is the central place in which are filed these documents and papers vital to the lives of its residents. This session will cover all that is required and recommended to be on file in the municipal clerk's office.

G. Community Preparedness Plan for Invasive Species

What happens when an invasive tree pest is found in your community? What resources will you need to immediately slow the spread of the pest, minimize the effects, and insure public safety? This session will address current invasive species concerns and what communities can do to prepare for potential impacts. A Community Preparedness Plan workbook to help local officials get the appropriate plans in place before an event occurs, will be reviewed.

Reception: 4:15 p.m. - 5:30 p.m.

Some sessions may be subject to change due to speaker availability.

Registration Information

Please complete and return this registration form with your check or voucher (please do not send cash) payable to:

NYS Tug Hill Commission
Dulles State Office Building
317 Washington Street
Watertown, New York 13601
1-888-785-2380
tughill@tughill.org

Only one attendee per registration form. You may copy this form for multiple registrations or download a copy from our website at www.tughill.org

The Tug Hill Commission will not accept registrations by phone, fax, or e-mail.

Amount Paid:

- () \$50 (postmarked by March 9th, 2011)
() \$75 (postmarked by March 16th, 2011)
() \$100 (received after March 16th, 2011)

We can not issue refunds after March 16th, 2011.

Certificates of Attendance will be available in classrooms at the end of the day

** Please print **

Name: _____

Town/Village: _____

(please circle one)

County: Jefferson Lewis Oneida

Oswego St. Lawrence Other

Address: _____

City: _____

State: _____ Zip Code: _____

Daytime Phone: w/h () _____

Municipal Position Held: (please circle one)

Assessor Mayor
Attorney Planning Board Chair
Clerk Planning Board Member
Councilman Supervisor
Highway/DPW Crew Trustee
Highway Superintendent ZBA Member
Justice ZBA Chair

In order to provide adequate seating, please check any workshop session(s) you might be interested in attending. This is not set in stone. You may choose any session you would like to attend.

	Session 1	Session 2	Session 3
Workshop			
A.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
C.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
D.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
E.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
F.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
G.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Assessors Sessions	<input type="radio"/>	a.m.	<input type="radio"/>
	<input type="radio"/>		p.m.

Please be sure to check your lunch choice.

Ham Turkey Veggie

Res No. 2

January 10, 2011

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Appointment to the Board of Assessment Review

The attached Resolution has been prepared at the request of Council Member Roxanne M. Burns. As the Council is aware, Margaret Cook's appointment to the Board of Assessment Review expired earlier this year. Council Member Burns has contacted Dean Gillan, 112 South Indiana Avenue regarding his willingness to serve on the Board of Assessment Review. Mr. Gillan has agreed to accept the five-year term effective immediately and expiring September 30, 2015.

A resolution approving the appointment of Mr. Gillan has been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Appointment to the Board of Assessment Review,
Dean Gillan

- Council Member BURNS, Roxanne M.
- Council Member BUTLER, Joseph M. Jr.
- Council Member MACALUSO, Teresa R.
- Council Member SMITH, Jeffrey M.
- Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

RESOLVED that the following individual is appointed to the Board of Assessment Review for a five-year term effective immediately and expiring September 30, 2015, replacing the expired term of Margaret Cook.

Dean Gillan
112 South Indiana Avenue
Watertown, New York 13601

Seconded by

Res No. 3

January 12, 2011

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Authorizing Application for NYS Office of Homeland Security Grant,
Fire Prevention and Safety

The Department of Homeland Security is soliciting applications for its FY2010 Fire Prevention and Safety Grant. Fire Chief Dale Herman is asking that the City Council authorize the Fire Department to submit an application on behalf of the City.

Chief Herman is recommending an application for two targeted projects: one for Public Education Equipment (\$11,989.00) and one for the Carbon Monoxide Detector Project (\$20,395.00) which will pay for the purchase of 500 units to be installed in homes and dwelling units in Watertown who cannot afford these lifesaving devices. Details on the specifics of the grant application are contained in the attached report from Chief Herman.

The total amount requested under this grant is \$32,384.00. This grant requires a 10% match from the City of Watertown in the amount of \$3,328.40, which will be funded through the Fire Department's operational budget at the time of the grant award.

A resolution is attached for City Council consideration authorizing Chief Herman to sign and submit the grant application on behalf of the City of Watertown. The grant application deadline is February 4, 2011.

RESOLUTION

Page 1 of 1

Authorizing Application for Office of Homeland Security Grant, Fire Prevention and Safety

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

WHEREAS the Office of Homeland Security is accepting applications for Fire Prevention and Safety Grants, and

WHEREAS the City of Watertown Fire Department has prepared an application that meets the intended purpose of this grant, which will allow the department to purchase education delivery tools and carbon monoxide detectors which will be installed in homes and dwelling units in Watertown, and

WHEREAS the application, in the amount of \$32,384.00, requires a 10% City match, which will be funded through the Fire Department’s Operating budget,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby authorizes the Fire Department to submit a grant application in the amount of \$32,384.to the Office of Homeland Security, and

BE IT FURTHER RESOLVED that the Fire Chief Dale C. Herman is hereby authorized and directed to execute the grant application on behalf of the City of Watertown.

Seconded by



CITY OF WATERTOWN, NEW YORK

FIRE DEPARTMENT
224 South Massey Street
Watertown, New York 13601
(315) 785-7800
Fax: (315) 785-7821
Dale C. Herman, Fire Chief
dherman@watertown-ny.gov



January 12, 2011

Mrs. Mary Corriveau
City Manager
City of Watertown Fire Department
245 Washington Street
Watertown, New York 13601



Dear Mary:

In January of this year, the Department of Homeland Security announced the application period for the 2010 (fiscal year) Fire Prevention and Safety Grants. The grant guidance states there is \$35 million dollars available to fund projects on a competitive basis for public education, fire prevention activities, and prevention related opportunities.

This year, our Fire Prevention Bureau has targeted two projects for grant consideration. Project 1 provides for educational delivery tools, including a projector, laptop and DVD's produced by leading advocates in the field of prevention and safety. Project 2 targets the acquisition of 500 carbon monoxide detectors which will be installed in homes and dwelling units of citizens in Watertown who cannot afford these lifesaving devices with their modest incomes.

The total grant submission for these two projects is \$32,384 with a 10% match from the City. The \$3,239 in matching money will be funded by the department's operational budget at the time of the grant award.

Previous Fire Prevention grants from this funding source obtained by the department include the fire safety trailer and fire extinguisher training simulator.

I have attached a breakdown of the grant submission costs. The deadline for the grant submission is February 4, and we would appreciate your consideration on this matter.

If you have any questions, please feel free to contact me.

Truly yours,

CITY OF WATERTOWN FIRE DEPARTMENT

A handwritten signature in cursive script that reads "Dale C. Herman". The signature is written in black ink and is positioned below the typed name of the Fire Chief.

Dale C. Herman
Fire Chief

DCH:cdb
Attachment

BUDGET PROPOSAL FP&S GRANT

Project 1: Public Education Equipment

Laptop Computer (Dell XPS 17)	\$1,800.00
Projector (Mitsubishi FD630U)	\$4,990.00
External Speakers (Audio Engine 2 – PC Speakers)	\$ 199.00
DVD tapes / educational (20 @ 250.00)	<u>\$5,000.00</u>
<u>Total Cost: Project 1:</u>	<u>\$11,989.00</u>

Project 2: Carbon Monoxide Detector Project

500 Units at 29.99 ea. (long-life battery/Required by grant)	\$14,995.00
2500 Carbon Monoxide Pamphlets @ .36 ea.	\$ 900.00
Anticipated Overtime for installation (100 Hrs @ \$45)	<u>\$ 4,500.00</u>
<u>Total Cost: Project 2:</u>	<u>\$20,395.00</u>

Proposed Partnerships with:

- Community Action Planning Council
- North Country Children's Clinic
- Jefferson County Department of Social Services
- Jefferson County Public Health

TOTAL COST:	<u>\$32,384.00</u>
City Match (10%)	<u>\$ 3,238.40</u>

Res No. 4

January 13, 2011

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Authorizing Application to New York Safety and Health
Hazard Abatement Board, Occupational Safety and Health
Training and Education Program Grant

Superintendent of Public Works Eugene P. Hayes is asking for authorization to submit an application for funding to the State of New York Safety and Health Hazard Abatement Board for funding to support occupational and safety health training for our employees. Each year the City of Watertown provides occupational training opportunities for its employees. The \$15,000 in funding applied for under this grant program provide us with an opportunity to expand the number of people receiving the training, expand the training programs offered and have 100% of the cost covered by the grant.

The attached memorandum from Mr. Hayes details the training topics to be offered, the number of session to be conducted, length of the training session and total trainees. For this year's application employees from Public Works, Engineering and Water departments will participate in the training.

A resolution is attached for City Council consideration authorizing the City Manager to sign and submit the grant application on behalf of the City of Watertown. The deadline for this grant application is January 28, 2011.

RESOLUTION

Page 1 of 1

Authorizing Application to New York Safety and Health Hazard Abatement Board, Occupational Safety and Health Training and Education Program Grant

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.
 Total

YEA	NAY

Introduced by

WHEREAS the State of New York Safety and Health Hazard Abatement Board is accepting applications for funding to support occupational and safety health training for public and private employees, and

WHEREAS each year the City of Watertown provides occupational training opportunities for its employees, and

WHEREAS Superintendent of Public Works Eugene P. Hayes is preparing an application for \$15,000 in funding to provide the City with an opportunity to expand the number of people receiving the training and expand the training programs offered,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby authorizes the submission of a grant application in the amount of \$15,000 to the State of New York Safety and Health Hazard Abatement Board, and

BE IT FURTHER RESOLVED that City Manager Mary M. Corriveau is hereby authorized and directed to execute the grant application on behalf of the City of Watertown.

Seconded by

	<h1>MEMORANDUM</h1>	E.P. Hayes Superintendent
	<h2>Dept. Public Works</h2>	Date: 01-10-11 Ref: PW 003-11
To:	Mary Corriveau, City Manager	
Subject:	State of New York Hazard Abatement Board Occupational Safety and Health Training and Education Program Grant Application Submittal Approval	

Each year the State of New York's Safety and Health Hazard Abatement Board awards Occupational Safety and Health Training and Education Program Grants for programs that provide occupational safety and health training for public and private employers, labor organizations, educational institutions, non-profit organizations and trade associations. Eligible programs must train and educate workers, supervisors and/or employers and must promote workplace accident and injury prevention. This year's letting is anticipated to be in the region of \$6.5 million dollars.

The purpose of this memorandum is to request authorization to prepare and submit a grant application amount of \$15,000 for training/certification in the following categories:

TRAINING TOPIC	NUMBER OF SESSIONS	HOURS PER SESSION	TOTAL TRAINEES	TRAINING HOURS
8 Hour Haswoper Refresher	1	8	7	8
Confined Space Entry	2	6	24	12
8 Hour PESH Training	5	8	75	40
Trenching Competent Person	1	6	20	6
Workplace Violence Prevention	5	1	75	5
Summer Employee Training	1	4	20	4
Overhead Crane Training	1	3	10	3
Bucket Truck Training	1	4	10	4
Snowplow Refresher Training	3	6	48	18
OSHA 10 Hour Course	2	10	18	20
TOTALS	22	58	307	120

All training will be conducted in our own facilities with the classroom activities held in the CitiBus Garage Facility. While we normally conduct various training sessions throughout the year this grant offers us the opportunity to obtain 100 percent reimbursement for those courses approved by the Hazard Abatement Board. In addition to Public Works, both Engineering and Water will also participate in a number of these training sessions thereby increasing the total number of attendees by an additional 12 to 18 employees thereby bring the total number of full time employees to receive training to approximately 90.

Attached is the draft Grant Application Cover Sheet along with the project summary and some of the basic due diligence forms that will accompany the final submittal that must be received no later than 5 P.M. on Friday, January 28, 2011 at the office of the Occupational Safety and Health Training and Education Office located in Albany, New York

Should you have any questions concerning this grant opportunity or the training topics identified, please do not hesitate to contact me at your convenience.

Gene

cc: Peter Monaco, Superintendent of Public Works
Josh Carlsson, Senior Engineering Tech-DPW
DPW files:
Training
New York State Hazard Abatement Board Training Grant

December 6, 2010

NEW YORK STATE
TRAINING AND EDUCATION PROGRAM
ON
OCCUPATIONAL SAFETY AND HEALTH

HAZARD
ABATEMENT
BOARD

APPLICATION FORMS AND INSTRUCTIONS

**PROPOSALS MUST BE SUBMITTED IN A SEALED
ENVELOPE LABELED "HAB OSH T&E APPLICATION"**

Grant applications must be received at the OSH T&E Office by 5 P.M., New York Time on January 28, 2011 or be postmarked by such date in accordance with the proposal submittal instructions

APPLICATION PROCESSING

SUBMITTAL INFORMATION

A completed grant application using the 2011-12 forms, consists of **FOUR SETS** of the forms which must be submitted in the order shown below. The forms in an application packet are as follows:

Grant Application Cover Sheet*	HAB TE – 100
Project Summary	HAB TE – 101
Potential Conflict of Interest Disclosure	HAB TE – 101.3
State Certifications	
Responsibility Questionnaire	
Training Grant Management Summary	
Project Narrative	HAB TE – 102.1 & 102.2
Budget Summary	HAB TE – 110
Detailed Budget (Eight Pages)	HAB TE – 110.1 – 110.8
Budget Narrative (Pages 1-4)	HAB TE – 144

* At least one copy of the "Grant Application Cover Sheet" must be signed by the Chief Executive Officer of the applicant organization in **BLUE INK**. The remaining signature pages may be photocopies.

NOTE: WHEN COMPLETING THE BUDGET FORMS, PLEASE ROUND AMOUNTS TO THE NEAREST DOLLAR.

An application can be sent via the U.S. Postal Service, express mail delivery service, or hand delivered. **TELEFAXED AND E-MAILED DOCUMENTS WILL NOT BE ACCEPTED.** Any postage or delivery costs are the applicant's responsibility. The Board takes no responsibility for any third party error in the delivery of applications (e.g. U.S. Post Office, Federal Express, UPS, courier, etc).

A completed application packet should be sent to the:

Hazard Abatement Board
Occupational Safety and Health Training and Education Program
HAB OSH T&E APPLICATION
State Office Campus, Building 12 – Room 166
Albany, New York 12240

Application packets **must be received** at the address shown by 5 p.m., New York Time on **January 28, 2011** or be postmarked by such date in accordance with the proposal submittal instructions.

NOTE: Application packets sent via the U.S. Postal Service or by DHL Express (DHL), Federal Express (FedEx) or United Parcel Service (UPS) will be considered timely filed if postmarked on or before the January 28, 2011 due date and properly addressed to the address shown above.

Rules for determining postmark date

U.S. Postal Service

The U.S. Postal Service postmark **must be legible**. It is the grant applicant's responsibility to ensure that the postmark is legible. Applications received after the due date by U.S. Postal Service mailing which do not contain a legible postmark will be rejected as untimely.

DHL, FedEx and UPS

DOL will follow the rules set forth in New York State Department of Taxation and Finance Publication 55, Designated Private Delivery Services, to determine the postmark date of application packets delivered by DHL, FedEx or UPS. Grant applicants may find these rules at

www.tax.state.ny.us/pdf/publications/general/pub55.pdf - 2009-02-19

REVIEW PROCESS

Since the review process begins immediately, any revisions, addenda or support letters which arrive after the deadline will not be considered. Therefore, applicants are advised to append all letters of support to their proposals at the time of submission.

NOTE: All applicant organizations are screened for violations of the New York Labor Law and non-payment of New York State Unemployment Insurance tax.

When all applications have been reviewed, recommendations are forwarded to the Board for a vote. Each applicant will be formally notified of the Board's determination.

**STATE OF NEW YORK
HAZARD ABATEMENT BOARD
OCCUPATIONAL SAFETY AND HEALTH TRAINING AND EDUCATION PROGRAM**

GRANT APPLICATION COVER SHEET

1. Applicant Organization: City of Watertown	2. Federal Employer Identification Number: 15-6000419	
Street Address: Room 206, 245 Washington Street		
City, State, Zip: Watertown, New York 13601		
Telephone: (315) 785-7770	Fax: (315) 785-7752	E-Mail Address: ehayes@watertown-ny.gov
3. Mailing Address of Applicant Organization: (If different from street address)		
4. NYS Employer Registration Number: 04600854		
5. If Not-for-Profit, Charities Registration Number: _ _ - _ _ - _ _		
6. CATEGORY OF APPLICANT <input type="checkbox"/> Private Employer <input type="checkbox"/> Labor Organization or Federation <input type="checkbox"/> Trade Association <input checked="" type="checkbox"/> Public Employer <input type="checkbox"/> Joint Labor /Management <input type="checkbox"/> Educational Institution <input type="checkbox"/> Non-Profit Organization Not In Any Other Category		
7. Total amount of funds requested: \$ 15,000.00	8. Location Of Program Operations Watertown, New York	
9. Name & Title of Project Director: Eugene Hayes DPW Superintendent		Telephone (315) 785-7770
THE APPLICANT ATTESTS THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS ACCURATE, TRUE, AND COMPLETE TO THE BEST OF THE APPLICANT'S KNOWLEDGE		
10. Chief Executive Officer or Designee: Mary Corriveau	Title of Person with Signatory Authority: City Manager	
11. Signature:	12. Date	

SEE INSTRUCTIONS ON REVERSE

STATE OF NEW YORK
HAZARD ABATEMENT BOARD
OCCUPATIONAL SAFETY AND HEALTH TRAINING AND EDUCATION PROGRAM
PROJECT SUMMARY

1. Write a brief summary of your project goals and the strategies you will use to achieve them; indicate your specific target population(s) for each goal/objective.

The city of Watertown is highly concerned about the safety & welfare of our employees and our goal is to provide a safe workplace for all employees. The following topics we feel from our PESH 900 forms will help us to meet our goals;

- a) Our employees remove old fuel tanks around the city and have had the 40 hour Hazwoper training. To keep up with that training we want to provide the 8 hour Hazwoper refresher for them. This will train our hazmat team of 8 people.
- b) Our people go into confined spaces on a regular basis to perform their various job duties so we would like to provide in-depth training for them so they are aware of how to protect themselves during an entry. This will train 24 DPW employees.
- c) From our 900 logs and PESH requirements we would like to provide a day long training course to cover the annual training such as hazard communication, electrical safety, etc othat our employees need. This will train all 75 of our employees.
- d) We are always digging trenches and we have a basic understanding of what we are doing but we need a competent person at each open trench so want to train 20 of our foremen to be competent persons.
- e) NYS has a requirement for us to train our employees on workplace violence prevention so we want to train all 75 of our employees on this topic.
- f) Every year we hire temporary summer employees for the parks dept and DPW so we would like to provide a training for them that will better prepare them to understand the hazards associated with their job duties for safety. This will train 20 employees.
- g) In our maintenance shop we have an overhead crane that our mechanics use all the time and we have never provided any training for them on this machine. This will train 10 people.
- h) Our electrical dept and tree crew use a bucket truck to elevate personnel to perform their job duties so we want to give these employees a training course. This will train 10 people.
- i) One of our most important tasks is to plow the streets of Watertown which is filled with its own special hazards. We would like to conduct a snowplow refresher course for our drivers to prepare them for the winter hazards. This will train 50 people.
- j) For our supervisors we would like to present the OSHA 10 hour course so they are fully aware of their responsibilities in providing safety for our employees and the ramifications for their choices both good and bad. This will train 18 supervisors and crew leaders.

2. PLEASE LIST COUNTY OR COUNTIES THAT PROGRAM WILL SERVE

Jefferson County

3. IS THIS PROJECT A JOINT VENTURE? IF SO, INDICATE CO-SPONSORS(S)

No

4. APPLICANT DESCRIPTION (*Please indicate total number of employees and web address if available*)

Please see the attached pages of our description.

STATE OF NEW YORK
HAZARD ABATEMENT BOARD
OCCUPATIONAL SAFETY AND HEALTH TRAINING AND EDUCATION PROGRAM
PROJECT SUMMARY

4. Applicant description

Watertown, NY (pop. 26,705) is a small city in Northern New York State. Located approximately 70 miles north of Syracuse and 30 miles south of Canada, it is the county seat and largest population center of Jefferson County (pop. 111, 738).

The settling of Watertown in 1800 began a 200-year legacy that continues today. The New England pioneers who chose our area did so based on foresight of creating an industrial center, which would draw its power from the mighty Black River. These men have been described as men of strong feeling, vivid imagination and dauntless courage. They, along with their families, faced many obstacles when they arrived. The terrain was rough and uncleared. The western end of the present Public Square was twelve or fifteen feet higher than the eastern end while the center was a depression that has been described as being large enough for a comfortable skating rink. There was a stream of water having its source south of Clinton Street and running across Stone Street in front of the Arcade, crossing the western end of the Square on its way to the river. Yet, out of this unsightly spot within a few years evolved one of the most beautiful public squares to be found in any city of its time.

The naming of Watertown as the county seat, in 1805, led to much progress in the hamlet. Lawyers such as Benjamin Skinner, Egbert TenEyck, Amos Benedict and Samuel Whittlesey set up practice here. Six hotels were constructed. The Failing Hotel, first known as the Traveler's House, was built in 1808 at the corner of Main and LeRay Streets. During the War of 1812, the soldiers used it as a barracks. Court Street became both a residential and business street. Small mills and factories sprang up and businesses extended along Factory Street. John Safford, Tuttle & Sill and Otis & Duane launched new stores. Other well-known names such as Norris, Woodruff, Hungerford, Paddock and Fairbanks also engaged in businesses.

The development of waterpower was the force that started the wheels of progress for the community. Watertown became one of the nations' principal paper manufacturing communities and can still boast that it has the oldest continuously running paper mill in the nation – Knowlton's Specialty Papers. Factory Village, which later became Factory Square, had its real beginning when the Black River Cotton and Woolen Manufacturing Company was built in 1813. The mills and businesses depended on the mighty Black River for its power.

Watertown became an incorporated village in 1816 and continued to prosper. Businesses, industries and population doubled by 1824. Growth continued with the decade between 1850 and 1860 seeing the largest amount of building construction. This was due in part to rebuilding after a devastating fire but also due to new building expansion.

The Davis Sewing Machine Co. employed about 200 people. The Watertown Steam Engine Co. had assets estimated at \$1,000,000. The paper making industry was flourishing. H.H. Babcock's carriage factory and Watertown Spring Wagon Co. were two of the many businesses that were helping Watertown to thrive. The railroad was of tremendous importance to the economy. People marveled at the telephone, the electric light and even "street name plates" that the City installed.

The next 100 years of history includes the story of our veterans who went to wars and the citizens who helped with the war effort from home. Watertownians took pride in their community and at one time, Watertown was named "The Ideal American City". Over the years, the economic

climate has affected business and industry which caused the closing of many of the paper mills. However, some of today's businesses have their roots in our early history. Even though the city is much different from the hamlet of 1800, we can take pride in the rich heritage that was left for us and for future generations.

The US Army made Fort Drum in Watertown the home of the 10th Mountain Division and with the buildup of military at the fort caused a huge economic impact for the positive to the City of Watertown and the surrounding are with a large growth in retail stores, housing and the many service companies it takes to handle the military growth in the area.

Our employee numbers are at 75 for the DPW, parks and recreation and electric department. in today's economic climate as with all municipalities funds are low so with the help of this grant we can keep up a safe and healthy workplace for our employees.

to see more about the city check our website at www.watertown-ny.gov.

STATE CERTIFICATIONS

The undersigned, as a duly sworn representative of the contractor/vendor, hereby attests and certifies that:

- 1) No principal or executive officer of the contractor's/vendor's company, its subcontractor(s) and/or successor(s) is presently suspended or debarred; and
- 2) The contractor/vendor, its subcontractor(s) and/or its successor(s) is not ineligible to submit a bid on, or be awarded, any public work contract or sub-contract with the State, any municipal corporation or public body for reason of debarment for failure to pay the prevailing rate of wages, or to provide supplements, in accordance with Article 8 of the New York State Labor Law.
- 3) The contractor/vendor, its subcontractor(s) and/or its successor do not have any outstanding debts owed to the Department, including but not limited to, contractual obligations, fines related to Safety and Health violations, payments owed to workers for public works projects or the general provisions of the Labor Law, unemployment insurance contributions or other related assessments, penalties or charges.

**"NONDISCRIMINATION IN EMPLOYMENT IN NORTHERN IRELAND:
MacBRIDE FAIR EMPLOYMENT PRINCIPLES"**

In accordance with Chapter 807 of the Laws of 1992 the bidder, by submission of this bid, certifies that it or any individual or legal entity in which the bidder holds a 10% or greater ownership interest, or any individual or legal entity that holds a 10% or greater ownership interest in the bidder, either:

(answer Yes or No to one or both of the following, as applicable.)

1. Has business operations in Northern Ireland:

Yes No

If Yes:

2. Shall take lawful steps in good faith to conduct any business operations they have in Northern Ireland in accordance with the MacBride Fair Employment Principles relating to nondiscrimination in employment and freedom of workplace opportunity regarding such operations in Northern Ireland, and shall permit independent monitoring of its compliance with such Principles.

Yes No

NON-COLLUSIVE BIDDING CERTIFICATION

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his or her knowledge and belief:

1. The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
2. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
3. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit to bid for the purpose of restricting competition.

I, the undersigned, attest under penalty of perjury that I am an authorized representative of the Bidder/Contractor and that the foregoing statements are true and accurate.

Signature of Authorized Representative

Title City Manager

Date _____

10/20/09

RESPONSIBILITY QUESTIONNAIRE

INSTRUCTIONS:

Please complete this form answering every question. A "Yes" answer to questions 1-23 requires a written explanation attached to the questionnaire and submitted on company letterhead signed by an officer of the company.

QUESTIONS:

Within the past five years, has your firm, any affiliate, any principal, owner or officer or major stockholder (10% or more shares) or any person involved in the bidding or contracting process been the subject of any of the following:

- (1) a judgment or conviction for any business-related conduct constituting a crime under local, state or federal law including, but not limited to, fraud, extortion, bribery, racketeering, price-fixing, or bid collusion or any crime related to truthfulness and/or business conduct?

Yes X No

- (2) a criminal investigation or indictment for any business-related conduct constituting a crime under local, state or federal law including, but not limited to, fraud, extortion, bribery, racketeering, price-fixing, or bid collusion or any crime related to truthfulness and/or business conduct?

Yes X No

- (3) an unsatisfied judgment, injunction or lien obtained by a government agency including, but not limited to, judgments based on taxes owed and fines and penalties assessed by any local, state or federal government agency?

Yes X No

- (4) an investigation for a civil violation for any business related conduct by any local, state or federal agency?

Yes X No

¹ "Affiliate" meaning: (a) any entity in which the vendor owns more than 50% of the voting stock; (b) any individual, entity or group of principal owners or officers who own more than 50% of the voting stock of the vendor; or (c) any entity whose voting stock is more than 50% owned by the same individual, entity or group described in clause (b). In addition, if a vendor owns less than 50% of the voting stock of another entity, but directs or has the right to direct such entity's daily operations, that entity will be an "affiliate" for purposes of this questionnaire.

- (5) a grant of immunity for any business-related conduct constituting a crime under local, state or federal law including, but not limited to fraud, extortion, bribery, racketeering, price-fixing, or bid collusion or any crime related to truthfulness and/or business conduct?
- Yes X No
- (6) a local, state or federal suspension, debarment or termination from the contracting process?
- Yes X No
- (7) a local, state or federal contract suspension or termination for cause prior to the completion of the term of a contract?
- Yes X No
- (8) a local, state or federal denial of a lease or contract award for non-responsibility?
- Yes X No
- (9) an agreement to voluntary exclusion from bidding/contracting?
- Yes X No
- (10) an administrative proceeding or civil action seeking specific performance or restitution in connection with any local, state or federal contract or lease?
- Yes X No
- (11) a local, state or federal determination of a willful violation of any prevailing wage law or a violation of any other labor law or regulation?
- Yes X No
- (12) a sanction imposed as a result of judicial or administrative proceedings relative to any business or professional license?
- Yes X No
- (13) a denial, decertification, revocation or forfeiture of Women's Business Enterprise, Minority Business Enterprise or Disadvantaged Business Enterprise status?
- Yes X No

(14) a rejection of a low bid on a local, state or federal contract for failure to meet statutory affirmative action or MWBE requirements on a previously held contract?

Yes No

(15) a consent order with the New York State Department of Environmental Conservation, or a federal, state or local government enforcement determination involving a violation of federal, state or local government laws?

Yes No

(16) an Occupational Safety and Health Act citation and Notification of Penalty containing a violation classified as serious or willful?

Yes No

(17) a rejection of a bid on a New York contract or lease for failure to comply with the MacBride Fair Employment Principles?

Yes No

(18) a citation, notice, violation order, pending administrative hearing or proceeding or determination for violations of:

- federal, state or local health laws, rules or regulations
- unemployment insurance or workers' compensation coverage or claim requirements
- ERISA (Employee Requirement Income Security Act)
- federal, state or local human rights laws
- federal or state security laws
- federal INS and Alienage laws
- Sherman Act or other federal anti-trust laws.

Yes No

(19) a finding of non-responsibility by an agency or authority due to the failure to comply with the requirements of Tax Law Section 5-a?

Yes No

ADDITIONAL QUESTIONS

(20) Has the vendor been the subject of agency complaints or reports of contract deviation received within the past two years for contract performance issues arising out of a contract with any federal, state or local agency? If yes, provide details regarding the agency complaints or reports of contract deviation received for contract performance issues.

Yes X No

(21) Does the vendor use, or has it used in the past five (5) years, an Employee Identification No., Social Security No., Name, DBA, trade name or abbreviation different from that listed on your mailing list application form? If yes, provide the name(s), FEIN(s) and d/b/a(s) and the address for each such company and d/b/a on a separate piece of paper and attach to this response.

Yes X No

(22) During the past three years, has the vendor failed to file returns or pay any applicable local, state, or federal government taxes?

Yes X No

If yes, identify the taxing jurisdiction, type of tax, liability year(s) and tax liability amount the company failed to file/pay and the current status of the liability: _____

(23) During the past three years, has the vendor failed to file returns or pay New York State Unemployment Insurance?

Yes X No

If yes, indicate the years the company failed to file/pay the insurance and the current status of the liability:

(24) Have any bankruptcy proceedings been initiated by or against the vendor or its affiliates within the past seven years (whether or not closed) or is any bankruptcy proceeding pending by or against the vendor or its affiliates, regardless of the date of filing?

Yes No

If yes, indicate if this is applicable to the submitting vendor or one of its affiliates: _____

If it is an affiliate, include the affiliate's name and FEIN:

Provide the court name, address and docket number:

Indicate if the proceedings have been initiated, remain pending or have been closed: _____

If closed, provide the date closed: _____

CERTIFICATION:

The undersigned: recognizes that this questionnaire is submitted for the express purpose of assisting the State of New York or its agencies or political subdivisions to make a determination regarding the award of a contract or approval of a subcontract; acknowledges that the State or its agencies and political subdivisions may in its discretion, by means which it may choose, verify the truth and accuracy of all statements made herein; acknowledges that intentional submission of false or misleading information may constitute a felony under Penal Law Section 210.40 or a misdemeanor under Penal Law Section 210.35 or Section 210.45, and may also be punishable by a fine of up to \$10,000 or imprisonment of up to five years under 18 USC Section 1001 and may result in contract termination; and states that the information submitted in this questionnaire and any attached pages is true, accurate and complete.

The undersigned certifies that he/she:

- Has not altered the content of the questions in the questionnaire in any manner;
- Has read and understands all of the items contained in the questionnaire and any pages attached by the submitting vendor;
- Has supplied full and complete responses to each item therein to the best of his/her knowledge, information and belief;
- Is knowledgeable about the submitting vendor's business and operations;
- Understands that New York State will rely on the information supplied in this questionnaire when entering into a contract with the vendor; and
- Is under a duty to notify the procuring State Agency of any material changes to the vendor's responses herein prior to the State Comptroller's approval of the contract.

City of Watertown

Name of Business	Signature of Officer
245 Washington Street	Mary Corriveau
Address	Typed Copy of Signature
Watertown, New York 13601	City Manager
City, State, Zip	Title

Principal place of business if different from address listed above (include complete address):

Ord No. 1

January 10, 2011

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, Planning and Community Development Coordinator

Subject: Approving the Zone Change Request Submitted by Stacey Mack to Change the Approved Zoning Classification of 234-238 High Street, Parcel No. 6-07-218, From Light Industrial District to Residence C District

A request has been submitted by Stacey Mack to change the approved zoning classification of 234-238 High Street, Parcel No. 6-07-218, from Light Industrial District to Residence C District.

The Planning Board reviewed the request at its January 4, 2011 meeting and adopted a motion recommending that the City Council approve the zone change. Attached is a report on the Zone Change request prepared for the Planning Board and an excerpt from its minutes.

The City Council must hold a public hearing on the Ordinance before it may vote on it. It is recommended that the public hearing be scheduled for 7:30 p.m. on Monday, February 7, 2011. A SEQRA resolution will be presented for City Council consideration at that meeting.

ORDINANCE

Page 1 of 1

Approving the Zone Change Request Submitted by Stacey Mack to Change the Approved Zoning Classification of 234-238 High Street, Parcel No. 6-07-218 From Light Industrial District to Residence C District

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.
 Total

YEA	NAY

Introduced by

BE IT ORDAINED where Stacey Mack, has made application by petition filed with the City Clerk, pursuant to Section 83 of the New York General City Law to change the approved zoning classification of Parcel Number 6-07-218 located at 234-238 High Street from Light Industrial to Residence C District, and

WHEREAS the Planning Board of the City of Watertown considered the zone change request at its meeting held on January 4, 2011, and adopted a motion recommending that the City Council approve the zone change as requested, and

WHEREAS the City Council deems it in the best interest of the citizens of the City of Watertown to approve the requested zone change, and

WHEREAS a public hearing was held on the proposed zone change on February 7, 2011, after due public notice, and

WHEREAS the City Council has made a declaration of Negative Findings of the impacts of the proposed zone change according to the requirements of SEQRA,

NOW THEREFORE BE IT ORDAINED that the zoning classification shall be changed for Parcel Number 6-07-218 located at 234-238 High Street, from Light Industrial to Residence C District, and

BE IT FURTHER ORDAINED that the Zoning Map of the City of Watertown shall be amended to reflect the zone change, and

BE IT FURTHER ORDAINED this amendment to the Zoning Ordinance of the City of Watertown 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



MEMORANDUM

City of Watertown Planning Office

245 Washington Street, Room 304

Watertown, New York 13601

315-785-7730

Fax: 315-782-9014

TO: Norman J. Wayte II, Chairman, Planning Board

FROM: Kenneth A. Mix, Planning and Community Development Coordinator *KAM*

SUBJECT: Zone Change Request – 234-238 High Street

DATE: December 28, 2011

Request: To change the approved zoning classification of 234-238 High Street, Parcel Number 6-07-218 from Light Industrial District to Residence "C" District.

Applicant: Stacey Mack.

Property Owner: Stacey Mack.

SEQRA: Unlisted Action.

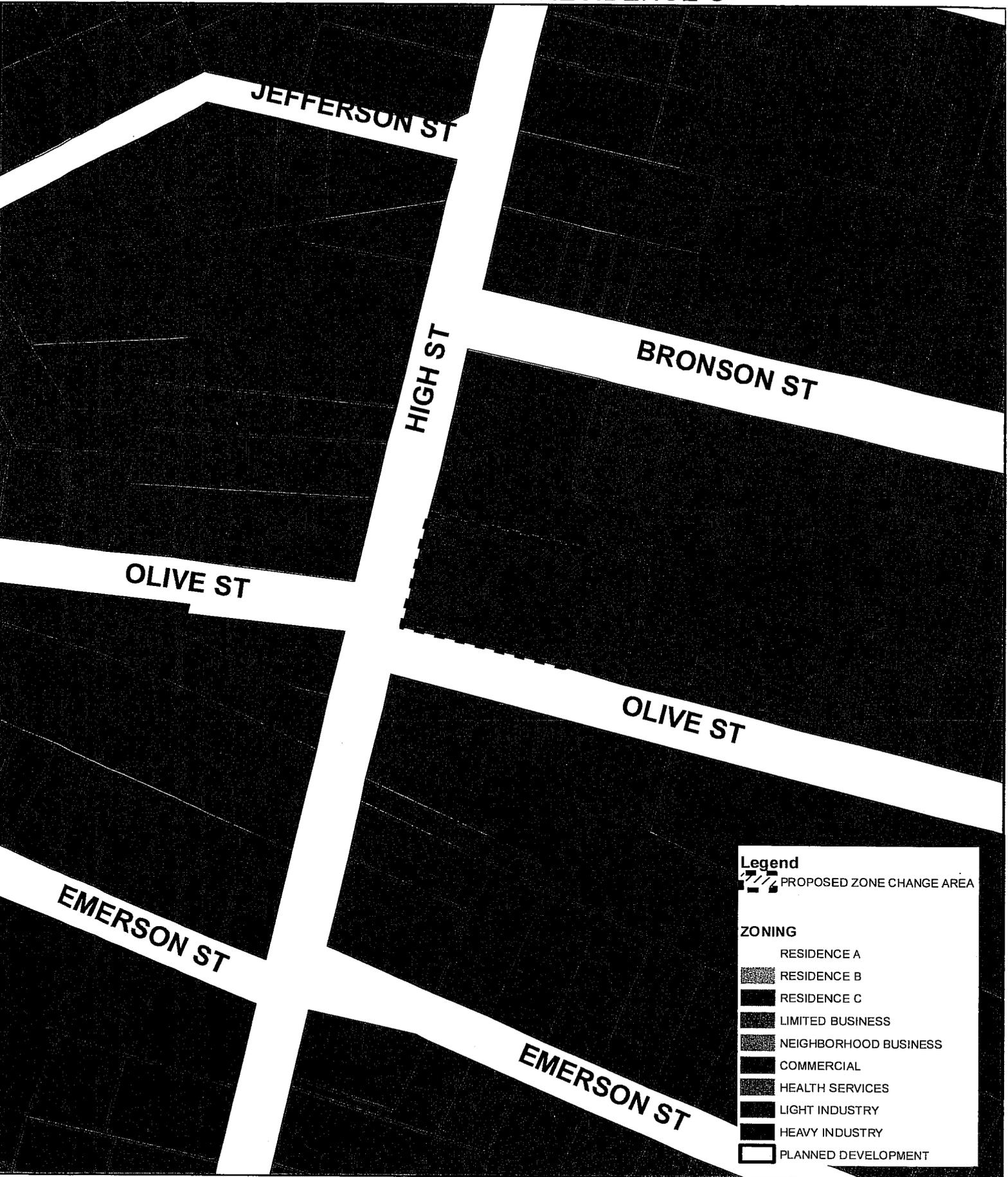
County Planning Board review required: No

Comments: The proposed zone change is being requested by the property owner as outlined in the attached application documents. The structure on the site is listed in City Assessment records as a two family home and was originally a legal non-conforming use in the Light Industrial District. At some point in time it was illegally converted into a three unit dwelling which is not allowed since a legal non-conforming use cannot be expanded. After the City became aware of this issue the owner was cited by Codes and was required to either discontinue the use or seek a variance to allow the third unit. Since the property is adjacent to a Residence "C" District, our office suggested that a zone change would be a better alternative to seeking the variance. The applicant has therefore made the application in order to rectify the situation and come into compliance.

Part I of the Short Environmental Assessment Form has been completed and submitted as part of the application. The Land Use Plan calls for Medium Density Residential in this area. A copy of both the Land Use Plan and the Zoning Map are attached for your reference.

cc: Planning Board Members
City Council Members
Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Stacey Mack

PROPOSED ZONE CHANGE
234-238 HIGH STREET
LIGHT INDUSTRY to RESIDENCE C



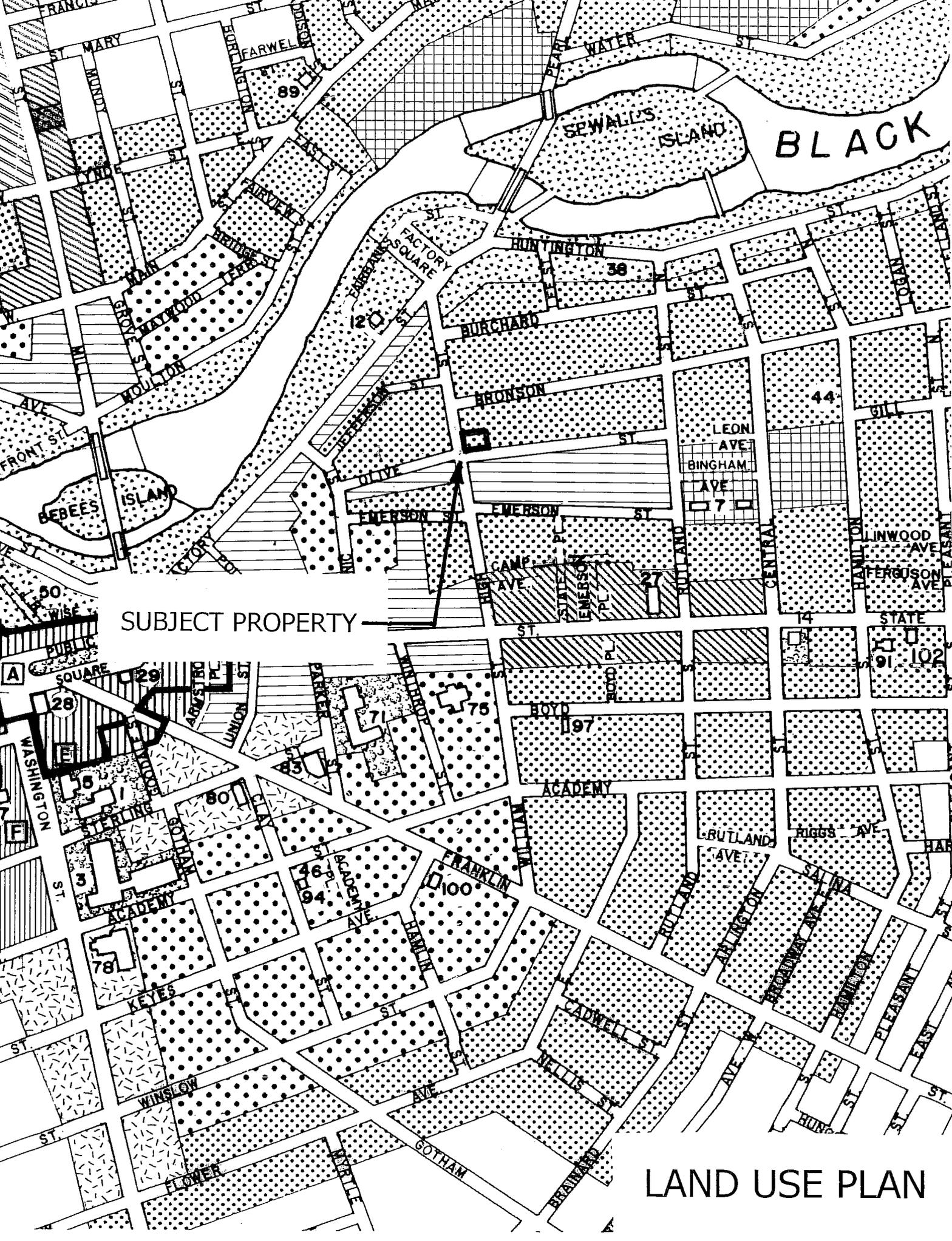
Legend

PROPOSED ZONE CHANGE AREA

ZONING

- RESIDENCE A
- RESIDENCE B
- RESIDENCE C
- LIMITED BUSINESS
- NEIGHBORHOOD BUSINESS
- COMMERCIAL
- HEALTH SERVICES
- LIGHT INDUSTRY
- HEAVY INDUSTRY
- PLANNED DEVELOPMENT

0 100 200 Feet



SUBJECT PROPERTY

LAND USE PLAN

BLACK

SEWALLS ISLAND

BEBEES ISLAND

WISSE SQUARE

WASHINGTON ST

ACADEMY

KEYES

WINSLOW

FLORER

28

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THIS PLAN ESTABLISHES BASIC LAND USE OBJECTIVES OF THE CITY OF WATERTOWN. THE LAND USE PATTERNS AND FUNCTIONS SHOWN ON THE PLAN SHOULD BE PROTECTED AND PROMOTED THROUGH THE ZONING ORDINANCE AND OTHER LAND USE AND DEVELOPMENT CONTROLS.



CITY CENTER: HIGH DENSITY CONCENTRATION OF SHOPPING, SERVICE, OFFICE, CULTURAL, RESIDENTIAL, AND RELATED USES APPROPRIATE AND NECESSARY TO SERVE THE COMMUNITY AND REGION. PROMOTES RETAIL AND FOOD SERVICE USES ON GROUND FLOOR WITH OTHER SERVICE, OFFICE AND RESIDENTIAL USES IN UPPER FLOORS.



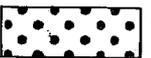
PUBLIC AND INSTITUTIONAL SERVICES INCLUDING PARK AND OTHER OPEN SPACE: ADMINISTRATIVE, EDUCATIONAL, RELIGIOUS, RECREATIONAL, CULTURAL, AND RELATED SERVICE FACILITIES. SUCH USES ARE DETERMINED BY GOVERNMENT AND OTHER SPONSORS, MAY GENERALLY BE LOCATED IN ANY OTHER LAND USE AREAS, AND ARE SUBJECT TO EXPANSION, MODIFICATION, AND REMOVAL AS THE NEED FOR SERVICES CHANGES. SEE LIST: SMALLER FACILITIES ARE IDENTIFIED ONLY BY NUMBER.



LOW DENSITY RESIDENTIAL: PREDOMINANT USE FOR ONE-FAMILY DWELLINGS.



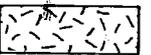
MEDIUM DENSITY RESIDENTIAL: SUBSTANTIAL USE FOR ONE- AND TWO-FAMILY DWELLINGS.



HIGH DENSITY RESIDENTIAL: CONCENTRATIONS OF MULTI-FAMILY DWELLINGS, MAY HAVE OTHER DWELLINGS.



COMMERCIAL: CONCENTRATIONS OF SHOPPING, SERVICE, AND RELATED USES SERVING THE NEIGHBORHOOD, COMMUNITY, OR REGION, AND COMPATIBLE WITH THE LOCATION.



LIMITED OFFICE: NEW CONSTRUCTION AND CONVERSION OF RESIDENTIAL STRUCTURES TO OFFICE AND MIXED (OFFICE PLUS APARTMENT) USE, EXCLUDING RETAIL USE.



OFFICE/BUSINESS: PREDOMINANT USE FOR OFFICES AND NON-RETAIL BUSINESSES.



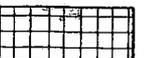
NEIGHBORHOOD BUSINESS: HIGH DENSITY CONCENTRATION OF LOCAL SHOPPING, SERVICE AND OFFICE USES TO SERVE IMMEDIATE NEIGHBORHOODS.



HEALTH SERVICES: PREDOMINANT USE FOR HOSPITAL WITH ACCESSORY USES - MEDICAL OFFICES, INTERMEDIATE AND LONG-TERM CARE FACILITIES AND DIRECT SUPPORT SERVICES.



RIVERFRONT DEVELOPMENT: RECOGNIZES AND PROMOTES THE BLACK RIVER AS AN AMENITY WHICH CAN SPUR DEVELOPMENT OF ADJOINING OLDER AREAS OF THE CITY. REDEVELOPMENT WILL COMBINE ADAPTIVE RE-USE OF HISTORIC BUILDINGS AND NEW CONSTRUCTION TO UTILIZE THE RIVERFRONT TO ITS FULLEST POTENTIAL. LAND USES WILL INCLUDE A MIX OF RESIDENTIAL, COMMERCIAL AND PARK AND RECREATIONAL USES.



INDUSTRY: PERMITTED MANUFACTURING AND OTHER INDUSTRIAL USES.



DRAINAGE MANAGEMENT AREAS: PORTIONS OF VACANT AREAS MAY HAVE SOME DEVELOPMENT LIMITATIONS TO MAINTAIN DRAINAGE CAPACITY.



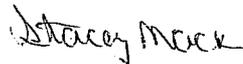
MAJOR HIGHWAY SYSTEM IMPROVEMENT.

December 3, 2010

To whom it may concern,

I am writing this letter requesting a zoning change from light industrial to residential C for the property I currently own at 234-238 High St. in the City of Watertown. It is currently listed as a Duplex on the tax roles and with the Code Enforcement Department. I have lived in this home since 1976 when my parents bought it and they converted the house to a three apartment home at somepoint in my childhood. I bought the house from my mother in 1996 when she became ill and had no idea what the status of the house was or that it was not in compliance. We have always had family living in the third residence so I'm sure my parents were unaware that they were required to change the status of the house also. So, at this time in an attempt to start the process of adhering to the rules of compliance with the Code Enforcement Department and tax role requirements I am requesting this change.

Thank you,



Stacey Mack (Kelly)





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Image © 2010 New York GIS

Google

THIS IS A LEGAL INSTRUMENT AND SHOULD BE EXECUTED UNDER SUPERVISION OF AN ATTORNEY.

THIS INDENTURE, made the 28th day of June 1994 .

BETWEEN Dorothy H. Kelly, 234 High Street, Watertown, New York 13601

and

Stacey Michelle Kelly, 234 High Street Watertown, New York 13601

grantor

grantee

JEFFERSON COUNTY CLERK RECEIVED 1994 JUN -6 PM 12:45
Dorothy H. Kelly CLERK

WITNESSETH, that the grantor, in consideration of ONE and 00/100----- Dollars,

and by the grantor, hereby grants and releases unto the grantee, the heirs or successors and assigns of the grantee forever, ~~ALL that certain plot, piece or parcel of land, with the buildings and improvements thereon erected, situate, lying and being in the City of Watertown, County of Jefferson and State of New York, known as No. 234 High Street in said city, situate on the Northeast corner of said High and Olive Streets described in a deed to Frederic M. Carpenter from Fred B. Pitcher, as Referee, dated March 5, 1920 and recorded in the Clerk's Office of Jefferson County April 14, 1920, to which deed and the record thereof reference is hereby made for a more particular description of said premises.~~

BEING a portion of the premises described in a deed from Fred B. Pitcher to Frederic M. Carpenter and Mary K. Carpenter, his wife, dated March 5, 1920 and recorded in the Jefferson County Clerk's office on April 14, 1920 in Liber 360 of Deeds, at Page 36.

ALSO BEING the same premises conveyed by Edna A. Wright to James E. Ford and Laura I. Ford by Warranty Deed dated June 3, 1964 and recorded in the Jefferson County Clerk's Office on the same date in Liber 752 of Deeds, at Page 10. Said Laura I. Ford predeceased her husband, James E. Ford, having died a resident of Jefferson County on the 9th day of August, 1970.

~~ALSO BEING the same premises conveyed to Grantor by Donald Carpenter on or about September 9, 1982 and recorded in the Jefferson County Clerk's Office March 10, 1982 in Liber 921 of Deeds at Page 21.~~

~~WITNESSETH, that the grantor, in consideration of the sum of _____ Dollars, and by the grantor, hereby grants and releases unto the grantee, the heirs or successors and assigns of the grantee forever, ~~ALL that certain plot, piece or parcel of land, with the buildings and improvements thereon erected, situate, lying and being in the City of Watertown, County of Jefferson and State of New York, known as No. 234 High Street in said city, situate on the Northeast corner of said High and Olive Streets described in a deed to Frederic M. Carpenter from Fred B. Pitcher, as Referee, dated March 5, 1920 and recorded in the Clerk's Office of Jefferson County April 14, 1920, to which deed and the record thereof reference is hereby made for a more particular description of said premises.~~~~

IN WITNESS WHEREOF, the grantor has executed this deed the day and year first above written.
Dorothy H. Kelly
L. S.

Liber 13204

March 5, 1920 and recorded in the Jefferson County Clerk's office on April 14, 1920 in Liber 360 of Deeds, at Page 36.

ALSO BEING the same premises conveyed by Edna A. Wright to James E. Ford and Laura I. Ford by Warranty Deed dated June 3, 1964 and recorded in the Jefferson County Clerk's Office on the same date in Liber 752 of Deeds, at Page 10. Said Laura I. Ford predeceased her husband, James E. Ford, having died a resident of Jefferson County on the 9th day of August, 1970.

ALSO BEING the same premises conveyed to Grantor by Donald Carpenter and Marion Carpenter by deed dated March 9, 1982 and recorded in the Jefferson County Clerk's Office March 10, 1982 in Liber 921 of Deeds at Page 283.

TOGETHER with the appurtenances and all the estate and rights of the grantor in and to said premises.
TO HAVE AND TO HOLD the premises herein granted unto the grantee, the heirs or successors and assigns of the grantee forever. **AND** the grantor covenants as follows:

- FIRST.**—The grantee shall quietly enjoy the said premises;
- SECOND.**—The grantor will forever warrant the title to said premises;

This deed is subject to the trust provisions of Section 13 of the Lien Law. The words "grantor" and "grantee" shall be construed to read in the plural whenever the sense of this deed so requires.

IN WITNESS WHEREOF, the grantor has executed this deed the day and year first above written.

In presence of:

Dorothy H. Kelly L. S.
DOROTHY H. KELLY
..... L. S.

STATE OF NEW YORK, COUNTY OF _____ ss.:
On the _____ day of _____, 19____, before
me personally came _____ to me known,
who, being by me duly sworn, did depose and say that deponent resides
at No. _____
deponent is _____ of _____
the corporation described in and which
executed, the foregoing instrument; deponent knows the seal of said
corporation; that the seal affixed to said instrument is such corporate
seal; that it was so affixed by order of the Board of Directors of said
corporation; deponent signed deponent's name thereto by like order.

STATE OF NEW YORK, COUNTY OF JEFFERSON ss.:
On the 28th day of JUNE 1994, before
me personally came
DOROTHY H. KELLY
to me known to be the individual described in, and who executed
the foregoing instrument, and acknowledged that she executed
the same.

John M. Archak
Notary Public

LIBER 1406 PAGE 33

1500 West Genesee Street
Syracuse, N.Y. 13204

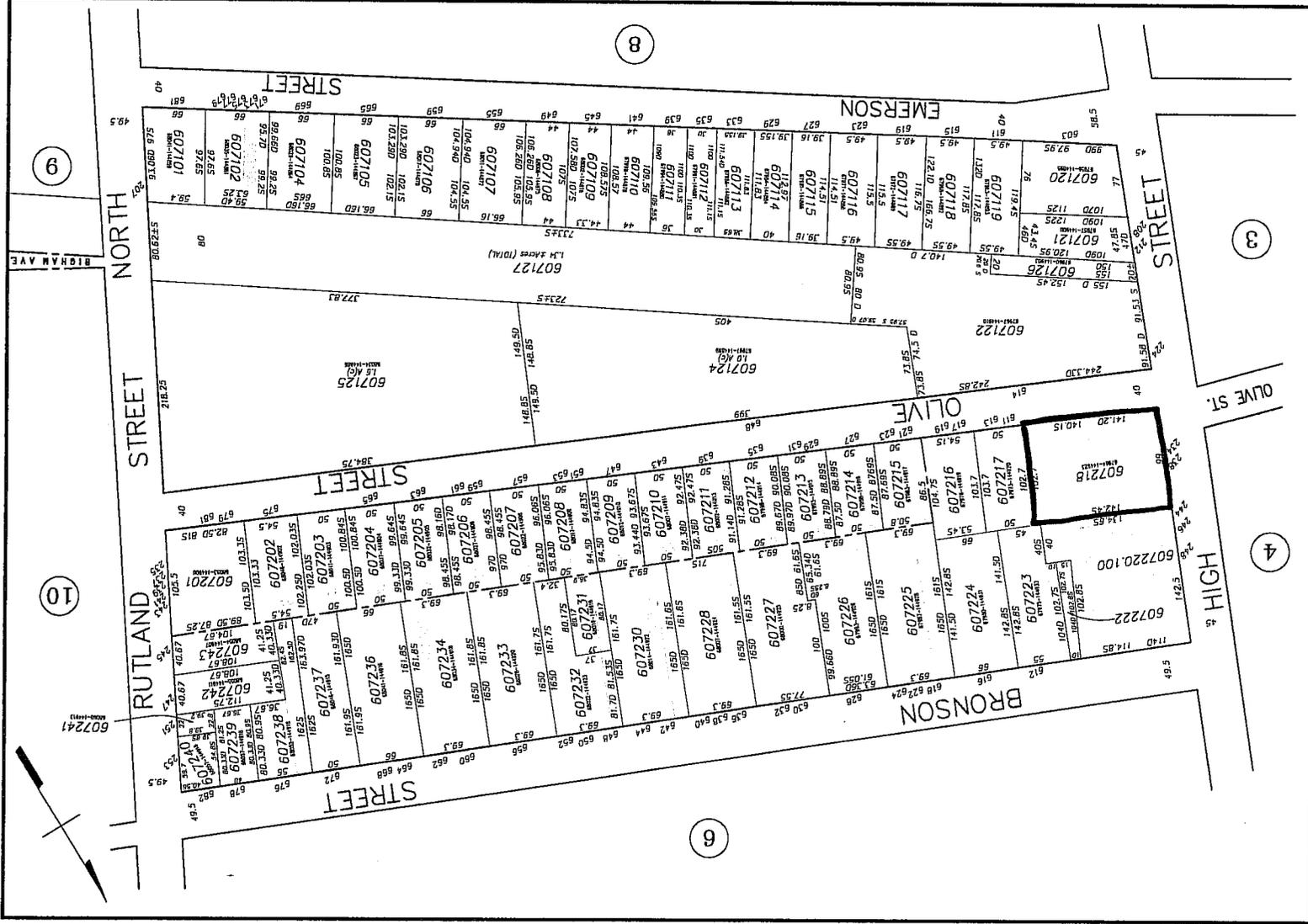
born at [unclear]

DISTRICT 6 MAP 7

REVISED 2/4/09

SCALE: 1 INCH = 50 FEET
FOR TAX PURPOSES ONLY
NOT TO BE USED FOR CONVEYANCE

Digitally Generated by Surveyor & Landowner, Inc. (516) 561-7171 - Fax: (516) 561-7172 - URL: www.surveyorandlandowner.com



MADE FOR
DEPARTMENT OF ASSESSMENT AND TAXATION
CITY OF WATERLOO, N. Y.

BY
DEPARTMENT OF ENGINEERING
CITY OF WATERLOO, N. Y.

SHORT ENVIRONMENTAL ASSESSMENT FORM

For UNLISTED ACTIONS Only

PART 1 - PROJECT INFORMATION (To be completed by Applicant or Project Sponsor)

1. APPLICANT/SPONSOR <u>Stacey Mack</u>	2. PROJECT NAME
3. PROJECT LOCATION: Municipality _____ County <u>JEFFERSON</u>	
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) <u>234-238 Hiett St</u>	
5. IS PROPOSED ACTION: <input type="checkbox"/> New <input type="checkbox"/> Expansion <input checked="" type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY: <u>Change from light industrial to residential status. zoning</u>	
7. AMOUNT OF LAND AFFECTED: Initially _____ acres Ultimately _____ acres	
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, describe briefly <u>no</u>	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input type="checkbox"/> Residential <input checked="" type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input type="checkbox"/> Park/Forest/Open Space <input type="checkbox"/> Other Describe:	
10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, list agency(s) and permit/approvals	
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, list agency(s) and permit/approvals	
12. AS A RESULT OF PROPOSED ACTION, WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE	
Applicant/sponsor name: <u>Stacey Mack</u>	Date: <u>10/3/10</u>
Signature: <u>Stacey Mack</u>	

If the action is in the Coastal Area, and you are a state agency, complete the Coastal Assessment Form before proceeding with this assessment

PART II – ENVIRONMENTAL ASSESSMENT / To be completed by Agency

A. DOES ACTION EXCEED ANY TYPE I THRESHOLD IN 6 NYCRR, PART 617.12? If yes, coordinate the review process and use the FULL EAF.

Yes No

B. WILL ACTION RECEIVE COORDINATED REVIEW AS PROVIDED FOR UNLISTED ACTIONS IN 6 NYCRR, PART 617.6? If NO, a negative declaration may be superseded by another involved agency.

Yes No

C. COULD ACTION RESULT IN ANY ADVERSE EFFECTS ASSOCIATED WITH THE FOLLOWING: (Answers may be handwritten, if legible)

C1. Existing air quality, surface or groundwater quality or quantity, noise levels, existing traffic patterns, solid waste production or disposal, potential for erosion, drainage or flooding problems? Explain briefly:

C2. Aesthetic agricultural, archaeological, historic, or other natural or cultural resources; or community or neighborhood character? Explain briefly:

C3. Vegetation or fauna, fish shellfish or wildlife species, significant habitats, or threatened or endangered species? Explain briefly:

C4. A community's existing plans or goals as officially adopted, or a change in use or intensity of use of land or other natural resources? Explain briefly:

C5. Growth, subsequent development, or related activities likely to be induced by the proposed action? Explain briefly.

C6. Long term, short term, cumulative, or other effects not identified in C1-C5? Explain briefly.

C7. Other impacts (including changes in use of either quantity or type of energy)? Explain briefly.

D. WILL THE PROJECT HAVE AN IMPACT ON THE ENVIRONMENTAL CHARACTERISTICS THAT CAUSED THE ESTABLISHMENT OF A CEA?

Yes No

E. IS THERE, OR IS THERE LIKELY TO BE, CONTROVERSY RELATED TO POTENTIAL ADVERSE ENVIRONMENTAL IMPACTS?

Yes No If yes, explain briefly

PART III – DETERMINATION OF SIGNIFICANCE (To be completed by Agency)

INSTRUCTIONS: For each adverse effect identified above, determine whether it is substantial, large, important or otherwise significant. Each effect should be assessed in connection with its (a) setting (i.e. urban or rural); (b) probability of occurring; (c) duration; (d) irreversibility; (e) geographic scope; and (f) magnitude. If necessary, add attachments or reference supporting materials. Ensure that explanations contain sufficient detail to show that all relevant adverse impacts have been identified and adequately addressed.

Check this box if you have identified one or more potentially large or significant adverse impacts which **MAY** occur. Then proceed directly to the FULL EAF and/or prepare a positive declaration.

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 AND provide on attachments as necessary, the reasons supporting this determination:

Name of Lead Agency

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (If different from responsible officer)

Date



CITY OF WATERTOWN, NEW YORK

CITY PLANNING BOARD

ROOM 302, WATERTOWN CITY HALL
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601-3380
(315) 785-7730

Meeting: January 4, 2011

Present:

Norman J. Wayte II, Chairman
Sara Freda
Randy Fipps
Lawrence Coburn
Lori Gervera

Also:

Kenneth A. Mix, Planning & Community
Development Coordinator
Michael A. Lumbis, Planner
Justin L. Wood, Civil Engineer II

Absent:

Alan Harris
Sarah Warner

The January 4, 2011 Planning Board meeting was called to order at 4:00 p.m. by Chairman Norman Wayte. Mr. Wayte called for a reading of the Minutes from the December 7, 2010 Planning Board Meeting. Mrs. Freda moved to accept the Minutes as written. The motion was seconded by Mr. Coburn and all voted in favor.

ZONE CHANGE – 234-238 HIGH STREET, PARCEL NO. 6-07-218

The Planning Board then considered a Zone Change Request submitted by Stacey Mack to change the approved zoning classification of 234-238 High Street, Parcel No. 6-07-218 from Light Industrial District to Residence "C" District. In attendance to represent the Zone Change Request was Stacey Mack.

Ms. Mack began by stating that she is the current owner of the property; however, her mother and father had owned the property since she was ten years old. She said that at some point in time during her parents' ownership, a third apartment was put into the property. She said she was unaware that a change in zoning would be required to allow three apartments, so the building is presently not in compliance with the Zoning Ordinance. She said that she is requesting the zone change in order to bring the property into compliance.

Mrs. Freda asked if there are any other building code violations that would be an issue, assuming the zone change request is approved. Ms. Mack said that she has not been told of any other violations but that a potential buyer of the property has stated they would address any issues. Mr. Wood noted that Code Enforcement will have to do an inspection of the apartments to make sure they have been built to code if the zone change is approved.

Mr. Mix stated that the City Assessment Department records list the home as a two-family home and that at some point it was illegally converted into a three-unit dwelling. He said the two-unit home was allowed as a legal non-conforming use in the industrial district. He said that it is the third unit that is not currently allowed. He also said that the zone change would allow the third unit and that there would be no other issues as far as zoning is concerned. He said that any building code issues are yet to be determined. Mr. Mix also noted that the Land Use plan for the area recommends residential use and that the zone change request made sense versus having the applicant apply for a use variance.

Hearing no further discussion, Mrs. Freda moved to recommend that the City Council approve the Zone Change Request submitted by Stacey Mack to change the approved zoning classification of 234-238 High Street, Parcel No. 6-07-218 from Light Industrial District to Residence "C" District. The motion was seconded by Mrs. Gervera and all voted in favor.

Mr. Wayte then asked if there were any other topics or business that the Planning Board needed to discuss. Mr. Mix asked if Planning Board Members had an opportunity to view the balloon test that was conducted by Verizon for the proposed cell tower at 491 Eastern Boulevard. Mr. Coburn stated that he was able to attend and did not have an issue with the height of the proposed structure. Mr. Wayte indicated that he was unsure whether a cell tower would fit into the neighborhood. A brief discussion followed regarding the proposed cell tower.

Mr. Mix noted that a meeting was held last month regarding the proposed LWRP zoning changes. He said that the meeting was a good meeting, with a number of important suggestions for changes to the proposed ordinance amendment. He said that additional information would be forthcoming regarding the zoning changes.

Mr. Mix also noted that he has completed an accounting of the training hours for each of the Planning Board Members and would send a summary to the members.

Hearing no further discussion, Mr. Fipps moved to adjourn the meeting. The motion was seconded by Mrs. Gervera and all voted in favor. The meeting was adjourned at 4:15 p.m.

MAL:eg

Laid Over Under the Rules

January 13, 2011

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Bond Ordinance – Sidewalk Special Assessment District #7

The attached Bond Ordinance was presented to the City Council for consideration at the January 3, 2011 City Council meeting, at which time it was introduced and seconded, then Laid Over Under the Rules.

Included in the FY 2010-11 Capital Budget is funding for the sidewalk construction costs associated with the sidewalk special assessment district #6 and 7. District 6 has been completed and now the City is looking to start District #7 which includes parcels located on Cayuga Avenue, Frontenac Street, Meade Street, Mohawk Street, New York Avenue, Railroad Street, Summer Street and Superior Street.

As in previous years, this Special Assessment Program provides property owners with an opportunity to pay for the cost of work performed by the City over a ten-year period. This Bond Ordinance will allow the City to borrow for the costs associated with those property owners that choose to enroll in the 10-year Special Assessment Program. The City's share of the costs associated with the sidewalk program is funded with a transfer from the general fund and not through the proceeds of this Bond Ordinance.

ORDINANCE

Page 1 of 5

An Ordinance Authorizing the Issuance of \$200,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Construction or Reconstruction of Sidewalks in Special Assessment District No. 7 Within the City

Council Member BURNS, Roxanne M.
Council Member BUTLER, Joseph M. Jr.
Council Member MACALUSO, Teresa R.
Council Member SMITH, Jeffrey M.
Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

Council Member Joseph M Butler, Jr.

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, January 3, 2011, 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 Council Member Butler, who moved its adoption, seconded by Council Member Macaluso, to wit:

WHEREAS, all conditions precedent to the financing of the class of objects or 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 issuance of bonds of said City to finance costs of said class of objects or purposes; NOW, THEREFORE,

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

Section 1. For the class of objects or purposes of paying costs of the construction or reconstruction of sidewalks in Special Assessment District No. 7 within 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.

ORDINANCE

By Council Member _____

Date _____

SUBJECT: _____

STATE OF NEW YORK
Jefferson County } ss:
CITY OF WATERTOWN }

I, DONNA M. DUTTON, City Clerk of the City of Watertown, hereby certify that the within Ordinance was adopted at a meeting of the City Council of said City, held _____ and that the same is the whole of said Ordinance.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City of Watertown, N.Y.

City Clerk

ORDINANCE

Page 2 of 5

An Ordinance Authorizing the Issuance of \$200,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Construction or Reconstruction of Sidewalks in Special Assessment District No. 7 Within the City

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

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 additional \$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 or Federal aid or any other revenue received by the City from other sources for such class of objects or purposes.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is ten years, pursuant to subdivision 24 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. There shall annually be levied on all the taxable real property of said City, a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable.

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.

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, provided, however, that in the exercise of these delegated powers, he shall comply fully with the provisions of the Local Finance Law and any

ORDINANCE

By Council Member _____

Date _____

SUBJECT: _____

STATE OF NEW YORK
Jefferson County } ss:
CITY OF WATERTOWN }

I, DONNA M. DUTTON, City Clerk of the City of Watertown, hereby certify that the within Ordinance was adopted at a meeting of the City Council of said City, held _____ and that the same is the whole of said Ordinance.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City of Watertown, N.Y.

City Clerk

ORDINANCE

Page 3 of 5

An Ordinance Authorizing the Issuance of \$200,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Construction or Reconstruction of Sidewalks in Special Assessment District No. 7 Within the City

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.
 Total

YEA	NAY

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. 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 the City Comptroller, providing for the manual countersignature of a fiscal agent or 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 9. This ordinance shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.1340-2. Other than as specified in this ordinance, 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 10. 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

ORDINANCE

By Council Member _____

Date _____

SUBJECT: _____

STATE OF NEW YORK
Jefferson County } ss:
CITY OF WATERTOWN }

I, DONNA M. DUTTON, City Clerk of the City of Watertown, hereby certify that the within Ordinance was adopted at a meeting of the City Council of said City, held _____ and that the same is the whole of said Ordinance.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City of Watertown, N.Y.

City Clerk

ORDINANCE

Page 4 of 5

An Ordinance Authorizing the Issuance of \$200,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Construction or Reconstruction of Sidewalks in Special Assessment District No. 7 Within the City

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.
 Total

YEA	NAY

- 2) The provisions of law which should be complied with at the date of publication of this ordinance 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 11. This ordinance, which takes effect immediately, shall be published in full 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 Councilman _____, seconded by Councilman _____, with all voting "AYE".

The question of the adoption of the foregoing ordinance was duly put to a vote on roll call, which resulted as follows:

_____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____

The ordinance was thereupon declared duly adopted.
* * *

APPROVED BY THE MAYOR
_____, 2011.
Mayor

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

I, the undersigned Clerk of the City of Watertown, Jefferson County, New York, DO HEREBY CERTIFY:

ORDINANCE

By Council Member _____

Date _____

SUBJECT: _____

STATE OF NEW YORK
Jefferson County } ss:
CITY OF WATERTOWN }

I, DONNA M. DUTTON, City Clerk of the City of Watertown, hereby certify that the within Ordinance was adopted at a meeting of the City Council of said City, held _____ and that the same is the whole of said Ordinance.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City of Watertown, N.Y.

City Clerk

ORDINANCE

Page 5 of 5

An Ordinance Authorizing the Issuance of \$200,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Construction or Reconstruction of Sidewalks in Special Assessment District No. 7 Within the City

Council Member BURNS, Roxanne M.
Council Member BUTLER, Joseph M. Jr.
Council Member MACALUSO, Teresa R.
Council Member SMITH, Jeffrey M.
Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

That I have compared the annexed extract of the minutes of the meeting of the Council of said City, including the ordinance contained therein, held on January 3, 2011, with the original thereof on file in my office, and that the same is a true and correct transcript therefrom and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that all members of said Council had due notice of said meeting.

I FURTHER CERTIFY that, pursuant to Section 103 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public.

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 Notices 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 January _____, 2011.

City Clerk
(CORPORATE SEAL)

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SUBJECT:

Date _____

By Council Member _____

STATE OF NEW YORK
Jefferson County } ss:
CITY OF WATERTOWN }

I, DONNA M. DUTTON, City Clerk of the City of Watertown, hereby certify that the within Ordinance was adopted at a meeting of the City Council of said City, held _____ and that the same is the whole of said Ordinance.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City of Watertown, N.Y.

City Clerk

Laid Over Under the Rules

January 13, 2011

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Margin Parking Legislation

At the request of Council Member Roxanne M. Burns, City Staff looked at the issue of parking in the street margin. Staff researched how other communities have addressed this issue and submitted a report detailing proposed amendments to the City Code section 293, Vehicles and Traffic, for consideration at the December 20, 2010 City Council meeting.

The attached Ordinance was presented to the City Council for its consideration at the January 3, 2011 meeting, at which time it was introduced and seconded. This Ordinance will prohibit any parking within or upon any margin, at any time and, as drafted, provides for no exceptions to the prohibition against margin parking.

ORDINANCE

Page 1 of 1

Amending City Municipal Code § 293,
Vehicles and Traffic

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.
 Total

YEA	NAY

Introduced by

Council Member Roxanne M. Burns

BE IT ORDAINED that Section 293-1 of the City Code of the City of Watertown is amended by adding the following definition to paragraph B:

MARGIN - That portion of the street located between the curblineline and the adjacent property lines. If a sidewalk is constructed in that portion of the street, the term includes the sidewalk.

and,

BE IT FURTHER ORDAINED that Section 293-21 is amended by removing the phrase "or road" from paragraph C, and

BE IT FURTHER ORDAINED that Section 293-21 is amended by adding paragraph D to read as follows:

- D. Parking prohibited at margins. No person shall park any vehicle within or upon any margin at any time.

and,

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 CouncilMember Joseph M. Butler, Jr.

ORDINANCE

By Council Member _____

Date _____

SUBJECT: _____

STATE OF NEW YORK
Jefferson County } ss:
CITY OF WATERTOWN }

I, DONNA M. DUTTON, City Clerk of the City of Watertown, hereby certify that the within Ordinance was adopted at a meeting of the City Council of said City, held _____ and that the same is the whole of said Ordinance.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City of Watertown, N.Y.

City Clerk

Laid Over Under the Rules

January 13, 2011

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Bond Ordinance Amendment – Riggs Avenue Reconstruction

The attached Bond Ordinance was presented to the City Council for consideration at the January 3, 2011 City Council meeting, at which time it was introduced and seconded, then Laid Over Under the Rules.

On December 20, 2010, City Council approved change order #1 with A.J. Montclair, Inc. in the amount of \$40,301.01 which brings the final contract amount to \$425,997.51. The project will finish under the original budget of \$500,000 that was included in the Fiscal Year 2010-11 Capital Budget and intended to be funded with debt.

On July 6, 2010 City Council approved the original Bond Ordinance for this project in the amount of \$390,000. As the project costs are higher than the adopted Bond Ordinance City Council needs to consider the attached amended Bond Ordinance that reflects the estimated project cost of \$430,000.

Summary of Project Costs:

Construction - A.J. Montclair, Inc.	\$ 385,697	
Change order #1	<u>40,301</u>	\$ 425,998
Estimated Bonding fees		<u>4,002</u>
Total Estimated Cost		<u>\$ 430,000</u>

As with all approved Bond Ordinances a review of each of the City's funds' financial positions will be undertaken prior to the actual issuance of debt to pay for the project. If staff feels that any fund has the ability to pay their respective share of the project out of either current appropriations or fund balance, then we will inform City Council of such recommendation.

January 3, 2011

ORDINANCE

Page 1 of 5

An Ordinance Amending the Ordinance Dated July 6, 2010, Authorizing the Issuance of \$390,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Reconstruction of Riggs Avenue, Including Street, Sidewalks, Storm Sewer, Water Main and Sanitary Sewers, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$430,000

Council Member BURNS, Roxanne M.
Council Member BUTLER, Joseph M. Jr.
Council Member MACALUSO, Teresa R.
Council Member SMITH, Jeffrey M.
Mayor GRAHAM, Jeffrey E.
Total

Table with 2 columns: YEA, NAY. Rows for each council member and a total row.

Introduced by

Council Member Roxanne M. Burns

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 January 3, 2011, 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 Council Member Burns who moved its adoption, seconded by Council Member Butler, to wit:

WHEREAS, by ordinance dated July 6, 2010, the Council of the City of Watertown, Jefferson County, New York, authorized the issuance of \$390,000 bonds of said City to pay the cost of the reconstruction of Riggs Avenue, including street, sidewalks, storm sewer, water main and sanitary sewer, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, a class of objects or purposes, at an estimated maximum cost of \$390,000, in and for the City of Watertown, Jefferson County, New York; and

WHEREAS, the Council now wishes to increase the estimated maximum cost of the aforesaid class of objects or purposes from \$390,000 to \$430,000, an increase of \$40,000 over that previously authorized; NOW, THEREFORE,

ORDINANCE

By Council Member _____

Date _____

SUBJECT: _____

STATE OF NEW YORK
Jefferson County } ss:
CITY OF WATERTOWN }

I, DONNA M. DUTTON, City Clerk of the City of Watertown, hereby certify that the within Ordinance was adopted at a meeting of the City Council of said City, held _____ and that the same is the whole of said Ordinance.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City of Watertown, N.Y.

City Clerk

ORDINANCE

Page 2 of 5

An Ordinance Amending the Ordinance Dated July 6, 2010, Authorizing the Issuance of \$390,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Reconstruction of Riggs Avenue, Including Street, Sidewalks, Storm Sewer, Water Main and Sanitary Sewers, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$430,000

Council Member BURNS, Roxanne M.
Council Member BUTLER, Joseph M. Jr.
Council Member MACALUSO, Teresa R.
Council Member SMITH, Jeffrey M.
Mayor GRAHAM, Jeffrey E.
Total

YEA	NAY

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

Section A. The title and Sections 1 and 2 of the ordinance of this Council dated and duly adopted July 6, 2010, authorizing the issuance of \$390,000 bonds to pay the cost of the reconstruction of Riggs Avenue, including street, sidewalks, storm sewer, water main and sanitary sewer, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, a class of objects or purposes, at an estimated maximum cost of \$390,000, in and for the City of Watertown, Jefferson County, New York, including, in each instance, incidental expenses in connection therewith, is hereby amended, in part, to read as follows:

“AN ORDINANCE AUTHORIZING THE ISSUANCE OF \$430,000 BONDS OF THE CITY OF WATERTOWN, JEFFERSON COUNTY, NEW YORK, TO PAY THE COSTS OF THE RECONSTRUCTION OF RIGGS AVENUE, INCLUDING STREET, SIDEWALKS, STORM SEWER, WATER MAIN AND SANITARY SEWERS, IN AND FOR SAID CITY.

“....

“Section 1. For paying the costs of the reconstruction of Riggs Avenue, including street, sidewalks, storm sewer, water main and sanitary sewer, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, a class of objects or purposes, there are hereby authorized to be issued \$430,000 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 \$430,000 and that the plan for the financing thereof is by the issuance of the \$430,000 bonds of said City authorized to be issued pursuant to this bond ordinance.”

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

ORDINANCE

By Council Member _____

Date _____

SUBJECT: _____

STATE OF NEW YORK
Jefferson County } ss:
CITY OF WATERTOWN }

I, DONNA M. DUTTON, City Clerk of the City of Watertown, hereby certify that the within Ordinance was adopted at a meeting of the City Council of said City, held _____ and that the same is the whole of said Ordinance.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City of Watertown, N.Y.

City Clerk

January 3, 2011

ORDINANCE

Page 3 of 5

An Ordinance Amending the Ordinance Dated July 6, 2010, Authorizing the Issuance of \$390,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Reconstruction of Riggs Avenue, Including Street, Sidewalks, Storm Sewer, Water Main and Sanitary Sewers, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$430,000

Council Member BURNS, Roxanne M.
Council Member BUTLER, Joseph M. Jr.
Council Member MACALUSO, Teresa R.
Council Member SMITH, Jeffrey M.
Mayor GRAHAM, Jeffrey E.

Total

Table with 2 columns: YEA, NAY. Rows for each council member and a total row.

- (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 ordinance 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 C. Upon this ordinance taking effect, the same 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.

Section D. This resolution is effective immediately.

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

The question of the adoption of the foregoing ordinance was duly put to a vote on roll call, which resulted as follows:

VOTING _____
VOTING _____
VOTING _____
VOTING _____
VOTING _____

The ordinance was thereupon declared duly adopted.

* * *

ORDINANCE

By Council Member _____

Date _____

SUBJECT: _____

STATE OF NEW YORK
Jefferson County } ss:
CITY OF WATERTOWN }

I, DONNA M. DUTTON, City Clerk of the City of Watertown, hereby certify that the within Ordinance was adopted at a meeting of the City Council of said City, held _____ and that the same is the whole of said Ordinance.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City of Watertown, N.Y.

City Clerk

ORDINANCE

By Council Member _____

Date _____

SUBJECT: _____

STATE OF NEW YORK
Jefferson County } ss:
CITY OF WATERTOWN }

I, DONNA M. DUTTON, City Clerk of the City of Watertown, hereby certify that the within Ordinance was adopted at a meeting of the City Council of said City, held _____ and that the same is the whole of said Ordinance.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City of Watertown, N.Y.

City Clerk

January 3, 2011

ORDINANCE

Page 5 of 5

An Ordinance Amending the Ordinance Dated July 6, 2010, Authorizing the Issuance of \$390,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Reconstruction of Riggs Avenue, Including Street, Sidewalks, Storm Sewer, Water Main and Sanitary Sewers, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$430,000

Council Member BURNS, Roxanne M.
Council Member BUTLER, Joseph M. Jr.
Council Member MACALUSO, Teresa R.
Council Member SMITH, Jeffrey M.
Mayor GRAHAM, Jeffrey E.
Total

YEA	NAY

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 Noticed 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 January _____, 2011.

City Clerk

(CORPORATE SEAL)

ORDINANCE

By Council Member _____

Date _____

SUBJECT: _____

STATE OF NEW YORK
Jefferson County } ss:
CITY OF WATERTOWN }

I, DONNA M. DUTTON, City Clerk of the City of Watertown, hereby certify that the within Ordinance was adopted at a meeting of the City Council of said City, held _____ and that the same is the whole of said Ordinance.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City of Watertown, N.Y.

City Clerk

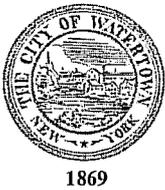
January 13, 2011

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: State Pollution Discharge Elimination System (SPDES) Permit

On November 15, 2010, I shared with the City Council that the New York State Department of Environmental Conservation (NYSDEC) had notified the City the prior week that they issued a notice of intent to modify the City's SPDES permit, which is the permit under which the City's Wastewater Treatment Plant operates. The proposed modifications to the permit were reviewed by Chief Wastewater Treatment Plant Operator Michael Sligar, City Engineer Kurt W. Hauk and myself. At my request, Mr. Sligar drafted the City's response to NYSDEC regarding the proposed modifications and they were submitted to the NYSDEC by the December 10th deadline.

The City has now received the final SPDES and incorporated in that permit is a requirement to develop, within eight (8) months, a draft engineering report, basis of design and preliminary plans for a disinfection system at the plant's outfall into the Black River. I have discussed this matter with Mr. Sligar and Mr. Hauk and they are recommending that we engage the services of Stearns and Wheler GHD to provide us with the services needed to meet this requirement. The reason for this selection is described in the attached memorandum from Mr. Hauk.

If the City Council concurs on this matter, Staff will move forward with negotiating a contract with Stearns and Wheler.



CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

DATE: January 10, 2011

TO: Mary Corriveau, City Manager

FROM: Kurt W. Hauk, City Engineer

SUBJECT: Wastewater Treatment Plant Outfall Disinfection

As you are aware, the City has received the final modified State Pollution Discharge Elimination System (SPDES) permit. Incorporated in the new permit language is the requirement to have a Draft engineering report, basis of design and preliminary plans for a disinfection system of the plant outfalls within eight months of the effective date of the permit, 1 Feb 2011 for submittal to the NYSDEC.

In order to meet this requirement, the Engineering Department proposes and seeks authorization to enter into a professional services agreement with Stearns and Wheler GHD, also formerly known as Stearns and Wheler.

The engineers at Stearns and Wheler GHD are in a unique position to assist the City of Watertown since they have been involved with wastewater issues for the City since 1961 including:

1. The design and construction administration of the original facility in 1966 as well as the secondary treatment expansions in 1981 and 1989.
2. Design and construction of most of the original trunk sewers and CSO's within the City.
3. Development of the SUO and Pretreatment Program.
4. Most recently, they assisted the City by developing the Combined Sewer Flow Model by which the CSO Long Term Control Plan (LTCP) was developed and submitted to the NYSDEC.

Stearns and Wheler GHD is aware of the deadline imposed by the SPDES permit and is prepared to enter into a new agreement with the City for purposes of developing the Basis of Design for the required disinfection system within the required timeframe.

It is the recommendation of both the Chief Operator and me that we proceed accordingly.

cc: Jim Mills, City Comptroller
Bob Cleaver, Purchasing Agent
Mike Sligar, Chief Operator STP
File

January 12, 2011

To: The Honorable Mayor and City Council
From: Kenneth A. Mix, Planning and Community Development Coordinator
Subject: 2011 CDBG Small Cities Application Public Hearings

This year's Community Development Block Grant Small Cities Program Applications are due by May 27, 2011. Two public hearings are required before an application can be submitted. It is recommended that the public hearings be scheduled for Monday, February 7, 2011 and Monday, March 7, 2011 at 7:30 p.m.