

**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 Monday, February 1, 2010, 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 “NYS Department of Transportation Update: Projects, Permits, Procedures” on February 24, 2010, as Valid Training for Meeting the New York State Municipal Planning and Zoning Officials’ Training Requirement
  
- Resolution No. 2 - Approving the 21<sup>st</sup> Annual Local Government Conference Workshop on April 1, 2010, as Valid Training for Meeting the New York State Municipal Planning and Zoning Officials Training Requirement
  
- Resolution No. 3 - Approving a Professional Services Agreement With Lu Engineers for the Design of the Franklin Street Sidewalk Project
  
- Resolution No. 4 - Approving Agreement Between the City of Watertown and State of New York, Unified Court System
  
- Resolution No. 5 - Authorizing Sale of Real Property, Known as 525 Main Street East to Sam W. Ratnaransy, 534 Pearl Street, Watertown, New York 13601
  
- Resolution No. 6 - Authorizing Sale of Real Property, Known as 531 Main Street East to Sam W. Ratnaransy, 534 Pearl Street, Watertown, New York 13601

- Resolution No. 7 - Authorizing Sale of Real Property, Known as 659 Main Street East to Mahmut Tandogan, 4 Knoxville Court, Groton, Connecticut 06340
- Resolution No. 8 - Authorizing Sale of Real Property, Known as 575 Water Street to Mahmut Tandogan, 4 Knoxville Court, Groton, Connecticut 06340
- Resolution No. 9 - Authorizing Sale of Real Property, Known as 563 Water Street to Mahmut Tandogan, 4 Knoxville Court, Groton, Connecticut 06340
- Resolution No. 10 - Authorizing Sale of Real Property, Known as 555 Water Street to Mahmut Tandogan, 4 Knoxville Court, Groton, Connecticut 06340
- Resolution No. 11 - Approving the Site Plan for the Construction of a 19,230 sq. ft. Hospice Office and Residential Center at 1398 Gotham Street, Parcel No. 13-18-103.200

**ORDINANCES**

- Ordinance No. 1 - An Ordinance Authorizing the Issuance of \$50,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Construction or Reconstruction of Sidewalks at Various Locations Within the City

**LOCAL LAW**

**PUBLIC HEARING**

- 7:30 p.m. - 2010 Small Cities CDBG Application
- 7:30 p.m. - Establishing Assessment Charge for Sidewalks, Spring 2010 Pursuant to Section 93 of the City Charter
- 7:30 p.m. - Request for a Special Use Permit to Allow a Sweat Furnace Operation at 301 Pearl Street, Parcel No. 04-01-101.000
- 7:30 p.m. - Zone Change of 1175 and 1185 Water Street  
  
Resolution - Finding that Changing the Zoning Classification of 1175 and 1185 Water Street, Parcels Nos. 04-27-501.006 and 04-27-501.005 From Light Industry to Neighborhood Business Will Not Have a Significant Impact on the Environment

Ordinance - Approving the Zone Change Request Submitted by Vernon Johnson to Change the Approved Zoning Classification of 1175 Water Street and 1185 Water Street, Parcels Nos. 04-27-501.006 and 04-27-501.005, From Light Industry to Neighborhood Business

**OLD BUSINESS**

**STAFF REPORTS**

1. Equipment Auction Results
2. Parking, 600 Block of Gotham Street
3. Quarterly Financial Report
4. Assignment of Tax Sale Certificate – VL-9 Arsenal Street
5. Employee Assistance Program

**NEW BUSINESS**

**EXECUTIVE SESSION**

**WORK SESSION**

**ADJOURNMENT**

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS TUESDAY, FEBRUARY 16, 2010.**

Res No. 1

January 27, 2010

To: The Honorable Mayor and City Council

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

Subject: Approving “NYS Department of Transportation Update: Projects, Permits, Procedures” 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 “NYS Department of Transportation Update: Projects, Permits, Procedures” workshop to be held on Wednesday, February 24, 2010, from 6:30 p.m. until 8:30 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 two hours of 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 "NYS Department of Transportation Update: Projects, Permits, Procedures" on February 24, 2010, 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*

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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 Center for Community Studies at Jefferson Community College, Jefferson County, and the New York State Tug Hill Commission are co-sponsoring a workshop entitled "NYS Department of Transportation Update: Projects, Permits, Procedures" for local planning officials on February 24, 2010 at Jefferson Community College,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that the "NYS Department of Transportation Update: Projects, Permits, Procedures" workshop is approved to provide two hours of training toward meeting the New York State municipal planning and zoning officials' training requirement.

### **Seconded by**



## Land Use Planning Workshop Notice

### "NYS Dept. of Transportation Update: Projects, Permits, Procedures"

JAN 27 2010

Wednesday, February 24, 2010

6:30 – 8:30 p.m.

Jules Center Amphitheater (Room 6-002)  
Jefferson Community College, 1240 Coffeen St., Watertown, NY

The Jefferson County Department of Planning, NYS Tug Hill Commission, and the Center for Community Studies at JCC are co-sponsoring a training session featuring staff from the NYS Department of Transportation covering topics of interest to land use planning officials.

#### Agenda

6:30 - 6:35 p.m. Welcome and Opening Remarks.

6:35 - 8:00 p.m. Presentation by New York State Department of Transportation

**Commercial Highway Work Permit Process** - Martin Percy, P.E., P.T.O.E, and Craig Ortlieb, P.E. - Commercial Highway Work Permit Process: Overview of Major and Minor Permits, Insurance and Liability Requirements for each, Engineering Requirements, Inspection Obligations, Time-Lines for Approval and Work-Zone Safety.

**SAFETEA-LU and Capital Program** - Scott Docteur, P.E. Update on SAFETEA-LU and Reauthorization, Overview of NYS DOT Regional Capital Program.

**New York State Sign Program** - Maggie Budd, Real Estate Specialist II, Property Management. Overview of the NYS Sign Program, Laws Governing the Program, Prohibited and Permitted Signs, Overview of the Tourist Oriented Sign Program and the Registered Sign Program.

**Fort Drum Connector Project** - Ernie Reape, P.E. and Loren Gosselin, P.E. Project Evolution and Current Status of the Fort Drum Connector Project.

**Residential Driveway Permits** - Alex Forte, P.E., Jefferson County Resident Engineer. Procedures for Application and Receipt of Residential Driveway Permits, Discussion of Common Application Problems.

8:00 - 8:30 p.m. Ample time will be reserved for questions and answers.

RSVP's are strongly encouraged by February 22nd. Please call the Jefferson County Department of Planning at (315) 785-3144 or send an e-mail to [lorit@co.jefferson.ny.us](mailto:lorit@co.jefferson.ny.us).

Note to Planning Board and ZBA Chairpersons and Clerks - Please share this notice with other Board members and officials in your community!!!

If approved by your municipality, this workshop can provide 2 hours of training to meet the NYS Municipal Training requirement.

Directions and map are provided on reverse side.

Res No. 2

January 26, 2010

To: The Honorable Mayor and City Council

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

Subject: Approving the 21<sup>st</sup> Annual Local Government Conference Workshop on April 1, 2010 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 21<sup>st</sup> Annual Local Government Conference to be held on Thursday, April 1, 2010, 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 21<sup>st</sup> Annual Local Government Conference Workshop on April 1, 2010, 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*

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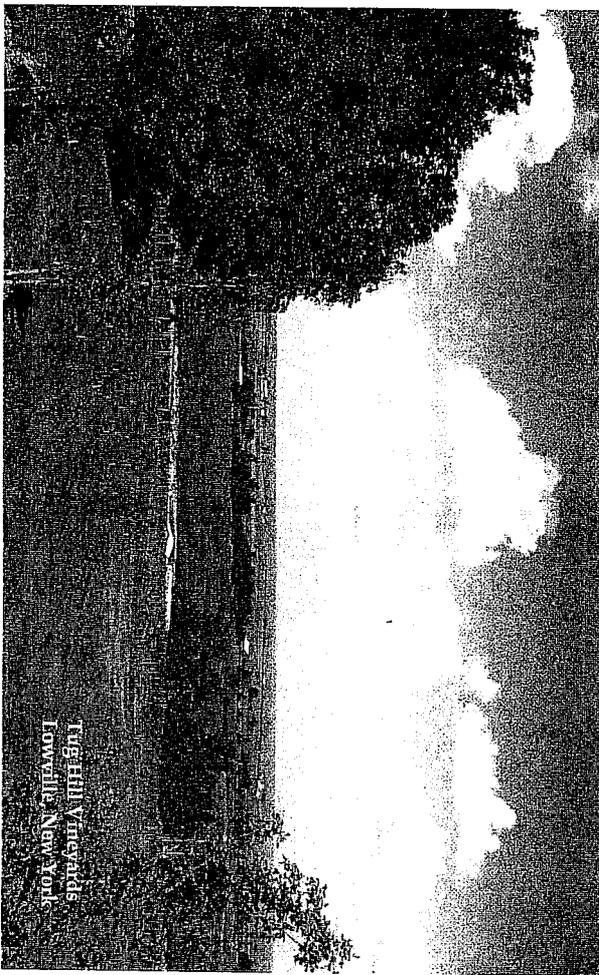
WHEREAS Chapter 662 of the New York State Laws of 2006, which took effect on January 1, 2007, requires all municipal planning and zoning officials to have four hours of training per year, and

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, HSBC Bank USA, and National Grid are co-sponsoring a day of training sessions at the 21<sup>st</sup> Annual Local Government Conference for local planning officials on April 1, 2010 at Jefferson Community College,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that the 21<sup>st</sup> 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**



Tug Hill Vineyards  
Lowville, New York



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



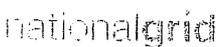
# 21st Annual Local Government Conference at Jefferson Community College

**April 1, 2010**

## Conference Sponsors



New York State  
Tug Hill Commission



### About the Conference

The April 1, 2010 Local Government Conference is an annual event organized by the Tug Hill Commission attracting over 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 - 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 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  
Welcoming Remarks  
&  
Keynote

Noon - 1:00 p.m.  
Lunch

1:00 p.m. - 2:30 p.m.  
2nd Concurrent Session

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

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



Res No. 3

January 27, 2010

To: The Honorable Mayor and City Council

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

Subject: Approving a Professional Services Agreement With Lu Engineers  
For the Design of the Franklin Street Sidewalk Project

The City of Watertown's 2007 Small Cities Community Development Block Grant, as amended, includes funds for the reconstruction of the sidewalks on Franklin Street from Public Square to Goodale Street. The budget is \$116,000 for construction and \$20,000 for engineering. The grant will pay for 100% of the project within these budget constraints.

A request for qualifications was issued for engineering services to design the project, and Lu Engineers was selected from the submittals. Lu Engineers will design the project and provide construction inspection services for \$19,907.

The resolution prepared for City Council consideration approves the attached Professional Services Agreement with Lu Engineers.

# RESOLUTION

Page 1 of 1

Approving a Professional Services Agreement  
With Lu Engineers for the Design of the Franklin  
Street Sidewalk Project

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*

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WHEREAS the City of Watertown has funds through the 2007 Small Cities Community Development Block Grant to reconstruct the sidewalks in the first block of Franklin Street, and

WHEREAS Lu Engineers has been selected through a Request for Qualifications process to design the sidewalks, and

WHEREAS Lu Engineers has submitted a Professional Services Agreement, a copy of which is attached and made part of this resolution, to complete the requested services for a cost of \$19,907.00,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the proposed Professional Services Agreement with Lu Engineers, and

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

### **Seconded by**



Lu Engineers

Penfield | Rochester | Watertown

January 25, 2010

City of Watertown  
Room 302, Municipal Building  
245 Washington Street  
Watertown, New York 13601

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

Re: **Professional Services Agreement**  
**Franklin Street Sidewalk Replacement Project**

**P09-230R**

Dear Mr. Mix:

Lu Engineers is pleased to submit this agreement to conduct detailed design of the replacement of sidewalks along Franklin Street from Public Square to Goodale Street.

The following is a detailed Scope of Work.

### **1.0 Project Understanding**

We understand that the City of Watertown desires new sidewalks to be constructed on the first block of Franklin Street from Public Square to Goodale Street.

A few of the issues/challenges we noted on our site visits include:

- In addition to the sidewalk, the curb on the SW side of the street must be replaced.
- The sidewalk on the NE side has integral curb. We will evaluate replacement in kind.
- National Grid utilities must be retained.
- No building vaults were identified after review of City Records.
- Street Lighting and conduit replacement should be considered.
- Entryway stairs will require replacement. There is no room for ramps in compliance with Federal Americans with Disabilities (ADA) Act standards.

Our project team has the experience to address these issues. Each project has site specific issues that need to be dealt with to allow for a successful project. Our proposed scope addresses how our team will handle these site specific issues.

*"Improving the quality of life in our communities and beyond"*

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2230 Penfield Road, Penfield, NY 14526 | Ph 585.377.1450 | Fax 585.377.1266 | luengineers.com

## 2.0 Project Construction Budget

We have looked at the site and based on our understanding of what is needed and our experience, we feel that a cost of approximately \$116,000 is feasible as a preliminary construction budget for the improvements. A more detailed construction estimate will be developed during the preliminary and final design phases.

## 3.0 Professional Services Team

Principal in Charge: ..... Harry Mangini, PE  
Project Manager ..... John Hotto, LA  
Survey and Mapping ..... Cliff Rigerman, LS  
Construction Inspection..... George Hasner

Support Staff: Cost estimators, specification writers, CAD technicians and other technical staff will be used on an as needed basis.

## 4.0 Scope of Services

The scope of services includes the use of qualified and experienced personnel in the disciplines of civil engineering and surveying. We will provide survey and mapping, planning and concept development, design, preparation drawings, technical specifications and construction cost estimates, and construction documents.

## 5.0 Scope of Work

The scope of work includes a preliminary and final phase. The preliminary phase includes survey and base map preparation, concept development, construction cost estimate, concept review and City approval of the concept. The final work phase will include design development, preparation of drawings, technical specifications and estimate of construction costs, City presentation and review, preparation of construction documents, and assistance to the City during the construction phase of the work. All documents provided to the City, both paper and electronic, become the property of the City.

The Lu Engineers team will perform the following work:

### Preliminary Phase:

1. Provide topographic survey with all of the information needed to design the project.
2. Meetings with City representatives to identify limitations and special conditions that must be considered when designing the new sidewalks. There will also be a utility meeting for all affected operators.
3. Preparation of preliminary plans for review by the City.
4. Cost estimates for the plans that are developed.

**Final Phase:**

5. Review of the final plans with city representatives.
6. Preparation of detailed specifications and construction documents that can be used to solicit proposals from the local contractors who will complete the improvements required to rebuild the sidewalks.
7. Review of bids received for this work and recommendation to the city for contractor(s) to be retained for the project. Preparation of construction contract(s) and coordination of all permitting or other arrangements that must be made before the work can begin.

**Construction Phase:**

8. Provide an inspector to augment City staff in the construction oversight. The function of the inspector is to be in the field manning the project while the contractor is working to ensure compliance with the plans and specifications, correct construction practices and document contract quantities. The inspector shall have a minimum of NICET III or equivalent training. The inspector will start on the date of the preconstruction meeting, be available daily on a full time basis and shall remain on the project until services for the project are considered complete. He/she will report with all materials required to perform duties, including, but not limited to: vehicle, digital camera, calculator and cell phone.
9. Review of and make recommendation to the City on any modifications or change orders that are required during the course of the project.
10. Authorize all payments to the contractors when the work is completed as specified.
11. Provide one paper and one AutoCad format as-built drawings at the project completion.

**6.0 Schedule**

We anticipate a work schedule of approximately one (1) month to complete the field work, final design and construction documents. At that point, the construction work will be able to commence.

**7.0 Cost of Professional Services**

**7.1 Fee Documentation**

The cost for providing the professional services, as described in this proposal, is \$19,907. The cost includes reimbursement for all direct labor charges, overhead costs, profit, and other direct costs such as subcontract and expense costs for the Preliminary and Final Phases. Our cost estimate is included as Exhibit A. The Construction Phases will be used on an as needed basis utilizing the following rate schedule:

Lu Engineers                      \$65/hr

**7.2 Basis of Billing**

Lu Engineers will submit a monthly billing invoice to the City of Watertown for the work performed the previous month. The total billing cost for each phase will not exceed the following values, except as mutually agreed to between the City of Watertown and Lu Engineers. Payment is expected within 45-days of the invoice date. Late payments are subject to an interest charge of 1.5 percent per month. The not-to-exceed billing cost and duration for each phase is:

Preliminary Phase -Includes Survey, Concept Development and Review. (Refer to Scope of Work, Preliminary Phase, and Items 1-4.)	\$7,140 over an estimated one month period
Final Phase - Includes Detailed Design, Construction Documents and Bid Review. (Refer to Scope of Work, Final Phase, and Items 5-7.)	\$7,047 over an estimated one month period <del>\$5,720</del> <i>2m</i>
Construction Phase - Includes Pre-construction Meeting and Other Construction Phase Work Activities. (Refer to Scope of Work, Construction Phase, and Items 8-10.)	<del>\$5,270</del> estimated *Billed hourly on an as needed basis Refer to rate schedule

**7.3 Insurance Coverage**

Lu Engineers shall procure and maintain in force for the duration of the project the following insurance policies:

- Consultants Public Liability (governing claims for bodily injury, death or property damage.) Limit: \$1,000,000.
- Automobile Bodily Injury Liability and Property Damage (covering owned, non-owned and hired vehicles). Limit: \$1,000,000.
- Professional Liability due to the design professional's negligent acts, errors or omissions. Limit: \$1,000,000.

A certificate of insurance will be provided, if required, to the City after acceptance of this proposal.

**7.4 Limitation of Liability**

To the fullest extent permitted by law, and notwithstanding any other provision of this Agreement, the total liability, in the aggregate, of the Consultant and the Consultant's officers, directors, partners, employees and subconsultants, and any of them, to the Client and anyone claiming by or through the Client, for any and all claims, losses, costs or damages, including attorneys' fees and costs and expert-witness fees and costs of any nature whatsoever or claims expenses resulting from or in any way related to the Project or the Agreement from any cause or causes shall not exceed the total

compensation received by the Consultant under this Agreement, or the total amount of \$50,000, whichever is greater. This limitation is not intended to apply to any common law duty of the consultant to defend or indemnify client for any damages flowing from Consultant's negligence in the performance of its duties under this agreement.

### 8.0 Provisions

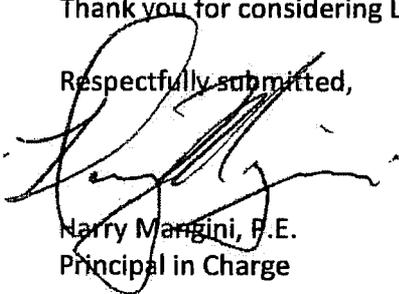
1. The City of Watertown, the Office for Small Cities, the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers and records of the contractor which are directly pertinent to a specific program for the purpose of making audits, examinations, excerpts and transcriptions.
2. The Housing Trust Fund Corporations, its agents and employees are indemnified from and against any and all claims, actions, damages, losses, expenses and costs of every nature and, including reasonable attorney's fees, incurred by or assessed or imposed against the Housing Trust Fund Corporation, to the fullest extent permitted by law, arising out of the project being funded with CDBG funds.
3. All parties shall be bound by, and comply with, all applicable Federal, State and local laws and regulations, including, but not limited to, 24 CFR Parts 85 and 570.

### 9.0 Professional Services Agreement

We have enclosed two (2) copies of this agreement, please acknowledge acceptance by signing and returning one copy, the other is for your file. This agreement, when signed by both parties, will be considered a contract.

Thank you for considering Lu Engineers for this project.

Respectfully submitted,



Harry Mangini, P.E.  
Principal in Charge

Acceptance \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_ Title \_\_\_\_\_

Lu Engineers \_\_\_\_\_ Date 1/25/10  
Print Name Harry Mangini, P.E., Vice President

Project Estimating Sheet  NUMBER 34209		PROJECT NAME:  Franklin Street Sidewalk Reconstruction										PAGE:  Proposal DATE 01/25/10  REVISION NO.: REVISED DATE:	
LU ENGINEERS, P.C. 2230 PENFIELD ROAD PENFIELD, NEW YORK 14526 (585) 377-1450		GENERAL SCOPE:										PROJECT NO.: 34209 FILE NAME: Franklin PRINT DATE: 01/25/10  PREPARED BY: HM	
PHASE/TASK  LEVEL	PRINC.	MANAG. ENG.	SR. PROJ. ENG.	PROJ. ENG.	SENIOR ENG.	ENG. III	ENG. II	TECH or P.C. IV	TECH or INST. III	TECH or ROD II	TECH I	TECH TYPIST NA	DIRECT LABOR HOURS
	IX	VII	VI	V	IV	III	II	IV	III	II	I		
AVERAGE RATES 2009		\$55.25	\$43.00	\$36.83	\$35.58	\$31.31	\$23.67	\$30.62	\$29.18	\$23.33	\$18.75	\$17.15	
Survey & Mapping										24	16		40
Preliminary Plans and Cost Estimate						8	24		16				48
Final Plans & Construction Documents						16	40		24				80
Bidding and Construction Support						2	6						8
Construction Oversight and Inspection								88					88
TECHNICAL ASSUMPTIONS:		1. DIRECT NON - SALARY COSTS ARE NOT INCLUDED ON THIS SHEET.											
		2. OVERHEAD AND FIXED FEE ARE NOT INCLUDED ON THIS SHEET.											
ESTIMATED LABOR HOURS						26	70	88	40	24	16		264
ESTIMATED DIRECT \$ AMOUNT						\$814	\$1,657	\$2,695	\$1,167	\$560	\$300		\$7,193

Summary

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Lu Engineers

Item IA, Direct Technical Salaries (estimated) subject to audit			\$7,193
Item IB, Direct Technical Salaries Premium Portion of overtime subject to audit (estimate)			\$0
Item II, Direct Non-Salary Cost (estimated) subject to audit			\$0
Item II Direct Non-Salary Cost (estimated) subject to audit (Sub-Contractor Cost)			0
Item III, Overhead (estimated) subject to audit	146.00%	% of Item 1A	\$10,502
Item IV, Fixed Fee (negotiated)	13%	% of Item IA, II, III	\$2,212
Item II Direct Non-Salary Cost (estimated) subject to audit (Sub-Consultant Cost)			0
Total Estimated Cost			<u>\$19,907</u>

Res No. 4

January 21, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Agreement Between the City of Watertown and the  
NYS Unified Court System

Attached for City Council consideration is an amendment to the existing five-year Agreement between the City of Watertown and the NYS Unified Court System for facility maintenance. This amendment establishes a new one-year term that commenced on April 1, 2009 and terminates on March 31, 2010.

This Agreement provides the City of Watertown with reimbursement under the Court Cleaning and Minor Repairs Program for services and space provided to City Court. This covers the City Court facilities in City Hall.

The proposed budget for services rendered under the terms of the contract period 2009-2010 is \$41,375. A detailed copy of the budget request is attached for City Council review.

A resolution approving the Agreement has been prepared for City Council approval.

# RESOLUTION

Page 1 of 1

Approving Agreement Between the City of Watertown and State of New York, Unified Court System

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*

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WHEREAS the City of Watertown, New York is responsible for providing and maintaining space for the operation of City Court, and

WHEREAS reimbursement for such services is available to the City from the Unified Court System of the State of New York,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Court Cleaning and Minor Repair Program Agreement between the City of Watertown and the State of New York Unified Court System for Fiscal Year 2009-2010, and

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

### **Seconded by**



STATE OF NEW YORK  
**UNIFIED COURT SYSTEM**  
**FIFTH JUDICIAL DISTRICT**  
ONONDAGA COUNTY COURTHOUSE  
600 S. STATE STREET  
SYRACUSE, NEW YORK 13202-3099  
(315) 671-2111  
FAX: (315) 671-1175

**ANN PFAU**

Chief Administrative Judge

**MICHAEL V. COCCOMA**

Deputy Chief Administrative Judge  
Courts Outside New York City

**JAMES C. TORMEY**

Justice of Supreme Court  
District Administrative Judge  
Fifth Judicial District

**MICHAEL A. KLEIN, ESQ.**

District Executive

**JAMES P. SHANAHAN**

Principal Administrative Assistant

January 15, 2010

Mary Corriveau, City Manager  
City of Watertown  
245 Washington Street, Suite 302  
Watertown, NY 13601

Re: Agreement between UCS and the City of Watertown  
for Court Cleaning and Minor Repairs (Contract No. C300190)  
Annual Renewal Letter and Budget (Appendix B) for SFY 2009-2010

Dear Ms. Corriveau,

Please be advised that pursuant to Section I of the existing contract between the Unified Court System and the City of Watertown, we are hereby establishing a renewal period in the five-year term of this agreement. Said renewal period shall commence on April 1, 2009 and shall terminate on March 31, 2010. During this 2009-2010 renewal period, all terms and conditions of the above-referenced Agreement shall continue to apply, except as specified below.

The proposed budget for services to be rendered pursuant to this contract in the 2009-2010 period shall be \$41,375. Pursuant to the provisions of Chapter 686 of the Laws of 1996, as amended to date, the maximum compensation for the 2009-2010 period shall be 100% of that amount. The attached revised Appendix B, detailing the proposed budget for the renewal period, shall be incorporated into the Agreement and shall replace all prior Appendix B's. The signatures below shall confirm acceptance of this renewal by the City of Watertown and by the UCS.

Accordingly, the original of this letter should be signed by an authorized representative of the City of Watertown, and the corresponding acknowledgment page should be notarized. Two sets of the signed original letter together with the related documents should be returned to this office.

Thank you.

Sincerely,



Michael A. Klein  
District Executive

Accepted for: City of Watertown

Accepted for: Unified Court System

---

Name: Mary M. Corriveau  
Title: City Manager

---

Maureen McAlary  
Deputy Director, Division of Financial Management

Dated:

Dated:

Attachments



**Unified Court System**

xls-format

**Court Cleaning and Minor Repairs Proposed Budget Form**

(Appendix B to a contract between a local government entity and the NYS Unified Court System pursuant to Chapter 686, Laws of 1996)

State Fiscal Year: 4/1/09 - 3/31/10  
 Name of County or City : City of Watertown

List of Court Buildings ( Including County Clerk Space):

Court Spaces to be Cleaned and Repaired pursuant to this Budget

Name and Address of Each Building	Owned or Leased	Total Net Usable Square Feet	Court Related Net Usable Sq. Ft.	NN Percentage
Watertown Municipal Building 245 Washington Street	Owned	30,072	7,531	25%
Combined		30,072	7,531	25%

Note: Divide Court Sq. Ft by Total Sq. Ft for percent

Anticipated Changes in Location or Space Utilization :

Name and Address of Affected Building(s)	Nature of Changes	Target Date

**1 Cleaning Costs :**  
**1(a) Service Contracts**

Budget Line #	Contractor	Type of Service	Building	Contract Amounts for Budget Period	Portion Attributable to Courts NN Percentage	Budget Request
1	Municipal Employees		Municipal		25%	\$0
2						
3						
4						
5						
6						
<b>1(a) Subtotal :</b>						<b>\$0</b>

**1(b) Local Payroll**

	No. of Positions	Building	Annual Wages	Fringe Benefits	Total Personal Service Costs	Portion Attributable to Courts NN Percentage	Budget Request
7	1	Municipal	\$29,284	\$9,707	\$38,991	25%	\$9,748
8							
9							
10							
11							
12							
<b>1(b) Subtotal :</b>							<b>\$9,748</b>



2(b) Trash Disposal

	Contractor or Agency	Building	Quantity / Unit	Costs	Portion Attributable to Courts NN Percentage	Budget Request
28	Watertown Public Works	Municipal	1	\$8,000	25%	\$2,000
29						
30						
31						
32						
2(b) Total :						\$2,000
<u>2(c) - Grand Total Trash Removal &amp; Disposal (2a+2b) :</u>						<u>\$3,475</u>

3 HVAC Cleaning Costs

3(a) Duct Work Cleaning and Filter Changing By Service Contract

	Contractor	Type of Service	Building	Contract Amounts for Budget Period	Portion Attributable to Courts NN Percentage	Budget Request
33						
34						
35						
36						
37						
38						
3(a) Subtotal :						\$0

3(b) Duct Work Cleaning and Filter Changing by Local Payroll

	No. of Positions	Building	Annual Wages	Fringe Benefits	Total Personal Service Costs	Portion Attributable to Courts NN Percentage	Budget Request
39							
40							
41							
42							
43							
44							
						3(b) Subtotal :	\$0

3(c) Filter Changing - Filters Only

	Type of Material	Building	Quantity / Unit	Costs	Portion Attributable to Courts NN Percentage	Budget Request	
45	HVAC Filter	Municipal	1	\$1,550	25%	\$388	
46							
47							
48							
49							
50							
						3(c) Subtotal :	\$388

3(d) - Total - HVAC Ductwork Cleaning & Filter Changing Costs (3a+3b+3c): 3(d) \$388

4 Totals for all "Cleaning Costs" : Grand Total Boxes 1d + 2c + 3d : 4 \$17,360

- 5 Proposed "Tenant" Work use following codes :
- a - Flooring and Carpeting
  - b - Painting
  - c - Interior Ceilings
  - d - Bathrooms
  - e - Fixtures
  - f - Minor Renovation
  - g - Other (Identify)

Work to be Performed

	Code	Describe Work	Building	Wages	Fringes	Supplies	Total Costs	Portion Attributable to Courts NN Percentage	Budget Request
51									
52									
53									
54									
55									
56									
57									
58									
59									
60									
61									
								Total for 5 :	\$0

6 Total - Expenses which are 100% reimbursable (4+5) : 6  
 (see instructions) \$17,360

7 Building Maintenance  
7(a) Service Contracts

use following codes :  
 a - Pest Control  
 b - Elevators  
 c - HVAC  
 d - Telephone Wiring  
 e - Security & Alarm Systems  
 f - Other (Identify)

	Code	Contractor	Type Work Performed	Building	Contract Amounts for Budget Period	Portion Attributable to Courts NN Percentage	Budget Request
62	b	Reider Elevator	Elevator Maintenance	Municipal	\$12,348	25%	\$3,087
63	c	Siemens	Boiler Maintenance	Municipal	\$6,635	25%	\$1,659
64	c	Hyde-Stone	Mech/HVAC/Maint	Municipal	\$93,000	25%	\$23,250
65	f	Avaya	Telephone Maintenance	Municipal	\$15,000	25%	\$3,750
66						25%	\$0
67							
68							
69							
70							
7(a) Subtotal :							\$31,746

7(b) Local Payroll

	No. of Positions	Building	Annual Wages	Fringes	Total Costs	Portion Attributable to Courts NN Percentage	Budget Request
71	1	Municipal	\$43,000	\$11,563	\$54,563	25%	\$13,641
72	1	Municipal	\$11,144	\$3,152	\$14,296	25%	\$3,574
73	1	Municipal	\$59,947	\$22,129	\$82,076	25%	\$20,519
74							
75							
76							
7(b) Subtotal :							\$37,734

7(c) Supplies and Equipment

	Type of Material	Building	Quantity / Unit	Costs	Portion Attributable to Courts NN Percentage	Budget Request
77						
78						
79						
80						
81						
7(c) Subtotal :						\$0

7(d) Total - Building Maintenance Costs (Total Boxes 7a, 7b, 7c): 7(d) \$69,480

8 Landscaping and Grounds Maintenance

8(a) Service Contracts

	Contractor	Work Performed	Building	Contract Amounts for Budget Period	Portion Attributable to Courts NN Percentage	Budget Request
82	Watertown Public	Snow and debris removal	Municipal	\$7,600	25%	\$1,900
83	Works					
84						
85						
86						
87						
8(a) Subtotal :						\$1,900

8(b) Local Payroll

	No. of Positions	Building	Annual Wages	Fringes	Total Costs	Portion Attributable to Courts NN Percentage	Budget Request
88	1	Municipal	\$28,021	\$9,522	\$37,543	25%	\$9,386
89							
90							
91							
92							
93							
<b>8(b) Subtotal :</b>							<b>\$9,386</b>

8(c) Supplies and Equipment

	Type of Material	Building	Quantity / Unit	Costs	Portion Attributable to Courts NN Percentage	Budget Request	
94	Small engine supplies	Municipal	1	\$1,000	25%	\$250	
95							
96							
97							
98							
<b>8(c) Subtotal :</b>							<b>\$250</b>

**8(d) Total - Landscaping and Grounds Maintenance Costs (Total Boxes 8a, 8b, 8c) :** **8(d) \$11,536**

**9 Total - Buildings, Landscaping and Grounds Maintenance and Repairs Costs (7d+8d) :** **9 \$81,015**

**10 Total Cost Reimbursable @25% = (Box 9 x 25%)** **10 \$20,254**

11 Total Proposed Direct Costs (Item 6 + Item 10) :	11	\$37,614
12 Overhead Costs (Item 11 x .10):	12	\$3,761
13 Total Proposed Contract Amount (Item 11+Item 12):	13	\$41,375

**14 Local Government Certification :**

I hereby certify that the cost estimates contained herein were developed using the best available information and that the proposed budget amounts are just, true and correct to the best of my knowledge.

Name: Mary M. Corriveau  
Signature: *Mary M. Corriveau*  
Date: 1-12-10  
Title: City Manager

County or City : City of Watertown  
Phone : 315-785-7730  
Address : 245 Washington Street, Suite 302  
Watertown, NY 13601

**ENDNOTES:**

Use budget line numbers to reference remarks or explanations.

Line No. Explanatory Text


Res Nos. 5, 6, 7, 8, 9, 10

January 25, 2010

To: The Honorable Mayor and City Council  
From: James E. Mills, City Comptroller  
Subject: Sale of City Property

On January 25<sup>th</sup> the City Comptroller's Office held a public auction of City owned properties. All parcels included in the auction received bids. The results of the auction are as follows:

<b>Parcel Number</b>	<b>Address</b>	<b>Bid Amount</b>	<b>Bidder Name</b>
04-03-102.000	525 Main Street East	\$ 1,050	Sam W. Ratnaransy
04-03-101.000	531 Main Street East	\$ 600	Sam W. Ratnaransy
04-15-103.000	659 Main Street East	\$ 2,100	Mahmut Tandogan
04-16-103.001	575 Water Street	\$ 2,600	Mahmut Tandogan
04-16-105.001	563 Water Street	\$2,700	Mahmut Tandogan
04-16-106.000	555 Water Street	\$ 1,200	Mahmut Tandogan

The required 10% deposit has been received for each parcel. Resolutions authorizing the sale of each property are attached for City Council consideration. All of the above high bidders are current with property taxes and have no outstanding issues with Code Enforcement.

# RESOLUTION

Page 1 of 2

Authorizing Sale of Real Property,  
Known as 525 Main Street East to  
Sam W. Ratnaransy, 534 Pearl Street,  
Watertown, New York 13601

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 there has heretofore been bid in by the City of Watertown at a tax sale a certain lot of land known as 525 Main Street East, approximately 55' x 140' in size, and also known and designated on the map of the Department of Assessment and Taxation of the City of Watertown, New York as Parcel No. 04-03-102.000, and

WHEREAS title to said land has since been retained by the City of Watertown as acquired at said tax sale, which title was retained by reason of the failure of anyone to redeem the same, and

WHEREAS said real property has never been assigned by the Council for a public use, and

WHEREAS the City Council desires to ensure that properties such as this property be brought into compliance with all applicable provisions of the Uniform Construction Codes, as defined by Watertown City Code Chapter 120, and the Code of the City of Watertown within one (1) year from the date of delivery of the quit claim deed of their sale to subsequent buyers,

NOW THEREFORE BE IT RESOLVED that pursuant to Section 23, Subdivision (b) of the General City Law, Section 247 of the Charter of the City of Watertown as amended by Local Law No. 1, 1985, adopted December 3, 1984, effective January 17, 1985, and the ordinance, Municipal Code, Chapter 16 adopted by the Council on June 6, 1977, that the offer of \$1,050.00 submitted by Sam W. Ratnaransy for the purchase of Parcel No. 04-03-102.000, is a fair and reasonable offer therefore and the same is hereby accepted, and

# RESOLUTION

Page 2 of 2

Authorizing Sale of Real Property,  
Known as 525 Main Street East to  
Sam W. Ratnaransy, 534 Pearl Street,  
Watertown, New York 13601

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 FURTHER RESOLVED that the Mayor, Jeffrey E. Graham, be and he hereby is authorized, empowered and directed to execute and deliver a Quit Claim Deed of said real property to Watertown Development, LLC upon receipt of the above mentioned sum of money in cash only by the City Comptroller, and

BE IT FURTHER RESOLVED that the deed issued by the City contain a provision that if the property sold is not brought into compliance with all applicable provisions of the Uniform Construction Codes, as defined by Watertown City Code Chapter 120, and the Code of the City of Watertown within one (1) year from the date of delivery of the quit claim deed of their sale to subsequent buyers, the City shall have the right to seek and be entitled to receive reversion of title to the premises to the City.

**Seconded by**

# RESOLUTION

Page 1 of 2

Authorizing Sale of Real Property,  
Known as 531 Main Street East to  
Sam W. Ratnaransy, 534 Pearl Street,  
Watertown, New York 13601

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 there has heretofore been bid in by the City of Watertown at a tax sale a certain lot of land known as 531 Main Street East, approximately 38' x 75' in size, and also known and designated on the map of the Department of Assessment and Taxation of the City of Watertown, New York as Parcel No. 04-03-101.000, and

WHEREAS title to said land has since been retained by the City of Watertown as acquired at said tax sale, which title was retained by reason of the failure of anyone to redeem the same, and

WHEREAS said real property has never been assigned by the Council for a public use, and

WHEREAS the City Council desires to ensure that properties such as this property be brought into compliance with all applicable provisions of the Uniform Construction Codes, as defined by Watertown City Code Chapter 120, and the Code of the City of Watertown within one (1) year from the date of delivery of the quit claim deed of their sale to subsequent buyers,

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# RESOLUTION

Page 2 of 2

Authorizing Sale of Real Property,  
Known as 531 Main Street East to  
Sam W. Ratnaransy, 534 Pearl Street,  
Watertown, New York 13601

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 .....

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**Seconded by**

# RESOLUTION

Page 1 of 2

Authorizing Sale of Real Property,  
Known as 659 Main Street East to  
Mahmut Tandogan, 4 Knoxville Court,  
Groton, Connecticut 06340

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 there has heretofore been bid in by the City of Watertown at a tax sale a certain lot of land known as 659 Main Street East, approximately 83' x 264' in size, and also known and designated on the map of the Department of Assessment and Taxation of the City of Watertown, New York as Parcel No. 04-15-103.000, and

WHEREAS title to said land has since been retained by the City of Watertown as acquired at said tax sale, which title was retained by reason of the failure of anyone to redeem the same, and

WHEREAS said real property has never been assigned by the Council for a public use, and

WHEREAS the City Council desires to ensure that properties such as this property be brought into compliance with all applicable provisions of the Uniform Construction Codes, as defined by Watertown City Code Chapter 120, and the Code of the City of Watertown within one (1) year from the date of delivery of the quit claim deed of their sale to subsequent buyers,

NOW THEREFORE BE IT RESOLVED that pursuant to Section 23, Subdivision (b) of the General City Law, Section 247 of the Charter of the City of Watertown as amended by Local Law No. 1, 1985, adopted December 3, 1984, effective January 17, 1985, and the ordinance, Municipal Code, Chapter 16 adopted by the Council on June 6, 1977, that the offer of \$2,100.00 submitted by Mahmut Tandogan for the purchase of Parcel No. 04-15-103.000, is a fair and reasonable offer therefore and the same is hereby accepted, and

# RESOLUTION

Page 2 of 2

Authorizing Sale of Real Property,  
Known as 659 Main Street East to  
Mahmut Tandogan, 4 Knoxville Court,  
Groton, Connecticut 06340

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

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**Seconded by**

**RESOLUTION**

Page 1 of 2

Authorizing Sale of Real Property,  
 Known as 575 Water Street to  
 Mahmut Tandogan, 4 Knoxville Court,  
 Groton, Connecticut 06340

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 there has heretofore been bid in by the City of Watertown at a tax sale a certain lot of land known as 575 Water Street, approximately 99' x 165' in size, and also known and designated on the map of the Department of Assessment and Taxation of the City of Watertown, New York as Parcel No. 04-16-103.001, and

WHEREAS title to said land has since been retained by the City of Watertown as acquired at said tax sale, which title was retained by reason of the failure of anyone to redeem the same, and

WHEREAS said real property has never been assigned by the Council for a public use, and

WHEREAS the City Council desires to ensure that properties such as this property be brought into compliance with all applicable provisions of the Uniform Construction Codes, as defined by Watertown City Code Chapter 120, and the Code of the City of Watertown within one (1) year from the date of delivery of the quit claim deed of their sale to subsequent buyers,

NOW THEREFORE BE IT RESOLVED that pursuant to Section 23, Subdivision (b) of the General City Law, Section 247 of the Charter of the City of Watertown as amended by Local Law No. 1, 1985, adopted December 3, 1984, effective January 17, 1985, and the ordinance, Municipal Code, Chapter 16 adopted by the Council on June 6, 1977, that the offer of \$2,600.00 submitted by Mahmut Tandogan for the purchase of Parcel No. 04-16-103.001, is a fair and reasonable offer therefore and the same is hereby accepted, and

# RESOLUTION

Page 2 of 2

Authorizing Sale of Real Property,  
Known as 575 Water Street to  
Mahmut Tandogan, 4 Knoxville Court,  
Groton, Connecticut 06340

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

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**Seconded by**

# RESOLUTION

Page 1 of 2

Authorizing Sale of Real Property,  
Known as 563 Water Street to  
Mahmut Tandogan, 4 Knoxville Court,  
Groton, Connecticut 06340

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 there has heretofore been bid in by the City of Watertown at a tax sale a certain lot of land known as 563 Water Street, approximately 204' x 165' in size, and also known and designated on the map of the Department of Assessment and Taxation of the City of Watertown, New York as Parcel No. 04-16-105.001, and

WHEREAS title to said land has since been retained by the City of Watertown as acquired at said tax sale, which title was retained by reason of the failure of anyone to redeem the same, and

WHEREAS said real property has never been assigned by the Council for a public use, and

WHEREAS the City Council desires to ensure that properties such as this property be brought into compliance with all applicable provisions of the Uniform Construction Codes, as defined by Watertown City Code Chapter 120, and the Code of the City of Watertown within one (1) year from the date of delivery of the quit claim deed of their sale to subsequent buyers,

NOW THEREFORE BE IT RESOLVED that pursuant to Section 23, Subdivision (b) of the General City Law, Section 247 of the Charter of the City of Watertown as amended by Local Law No. 1, 1985, adopted December 3, 1984, effective January 17, 1985, and the ordinance, Municipal Code, Chapter 16 adopted by the Council on June 6, 1977, that the offer of \$2,700.00 submitted by Mahmut Tandogan for the purchase of Parcel No. 04-16-105.001, is a fair and reasonable offer therefore and the same is hereby accepted, and

# RESOLUTION

Page 2 of 2

Authorizing Sale of Real Property,  
Known as 563 Water Street to  
Mahmut Tandogan, 4 Knoxville Court,  
Groton, Connecticut 06340

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

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**Seconded by**

# RESOLUTION

Page 1 of 2

Authorizing Sale of Real Property,  
Known as 555 Water Street to  
Mahmut Tandogan, 4 Knoxville Court,  
Groton, Connecticut 06340

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 there has heretofore been bid in by the City of Watertown at a tax sale a certain lot of land known as 555 Water Street, approximately 83' x 165' in size, and also known and designated on the map of the Department of Assessment and Taxation of the City of Watertown, New York as Parcel No. 04-16-106.000, and

WHEREAS title to said land has since been retained by the City of Watertown as acquired at said tax sale, which title was retained by reason of the failure of anyone to redeem the same, and

WHEREAS said real property has never been assigned by the Council for a public use, and

WHEREAS the City Council desires to ensure that properties such as this property be brought into compliance with all applicable provisions of the Uniform Construction Codes, as defined by Watertown City Code Chapter 120, and the Code of the City of Watertown within one (1) year from the date of delivery of the quit claim deed of their sale to subsequent buyers,

NOW THEREFORE BE IT RESOLVED that pursuant to Section 23, Subdivision (b) of the General City Law, Section 247 of the Charter of the City of Watertown as amended by Local Law No. 1, 1985, adopted December 3, 1984, effective January 17, 1985, and the ordinance, Municipal Code, Chapter 16 adopted by the Council on June 6, 1977, that the offer of \$1,200.00 submitted by Mahmut Tandogan for the purchase of Parcel No. 04-16-106.000, is a fair and reasonable offer therefore and the same is hereby accepted, and

# RESOLUTION

Page 2 of 2

Authorizing Sale of Real Property,  
Known as 555 Water Street to  
Mahmut Tandogan, 4 Knoxville Court,  
Groton, Connecticut 06340

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

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BE IT FURTHER RESOLVED that the deed issued by the City contain a provision that if the property sold is not brought into compliance with all applicable provisions of the Uniform Construction Codes, as defined by Watertown City Code Chapter 120, and the Code of the City of Watertown within one (1) year from the date of delivery of the quit claim deed of their sale to subsequent buyers, the City shall have the right to seek and be entitled to receive reversion of title to the premises to the City.

**Seconded by**

To: The Honorable Mayor and City Council

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

Subject: Approving the Site Plan for the Construction of a 19,230 sq. ft. Hospice Office and Residential Center at 1398 Gotham Street, Parcel No. 13-18-103.200

A request has been submitted by Timothy F. Titus of Aubertine and Currier on behalf of Hospice of Jefferson County for the above subject Site Plan Approval. The Planning Board reviewed the request at its September 1, 2009 and adopted a motion recommending that the City Council approve the site plan with the conditions listed in the resolution.

The County Planning Board reviewed the request on August 25, 2009 and adopted a motion that the project does not have any significant Countywide or inter-municipal issues and is of local concern only.

Attached are copies of the report prepared for the Planning Board and an excerpt from its minutes. Also included in each City Council Member's agenda package is a revised site plan that addresses most of the Planning Board's conditions.

There was a meeting between the applicant and the Fire Department after the Planning Board meeting. The Fire Department decided that they were satisfied without the second means of egress onto Gotham Street, but pointed out that the Fire Code requires a turn-around for fire vehicles in the westerly parking area. The solution proposed on the revised site plan is not satisfactory. The second egress is not included as a condition of the approval. A condition has been added to require paving the path around the back of the building for fire vehicles, unless some other satisfactory method of turning them around is proposed.

The City Council has already reviewed the environmental impact of the project pursuant to the State Environmental Quality Review Act, and it issued a Negative declaration on January 4, 2010.

The resolution prepared for City Council consideration approves the revised site plan submitted to the City Engineering Department on January 25, 2010 with the three conditions.

**RESOLUTION**

Page 1 of 3

Approving the Site Plan for the Construction of a 19,230 sq. ft. Hospice Office and Residential Center at 1398 Gotham Street, Parcel No. 13-18-103.200

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 Timothy F. Titus of Aubertine and Currier on behalf of Hospice of Jefferson County has made an application for Site Plan Approval for the construction of a 19,230 sq. ft. Hospice office and residential center at 1398 Gotham Street, Parcel No. 13-18-103.200, and

WHEREAS the Planning Board of the City of Watertown reviewed the site plan at its meeting held on September 1, 2009 and recommended that the City Council approve the site plan contingent upon the following:

1. Consideration should be given to adding trees around the perimeter of the 30 space parking lot, changing the ash tree variety specified to different species of trees, and adding trees and foundation plantings around the building.
2. Provide final storm water calculations, storm water management pond calculations, elevations, and a copy of the SWPPP.
3. Provide a copy of all submittals sent to NYS Department of Health for the water main extension.
4. Per 10 States Recommended Standards for Waste Water Facilities 2004 Edition, the minimum force main diameter shall not be less than 4” if it is to be dedicated to the City. Provide calculations utilizing a 4” diameter force main.
5. Provide a copy of all submittals to NYS DEC for the sanitary sewer Extension.
6. Provide a photometric plan, if lighting is proposed for the site.

# RESOLUTION

Page 2 of 3

Approving the Site Plan for the Construction of a 19,230 sq. ft. Hospice Office and Residential Center at 1398 Gotham Street, Parcel No. 13-18-103.200

- 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

7. Provide a copy of the proposed easements for the water main and sanitary sewer to the Engineering Department for approval. The easements shall be obtained from the property owner by the applicant, filed with the County Clerk and a copy sent to the City Engineering Department prior to the dedication of the utility mains to the City.
8. Add another entrance from Gotham Street, emergency access only is acceptable.
9. Move the fire hydrant located near Gotham Street to the rear portion of the western parking lot, and

WHEREAS the County Planning Board reviewed the request on August 25, 2009 and adopted a motion that the project does not have any significant Countywide or inter-municipal issues and is of local concern only, and

WHEREAS the applicant submitted a revised site plan to the Engineering Department on January 25, 2010 that satisfies several of the conditions recommended by the Planning Board, and

WHEREAS the City Council issued a Negative Declaration for this project pursuant to the State Environmental Quality Review Act on January 4, 2010,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that Site Plan Approval is hereby granted to Timothy F. Titus of Aubertine and Currier on behalf of Hospice of Jefferson County for the construction of a 19,230 sq. ft. Hospice office and residential center at 1398 Gotham Street, Parcel No. 13-18-103.200, as shown on the revised plan submitted to the City Engineer on January 25, 2010 with the following conditions:

1. Provide a copy of all submittals sent to NYS Department of Health for the water main extension.

**RESOLUTION**

Page 3 of 3

Approving the Site Plan for the Construction of a 19,230 sq. ft. Hospice Office and Residential Center at 1398 Gotham Street, Parcel No. 13-18-103.200

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. Provide a copy of the proposed easements for the water main and sanitary sewer to the Engineering Department for approval. The easements shall be filed with the County Clerk by the applicant and a copy sent to the City Engineering Department prior to the dedication of the water main to the City.
  
3. The path on the southerly side of the building shall be paved with 12 feet of asphalt and kept clear for fire vehicles or an alternative for turning fire vehicles around that is acceptable to the Code Enforcement Bureau may be provided in lieu of the 12' wide asphalt drive. A detail of the paved drive shall be submitted for approval of the City Engineer.

and,

BE IT FURTHER RESOLVED that it is an express condition of this site plan approval that the applicant provide the City Engineer with sufficient copies of any change in stamped plans forming the basis for this approval at the same time such plans are provided to the contractor. If plans are not provided as required by this condition of site plan approval, the City Codes Enforcement Officer shall direct that work on the project site shall immediately cease until such time as the City Engineer is provided with the revised stamped plans. Additionally, any change in the approved plan which, in the opinion of the City Engineer, would require Amended Site Plan approval, will result in immediate cessation of the affected portion of the project work until such time as the amended site plan is approved. The City Codes Enforcement Officer is requested to periodically review on-site plans to determine whether the City Engineer has been provided with plans as required by this approval.

**Seconded by**

January 25, 2010

Kurt W. Hauk, P.E.  
City Engineer  
Room 305, City Hall  
245 Washington Street  
Watertown, NY 13601

**Re: Site Plan Review Application  
Hospice of Jefferson County, New Residential Center  
(A&C Project #2006-134)  
425 Washington Street, Watertown, NY**

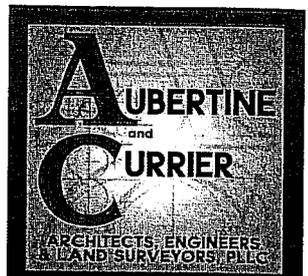
Dear Mr. Hauk:

Aubertine and Currier Architects, Engineers & Land Surveyors, PLLC on behalf of Hospice of Jefferson County is submitting revised Site Plans in response to the comments from the September 1, 2009 Planning Board meeting and the Memorandum letter dated August 29, 2009. In addition to the Planning Board comments there was a follow-up meeting with a comment letter from the City Fire Department, dated September 23, 2009. Attached are three (3) full size copies of the Site Plan, Site Details, Building Floor Plans, Building Elevations, and Engineering Report, and five half scale copies of the Plan Sheets. One copy of the revised Engineering Report and a SWPPP, and a revised EAF is also included. The project has undergone some revisions based upon Hospice's request, in addition to Planning Board comments. The responses to the comments from the September 1, 2009 meeting and August 29, 2009 letter from the Planning Board are as follows:

1. The adjacent property to the north of the 30-space parking lot does not warrant additional trees since the adjacent land already contains trees and has little chance of development. Additionally, landscape tree placement has taken into account areas of the site which contain relatively shallow depths to bedrock. The landscape table has been revised to include additional tree species.
2. The final stormwater calculations are included in the attached SWPPP.
3. It is our understanding that the City Water Department will forward documents on to DOH following their review and approval. Additional copies can be made available following Site Plan approval.
4. The forcemain will remain under the ownership and maintenance of Hospice.
5. Sanitary Sewer flows are estimated at less than 2,500 spd, therefore DEC review is not required.
6. A photometric plan is included on sheet C101.
7. Easements will be forwarded on to the Engineering Department following completion by the attorneys.
- 8 & 9. See below responses resulting from the meeting with the fire department and 9/22/09, and 9/23/09 fire department memos.

The responses to the comments from the September 23, 2009 memo from the Fire Department are as follows:

1. As second drive will not be incorporated do to cost and site aesthetics.
2. Truck dimensions and turning data were obtained following our 9/22/09 meeting. The turning path of the fire truck was laid out within the 60' wide west parking lot, with sufficient room to turn around in a "k" turn fashion.
3. The fire truck's dimensions and turning radius are similar to the delivering and garbage trucks previously anticipated for maneuvering within the east lot. The Layout as depicted provides adequate maneuvering area.
4. The hydrant layout has remained unchanged. The entire facility will be equipped with a sprinkler system. The hose distance measured from the hydrant around the facility meets the NFPA requirements.



516 Bradley Street  
Watertown, New York 13601

[aubertinecurrier.com](http://aubertinecurrier.com)

Phone: 315-782-2005

Fax: 315-782-1472

**Managing Partners**  
Michael L. Aubertine, R.A.  
Architect

Patrick J. Currier, R.A.  
Architect

**Partners**  
Brian A. Jones, R.A., AIA  
Architect

Matthew R. Morgia, P.E.  
Civil Engineer

Jayson J. Jones, P.L.S.  
Land Surveyor

JAN 25 2010

Mr. Kurt Hauk  
Site Plan Review Application  
January 25, 2010  
Page 2 of 2

We hope this letter and attached plan revisions will provide sufficient information for Final Site Plan approval. Please do not hesitate to contact me if you have any questions or need additional information.

Sincerely,  
Aubertine and Currier Architects, Engineers and Land Surveyors, PLLC



Timothy F. Titus  
Civil Designer

Cc: Linda Sharlow, Hospice





# 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:** Site Plan Approval – 1398 Gotham Street

**DATE:** August 25, 2009

**Request:** Site Plan Approval for 1398 Gotham Street, Parcel Number 13-18-103.200

**Applicant:** Timothy F. Titus of Aubertine and Currier on behalf of Hospice of Jefferson County

**Proposed Use:** Administrative Offices and a Residential Center

**Property Owner:** Hospice of Jefferson County

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### Submitted:

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Property Survey: Yes	Preliminary Architectural Drawings: Yes
Site Plan: Yes	Preliminary Site Engineering Plans: Yes
Vehicle and Pedestrian Circulation Plan: Yes	Construction Time Schedule: No
Landscaping and Grading Plan: Yes	Description of Uses, Hours & Traffic Volume: Yes

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SEQRA: Unlisted Action	County Planning Board Review Required: Yes
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### Zoning Information:

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District: PDD 2	Maximum Lot Coverage: 40%
Setback Requirements: 50 ft – Rear, Side, and Front	Buffer Zone Required: Up to the discretion of the Planning Board and the City Council

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**Parking:** The applicant has split the building according to use and has shown the required parking associated with each use. There is 7,216 square feet of office space, which requires 36 parking spaces. The rest of the building is under hospital guidelines for parking and requires 1 parking space for every two beds, yielding 4 spaces for the 8 beds in this residential section. The remaining area under hospital parking guidelines is required to have 5 spaces for each 1000 square feet and with this remaining 4,686 square feet they must have 23 spaces. The applicant is required to have a minimum of 63 parking spaces and has exceeded that by providing 65 parking spaces plus an additional 3 handicapped parking spaces for a total of 68 overall.

**Grading, Drainage and Utilities:** The applicant must provide final storm water calculations, storm water management pond calculations, and elevations for the property. They also must provide a copy of the SWPPP with final storm water calculations as well as a copy of the Engineering Report with final storm water calculations to the Engineering Department. A copy of all submittals sent to NYS Dept. of Health for the water main extension should also be provided.

In regard to sanitary, per 10 States Recommended Standards for Wastewater Facilities 2004 Ed., the minimum force main diameter shall not be less than 4 inches if it is to be dedicated to the City. Therefore the applicant must provide calculations utilizing a 4 inch diameter force main as well as providing a copy of all submittals sent to NYS DEC for the sanitary sewer extension.

Easements for the water main and sanitary sewer are shown on other properties and drafts of the easements should be submitted to the Engineering Department for approval. The easements shall then be obtained by the applicant, filed with the County Clerk and a copy sent to the City Engineering prior to dedication of the utility mains to the City.

**Lighting:** The applicant did not provide a photometric plan with their application package and it appears that there are no light poles shown on the site plan. The applicant has been working NYSERDA on the lighting of the property, but does not have it completed at this time.

**Landscaping:** The Planning Board's Landscaping and Buffer Zone Guidelines recommends a number of different landscaping options to be utilized for site plans. First, the guidelines recommend that a 15' wide landscaped strip be provided adjacent to all public streets. A 40'+ landscaped setback has been provided on the plans along Gotham Street that consists of a lawn area and a variety of different tree species spaced 20'-30' apart. A portion of the front parking area is also proposed to be screened by a 2' high berm.

Interior parking lot trees and landscaping are also recommended and have been provided. Based on the size of the lot, 5 interior parking lot trees are recommended and have been shown on the plans in landscaped islands in the front parking area.

The guidelines also recommend an 8' wide landscaped strip around the perimeter of all parking lots. This would be applicable along the west side of the property around the outside of the proposed 30-space parking lot. A lawn area is proposed for this area, however no trees or other plantings are shown.

The applicant has proposed a wide variety of tree species for the site as recommended in the guidelines. This is important because there are various diseases and insects that attack certain species of trees and if only one species is planted, it could mean a loss of all of the trees sometime in the future. One such insect, the Emerald Ash Borer (EAB), has recently been discovered in New York and is getting closer to this area. The EAB attacks and kills all types of ash trees, meaning the Green Ash and Autumn Purple Ash proposed for this site could be destroyed if/when the EAB comes to our area. It is recommended that the Ash species shown on the plan be changed to different varieties. Given the depth to bedrock and dry

soil conditions, drought tolerant species such as Bur Oak (*Quercus macrocarpa*), Honeylocust (*Gleditsia triacanthos inermis*), Northern Catalpa (*Catalpa speciosa*), Hackberry (*Celtis occidentalis*) or Ginkgo (*Ginkgo biloba*) are recommended.

There are no trees proposed along the sidewalks or around the building. Also, no foundation plantings are proposed for the building.

**Other Comments:** Final approval for this application will be given by the City Council after a recommendation from the Planning Board.

The City's Fire Department feels that the site should have more than one access point from Gotham Street and suggest adding another driveway entrance onto the property. They also would like to have another fire hydrant added to the rear of the property that could provide better access to the rear portion of the building. They suggest moving the fire hydrant, located by Gotham Street, to the rear portion of the parking on the western portion of the property. The Fire Department would also like to know if the rear access drive will be maintained during the winter and what the weight limit is for that rear access drive.

Any proposed signage for the project will not be approved as part of the site plan submission. Any proposed signage will be handled as a separate matter through the Bureau of Code Enforcement.

**Summary:** The following lists several key issues that should be addressed:

1. Consideration should be given to adding trees around the perimeter of the 30-space parking lot, changing the ash tree varieties specified to different species of trees and adding trees and foundation plantings around the building.
2. Provide final storm water calculations, storm water management pond calculations, elevations, and a copy of the SWPPP.
3. Provide a copy of all submittals sent to NYS Dept. of Health for the water main extension.
4. Per 10 States Recommended Standards for Wastewater Facilities 2004 Ed., the minimum force main diameter shall not be less than 4 inches if it is to be dedicated to the City. Provide calculations utilizing a 4 inch diameter force main.
5. Provide a copy of all submittals sent to NYS DEC for the sanitary sewer extension.
6. Provide a Photometric Plan if lighting is proposed for the site.
7. Provide a copy of the proposed easements for the water main and sanitary sewer to the Engineering Department for approval. The easements shall then be obtained from the property owner by the applicant, filed with the County Clerk and a copy sent to the City Engineering prior to dedication of the utility mains to the City.
8. Add another entrance from Gotham Street.
9. Move the fire hydrant, located near Gotham Street, to the rear portion of the western parking lot.

cc: Planning Board Members  
City Council Members  
Robert J. Slye, City Attorney  
Justin Wood, Civil Engineer II  
Timothy F. Titus, 516 Bradley Street, Watertown, NY 13601  
Hospice of Jefferson County, 425 Washington Street, Watertown, NY 13601

August 11, 2009

Kurt W. Hauk, P.E.  
City Engineer  
Room 305, City Hall  
245 Washington Street  
Watertown, NY 13601

**Re: Site Plan Review Application  
Hospice of Jefferson County, New Residential Center  
(A&C Project #2006-134)  
425 Washington Street, Watertown, NY**

Dear Mr. Hauk:

Aubertine and Currier Architects, Engineers & Land Surveyors, PLLC on behalf of Hospice of Jefferson County is requesting to be included on the agenda for the next City of Watertown Planning Board meeting for Site Plan review for a new Hospice Residential Center and Offices located at 1398 Gotham Street. Attached are four (4) copies of the Site Plan, Site Details, Building Floor Plans, and Elevations, Application, Long EAF and Engineering Report. Twelve (12) additional copies of the plan have been provided on 11"x17". Site Plan Application and Long EAF are also attached, with a check for \$50.00 for the review fee.

The property is located on Tax Parcel No.13-18-103.200. The southerly property line is on the City of Watertown/Town of Watertown corporation line. The parcel was rezoned from Residence A to a PDD Planned Development District #24 on June 4, 2009. The project will consist of a 17,000 square foot single story building, maintenance building and parking areas. The building will be used by Hospice for their Administrative Offices and an 8 Bed Residential Center. The property is currently not served by municipal water and sanitary sewer. As part of this project, the municipal water main will be extended approximately 760' to the property. A new pump station will be located on-site which will pump wastewater through approximately 920' of new forcemain. The forcemain will cross Gotham Street and run along the Northeast side of the street and connect to an existing sanitary sewer manhole in Gotham Street, Northwest of the site. The site is currently an overgrown meadow containing brush and small trees.

Hospice intends to begin clearing and earthwork activities later this fall with equipment and manpower provided by various County and Town/Village Municipalities.

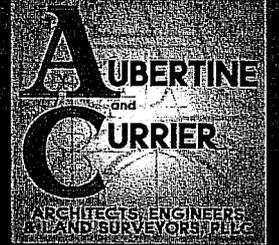
Please do not hesitate to contact me if you have any questions or need additional information.

Sincerely,  
Aubertine and Currier Architects, Engineers & Land Surveyors, PLLC



Timothy F. Titus  
Civil Designer

Attachments  
Cc: Linda Sharlow, Hospice of Jefferson County



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Watertown, New York 13601

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Phone: 315/782-2005

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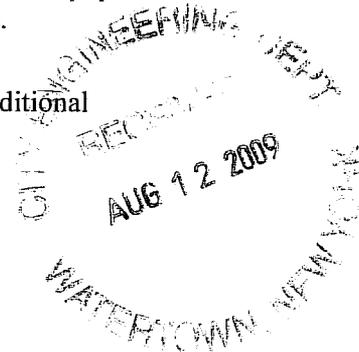
**Managing Partners**  
Michael L. Aubertine, R.A.  
Architect

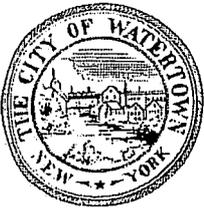
Patrick J. Currier, R.A.  
Architect

**Partners**  
Brian A. Jones, R.A., AIA  
Architect

Matthew R. Morgia, P.E.  
Civil Engineer

Jayson J. Jones, P.L.S.  
Land Surveyor





1869

## CITY OF WATERTOWN SITE PLAN APPLICATION PROCESS

RECEIVED  
AUG 12 2009

The applicant is responsible for completeness of application and inclusion of all required information.

**\*\*INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED\*\***

In order to expedite the Site Plan review process, all applicants are encouraged to have a pre-application meeting with Planning & Engineering staff. Staff can be reached at (315) 785-7740.

In the interest of expediting site plan approvals, the City of Watertown wishes to advise you of the procedures in applying for these referrals:

A. Fill out the Site Plan / Site Plan Waiver - Determination Flow Chart below:

1. Is the use a one, two, or three family dwelling?  
 YES (Site Plan Review is **not** required. You may apply directly for Building Permit.)  
 NO (Go to question 2)
2. Is your building or parking lot construction or expansion less than or equal to 400 sq. ft.?  
 YES (Site Plan Review is not required. You may apply directly for Building Permit.)  
 NO (Go to question 3)
3. Does your building or parking lot construction or expansion exceed 2500 sq. ft.?  
 YES (Site Plan Review required. Submit the Site Plan Application Form.)  
 NO (Go to question 4)
4. Is your proposed building the first on the lot?  
 YES (Site Plan Review required. Submit the Site Plan Application Form.)  
 NO (Go to question 5)
5. Does your project involve a change in the property boundaries?  
 YES (Site Plan Review required. Submit the Site Plan Application Form.)  
 NO (Go to question 6)
6. Does your building or parking lot construction or expansion change or impair the overall grading, circulation, drainage, utility services, and appearance and visual effect of the property?  
 YES (Site Plan Review required. Submit the Site Plan Application Form.)  
 NO (\*Site Plan Waiver allowed. Submit the Site Plan Waiver Form.)

\* The City of Watertown Planning Board reserves the right to require Site Plan Review.

B. When Jefferson County Planning Board review is necessary, one additional set is required. **SUBMISSION MUST CONTAIN COMPLETE COLLATED SETS OF ALL DATA.**  
 A complete submittal set at a minimum contains the following:

1. For Site Plan Approval \*
  - 15 sets** - At least 3 full size, including one original full size.
    - Remaining sets can be 11x17 if legible.
    - Completed Site Plan Application (see attached application form).
  - \* City Council Approval is required for Site Plans.
  
2. For Site Plan Waiver Approval \*\*
  - 10 sets** - At least 3 full size, including one original full size.
    - Remaining sets can be 11x17 if legible
    - Completed Site Plan Waiver Application (see attached application form).
  - \*\* Site Plan approval of City Council would be waived by the City of Watertown Planning Board.

C. Address submittals to:

Kurt W. Hauk, P.E.  
 City Engineer  
 Room 305, City Hall  
 245 Washington Street  
 Watertown, NY 13601

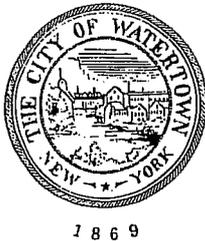
35  
 AUG 12 2009

D. A **\$50.00** application fee must accompany the submittal.  
 A **\$50.00** application fee must accompany each resubmittal. You will be notified by the Engineering Department if an application requires a resubmittal.  
 Make checks payable to the City of Watertown.

E. All Site Plan submittals must be received by the City Engineer at least 14 calendar days prior to the next Planning Board Meeting; 21 calendar days if Jefferson County Planning Board action is necessary. Failure to meet the submittal deadline will result in **not** making the agenda for the upcoming Planning Board Meeting. **THERE ARE NO EXCEPTIONS.** The City Planning Board meets on the first Tuesday of each month at 1:30 P.M. in the City Council Chambers on the 3<sup>rd</sup> Floor of City Hall.

CITY OF WATERTOWN PLANNING BOARD 2009 (1 <sup>ST</sup> TUES. MONTH)		CITY OF WATERTOWN CITY COUNCIL 2009 (1 <sup>ST</sup> & 3 <sup>RD</sup> MONDAY @ 7 PM)		JEFFERSON COUNTY PLANNING BOARD 2009 (LAST TUES. MONTH)	
MEETING DATE	DEADLINE	MEETING DATE		MEETING DATE	DEADLINE
Jan. 6	Dec. 23	Jan. 5, 20★		Jan. 27	Jan. 13
Feb. 3	Jan. 20	Feb. 2, 17★		Feb. 24	Feb. 10
March 3	Feb. 17	March 2, 16		March 31	March 17
April 7	March 24	Apr. 6, 20		April 28	April 14
May 5	April 21	May 4, 18		May 26	May 12
June 2	May 19	Jun. 1, 15		June 30	June 16
July 7	June 23	July 6, 20		July 28	July 14
Aug. 4	July 21	Aug. 3, 17		<u>Aug. 25</u>	<u>Aug. 11</u>
<u>Sept. 1</u>	<u>Aug. 18</u>	Sept. 8★, 21		Sept. 29	Sept. 15
Oct. 6	Sept. 22	Oct. 5, 19		Oct. 27	Oct. 13
Nov. 3	Oct. 20	Nov. 2, 16		Nov. 24	Nov. 10
Dec. 1	Nov. 17	Dec. 7, 21		Dec. 29	Dec. 15

★ Meeting will be held the next day when Monday is a holiday



CITY OF WATERTOWN  
SITE PLAN APPLICATION  
AND  
SHORT ENVIRONMENTAL  
ASSESSMENT FORM, PART 1

AUG 12 2009

\*\* Provide responses for all sections. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. Failure to submit required information by the submittal deadline will result in **not** making the agenda for the upcoming Planning Board meeting.

PROPERTY LOCATION

Proposed Project Name: HOSPICE OF JEFFERSON Co. - NEW RESIDENTIAL CENTER  
Tax Parcel Number: 18-13-103.200  
Property Address: 1398 GOTHAM STREET  
Existing Zoning Classification: PDD #24

OWNER OF PROPERTY

Name: HOSPICE OF JEFFERSON Co. INC. ATTN: LINDA SHARLOW  
Address: 425 WASHINGTON STREET  
WATERTOWN N.Y. 13601  
Telephone Number: 315-788-7323  
Fax Number: 315-785-9932

APPLICANT

Name: AUBERTINE AND CURRIER PLLC., ATTN: MATTHEW R. MORGIA, PE  
Address: 522 BRADLEY STREET  
WATERTOWN N.Y. 13601  
Telephone Number: 315-782-2005  
Fax Number: 315-782-1472  
Email Address: mrm@aubertinecurrier.com

ENGINEER/ARCHITECT/SURVEYOR

Name: AUBERTINE AND CURRIER PLLC  
Address: 522 BRADLEY STREET  
WATERTOWN N.Y. 13601  
Telephone Number: 315-782-2005  
Fax Number: 315-782-1472  
Email Address: \_\_\_\_\_

**PROJECT DESCRIPTION**

Describe project and proposed use briefly:

NEW 17,000 SF SINGLE STORY BUILDING THAT WILL  
INCLUDE OFFICES FOR HOSPICE AND AN 8 BED  
RESIDENTIAL CENTER. PROJECT WILL ALSO INCLUDE  
1,120 MAINTENANCE BUILDING, UTILITY EXTENSIONS  
AND PARKING AREAS.

Is proposed Action:

- New       Expansion       Modification/Alteration

AUG 12 2009

Amount of Land Affected:

Initially: 5.0 Acres      Ultimately: 5.0 Acres

Will proposed action comply with existing zoning or other existing land use restrictions?

- Yes       No      If no, describe briefly

What is present land use in vicinity of project?

- Residential       Industrial       Commercial       Agriculture  
 Park/Forest/Open Space       Other

Describe: CHURCH

Does project involve a permit approval, or funding, now or ultimately from any other Governmental Agency (Federal, State or Local)?

- Yes       No      If yes, list agency(s) and permit/approval(s)

State Senator Member Item, NYSERDA Grant  
DDH Certificate of Need

Does any aspect of the project have a currently valid permit or approval?

- Yes       No      If yes, list agency(s) and permit/approval(s)

As a result of proposed project, will existing permit/approval require modification?

Yes       No

Proposed number of housing units (if applicable): N/A

Proposed building area: 1<sup>st</sup> Floor 18,120 Sq. Ft.  
2<sup>nd</sup> Floor \_\_\_\_\_ Sq. Ft.  
3<sup>rd</sup> Floor \_\_\_\_\_ Sq. Ft.  
Total 18,120 Sq. Ft.

Area of building to be used for the boiler room, heat facilities, utility facilities and storage: 700 sf + 1,120 sf Maintenance Bldg. Sq. Ft.

Number of parking spaces proposed: 65 WITH 3 HANDICAPPED SPACES

Construction Schedule: EARTH WORK 2009  
SITE & BLDG SPRING 2010

Hours of Operation: 8AM - 5PM (OFFICES) 24HR/7DAY (RESIDENTIAL CENTER)

Volume of traffic to be generated: \_\_\_\_\_ ADT



## REQUIRED DRAWINGS:

\*\* The following drawings with the listed information ARE REQUIRED, NOT OPTIONAL. If the required information is not included and/or addressed, the Site Plan Application will **not** be processed.

### BOUNDARY & TOPOGRAPHIC SURVEY

(Depict existing features as of the date of the Site Plan Application. This Survey and Map must be performed and created by a Professional Land Surveyor licensed and currently registered to practice in the State of New York. This Survey and Map must be stamped and signed with an original seal and signature on at least one copy, the rest may be copies thereof.

All elevations are National Geodetic Vertical Datum of 1929 (NGVD29).

1' contours are shown & labeled with appropriate spot elevations.

All existing features on and within 50 feet of the subject property are shown and labeled.

All existing utilities on and within 50 feet of the subject property are shown and labeled.

All existing easements and/or right-of-ways are shown and labeled.

Existing property lines (bearings & distances), margins, acreage, zoning, existing land use, reputed owner, adjacent reputed owners & tax parcel numbers are shown and labeled.

The north arrow & graphic scale are shown.

### DEMOLITION PLAN (If Applicable)

All existing features on and within 50 feet of the subject property are shown and labeled.

All items to be removed are labeled in darker text.

### SITE PLAN

All proposed above ground features are depicted and clearly labeled.

All proposed features are clearly labeled "proposed".

All proposed easements & right-of-ways are shown and labeled.

Land use, zoning, & tax parcel number are shown.

- The Plan is adequately dimensioned including radii.
- The line work & text for all proposed features is shown darker than existing features.
- All vehicular & pedestrian traffic circulation is shown including a delivery or refuse vehicle entering and exiting the property.
- Proposed parking & loading spaces including ADA accessible spaces are shown and labeled.
- Refuse Enclosure Area (Dumpster), if applicable, is shown. Section 161-19.1 of the Zoning Ordinance states, "No refuse vehicle or refuse container shall be parked or placed within 15 feet of a party line without the written consent of the adjoining owner, if the owner occupies any part of the adjoining property".
- The north arrow & graphic scale are shown.

**GRADING PLAN**

- All proposed below ground features including elevations & inverts are shown and labeled.
- All proposed above ground features are shown and labeled.
- The line work & text for all proposed features is shown darker than existing features.
- All proposed easements & right-of-ways are shown and labeled.
- 1' existing contours are shown dashed & labeled with appropriate spot elevations.
- 1' proposed contours are shown & labeled with appropriate spot elevations.
- All elevations are National Geodetic Vertical Datum of 1929 (NGVD29).
- Sediment & Erosion control are shown & labeled on the grading plan unless separate drawings have been provided as part of a Stormwater Pollution Prevention Plan (SWPPP).

**UTILITY PLAN**

- All proposed above & below ground features are shown and labeled.
- All existing above & below ground utilities including sanitary, storm water, water, electric, gas, telephone, cable, fiber optic, etc. are shown and labeled.

- All proposed easements & right-of-ways are shown and labeled.
- The Plan is adequately dimensioned including radii.
- The line work & text for all proposed features is shown darker than existing features.
- The following note has been added to the drawings stating, "All water main and service work must be coordinated with the City of Watertown Water Department. The Water Department requirements supercede all other plans and specifications provided."

**LANDSCAPING PLAN**

- All proposed above ground features are shown and labeled.
- All proposed trees, shrubs, and other plantings are shown and labeled.
- All proposed landscaping & text are shown darker than existing features.
- All proposed landscaping is clearly depicted, labeled and keyed to a plant schedule that includes the scientific name, common name, size, quantity, etc.
- For additional landscaping requirements where nonresidential districts and land uses abut land in any residential district, please refer to Section 310-59, Landscaping of the City's Zoning Ordinance.
- Site Plan complies with and meets acceptable guidelines set forth in Appendix A - Landscaping and Buffer Zone Guidelines (August 7, 2007).**

**PHOTOMETRIC PLAN (If Applicable)**

- All proposed above ground features are shown.
- Photometric spot elevations or labeled photometric contours of the property are clearly depicted. Light spillage across all property lines shall not exceed 0.5 foot-candles.

**CONSTRUCTION DETAILS & NOTES**

- All details and notes necessary to adequately complete the project including, but not limited to, landscaping, curbing, catch basins, manholes, water line, pavement, sidewalks, trench, lighting, trash enclosure, etc. are provided.
- Maintenance & protection and traffic plans & notes for all required work within City streets including driveways, water laterals, sanitary laterals, storm connections, etc. are provided.

- The following note must be added to the drawings stating:  
"All work to be performed within the City of Watertown margin will require sign-off from a Professional Engineer, licensed and currently registered to practice in the State of New York, that the work was built according to the approved site plan and applicable City of Watertown standards. Compaction testing will be required for all work to be performed within the City of Watertown margin and must be submitted to the City of Watertown Codes Department."

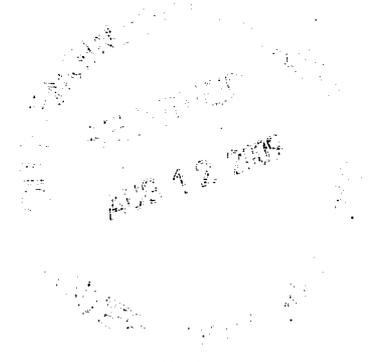
**PRELIMINARY ARCHITECTURAL PLANS** (If Applicable)

- Floor plan drawings, including finished floor elevations, for all buildings to be constructed are provided.
- Exterior elevations including exterior materials and colors for all buildings to be constructed are provided.
- Roof outline depicting shape, slope and direction is provided.

**ENGINEERING REPORT**

**\*\* The engineering report at a minimum includes the following:**

- Project location
- Project description
- Existing & proposed sanitary sewer flows & summary
- Water flows & pressure
- Storm Water Pre & Post Construction calculations & summary
- Traffic impacts
- Lighting summary
- Landscaping summary



GENERAL INFORMATION

ALL ITEMS ARE STAMPED & SIGNED WITH AN ORIGINAL SIGNATURE BY A PROFESSIONAL ENGINEER, ARCHITECT, LANDSCAPE ARCHITECT, OR SURVEYOR LICENSED AND CURRENTLY REGISTERED TO PRACTICE IN THE STATE OF NEW YORK.

If required, a copy of the Stormwater Pollution Prevention Plan (SWPPP) submitted to the NYSDEC will also be sent to the City of Watertown Engineering Department.

If required, a copy of all submittals sent to the New York State Department of Environmental Conservation (NYSDEC) for the sanitary sewer extension permit will also be sent to the City of Watertown Engineering Department

If required, a copy of all submittals sent to the New York State Department of Health (NYSDOH) will also be sent to the City of Watertown Engineering Department.

Signage will not be approved as part of this submission. It requires a sign permit from the Codes Department. See Section 310-52.2 of the Zoning Ordinance.

Plans have been collated and properly folded.

Explanation for any item not checked in the Site Plan Checklist.

Additional items pending further design.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Completed SEQR – <sup>LONG</sup> ~~Short~~ Environmental Assessment Form – Part I.  
\*A copy of the SEQR Form can be obtained from the City of Watertown website.

**SIGNATURE**

I certify that the information provided above is true to the best of my knowledge.

Applicant (please print) Matthew R. Morgio, PE

Applicant Signature Matthew R. Morgio Date: 8/11/2009

## Excerpt From Planning Board's 9/1/09 Meeting Minutes

### SITE PLAN APPROVAL REQUEST – 1398 GOTHAM STREET – PARCEL NO. 13-18-103.200

The next item on the agenda is the site plan approval request submitted by Timothy F. Titus of Aubertine and Currier on behalf of Hospice of Jefferson County to build a 17,000 square foot residential center at 1398 Gotham Street, Parcel No. 13-18-103.200. Present were Tim Titus, Mike Aubertine and Matt Morgia to review the project. They explained that the subdivision was completed earlier this year to subdivide 5.92 acres, and they have a zone change from Residence A to a PDD. They continued to say that they are well within the setback requirements for the building, which will be 17,300 square feet containing both office and residential area, as well as an accessory structure for a garage. They have met the parking requirements, dividing it up between the office space and residential portion, totaling 68 parking spaces, which is well within the requirements needed for this use.

They went on to explain that the utilities for this property will have to be extended 700 feet for water and 900 feet for sewer, and that they will be creating a pump station on the property as well. The storm water drainage will be directed to the side and back to a storm water management pond that will be located in the rear of the building. There will be a berm with trees in the front of the building and within the parking areas as well as some trees in the back. Mr. Titus then addressed the comments made on the Planning Board memo, and he said that they still have to finalize the storm water plan, lighting (they are working with NYSERDA on this issue), and that they are working on the force main issues with the pump station. Mr. Harris noted that they have turned in a preliminary site plan and asked if they would come back to the Planning Board, and Mr. Titus replied that they would, after they have addressed the issues. Mr. Harris inquired about a second entrance for the property.

Captain DeMar asked about the flow testing, and Mr. Titus replied that there is strong pressure and volume at that site from the tests that they have completed. Captain DeMar then inquired about the second entrance, and he explained that in case of an emergency and the first entrance was blocked due to some sort of accident, they would really like to see a second entrance in order to gain access if there were a fire or needed emergency personnel at the building. Captain DeMar said that the second entrance could be graveled if not paved, as long as it was wide enough and strong enough to hold a fire truck. Mr. Titus explained that given the nature of the use, there is very low traffic in and out of the site, and they do not think it would be justified having another entrance into this residential facility, but that a graveled drive could be possible for emergency access only. Captain DeMar then asked if there is access all around this site, and Mr. Titus responded that there will be a permeable path around the site and gravel road access around the rear. They were planning to gravel the rear access drive to keep costs down. Captain DeMar asked if this was all one building, and Mr. Aubertine replied that it is considered two buildings. Captain DeMar then asked if there is a water connection for both buildings, and Mr. Aubertine replied that the office is not required to be sprinklered but that the residence portion is.

Mr. Aubertine stated again that as far as the lighting is concerned, they are continuing to work with NYSERDA, and they will have site lighting and building lighting, and they will have drop down lighting during different parts of the day. Mrs. Freda asked about when the light plan would be established, and Mr. Aubertine replied it should be done in a month. He also discussed the schedule for building and stated that the Department of Health would have an approval by the second week of January, but that they do have support from the local towns and villages to agree to help clear the site to put in the base for the building. They discussed this timeline with the reason that they would like to have a base for the building done for one freeze and thaw cycle. There was then some discussion as to if they should be granted approval or have the application tabled. Mr. Mix explained that if the Planning Board desired, they could recommend approval which would mean they would get City Council approval at the September 21, 2009 City Council meeting if they have met all the conditions at that time.

Mrs. Freda then inquired as to the exact use of the building, asking if some background could be provided as to what would be occurring on the site. Mike Forbes was present from Hospice of Jefferson County to explain that they have outgrown their present facility and that there is a need for a primary care giver for people who do not have one. As of now, Hospice is only able to help those who have primary care givers. For those without a primary care giver, they need a place to go, thus creating the need for the residential building. There was a short discussion on whether the tree species change was acceptable along with the foundation plantings. Mr. Lumbis said it was. Mr. Titus said that there were going to be some foundation plantings near the rear. Hospice said that they will have a memorial gardens and other plantings.

Mrs. Freda moved to recommend site plan approval for 1398 Gotham Street, Parcel No. 13-18-103.200, conditioned upon the following:

1. Consideration should be given to adding trees around the perimeter of the 30-space parking lot, changing the ash tree varieties specified to different species of trees and adding trees and foundation plantings around the building.
2. Provide final storm water calculations, storm water management pond calculations, elevations, and a copy of the SWPPP.
3. Provide a copy of all submittals sent to NYS Department of Health for the water main extension.
4. Per 10 States Recommended Standards for Wastewater Facilities 2004 Edition, the minimum force main diameter shall not be less than 4 inches if it is to be dedicated to the City. Provide calculations utilizing a 4 inch diameter force main.
5. Provide a copy of all submittals sent to NYS DEC for the sanitary sewer extension.
6. Provide a Photometric Plan if lighting is proposed for the site.

7. Provide a copy of the proposed easements for the water main and sanitary sewer to the Engineering Department for approval. The easements shall then be obtained from the property owner by the applicant, filed with the County Clerk and a copy sent to the City Engineering prior to dedication of the utility mains to the City.
8. Add another entrance from Gotham Street. Emergency access only is acceptable.
9. Move the fire hydrant, located near Gotham Street, to the rear portion of the western parking lot.

The motion was seconded by Mr. Harris. All voted in favor.



**Department of Planning**  
175 Arsenal Street  
Watertown, NY 13601

Donald R. Canfield  
Director of Planning

(315) 785-3144  
(315) 785-5092 (Fax)

August 27, 2009

Jacqueline S. Longton, Planner  
City of Watertown  
245 Washington Street, Room 304  
Watertown, New York 13601



Re: Hospice of Jefferson County, Site Plan Review, JCDP File # C 8 - 09

Dear Jacqueline:

On August 25, 2009 the Jefferson County Planning Board reviewed the above referenced project, referred pursuant to General Municipal Law, Section 239m.

The Board adopted a motion that the project does not have any significant County-wide or intermunicipal issues and is of local concern only.

During the review the County Planning Board determined that because the project involves more than an acre of soil disturbance, an erosion and sediment control plan and a storm-water pollution prevention plan will need to be completed and coordinated with the NYS DEC prior to site disturbance.

Furthermore, the County Planning Board has the following local advisory comments:

The proposed storm water system shows an outlet from the detention area that could potentially allow storm water to discharge onto adjacent property. The City Engineer should review the plan and drainage calculations to ensure that the proposed storm water drainage system will not have a negative impact on the adjacent property.

As required by Article IX, Section 310-56 of the City Zoning Law, the local board should ask the applicant to submit a construction schedule.

The City should review the proposed curb cut to ensure safe sight distance for the access onto Gotham St.

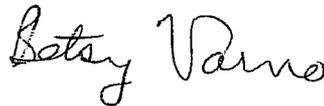
A lighting plan was not submitted. The local board should ask that one be provided.

The applicant will be required to submit an application for a commercial sign permit.

Please note that the advisory comments are not a condition of the County Planning Board's action. They are listed to assist the local board in its review of the project. The local board is free to make its final decision.

General Municipal Law, Section 239m requires the local board to notify the County of its action on this matter within thirty (30) days after taking a final action.

Sincerely,

A handwritten signature in cursive script that reads "Betsy Varno".

Betsy Varno  
Community Development Coordinator

BV

Ord No. 1

January 25, 2010

To: The Honorable Mayor and City Council  
From: James E. Mills, City Comptroller  
Subject: Bond Ordinance – Sidewalk Special Assessment District #5

Included in the FY 2009-10 Capital Budget was funding in the amount of \$50,000 to cover the total construction costs associated with the sidewalk special assessment district #5. The spring 2010 program will include 535 Thompson Boulevard and 557 Thompson Boulevard.

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 will only borrow the property owners costs, as the City's share of the costs associated with the sidewalk program was funded with a transfer from the General Fund.

**ORDINANCE**

An Ordinance Authorizing the Issuance of \$50,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Construction or Reconstruction of Sidewalks at Various Locations Within the City

Page 1 of 5

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***

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 February 1, 2010, 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 Councilman \_\_\_\_\_, who moved its adoption, seconded by Councilman \_\_\_\_\_, to wit:

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

WHEREAS, it is now desired to authorize the financing of such capital 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 the cost of the construction or reconstruction of sidewalks at various locations within the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, there are hereby authorized to be issued \$50,000 bonds of said City pursuant to the provisions of the Local Finance Law.

# ORDINANCE

An Ordinance Authorizing the Issuance of \$50,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Construction or Reconstruction of Sidewalks at Various Locations Within the City

Page 2 of 5

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 maximum estimated cost of the aforesaid class of objects or purposes is \$50,000 and that the plan for the financing thereof is by the issuance of the \$50,000 bonds of said City authorized to be issued pursuant to this bond ordinance.

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 upon abutting property owners of such sidewalks a special assessment to pay such portion of the principal of and interest on such obligations, as the same become due and payable, as shall be established in proceedings under Section 93 of the City Charter.

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 order or rule of the State

# ORDINANCE

An Ordinance Authorizing the Issuance of \$50,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Construction or Reconstruction of Sidewalks at Various Locations Within the City

Page 3 of 5

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

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 1.150-2. 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
- (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



**ORDINANCE**

An Ordinance Authorizing the Issuance of \$50,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Construction or Reconstruction of Sidewalks at Various Locations Within the City

Page 5 of 5

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 February 1, 2010, 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 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 February \_\_\_\_\_, 2010.

\_\_\_\_\_  
City Clerk

(CORPORATE

Public Hearing – 7:30 p.m.

January 27, 2010

To: The Honorable Mayor and City Council  
From: Kenneth A. Mix, Planning and Community Development Coordinator  
Subject: 2010 Small Cities CDBG Application Public Hearing

The first of two public hearings required for this year's Small Cities Community Development Block Grant Application has been scheduled for Monday, February 1, 2010 at 7:30 p.m. The Office of Community Renewal has announced that applications are due by April 23, 2010.

Attached is a copy of the information that will be handed out at the public hearing. The purpose of this public hearing is to hear comments on the City's past performance with the program and to gather ideas for this year's application. I will be available to give a short presentation of the required information at the beginning of the public hearing and to answer questions.

**CITY OF WATERTOWN**  
Community Development Plan

**SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

The City of Watertown has been active in the Small Cities Community Development Block Grant Program for more than 30 years. Applications have been submitted every year since the program was created in 1978. Twenty-four of them have been successful, generating more than \$12 Million of federal grant funding to support local community development activities in the city, as follows:

1979,1980,1981	3-Year Comprehensive Program	\$1,550,000
1982	Single Purpose Public Facilities Improvements	\$478,588
1983 Jobs Bill	Single Purpose Economic Development	\$150,500
1983/1984	Comprehensive Program	\$1,000,000
1985	Comprehensive Program	\$600,000
1986	Single Purpose Housing Rehabilitation	\$400,000
1987	Comprehensive Program	\$600,000
1988	Comprehensive Program	\$600,000
1989	Single Purpose Housing Rehabilitation	\$400,000
1990	Single Purpose Public Facilities Improvements	\$400,000
1991	Single Purpose Home Ownership	\$400,000
1994	Single Purpose Home Ownership	\$400,000
1995	Single Purpose Home Ownership	\$400,000
1996	Single Purpose Economic Development	\$600,000
1999	Single Purpose Housing Rehabilitation	\$400,000
2000	Single Purpose Housing Rehabilitation	\$400,000
2002	Comprehensive Program (Emerson Place Redevelopment)	\$750,000
2003	Public Facilities Related to the Emerson Place Redevelopment	\$170,500
2004	Single Purpose Housing Rehabilitation	\$400,000
2005	Single Purpose Home Ownership	\$400,000
2006	Single Purpose Housing Rehabilitation	\$200,000
2007	Comprehensive Program (Franklin Building Redevelopment)	\$650,000
2008	Single Purpose Rental Rehabilitation & Downtown Apartments	\$400,000
2009	Single Purpose Rental Rehabilitation & Downtown Apartments	\$400,000

Most of this funding has been used to support housing rehabilitation, home ownership and other neighborhood revitalization projects; and traditionally those activities were focused in target areas that were designated for each program. That approach focused the available resources in limited areas in order to maximize the impact of the public investment and encourage property owners to invest in additional improvements with their own resources. Lately, these programs have been administered on a city-wide basis in order to make those resources available to the properties where that assistance is needed most.

Economic development activities have been included in several comprehensive programs and supported by the Jobs Bill funding that was received in 1983. A single purpose grant was also received in 1996 to support loans for two local businesses that created new employment opportunities in Watertown.

Small Cities funding has also been used to support private redevelopment projects that create new housing and employment opportunities for lower income people in the city. Grants were received in 2002 and 2003 to support the Emerson Place Redevelopment off State Street; and the grant received in 2007 will support redevelopment of the Franklin Building on Public Square.

# CITY OF WATERTOWN

## OWNER-OCCUPIED HOUSING REHABILITATION

### HOUSEHOLD INCOME LIMITS FOR CDBG FINANCING ELIGIBILITY

Applicable to non-metropolitan areas in New York State

(Effective March 11, 2009)

<u>Family Size</u>	<u>80% of Median</u> (Eligible)	<u>50% of Median</u> (Priority)
1 Person	\$30,750	\$19,200
2 Person	\$35,100	\$21,950
3 Person	\$39,500	\$24,700
4 Person	\$43,900	\$27,450
5 Person	\$47,400	\$29,650
6 Person	\$50,900	\$31,850
7 Person	\$54,450	\$34,050
8 Person	\$57,590	\$36,250

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Income Limits for Households larger than Eight Persons are determined by adding \$3,500 (80% of Median) or \$2,200 (50% of Median) for each additional person in the household. These figures are adjusted annually to match the Income Limits established by the U.S. Department of Housing and Urban Development for the Section 8 Rental Assistance Program.

Source: HUD NOTICE PDR-2009-01 dated March 11, 2009  
From: Brian D. Montgomery  
Assistant Secretary for Housing - Federal Housing Commissioner  
Re: Fiscal Year 2009 Income Limits  
for Public Housing and Section 8 Programs

Public Hearing – 7:30 p.m.

January 27, 2010

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Establishing Assessment Charge, Spring 2010  
Sidewalk Improvement Special Assessment Program

On December 7, 2009, the City Council approved the establishment of the Spring 2010 Sidewalk Improvement Special Assessment. Notices were sent to all property owners in the defined area notifying them of their inclusion in this year's program and also notifying them of the Public Hearing to consider whether all or a portion of the cost for the proposed sidewalk improvements should be a charge or expense upon the abutting property owner. The Spring 2010 program includes the following located at 535 Thompson Boulevard and 557 Thompson Boulevard.

As you will recall, under the Charter provisions related to Special Assessment Programs, after a Public Hearing, the City Council must officially determine whether all or a portion of the cost for the proposed sidewalk improvements should be a charge or expense upon the abutting property owner. As detailed in the cover memo to the December 7, 2009 resolution, Staff prepared the notices to property owners using the \$5.00 per sq.ft. price, which is the price charged to those property owners who participated in the 2006, 2007, 2008 and 2009 Sidewalk Improvement Special Assessment. The attached memorandum from City Engineer Kurt Hauk provides a breakdown of costs for the four previous Sidewalk Special Assessment seasons.

As in previous years, this Special Assessment Program provides taxpayers with an opportunity to pay the cost of work performed by the City over a ten-year period. Property owners will have the option of having the City perform the work, hiring a contractor to do the work, or doing the work themselves.

In support of the spring 2010 Sidewalk Improvement Special Assessment, a Public Hearing has been scheduled for Monday, February 1, 2010, at 7:30 p.m., in City Council Chambers. Following that Public Hearing the City Council can consider the attached resolution, which establishes the assessment charge for the Spring 2010 Sidewalk Improvement Special Assessment.

Establishing Assessment Charge for Sidewalks, Spring 2010 Pursuant to Section 93 of the City Charter

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**

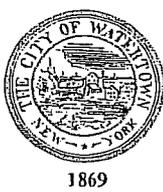
\_\_\_\_\_

WHEREAS a public hearing was held in accordance with Section 93 of the City Charter on February 1, 2010 at 7:30 p.m. to hear public comment concerning whether all or a portion of the cost for proposed sidewalk improvements to the properties identified as 535 Thompson Boulevard and 557 Thompson Boulevard which constitute the Spring 2010 special assessment district, shall be a charge or expense upon the abutting properties, and

WHEREAS the City Council has determined that it shall fix the charge to be paid by the abutting property owner at \$\_\_\_\_\_ per square foot, with the remaining cost being paid by the City,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown, pursuant to Section 93 of the City Charter, hereby fixes the charge to be paid for the proposed sidewalk improvements to 535 Thompson Boulevard and 557 Thompson Boulevard which constitute the Spring 2010 special assessment district to be paid by the abutting property owner at \$ \_\_\_\_\_ per square foot, with the remaining cost being paid by the City.

**Seconded by**



CITY OF WATERTOWN  
ENGINEERING DEPARTMENT  
MEMORANDUM



DATE: 19 November 2009

TO: Mary Corriveau, City Manager

FROM: Kurt Hauk, City Engineer *KH*

SUBJECT: Proposed 2010 Sidewalk District #5

The Engineering Department has evaluated and recommends the following areas for the Spring 2010 Sidewalk District #5. The properties constituting District #5 are listed below totaling 4268 SF of sidewalk.

#	Street	Owner	Tax Parcel
535	Thompson Blvd	First Church of the Nazarene	12-13-117.009, 12-13-117.010, 1213117
557	Thompson Blvd	Degel Israel	12-13-117.007

These properties were originally presented at the 13 October work session as a potential for Sidewalk District #6 that, if approved, would come into effect after 1 July 2010 and the new budget. However, I am recommending that this section be moved up due to the fact that the sidewalks for 535 Thompson Blvd were cited by the Codes Enforcement Office on 26 August 2009. These walks have been included in the proposed District #5 as a way to lessen the financial burden. If repair of this sidewalk is not completed as part of the Sidewalk Program, it will have to be replaced using the normal procedures.

The breakdowns of costs for the four previous Sidewalk Program construction seasons are shown below.

<u>Season</u>	<u>Labor &amp; Materials</u>	<u>SF Completed</u>	<u>Unit Cost</u>
2009	\$147,024	18,952 SF	\$7.76/SF
2008	\$179,554	18,549 SF	\$9.67/SF
2007	\$208,624	21,449 SF	\$9.72/SF
2006	\$ 99,757	12,510 SF	\$7.97/SF

A public hearing will need to be scheduled for 1 February, 2010. The City Council will set the rate each property owner will be charged at that meeting. The current rate is \$5.00/SF.

After the December 7, 2009 meeting each property owner will be sent a copy of their inspection report and the estimate for repairs based on the current \$5/SF rate. They will also receive paperwork explaining the Sidewalk Program, the Special Assessment District, and a contact number for any questions. Once the actual rate for District #5 is determined, if there is a change, revised estimates will be sent based on the new rate.

Public Hearing – 7:30 p.m.

January 26, 2010

To: The Honorable Mayor and City Council

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

Subject: Request for a Special Use Permit to Allow a Sweat Furnace Operation at 301 Pearl Street, Parcel No. 04-01-101.000

The City Council has scheduled a public hearing on the above subject request submitted by Cowlco Alloys & Metal, Inc. for 7:30 p.m. on Monday, February 1, 2010.

The Planning Board reviewed the request at its January 5, 2010, meeting and adopted a motion recommending that the City Council approve the Special Use Permit with the conditions listed in the resolution. Attached is a copy of the report prepared for the Planning Board and an excerpt from its Minutes.

Also attached is a letter from an attorney representing a nearby property owner. The applicant has also submitted additional information about its operation which is included in each Council Member's agenda package.

The City Council must respond to each of the questions in Part II of the Short Environmental Assessment Form before it may vote on the attached resolution. The resolution states that the proposed use will not have a significant effect on the environment and approves the Special Use Permit.

# RESOLUTION

Page 1 of 2

Approving Special Use Permit Request Submitted by Cowlco Alloy & Metals, Inc. to Allow a Sweat Furnace Operation Located at 301 Pearl Street, Parcel No. 04-01-101.000.

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

### *Introduced by*

Council Member Jeffrey M. Smith

WHEREAS Cowlco Alloys & Metals, Inc. has made an application for a Special Use Permit to allow a sweat furnace operation located at 301 Pearl Street, Parcel No. 04-01-101.000, and

WHEREAS the Planning Board of the City of Watertown reviewed the request for a Special Use Permit at its meeting held on January 5, 2010, and recommended that the City Council of the City of Watertown approve the request with the following conditions:

1. The applicant must obtain a letter from the property owner authorizing the Special Use Permit application.
2. That initial and continual inspections by the EPA is required for the sweat furnace operation and the results of those inspections shall be sent to the City of Watertown Codes Bureau. If their certification is lost from the EPA, for any reason, their Special Use Permit is then revoked.
3. That the smelting and junk yard operations and the scrap storage are to be limited to within the building only,
4. That the Special Use Permit expires after a 5 year period to allow the Planning Board and City Council to reevaluate the operation.

And,

WHEREAS a public hearing was held on the proposed Special Use Permit on February 1, 2010, after due public notice, and

WHEREAS the City Council has reviewed the Short Environmental Assessment Form, responding to each of the questions contained in Part II and has determined that the proposed project will not have a significant effect on the environment,

# RESOLUTION

Page 2 of 2

Approving Special Use Permit Request Submitted by Cowlco Alloy & Metals, Inc. to Allow a Sweat Furnace Operation Located at 301 Pearl Street, Parcel No. 04-01-101.000.

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

THEREFORE BE IT RESOLVED that the City Council of the City of Watertown declares that the proposed Special Use Permit to allow a sweat furnace operation is an Unlisted Action for the purposes of SEQRA and hereby determines that the project will not have a significant effect on the environment, and

BE IT FURTHER RESOLVED by the City Council of the City of Watertown, New York, that a Special Use Permit is hereby granted to Cowlco Alloys & Metals, Inc. to allow a sweat furnace operation located at 301 Pearl Street, Parcel No. 04-01-101.000 with the conditions recommended by the Planning Board as listed above.

**Seconded by** Council Member Joseph M. Butler, Jr.



# 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

**SUBJECT:** Special Use Permit Approval – 301 Pearl Street *KAM*

**DATE:** December 30, 2009

**Request:** Special Use Permit Approval to allow a Sweat Furnace Operation located at 301 Pearl Street, Parcel Number 04-01-101.000

**Applicant:** Cowlco Alloys & Metal, Inc.

**Proposed Use:** Heavy Industry – Sweat Furnace Operation

**Property Owner:** Railstar Corporation

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### Submitted:

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8 ½" x 11" Copy of Parcel Map: Yes

A Sketch of the Site to Scale: No

Completed Part I of an  
Environmental Assessment Form: Yes

SEQRA: Unlisted Action

County Planning Board Review Required: Yes

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**Comments:** The applicant is proposing to use an existing building (formerly Black Clawson) located at 301 Pearl Street, parcel number 04-01-101.000 for a sweat furnace operation. This operation will recover aluminum and/or steel from scrap automotive parts with the use of a sweat furnace. The proposed use is a combination of a junkyard and a smelting operation, both of which require a special use permit.

The applicant states that the furnace will exceed all EPA standards that are required for this process. The applicant has also verbally stated that all of the scrap metal will be stored inside the building.

The applicant must obtain a letter from the property owner that allows the applicant to apply for the special use permit before the City Council can act on this application. Special Use permits require City Council approval after recommendation from the Planning Board and a Public Hearing. The procedure is outlined in Section 310-67 of the Zoning Ordinance. The standards are in Section 310-52.3.

**Summary:**

- 1.) The applicant must obtain a letter from the property owner allowing the applicant to apply for a special use permit.

cc: Planning Board Members  
City Council Members  
Robert J. Slye, City Attorney  
Justin Wood, Engineer  
Cowlco Alloys & Metal, Inc., 129 N. Rutland Street, Watertown, NY 13601



CITY OF WATERTOWN, NEW YORK  
Special Use Permit Application

I. Applicant Information

Name: Cowlco Alloys & Metal, Inc

Mailing Address: 129 N. Rutland St  
Watertown NY 13601

II. Property Information

Address: 301 Pearl Street,

Tax Parcel #: 4-01,101,000

Property Owner (if not applicant): Railstar Corp.

If applicant is not owner, does applicant have a signed purchase agreement  Yes  No

Zoning District: HI

Attachments Required:

- 8 1/2" x 11" parcel map with tax parcel involved in request outlined with a thick black line
- A sketch of the site drawn to an engineering scale (e.g. 1"=20', 1"= 30')
- Completed Part I of an Environmental Assessment Form (SEQR)

III. Request Information

Proposed Use: Sweet FURNACE OPERATION

Explain Proposal: We will Recover Aluminum from SCRAP Automotive parts with this FURNACE. The FURNACE exceeds ALL EPA STANDARDS, ~~and~~

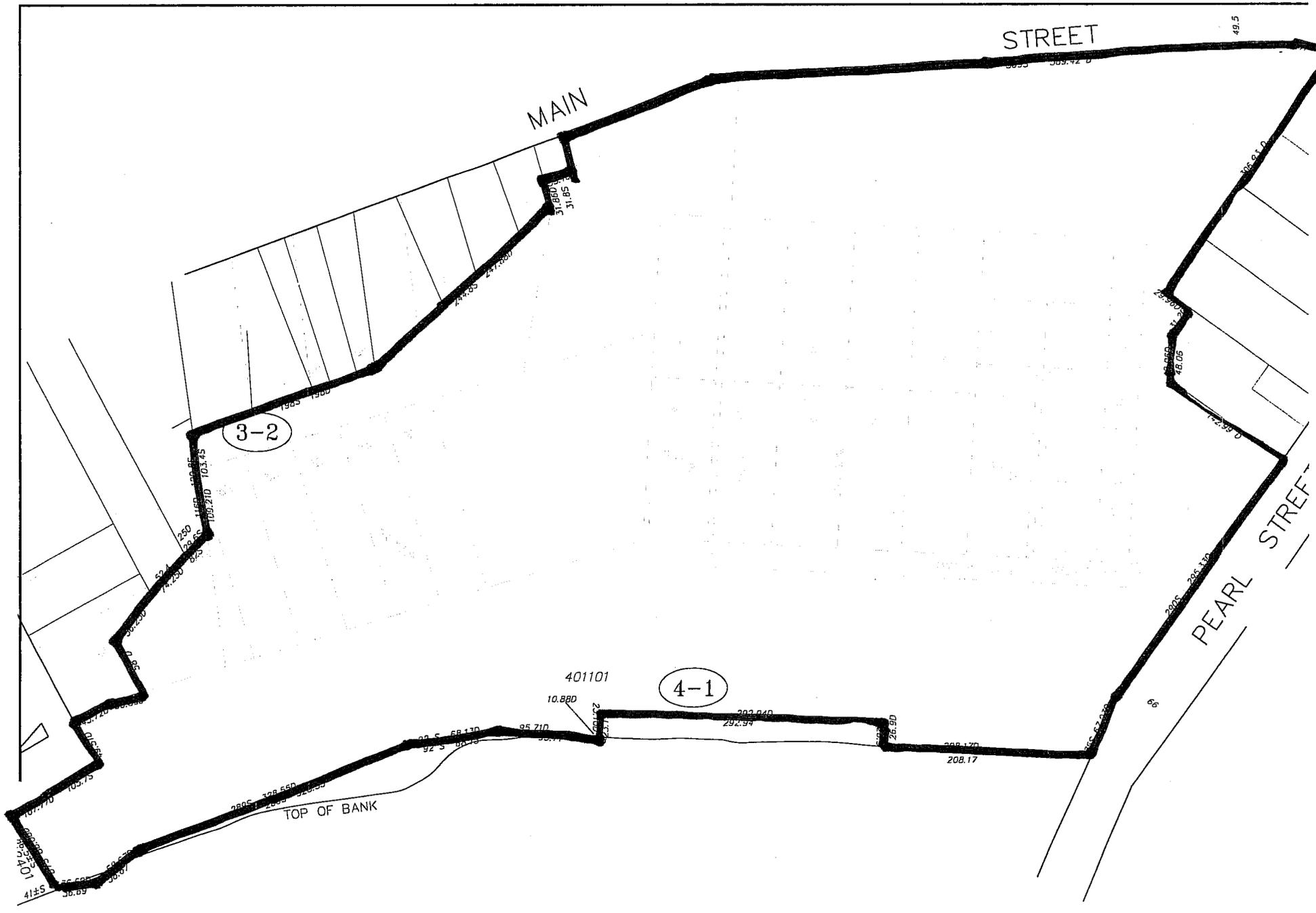
We will also Recover steel with this FURNACE.

Use additional 8 1/2" x 11" sheets as needed.

I certify that the information provided above is true to the best of my knowledge.

Signature: Kathleen M Coates

Date: 12/28/09



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

DISTRICT 4 MAP 1  
 REVISED 3/2007

## **JANUARY 5, 2010 PLANNING BOARD MEETING MINUTES:**

### **SPECIAL USE PERMIT REQUEST – 301 PEARL STREET, PARCEL NO. 04-01-101.000**

The Planning Board then considered a Special Use Permit Request submitted by Cowlco Alloys & Metal, Inc., to allow a sweat furnace operation located at 301 Pearl Street, Parcel No. 04-01-101.000.

Tom Blair was in attendance to represent the applicant as legal counsel. They were hoping to locate here and be the only sweat furnace in Northern New York. They hoped to enter into a long-term lease agreement with the current owner of the property; the site is a former Black Clawson Building. They plan to have a self-contained use with no exterior storage. He explained that there are virtually no emissions from the operation and that they met all the requirements for EPA approval. They said they are working with a firm to certify the equipment with the EPA and that this business will be Empire Zone certified as well as a woman-owned entity. In the first year, they intend to create anywhere from 10 to 23 jobs. Frank Conklin was also present, and he would be the plant manager of the operation.

Mike Pascarella was also present as a consultant. Vince Rose was present and would be the Vice President of Business Development. They submitted a Special Use Permit Request for sweat furnace and junk yard; however, they stated this is already allowed and permitted in a High Industry Zone. They questioned whether the Planning Board even needed to review this request. Mrs. Freda asked Mr. Slye if this was considered an "other use" and that is why it needed a Special Use Permit. Mr. Slye responded that it is listed under Heavy Industry as needing a Special Use Permit for these two uses, smelting and a junk yard.

Mr. Valianos asked if parts were going to be left out in the yard, and Mr. Blair responded that nothing would be left in the yard as they would offload all scrap metal inside the building, which has a 70,000 sq. ft. capacity for inside storage. Mr. Wayte stated that he had concerns that the City had been working on a new vision for the river in that area, and this operation does not fit in with the City's plans. Mr. Conklin stated that there would be no dismantling out in the yard as the entire operation would be contained inside the building. He said the scrap would be put into the machine, heated to a level that would melt the aluminum out of the scrap but leave the metal. The aluminum would collect in a tub area and the two would be separated. Mrs. Freda asked who would buy the iron that is left over, and Mr. Conklin responded that any scrap yard in the area would buy it. He also stated that another byproduct is an ash that also is a sellable product to other scrap yards who would then further melt that ash down for any other small amount of aluminum remaining.

Mr. Wayte inquired about how many truck loads of scrap would be expected in the facility per week, and Mr. Conklin responded that one to two loads in and out per week would be expected. Mr. Valianos then asked if this is something that has to conform to EPA standards, and Mr. Blair responded that everything is in the manufacturing specs explaining that it conforms to EPA standards. Mrs. Freda inquired about EPA inspections, and Mr. Conklin responded that initially they have inspections and then follow up training with more inspections later. Mr. Blair said that there are no real emissions. Mrs. Freda asked if Mr. Conklin would be plant manager, and they responded yes. Mr. Fipps inquired about the types of exhaust emitted, such as any clear or black smoke. Mr. Conklin said that the emissions that are given off are held in a chamber in the machine for 1.5 seconds, which is double the standard, and this process burns off any emissions. Once the flue is opened, there is nothing let out but steam and the occasional fire because it burns so hot.

Mr. Harris stated that this whole process does not seem to fit with the long-term use of the area and inquired about changing the zoning. Mr. Wayte thought that the parcel did not abut the river, and Mr. Harris claimed that it did. Ms. Longton stated that the building is set back, but that the property does abut the river. Mr. Blair said that the building was set back from the river 600 feet. Mr. Wayte said that they were looking at low density housing for the area, and an environmentally friendly residential recreational or commercial entity, such as restaurants, was more of the neighborhood business type feel he was looking to achieve. He stated that he was torn on this issue and thought that this area had potential for other uses.

Mr. Mix said that there is a lot of discussion with the LWRP taking place right now; however, it is only in draft form and not formally adopted at this point. The current zoning does not conflict with the use that is being proposed. Mr. Slye said that the City's position on this is that it is zoned Heavy Industry, and the proposed project can be conducted as a lawful operation. He further stated that the applicant is within his right to make this application. As the Planning Board considers this project, they have the right to consider if it fits into the current district. Mr. Blair stated that an LWRP is great and that the applicant would be willing to work with the City in the future if needed. Mr. Wayte said that the building is set back far enough from the river and there could be a buffer there.

Ms. Longton asked if there is an option to buy, and Mr. Blair responded that there is an agreement in process for a future purchase, but that they were not planning to use the vacant area along the river as they really only want the building for the furnace operation.

Mr. Wood asked if they plan to add any other furnaces, and Mr. Blair responded that they may possibly add another furnace when they grow, which would add another 10 to 12 jobs.

Mr. Harris inquired what they use for flux in this process, and Mr. Conklin said that there is no need to use flux as it is a dry hearth furnace.

Mr. Wayte was concerned about this project and protecting the river area.

Mr. Mix said they tried to finalize the draft of the LWRP with the State and once that happens, they will need City Council approval and the process takes some time. Right now, this project is progressing slowly. Mr. Mix also said that it is possible that a moratorium on development could be put in place, but was not sure the Board wanted to pursue this avenue. Mr. Slye said that there is no guarantee on a zone change whether the LWRP is put into place or not. The City Council's general position is that the neighbor has the right to say if they want their zone to change. If the neighbor does not want to change their zone, then this would not happen and it could continue as Heavy Industry. Mr. Blair said that this is a family-run, locally-run company that recognizes the interest of the community.

Mrs. Freda said that as much as we would like to see mixed use, to have a business like this offering jobs in the area is something that the Planning Board should embrace and since the applicant is willing to work with the City, perhaps in the future when we begin more plans with the LWRP, something could be worked out on that property along the river.

Mr. Wayte said he is all for river development, but this building is set back and it might not be as big of an issue as expected. Ms. Longton submitted a letter from the owner of a nearby property and reported that other phone calls had come into the Planning Office from other property owners that were concerned about this business going in. Ms. Longton also inquired about a letter from the property owner of 301 Pearl Street and asked when that could be received, and Mr. Blair replied within one week.

Mr. Slye suggested that if approval were recommended, the Planning Board could subject that approval to: having a specific time period, three to four years perhaps, when they could reevaluate the project, limit operations within the building, and be updated on any EPA inspections on the site.

Mr. Harris inquired if they could restrict hours of operation, and Mr. Slye said they needed to consider if it would have a negative impact on the neighborhood. Mr. Harris said the company was proposing two 10-hour shifts. Mr. Blair said that the delivery of the large trucks would only occur during business hours. Mr. Conklin said that the noise levels of this type of operation have been tested by OSHA and it will be within the acceptable range.

Mr. Wayte asked if a copy of the inspection certificates could be sent to Code Enforcement.

Mr. Harris said that he is concerned with the amount of ambient noise. Mr. Blair stated that you would hear trucks but you would not hear any noise outside from the operation. Mr. Conklin confirmed this and said that with this type of furnace, no noise is heard outside the building.

Mrs. Freda asked if we limited it to one furnace now and if they grew their business, they would need to come back to the Planning Board. Mr. Slye said no, it is the type of use and not the number of furnaces that is in question. Mr. Harris asked about the geographic area from which the scrap metal is being supplied from, and Mr. Blair replied that it would come from Northern New York to Buffalo and down state. He also said it would come from scrap yards, mostly automotive scrap yards.

With no further discussion, Mrs. Freda moved to recommend the Special Use Permit at 301 Pearl Street, Parcel No. 04-01-101.000 contingent upon:

1. The applicant must obtain a letter from the property owner authorizing the Special Use Permit application.
2. That initial and continual inspections by the EPA is required for the sweat furnace operation and the results of those inspections shall be sent to the City of Watertown Codes Bureau. If their certification is lost from the EPA, for any reason, their Special Use Permit is then revoked.
3. That the smelting and junk yard operations and the scrap storage are to be limited to within the building only,
4. That the Special Use Permit expires after a 5 year period to allow the Planning Board and City Council to reevaluate the operation.

The motion was seconded by Mr. Valianos. All voted in favor.

Lisa A. Sizeland-Ross  
Attorney at Law  
615 Ford Street  
Ogdensburg, New York 13669-1744  
(315) 393-1807  
(613) 931-3570

City of Watertown Planning Board  
Attn Kenneth A. Mix  
Planning and Community Development Coordinator  
245 Washington St.  
Watertown, NY 13601

January 5, 2010

Via Fax to (315) 782 9014



RE: Special Use Permit Request 301 Pearl Street

Gentlemen and Ladies:

I have been retained by the Estate of Glenn E. Baldick relative to a pending application for a special use permit to permit the operation of a Sweat Furnace at 301 Pearl Street a parcel within 100 feet of the Baldick Parcels at 490 Pearl Street, 502 and 518 Water Street. My client believes that your recommendation is crucial and that it is important that you be given an opportunity to thoroughly review the details of a more complete application and receive other submissions so as to permit your board to consider and recommend appropriate conditions and safeguards due to the possibility that serious adverse impacts could result from the granting of this permit. The granting of this application could thwart efforts to revitalize this area of the city. It is also crucial that environmental impacts be considered from the outset. The lead agency under SEQR will rely on your recommendation in insuring compliance with 6 NYCRR section 617.6.

My clients are hopeful for a rebirth of Watertown's northeast quadrant along the beautiful Black River. They have sought to be supportive of City proposals to develop a riverfront district on their property that would allow mixed uses. The new zone would allow homes and small businesses and keep portions of the land free for recreation, such as parks and fishing access areas. The use of the waterfront for white water rafting, sport fishing and park development could be negatively impacted by this special use. This part of the city should no longer be considered a heavy industrial area. A November 8, 2008 Watertown Daily Times Article states,

**"Almost 90 percent of the properties are zoned for light and heavy industry, a classification that is largely inaccurate, according to Kenneth A. Mix, city planning and community development coordinator."**

In fact the city is seeking to encourage residential development in the area which would be discouraged by this action. The proposed sale of the 25 acre city owned tract on North Water Street to private residential developers for example would be negatively impacted. The stigma of locating near a junkyard would also deter service businesses serving Fort Drum from locating within this area of the city.

Our primary objection to this special use permit rests upon our belief that granting of this application will be detrimental to and not in harmony with the evolving nature of this area of the city. The proposed use is a combination of a junkyard and a smelting operation, both of which require a special use permit but neither of which is in harmony with the evolving nature and character of Watertown's Northeast Quadrant. Heavy Industry is no longer an appropriate use for this area and a recommendation denying this supplemental use is in the discretion of The City Planning Board and in the best interest of city residents..

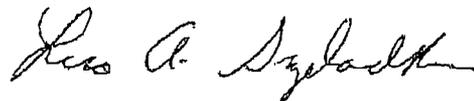
Secondly the present application, a four page hand written document, contains very few details of the proposed project. For example there is no indication of the size of the project. There are no technical reports on the type of sweat furnace to be used, and how the applicant intends to comply with the requirements of 6 NYCRR Part 360 and EPA Regulations controlling emissions from Secondary Aluminum production. How will the plant impact traffic patterns? What hours of operation will be permitted due to proximity to residential districts? What type of visual and noise buffering is proposed? Are there any written assurances of appropriate waste storage or disposal? The present application should be supplemented to provide such information so as to aid the city in imposing appropriate safeguards in harmony with the requirements of City Code section 310-52.3 and 6 NYCRR Part 360 before any action is taken. The applicant should be forced to substantiate its assertion that "the furnace exceeds all EPA standards" and confirm a plan to comply with all other relevant environmental regulations. The environmental consequences of an unsafe facility could be irreversible and a full review should begin at the outset of the process.

Furthermore the applicant is not the property owner and has little long term interest in the improvement and preservation of the zone. Upon information and belief the applicant did not obtain a letter from the property owner allowing the applicant to apply for a special use permit a precondition to the city taking action in a timely manner.

Finally I would request that the Board consider the points raised by this preliminary letter prior to making any recommendation on the present application. The notice advising my client of these proceedings was not mailed until Wednesday December 30 2009 immediately before the New Year's holiday and not received by my office until the 4<sup>th</sup> of January making a more formal submission prohibitive.

Thank you for your consideration.

Respectfully submitted,



Lisa A. Sizeland-Ross  
(613) 931-3570

## SHORT ENVIRONMENTAL ASSESSMENT FORM

For UNLISTED ACTIONS Only

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

1. APPLICANT/SPONSOR: <i>Kathleen M Cowles</i>	2. PROJECT NAME: <i>Cowles Alloys &amp; Metals Inc</i>
3. PROJECT LOCATION: Municipality <i>Water town</i> County <i>Jefferson</i>	
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) <i>301 Pearl St</i> <i>The Old Black Clawson Building</i>	
5. IS PROPOSED ACTION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Expansion <input type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY: <i>A sweat furnace operation to recover Aluminum &amp; steel</i>	
7. AMOUNT OF LAND AFFECTED: Initially <u>5</u> acres                      Ultimately _____ acres	
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                      If no, describe briefly	
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 checked="" type="checkbox"/> Yes <input 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 <i>EPA &amp; LOCH/AGENCY</i>	
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: <i>Kathleen M Cowles</i>	Date: <i>12/28/09</i>
Signature: <i>Kathleen M Cowles</i>	

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

# COWLCO ALLOYS & METAL, INC.

To: Members of the Watertown City Council  
From: Susan L. Walsh, COO *slw*  
Re: A Project Overview

On behalf of Kathleen Cowles I am happy to attach an overview of what our new company is about. We believe that this green project will not only add new jobs, but enhance an aging building and contribute to the tax base of the city. As you will read, aluminum recycling is integral to the infrastructure of the country through construction, manufacturing and packaging services.

We can assure you that our intent is to be a good neighbor and our self contained manufacturing process will not adversely affect the neighborhood or the city. I hope you will not hesitate to contact me or Kathie Cowles if you have any further questions.

Thank you for your consideration of this project.

129 N. RUTLAND STREET • WATERTOWN, NEW YORK 13601

~~315-788-2970 315-788-5403~~

## **A Compelling Green Opportunity**

Kathleen Cowles has been married to Franklyn Cowles Sr. for over 30 years. Mr. Cowles is a native of Watertown. They have lived in Watertown for over 20 years. It is their home. Finding land and building a complex to do various businesses, provide new income streams and create jobs is a long term goal. The desire to bring manufacturing jobs back to the area is very compelling. Integral to their plan is to purchase a new state of the art, environmentally friendly and energy efficient sweat furnace.

The old Black Clawson site at 301 Pearl Street in Watertown offers the opportunity to take an under-utilized aging site and renovate it to not only house the aluminum smelter but to move the Cowles Company of Northern NY businesses to the site. Situated on 14.8 acres and housing a 75,000 square foot building, Kathleen and Frank Cowles can see updating the building's current offices on the property as well. By using the Black Clawson site rather than building a new manufacturing plant, the Cowles intend to make the site an example of what can be done to reinvigorate manufacturing and beautify the City.

All renovation will be done utilizing green energy technology. In keeping with their goal to utilize energy efficiencies, they would hope to harness the residual heat of the sweat furnace and utilize it to heat the rest of the building during the Winter.

### **CowlCo Alloys & Metal Statement of Purpose**

CowlCo Alloys & Metal Inc. will be a recycler of automotive grade aluminum scrap with large amounts of (FE) Iron and other contaminants that make the material undesirable to the majority of most aluminum recyclers and automotive manufacturers. CowlCo Alloys will purchase and install the Max 6000 sweat furnace from (RSI) Recycling Services International, designer and manufacturers of secondary aluminum furnaces worldwide. RSI's furnace is equipped with an afterburner, making it 100% EPA compliant and with the recently adapted M.A.C.T. Standards which applies to all aluminum smelters.

The furnace is designed to efficiently separate pure aluminum from Iron and other contaminants commonly found in automotive scrap. The percentage of aluminum retrieval is directly proportionate to the quality of the raw material fed into the furnace. The higher the quality of aluminum, the greater the return.

The state of art afterburner system is able to utilize contaminants such as oil, rubber and plastics normally found in some raw materials, but is primarily fueled by gas, as part of the melting process. All fumes and smoke produced by the furnace are recycled resulting in increased energy efficiency and 100% compliant emissions from the exhaust of the furnace and its refining process.

Some of our competitors furnaces are not designed to separate iron from scrap metal, forcing them to purchase more expensive raw materials or outsource their contaminated scrap to shredding operations for crushing, sorting and decontaminating before the material can be added

to their furnace and processed. This mandates additional costs which we will not bear because of our newer technology.

Approximately sixty percent of our operation will focus on Irony Aluminum scrap from the open market and converting it into fifteen hundred pound Aluminum sow for resale on the open market. Our uncontaminated finished product, RSI 380 grade sow sells for about 89¢ a pound. Prices fluctuate and are dictated by the (LME) London Metal Exchange.

CowlCo Alloys will operate twenty four hours a day, six days a week, utilizing three eight hour shifts.

## **WHY ALUMINUM RECYCLING**

The environmental benefits of aluminum recycling are enormous. Fortunately, so are the economic benefits.

The advent of the aluminum beverage can in the 1960s helped spur the development of community recycling programs. Markets fluctuate over time, but traditionally the high market value of scrap aluminum has generated enough income to allow recycling programs to pay for other, less lucrative recycling services.

Recycling is as valuable to the aluminum industry as aluminum is to the recycling infrastructure. The capital costs for making aluminum from recycled material is far lower than the capital investment needed to derive aluminum from its source – bauxite ore. It takes 12 to 20 times more energy to make aluminum from bauxite than making it from recycled aluminum.

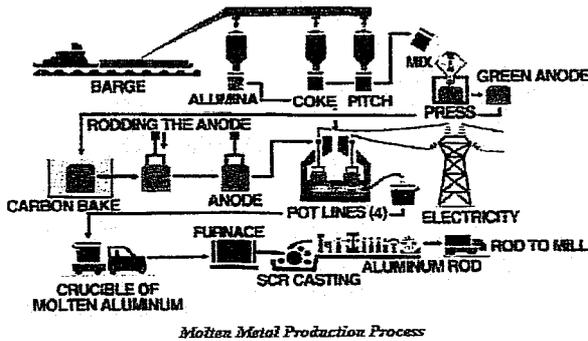
Because most electricity is produced by burning fossil fuels, that energy savings translates into further conservation of natural resources and a significant reduction in pollution.. The Reynolds Metals Company estimates that producing recycled aluminum produces 95 percent less pollution than making aluminum from virgin ore.

Despite these benefits, only about 33 percent of America's aluminum in 2001 came from recycled scrap and much of the credit goes to industry. While consumers recycled nearly 36 percent of their aluminum discards in 1990, that recycling rate had dropped to only 27.8 percent by the end of the decade.

### **Molten Metal, T-Bar, Sow**

Almost all aluminum products are produced from molten metal, T-bar, and sow. T-bar and sow are simply the solid form of molten metal. T-bar and sow can be re-melted to produce extrusions or cast into ingots or billets, which are then pressed or rolled to form sheet, plate, foil, wire, rod, and bar. Ingots, billets, and extrusions also can be cast or drawn directly from molten metal.

Molten metal is produced directly from alumina. Alumina from the refinery is moved to the reduction plant or smelter—long buildings with row after row of reduction cells, or pots, where the pure, white powder is transformed into glistening, molten metal.



Although there are many types of cells, they operate on the same principle. The pots are actually steel boxes of various sizes, generally about 20 feet long, 6 feet wide, and about 3 feet deep, and lined with carbon. The alumina is dissolved in a molten salt called cryolite and aluminum fluoride in the steel pot, and a carbon electrode (anode) is lowered into the solution.

Direct electrical current, of between 50,000 and 150,000 amperes, then flows from the anode through the now molten mixture to the carbon cathode lining of the pot. Since each pot requires only about 5 volts, it is customary to connect a hundred or more pots in a series, in rooms 700 feet long or more. Several buildings are often connected in the electrical current to form a single potline. The electric current reduces the alumina molecules into aluminum and oxygen. The oxygen is deposited on the carbon anode, where it combines with the carbon to form carbon-dioxide. The aluminum, which is heavier than the cryolite, settles to the bottom of the pot. The molten aluminum is siphoned into crucibles about once a day, more alumina is added to the pot, and the process continues day and night.

At this point, the molten metal can be cast directly into billets and ingots. The molten metal can also be cast into T-bar or sow. Once cast, the T-bar and sow can be transported easily from the smelter to the cast house, where it will be re-melted and cast into billet or ingot.

## Markets for Recycled Aluminum

Transportation, beverage cans, other packaging, and building/construction are the top markets for the aluminum industry.

## Transportation

Transportation is the largest market for aluminum in the United States. Almost two-thirds of that aluminum is used to make car and light truck components, and the vast majority of that material is recycled – up to 90 percent according to the Aluminum Association.

The growth in the use of aluminum in transportation applications is noteworthy, particularly in light of the proliferation of alternative materials and global competition. Transportation represents the largest market for aluminum in North America.

Automotive and light truck applications accounted for almost 6 billion pounds of aluminum shipments in 2006. In 2006, aluminum overtook iron to become the second most used material in new cars and trucks worldwide. Automakers are increasingly choosing aluminum to improve

fuel economy, reduce emissions and enhance vehicle performance. The use of aluminum in car parts also drives other conservation benefits: Lightweight aluminum body panels and engines, for instance, are used to improve the fuel efficiency of some cars.

By the 2010 new model car year Aluminum-intensive automobiles will include the Audi A8—with its aluminum body, aluminum front and rear axle, and numerous other aluminum components—and the Jaguar XK, with its aluminum monocoque body structure as well as the Lotus, Aston Martin, the Porsche Boxter and Mercedes SLK

## **Packaging**

In 2005, containers and packaging ranked second to transportation with 20 percent of the North American aluminum market, thanks to shipments of 5.1 billion pounds in products such as beverage cans, food containers, and household and institutional foil. Product producers and consumers are increasingly using foil because of the numerous advantages it holds over competing packaging materials.

While their prominent place in America's recycling bins give beverage cans the most visible role in aluminum recycling, cans actually amount to less than 30 percent of post-consumer aluminum recycling.

Americans went through more than 100 billion aluminum cans in 2000, but recycled just 54.5 percent of them, according to the Container Recycling Institute. The aluminum can recycling rate has roller-coastered generally downward since 1992, when a 65 percent recycling rate was achieved.

## **Building and Construction**

Largely due to products in the residential, industrial, commercial, farm, and highway sectors, the 2005 building and construction market accounted for 3.7 billion pounds of net shipments, good for 14.4 percent of total shipments and the third largest North American market for aluminum.

Just as in the production of new, lighter, more durable cars and trucks, the construction industry is using recycled aluminum. In Ohio 100% recycled aluminum is used to make roofing tiles.

NFL Stadiums such as the new Dallas Cowboys Stadium, the Arizona Cardinals Stadium and the Meadowlands Stadium incorporate high-tech aluminum exteriors. The Superdome in New Orleans was one of the first domed stadiums in 1975 to use bronze aluminum panels as a skin around the stadium. After Hurricane Katrina the architects chose to remove the whole skin and re-clad it entirely.

## **The Conservation Benefits of Recycling**

- Recycling an aluminum can saves the energy equivalent of six ounces of gasoline. In 2000, Americans recycled 54.8 million aluminum cans, saving the energy equivalent of

2.58 billion gallons of gasoline. Had we recycled the other 46 billion cans we used that year, we could have saved another 2.15 billion gallons of gas.

- Reducing energy consumption and use of virgin raw materials cuts pollution as well.
- The energy saved by recycling one aluminum can is enough to run a television for three hours.
- In three months, Americans throw away enough aluminum to rebuild the commercial air fleet.
- Americans threw away half million tons of aluminum last year, worth nearly \$800 million.
- The energy needed to replace the aluminum cans discarded in the United States each year could power a city the size of Atlanta for a year.

### **The Case for an Energy Efficient, Environmentally Friendly Aluminum Sweat Furnace**

Recycling of aluminum is important as noticed above. The kind of aluminum recycled here comes from scrap. Indeed, of the irony steel scrap that is recycled, only 40% is retrievable aluminum, 5% is waste and the remaining 55% is irony steel which can be recycled into other products. Markets have opened up for the 5% waste called dross. This too is recyclable.

The Environmental Protection Agency informs us that the U.S. is increasingly dependent on recycling with **67 percent of the steel industry fed by scrap steel, 42 percent of the aluminum industry fed by scrap aluminum, and 38 percent of the paper industry fed by secondary fiber**. So, we can fortify our country as well as clean up our communities by finding ways to reduce, reuse and recycle the resources we use in our everyday life.

Aluminum is a commodity that trades in the metals markets. There is a world -wide demand for aluminum, indeed many recyclers find the demand for aluminum in growing industrial nations like China. As a commodity it trades for pennies on the dollar with millions of billions of tonnage traded each year. The economic downturn that we have been experiencing for the past several years has seen the diminishment of secondary aluminum recyclers. Some have gone out of business and some have been able to weather the dire financial markets.

Earlier in the Spring of 2009, aluminum sows (Bulk aluminum intended for re-melting in a sweat furnace is often cast in the form of large ingot like shapes weighing from 700 to 2000 pounds known as "sows".) traded in around \$0.48 (C) a pound. Today prices are increasing at aluminum sows meeting quality standards are trading at 89C+ per pound.

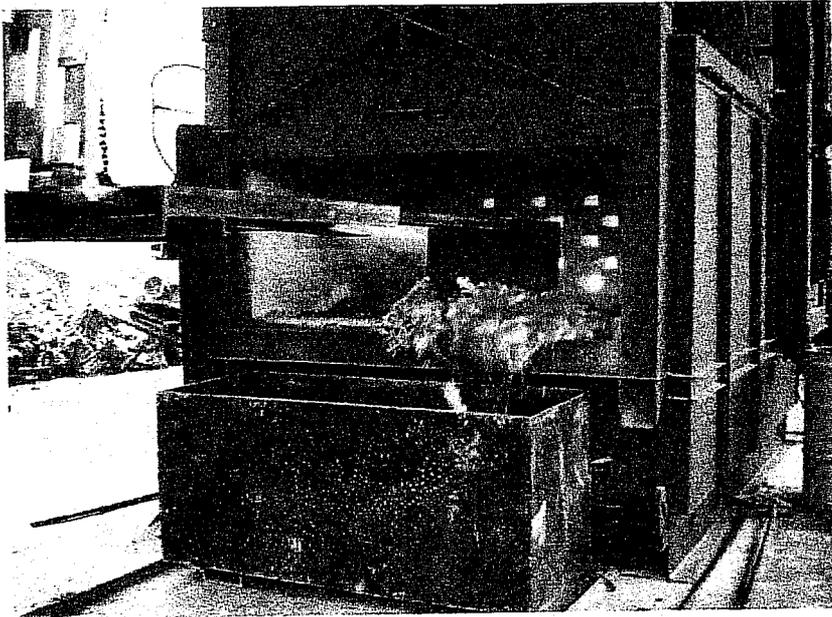
Scrap Mixed Irony Aluminum is the grade of aluminum which will be purchased. It advertises a 40% aluminum and 60% irony aluminum mix. For budgeting purposes we have calculated it as a 40%/60% split with the intent of accounting for variances. While the aluminum offers the greatest return at 89C a pound, the irony aluminum byproduct will yield 10C per pound.

Over 34,549,000 pounds of scrap iron and aluminum will be recycled in one year with this furnace. Of that, 14,640,000 will be aluminum capable of being used in transportation,

construction and packaging. Recycling saves 95% of the energy needed to produce aluminum from its original source, bauxite ore.

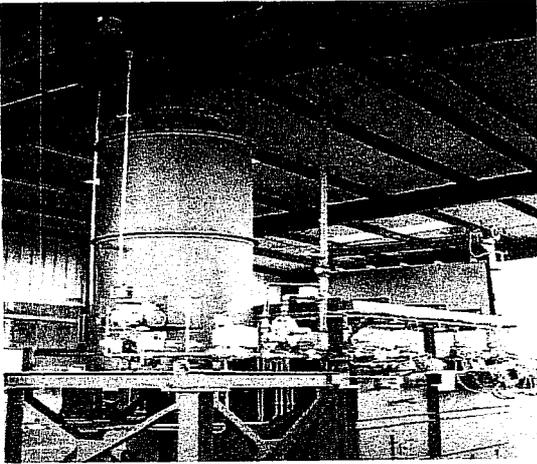
The manufacturer of this new sweat furnace Recycling Services International/US Furnaces is a New York manufacturer located in Cohoes New York. The managing member of the company is Dave Conway who has been a tremendous resource in this process. Mr. Conway custom builds these furnaces around the world. His reputation is pristine and his furnaces exceed EPA and other regulatory agency regulations and compliances. RSI furnaces are sold worldwide.

### **US FURNACES MAX-6000 ALUMINUM SWEAT FURNACE**

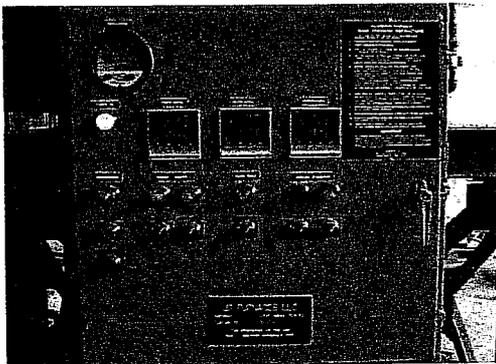


- Features a large hearth opening. Forklift loading and raking. Two 1.25 million BTU burners in the primary chamber 1 million to 1.5 million BTU holding chamber burners. 1 to 2 million BTU burners in the afterburner chamber.
- 6000 lb. holding capacity up to 3000 lbs. input per hour
- Fully automated solid state controls for the most energy efficient operation possible
- Reduced metal loss.

***AFTERBURNERS SURPASS THE EPA MINIMUM REQUIREMENTS FOR RETENTION TIME & TEMPERATURE CAPABILITY***

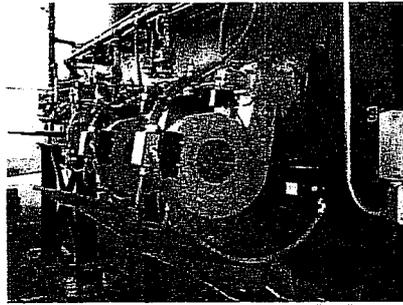


- New Federal EPA standards require at least 0.8 seconds of retention time maintaining a temperature of no less than 1600 degrees. Our furnace afterburners are capable of 1.5 seconds retention time, reaching temperatures of 2000 degrees. The fully automated gas control system only allows enough gas to enter the burner that is needed to keep it at the desired set point.
- Retention time is figured in the afterburner chamber only. Most states require that the stack volume is not to be used in the calculation; however, many other manufacturers still try to do so.
- Smoke from combustible material charged into the furnace is used as a fuel source to maintain afterburner temperature with this modern technology. There are no, absolutely zero, visible emissions at the stack exit with these units.



- Special interlock system for EPA related issues.
- Only the best in solid state controls:
  - Shimaden
  - Cutler Hammer Eclipse
  - Dwyer
  - Honeywell
- Self diagnostic systems trouble- shooting.

- Automated draft control keeps the heat in the furnace.



- BTU's up to 2,000,000 on each burner.
- Proportioning control to prevent excess cooling of the chamber while on low fire.
- Driving heat goes right to the product.
- Metal loss rates are kept to a minimum due to fine control and no overheating of the chamber.

### **Financial Assumptions**

- Actual production Days in 2010 - 305 days with three 8 hour shifts per day, 6 days per week.
- The goal is 48,000# of aluminum per day. An incentive program will be put in place to beat this goal, which Mr. Conklin, our operations manager, assures us will happen.
- Sunday is a cleanup day with one shift on cleanup and maintenance.
- On average of one pound of raw metal will yield 40% aluminum.
- $305 \text{ days} \times 48,000\# = 14,640,000\#$  of aluminum per year
- Irony aluminum comprises the remaining 60% of raw material.
- $305 \text{ days} \times 65,275\# = 19,909,000\#$  of irony aluminum per year
- Aluminum is projected at 90 cents per pound or \$13,176,000 per year.
- Irony aluminum is projected at 10 cents a pound or \$1,990,900 per year.
- Total sales dollars are projected to be \$15,166,900 per year.

Public Hearing – 7:30 p.m.

January 26, 2010

To: The Honorable Mayor and City Council

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

Subject: Finding That Changing the Zoning Classification of 1175 Water Street and 1185 Water Street, Parcels Nos. 04-27-501.006 and 04-27-501.005, From Light Industry to Neighborhood Business Will Not Have a Significant Impact on the Environment

The City Council has before it a request submitted by Vernon Johnson for the above subject zone change. The City Council must complete Part II and Part III, if necessary, of the attached Environmental Assessment Form and adopt the attached resolution before it may vote on the zone change ordinance. The resolution prepared for City Council consideration states that the proposed zone change will not have a significant impact on the environment.

# RESOLUTION

Page 1 of 2

Finding that Changing the Zoning Classification of 1175 and 1185 Water Street, Parcels Nos. 04-27-501.006 and 04-27-501.005 From Light Industry to Neighborhood Business Will Not Have a Significant Impact on the Environment

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*

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WHEREAS the City Council of the City of Watertown, New York, has before it an Ordinance for the Zone Change Application of Vernon Johnson to change the Approved Zoning Classification of 1175 and 1185 Water Street, Parcels No. 04-27-501.006 and 04-27-501.005 from Light Industry to Neighborhood Business, and

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

WHEREAS the adoption of the proposed ordinance would constitute such an “action,” and

WHEREAS the City Council has determined that the proposed ordinance is an “unlisted action” as that term is defined by 6NYCRR Section 617.2(ak), and

WHEREAS to aid the City Council in its determination as to whether the proposed zone change will have a significant effect on the environment, Part I of the Short Environmental Assessment Form has been prepared by the applicant, a copy of which is attached and made part of this resolution,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that:

# RESOLUTION

Page 2 of 2

Finding that Changing the Zoning Classification of 1175 and 1185 Water Street, Parcels Nos. 04-27-501.006 and 04-27-501.005 From Light Industry to Neighborhood Business Will Not Have a Significant Impact on the Environment

- 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

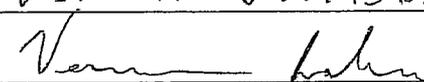
1. Based upon its examination of the Short Environmental Assessment Form in comparison of the proposed action with the criteria set forth in 6NYCRR Section 617.7, no significant impact is known and the adoption of the zone change will not have a significant impact on the environment.
2. The Mayor of the City of Watertown is authorized to execute the Environmental Assessment Form to effect that the City Council is issuing a negative declaration under SEQRA.
3. This resolution shall take effect immediately.

**Seconded by**

## SHORT ENVIRONMENTAL ASSESSMENT FORM

For UNLISTED ACTIONS Only

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

1. APPLICANT/SPONSOR Vernon Johnson	2. PROJECT NAME Change of zoning DEC 11 2009
3. PROJECT LOCATION: Municipality City of Watertown County Jefferson	
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) 1175 Water St. Watertown NY 13601. Nearest cross street is Eastern Boulevard. Located between Rt. 3 and Rt. 283. Across from yellow cab, near S.P.C.A.	
5. IS PROPOSED ACTION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Expansion <input type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY: Would like to build a three stall garage with living space on top. Also with bathrooms connected behind the garages for use with outdoor activities.	
7. AMOUNT OF LAND AFFECTED: Initially 40 ft x 31 ft acres Ultimately 45 ft x 34 ft acres	
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If no, describe briefly Property is zoned light industrial. Living space does not comply with zoning.	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? Various businesses and houses on water st. <input checked="" type="checkbox"/> Residential <input checked="" type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input type="checkbox"/> Park/Forest/Open Space <input type="checkbox"/> Other Describe: There is a residential house across the street and to the right of my property. Area is also zoned neighborhood business.	
10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, list agency(s) and permit/approvals City of Watertown codes dept. Approval was denied because of living space.	
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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No It will require a change of zoning to neighborhood business.	
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE	
Applicant/sponsor name: Vernon Johnson	Date: Dec. 11, 09
Signature: 	

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

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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

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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.

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D. WILL THE PROJECT HAVE AN IMPACT ON THE ENVIRONMENTAL CHARACTERISTICS THAT CAUSED THE ESTABLISHMENT OF A CEA?  
 Yes       No

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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

Public Hearing – 7:30 p.m.

January 26, 2010

To: The Honorable Mayor and City Council

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

Subject: Approving the Zone Change Request Submitted by Vernon Johnson to Change the Approved Zoning Classification of 1175 Water Street and 1185 Water Street, Parcels Nos. 04-27-501.006 and 04-27-501.005, From Light Industry to Neighborhood Business

The City Council has scheduled a public hearing on the above subject request for 7:30 p.m. on Monday, February 1, 2010.

The City Planning Board reviewed the request at its January 5, 2010 meeting and adopted a motion recommending that the City Council approve the original zone change request for 1175 Water Street and change the zoning of the adjacent parcel located at 1185 Water Street, which is also owned by Mr. Johnson. Attached is a report on the zone change request prepared for the Planning Board and an excerpt from its Minutes.

The County Planning Board reviewed the request on December 29, 2009, and adopted a motion that the project does not have any significant county-wide or inter-municipal issues and is of local concern only.

The City Council may act on the attached Ordinance after it holds the public hearing and adopts the resolution stating that the proposal will not have a significant negative impact on the environment.

# ORDINANCE

Page 1 of 1

Approving the Zone Change Request Submitted by Vernon Johnson, to Change the Approved Zoning Classification of 1175 Water Street and 1185 Water Street, Parcels Number 04-27-501.006 and 4-27-501.005, from Light Industry to Neighborhood Business.

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 Burns

BE IT ORDAINED where Vernon Johnson, 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 04-27-501.006 located at 1175 Water Street, from Light Industry to Neighborhood Business, and

WHEREAS the Planning Board of the City of Watertown considered the zone change request at its meeting held on January 5, 2010, and adopted a motion recommending that the City Council approve the request in addition to changing the approved zoning classification for parcel number 04-27-501.005 located at 1185 Water Street, and

WHEREAS the County Planning Board reviewed the request on December 29, 2009 and adopted a motion that the project does not have any significant county-wide or inter-municipal issues and is of local concern only, and

WHEREAS a public hearing was held on the proposed zone change on February 1, 2010, 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 Numbers: 04-27-501.006 and 04-27-501.005 located at 1175 Water Street and 1185 Water Street, from Light Industry to Neighborhood Business, 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** Council Member Jeffrey M. Smith



# 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 <sup>KAM</sup>

SUBJECT: Zone Change Request – 1175 Water Street, Parcel Number 04-27-501.006.

DATE: December 28, 2009

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**Request:** To change the approved zoning classification of 1175 Water Street, Parcel Number 04-27-501.006 from Light Industry to Neighborhood Business.

**Applicant:** Vernon Johnson

**Property Owner:** Vernon Johnson

**SEQRA:** Unlisted Action.

**County Planning Board review required:** Yes

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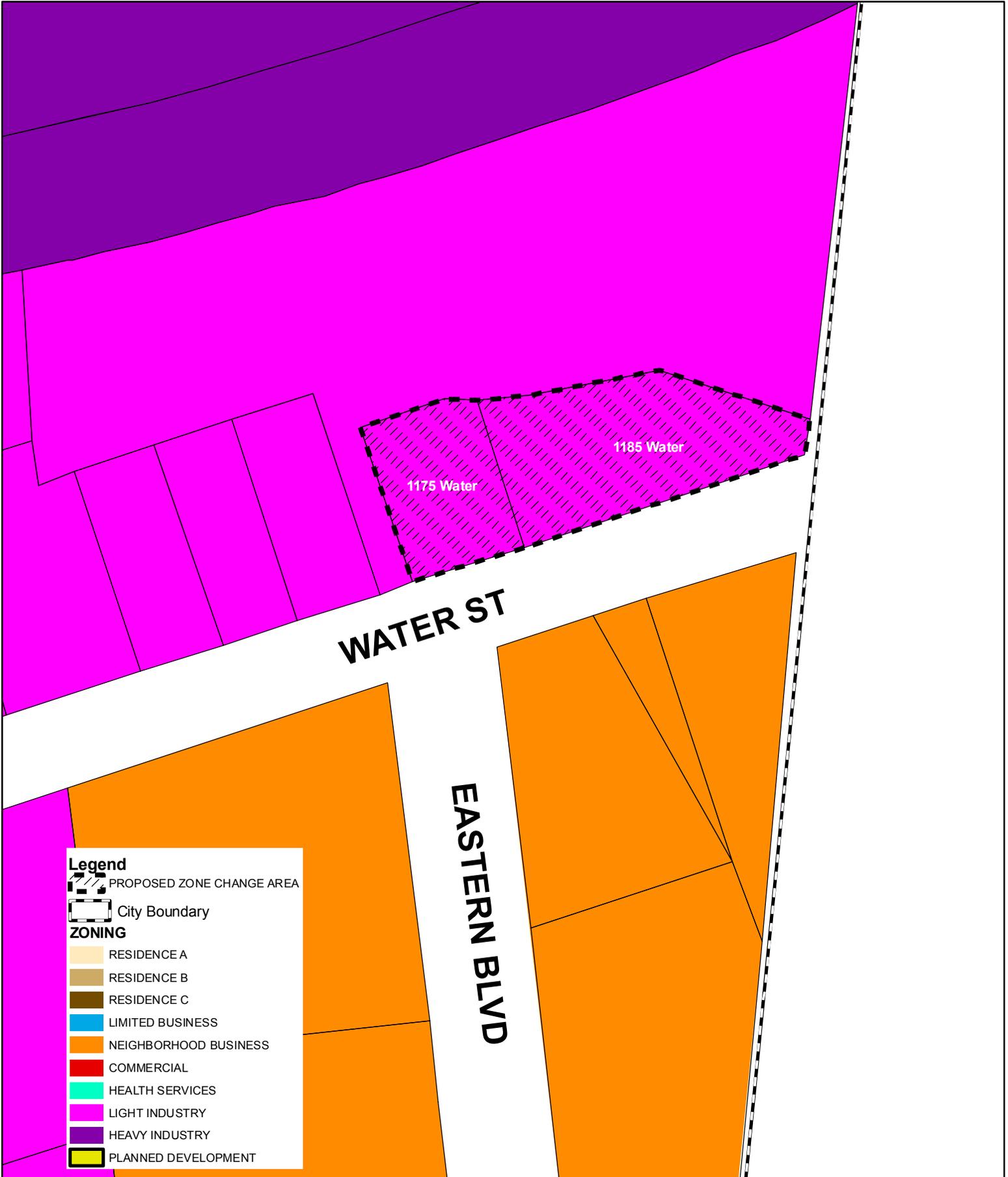
**Comments:** The proposed zone change is being requested per the attached documents. The applicant is proposing to change the zoning classification of 1175 Water Street, parcel number 04-27-501.006 from Light Industry to Neighborhood Business. The applicant would like to construct a residence on this parcel, however in a Light Industry zoning district residential use is not permitted, but it is allowed in a Neighborhood Business zoning district. The current land use in this area is a mixture of residential and business. The zoning around this area however, is either Light Industry or Neighborhood Business.

The applicant also owns the property located at 1185 Water Street, which is adjacent to 1175 Water Street and has rehabbed a building on 1185 Water Street with the intent to open up a takeout hotdog restaurant. The applicant's plan is to live next door at 1175 Water Street and run the takeout restaurant at 1185 Water Street. The proposal extends the Neighborhood Business district across Water Street, however that means only one parcel on the north side of the street will be zoned Neighborhood Business. Staff is recommending that 1185 Water Street also be included in the zone change.

Part I of the Short Environmental Assessment Form has been completed and submitted as part of the application. The Land Use Plan shows this area as having a commercial use, which is consistent with the Neighborhood Business zoning.

cc: Planning Board Members  
City Council Members  
Robert J. Slye, City Attorney  
Justin Wood, Engineer  
Vernon Johnson, 160 Bowers Avenue, Watertown, NY 13601

PROPOSED ZONE CHANGE  
1175 & 1185 WATER STREET  
LIGHT INDUSTRY TO NEIGHBORHOOD BUSINESS



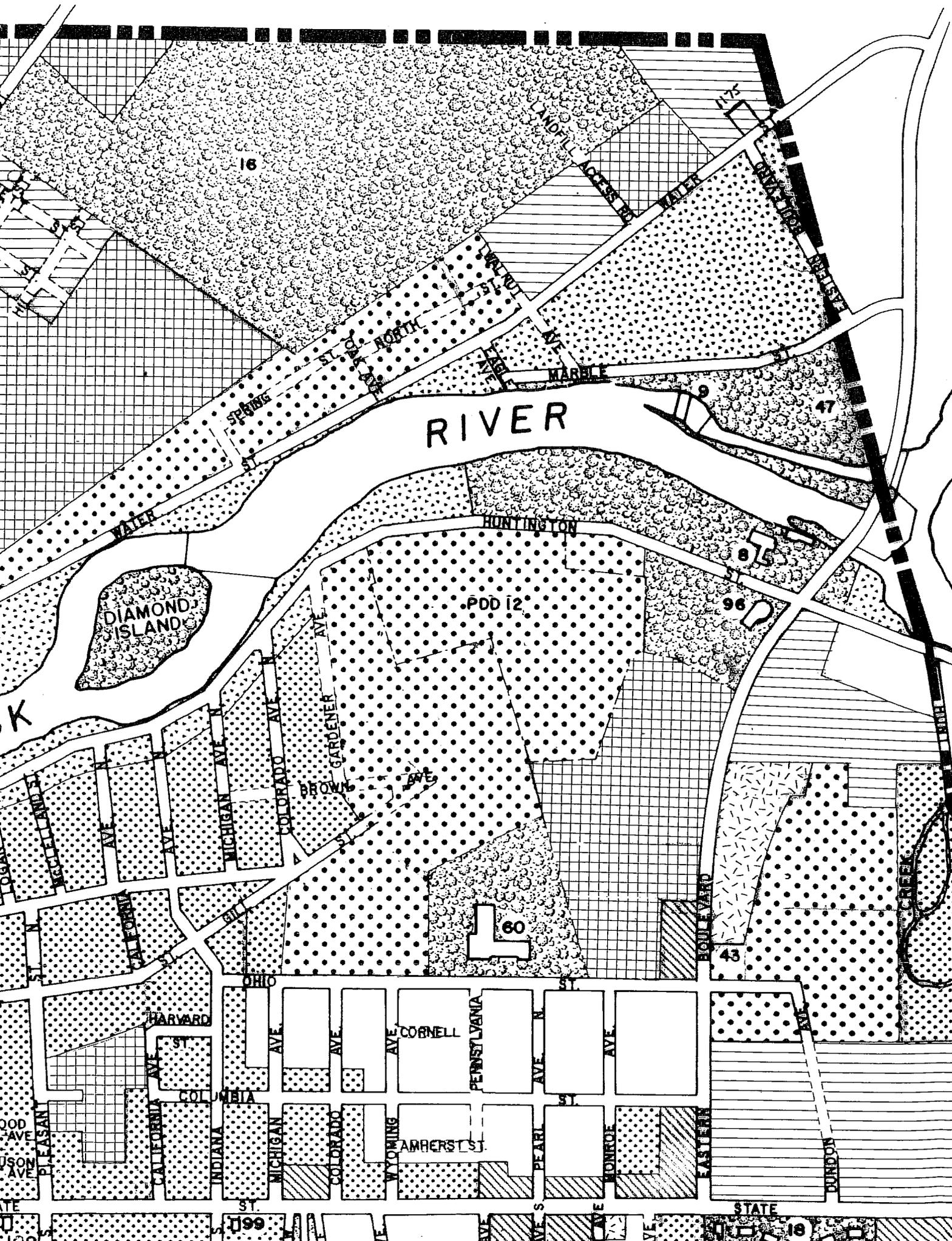
**Legend**

- PROPOSED ZONE CHANGE AREA
- City Boundary

**ZONING**

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

0 50 100 Feet



RIVER

DIAMOND ISLAND

PDD 12

HUNTINGTON

60

96

43

16

47

199

STATE

10

# LAND USE OBJECTIVES

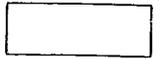
THIS PLAN ESTABLISHES BASIC LAND USE OBJECTIVES OF THE CITY OF WATERTOWN. THE LAND USE PATTERNS AND FUNCTIONS SHOWN ON THE PLAN SHOULD BE PROTECTED AND PROMOTED THROUGH THE ZONING ORDINANCE AND OTHER LAND USE AND DEVELOPMENT CONTROLS.



**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.



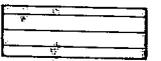
**LOW DENSITY RESIDENTIAL:** PREDOMINANT USE FOR ONE-FAMILY DWELLINGS.



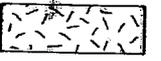
**MEDIUM DENSITY RESIDENTIAL:** SUBSTANTIAL USE FOR ONE- AND TWO-FAMILY DWELLINGS.



**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.



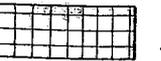
**NEIGHBORHOOD BUSINESS:** HIGH DENSITY CONCENTRATION OF LOCAL SHOPPING, SERVICE AND OFFICE USES TO SERVE IMMEDIATE NEIGHBORHOODS.



**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.



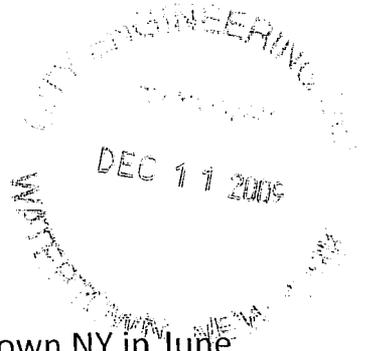
**DRAINAGE MANAGEMENT AREAS:** PORTIONS OF VACANT AREAS MAY HAVE SOME DEVELOPMENT LIMITATIONS TO MAINTAIN DRAINAGE CAPACITY.



**MAJOR HIGHWAY SYSTEM IMPROVEMENT.**

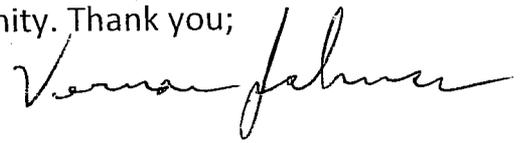
To: The Change Of Zoning City Council

From: Vernon Johnson - 160 Bowers Avenue – ( 778-8294 )



My name is Vernon Johnson, my wife and I moved here to Watertown NY in June of 2005. My wife is SFC Ruby Johnson of the US Army, stationed here at Fort Drum NY. My wife is presently deployed in Iraq for her third tour. Since moving here to Watertown I have bought, renovated, and sold three houses. I have used the services of numerous contractors, real estate agents, attorneys, and an accountant. I have completed the NY Real Estate course and exam, and I am expecting my license in the mail any day now. I am presently employed at Fort Drum, and my wife will be retiring from the army when she gets back in May of 2010. We have two children and three grandsons. In my last project I bought the properties at 1175 and 1185 water street. I reconstructed the entire building at 1185 water street with the intent of opening a takeout hot dog restaurant in the near future. I am applying for a Change Of Zoning for 1175 water street from Light Industrial to Neighborhood Business. I would like to build a three car garage with an apartment on top, and bathrooms behind the garage. Even though the property is zoned Light Industrial, there are more houses than businesses on water street. There is a house next to the property, and across the street from the property where I would like the zoning change. It is also zoned neighborhood business in the same area where I would like the zoning change. Since I have bought 1175 and 1185 water street I have improved the appearance of the properties and the neighborhood. I have also been complimented by neighbors and business owners on the improvements of the two properties. I am still at the beginning stage of other improvements that I am planning on the properties, including landscaping, and a new blacktop parking lot. My wife and I would really like to reside in the apartment over the garage so that we would be close to our restaurant. The community, the home owners, and the business owners in the community will benefit from the outdoor eating experience of a variety of various types of hot dogs from all over the United States. My wife and I never thought that we would retire here in Watertown, but we grew to love this town and we

see so much potential in this town that we would like to invest the rest of our future here. If you grant us this Change Of Zoning, I promise you that only good things will come of it for my wife and I, and the community. Thank you;

A handwritten signature in cursive script, appearing to read "Vernon Johnson". The signature is written in black ink and is positioned to the right of the main text block.



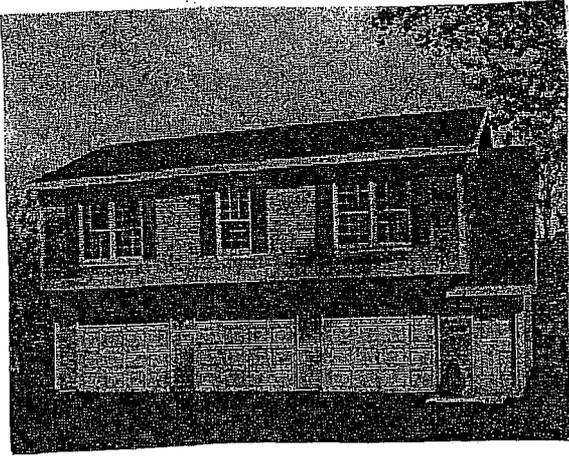
FOR TAX PURPOSES ONLY

# DISTRICT 4 MAP 27

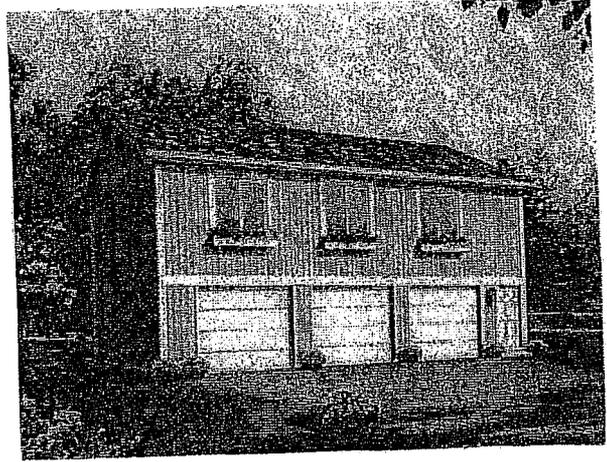
REVISED DECEMBER 1, 2003

(Front View)

Except stairs will be on the Left side of the building.



OR



### Details

square Ft: 1,240

width: 40

Depth: 31

Beds: 2

Bath: 1

Foundation: slab

Exterior Wall: 2 x 6

Roof Framing: Truss

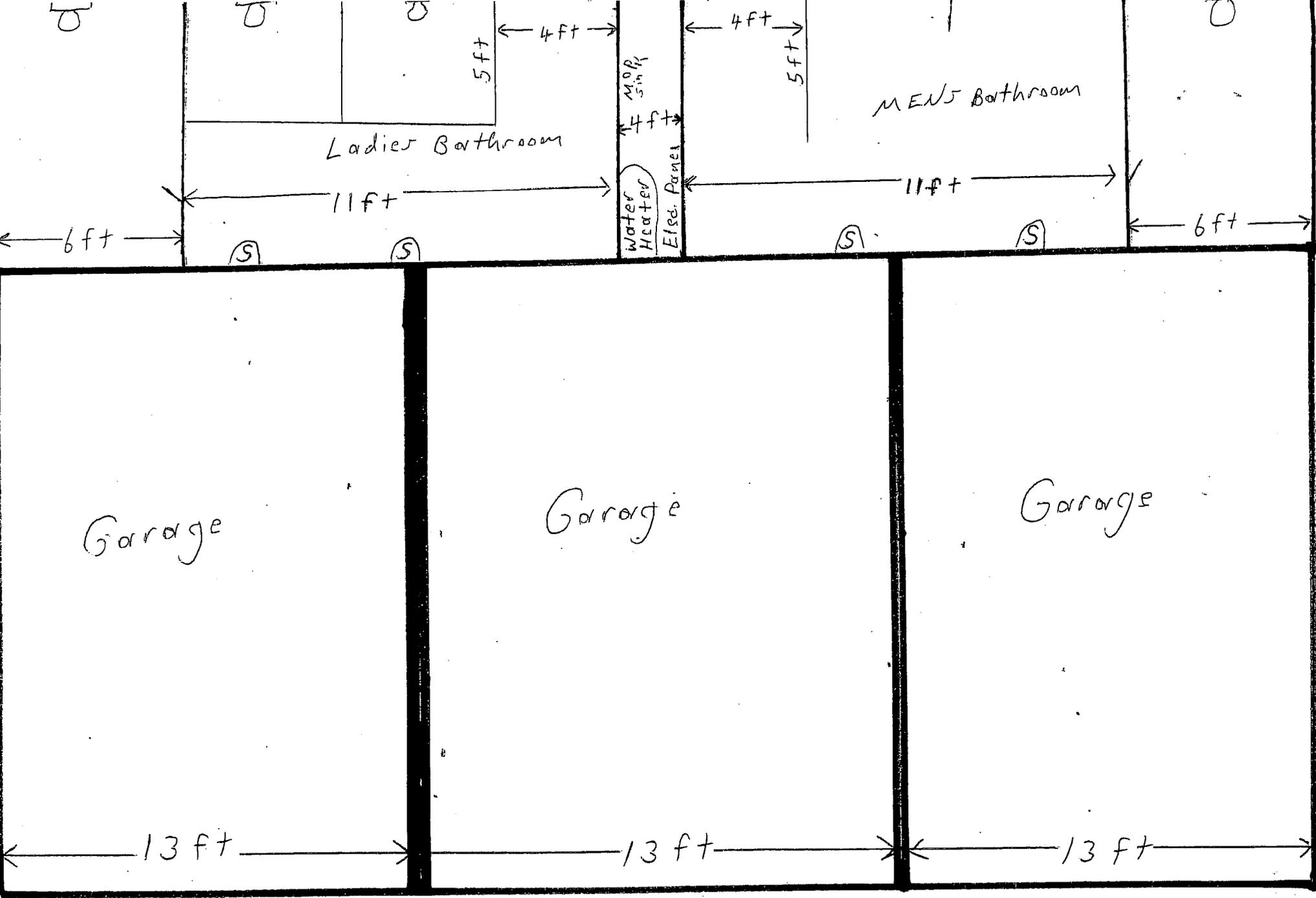
Ceiling Height: 1st Floor 9 Ft  
2nd Floor 9 Ft

Six stall - Mens and Ladies Bathroom

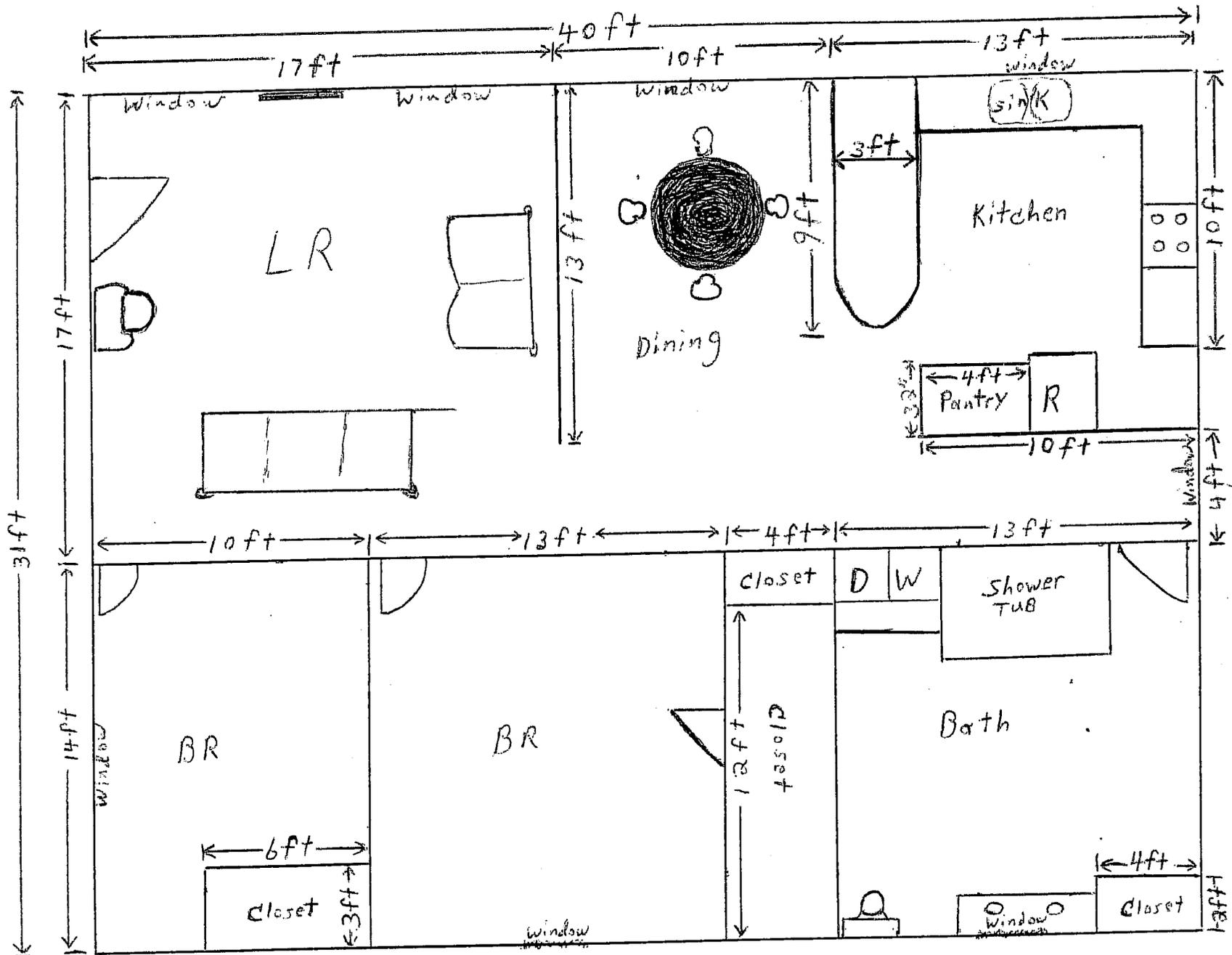
Three stalls each - Two sinks each

To be used through the months of May to Sept.

utility room between Mens and Ladies Bathroom



S - Sink  
 D - Door  
 U - Urinal



9 ft ceiling



3rd fl  
 Planning -  
 SDG Eng  
 Image Mate Online

Jackie Longton  
 Justin Wood

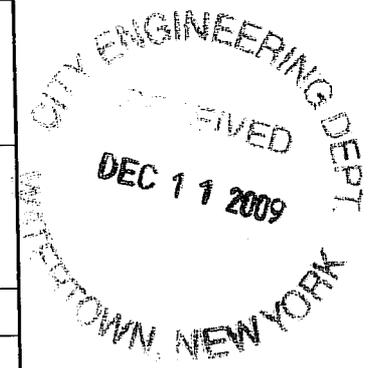
Navigation	GIS Map	Tax Maps	ORPS Links	Assessment Info	Help	Log In
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Residential
Property Info
Owner/Sales
Inventory
Improvements
Tax Info
Report
Comparables

Municipality of City of Watertown			
SWIS:	221800	Tax ID:	4-27-501.006
Account #:	22117950		
Tax Map ID / Property Data			
Status:	Active	Roll Section:	Taxable
Address:	1175 Water St		
Property Class:	340 - Vacant indus	Site Property Class:	340 - Vacant indus
Site:	Res 1	In Ag. District:	No
Zoning Code:	LI - Light Industry	Bldg. Style:	0
Neighborhood:	00708 -	School District:	Watertown
Legal Property Description:	70x98 427501.006		
Land Assessment:	2009 - \$5,700 2008 - \$5,700	Total Assessment:	2009 - \$5,700 2008 - \$5,700
Total Acreage/Size:	70 x 98	Full Market Value:	2009 - \$6,162 2008 - \$5,876
Deed Book:	2008	Deed Page:	12988
Grid East:	1007212	Grid North:	1451571

Photographs
No Photo Availa

Maps
Show Tax Map (F
Pin Property on G
Windows Live L
Google Maps
Yahoo! Maps
Map Disclaimer





JoAnn M. Wilder, Clerk  
175 Arsenal Street  
Watertown, NY 13601  
(315) 785-3081

### Jefferson County Clerk Recording Cover Sheet

**Received From :**  
WELDON & TRIMPER LAW FIRM  
OFFICE MAILBOX  
119-125 SHERMAN ST  
WATERTOWN, NY 13601

**Return To :**  
WELDON & TRIMPER LAW FIRM  
OFFICE MAILBOX  
119-125 SHERMAN ST  
WATERTOWN, NY 13601

**First GRANTOR**

DERRIGO, JOANNE F AS IND&SURV BY ATTY

**First GRANTEE**

JOHNSON, VERNON A

**File Number : 2008-00012988**

**Index Type :** Land Records

**Type of Transaction :** Deed - (Other Property)

**Recording Fee :** \$212.00

**Recording Pages :** 4

The Property affected by this instrument is situated in Watertown-City Of, in the County of Jefferson, New York

**Real Estate Transfer Tax**

**RETT # :** 19

**Deed Amount :** \$20,900.00

**RETT Amount :** \$84.00

**Total Fees :** \$296.00

State of New York

County of Jefferson

I hereby certify that the within and foregoing was recorded in the Clerk's office for Jefferson County, New York

On (Recorded Date) : 08/01/2008

At (Recorded Time) : 3:28:36 PM



Doc ID - 005255640004

*JoAnn M. Wilder*

JoAnn M. Wilder, Clerk



SCHEDULE "A"

all THAT TRACT OR PARCEL OF LAND, situate in the City of Watertown, County of Jefferson and State of New York and described as follows:

Beginning at a point in the northerly margin of Water Street, where said northerly margin of Water Street intersects the easterly boundary of the City of Watertown and running thence S. 86° - 45' W. along said northerly margin of Water Street 174.1 feet;

Thence N. 3°-15' W. 92.6 feet;

Thence S. 76°-22' E. 28.0 feet;

Thence S. 85°-15' E. 80.3 feet;

Thence S. 56°-5' E. 93.0 feet to a point in the easterly boundary of the City of Watertown;

Thence S. 20°-15' W. along said easterly boundary of the City of Watertown 19.8 feet to the northerly margin of Water Street, the place of beginning; excepting and reserving an easement on the westerly side thereof twenty-five feet in width and extending northerly from the north margin of Water Street, for the purpose of ingress and egress between Water Street and the property northerly of the parcel herewith described.

ALSO ALL THAT TRACT OR PARCEL OF LAND, situate in the City of Watertown, County of Jefferson and State of New York, bounded and described as follows: Beginning at a point on the Northerly margin of the Water Street, 290 feet Easterly of the intersection of said Northerly margin with the Westerly line of land conveyed to William A., John J., and Fred D. Sullivan by Martin Courtney, December 17, 1918 and recorded in Jefferson County Clerk's Office in Liber 354 of Deeds at page 454, and also being 174.1 feet westerly of the intersection of said Northerly margin with the boundary of the City of Watertown, and running thence N. 3° 15' W. 92.6 feet; thence N. 76° 22' W. 20.1 feet; thence S. 88° 25' W. 51.0 feet; thence Southerly and practically at right angles to the Northerly margin of Water Street 98.0 feet; thence N. 86° 45' E. along the Northerly margin of Water Street 70.0 feet to the point of beginning.

Being the same premises conveyed by Parish Oil Company to Frank J. Derrigo, Sr. and Joanne F. Derrigo dated December 28, 1976 recorded in the Jefferson County Clerk's on December 31, 1976 in Liber 878 of Deeds at page 832.

**JANUARY 5, 2010 PLANNING BOARD MEETING MINUTES:**

**ZONE CHANGE APPROVAL REQUEST – 1175 WATER STREET,  
PARCEL NO. 04-27-501.006**

The Planning Board then considered a Zone Change Approval Request submitted by Vernon Johnson to change the zoning from Light Industry to Neighborhood Business for the parcel located at 1175 Water Street, Parcel No. 04-27-501.006.

Vernon Johnson was present to represent the zone change. He explained that he wanted to build a three car garage with an apartment above it in order to take care of his restaurant he built next door at 1185 Water Street. He and his wife intended to live next door to the business in order to keep an eye on the property. He also intended to put bathrooms at the back for any outdoor events that they may have during the summer months. He added that he has renovated three other houses in the City of Watertown. He and his wife are both in the military, and they are planning to retire in this area.

Mrs. Freda inquired if this is just a summer business, and Mr. Vernon replied that he intends to run it year-round; however, the outdoor events will obviously be only for summer months.

Mr. Mix then explained that the zone change is for residential use at 1175 Water Street but that in order to keep the integrity of the zoning map, it was suggested that they also change 1185 Water Street to Neighborhood Business. He also said that this change would enable him to run his business and be able to live next door. Mr. Mix then asked for clarification on the property at 1175 Water Street and if Mr. Johnson was planning to build the garage and the bathrooms for the business or for personal use. Mr. Johnson responded that the three stall garage is for personal use, but the bathrooms were for part of the business. Mr. Mix explained that for one, two, and three family houses, the zoning ordinance does not require site plan waiver or site plan review. However, for anything business related, site plan waiver may be required. He asked how big the bathroom area would be, and it was determined that it would only be 380 sq. ft., which is below the site plan waiver threshold and he would be fine building it as is.

Mr. Valianos moved to recommend a zone change for 1175 Water Street and 1185 Water Street from Light Industry to Neighborhood Business. Mr. Fipps seconded the motion and all voted in favor.



**Department of Planning**  
175 Arsenal Street  
Watertown, NY 13601

Donald R. Canfield  
Director of Planning

(315) 785-3144  
(315) 785-5092 (Fax)

December 30, 2009

Jacqueline S. Longton, Planner  
City of Watertown  
245 Washington Street, Room 304  
Watertown, New York 13601



Re: Zoning Map Amendment for Vernon Johnson, Light Industrial to Neighborhood  
Business; JCDP File # C 10 - 09

Dear Ms. Longton:

On December 29, 2009 the Jefferson County Planning Board reviewed the above referenced project, referred pursuant to General Municipal Law, Section 239m.

The Board adopted a motion that the project does not have any significant County-wide or intermunicipal issues and is of local concern only.

Furthermore, the County Planning Board had the local advisory comment that the local board should ensure the rezoning is consistent with any current plans and vision for the City.

Please note that this advisory comment is not a condition of the County Planning Board's action. It is stated to assist the local board in its review of the project. The local board is free to make its final decision.

General Municipal Law, Section 239m requires the local board to notify the County of its action on this matter within thirty (30) days after taking a final action.

Thank you.

Sincerely,

Betsy Varno  
Community Development Coordinator

BV

January 26, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Equipment Auction Results

On December 7, 2009, the City Council authorized the sale through online auction of a decommissioned and surplus 1993 Vactor sewer vacuum, with a minimum price of \$25,000. The City Council also authorized the online auction of a small 1960 vintage natural gas fired Kohler model 30 R82 25 KW generator that at one time provided emergency power for the Police Department, with a minimum price of \$500.

The online auction concluded on Saturday evening with the City receiving bids of \$29,100 for the sewer vacuum and \$888 for the generator. Based on discussions with Mr. Cleaver, with one minute to closing the top bid for the sewer vacuum was \$13,900 and the bidding was extended for another 10 minutes due to the volume of last minute bidding.

Since both bids exceeding the City's minimum bid, there is no further action required by the City Council. The proceeds of these sales will be credited to the operating funds that initially purchased the equipment.

January 26, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Parking, 600 Block of Gotham Street

In response to a request from Council Member Teresa Macaluso regarding parking in the 600 block of Gotham Street, Chief Joseph J. Goss checked the Police Department's database back to January 1, 2009 and found that the Department had not logged any complaints in this area.

Chief Goss made four checks of the area at different times of the day and only on one occasion observed vehicles on the street. At that particular time, the two vehicles appeared to belong to either construction or moving men loading a truck that was parked in a driveway. Based on the Chief's review, there does not appear to be a problem with vehicular access in the area, as traffic can pass in both directions. Therefore, no change in the parking restrictions is recommended.

January 26, 2010

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Quarterly Financial Report

Attached for City Council review is the Financial Report for the quarter ended December 2009.

**CITY OF WATERTOWN**  
**FY 2009/10 QUARTERLY FINANCIAL REPORT (UNAUDITED)**  
**THROUGH THE QUARTER ENDED DECEMBER 31, 2009**

**GENERAL FUND SUMMARY**

General Fund Summary	2009-10 Adopted Budget	YTD Actual	%	Prior YTD Actual	2008-09 Actual
Revenues	\$ 34,574,744	\$ 18,750,165	54.23%	\$ 21,332,127	\$ 36,390,196
Expenditures	\$ 36,044,363	\$ 16,772,849	46.53%	\$ 17,133,956	\$ 35,567,262
Net Change in Fund Balance	\$ (1,469,619)	\$ 1,977,316		\$ 4,198,171	\$ 822,934

**GENERAL FUND REVENUES**

General fund revenues are down \$2,581,962 or 12.10% compared to last year due mostly to the 801 PILOT distribution received last year (\$2,270,641) and a decrease in the sale of surplus power (\$220,611). The 10 largest general fund budgeted revenues account for over 93% of the total general fund revenues. A summary of general fund revenues is as follows:

GENERAL FUND REVENUES	2009-10 Adopted Budget	Current Y-T-D	Y-T-D % of Budget (Dec. = 50%)	Prior Y-T-D	2008-09 Actual
State Admin. Sales & Use Tax	\$ 14,755,000	\$ 7,715,453	52.29%	\$ 7,697,244	\$ 14,466,732
Real Property Taxes(net of reserve)	\$ 7,286,373	\$ 7,412,291	101.73%	\$ 7,123,273	\$ 7,101,270
State Aid, Per Capita	\$ 5,090,177	\$ 551,759	10.84%	\$ 714,869	\$ 5,090,176
Sale of Surplus Power	\$ 2,920,000	\$ 1,319,236	45.18%	\$ 1,539,848	\$ 2,805,326
Refuse and Garbage Charges	\$ 695,000	\$ 345,212	49.67%	\$ 351,554	\$ 670,300
Franchises	\$ 423,000	\$ 135,184	31.96%	\$ 134,956	\$ 406,570
Utilities Gross Income Tax	\$ 385,000	\$ 104,965	27.26%	\$ 154,766	\$ 376,670
State Aid, Mortgage Tax	\$ 370,000	\$ 252,383	68.21%	\$ 270,622	\$ 418,469
Interest and Earnings	\$ 130,000	\$ 63,140	48.57%	\$ 140,370	\$ 251,941
Interest/Penalties on Property Taxes	\$ 125,000	\$ 24,618	19.69%	\$ 23,391	\$ 111,184
Subtotal	\$ 32,179,550	\$ 17,924,243	55.70%	\$ 18,150,891	\$ 31,698,640
All Other General Fund Revenues	\$ 2,395,194	\$ 825,922	34.48%	\$ 3,181,236	\$ 4,691,556
Total	\$ 34,574,744	\$ 18,750,165	54.23%	\$ 21,332,127	\$ 36,390,196

**Real Property Tax Collections:** Gross property tax revenue for FY 09-10 is \$7,343,895 of which \$197,726 or 2.78% remained uncollected at the end of the month. Last year at this time \$197,512 or 2.77% of the gross property tax revenue of \$7,117,771 remained uncollected.

**Interest and Penalties on Property Taxes:** Revenue was up compared to last year by \$1,227 or 5.25%. Due to the continued increase in participation of outside investors at the City tax sale certificate auctions the City has realized a decrease in the number of tax sale certificates held by being the default bidder and thus a lower amount of revenue from interest and penalties on tax sale certificate redemptions.

**Sales Tax Revenue:** The City's sales tax collections are performing slightly ahead of last year's actual results by \$18,210 or 0.24%. However, compared to the adopted budget, revenue is down \$135,168 or 1.72%.

**Sale of Surplus Power:** The City's sale of surplus power is down compared to last year by \$220,611 or 14.33% compared to last year. Compared to FY 2007/08 revenue is up \$468,756 or 55.12%.

**Utilities Gross Income Tax Revenue:** Under General Municipal Law, the City imposes a 1% tax on the gross income from every utility doing business in the City. Revenue is down compared to last year by \$ 49,801 or 32.18% due to the disputed method in which National Grid is remitting gross receipt taxes to municipalities across and lower utility costs.

**Mortgage Tax Revenue:** The City receives 1/2% tax for each mortgage recorded on property located within the City. Revenue for the year is down \$18,239 or 6.74% compared to last year.

**NYS Unrestricted Aid and AIM funding:** The City's revenue from the NYS Aid and Incentives to Municipalities program (AIM) was reduced \$101,804 by the passing of the State's Deficit Reduction Plan. In addition, Governor Paterson withheld an additional \$61,307 from the December payment due to the State's cash position. This amount was subsequently paid to the City on January 20th.

**CITY OF WATERTOWN**  
**FY 2009/10 QUARTERLY FINANCIAL REPORT (UNAUDITED)**  
**THROUGH THE QUARTER ENDED DECEMBER 31, 2009**

**GENERAL FUND EXPENDITURES**

The following 10 departments / categories represent nearly 86% of the General Fund budgeted expenditures. General fund expenditures are down by \$361,108 or 2.11% compared to last year at this time. In January the City processed the payroll increases retroactive to July 1st totaling approximately \$45,000 due to the settlement of the police union contract.

GENERAL FUND EXPENDITURES	2009-10		Y-T-D % of Budget (Dec. = 50%)	Prior Y-T-D	2008-09 Actual (Unaudited)
	Revised Budget	Current Y-T-D			
Fire	\$ 7,731,369	\$ 3,817,739	49.38%	\$ 4,151,480	\$ 7,811,115
Police	\$ 6,891,047	\$ 3,273,496	47.50%	\$ 3,494,179	\$ 6,978,577
Department of Public Works	\$ 5,022,731	\$ 2,200,600	43.81%	\$ 2,309,038	\$ 4,829,050
Debt Service	\$ 3,792,780	\$ 1,580,931	41.68%	\$ 1,369,577	\$ 3,746,047
Health Insurance-Retirees	\$ 3,149,098	\$ 1,670,556	53.05%	\$ 1,465,275	\$ 3,183,671
Parks and Recreation	\$ 1,209,391	\$ 632,105	52.27%	\$ 624,421	\$ 1,181,007
Library Transfer	\$ 984,210	\$ 501,000	50.90%	\$ 486,000	\$ 918,880
Traffic Control & Lighting	\$ 836,634	\$ 377,277	45.09%	\$ 426,020	\$ 779,443
Bus	\$ 772,197	\$ 415,653	53.83%	\$ 360,568	\$ 755,667
Transfer to Capital Projects	\$ 516,000	\$ 123,783	23.99%	\$ 171,069	\$ 482,952
<b>SUBTOTAL</b>	\$ 30,905,457	\$ 14,593,140	47.22%	\$ 14,857,626	\$ 30,666,409
All Other Departments/Transfers	\$ 5,138,906	\$ 2,179,708	42.42%	\$ 2,276,330	\$ 4,900,853
<b>TOTAL</b>	\$ 36,044,363	\$ 16,772,849	46.53%	\$ 17,133,956	\$ 35,567,262

**GENERAL FUND - PERSONAL SERVICES**

Personal service expenditures account for over 38% of the general fund budgeted expenditures. The following table presents the 10 largest departmental budgeted personal services. These 10 departments represent nearly 83% of the budgeted general fund personal service expenditures. Fire department overtime was is down compared to last year by \$35,466 or 33.26%. Police department overtime is down \$2,007 or 3.19%.

Department	2009-10		Y-T-D % of Budget (Dec. = 50%)	Prior Y-T-D	2008-09 Actual (Unaudited)
	Revised Budget	Current Y-T-D			
Fire	\$ 4,910,380	\$ 2,306,693	46.98%	\$ 2,445,060	\$ 4,621,181
Police	\$ 4,174,121	\$ 2,026,062	48.54%	\$ 2,126,155	\$ 3,855,401
DPW Snow Removal	\$ 511,158	\$ 81,148	15.88%	\$ 124,660	\$ 481,455
Engineering	\$ 505,265	\$ 220,012	43.54%	\$ 246,363	\$ 399,939
Municipal Executive	\$ 392,466	\$ 163,739	41.72%	\$ 199,907	\$ 394,229
DPW Administration	\$ 360,820	\$ 172,934	47.93%	\$ 159,201	\$ 327,456
DPW Refuse & Garbage	\$ 336,293	\$ 143,145	42.57%	\$ 142,276	\$ 271,805
DPW Central Garage	\$ 322,624	\$ 151,535	46.97%	\$ 143,579	\$ 292,474
Bus	\$ 320,509	\$ 151,952	47.41%	\$ 147,519	\$ 284,403
Comptroller	\$ 300,589	\$ 141,904	47.21%	\$ 138,382	\$ 276,722
<b>SUBTOTAL</b>	\$ 12,134,225	\$ 5,559,126	45.81%	\$ 5,873,104	\$ 11,205,064
All Other Departments	\$ 2,558,769	\$ 1,379,514	53.91%	\$ 1,295,124	\$ 2,148,132
<b>TOTAL</b>	\$ 14,692,994	\$ 6,938,640	47.22%	\$ 7,168,227	\$ 13,353,196

**CITY OF WATERTOWN**  
**FY 2009/10 QUARTERLY FINANCIAL REPORT (UNAUDITED)**  
**THROUGH THE QUARTER ENDED DECEMBER 31, 2009**

**WATER FUND**

Revenues were lower compared to last year, down \$177,193 or 8.06%. The quarterly bill for December to DANC was down \$46,988 or 25.20% compared to the same quarter last year. Although year-to-date revenue from DANC billings is down \$148,523 or 35.95% the revenues are still higher than budgeted by approximately \$43,000. Expenditures are lower by \$19,025 or 0.81% compared to last year.

	2009-10		Y-T-D % of Budget		2008-09
Water Fund Summary	Revised Budget	Y-T-D Actual	(Dec. = 50%)	Prior Y-T-D	Actual (Unaudited)
Revenues	\$ 4,564,000	\$ 2,021,782	44.30%	\$ 2,198,975	\$ 4,734,487
Expenditures	\$ 4,750,981	\$ 2,317,446	48.78%	\$ 2,336,472	\$ 4,882,845
Net Change in Fund Balance	\$ (186,981)	\$ (295,665)		\$ (137,497)	\$ (148,358)

**SEWER FUND**

Revenues have decreased from last year by \$35,034 or 1.82%. The billings to DANC through December were up \$29,375 or 29.17% compared to the same quarter last year. Expenditures have increased by \$254,568 or 14.13% due to the hauling of ash and increases to debt service costs compared to last year.

	2009-10		Y-T-D % of Budget		2008-09
Sewer Fund Summary	Revised Budget	Y-T-D Actual	(Dec. = 50%)	Prior Y-T-D	Actual (Unaudited)
Revenues	\$ 4,256,650	\$ 1,887,218	44.34%	\$ 1,922,252	\$ 4,374,681
Expenditures	\$ 4,317,009	\$ 2,056,231	47.63%	\$ 1,801,662	\$ 3,833,307
Net Change in Fund Balance	\$ (60,359)	\$ (169,013)		\$ 120,590	\$ 541,374

**LIBRARY FUND**

Excluding the transfer from the General Fund, revenues are up compared to last year by \$29 or 0.09%. Expenditures are up by \$17,679 or 3.43% compared to last year.

	2009-10		Y-T-D % of Budget		2008-09
Library Fund Summary	Revised Budget	Y-T-D Actual	(Dec. = 50%)	Prior Y-T-D	Actual (Unaudited)
Revenues	\$ 1,053,135	\$ 533,561	50.66%	\$ 518,532	\$ 999,771
Expenditures	\$ 1,101,120	\$ 533,401	48.44%	\$ 515,722	\$ 1,019,941
Net Change in Fund Balance	\$ (47,985)	\$ 160		\$ 2,810	\$ (20,170)

The majority of the Library revenues shown in this fund are a result of the library transfer expense (\$501,000) shown up above in the General Fund Expenditures section. All available library revenues such as fines and grants are utilized prior to any transfer from the General Fund.

**SELF-INSURANCE FUND**

Revenues were up compared to last year by \$227,999 or 6.17%. Expenditures are down by \$715,978 or 19.83% compared to last year.

	2009-10		Y-T-D % of Budget		2008-09
Self-Insurance Fund Summary	Revised Budget	Y-T-D Actual	(Dec. = 50%)	Prior Y-T-D	Actual (Unaudited)
Revenues	\$ 7,852,120	\$ 3,924,430	49.98%	\$ 3,696,431	\$ 7,666,226
Expenditures	\$ 7,852,120	\$ 2,894,035	36.86%	\$ 3,610,012	\$ 6,422,848
Net Change in Fund Balance	\$ -	\$ 1,030,395		\$ 86,418	\$ 1,243,378

**CITY OF WATERTOWN**  
**FY 2009/10 QUARTERLY FINANCIAL REPORT (UNAUDITED)**  
**THROUGH THE QUARTER ENDED DECEMBER 31, 2009**

	2009-10 Revised Budget	Current Y-T-D	Y-T-D % of Budget (Dec. = 50%)	Prior Y-T-D	2008-09 Actual	Current YTD vs. Prior YTD	
						Variance	%
<b>General Fund Revenues</b>							
Real Property Taxes	\$ 7,344,073	\$ 7,343,895	100.00%	\$ 7,114,575	\$ 7,114,576	\$ 229,320	3.22%
Special Assessments (sidewalks)	\$ 12,300	\$ 68,397	556.07%	\$ 8,698	\$ 10,883	\$ 59,699	686.38%
Real Property Tax Reserve	\$ (70,000)	\$ -	0.00%	\$ -	\$ (24,189)	\$ -	0.00%
Federal Payments in Lieu of Taxes	\$ 22,500	\$ -	0.00%	\$ -	\$ 22,047	\$ -	0.00%
Other Payments in Lieu of Taxes	\$ 101,810	\$ 124,117	121.91%	\$ 2,409,340	\$ 2,395,312	\$ (2,285,224)	-94.85%
Interest/Penalties on Property Taxes	\$ 125,000	\$ 24,618	19.69%	\$ 23,391	\$ 111,184	\$ 1,227	5.25%
State Admin. Sales & Use Tax	\$ 14,755,000	\$ 7,715,453	52.29%	\$ 7,697,244	\$ 14,466,732	\$ 18,210	0.24%
Utilities Gross Income Tax	\$ 385,000	\$ 104,965	27.26%	\$ 154,766	\$ 376,670	\$ (49,801)	-32.18%
Franchises	\$ 423,000	\$ 135,184	31.96%	\$ 134,956	\$ 406,570	\$ 228	0.17%
Tax Sale Advertising	\$ 10,000	\$ 60	0.60%	\$ 80	\$ 12,160	\$ (20)	-25.00%
Comptroller's Fees	\$ 7,500	\$ 3,515	46.87%	\$ 3,635	\$ 7,199	\$ (120)	-3.30%
Assessor's Fees	\$ 900	\$ 100	11.08%	\$ 110	\$ 806	\$ (10)	-8.90%
Clerk Fees	\$ 110,800	\$ 48,995	44.22%	\$ 54,505	\$ 113,228	\$ (5,510)	-10.11%
Civil Service Fees	\$ 4,125	\$ -	0.00%	\$ -	\$ 2,990	\$ -	0.00%
Police Fees	\$ 5,000	\$ 1,603	32.05%	\$ 3,647	\$ 5,532	\$ (2,044)	-56.05%
Demolition Charges	\$ -	\$ -	0.00%	\$ 22,380	\$ -	\$ (22,380)	-100.00%
Public Works Fees	\$ 85,000	\$ 45,476	53.50%	\$ 42,485	\$ 63,751	\$ 2,990	7.04%
DPW Charges - Fuel	\$ 21,225	\$ 9,539	44.94%	\$ 16,150	\$ 25,786	\$ (6,610)	-40.93%
Bus Fares	\$ 165,000	\$ 81,349	49.30%	\$ 57,321	\$ 112,906	\$ 24,029	41.92%
Bus Advertising	\$ 10,000	\$ 2,510	25.10%	\$ 7,015	\$ 10,195	\$ (4,505)	-64.22%
Parks & Recreation Charges	\$ 11,250	\$ 4,105	36.49%	\$ 3,280	\$ 7,291	\$ 825	25.15%
Recreation Concessions	\$ 35,000	\$ 17,674	50.50%	\$ 16,999	\$ 29,307	\$ 675	3.97%
Special Recreation Facility Charges	\$ 24,000	\$ 18,000	75.00%	\$ 5,000	\$ 7,500	\$ 13,000	260.00%
Pool Fees	\$ 1,000	\$ 337	33.70%	\$ 817	\$ 1,017	\$ (480)	-58.75%
Arena Fees	\$ 121,600	\$ 11,407	9.38%	\$ 13,201	\$ 94,708	\$ (1,794)	-13.59%
Skating Rink Charges	\$ 50,000	\$ 24,889	49.78%	\$ 25,635	\$ 49,642	\$ (746)	-2.91%
Zoning Fees	\$ 2,500	\$ 1,200	48.00%	\$ 1,475	\$ 3,100	\$ (275)	-18.64%
Refuse and Garbage Charges	\$ 510,000	\$ 246,485	48.33%	\$ 257,900	\$ 510,508	\$ (11,415)	-4.43%
Toter Fees	\$ 185,000	\$ 98,727	53.37%	\$ 93,654	\$ 159,793	\$ 5,074	5.42%
Sale of Surplus Power	\$ 2,920,000	\$ 1,319,236	45.18%	\$ 1,539,848	\$ 2,805,326	\$ (220,611)	-14.33%
Taxes/Assessment Svcs. Other Govt.	\$ 4,500	\$ 4,502	100.03%	\$ 2,255	\$ 2,255	\$ 2,247	99.67%
Civil Service Charges-School District	\$ 25,000	\$ -	0.00%	\$ 24,030	\$ 24,030	\$ (24,030)	-100.00%
Police Services	\$ 97,750	\$ 27,975	28.62%	\$ 28,758	\$ 127,620	\$ (783)	-2.72%
Transportation Services, Other Govts.	\$ -	\$ -	0.00%	\$ -	\$ 9,320	\$ -	0.00%
Misc. Revenues, Other Govts.	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Interest and Earnings	\$ 130,000	\$ 63,140	48.57%	\$ 140,370	\$ 251,941	\$ (77,229)	-55.02%
Rental of Real Property	\$ 31,850	\$ 8,958	28.13%	\$ 6,965	\$ 28,684	\$ 1,993	28.61%
Business and Occupational Licenses	\$ 7,000	\$ 2,750	39.29%	\$ 3,458	\$ 6,187	\$ (708)	-20.48%
Games of Chance Licenses	\$ 200	\$ 30	15.00%	\$ 75	\$ 105	\$ (45)	-60.00%
Bingo Licenses	\$ 4,000	\$ 2,157	53.92%	\$ 2,460	\$ 4,335	\$ (303)	-12.31%
Building & Alterations Permits	\$ 50,000	\$ 16,568	33.14%	\$ 21,109	\$ 114,721	\$ (4,541)	-21.51%
City Permits	\$ 16,000	\$ 3,970	24.81%	\$ 65	\$ 140	\$ 3,905	6007.69%
Plumbing Permits	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Sanitary Sewer Permits	\$ 3,000	\$ 760	25.33%	\$ 910	\$ 1,160	\$ (150)	-16.48%
Storm Sewer Permits	\$ 500	\$ 825	165.00%	\$ 100	\$ 425	\$ 725	725.00%
Fines & Forfeited Bail	\$ 135,000	\$ 51,499	38.15%	\$ 55,712	\$ 117,660	\$ (4,213)	-7.56%
Scrap & Excess Materials Sale	\$ 4,500	\$ 729	16.19%	\$ 3,549	\$ 4,937	\$ (2,821)	-79.47%
Minor Sales	\$ 100	\$ -	0.00%	\$ 3	\$ 3	\$ (3)	-100.00%
Sale of Real Property	\$ 10,000	\$ 3,626	36.26%	\$ 6	\$ 18,285	\$ 3,620	58099.52%
Sale of Equipment	\$ 2,500	\$ -	0.00%	\$ -	\$ 4,755	\$ -	0.00%
Insurance Recoveries	\$ 25,000	\$ 7,721	30.88%	\$ 12,840	\$ 20,240	\$ (5,120)	-39.87%
Other Compensation for Loss	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Refund of Prior Year Expense	\$ 7,500	\$ 1,980	26.40%	\$ (308)	\$ 24,793	\$ 2,287	-743.46%
Gifts & Donations	\$ 10,000	\$ 6,750	67.50%	\$ 10,000	\$ 18,649	\$ (3,250)	-32.50%
Other Unclassified Revenues	\$ 1,000	\$ 50	4.98%	\$ 307	\$ 2,504	\$ (257)	-83.76%
Central Printing & Mailing	\$ 6,300	\$ 1,252	19.87%	\$ 1,106	\$ 2,296	\$ 146	13.17%
Central Garage	\$ 100,000	\$ 41,696	41.70%	\$ 59,611	\$ 96,806	\$ (17,914)	-30.05%
State Aid, Per Capita	\$ 5,090,177	\$ 551,759	10.84%	\$ 714,869	\$ 5,090,176	\$ (163,110)	-22.82%
State Aid, Real Property Tax Law	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
State Aid, Mortgage Tax	\$ 370,000	\$ 252,383	68.21%	\$ 270,622	\$ 418,469	\$ (18,239)	-6.74%
State Aid, STAR	\$ -	\$ -	0.00%	\$ 9,653	\$ 10,068	\$ (9,653)	-100.00%
State Aid, Records Management	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
State Aid, Other	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%

**CITY OF WATERTOWN**  
**FY 2009/10 QUARTERLY FINANCIAL REPORT (UNAUDITED)**  
**THROUGH THE QUARTER ENDED DECEMBER 31, 2009**

	2009-10 Revised Budget	Current Y-T-D	Y-T-D % of Budget (Dec. = 50%)	Prior Y-T-D	2008-09 Actual	Current YTD vs. Prior YTD	
						Variance	%
State Reimbursement-Worker's Comp.	\$ 65,000	\$ 5,957	9.17%	\$ -	\$ 46,634	\$ 5,957	#DIV/0!
State Reimbursement-Court Security	\$ 30,325	\$ -	0.00%	\$ -	\$ 38,128	\$ -	0.00%
State Reimbursement-Court Postage	\$ 1,752	\$ 876	50.00%	\$ 730	\$ 1,752	\$ 146	20.00%
State Reimbursement-CHIPs	\$ 14,400	\$ 2,779	19.30%	\$ -	\$ 15,070	\$ 2,779	#DIV/0!
State Mass Transportation Assistance	\$ 170,000	\$ 88,831	52.25%	\$ 132,606	\$ 277,483	\$ (43,774)	-33.01%
State Aid-Transportation Grants	\$ -	\$ -	0.00%	\$ -	\$ 4,624	\$ -	0.00%
State Aid, Youth Program	\$ 11,500	\$ -	0.00%	\$ 7,948	\$ 12,494	\$ (7,948)	-100.00%
State Aid, Juvenile Program	\$ 6,700	\$ -	0.00%	\$ -	\$ 7,616	\$ -	0.00%
State Aid, Other Home & Community Service	\$ 69,900	\$ -	0.00%	\$ -	\$ 16,870	\$ -	0.00%
State Aid, Codes	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Fed Aid - Other (TSA)	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Federal Aid Public Safety	\$ 154,957	\$ 84,330	54.42%	\$ 2,025	\$ 197,730	\$ 82,305	4064.44%
Federal Aid Highway Safety	\$ 9,000	\$ -	0.00%	\$ 3,390	\$ 7,341	\$ (3,390)	-100.00%
Federal Transportation Assistance	\$ 112,000	\$ -	0.00%	\$ 108,800	\$ 108,800	\$ (108,800)	-100.00%
Federal Aid-Transportation Grants	\$ -	\$ -	0.00%	\$ -	\$ 36,992	\$ -	0.00%
Federal Aid-Other Home & Community Serv.	\$ -	\$ -	0.00%	\$ -	\$ 21,049	\$ -	0.00%
Interfund Transfers	\$ 418,750	\$ 64,476	15.40%	\$ -	\$ 294,520	\$ 64,476	#DIV/0!
Total Revenue	\$ 34,574,744	\$ 18,750,165	54.23%	\$ 21,332,127	\$ 36,390,196	\$ (2,581,962)	-12.10%
Appropriated Fund Balance	\$ 1,521,000	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Revenue and Fund Balance	\$ 36,095,744	\$ 18,750,165	51.95%	\$ 21,332,127	\$ 36,390,196	\$ (2,581,962)	-12.10%
<b>General Fund Expenditures</b>							
Legislative Board	\$ 64,286	\$ 33,678	52.39%	\$ 31,002	\$ 60,902	\$ 2,676	8.63%
Mayor	\$ 26,128	\$ 16,473	63.05%	\$ 15,438	\$ 24,308	\$ 1,034	6.70%
Municipal Executive	\$ 538,746	\$ 241,935	44.91%	\$ 290,307	\$ 577,228	\$ (48,373)	-16.66%
Comptroller	\$ 492,271	\$ 248,872	50.56%	\$ 233,418	\$ 463,290	\$ 15,454	6.62%
Purchasing	\$ 121,727	\$ 63,012	51.77%	\$ 61,666	\$ 119,268	\$ 1,346	2.18%
Assessment	\$ 258,469	\$ 125,989	48.74%	\$ 119,833	\$ 272,451	\$ 6,156	5.14%
Tax Advertising	\$ 13,000	\$ 320	2.46%	\$ (1,026)	\$ 12,648	\$ 1,346	-131.18%
Property Acquired for Taxes	\$ 52,500	\$ 1,638	3.12%	\$ 18,468	\$ 19,459	\$ (16,830)	-91.13%
Fiscal Agent Fees	\$ 3,100	\$ 2,955	95.31%	\$ 496	\$ 3,692	\$ 2,459	495.67%
Clerk	\$ 200,400	\$ 103,277	51.54%	\$ 101,306	\$ 195,879	\$ 1,970	1.95%
Law	\$ 192,600	\$ 79,298	41.17%	\$ 83,120	\$ 186,380	\$ (3,823)	-4.60%
Civil Service	\$ 82,590	\$ 44,987	54.47%	\$ 32,195	\$ 80,111	\$ 12,792	39.73%
Engineering	\$ 713,235	\$ 335,234	47.00%	\$ 382,741	\$ 730,880	\$ (47,507)	-12.41%
DPW Administration	\$ 646,646	\$ 296,439	45.84%	\$ 314,564	\$ 636,449	\$ (18,125)	-5.76%
Buildings	\$ 206,329	\$ 105,324	51.05%	\$ 102,604	\$ 240,306	\$ 2,720	2.65%
Central Garage	\$ 657,938	\$ 273,055	41.50%	\$ 271,148	\$ 616,517	\$ 1,907	0.70%
Central Printing & Mailing	\$ 82,500	\$ 26,299	31.88%	\$ 32,504	\$ 75,982	\$ (6,205)	-19.09%
Information Technology	\$ 509,955	\$ 267,059	52.37%	\$ 261,917	\$ 454,554	\$ 5,142	1.96%
Judgements & Claims	\$ 18,685	\$ -	0.00%	\$ -	\$ 19,115	\$ -	0.00%
Land	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Taxes on Property	\$ 32,925	\$ 28,730	87.26%	\$ 30,636	\$ 31,027	\$ (1,906)	-6.22%
Contingency	\$ 377,000	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Police	\$ 6,891,047	\$ 3,273,496	47.50%	\$ 3,494,179	\$ 6,978,577	\$ (220,683)	-6.32%
Fire	\$ 7,731,369	\$ 3,817,739	49.38%	\$ 4,151,480	\$ 7,811,115	\$ (333,741)	-8.04%
Control of Animals	\$ 85,382	\$ -	0.00%	\$ -	\$ 85,382	\$ -	0.00%
Safety Inspection	\$ 343,759	\$ 148,030	43.06%	\$ 181,867	\$ 330,030	\$ (33,838)	-18.61%
DPW Municipal Maintenance	\$ 550,412	\$ 297,411	54.03%	\$ 327,196	\$ 570,398	\$ (29,785)	-9.10%
DPW Road Maintenance	\$ 708,040	\$ 369,044	52.12%	\$ 327,479	\$ 591,869	\$ 41,566	12.69%
DPW Snow Removal	\$ 1,243,526	\$ 350,898	28.22%	\$ 453,002	\$ 1,256,391	\$ (102,103)	-22.54%
Hydro Electric Production	\$ 354,900	\$ 143,127	40.33%	\$ 131,859	\$ 282,146	\$ 11,268	8.55%
Traffic Control & Lighting	\$ 836,634	\$ 377,277	45.09%	\$ 426,020	\$ 779,443	\$ (48,743)	-11.44%
Bus	\$ 772,197	\$ 415,653	53.83%	\$ 360,568	\$ 755,667	\$ 55,085	15.28%
Off Street Parking	\$ 52,369	\$ 46,867	89.49%	\$ 51,748	\$ 59,195	\$ (4,880)	-9.43%
Community Action	\$ 52,000	\$ 26,000	50.00%	\$ 26,000	\$ 52,000	\$ -	0.00%
Publicity	\$ 5,000	\$ -	0.00%	\$ 1,698	\$ 1,698	\$ (1,698)	-100.00%
IND CTR, LDC, EDZ	\$ -	\$ -	0.00%	\$ -	\$ 5,000	\$ -	0.00%
Recreation Administration	\$ 166,166	\$ 96,459	58.05%	\$ 93,345	\$ 183,403	\$ 3,115	3.34%
Thompson Park	\$ 284,197	\$ 155,505	54.72%	\$ 136,295	\$ 269,349	\$ 19,210	14.09%
Recreation Playgrounds	\$ 65,669	\$ 42,497	64.71%	\$ 43,026	\$ 54,804	\$ (529)	-1.23%
Recreation Fairgrounds	\$ 124,256	\$ 54,700	44.02%	\$ 49,275	\$ 120,003	\$ 5,425	11.01%
Recreation Athletic Programs	\$ 60,490	\$ 29,408	48.62%	\$ 32,061	\$ 69,315	\$ (2,653)	-8.27%
Recreation Outdoor Swimming Pool	\$ 163,569	\$ 91,448	55.91%	\$ 105,675	\$ 156,844	\$ (14,227)	-13.46%
Recreation Ice Arena	\$ 345,044	\$ 162,088	46.98%	\$ 164,744	\$ 327,288	\$ (2,656)	-1.61%

**CITY OF WATERTOWN**  
**FY 2009/10 QUARTERLY FINANCIAL REPORT (UNAUDITED)**  
**THROUGH THE QUARTER ENDED DECEMBER 31, 2009**

	2009-10	Current Y-T-D	Y-T-D % of Budget (Dec. = 50%)	Prior Y-T-D	2008-09	Current YTD vs. Prior YTD	
	Revised Budget				Actual	Variance	%
Historian	\$ 250	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Zoning	\$ 3,000	\$ 655	21.84%	\$ 575	\$ 2,974	\$ 80	13.96%
Planning	\$ 141,800	\$ 35,656	25.15%	\$ 34,021	\$ 68,215	\$ 1,634	4.80%
DPW Storm Sewer	\$ 344,548	\$ 200,785	58.27%	\$ 191,254	\$ 335,578	\$ 9,530	4.98%
DPW Refuse & Garbage	\$ 871,621	\$ 412,967	47.38%	\$ 424,395	\$ 821,849	\$ (11,428)	-2.69%
Worker's Compensation	\$ 72,000	\$ 26,043	36.17%	\$ 26,935	\$ 87,750	\$ (892)	-3.31%
Unemployment Insurance	\$ 7,000	\$ 3,251	46.45%	\$ -	\$ 9,832	\$ 3,251	#DIV/0!
Health Insurance-Retirees	\$ 3,149,098	\$ 1,670,556	53.05%	\$ 1,465,275	\$ 3,183,671	\$ 205,281	14.01%
Compensated Absences	\$ -	\$ -	0.00%	\$ -	\$ 27,066	\$ -	0.00%
General Liability Reserve Transfer	\$ 25,000	\$ 25,000	100.00%	\$ 25,000	\$ 25,000	\$ -	0.00%
Library Transfer	\$ 984,210	\$ 501,000	50.90%	\$ 486,000	\$ 918,880	\$ 15,000	3.09%
Serial Bonds - Principal	\$ 2,716,719	\$ 1,027,200	37.81%	\$ 852,200	\$ 2,614,314	\$ 175,000	20.54%
Serial Bonds-Interest	\$ 1,045,561	\$ 538,648	51.52%	\$ 501,810	\$ 1,101,085	\$ 36,839	7.34%
Bond Anticipation Notes - Principal	\$ -	\$ -	0.00%	\$ -	\$ 224,300	\$ -	0.00%
Bond Anticipation Notes-Interest	\$ -	\$ -	0.00%	\$ -	\$ 62,786	\$ -	0.00%
NYPA Loan Principal	\$ 29,000	\$ 14,319	49.37%	\$ 13,544	\$ 27,726	\$ 775	5.72%
NYPA Loan Interest	\$ 1,500	\$ 764	50.91%	\$ 2,023	\$ 2,923	\$ (1,259)	-62.25%
Capital Reserve Fund	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Capital Fund Transfer	\$ 516,000	\$ 123,783	23.99%	\$ 171,069	\$ 482,952	\$ (47,286)	-27.64%
Black River Trust Fund Transfer	\$ 10,000	\$ -	0.00%	\$ -	\$ 10,000	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 36,044,363</b>	<b>\$ 16,772,849</b>	<b>46.53%</b>	<b>\$ 17,133,956</b>	<b>\$ 35,567,262</b>	<b>\$ (361,108)</b>	<b>-2.11%</b>
<b>Water Fund Revenues</b>							
Water Rents	\$ 3,750,000	\$ 1,618,379	43.16%	\$ 1,671,986	\$ 3,763,921	\$ (53,607)	-3.21%
Unmetered Water	\$ 12,000	\$ 7,239	60.33%	\$ 4,435	\$ 10,123	\$ 2,805	63.25%
Outside User Fees	\$ 486,000	\$ 264,600	54.44%	\$ 413,123	\$ 688,420	\$ (148,523)	-35.95%
Water Service Charges	\$ 65,000	\$ 35,539	54.68%	\$ 16,949	\$ 69,446	\$ 18,590	109.68%
Interest & Penalties on Water Rents	\$ 65,000	\$ 40,181	61.82%	\$ 36,164	\$ 75,523	\$ 4,016	11.11%
Interest Earnings	\$ 10,000	\$ 3,182	31.82%	\$ 8,374	\$ 13,299	\$ (5,193)	-62.01%
Sale of Scrap	\$ 1,000	\$ 1,324	132.41%	\$ 1,258	\$ 1,258	\$ 66	5.25%
Sale of Equipment	\$ -	\$ -	0.00%	\$ -	\$ 900	\$ -	0.00%
Insurance Recoveries	\$ 1,000	\$ 2,305	230.49%	\$ -	\$ -	\$ 2,305	#DIV/0!
Refund of Prior Years Expenditure	\$ -	\$ 62	0.00%	\$ -	\$ 60	\$ 62	#DIV/0!
Premium on Obligations	\$ -	\$ -	0.00%	\$ -	\$ 2,900	\$ -	0.00%
Unclassified Revenues	\$ -	\$ 98	0.00%	\$ 43	\$ 1,747	\$ 56	130.66%
Metered Water Sales Funds	\$ 98,000	\$ 48,873	49.87%	\$ 46,642	\$ 95,065	\$ 2,231	4.78%
Interfund Transfers	\$ 76,000	\$ -	0.00%	\$ -	\$ 11,825	\$ -	0.00%
Total Revenue	\$ 4,564,000	\$ 2,021,782	44.30%	\$ 2,198,975	\$ 4,734,487	\$ (177,193)	-8.06%
Appropriated Fund Balance	\$ 184,843	\$ 295,665	159.95%	\$ 137,497	\$ 148,358	\$ 158,168	115.03%
Revenue and Fund Balance	\$ 4,748,843	\$ 2,317,446	48.80%	\$ 2,336,472	\$ 4,882,845	\$ (19,025)	-0.81%
<b>Water Fund Expenditures</b>							
Taxes on Property	\$ 695	\$ 330	47.53%	\$ 333	\$ 668	\$ (3)	-0.79%
Contingency	\$ 10,000	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Water Administration	\$ 253,965	\$ 131,539	51.79%	\$ 124,917	\$ 242,427	\$ 6,622	5.30%
Source of Supply, Power and Pump	\$ 486,770	\$ 190,229	39.08%	\$ 227,903	\$ 445,694	\$ (37,674)	-16.53%
Water Purification	\$ 1,457,064	\$ 668,211	45.86%	\$ 690,961	\$ 1,357,822	\$ (22,750)	-3.29%
Transmission and Distribution	\$ 1,160,280	\$ 556,137	47.93%	\$ 598,491	\$ 1,171,351	\$ (42,354)	-7.08%
Worker's Compensation	\$ 9,000	\$ 492	5.46%	\$ 498	\$ 3,921	\$ (6)	-1.15%
Unemployment Insurance	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Health Insurance	\$ 165,466	\$ 75,474	45.61%	\$ 80,558	\$ 146,301	\$ (5,084)	-6.31%
Compensated Absences	\$ 2,500	\$ -	0.00%	\$ -	\$ (1,916)	\$ -	0.00%
General Liability Transfer	\$ 7,500	\$ 7,500	100.00%	\$ 7,500	\$ 7,500	\$ -	0.00%
Serial Bonds - Principal	\$ 902,992	\$ 548,700	60.76%	\$ 501,700	\$ 1,107,187	\$ 47,000	9.37%
Serial Bonds - Interest	\$ 216,749	\$ 116,527	53.76%	\$ 103,611	\$ 267,533	\$ 12,916	12.47%
Bond Anticipation Notes - Principal	\$ -	\$ -	0.00%	\$ -	\$ 27,200	\$ -	0.00%
Bond Anticipation Notes-Interest	\$ -	\$ -	0.00%	\$ -	\$ 10,184	\$ -	0.00%
Transfer to Coagulation Reserve	\$ 30,000	\$ -	0.00%	\$ -	\$ 40,000	\$ -	0.00%
Transfer to Capital	\$ 48,000	\$ 22,306	46.47%	\$ -	\$ 56,974	\$ 22,306	#DIV/0!
<b>TOTAL</b>	<b>\$ 4,750,981</b>	<b>\$ 2,317,446</b>	<b>48.78%</b>	<b>\$ 2,336,472</b>	<b>\$ 4,882,845</b>	<b>\$ (19,025)</b>	<b>-0.81%</b>
<b>Sewer Fund Revenues</b>							
Sewer Rents	\$ 2,730,000	\$ 1,179,530	43.21%	\$ 1,182,202	\$ 2,752,341	\$ (2,672)	-0.23%
Sewer Charges	\$ 130,000	\$ 165,109	127.01%	\$ 97,986	\$ 249,988	\$ 67,122	68.50%
Interest & Penalties on Sewer Rents	\$ 55,000	\$ 33,363	60.66%	\$ 34,526	\$ 68,936	\$ (1,163)	-3.37%
Sewer Rents-Governments	\$ 1,064,000	\$ 393,425	36.98%	\$ 449,521	\$ 1,040,103	\$ (56,096)	-12.48%
Interest Earnings	\$ 1,000	\$ 1,774	177.39%	\$ 489	\$ 968	\$ 1,285	262.59%

**CITY OF WATERTOWN**  
**FY 2009/10 QUARTERLY FINANCIAL REPORT (UNAUDITED)**  
**THROUGH THE QUARTER ENDED DECEMBER 31, 2009**

	2009-10 Revised Budget	Current Y-T-D	Y-T-D % of Budget (Dec. = 50%)	Prior Y-T-D	2008-09 Actual	Current YTD vs. Prior YTD	
						Variance	%
Permit Fees	\$ 23,000	\$ 21,750	94.57%	\$ 22,750	\$ 23,250	\$ (1,000)	-4.40%
Sale of Scrap	\$ 1,000	\$ -	0.00%	\$ 230	\$ 230	\$ (230)	-100.00%
Sale of Equipment	\$ -	\$ -	0.00%	\$ -	\$ 1,868	\$ -	0.00%
Insurance Recovery	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Refund of Prior Years Expenditure	\$ -	\$ 115	0.00%	\$ -	\$ -	\$ 115	#DIV/0!
Premium on Obligations	\$ -	\$ -	0.00%	\$ -	\$ 6,323	\$ -	0.00%
Unclassified Revenues	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Interfund Revenues	\$ 177,000	\$ 92,151	52.06%	\$ 134,546	\$ 209,714	\$ (42,395)	-31.51%
State Aid - Workers Compensation	\$ -	\$ -	0.00%	\$ -	\$ 6,447	\$ -	0.00%
State Aid - CHIPSs	\$ -	\$ -	0.00%	\$ -	\$ 2,383	\$ -	0.00%
Interfund Transfer	\$ 75,650	\$ -	0.00%	\$ -	\$ 12,129	\$ -	0.00%
Total Revenue	\$ 4,256,650	\$ 1,887,218	44.34%	\$ 1,922,252	\$ 4,374,681	\$ (35,034)	-1.82%
Appropriated Fund Balance	\$ (57,686)	\$ 169,013	-292.99%	\$ -	\$ -	\$ 169,013	#DIV/0!
Total Revenue	\$ 4,198,964	\$ 2,056,231	48.97%	\$ 1,922,252	\$ 4,374,681	\$ 133,979	6.97%

**Sewer Fund Expenditures**

Sewer Administration	\$ 137,040	\$ 69,836	50.96%	\$ 66,509	\$ 128,024	\$ 3,326	5.00%
Sanitary Sewer	\$ 417,749	\$ 217,421	52.05%	\$ 210,819	\$ 378,453	\$ 6,603	3.13%
Sewage Treatment and Disposal	\$ 2,877,008	\$ 1,331,057	46.27%	\$ 1,222,055	\$ 2,498,564	\$ 109,002	8.92%
Contingency	\$ 20,000	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Worker's Compensation	\$ 6,000	\$ 389	6.49%	\$ 394	\$ 3,105	\$ (5)	-1.15%
Unemployment Insurance	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Health Insurance	\$ 107,420	\$ 66,450	61.86%	\$ 47,418	\$ 120,060	\$ 19,032	40.14%
Compensated Absences	\$ -	\$ -	0.00%	\$ -	\$ 118	\$ -	0.00%
Serial Bonds - Principal	\$ 504,181	\$ 273,300	54.21%	\$ 189,300	\$ 434,391	\$ 84,000	44.37%
Serial Bonds - Interest	\$ 185,411	\$ 96,757	52.18%	\$ 64,114	\$ 179,689	\$ 32,643	50.91%
Bond Anticipation Notes - Principal	\$ -	\$ -	0.00%	\$ -	\$ 78,500	\$ -	0.00%
Bond Anticipation Notes-Interest	\$ -	\$ -	0.00%	\$ -	\$ 10,330	\$ -	0.00%
NYPA Principal	\$ 2,000	\$ 969	48.44%	\$ 916	\$ 1,876	\$ 52	5.72%
NYPA Interest	\$ 200	\$ 52	25.85%	\$ 137	\$ 198	\$ (85)	-62.23%
Transfer to Capital Fund	\$ 60,000	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ 4,317,009	\$ 2,056,231	47.63%	\$ 1,801,662	\$ 3,833,307	\$ 254,568	14.13%

**Library Fund Revenues**

Library Fines	\$ 18,500	\$ 7,599	41.08%	\$ 6,409	\$ 15,988	\$ 1,190	18.58%
Insurance Recovery	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Refund of Prior Years Expenditure	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Library Grant	\$ 49,925	\$ 24,962	50.00%	\$ 24,962	\$ 49,924	\$ -	0.00%
Unclassified Revenues	\$ 500	\$ -	0.00%	\$ 1,161	\$ 1,211	\$ (1,161)	-100.00%
State Aid, Library Construction Grant	\$ -	\$ -	0.00%	\$ -	\$ 13,767	\$ -	0.00%
Interfund Transfer	\$ 984,210	\$ 501,000	50.90%	\$ 486,000	\$ 918,880	\$ 15,000	3.09%
Total Revenue	\$ 1,053,135	\$ 533,561	50.66%	\$ 518,532	\$ 999,771	\$ 15,029	2.90%
Appropriated Fund Balance	\$ 30,000	\$ -	0.00%	\$ -	\$ 20,170	\$ -	0.00%
Revenue and Fund Balance	\$ 1,083,135	\$ 533,561	49.26%	\$ 518,532	\$ 1,019,941	\$ 15,029	2.90%

**Library Fund Expenditures**

Contingency	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Library Fund Expenditures	\$ 871,389	\$ 410,299	47.09%	\$ 388,143	\$ 767,112	\$ 22,156	5.71%
Worker's Compensation	\$ 1,000	\$ 174	17.37%	\$ 176	\$ 1,384	\$ (2)	-1.14%
Unemployment Insurance	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Health Insurance	\$ 137,118	\$ 64,221	46.84%	\$ 67,782	\$ 139,787	\$ (3,561)	-5.25%
Compensated Absences	\$ -	\$ -	0.00%	\$ -	\$ (3,103)	\$ -	0.00%
Serial Bonds - Principal	\$ 51,084	\$ 38,000	74.39%	\$ 38,000	\$ 53,584	\$ -	0.00%
Serial Bonds - Interest	\$ 20,529	\$ 10,644	51.85%	\$ 11,777	\$ 22,793	\$ (1,133)	-9.62%
Bond Anticipation Notes - Principal	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Bond Anticipation Notes-Interest	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
NYPA Principal	\$ 18,500	\$ 9,056	48.95%	\$ 8,772	\$ 17,535	\$ 283	3.23%
NYPA Interest	\$ 1,500	\$ 483	32.19%	\$ 1,073	\$ 1,849	\$ (590)	-54.99%
Transfer to Capital	\$ -	\$ 526	0.00%	\$ -	\$ 19,000	\$ 526	#DIV/0!
TOTAL	\$ 1,101,120	\$ 533,401	48.44%	\$ 515,722	\$ 1,019,941	\$ 17,679	3.43%

**Self-Insurance Fund Revenues**

Shared Service Charges	\$ 6,998,835	\$ 3,485,255	49.80%	\$ 3,297,076	\$ 6,614,140	\$ 188,179	5.71%
Interest and Earnings	\$ -	\$ 5,827	0.00%	\$ -	\$ 1,838	\$ 5,827	#DIV/0!

**CITY OF WATERTOWN**  
**FY 2009/10 QUARTERLY FINANCIAL REPORT (UNAUDITED)**  
**THROUGH THE QUARTER ENDED DECEMBER 31, 2009**

	2009-10 Revised Budget	Current Y-T-D	Y-T-D % of Budget (Dec. = 50%)	Prior Y-T-D	2008-09 Actual	Current YTD vs. Prior YTD	
						Variance	%
Insurance Recoveries	\$ 50,000	\$ 58,674	117.35%	\$ 45,281	\$ 274,680	\$ 13,394	29.58%
Medicare Part D reimbursement	\$ 160,000	\$ 47,408	29.63%	\$ 40,410	\$ 181,539	\$ 6,998	17.32%
Employee Contributions	\$ 590,285	\$ 282,336	47.83%	\$ 298,902	\$ 543,194	\$ (16,566)	-5.54%
Unclassified Revenues	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Prescription Reimbursements	\$ 53,000	\$ 44,929	84.77%	\$ 14,763	\$ 50,834	\$ 30,166	204.34%
Total Revenue	\$ 7,852,120	\$ 3,924,430	49.98%	\$ 3,696,431	\$ 7,666,226	\$ 227,999	6.17%
Appropriated Fund Balance	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Revenue and Fund Balance	\$ 7,852,120	\$ 3,924,430	49.98%	\$ 3,696,431	\$ 7,666,226	\$ 227,999	6.17%
<b>Self-Insurance Fund Expenditures</b>							
Administration	\$ 158,700	\$ 97,547	61.47%	\$ 96,818	\$ 166,202	\$ 729	0.75%
City Administration	\$ 33,790	\$ 13,802	40.85%	\$ 15,785	\$ 31,253	\$ (1,982)	-12.56%
Stop Loss Insurance	\$ 397,610	\$ 222,155	55.87%	\$ 217,530	\$ 361,108	\$ 4,625	2.13%
Medical Claims	\$ 4,647,020	\$ 1,509,908	32.49%	\$ 2,889,156	\$ 3,663,440	\$ (1,379,248)	-47.74%
Pharmacy Claims	\$ 2,615,000	\$ 1,050,623	40.18%	\$ 390,725	\$ 2,200,844	\$ 659,898	168.89%
TOTAL	\$ 7,852,120	\$ 2,894,035	36.86%	\$ 3,610,012	\$ 6,422,848	\$ (715,978)	-19.83%

January 25, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Assignment of Tax Sale Certificate – VL-9 Arsenal Street

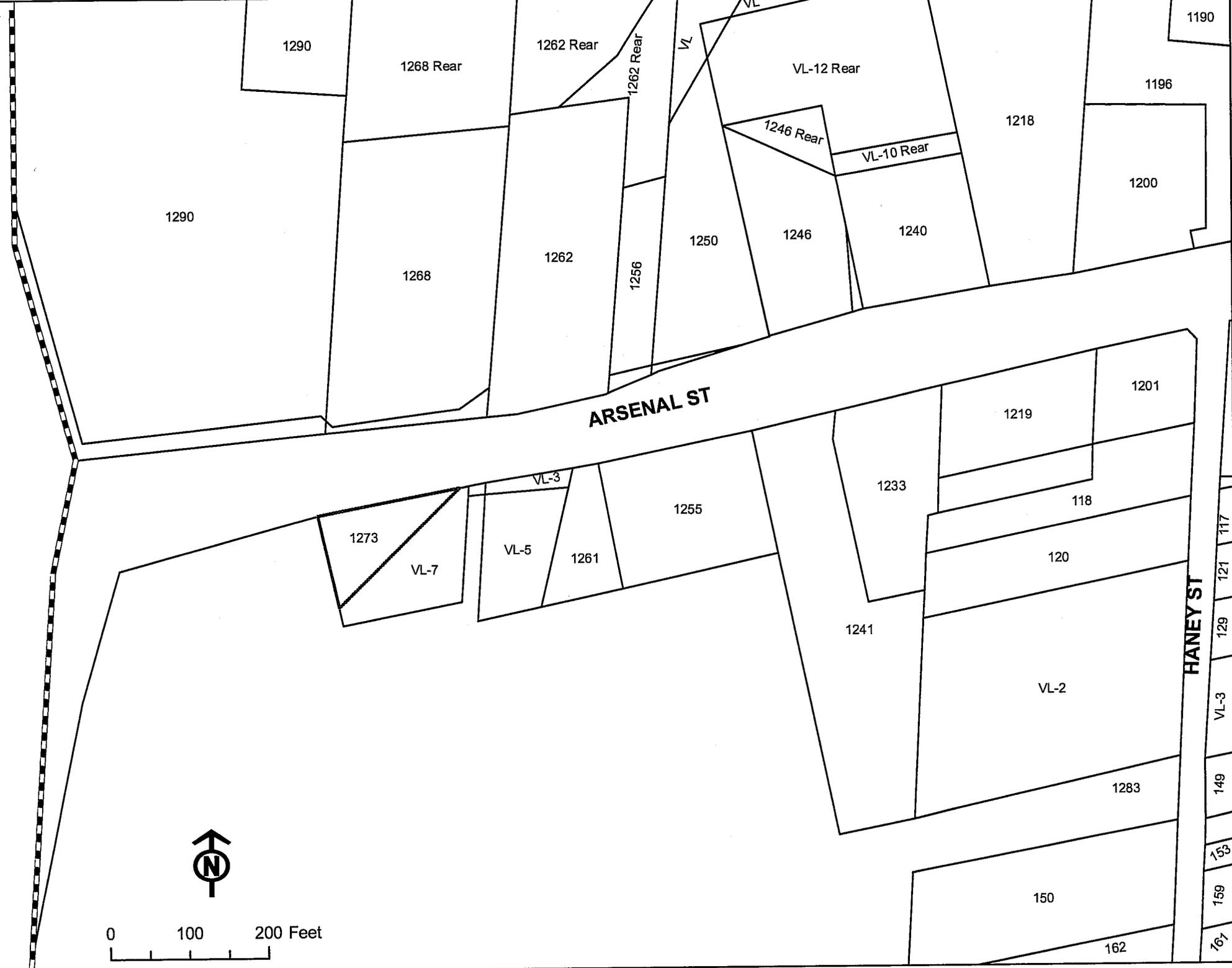
The City of Watertown is the holder of a tax sale certificate dated June 25, 2009 for VL-9 Arsenal Street (parcel # 9-22-102.001). Property and tax parcel maps along with a property description report of this parcel are attached for your review.

The City Comptroller's office has been contacted by Neil Katzman, property manager for 1283 Arsenal Street (Price Chopper Plaza) to inquire of the City's interest in assigning the outstanding tax sale certificate on this parcel to the owners of the plaza. The City Assessment office was also contacted by one of the tenants regarding the availability of this parcel.

This parcel has been looked at as a possible location for a City entrance sign. If the City keeps the certificate and ends up with the property, we could at that time just keep a portion of the property for a sign and sell the excess, which would be most of the property. If the taxes are not redeemed on this property, the City will take deed in June 2011.

City staff is seeking direction from City Council on their desire to either conduct a public auction to assign its tax sale certificate to the highest bidder or hold the tax sale certificate until the end of the redemption period. The redemption amount of the tax sale certificate as of February 1<sup>st</sup> is \$1,398.58.





1290

1268 Rear

1262 Rear

1262 Rear

VL-12 Rear

1190

1196

1218

1200

1290

1268

1262

1256

1250

1246

1240

1246 Rear

VL-10 Rear

ARSENAL ST

1201

1219

VL-3

1255

1233

118

1273

VL-5

1261

120

VL-7

1241

HANEY ST

VL-2

117  
121  
129  
149  
153  
159  
167

1283



0 100 200 Feet

150

162



Property Description Report For: VL-9 Arsenal St,  
Municipality of City of Watertown

No Photo  
Available

		<b>Status:</b>	Active
		<b>Roll Section:</b>	Taxable
		<b>Swis:</b>	221800
		<b>Tax Map ID #:</b>	9-22-102.001
		<b>Account #:</b>	01005178
		<b>Property Class:</b>	330 - Vacant comm
		<b>Site:</b>	RES 1
		<b>In Ag. District:</b>	No
		<b>Site Property Class:</b>	330 - Vacant comm
		<b>Zoning Code:</b>	C - Commercial
		<b>Neighborhood Code:</b>	00435
<b>Land Assessment:</b>	2010 - Tentative \$25,000 2009 - \$25,000 2008 - \$25,000	<b>Total Assessment:</b>	2010 - Tentative \$25,000 2009 - \$25,000 2008 - \$25,000
<b>Total Acreage/Size:</b>	197 x 136	<b>School District:</b>	Watertown
<b>Full Market Value:</b>	2010 - Tentative \$26,300 2009 - \$27,027 2008 - \$25,773	<b>Legal Property Desc:</b>	Former Citgo 1273 Arsenal 181 X 118 Triangle 922102.001
<b>Deed Book:</b>	920	<b>Deed Page:</b>	342
<b>Grid East:</b>	987925	<b>Grid North:</b>	1449418

Owners

Parish Land Co Inc  
49 Onondaga St  
Skaneateles NY 13152

Utilities

<b>Sewer Type:</b>	Comm/public	<b>Water Supply:</b>	Comm/public
<b>Utilities:</b>	Gas & elec	<b>Heat Type:</b>	0
<b>Fuel Type:</b>	0	<b>Central Air:</b>	No

Land Types

Type	Size
Primary	181 x 118

January 26, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Employee Assistance Program

I would like the City Council to consider providing an Employee Assistance Program (EAP) to its approximately 350 employees. I believe that an effective EAP is crucial to our operation and is an effective management tool. EAP's are designed to assist employees and their families with difficult economic issues such as home ownership, bankruptcy, financial difficulties, stresses at home and in the workplace, etc. When situations like these are occurring, they end up carrying over into every aspect of an employee's life, which ultimately affects work productivity, behavior and the overall health of our employees. An EAP is a supportive management tool aimed at helping employees develop healthy behaviors at home and at work.

For ten years the City of Watertown had an EAP provided by Northern Employee Assistance Services (NEAS), 167 Polk Street, Watertown New York. As part of the program services Northern Employee Assistance Services provided the following:

Orientation Sessions for all employees;

Confidential one-on-one counseling for employees and family members.  
The counseling is short-term for generally up to six sessions;

Management consultations as well as supervisory referral options;

Free awareness materials;

Online trainings for managers;

Critical Incident Stress Debriefings.

Under the terms of our last Agreement with Northern Employee Assistance Services the City paid \$25.25 per employee, which cost \$8,787 annually. Under this Agreement, in addition to the items listed above, NEAS provided three one-hour training sessions at no additional cost to the City. I have approached NEAS regarding their willingness to provide EAP services on a pay as you go method, where they would charge the City a prearranged amount for each employee visit. Unfortunately, they do not offer their EAP based on a per visit cost. They however, are willing to offer the service to the City for an annual flat rate of \$6,700. This works out to be approximately \$19.25 per employee, which is a reduction of 24% from the rate previously charged. This price does not include the three one-hour training sessions.

If the City Council supports moving forward with an Employee Assistance Program, I will contact Northern Employee Assistance Services and have an Agreement for City Council review at the next City Council meeting.