

City Council
Work Session Agenda
November 8, 2010
7:00 p.m.



Discussion Items:

1. Ogilvie Site Development Update
2. Local Waterfront Revitalization Plan Adoption, November 5, 2010 memorandum from Planning and Community Development Coordinator Kenneth A. Mix.
3. City and County Tax Enforcement Procedures, October 7, 2010 memorandum from City Comptroller James E Mills.
4. Health Insurance Plan Changes, September 29, 2010 memorandum from City Manager Mary M. Corriveau.

Reports:

1. Board and Commission Vacancies, November 5, 2010 memorandum from City Manager Mary M. Corriveau

November 5, 2010

To: The Honorable Mayor and City Council
From: Kenneth A. Mix, Planning and Community Development Coordinator
Subject: LWRP Adoption

On March 15, 2010 the City Council passed a resolution accepting the Local Waterfront Revitalization Program (LWRP) as complete and ready for public review. It was then forwarded to New York State Department of State for a 60-day period of review and comment by State and Federal agencies. That period ended on June 28, 2010. Attached is a summary of the comments that were received.

The remaining steps to complete the adoption and approval process for the LWRP:

1. Adoption of the Zoning Ordinance Amendments.
2. Adoption of the Consistency Review Law.
3. Adoption of the LWRP.
4. Formal request for State approval of the LWRP.

The LWRP contains a draft Zoning Ordinance Amendment and a draft Consistency Review Law. Copies of both are attached.

The purpose of the Consistency Review Law is to require that all City agencies consider the consistency of their actions with the LWRP within the boundary described in the plan. All State and Federal agencies are required to make the same findings under State and Federal laws.

The process described in the proposed Local Law is as follows:

1. An agency of the City is considering an action within the LWRP boundary.
2. The agency must make a determination that the action is consistent with the LWRP policy standards before approving the action.
3. The agency must refer the action to the City Council for recommendation prior to making its determination.
4. The City Council shall render its written recommendation within 30 days.
5. The agency shall consider the consistency recommendation of the City Council in making its written determination of consistency.

The Zoning Ordinance revision creates three new districts: Downtown District, Open Space and Recreation District, and Waterfront District. It adds regulations for each of those districts and deletes existing regulations that would conflict with them. It also eliminates the City Center Overlay and Riverfront Overlay Districts.

How does the City Council wish to proceed with these two pieces of legislation? The drafts were prepared by Planning staff in consultation with Department of State staff. No one else has done any critical reviews. If the City Council wishes to proceed with the Consistency Review Law, it needs to be reviewed by the City Attorney. The Zoning Ordinance revision will have to go through the normal amendment process. Does the City Council wish to have any review and discussion take place on the draft by itself, the Planning Board or Advantage Watertown before the formal process is commenced?

Responses to Comments

City of Watertown

Draft Local Waterfront Revitalization Program

A. Local Agencies

1. Greater Watertown-North Country Chamber of Commerce

Comment: No comments.

Response: None needed.

B. State Agencies

1. Dormitory Authority

Comment: No comments.

Response: None needed.

2. Department of Health

Comment: Concern expressed on the future renovation and redevelopment of the buildings along the Black River and the associated provisions identifying and mitigating environmental concerns (e.g., fuel tanks, asbestos) to ensure protection of the drinking water intakes for public water systems that use the river as a drinking water source.

Response: The LWRP recognizes existing permits and authorities related to the protection of public water supply. In addition, prior to initiating projects in the vicinity of public waters supply intakes within the Black River, appropriate State agencies, such as the Department of Health and the Department of Environmental Conservation, will be consulted to assure their protection.

Comment: Concern expressed on planning and construction of additional parking areas and the implementation of appropriate measures to manage resulting storm water runoff.

Response: It is acknowledged that appropriate measures to manage storm water runoff should be implemented when additional parking areas are planned.

3. Office of General Services

Comment: OGS will not be involved with issues affecting the lands under water and the City's LWRP.

Response: None needed.

4. Education Department/ State Museum

Comment: Unable to review LWRP due to staffing constraints.

Response: None needed.

5. State University Construction Fund

Comment: No comments.

Response: None needed.

C. Federal Agencies

1. U.S. General Services Administration

Comment: No comments.

Response: None needed.

Appendix B

PROPOSED CONSISTENCY REVIEW LAW

CITY OF WATERTOWN

Be it enacted by the City Council of the City of Watertown follows:

GENERAL PROVISIONS

I. Title.

This Local law will be known as the City of Watertown Waterfront Consistency Review Law.

II. Authority and Purpose.

A. This local law is adopted under the authority of the Municipal Home Rule Law and the Waterfront Revitalization of Coastal Areas and Inland Waterways Act of the State of New York (Article 42 of the Executive Law).

B. The purpose of this local law is to provide a framework for agencies of the City of Watertown to incorporate the policies and purposes contained in the City of Watertown Local Waterfront Revitalization Program (LWRP) when reviewing applications for actions or direct agency actions within the coastal area; and to assure that such actions and direct actions by City agencies are consistent with the LWRP policies and purposes.

C. It is the intention of the City of Watertown that the preservation, enhancement and utilization of the unique coastal area of the City take place in a coordinated and comprehensive manner to ensure a proper balance between protection of natural resources and the need to accommodate limited population growth and economic development. Accordingly, this local law is intended to achieve such a balance, permitting the beneficial use of coastal resources while preventing loss and degradation of living coastal resources and wildlife; diminution of open space areas or public access to the waterfront; disruption of natural coastal processes; impairment of scenic, cultural or historical resources; losses due to flooding, erosion and sedimentation; impairment of water quality; or permanent adverse changes to ecological systems.

D. The substantive provisions of this local law shall only apply when there is in existence a City of Watertown Local Waterfront Revitalization Program which has been adopted in accordance with Article 42 of the Executive Law of the State of New York.

III. Definitions.

- A. "Actions" include all the following, except minor actions:
- (1) projects or physical activities, such as construction or any other activities that may affect natural, manmade or other resources in the coastal area or the environment by changing the use, appearance or condition of any resource or structure, that:
 - (i) are directly undertaken by an agency; or
 - (ii) involve funding by an agency; or
 - (iii) require one or more new or modified approvals, permits, or review from an agency or agencies;
 - (2) agency planning and policymaking activities that may affect the environment and commit the agency to a definite course of future decisions;
 - (3) adoption of agency rules, regulations and procedures, including local laws, codes, ordinances, executive orders and resolutions that may affect coastal resources or the environment; and
 - (4) any combination of the above.
- B. "Agency" means any board, agency, department, office, other body, or officer of the City of Watertown.
- C. "Code Enforcement Supervisor" means the person employed by the City of Watertown, and is in charge of the City's Code Enforcement Bureau.
- D. "Coastal area" means that portion of New York State coastal waters and adjacent shorelands as defined in Article 42 of the Executive Law which is located within the boundaries of the City of Watertown, as shown on the coastal area map on file in the office of the Secretary of State and as delineated in the City of Watertown Local Waterfront Revitalization Program (LWRP).
- E. "Coastal Assessment Form (CAF)" means the form, a sample of which is appended to this local law, used by an agency to assist in determining the consistency of an action with the Local Waterfront Revitalization Program.
- F. "Consistent" means that the action will fully comply with the LWRP policy standards, conditions and objectives and, whenever practicable, will advance one or more of them.
- G. "Direct Actions" mean actions planned and proposed for implementation by an agency, such as, but not limited to a capital project, rule making, procedure making and policy making.
- H. "Environment" means the physical conditions that will be affected by a proposed action,

including land, air, water, minerals, flora, fauna, noise, resources of agricultural, archeological, historic or aesthetic significance, existing patterns of population concentration, distribution or growth, existing community or neighborhood character, and human health.

I. "Local Waterfront Revitalization Program" or "LWRP" means the Local Waterfront Revitalization Program of the City of Watertown, approved by the Secretary of State pursuant to the Waterfront Revitalization of Coastal Areas and Inland Waterways Act (Executive Law, Article 42), a copy of which is on file in the Office of the City Clerk of the City of Watertown.

J. "Minor actions" include the following actions, which are not subject to review under this chapter:

- (1) maintenance or repair involving no substantial changes in an existing structure or facility;
- (2) replacement, rehabilitation or reconstruction of a structure or facility, in-place and in-kind, on the same site, including upgrading buildings to meet building or fire codes,
- (3) repaving or widening of existing paved highways not involving the addition of new travel lanes;
- (4) street openings and right-of-way openings for the purpose of repair or maintenance of existing utility facilities;
- (5) maintenance of existing landscaping or natural growth, except where threatened or endangered species of plants or animals are affected, or within Significant Coastal Fish and Wildlife Habitat areas;
- (6) granting of individual setback and lot line variances, except in relation to a regulated natural feature or a bulkhead or other shoreline erosion protection structure;
- (7) minor temporary uses of land having negligible or no permanent impact on coastal resources or the environment;
- (8) installation of traffic control devices on existing streets, roads and highways;
- (9) mapping of existing roads, streets, highways, natural resources, land uses and ownership patterns;
- (10) information collection including basic data collection and research, water quality and pollution studies, traffic counts, engineering studies, surveys, subsurface investigations and soils studies that do not commit the agency to undertake, fund or approve any action;

- (11) official acts of a ministerial nature involving no exercise of discretion, including building permits where issuance is predicated solely on the applicant's compliance or noncompliance with the relevant local building code;
- (12) routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment;
- (13) conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action;
- (14) collective bargaining activities;
- (15) investments by or on behalf of agencies or pension or retirement systems, or refinancing existing debt;
- (16) inspections and licensing activities relating to the qualifications of individuals or businesses to engage in their business or profession;
- (17) purchase or sale of furnishings, equipment or supplies, including surplus government property, other than the following: land, radioactive material, pesticides, herbicides, storage of road de-icing substances, or other hazardous materials;
- (18) adoption of regulations, policies, procedures and local legislative decisions in furtherance of any action on this list;
- (19) engaging in review of any part of an application to determine compliance with technical requirements, provided that no such determination entitles or permits the project sponsor to commence the action unless and until all requirements of this Part have been fulfilled;
- (20) civil or criminal enforcement proceedings, whether administrative or judicial, including a particular course of action specifically required to be undertaken pursuant to a judgment or order, or the exercise of prosecutorial discretion;
- (21) adoption of a moratorium on land development or construction;
- (22) interpreting an existing code, rule or regulation;
- (23) designation of local landmarks or their inclusion within historic districts;

(24) emergency actions that are immediately necessary on a limited and temporary basis for the protection or preservation of life, health, property or natural resources, provided that such actions are directly related to the emergency and are performed to cause the least change or disturbance, practicable under the circumstances, to coastal resources or the environment. Any decision to fund, approve or directly undertake other activities after the emergency has expired is fully subject to the review procedures of this Part;

(25) local legislative decisions such as rezoning where the City of Watertown determines the action will not be approved.

IV. Management and Coordination of the LWRP

A. The City of Watertown City Council shall be responsible for coordinating review of actions in the City's coastal area for consistency with the LWRP, and will advise, assist and make consistency recommendations to other City agencies in the implementation of the LWRP, its policies and projects, including physical, legislative, regulatory, administrative and other actions included in the program.

B. The City Council shall coordinate with the New York State Department of State regarding consistency review of actions by Federal agencies and with State agencies regarding consistency review of their actions.

V. Review of Actions.

A. Whenever a proposed action is located within the City's coastal area, each City agency shall, prior to approving, funding or undertaking the action, make a determination that it is consistent with the LWRP policy standards summarized in Subparagraph I herein. No action in the coastal area shall be approved, funded or undertaken by that agency without such a determination.

B. Whenever a City agency receives an application for approval or funding of an action, or as early as possible in the agency's formulation of a direct action to be located in the coastal area, the agency shall refer a copy of the completed CAF to the City Council within ten (10) days of its receipt and prior to making its determination, shall consider the recommendation of the City Council with reference to the consistency of the proposed action.

C. After referral from an agency, the City Council shall consider whether the proposed action is consistent with the LWRP policy standards set forth in Subparagraph I herein. The City Council shall require the applicant to submit all completed applications, CAFs, EAFs, and any other information deemed necessary to its consistency recommendation.

The City Council shall render its written recommendation to the agency within thirty (30)

days following referral of the CAF from the agency, unless extended by mutual agreement of the City Council and the applicant or in the case of a direct action, the agency. The City Council's recommendation shall indicate whether the proposed action is consistent with or inconsistent with one or more of the LWRP policy standards and shall elaborate in writing the basis for its opinion. The City Council shall, along with a consistency recommendation, make any suggestions to the agency concerning modification of the proposed action, including the imposition of conditions, to make it consistent with LWRP policy standards or to greater advance them.

In the event that the City Council's recommendation is not forthcoming within the specified time, the agency shall make its consistency decision without the benefit of the City Council's recommendation.

D. If an action requires approval of more than one City agency, decision making will be coordinated between the agencies to determine which agency will conduct the final consistency review, and that agency will thereafter act as designated consistency review agency. Only one CAF per action will be prepared. If the agencies cannot agree, the City Council shall designate the consistency review agency.

E. Upon receipt of the City Council's recommendation, the agency shall consider whether the proposed action is consistent with the LWRP policy standards summarized in Subparagraph I herein. The agency shall consider the consistency recommendation of the City Council, the CAF and other relevant information in making its written determination of consistency. No approval or decision shall be issued for an action in the coastal area without a written determination of consistency having first been rendered by a City agency.

F. The Zoning Board of Appeals is the designated agency for making the determination of consistency for variance applications subject to this law. The Zoning Board of Appeals shall consider the written consistency recommendation of the City Council in the event and at the time it makes a decision to grant such a variance and may impose appropriate conditions on the variance to make the activity consistent with the objectives of this law.

G. Where an EIS is being prepared or required, the draft EIS must identify applicable LWRP policies standards in Subparagraph I and include a discussion of the effects of the proposed action on such policy standards.

H. In the event the City Council's recommendation is that the action is inconsistent with the LWRP, and the agency makes a contrary determination of consistency, the agency shall elaborate in writing the basis for its disagreement with the recommendation and state the manner and extent to which the action is consistent with the LWRP policy standards.

I. Actions to be undertaken within the coastal area shall be evaluated for consistency in

accordance with the following summary of LWRP policy standards, which are derived from and further explained and described in the City of Watertown LWRP, a copy of which is on file in the City Clerk's office and available for inspection during normal business hours. Agencies which undertake direct actions must also consult with Section IV, in making their consistency determination. The action must be consistent with the policies to:

1. Foster a pattern of development in the Waterfront Revitalization Area Boundary (WRAB) that enhances community character, preserves open space, makes efficient use of infrastructure and minimizes adverse effects of development (LWRP Policy 1).
2. Preserve historic resources of the WRAB (LWRP Policy 2).
3. Enhance visual quality and protect scenic resources of the WRAB (LWRP Policy 3).
4. Minimize loss of life, structures and natural resources from flooding and erosion (LWRP Policy 4).
5. Protect and improve water quality and supply in the WRAB (LWRP Policy 5).
6. Protect and restore the quality and function of the WRAB ecosystem (LWRP Policy 6).
7. Protect and improve air quality in the WRAB (LWRP Policy 7).
8. Minimize environmental degradation in the WRAB from solid waste and hazardous substances and wastes (LWRP Policy 8).
9. Provide for public access to, and recreational use of, waters, public lands, and public resources of the WRAB (LWRP Policy 9).
10. Protect water-dependent uses and promote siting of new water-dependent uses in suitable locations (LWRP Policy 10).
11. Promote sustainable use of living riverine resources in the WRAB (LWRP Policy 11).
12. Protect agricultural lands (LWRP Policy 12).
13. Promote appropriate use and development of energy and mineral resources (LWRP Policy 13).
14. All actions must conform to the State Environmental Quality Review Act (SEQRA) regulations (6NYCRR Part 617)
15. All actions must adhere to City protective measures for environmental resource preservation and the City's neighborhood and community plans.

J. The City Council and as applicable, each agency shall maintain a copy of the consistency determination in each file for each action made the subject of a consistency determination, including any recommendations received from the City Council. Such files shall be made available for public inspection upon request.

VI. Enforcement.

No action within the City of Watertown coastal area which is subject to review under this

Chapter shall proceed until a written determination has been issued from a City agency that the action is consistent with the City's LWRP policy standards. In the event that an activity is being performed in violation of this law or any conditions imposed thereunder, the Code Enforcement Supervisor or any other authorized official of the City shall issue a stop work order and all work shall immediately cease. No further work or activity shall be undertaken on the project so long as a stop work order is in effect. The Code Enforcement Supervisor and City Attorney shall be responsible for enforcing this Chapter.

VII. Violations.

- A. A person who violates any of the provisions of, or who fails to comply with any condition imposed by this ordinance shall have committed a violation, punishable by a fine not exceeding five hundred dollars (\$500.00) for a conviction of a first offense and punishable by a fine of one thousand dollars (\$1,000.00) for a conviction of a second or subsequent offense. For the purpose of conferring jurisdiction upon courts and judicial officers, each week of continuing violation shall constitute a separate additional violation.
- B. The City Attorney is authorized and directed to institute any and all actions and proceedings necessary to enforce this local law. Any civil penalty shall be in addition to and not in lieu of any criminal prosecution and penalty. The City may also enforce this local law by injunction or other civil proceeding.

VIII. Severability.

The provisions of this local law are severable. If any provision of this local law is found invalid, such finding shall not affect the validity of this local law as a whole or any part or provision hereof other than the provision so found to be invalid.

IX. Effective Date.

This local law shall take effect immediately upon its filing in the office of the Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

COASTAL ASSESSMENT FORM

A. INSTRUCTIONS (Please print or type all answers)

1. Applicants, or in the case of direct actions, City of Watertown agencies, shall complete this CAF for proposed actions which are subject to the consistency review law. This assessment is intended to supplement other information used by a City of Watertown agency in making a determination of consistency.

2. Before answering the questions in Section C, the preparer of this form should review the policies and explanations of policy contained in the Local Waterfront Revitalization Program (LWRP), a copy of which is on file in the City of Watertown Clerk's office. A proposed action should be evaluated as to its significant beneficial and adverse effects upon the coastal area.

3. If any questions in Section C on this form are answered "yes", then the proposed action may affect the achievement of the LWRP policy standards contained in the consistency review law. Thus, the action should be analyzed in more detail and, if necessary, modified prior to making a determination that it is consistent with the LWRP policy standards. If an action cannot be certified as consistent with the LWRP policy standards, it shall not be undertaken.

B. DESCRIPTION OF SITE AND PROPOSED ACTION

1. Type of agency action (check appropriate response):

- (a) Directly undertaken (e.g. capital construction, planning activity, agency regulation, land transaction) _____
- (b) Financial assistance (e.g. grant, loan, subsidy) _____
- (c) Permit, approval, license, certification _____
- (d) Agency undertaking action: _____

2. Describe nature and extent of action: _____

3. Location of action: _____

Street or Site Description

4. Size of site: _____

5. Present land use: _____

6. Present zoning classification: _____

7. Describe any unique or unusual land forms on the project site (i.e. steep slopes, swales, ground depressions, other geological formations): _____

8. Percentage of site which contains slopes of 15% or greater: _____
9. Streams, lakes, ponds or wetlands existing within or contiguous to the project area?
 (1) Name: _____
 (2) Size (in acres): _____
10. If an application for the proposed action has been filed with the agency, the following information shall be provided:
 (a) Name of applicant: _____
 (b) Mailing address: _____
 (c) Telephone number: Area Code () _____
 (d) Application number, if any: _____
11. Will the action be directly undertaken, require funding, or approval by a state or federal agency?
 Yes ___ No ___ If yes, which state or federal agency? _____

C. COASTAL ASSESSMENT (Check either "Yes" or "No" for each of the following questions)

1. Will the proposed action be located in, or contiguous to, or have a potentially adverse effect upon any of the resource areas identified on the coastal area map:... YES NO

- (a) Significant fish or wildlife habitats?..... _____
 (b) Scenic resources of local or statewide significance? _____
 (c) Important agricultural lands?..... _____
 (d) Natural protective features in an erosion hazard area..... _____

If the answer to any question above is yes, please explain in Section D any measures which will be undertaken to mitigate any adverse effects.

2. Will the proposed action have a significant effect upon: YES NO
- (a) Commercial or recreational use of fish and wildlife resources?..... _____
 (b) Scenic quality of the coastal environment?..... _____
 (c) Development of future, or existing water dependent uses?..... _____
 (d) Operation of the State's major ports?..... _____
 (e) Land or water uses within a small harbor area?..... _____
 (f) Stability of the shoreline?..... _____
 (g) Surface or groundwater quality?..... _____

- (h) Existing or potential public recreation opportunities?..... _____
- (i) Structures, sites or districts of historic, archeological or cultural significance to the City of Watertown, State or nation?..... _____

3. Will the proposed action involve or result in any of the following: YES NO

- (a) Physical alteration of land along the shoreline, land under water or coastal waters?..... _____
- (b) Physical alteration of two (2) acres or more of land located elsewhere in the coastal area?..... _____
- (c) Expansion of existing public services or Infrastructure in undeveloped or low density areas of the coastal area?..... _____
- (d) Energy facility not subject to Article VII or VIII of the Public Service Law?..... _____
- (e) Mining, excavation, filling or dredging in coastal waters?..... _____
- (f) Reduction of existing or potential public access to or along the shore?..... _____
- (g) Sale or change in use of publicly-owned lands located on the shoreline or under water?..... _____
- (h) Development within a designated floor or erosion hazard area?..... _____
- (i) Development on a beach, dune, barrier island or other natural feature that provides protection against flooding or erosion?..... _____
- (j) Construction or reconstruction of erosion protective structures?..... _____
- (k) Diminished surface or groundwater quality?..... _____
- (l) Removal of ground cover from the site?..... _____

4. PROJECT YES NO

- (a) If a project is to be located adjacent to shore:
 - (1) Will water-related recreation be provided?..... _____
 - (2) Will public access to the foreshore be provided?.... _____
 - (3) Does the project require a waterfront site?..... _____
 - (4) Will it supplant a recreational or maritime use?.... _____
 - (5) Do essential public services and facilities presently exist at or near the site?..... _____
 - (6) Is it located in a flood prone area?..... _____
 - (7) Is it located in an area of high erosion?..... _____

YES NO

- (b) If the project site is publicly owned:
 - (1) Will the project protect, maintain and/or increase the level and types of public access to water-related recreation resources and facilities?..... _____

- (2) If located in the foreshore, will access to those and adjacent lands be provided?.....
- (3) Will it involve the siting and construction of major energy facilities?.....
- (4) Will it involve the discharge of effluents from major steam electric generating and industrial facilities into coastal facilities?.....
- (c) Is the project site presently used by the community neighborhood as an open space or recreation area?.....
- (d) Does the present site offer or include scenic views or vistas known to be important to the community?.....
- (e) Is the project site presently used for commercial fishing or fish processing?.....
- (f) Will the surface area of any waterways or wetland areas be increased or decreased by the proposal?.....
- (g) Does any mature forest (over 100 years old) or other locally important vegetation exist on this site which will be removed by the project?.....
- (h) Will the project involve any waste discharges into coastal waters?.....
- (i) Does the project involve surface or subsurface liquid waste disposal?.....
- (j) Does the project involve transport, storage, treatment or disposal of solid waste or hazardous materials?.....
- (k) Does the project involve shipment or storage of petroleum products?.....
- (l) Does the project involve discharge of toxics, hazardous substances or other pollutants into coastal waters?.....
- (m) Does the project involve or change existing ice management practices?.....
- (n) Will the project affect any area designated as a tidal or freshwater wetland?.....
- (o) Will the project alter drainage flow, patterns or surface water runoff on or from the site?.....
- (p) Will best management practices be utilized to control storm water runoff into coastal waters?.....
- (q) Will the project utilize or affect the quality or quantity of sole source or surface water supplies?.....
- (r) Will the project cause emissions which exceed federal or state air quality standards or generate significant amounts of nitrates or sulfates?.....

D. REMARKS OR ADDITIONAL INFORMATION: (Add any additional sheets to complete this form.)

If assistance or further information is needed to complete this form, please contact City of Watertown Planning Department (315)785-7730

Preparer's Name: _____ Telephone Number: (____) _____

Title: _____ Agency: _____ Date: _____

Appendix C
Proposed Zoning Ordinance Changes

Add

ARTICLE I Definitions and Word Usage

§ 310-1. Terms defined; word usage.

- A. Words in the present tense include the future; the singular number includes the plural, and the plural the singular; the word “lot” includes the word “plot,” and the word “building” includes the word “structure.”
- B. For the purpose of this chapter, certain words and terms shall have the following meanings:

BUILDING SETBACK – The minimum distance allowed between a building or structure and a lot line.

ORDINARY HIGH WATER MARK – The highest level reached by a body of water that has been maintained for a sufficient period of time to leave evidence on the landscape.

RIVER SETBACK – The minimum distance allowed between a building, structure, or parking area and a river’s or stream’s top-of-bank.

TOP-OF-BANK – The point of inflection on the river bank where the trend of the land slope changes by 10 percent to begin its descent to the ordinary high water mark of the river. If there is no major change within a distance of 50 ft from the ordinary high water mark, then the top of bank will be the elevation 2 ft above the ordinary high water level. Distances shall be measured horizontally from the top of bank.

WATER-DEPENDENT USE – An activity that can only be conducted on, in over or adjacent to a water body because such activity requires direct access to that water body, and which involves, as an integral part of such activity, the use of the water.

WATER-ENHANCED USE – An activity that does not require a location adjacent to or over coastal waters, but whose location on land adjacent to the shore adds to the public use and enjoyment of the water’s edge. Water-enhanced uses are primarily recreational, cultural, retail, or entertainment uses.

ARTICLE II Establishment of Districts

§ 310-2. Enumeration of districts; Zone Map

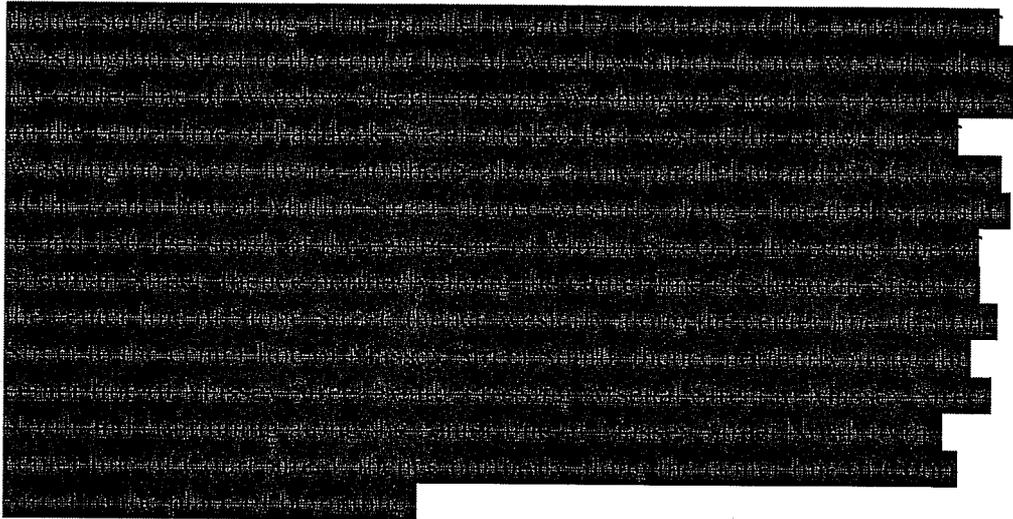
A. For the purpose of this chapter, the City of Watertown is divided into the following types of districts:

Residence A Districts -----	RA
Residence B Districts -----	RB
Residence C Districts -----	RC
Limited Business Districts -----	LB
Neighborhood Business Districts -----	NB
Commercial Districts -----	CD
[REDACTED]	
Downtown District -----	DT
Health Services Districts -----	HS
Light Industrial Districts -----	LI
Heavy Industrial Districts -----	HI
[REDACTED]	
Open Space and Recreation District -----	OS
Waterfront District -----	WD
Planned Development Districts -----	PD

[REDACTED]

[REDACTED]

[REDACTED]



ARTICLE III District Use Regulations

§ 310-9.1. Downtown District

A. Purpose. The purpose and intent of this district is to regulate development in such a way that the compact pedestrian-oriented quality of the downtown area is maintained. This is primarily a commercially oriented district with a significant amount of upper floor housing where the synergy between the uses is intended to revitalize the activity in the area.

B. Permitted principal uses. In Downtown Districts no building or structure shall be erected, altered or extended, and no land, building, structure or part thereof shall be used for other than one or more of the following uses:

(1) Multifamily dwelling, except on the ground floor

(2) Business or professional office

(3) Retail store

(4) Bank or monetary institution

(5) Restaurant or other place for serving of food and beverages

(6) Theater

(7) Place of business of the following and businesses of a similar nature:

- Barber
- Caterer
- Dance or music classes
- Decorator
- Hairdresser
- Laundry
- Martial arts classes
- Photocopy services
- Photographer
- Printer
- Shoe repairer
- Tailor or seamstress
- Tanning services

(8) Church or other place of worship

(9) Public park

(10) Hotel

§ 310-11.1. Open Space and Recreation District

A. Purpose. The purpose and intent of this district is to provide a suitable classification for sites designated for park, open space and/or recreational use.

B. Permitted principal uses. In Open Space and Recreation Districts no building or structure shall be erected, altered or extended, and no land, building, structure or part thereof shall be used for other than one or more of the following uses:

(1) Public park

(2) Golf course

(3) Cemetery

(4) Athletic field

(5) Zoo

§ 310-11.2. Waterfront District

A. Purpose. The purpose and intent of this district is to allow the Black River to be used as an economic development catalyst while protecting its environmental characteristics. Priority is given to water dependent uses and then water enhanced uses. Providing public access to the river is an important policy that is promoted through these regulations.

C. Permitted principal uses. In Waterfront Districts no building or structure shall be erected, altered or extended, and no land, building, structure or part thereof shall be used for other than one or more of the following uses:

(1) Multifamily dwelling

(2) Water-dependent Use

(3) Water-enhanced Use

Water - enhanced uses shall not be allowed on or over surface waters unless the proposed use meets all of the following criteria:

(a) The proposed use will not be sited so as to encroach upon water uses such as navigational channels.

(b) The proposed use will not be sited so as to degrade or diminish natural resources.

(c) The proposed use will not be sited so as to degrade or diminish significant scenic views.

(d) The proposed use will not be sited so as to degrade or diminish the reasonable exercise of riparian rights by waterfront owners.

(e) The proposed use will not create conflicts between potential water-dependent uses.

(f) The proposed use shall provide meaningful public access.

(4) Public park

ARTICLE IV Area and Yard Regulations

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

C. [REDACTED]

§ 310-13. Minimum Lot Sizes.

Every parcel of land shall meet the following minimum sizes for the district it is located in:

<u>District</u>	<u>Lot Size</u>	<u>Lot Size/ Household</u>	<u>Lot Width</u>
<u>Residence A</u>	<u>7,500 sq. ft.</u>	<u>7,500 sq. ft.</u>	<u>75 ft.</u>
<u>Residence B</u>	<u>6,000 sq. ft.</u>	<u>3,000 sq. ft.</u>	<u>60 ft.</u>
<u>Residence C</u>	<u>5,000 sq. ft.</u>	<u>2,500 sq. ft.</u>	<u>50 ft.</u>
<u>Limited Business</u>		<u>1,000 sq. ft.</u>	
<u>Neighborhood Business</u>		<u>1,000 sq. ft.</u>	
<u>Commercial</u>		<u>1,000 sq. ft.</u>	
<u>Downtown</u>		<u>250 sq. ft.</u>	
<u>Health Services</u>		<u>2,500 sq. ft.</u>	
<u>Light Industrial</u>		<u>N.A.</u>	
<u>Heavy Industrial</u>		<u>N.A.</u>	
<u>Open Space and Recreation</u>		<u>N.A.</u>	
<u>Waterfront</u>		<u>500 sq. ft.</u>	

§ 310-15. Lot coverage.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

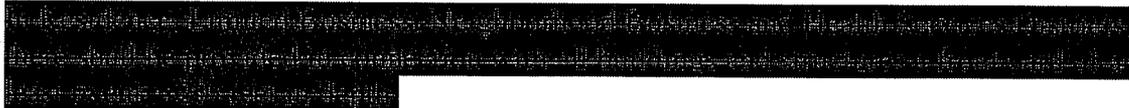
[REDACTED]

The total area of each parcel covered by buildings shall not exceed the following percentages:

District

Maximum Lot Area Covered by Buildings

<u>Residence A</u>	<u>30%</u>
<u>Residence B</u>	<u>35%</u>
<u>Residence C</u>	<u>40%</u>
<u>Limited Business</u>	<u>40%</u>
<u>Neighborhood Business</u>	<u>40%</u>
<u>Commercial</u>	<u>40%</u>
<u>Downtown</u>	<u>100%</u>
<u>Health Services</u>	<u>40%</u>
<u>Light Industrial</u>	<u>50%</u>
<u>Heavy Industrial</u>	<u>50%</u>
<u>Open Space and Recreation</u>	<u>10%</u>
<u>Waterfront</u>	<u>30%</u>



§ 310-16. Minimum Setbacks.

Every building shall be setback from property lines according to the minimum distances listed below:

<u>District</u>	<u>Front Yard</u>	<u>Side Yard</u>	<u>Rear Yard</u>
<u>Residence A</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Residence B</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Residence C</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Limited Business</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Neighborhood Business</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Commercial</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Downtown</u>	<u>0'*</u>	<u>0'</u>	<u>0'</u>
<u>Health Services</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Light Industrial</u>	<u>0'</u>	<u>0'</u>	<u>0'</u>
<u>Heavy Industrial</u>	<u>0'</u>	<u>0'</u>	<u>0'</u>
<u>Open Space and Recreation</u>	<u>50'</u>	<u>50'</u>	<u>50'</u>
<u>Waterfront</u>	<u>20'</u>	<u>5'</u>	<u>30'</u>

*Also the maximum.



A. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

B. [REDACTED]

§ 310-21.1. River setback.

A. [REDACTED] No building, structure or parking area shall be constructed within 50 feet of the top-of-bank of any river or stream, except for structures that are designed and built specifically for the purpose of providing pedestrian access and travel along the bank, for improving the safety of such access and travel, or for facilitating boat access to the river without disturbing pedestrian access.

B. The setback from the top-of-bank may be reduced to 30 feet if public access to the river or stream bank, which has the potential for connecting with a continuous pedestrian trail along the river or stream, is provided through a permanent easement. A licensed engineer must certify that the soils within the reduced setback area are stable and suitable for development.

ARTICLE V Accessory Uses and Buildings

§ 310-36. Parking of motor vehicles in required yards.

A. Open-air parking of vehicles shall be prohibited in Residence, Limited Business and Health Services Districts in the area of the front yard, except for hospitals and nursing homes. An exception to this shall be to permit the parking of not more than two noncommercial vehicles in the area of the front of an attached carport or garage.

B. For hospitals or nursing homes, all parking spaces shall be at least 20 feet back from any street lot line.

C. Open air parking of vehicles shall be prohibited in Waterfront districts in the area of the yard between buildings and the river. Vehicles also shall not be parked closer than 30 feet from the top of bank.

ARTICLE VII Parking and Loading

§ 310-44. Parking facilities or vehicle storage required.

- A. Except as provided in Subsections B and C of this section, for every building or structure hereafter erected or addition to a structure or building hereafter made, to be used for any of the purposes hereinafter set forth, there shall be provided parking facilities or vehicle storage as set forth in § § 310-45 through 310-51.
- B. Off-street parking shall not be required for any use within the [REDACTED] Downtown District.
- C. Because the property within [REDACTED] Waterfront Districts is valuable for recreational purposes and there exists little space for off-street parking, off-street parking is not required in this district for buildings within 300 feet of a public parking lot.

ARTICLE VIII Miscellaneous Provisions

§ 310-52.2. Signs.

- G. Signs Allowed With a Permit. All signs which are not classified under “General Prohibitions” or “Signs Allowed Without a Permit” are considered “Signs Allowed With a Permit” and are subject to the following requirements.

(1) Allowed Sign Surface Area.

- (a) A parcel is allowed a total sign surface area not to exceed two (2) square feet for each linear foot of building frontage. The total sign surface area may be allocated to the occupants of the parcel in any manner, except in no case shall the allocation per occupant exceed the maximum sign surface area listed in the following table:

District	Occupant Max. Sign Surface Area
Res. A, B, & C	4 sq. ft.
Limited Business	35 sq. ft.
Neighborhood Business	75 sq. ft.
[REDACTED]	[REDACTED]
Commercial	200 sq. ft.
<u>Downtown</u>	<u>100 sq. ft.</u>
Health Services	200 sq. ft.
Light & Heavy Industrial	200 sq. ft.
<u>Open Space & Recreation</u>	<u>200 sq. ft.</u>
<u>Waterfront</u>	<u>100 sq. ft.</u>

- (b) In all districts, except Residence A, B, and C, each occupant located above the ground floor level of a multistory building is allowed window signs covering fifty percent (50%) of the window surface area of the space occupied by the business. This allowed window sign surface area is in addition to the total sign surface area allowed.
- (c) In all districts, except Residence A, B, and C, additional sign surface area is allowed on each parcel for directional and informational signs. One (1) directional sign, not to exceed four (4) square feet, and one (1) informational sign, not to exceed thirty-two (32) square feet, are allowed per parcel.
- (d) In Residence A, B, and C districts, churches, schools and other allowed institutions may have additional sign surface area of not more than thirty-six (36) square feet.
- (e) In Residence A, B, and C districts, subdivisions and multi-family dwellings may have additional sign surface area of not more than sixteen (16) square feet for each street on which it has a frontage.
- (f) In Planned Development Districts, unless signs are addressed in the regulations adopted at the creation of the PDD, as amended, the sign regulations within this section pertaining to Commercial Districts shall apply to commercial uses and sign regulations within this section pertaining to Residential Districts shall apply to residential uses.
- (g) Commerce Centers shall be allowed additional sign surface area to identify the center, up to the maximum per parcel for each district in the chart below:

District	Commerce Center ID Max. Sign Area
Limited Business	10 sq. ft.
Neighborhood Business	15 sq. ft.
Neighborhood Business	15 sq. ft.
Commercial	100 sq. ft.
<u>Downtown District</u>	<u>20 sq. ft.</u>
Light & Heavy Industrial	100 sq. ft.

October 7, 2010

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: City and County Tax Enforcement Procedures

Members of the City Council occasionally question why the City must collect County and State taxes and why the City must then make the County whole for the uncollected County and State taxes. Members of the City Council also question why the City does not opt into Article 11 of the Real Property Tax Law (RPTL) to enforce delinquent taxes rather than follow the tax enforcement provisions contained in the City Charter. The laws governing the tax collection procedures of the City are distinct from the laws governing the tax enforcement procedures of the City.

County Tax Collection

The collection of County taxes by the City is statutory per RPTL Article 9 Section 904 whereby the County Legislature is required to no later than December 31st of each year authorize and direct the collecting officer of the City to collect the amount of tax determined by them. Per City Charter Section 30 the City Comptroller shall be the collector of all taxes. Pursuant to City Charter Section 129 during the month of County tax collections (January 15th – February 15th) the City Comptroller pays to the County Treasurer weekly all base tax collections received. Section 129 of the City Charter also directs the Comptroller make the County whole by paying to the County Treasurer the balance of all outstanding county and state taxes by March 1st unless otherwise directed by City Council. Per RPTL Article 9 Section 942 the full amount of any unpaid tax plus interest and penalties must be paid to the County Treasurer at any time before expiration of the redemption period. After the County is made whole on March 1st the interest and penalties collected from delinquent taxes is kept by the City. Based on the following table, the March 1st date by which the City is to make the County whole has not historically been followed but will be going forward unless City Council formally directs otherwise each year. Unless the City stops being the tax enforcing entity for all property taxes within the City it must continue to make the County whole be it by the current City Charter date of March 1st or another date as directed by City Council or by the end of the redemption period per Article 9 section 942.

	City Share of County Tax Levy	Balance Outstanding @ March 1st	Amount City Paid in Advance of Collection	Date City Paid County Balance
2010	\$ 7,044,659	\$ 510,249 (6)	\$ 329,903	4/28/2010
2009	\$ 6,824,152	\$ 492,588 (5)	\$ 420,045	4/3/2009
2008	\$ 6,783,895	\$ 448,519	\$ 371,437	3/31/2008
2007	\$ 6,555,804	\$ 486,362	\$ 420,956	3/15/2007
2006	\$ 6,046,161	\$ 546,714 (4)	\$ 80,723	5/25/2006
2005	\$ 5,916,140	\$ 444,360 (3)	\$ 109,716	6/8/2005
2004	\$ 6,350,527	\$ 578,288 (2)	\$ 80,017	6/17/2004
2003	\$ 6,177,359	\$ 768,766 (1)	\$ 17,268	7/3/2003
2002	\$ 5,558,482	\$ 369,648	\$ 286,233	4/12/2002
2001	\$ 5,588,209	\$ 400,597	\$ 334,051	4/5/2001

(1)	Includes MGNH, Inc., 218 Stone St. base tax bill of \$ 267,715
(2)	Includes MGNH, Inc., 218 Stone St. base tax bill of \$ 145,007
(3)	Includes MGNH, Inc., 218 Stone St. base tax bill of \$ 134,457
(4)	Includes MGNH, Inc., 218 Stone St. base tax bill of \$ 133,917
(5)	Includes MGNH, Inc., 218 Stone St. base tax bill of \$ 60,578
(6)	Includes MGNH, Inc., 218 Stone St. base tax bill of \$ 14,271

Tax Enforcement Procedures

Prior to 1995 the tax enforcement procedures were governed by RPTL Article 10 and the City Charter. The State then repealed and replaced RPTL Article 10 with RPTL Article 11 through the adoption of Chapter 602 of the Laws of 1993, which became effective on January 1, 1995, and comprehensively reformed the method by which local governments enforced the collection of unpaid real property taxes. Chapter 602 authorized counties, cities and towns with local charters that included tax enforcement provisions to opt out of the new enforcement system by adopting a local law prior to July 1, 1994. The City elected to opt out of RPTL Article 11 with its adoption of Local Law No. 2 on June 30, 1994 which established that the City would continue to enforce delinquent real property taxes pursuant to its City Charter rather than follow the new rules of RPTL Article 11.

City Charter Tax Enforcement Procedures

Since the City decided in 1994 to opt out of RPTL Article 11 the City Charter (sections 132 – 144) sets forth the tax enforcement procedures for unpaid taxes within the City. The City Charter tax enforcement process is an administrative process handled by the City Comptroller's office with the exception of the stub searches that are prepared by a local abstract company. Basically the City Charter requires there to be an annual public tax sale certificate auction, allows for a two year redemption period of the tax sale certificates and issues a tax deed to the holder of the tax sale certificate if it has not been redeemed prior to the expiration of two years. The following is a more detailed summary of some of the key steps in the City Charter tax enforcement process:

- Property owners with delinquent City, School and/or County taxes are mailed a notice in May stating that if all taxes, penalties and interest owed on a parcel are not paid

their property will be advertised once a week for three weeks in June in the official newspaper of the City and then sold at a public auction (tax sale certificate auction) typically on or about June 25th.

- The tax sale certificate auction is an open public auction whereby outside parties may bid on tax sale certificates. If no outside party bids on a particular tax sale certificate then the City Comptroller is required to bid on the certificate on the City's behalf.
- The minimum price for the tax sale certificate is the amount owed on the parcel for outstanding taxes, penalties, interest and fees. If more than one outside party is interested in a particular tax sale certificate the bidding will continue until there is only one bidder remaining. The excess amount bid over the base tax sale certificate amount is held in trust by the City and returned to the bidder when the tax sale certificate is either redeemed or the redemption period expires. No interest is earned on the excess bid amount.
- The City Comptroller files the tax sale certificates with the County Clerk's office to record the tax lien of the tax sale certificate holder.
- The tax sale certificate holder is responsible for continuing to pay all City, School and County tax bills as they become due. Failure to pay any one of them will cause the parcel to be included in the next tax sale certificate auction. The holders of the tax sale certificates have no physical rights to the properties during the redemption period.
- Three months prior to the end of the redemption period notices are sent by certified mail to the owners and any other interested party that appears in the stub search prepared by an abstract company.
- The owner or any interested party has two years from the tax sale certificate auction to redeem their parcel from the process. The amount owed is the amount of the tax sale certificate plus one percent per month outstanding together with all subsequent taxes plus one percent per month outstanding. No partial payments are allowed.
- Tax deeds are offered to the holders of the tax sale certificates at the end of the two year redemption period. The holders (including the City) have the right to refuse the tax deed for any reason.
- Every tax deed issued by the City Comptroller shall be presumptive evidence that all of the proceedings required by law were regular and in accordance with all provisions of law. Two years after the recording of the tax deed the presumption shall be conclusive.

Real Property Tax Law Article 11 Tax Enforcement Procedures

In contrast to the City Charter procedures the RPTL Article 11 procedures are judicial in that the Supreme Court is used for the proceedings. Under RPTL Article 11 the City Comptroller continues to be the enforcing officer but would also require the services of the City attorneys to foreclose the tax liens. The following is a general summary of some of the key steps in the RPTL Article 11 foreclosure process:

- Ten months after the lien date the enforcing officer shall file with the County Clerk a list of all parcels of real property affected by delinquent tax liens.
- Tax districts are allowed to adopt an installment payment program either for residential properties, or all properties within the district. The installment payment program shall be made available to each eligible property owner on a uniform basis and last no more than twenty-four months. The tax lien shall not be foreclosed upon during the period of installment payments provided that the installment payments are not in default.
- Twenty-one months after the lien date, the tax enforcing officer executes and files a petition of foreclosure with the County Clerk for those properties with delinquent tax liens.
- Upon the filing of the foreclosure petition the enforcing officer must also publish a notice of foreclosure in each of three non-consecutive weeks in a two month period in the district's official newspaper.
- On or before the first publication date of the foreclosure notice the enforcing officer is to mail by both certified mail and ordinary first class mail a notice to the owner and any other interested party that can be ascertained from public records.
- Two years after the lien date the redemption period expires and a final judgment may be entered. When no answer has been interposed the Court shall make a final judgment that directs the enforcing officer to execute and record a deed conveying to the tax district full and complete title to the parcel. When an answer is interposed the Court will conduct hearings to determine if the answer is meritorious or not and may or may not dismiss the petition of foreclosure.
- Every deed issued pursuant to RPTL Article 11 shall be presumptive evidence that all proceedings were regular and in accordance with all provisions of law. After two years from the date of the recording of the deed the presumption shall be conclusive.

The following chart summarizes some of the major differences between the tax enforcement processes under the current City Charter as compared to under the RPTL Article 11.

Issue / Procedure	City Charter	Real Property Tax Law Article 11
Length of time for property owner or interested party to redeem	2 years from tax sale certificate auction date	2 years after lien date except that a taxing jurisdiction may adopt a local law without referendum increasing the redemption period for residential and/or farm properties to three or four years after lien date
Owner of Tax Lien	Tax sale certificate auction is open to the public with the City being the bidder by default only and is then required to pay subsequent property taxes on only the certificates it holds until the parcels are redeemed or deeded to the City	No public auction so City holds all liens and would therefore be required to pay all subsequent property taxes on all delinquent parcels until the parcel are redeemed or deeded to the City
Payment requirement at time of redemption	Owner or interested party must pay all outstanding taxes, interest and penalties in <u>one</u> payment	Owner or interested party must pay tax liens in reverse chronological order so that the most recent lien is redeemed first and the lien with the earliest lien date is redeemed last
Installment payment plan on delinquent taxes	Not authorized	Taxing jurisdiction may adopt a local law providing for installment payments of eligible delinquent taxes

Per the New York State Office of Real Property Tax Services' web site the following cities have opted out of RPTL Article 11 as of April 2007:

Auburn	Long Beach	Ogdensburg	Salamanca
Canandaigua	Middletown	Oneida	Sherrill
Cortland	Mount Vernon	Port Jervis	Syracuse
Geneva	New York	Poughkeepsie	Watertown
Glen Cove	Norwich	Rochester	Yonkers
Johnstown	North Tonawanda	Rome	

The RPTL Article 11 procedures are more cumbersome than those in the City Charter. Article 11 requires multiple lien filings for each tax year with a delinquency as compared to the single tax sale certificate that is filed under the current procedures. Article 11 allows for the City Council to adopt a payment plan which would require additional administrative efforts to monitor and track. The City will incur additional legal expenses as the attorneys become much more involved with the tax enforcement process than currently required with the City's present process. The RPTL Article 11 judicial process creates an environment whereby more lawsuits could occur as individuals make appeals to the courts in an attempt to keep their properties. If in the future the City feels changes are needed to the tax enforcement procedures it will be easier to accomplish if it can be handled through City Charter revisions rather than making requests to the State for changes in their laws.

County Taxes Paid by the City as Part of Enforcement Process

The following chart lists the 139 properties that the City has acquired over the last ten years from the tax sale certificate process and the corresponding amount of County taxes that were paid as part of the initial tax sale certificate through the last County tax bill issued before the parcel was sold or became exempt. The chart does not include the parcels that were ultimately redeemed from the tax sale certificate process. Note that the gain or loss on the sale or retention of the parcel is based on the all outstanding City, School and County taxes and not solely the County tax amount. Some of the larger losses typically result from amounts added to the City tax bill such as relieved water/sewer charges or demolitions that result in less valued vacant lots.

Property Address	Property Type	Total County Taxes Paid by City from Tax Sale through disposition	Property Disposition	Sale Price	Gain / (Loss) on Sale
670 Rear Grant St.	Residential VL	\$ 5	Sold	\$ 100	\$ 36
165 Rear Union St.	Commercial VL	\$ 28	Sold	\$ 100	\$ (45)
VL Sewalls Island	Industrial VL	\$ 10	Retained by City	\$ -	\$ (87)
13 Shepard Purch.	Residential VL	\$ 59	Retained by City	\$ -	\$ (209)
306 Rear Factory St.	Industrial VL	\$ 39	Retained by City	\$ -	\$ (158)
312 Waltham St.	Single Family	\$ 693	Sold	\$ 1,000	\$ (933)
523 Jefferson St.	Single Family	\$ 634	Sold	\$ 2,250	\$ (1,346)
210 Academy St.	Two Family	\$ 2,361	Sold	\$ 1,000	\$ (8,574)
100 Alexandria Ave	Residential VL	\$ 29	Remains unsold	\$ -	\$ (119)
101 Alexandria Ave	Residential VL	\$ 31	Remains unsold	\$ -	\$ (119)
103 Alexandria Ave	Residential VL	\$ 33	Remains unsold	\$ -	\$ (119)
218 Meadow St. S	Residential VL	\$ 280	Sold	\$ 900	\$ (623)
848 Anne St.	Single Family	\$ 1,145	Demolished and sold as VL	\$ 200	\$ (4,163)
469 Meadow St. S	Single Family	\$ 961	Sold	\$ 3,029	\$ 624

Property Address	Property Type	Total County Taxes Paid by City from Tax Sale through disposition	Property Disposition	Sale Price	Gain / (Loss) on Sale
126 Lynde St. W	Single Family	\$ 225	Demolished and VL sold to Habitat for Humanity	\$ -	\$ (1,224)
609 Bronson St.	Single Family	\$ 656	Sold	\$ 15,169	\$ 11,623
610 Bronson St.	Residential VL	\$ 39	Sold to Neighbors of Watertown (NDC Program)	\$ 197	\$ -
612 Bronson St.	Two Family	\$ 1,632	Sold to Neighbors of Watertown (NDC Program)	\$ 5,149	\$ -
611 Bradley St.	Residential VL	\$ 227	Sold to Habitat for Humanity	\$ -	\$ (1,457)
244 High St.	Industrial VL	\$ 100	Sold	\$ 2,000	\$ 1,591
77 North St.	Industrial VL	\$ 49	Retained by City	\$ -	\$ (202)
R-733 Superior St.	Residential VL	\$ 15	Sold	\$ 100	\$ (15)
117 Exchange St.	Residential VL	\$ 144	Sold	\$ 2,000	\$ 1,392
571 Arsenal St.	Residential VL	\$ 304	Sold	\$ 18,000	\$ 16,768
814 Pearl St.	Single Family	\$ 1,249	Sold	\$ 4,300	\$ (81)
7 Pearl St.	Industrial VL	\$ 144	Sold	\$ 450	\$ (381)
8 Pearl St.	Industrial VL	\$ 136	Sold	\$ 250	\$ (327)
207 Meadow St. S	Two Family	\$ 1,427	Demolished and VL remains unsold	\$ -	\$ (5,891)
129 Sherman St.	Apartment	\$ 854	To be demolished and sold to Neighbors of Watertown	\$ -	\$ (3,861)
323 Rutland St. N	Single Family	\$ 1,278	Sold to Neighbors of Watertown (NDC Program)	\$ 7,501	\$ -
VL Massey St. S	VL	\$ 4	Retained by City	\$ -	\$ (65)
409 Broadway Ave. E	Single Family	\$ 3,138	Sold to Neighbors of Watertown (NDC Program)	\$ 11,557	\$ -
514 Clay St.	Two Family	\$ 1,103	Sold	\$ 13,000	\$ 8,255
164 Main Ave.	Two Family	\$ 815	Demolished and sold as VL	\$ 1,000	\$ (2,443)
318 Academy St.	Single Family	\$ 1,324	Sold	\$ 10,000	\$ 4,834
676 LeRay St.	Single Family	\$ 925	Sold	\$ 11,000	\$ 6,021
320 Meadow St. S	Residential VL	\$ 1,023	Demolished and sold as VL	\$ 1,000	\$ (2,709)
828 Superior St.	Single Family	\$ 949	Sold	\$ 15,000	\$ 7,976
VL Marra Dr.	Residential VL	\$ 8	Sold	\$ 100	\$ 19
329 Gotham St.	Two Family	\$ 611	Sold	\$ 250	\$ (1,973)
453 Massey St. S	Residential VL	\$ 1,012	Demolished and sold as VL	\$ 600	\$ (6,271)
131 Park Ave.	Residential VL	\$ 1,525	Sold	\$ 7,000	\$ 674
27 Shepard Purch.	Residential VL	\$ 46	Sold	\$ 100	\$ (128)

Property Address	Property Type	Total County Taxes Paid by City from Tax Sale through disposition	Property Disposition	Sale Price	Gain / (Loss) on Sale
420 Holcomb St.	Two Family	\$ 1,904	Sold	\$ 12,000	\$ 2,980
636 Grant St.	Single Family	\$ 952	Sold	\$ 12,000	\$ 7,832
213 Hamilton St. S	Three Family	\$ 1,889	Sold	\$ 14,000	\$ 4,362
621 Bradley St.	Residential VL	\$ 1,152	Sold	\$ 6,750	\$ 2,405
629 Bradley St.	Single Family	\$ 739	Sold	\$ 10,000	\$ 5,784
721 Main St. W	Single Family	\$ 1,030	Demolished and sold as VL	\$ 2,420	\$ (3,623)
326 Moulton St.	Residential VL	\$ 730	Demolished and retained by City	\$ -	\$ (3,102)
202 Factory St.	Commercial	\$ 2,402	Sold	\$ -	\$ (9,826)
210 Factory St.	Commercial	\$ 3,859	Sold	\$ 40,000	\$ 24,079
R212 Factory St.	Commercial	\$ 81	Sold	\$ -	\$ (345)
248 Coffeen St.	Two Family	\$ 525	Sold	\$ 16,000	\$ 13,456
335 Clover St.	Residential VL	\$ 45	Remains unsold	\$ -	\$ (204)
334 Kendall Ave. N	Residential VL	\$ 45	Remains unsold	\$ -	\$ (204)
333 Kendall Ave. N	Residential VL	\$ 36	Remains unsold	\$ -	\$ (219)
649 Factory St.	Industrial VL	\$ 823	Sold	\$ 2,000	\$ (71,497)
116 St. Mary St.	Single Family	\$ 1,183	Sold	\$ 22,000	\$ 13,607
144 Meadow St. N	Residential VL	\$ 1,039	Demolished and sold as VL	\$ 1,400	\$ (4,319)
471 Portage St.	Single Family	\$ 1,012	Sold	\$ 6,500	\$ (1,791)
122 Ten Eyck St.	Two Family	\$ 8,370	Demolished and sold to DANC	\$ -	\$ (34,133)
525 Main St. E	Residential VL	\$ 171	Sold	\$ 1,050	\$ 126
531 Main St. E	Residential VL	\$ 40	Sold	\$ 600	\$ 405
706 Mill St.	Single Family	\$ 1,016	Sold	\$ 10,000	\$ (430)
313 Moulton St.	Residential VL	\$ 166	Sold	\$ 100	\$ (755)
1162 Boyd St.	Single Family	\$ 1,504	Sold to Neighbors of Watertown (NDC Program)	\$ 6,363	\$ -
346 Winslow St.	Two Family	\$ 1,863	Demolished and sold as VL	\$ 1,600	\$ (9,362)
1023 Ferguson Ave.	Single Family	\$ 304	Demolished and sold as VL	\$ 260	\$ (705)
136 Pleasant St N	Two Family	\$ 1,559	Retained by City	\$ -	\$ (4,936)
825 Boyd St.	Residential VL	\$ 147	Sold	\$ 500	\$ (1,640)
338 Moulton St.	Residential VL	\$ 49	Demolished and retained by City	\$ -	\$ (215)
334 Moulton St.	Residential VL	\$ 24	Retained by City	\$ -	\$ (123)
332 Moulton St.	Single Family	\$ 931	Retained by City	\$ -	\$ (3,759)
620 Mohawk St.	Single Family	\$ 1,519	Sold	\$ 8,000	\$ (1,098)
672 LeRay St.	Two Family	\$ 1,014	Sold	\$ 9,000	\$ 4,458

Property Address	Property Type	Total County Taxes Paid by City from Tax Sale through disposition	Property Disposition	Sale Price	Gain / (Loss) on Sale
M-204 Amherst St.	Residential VL	\$ 49	Sold	\$ 700	\$ 502
614 Burlington St.	Single Family	\$ 931	Demolished and sold as VL	\$ 100	\$ (6,477)
155 St. Mary St.	Single Family	\$ 1,620	Sold	\$ 9,250	\$ 2,725
814 Rutland Place	Single Family	\$ 669	Sold	\$ 3,128	\$ -
VL Wealtha Ave.	Single Family	\$ 324	Sold	\$ 2,900	
142 Arcade St.	Commercial	\$ 7,897	Sold	\$ 25,000	\$ (2,719)
220 St. Mary St.	Single Family	\$ 1,165	Sold	\$ 5,100	\$ (1,272)
135 State Place	Single Family	\$ 1,076	Sold to Emerson Place LP	\$ 4,714	\$ -
316 High St.	Two Family	\$ 1,238	Demolished and sold as VL	\$ 1,109	\$ (18,664)
181 Bellew Ave.	Commercial	\$ 1,351	Demolished and sold as VL	\$ 11,700	\$ 204
1102 Academy St.	Two Family	\$ 5,493	Sold	\$ 14,500	\$ (4,921)
114 Pleasant St. N	Three Family	\$ 5,800	Sold	\$ 22,600	\$ (16)
540 Jefferson St.	Single Family	\$ 575	Demolished and retained by City for playground	\$ -	\$ (2,927)
VL Washington St.	Commercial VL	\$ 1,608	Sold	\$ 5,100	\$ (3,829)
317 Hamilton St. S	Two Family	\$ 2,188	Demolished and sold as VL	\$ 1,025	\$ (12,048)
532 Stone St.	Two Family	\$ 2,215	Sold	\$ 6,600	\$ (3,788)
223 Hunt St.	Commercial	\$ 4,240	Sold	\$ 2,000	\$ (23,598)
216 Academy St.	Two Family	\$ 1,729	Demolished and sold as VL	\$ 500	\$ (7,800)
348 Arlington St.	Single Family	\$ 784	Sold	\$ 12,700	\$ 8,498
675 Bronson St.	Apartment	\$ 1,219	Sold	\$ 4,700	\$ 1,991
911 Bronson St.	Single Family	\$ 841	Sold	\$ 500	\$ (3,626)
323 Clay St.	Three Family	\$ 982	Demolished and sold as VL	\$ 500	\$ (6,845)
518 Cooper St.	Residential VL	\$ 27	Sold	\$ 100	\$ (64)
717 Davidson St.	Single Family	\$ 1,572	Sold to Neighbors of Watertown (NDC Program)	\$ 7,108	\$ -
730 Davidson St.	Two Family	\$ 1,572	Demolished and sold as VL	\$ 600	\$ (4,973)
636 Emerson St.	Two Family	\$ 763	Demolished and retained by City	\$ -	\$ (4,518)
683 Flower St.	Single Family	\$ 522	Sold	\$ 727	\$ (5,076)
526 Franklin St.	(2) Single Family	\$ 2,263	Sold	\$ 15,900	\$ 4,247
325 Gotham St.	Two Family	\$ 1,306	Sold	\$ 6,500	\$ (3,672)
VL Holcomb St.	Residential VL	\$ 268	Sold	\$ 8,500	\$ 7,452
1017 Huntington St.	Single Family	\$ 1,521	Demolished and retained by City	\$ -	\$ (7,503)

Property Address	Property Type	Total County Taxes Paid by City from Tax Sale through disposition	Property Disposition	Sale Price	Gain / (Loss) on Sale
807 Main St. W	Two Family	\$ 1,562	Sold	\$ 15,300	\$ 6,735
445 Massey St. S	Single Family	\$ 1,690	Sold	\$ 5,522	\$ 1,105
763 Mill St.	Single Family	\$ 1,616	Sold to Neighbors of Watertown (NDC Program)	\$ 4,162	\$ -
118 Orchard St. S	Single Family	\$ 1,276	Sold	\$ 11,500	\$ 5,741
246 Pleasant St. N	Two Family	\$ 1,006	Sold	\$ 22,600	\$ 17,983
29 Public Square	Commercial	\$ 2,091	Retained by City	\$ -	\$ (8,339)
233 Stanton St.	Residential VL	\$ 43	Sold	\$ 100	\$ (94)
137 State Place	Residential VL	\$ 20	Sold to Emerson Place LP	\$ -	\$ (91)
703 State St.	Apartment	\$ 2,834	Sold to Emerson Place LP	\$ -	\$ (14,247)
312 Stone St.	Apartment	\$ 2,554	Demolished and sold as VL	\$ 500	\$ (11,236)
331 Stone St.	Two Family	\$ 1,768	Demolished and sold as VL	\$ 2,500	\$ (6,359)
412 Stone St.	Two Family	\$ 1,451	Sold	\$ 5,121	\$ -
1112 Water St.	Commercial VL	\$ 1,886	Sold	\$ 2,130	\$ (7,302)
532 West St.	Residential VL	\$ 291	Sold	\$ 500	\$ (657)
182 Whitford St.	Residential VL	\$ 149	Retained by City	\$ -	\$ (2,981)
114 William St.	Residential VL	\$ 1,808	Demolished and sold as VL	\$ 754	\$ (7,038)
1202 Academy St.	Single Family	\$ 1,900	Sold	\$ 17,500	\$ 8,539
234 Bellew Ave.	Commercial	\$ 1,764	Demolished and sold as VL	\$ 14,709	\$ 8,342
910 Bronson St.	Two Family	\$ 727	Sold	\$ 612	\$ (3,737)
715 Franklin St.	Single Family	\$ 1,646	Demolished and sold as VL	\$ 767	\$ (5,619)
317 Hamilton St. N	Two Family	\$ 508	Sold	\$ 4,000	\$ 773
208 High St.	Commercial	\$ 3,114	Sold	\$ 14,500	\$ 3,083
265 Hillcrest Ave.	Residential VL	\$ 113	Sold	\$ 315	\$ 20
266 Hillcrest Ave.	Residential VL	\$ 115	Sold	\$ 315	\$ 20
1008 Huntington St.	Single Family	\$ 493	Sold	\$ 3,000	\$ (93)
550 Leray St.	Single Family	\$ 952	Sold	\$ 6,500	\$ 6,917
519 Main St. E	Single Family	\$ 1,159	Sold	\$ 6,500	\$ 934
320 Prospect St.	Single Family	\$ 1,011	Sold	\$ 4,000	\$ (324)
225 Rexford Place	Apartment	\$ 2,947	Sold	\$ 756	\$ (11,831)
317 Rutland St. N	Two Family	\$ 978	Sold	\$ 578	\$ (3,706)
26 Shepard Purch.	Residential VL	\$ 93	Sold	\$ 100	\$ (150)
412 Tilden St.	Apartment	\$ 1,685	Sold	\$ 750	\$ (5,786)
Totals		\$ 160,450		\$636,296	\$(184,617)

If the City were to remove itself from the tax enforcement process it would give up certain benefits of being the tax enforcing body. The City would no longer be in a position to control which parcels that are lost by the owners for non-payment of taxes are demolished or rehabilitated. In addition to the numerous demolitions listed above more notable examples of demolitions and rehabilitations that the City has been able to direct as a result of becoming the parcel owner include the Sewalls Island rehabilitation, the former Ogilvie site demolition and planned environmental rehabilitation, and the 122 Ten Eyck Street demolition which provided an in-fill housing site. The City would also lose its opportunity to participate in the NDC program (Neighbors of Watertown/Development Authority of the North Country/City of Watertown) whereby the Development Authority of the North Country provides financing for Neighbors of Watertown to rehabilitate certain properties acquired by the City for back taxes. The rehabilitated properties are then sold to first-time homebuyers and the City is typically made whole on the outstanding back taxes from the closing proceeds. The City would still be able to participate in urban planning and economic development regardless of what enforcement rules it follows.

If City Council is desirous of changes to our present tax enforcement process I would request that the changes be made, if possible, to the City Charter rather than opting into Article 11 which will result in the City forever losing its ability to govern its own tax enforcement process. In summary, it is my opinion that the City should continue to be the tax enforcement entity within the City and also continue to use the tax enforcement procedures of the City Charter and not RPTL Article 11.

September 29, 2010

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Health Insurance Plan Design Changes

During the August 9, 2010 City Council work session, the City's Health Insurance Advisory Committee presented for City Council consideration, a number of plan design changes to the City's Health Insurance Plan. This issue first came to the City Council on February 2, 2009. At that time, the City Council unanimously concurred to hold off considering these proposals until after reviewing the proposed 2009-10 Budget. Following that discussion with the City Council, the Health Insurance Advisory Committee met again and modified their proposal and in November 2009 it came before the City Council, at which time no action was taken.

As a result of the discussions that occurred on August 9, 2010, staff was asked to prepare a resolution that incorporates the following changes agreed upon by the City Council: add a National Provider Network; add coverage for Cardiac Rehabilitation; revise Multiple Surgery Benefit and add coverage for Air Ambulance (with protocols).

At the September 7, 2010 meeting, Staff presented the attached resolution for Council consideration and approval. At that time, we were asked to research to see if a sunset provision can be added to the language incorporating these proposed plan amendments.

After talking with POMCO regarding the proposed sunset provision, they have indicated that from a claims payment and compliance perspective the City can implement a sunset provision. However, from a health care reform standpoint, the regulations do not specifically address if providers are allowed to increase benefits and then reduce these benefits at a later date (even though we would be offering the same level of benefits in place today, following the sunset).

The clause in the reform act that causes a specific conflict is that a plan cannot implement changes that result in the "Elimination of all or substantially all benefits to diagnose or treat a particular condition." Under this clause, revoking cardiac rehab, once implemented could cause an issue relative to grandfather status; this is the one change that is being proposed which is specifically addressed in the new health care legislation.

Overall, increasing benefits for a period of time, and then reverting back to the benefits in place today does not align completely with the intent of health care reform. Further clarification is needed on this topic from the government to determine if revoking benefits as part of a sunset provision would be acceptable.

It is possible to move forward with the amendment including a sunset provision; one option is to extend the sunset provision to 2014, when losing grandfather status becomes irrelevant. If the Council wants to implement an earlier sunset date, then the safest way to move forward would be to have the sunset provision apply to all of the changes except cardiac rehab. However, there is no guarantee that our grandfathering status would not be in jeopardy. If we lose our grandfathering status, we will be required to:

Add coverage for the following: Routine Colonoscopy, Immunizations for both adults and children, Routine Vision Care

Increase coverage for the following to pay in full at the In-Network Level, all currently take deductible and copayment: Routine Adult Physical, Routine Well-Child, Routine Well-Woman, Routine Labs, Routine Mammography, Routine Prostate, Routine Vision Benefit

Increase Out-of-network Physician ER to the same level as in-network: In-network currently pays in full, Out-of-network pays at 80% subject to deductible

The annual estimated cost associated with providing these increased benefits due to the loss of grandfathered status is approximately \$100,000.

Staff is prepared to move forward with whatever changes the City Council wishes to implement. If the City Council wishes to implement a sunset provision, I would recommend that this modification in the proposal presented be taken back to the Health Insurance Committee to determine if, based on the proposed changes they are still recommending implementation of the proposed plan design changes.

PROPOSED PLAN DESIGN CHANGES

Packet modified based on feedback received during August 9, 2010 City Council session

Presented by:

City of Watertown Health Insurance Committee

Executive Summary

The City of Watertown Health Insurance Committee presents the following plan changes. The annual cost information included is based on 7/1/08-4/30/09 claims experience and the percentage represents overall cost for the 2008/2009 year.

For further detail on the current and proposed plan benefits, please review the pages following this summary.

Page #	Proposed Plan Change	Projected Plan Impact	Other Benefits (Not Considered in Cost Estimate)
3	Add a National Provider Network	\$8,020 annual savings (considers 2009/2010 PPO Utilization) <i>.12% Decreased Cost</i>	
4	Add coverage for Cardiac Rehabilitation	\$4,600 annually <i>.07% Increased Cost</i>	Prevent repeat events Prevent future hospital stays Decreased time to return to work Improved overall health and risk reduction
5	Revise Multiple Surgery Benefit	\$65,300 annually <i>1.0% Increased Cost</i>	Decreased costs associated with additional operative sessions Decreased time employees are absent from work
6	Add coverage for Air Ambulance	\$5,800 annually <i>.09% Increased Cost</i>	Decreased risks and costs associated with delayed treatment

*The above illustration and subsequent contents of this presentation represent estimated cost avoidance savings in year one only based on current plan experience, enrollment and trends. Once these savings are in place, the base cost of the plan will be lowered; therefore you will realize the hard dollar savings of these changes year over year. However, cost increases including healthcare inflation will still affect the total cost of the plan. Because healthcare inflation can account for as much as a 10-12% increase per year, consideration of a CPI index to some of the co-payment items would assist in keeping the cost avoidance for in line for future years.

National Provider Network

Current Network

There is opportunity for plan savings by adding a national provider network. It is most cost effective for the plan when members obtain services from network providers. The City of Watertown health plan members currently access the following provider network.

- POMCO Provider Network
- 45,000 providers
- Tri-State Area (NY, NJ, CT)

Proposed Additional Network

In addition to the POMCO network, add a national network that gives members greater access to participating providers. This is especially applicable to retirees and other members who live out of state. With this additional network, members can access the following networks:

POMCO Provider Network	PHCS-Multiplan Provider Network
45,000 providers Tri-State Area (NY, NJ, CT)	600,000 providers Nationwide

Cardiac Rehabilitation

Current Plan Benefits

Physical therapy and respiratory therapy are covered in full under the outpatient hospital benefit. Cardiac rehabilitation is NOT covered by the plan.

Proposed Benefit

Revise the plan to include a benefit for Cardiac Rehabilitation which is considered the standard of care.

Multiple Surgeries

Current Plan Benefits

The Plan will only benefit the most expensive and the second most expensive procedure. The first procedure may be covered at 100% of the Allowed Amount and the second procedure is covered at 50% of the Allowed Amount. There are no benefits for subsequent procedures.

Proposed Plan Language

The first procedure may be covered at 100% of the Allowed Amount and subsequent procedures are covered at 50% of the Allowed Amount. If the multiple surgical procedures are for the same condition or if the procedures are performed by physicians of different specialties for treatment of different conditions, the benefit for the subsequent procedures will not be reduced.

Air Ambulance

Current Plan Benefits

Benefits are available for land ambulance transportation when found Medically Necessary. Ambulance transportation benefits are available if the following criteria are met:

- When member could not have been safely transported by other means
- When medically necessary or ordered by a Physician, a police officer or firefighter
- When transported to the nearest facility that can treat the patient's condition
- When transferred from one hospital to another hospital because it is medically necessary

Proposed Benefit

Cover air ambulance according to the provisions applicable to current coverage for land ambulance. Air ambulance may also be reimbursed if the location from which the patient required emergency transportation was inaccessible by land ambulance.

- When medically necessary
- When member could not have been safely transported by other means
- When transported to the nearest facility that can treat the patient's condition
- When transferred from one hospital to another hospital because it is medically necessary

November 5, 2010

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Current and Upcoming Board and Commission Vacancies

Attached is a listing of the current and upcoming vacancies on various boards and commissions for the City of Watertown. I have attached copies of volunteer applications received from residents within the City who have interest in serving on one or more boards.

We will have three vacancies on the Board of Assessment Review, and we have received communications from two individuals interested in being considered for a position on the Board, Wendell W. Pierce and Shawn E. Griffin.

The Board of Ethics members are up for reappointment as of January 1, 2011. If the Council concurs, Staff will reach out to existing Board Members to see if they are willing to continue to serve. I have also attached volunteer applications from three individuals who are also willing to serve on this Board; Sydnie Miller, David Giver, and Lena Nibbs.

A member of the City's Transportation Commission passed away on September 15, 2010. The Commission has met and is recommending that the City Council consider appointing Michelle L. Appleby to Ms. Guyton's unexpired term. I have attached an excerpt from the October 20, 2010 Transportation Commission's meeting minutes containing the recommendation. There is also a volunteer application from Laurence W. Mallette Jr. who is interested in serving on the Transportation Commission.

The position of City Constable and Deputy City Constable expire at the end of December. Dave Koster has indicated that he has sold his business to our current Deputy Constable, Patricia J. Hennegan. Based on this transfer, I would recommend that the City Council consider appointing Patricia J. Hennegan as City constable and Michael J. Hennegan as Deputy City Constable.

City of Watertown Boards and Commissions
Current Openings and Expirations

Board or Commission	Appointment by	Term	Name of Member	Date of Appt.	Term Expires	Status
Board of Assessment Review	Council	5 Years	Margaret Cook	9/15/2005	9/30/2010	
Board of Assessment Review	Council	5 Years	David Bush		12/31/2011	Resigned 4/1/10
Board of Assessment Review	Council	5 Years	David R. Steyer	11/10/2009	12/31/2014	Resigned 4/26/10
Board of Ethics	Council	1 Year	Mary M. Corriveau	11/16/2009	12/31/2010	
Board of Ethics	Council	1 Year	Arthur C. Stever, III	11/16/2009	12/31/2010	
Board of Ethics	Council	1 Year	Rande S. Richardson	11/16/2009	12/31/2010	
Board of Ethics	Council	1 Year	James D. St. Croix	11/16/2009	12/31/2010	
Board of Ethics	Council	1 Year	Frank A. Seminerio	11/16/2009	12/31/2010	
Transportation Commission	Council	3 Years	Sandra Guyton	5/5/2008	4/1/2011	Passed Away 9/15/10
City Constable	Council	1 Year	David W. Koster	11/16/2009	12/31/2010	
Deputy City Constable	Council	1 Year	Patricia J. Hennegan	11/16/2009	12/31/2010	



CITY OF WATERTOWN, NEW YORK

ROOM 302, MUNICIPAL BUILDING
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601-3380
(315) 785-7730
FAX (315) 782-9014

MARY CORRIVEAU
CITY MANAGER

October 28, 2010

Wendell W. Pierce
124 Smith Street
Watertown, NY 13601

Dear Mr. Pierce:

We are in receipt of your communication received October 26, 2010 expressing interest in serving on the Board of Assessment Review. Inasmuch as this is the City Council's appointment, I will forward your request to the Council for review and consideration.

I want to thank you for your willingness to become involved and for your interest in the City of Watertown.

Sincerely,

Mary M. Corriveau

MMC:eg

cc: Mayor and City Council
Brian S. Phelps, City Assessor



Wendell W. Pierce

124 Smith Street
Watertown, New York 13601
(315)782-8010
epierce124@yahoo.com

Objective: To serve the Board of Assessment Review-City of Watertown, New York

Education: Graduated Watertown Senior High School 1960

Military: Served in the United States Naval Reserve 1957- 1964, with active duty 1960-1962

Martial: Married 45 years to wife Eileen, 5 children

Employment

History: New York Air Brake 1964-65, Expeditor
City of Watertown, New York, Police Officer 1965-1985
Renzi Brothers Distributors 1985-2006, Regional Coffee Technician
General Carpentry work 2006-present

Activities: Assisting at Riccardo's Market- Watertown, New York- a family business

Member of the Knights of Columbus, Council No. 259, Watertown,
Benevolent Order of Elks, Lodge 496, Watertown



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MARY CORRIVEAU
CITY MANAGER

August 4, 2010

Shawn E. Griffin
351 Arlington Street
Watertown, NY 13601

Dear Mr. Griffin:

We are in receipt of your letter of July 28, 2010 expressing interest in serving on the Board of Assessment Review. Inasmuch as this is the City Council's appointment, I will forward your request to the Council for review and consideration.

I want to thank you for your willingness to become involved and for your interest in the City of Watertown.

Sincerely,

Mary M. Corriveau

MMC:eg

cc: Mayor and City Council
✓ Brian S. Phelps, City Assessor

July 28, 2010

To: **City Hall**
245 Washington Street
Watertown, NY 13601
Attn: City Manager

Subject: **Letter of Interest – Appointment to the Board of Assessment Review**

To Whom It May Concern:

Please consider this letter as my formal request to be considered for one of the vacancies on the Board of Assessment Review.

My personal information is as follows:

Name: **Shawn E. Griffin**
Mailing Address: **351 Arlington St., Watertown, NY 13601**
Home Telephone Number: **315-788-1435**
Work Telephone Number: **315-782-3000 ext. 2653**

Enclosed is a brief summary of my work experience.

Please call me if you require any additional information.

Sincerely,

Shawn E. Griffin, P.E.

Att.: work experience -Shawn E. Griffin



SHAWN E. GRIFFIN

POSITION:

MANAGER OF ENGINEERING

THE STEBBINS ENGINEERING AND MANUFACTURING
COMPANY

EDUCATION:

CLARKSON UNIVERSITY, POTSDAM, NEW YORK
BACHELOR OF SCIENCE - CIVIL ENGINEERING - 1983

PROFESSIONAL BACKGROUND AND EXPERIENCE:

Prior to joining Stebbins, Mr. Griffin was an intern engineer in the Soils Division of the New York State Department of Transportation from 1983-1985.

In 1985 he joined the STEBBINS organization as an Assistant Design Engineer in our Engineering Department and, under the guidance of the professional engineers in the department, gained the required 4 years of design experience to sit for the New York State Professional Engineer licensing exam.

In March of 1989 he received his Professional Engineering license from the New York State Department of Education and was promoted to Design Engineer. He was responsible for the design of numerous projects involving reinforced concrete and structural steel as well as wood design for shoring and formwork.

In 1995 he was transferred to Stebbins' Northern Operations Pulp and Paper Division as a Sales Engineer/Project Manager. His duties involved both sales and project management for this division.

In 2001 he was promoted to his current position as Manager of Engineering of the Engineering Department. He is responsible for overseeing all aspects of the design and drawing preparation phases of every project.

///



Transportation Commission Meeting : Minutes for October 20, 2010

Meeting was held at 544 Newell Street- Transit Facility.

Members Present :Jennie Adsit, Owen Virkler, Elsie Gressler, , Helen Wilson, Susan Morrow, Mary Morgan, Mary Kinne, Roberta Hagerty.

Staff Present : Kathy Webster

Absent: Jeffrey Lieberman

The meeting was called to order at 3:00pm

Owen Virkler expressed his regrets for not being able to attend our last meeting. He was in a conference call meeting at his office.

The Chair, Jennie Adsit started the meeting and requested the CitiBus report be given and the statistics reports were distributed to all members by Kathy Webster.

The Paratransit report was not submitted by Jeff Lieberman, we were not aware that he would not be in attendance. Data was presented from CitiBus .

We expressed our sympathy in the loss of our Commission member, Sandra Guyton. Sandra was a great advocate for transportation and utilized our Fixed route as well as the Paratransit services.

North Regional Center for Independent Living has suggested Michelle Appleby be considered to fill this vacant position to complete Sandra's term until April 2011.

Michelle Appleby has been involved in disability rights for over seven years. Michelle was a Board of Director at NRCIL until she started her employment with that agency. Michelle had served as their systems advocate for three years and is a member of the Full Community Services Board for the County Developmental Disabilities Planning Council.

Jennie said she knows Michelle and she would be a great person for the position.

All members that were in attendance agreed that they would like to invite her to the Transportation Commission as a member.

We discussed the route change at the hospital on Woodruff Street. Helen Wilson said this change is good for her and much easier with her walker.

The meeting was adjourned 4:00pm.



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FAX (315) 782-9014

MARY CORRIVEAU
CITY MANAGER

October 7, 2010

Laurence W. Mallette, Jr.
137 William Street, Apt. #1
Watertown, NY 13601

Dear Mr. Mallette:

I am in receipt of your email of October 3, 2010 requesting consideration for appointment to the Transportation Board. At the present time, there are no vacancies on this Board. I will, however, keep your name on file should future vacancies occur.

Your willingness to become involved is appreciated, and I thank you for your interest in the City of Watertown.

Sincerely,


Mary M. Corriveau

MMC:eg

Corriveau, Mary M

From: support@civicplus.com
Sent: Sunday, October 03, 2010 7:11 PM
To: mcorriveau@watertown-ny.gov
Subject: Online Form Submittal: Volunteer Application

The following form was submitted via your website: Volunteer Application

Please select all interested organizations:: Transporation Board

Name: Laurence W. Mallette, Jr

Address: 137 William St APT #1

City: Watertown

State: NY

ZIP: 13601

Phone: 315-778-6813

Email: LWM7889@yahoo.com

Fax:

Organization:

Please provide relevant education and experience for the committees on which you are interested in serving.: Retired Military (US Army) Retired Cab driver, City resident since 1990. Familiar with City Bus service, cab services and transportation needs of the city and surrounding area including Ft Drum and the County.

Additional Information:

Form submitted on: 10/3/2010 7:10:49 PM

Submitted from IP Address: 67.249.42.220

Form Address: <http://www.watertown-ny.gov/forms.asp?FID=42>