

**CITY OF WATERTOWN, NEW YORK
AGENDA**

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, August 5, 2013, 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

PROCLAMATION

“Franklin Roosevelt Canada-U.S. Friendship Day”

PRIVILEGE OF THE FLOOR

RESOLUTIONS

- Resolution No. 1 - Appointment of Commissioner of Deeds
- Resolution No. 2 - Approving Administration Services Agreement for Workers’ Compensation and 207-a and 207-c Program Amendment, POMCO Group
- Resolution No. 3 - Authorizing a Consolidated Funding Application to New York State for the Black River Revitalization Project – Phase V
- Resolution No. 4 - Finding that the Proposed Black River Revitalization Project – Phase V, as Outlined in the Consolidated Funding Application to New York State, Will Not Have a Significant Impact on the Environment
- Resolution No. 5 - Accepting Status as a Entitlement Grantee for the CDBG Program

- Resolution No. 6 - Approving Change Order No. 1 to Flower Memorial Library Masonry Restoration and Fountain Construction Project Agreement, Raymond E. Kelley, Inc.
- Resolution No. 7 - Finding That The Ordinance Amending the Code of the City of Watertown § 310-1, Definition of Family and §310-34, Accessory Uses in Residence Districts Will Not Have a Significant Impact on the Environment
- Resolution No. 8 - Authorizing Application to the North Country Regional Economic Development Council; 250,000 Gallon Water Storage Tank at Thompson Park
- Resolution No. 9 - Authorizing Application to the North Country Regional Economic Development Council; Waste Water Treatment Plant Disinfection Facility
- Resolution No. 10 - Authorizing a Grant Application to the North Country Regional Economic Development Council; Waste Water Treatment Plant Process Modification Project
- Resolution No. 11- Approving Change Order No. 2 to Agreement, North Country Contractors, LLC

ORDINANCES

- Ordinance No. 1 - An Ordinance Amending the Bond Ordinance Dated May 21, 2012, as Amended December 3, 2012, Authorizing the Issuance of \$1,215,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay Part of the \$1,785,000 Estimated Maximum Cost of the Reconstruction of Portions of Clinton Street, Including Street Repaving, Sidewalks and Related Rights-of-Way Improvements, and Storm Sewer, Water Main and Sanitary Sewer Work, in and for Said City, to Increase the Estimated Maximum Estimated Cost Thereof to \$1,940,000, Decrease the Portion to be Paid From Current Resources to \$430,000 and Increase the Bonds to \$1,510,000
- Ordinance No. 2 - An Ordinance Authorizing the Issuance of \$325,000 Bonds and the Appropriation and Expenditure of \$325,000 Current Funds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Purchase and Installation of Water Meters, in and for Said City

LOCAL LAW

PUBLIC HEARING

- | | |
|-----------|---|
| 7:30 p.m. | Public Hearing Authorizing Spending From Coagulation Basin Reserve Fund |
| 7:30 p.m. | Ordinance Amending the Code of the City of Watertown, §310-1, Definition of Family and §310-34, Accessory Uses in Residence Districts |

OLD BUSINESS

STAFF REPORTS

1. Sales Tax Revenue – June 2013
2. Building Encroachment on Iron Block Site
3. Ogilvie Site Cleanup

NEW BUSINESS

EXECUTIVE SESSION

WORK SESSION

There is no Work Session scheduled for the month of August.

ADJOURNMENT

NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, AUGUST 19, 2013.

Res No. 1

July 25, 2013

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Commissioner of Deeds

Attached for City Council consideration is a resolution appointing Ms. McDermott-Fiorentino as Commissioner of Deeds for the City of Watertown for a two-year term ending December 31, 2014.

RESOLUTION

Page 1 of 1

Appointment of Commissioner of Deeds

Introduced by

Council Member BURNS, Roxanne M.

Council Member BUTLER, Joseph M. Jr.

Council Member MACALUSO, Teresa R.

Council Member SMITH, Jeffrey M.

Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

WHEREAS Commissioner of Deeds in the cities of this state shall be appointed by the common councils of such cities, and

WHEREAS Commissioner of Deeds shall hold the term of two years, and

WHEREAS Any person who resides in or maintains an office or other place of business in any such city and who resides in the county in which said city is situated shall be eligible to appointment,

NOW THEREFORE BE IT RESOLVED that the following individual is hereby appointed Commissioner of Deeds for the term expiring December 31, 2014.

Non-City Employee

Amy McDermott-Fiorentino

Seconded by

Res No. 2

July 22, 2013

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Approving Extension to Workers' Compensation and 207-a and c
Claims Administration

City Council approved on July 1, 2010 the proposal with POMCO Group to service Workers' Compensation claims on behalf of the City arising out of our facilities that are located in and around the City of Watertown. Additionally, they service General Municipal Law Section 207-a and 207-c claims on behalf of the City arising from the activities of our Police and Fire Departments located in and around the City of Watertown for the period commencing August 1, 2010 through June 30, 2013.

POMCO Group is proposing a one year extension through July 31, 2014, for an annual fee of \$17,000 for Worker's Compensation Administrative Services and an annual fee of \$7,500 for General Municipal Law 207A and 207C. This represents no increase at this time.

A resolution has been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Approving Administration Services Agreement for Workers' Compensation and 207-a and 207-c Program Amendment, POMCO Group

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

YEA	NAY

Total

Introduced by

WHEREAS the City of Watertown is a municipal government which operates facilities in and around said City, and

WHEREAS City employees, Police and Fire personnel work in these facilities in and around the City, and

WHEREAS the City of Watertown requires claims administration services for the City's Workers' Compensation claims arising at our facilities, and

WHEREAS the City of Watertown also requires claims administration services for the City's General Municipal Law 207-a and 207-c claims arising at our facilities, and

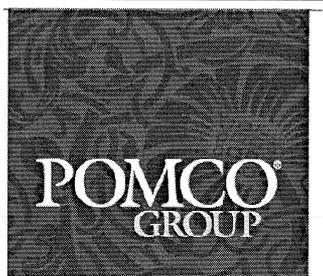
WHEREAS the City of Watertown approved a three-year contract with POMCO Group on July 1, 2010, and

WHEREAS an extension of this contract is proposed through July 31, 2014 at the same rates,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves the contract extension for Workers' Compensation and General Municipal Law Section 207-a and 207-c Claims Administration Services with POMCO Group, 2425 James Street, Syracuse, New York, August 1, 2013 through July 31, 2014, 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 the contract on behalf of the City.

Seconded by



**CITY OF WATERTOWN
ADMINISTRATIVE SERVICES AGREEMENT
Self-Insured Workers' Compensation and 207a & 207c Program**

AMENDMENT

This is an Amendment to the CITY OF WATERTOWN agreement entered into with POMCO Inc. on August 1, 2013. This Amendment extends the terms of the Agreement for a period of 1 year at an annual fee of \$17,000.00 for Workers' Compensation Administrative Services and an annual fee of \$7,500.00 for General Municipal Law 207A and 207C. The Agreement and all Amendments will terminate on July 31, 2014.

POMCO Inc. and the CITY OF WATERTOWN acknowledge and agree to the terms set forth in the underlying Amendment.

THE CITY OF WATERTOWN
City Hall, 245 Washington Street Room 302
Watertown, NY 13601

By: _____
Name: _____
Title: _____
Date: _____

POMCO INC.
2425 James Street
Syracuse, New York 13206

By: POMCO, Inc. _____
Name: _____
Title: President _____
Date: _____

July 31, 2013

To: The Honorable Mayor and City Council

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

Subject: Consolidated Funding Application for the Black River Revitalization Project – Phase V

At the July 15, 2013 City Council meeting, Staff presented four options for potential riverfront improvement projects that could be submitted for grant funding through New York State's Consolidated Funding Application process. At the meeting, the Council directed us to begin the application process for a project consisting of the following two components:

1. Huntington Street Trail. This portion of the project involves connecting Waterworks Park and Marble Street Park with a new trail along Huntington Street adjacent to the water treatment plant. The proposed project would involve the construction of an 875' trail from the existing sidewalk on the Eastern Boulevard Bridge to the eastern end of Waterworks Park, a retaining wall and landscaping at an estimated cost of \$140,000.

2. Veterans' Memorial Riverwalk and Whitewater Park Connection Design. This portion of the project will provide funding to complete survey work, subsurface investigations along with preliminary and final design work for the eventual construction of improvements that would connect these two facilities. The estimated cost of this project is \$25,000.

We are anticipating that the \$140,000 Huntington Street Trail portion of the project would be funded through the New York State Office of Parks, Recreation & Historic Preservation Environmental Protection Fund Municipal Grant Program which requires a match of 25% or \$35,000. The \$25,000 Veterans' Memorial Riverwalk and Whitewater Park Connection Design would be funded through the New York State Department of State Environmental Protection Fund Local Waterfront Revitalization Program which requires a 50% match or \$12,500. The matching funds could be obtained through the Black River Fund which will have \$57,000 in FY 2013-2014.

The first resolution attached for City Council consideration authorizes the City Manager to file a Consolidated Funding Application through New York State for grant funding for this project. The second resolution finds that the proposed project will not have a significant impact on the environment pursuant to SEQRA.

RESOLUTION

Page 1 of 1

Authorizing a Consolidated Funding Application to New York State for the Black River Revitalization Project – Phase V

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

Total

YEA	NAY

Introduced by

WHEREAS the City Council of the City of Watertown desires to continue its efforts at revitalizing the Black River by implementing its Local Waterfront Revitalization Program, and

WHEREAS the State of New York has announced that grant funding is available through the Consolidated Funding Application process to assist with this effort, and

WHEREAS the Black River Revitalization Project – Phase V consists of planning and design work for a proposed trail connection between the Veterans’ Memorial Riverwalk and Whitewater Park and for the design and construction of a bike/hike trail along Huntington Street to link Waterworks Park and Marble Street Park, and

WHEREAS this project is eligible for funding under the New York State Office of Parks, Recreation & Historic Preservation Environmental Protection Fund Municipal Grant Program and the New York State Department of State Environmental Protection Fund Local Waterfront Revitalization Program through the Consolidated Funding Application process,

NOW THEREFORE BE IT RESOLVED that Sharon Addison, as the City Manager of the City of Watertown, is hereby authorized and directed to file a Consolidated Funding Application through New York State for grant funding for the Black River Revitalization Project – Phase V.

Seconded by

RESOLUTION

Page 1 of 2

Finding that the Proposed Black River Revitalization Project – Phase V, as Outlined in the Consolidated Funding Application to New York State, Will Not Have a Significant Impact on the Environment

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

YEA	NAY

Introduced by

WHEREAS the City Council of the City of Watertown, New York has adopted a resolution authorizing the submittal of a Consolidated Funding Application for the Black River Revitalization Project – Phase V, through grant programs from the New York State Office of Parks, Recreation & Historic Preservation Environmental Protection Fund Municipal Grant Program and the New York State Department of State Environmental Protection Fund Local Waterfront Revitalization Program, and

WHEREAS the Black River Revitalization Project – Phase V consists of the design and construction of the Huntington Street Trail that will connect the existing sidewalk on the Eastern Boulevard Bridge to the eastern end of Waterworks Park and will also include survey work, subsurface investigations, and preliminary and final design for the Veterans’ Memorial Riverwalk and Whitewater Park Connection Design, and

WHEREAS the City Council must evaluate actions it may fund or undertake in light of the State Environmental Quality Review Act (SEQRA) and the regulations promulgated pursuant thereto, and

WHEREAS the proposed project would constitute such an “Action”, and

WHEREAS the City Council has determined that the proposed design and improvements are Unlisted Actions, as that term is defined in 6NYCRR Section 617.2, and

RESOLUTION

Page 2 of 2

Finding that the Proposed Black River Revitalization Project – Phase V, as Outlined in the Consolidated Funding Application to New York State, Will Not Have a Significant Impact on the Environment

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

YEA	NAY

WHEREAS to aid the City Council in its determination as to whether the proposed Black River Revitalization Project – Phase V will have a significant effect on the environment, Part 1 of a Short Environmental Assessment Form has been prepared by Staff, 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:

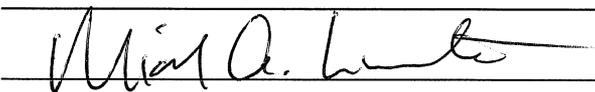
1. Based upon its examination of the Short Environmental Assessment Form in comparison with the proposed improvements with the criteria set forth in 6NYCRR Section 617.7, no significant impact on the environment is known and the proposed improvements will not have a significant effect on the environment.
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. The resolution shall take effect immediately.

Seconded by

SHORT ENVIRONMENTAL ASSESSMENT FORM

For UNLISTED ACTIONS Only

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

1. APPLICANT/SPONSOR City of Watertown, New York	2. PROJECT NAME Black River Revitalization Project – Phase V
3. PROJECT LOCATION: Municipality City of Watertown County of Jefferson	
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) Huntington Street Trail – 1701 Huntington Street, Near the Water Treatment Plant and Waterworks Park. Veterans' Memorial Riverwalk and Whitewater Park Connection – 400 Block of Newell Street	
5. IS PROPOSED ACTION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Expansion <input type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY: The <u>Huntington Street Trail</u> portion of the project involves connecting Waterworks Park and Marble Street Park with the construction of an 875' trail along Huntington Street from the existing sidewalk on the Route 3 Bridge to the eastern end of Waterworks Park. The <u>Veterans' Memorial Riverwalk and Whitewater Park Connection Design</u> portion of the project will include survey work, subsurface investigations along with preliminary and final design work for the eventual construction of improvements that would connect these two facilities.	
7. AMOUNT OF LAND AFFECTED: Initially <u>2</u> acres Ultimately <u>2</u> acres	
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If no, describe briefly	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input checked="" type="checkbox"/> Residential <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input checked="" type="checkbox"/> Park/Forest/Open Space <input checked="" type="checkbox"/> Other Describe: The land use surrounding the Huntington Street Trail site consists of a park/open space to the west, a municipal water treatment facility to the north and a church and residential use to the south. On Newell St., the land use is commercial and park/open space.	
10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, list agency(s) and permit/approvals: Grant funding from NYS OPRHP or NYS DOS	
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, list agency(s) and permit/approvals:	
12. AS A RESULT OF PROPOSED ACTION, WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE	
Applicant/sponsor name: Michael A. Lumbis, Planner	Date: July 25, 2013
Signature: 	

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

PART II – ENVIRONMENTAL ASSESSMENT / To be completed by Agency

A. DOES ACTION EXCEED ANY TYPE I THRESHOLD IN 6 NYCRR, PART 617.12? If yes, coordinate the review process and use the FULL EAF.
 Yes No

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

C. COULD ACTION RESULT IN **ANY** ADVERSE EFFECTS ASSOCIATED WITH THE FOLLOWING: (Answers may be handwritten, if legible)
C1. Existing air quality, surface or groundwater quality or quantity, noise levels, existing traffic patterns, solid waste production or disposal, potential for erosion, drainage or flooding problems? Explain briefly:

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

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

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

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

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

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

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

E. IS THERE, OR IS THERE LIKELY TO BE, CONTROVERSY RELATED TO POTENTIAL ADVERSE ENVIRONMENTAL IMPACTS?
 Yes No If yes, explain briefly

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

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

- Check this box if you have identified one or more potentially large or significant adverse impacts which **MAY** occur. Then proceed directly to the FULL EAF and/or prepare a positive declaration.
- Check this box if you have determined, based on the information and analysis above and any supporting documentation, that the proposed action **WILL NOT** result in any significant adverse environmental impacts AND provide on attachments as necessary, the reasons supporting this determination:

Name of Lead Agency

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (If different from responsible officer)

Date

Huntington Street Bike Trail

F



PARKING

WATERWORKS
PARK

MARBLE ST.
PARK

1050 MARBLE ST

EXISTING TRAIL

1701 HUNTINGTON ST

1630 HUNTINGTON ST

DRIVEWAY

WATER TREATMENT
PLANT

HUNTINGTON ST

PROPOSED TRAIL

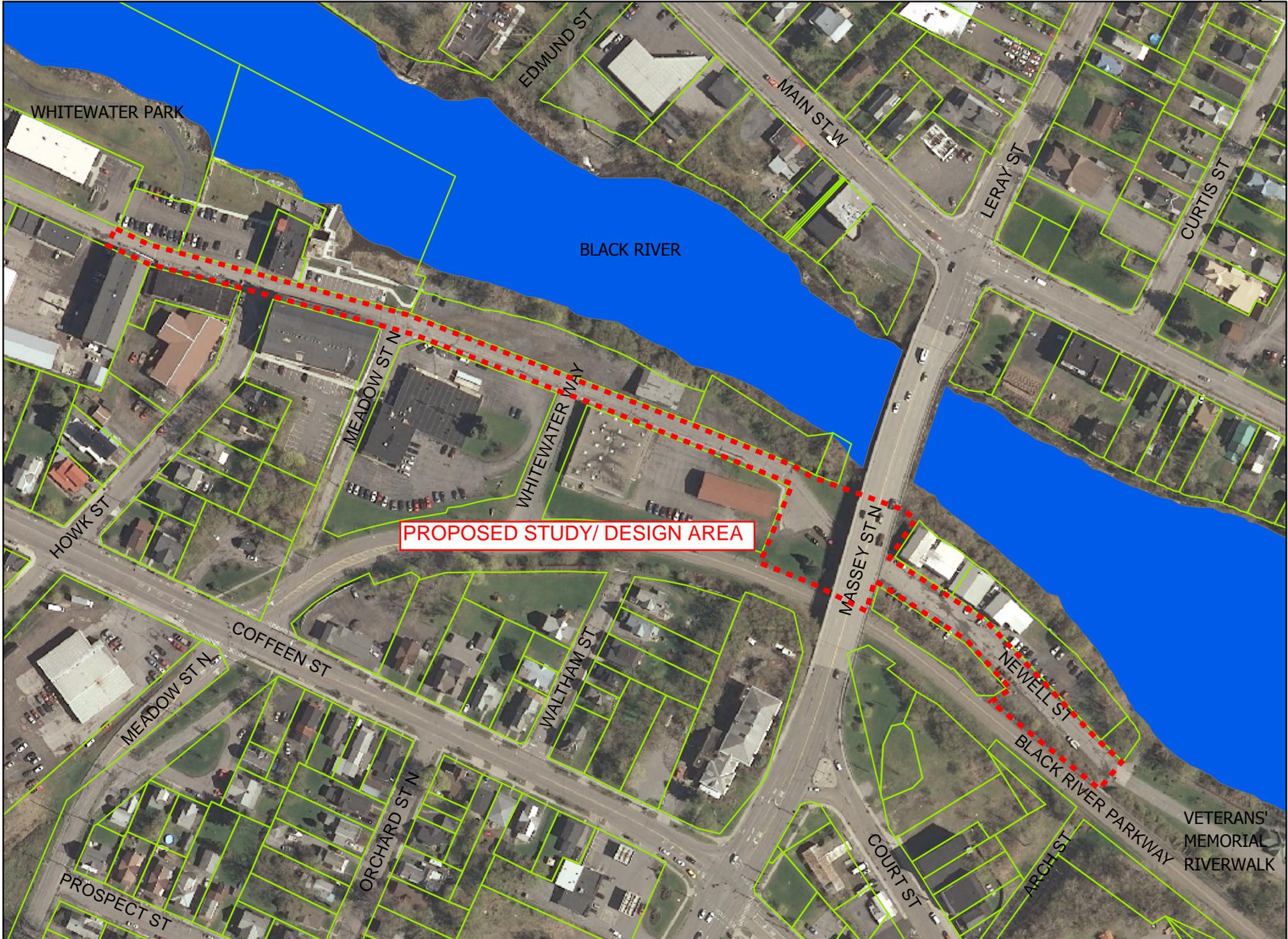
1620 HUNTINGTON ST

491 EASTERN BLVD

EASTERN BLVD

EXISTING
SIDEWALK

1 inch = 140 feet



1 inch = 187 feet

Res No. 5

July 30, 2013

To: The Honorable Mayor and City Council

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

Subject: Accepting Status as an Entitlement Grantee for the CDBG Program

The U.S. Department of Housing and Urban Development (HUD) has notified the Mayor that the City of Watertown is eligible to be an Entitlement Community for the Community Development Block Grant Program (CDBG) starting in FY 2014. This means that the City could receive an annual allocation rather than having to compete for grants in the State administered Small Cities Program. Watertown will be eligible for an estimated \$769,785 the first year.

A description of the CDBG Program from HUD's website is attached.

The estimated allocation will be more than the City receives through the Small Cities Program. That is limited to \$400,000. Economic Development Projects are eligible for up to \$750,000, but we have only had two such projects in the history of the program, and they totaled \$600,000.

A five-year Consolidated Plan, a 1-year Action Plan and a Citizen Participation Plan will have to be adopted before the City can access the funds.

This will be a major change in how we run the CDBG program and the possibilities for what is funded.

HUD must be notified by September 7, 2013 on whether the City accepts or defers Entitlement Status. The Mayor requested that the attached resolution be drafted. It accepts the status as an Entitlement Grantee and authorizes notification to HUD of the acceptance.

RESOLUTION

Page 1 of 1

Accepting Status as a Entitlement Grantee for the CDBG Program

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

Total

YEA	NAY

Introduced by

WHEREAS the U.S. Department of Housing and Urban Development has notified the City of Watertown that it is eligible to become an Entitlement Community for the first time in Fiscal Year 2014, and

WHEREAS as an Entitlement Community the City will be eligible for an annual allocation from the Community Development Block Grant Program,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby accepts the status as an Entitlement Grantee for the Community Development Block Grant Program, and

BE IT FURTHER RESOLVED that the Mayor Jeffrey E. Graham is hereby authorized and directed to send a letter to the U.S. Department of Housing and Urban Development informing them of the City's acceptance.

Seconded by

Community Development Block Grant Entitlement Communities Grants

This page is a resource for grantees who are deciding how to use this grant to benefit their communities.

Jump to...

- [Introduction](#)
- [Nature of Program](#)
- [Eligible Grantees](#)
- [Eligible Activities](#)
- [Ineligible Activities](#)
- [Requirements](#)
- [Citizen Participation](#)
- [For More Information](#)

Programs

- [Colonias](#)
- [Disaster Recovery Assistance](#)
- [CDBG Entitlement Communities](#)
- [CDBG Insular Areas](#)
- [Neighborhood Stabilization](#)
- [Non Entitlement CDBG Grants In Hawaii](#)
- [Section 108](#)
- [State Administered CDBG](#)

What's New

HUD FY 2013 Income Limits

HUD has issued the FY 2013 Income Limits applicable to the CDBG program. The income limits effective December, 2012, are posted on the huduser.org webpage. The HUD Income Limit data include-- Extremely Low (30%), Very Low (50%) and Low (80%) of area median income.

[PDF](#)

CPD Notice 2012-04

Closeout Instructions for Community Development Block Grant (CDBG) Programs Grants

[PDF](#) | [WORD](#)

Section 3 Requirements Webinar

The Office of Block Grant Assistance provided a

Introduction

The program provides annual grants on a formula basis to entitled cities and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. The program is authorized under Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended; **42 U.S.C.-5301** et seq.

Nature of Program

HUD awards grants to entitlement community grantees to carry out a wide range of community development activities directed toward revitalizing neighborhoods, economic development, and providing improved community facilities and services.

Entitlement communities develop their own programs and funding priorities. However, grantees must give maximum feasible priority to activities which benefit low- and moderate-income persons. A grantee may also carry out activities which aid in the prevention or elimination of slums or blight. Additionally, grantees may fund activities when the grantee certifies that the activities meet other community development needs having a particular urgency

because existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs. CDBG funds may not be used for activities which do not meet these broad national objectives.

Eligible Grantees

Eligible grantees are as follows:

- principal cities of Metropolitan Statistical Areas (MSAs);
- other metropolitan cities with populations of at least 50,000; and
- qualified urban counties with populations of at least 200,000 (excluding the population of entitled cities) are entitled to receive annual grants.

HUD determines the amount of each entitlement grant by a statutory dual formula which uses several objective measures of community needs, including the extent of poverty, population, housing overcrowding, age of housing and population growth lag in relationship to other metropolitan areas.

Eligible Activities

CDBG funds may be used for activities which include, but are not limited to:

- acquisition of real property;
- relocation and demolition;
- rehabilitation of residential and non-residential structures;
- construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes;
- public services, within certain limits;
- activities relating to energy conservation and renewable energy resources; and
- provision of assistance to profit-motivated businesses to carry out economic development and job creation/retention activities.

Ineligible Activities

Generally, the following types of activities are ineligible:

- acquisition, construction, or reconstruction of buildings for the general conduct of government;
- political activities;

webinar on complying with Section 3 Requirements for State and Entitlement CDBG Grantees on July 21, 2011. The webinar provides successful strategies for grantees implementing a Section 3 program, including tips for overcoming barriers to implementation, marketing employment opportunities and reporting on performance.

[Video](#) | [Transcript](#) | [PPT Slides](#) | [Business](#)

[Certification Form](#) | [Resident Preference Claim Form](#)

Economic Development Webinars

HUD's Office of Block Grant Assistance (OBGA) offered four economic development webinars in March tailored to address CDBG's three different program areas and viewers' specific questions. Primarily designed for CDBG grantee staff, these webinars provided training on how the CDBG and Section 108 Loan Guarantee programs can be used to support economic development and job creation by covering topics including: Eligible Activities, National Objectives, Underwriting Guidelines, Public Benefit Standards, and other requirements such as eminent domain and job relocation restrictions.

March 2nd [Webinar](#) | [Slides](#)

March 9th [Webinar](#) | [Slides](#)

- certain income payments; and
- construction of new housing by units of general local government.

Requirements

To receive its annual CDBG entitlement grant, a grantee must develop and submit to HUD its **Consolidated Plan**, (which is a jurisdiction's comprehensive planning document and application for funding under the following Community Planning and Development formula grant programs: **CDBG**, **HOME Investment Partnerships**, Housing Opportunities for Persons with AIDS (**HOPWA**), and Emergency Shelter Grants (**ESG**). In its Consolidated Plan, the jurisdiction must identify its goals for these programs as well as for housing programs. The goals will serve as the criteria against which HUD will evaluate a jurisdiction's Plan and its performance under the Plan. Also, the Consolidated Plan must include several required certifications, including that not less than 70% of the CDBG funds received, over a one, two or three year period specified by the grantee, will be used for activities that benefit low- and moderate-income persons, and that the grantee will affirmatively further fair housing. HUD will approve a Consolidated Plan submission unless the Plan (or a portion of it) is inconsistent with the purposes of the National Affordable Housing Act or is substantially incomplete.

Following approval, the Department will make a full grant award unless the Secretary has made a determination that the grantee:

- has failed to carry out its CDBG-assisted activities in a timely manner;
- has failed to carry out those activities and its certifications in accordance with the requirements and the primary objectives of Title I of the Housing and Community Development Act of 1974, as amended, and with other applicable laws; or
- lacks a continuing capacity to carry out its CDBG-assisted activities in a timely manner.

Citizen Participation

A grantee must develop and follow a detailed plan which provides for, and encourages, citizen participation and which emphasizes participation by persons of low- or moderate-income, particularly residents of predominantly

March 16th [Webinar](#) | [Slides](#)

March 30th [Webinar](#) | [Slides](#) | [Audio](#) | [Note!](#)

Neighborhood Stabilization Program

To communities hit hardest by foreclosures and delinquencies, HUD provides grants to purchase, rehabilitate or redevelop homes and stabilize neighborhoods.

[more...](#)

CDBG Memorandum
Reminder of the Prohibition on Use of CDBG Assistance for Job-Pirating Activities.

[PDF](#)

CPD Notice 08-05.
"Implementing the New Freedom Initiative and Involving Persons with Disabilities in the Preparation of the Consolidated Plan through Citizen Participation".

[WORD](#)

IDIS Training Manual for CDBG Entitlement Communities
This manual explains how to set up, fund, draw funds, and report accomplishments and performance measures for CDBG activities in IDIS.

[PDF](#)

Related Information

- **CDBG Toolkit on Crosscutting Issues**
- **Laws & Regulations**
- **CPD Laws & Regulations**
- **CPD Notices**
- **Funding Allocations**
- **CDBG Local Contacts**
- **Field Office Directors**
- **Appalachian Regional Commission**

HUD Resources

- CPD Notice 05-06, 07/26/05
HUD's Suggested Survey Methodology to Determine the Percentage of Low- and Moderate-Income (LMI) Persons in the Service Area of a Community Development Block Grant-Funded Activity

[PDF](#) | [WORD](#)

- Three-part publication on MANAGING SUBRECIPIENTS is now available! Two copies are currently in the mail to each CDBG grantee.

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- Keeping CDBG Funds Moving

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▸

more...

low- and moderate-income neighborhoods, slum or blighted areas, and areas in which the grantee proposes to use CDBG funds. The plan must:

- provide citizens with reasonable and timely access to local meetings, information, and records related to the grantee's proposed and actual use of funds;
- provide for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program, including at least the development of needs, the review of proposed activities, and review of program performance;
- provide for timely written answers to written complaints and grievances;
- and identify how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.

For More Information

If you are an interested citizen, contact your local municipal or county officials for more information. HUD does not provide CDBG assistance directly to citizens or organizations. If your local government officials cannot answer your questions, or if you are a local official, contact the **HUD field office*** that serves your area. Note that the local government administers the program and determines which local projects receive funding.

*Hearing impaired users may call the Federal Information Relay Service at 1-800-877-8339.

Res No. 6

August 1, 2013

To: The Honorable Mayor and City Council

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

Subject: Approving Change Order No. 1 to Flower Memorial Library Masonry Restoration and Fountain Construction Project Agreement, Raymond E. Kelley, Inc.

On May 20, 2013, the City Council accepted a bid submitted by Raymond E. Kelley, Inc. for masonry restoration and fountain construction at Flower Memorial Library, in the amount of \$253,400.

It was pointed out in my May 14, 2013 memo that we expected change orders on this project. The bid specification called for investigation of the condition of the front steps' underlying structure. The marble face panels have now been removed, and the extent of necessary repairs has been determined. After removal, the fountain coping stones were also found to be much more variable in height than thought, causing more work to level them. The additional work recommended by the project architect, Crawford & Stearns is attached.

The contractor is proposing to do the additional work for \$17,700, bringing the contract total to \$271,100.00.

A second Change Order may be necessary after the soffit panels are removed so their support structure can be investigated.

The attached resolution approves Change Order No. 1 for \$17,700. If approved, a budget amendment will be prepared for the August 19th agenda.

RESOLUTION

Page 1 of 1

Approving Change Order No. 1 to Flower Memorial Library Masonry Restoration and Fountain Construction Project Agreement, Raymond E. Kelley, Inc.

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

YEA	NAY

Introduced by

WHEREAS on May 20, 2013, the City Council of the City of Watertown approved a bid submitted by Raymond E. Kelley, Inc. in the amount of \$253,400 for the Flower Memorial Library Masonry Restoration and Fountain Construction project, and

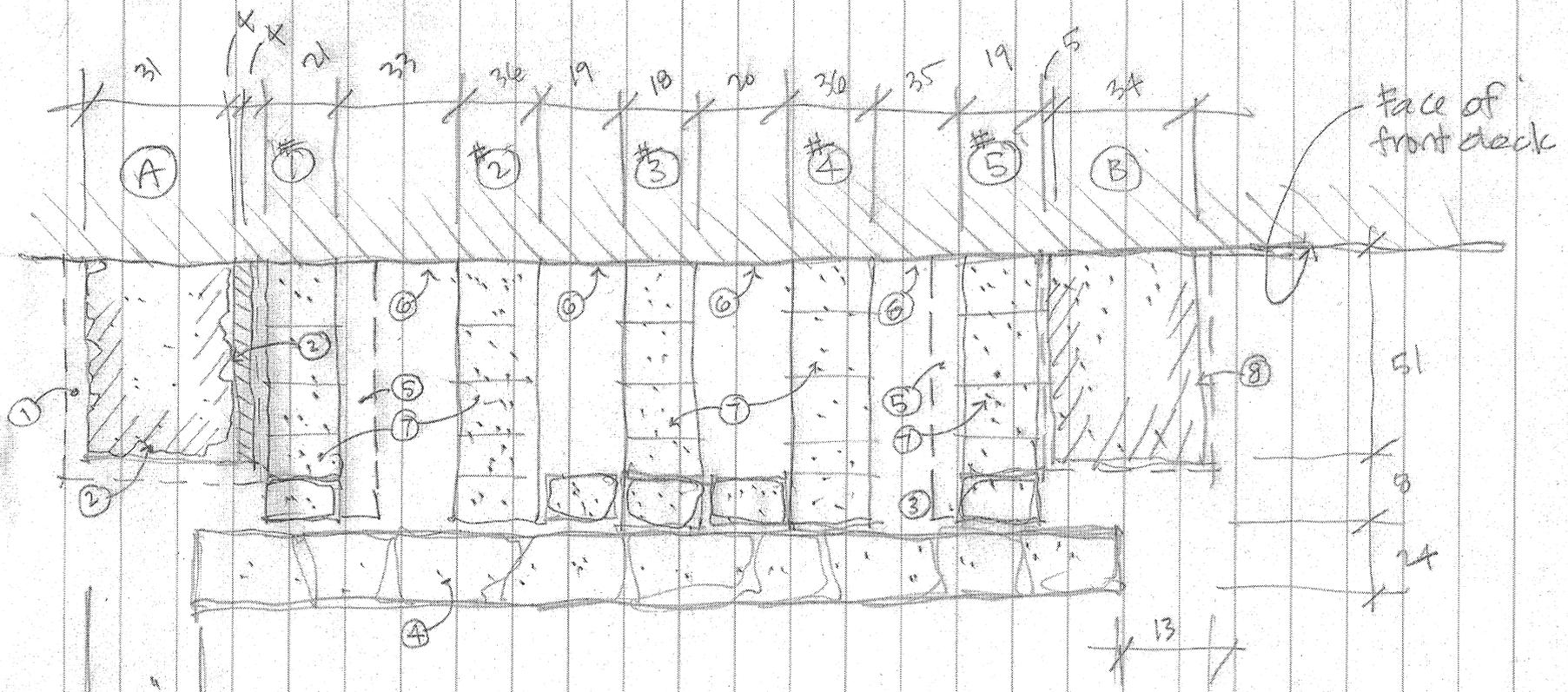
WHEREAS the project Architect, Crawford and Stearns, has identified extra work that needs to be done after seeing the underlying structure, which is the scope of work for Change Order No. 1, and

WHEREAS Change Order No. 1 results in an additional charge of \$17,700.00, bringing the contract amount to \$271,100.00,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves Change Order No. 1 to the contract with Raymond E. Kelley, Inc. for the Flower Memorial Library Masonry Restoration and Fountain Construction project, in the amount of \$17,700.00, and

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

Seconded by



* All dimensions \pm



Front Entry Step Foundations

Flower W/bram / W/br, NY

7/25/13 w/ A. Nichols,
D. Nieman, A. Keck.

- ① Pour 4" face 2 to first to support face strac (no fan now).
- ② Cast new face zone (pemie brick).
- ③ Rammer down at least 38"
- ④ Pemie \pm 8-10" of strac, cast cap. conc w/ fiber, control jts
- ⑤ cast side wall to min 38" down.
- ⑥ Reperity/rebuild face of strac wall full width
- ⑦ Conc repair, bedding level top, patch sides
- ⑧ Patch faces.
- ⑨ Repl. clay brick under lines w/ conc brick
- ⑩ Budget 2 mt for repointing w/ in under deck
- ⑪ Fountain stones hats ramp. Set to highest. Fill below w/ non-shrink.

Res No. 7

July 30, 2013

To: The Honorable Mayor and City Council

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

Subject: Finding That The Ordinance Amending the Code of the City of Watertown § 310-1, Definition of Family and §310-34, Accessory Uses in Residence Districts Will Not Have a Significant Impact on the Environment

The City Council has scheduled a public hearing on the referenced Ordinance for Monday, August 5, 2013 at 7:30 PM.

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

RESOLUTION

Page 1 of 2

Finding That The Ordinance Amending the Code of the City of Watertown § 310-1, Definition of Family and §310-34, Accessory Uses in Residence Districts Will Not Have a Significant Impact on the Environment

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

YEA	NAY

Introduced by

WHEREAS the City Council of the City of Watertown, New York, has before it a proposed Ordinance amending the Code of the City of Watertown § 310-1, Definition of Family and §310-34, Accessory Uses in Residence Districts, to broaden the definition of “family” as it relates to zoning, and to allow taking of non-transient roomers as an accessory use in Residence districts, 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 zoning amendment would constitute such an “Action,” and

WHEREAS the City Council has determined that the proposed amendment is a Type I 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 amendment will have a significant impact on the environment, Part I of a Full 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 Full Environmental Assessment Form and comparing the proposed action with the criteria set forth in 6NYCRR Section 617.7, no significant

August 5, 2013

RESOLUTION

Page 2 of 2

Finding That The Ordinance Amending the Code of the City of Watertown § 310-1, Definition of Family and §310-34, Accessory Uses in Residence Districts Will Not Have a Significant Impact on the Environment

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

Total

YEA	NAY

impact is known and the adoption of the amendment will not have a significant impact on the environment.

2. The Mayor of the City of Watertown is authorized to execute the Environmental Assessment Form to the effect that the City Council is issuing a Negative Declaration under SEQRA.
3. This Resolution shall take effect immediately.

Seconded by

PART 1--PROJECT INFORMATION

Prepared by Project Sponsor

NOTICE: This document is designed to assist in determining whether the action proposed may have a significant effect on the environment. Please complete the entire form, Parts A through E. Answers to these questions will be considered as part of the application for approval and may be subject to further verification and public review. Provide any additional information you believe will be needed to complete Parts 2 and 3.

It is expected that completion of the full EAF will be dependent on information currently available and will not involve new studies, research or investigation. If information requiring such additional work is unavailable, so indicate and specify each instance.

Name of Action Amending Section 310-1, Definition of Family, and Section 310-34, Accessory Uses

Location of Action (include Street Address, Municipality and County)

Residential districts throughout the City

Name of Applicant/Sponsor City of Watertown

Address 245 Washington St

City / PO Watertown

State NY

Zip Code 13601

Business Telephone 315-785-7730

Name of Owner (if different) _____

Address _____

City / PO _____

State _____

Zip Code _____

Business Telephone _____

Description of Action:

An ordinance has been proposed to the zoning code to broaden the definition of "family" and allow taking of non-transient roomers as an accessory use in residential districts.

Please Complete Each Question--Indicate N.A. if not applicable

A. SITE DESCRIPTION

Physical setting of overall project, both developed and undeveloped areas.

1. Present Land Use: Urban Industrial Commercial Residential (suburban) Rural (non-farm)
 Forest Agriculture Other _____

2. Total acreage of project area: 25+ acres.

APPROXIMATE ACREAGE	PRESENTLY	AFTER COMPLETION
Meadow or Brushland (Non-agricultural)	_____ acres	_____ acres
Forested	_____ acres	_____ acres
Agricultural (Includes orchards, cropland, pasture, etc.)	_____ acres	_____ acres
Wetland (Freshwater or tidal as per Articles 24,25 of ECL)	_____ acres	_____ acres
Water Surface Area	_____ acres	_____ acres
Unvegetated (Rock, earth or fill)	_____ acres	_____ acres
Roads, buildings and other paved surfaces	_____ acres	_____ acres
Other (Indicate type) _____	_____ acres	_____ acres

3. What is predominant soil type(s) on project site? NA

- a. Soil drainage: Well drained _____% of site Moderately well drained _____% of site.
 Poorly drained _____% of site

- b. If any agricultural land is involved, how many acres of soil are classified within soil group 1 through 4 of the NYS Land Classification System? _____ acres (see 1 NYCRR 370).

4. Are there bedrock outcroppings on project site? Yes No

- a. What is depth to bedrock NA (in feet)

5. Approximate percentage of proposed project site with slopes:

- 0-10% _____% 10- 15% _____% 15% or greater _____%

6. Is project substantially contiguous to, or contain a building, site, or district, listed on the State or National Registers of Historic Places? Yes No

7. Is project substantially contiguous to a site listed on the Register of National Natural Landmarks? Yes No

8. What is the depth of the water table? NA (in feet)

9. Is site located over a primary, principal, or sole source aquifer? Yes No

10. Do hunting, fishing or shell fishing opportunities presently exist in the project area? Yes No

11. Does project site contain any species of plant or animal life that is identified as threatened or endangered? Yes No

According to:

Identify each species:

12. Are there any unique or unusual land forms on the project site? (i.e., cliffs, dunes, other geological formations?)

Yes No

Describe:

13. Is the project site presently used by the community or neighborhood as an open space or recreation area?

Yes No

If yes, explain:

14. Does the present site include scenic views known to be important to the community? Yes No

15. Streams within or contiguous to project area:

Several creeks

a. Name of Stream and name of River to which it is tributary

Black River

16. Lakes, ponds, wetland areas within or contiguous to project area:

NA

b. Size (in acres):

17. Is the site served by existing public utilities? Yes No
- a. If YES, does sufficient capacity exist to allow connection? Yes No
- b. If YES, will improvements be necessary to allow connection? Yes No
18. Is the site located in an agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? Yes No
19. Is the site located in or substantially contiguous to a Critical Environmental Area designated pursuant to Article 8 of the ECL, and 6 NYCRR 617? Yes No
20. Has the site ever been used for the disposal of solid or hazardous wastes? Yes No

B. Project Description

1. Physical dimensions and scale of project (fill in dimensions as appropriate).
- a. Total contiguous acreage owned or controlled by project sponsor: NA acres.
- b. Project acreage to be developed: NA acres initially; NA acres ultimately.
- c. Project acreage to remain undeveloped: NA acres.
- d. Length of project, in miles: NA (if appropriate)
- e. If the project is an expansion, indicate percent of expansion proposed. NA %
- f. Number of off-street parking spaces existing NA; proposed NA
- g. Maximum vehicular trips generated per hour: NA (upon completion of project)?
- h. If residential: Number and type of housing units:
- | | One Family | Two Family | Multiple Family | Condominium |
|------------|------------|------------|-----------------|-------------|
| Initially | _____ | _____ | _____ | _____ |
| Ultimately | _____ | _____ | _____ | _____ |
- i. Dimensions (in feet) of largest proposed structure: _____ height; _____ width; _____ length.
- j. Linear feet of frontage along a public thoroughfare project will occupy is? _____ ft.
2. How much natural material (i.e. rock, earth, etc.) will be removed from the site? 0 tons/cubic yards.
3. Will disturbed areas be reclaimed Yes No N/A
- a. If yes, for what intended purpose is the site being reclaimed?
-
- b. Will topsoil be stockpiled for reclamation? Yes No
- c. Will upper subsoil be stockpiled for reclamation? Yes No
4. How many acres of vegetation (trees, shrubs, ground covers) will be removed from site? 0 acres.

5. Will any mature forest (over 100 years old) or other locally-important vegetation be removed by this project?

Yes No

6. If single phase project: Anticipated period of construction: NA months, (including demolition)

7. If multi-phased:

a. Total number of phases anticipated _____ (number)

b. Anticipated date of commencement phase 1: _____ month _____ year, (including demolition)

c. Approximate completion date of final phase: _____ month _____ year.

d. Is phase 1 functionally dependent on subsequent phases? Yes No

8. Will blasting occur during construction? Yes No

9. Number of jobs generated: during construction NA; after project is complete NA

10. Number of jobs eliminated by this project NA.

11. Will project require relocation of any projects or facilities? Yes No

If yes, explain:

12. Is surface liquid waste disposal involved? Yes No

a. If yes, indicate type of waste (sewage, industrial, etc) and amount _____

b. Name of water body into which effluent will be discharged _____

13. Is subsurface liquid waste disposal involved? Yes No Type _____

14. Will surface area of an existing water body increase or decrease by proposal? Yes No

If yes, explain:

15. Is project or any portion of project located in a 100 year flood plain? Yes No

16. Will the project generate solid waste? Yes No

a. If yes, what is the amount per month? _____ tons

b. If yes, will an existing solid waste facility be used? Yes No

c. If yes, give name _____; location _____

d. Will any wastes not go into a sewage disposal system or into a sanitary landfill? Yes No

e. If yes, explain:

17. Will the project involve the disposal of solid waste? Yes No

a. If yes, what is the anticipated rate of disposal? _____ tons/month.

b. If yes, what is the anticipated site life? _____ years.

18. Will project use herbicides or pesticides? Yes No

19. Will project routinely produce odors (more than one hour per day)? Yes No

20. Will project produce operating noise exceeding the local ambient noise levels? Yes No

21. Will project result in an increase in energy use? Yes No

If yes, indicate type(s)

22. If water supply is from wells, indicate pumping capacity NA gallons/minute.

23. Total anticipated water usage per day NA gallons/day.

24. Does project involve Local, State or Federal funding? Yes No

If yes, explain:

25. Approvals Required:

			Type	Submittal Date
City, Town, Village Board	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<u>ORDINANCE</u>	<u>8/5/13</u>
			<hr/>	<hr/>
			<hr/>	<hr/>
City, Town, Village Planning Board	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<hr/>	<hr/>
			<hr/>	<hr/>
			<hr/>	<hr/>
City, Town Zoning Board	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<hr/>	<hr/>
			<hr/>	<hr/>
			<hr/>	<hr/>
City, County Health Department	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<hr/>	<hr/>
			<hr/>	<hr/>
			<hr/>	<hr/>
Other Local Agencies	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<hr/>	<hr/>
			<hr/>	<hr/>
			<hr/>	<hr/>
Other Regional Agencies	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<hr/>	<hr/>
			<hr/>	<hr/>
			<hr/>	<hr/>
State Agencies	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<hr/>	<hr/>
			<hr/>	<hr/>
			<hr/>	<hr/>
Federal Agencies	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<hr/>	<hr/>
			<hr/>	<hr/>
			<hr/>	<hr/>

C. Zoning and Planning Information

1. Does proposed action involve a planning or zoning decision? Yes No

If Yes, indicate decision required:

- | | | | |
|--|---|--|--------------------------------------|
| <input checked="" type="checkbox"/> Zoning amendment | <input type="checkbox"/> Zoning variance | <input type="checkbox"/> New/revision of master plan | <input type="checkbox"/> Subdivision |
| <input type="checkbox"/> Site plan | <input type="checkbox"/> Special use permit | <input type="checkbox"/> Resource management plan | <input type="checkbox"/> Other |

2. What is the zoning classification(s) of the site?

RESIDENCE A/B/C

3. What is the maximum potential development of the site if developed as permitted by the present zoning?

NA

4. What is the proposed zoning of the site?

NO CHANGE

5. What is the maximum potential development of the site if developed as permitted by the proposed zoning?

NA

6. Is the proposed action consistent with the recommended uses in adopted local land use plans?

Yes

No

7. What are the predominant land use(s) and zoning classifications within a ¼ mile radius of proposed action?

Residential neighborhoods, retail, cemetery, park land

8. Is the proposed action compatible with adjoining/surrounding land uses with a ¼ mile?

Yes

No

9. If the proposed action is the subdivision of land, how many lots are proposed? _____

a. What is the minimum lot size proposed? _____

10. Will proposed action require any authorization(s) for the formation of sewer or water districts? Yes No

11. Will the proposed action create a demand for any community provided services (recreation, education, police, fire protection)?

Yes No

a. If yes, is existing capacity sufficient to handle projected demand? Yes No

12. Will the proposed action result in the generation of traffic significantly above present levels? Yes No

a. If yes, is the existing road network adequate to handle the additional traffic. Yes No

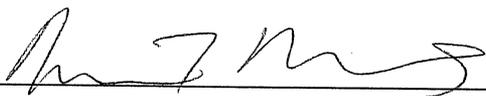
D. Informational Details

Attach any additional information as may be needed to clarify your project. If there are or may be any adverse impacts associated with your proposal, please discuss such impacts and the measures which you propose to mitigate or avoid them.

E. Verification

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

Applicant/Sponsor Name Andrew Nichols Date 7/16/2013

Signature 

Title Planner

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

	1	2	3	
	Small to Moderate Impact	Potential Large Impact	Can Impact Be Mitigated by Project Change	

- Construction or expansion of a sanitary landfill. Yes No
- Construction in a designated floodway. Yes No
- Other impacts: Yes No

2. Will there be an effect to any unique or unusual land forms found on the site? (i.e., cliffs, dunes, geological formations, etc.)

NO YES

- Specific land forms: Yes No

Impact on Water

3. Will Proposed Action affect any water body designated as protected? (Under Articles 15, 24, 25 of the Environmental Conservation Law, ECL)

NO YES

Examples that would apply to column 2

- Developable area of site contains a protected water body. Yes No
- Dredging more than 100 cubic yards of material from channel of a protected stream. Yes No
- Extension of utility distribution facilities through a protected water body. Yes No
- Construction in a designated freshwater or tidal wetland. Yes No
- Other impacts: Yes No

4. Will Proposed Action affect any non-protected existing or new body of water?

NO YES

Examples that would apply to column 2

- A 10% increase or decrease in the surface area of any body of water or more than a 10 acre increase or decrease. Yes No
- Construction of a body of water that exceeds 10 acres of surface area. Yes No
- Other impacts: Yes No

1	2	3
Small to Moderate Impact	Potential Large Impact	Can Impact Be Mitigated by Project Change

6. Will Proposed Action alter drainage flow or patterns, or surface water runoff?

NO YES

Examples that would apply to column 2

- | | | | | |
|--|--------------------------|--------------------------|------------------------------|-----------------------------|
| • Proposed Action would change flood water flows | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action may cause substantial erosion. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action is incompatible with existing drainage patterns. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will allow development in a designated floodway. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Other impacts: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

IMPACT ON AIR

7. Will Proposed Action affect air quality?

NO YES

Examples that would apply to column 2

- | | | | | |
|---|--------------------------|--------------------------|------------------------------|-----------------------------|
| • Proposed Action will induce 1,000 or more vehicle trips in any given hour. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will result in the incineration of more than 1 ton of refuse per hour. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Emission rate of total contaminants will exceed 5 lbs. per hour or a heat source producing more than 10 million BTU's per hour. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will allow an increase in the amount of land committed to industrial use. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will allow an increase in the density of industrial development within existing industrial areas. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Other impacts: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

IMPACT ON PLANTS AND ANIMALS

8. Will Proposed Action affect any threatened or endangered species?

NO YES

Examples that would apply to column 2

- | | | | | |
|---|--------------------------|--------------------------|------------------------------|-----------------------------|
| • Reduction of one or more species listed on the New York or Federal list, using the site, over or near the site, or found on the site. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|---|--------------------------|--------------------------|------------------------------|-----------------------------|

	1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact Be Mitigated by Project Change
• Removal of any portion of a critical or significant wildlife habitat.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Application of pesticide or herbicide more than twice a year, other than for agricultural purposes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Other impacts:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No

9. Will Proposed Action substantially affect non-threatened or non-endangered species?
 NO YES

Examples that would apply to column 2

• Proposed Action would substantially interfere with any resident or migratory fish, shellfish or wildlife species.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Proposed Action requires the removal of more than 10 acres of mature forest (over 100 years of age) or other locally important vegetation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Other impacts:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No

IMPACT ON AGRICULTURAL LAND RESOURCES

10. Will Proposed Action affect agricultural land resources?
 NO YES

Examples that would apply to column 2

• The Proposed Action would sever, cross or limit access to agricultural land (includes cropland, hayfields, pasture, vineyard, orchard, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Construction activity would excavate or compact the soil profile of agricultural land.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• The Proposed Action would irreversibly convert more than 10 acres of agricultural land or, if located in an Agricultural District, more than 2.5 acres of agricultural land.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No

	1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact Be Mitigated by Project Change
• The Proposed Action would disrupt or prevent installation of agricultural land management systems (e.g., subsurface drain lines, outlet ditches, strip cropping); or create a need for such measures (e.g. cause a farm field to drain poorly due to increased runoff).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Other impacts:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No

IMPACT ON AESTHETIC RESOURCES

11. Will Proposed Action affect aesthetic resources? (If necessary, use the Visual EAF Addendum in Section 617.20, Appendix B.)

NO YES

Examples that would apply to column 2

• Proposed land uses, or project components obviously different from or in sharp contrast to current surrounding land use patterns, whether man-made or natural.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Proposed land uses, or project components visible to users of aesthetic resources which will eliminate or significantly reduce their enjoyment of the aesthetic qualities of that resource.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Project components that will result in the elimination or significant screening of scenic views known to be important to the area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Other impacts:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No

IMPACT ON HISTORIC AND ARCHAEOLOGICAL RESOURCES

12. Will Proposed Action impact any site or structure of historic, prehistoric or paleontological importance?

NO YES

Examples that would apply to column 2

• Proposed Action occurring wholly or partially within or substantially contiguous to any facility or site listed on the State or National Register of historic places.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Any impact to an archaeological site or fossil bed located within the project site.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Proposed Action will occur in an area designated as sensitive for archaeological sites on the NYS Site Inventory.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No

	1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact Be Mitigated by Project Change	
• Other impacts:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

IMPACT ON OPEN SPACE AND RECREATION

13. Will proposed Action affect the quantity or quality of existing or future open spaces or recreational opportunities?

NO YES

Examples that would apply to column 2

- | | | | | |
|---|--------------------------|--------------------------|------------------------------|-----------------------------|
| • The permanent foreclosure of a future recreational opportunity. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A major reduction of an open space important to the community. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Other impacts: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

IMPACT ON CRITICAL ENVIRONMENTAL AREAS

14. Will Proposed Action impact the exceptional or unique characteristics of a critical environmental area (CEA) established pursuant to subdivision 6NYCRR 617.14(g)?

NO YES

List the environmental characteristics that caused the designation of the CEA.

Examples that would apply to column 2

- | | | | | |
|---|--------------------------|--------------------------|------------------------------|-----------------------------|
| • Proposed Action to locate within the CEA? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will result in a reduction in the quantity of the resource? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will result in a reduction in the quality of the resource? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will impact the use, function or enjoyment of the resource? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Other impacts: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

1	2	3
Small to Moderate Impact	Potential Large Impact	Can Impact Be Mitigated by Project Change

IMPACT ON TRANSPORTATION

15. Will there be an effect to existing transportation systems?

NO YES

Examples that would apply to column 2

- | | | | | |
|--|--------------------------|--------------------------|------------------------------|-----------------------------|
| • Alteration of present patterns of movement of people and/or goods. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will result in major traffic problems. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Other impacts: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

IMPACT ON ENERGY

16. Will Proposed Action affect the community's sources of fuel or energy supply?

NO YES

Examples that would apply to column 2

- | | | | | |
|---|--------------------------|--------------------------|------------------------------|-----------------------------|
| • Proposed Action will cause a greater than 5% increase in the use of any form of energy in the municipality. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will require the creation or extension of an energy transmission or supply system to serve more than 50 single or two family residences or to serve a major commercial or industrial use. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Other impacts: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

NOISE AND ODOR IMPACT

17. Will there be objectionable odors, noise, or vibration as a result of the Proposed Action?

NO YES

Examples that would apply to column 2

- | | | | | |
|--|--------------------------|--------------------------|------------------------------|-----------------------------|
| • Blasting within 1,500 feet of a hospital, school or other sensitive facility. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Odors will occur routinely (more than one hour per day). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will produce operating noise exceeding the local ambient noise levels for noise outside of structures. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will remove natural barriers that would act as a noise screen. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Other impacts: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

1	2	3
Small to Moderate Impact	Potential Large Impact	Can Impact Be Mitigated by Project Change

IMPACT ON PUBLIC HEALTH

18. Will Proposed Action affect public health and safety?

NO YES

- | | | | |
|--|--------------------------|--------------------------|--|
| <ul style="list-style-type: none"> • Proposed Action may cause a risk of explosion or release of hazardous substances (i.e. oil, pesticides, chemicals, radiation, etc.) in the event of accident or upset conditions, or there may be a chronic low level discharge or emission. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <ul style="list-style-type: none"> • Proposed Action may result in the burial of "hazardous wastes" in any form (i.e. toxic, poisonous, highly reactive, radioactive, irritating, infectious, etc.) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <ul style="list-style-type: none"> • Storage facilities for one million or more gallons of liquefied natural gas or other flammable liquids. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <ul style="list-style-type: none"> • Proposed Action may result in the excavation or other disturbance within 2,000 feet of a site used for the disposal of solid or hazardous waste. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <ul style="list-style-type: none"> • Other impacts: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |

**IMPACT ON GROWTH AND CHARACTER
OF COMMUNITY OR NEIGHBORHOOD**

19. Will Proposed Action affect the character of the existing community?

NO YES

Examples that would apply to column 2

- | | | | |
|---|--------------------------|--------------------------|--|
| <ul style="list-style-type: none"> • The permanent population of the city, town or village in which the project is located is likely to grow by more than 5%. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <ul style="list-style-type: none"> • The municipal budget for capital expenditures or operating services will increase by more than 5% per year as a result of this project. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <ul style="list-style-type: none"> • Proposed Action will conflict with officially adopted plans or goals. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <ul style="list-style-type: none"> • Proposed Action will cause a change in the density of land use. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <ul style="list-style-type: none"> • Proposed Action will replace or eliminate existing facilities, structures or areas of historic importance to the community. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <ul style="list-style-type: none"> • Development will create a demand for additional community services (e.g. schools, police and fire, etc.) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |

	1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact Be Mitigated by Project Change
• Proposed Action will set an important precedent for future projects.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Proposed Action will create or eliminate employment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Other impacts:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No

20. Is there, or is there likely to be, public controversy related to potential adverse environment impacts?

NO YES

If Any Action in Part 2 Is Identified as a Potential Large Impact or If you Cannot Determine the Magnitude of Impact, Proceed to Part 3

Part 3 - EVALUATION OF THE IMPORTANCE OF IMPACTS

Responsibility of Lead Agency

Part 3 must be prepared if one or more impact(s) is considered to be potentially large, even if the impact(s) may be mitigated.

Instructions (If you need more space, attach additional sheets)

Discuss the following for each impact identified in Column 2 of Part 2:

1. Briefly describe the impact.
2. Describe (if applicable) how the impact could be mitigated or reduced to a small to moderate impact by project change(s).
3. Based on the information available, decide if it is reasonable to conclude that this impact is **important**.

To answer the question of importance, consider:

- ! The probability of the impact occurring
- ! The duration of the impact
- ! Its irreversibility, including permanently lost resources of value
- ! Whether the impact can or will be controlled
- ! The regional consequence of the impact
- ! Its potential divergence from local needs and goals
- ! Whether known objections to the project relate to this impact.

August 1, 2013

To: The Honorable Mayor and City Council

From: Elliott B. Nelson, Confidential Assistant to the City Manager

Subject: Authorizing Three Consolidated Funding Applications to the North Country Regional Economic Development Council; Water Department

The North Country Regional Economic Development Council (NCREDC) has recently announced that it is accepting another round of consolidated funding applications. As Council is aware, this annual process is the avenue by which most New York State grant projects are submitted. Project submissions are due by August 12, 2013 and grant awards will be announced later this year.

Water Superintendent Michael J. Sligar has recommended three projects for submission by the City of Watertown for consideration in this funding opportunity.

1.) Rehabilitation of the 250,000 gallon elevated water storage tank at Thompson Park

As Council is aware, the City commissioned Conestoga – Rovers & Associates (CRA) to perform an inspection of the elevated water storage tank last September. The post-inspection report provided by CRA detailed severe corrosion to both the interior and exterior of the tank, requiring significant rehabilitation. The estimated total project cost is \$915,000; the City is making application for \$183,000 in grant assistance. This project is currently slated to receive financing through the issuance of a serial bond with a minimum life of ten years.

2.) Construction of a Disinfection Facility at the Waste Water Treatment Plant

In February, 2011, the City received notice that the new State Pollution Discharge Elimination System (SPDES) permit for the Waste Water Treatment Plant contained new language that would ultimately require the construction of a disinfection facility at the plant's outfalls. Since that time, the City Council has approved a Professional Services Agreement with Stearns and Wheler GHD and design has reached the 95% completion point. The grant application for this project is in the amount of \$500,000.

3.) Completion of the Process Modification Project and at the Waste Water Treatment Plant

As City Council is aware, City staff successfully applied to the 2012 Regional Economic Development Council grant through the New York State Energy Research and Development Agency for funding to undertake the Sludge Disposal Process Modification Project at the Waste Water Treatment Plant. On December 20, 2012, the City was notified that we had been approved for funding in the amount of \$585,646. Since that time, staff issued a Request for Qualifications for Consulting Services and selected GHD Consulting Services, Inc. to perform the engineering work for this project. On April 1, 2013, City Council approved a Consulting Services Agreement with GHD that included Preliminary Design and Final Design Phase engineering services, including conceptual layout, product marketing, preparation of a Preliminary Design Report, final design and preparation of Contract Documents in the amount of \$638,280. On July 15, 2013, City Council approved the Agreement between the City and NYSERDA to finance the design portion of the project.

The City is again ready to apply for additional funding for this project. As Council is aware, no appropriation for this project is contained within the Adopted Budget or the Five-Year Capital Plan, and as such, the project will only move forward if additional grant money is secured.

Staff will be available at the meeting to discuss these projects and answer any questions the Council may have.

RESOLUTION

Page 1 of 2

Authorizing Application to the North Country Regional Economic Development Council; 250,000 Gallon Water Storage Tank at Thompson Park

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

Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown owns and operates a water treatment and distribution system, and

WHEREAS the 250,000 gallon elevated water storage tank at Thompson Park is an important piece of infrastructure in said water treatment and distribution system, and

WHEREAS on November 12, 2012, the City entered into a Professional Services Agreement with Conestoga – Rovers & Associates to inspect said elevated water storage tank, and

WHEREAS said inspection revealed advanced deterioration to the steel of the tank’s interior and spot corrosion to the tank’s exterior steel as well as limited degradation of the concrete foundation, and

WHEREAS the City of Watertown must undertake several corrective measures to rehabilitate said elevated water storage tank, including sand-blasting and re-coating the entire interior of the tank, as well as recoating the exterior of the tank where points of corrosion exist, and

WHEREAS the cost estimate for the full rehabilitation for said elevated water storage tank is \$915,000 and will be financed through the issuance of a ten-year serial bond by the City of Watertown,

August 5, 2013

RESOLUTION

Page 2 of 2

Authorizing Application to the North Country Regional Economic Development Council; 250,000 Gallon Water Storage Tank at Thompson Park

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

Total

YEA	NAY

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown authorizes application to the North Country Regional Economic Development Council for a grant in the amount of \$183,000 for the purpose of rehabilitating the 250,000 gallon elevated water storage tank at Thompson Park, and

BE IT FURTHER RESOLVED that Water Superintendent Michael J. Sligar is hereby authorized and directed to file said grant application on behalf of the City of Watertown.

Seconded by

RESOLUTION

Page 1 of 1

Authorizing Application to the North Country
Regional Economic Development Council;
Waste Water Treatment Plant Disinfection Facility

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

YEA	NAY

Introduced by

WHEREAS the City of Watertown owns and operates a Waste Water Treatment Plant located at 700 William T. Field Drive, Watertown, NY 13601, and

WHEREAS in February, 2011 the City learned that the new State Pollution Discharge Elimination System (SPDES) permit for the Waste Water Treatment Plant contained new language requiring the installation of a disinfection system at the Plant's outfalls, and

WHEREAS on November 7, 2011, the City Council of the City of Watertown approved a Professional Services Agreement with Stearns and Wheler GHD, to perform the preliminary design, final design and construction administration services related to said disinfection facility project, and

WHEREAS on February 11, 2013 the project reached the 95% completion point for design drawings and construction contract specifications, and

WHEREAS the total cost of the project is estimated to be \$6.1 million and will be financed through the issuance of a ten-year serial bond by the City of Watertown;

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown authorizes application to the North Country Regional Economic Development Council for a grant in the amount of \$500,000 for the purpose of constructing a disinfection facility at the Waste Water Treatment Plant, and

BE IT FURTHER RESOLVED that Water Superintendent Michael J. Sligar is hereby authorized and directed to file said grant application on behalf of the City of Watertown.

Seconded by

RESOLUTION

Page 1 of 1

Authorizing a Grant Application to the North Country Regional Economic Development Council; Waste Water Treatment Plant Process Modification Project

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

Total

YEA	NAY

Introduced by

WHEREAS the City Council of the City of Watertown desires to make the improvements to the Watertown Pollution Control Plant, pertaining to the sludge disposal process and

WHEREAS, if implemented, this project would enable the beneficial land application of generated biomass, enable the facility’s sewage incinerator to be permanently taken off-line, and

WHEREAS, if implemented, this project would eliminate the need for 28,275 gallons of fuel oil per year, and would also reduce the facility’s electricity consumption by approximately 308,000 kilowatt hours annually, and

WHEREAS the alterative sludge disposal proposed in this application will also result in a dramatic increase in methane gas production, which would support a 125+ KW micro turbine and produce electricity for use at the Pollution Control Plant, and

WHEREAS the New York State Energy Research and Development Authority (NYSERDA) has announced that grant funds are available, and

WHEREAS the North Country Regional Economic Development Council will also review this grant application, and

WHEREAS the City Council of the City of Watertown believes that this project at the City’s Pollution Control Plant is in-line with the North Country Regional Economic Development Council’s strategic plan, and

NOW THEREFORE BE IT RESOLVED that Michael J. Sligar, Superintendent of Water, is hereby authorized and directed to file a grant application to the North Country Regional Economic Development Council for the purpose described above.

Seconded by

Res No. 11

July 25, 2013

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Approving Change Order No. 2 to Agreement,
North Country Contractors, LLC

On May 21, 2012, the City Council accepted a bid submitted by North Country Contractors, LLC for the reconstruction of Clinton Street from Holcomb Street to Washington Street in the amount of \$1,458,000.

On November 19, 2012, City Council approved Change Order No. 1 to this contract in the amount of \$292,006.99.

City Engineer Kurt W. Hauk has now submitted Change Order No. 2 to this contract in the amount of \$160,011.71, which if approved, will bring the final contract amount to \$1,910,018.70. As stated in Mr. Hauk's attached report, this final Change Order is required for thicker asphalt binder and more extensive curb cut and driveway work to meet ADA requirements. Mr. Hauk includes the entire breakdown of items and final quantities.

A resolution approving Change Order No. 2 to the contract with North Country Contractors, LLC for the reconstruction of Clinton Street from Holcomb Street to Washington Street has been prepared for City Council consideration. This approval is subject to the City Council approving the Bond Ordinance Amendment, which is included in tonight's agenda.

RESOLUTION

Page 1 of 1

Approving Change Order No. 2 to Agreement,
North Country Contractors, LLC

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

YEA	NAY

Total

Introduced by

WHEREAS on May 21, 2012, the City Council of the City of Watertown approved a bid submitted by North Country Contractors, LLC in the amount of \$1,458,000 for the reconstruction of Clinton Street from Holcomb Street to Washington Street, and

WHEREAS on November 19, 2012, the City Council of the City of Watertown approved Change Order No. 1 submitted by North Country Contractors, LLC in the amount of \$292,006.99, and

WHEREAS City Engineer Kurt W. Hauk has submitted the Change Order No. 2 to that contract for consideration by the City Council, and

WHEREAS Change Order No. 2 results in an additional charge of \$160,011.71, bringing the contract amount to \$1,910,018.70,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves Change Order No. 2 to the contract with North Country Contractors, LLC for the reconstruction of Clinton Street from Holcomb Street to Washington Street in the amount of \$160,011.71, 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 the Change Order documents on behalf of the City of Watertown.

Seconded by

Change Order

No. 2

Date of Issuance: _____ Effective Date: _____

Project: Clinton Street Reconstruction	Owner: City of Watertown, NY	Owner's Contract No.: 1
Contract:		Date of Contract:
Contractor: North Country Construction, LLC		Engineer's Project No.:

Daryl P. Zubrzycki and/or Jeffrey E. Proulx

The Contract Documents are modified as follows upon execution of this Change Order:

Description: This change order is to zero out the contract, excluding the retainage. The changes are from added material used to increase road strength, work not done, i.e. the traffic loops, and added work done, i.e. move cross walk buttons, rework curbs and sidewalks, and lower traffic signal boxes.

Attachments: (List documents supporting change): Contractor's Application for Payment No. 8, Extra Work Order No. 21, Extra Work Order No. 22, Extra Work Order No. 23, Extra Work Order No. 24, and Extra Work Order No. 25.

CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIMES:

Original Contract Price:

Original Contract Times: Working days Calendar days

\$1,458,000.00

Substantial completion (days or date): _____

Ready for final payment (days or date):

[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 1:

[Increase] [Decrease] from previously approved Change Orders No. _____ to No. _____:

\$292,006.99

Substantial completion (days): _____

Ready for final payment (days): _____

Contract Price prior to this Change Order:

Contract Times prior to this Change Order:

\$1,750,006.99

Substantial completion (days or date): _____

Ready for final payment (days or date): _____

[Increase] [Decrease] of this Change Order:

[Increase] [Decrease] of this Change Order:

\$160,011.71

Substantial completion (days or date): _____

Ready for final payment (days or date): _____

Contract Price incorporating this Change Order:

Contract Times with all approved Change Orders:

\$1,910,018.70

Substantial completion (days or date): _____

Ready for final payment (days or date): _____

RECOMMENDED:

ACCEPTED:

ACCEPTED:

By: _____

By: _____

By: _____

Engineer (Authorized Signature)

Owner (Authorized Signature)

Contractor (Authorized Signature)

Date: _____

Date: _____

Date: _____

Approved by Funding Agency (if applicable): _____

Date: _____

Progress Estimate

Contractor's Application

For (contract): City of Watertown - Clinton Street Reconstruction	Application Number: 8
Application Period: 5/27/13-7/3/13	Application Date: 7/3/2013

A		B	Work Completed			E	F		G
Item		Scheduled Value	C		D	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (E) B	Balance to Finish (B - F)
Specification Section No.	Description		From Previous Application (C+D)	This Period Quantities					
1.00.02	CONTACTOR QUALITY CONTROL	\$25,000.00	\$25,000.00				\$25,000.00	100.0%	
1.01.00	STAKEOUT & ENGINEERING	\$25,000.00	\$25,000.00				\$25,000.00	100.0%	
1.01.01	MOBILIZATION AND MISCELLANEOUS WORK	\$72,750.00	\$72,750.00				\$72,750.00	100.0%	
1.02.00	MAINTENANCE & PROTECTION OF TRAFFIC	\$10,000.00	\$10,000.00				\$10,000.00	100.0%	
1.02.01	SOIL EROSION & DUST CONTROL	\$5,000.00	\$5,000.00				\$5,000.00	100.0%	
1.05.00	TREE REMOVAL	\$4,000.00	\$4,000.00				\$4,000.00	100.0%	
1.06.07	ADA TEXTURED PAVERS	\$1,620.00	\$1,620.00				\$1,620.00	100.0%	
1.10.00	CITY MONUMENT REPLACEMENT	\$6,600.00	\$1,200.00				\$1,200.00	18.2%	
1.12.00	ASPHALT DRIVEWAY APRON	\$8,000.00	\$8,000.00	1573	\$62,920.00		\$70,920.00	886.5%	
1.14.00	TOP SOIL & SEEDING/RESTORATION	\$750.00	\$750.00	1521	\$7,605.00		\$8,355.00	1114.0%	
1.14.02	SEEDING	\$1,740.00	\$1,740.00				\$1,740.00	100.0%	
1.14.01	LANDSCAPING - TREE	\$18,000.00	\$18,000.00				\$18,000.00	100.0%	
2.51.00	SANITARY MANHOLE FRAME & COVER	\$5,500.00	\$5,500.00				\$5,500.00	100.0%	
2.80.00	TESTING SANITARY SEWER	\$9,500.00		1900	\$9,500.00		\$9,500.00	100.0%	
	15" X 12" HDPE TEE	\$8.00	\$8.00				\$8.00	100.0%	
3.51.00	STORM MANHOLE FRAME & COVER	\$1,500.00	\$1,500.00				\$1,500.00	100.0%	
3.61.00	2' X 4' FRAME & COVER	\$12,750.00	\$12,750.00				\$12,750.00	100.0%	
3.80.00	TESTING STORM SEWER	\$2,000.00		2000	\$2,000.00		\$2,000.00	100.0%	
4.80.00	TESTING & STERILIZATION - WATER MAIN	\$13,000.00	\$13,000.00				\$13,000.00	100.0%	
5.04.00	GEOTEXTILE ROAD FABRIC	\$7,950.00							
1.03.01	UNCLASSIFIED EXCAVATION	\$20,000.00	\$20,000.00				\$20,000.00	100.0%	
5.08.00	CONCRETE CURBING	\$50,400.00	\$50,400.00				\$50,400.00	100.0%	
5.09.03	TACK COAT	\$7,950.00		7950	\$7,950.00		\$7,950.00	100.0%	
5.10.03	ASPHALT CONC. BINDER TYPE - 3	\$72,000.00	\$72,000.00	567	\$45,360.00		\$117,360.00	163.0%	
5.10.07	ASPHALT CONC. TOP TYPE - 7	\$60,750.00	\$6,210.00	634	\$57,060.00		\$63,270.00	104.1%	
5.11.01	PAVEMENT MARKINGS - DELINEATOIN	\$4,400.00		2200	\$4,400.00		\$4,400.00	100.0%	
5.11.02	PAVEMENT MARKINGS - CHARACTERS, ETC.	\$2,000.00		200	\$2,000.00		\$2,000.00	100.0%	
5.11.02	SIGNAGE 2' X 2' AND SMALLER	\$4,000.00							
	TRAFFIC SIGNAL LOOP	\$7,500.00							
	2" SCH 80 CONDUIT	\$13,800.00	\$13,800.00				\$13,800.00	100.0%	
	334" X 28" X 34" CONDUIT JUNCTION BOX	\$10,500.00	\$10,500.00				\$10,500.00	100.0%	
1.06.05	5" REINFORCED CONCRETE SIDEWALK	\$97,600.00	\$97,600.00				\$97,600.00	100.0%	
1.06.06	6" REINFORCED CONCRETE SIDEWALK	\$99,000.00	\$99,000.00				\$99,000.00	100.0%	
1.06.07	ADA CONCRETE PAVERS	\$900.00	\$900.00				\$900.00	100.0%	
1.05.01	STUMP REMOVAL	\$522.00	\$522.00				\$522.00	100.0%	
5.00.01	EXCAVATION & 12' BACKFILL	\$45,500.00	\$45,500.00				\$45,500.00	100.0%	
4.04.05	WATER MAIN ANCHOR RODDING	\$100.00	\$100.00				\$100.00	100.0%	
	INSTALLATION OF SANITARY SEWER MAIN AND SERVICES	\$521,163.06	\$521,163.06				\$521,163.06	100.0%	
	INSTALLATION OF WATER MAIN AND SERVICES	\$273,994.12	\$273,994.12				\$273,994.12	100.0%	
	INSTALLATION OF STORM SEWER AND SERVICES	\$227,259.81	\$227,259.81				\$227,259.81	100.0%	
	EWO #21	\$37,737.04		100.00%			\$37,737.04		
	EWO #22	\$3,255.45		100.00%			\$3,255.45		
	EWO #23	\$6,510.91		100.00%			\$6,510.91		
	EWO #24	\$4,200.00		100.00%			\$4,200.00		
	EWO #25	\$14,753.31		100.00%			\$14,753.31		
	DEDUCTED ITEMS								
	Totals	\$1,816,463.70	\$1,644,766.99		\$198,795.00		\$1,910,018.70	105.2%	

Progress Estimate

Contractor's Application

For (contract):							Application Number:			
City of Watertown - Clinton Street Reconstruction							8			
Application Period:							Application Date:			
5/27/13-7/3/13							7/3/2013			
A				B	C	D	E	F		
Item		Bid Quantity	Unit Price	Bid Value	Estimated Quantity Installed	Value	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F) B	Balance to Finish (B - F)
Bid Item No.	Description									
1.00.02	CONTACTOR QUALITY CONTROL	1	\$ 25,000.00	\$25,000.00	100%	\$25,000.00		\$25,000.00	100.0%	
1.01.00	STAKEOUT & ENGINEERING	1	\$ 25,000.00	\$25,000.00	100%	\$25,000.00		\$25,000.00	100.0%	
1.01.01	MOBILIZATION AND MISCELLANEOUS WORK	1	\$ 72,750.00	\$72,750.00	100%	\$72,750.00		\$72,750.00	100.0%	
1.02.00	MAINTENANCE & PROTECTION OF TRAFFIC	1	\$ 10,000.00	\$10,000.00	100%	\$10,000.00		\$10,000.00	100.0%	
1.02.01	SOIL EROSION & DUST CONTROL	1	\$ 5,000.00	\$5,000.00	100%	\$5,000.00		\$5,000.00	100.0%	
1.05.00	TREE REMOVAL	4	\$ 1,000.00	\$4,000.00	4	\$4,000.00		\$4,000.00	100.0%	
1.06.07	ADA TEXTURED PAVERS	54	\$ 30.00	\$1,620.00	54	\$1,620.00		\$1,620.00	100.0%	
1.10.00	CITY MONUMENT REPLACEMENT	11	\$ 600.00	\$6,600.00	2	\$1,200.00		\$1,200.00	18.2%	
1.12.00	ASPHALT DRIVEWAY APRON	200	\$ 40.00	\$8,000.00	1773	\$70,920.00		\$70,920.00	886.5%	
1.14.00	TOP SOIL & SEEDING/RESTORATION	150	\$ 5.00	\$750.00	1671	\$8,355.00		\$8,355.00	1114.0%	
1.14.02	SEEDING	870	\$ 2.00	\$1,740.00	870	\$1,740.00		\$1,740.00	100.0%	
1.14.01	LANDSCAPING - TREE	36	\$ 500.00	\$18,000.00	36	\$18,000.00		\$18,000.00	100.0%	
2.51.00	SANITARY MANHOLE FRAME & COVER	11	\$ 500.00	\$5,500.00	11	\$5,500.00		\$5,500.00	100.0%	
2.80.00	TESTING SANITARY SEWER	1,900	\$ 5.00	\$9,500.00	1900	\$9,500.00		\$9,500.00	100.0%	
	15" X 12" HDPE TEE	8	\$ 1.00	\$8.00	8	\$8.00		\$8.00	100.0%	
3.51.00	STORM MANHOLE FRAME & COVER	3	\$ 500.00	\$1,500.00	3	\$1,500.00		\$1,500.00	100.0%	
3.61.00	2' X 4' FRAME & COVER	17	\$ 750.00	\$12,750.00	17	\$12,750.00		\$12,750.00	100.0%	
3.80.00	TESTING STORM SEWER	2,000	\$ 1.00	\$2,000.00	2000	\$2,000.00		\$2,000.00	100.0%	
4.80.00	TESTING & STERILIZATION - WATER MAIN	2,600	\$ 5.00	\$13,000.00	2600	\$13,000.00		\$13,000.00	100.0%	
5.04.00	GEOTEXTILE ROAD FABRIC	7,950	\$ 1.00	\$7,950.00						
1.03.01	UNCLASSIFIED EXCAVATION	1,000	\$ 20.00	\$20,000.00	1000	\$20,000.00		\$20,000.00	100.0%	
5.08.00	CONCRETE CURBING	4,200	\$ 12.00	\$50,400.00	4200	\$50,400.00		\$50,400.00	100.0%	
5.09.03	TACK COAT	7,950	\$ 1.00	\$7,950.00	7950	\$7,950.00		\$7,950.00	100.0%	
5.10.03	ASPHALT CONC. BINDER TYPE - 3	900	\$ 80.00	\$72,000.00	1467	\$117,360.00		\$117,360.00	163.0%	
5.10.07	ASPHALT CONC. TOP TYPE - 7	675	\$ 90.00	\$60,750.00	703	\$63,270.00		\$63,270.00	104.1%	
5.11.01	PAVEMENT MARKINGS - DELINEATOIN	2,200	\$ 2.00	\$4,400.00	2200	\$4,400.00		\$4,400.00	100.0%	
5.11.02	PAVEMENT MARKINGS - CHARACTERS, ETC.	200	\$ 10.00	\$2,000.00	200	\$2,000.00		\$2,000.00	100.0%	
5.11.02	SIGNAGE 2' X 2' AND SMALLER	20	\$ 200.00	\$4,000.00						
	TRAFFIC SIGNAL LOOP	5	\$ 1,500.00	\$7,500.00						
	2" SCH 80 CONDUIT	4,600	\$ 3.00	\$13,800.00	4600	\$13,800.00		\$13,800.00	100.0%	
	334' X 28" X 34" CONDUIT JUNCTION BOX	14	\$ 750.00	\$10,500.00	14	\$10,500.00		\$10,500.00	100.0%	
1.06.05	5" REINFORCED CONCRETE SIDEWALK	12,200	\$ 8.00	\$97,600.00	12200	\$97,600.00		\$97,600.00	100.0%	
1.06.06	6" REINFORCED CONCRETE SIDEWALK	9,900	\$ 10.00	\$99,000.00	9900	\$99,000.00		\$99,000.00	100.0%	
1.06.07	ADA CONCRETE PAVERS	30	\$ 30.00	\$900.00	30	\$900.00		\$900.00	100.0%	
1.05.01	STUMP REMOVAL	1	\$ 522.00	\$522.00	1	\$522.00		\$522.00	100.0%	
5.00.01	EXCAVATION & 12' BACKFILL	4,550	\$ 10.00	\$45,500.00	4550	\$45,500.00		\$45,500.00	100.0%	
4.04.05	WATER MAIN ANCHOR RODDING	10	\$ 10.00	\$100.00	10	\$100.00		\$100.00	100.0%	
	INSTALLATION OF SANITARY SEWER MAIN AND SERVICES			\$521,163.06	100%	\$521,163.06		\$521,163.06	100.0%	
	INSTALLATION OF WATER MAIN AND SERVICES			\$273,994.12	100%	\$273,994.12		\$273,994.12	100.0%	
	INSTALLATION OF STORM SEWER AND SERVICES			\$227,259.81	100%	\$227,259.81		\$227,259.81	100.0%	
	EWO #21	1	\$ 37,737.04	\$37,737.04	100%	\$37,737.04		\$37,737.04	100.0%	
	EWO #22	1	\$ 3,255.45	\$3,255.45	100%	\$3,255.45		\$3,255.45	100.0%	
	EWO #23	1	\$ 6,510.91	\$6,510.91	100%	\$6,510.91		\$6,510.91	100.0%	
	EWO #24	1	\$ 4,200.00	\$4,200.00	100%	\$4,200.00		\$4,200.00	100.0%	
	EWO #25	1	\$ 14,753.31	\$14,753.31	100%	\$14,753.31		\$14,753.31	100.0%	
Totals				\$1,816,463.70		\$1,910,018.70		\$1,910,018.70	105.2%	



1869

CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

DATE: 25 July 2013

TO: Sharon Addison, City Manager

FROM: Kurt Hauk, City Engineer

SUBJECT: Change Order #2 to Clinton Street Reconstruction Project

Enclosed is Change Order #2 for the Clinton Street Reconstruction Project in the amount of \$160,011.71. The final contract amount will now be \$1,910,018.70. This constitutes the closeout of the project. Remaining outstanding payments with the exception of retainage will be paid under payment application #8. Retainage will be released under payment application #9 when the maintenance bonds are in place.

The change order amount sets the final project quantities for all contract items. The increased amount is essentially accounted for in two areas.

1. The asphalt binder thickness was increased from a 3" to a 4" thickness on the 100 Block to accommodate the commercial nature of the traffic for this block with delivery trucks, etc. This resulted in an increase to the project of \$45,360.
2. Due to situation of the combination curb and walk combined with the new requirements under the ADA, 24 driveways had to be reworked. This required the ADA details in the plans to be adjusted. It also required portions of the curb and sidewalk to be redone, as well as much more extensive cut and re-grading of driveways and yards. The additional work for the sidewalk and curb resulted in an increase of \$37,737. The cost for the additional driveway asphalt resulted in an increase of \$62,920.

A copy of the change order with a breakdown of items, final quantities and costs is enclosed.

Please prepare a resolution for Council consideration. A copy of Change Order #2 is enclosed. The originals are on file and will be forwarded for signature upon approval.

Cc Jim Mills, Comptroller

Ord No. 1

July 25, 2013

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Bond Ordinance Amendment – Clinton Street Reconstruction

Included in tonight's agenda was a resolution to approve a change order submitted by North Country Contractors, LLC for the reconstruction of Clinton Street. If the change order was approved City Council needs to amend the bond ordinance amendment to fund the increased costs.

Estimated Costs:

North Country Contractors – Construction base bid	\$ 1,458,000
Change order #1	292,007
Change order #2	160,012
Bonding fees and contingency	<u>29,981</u>
Total Estimated Project Cost	<u>\$ 1,940,000</u>

Estimated Costs by Fund:

General Fund	\$1,052,000
Water Fund	458,000
Sewer Fund	<u>430,000</u>
Total Estimated Project Cost	<u>\$1,940,000</u>

Estimated Funding Sources:

Total estimated project cost	\$1,940,000
Less: FY 2011-12 Sewer Fund transfer to Capital Fund	(\$ 385,000)
FY 2012-13 Sewer Fund transfer to Capital Fund	<u>(\$ 45,000)</u>
Net Amount to be borrowed	<u>\$ 1,510,000</u>

ORDINANCE

An Ordinance Amending the Bond Ordinance Dated May 21, 2012, as Amended December 3, 2012, Authorizing the Issuance of \$1,215,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay Part of the \$1,785,000 Estimated Maximum Cost of the Reconstruction of Portions of Clinton Street, Including Street Repaving, Sidewalks and Related Rights-of-Way Improvements, and Storm Sewer, Water Main and Sanitary Sewer Work, in and for Said City, to Increase the Estimated Maximum Estimated Cost Thereof to \$1,940,000, Decrease the Portion to be Paid From Current Resources to \$430,000 and Increase the Bonds to \$1,510,000

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

Total

YEA	NAY

Introduced by

At a regular meeting of the Council of the City of Watertown, Jefferson County, New York, held at the Municipal Building, in Watertown, New York, in said City, August 5, 2013, at 7:00 o'clock P.M., Prevailing Time.

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

PRESENT:

ABSENT:

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

WHEREAS, by ordinance dated on May 21, 2012, as amended December 3, 2012, the Council of the City of Watertown, Jefferson County, New York, authorized the issuance of \$1,215,000 serial bonds to pay a portion of the \$1,785,000 estimated maximum estimated cost of the reconstruction of portions of Clinton Street;

WHEREAS, it now appears that the estimated maximum cost of the reconstruction of Clinton Street should be increased to \$1,940,000, and that the portion of the \$1,940,000 estimated maximum estimated cost to be paid from current resources should be decreased to \$430,000, and the amount of bonds authorized should be increased to \$1,510,000;

ORDINANCE

An Ordinance Amending the Bond Ordinance Dated May 21, 2012, as Amended December 3, 2012, Authorizing the Issuance of \$1,215,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay Part of the \$1,785,000 Estimated Maximum Cost of the Reconstruction of Portions of Clinton Street, Including Street Repaving, Sidewalks and Related Rights-of-Way Improvements, and Storm Sewer, Water Main and Sanitary Sewer Work, in and for Said City, to Increase the Estimated Maximum Estimated Cost Thereof to \$1,940,000, Decrease the Portion to be Paid From Current Resources to \$430,000 and Increase the Bonds to \$1,510,000

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

YEA	NAY

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

Section A. The title and Sections 1 and 2 of the ordinance dated and duly adopted May 21, 2012, as amended December 3, 2012, authorizing the issuance of \$1,215,000 bonds to pay part of the \$1,785,000 estimated maximum cost of the reconstruction of portions of Clinton Street, are hereby amended, in part, to read as follows:

“AN ORDINANCE AUTHORIZING THE ISSUANCE OF \$1,510,000 BONDS OF THE CITY OF WATERTOWN, JEFFERSON COUNTY, NEW YORK, TO PAY PART OF THE \$1,940,000 ESTIMATED MAXIMUM COST OF THE RECONSTRUCTION OF PORTIONS OF CLINTON STREET, INCLUDING STREET REPAVING, SIDEWALKS AND RELATED RIGHTS-OF-WAY IMPROVEMENTS, AND STORM SEWER, WATER MAIN AND SANITARY SEWER WORK, IN AND FOR SAID CITY.

“

“Section 1. To pay part of the cost of reconstruction of portions of Clinton Street in and for the City, including street repaving, sidewalks and related rights-of-way improvements, and storm sewer, water main and sanitary sewer work, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, there are hereby authorized to be issued \$1,510,000 bonds of said City pursuant to the provisions of the Local Finance Law.

“Section 2. It is hereby determined that the estimated maximum cost of the aforesaid specific object or purpose is \$1,940,000 and that the plan for the financing thereof is by the issuance of the \$1,510,000 bonds of said City authorized to be issued pursuant to this bond ordinance, together with the use of \$430,000 current funds of the City.”

ORDINANCE

An Ordinance Amending the Bond Ordinance Dated May 21, 2012, as Amended December 3, 2012, Authorizing the Issuance of \$1,215,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay Part of the \$1,785,000 Estimated Maximum Cost of the Reconstruction of Portions of Clinton Street, Including Street Repaving, Sidewalks and Related Rights-of-Way Improvements, and Storm Sewer, Water Main and Sanitary Sewer Work, in and for Said City, to Increase the Estimated Maximum Estimated Cost Thereof to \$1,940,000, Decrease the Portion to be Paid From Current Resources to \$430,000 and Increase the Bonds to \$1,510,000

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

YEA	NAY

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

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

Section C. Upon this ordinance taking effect, the same shall be published in summary in the Watertown Daily Times, the official newspaper, together with a notice of the City Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

Section D. This resolution is effective immediately.

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

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

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

The ordinance was thereupon declared duly adopted.

ORDINANCE

An Ordinance Amending the Bond Ordinance Dated May 21, 2012, as Amended December 3, 2012, Authorizing the Issuance of \$1,215,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay Part of the \$1,785,000 Estimated Maximum Cost of the Reconstruction of Portions of Clinton Street, Including Street Repaving, Sidewalks and Related Rights-of-Way Improvements, and Storm Sewer, Water Main and Sanitary Sewer Work, in and for Said City, to Increase the Estimated Maximum Estimated Cost Thereof to \$1,940,000, Decrease the Portion to be Paid From Current Resources to \$430,000 and Increase the Bonds to \$1,510,000

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

YEA	NAY

* * *

APPROVED BY THE MAYOR

_____, 2013.
 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 August 5, 2013, with the original thereof on file in my office, and that the same is a true and correct transcript therefrom and of the whole of said original so far as the same relates to the subject matters therein referred to.

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

I FURTHER CERTIFY that, pursuant to Section 103 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public.
 I FURTHER CERTIFY that, PRIOR to the time of said meeting, I duly caused a public notice of the time and place of said meeting to be given to the following newspapers and/or other news media as follows:

Newspaper and/or Other News Media	Date Given
-----------------------------------	------------

ORDINANCE

An Ordinance Amending the Bond Ordinance Dated May 21, 2012, as Amended December 3, 2012, Authorizing the Issuance of \$1,215,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay Part of the \$1,785,000 Estimated Maximum Cost of the Reconstruction of Portions of Clinton Street, Including Street Repaving, Sidewalks and Related Rights-of-Way Improvements, and Storm Sewer, Water Main and Sanitary Sewer Work, in and for Said City, to Increase the Estimated Maximum Estimated Cost Thereof to \$1,940,000, Decrease the Portion to be Paid From Current Resources to \$430,000 and Increase the Bonds to \$1,510,000

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

YEA	NAY

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

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

Designated Location(s) of Posted Notices Date of Posting

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City on August ____, 2013.

 City Clerk

(CORPORATE SEAL)

Ord No. 2

July 25, 2013

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Bond Ordinance Amendment – Water Meter Replacement Project

Included in the Fiscal Year 2013-14 Capital Budget was a project to replace water meters at an estimated cost of \$650,000 with the Water Fund's portion to be funded from the issuance of serial bonds and the Sewer Fund's portion to be funded from a transfer from the Sewer Fund. A bond ordinance is presented to City Council for its consideration to fund the project.

ORDINANCE

An Ordinance Authorizing the Issuance of \$325,000 Bonds and the Appropriation and Expenditure of \$325,000 Current Funds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Purchase and Installation of Water Meters, in and for Said City

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

YEA	NAY

Introduced by

At a regular meeting of the Council of the City of Watertown, Jefferson County, New York, held at the Municipal Building, in Watertown, New York, in said City, on August 5, 2013, at 7:00 o'clock P.M., Prevailing Time.

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

PRESENT:

ABSENT:

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

BOND ORDINANCE DATED AUGUST 5, 2013.

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

Section 1. For the class of objects or purposes of paying part of the cost of the purchase and installation of water meters, including incidental expenses in connection therewith, all in and for the City of Watertown, Jefferson County, New York, there are hereby authorized to be issued \$325,000 bonds of said City pursuant to the provisions of the Local Finance Law.

Section 2. It is hereby determined that the estimated maximum cost of the aforesaid class of objects or purposes is \$650,000 and that the plan for the financing thereof is as follows:

a. by the issuance of the \$325,000 bonds of said City authorized to be issued pursuant to this bond ordinance; and

ORDINANCE

YEA	NAY

An Ordinance Authorizing the Issuance of \$325,000 Bonds and the Appropriation and Expenditure of \$325,000 Current Funds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Purchase and Installation of Water Meters, in and for Said City

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

Total

b. by the expenditure of \$325,000 current funds of said City authorized to be expended pursuant to this ordinance.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is twenty years, pursuant to subdivision thirty 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.

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.

ORDINANCE

An Ordinance Authorizing the Issuance of \$325,000 Bonds and the Appropriation and Expenditure of \$325,000 Current Funds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Purchase and Installation of Water Meters, in and for Said City

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

YEA	NAY

Total

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

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

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

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

ORDINANCE

An Ordinance Authorizing the Issuance of \$325,000 Bonds and the Appropriation and Expenditure of \$325,000 Current Funds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Purchase and Installation of Water Meters, in and for Said City

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

YEA	NAY

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 1.151 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".

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 _____

ORDINANCE

An Ordinance Authorizing the Issuance of \$325,000 Bonds and the Appropriation and Expenditure of \$325,000 Current Funds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Purchase and Installation of Water Meters, in and for Said City

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

YEA	NAY

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

Designated Location(s) of Posted Notice Date of Posting

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City on August _____, 2013.

City Clerk

(CORPORATE SEAL)

Public Hearing – 7:30 p.m.

July 25, 2013

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Public Hearing Authorizing Spending of Funds,
Repair Reserve Fund, Coagulation Basin

In adopting the 1998-99 Water Fund Budget, the City Council approved establishing a Repair Reserve Fund for the costs associated with dredging and pumping of the coagulation basin. The decision was made to establish a reserve fund to spread the expenses out rather than have a large spike in expenses every three to four years when the dredging was done. The dredging process was previously contracted out but is now going to be handled by City staff and equipment.

Included in the Fiscal Year 2013-14 Capital Budget was the purchase of a dredger and the construction of a pole barn, concrete ramp and rail launching system adjacent to the coagulation basin. The \$375,000 project was to be funded by a transfer from the Water Fund (\$237,000) and the Coagulation Reserve Fund (\$138,000).

Prior to spending money from an established reserve fund, the City Council must hold a public hearing to receive public input on the appropriating of funds. Once the public hearing has been held, the attached resolution authorizing the expenditure of funds can be considered by the City Council.

July 15, 2013

RESOLUTION

Page 1 of 1

Public Hearing Authorizing Spending From
Coagulation Basin Reserve Fund

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

YEA	NAY

Introduced by

Council Member Jeffrey M. Smith

WHEREAS in adopting the 1998-99 Water Fund Budget, the City Council approved establishing a Repair Reserve Fund for the costs associated with dredging and pumping of the coagulation basin, and

WHEREAS the City has appropriated \$375,000 in the Fiscal Year 2013-14 Capital Budget to purchase a dredger and construct a pole barn, concrete ramp and rail launching system to have the ability to dredge the coagulation basin every year, and

WHEREAS the Coagulation Basin Reserve Fund was to provide \$138,000 for the project was to come from the, and

WHEREAS on Monday, August 5, 2013, 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 reserve fund, and

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

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby authorizes the appropriating of funds to pay for the dredging equipment, pole barn, concrete ramp and rail launching system at the City's coagulation basin.

Seconded by Council Member Joseph M. Butler Jr.

Public Hearing – 7:30 p.m.

July 29, 2013

To: The Honorable Mayor and City Council

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

Subject: Amending the Code of the City of Watertown, §310-1,
Definition of Family, and §310-34, Accessory Uses in Residence
Districts

The attached Ordinance was introduced at the City Council meeting of April 1, 2013 and tabled on April 15, 2013. A public hearing has been scheduled for 7:30 p.m. on August 5, 2013.

The City Planning Board reviewed the proposed Ordinance and adopted a motion on July 9, 2013 with a recommendation for revisions. Copies of the staff report prepared for the Planning Board and its minutes are attached.

The County Planning Board reviewed the proposal on July 30, 2013 and adopted a motion stating that it is of local concern only with no county-wide or inter-municipal issues.

The City Council must approve the related State Environmental Quality Review resolution before voting on this Ordinance.

ORDINANCE

Amending the Code of the City of Watertown, §310-1, Definition of Family and §310-34, Accessory Uses in Residence Districts

Page 1 of 1

Introduced by

Mayor Jeffrey E. Graham

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

Total

YEA	NAY

WHEREAS it has been proposed to amend Chapter 310 of the Code of the City of Watertown, New York, by altering the definition of “family” and adding the taking of not more than four non-transient roomers as an allowed accessory use in Residential Districts, and

WHEREAS the City Planning Board reviewed the proposed amendments to §310-1 and §310-34 of the Code of the City of Watertown and made its recommendation on adoption, and

WHEREAS the Jefferson County Planning Board reviewed the proposed amendment pursuant to General Municipal Law Section 239-m, and

WHEREAS a Public Hearing was held on the proposed Zoning Ordinance Amendment after due Public Notice, and

WHEREAS the City Council has determined, pursuant to the State Environmental Quality Review Act that there will not be any significant environmental impacts caused by the adoption of this Ordinance, and

WHEREAS the City Council of the City of Watertown believes that it is in the best interest of the residents of the City of Watertown to make the following changes to Chapter 310 of the City Code,

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Watertown, New York, that §310-1. B. of the Code of the City of Watertown is hereby amended by deleting the sentence: “To distinguish a “family” from a club, fraternity or boarding house, not more than four members of a family shall be other than blood relatives” from the definition of family, and

BE IT FURTHER ORDAINED by the City Council of the City of Watertown, New York, that the following is added to §310-34.B: “(7) The taking of not more than four non-transient roomers, provided that no sign is displayed”, and

BE IT FURTHER ORDAINED that this Amendment to the City Code shall take effect as soon as published once in the official newspaper of the City of Watertown, New York, or printed as the City Manager directs.

Seconded by Council Member Teresa R. Macaluso

Excerpt from 7/9/13 Planning Board Meeting Minutes

ZONING TEXT – FAMILY AND ACCESSORY USES

The Board then considered a request by City Council for a recommendation regarding an Ordinance amending § 310-1, Definition of Family, and § 310-34, Accessory Uses in Residence Districts.

Kenneth A. Mix, Planning and Community Development Coordinator, and Robert J. Slye, City Attorney, approached the Board to explain the staff recommendation.

Mr. Mix said that, after discussing the Mayor's proposed Ordinance with the Board at previous meetings, and then conferring with the City Attorney, City Engineer, and Code Enforcement Bureau, staff has now provided a recommendation on how the Ordinance should be changed.

Mr. Slye said that, based on the deliberations of both the Planning Board and the City Council, it appears that there is desire to differentiate between Residence A and Residence B or C districts, while still allowing a wide range of living arrangements, and not interfering in private matters. The proposal in the staff report would still allow unrelated people to live together, but by defining the term "boarding house" the City can prevent commercial use of residential properties in Residence A districts. He continued, explaining that boarding houses are already disallowed in Residence A, but without a definition it is not possible to prevent their operation in a fair manner.

Changing the definition of "family" back to its original 1922 form would eliminate the requirement that families have no more than 4 unrelated individuals, allowing a wide range of non-traditional living arrangements within all residential districts.

Mr. Katzman asked Mr. Slye what his recommendation would be.

Mr. Slye responded that he agrees with the recommendations of the staff report.

Mr. Mix said that the City will likely never have the ability or desire to determine the nature of private living arrangements, but it can disallow a blatant commercial operation in Residence A. He noted that the modern incarnation of a boarding house is the bed & breakfast. The tricky thing is defining the size at which a transient lodging arrangement ceases to be a boarding house and becomes a hotel. The memo proposes a limit of ten rooms, which may be too high.

Mr. Fontana said that he agrees with the proposal in the staff report, and that the changes should clear up some confusion.

Mr. Katzman said he would like to reduce the maximum number of rooms from 10 down to 5. Mr. Davis agreed with this idea. After some general discussion, the Board agreed that 6 rooms would be a good limit.

Mr. Katzman asked if a vote could be taken with a secret ballot. Mr. Slye responded that State open meetings laws prohibit this.

Mr. Fontana moved to recommend that City Council approve the Ordinance amending § 310-1, Definition of Family, and § 310-34, Accessory Uses in Residence Districts, subject to the alternations proposed in the June 19, 2013 Memorandum by Kenneth A. Mix, Planning and Community Development Coordinator, except that the maximum number of rooms allowed in a “boarding house” should be six (6).

Mr. Davis seconded, and all voted in favor.

Mrs. Freda requested that the report prepared for City Council be e-mailed to the Planning Board once it is ready.

Mr. Coburn moved to adjourn. Mr. Davis seconded, all voted in favor.

The meeting adjourned at 4:10 pm.



MEMORANDUM

City of Watertown Planning Office

245 Washington Street, Room 304

Watertown, New York 13601

315-785-7730

Fax: 315-782-9014

TO: Planning Board Members

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

SUBJECT: Zoning Text Amending §310-1, Definition of Family and §310-34, Accessory Uses in Residence Districts

DATE: June 19, 2013

Staff from the Engineering Office, Code Enforcement Bureau, and Planning Office, and the City Attorney have reviewed and discussed the changes to the Zoning Ordinance proposed in the attached ordinance. We recommend the following.

The definition of “family” should be changed as proposed, but with slightly different wording. Our proposal is: “any number of individuals living *and cooking together on the premises* as a single housekeeping unit.” This is the definition from the City’s original 1922 Zoning Ordinance. It is broad enough to allow most household living arrangements.

“The taking of not more than four non-transient roomers, provided that no sign is displayed” should not be added back to Section 310-34. There has been a stated desire to not explicitly allow this type of commercial activity in Residence A Districts. As previously noted though, we have no way of determining whether money is paid for the right to live in a room.

“Boarding houses” are allowed in Residence B and C Districts. A definition of “boarding house” should be added to differentiate a “boarding house” from a “family dwelling.” We are proposing: “an establishment with no more than ten sleeping rooms providing lodging for compensation. The rooms do not have separate cooking facilities. Meals may or may not be provided from a common kitchen, but no meals are served to non-lodgers. This term shall include lodging houses, rooming houses, tourist houses, bed-and-breakfasts and other group living arrangements.”

July 25, 2013

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Sales Tax Revenue – June 2013

The City has received the monthly sales tax revenue amount from Jefferson County. In comparison to June 2012, the June 2013 sales tax revenue on an actual to actual basis is down \$420,493 or 20.72%. In comparison to the original budget projection for the month of June, sales tax is down \$496,527 or 23.58%.

The year-to-date actual receipts are up \$32,735 or 0.19% while the year-to-date receipts on a budget basis are down \$612,200 or 3.43%. Sales tax revenue for the year finished at \$17,247,801.

The attached spreadsheet shows the detail collections for this year and last year along with the budgeted amounts. Collections for the Fiscal Years' 2008-09, 2009-10, 2010-11 and 2011-12 have been included for historical perspective.

	<u>Actual 2008-09</u>	<u>Actual 2009-10</u>	<u>Actual 2010-11</u>	<u>Actual 2011-12</u>	<u>Actual 2012-13</u>	<u>Variance</u>	<u>% Inc/(Dec)to Prior Year</u>	<u>Quarterly Variance</u>	<u>% Inc/(Dec) to Prior Quarter</u>
July	\$ 1,276,583	\$ 1,054,235	\$ 1,294,030	\$ 1,359,433	\$ 1,361,364	\$ 1,931	0.14%		
August	\$ 1,268,437	\$ 1,111,868	\$ 1,250,127	\$ 1,319,714	\$ 1,357,130	\$ 37,416	2.84%		
September	\$ 1,529,231	\$ 1,805,736	\$ 1,777,374	\$ 1,886,899	\$ 2,071,785	\$ 184,886	9.80%	224,233	4.91%
October	\$ 1,103,267	\$ 1,081,394	\$ 1,147,531	\$ 1,215,879	\$ 1,301,624	\$ 85,745	7.05%		
November	\$ 1,106,240	\$ 1,056,203	\$ 1,203,035	\$ 1,207,881	\$ 1,274,589	\$ 66,708	5.52%		
December	\$ 1,413,485	\$ 1,606,018	\$ 1,681,408	\$ 1,897,409	\$ 1,714,672	\$ (182,737)	-9.63%	(30,284)	-0.70%
January	\$ 1,073,261	\$ 1,103,884	\$ 1,213,795	\$ 1,195,675	\$ 1,276,483	\$ 80,808	6.76%		
February	\$ 843,971	\$ 921,272	\$ 984,089	\$ 1,036,230	\$ 1,160,663	\$ 124,433	12.01%		
March	\$ 1,458,063	\$ 1,572,098	\$ 1,445,902	\$ 1,624,451	\$ 1,453,454	\$ (170,997)	-10.53%	34,244	0.89%
April	\$ 954,271	\$ 1,121,188	\$ 1,190,708	\$ 1,217,913	\$ 1,293,493	\$ 75,579	6.21%		
May	\$ 960,159	\$ 1,079,512	\$ 1,164,270	\$ 1,224,057	\$ 1,373,513	\$ 149,456	12.21%		
June	\$ 1,479,763	\$ 1,709,687	\$ 1,654,800	\$ 2,029,525	\$ 1,609,032	\$ (420,493)	-20.72%	(195,457)	-4.37%
YTD	\$ 14,466,732	\$ 15,223,095	16,007,070	\$ 17,215,066	\$ 17,247,801	\$ 32,735	0.19%		

	<u>Original Budget 2012-13</u>	<u>Actual 2012-13</u>	<u>Variance</u>	<u>%</u>		
July	\$ 1,410,362	\$ 1,361,364	\$ (48,998)	-3.47%		
August	\$ 1,369,155	\$ 1,357,130	\$ (12,025)	-0.88%		
September	\$ 1,957,588	\$ 2,071,785	\$ 114,197	5.83%	53,174	1.12%
October	\$ 1,261,430	\$ 1,301,624	\$ 40,194	3.19%		
November	\$ 1,253,133	\$ 1,274,589	\$ 21,456	1.71%		
December	\$ 1,968,492	\$ 1,714,672	\$ (253,820)	-12.89%	(192,170)	-4.29%
January	\$ 1,240,469	\$ 1,276,483	\$ 36,014	2.90%		
February	\$ 1,075,050	\$ 1,160,663	\$ 85,612	7.96%		
March	\$ 1,685,309	\$ 1,453,454	\$ (231,855)	-13.76%	(110,228)	-2.76%
April	\$ 1,263,540	\$ 1,293,493	\$ 29,952	2.37%		
May	\$ 1,269,914	\$ 1,373,513	\$ 103,599	8.16%		
June	\$ 2,105,558	\$ 1,609,032	\$ (496,527)	-23.58%	(362,976)	-7.82%
YTD	\$ 17,860,000	\$ 17,247,801	\$ (612,200)	-3.43%		
Total Budget	\$ 17,860,000					

July 31, 2013

To: The Honorable Mayor and City Council

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

Subject: Building Encroachment on Iron Block Site

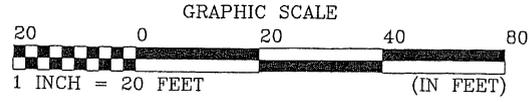
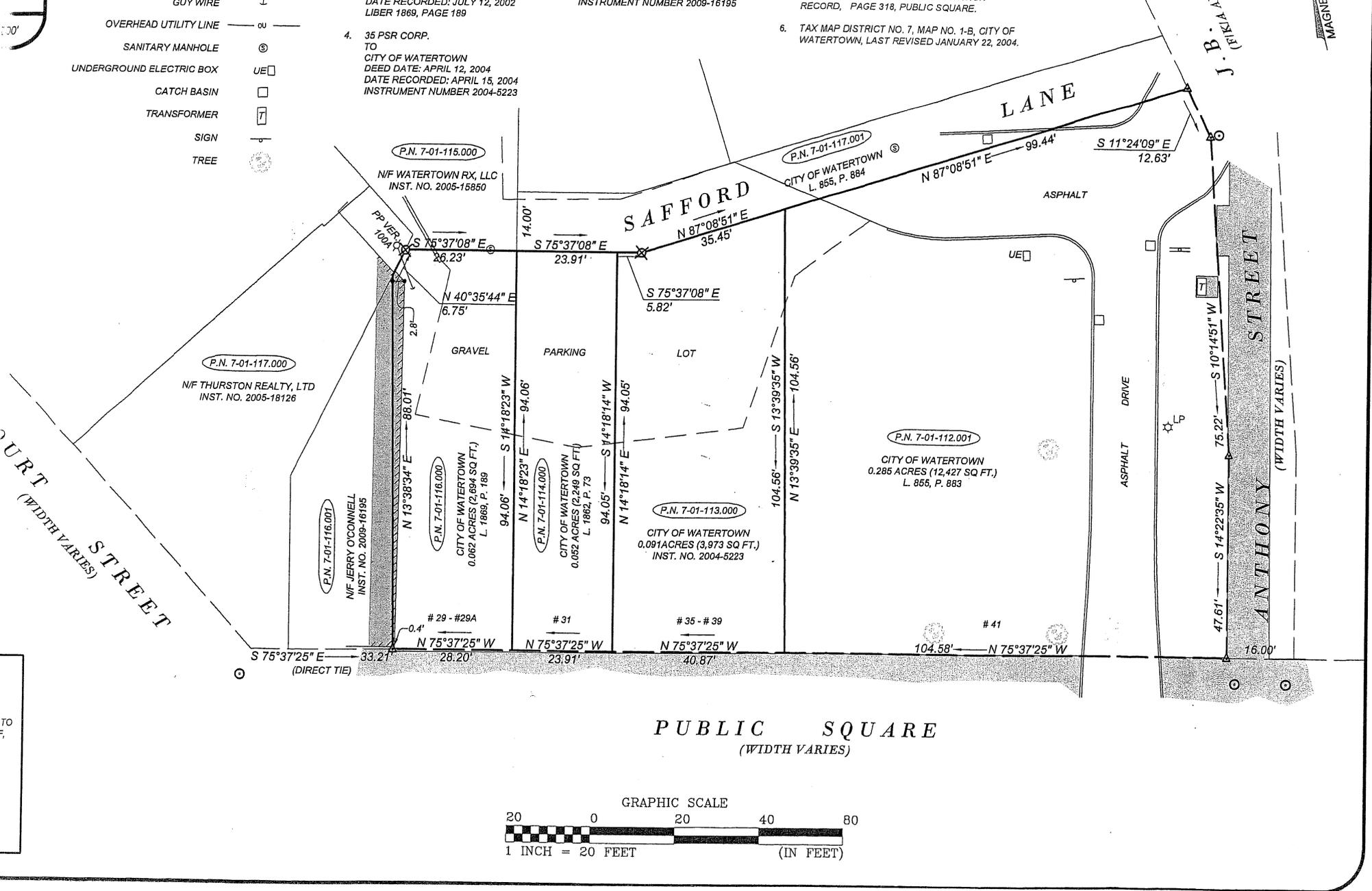
The City Council authorized the sale of the Iron Block/Woodruff II site to David Gallo and Erich Seeber on December 17, 2012. A property line survey was prepared in preparation for that sale. The surveyor found that the building which houses Cam's Pizza at 25 Public Square encroaches onto 29 Public Square, which is part of the Iron Block site. The encroachment is shown on the attached map and amounts to 166 square feet.

The Woolworth Building developers have no desire to own a sliver of the building adjacent to their proposed parking lot. Mr. Gallo and Mr. Seeber agree that it makes sense to transfer the building encroachment area to the owner of 25 Public Square, Jerry O'Connell. If the City Council agrees, a resolution approving the sale can be prepared for consideration.

4. 35 PSR CORP.
TO
CITY OF WATERTOWN
DEED DATE: APRIL 12, 2004
DATE RECORDED: APRIL 15, 2004
INSTRUMENT NUMBER 2004-5223

6. TAX MAP DISTRICT NO. 7, MAP NO. 1-B, CITY OF WATERTOWN, LAST REVISED JANUARY 22, 2004.

- GUY WIRE
- OVERHEAD UTILITY LINE
- SANITARY MANHOLE
- UNDERGROUND ELECTRIC BOX
- CATCH BASIN
- TRANSFORMER
- SIGN
- TREE





Legend

- Buildable (Foundations Removed)
- Un-Buildable (Foundations Remain)

Map Number:				
13-02				
sht 1				
Revision:	Description of Revision:	Date:	By:	

Project:	Ogilvie Site
Title:	Foundation Remnant Clean-Up



CITY OF WATERTOWN, NEW YORK
INFORMATION TECHNOLOGY
 ROOM 204, MUNICIPAL BUILDING
 245 WASHINGTON STREET
 WATERTOWN, NEW YORK 13601
 TEL: (315) 785-7794

Project: Ogilvie Site	
Designed By: K.Mix & A.Nichols	
Drawn By: J.Carlsson	Approved By:
Date: 7/31/2013	Date:
Scale: 1 inch = 75 feet	
Title: Foundation Remnant Clean-Up	



Legend

- Recreational Area
- Residential Lot

Map Number:				
13-02				
sht 2				
Revision:	Description of Revision:	Date:	By:	

Project:	Ogilvie Site
Title:	Re-Development Scenario



CITY OF WATERTOWN, NEW YORK
INFORMATION TECHNOLOGY
 ROOM 204, MUNICIPAL BUILDING
 245 WASHINGTON STREET
 WATERTOWN, NEW YORK 13601
 TEL: (315) 785-7794

Project: Ogilvie Site	
Designed By: K.Mix & A.Nichols	
Drawn By: J.Carlsion	Approved By:
Date: 7/31/2013	Date:
Scale: 1 inch = 75 feet	
Title: Re-Development Scenario	

July 31, 2013

To: The Honorable Mayor and City Council

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

Subject: Ogilvie Site Cleanup

As the City Council is aware, a Brownfields Cleanup Grant from the U.S. Environmental Protection Agency is being used to clean the environmental contamination on the Ogilvie site. Lu Engineers was hired to do the environmental testing and prepare the bid documents for the environmental cleanup, as well as for the removal of the foundation remnants.

As far as the environmental cleanup goes, the entire site will meet the Department of Environmental Conservation's soil cleanup objectives allowing the construction of single family homes and recreational facilities. However, the plan for the future redevelopment of the site will have an impact on the cost of the foundation removals. There have been a couple of redevelopment scenarios discussed. One of them included construction of a street with single family homes throughout the site. Another was to build homes on the existing street frontages only. If part of the site is not to be built upon, then the foundations do not have to be completely removed.

Staff is proposing to move ahead with the second scenario. The map entitled "Foundation Remnant Cleanup" identifies proposed buildable and unbuildable areas. The buildable areas will have the foundations removed to a depth allowing new foundation construction. Foundations will be broken, left in place and covered with topsoil in the unbuildable areas. Debris will also be moved from the buildable areas to the unbuildable areas. The map entitled "Re-Development Scenario" shows an example of future use with four house lots fronting on the existing streets and a recreational area in the center.

Staff is looking for direction from the City Council on the extent of foundation removal it wishes to see so we can move forward with getting this project out to bid.