

CITY OF WATERTOWN, NEW YORK
AGENDA
Monday, July 6, 2015

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, July 6, 2015, 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 Agreement Between the City of Watertown and the Thompson Park Conservancy
- Resolution No. 2 - Approving Agreement for Public Benefit Services Between the City of Watertown and the Community Action Planning Council of Jefferson County, Inc.
- Resolution No. 3 - Approving Professional Services Agreement Between the City of Watertown and Public Sector HR Consultants, LLC
- Resolution No. 4 - Re-Bid for Production Services, Steve Weed Productions
- Resolution No. 5 - Re-Bid for Production Services for Webcasting, Steve Weed Productions
- Resolution No. 6 - Finding That Changing the Approved Zoning Classification of 1445 Washington Street from Neighborhood Business to Commercial Will Not Have a Significant Impact on the Environment
- Resolution No. 7 - Finding That Amending the Code of the City of Watertown, Sections 310-9, Commercial Districts and 310-52, Location of Certain Activities Restricted, Will Not Have a Significant Impact on the Environment

- Resolution No. 8 - Supporting Neighbors of Watertown's NY Main Street Program Application
- Resolution No. 9 - Endorsing the Formation of a Friends of Thompson Park Organization
- Resolution No. 10 - Accepting Bid for City Hall Boiler Replacement Project, G.S. Hanley, LLC

ORDINANCES

- Ordinance No. 1 - An Ordinance Authorizing the Issuance of \$190,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Boiler Replacements at City Hall, in and for Said City
- Ordinance No. 2 - Amending City Municipal Code § 293, Vehicles and Traffic

LOCAL LAW

PUBLIC HEARING

- 7:30 p.m. Resolution Authorizing Spending of Funds from the Capital Reserve Fund
- 7:30 p.m. Ordinance Changing the Approved Zoning Classification of 1445 Washington Street, Parcel 13-22-208.000, from Neighborhood Business to Commercial
- 7:30 p.m. Ordinance Amending the Code of the City of Watertown Section 310, Zoning

OLD BUSINESS

STAFF REPORTS

1. Town of Hounsfield Potential Sewer District No. 1
2. American Red Cross Home Fire Preparedness Campaign
3. Town of Pamela Water Agreement
4. Serial Bond Results and Moody's Report
5. Sales Tax Revenue – May 2015
6. Tax Sale Properties

NEW BUSINESS

EXECUTIVE SESSION

WORK SESSION

Next Work Session is scheduled for Monday, July 13, 2015, at 7:00 p.m.

ADJOURNMENT

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY,
JULY 20, 2015.**

Res No. 1

July 1, 2015

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Approving Agreement Between the City of Watertown and the Thompson Park Conservancy

During the development of the budget for Fiscal Year 2015-16, the City Council appropriated \$20,000 for the Thompson Park Conservancy. This is the annual appropriation for improvements to the premises currently leased by the Conservancy from the City of Watertown.

Attached for City Council consideration is an Agreement between the City of Watertown and the Thompson Park Conservancy. The term of this Agreement is one year, beginning July 1, 2015. The Agreement indicates that the funds must be used for a valid public purpose and to improve the leased premises. The Agreement also defines what the City considers ineligible activities.

A resolution approving the Agreement between the City and Thompson Park Conservancy has been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Approving Agreement Between the
City of Watertown and the Thompson
Park Conservancy

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

Total

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Introduced by

WHEREAS the Lessor, City of Watertown, owns the facility known as Thompson Park, located in the City of Watertown, County of Jefferson, State of New York, and

WHEREAS the Lessor has entered into an Agreement with the Tenant, Thompson Park Conservancy, Inc., to lease certain premises located at the Park for the operation of the "Thompson Park Zoo" by Lease dated December 1997, and

WHEREAS since that time, the City of Watertown has provided both financial and in-kind services in support of the Thompson Park Conservancy, and

WHEREAS the City Council has determined that it is in the best interest of the taxpayers of the City of Watertown to provide direct support to the Thompson Park Conservancy to be used to improve the leased premises as detailed in the attached Agreement,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Agreement between the City of Watertown and the Thompson Park Conservancy, a copy of which is attached and made a part of this resolution, and

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

Seconded by

**AGREEMENT
THOMPSON PARK CONSERVANCY**

INTRODUCTION

WHEREAS the Lessor, City of Watertown, owns the facility known as Thompson Park, located in the City of Watertown, County of Jefferson, State of New York, and

WHEREAS the Lessor has entered into an Agreement with the Tenant, Thompson Park Conservancy, Inc., to lease certain premises located at the Park for the operation of the “Thompson Park Zoo” by lease of December 1997, and

WHEREAS since that time the City of Watertown has provided both financial and in-kind services in support of the Thompson Park Conservancy, and

WHEREAS the City Council has determined that it is in the best interest of the taxpayers of the City of Watertown to provide direct support to the Thompson Park Conservancy to be used to improve the leased premises,

WITNESSETH

For and in consideration of the mutual covenants and agreements hereinafter contained, the parties hereto for themselves, their successors and assigns, have mutually agreed and do agree with each other as follows:

Article I. DESCRIPTION OF PROJECT. The Thompson Park Conservancy shall use the funds provided under the terms of this Agreement to improve the leased premises.

Article II. ELIGIBLE ACTIVITIES. Eligible activities for the Thompson Park Conservancy shall be for a valid public purpose and shall improve the premises leased to the Thompson Park Conservancy by the City of Watertown. Repair and maintenance of the structures covered by the Lease Agreement between the City of Watertown and the Thompson Park Conservancy are eligible expenses.

Article III. INELIGIBLE ACTIVITIES. Ineligible activities shall include but not be limited to: land acquisition, staff salary, utilities, fuel, insurance, maintenance and security salaries, construction costs, interest, purchase of equipment, and program activities solely directed towards or restricted to organizational membership.

Article IV. TERM OF THIS AGREEMENT. The term of this Agreement shall be for one (1) year, from July 1, 2015, through June 30, 2016.

Article V. MANNER OF PAYMENT.

- A. The amount to be paid from the City of Watertown General Fund, as appropriated therefore, shall not exceed Twenty Thousand Dollars (\$20,000) for the term of this Agreement.
- B. Payment shall be made by the City Comptroller upon the receipt of an executed Services Agreement between the City of Watertown and the Thompson Park Conservancy.
- C. The Thompson Park Conservancy understands that City funds may only be used for eligible activities and for services actually performed. The City will make payment after the rendering of a verified account and the audit of vouchers submitted by the Conservancy. A verified account shall then be submitted to the City on or before June 30, 2016.

Article VI. PROVISIONS OF LAW. All provisions of law required to be made as part of this Agreement are hereby deemed incorporated in this Agreement. Performance of the terms and conditions of this Agreement shall be subject to and performance of all applicable laws.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers or representatives on this ____ day of _____, 2015.

CITY OF WATERTOWN, NEW YORK

By: _____
Sharon Addison
City Manager

THOMPSON PARK CONSERVANCY

By: _____
Board President

Res No. 2

June 24, 2015

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Agreement for Public Benefit Services, Community Action Planning Council of Jefferson County, Inc.

Attached for City Council's consideration is a Public Benefit Services Agreement between the City of Watertown and the Community Action Planning Council of Jefferson County, Inc. Since 1967, when the CAPC was incorporated and designated as the official anti-poverty agency in Jefferson County, the City of Watertown and Jefferson County provided the local match used to leverage State and Federal program service dollars.

The Community Action Planning Council provides services that promote the education, charity, health, safety and welfare of the citizens of the City of Watertown. This contract specifically identifies the services that will be provided to the citizens of this community and funded by the City of Watertown. The term of this Agreement is for one year beginning July 1, 2015, and ending June 30, 2016. Funding in the amount of \$47,500 to support this initiative is included in the FY 2015-2016 Adopted Budget.

A resolution approving the Agreement between the City of Watertown and the Community Action Planning Council of Jefferson County, Inc. has been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Approving Agreement for Public Benefit Services Between the City of Watertown and the Community Action Planning Council of Jefferson County, Inc.

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

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Introduced by

WHEREAS the Community Action Planning Council of Jefferson County (CAPC) was incorporated and designated in 1967 as the official anti-poverty agency for Jefferson County, and

WHEREAS since that time, CAPC has received funds from local governments as the local share required to leverage State and Federal program service dollars, and

WHEREAS the services provided by the CAPC promotes a public purpose, and

WHEREAS the services promote the education, charity, health, safety and welfare of the citizens of the City of Watertown,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Agreement for Public Benefit Services between the City of Watertown and the Community Action Planning Council of Jefferson County, Inc., a copy of which is attached and made a part of this resolution, and

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

Seconded by

AGREEMENT FOR PUBLIC BENEFIT SERVICES

BETWEEN

THE CITY OF WATERTOWN, NEW YORK

and

THE COMMUNITY ACTION PLANNING COUNCIL OF JEFFERSON COUNTY, INC.

This Agreement made by and between the City of Watertown, New York (CITY) and the Community Action Planning Council of Jefferson County, Inc. (CAPC).

WITNESSETH

For and in consideration of the mutual covenants and agreements hereinafter contained, the parties hereto for themselves, their successors and assigns, have mutually agreed and do agree with each other as follows:

Article I. DESCRIPTION OF SERVICES. The Community Action Planning Council of Jefferson County, Inc. provides services that are considered to be for a public purpose. The Community Action Planning Council provides services which promote the education, charity, health, safety and welfare of the citizens of the City of Watertown.

Article II. ELIGIBLE ACTIVITIES. Eligible activities of the Community Action Planning Council reimbursable by the City shall promote a public purpose. Specifically, the Community Action Planning Council shall provide the following services to the citizens of the City of Watertown:

- a. Assist individuals and families to secure and retain meaningful employment.
- b. Assist individuals and families to attain an adequate education.
- c. Assist individuals and families to counteract conditions of starvation and malnutrition.
- d. Assist individuals and families to make a better income.
- e. Assist individuals and families to obtain emergency assistance.
- f. Assist individuals and families to obtain and maintain adequate housing.
- g. Assist individuals and families to remove obstacles that block self-sufficiency.

Article III. INELIGIBLE ACTIVITIES. Activities of the Community Action Planning Council, which do not promote a public purpose, shall be ineligible for reimbursement. Activities which are ineligible for reimbursement shall include, but not be limited to, land acquisition, salaries, utilities, fuel, insurance, interest, purchase of equipment, or program activities solely directed toward or restricted to organizational membership.

Article IV. TERM OF THIS AGREEMENT. The term of this Agreement shall be from July 1, 2015, through June 30, 2016.

Article V. MANNER OF PAYMENT.

a. The City agrees to provide Forty-Seven Thousand Five Hundred Dollars (\$47,500) to the Community Action Planning Council for the term specified above.

b. Payment shall be made by the City Comptroller. One half of the annual payment will be made on or after December 1st, and the second will be made on or after April 1st. Payment will only be made upon the City's receipt of a fully executed copy of this Agreement and a signed City Invoice form.

Article VI. PROVISIONS OF LAW. All provisions of law required to be made as part of this Agreement are hereby deemed incorporated in this Agreement. Performance of the terms and conditions of this Agreement shall be subject to and performance of all applicable laws.

Article VII. TERMINATION OF AGREEMENT. This Agreement may be terminated by either party, at any time, by the delivery to the other party of a written notice of termination by the Agreement, stating in good faith and for good and valid reasons by such party is unable to comply with and carry out the terms and substantive obligations of the Agreement in a meaningful manner. In the event of such termination, the City and the CAPC shall perform such services and pay such monies as are necessary to carry out their respective obligations under the Agreement up to the date of termination of the Agreement. Any notice shall be delivered in person or by first class mail, return receipt requested, at the address of such party as hereinafter set out.

Article VIII. EXTENT OF AGREEMENT. This Agreement represents the entire Agreement between the City and the CAPC. This Agreement may be amended only by written instrument signed by both parties and such amendment shall be attached to this Agreement.

Article IX. ANNUAL REPORT. The CAPC will provide the City of Watertown with a copy of their annual financial report. If not included in the annual financial report, an additional report shall be submitted which details the services provided by CAPC to the citizens of Watertown.

Article X. NOTICES. All notices required to be given under this Agreement shall be in writing and shall be deemed to have been duly given on the date mailed, if sent by certified mail, return receipt requested or delivered in person to:

THE CITY:

City Manager
City of Watertown
245 Washington Street
Suite 302
Watertown, New York 13601

THE COMMUNITY ACTION PLANNING COUNCIL:

Executive Director
Community Action Planning Council of Jefferson County, Inc.
518 Davidson Street
Watertown, New York 13601

A party may change the address to which notices are to be sent by written notice actually received by the other party.

IN WITNESS WHEREOF, the City of Watertown and the Community Action Planning Council of Jefferson County, Inc. have caused this Agreement to be executed by authorized agents to be effective as of the date heretofore written.

THE CITY OF WATERTOWN, NEW YORK

BY: City Manager Sharon Addison

THE COMMUNITY ACTION PLANNING COUNCIL OF JEFFERSON COUNTY, INC.

BY: Executive Director Melinda Gault

Res No. 3

July 1, 2015

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Agreement for Professional Services with Public Sector HR Consultants, LLC

Attached for City Council's consideration is an Agreement for Professional Services between the City of Watertown and Public Sector HR Consultants, LLC.

Since January 1, 2014, Public Sector HR Consultants has provided human resource support in matters pertaining to employee discipline, personnel recordkeeping, Workers Compensation issues, Family Medical Leave, and issues pertaining to Federal and State regulations including Civil Service Law to name a few. The term of this Agreement is for one year beginning July 1, 2015, and ending June 30, 2016 with the total cost remaining fixed at the previous year's rate. Funding in the amount of \$13,200 to support this initiative is included in the FY 2015-2016 Adopted Budget.

A resolution approving the Agreement between the City of Watertown and the Public Sector HR Consultants, LLC has been prepared for City Council consideration.

July 6, 2015

RESOLUTION

Page 1 of 1

Approving Professional Services Agreement
Between the City of Watertown and
Public Sector HR Consultants, LLC

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

Total

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Introduced by

WHEREAS the City of Watertown seeks assistance in handling human resource/
personnel issues, and

WHEREAS the City Manager has proposed utilizing the professional services of a
private Human Resources consulting group to assist the City with human resource/personnel
issues, and

WHEREAS the City Manager and staff have utilized the services of Public Sector
HR Consultants, LLC since January 1, 2014,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of
Watertown, New York, that it hereby approves the Professional Services Agreement between
Public Sector HR Consultants, LLC and the City of Watertown, a copy of which is attached
hereto and made a part of this resolution, and

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

Seconded by



CITY OF WATERTOWN
Professional Services Agreement
HUMAN RESOURCE
CONSULTING SERVICES

PARTIES TO AGREEMENT

This Professional Services Agreement is made by and between the City of Watertown, herein referred to as the “Client”, and Public Sector HR Consultants LLC (PSHRC), with principal offices located at 14 Knollwood Drive, Glenville, NY, 12302.

PSHRC provides a comprehensive human resource management consulting service. PSHRC does not represent that it is in the practice of law, but provides administrative and consulting services to effectively manage the Client’s human resource management needs. In the event the Client requests that its legal counsel participates in any aspect of PSHRC’s human resource management, PSHRC will consult with the Client’s legal counsel as directed. The Client understands and agrees that PSHRC’s role is limited to an advisory capacity only and that the application and implementation of the information and services provided by PSHRC, and any employment actions pursued as a result of advice furnished by PSHRC, are solely the responsibility of the Client. Furthermore, Client understands that neither PSHRC nor any other party can determine with certainty how an appropriate government agency or other trier of fact may apply the law with regard to a specific factual situation. As a result of such, Client acknowledges that PSHRC shall not be responsible to Client as a result of a determination made by a government agency and/or other trier of fact absent gross negligence or willful misconduct of PSHRC, in which case damages shall be limited to consideration paid to PSHRC.

SCOPE OF SERVICES

Public Sector HR Consultants LLC (PSHRC) will provide the following human resource consulting services to the City of Watertown for the period commencing July 1, 2015 through June 30, 2016.

1. UNLIMITED TELEPHONE AND E-MAIL CONSULTATION

Provide unlimited telephone and e-mail consultation to the City Manager, City Attorney, Confidential Assistant to the City Manager and others at the request of the City Manager on matters pertaining to human resource management and labor relations, including but not limited to:

- Interpretation and application of the City’s personnel policies and various collective bargaining agreements;
- Federal and State regulations, including but not limited to:
 - Civil Service Law

- Fair Labor Standards Act
- Family and Medical Leave Act
- Federal and State EEO, Disability and Sexual Harassment Laws

2. RECRUITING, INTERVIEWING AND HIRING PROCEDURES

PSHRC will provide guidance in the City's recruiting, interviewing and hiring procedures. This includes developing job descriptions for newly created positions or revising job descriptions as needed; providing forms for telephone screening, reference checking, and applicant screening. Assist with the recruitment of positions including drafting of position descriptions for advertisement. Assist in the interviewing process by developing interview questions; providing guidance to interviewers regarding the EEO do's and don'ts and assisting in evaluating applicants following the interview process.

3. EMPLOYEE DISCIPLINE AND SEPARATION

PSHRC will make recommendations to improve communications and reduce exposure to discrimination and wrongful termination claims. These services include, but are not limited to, the following:

1. Develop corrective discipline and termination procedures in compliance with Section 75 of the Civil Service Law and the collective bargaining agreements.
2. Provide guidance to supervisors on proper disciplinary and separation procedures.
3. Provide forms in compliance with CSL Section 75 and the collective bargaining agreements for counseling, Notice of Discipline, Stipulation of Settlement, exit interview, separation notice checklist, and related forms.

4. WORKERS' COMPENSATION, 207-a, 207-c, DISABILITY AND FMLA ADMINISTRATION

Act as a liaison between the City's workers' compensation carrier and the City regarding claims management activities and loss reserve analysis for Workers' Compensation. PSHRC will provide education and assistance in claims processing, medical leaves of absence, and return-to-work procedures. PSHRC will oversee and administer all leaves taken under the City's Family and Medical Leave Policy including explanation of FMLA procedures and eligibility requirements; completing necessary paperwork and follow-up approval letters; and setting up necessary tracking procedures. PSHRC will provide education and assistance for leaves pertaining to Civil Service Law §§71, 72 and 73, and General Municipal Law §§207-a and 207-c.

5. UNEMPLOYMENT INSURANCE ADMINISTRATION

PSHRC will act as a liaison between the City's unemployment insurance claims processor and the City by answering questions about claims and providing guidance on completing the employee separation section of claim forms.

1. Provide unemployment insurance claims information to the Department of Labor as requested and protect the City's interest on chargeability of claims.
2. Review Department of Labor rulings on unemployment insurance claims eligibility, make recommendations to the City to appeal decisions as appropriate. At the request of the City, PSHRC will provide representation at unemployment hearings for an additional fee of \$150 per hour.

6. EMPLOYEE/PERSONNEL FILE RECORDKEEPING

Develop and/or update personnel forms as required. Advise the City on best practices for storing and maintaining personnel folders.

7. DRUG & ALCOHOL TESTING PROCEDURES

PSHRC will provide guidance on Drug and Alcohol Testing procedures as applicable to the employment relationship.

FEE FOR SERVICES

Human Resource Consulting Services – The fee for the services detailed in numbers 1 through 7 above shall be of \$1,100 per month for the twelve (12) months covered by this Professional Services Agreement. Services requested beyond the scope of this agreement shall be billed at \$150/hour or at a project rate mutually agreed upon by both parties. This fee shall be billed monthly.

Travel Expenses – The City of Watertown will be responsible for reimbursing PSHRC for any travel expenses (mileage and highway tolls) that may occur if on-site services are requested. The mileage rate that will be charged shall be in accordance with the current mileage rate allowed by the Internal Revenue Service at the time travel takes place.

TERM OF AGREEMENT / TERMINATION

The term of this Agreement shall commence on July 1, 2015 and shall continue until June 30, 2016 or until terminated by either party on thirty (30) days written notice to the other party for any reason.

INDEMNIFICATION AND DEFENSE

The Client acknowledges and agrees that PSHRC's role is limited to an advisory capacity and that, as such, PSHRC has no authority or responsibility to apply and/or implement the advice, information, and services provided to the Client. Moreover, the parties acknowledge and agree that PSHRC owes a duty and is responsible solely to the Client, not the employees of the Client or any third party. The application and/or implementation of the advice, information, and services provided by PSHRC are solely the responsibility of the Client. Therefore, in the event that any third party (including any employee of the Client) asserts any claims or charges against PSHRC: (a) the Client agrees to indemnify and hold harmless PSHRC against any and all liability, claims, suits, losses, costs, and legal fees caused by, arising out of, or resulting from the services provided to the Client by PSHRC, including claims arising from any negligent act or omission of PSHRC, or by any agent or employee of PSHRC, in the performance of and/or the failure to perform the agreed upon services; and (b) the Client agrees to reimburse PSHRC for all attorneys' fees and obligations for legal expenses associated with PSHRC's engagement of counsel.

DISCLOSURE OF INFORMATION

Consultant shall not disclose or appropriate to its own use, or to the use of any third party, at any time during or subsequent to the term of this Agreement, any secret or confidential information of the City of which Consultant becomes informed during such period, whether or not developed by Consultant. The City shall have the right to obtain injunctive relief for violation of the terms of this Section and the terms of this Section shall survive the term of this Agreement.

INDEPENDENT CONTRACTOR

Consultant acknowledges that it will not hold itself, its officers, employees and/or agents out as employees of the City. Consultant is retained by the City only for the purposes and to the extent set forth in this Agreement, and its relationship to the City shall, during the periods of its services hereunder, be of an independent contractor. Consultant shall not be considered as having employee status and shall not be entitled to participate in any of the City's workers' compensation, retirement, fringe benefits, unemployment insurance, liability insurance, disability insurance, or other similar employee benefit programs. Similarly, Consultant, its officers, its employees and/or agents shall not be considered as having employee status for the purposes of any other rights, privileges or benefits derived from employment by the City. Consultant agrees that this Agreement does not confer benefits of any nature whatsoever upon it other than payment for services provided herein. Consultant shall not assert any claim for additional benefits of any nature, including, but not limited to, unemployment compensation benefits, by reason of the services to be performed pursuant to this Agreement. Consultant shall not be entitled to assert any claim to entitlements pursuant to any collective bargaining agreement now or hereafter in effect between the City and its employees.

IN WITNESS WHEREOF, the parties have executed this Professional Services Agreement through their respective representatives.

City of Watertown

Public Sector HR Consultants LLC

Signature: _____

Signature: Ronni M. Travers

Date: _____

Date: 5/20/15

By: _____

By: Ronni M. Travers, SPHR

Title: _____

Title: President

Res Nos. 4 and 5

June 24, 2015

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Re-Bid for Production Services,
Steve Weed Productions

The City Purchasing Department has again advertised in the *Watertown Daily Times* and received a sealed bid for productions services for the purpose of recording City Council Sessions as per City specifications.

Bid specifications were sent to eight (8) area production companies. One (1) sealed bid was received and publicly opened on Monday, June 22, 2015 at 11:00 a.m.

City Purchasing Manager Amy M. Pastuf reviewed the bid received, and it is her recommendation that the City accept the bid from Steve Weed Productions. As detailed in Ms. Pastuf's attached report, Steve Weed Productions has agreed to provide archival services for prior sessions up to ten years at no additional charge; \$100 will be charged per year for any sessions over ten years. Ms. Pastuf also states that the City has budgeted \$10,500 in the 2015-16 Budget. In order to remain within budgetary limits, she is recommending that the City Council award the services for recording the sessions only and forgo the live webcasting of City Council session.

Two resolutions are attached for Council consideration. The first resolution accepts the bid for production services only. The second resolution gives Council the option to accept the bid for webcasting of City Council sessions at a fee of \$150 per session.

RESOLUTION

Page 1 of 1

Re-Bid for Production Services,
Steve Weed Productions

Introduced by

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| Council Member BURNS, Roxanne M. |
| Council Member BUTLER, Joseph M. Jr. |
| Council Member JENNINGS, Stephen A. |
| Council Member MACALUSO, Teresa R. |
| Mayor GRAHAM, Jeffrey E. |
| Total |

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WHEREAS the City Purchasing Department has advertised and received a sealed bid for productions services for the purpose of recording City Council Sessions as per City specifications, and

WHEREAS bid specifications were sent to eight (8) area Production Companies, with one (1) bid received, and

WHEREAS on Monday, June 22, 2015, at 11:00 a.m. the bid received was publicly opened and read, and

WHEREAS the bid received was reviewed by City Purchasing Manager Amy M. Pastuf, and it is her recommendation that the City Council accept the bid for production services without live webcasting,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bid received for production services for the purpose of recording City Council Sessions as per City specifications from Steve Weed Productions in the amount of \$250 for a regular session and \$150 for a short session,

BE IT FURTHER RESOLVED that City Manager Sharon Addison is hereby authorized and directed to sign all contracts associated with implementing the award to Steve Weed Productions.

Seconded by

RESOLUTION

Page 1 of 1

Re-Bid for Production Services for Webcasting, Steve Weed Productions

Introduced by

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

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WHEREAS the City Purchasing Department has advertised and received a sealed bid for productions services for the purpose of recording City Council Sessions as per City specifications, and

WHEREAS bid specifications were sent to eight (8) area Production Companies, with one (1) bid received, and

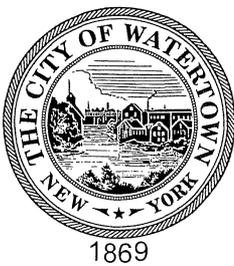
WHEREAS on Monday, June 22, 2015, at 11:00 a.m. the bid received was publicly opened and read, and

WHEREAS the bid received was reviewed by City Purchasing Manager Amy M. Pastuf,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bid received for live webcasting of City Council Sessions as per City specifications from Steve Weed Productions in the amount of \$150 per session, and

BE IT FURTHER RESOLVED that City Manager Sharon Addison is hereby authorized and directed to sign all contracts associated with implementing the award to Steve Weed Productions.

Seconded by



CITY OF WATERTOWN, NEW YORK

ROOM 205, CITY HALL
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601-3380
E-MAIL APastuf@watertown-ny.gov
Phone (315) 785-7749 Fax (315) 785-7752

Amy M. Pastuf
Purchasing Manager

MEMORANDUM

TO: Sharon Addison, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Bid 2015-11- Production Services REBID – Bid Recommendation
DATE: 6/24/2015

The City's Purchasing Department advertised in the Watertown Daily Times on June 2, 2015 calling for sealed bids for a Production Services for the purpose of recording City Council Sessions as per City Specifications. This is a three-year contract running from July 1, 2015 to June 30, 2018 with the option for two (2) one-year extensions.

Bid Specifications were sent to eight (8) area Production Companies. One (1) sealed bid, from Steve Weed Productions, was submitted to the Purchasing Department. The sealed bid was publicly opened and read on Monday, June 22, 2015 at 11:00 am, local time. The bid proposal is provided below:

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| Digital recording of City Council Session - Regular Session, per session | \$250.00 |
| Digital recording of City Council Session - Short Session, per session | \$150.00 |
| Live webcasting fee per session | \$150.00 |
| <u>Archival and publically accessible web hosting services for prior sessions</u> | |
| Annual fee for one month of sessions | No Bid |
| Annual fee for three months of sessions | No Bid |
| Annual fee for six months of sessions | No Bid |

Steve Weed Productions did not give the City pricing for archival work, but included a note indicating that they will continue to provide archival services for prior sessions up to ten (10) years at no additional charge. There will be an annual charge of \$100.00 per year for every year over ten years of archival sessions.

The City has budgeted \$10,500.00 for the Production Services in the 2015-2016 fiscal year. The City Council holds at least 36 sessions annually. The cost to the City to both record and live webcast these sessions would cost \$14,400.00, exceeding the budget by \$3,900.00 and not taking in consideration any additional sessions that might be scheduled during the year.

In order to remain within budgetary limits, it is recommended that the City Council award the digital recording services to Steve Weed Productions and forgo the live webcasting of City Council Sessions. The public will still have access to the recorded sessions through the archived sessions hosted on-line by Steve Weed Productions.

If there are any questions concerning this recommendation, please contact me at your convenience.

Res No. 6

June 30, 2015

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planner

Subject: Finding That Changing the Approved Zoning Classification of 1445 Washington Street, Parcel Number 13-22-208.000, from Neighborhood Business to Commercial Will Not Have a Significant Impact on the Environment

At its June 2, 2015 meeting, the City Planning Board unanimously adopted a motion recommending that the City Council change the approved zoning classification of 1445 Washington Street, Parcel Number 13-22-208.000, from Neighborhood Business to Commercial District. The Council has scheduled a public hearing on the request for Monday, July 6, 2015 at 7:30 PM.

The City Council must complete Part 2, and Part 3 if necessary, of the Short Environmental Assessment Form and adopt the attached resolution before it may vote on the Zone Change Ordinance. The resolution states that the proposed zone change will not have a significant impact on the environment.

RESOLUTION

Page 1 of 2

Finding That Changing the Approved Zoning Classification of 1445 Washington Street, Parcel Number 13-22-208.000, from Neighborhood Business to Commercial Will Not Have a Significant Impact on the Environment

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

Total

| YEA | NAY |
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Introduced by

WHEREAS the City Council of the City of Watertown, New York, has before it an Ordinance changing the approved zoning classification of 1445 Washington Street, Parcel Number 13-22-208.000 from Neighborhood Business to Commercial, and

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

WHEREAS the approval of the zone change would constitute such an "Action," and

WHEREAS the City Council has determined that changing the zoning classification of this property is an Unlisted Action as that term is defined by 6NYCRR Section 617.2, and

WHEREAS to aid the City Council in its determination as to whether the proposed zone change will have a significant impact on the environment, Part I of a Short Environmental Assessment Form has been prepared, 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:

1. Based upon its examination of the Short Environmental Assessment Form and comparing 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.

RESOLUTION

Page 2 of 2

Finding That Changing the Approved Zoning Classification of 1445 Washington Street, Parcel Number 13-22-208.000, from Neighborhood Business to Commercial Will Not Have a Significant Impact on the Environment

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

| YEA | NAY |
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2. The Mayor of the City of Watertown is authorized to execute the Environmental Assessment Form to the 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

Part 1 - Project Information

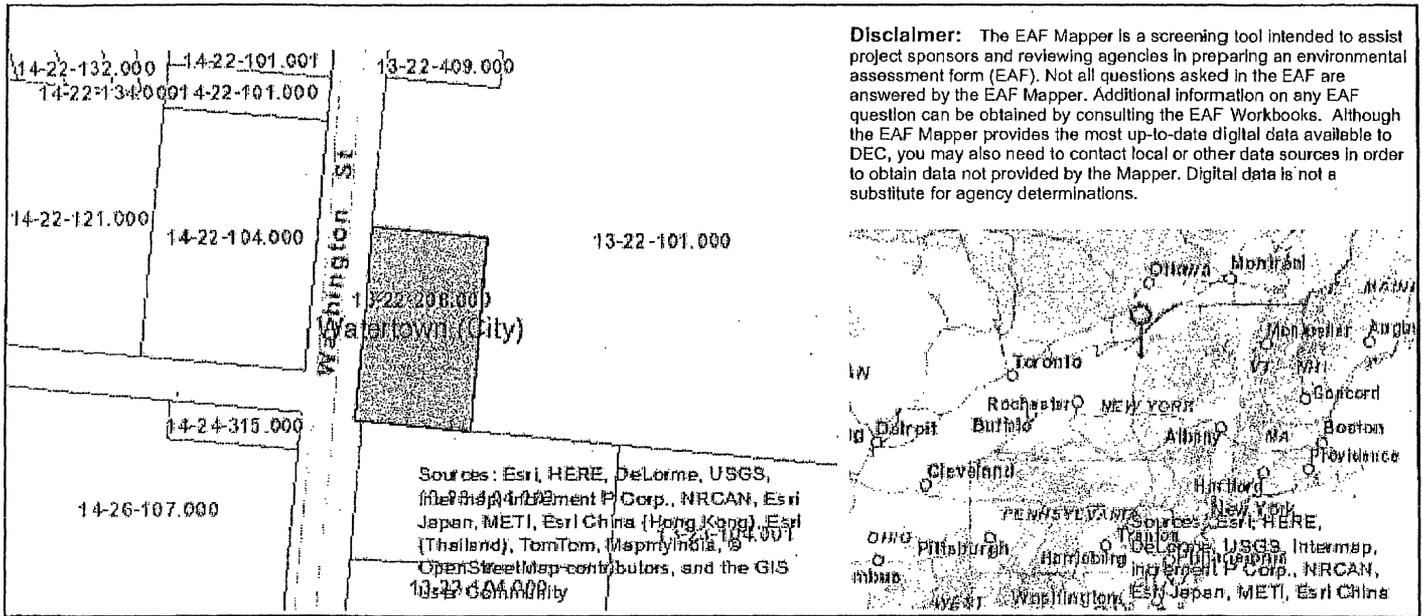
Instructions for Completing

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

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

| Part 1 - Project and Sponsor Information | | | | |
|---|--|--|---|--|
| Name of Action or Project: Watertown Animal Hospital Addition and Renovation Project | | | | |
| Project Location (describe, and attach a location map): 1445 Washington Street, Tax Map Parcel 13-22-208.000 | | | | |
| Brief Description of Proposed Action: The project consists of interior renovation to the existing 4,320 SF building and a proposed 1,610 SF building addition on the south side of the existing building. Site amenities include the construction of an expanded asphalt parking area that will include 15 parking spaces along the south side of the addition. The existing building is serviced by public sewer and water, and private electric, gas, and communication. The property is currently zoned Neighborhood Business. Under the zoning law, an animal hospital is a permitted use but restricted to only three examination rooms. The proposed renovations will include an increase from three to four examination rooms. Therefore, we request the zoning for the property be changed to Commercial, and that an Animal Hospital be listed as a permitted use without the size or number of examination rooms restriction. | | | | |
| Name of Applicant or Sponsor: 1445 Washington Street LLC, attn Dr. Christopher Jank | | Telephone: 315-788-1711 E-Mail: petcare@westelcom.com | | |
| Address: 1445 Washington Street | | | | |
| City/PO: Watertown | | State: New York | Zip Code: 13601 | |
| 1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2. | | | NO <input type="checkbox"/> | YES <input checked="" type="checkbox"/> |
| 2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval: | | | NO <input checked="" type="checkbox"/> | YES <input type="checkbox"/> |
| 3.a. Total acreage of the site of the proposed action? | | 0.90 acres | | |
| b. Total acreage to be physically disturbed? | | 0.26 acres | | |
| c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? | | 0.90 acres | | |
| 4. Check all land uses that occur on, adjoining and near the proposed action. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland | | | | |

| | | |
|---|---|---|
| 18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____ _____ | NO <input checked="" type="checkbox"/> | YES <input type="checkbox"/> |
| 19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____ _____ | NO <input checked="" type="checkbox"/> | YES <input type="checkbox"/> |
| 20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____ _____ | NO <input checked="" type="checkbox"/> | YES <input type="checkbox"/> |
| I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE | | |
| Applicant/sponsor name: <u>1445 Washington St. L.L.C.</u> Date: <u>5/15/15</u> Signature: <u><i>[Signature]</i> D.V.M.</u> | | |



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|---|--|
| Part 1 / Question 7 [Critical Environmental Area] | No |
| Part 1 / Question 12a [National Register of Historic Places] | No |
| Part 1 / Question 12b [Archeological Sites] | Yes |
| Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies] | No |
| Part 1 / Question 15 [Threatened or Endangered Animal] | No |
| Part 1 / Question 16 [100 Year Flood Plain] | Digital mapping data are not available or are incomplete. Refer to EAF Workbook. |
| Part 1 / Question 20 [Remediation Site] | No |

Project:

Date:

Short Environmental Assessment Form
Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

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

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

Project: _____

Date: _____

Short Environmental Assessment Form Part 3 Determination of Significance

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

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

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.

Name of Lead Agency

Date

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)

Res No. 7

June 30, 2015

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planner

Subject: Finding That Amending the Code of the City of Watertown, Sections 310-9, Commercial Districts and 310-52, Location of Certain Activities Restricted, Will Not Have a Significant Impact on the Environment

At its June 2, 2015 meeting, the City Planning Board unanimously adopted a motion recommending that the City Council amend the text of Section 310-9, Commercial Districts of the Zoning Ordinance of the City of Watertown to allow "Animal Hospital" as a permitted use and to amend the text of Paragraph C of Section 310-52, Location of Certain Activities Restricted to eliminate the requirement for special approval of the City Council for an Animal Hospital. The Council has scheduled a public hearing on the request for Monday, July 6, 2015 at 7:30 PM.

The City Council must complete Part 2, and Part 3 if necessary, of the Short Environmental Assessment Form and adopt the attached resolution before it may vote on the Zone Change Ordinance. The resolution states that the proposed text amendment will not have a significant impact on the environment.

RESOLUTION

Page 1 of 2

Finding That Amending the Code of the City of Watertown, Sections 310-9, Commercial Districts and 310-52, Location of Certain Activities Restricted, Will Not Have a Significant Impact on the Environment

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

Total

| YEA | NAY |
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Introduced by

WHEREAS the City Council of the City of Watertown, New York, has before it an Ordinance amending the text of Section 310-9, Commercial Districts of the Zoning Ordinance of the City of Watertown to allow “Animal Hospital” as a permitted use and to amend the text of Paragraph C of Section 310-52, Location of Certain Activities Restricted, to eliminate the requirement for special approval of the City Council for an Animal Hospital, 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 approval of the text amendment would constitute such an “Action,” and

WHEREAS the City Council has determined that the proposed text amendment is an Unlisted Action as that term is defined by 6NYCRR Section 617.2, and

WHEREAS to aid the City Council in its determination as to whether the proposed text amendment will have a significant impact on the environment, Part I of a Short Environmental Assessment Form has been prepared, 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:

1. Based upon its examination of the Short Environmental Assessment Form and comparing the proposed action with the criteria set forth in 6NYCRR Section 617.7, no significant impact is known and the adoption of the text amendment will not have a significant impact on the environment.

RESOLUTION

Page 2 of 2

Finding That Amending the Code of the City of Watertown, Sections 310-9, Commercial Districts and 310-52, Location of Certain Activities Restricted, Will Not Have a Significant Impact on the Environment

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

Total

| YEA | NAY |
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2. The Mayor of the City of Watertown is authorized to execute the Environmental Assessment Form to the 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

Part 1 - Project Information

Instructions for Completing

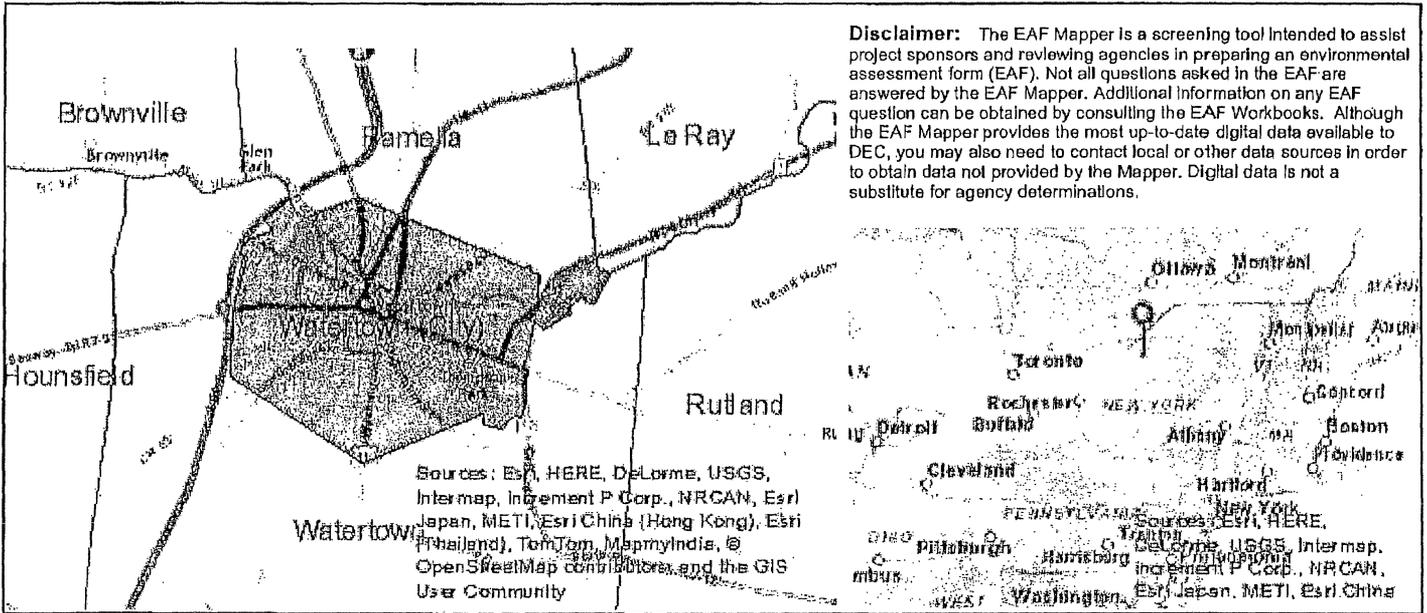
Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available.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

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

| Part 1 - Project and Sponsor Information | | | |
|--|--|-------------------------------|--|
| Name of Action or Project: Text Amendment to Zoning within Commercial Zones | | | |
| Project Location (describe, and attach a location map): All properties zoned commercial within the City Limits | | | |
| Brief Description of Proposed Action: Text Amendment to Zoning to add an Animal Hospital as permitted use without any restriction to number of examination rooms within a Commercial Zone. | | | |
| Name of Applicant or Sponsor: 1445 Washington Street LLC, attn Dr. Christopher Jank | | Telephone: 315-788-1711 | |
| | | E-Mail: petcare@westelcom.com | |
| Address: 1445 Washington Street | | | |
| City/PO: Watertown | | State: New York | Zip Code: 13601 |
| 1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2. | | | NO <input type="checkbox"/> |
| | | | YES <input checked="" type="checkbox"/> |
| 2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval: | | | NO <input type="checkbox"/> |
| | | | YES <input type="checkbox"/> |
| 3.a. Total acreage of the site of the proposed action? _____ acres | | | |
| b. Total acreage to be physically disturbed? _____ acres | | | |
| c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres | | | |
| 4. Check all land uses that occur on, adjoining and near the proposed action. | | | |
| <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) | | | |
| <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ | | | |
| <input type="checkbox"/> Parkland | | | |

| | NO | YES | N/A |
|--|--------------------------|--------------------------|--------------------------|
| 5. Is the proposed action, a. A permitted use under the zoning regulations? b. Consistent with the adopted comprehensive plan? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Is the proposed action consistent with the predominant character of the existing built or natural landscape? | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| 7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? | NO | YES | |
| If Yes, identify: _____ | <input type="checkbox"/> | <input type="checkbox"/> | |
| 8. a. Will the proposed action result in a substantial increase in traffic above present levels? | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| b. Are public transportation service(s) available at or near the site of the proposed action? | NO | YES | |
| c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action? | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| 9. Does the proposed action meet or exceed the state energy code requirements? | NO | YES | |
| If the proposed action will exceed requirements, describe design features and technologies: _____ _____ | <input type="checkbox"/> | <input type="checkbox"/> | |
| 10. Will the proposed action connect to an existing public/private water supply? | NO | YES | |
| If No, describe method for providing potable water: _____ | <input type="checkbox"/> | <input type="checkbox"/> | |
| 11. Will the proposed action connect to existing wastewater utilities? | NO | YES | |
| If No, describe method for providing wastewater treatment: _____ | <input type="checkbox"/> | <input type="checkbox"/> | |
| 12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places? | NO | YES | |
| b. Is the proposed action located in an archeological sensitive area? | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| 13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? | NO | YES | |
| b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? | NO | YES | |
| If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____ | <input type="checkbox"/> | <input type="checkbox"/> | |
| 14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: | | | |
| <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional | | | |
| <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban | | | |
| 15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered? | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| 16. Is the project site located in the 100 year flood plain? | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| 17. Will the proposed action create storm water discharge, either from point or non-point sources? | NO | YES | |
| If Yes, | | | |
| a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES | <input type="checkbox"/> | <input type="checkbox"/> | |
| b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? | | | |
| If Yes, briefly describe: <input type="checkbox"/> NO <input type="checkbox"/> YES _____ _____ | <input type="checkbox"/> | <input type="checkbox"/> | |

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|---|--|---|
| 18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____ _____ | NO <input type="checkbox"/> | YES <input type="checkbox"/> |
| 19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____ _____ | NO <input type="checkbox"/> | YES <input type="checkbox"/> |
| 20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____ _____ | NO <input type="checkbox"/> | YES <input type="checkbox"/> |
| I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE | | |
| Applicant/sponsor name: <u>1445 Washington St. L.L.C.</u> | | Date: <u>6/2/15</u> |
| Signature: <u><i>Chloe J. P.V.M.</i></u> | | |



| | |
|---|---|
| Part 1 / Question 7 [Critical Environmental Area] | No |
| Part 1 / Question 12a [National Register of Historic Places] | Yes |
| Part 1 / Question 12b [Archeological Sites] | Yes |
| Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies] | Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook. |
| Part 1 / Question 15 [Threatened or Endangered Animal] | Yes |
| Part 1 / Question 16 [100 Year Flood Plain] | Yes |
| Part 1 / Question 20 [Remediation Site] | Yes |

SHORT EAF SUMMARY REPORT:

Narrative Description for Questions 1.

- No environmental resources would be affected by proposed action. Any future actions that involve animal hospitals within a commercial zone within the City may be effected and can be determined during SEQRA review process. The SEQRA review process for the Watertown Animal Hospital Addition and Renovation Project will be conducted during the Planning Board submission for site plans review .



NYS WBE/DBE Certified
SBA Woman Owned
Small Business (WOSB)

aubertinecurrier.com

322 Bradley Street
Watertown, NY 13151-1860

Phone: 315-782-2006
Fax: 315-782-1472

Managing Partner
Annette M. Mason, P.E.
Structural Engineer

Partners

Michael L. Aubertine, R.A.
Architect

Patrick J. Currier, R.A.
Architect

Brian A. Jones, AIA.,
LEED AP BD+C
Architect

Matthew R. Morgla, P.E.
Civil Engineer

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

Project: Date:

Short Environmental Assessment Form
Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

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

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

Short Environmental Assessment Form
Part 3 Determination of Significance

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

- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- 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.

 Name of Lead Agency

 Date

 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)

Res No. 8

June 30, 2015

To: The Honorable Mayor and City Council
From: Kenneth A. Mix, Planning & Community Development Coordinator
Subject: Supporting Neighbors of Watertown's NY Main Street Application

Neighbors of Watertown, Inc. will be submitting an application to the New York Main Street Program through the 2015 Consolidated Funding Application round. They will be applying for \$500,000 from that program. The money will be used for façade and interior renovations of buildings along the first block of Court Street, Safford Lane, and J.B. Wise Place.

The total project budget will be \$1,250,000. The Watertown Local Development Corporation has agreed to provide \$250,000. Neighbors will also apply to National Grid for \$250,000. Property owners will be responsible for the remaining \$250,000.

The NY Main Street requires a formal resolution from the municipality in which the proposed project is located. A resolution supporting the application has been drafted for City Council's consideration.

RESOLUTION

Page 1 of 1

Supporting Neighbors of Watertown's
NY Main Street Program Application

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

Total

| YEA | NAY |
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Introduced by

WHEREAS Neighbors of Watertown, Inc. intends to apply to the New York Main Street Program for funds to help facilitate the redevelopment of a targeted downtown area consisting of buildings along the first block of Court Street, Safford Lane, and J.B. Wise Place, and

WHEREAS the City Council desires to have continued renovation of downtown buildings,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby supports the application to be submitted to the New York Main Street Program by Neighbors of Watertown, Inc.

Seconded by



June 24, 2015

Ken Mix
Planning & Community Development Coordinator
City of Watertown
245 Washington Street
Watertown, NY 13601

Re: 2015 NY Main Street & National Grid Applications

Dear Mr. Mix:

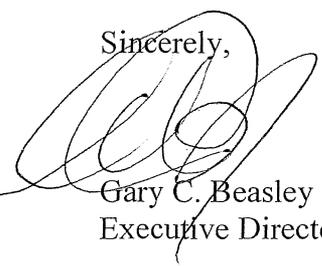
Neighbors of Watertown is requesting a letter of support for two applications. Neighbors is preparing an application to National Grid for \$250,000 and to the NY Main Street (NYMS) Program for \$500,000. The National Grid funds require a letter of support from the City of Watertown. The NYMS funds are available through the New York State CFA Application 2015 round which requires a formal resolution from the City of Watertown supporting the application.

The Program will help facilitate the redevelopment of a targeted area in downtown Watertown along JB Wise, Safford Lane and the first section of Court St. (specific boundaries of the target area are yet to be defined).

The concept is for a \$1,250,000 program that can renovate facades, eliminate blight and code issues, and remove development impediments for a block of commercial buildings within the target area. The Watertown Local Development Corporation (WLDC) has agreed to provide \$250,000 of the project cost as a direct match for the NYMS funds (up to 20% of the project), NOWI is submitting an application to National Grid for \$250,000 (up to 20% of the project), and the owners will be responsible for the balance of the project cost (minimum 20% of the project).

Please let me know if you need any further information regarding the application to submit to the City Council for their review and approval.

Sincerely,



Gary C. Beasley
Executive Director



The Housing & Redevelopment Store
112 Franklin Street, Watertown, NY 13601
Phone (315) 782-8497 Fax (315) 782-0102
www.neighborsofwatertown.com

Res No. 9

June 29, 2015

To: The Honorable Mayor and City Council
From: Kenneth A. Mix, Planning & Community Development Coordinator
Subject: Endorsing the Formation of a Friends of Thompson Park Organization

The City Council requested a formal resolution endorsing the formation of a Friends of Thompson Park group at its June 8, 2015 Work Session. A resolution has been drafted for the Council's consideration. The purposes of the group stated in the resolution are those proposed by Rev. Fred Garry at the Work Session.

RESOLUTION

Page 1 of 1

Endorsing the Formation of a
Friends of Thompson Park Organization

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

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Introduced by

WHEREAS John C. Thompson Park is the City of Watertown’s largest recreational facility and was designed by the renowned Olmsted Brothers, Landscape Architects, which give it significant recreational and historical value, and

WHEREAS a group of citizens brought together by the initiative of the noon Rotary Club has proposed the formation of a “Friends of the Park” organization, which will seek to maintain and develop Thompson Park in accord with the original Olmsted design, and

WHEREAS the City Council understands the value of partnering with a group of civic-minded individuals to the development of Thompson Park’s full potential,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby endorses the formation of a “Friends of the Park” organization with the purposes of:

1. Developing an endowment fund that will provide for the development and maintenance of Thompson Park,
2. Insuring the fidelity of donation for gifts and bequests directed toward the park,
3. Providing counsel and advice to the City Council and Thompson Park Conservancy regarding initiatives to enhance the park in accord with the Olmsted plan, and
4. Promoting and encouraging programs in the park that foster a connection to community and the region.

Seconded by

Res No. 10

June 30, 2015

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Accepting Bid for City Hall Boiler Replacement Project,
G.S. Hanley, LLC

The City Purchasing Department has advertised and received sealed bids for the City Hall Boiler Replacement Project.

Bid specifications were sent to sixteen (16) contractors and the regional plan houses, with seven (7) bids submitted to the Purchasing Department where they were publicly opened and read on Monday, June 29, 2015, at 11:00 a.m.

City Purchasing Agent Amy M. Pastuf reviewed the bids received with the Engineering Department, and it is their recommendation that the City Council accept the bid submitted by G.S. Hanley, LLC, in the amount of \$178,000 as the lowest qualified bidder meeting our specifications. The other bids submitted are detailed in the attached report of Mrs. Pastuf, along with the bid recommendation from City Engineer Justin Wood.

A resolution for Council consideration is attached. This project is included in the FY 2015-16 Budget. Approval of the resolution is contingent upon approval of the Bond Ordinance also included in tonight's Council Agenda to cover the cost of this project.

RESOLUTION

Page 1 of 1

Accepting Bid for City Hall Boiler Replacement Project, G.S. Hanley, LLC

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

| YEA | NAY |
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Introduced by

WHEREAS the City Purchasing Agent has advertised and received sealed bids for the City Hall Boiler Replacement Project, and

WHEREAS bid specifications were sent to sixteen (16) contractors and the regional plan houses, with seven (7) bids submitted to the Purchasing Department, and

WHEREAS on Monday, June 29, 2015, at 11:00 a.m., the bids received were publicly opened and read, and

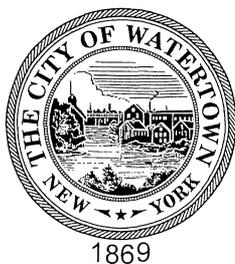
WHEREAS City Purchasing Agent Amy M. Pastuf reviewed the bids received with the Engineering Department, and it is their recommendation that the City Council accept the bid submitted by G.S. Hanley, LLC,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bid of G.S. Hanley, LLC in the amount of \$178,000 for the City Hall Boiler Replacement Project, and

BE IT FURTHER RESOLVED that City Manager Sharon Addison is hereby authorized and directed to sign all contracts associated with implementing the award to G.S. Hanley, LLC, and

BE IT FURTHER RESOLVED that approval of this Resolution is contingent upon approval of the Bond Ordinance associated with this project to cover the costs.

Seconded by



CITY OF WATERTOWN, NEW YORK

ROOM 205, CITY HALL
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601-3380
E-MAIL APastuf@watertown-ny.gov
Phone (315) 785-7749 Fax (315) 785-7752

Amy M. Pastuf
Purchasing Manager

MEMORANDUM

TO: Sharon Addison, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Bid 2015-12 – City Hall Boiler Replacement Project – Bid Recommendation
DATE: 6/30/2015

The City's Purchasing Department advertised in the Watertown Daily Times on June 2, 2015, calling for sealed bids for the City Hall Boiler Replacement Project. Bid Specifications were filed with the Northern New York and Syracuse Builders Exchange and the Dodge Reports.

Bid Specifications were sent to sixteen (16) contractors and the regional plan houses. Seven (7) sealed bids were submitted to the Purchasing Department. The sealed bids were publically opened and read on Monday, June 29, 2015 at 11:00 am, local time. The bid tally is provided below:

| | Burns Brothers Contractors | DW & Crew Mechanicals, Inc. | ENI Mechanicals, Inc. | G.S. Hanley, LLC | Hyde-Stone Mechanical Contractors, Inc. | Lawman Heating & Cooling, Inc. | Skelly Contractors, Inc. |
|----------------------|----------------------------|-----------------------------|-----------------------|-------------------------|---|--------------------------------|--------------------------|
| | Potsdam, NY | Cicero, NY | Gouverneur, NY | Syracuse, NY | Watertown, NY | Sackets Harbor, NY | Ogdensburg, NY |
| Total Lump Sum Price | \$229,000.00 | \$198,000.00 | \$226,900.00 | \$178,000.00 | \$221,484.00 | \$194,990.00 | \$224,000.00 |

The bids were reviewed by the Engineering Department and the Purchasing Department to ensure that they meet the required specifications. It should be noted that G.S. Hanley was the contractor. It is recommended that we accept the bid from G.S. Hanley, LLC as the lowest responsive responsible bidder.

If there are any questions concerning this recommendation, please contact me at your convenience.



CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

DATE: June 29 2015

TO: Amy Pastuf, Purchasing Manager

FROM: Justin Wood, City Engineer

SUBJECT: Bid Recommendation for City Hall Boiler Replacement

The Engineering Department has reviewed the bids received on June 29, 2015 for the City Hall Boiler Replacement project. The seven bids submitted for this project range from \$178,000.00 to \$229,000.00 (a delta of \$51,000). It is our recommendation that the bid be awarded to G.S. Hanley, LLC, Syracuse NY, in the amount of \$178,000.00.

The City Hall Boiler Replacement project is in the Fiscal Year 2015-2016 Adopted Budget as a capital project in the amount of \$190,000.00. The project will replace the four existing boilers, which have reached the end of their useful life, with three new high efficiency boilers. The City is familiar with G.S Hanley, LLC, as they successfully completed the Flower Memorial Library Boiler Replacement Project in 2014.

Work is anticipated to commence in August of this year.

Cc. Sharon Addison, City Manager
Jim Mills, City Comptroller

FISCAL YEAR 2015-2016
CAPITAL BUDGET
FACILITY IMPROVEMENTS
MUNICIPAL BUILDING

| PROJECT DESCRIPTION | COST |
|--|------------------|
| <p>City Hall Boiler Replacement:</p> <p>This funding supports the replacement of the existing Fulton Boilers located in the basement of City Hall. The boilers were originally installed in 2001 and are nearing the end of their service life.</p>  <p>Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2016-17 debt service of \$24,700.</p> | <p>\$190,000</p> |
| TOTAL | \$190,000 |

Ord No. 1

June 30, 2015

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Bond Ordinance – City Hall Boiler Replacements

Included in the Fiscal Year 2015-16 Capital Budget was the project to replace boilers at City Hall at an estimated cost of \$190,000. Earlier tonight City Council considered a resolution to accept the bid submitted by G.S. Hanley, LLC to complete the project at a cost of \$178,000. If the bid was accepted, City Council needs to consider the bond ordinance to provide financing for the project.

A summary of the project's current costs are as follows:

| | |
|--|-------------------|
| G.S. Hanley, LLC | \$ 178,000 |
| Estimated bonding fees and contingency | <u>12,000</u> |
| | <u>\$ 190,000</u> |

ORDINANCE

An Ordinance Authorizing the Issuance of \$190,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Boiler Replacements at City Hall, in and for Said City

Page 6 of 6

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

Total

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

Newspaper and/or other news media Date given

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

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

Designated Location(s) of Posted Notice Date of Posting

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City on July ____, 2015.

City Clerk

(CORPORATE SEAL)

ORDINANCE

An Ordinance Authorizing the Issuance of \$190,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Boiler Replacements at City Hall, in and for Said City

Page 2 of 6

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

Total

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Section 2. It is hereby determined that the estimated maximum cost of the aforesaid class of objects or purposes is \$190,000 and that the plan for the financing thereof is by the issuance of the \$190,000 bonds of said City authorized to be issued pursuant to this bond ordinance; provided, however, that the amount of bonds ultimately to be issued will be reduced by the amount of any State and, or Federal aid or any other revenue received by the City from other sources for such class of objects or purposes, which monies are hereby appropriated therefor.

Section 3. It is hereby determined that the City Hall building is a class "A" building and that the period of probable usefulness of the aforesaid class of objects or purposes is ten years, pursuant to subdivision thirteen of paragraph a of Section 11.00 of the Local Finance Law.

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

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

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

ORDINANCE

An Ordinance Authorizing the Issuance of \$190,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Boiler Replacements at City Hall, in and for Said City

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

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

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

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

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

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

ORDINANCE

An Ordinance Authorizing the Issuance of \$190,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Boiler Replacements at City Hall, in and for Said City

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

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Total

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

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

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

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

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

ORDINANCE

| YEA | NAY |
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An Ordinance Authorizing the Issuance of \$190,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Boiler Replacements at City Hall, in and for Said City

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

Total

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

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

The ordinance was thereupon declared duly adopted.
 * * * * *

APPROVED BY THE MAYOR

_____, 2015.
 Mayor

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

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

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 July 6, 2015, 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.

ORDINANCE

An Ordinance Authorizing the Issuance of \$190,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Boiler Replacements at City Hall, in and for Said City

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

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Total

Page 6 of 6

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

Newspaper and/or other news media Date given

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

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

Designated Location(s) of Posted Notice Date of Posting

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City on July ____, 2015.

City Clerk

(CORPORATE SEAL)

Ord No. 2

June 30, 2015

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Ordinance to Amend City Municipal Code §293, Vehicles and Traffic

At the request of Mayor Graham, an Ordinance has been drafted to restrict the north side of Knickerbocker Drive as a “No Stopping” zone during the school day. It is hoped that this should alleviate some of the congestion. Watertown City School District Superintendent Terry Fralick concurs with the City’s action plan.

Attached for City Council’s consideration is an ordinance amending the north side of Knickerbocker Drive.

ORDINANCE

Amending City Municipal Code § 293,
Vehicles and Traffic

Page 1 of 1

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

Total

| YEA | NAY |
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Introduced by

BE IT ORDAINED that Section 293-65 of the City Code of the City of Watertown is amended as follows:

| Name of Street | Side | Restricted Time Limit; Hours/Days | Location |
|-----------------------|-------------|---|-----------------|
| Knickerbocker Drive | North | 7:00 a.m. to 4:30 p.m. Monday through Friday | Entire length |

and,

BE IT FURTHER ORDAINED that this amendment shall take effect as soon as it is printed as the City Manager directs.

Seconded by

7:30 p.m. – Public Hearing

June 30, 2015

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Authorizing Spending of Funds from the Capital Reserve Fund

The City transferred \$3,100,000 into a Capital Reserve Fund in FY 2012-13 due to the acceptance of the City to a proposal from the State to change the timing of the State AIM payments. Included in the Fiscal Year 2015-16 Capital Budget and General Fund Budget was the following equipment purchases that was to be funded from the Capital Reserve Fund.

| | |
|----------------------------|-------------------|
| Refurbish Fire Engine #1 | \$ 150,000 |
| DPW 4x4 Snowplow with wing | 240,000 |
| DPW Front-end Loader | <u>130,000</u> |
| Total | <u>\$ 520,000</u> |

The estimated ending FY 2015-16 balance of the Capital Reserve Fund will be \$1,270,753 which has been included as a future funding source in the City's multi-year financial and capital plans contained in the FY 2015-16 adopted budget.

Prior to any funds being spent from the Capital Reserve Fund on these projects a public hearing must be held. A Public Hearing has been set for July 6, 2015 at 7:30 p.m. to discuss the appropriation of these capital reserve funds.

RESOLUTION

Page 1 of 1

Authorizing Spending
From Capital Reserve Fund

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

Total

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Introduced by

Council Member Joseph M. Butler Jr.

WHEREAS on June 19, 2006, the City Council approved establishing a Capital Reserve Fund pursuant to Section 6-c of the General Municipal Law to finance future capital improvements, and

WHEREAS the Adopted 2015-16 Capital Fund Budget and General Fund Budget included the following projects and equipment purchases: refurbish fire engine #1 (\$150,000), DPW 4x4 snowplow with wing (\$240,000) and DPW front-end loader (\$130,000), and

WHEREAS the City Council desired to fund these projects and equipment purchases from the Capital Reserve Fund, and

WHEREAS on Monday, July 6, 2015 at 7:30 p.m., the City Council of the City of Watertown held a public hearing to discuss the expenditure of funds from this capital reserve fund, and

WHEREAS it has been determined that the expenditure of these funds is in keeping with the purpose for the capital reserve fund,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby authorizes the appropriating of Capital Reserve funds in an amount not to exceed \$520,000 to pay for the cost of the refurbish fire engine #1 (\$150,000), DPW 4x4 snowplow with wing (\$240,000) and DPW front-end loader (\$130,000).

Seconded by Council Member Stephen A. Jennings

7:30 p.m. – Public Hearing

June 30, 2015

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planner

Subject: Changing the Approved Zoning Classification of 1445 Washington Street, Parcel Number 13-22-208.000, from Neighborhood Business to Commercial

City Council has scheduled a Public Hearing for the above subject request at 7:30 pm on Monday, July 6, 2015.

The Planning Board reviewed the request at its June 2, 2015 meeting and unanimously adopted a motion recommending that City Council approve the request.

Attached is the report on the zone change request prepared for the Planning Board, along with an excerpt from its meeting minutes.

The ordinance prepared for City Council consideration approves the zone change as submitted. The Council must hold the public hearing and pass the SEQRA resolution that is also on today's agenda before voting on the ordinance.



MEMORANDUM

CITY OF WATERTOWN, NEW YORK – PLANNING OFFICE
245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601
PHONE: 315-785-7730 – FAX: 315-782-9014

TO: Planning Board Members
FROM: Michael A. Lumbis, Planner
SUBJECT: Zone Change – 1445 Washington Street
DATE: May 28, 2015

Request: To change the approved zoning classification of 1445 Washington Street, Parcel Number 13-22-208.000, from Neighborhood Business to Commercial.

Applicant: Timothy F. Titus of Aubertine & Currier on behalf of Dr. Christopher Jank, DVM of 1445 Washington Street, LLC

Owner: 1445 Washington Street, LLC

SEQRA: Unlisted

County review: Not required

Comments: The applicant is requesting a zone change for the subject parcel to allow him to construct an expansion of the existing animal hospital on the site. The applicant wishes to apply for site plan approval at a future Planning Board meeting. The existing animal hospital currently has three examination rooms and the applicant wishes to add a fourth exam room as part of the proposed expansion.

Presently, Neighborhood Business and Commercial Districts both allow a maximum of three exam rooms in an animal hospital. The applicant has concurrently submitted a separate request to amend the text of the Zoning Ordinance to lift the exam room limit in Commercial Districts. The Planning Board will consider that application separately from the zone change. If the zoning text amendment and the zone change are approved, the proposed expansion would be compliant.

The concurrent request to amend the Zoning Ordinance also includes establishing an Animal Hospital as a use-by-right in Commercial Districts. Presently, an Animal Hospital is permitted in Commercial Districts only upon special approval of the City Council, just as it is in Neighborhood Business Districts. Specifically establishing an Animal Hospital as a use-by-right in Commercial Districts would remove the need to obtain special approval of the City Council.

The applicant's request to change the zoning of this parcel is firmly related to his request to amend the Zoning Ordinance as described above. However, this zone change request should still be considered independent of the zoning text amendment. When this parcel was rezoned Neighborhood Business in 1970, there were other adjacent parcels to the south also zoned Neighborhood Business. Every parcel south of this one along both sides of Washington Street is now zoned Commercial all the way to the City

Boundary. This parcel is the lone holdover. Changing it to Commercial zoning would bring it into synchronicity with the rest of the corridor.

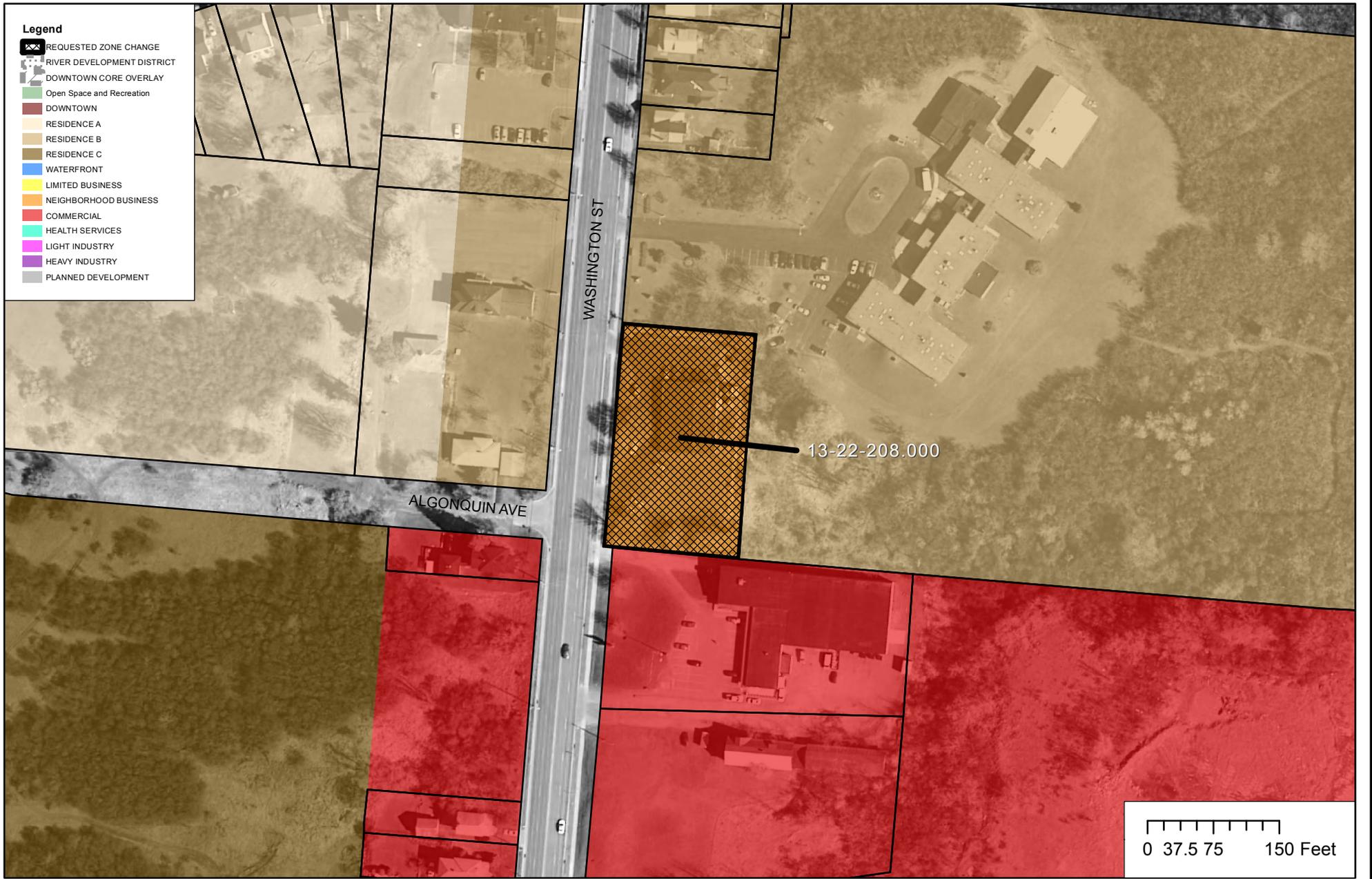
However, it is also noteworthy that the City's Land Use Plan designates this parcel as Low Density Residential, whereas all of the aforementioned parcels to the south are designated as Commercial in the Land Use Plan. The parcels to the north on either side of Washington Street are designated as Low Density Residential, and are zoned Residence B.

The parcel is bounded on the north and east by the Sisters of St Joseph's Convent. When the Animal Hospital purchased the land and originally constructed their facility in the early 1970's, the Animal Hospital signed a Memorandum of Agreement (MOA) with the St. Patrick's Orphanage. In the MOA, the Animal Hospital agreed to construct their building with certain architectural features, design it with soundproofing and provide certain site drainage and landscaping items as part of the site plan. The MOA is a covenant that runs with the land and any future owners. Attached to this report is a letter that the applicant has provided from the Sisters of St, Joseph indicating that the convent is aware of the proposed zone change and building addition and they are satisfied that the applicant's project does not affect the basic intent of the original agreement.

SEQR: In the applicant's response to Question 1 of the State Environmental Quality Review Short Environmental Assessment Form (EAF), which asks if the proposed action only involves the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation, the applicant answered "yes." The applicant should change the answer to no, as the proposed action does involve constructing an expansion to the animal hospital, in addition to the zone change.

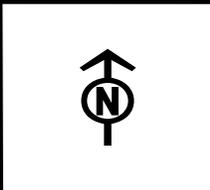
In the applicant's response to Question 2, which asks if the proposed action requires a permit, approval or funding from any other government agency, the applicant answered "no." The applicant should change the answer to yes because a building permit will be required by the City Code Enforcement Bureau.

cc: City Council Members
Robert J. Slye, City Attorney
Brian Drake, Civil Engineer II
Ann Saunders, City Clerk
Timothy Titus, Aubertine and Currier
Dr. Christopher Jank, 1445 Washington Street LLC



CITY OF WATERTOWN, NEW YORK
GIS DEPARTMENT
 ROOM 305B, MUNICIPAL BUILDING
 245 WASHINGTON STREET
 WATERTOWN, NEW YORK 13601
 TEL: (315) 785-7793

| | | | | | |
|-----------------------|--------------------------|-------|-----|--|--|
| Drawn By: J. Carlsson | | | | | |
| Date: 5/26/2015 | | | | | |
| Requested By: G. Urda | | | | | |
| Date: | | | | | |
| Scale: As Noted | | | | | |
| Map Number: 15-13 | | | | | |
| Revision: | Description of Revision: | Date: | By: | | |



Project: **ZONE CHANGE MAP**
 (Neighborhood Business to Commercial)

Title: **1445 Washington Street**
 (13-22-208.000)

Legend

-  REQUESTED ZONE CHANGE
-  Annexed
-  City Center
-  Commercial
-  Drainage
-  Health Services
-  High Density Residential
-  Industry
-  Limited Office
-  Low Density Residential
-  Medium Density Residential
-  Neighborhood Business
-  Office/Business
-  Public and Institutional Services
-  Riverfront Development



**CITY OF WATERTOWN, NEW YORK
GIS DEPARTMENT**

ROOM 305B, MUNICIPAL BUILDING
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601
TEL: (315) 785-7793

Drawn By: J. Carlsson
Date: 5/27/2015
Requested By: G. Urda
Date:
Scale: As Noted
Map Number: 15-15

| Revision: | Description of Revision: | Date: | By: |
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Project: LAND USE MAP

Title: 1445 Washington Street
(13-22-208.000)

May 19, 2015

City of Watertown
Justin Wood, P.E., City Engineer
Room 305, City Hall
245 Washington Street
Watertown, NY 13601

Re: **Zone Change Request and Text Amendment to Zoning
1445 Washington Street LLC, Watertown Animal Hospital
Addition/Renovation Project (A&C Project #2012-093)
1445 Washington Street, Watertown, NY**

Dear Mr. Wood:

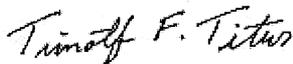
Aubertine and Currier Architects, Engineers & Land Surveyors, PLLC on behalf of Dr. Christopher Jank of 1445 Washington Street LLC, Watertown Animal Hospital is requesting to be included on the agenda for the June City of Watertown Planning Board meeting for a Zone Change Request and Text Amendment to Zoning to the existing Watertown Animal Hospital property. The Watertown Animal Hospital is located at 1445 Washington Street, on Tax Parcel No. 13-22-208.000. The property is currently zoned Neighborhood Business. Under the zoning law, an animal hospital is a permitted use, but restricted to only three examination rooms. The proposed renovations will include an increase from the three examination rooms currently, to four. Therefore, we request the zoning for the property be changed to Commercial, and that an Animal Hospital be listed as a permitted use, without the size or number of examination room restriction. The Commercial Zoning would be consistent with the adjacent parcels to the south fronting Washington Street.

Included with this submission are fifteen (15) copies of this cover letter, Short SEQR Environmental Assessment Form, 11"x17" copy of the Site Plan, the property deed, GIS Zoning map and a Tax Map with the parcel highlighted. A check for \$100.00 is included for the review fee.

The project consists of interior renovation to the existing 4,320 SF building and a proposed 1,610 SF building addition on the south side of the existing building. Site amenities include the construction of an expanded asphalt parking area that will include 15 parking spaces along the south side of the addition. The existing building is serviced by public sewer and water, and private electric, gas, and communication utilities. No new site utilities are proposed.

The owner intends to submit for site plan review as soon as the Zone Change and Text Amendment are granted. If there are any questions, please feel free to contact our office at your earliest convenience.

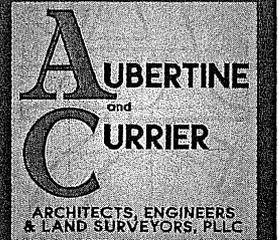
Sincerely,
Aubertine and Currier Architects, Engineers & Land Surveyors, PLLC



Timothy F. Titus
Civil Designer

Attachments

Cc: Dr. Christopher Jank, 1445 Washington Street LLC, Watertown Animal Hospital



NYS WBE/DBE Certified
SBA Woman Owned
Small Business (WOSB)

aubertinecurrier.com

522 Bradley Street
Watertown, New York 13601

Phone: 315.782.2005

Fax: 315.782.1472

Managing Partner
Annette M. Mason, P.E.
Structural Engineer

Partners
Michael L. Aubertine, R.A.
Architect

Patrick J. Currier, R.A.
Architect

Brian A. Jones, AIA.,
LEED AP BD+C
Architect

Matthew R. Morgia, P.E.
Civil Engineer

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

ZONE CHANGE
1445 WASHINGTON STREET – PARCEL # 13-22-208.000

The Planning Board then considered a zone change request submitted by Timothy Titus of Aubertine & Currier PLLC on behalf of 1445 Washington Street, LLC to change the approved zoning classification of 1445 Washington Street, Parcel Number 13-22-208.000 from Neighborhood Business to Commercial. Mr. Titus of Aubertine & Currier PLLC was in attendance to represent 1445 Washington Street, LLC before the Planning Board.

Mr. Titus explained that he would like to change the zoning of the parcel from a Neighborhood Business District to a Commercial District to match the surrounding area in order to construct additional examination rooms in the near future. Mr. Titus said that this is the only parcel in the immediate area that is not zoned as commercial.

Mr. Coburn then asked why this parcel was never changed to commercial before. Mr. Lumbis explained that this parcel was not part of other development projects located to the south that were to be changed to a commercial zoning. Because of this, the parcel remained zoned as a neighborhood business.

Mr. Lumbis then said that 1445 Washington Street, LLC intends to expand the animal hospital at 1445 Washington Street and construct an addition that includes a fourth exam room. Mr. Lumbis said that the current zoning in Neighborhood Business Districts states that animal hospitals shall be restricted to three examination rooms. Mr. Lumbis stated that in addition to the zone change, the applicant is also proposing to amend the text of the Zoning Ordinance to allow Animal Hospitals as an allowed use in Commercial Districts and have no limitation on number of examination rooms. The text amendment coupled with the zone change would allow the animal hospital to add a fourth examination room.

Mr. Lumbis said that he believes the Animal Hospital parcel was purchased from the neighboring property previously owned by the St. Patrick's Orphanage. He said the language in the Zoning Ordinance that restricts the exam rooms to three was added when the animal hospital was originally constructed. Mr. Lumbis continued that it is his belief that the property was sold by the St. Patrick's Orphanage with restrictions. It is possible that some of these restrictions were solidified through an amendment in the zoning ordinance.

Ms. Capone then asked if the current owners, the Sisters of St. Joseph, are opposed to this zone change. Mr. Lumbis said the Sisters of St. Joseph are not opposed to the zone change and have submitted a letter to that effect.

Mr. Katzman asked if the animal hospital is capable of storing an animal for an extended period of time. Mr. Titus replied that the animal hospital is capable of holding an animal over night but not for long term.

Mr. Lumbis said that even if the City Council approves this zone change, it is still possible for them not to approve the zoning text amendment that will allow the animal hospital to

construct a fourth examination room. Mr. Lumbis said that the two requests are independent of each other.

Mr. Katzman then moved to recommend that the City Council approve the zone change submitted by Timothy Titus on behalf of 1445 Washington Street, LLC to change the approved zoning classification of 1445 Washington Street, Parcel Number 13-22-208.000 from Neighborhood Business District to Commercial District.

The motion was seconded by Mr. Davis and all voted in favor.

ORDINANCE

Page 1 of 1

Changing the Approved Zoning Classification of 1445 Washington Street, Parcel Number 13-22-208.000, from Neighborhood Business to Commercial

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

Total

| YEA | NAY |
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Introduced by

Council Member Joseph M. Butler Jr.

BE IT ORDAINED where Timothy F. Titus of Aubertine & Currier, on behalf of Dr. Christopher Jank, DVM of 1445 Washington Street, LLC, has made an 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 1445 Washington Street, Parcel 13-22-208.000, from Neighborhood Business to Commercial, and

WHEREAS the Planning Board of the City of Watertown considered the request at its June 2, 2015 meeting and unanimously adopted a motion recommending that City Council approve the zone change, and

WHEREAS a public hearing was held on the proposed zone change on July 6, 2015, 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, and

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

NOW THEREFORE BE IT ORDAINED that the approved zoning classification of 1445 Washington Street, Parcel Number 13-22-208.000, shall be changed to Commercial District, and

BE IT FURTHER ORDAINED that the Zoning Map of the City of Watertown shall be amended to reflect these changes, 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 otherwise printed as the City Manager directs.

Seconded by Council Member Stephen A. Jennings

7:30 p.m. – Public Hearing

June 30, 2015

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planner

Subject: Amending Section 310-9, Commercial Districts, of the Zoning Ordinance to allow “Animal Hospital” as a permitted use and to amend Paragraph C of Section 310.52, Location of Certain Activities Restricted.

City Council has scheduled a Public Hearing for the above subject request at 7:30 pm on Monday, July 6, 2015.

The Planning Board reviewed the request at its June 2, 2015 meeting and unanimously adopted a motion recommending that City Council approve the request.

The Jefferson County Planning Board reviewed the request at its June 30, 2015 meeting and determined that the amendment does not have any significant county-wide or inter-municipal issues and is of local concern only.

Attached is the report on the zoning text amendment prepared for the Planning Board, along with an excerpt from its meeting minutes.

The ordinance prepared for City Council consideration approves the text amendment as submitted. The Council must hold the public hearing and pass the SEQRA resolution that is also on today’s agenda before voting on the ordinance.



MEMORANDUM

CITY OF WATERTOWN, NEW YORK – PLANNING OFFICE
245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601
PHONE: 315-785-7730 – FAX: 315-782-9014

TO: Planning Board Members
FROM: Michael A. Lumbis, Planner
SUBJECT: Zoning Text Amendment – Section 310-9 and Section 310-52
DATE: May 28, 2015

Request: To amend Section 310-9. Commercial Districts of the Zoning Ordinance to allow “Animal Hospital” as a permitted use and to amend Paragraph C of Section 310-52, Location of certain activities restricted.

Applicant: Tim Titus of Aubertine & Currier on behalf of 1445 Washington Street, LLC

Owner: City-wide

SEQRA: Unlisted

County review: Yes

Comments: The applicant is requesting an amendment to Section 310-9 of the Zoning Ordinance. The applicant is requesting that an Animal Hospital be listed as a permitted use in Commercial Districts without any restriction on the size or number of examination rooms.

“Animal Hospital” is currently a permitted use in Neighborhood Business Districts, and Commercial zoning allows any use that is permitted in Neighborhood Business. However, as currently worded in Section 310-8 (Neighborhood Business District) of the Zoning Ordinance, such animal hospitals are restricted to three examination rooms and require special approval of City Council.

The applicant wishes to apply for Site Plan Approval at a future Planning Board meeting for an expansion of the existing animal hospital that would increase the number of exam rooms in the building to four. Thus, the applicant is requesting that a text amendment be enacted so that “Animal Hospital” would be specifically listed as a use-by-right in Commercial Districts, and that the exam room limit that applies in Neighborhood Business be omitted in Commercial. The requirement for a special use permit in the Commercial district would also be eliminated.

In addition to the limits and restrictions regarding Animal Hospitals found in the Neighborhood Business section of the Zoning Ordinance, Section 310-52 (Location of certain activities

restricted) of the Zoning Ordinance does not permit Animal Hospitals within 200' of any Residence District unless constructed with enclosed soundproof ward and run areas (only by special approval of the City Council). It is also proposed to eliminate the text "only by special approval of the City Council" from Section 310-52-C as it would be contradictory to allowing the use as of right in a commercial district. The requirement for constructing the building with enclosed soundproof ward and run areas would remain, as would the special approval requirement in a Neighborhood Business district.

The proposed text amendment to the Zoning Ordinance is an Unlisted Action under SEQR. The City Council is the agency authorized to approve revisions to the Zoning Ordinance; therefore it will act as the Lead Agency pursuant to SEQR.

The following are the existing regulations found in the Zoning Ordinance regarding Animal Hospitals along with the proposed text changes:

EXISTING REGULATIONS (CITY OF WATERTOWN ZONING ORDINANCE)

§ 310-8. Neighborhood Business Districts. [Amended 10-16-1961]

In Neighborhood Business Districts no building or structures shall be erected, altered or extended, and no land, building or structure or part thereof shall be used for other than one or more of the following uses, subject to the provisions of Article IV and other applicable Articles:

L. Animal Hospital, constructed with enclosed soundproof ward and run areas. Such hospital shall be restricted to three examination rooms (only upon special approval of the City Council). [Added 6-3-1968; amended 2-2-1970]

§ 310-52. Location of certain activities restricted.

Other provisions of this chapter notwithstanding, the following uses or activities shall not be permitted within two hundred (200) feet of any Residence District:

C. Animal hospital, unless constructed with enclosed soundproof ward and run areas (only by special approval of the City Council). [Added 2-2-1970]

PROPOSED REGULATIONS

~~Stricken~~ text is to be deleted

Italicized text is to be added.

§310-9. Commercial Districts. [Amended 10-16-1961]

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

- A. Any use permitted in Neighborhood Business Districts. **[Amended 6-19-1967; 5-19-1975; 8-20-2007]**
- B. Medical office or clinic. **[Added 1-6-1997]**
- C. Garage for storage and adjusting and repairing of motor vehicles.
- D. Gasoline sales station.
- E. Automotive sales lot or automobile parking lot. **[Added 11-30-1964]**
- F. Multifamily dwellings. **[Added 6-19-1967; amended 2-2-1987; 8-20-2007]**
- G. Snowmobile sales lot. **[Added 12-4-1972]**
- H. *Animal Hospital, constructed with enclosed, soundproof ward and run areas.*
- I. Mobile home sales lot (only by special approval of City Council). **[Added 12-4-1972]**
- J. Other uses upon the recommendation of the Planning Board that such use is of the same general character as those permitted and will not be detrimental to the other uses within the district or to the adjoining land uses and by special approval of the City Council, only after a public hearing. **[Added 2-13-1968; amended 12-4-1972]**

§ 310-52. Location of certain activities restricted.

Other provisions of this chapter notwithstanding, the following uses or activities shall not be permitted within two hundred (200) feet of any Residence District:

- A. Garage or shop for painting of automobiles or for the repairing of automobile bodies or fenders involving hammering or other work causing loud or unusual noise or fumes or odors.

- B. Kennel or place for the boarding of animals. **[Amended 2-2-1970]**
- C. Animal hospital, unless constructed with enclosed soundproof ward and run areas. (~~only by special approval of the City Council~~). **[Added 2-2-1970]**
- D. Any use listed in § 310-10F or 310-11. **[Amended 2-2-1970]**

cc: Planning Board Members
City Council Members
Ann Saunders, City Clerk
Robert J. Slye, City Attorney
Brian Drake, Civil Engineer II
Timothy Titus, Aubertine and Currier
Dr. Christopher Jank, DVM, 1445 Washington Street LLC

May 19, 2015

City of Watertown
Justin Wood, P.E., City Engineer
Room 305, City Hall
245 Washington Street
Watertown, NY 13601

Re: **Zone Change Request and Text Amendment to Zoning
1445 Washington Street LLC, Watertown Animal Hospital
Addition/Renovation Project (A&C Project #2012-093)
1445 Washington Street, Watertown, NY**

Dear Mr. Wood:

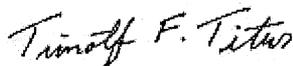
Aubertine and Currier Architects, Engineers & Land Surveyors, PLLC on behalf of Dr. Christopher Jank of 1445 Washington Street LLC, Watertown Animal Hospital is requesting to be included on the agenda for the June City of Watertown Planning Board meeting for a Zone Change Request and Text Amendment to Zoning to the existing Watertown Animal Hospital property. The Watertown Animal Hospital is located at 1445 Washington Street, on Tax Parcel No. 13-22-208.000. The property is currently zoned Neighborhood Business. Under the zoning law, an animal hospital is a permitted use, but restricted to only three examination rooms. The proposed renovations will include an increase from the three examination rooms currently, to four. Therefore, we request the zoning for the property be changed to Commercial, and that an Animal Hospital be listed as a permitted use, without the size or number of examination room restriction. The Commercial Zoning would be consistent with the adjacent parcels to the south fronting Washington Street.

Included with this submission are fifteen (15) copies of this cover letter, Short SEQR Environmental Assessment Form, 11"x17" copy of the Site Plan, the property deed, GIS Zoning map and a Tax Map with the parcel highlighted. A check for \$100.00 is included for the review fee.

The project consists of interior renovation to the existing 4,320 SF building and a proposed 1,610 SF building addition on the south side of the existing building. Site amenities include the construction of an expanded asphalt parking area that will include 15 parking spaces along the south side of the addition. The existing building is serviced by public sewer and water, and private electric, gas, and communication utilities. No new site utilities are proposed.

The owner intends to submit for site plan review as soon as the Zone Change and Text Amendment are granted. If there are any questions, please feel free to contact our office at your earliest convenience.

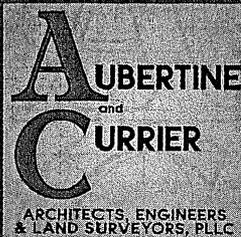
Sincerely,
Aubertine and Currier Architects, Engineers & Land Surveyors, PLLC



Timothy F. Titus
Civil Designer

Attachments

Cc: Dr. Christopher Jank, 1445 Washington Street LLC, Watertown Animal Hospital



NYS WBE/DBE Certified
SBA Woman Owned
Small Business (WOSB)

aubertinecurrier.com

522 Bradley Street
Watertown, New York 13601

Phone: 315.782.2005

Fax: 315.782.1472

Managing Partner
Annette M. Mason, P.E.
Structural Engineer

Partners

Michael L. Aubertine, R.A.
Architect

Patrick J. Currier, R.A.
Architect

Brian A. Jones, AIA.,
LEED AP BD+C
Architect

Matthew R. Morgia, P.E.
Civil Engineer

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

**ZONING ORDINANCE TEXT AMENDMENT
SECTION 310-9 AND SECTION 310-52**

The Planning Board then considered a request submitted by Timothy Titus of Aubertine & Currier PLLC on behalf of 1445 Washington Street, LLC to amend the text of Section 310-9, Commercial Districts of the Zoning Ordinance to allow “Animal Hospital” as a permitted use and to amend Paragraph C of Section 310-52, Location of Certain Activities Restricted. Mr. Titus of Aubertine & Currier PLLC was in attendance to represent 1445 Washington Street, LLC before the Planning Board.

Mr. Titus began by reiterating that the request to amend Section 310-9 Commercial Districts of the Zoning Ordinance to allow “Animal Hospital” as a permitted use and to amend Paragraph C of Section 310-52, Location of Certain Activities Restricted is not site specific but affects all Commercial Districts in the City.

As the text amendment was discussed concurrently with the zone change request, Ms. Capone moved to recommend that the City Council amend the text of Section 310-9, Commercial Districts of the Zoning Ordinance to allow “Animal Hospital” as a permitted use and to amend Section 310-52, Location of Certain Activities Restricted, Paragraph C to remove the requirement for special approval of the City Council.

The motion was seconded by Mr. Neddo and all voted in favor.

ORDINANCE

Page 1 of 2

Amending the Code of the City of Watertown, Sections 310-9, Commercial Districts and 310-52, Location of Certain Activities Restricted.

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

| YEA | NAY |
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Introduced by

Council Member Joseph M. Butler Jr.

BE IT ORDAINED where Timothy F. Titus of Aubertine & Currier has submitted an application to amend Section 310-9, Commercial Districts of the Zoning Ordinance of the City of Watertown to allow “Animal Hospital” as a permitted use and to amend Paragraph C of Section 310-52, Location of Certain Activities Restricted to eliminate the requirement for special approval of the City Council for an Animal Hospital, and

WHEREAS the Planning Board of the City of Watertown reviewed the proposed zoning text amendments to Section 310-9 and Section 310-52 of the Zoning Ordinance at its June 2, 2015 meeting and unanimously adopted a motion recommending that City Council approve the amendments as proposed, and

WHEREAS the Jefferson County Planning Board reviewed the proposed zoning text amendments at its June 30, 2015 meeting pursuant to New York State General Municipal Law Section 239-m, and

WHEREAS a public hearing was held on the proposed zoning text amendments on July 6, 2015, after due public notice, and

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

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

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Watertown that the following allowed use is added to **§ 310-9. Commercial Districts:**

J. Animal Hospital.

ORDINANCE

Page 2 of 2

Amending the Code of the City of Watertown, Sections 310-9, Commercial Districts and 310-52, Location of Certain Activities Restricted.

Council Member BURNS, Roxanne M.

Council Member BUTLER, Joseph M. Jr.

Council Member JENNINGS, Stephen A.

Council Member MACALUSO, Teresa R.

Mayor GRAHAM, Jeffrey E.

Total

| YEA | NAY |
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BE IT FURTHER ORDAINED that the following replaces the current § 310-52, **Paragraph C**, in its entirety:

- C. Animal hospital, unless constructed with enclosed soundproof ward and run areas.

BE IT FURTHER ORDAINED this Amendment to the City Code 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 otherwise printed as the City Manager directs.

Seconded by Council Member Stephen A. Jennings

July 1, 2015

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Town of Hounsfield Potential Sewer District No. 1

The City of Watertown has been contacted by the Town of Hounsfield requesting consideration and willingness to potentially accept sewage flows from Sewer District No. 1 in order to conduct a feasibility study. City Engineer Justin Wood and Water Superintendent Michael Sligar agree that the capacity exists to accept the flows and that any wastewater discharges are well within our ability to treat.

Please see the attached letter from Barton & Loguidice of June 19, 2015 and City Engineer Justin Wood's response of June 30, 2015.

Staff is seeking City Council approval to proceed in working with the Town of Hounsfield for preliminary analysis should this sewer district come to fruition.



1869

CITY OF WATERTOWN, NEW YORK

DEPARTMENT OF ENGINEERING

Room 305, City Hall
245 Washington Street
Watertown, New York 13601

Tel. (315) 785-7740

Fax (315) 785-7829

30 June, 2015

Mr. Dustin J. Clark, P.E.
Barton & Loguidice
120 Washington Street, Suite 201
Watertown, NY 13601

Re: Town of Hounsfield Potential Sewer District No. 1

Dear Mr. Clark,

This letter is in response to your June 19, 2015 request, for written confirmation in regards to the City of Watertown's willingness to accept sanitary sewer flows from proposed Town of Hounsfield Sewer District No. 1.

It is understood the preliminary targeted service area encompasses an area in the Town of Hounsfield along NYS Route 12F between the Town of Watertown and NYS Route 180, as well as properties along Foster Park Road, west of NYS Route 180. The proposed Sewer District will initially serve 124 residential properties, 14 businesses, as well as the Watertown International Airport and future business park. The initial estimated sewer flow is 62,085 gallons per day (GPD) and future projected flow is 154,850 GPD within the service area.

The City of Watertown Engineering Department has reviewed the preliminary project information as well as the capacity of the sewer network within the City. The City's Waste Water Treatment Plant (WWTP) is rated for sustained flows of up to 16 MGD, and has more than adequate capacity to accept and treat flows of this magnitude for the proposed Sewer District. However, until the Sewer District's point of connection to the City's sanitary sewer system is defined, I cannot opine on the issue of sufficient capacity in the pipes themselves. I will say, however, the Town of Watertown's Sewer District connects directly to the City's Western Outfall Trunk Sewer (WOTS), a 36" diameter RCP, at a point adjacent to Rand Drive and the WWTP. While the City's WOTS has capacity to accommodate additional sewer flows, the Town of Watertown's sewer system would have to be evaluated for capacity and any agreements to connect in negotiated directly with the Town.

Although it is believed sufficient capacity exists to accept flows from the proposed Sewer District No. 1, and that the City would be willing to accept the sewer flows given this information, formal approval to do so can only be granted by Watertown City Council. I feel it is appropriate to forward this request to the City Manager, and to the City Council for consideration so that you may receive a formal response from the City to incorporate into your feasibility study.

Please contact me at (315) 785-7740 for any additional information concerning this matter.

Sincerely,

A handwritten signature in cursive script, appearing to read "Justin Wood".

Justin Wood, P.E.
City Engineer

c.c. Timothy Scee, Supervisor, Town of Hounsfield
Michael Sligar, Water Superintendent
Sharon Addison, City Manager
File

June 19, 2015

Justin Wood, City Engineer
City of Watertown
245 Washington Street, Room 305
Watertown, New York 13601



Re: Town of Hounsfield Potential Sewer District No. 1

Subj: Inquiry for Sewer Treatment

File: 1594.004.001

Dear Mr. Wood:

The Town of Hounsfield is evaluating the feasibility and costs for a sewer district along the Route 12F corridor in the Town. This preliminary targeted service area would encompass properties along Route 12F between the Town of Watertown and Route 180 as well as properties along Foster Park Road West of Route 180. The service area consists of 124 residential properties, 14 businesses as well as the Watertown International Airport property and properties adjacent to the airport comprising the Air Park – JCIDA's future business park. Collectively, the targeted service area would have an initial estimated sewer flow of 62,085 gallons per day (GPD) and a future projected flow of 154,850 GPD accounting for future development within the service area. We do not anticipate any industrial discharges.

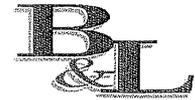
The Town has authorized Barton & Loguidice, D.P.C. (B&L) to develop a preliminary engineering report analyzing the various sewage transportation and treatment alternatives to serve the potential sewer district including:

1. Village of Dexter WWTP
2. Village of Brownville WWTP
3. City of Watertown WWTP

In order to complete the analysis of the potential treatment options, the Town of Hounsfield respectfully requests your consideration and willingness to potentially accept sewage flows from proposed Sewer District No. 1 should the project come to fruition. Please provide a written response to this inquiry by July 24, 2015 so that we can incorporate any preliminary terms of service and costs into the preliminary engineering report.



Justin Wood, City Engineer
City of Watertown
June 19, 2015
Page 2



We greatly appreciate your assistance. We will be contacting you shortly to arrange a meeting. Feel free to contact us should you have any questions.

Very truly yours,

BARTON & LOGUIDICE, D.P.C.

A handwritten signature in black ink, appearing to read 'Dustin J. Clark', written in a cursive style.

Dustin J. Clark, P.E.
Senior Project Engineer

DJC/tlh

Enclosures

cc: Timothy Scee, Supervisor, Town of Hounsfield

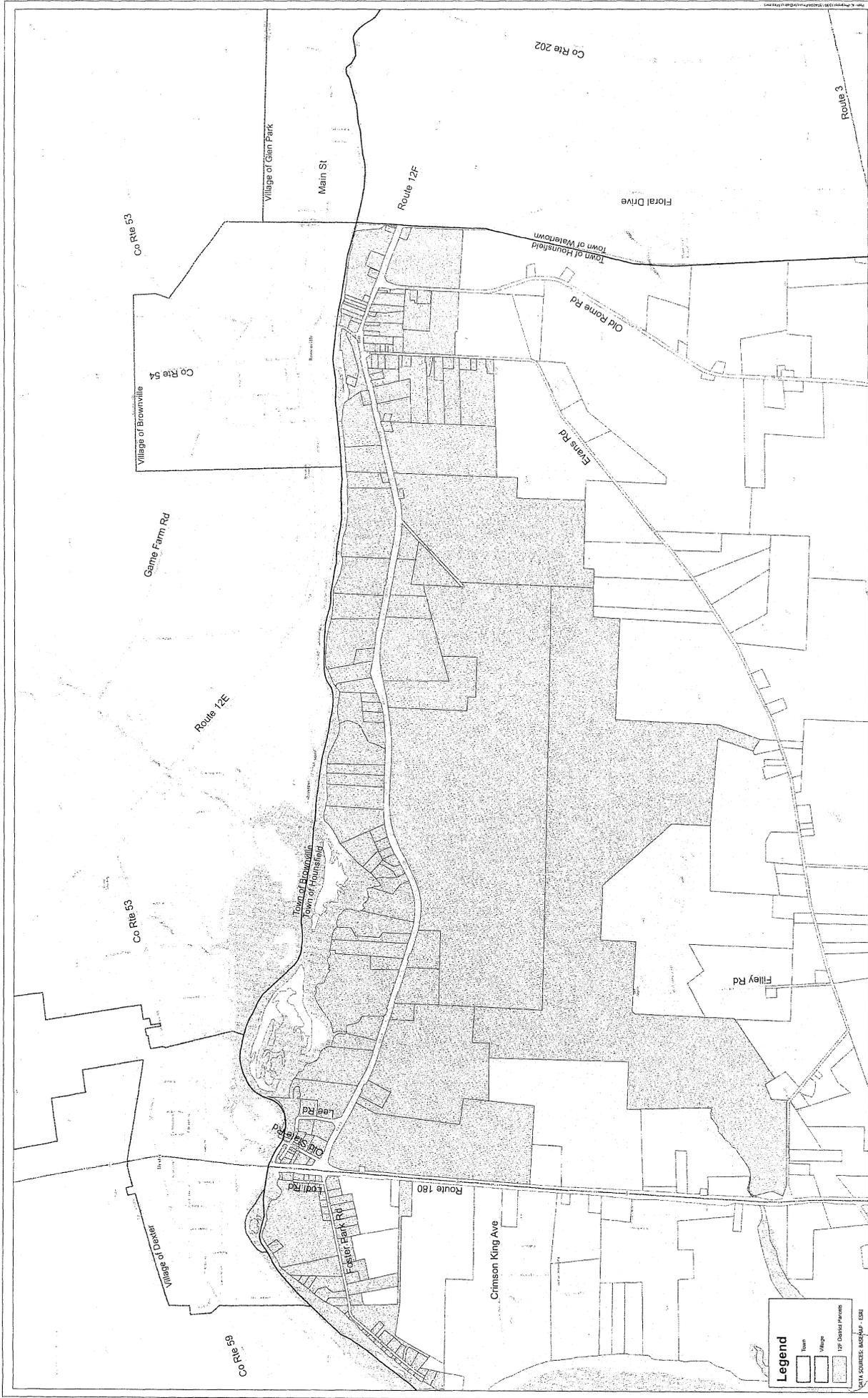


Figure 1
 Project No. 1394-00-9
 Town of Hounsfield
**Route 12F Sewer District
 Target Service Area**
 Jefferson County
 6/17/2015
 New York

1 inch = 1,000 feet

Legend
 Town
 Village
 US District Parcel
 DATA SOURCE: BACMAP - EDI

Boyd
Logan
Quigley, D.P.C.
 Engineers, Environmental Scientists, Planners, Landscape Architects

June 30, 2015

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: American Red Cross Home Fire Preparedness Campaign

City Staff met earlier this week with Jane Gendron, Executive Director of the American Red Cross North Country Chapter to discuss the Home Fire Preparedness Campaign and the opportunity for the City of Watertown to partner with the organization to increase awareness, facilitate preventive actions and foster community participation in fire prevention at no cost to the City or its residents.

The Fire Chief, Deputy and the City Manager endorse this partnership and request Council's support for endorsing and launching the campaign in the City of Watertown.

The attached document summarizes the campaign. Staff will be available to answer Council's questions.



Home Fire Preparedness Campaign

Why is it important?

Home fires are the greatest disaster threat to American families. Seven people die *every day* from home fires. A fire-related injury is reported every 40 minutes. Annually, home fires cause 2,500 deaths and roughly \$7 billion in property damage.¹

What is our goal?

The Home Fire Preparedness Campaign aims to save lives, reduce injuries and build more resilient communities through raising awareness, facilitating preventative actions, and fostering community participation. *The national goal is a 25% reduction in home fire deaths and injuries in the next five years.*

How will we achieve it?

Working together in communities across the country, the Red Cross and partners are establishing local coalitions of fire departments, houses of worship, businesses, schools, social service agencies, neighborhood leaders and others to mobilize resources and volunteers in support of local home fire preparedness. Focused especially on supporting at-risk neighborhoods, coalitions will develop and carry out numerous activities over the course of the five year campaign, including three campaign cornerstone activities:

- Door-to-door installation of smoke alarms and completion of home-safety checklists and plans in vulnerable neighborhoods;
- Engagement of youth in classrooms and after school with technology, challenges and science-based education;
- A marketing and public relations campaign to motivate people to take action to save themselves, their families and their neighbors by checking smoke alarms and practicing evacuating when the alarm goes off.

How can we work together?

Take action in your home, in your community and across the country - here are a variety of ways to help:

- Join the Red Cross and other local organizations as part of a coalition committed to improving fire safety in your community.
- Sign on to volunteer with a coalition-planned home fire preparedness activity in your area, such as neighborhood canvassing, a smoke alarm installation rally or a youth-education activity.
- Connect with your local coalition to learn how you can help support preparedness in at-risk neighborhoods in your community.
- Take steps to become more prepared at home and help your neighbors do the same (*download the Team Red Cross App to learn how*).
- Donate to support national safety and preparedness efforts.

How can I learn more?

Contact your local Red Cross [appropriate local contact info]

Visit <http://www.redcross.org/prepare/disaster/home-fire> [or other appropriate link]

Download the "Team Red Cross" app from your smartphone app store

¹ Ahrens, M. (2013). *Home structure fires*. Quincy, MA: National Fire Protection Association, Fire Analysis and Research Analysis.



Michael J. Sligar
Superintendent

Julie Bailey
Principal Account Clerk

Water Department **City of Watertown, New York**

Municipal Building, Suite 202
245 Washington Street
Watertown, New York 13601

Phone: (315) 785-7757
Fax: (315) 785-7738
Email: msligar@watertown-ny.gov

Aaron T. Harvill
Chief Plant Operator
Water Treatment

R. Mark Crandall
Chief Plant Operator
Wastewater Trmt

Kevin Patchen
Supervisor
Water Distribution

Date: July 2, 2015

To: Sharon Addison, City Manager

From: Michael J. Sligar, Superintendent of Water

Subject: **Final Draft of the Agreement between the City and the Town of Pamela for its Water District No. 11**

The Town of Pamela Water District No. 11 is for that track of land north of the City of Watertown on NY State Route 12 (Bradley Street) known as Jefferson County Parcel #74.17-1-27.2 (and more familiarly known as the Purcell Development Parcel). Generally, it is bounded on the north by I-81, on the east by NY Route 12, on the south by the City of Watertown (with a small component of the parcel actually within the City's Corporation boundary) and on the west by NY State 12F (West Main).

The Final Draft of the the Agreement between the City and the Town of Pamela for the supply of water to the newly formed District No. 11 is attached (still in its draft format). The Draft follows the standard "boiler plate" of all agreements between the City and Towns / Water Districts such that all remain consistent and equitable, each with the other. The modifications to the standard agreement are highlighted in blue such that the City Council may easily examine the differences of this agreement with the others. These differences occur as each district have characteristics that require such things.

The Final Draft has passed the muster of the respective staffs and attorneys of both the City and the Town of Pamela and are now being jointly presented to the City Council and Town Board for approvals.

The Town of Pamela Board next meets at 6:30 pm, Monday, July 13, 2015. With the concurrence of both the Council and the Board, the agreements can be respectively signed and thereby executed.

The substantive change incorporated in this agreement is its new paragraph D of the recitals. Here the language stipulates that providing water to the District is predicated upon the completion of a "loop" by

connecting the newly formed district at two points with the City's distribution system (the first at outer Bradley Street and the second at outer West Main). The exception is allowing the connection to the first sub-development within the larger whole already in progress to precede the completion of the second connection at West Main.

The remaining changes are to adapt the metering and the points of delivery for the new district (issues that are unique to each district that is connected). These are found at paragraph G of the Recitals and Section 1 paragraphs (h) and (i).

**AGREEMENT FOR THE PROVISION OF WATER SERVICES
BETWEEN THE TOWN OF PAMELIA
AND
CITY OF WATERTOWN**

AGREEMENT (the “Agreement”) made this day of , 2015, by and between the City of Watertown, Watertown, New York 13601, (the “City”), and the Town of Pamela as Administrator for the Town of Pamela Water District No. 11, 25859 N.Y.S Route 37, Watertown, New York 13601, (the “District”).

RECITALS

- A. The City owns a water supply system (the “System”), which it operates for the purpose of supplying the City and its inhabitants with water.
- B. The City has excess capacity to produce and transport water in excess of its own needs.
- C. The District has requested the right to draw water from the City System for use in the District as it currently exists and as it may be extended and expanded during the term of the Agreement.
- D. The City and the Town have agreed to and this agreement is therefore predicated upon, the premise that water to be supplied the District will be delivered by means of a closed loop system with the first point of delivery being located at the District/City common boundary on Outer Bradley Street (NYS Route 12) and the second point of delivery generating from West Main Street (NYS Route 12E); with the initial development of the first parcel of the District permitted with only the first point of delivery established and all subsequent phases of development of the District being preceded by the establishment of the second point of delivery. It is further understood that the installation and cost of the infrastructure is the obligation of the Town of Pamela acting either direct or through its Water District No. 11, and the City bears no obligations for the installation or its costs.
- ~~D~~E. The City may, pursuant to Section 20 of the General City Law of the State of New York and General Municipal Law Sections 118 and 118(a), enter into an agreement with the District to sell the right to make connections to the City System for the purpose of drawing water therefrom and the City may fix the prices by Ordinance/Local Law duly adopted by the City Council, so long as such action will not render the supply of water for the City or its inhabitants insufficient.
- ~~E~~F. The City currently has sufficient capacity to provide water at the Allocation identified at Exhibit “C” for the term of this Agreement.

Formatted: Indent: Left: 0.5", Hanging: 0.5"

FG. The City has installed, and will maintain, an appropriately sized master meter(s), for the purpose of metering water drawn by the District from the City System. ~~The Town has and/or will install and maintain appropriately sized meters, which meet City specifications, in District No. 11 for the purpose of ascertaining the quantity of water consumed by users in the District.~~ The calculation of water usage within the District shall be determined by the readings from ~~those~~ the master meter(s).

GH. The District has agreed to pay to the City, for water drawn from the City System, water rents calculated pursuant to this Agreement.

NOW, THEREFORE, in consideration of the mutual obligations hereinafter set forth, the parties covenant and agree as follows:

SECTION 1. – DEFINITIONS. For the purpose of this Agreement, the following terms shall have the meanings set forth below:

(a) “Site” shall mean Water District No. 11, as currently located in the Town of Pamela and as the same may be extended during the term of this Agreement, being more particularly described on the location map attached hereto as Exhibit “A”.

(b) “User” shall mean any individual or entity who is drawing water from the City System. There shall be a distinction between users inside the City and outside the City. The District shall be considered as having users outside of the City.

(c) “New User” shall mean a person, individual or entity whose water source has not previously been from the City water system.

(d) “Allocation” shall mean the quantity of water promised to be made available to the District by the City as specified in Section 4(a) below.

(e) City – shall mean the City of Watertown, Jefferson County, New York.

(f) District – shall mean the Town of Pamela, Jefferson County, New York, as administrator of a special improvement district known as Water District No. 11.

(g) Unit of Water – shall mean 100 cubic feet or 748 U.S. gallons.

(h) Point of Delivery – shall mean the connection between the City water distribution system and the District’s water distribution system, which point shall be at the meter pit(s) which houses the master meter(s) furnished by the City for determining the amount of water supplied to the District. More specifically, initially the point of delivery shall be the downstream flange (that is the northern most flange) of the downstream isolation valve (the northern most valve) that isolates the Outer Bradley Street (NYS Route 12) metering pit from the District’s water distribution system. A second point of delivery shall be determined with the

establishment of the second point of connection necessary to accomplish a closed loop system, which the parties agree is necessary for the efficient delivery of water to the District.

(i) Point of Connection – shall mean the point at which the District and the City system connect to each other, shall be the same as the “Point of Delivery.” and shall further mean the point at which maintenance and repair responsibilities are distinguished and separated. The point of connection for the District is described on Exhibit “B” hereto.

SECTION 2. – TERM OF AGREEMENT. The term of this Agreement shall be five (5) years commencing on _____, 2015, unless earlier terminated pursuant to this section. This Agreement may be renewed by the District for three (3) additional five (5) year periods on the same terms and conditions of this Agreement, provided the District is not in default of any of the provisions of the Agreement and further provided that any allocations of water in addition to those guaranteed herein, shall be open to negotiation, along with the capital cost to provide said additional allocation, provided however, that the City shall be under no obligation to provide additional allocations or to incur any capital expense. Either party may give written notice to the other at least twelve (12) months prior to its intent not to renew this Agreement.

SECTION 3. – APPLICABLE LAW. This Agreement shall in all respects be subject to Section 20 of the General City Law and Section 118 and 118(a) of the General Municipal Law. The City shall not be liable for any act done by it pursuant to the provisions of such law.

SECTION 4. – WATER TO BE FURNISHED.

(a) The City agrees to furnish and the District agrees to purchase and take a supply of potable water from the same water supply as that used within the City. The maximum allocation for the District shall be as set forth on Exhibit “C” based on daily average flows over an annual basis, and the City agrees to deliver said gallons per day at the defined gallon per minute flow rate of the agreed upon gallons per day maximum allocation divided by 1,440 minutes per day. The Town is required to provide the City with copies of an approved Water Supply Permit from the NYSDEC for the allocation requested for the District.

(b) The City’s responsibility for the water quality at any point beyond the point of connection shall be limited to conditions or requirements set forth in applicable state and federal legislation or regulation. The District bears the responsibility for maintaining the water quality at any point beyond the point of connection. The District shall be responsible for compliance with any state and federal legislation or regulation regarding water quality and testing beyond the point of delivery, unless the state or federal legislation or regulation specifically places responsibility with the City as the supplier of water.

(c) The City reserves the right to limit the District’s allocation to the quantity and flow rate set forth in Section 4 (a) and Schedule C. In the event that the usage shall consistently exceed the allocation (four months out of any six month period) then either party may reopen the Agreement for further negotiations on thirty (30) days’ written notice to the other.

SECTION 5. – WATER SHORTAGE. In the event of any water emergency or shortage, the City agrees to notify the District promptly of such shortage or emergency in order that the District may have reasonable time to procure an alternate source of supply or notify the users, and until such source may be procured by the District, the City agrees to exercise reasonable diligence in continuing an adequate supply of water. The District agrees that the City shall not be liable for consequential damage arising from an inability to provide water due to shortage or emergency.

SECTION 6. – MAINTENANCE. The District shall provide and maintain all water mains and appurtenances within the District beginning at its “point of connection” with the City’s water distribution system, as set forth in Section 13(b). The District’s water mains and appurtenances shall include, but not be limited to, the pipes, fittings, meter pit, back-flow devices, valves, and service lines, but shall not include the master meter which shall be provided and maintained by the City for the purpose of determining the quantities of water supplied to the District.

SECTION 7. – WATER RENT.

(a) The outside user rate for the District for the term of this Agreement shall be the rate established by Sect. 301-17A(2) of the Code of the City of Watertown (rate for usage of the first 400 cubic feet) as the same may, from time to time, be amended. This rate shall be the uniform rate for all usage under this Agreement.

(b) The District’s water rents shall be billed monthly and paid to the City Comptroller’s office monthly within thirty days of the rendering of a bill by the City.

(c) Late payments or failure to make payments within thirty days of rendering of a bill will subject the District to a surcharge of ten percent of the current bill.

(d) The District acknowledges the continuing nature of the services provided by the City under this Agreement and that the monthly billing by the City does not affect the District’s obligation to pay for water provided during the term of this Agreement. The City billings shall not be construed as accruals of causes of action.

(e) It is agreed that should flushing meter(s) be installed at mutually agreed upon critical points within the District for the purpose of sustaining regulatory required water quality performances, and given the mutual understanding that such flushing is in the best interests of both the Town of Pamela and the City of Watertown, and further given the recognition that the quantity of water employed in such flushing is monitored, recorded and reported to the City of Watertown, the City of Watertown will deduct the quantity of flushing water from the metered sales to the District prior to the computation of billings. The quantity of flushing water shall not be applied against the District allocation.

SECTION 8. – METER SYSTEM AND SERVICE PIPES.

(a) The City requires and the City has the right to specify the requirement of any pit or metering devices to calculate the amount of water used by the District.

(b) The City reserves the right to inspect, test, repair and replace the water meters as required unless same is necessitated by the negligence, recklessness or intentional acts of the District.

(c) The District shall install approved backflow devices after all meters at each Point of Delivery.

(d) The District shall be responsible for safeguarding the meter which shall be housed at the expense of the District in a meter pit or other structure approved by the City and suitable for housing of a meter. The meter shall be accessible to the City and its authorized employees at all times. Expenses incurred as a result of failure to protect the meter will be the responsibility of the District.

(e) Meters shall not be interfered with or removed by any person except an authorized employee of the City or its contractor. Seals placed on the meters, valves, or other fittings shall not be tampered with or broken. If a seal is broken, the meter will be removed, tested, and replaced, if necessary, at the expense of the District.

(f) The Superintendent of Water of the City, an inspector, or any other designated employee may, at any reasonable time, enter the premises of the District for the purpose of examining pipes, hydrants, and any other fixtures for the purpose of determining or ascertaining the quantity and quality of water used and the manner of its use.

SECTION 9. – ALLOWED USERS. Only Sites as set forth in Exhibit “A” or as may be extended, and permitted users as herein defined under the authority of this Agreement shall be connected to the City’s system under the authority of the Agreement.

SECTION 10. – ADDITIONAL USERS.

(a) The District shall notify the City of any additional users being added within the District. Before any additional users are added to the District’s facilities, a permit must first be obtained from the City.

(b) A permit fee of \$25.00 for such permit for each service shall be payable to the City regardless of service line size.

(c) Connection fees shall also be charged based on the size of the service line serving each building or structure. The connection fees and total fees are established as detailed below:

PERMIT AND CONNECTION FEE SCHEDULE

| <u>Service Line Size</u> | <u>Connection Fee</u> | <u>Permit Fee</u> | <u>Total Fee</u> |
|--------------------------|-----------------------|-------------------|------------------|
| ¾” | 100.00 | 25.00 | 125.00 |
| 1” | 150.00 | 25.00 | 175.00 |
| 1-1/2” | 225.00 | 25.00 | 250.00 |
| 2” | 300.00 | 25.00 | 325.00 |
| 3” | 450.00 | 25.00 | 475.00 |
| 4” | 600.00 | 25.00 | 625.00 |

| | | | |
|-----|----------|-------|----------|
| 6" | 900.00 | 25.00 | 925.00 |
| 8" | 1,200.00 | 25.00 | 1,225.00 |
| 10" | 1,500.00 | 25.00 | 1,525.00 |

(d) The City's permitting authority is purely ministerial to assure the ability to provide services consistent with the approved allocation set forth in Section 4(a) and federal and state regulations.

(e) Any unauthorized connection, may, at the election of the City, result in the imposition of a penalty as set forth in Section 14.

(f) The District shall provide the City annually, on July 1 of each year, a current list of users in the District.

SECTION 11. – CITY REPRESENTATIONS AND WARRANTIES

The City represents and covenants that:

(a) It has the full power and authority to execute and deliver this Agreement and to perform its obligations hereunder and its governing body has, by necessary and appropriate resolutions, authorized the execution and delivery of the Agreement by the officer or representative so executing the same;

(b) This Agreement constitutes a legal, valid and binding obligation of the City and is enforceable in accordance with its terms; and

(c) It will, at all times, make reasonable efforts to comply with all local, state and federal laws and regulations necessary to operate a Water Supply System and it will make reasonable efforts to secure and maintain all necessary local, state and federal permits required to operate a Water Supply System.

(d) The City agrees not to sell water to any other outside users, other than those users connected to the Development Authority of the North Country line, at a rate that is less than that charged to the District without the express written approval of the Town as Administrator for the District, unless the City also offers such a lower rate to the District. This covenant shall and will not apply to large outside users that connect directly to the City Water Plant, bypassing the City's water distribution system.

(e) The City shall make a good faith effort to require all outside users to go through the same permitting process as the District for new connections.

(f) The City has sufficient facilities and sources to provide the allocations set forth in Section 4 (a), but makes no representation as to facilities and source for additional allocations at the time of contract renewal.

SECTION 12. – THE DISTRICT’S REPRESENTATIONS AND WARRANTIES.

The District represents and warrants that:

- (a) It has been properly formed and approved.
- (b) It has full power and authority to execute and deliver this Agreement on behalf of the District and to perform its obligations hereunder;
- (c) This Agreement constitutes a legal, valid and binding obligation of the District and is enforceable in accordance with its terms;
- (d) The District shall immediately notify the City of any emergency or condition which may affect the quality of water in either party’s system and will assist in all reasonable efforts to mitigate and correct any harm resulting from such occurrence;
- (e) The District shall comply with any state or federal regulations regarding water quality and testing beyond the point of connection;
- (f) The District shall immediately comply with any direction from the City to shut off service on an emergency basis if required to prevent contamination of the City system by failure or any back flow device, or other justifiable cause.

SECTION 13. – REPAIRS.

- (a) The City shall be solely responsible for all maintenance and repair necessary to those portions of the System located entirely within the City boundaries to the point of delivery, except as set forth in Section 13(b) and (c) below.
- (b) The District shall provide for and perform all maintenance and repair necessary to those portions of the water line and appurtenances located within and/or serving the District from the “point of connection” with the City of Watertown’s water distribution system as defined in Paragraph (h) of Section 1.
- (c) All other provisions of this Section 13 notwithstanding, if the District engages or allows others to engage in any activity which causes damage resulting in the need for repair to any portion of District Facilities or the City’s System, the costs of such repair, if undertaken at City expense, shall be borne 100% by the District.

SECTION 14. – PENALTIES. The breach by the District of any covenant, condition or limitation may, at the discretion of the City, result in the imposition of a penalty of \$100.00 per day.

SECTION 15. – ASSIGNMENT. The District may not assign, transfer or otherwise dispose of this Agreement or its right, title or interest herein, without the previous written consent of the City.

SECTION 16. – TERMS TO BE EXCLUSIVE. This Agreement contains the sole and entire understanding between the parties.

SECTION 17. – WAIVER AND MODIFICATION. No waiver or modification of this Agreement or of any covenant, condition or limitation herein shall be valid unless in writing and duly executed by both parties. The failure of either party to insist upon the strict performance of any covenant, agreement, term or condition of this Agreement, or to exercise any right or remedy provided for in this Agreement shall not constitute a waiver of performance of any such covenant, agreement, term or condition.

SECTION 18. – NEW YORK STATE LAW APPLIES. This Agreement, the performance hereunder, and all actions and special proceedings relating hereto shall be construed in accordance with, under and pursuant to the laws of the State of New York.

SECTION 19. – SEVERABILITY. All provisions contained in this Agreement are mutual, related and non-severable. In the event any provision of this Agreement shall, for any reason, be held to be invalid, illegal, or unenforceable in any respect, such determination shall require immediate renegotiation of this Agreement.

SECTION 20. – NOTICES. Any notice under this Agreement shall be in writing, registered on certified paper, or hand delivered and shall be deemed to have been duly given when mailed, postage prepaid, to the parties at the address set forth below, or at such other address as either party may designate from time to time by notice hereunder or actually delivered.

| <u>Party</u> | <u>Address</u> |
|---|--|
| City of Watertown | City Manager Municipal Building 245 Washington Street Watertown, New York 13601 |
| Town of Pamela Water District No. 11 | Supervisor, Town of Pamela 25859 N.Y.S. Route 37 Watertown, New York 13601 |

SECTION 21. – HEADINGS AND CONSTRUCTION. The paragraph headings of the Sections in this Agreement are inserted only as a matter of convenience, are not a part of this Agreement, and in no way define, limit or affect this Agreement or any provision thereof. Each covenant and agreement binding the parties shall be construed, absent an express contrary provision, as being independent of each and every other covenant contained herein, and compliance with any or all other covenants contained herein.

SECTION 22. – NUMBER AND GENDER. Words of gender and number used in this Agreement shall be deemed to mean any other gender or number when the sense requires.

SECTION 23. – EXHIBITS. Exhibits “A”, “B”, and “C” are attached hereto, and are intended to be a part hereof, as if set forth herein at length.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals as of the day and year first set forth above.

CITY OF WATERTOWN

By: _____
Jeffrey E. Graham, Mayor

TOWN OF PAMELIA

By: _____
Lawrence Longway, Supervisor

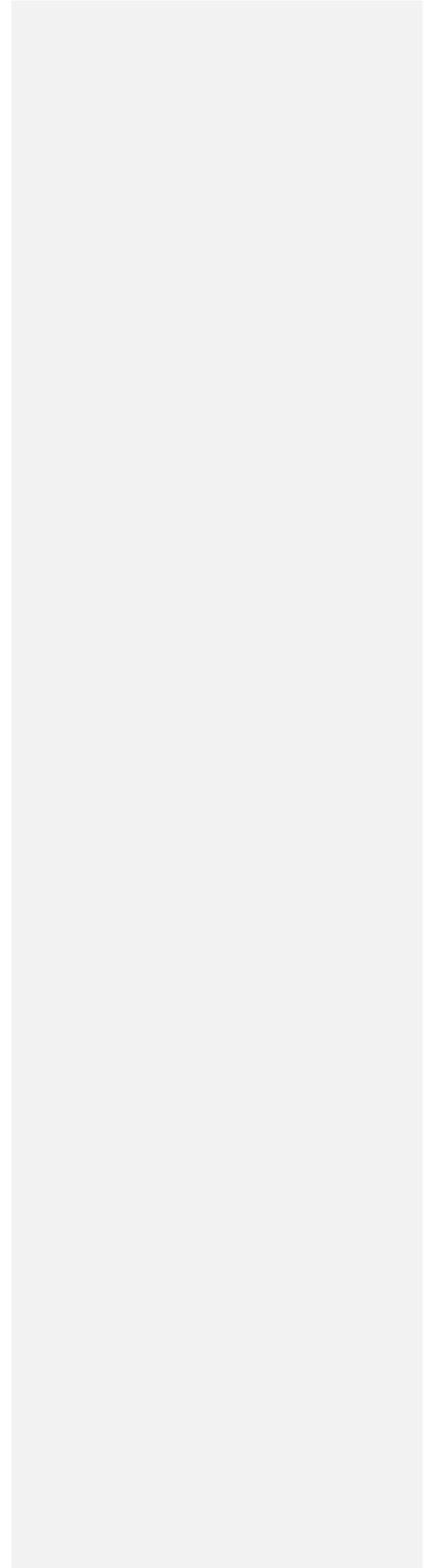


EXHIBIT "A"

Location Maps of the Town of Pamela Water District No. 11, on file in the offices of the Town and also in the office of the Superintendent of Water shall be considered to be part of this Agreement as if they were attached, hereto.

EXHIBIT “B”

District No. 11

Bradley Street Line

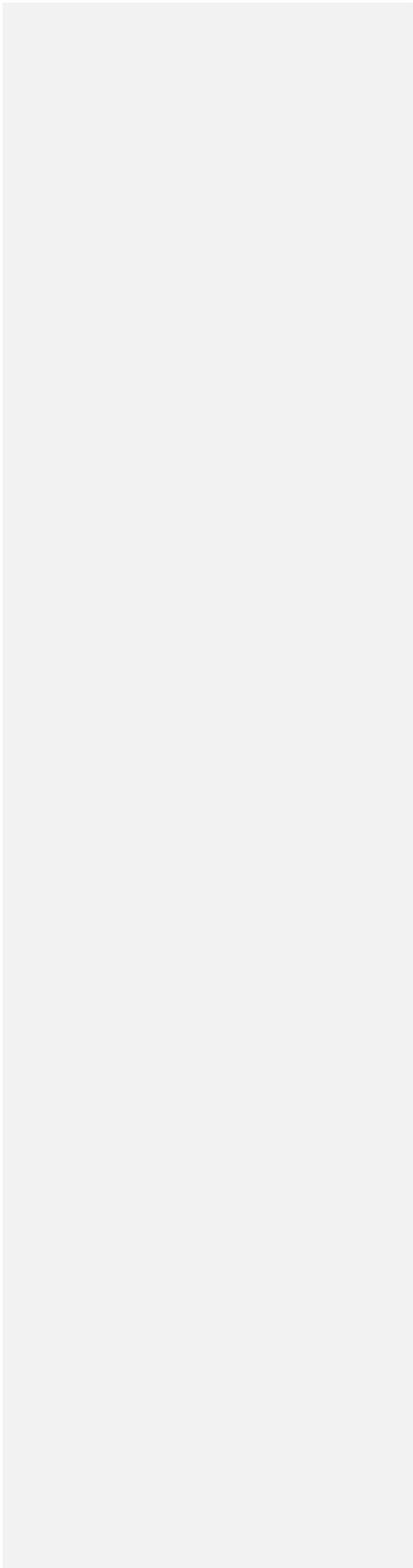
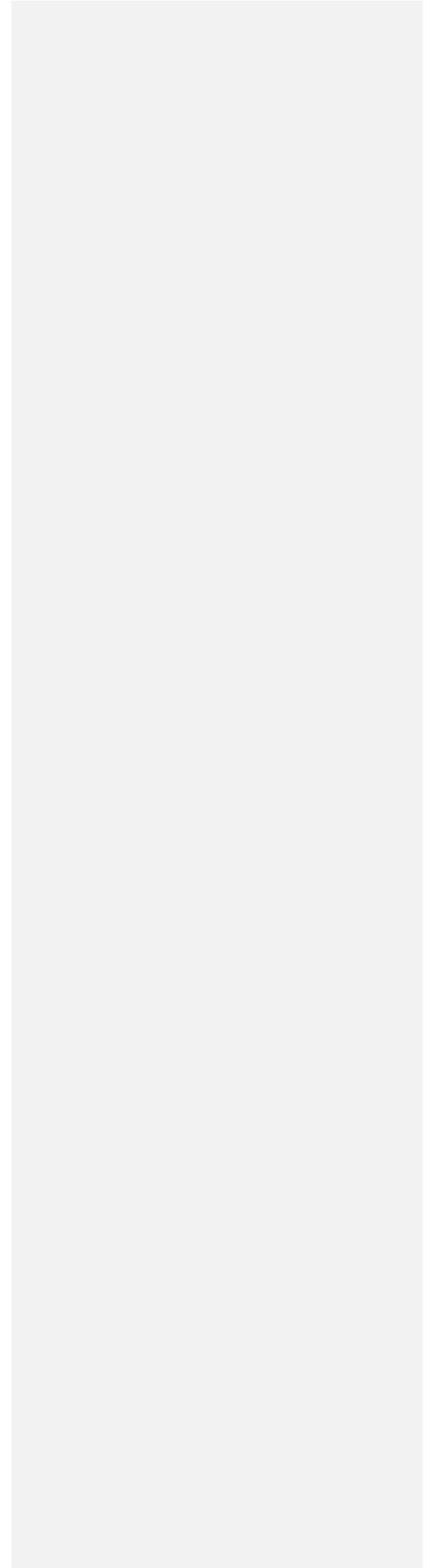


EXHIBIT "C"
ALLOCATION

District No. 11



June 17, 2015

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Serial Bond Results and Moody's Report

The City has issued \$15,810,000 of debt to finance the Arena rehabilitation, Factory Street reconstruction, Thompson Park parallel water transmission main, Ogilvie site remediation, waste water treatment plant's disinfection system, waste water treatment plant's filter distributor assemblies, Thompson Park water tank rehabilitation and phase II of the dosing station dam rehabilitation.

In connection with the debt issue, the City Manager and the City Comptroller participated in a conference call with an analyst from Moody's Investors Service in order to obtain a rating for the debt issue. Moody's has reaffirmed its Aa3 rating of the City's debt, which is considered high quality and very low credit risk. The attached report lists Moody's opinions on the City's strengths and challenges, as well as actions that could raise or lower the City's credit rating. Please note that references to the General Fund are for the General Fund as reported in the City's audited financial statements which combines the General, Self-funded Health Insurance, Risk Retention and Compensation Reserve and Tourism Funds.

The bonds were sold on June 17th with the net interest cost for the Arena rehab bonds being 3.43% and the bonds for the other projects being 2.80%. Both net interest costs are in line with the rates used to prepare the Fiscal Year 2015-16 budget. Attached are summaries of the bids received.

**CITY OF WATERTOWN, JEFFERSON COUNTY, NEW YORK
\$10,000,000 PUBLIC IMPROVEMENT (SERIAL) BONDS, 2015 SERIES A**

Sale Date: June 17, 2015
 Bonds Dated: June 25, 2015
 Principal Due: June 15, 2016-2040
 Moody's Rating: Aa3
 Insurance: None

WINNING BID

Bank of America Merrill Lynch

| Year | Principal Amount | Bond Years |
|------|------------------|---------------|
| 2016 | \$260,000 | 252,777.78 |
| 2017 | 260,000 | 512,777.78 |
| 2018 | 265,000 | 787,638.89 |
| 2019 | 275,000 | 1,092,361.11 |
| 2020 | 285,000 | 1,417,083.33 |
| 2021 | 300,000 | 1,791,666.67 |
| 2022 | 310,000 | 2,161,388.89 |
| 2023 | 320,000 | 2,551,111.11 |
| 2024 | 335,000 | 3,005,694.44 |
| 2025 | 345,000 | 3,440,416.67 |
| 2026 | 360,000 | 3,950,000.00 |
| 2027 | 370,000 | 4,429,722.22 |
| 2028 | 385,000 | 4,994,305.56 |
| 2029 | 400,000 | 5,588,888.89 |
| 2030 | 415,000 | 6,213,472.22 |
| 2031 | 430,000 | 6,868,055.56 |
| 2032 | 445,000 | 7,552,638.89 |
| 2033 | 465,000 | 8,357,083.33 |
| 2034 | 480,000 | 9,106,666.67 |
| 2035 | 500,000 | 9,986,111.11 |
| 2036 | 520,000 | 10,905,555.56 |
| 2037 | 535,000 | 11,755,138.89 |
| 2038 | 560,000 | 12,864,444.44 |
| 2039 | 580,000 | 13,903,888.89 |
| 2040 | 600,000 | 14,983,333.33 |

Total \$10,000,000 148,472,222.22

Avg. Life 14.85
 100/100 1,484,722
 10/100 148,472
 1/100 14,847

| Interest Rate | \$ Interest |
|---------------|----------------|
| 3.000% | \$7,583.33 |
| 3.000% | 15,383.33 |
| 3.000% | 23,629.17 |
| 3.000% | 32,770.83 |
| 3.000% | 42,512.50 |
| 3.000% | 53,750.00 |
| 3.000% | 64,841.67 |
| 3.000% | 76,533.33 |
| 3.250% | 97,685.07 |
| 3.250% | 111,813.54 |
| 3.250% | 128,375.00 |
| 3.250% | 143,965.97 |
| 3.250% | 162,314.93 |
| 3.500% | 195,611.11 |
| 3.500% | 217,471.53 |
| 3.500% | 240,381.94 |
| 3.500% | 264,342.36 |
| 3.500% | 292,497.92 |
| 3.500% | 318,733.33 |
| 3.500% | 349,513.89 |
| 3.500% | 381,694.44 |
| 3.500% | 411,429.86 |
| 3.500% | 450,255.56 |
| 3.500% | 486,636.11 |
| 3.500% | 524,416.67 |
| Tot. Int. | 5,094,143.40 |
| Prem. | 0.00 |
| Net Int. | \$5,094,143.40 |
| N.I.C. | 3.431041% |

Other Bidders

Robert W. Baird & Co., Inc.

| Interest Rate | \$ Interest |
|---------------|----------------|
| 3.000% | \$7,583.33 |
| 3.000% | 15,383.33 |
| 3.000% | 23,629.17 |
| 3.000% | 32,770.83 |
| 3.000% | 42,512.50 |
| 3.000% | 53,750.00 |
| 3.000% | 64,841.67 |
| 3.000% | 76,533.33 |
| 3.000% | 90,170.83 |
| 3.000% | 103,212.50 |
| 3.000% | 118,500.00 |
| 3.000% | 132,891.67 |
| 3.000% | 149,829.17 |
| 3.125% | 174,652.78 |
| 3.250% | 201,937.85 |
| 3.375% | 231,796.88 |
| 3.375% | 254,901.56 |
| 3.500% | 292,497.92 |
| 3.500% | 318,733.33 |
| 4.000% | 399,444.44 |
| 4.000% | 436,222.22 |
| 4.000% | 470,205.56 |
| 4.000% | 514,577.78 |
| 4.000% | 556,155.56 |
| 4.000% | 599,333.33 |
| Tot. Int. | 5,362,067.53 |
| Prem. | 30,404.40 |
| Net Int. | \$5,331,663.13 |
| N.I.C. | 3.591017% |

Fidelity Capital Markets

| Interest Rate | \$ Interest |
|---------------|----------------|
| 3.000% | \$7,583.33 |
| 3.000% | 15,383.33 |
| 3.000% | 23,629.17 |
| 3.000% | 32,770.83 |
| 3.000% | 42,512.50 |
| 3.000% | 53,750.00 |
| 3.000% | 64,841.67 |
| 3.000% | 76,533.33 |
| 3.000% | 90,170.83 |
| 3.000% | 103,212.50 |
| 3.000% | 118,500.00 |
| 3.000% | 132,891.67 |
| 3.000% | 149,829.17 |
| 3.125% | 174,652.78 |
| 3.250% | 201,937.85 |
| 3.250% | 223,211.81 |
| 3.375% | 254,901.56 |
| 3.375% | 282,051.56 |
| 3.500% | 318,733.33 |
| 4.000% | 399,444.44 |
| 4.000% | 436,222.22 |
| 4.000% | 470,205.56 |
| 4.000% | 514,577.78 |
| 4.000% | 556,155.56 |
| 4.000% | 599,333.33 |
| Tot. Int. | 5,343,036.11 |
| Prem. | 0.00 |
| Net Int. | \$5,343,036.11 |
| N.I.C. | 3.598677% |

Janney Montgomery Scott LLC

| Interest Rate | \$ Interest |
|---------------|----------------|
| 3.000% | \$7,583.33 |
| 3.000% | 15,383.33 |
| 3.000% | 23,629.17 |
| 3.000% | 32,770.83 |
| 3.000% | 42,512.50 |
| 3.000% | 53,750.00 |
| 3.000% | 64,841.67 |
| 3.000% | 76,533.33 |
| 3.000% | 90,170.83 |
| 3.000% | 103,212.50 |
| 3.000% | 118,500.00 |
| 3.000% | 132,891.67 |
| 3.000% | 149,829.17 |
| 3.125% | 174,652.78 |
| 3.250% | 201,937.85 |
| 3.375% | 231,796.88 |
| 3.375% | 254,901.56 |
| 4.000% | 334,283.33 |
| 4.000% | 364,266.67 |
| 4.000% | 399,444.44 |
| 4.000% | 436,222.22 |
| 4.000% | 470,205.56 |
| 4.000% | 514,577.78 |
| 4.000% | 556,155.56 |
| 4.000% | 599,333.33 |
| Tot. Int. | 5,449,386.28 |
| Prem. | 0.00 |
| Net Int. | \$5,449,386.28 |
| N.I.C. | 3.670307% |

UBS Financial Services Inc.

| Interest Rate | \$ Interest |
|---------------|----------------|
| 3.000% | \$7,583.33 |
| 3.000% | 15,383.33 |
| 3.000% | 23,629.17 |
| 3.000% | 32,770.83 |
| 3.000% | 42,512.50 |
| 3.000% | 53,750.00 |
| 3.000% | 64,841.67 |
| 3.000% | 76,533.33 |
| 3.000% | 90,170.83 |
| 3.000% | 103,212.50 |
| 3.000% | 118,500.00 |
| 3.000% | 132,891.67 |
| 3.000% | 149,829.17 |
| 3.125% | 174,652.78 |
| 3.250% | 201,937.85 |
| 3.250% | 223,211.81 |
| 4.000% | 302,105.56 |
| 4.000% | 334,283.33 |
| 4.000% | 364,266.67 |
| 4.000% | 399,444.44 |
| 4.000% | 436,222.22 |
| 4.000% | 470,205.56 |
| 4.000% | 514,577.78 |
| 4.000% | 556,155.56 |
| 4.000% | 599,333.33 |
| Tot. Int. | 5,488,005.21 |
| Prem. | 0.00 |
| Net Int. | \$5,488,005.21 |
| N.I.C. | 3.696318% |

Hutchinson, Shockey, Erley & Co.

| Interest Rate | \$ Interest |
|---------------|----------------|
| 3.000% | \$7,583.33 |
| 3.000% | 15,383.33 |
| 3.000% | 23,629.17 |
| 3.000% | 32,770.83 |
| 3.000% | 42,512.50 |
| 3.000% | 53,750.00 |
| 3.000% | 64,841.67 |
| 3.000% | 76,533.33 |
| 3.000% | 90,170.83 |
| 3.000% | 103,212.50 |
| 3.000% | 118,500.00 |
| 3.000% | 132,891.67 |
| 3.100% | 154,823.47 |
| 3.250% | 181,638.89 |
| 3.375% | 209,704.69 |
| 3.500% | 240,381.94 |
| 3.500% | 264,342.36 |
| 3.625% | 302,944.27 |
| 4.000% | 364,266.67 |
| 4.000% | 399,444.44 |
| 4.000% | 436,222.22 |
| 4.500% | 490,750.00 |
| 4.500% | 528,981.25 |
| 4.500% | 578,900.00 |
| 4.500% | 625,675.00 |
| 4.500% | 674,250.00 |
| Tot. Int. | 5,777,882.15 |
| Prem. | 10,676.80 |
| Net Int. | \$5,767,205.35 |
| N.I.C. | 3.884367% |

CITY OF WATERTOWN, JEFFERSON COUNTY, NEW YORK
\$5,810,000 PUBLIC IMPROVEMENT (SERIAL) BONDS, 2015 SERIES B

Sale Date: June 17, 2015
 Bonds Dated: June 25, 2015
 Principal Due: June 15, 2016-2030
 Moody's Rating: Aa3
 Insurance: None

| Year | Principal Amount | Bond Years |
|------|------------------|--------------|
| 2016 | \$435,000 | 422,916.67 |
| 2017 | 425,000 | 838,194.44 |
| 2018 | 425,000 | 1,263,194.44 |
| 2019 | 425,000 | 1,688,194.44 |
| 2020 | 425,000 | 2,113,194.44 |
| 2021 | 375,000 | 2,239,583.33 |
| 2022 | 375,000 | 2,614,583.33 |
| 2023 | 375,000 | 2,989,583.33 |
| 2024 | 375,000 | 3,364,583.33 |
| 2025 | 375,000 | 3,739,583.33 |
| 2026 | 375,000 | 4,114,583.33 |
| 2027 | 375,000 | 4,489,583.33 |
| 2028 | 350,000 | 4,540,277.78 |
| 2029 | 350,000 | 4,890,277.78 |
| 2030 | 350,000 | 5,240,277.78 |

Total \$5,810,000 44,548,611.11

Avg. Life 7.67
 100/100 445,486
 10/100 44,549
 1/100 4,455

WINNING BID

| Fidelity Capital Markets | | |
|--------------------------|----------------|--|
| Interest Rate | \$ Interest | |
| 2.000% | \$8,458.33 | |
| 2.000% | 16,763.89 | |
| 2.000% | 25,263.89 | |
| 2.000% | 33,763.89 | |
| 2.000% | 42,263.89 | |
| 2.000% | 44,791.67 | |
| 3.000% | 78,437.50 | |
| 3.000% | 89,687.50 | |
| 3.000% | 100,937.50 | |
| 3.000% | 112,187.50 | |
| 3.000% | 123,437.50 | |
| 3.000% | 134,687.50 | |
| 3.000% | 136,208.33 | |
| 3.000% | 146,708.33 | |
| 3.125% | 163,758.68 | |
| Tot. Int. | 1,257,355.90 | |
| Prem. | 11,676.30 | |
| Net Int. | \$1,245,679.60 | |
| N.I.C. | 2.796225% | |

Other Bidders

| Robert W. Baird & Co., Inc. | | |
|-----------------------------|----------------|--|
| Interest Rate | \$ Interest | |
| 2.000% | \$8,458.33 | |
| 2.000% | 16,763.89 | |
| 2.000% | 25,263.89 | |
| 2.000% | 33,763.89 | |
| 2.000% | 42,263.89 | |
| 3.000% | 67,187.50 | |
| 3.000% | 78,437.50 | |
| 3.000% | 89,687.50 | |
| 3.000% | 100,937.50 | |
| 3.000% | 112,187.50 | |
| 3.000% | 123,437.50 | |
| 3.000% | 134,687.50 | |
| 3.000% | 136,208.33 | |
| 3.125% | 152,821.18 | |
| 3.250% | 170,309.03 | |
| Tot. Int. | 1,292,414.93 | |
| Prem. | 42,522.35 | |
| Net Int. | \$1,249,892.58 | |
| N.I.C. | 2.805682% | |

| Bank of America Merrill Lynch | | |
|-------------------------------|----------------|--|
| Interest Rate | \$ Interest | |
| 2.500% | \$10,572.92 | |
| 2.500% | 20,954.86 | |
| 2.500% | 31,579.86 | |
| 2.500% | 42,204.86 | |
| 2.500% | 52,829.86 | |
| 2.500% | 55,989.58 | |
| 2.500% | 65,364.58 | |
| 2.500% | 74,739.58 | |
| 3.000% | 100,937.50 | |
| 3.000% | 112,187.50 | |
| 3.000% | 123,437.50 | |
| 3.000% | 134,687.50 | |
| 3.000% | 136,208.33 | |
| 3.000% | 146,708.33 | |
| 3.000% | 157,208.33 | |
| Tot. Int. | 1,265,611.11 | |
| Prem. | 0.00 | |
| Net Int. | \$1,265,611.11 | |
| N.I.C. | 2.840966% | |

| UBS Financial Services Inc. | | |
|-----------------------------|----------------|--|
| Interest Rate | \$ Interest | |
| 2.000% | \$8,458.33 | |
| 2.000% | 16,763.89 | |
| 2.000% | 25,263.89 | |
| 2.000% | 33,763.89 | |
| 3.000% | 63,395.83 | |
| 3.000% | 67,187.50 | |
| 3.000% | 78,437.50 | |
| 3.000% | 89,687.50 | |
| 3.000% | 100,937.50 | |
| 3.000% | 112,187.50 | |
| 3.000% | 123,437.50 | |
| 3.000% | 134,687.50 | |
| 3.000% | 136,208.33 | |
| 3.000% | 146,708.33 | |
| 3.250% | 170,309.03 | |
| Tot. Int. | 1,307,434.03 | |
| Prem. | 0.00 | |
| Net Int. | \$1,307,434.03 | |
| N.I.C. | 2.934848% | |

| Janney Montgomery Scott LLC | | |
|-----------------------------|----------------|--|
| Interest Rate | \$ Interest | |
| 2.000% | \$8,458.33 | |
| 2.000% | 16,763.89 | |
| 3.000% | 37,895.83 | |
| 3.000% | 50,645.83 | |
| 3.000% | 63,395.83 | |
| 3.000% | 67,187.50 | |
| 3.000% | 78,437.50 | |
| 3.000% | 89,687.50 | |
| 3.000% | 100,937.50 | |
| 3.000% | 112,187.50 | |
| 3.000% | 123,437.50 | |
| 3.000% | 134,687.50 | |
| 3.000% | 136,208.33 | |
| 3.125% | 152,821.18 | |
| 3.250% | 170,309.03 | |
| Tot. Int. | 1,343,060.76 | |
| Prem. | 33,904.75 | |
| Net Int. | \$1,309,156.01 | |
| N.I.C. | 2.938713% | |

MOODY'S

INVESTORS SERVICE

New Issue: Moody's assigns Aa3 to Watertown, NY's \$15.8M GOLT Bonds

Global Credit Research - 16 Jun 2015

Aa3 rating affirmed on \$26M of parity debt

WATERTOWN (CITY OF) NY
Cities (including Towns, Villages and Townships)
NY

Moody's Rating

| ISSUE | RATING |
|--|--------|
| Public Improvement (Serial) Bonds, 2015 Series B | Aa3 |
| Sale Amount \$5,810,000 | |
| Expected Sale Date 06/17/15 | |
| Rating Description General Obligation Limited Tax | |

| | |
|--|-----|
| Public Improvement (Serial) Bonds, 2015 Series A | Aa3 |
| Sale Amount \$10,000,000 | |
| Expected Sale Date 06/17/15 | |
| Rating Description General Obligation Limited Tax | |

Moody's Outlook NOO

NEW YORK, June 16, 2015 --Moody's Investors Service has assigned a Aa3 rating to the City of Watertown's (NY) \$10.0 million Public Improvement (Serial) Bonds, 2015 Series A and \$5.8 million Public Improvement (Serial) Bonds, 2015 Series B. Concurrently, Moody's affirms the Aa3 rating on \$26 million in outstanding general obligation debt.

SUMMARY RATING RATIONALE

The Aa3 rating reflects the city's solid financial reserves despite volatile revenue sources. The rating also incorporates the city's elevated debt burden following the current issuance, and a modestly sized tax base that is growing but exhibits below average income and wealth levels, partially reflecting the presence of the Fort Drum United States military base.

OUTLOOK

Outlooks are usually not assigned to local government credits with this amount of debt outstanding.

WHAT COULD MAKE THE RATING GO UP

- Significant growth in the underlying tax base

WHAT COULD MAKE THE RATING GO DOWN

- Fund balance declines beyond expected levels for fiscal 2015 and 2016
- Failure to structurally balance fiscal 2017 budget

STRENGTHS

- Solid cash levels and financial reserves

- U.S. Army base at Fort Drum provides stability to economy

CHALLENGES

- Exposure to volatile revenue sources
- Below average socio-economic characteristics
- High fixed costs

RECENT DEVELOPMENTS

Recent developments are incorporated in the Detailed Rating Rationale.

DETAILED RATING RATIONALE

ECONOMY AND TAX BASE: TAX BASE BOLSTERED BY GOVERNMENT, FORT DRUM MILITARY BASE

The city's \$1.2 billion tax base relies heavily on government and military presence. Wealth levels in the city are below average, with the median family income as of 2012 equal to 81% of the US median. Offsetting the below average wealth is the stabilizing presence of the Fort Drum military base. Although not located within the city limits, Fort Drum is located 7 miles from the city center, and houses 42% of those soldiers living off post. An estimated 17,269 soldiers and 3,799 civilians were employed at Fort Drum as of fiscal 2014. The base is also a major customer for the city's water and sewer operations.

Government is the largest employer in the city. Federal, state, and county government entities have offices in Watertown, which is the county seat. Other large employers in the city include the Samaritan Medical Center, which employs 2,500 people, as well as various manufacturers. The city's unemployment rate of 5.8% as of March 2015 was on par with the state unemployment rate.

Measures of property wealth are very below average. Full value per capita is equal to \$42,222, which is well below the median for New York cities. However, we believe this is largely due to the considerable amount of tax-exempt property within the city (approximately 31%). Despite being below average for this rating category, the tax base is healthy and has been growing.

FINANCIAL OPERATIONS AND RESERVES: STRONG MANAGEMENT PRACTICES COPE WITH UNDERPERFORMING SALES TAX REVENUES

The city's financial position remains solid despite reserve draws in three of the last four years and the expectation of draws in 2015 and 2016. Sales tax revenues, which make up 42% of the city's budget, are underperforming and are aggressively budgeted for fiscal 2016. While the base provides some stability in the city's sales tax revenues, a strengthening US dollar has reduced the amount of cross border traffic with Canada. Property taxes (20%), state aid (14%), and 10% from sales of excess power from a hydroelectric plant on the Black River make up the majority of the remaining revenues. To balance stagnant sales tax revenues and state aid management has raised property taxes in each of the 5 years, including 1 year where they pierced the property tax cap. Sales of hydroelectricity are entirely dependent on the flows of the Black River, which are difficult to predict.

The city finished fiscal 2014 with a \$330,000 General Fund operating deficit balance due primarily to underperforming sales tax, which were \$17.0 million or 5.98% below budget. Despite this, the city achieved savings through freezes on equipment purchases as well as limiting its pay as you go capital projects.

For fiscal 2015, the city reduced its sales tax estimate to \$17.5 million, which represented a decrease of \$610,000 or 3.4% below the 2014 budget. Despite this, management reports sales tax receipts through the first 10 months of the year are trending below budget by \$294,000. The city originally budgeted for the use of \$891,000 of reserves, including the self-insurance fund, and expects to use approximately \$600,000 of the appropriation. Assuming this appropriation, total fund balance would be reduced to \$15.3 million or a still strong 37.9% of budgeted 2015 revenues.

For fiscal 2016, the city's budget includes a 3.43% spending increase, 1.88% tax levy increase, a 2% increase in sales tax over the 2015 expected ending amount, and flat state aid. The 2016 budget was balanced with \$1.9 million use of reserves. Utilizing the full budgeted appropriation would bring total fund balance to \$13.4 million or 32.2% of budgeted 2016 revenues. We will monitor the city's ability to maintain strong reserves going forward. A deviation from the fund balance estimates above could result in negative rating action.

Liquidity

The city's cash position as of fiscal 2014 was healthy at \$16.9 million, or 42.5% of revenues. Liquidity was also healthy at the city's water and sewer funds, which had a combined \$3.7 million in unrestricted cash, accounting for 36.3% of fiscal 2014 revenues.

DEBT AND PENSIONS: MODERATE DEBT BURDEN PARTLY SUPPORTED BY ENTERPRISE REVENUES; MODERATE PENSION BURDEN

The city's direct debt burden, at 2.6% of full value and 0.76 times revenues, is relatively high for the rating category and is expected to remain elevated due to ongoing capital needs. Within the next year, the city anticipates borrowing approximately \$3.5 - 4 million to build a courtroom, purchase a fire engine, as well as other water and sewer upgrades and street reconstruction. The expected future issuances are partially offset by the city's rapid amortization of currently outstanding principal is above average with 91% paid within 10 years. The city's debt service is manageable at 6.6% of 2014 operating expenditures.

Debt Structure

All of Watertown's debt is fixed rate. After the current issue, the city will have \$30.3 million of long-term GO debt, all of which is rated. Approximately \$11.6 million of the city's debt is payable through its water and sewer operations, which are financially healthy and are excluded from the net debt burden calculations. Without excluding this self-supporting debt, the net direct debt burden would increase to 3.6% of full value.

Debt-Related Derivatives

Watertown has no derivatives.

Pensions and OPEB

While pension contributions have increased over the past five years, management has budgeted for the increases and has not opted to defer its pension payments. The city participates in the New York State and Local Employees Retirement System and the New York State and Local Police and Fire Retirement System (PFRS), two multi-employer defined benefit retirement plans sponsored by the State of New York (Aa1 stable). The city's combined adjusted net pension liability for 2013, under Moody's methodology for adjusting reported pension data, was \$66.6 million, or an above average 1.6 times total operating revenues. The adjustments are not intended to replace the city's reported liability information, but to improve comparability with other rated entities. We determined the city's share of liability for the state-run plans in proportion to its contributions to the plans.

The city also provides employees with Other Postemployment Benefits (OPEB) and as of fiscal 2013, had an unfunded actuarial liability of \$13.6 million, or 0.34 times operating revenues. The city does annual pay-as-you-go contributions which totaled \$3.8 million in fiscal 2014 was 55% of the total OPEB cost and 9.5% of annual operating expenditures.

The city's total fixed costs for 2014 including pension, OPEB and debt service totaled \$10.6 million, or a high 26% of operating expenditures.

MANAGEMENT AND GOVERNANCE: CITY TO BE CHALLENGED TO RETURN TO STRUCTURAL BALANCE

City management has typically budgeted expenditures conservatively revenue estimates have been falling short of budgeted expectations. The city also does detailed multi-year forecasting based on such as indicators such as CPI, or based on collective bargaining agreements. While management increased the tax levy beyond the cap via override in fiscal 2015 with a 10.5% levy increase and reduced its budgeted expenditures by 3.2%, sales tax receipts continue to underperform and are expected to remain weak, which we believe will challenge the city to return to structural balance in the near term.

New York cities, towns and villages have an institutional framework score of 'A' or moderate. Revenues are largely comprised of property, sales, and mortgage taxes, as well as building permits. Property tax revenues are subject to the tax cap but can be overridden with a 60% vote of the local legislative body. Economically sensitive revenues remain below peak levels prior to recession. Expenditures are largely predictable but the presence of strong collective bargaining groups make it difficult to reduce expenditures.

KEY STATISTICS

- 2015 Full value: \$1.2 billion
- 2015 Full value per capita: \$42,222
- 2008-2012 Median Family Income (American Community Survey 5-Year Estimates): 81% of US average
- Fiscal 2014 Available Operating Fund balance as a % of Revenues: 32.0% of operating revenue
- 5-year change in Operating fund balance as a % of Revenues: 2.5%
- Fiscal 2014 Operating net cash balance as a % of revenues: 42.5% of operating revenues
- 5-year change in Operating cash balance as a % of revenues: 12.0%
- Institutional Framework: A
- Five-year average of operating revenues / operating expenditures: 1.01 times
- Net direct debt as % of full value: 2.6%
- Net direct debt/operating revenues: 0.76 times
- 3-year average of Moody's adjusted net pension liability as % of full valuation: 3.5%
- 3-year average of Moody's adjusted net pension liability / operating revenues: 1.0 times

OBLIGOR PROFILE

The city of Watertown has a population of 27,023 and is located in the northern part of New York State (Aa1 stable), eleven miles east of Lake Ontario and twenty-two miles south of the St. Lawrence River (and Canadian border).

LEGAL SECURITY

The bonds are secured by the city's general obligation pledge as limited by the Property Tax Cap-Legislation (Chapter 97 (Part A) of the Laws of the State of New York, 2011).

USE OF PROCEEDS

Proceeds of the Series A bonds will provide funding for the design and reconstruction and expansion of the Fairgrounds Arena. Proceeds of the Series B bonds will provide funding for various water and sewer projects and road reconstruction.

PRINCIPAL METHODOLOGY

The principal methodology used in this rating was US Local Government General Obligation Debt published in January 2014. Please see the Credit Policy page on www.moody.com for a copy of this methodology.

REGULATORY DISCLOSURES

For ratings issued on a program, series or category/class of debt, this announcement provides certain regulatory disclosures in relation to each rating of a subsequently issued bond or note of the same series or category/class of debt or pursuant to a program for which the ratings are derived exclusively from existing ratings in accordance with Moody's rating practices. For ratings issued on a support provider, this announcement provides certain regulatory disclosures in relation to the rating action on the support provider and in relation to each particular rating action for securities that derive their credit ratings from the support provider's credit rating. For provisional ratings, this announcement provides certain regulatory disclosures in relation to the provisional rating assigned, and in relation to a definitive rating that may be assigned subsequent to the final issuance of the debt, in each case where the transaction structure and terms have not changed prior to the assignment of the definitive rating in a manner that would have affected the rating. For further information please see the ratings tab on the issuer/entity page for the respective issuer on www.moody.com.

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June 16, 2015

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Sales Tax Revenue – May 2015

The City has received the monthly sales tax revenue amount from Jefferson County. In comparison to May 2014, the May 2015 sales tax revenue on an actual to actual basis is down \$10,106 or 0.78%. In comparison to the original budget projection for the month of May, sales tax is down \$46,203 or 3.46%.

The year-to-date actual receipts are up \$84,773 or 0.55% while the year-to-date receipts on a budget basis are down \$341,000 or 2.17%. Year-to-date sales tax revenue is at \$15,402,722.

The attached spreadsheet shows the detail collections for this year and last year along with the budgeted amounts. Collections for the Fiscal Years' 2010-11, 2011-12, 2012-13 and 2013-14 have been included for historical perspective.

| | <u>Actual 2010-11</u> | <u>Actual 2011-12</u> | <u>Actual 2012-13</u> | <u>Actual 2013-14</u> | <u>Actual 2014-15</u> | <u>Variance</u> | <u>% Inc/(Dec)to Prior Year</u> | <u>Quarterly Variance</u> | <u>% Inc/(Dec) to Prior Quarter</u> |
|-----------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------|-------------------------------------|-------------------------------|---|
| July | \$ 1,294,030 | \$ 1,359,433 | \$ 1,361,364 | \$ 1,492,579 | \$ 1,412,829 | \$ (79,750) | -5.34% | | |
| August | \$ 1,250,127 | \$ 1,319,714 | \$ 1,357,130 | \$ 1,463,877 | \$ 1,247,954 | \$ (215,923) | -14.75% | | |
| September | \$ 1,777,374 | \$ 1,886,899 | \$ 2,071,785 | \$ 1,760,254 | \$ 2,206,655 | \$ 446,402 | 25.36% | 150,728 | 3.20% |
| October | \$ 1,147,531 | \$ 1,215,879 | \$ 1,301,624 | \$ 1,584,174 | \$ 1,405,774 | \$ (178,400) | -11.26% | | |
| November | \$ 1,203,035 | \$ 1,207,881 | \$ 1,274,589 | \$ 1,116,784 | \$ 1,398,402 | \$ 281,618 | 25.22% | | |
| December | \$ 1,681,408 | \$ 1,897,409 | \$ 1,714,672 | \$ 1,543,425 | \$ 1,540,727 | \$ (2,699) | -0.17% | 100,519 | 2.37% |
| January | \$ 1,213,795 | \$ 1,195,675 | \$ 1,276,483 | \$ 1,238,468 | \$ 1,261,235 | \$ 22,767 | 1.84% | | |
| February | \$ 984,089 | \$ 1,036,230 | \$ 1,160,663 | \$ 1,076,005 | \$ 1,059,321 | \$ (16,684) | -1.55% | | |
| March | \$ 1,445,902 | \$ 1,624,451 | \$ 1,453,454 | \$ 1,471,964 | \$ 1,295,074 | \$ (176,891) | -12.02% | (170,807) | -4.51% |
| April | \$ 1,190,708 | \$ 1,217,913 | \$ 1,293,493 | \$ 1,271,765 | \$ 1,286,204 | \$ 14,439 | 1.14% | | |
| May | \$ 1,164,270 | \$ 1,224,057 | \$ 1,373,513 | \$ 1,298,653 | \$ 1,288,547 | \$ (10,106) | -0.78% | | |
| June | \$ 1,654,800 | \$ 2,029,525 | \$ 1,609,032 | \$ 1,699,052 | \$ - | | | 4,333 | 0.10% |
| YTD | <u>16,007,070</u> | <u>17,215,066</u> | <u>17,247,801</u> | <u>17,017,001</u> | <u>15,402,722</u> | <u>84,773</u> | <u>0.55%</u> | | |

| | <u>Original Budget</u> | | <u>Actual 2014-15</u> | <u>Variance</u> | <u>%</u> | <u>Quarterly Variance</u> | <u>% Inc/(Dec) to Prior Quarter</u> |
|-----------|------------------------|--|-----------------------|------------------|---------------|-------------------------------|---|
| | <u>2014-15</u> | | | | | | |
| July | \$ 1,534,067 | | \$ 1,412,829 | \$ (121,238) | -7.90% | | |
| August | \$ 1,504,566 | | \$ 1,247,954 | \$ (256,612) | -17.06% | | |
| September | \$ 1,809,181 | | \$ 2,206,655 | \$ 397,474 | 21.97% | 19,624 | 0.40% |
| October | \$ 1,628,207 | | \$ 1,405,774 | \$ (222,433) | -13.66% | | |
| November | \$ 1,147,826 | | \$ 1,398,402 | \$ 250,576 | 21.83% | | |
| December | \$ 1,586,326 | | \$ 1,540,727 | \$ (45,599) | -2.87% | (17,456) | -0.40% |
| January | \$ 1,272,892 | | \$ 1,261,235 | \$ (11,657) | -0.92% | | |
| February | \$ 1,105,913 | | \$ 1,059,321 | \$ (46,592) | -4.21% | | |
| March | \$ 1,512,879 | | \$ 1,295,074 | \$ (217,805) | -14.40% | (276,054) | -7.09% |
| April | \$ 1,307,115 | | \$ 1,286,204 | \$ (20,911) | -1.60% | | |
| May | \$ 1,334,750 | | \$ 1,288,547 | \$ (46,203) | -3.46% | | |
| June | \$ 1,746,279 | | \$ - | | | (67,113) | -1.53% |
| YTD | <u>17,490,000</u> | | <u>15,402,722</u> | <u>(341,000)</u> | <u>-2.17%</u> | | |

June 26, 2015

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Tax sale properties

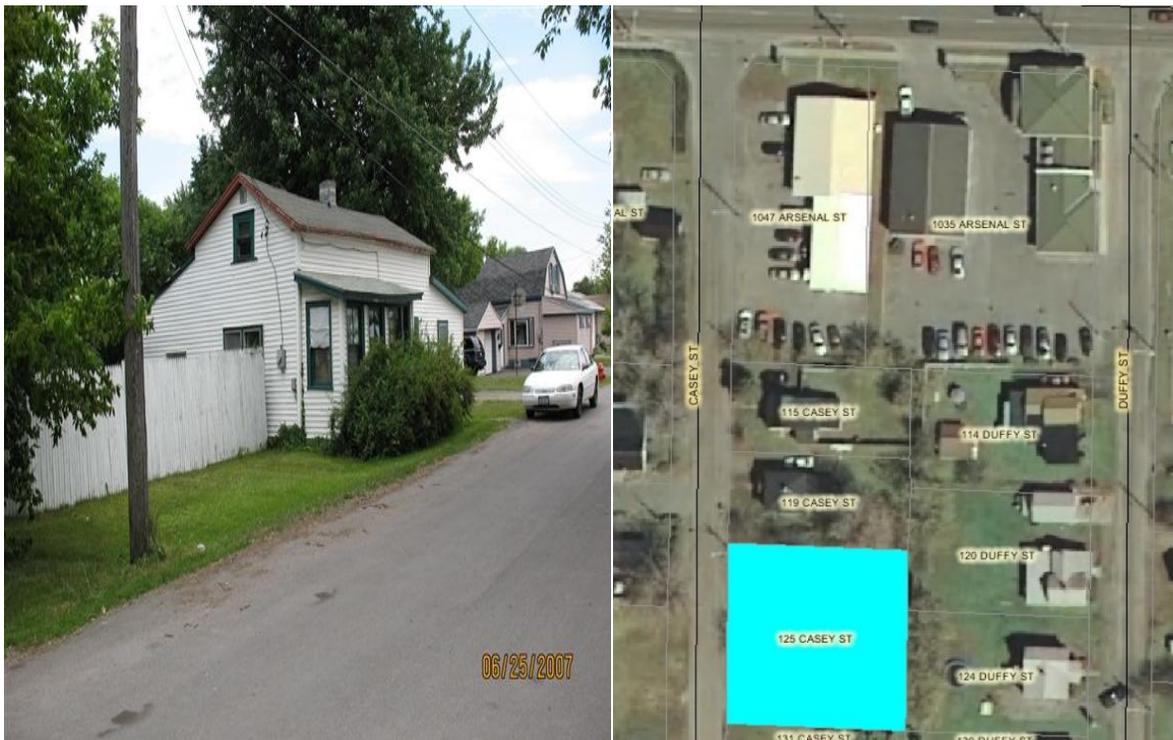
The two year redemption period ended on Thursday, June 25th for those parcels included in the tax sale certificate auction held in June 2013. The following is a list of those properties for which the City is eligible to issue itself a tax sale deed.

| <u>Address</u> | <u>Parcel #</u> | <u>Previous Owner</u> | <u>Property Class</u> | <u>Zoning</u> | <u>Assessed Value</u> | <u>Lot size</u> |
|------------------------|-----------------|-----------------------|-------------------------|----------------|-----------------------|-----------------|
| 521 Jefferson St | 06-04-210.000 | Francis Gowing | Single family | Residential C | \$38,600 | 38' x 42' |
| 125 Casey St | 09-14-122.000 | Brian Harten | Single family | Residential B | \$30,800 | 99' x 99' |
| 602 Lansing St | 03-05-305.000 | Wendy Holden | Single Family | Residential C | \$35,200 | 47' x 72' |
| 38 West St | 01-24-223.000 | Raymond John | Residential vacant land | Residential A | \$3,650 | 50' x 70' |
| 61 Lewis St St | 01-24-225.000 | Raymond John | Residential vacant land | Residential A | \$1,200 | 40' x 100' |
| 529 Arsenal St | 09-01-127.000 | Dorothy Netto | Commercial vacant land | Commercial | \$14,300 | 84' x 165' |
| 424 Vanduzee St | 01-18-102.000 | Darius Byron | Other storage | Light industry | \$243,100 | 9.24 acres |
| 731 Rear Huntington St | 06-06-405.000 | Suzanne Shean | Underwater | Waterfront | \$300 | .47 acre |
| 340 Moulton St | 03-02-401.000 | Oliver Wisner | Residential vacant land | Residential C | \$1,000 | 38' x 70' |

521 Jefferson Street



125 Casey Street



602 Lansing Street



38 West Street and 61 Lewis Street



731 Rear Huntington Street



340 Moulton St



424 Vanduzee St

