

**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, November 19, 2012, 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**

**PRESENTATION**

Presentation of CanaRx – Health Committee

**PRIVILEGE OF THE FLOOR**

**RESOLUTIONS**

- Resolution No. 1 - Reappointment to the Roswell P. Flower Memorial Library Board of Trustees – Connie Holberg
- Resolution No. 2 - Appointment of Commissioner of Deeds
- Resolution No. 3 - Abandoning a Portion of Conger Avenue Adjacent to 183 Conger Avenue
- Resolution No. 4 - Approving Pole Attachment Agreement, National Grid
- Resolution No. 5 - Sidewalk Improvement Special Assessment Program, District No. 9
- Resolution No. 6 - Approving Change Order No. 1 to Agreement, 34 & Co., Inc.
- Resolution No. 7 - Approving Change Order No. 1 to Agreement, North Country Contractors, LLC

- Resolution No. 8 - Readopting Fiscal Year 2012-13 Sewer Fund Budget
- Resolution No. 9 - Approving Amendment No. 1 to the Agreement for Professional Services with Crawford & Stearns for Design Work Related to the Restoration of the Flower Memorial Library Façade
- Resolution No. 10 - Approving a Special Use Permit Request to Allow the Storage of Commercial Vehicles in a Neighborhood Business District at 729 Morrison Street, Parcel 1-03-105

## **ORDINANCES**

- Ordinance No. 1 - Changing the Approved Zoning Classification of a 0.032 Acre Parcel of Land, Formerly Part of the Conger Avenue Right-of-Way, from Unzoned to Residence B District
- Ordinance No. 2 - Changing the Approved Zoning Classification of 802, 808, and 816 Coffeen Street from Residence B to Neighborhood Business District

## **LOCAL LAW**

### **PUBLIC HEARING**

- 7:30 p.m. Ordinance Changing the Approved Zoning Classification of 63 Properties, Between Main Street West and the Black River, in Order to Conform to The Local Waterfront Revitalization Program

## **OLD BUSINESS**

### **STAFF REPORTS**

1. On-Line Request for Certified Copies
2. Year-end Financial Report
3. Sales Tax Revenue – October 2012
4. 250,000 Gallon Elevated Water Storage Tank at Thompson Park

## **NEW BUSINESS**

### **EXECUTIVE SESSION**

1. Collective Bargaining Agreement
2. Employment History of a Particular Individual

**WORK SESSION**

**ADJOURNMENT**

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY,  
DECEMBER 3, 2012.**

**CITY COUNCIL WORK SESSION MEETING IS SCHEDULED FOR MONDAY,  
NOVEMBER 26, 2012.**

Res No. 1

November 8, 2012

To: Members of the City Council

From: Mayor Jeffrey E. Graham

Subject: Reappointment to the Roswell P. Flower Memorial Library  
Board of Trustees – Connie Holberg

The term for the Chair of the Flower Memorial Library Board of Trustees expires December 31, 2012. I have discussed the issue of reappointment with Ms. Connie Holberg and she tells me she is anxious to continue serving on the Board.

I feel Ms. Holberg's familiarity with the Library, her current leadership role, and her strong willingness to work with City Hall on a range of issue warrants her continued service.

Therefore, I am nominating Ms. Connie Holberg to serve an 11 year term commencing January 1, 2013, and respectfully submit her name to City Council for their consideration.

November 19, 2012

# RESOLUTION

Page 1 of 1

Reappointment to the Roswell P. Flower Memorial Library Board of Trustees –  
Connie Holberg

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

YEA	NAY

***Introduced by***

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BE IT RESOLVED by the City Council of the City of Watertown, New York, that Connie Holberg, 182 Thompson Boulevard, Watertown, New York, is hereby reappointed to the Roswell P. Flower Memorial Library Board of Trustees, for an 11 year term, such term expires on December 31, 2023.

**Seconded by**

Res No. 2

November 13, 2012

To: The Honorable Mayor and City Council

From: Ann M. Saunders, City Clerk

Subject: Commissioner of Deeds

Attached for City Council consideration is a resolution appointing various City employees and non-employees as a Commissioner of Deeds for the City of Watertown for a two-year term ending December 31, 2014.

# RESOLUTION

Page 1 of 2

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 individuals are hereby appointed Commissioner of Deeds for the term expiring December 31, 2014.

**City Employee - Police Department**

- |                        |                     |
|------------------------|---------------------|
| Frank J. Derrigo Jr.   | Gary R. Comins      |
| Joseph R. Donoghue Sr. | Cheryl A. Clark     |
| Michael J. Mullins     | Vance J. Trapp      |
| Jerry D. Golden        | Richard C. Wood     |
| James R. Spencer Jr.   | Charles P. Donoghue |
| Richard J. Purvis      | Joseph C. Reff      |
| John W. Oliveau        | Mark W. Sutton      |
| William K. Rafferty    | Ronald E. Gatch     |
| Stephen R. Backus      | James R. McNitt     |
| Roy E. Whitmore        | Peter C. Keck       |
| Glenn M. Brady         | Matthew J. Dawley   |
| James A. Romano        | Jason J. Badalato   |
| Suzanne M. Chartrand   | Darren K. Yott      |

# RESOLUTION

Page 2 of 2

Appointment of Commissioner of Deeds

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 .....

Christopher L. Thomas  
 Dennis P. O'Brien  
 Cristin N. Fuhrman  
 Scott M. McIntyre  
 Holly M. Trottier  
 Kenny C. Noone  
 Joshua W. Davis  
 Elizabeth M. Lewis  
 Jacob W. Bull  
 Gregory P. Gibbs  
 Jonathan M. Pitts  
 Wayne W. McConnell  
 Matthew D. Preedom  
 Adam C. Beshures  
 Nathan L. McKeever  
 Amanda L. Gauthier  
 Ernest J. Miller  
 Jeremy D. Foote

Mark A. Lamica  
 Sean P. Boyle  
 Eric J. McLane  
 Frederick E. March II  
 Shane M. Ryan  
 Michael S. Maney  
 Andrew T. Neddo  
 Joseph A. Giaquinto  
 Charles L. Bickel  
 George A. Cummings  
 Joshua P. Moran  
 David W. Horr  
 Scott J. Freeman  
 Matthew T. Roll  
 Chad D. Frederick  
 Robert L. Sines  
 Tyler M. Flath  
 Vanessa J. Alexandria

### City Employee - Code Department

Carolyn Meunier

Christine Shipley

### Non-City Employees

Barbara A. Walroth  
 Scott Edward Sterling  
 Christine Diane Bonney  
 Jason Andrew McAvoy  
 Carmeline DeFranco

Mary G. Izzo  
 Vickie Lynn Rice  
 Patricia R. Macklin  
 Martha A. Dupell  
 Joanne M. McClusky

*Seconded by*

To: The Honorable Mayor and City Council

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

Subject: Abandoning a Portion of Conger Avenue Adjacent to 183 Conger Avenue

The City Council has indicated that it wishes to sell a portion of the Conger Avenue right-of-way to the owner of an adjacent property, 183 Conger Avenue. In order for the sale to occur, the City Council must vote to abandon the street by striking it from the City's official map. Pursuant to General City Law § 29, a public hearing must be held and a recommendation from the Planning Board must be sought.

The Planning Board reviewed the matter at their November 6, 2012 meeting, and voted unanimously to recommend that Council proceed with abandoning the subject portion of the street.

It is recommended that Council schedule a Public Hearing on the attached resolution for 7:30 pm on Monday, December 3, 2012.

# RESOLUTION

Page 1 of 1

Abandoning a Portion of Conger Avenue Adjacent to 183 Conger Avenue

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

Total .....

YEA	NAY

***Introduced by***

---

WHEREAS a portion of Conger Avenue as described as “Parcel B” in the attached survey is not used or needed for street purposes, and

WHEREAS the City of Watertown has no plans to widen the use of Conger Avenue to include the described land, and

WHEREAS a public hearing concerning the abandoning of the described portion of Conger Avenue was held on December 3, 2012 after due public notice pursuant to General City Law Section 29,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that the portion of Conger Avenue described as “Parcel B” in the attached survey is hereby abandoned, discontinued and closed as a public street, and

BE IT FURTHER RESOLVED that the City Manager is hereby directed to cause the removal of said portion of Conger Avenue from all City maps, “Official” and otherwise, including the Tax Assessment maps.

**Seconded by**

- LEGEND:**
- BUILDING
  - CONCRETE
  - EDGE OF PAVEMENT
  - IRON PIPE FOUND
  - 1" CAPPED IRON REBAR SET
  - MAG NAIL SET
  - MARGIN
  - PROPERTY LINE
  - POWER POLE
  - OVERHEAD UTILITY LINE

- ABSTRACT REFERENCE:**
- BROWNELL ABSTRACT CORPORATION NO. 13151.
  - BLACK RIVER ABSTRACT CORPORATION NO. 56145.

- DEED REFERENCES:**
- JOHN J. MORRISON & JO ANN MORRISON TO DALE E. PECK & BONNIE M. PECK  
DEED DATE: JULY 9, 1976  
DATE RECORDED: JULY 13, 1976  
LIBER 874, PAGE 265
  - FRANK M. GUARINO TO DONALD E. PATCHEN, JR. & DEBORAH PATCHEN  
DEED DATE: AUGUST 8, 1984  
DATE RECORDED: AUGUST 9, 1984  
LIBER 951, PAGE 299
  - GRACE BORELLO TO PATRICK A. BORELLO  
DEED DATE: MAY 13, 1999  
DATE RECORDED: MAY 14, 1999  
LIBER 1872, PAGE 348

- MAP REFERENCES:**
- "MAP SHOWING LANDS TO BE CONVEYED TO DONALD E. & DEBORAH J. PATCHEN, BY THOMAS J. KOVACH, PROFESSIONAL LAND SURVEYOR, DATED JULY 20, 1984.
  - "SURVEY PLAT OF A PARCEL OF LAND TO BE CONVEYED TO THOMAS M. & SUE E. STORINO", FILE NO. 86-47-WATN, BY STORINO & DORR, LAND SURVEYORS, DATED AUGUST 21, 1986, WITH A LAST REVISION DATE OF SEPTEMBER 21, 1986.
  - CITY OF WATERTOWN MONUMENTATION RECORD, PAGE 108, EMMETT STREET.
  - CITY OF WATERTOWN DEPARTMENT OF ASSESSMENT AND TAXATION TAX ASSESSMENT DISTRICT 8 MAP 4, WITH A LAST REVISION OF JANUARY 5, 2004.

- NOTES:**
- THIS SURVEY PERFORMED WITHOUT THE BENEFIT OF AN UPDATED ABSTRACT OF TITLE.  
SURVEYOR HAS MADE NO INVESTIGATION NOR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE OR ANY OTHER FACTS THAT AN ACCURATE AND CURRENT ABSTRACT TITLE SEARCH MAY DISCLOSE.
  - UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE THEIR LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. THERE MAY BE OTHERS, THE EXISTENCE OF WHICH IS PRESENTLY NOT KNOWN. PRIOR TO CONSTRUCTION CONTACT UNDERGROUND UTILITIES CALL CENTER OF NEW YORK FOR LOCATIONS OF ALL UNDERGROUND UTILITIES. (1-800-245-2828)
  - CAPS ON ALL IRON REBAR SET READ:  
T STORINO  
L.S. 50035
  - PARCEL B TO BE CONVEYED BY THE CITY OF WATERTOWN TO BONNIE M. PECK.

COPYRIGHT © 2012 STORINO GEOMATICS  
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THE SEAL, SIGNATURE, AND CERTIFICATION ARE HEREBY REVOKED AND OTHERWISE VOID ON ALL UNAUTHORIZED COPIES.

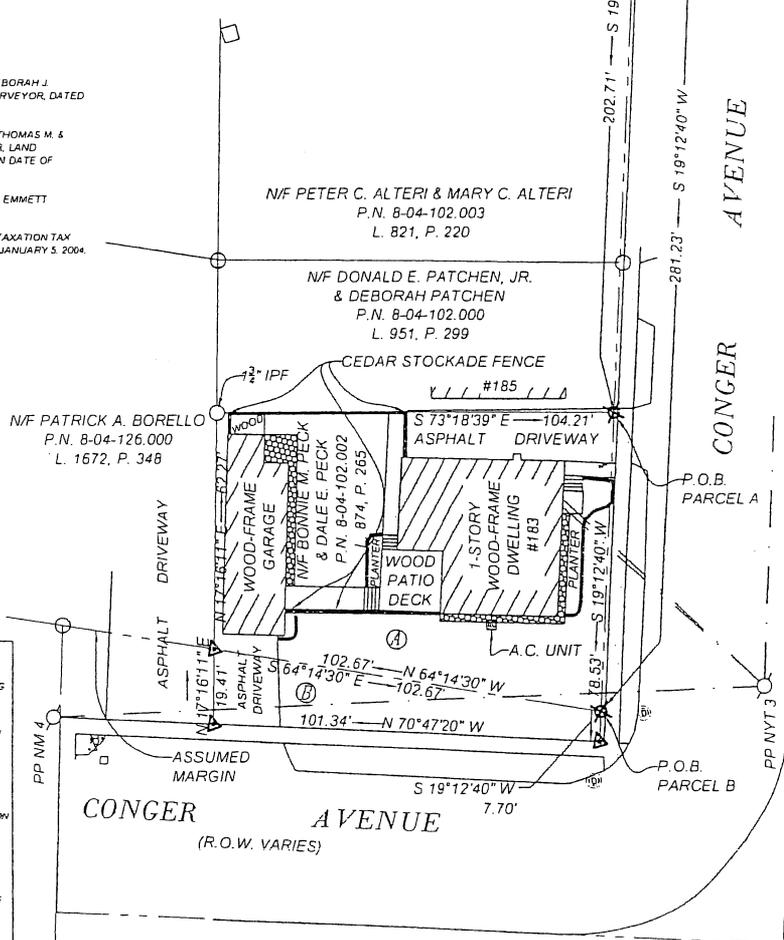
CERTIFICATIONS INDICATED HEREON SIGNIFY THAT THIS SURVEY WAS PREPARED IN ACCORDANCE WITH THE CODE OF PRACTICE FOR LAND SURVEYORS ADOPTED BY THE NEW YORK STATE ASSOCIATION OF PROFESSIONAL LAND SURVEYORS. SAID CERTIFICATIONS SHALL RUN ONLY TO THE PARTY FOR WHOM THE SURVEY IS PREPARED, AND IF REQUESTED ON THEIR BEHALF TO THE TITLE COMPANY, GOVERNMENTAL AGENCY AND LENDING INSTITUTION LISTED HEREIN AND TO THE SUCCESSORS (BY MERGER OR OPERATION OF LAW) TO THE LENDING INSTITUTION AND THE ASSIGNEES OF THE LENDING INSTITUTION. CERTIFICATIONS ARE NOT TRANSFERABLE TO ADDITIONAL INSTITUTIONS OR SUBSEQUENT OWNERS.

CERTIFICATION VALID AS OF FINAL SURVEY DATE.

EMMETT STREET  
MONUMENTED MARGIN  
(33' R.O.W.)

I HEREBY CERTIFY TO BONNIE E. PECK AND THE CITY OF WATERTOWN THAT THIS PLAT WAS MADE FROM AN ACTUAL FIELD SURVEY PERFORMED UNDER MY DIRECT SUPERVISION AND THAT TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, BOTH ARE CORRECT.

*Thomas Michael Storino*  
THOMAS MICHAEL STORINO L.S. # 50035  
DATED: August 23, 2012



PARCEL A AREA = 7,248.986 SQ. FT. (0.166 AC.)  
PARCEL B AREA = 1,375.653 SQ. FT. (0.032 AC.)



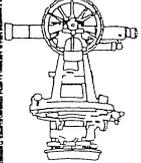
THOMAS MICHAEL STORINO  
P.L.S. NO. 50035

DATE:	8/20/2012
SCALE:	1" = 40 FT.
DRAWN BY:	AMS
CHECKED BY:	TMS
FILE NO.:	12-020.01-COW
DRAWING NO.:	1

SURVEY PLAT OF A PARCEL OF LAND KNOWN AS P.N. 8-04-102.002, LANDS OF BONNIE M. PECK & DALE E. PECK, AND A PORTION OF THE CONGER AVENUE RIGHT-OF-WAY

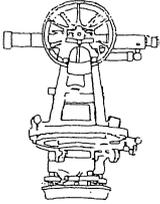
183 CONGER AVENUE COUNTY OF JEFFERSON  
CITY OF WATERTOWN STATE OF NEW YORK

SURVEY DATES:	7/27/2012 8/16/2012 8/19/2012
REVISION DATES:	



STORINO GEOMATICS  
LAND SURVEYING SERVICES & CONSULTING, PLLC

179 CONGER AVENUE  
WATERTOWN, NEW YORK 13601  
TEL/FAX: (315) 788-0287  
WWW.STORINGEOMATICS.COM



STORINO GEOMATICS  
LAND SURVEYING SERVICES & CONSULTING, PLLC

THOMAS M. STORINO, PLS

179 CONGER AVENUE  
WATERTOWN, NEW YORK 13601-2318  
TEL/FAX: (315) 788-0287  
WWW.STORINOGEOMATICS.COM

SUGGESTED DESCRIPTION  
PARCEL B, A PORTION OF THE CONGER AVENUE RIGHT-OF-WAY  
LANDS OF THE CITY OF WATERTOWN

ALL THAT TRACT or parcel of land being a portion of the Conger Avenue Right-Of-Way in the City of Watertown, County of Jefferson, State of New York, and being further described as follows:

Beginning at a ½" capped iron rebar set at an angle point in the assumed margin of Conger Avenue (R.O.W. Varies), said rebar marking the most southeasterly corner of a parcel of land that was conveyed to Dale E. Peck and Bonnie M. Peck by deed dated July 9, 1976, (Liber 874, Page 265), said rebar further being situate along the westerly assumed margin of Conger Avenue a direct tie bearing of S 19°12'40" W and a direct tie distance of 281.23 feet from the intersection of the southerly monumented margin of Emmett Street (33' R.O.W.) and the westerly monumented margin of Conger Avenue;

THENCE S 19°12'40" W, along the westerly assumed margin of Conger Avenue, a distance of 7.70 feet to a mag nail set in a concrete walk, said mag nail marking the most southeasterly corner of Parcel B;

THENCE N 70°47'20" W, along the northerly side of said concrete walk, a distance of 101.34 feet to a mag nail set in said concrete walk, said mag nail marking the most southwesterly corner of Parcel B;

THENCE N 17°16'11" E, a distance of 19.41 feet to a mag nail set in the northerly assumed margin of Conger Avenue, said mag nail marking the most northwesterly corner of Parcel B;

THENCE S 64°14'30" E, along the northerly assumed margin of Conger Avenue, a distance of 102.67 feet to the point and place of beginning.

CONTAINING 1,375.653 SQ. FT. (0.032 AC.) of land more or less.

SUBJECT to and including any and all rights or restrictions of record.

ALSO SUBJECT to and including any and all other rights or restrictions of record that an accurate updated abstract of title may disclose.

INTENDING to describe lands owned by the City of Watertown within the Conger Avenue Right-Of-Way.

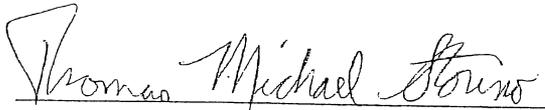
AS SURVEYED by STORINO GEOMATICS, Land Surveying Services & Consulting, PLLC, on 7/27/2012, 8/16/2012, and 8/19/2012, and shown on a plat titled "SURVEY PLAT OF A PARCEL OF LAND KNOWN AS P.N. 8-04-102.002, LANDS OF BONNIE M. PECK & DALE E. PECK, AND A PORTION OF THE CONGER AVENUE RIGHT-OF-WAY.", dated 8/20/2012, a copy of which is part of this instrument.

The bearings used in this description are based on magnetic north as observed on July 27, 2012.

All capped iron rebars set read "T STORINO, LS 50035".

The monumented margins referred to herein are those as monumented by the Department of Engineering of the City of Watertown, New York. The parcel numbers referred to herein are those shown upon the Assessment maps of said city that are on file in the City Engineer's office, Room 305, Municipal Building, 245 Washington Street.

It being the intent of the City of Watertown, to accomplish delineation and marking of the property corners of Parcel B; thus enabling creation of an updated description and survey plat.



Thomas Michael Storino, L.L.S. No. 50035  
Licensed Land Surveyor



# MEMORANDUM

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

TO: Planning Board Members

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

SUBJECT: Abandonment of Public Street – Portion of Conger Avenue

DATE: October 12, 2012

The City Council received the attached offer to purchase a portion of Conger Avenue for \$50.00 from Bonnie Peck of 183 Conger Ave. At their October 1, 2012 meeting, the Council directed staff to proceed with necessary steps to sell this portion of the street.

Section 29 of the General City Law allows streets to be abandoned, and thus sold, by action of the City Council. Prior to abandoning the street, the Council is required to seek a recommendation from the Planning Board.

The section of the street that is proposed for abandonment and sale is marked as "Parcel B" on the attached survey.

The sale of this property will have no apparent detrimental effect on the use of the Conger Avenue right-of-way, which will still be approximately 50 feet in width. The land in question is already effectively part of Ms. Peck's side yard.

cc: City Council Members  
Robert Slye, City Attorney  
James Mills, City Comptroller  
Justin Wood, Civil Engineer II  
Bonnie Peck, 183 Conger Ave.

**Bonnie Peck**

183 Congor Avenue  
Watertown, N.Y. 13601  
(315)788-4499 Home Phone  
(315)408-8966 Cell Phone

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September 23, 2012

Watertown City Hall  
Mr. James Mills, City Comptroller  
245 Washington Street  
Watertown, NY 13601

RE: 183 Congor Avenue

Dear Mr. Mills:

I would like to purchase the previously mentioned property in my letter dated September 17, 2012. I am offering you a purchase price of \$50.00 for this small City owned piece of property adjoining mine. As you are aware, I will still have to file a new deed for this to be added to my existing property, which adds considerable cost for me. I have already had to pay for a survey to be done, etc.

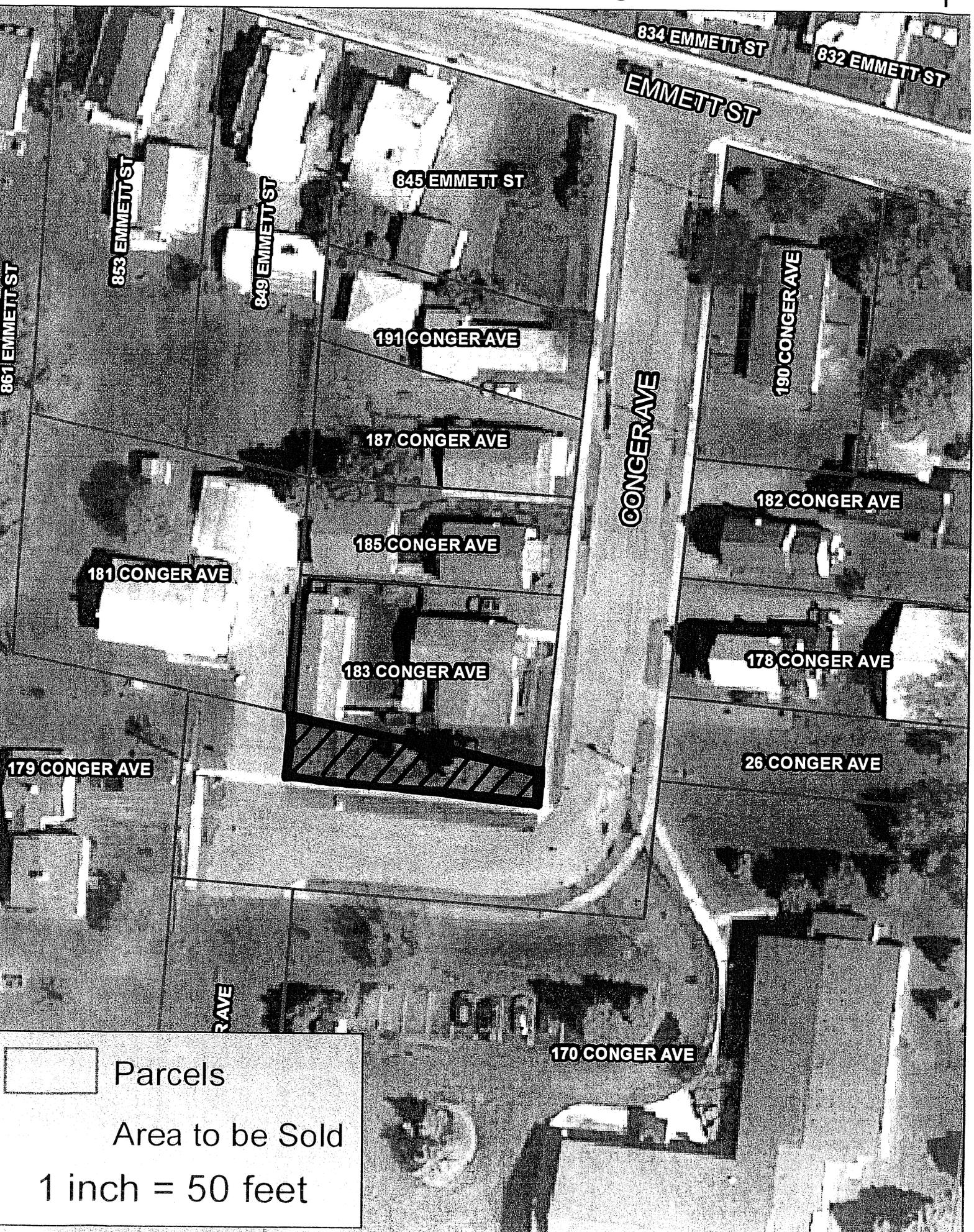
I would really appreciate a prompt response from you, as I am trying to correct this very overdue problem with my property. I do not want my children to be dealing with this, if something should happen to me. Thank you for your time and consideration in this matter.

Respectfully Submitted,



Bonnie Peck

Enc.



834 EMMETT ST

832 EMMETT ST

EMMETT ST

845 EMMETT ST

853 EMMETT ST

849 EMMETT ST

861 EMMETT ST

191 CONGER AVE

190 CONGER AVE

187 CONGER AVE

CONGER AVE

182 CONGER AVE

181 CONGER AVE

185 CONGER AVE

178 CONGER AVE

183 CONGER AVE

26 CONGER AVE

179 CONGER AVE

RAVE

170 CONGER AVE


 Parcels  
 Area to be Sold  
 1 inch = 50 feet

**Excerpt from the Minutes – Planning Board 11/6/2012**

**CONGER AVE – STREET ABANDONMENT**

The Planning Board then considered a request by City Council for a recommendation on the abandonment of a section of Conger Avenue.

Mr. Mix explained that Bonnie Peck, owner of 183 Conger Avenue, wishes to purchase a portion of the street right-of-way which is currently contiguous with her yard and not being used for street purposes. In order to sell the land, the Council must abandon the street by changing the City's official map. This action requires a recommendation from the Planning Board.

Mr. Fontana made a motion the recommend that City Council abandon the section of Conger Avenue adjacent 183 Conger Avenue.

Mr. Coburn seconded, all voted in favor.

November --, 2012

To: The Honorable Mayor and City Council  
From: Sharon Addison, City Manager  
Subject: Approving Pole Attachment Agreement, National Grid

Over the years, the City of Watertown has used the facilities owned by National Grid to display the City's holiday decorations. In support of this initiative, National Grid has forwarded, for City Council approval, a Pole Attachment Agreement that provides the policies and procedures regarding the placing of decorative attachments to their utility poles.

Under the terms of this contract, the City of Watertown is charged for the energy consumed. While the contract term is from November 7, 2011 through January 31, 2012, the lights will only be energized from 6:00 p.m. on November 30, 2011 through 4:00 p.m. on January 3, 2012. Superintendent of Public Works Eugene P. Hayes has secured permission with National Grid to proceed with installation prior to this Agreement being finalized.

While the Agreement calls for the City to obtain Liability Insurance to indemnify National Grid, the City is self-insured for liability insurance. In response to this requirement, the City has in prior years, and will again this year, provide National Grid with a letter indicating the fact that we are self-insured and will agree to defend and indemnify National Grid from and against any and all claims for personal injury or property damage arising from the negligence of any of its officers or employees occurring in connection with the use of their facilities in accordance with this Agreement.

A resolution approving the Agreement with National Grid has been prepared for City Council consideration.

# RESOLUTION

Page 1 of 1

Approving Pole Attachment Agreement,  
National Grid

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 desires to display holiday decorations throughout the community, and

WHEREAS National Grid, owners of the street lighting system, wishes to permit civic organizations and/or municipal corporations to temporarily attach seasonal decorations, announcements and special-event notifications to their facilities, and

WHEREAS National Grid has asked the City to approve a Pole Attachment Agreement to cover the use of their facilities,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves the Pole Attachment Agreement, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that the City of Watertown hereby agrees to defend and indemnify National Grid from and against any and all claims for personal injury or property damage arising from the negligence of any of its officers or employees occurring in connection with the use of their facilities in accordance with this Agreement, and

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

**Seconded by**

Date \_\_\_\_\_

**NIAGARA MOHAWK**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear Sirs/Madams:

In consideration of your permitting the \_\_\_\_\_ of \_\_\_\_\_ New York, hereinafter called licensee, and/or its contractor, to attach street decorations to your electric poles or other facilities in the \_\_\_\_\_ of \_\_\_\_\_ New York, during the period from \_\_\_\_\_ to \_\_\_\_\_, the Licensee, hereby agrees to defend, protect and save harmless Niagara Mohawk Power Corporation, its successors, assigns, officers and employees from all injury and damage to its or their property or persons and from and against any and all claims, demands, orders, injuries, damages, proceedings, suits, actions, judgments, and liabilities of every kind and nature, including but not limited to attorneys fees, arising out of, or resulting at any time hereafter from the attachment, maintenance or removal of said decorations to any and all poles and other fixtures, facilities or properties owned or used by Niagara Mohawk Power Corporation in said \_\_\_\_\_ of \_\_\_\_\_ New York.

Furthermore, we understand that Niagara Mohawk does not make any representation of warranty as to the present or future strength, condition, or state of repair of any poles, wires, or apparatus. Individuals shall by test or observation determine that poles are safe to climb. If the integrity of any pole is in question or is marked as unsafe, individuals shall confirm said condition with Niagara Mohawk and refrain from ascending the pole. Should the Licensee, or its contractor, objectively decide to ascend a questionable pole, Licensee shall assume all risk of loss and liability to any person(s) who may be injured or any property that may be damaged as a result of that action, and shall indemnify and hold harmless NMPC as indicated herein.

Before any such attachment(s) are made, the Licensee will furnish a current certificate of insurance to the System Risk Management Department at 300 Erie Boulevard West, Syracuse, New York, 13202. For the duration of this agreement, the Licensee shall maintain at its own expense, insurance policies issued by reputable insurance companies acceptable to Niagara Mohawk, which meet or exceed the requirements listed below:

- 1. A public liability policy insuring the Licensee against liability for injuries to persons (including death of any time resulting there from) and damage to property, resulting or arising from or connected with Licensee operations under this Agreement with the following minimum limits of liability per occurrence:

Over →

Bodily injury - \$1,000,000/1,000,000  
Property Damage - \$1,000,000/1,000,000

**OR**

**Combined Single Limit - \$1,000,000**

**OR**

BI & PD per Occurrence - \$1,000,000  
General Aggregate & Product Aggregate - \$2,000,000 each

This policy shall include Contractual Liability and include Niagara Mohawk as an additional insured.

Very truly yours,

\_\_\_\_\_

\_\_\_\_\_

By: \_\_\_\_\_

Approval of the above offer granted  
contingent upon receipt of insurance  
specified above.

NIAGARA MOHAWK POWER CORPORATION

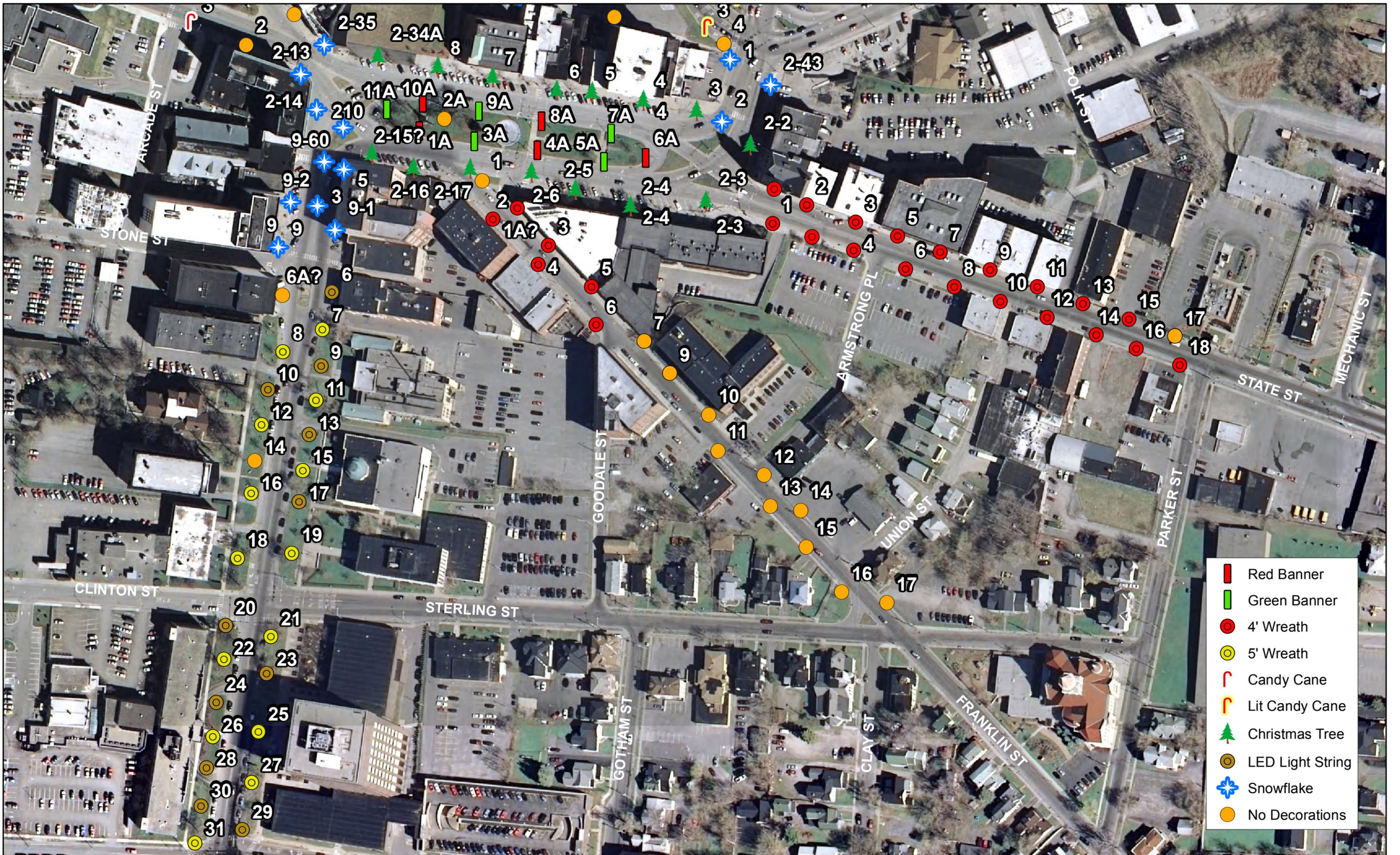
By: \_\_\_\_\_

Date: \_\_\_\_\_

(Upon execution, one copy of this Agreement is to be forwarded immediately to the Manager of Insurance, System Risk Management Dept.)

Revised: August 28, 1995

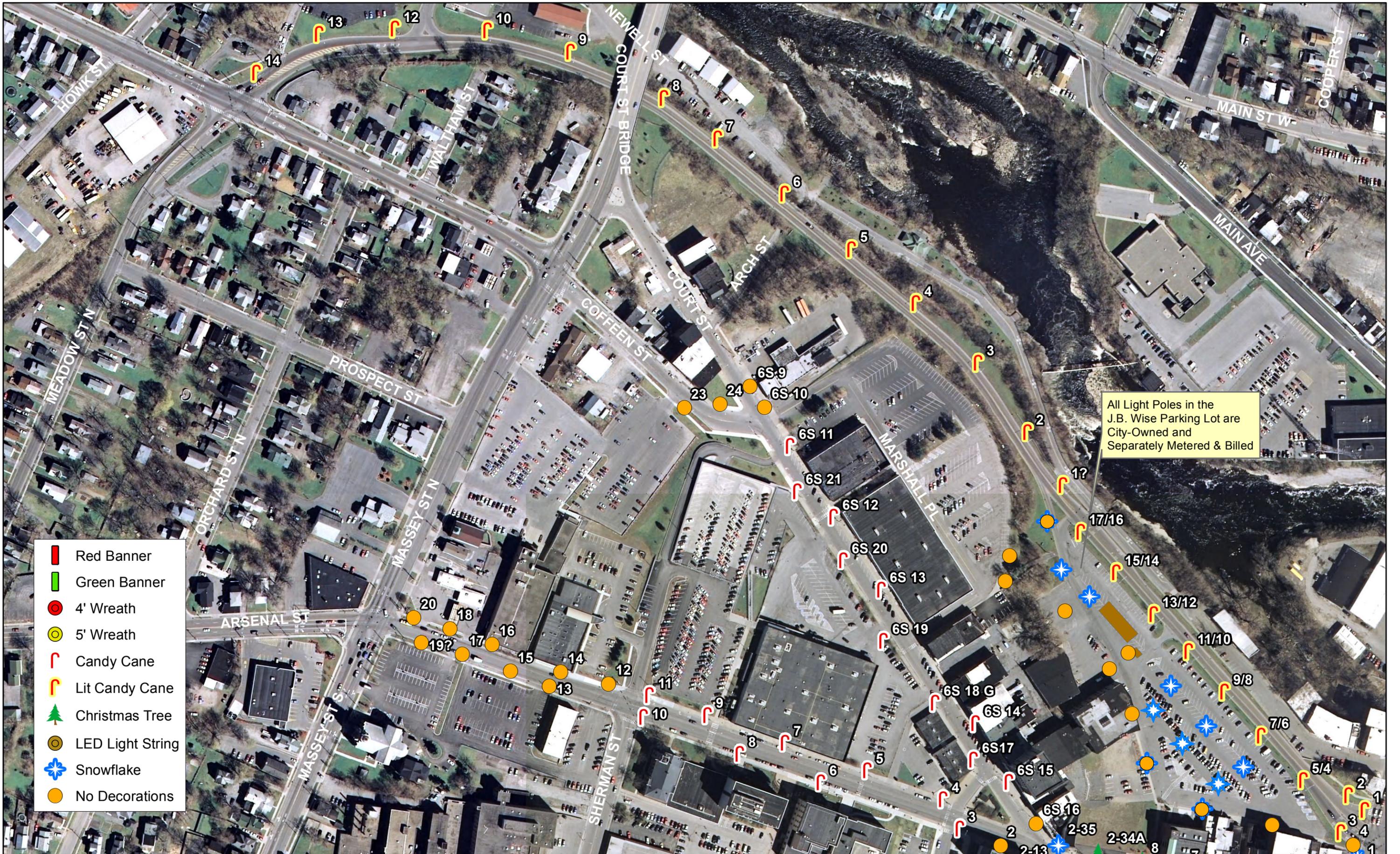
Over →



0 200 400 Feet

Holiday Decorations - Downtown





-  Red Banner
-  Green Banner
-  4' Wreath
-  5' Wreath
-  Candy Cane
-  Lit Candy Cane
-  Christmas Tree
-  LED Light String
-  Snowflake
-  No Decorations

All Light Poles in the J.B. Wise Parking Lot are City-Owned and Separately Metered & Billed

0 200 400 Feet

### Holiday Decorations - Downtown





# Holiday Streetlight Decoration Schedule

## INSTALLED INVENTORY

Type of Decoration	Quantity
Candy Cane 6ft	19
Candy Cane 8ft - Lighted	23
Christmas Z-Tree - Lighted	15
Snowflake - Lighted	21
Wreath 4ft	25
Wreath 5ft - Lighted	14
LED Light Strings (3 Strands/ Pole)	33
Christmas Banners (Green)	10
Christmas Banners (Red)	10
Outdoor Mechanical Timers	44
	<b>214</b>



## Holiday Streetlight Decoration Location Schedule

Street Light ID	Street ID	Location Description	Style	Type of Decoration	Lights	Wattage Requirement	Power Supply	On Timer
2	Arsenal Street	South Side	Aluminum Poles	None	No	N/A	Un-Metered	No
3	Arsenal Street	South Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
4	Arsenal Street	North Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
5	Arsenal Street	North Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6	Arsenal Street	South Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
7	Arsenal Street	North Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
8	Arsenal Street	South Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
9	Arsenal Street	North Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
10	Arsenal Street	South Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
11	Arsenal Street	North Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
12	Arsenal Street	North Side	Aluminum Poles	None	No	N/A	Un-Metered	No
13	Arsenal Street	South Side	Ornamental	None	No	N/A	Un-Metered	No
14	Arsenal Street	North Side	Ornamental	None	No	N/A	Un-Metered	No
15	Arsenal Street	South Side	Ornamental	None	No	N/A	Un-Metered	No
16	Arsenal Street	North Side	Ornamental	None	No	N/A	Un-Metered	No
17	Arsenal Street	South Side	Ornamental	None	No	N/A	Un-Metered	No
18	Arsenal Street	North Side	Ornamental	None	No	N/A	Un-Metered	No
19?	Arsenal Street	South Side	New Style Ornamental	None	No	N/A	Un-Metered	No
20	Arsenal Street	North Side	Ornamental	None	No	N/A	Un-Metered	No
1	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
2	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
3	Black River Parkway	South Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
5/4	Black River Parkway	South Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
7/6	Black River Parkway	South Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
9/8	Black River Parkway	South Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
11/10	Black River Parkway	South Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
13/12	Black River Parkway	South Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
15/14	Black River Parkway	South Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
17/16	Black River Parkway	South Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
1?	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
2	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
3	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
4	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
5	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
6	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
7	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
8	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
9	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
10	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
12	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
13	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
14	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
23	Coffeen Street	Northeast Side	Aluminum Poles	None	No	N/A	Un-Metered	No

**Note:** Decoration lights that are operated on timers will be on for 8 hours each day.  
On those decorations, the lights will be lit from 4:00 p.m. until 12:00 a.m.





## Holiday Streetlight Decoration Location Schedule

Street Light ID	Street ID	Location Description	Style	Type of Decoration	Lights	Wattage Requirement	Power Supply	On Timer
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	No
2	Mill Street	Interior Traffic Island	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
1	Mill Street	Exterior Perimeter - West Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
4	Mill Street	Exterior Perimeter - West Side	Aluminum Poles	None	No	N/A	Un-Metered	No
2-43	Mill Street	Exterior Perimeter - East Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
2-2	Public Square	Exterior Perimeter - East Side	Streetscape Ornamental	Christmas Tree	Lights	70 watts (50 C9 LED lamps)	Un-Metered	No
3	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	70 watts (50 C9 LED lamps)	Un-Metered	No
4	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	No
5	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	No
6	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	No
7	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	No
8	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	No
2-34A	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	70 watts (50 C9 LED lamps)	Un-Metered	No
2-35	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
2-13	Public Square	Exterior Perimeter - West Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
2-14	Public Square	Exterior Perimeter - West Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
2-15?	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	70 watts (50 C9 LED lamps)	Un-Metered	No
2-16	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	No
2-17	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	No
2-6	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	No
2-5	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	No
2-4	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	No
2-3	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	70 watts (50 C9 LED lamps)	Un-Metered	No
1A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Red Banners	No	N/A	Un-Metered	No
2A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	None	No	N/A	Un-Metered	No
3A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Green Banners	No	N/A	Un-Metered	No
4A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Red Banners	No	N/A	Un-Metered	No
5A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Green Banners	No	N/A	Un-Metered	No
6A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Red Banners	No	N/A	Un-Metered	No
7A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Green Banners	No	N/A	Un-Metered	No
8A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Red Banners	No	N/A	Un-Metered	No
9A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Green Banners	No	N/A	Un-Metered	No
10A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Red Banners	No	N/A	Un-Metered	No
11A	Public Square	Interior Main Island - Interior	Streetscape Ornamental	Green Banners	No	N/A	Un-Metered	No
1A?	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
1	State Street	South Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
2	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
3	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No

**Note:** Decoration lights that are operated on timers will be on for 8 hours each day.  
On those decorations, the lights will be lit from 4:00 p.m. until 12:00 a.m.



## Holiday Streetlight Decoration Location Schedule

Street Light ID	Street ID	Location Description	Style	Type of Decoration	Lights	Wattage Requirement	Power Supply	On Timer
2A?	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
4	State Street	South Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
5	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
6	State Street	South Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
7	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
8	State Street	South Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
9	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
10	State Street	South Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
11	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
12	State Street	South Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
13	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
14	State Street	South Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
15	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
16	State Street	South Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
17	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
18	State Street	South Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
3	Washington Street	Interior Traffic Island	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
9-60	Washington Street	Interior Traffic Island	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
2-10	Washington Street	Interior Traffic Island	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
9	Washington Street	West Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
9-1	Washington Street	East Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
9-2	Washington Street	West Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
5	Washington Street	East Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
6	Washington Street	East Side	Ornamental	LED String	Lights	<b>TBD</b>	Un-Metered	No
6A?	Washington Street	West Side	New Style Ornamental	None	No	N/A	Un-Metered	No
7	Washington Street	East Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
8	Washington Street	West Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
9	Washington Street	East Side	Ornamental	LED String	Lights	<b>TBD</b>	Un-Metered	No
10	Washington Street	West Side	Ornamental	LED String	Lights	<b>TBD</b>	Un-Metered	No
11	Washington Street	East Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
12	Washington Street	West Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
13	Washington Street	East Side	Ornamental	LED String	Lights	<b>TBD</b>	Un-Metered	No
14	Washington Street	West Side	New Style Ornamental	None	No	N/A	Un-Metered	No
15	Washington Street	East Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
16	Washington Street	West Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
17	Washington Street	East Side	Ornamental	LED String	Lights	<b>TBD</b>	Un-Metered	No
18	Washington Street	West Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
19	Washington Street	East Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
20	Washington Street	West Side	Ornamental	LED String	Yes	<b>TBD</b>	Un-Metered	No
21	Washington Street	East Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
22	Washington Street	West Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
23	Washington Street	East Side	Ornamental	LED String	Yes	<b>TBD</b>	Un-Metered	No
24	Washington Street	West Side	Ornamental	LED String	Yes	<b>TBD</b>	Un-Metered	No

**Note:** Decoration lights that are operated on timers will be on for 8 hours each day.  
On those decorations, the lights will be lit from 4:00 p.m. until 12:00 a.m.



## Holiday Streetlight Decoration Location Schedule

Street Light ID	Street ID	Location Description	Style	Type of Decoration	Lights	Wattage Requirement	Power Supply	On Timer
25	Washington Street	East Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
26	Washington Street	West Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
27	Washington Street	East Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
28	Washington Street	West Side	Ornamental	LED String	Yes	<b>TBD</b>	Un-Metered	No
29	Washington Street	East Side	Ornamental	LED String	Yes	<b>TBD</b>	Un-Metered	No
30	Washington Street	West Side	Ornamental	LED String	Yes	<b>TBD</b>	Un-Metered	No
31	Washington Street	West Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No

**Note:** Decoration lights that are operated on timers will be on for 8 hours each day.  
On those decorations, the lights will be lit from 4:00 p.m. until 12:00 a.m.



## Holiday Streetlight Decoration Anticipated Electrical Costs

	Type of Decoration	Lights	Timer	Wattage Drawn	Wattage Drawn on Timer	KW/ Hour	KW/ Day	City's Cost/ Day @ \$.12/ KWH	Cost of Decoration/ Season	Number Installed	Total Cost of the Decoration/ Season
Lights ON (8) hours	Candy Cane	Lights	Required	120	3	0.12	0.98	\$ 0.12	\$ 3.90	23	\$ 89.62
	Christmas Tree	Lights	Not Required	240	0	0.24	5.76	\$ 0.69	\$ 22.81	10	\$ 228.10
	Christmas Tree	LED Lights	Not Required	70	0	0.07	1.68	\$ 0.20	\$ 6.65	5	\$ 33.26
	Snowflake	Lights	Required	480	3	0.48	3.86	\$ 0.46	\$ 15.30	21	\$ 414.83
	Wreath	LED Lights	Not Required	70	0	0.07	1.68	\$ 0.20	\$ 6.65	14	\$ 93.14
	LED String Lights	LED Lights	Not Required	150	0	0.15	3.60	\$ 0.43	\$ 14.26	33	\$ 470.45
							1.14	17.57	\$ 2.11	\$ 69.57	106

# Outdoor Mechanical Timers

## Model 49382US and 59382 Daily Mechanical Timer

### Instructions

- 1) Adjust timer dial to correct time by turning dial until the correct time is set against the arrow head.
- 2) To set "ON" time, push segment pins down to corresponding "ON" period. To set "OFF" time, pull segment pins up to corresponding "OFF" time.
- 3) Set manual override switch to  position.
- 4) Switch unit to "ON" position and plug into timer.

\*Note: To override current settings, simply push override switch.

- If you are using an outdoor extension cord, plug into your timer receptacle. If you are not using an outdoor extension cord, plug your outdoor Christmas or other incandescent lights into your timer receptacle. The total cumulative wattage of all the lights must not exceed 500W.
- For best results, plug your timer directly into a wall receptacle that is at least 1 or 2 feet above the ground with outlets facing down. This prevents snow accumulation on the timer.

**DO NOT SUBMERGE IN WATER.**

**DO NOT EXCEED RATED CAPACITY.**

Use a 3 conductor, GFCI-protected outlet.

This device must be mounted in a vertical position with the receptacle facing downwards and the receptacle not reaching the ground level.

### SPECIFICATIONS

8' 14/3 SJTW cord  
 125V / 60Hz  
 15A / 1875W Resistive (general purpose)  
 4A / 500W Tungsten (lighting)  
 5A / 625VA Fluorescent (ballast)  
 15FLA, 90LRA



Coleman Cable, Inc.  
 Waukegan, IL 60085  
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 Printed in China





Christmas Banners

	<h1>MEMORANDUM</h1>	E.P. Hayes Superintendent
	<h2>Dept. Public Works</h2>	Date: 11-13-12 Ref: PW 039-12
<b>To:</b>	Sharon Addison, City Manager	
<b>Subject:</b>	Holiday Decorations National Grid Pole Attachment Agreement	

Attached for your review and City Council approval is the proposed 2012-2013 National Grid Pole Attachment Agreement. This standard agreement addresses two specific issues, the first being an indemnification agreement protecting National Grid from any damage sustained to or by their poles due to the attachment of the City's holiday decorations; the second, provides a means, by way of the summary attachment, of quantifying the power to be consumed based upon prior lamp inventory and this years energized/de-energized schedule.

As you will note this agreement is similar to what was authorized last year with National Grid identifying the decoration attachment period as running from November 13<sup>th</sup> through January 31<sup>st</sup> and the energized period as running from 6:00 p.m. on Friday, November 30<sup>th</sup> through 4:00 p.m. on Wednesday, January 2<sup>nd</sup>.

In order to address the required Liability Insurance to indemnify National Grid, the City will need to provide National Grid with a letter indicating the fact that we are self insured and will agree to defend and indemnify National Grid from and against any and all claims for personal injury or property damage arising from the negligence of any of its officers or employees occurring in connection with the use of their facilities in accordance with this Agreement.

Should you have any questions concerning this agreement, please do not hesitate to contact me at your convenience.

*Gene*

cc: Peter Monaco, Assistant Superintendent of Public Works  
 Ralph Green, Electric Department Crew Chief  
 DPW files:  
     Christmas Decorations, 2012/2013  
     National Grid:  
         Pole Attachment Agreement

September 25, 2012

Dear Customer:

**Re: Attachments to National Grid Poles**

It is the time of year again when municipalities begin planning for decorating their business districts for the holidays. This letter is to inform you of National Grid's policy and procedure regarding any and all attachments (not just holiday) to our facilities and the energy used by such, whether they are attached to poles owned by National Grid or by the municipal corporation.

National Grid's policy is to permit civic organizations and/or municipal corporations to temporarily (typically not to exceed 120 days per calendar year) attach seasonal decorations, announcements and special-event notifications of reasonable size to our facilities if they are considered safe and adequate to support the attachments.

If you are planning to install holiday decorations or other types of attachments on our poles, we **require** that a signed Attachment Agreement be submitted to our office along with an insurance certificate, showing proof of public liability and property damage insurance and specifying the amount and duration of coverage. Attachments to jointly owned poles must be approved by the appropriate telephone company in addition to receiving National Grid's approval.

Your written request should include the following:

- ◆ Location of attachments. (Pole number(s), street names, etc.)
- ◆ Date you wish to install decorations or attachments
- ◆ Date you will remove decorations or attachments
- ◆ Projected square area of attachment, weight of material, type of material, length of support arm (if applicable)
- ◆ Method of attachment to facility
- ◆ Name of contact person and phone number
- ◆ \*Connected wattage at each location
- ◆ \*Type of controller (time clock, photo cell, number of hours of operation)

\*Need for attachments that require energy from National Grid-installed convenience outlets. The information will allow us to calculate a flat rate bill based on P.S.C. 207, S.C.#2, Non-Demand Rate for the energy used through the outlets. The flat rate bill will be sent after the January termination date given on the attachment contract. Please provide us with the name of the civic organization or municipal corporation responsible for the electric service bill. We will also need to know the name of the contact person and telephone number in case any problems arise.

Over→

**Page 2**  
**Holiday Decorations**

We will be more than happy to process your request as a service to you at no charge. However, if we need to modify our facilities for safety clearances or other installation concerns, you will be billed. We will discuss this with you prior to proceeding with any field changes in case an alternate location is available.

If any proposed attachment requires energy on a pole where a convenience outlet does not exist, we can install a convenience outlet for you. Charges for these outlets vary depending on the type of pole it is being installed on. Again, energy used will be billed. Please contact us for more information.

Enclosed is an Attachment contract. Please complete, sign and return the contract along with your insurance certificate prior to installation.

As a reminder, an agreement and insurance certificate are also required for any other attachments or the use of convenience outlets at any time throughout the year (i.e., flag attachments, festival, flower baskets, banners, etc.).

Best wishes for a safe and happy holiday season. If you have any questions, please feel free to contact your Consumer Representative, Todd Froyse at 315-785-7225.

Sincerely,



John C. Beaudoin  
Manager Sales Support

JCB/amh  
Enclosure

Res No. 5

November 7, 2012

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Sidewalk Improvement Special Assessment District No. 9,  
Summer and Fall 2013

City Engineer Kurt W. Hauk has prepared the attached report for City Council consideration that details the proposed areas to be included in the Sidewalk Improvement Program for the 2013 construction season, which spans two Fiscal Years.

As in previous years, the work performed will be incorporated in a Special Assessment Program that provides property owners with an opportunity to pay the costs associated with the improvements to the sidewalks over a ten-year period. Property owners have the option of having the City perform the work, hiring a contractor to do the work, or doing the work themselves.

As you will recall, under the Charter provisions related to Special Assessment programs, the City must send notices to all the property owners telling them that they will be included in this year's program and that there will be a public hearing to consider whether all or a portion of the cost for the proposed sidewalk improvements should be a charge or expense upon the abutting property owner. While the City Council cannot officially determine what the charge will be to the property owners until after a Public Hearing, Staff will prepare the notices to property owners using the \$5.25 per sq. ft. rate, unless otherwise directed, which is the price charged to those who have participated in the program since the inception of the Sidewalk Improvement Special Assessment.

Once the City Council determines how it would like to move forward with District No. 9, then a Public Hearing needs to be scheduled. In support of this initiative, a resolution has been prepared which instructs Staff to send notices to all of the property owners and schedules the Public Hearing for Monday, January 7, 2013, at 7:30 p.m., in City Council Chambers.

# RESOLUTION

Page 1 of 1

Sidewalk Improvement Special  
Assessment Program, District No. 9

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**

Total .....

WHEREAS the City Engineering Department has inspected sidewalks within the City of Watertown, and

WHEREAS it has been determined that the condition of sidewalks on certain streets are in need of repair and/or replacement, and

WHEREAS the City Council of the City of Watertown feels it is in the overall public interest to provide property owners within the City of Watertown with an opportunity to pay for said repair/replacement work through a Special Assessment Program,

NOW THEREFORE BE IT RESOLVED that a Public Hearing will be held on Monday, January 7, 2013, at 7:30 p.m. at which time property owners included in the Special Assessment Program will have an opportunity to make comments on whether all or a portion of the cost for proposed sidewalk improvements should be a charge or expense upon the abutting property owners, and

BE IT FURTHER RESOLVED that the City Engineering Department will send notices to all property owners notifying them of their inclusion in this year's program and that there will be a public hearing to consider whether all or a portion of the cost for proposed sidewalk improvements should be a charge or expense upon the abutting property owners, and

NOW THEREFORE BE IT FURTHER RESOLVED that the properties included in the Sidewalk Special Assessment Program, District No. 9, are those detailed in the attached report.

**Seconded by**



CITY OF WATERTOWN  
ENGINEERING DEPARTMENT  
MEMORANDUM

DATE: November 6, 2012

TO: Sharon Addison, City Manager

FROM: Kurt Hauk, City Engineer

SUBJECT: Proposed 2013 Sidewalk District #9

The Engineering Department has evaluated and recommends the following areas for the Summer-Fall 2013 Sidewalk District #9. The properties constituting District #9 are listed in the enclosed report and total approx. 17,820 SF of sidewalk.

A public hearing will need to be scheduled for January 7, 2013 at which time the City Council will set the rate each property owner will be charged at that meeting. The current rate is \$5.25/SF.

After the November 19, 2012 meeting, each property owner will be sent a copy of their inspection report and the estimate for repairs based on the current \$5.25/SF rate. They will also receive paperwork explaining the Sidewalk Program, the Special Assessment District, and a contact number for any questions. Once the actual rate for District #9 is determined, if there is a change, revised estimates will be sent based on the new rate.

Recent per square foot actual construction costs are listed below for comparison:

District 8 (2012):	\$12.14/SF
District 7 (2011):	\$8.09/SF
District 5 & 6 (2010):	\$8.57/SF
District 4 (2009):	\$9.67/SF
District 3 (2008):	\$9.72/SF
District 2 (2007):	\$7.97/SF

**PROPOSED SIDEWALK PROJECT WORK AREAS FOR**

**District 9 2013**

**October 26, 2012**

**Proposed By: Sean O'Connor**

District #8 was completed within the time frame and budget that was set for the construction season. The results for District #8 are as follows:

**Financial Summary**

Total cost – \$145,500

Cost/SqFt – \$12.14/ Sqft

Total SQFT- 11,984

Labor cost was the leading factor in the increase of cost per sqft. We hired 2 more people than normal to help get the district moving along faster due to not finishing the previous one before the snow fell. At first it took some time to train the new workers. I initially figured I would have to terminate one or more of the positions based on past years experience. Turns out we had great employees and that did not happen. We got a lot done in a short period of time but had not finished before 5 of the 8 employees had to leave for college leaving a quarter of the work to 3 workers, thus taking longer to finish the district than anticipated. The idea of adding more workers was good, I have retained 3 for next year and I believe that is all we will need. No need to train them again and they should be moving right in the first week.

**Comparison Pictures**

**Summer St. Before**



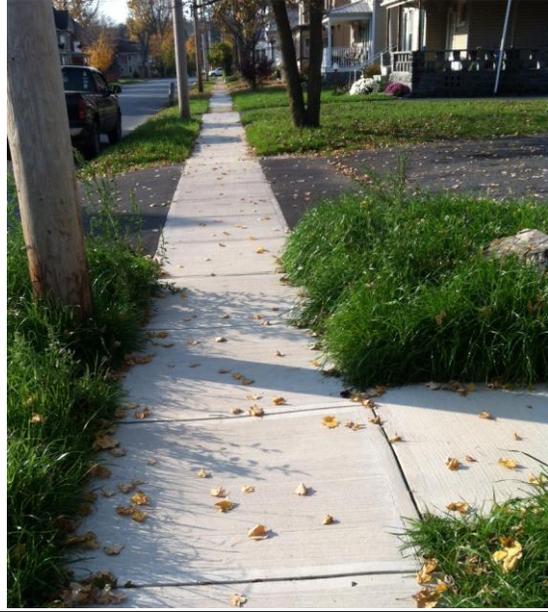
**Summer St. After**



**100 Block Indiana Ave N.**



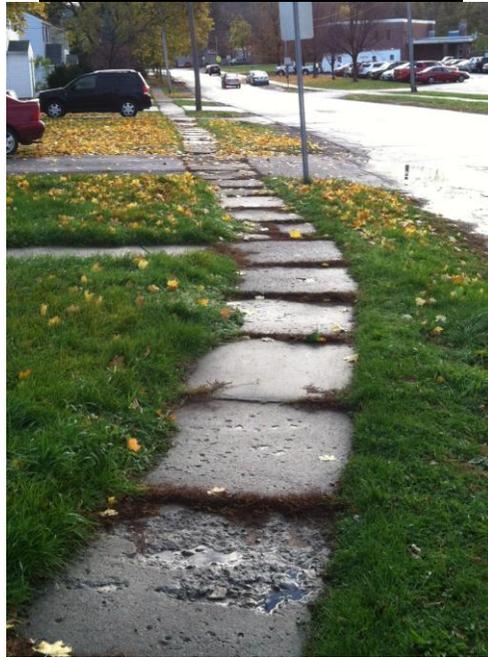
**100 Block Indiana Ave N.**



The purpose of this report is to provide information so that the next locations can be chosen for District #9 of the sidewalk program.

As seen by the following pictures most of the problems with the sidewalks are your standard separation, wrong slope and heaving problems. Surface problems, i.e. spalling, cracks, and edges and improper material also occur throughout the district.

**PHOTO 1: Knickerbocker Dr.**



**PHOTO 2: Ward St.**



**PHOTO 3: Harewood Ave.**



This is the last area where schools are involved. This is why Ohio St is being included in this district as well as continuing to finish up the large section of streets between State St, Eastern Blvd, and Ohio basically the north west quadrant of the city walks.

**Table A: Estimated Area Of Work Per Street**

<b>Street</b>	<b>Approx. Total SF Area</b>	<b>% Non-chargeable SQFT</b>	<b>Est. LF of Work</b>	<b>Est. SF Area Of Work</b>
District #9				
California Ave.	2328	5%	612	2445
Harewood Ave.	1600	5%	420	1680
Haley St.	1150	5%	302	1208
Knickerbocker Dr	4472	5%	1175	4700
Ohio St.	4992	5%	1310	5242
Ward St.	2430	5%	638	2550
<b>Total</b>	<b>16972</b>	<b>5%</b>	<b>4455</b>	<b>17820</b>

A three person DPW crew, along with 3-5 temporary seasonal workers will suffice for the summer with the work that is presented. Based on 18,000 SQ/FT district, a 6/8 person crew should produce 900 - 1000 SQFT/week taking into account: bad weather, delays, equipment failures, employee turnover, and home owner last minute requests for full frontage work. This would approximately take 25 weeks. The start date for District 9 is tentatively set for April 29<sup>th</sup> 2013. The outlined work should be completed Mid October.

**Proposed Residents in District #9:**  
**Please Reference Attached:**

108	California Ave	Sun Crystal L	6-16-414.000
109	California Ave	Lehrack Joan E	6-15-134.000
112	California Ave	Myers Jean G/ Warren	6-16-414.001
114	California Ave	Newman David H/ Kinne Mary	6-16-415.000
115	California Ave	Peck David E	6-15-133.000
117	California Ave	Bedard Thomas J	6-15-132.000
118	California Ave	Connell Patrick T/Meredith	6-16-416.000
121	California Ave	DelSolar William S/Linda	6-15-131.000
122	California Ave	Cole Elizabeth M	6-16-417.000
125	California Ave	Soderquist Ruth H	6-15-130.000
126	California Ave	Mattice Andy L	6-16-418.000
130	California Ave	Sturtz Jean S	6-16-419.000
131	California Ave	Laduke Thomas L,C	6-15-129.000
134	California Ave	Morrison Philip J	6-16-420.000
135	California Ave	Fowler Claude A Sr	6-15-128.000
139	California Ave	Streeter Delvan E,Debra A/Augustine Frank, Marjorie R	6-15-127.000
143	California Ave	Streeter Debra	6-15-126.000
201	California Ave	Smith Terrence G II	6-15-125.000
205	California Ave	Grant Andrea L	6-15-124.000
206	California Ave	Ricks Leonila B	6-16-308.000
210	California Ave	Travis Christine/Hodkinson Donna L	6-16-309.000
212	California Ave	Stevens Beverly C/Shirley/Marc Sr./Randy	6-16-310.000
214	California Ave	Burt Brian	6-16-311.000
218	California Ave	Burt Brian	6-16-312.000
45	Eastern Blvd	Kruetter Edward	5-13-116.000
259	Eastern Blvd	Bowman Jane	5-17-201.000
774	Gotham St	Ryan Trust Margret	11-15-102.000
902	Gotham St	Carlson John/Janie	11-15-104.000
910	Gotham St	Foley Scott	11-15-105.000
918	Gotham St	Vandermill-Ward, Pamela	11-15-229.000
926	Gotham St	Hartman KB	11-15-228.000
934	Gotham St	Cash Daniel/Amanda	11-15-201.000
1004	Gotham St	Burt Katie	13-03-101.000
212	Haley St	Gritman Allen/Dana	11-15-149.000
215	Haley St	Hartz Jennifer H/Farrell Michael B	11-15-130.000
216	Haley St	Luciani Nicola L/K	11-15-148.000
219	Haley St	Commeret Stephen M/Tanna	11-15-131.000
220	Haley St	Mandigo Jeff	11-15-147.000
225	Haley St	Stella A Garitz Trustee	11-15-132.000
226	Haley St	Tucker Gerald P/Joyce	11-15-146.000
229	Haley St	Capone Krista	11-15-133.000

232	Haley St	Harrington Virginia J	11-15-145.000
233	Haley St	Mandich Terrance P/Sadasidan Parvathy C	11-15-134.000
236	Haley St	Foster Elsa L	11-15-144.000
239	Haley St	Esposito Mark A/Sonya G	11-15-135.000
242	Haley St	Marra Catherine L/Rocco	11-15-143.000
243	Haley St	Durham Tammy R	11-15-136.000
246	Haley St	King James P	11-15-142.000
249	Haley St	Tarzia Terri A	11-15-137.000
252	Haley St	Powlin Thomas C	11-15-141.000
255	Haley St	Tarzia Joseph A/karen	11-15-138.000
258	Haley St	Capone Michelle L	11-15-140.000
262	Haley St	Parker Shirley Ann	11-15-139.000
202	Harewood Ave	Larney Mary Ann	11-15-227.000
204	Harewood Ave	Pruitt Lee Anne	11-15-226.000
206	Harewood Ave	Jacobsen Mikyong/Richard	11-15-225.000
210	Harewood Ave	Hughes Patrick G/Nacny	11-15-224.000
211	Harewood Ave	Keegan Karen M	11-15-222.000
215	Harewood Ave	Vickers Alexander P	11-15-221.000
217	Harewood Ave	Neumann Joseph A/ Sabina	11-15-220.000
221	Harewood Ave	Boone Matthew T/ Jeanina	11-15-219.000
226	Harewood Ave	Aceti Patricia L	11-15-232.000
227	Harewood Ave	Becker Deborah A/Mary C/ Lavant	11-15-218.000
231	Harewood Ave	Mesires Maria T	11-15-216.000
240	Indiana Ave N	Malavich, Scott	5-02-
702	Knickerbocker Dr	Johnson, Helena	11-15-205.000
706	Knickerbocker Dr	Hyde, Robert C	11-15-207.000
709	Knickerbocker Dr	DeCicco, Janelle	13-03-116.000
712	Knickerbocker Dr	Howard, Michael A	11-15-208.000
713	Knickerbocker Dr	Waler, Michael H	13-03-115.000
716	Knickerbocker Dr	Elizondo, Donna / Roberto	11-15-210.000
720	Knickerbocker Dr	Horning, Kathleen T	11-15-211.000
722	Knickerbocker Dr	Perez, Ramirez Jacqueline / Julio	11-15-212.000
724	Knickerbocker Dr	Coburn Nancy K	11-15-213.000
728	Knickerbocker Dr	Alteri Steven J/Barbara	11-15-214.000
730	Knickerbocker Dr	Chiffy Susan T	11-15-215.000

	734	Knickerbocker Dr	Dunmire Shannon E	11-15-246.000
	739	Knickerbocker Dr	City School District	13-04-125.000
	740	Knickerbocker Dr	Delles Desiree R	11-15-245.000
	746	Knickerbocker Dr	Bird Eric W /Amy	11-15-244.000
	750	Knickerbocker Dr	Boyle Valerie	11-15-243.000
	756	Knickerbocker Dr	Smith, Trust Joseph S/Shirley I / David	11-15-242.000
	762	Knickerbocker Dr	Daniels Sara J	11-15-241.000
	770	Knickerbocker Dr	Lena Ward Living Trust/ Ward, Lena	11-15-240.000
VL		Dr	Reuss, Wolfgang K / Anne	13-04-225.000
	241	Michigan Ave	Allan Michael / Kathleen	5-02-314.000
	256	Michigan Ave		
	1001	Myrtle Ave		
	917	Myrtle Ave		
	1207	Ohio St	Countryman Alan R	5-03-301.000
	1211	Ohio St	Crabbe Wm E / Alice	5-03-303.000
	1215	Ohio St	Garcia Jose S / Carolin Weitin	5-03-304.000
	1304	Ohio St	Sheehan David A	5-02-211.000
	1333	Ohio St	Maitland Jamie M	5-03-201.000
	1341	Ohio St	Brooks Amanda J	5-03-206.000
	1401	Ohio St	Vanness Earl W / Viola	5-03-101.000
	1415	Ohio St	Davis Eric E	5-03-114.000
	1502	Ohio St	Ponce Juan C	5-12-218.000
	1510	Ohio St	Egeberg Norman / J	5-12-220.000
	1522	Ohio St	Hartz Kenneth H /Hartz June R/ Steele Rosanna/ Davis Darla/ Fajotina Maria/Boice Kendra	5-12-221.000
	1537	Ohio St	City School District	5-11-201.000
	1538	Ohio St	Dietterich Robert H Sr / Dorothy / Gary / Robert Jr/ David / Mark	5-12-113.000
	1610	Ohio St	Chalifoux Cheryl L	5-13-213.001
	1616	Ohio St	Biggs Randall J Jr	5-13-214.000
	1619	Ohio St	Stebbins Eng/Manf Co	5-17-301.002
	1635	Ohio St	Benchmark Family Services	5-17-301.003
	1640	Ohio St	Kreutter Edward J	5-13-112.000

1708	Ohio St	Watertown Housing Authority	5-18-101.000
VL	Ohio St	Vanness Earl W / Viola	5-03-100.000
1141	State St	Labouf Timmothy/Kendra	6-15-101.000
1149	State St	Foley, Brenda / Maitland, Pat	6-16-413.000
215	Ward St	Gotham Ford O	11-15-120.000
219	Ward St	Starr Blanche H / John	11-15-117.000
225	Ward St	Berkman William E / Carol	11-15-116.000
226	Ward St	Zaebst Adam R	11-15-239.000
229	Ward St	Lacombe Thomas A Jr	11-15-115.000
230	Ward St	McLaughlin Susan F	11-15-238.000
235	Ward St	Lafountain Richard G	11-15-114.000
236	Ward St	Marshall Traci S	11-15-237.000
239	Ward St	Bergmeyer James D	11-15-113.000
242	Ward St	Gillen Dennis J	11-15-236.000
245	Ward St	Wright Timothy S/ B	11-15-112.000
246	Ward St	Bracy Gail C	11-15-235.000
249	Ward St	Martuzas Charles A / M	11-15-111.000
252	Ward St	Towne Philip/Nancy	11-15-234.000
255	Ward St	Tartell Sharon	11-15-110.000
259	Ward St	Gough Glenn H/Maureen	11-15-109.000
263	Ward St	Doore Joseph L/ Jeanie	11-15-108.000
267	Ward St	Kimball Jeffrey W	11-15-107.000
271	Ward St	Kalk Jamie S	11-15-106.000
274	Ward St	Kellner-Landers Victoria L	11-15-230.000

Res No. 6

November 13, 2012

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Approving Change Order No. 1 to Agreement,  
34 & Co., Inc.

On June 4, 2012, the City Council accepted a bid submitted by 34 & Co., Inc. for the construction of the Marble Street Park Restroom Facility as part of the river parks improvement project in the amount of \$101,000.

City Engineer Kurt W. Hauk has now submitted Change Order No. 1 to this contract in the amount of \$954.00, which if approved, will bring the contract amount to \$101,954. As stated in Mr. Hauk's attached report, this Change Order is required due to a requested upgrade of the electronic locking system for the building.

A resolution approving Change Order No. 1 to the contract with 34 & Co., Inc. for the construction of the Marble Street Park Restroom Facility as part of the river parks improvement project has been prepared for City Council consideration. Funding for this increase will be transferred from the General Fund.

# RESOLUTION

Page 1 of 1

Approving Change Order No. 1 to Agreement,  
34 & Co., Inc.

***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

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WHEREAS on June 4, 2012, the City Council of the City of Watertown approved a bid 34 & Co., Inc. for the construction of the Marble Street Park Restroom Facility as part of the river parks improvement project in the amount of \$101,000, and

WHEREAS City Engineer Kurt W. Hauk has submitted the Change Order No. 1 to that contract for consideration by the City Council, and

WHEREAS Change Order No. 1 results in an additional charge of \$954.00, bringing the contract amount to \$101,954,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves Change Order No. 1 to the contract with 34 & Co., Inc. for the construction of the Marble Street Park Restroom Facility as part of the river parks improvement project in the amount of \$954.00, 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**



CITY OF WATERTOWN  
ENGINEERING DEPARTMENT  
MEMORANDUM

DATE: 13 November 2012

TO: Sharon Addison, City Manager

FROM: Kurt Hauk, City Engineer

SUBJECT: Change Order #1 to the Marble Park Restroom Project

Enclosed is Change Order #1 for the Marble Park Restroom Project in the amount of \$954.00. The final contract amount will now be \$101,954.00.

The change order amount was required due to a requested upgrade of the electronic locking system for the building that was requested by DPW.

Please prepare a resolution for Council consideration. A copy of Change Order #1 is enclosed. The originals are on file and will be forwarded for signature upon approval.

Cc Jim Mills, Comptroller

# Change Order

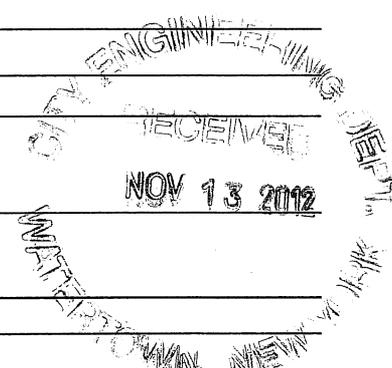
No. 1

Date of Issuance: November 4, 2012 Effective Date: \_\_\_\_\_

Project: Marble St. Park Restroom Construction	Owner: City of Watertown	Owner's Contract No.: N/A
Contract: Between City of Watertown and 34 & Company Inc.		Date of Contract: 06/04/12
Contractor: 34 & Company Inc.		Engineer's Project No.:

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

Description: Increase in cost for Automatic Timed locks due to DPW's request of costlier lock model.



Attachments: (List documents supporting change):  
\_\_\_\_\_  
\_\_\_\_\_

**CHANGE IN CONTRACT PRICE:**

Original Contract Price:  
  
\$ 101,000.00

[Increase] [Decrease] from previously approved Change Orders No. \_\_\_\_\_ to No. \_\_\_\_\_:  
  
\$ \_\_\_\_\_

Contract Price prior to this Change Order:  
  
\$ 101,000.00

[Increase] [Decrease] of this Change Order:  
  
\$ 954.00

Contract Price incorporating this Change Order:  
  
\$ 101,954.00

**CHANGE IN CONTRACT TIMES:**

Original Contract Times:  Working days  Calendar days  
Substantial completion (days or date): \_\_\_\_\_  
Ready for final payment (days or date): \_\_\_\_\_

[Increase] [Decrease] from previously approved Change Orders No. \_\_\_\_\_ to No. \_\_\_\_\_:  
Substantial completion (days): \_\_\_\_\_  
Ready for final payment (days): \_\_\_\_\_

Contract Times prior to this Change Order:  
Substantial completion (days or date): \_\_\_\_\_  
Ready for final payment (days or date): \_\_\_\_\_

[Increase] [Decrease] of this Change Order:  
Substantial completion (days or date): \_\_\_\_\_  
Ready for final payment (days or date): \_\_\_\_\_

Contract Times with all approved Change Orders:  
Substantial completion (days or date): \_\_\_\_\_  
Ready for final payment (days or date): \_\_\_\_\_

RECOMMENDED:

By: Richard J. Colucci  
Engineer (Authorized Signature)

Date: 11/13/12

Approved by Funding Agency (if applicable): \_\_\_\_\_

ACCEPTED:

By: \_\_\_\_\_  
Owner (Authorized Signature)

Date: \_\_\_\_\_

ACCEPTED:

By: [Signature]  
Contractor (Authorized Signature)

Date: 11/13/12

Date: \_\_\_\_\_

# Proposal

34 & Co Inc  
22734 murrock Circle  
Watertown, New York 13601  
315-782-4055 (fax 782-4052)

Proposal Submitted to: <b>City of Watertown, Attention: Richard Cohen</b>		Phone:	Date: <b>8/28/2012</b>
Street: <b>245 Washington Street</b>		Job Name: <b>Marble Street Restroom</b>	
City, State and Zip Code:		Job Location: <b>Watertown, NY 13601</b>	
Architect: <b>City Engineer</b>	Date of Plans:		Job Phone

We as 34 & Co Inc propose to furnish labor as described and limited to the following:

Marble Street Restroom Project

Add Trilogy DL3200 Push Button Alarm Lock \$ 954



<b>Acceptance of Proposal</b> - The above prices specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Date of Acceptance:	Signature: <i>RJC 8/20/12</i>
	Signature:

Res No. 7

November 13, 2012

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Approving Change Order No. 1 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.

City Engineer Kurt W. Hauk has now submitted Change Order No. 1 to this contract in the amount of \$292,006.99, which if approved, will bring the contract amount to \$1,750,006.99. As stated in Mr. Hauk's attached report, this Change Order is required for three areas of additional work: increased quantities for Sanitary Excavation and Sanitary Backfill, relocation of the water main, and relocation of the storm sewer.

A resolution approving Change Order No. 1 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 readopting the Sewer Fund Budget, which is included in tonight's agenda.

# RESOLUTION

Page 1 of 1

Approving Change Order No. 1 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***

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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 \$292,006.99 for the reconstruction of Clinton Street from Holcomb Street to Washington Street, and

WHEREAS City Engineer Kurt W. Hauk has submitted the Change Order No. 1 to that contract for consideration by the City Council, and

WHEREAS Change Order No. 1 results in an additional charge of \$292,006.99, bringing the contract amount to \$1,750,006.99,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves Change Order No. 1 to the contract with North Country Contractors, LLC for the reconstruction of Clinton Street from Holcomb Street to Washington Street in the amount of \$292,006.99, 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**



CITY OF WATERTOWN  
ENGINEERING DEPARTMENT  
MEMORANDUM

1869

DATE: 9 November 2012

TO: Sharon Addison, City Manager

FROM: Kurt Hauk, City Engineer

SUBJECT: Change Order #1 to Clinton Street Reconstruction Project

Enclosed is Change Order #1 for the Clinton Street Reconstruction Project in the amount of \$292,006.99. The final contract amount will now be \$1,750,006.99.

The change order amount can be broken down into three distinct areas.

1. During the installation of the sanitary sewer main it became evident that the quantities listed for items 2.01.00 Sanitary Excavation and 2.03.00 Sanitary Backfill were extremely underrepresented and in error. The bid quantities were listed at 1450 CY respectively and they should have been listed somewhere around 4500 CY respectively.
2. Due to site conditions encountered at the western end of the 100 Block of Clinton Street, the water main had to be relocated from the north side of the street to the south side of the street for the length of the project.
3. Because the water main needed to be relocated, the storm sewer main also had to be relocated to maintain the 10' separation required from the water main by Ten States Standards.

At this point the City met with the contractor and began to negotiate using sections 11.03 and 12.01 of the General Conditions of the contract documents. These sections allow the Owner or Contractor to adjust contract pricing if it "differs materially and significantly from the estimated quantity". All three of these items clearly fell into this category.

The negotiated solution was to pay the contractor for the actual work completed for the installation of the sanitary sewer, water main, and storm sewer. This change order will eliminate most of the items for sanitary, storm and water and replace it with one new item each for sanitary, water and storm that includes all of the contractor's actual costs.

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 #1 is enclosed. The originals are on file and will be forwarded for signature upon approval.

Cc Jim Mills, Comptroller

# Change Order

No. 1

Date of Issuance: \_\_\_\_\_ Effective Date: \_\_\_\_\_

Project: Clinton Street Reconstruction	Owner: City Of Watertown	Owner's Contract No.: SS-01-2011
Contract:		Date of Contract: 23 May 2012
Contractor: North Country Contractors, LLC		Engineer's Project No.:

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

Description: Removing Specified Items from contract and Adding Items to the contract per the attached document

Attachments: (List documents supporting change):

List of Deleted Items, List of Added Items, List of final Quantities Installed

**CHANGE IN CONTRACT PRICE:**

Original Contract Price:

\$1,458,000.00

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

\$0

Contract Price prior to this Change Order:

\$1,458,000.00

Increase [~~Decrease~~] of this Change Order:

\$292,006.99

Contract Price incorporating this Change Order:

\$1,750,006.99

**CHANGE IN CONTRACT TIMES:**

Original Contract Times:  Working days  Calendar days

Substantial completion (days or date): \_\_\_\_\_

Ready for final payment (days or date): \_\_\_\_\_

[Increase] [~~Decrease~~] from previously approved Change Orders No. \_\_\_\_\_ to No. \_\_\_\_\_:

Substantial completion (days): \_\_\_\_\_

Ready for final payment (days): \_\_\_\_\_

Contract Times prior to this Change Order:

Substantial completion (days or date): \_\_\_\_\_

Ready for final payment (days or date): \_\_\_\_\_

[Increase] [~~Decrease~~] of this Change Order:

Substantial completion (days or date): \_\_\_\_\_

Ready for final payment (days or date): \_\_\_\_\_

Contract Times with all approved Change Orders:

Substantial completion (days or date): \_\_\_\_\_

Ready for final payment (days or date): \_\_\_\_\_

RECOMMENDED:

By: [Signature]  
Engineer (Authorized Signature)

Date: 11-13-12

ACCEPTED:

By: \_\_\_\_\_  
Owner (Authorized Signature)

Date: \_\_\_\_\_

ACCEPTED:

By: \_\_\_\_\_  
Contractor (Authorized Signature)

Date: \_\_\_\_\_

Approved by Funding Agency (if applicable): \_\_\_\_\_

Date: \_\_\_\_\_

Change Order #1 Clinton Street Reconstruction

Items Removed By Change Order:

2.01.00	Excavation- Sanitary
2.03.00	Backfill- Sanitary
2.10.12	12" PVC SDR-35 Sanitary Sewer
2.20.06	6" PVC SDR-35 Sanitary Lateral
2.50.05	5' Diameter Concrete Manhole
3.01.00	Excavation- Storm
3.03.00	Backfill- Storm
3.10.08	8" DI Storm Sewer
3.10.12	12" HDPE Storm Sewer
3.50.05	5' Diameter Concrete Manhole
3.60.00	2' x 4' Concrete Drainage Structure
4.01.00	Excavation- Water Main
4.03.00	Backfill- Water Main
4.04.00	Concrete Thrust Block
4.10.06	6" Ductile Iron Water Main
4.10.10	10" Ductile Iron Water Main
4.15.06	6" Gate Valve Box and Cover
4.15.10	10" Gate Valve Box and Cover
4.30.00	6" Fire Hydrant
4.40.01	1" Service Tap Connection
4.40.02	1" Curb Stop and Box
4.40.03	1" Type K Copper Service Line
4.50.00	Ductile Iron Fittings and Accessories

Total Value of Deducted Items: \$730,410.00

Item Added By Change Order:		Net Difference
Installation of Sanitary Sewer Main and Services	\$521,163.06	+\$268,913.06
Installation of Water Main and Services	\$273,994.12	- \$14,190.88
Installation of Storm Sewer and Services	\$227,259.81	+ \$37,284.81
Total Value of Added Items	\$1,022,416.99	
<b>Net Increase to Contract</b>	<b>\$292,006.99</b>	

Final Quantities of Items by Fund

2.01.00	Excavation- Sanitary	4,522.4	CY
2.03.00	Backfill- Sanitary	4,105.0	CY
2.10.12	12" PVC SDR-35 Sanitary Sewer	1,783.0	LF
2.20.06	6" PVC SDR-35 Sanitary Lateral	952.5	LF
2.50.05	5' Diameter Concrete Manhole	90.68	VF
	8" PVC SDR-35 Sanitary Sewer	65.0	LF
	4" PVC SDR-35 Sanitary Sewer	10.0	LF
	2" PVC SDR-35 Sanitary Sewer	7.0	LF
3.01.00	Excavation- Storm	1,541.2	CY
3.03.00	Backfill- Storm	1,458.5	CY
3.10.12	12" HDPE Storm Sewer	1,967.5	LF
3.50.05	5' Diameter Concrete Manhole	36.0	VF
3.60.00	2' x 4' Concrete Drainage Structure	68.3	VF
	15" X 12" HDPE Tee	1	EA
	8" HDPE Storm Sewer	349.2	LF
	15" HDPE Storm Sewer	51.0	LF
	10" HDPE Storm Sewer	12.5	LF
4.01.00	Excavation- Water Main	2,027.9	CY
4.03.00	Backfill- Water Main	1,876.1	CY
4.04.00	Concrete Thrust Block	37.0	CY
4.10.06	6" Ductile Iron Water Main	74.5	LF
4.10.10	10" Ductile Iron Water Main	3,070.3	LF
4.15.06	6" Gate Valve Box and Cover	9.0	EA
4.15.10	10" Gate Valve Box and Cover	8.0	EA
4.30.00	6" Fire Hydrant	5.0	EA
4.40.01	1" Service Tap Connection	23.0	EA
4.40.02	1" Curb Stop and Box	23.0	EA
4.40.03	1" Type K Copper Service Line	555.4	LF
4.50.00	Ductile Iron Fittings and Accessories	5,700.0	LB
	4" Gate Valve and Cover	7.0	EA
	10" X 10" Tapping Sleeve and Valve	1.0	EA
	4" DIP	143.0	LF
	12" Gate Valve and Cover	2.0	EA
	8" Gate Valve and Cover	2.0	EA
	2" Service Tap and Connection	3.0	EA
	2" Curb Stop and Box	3.0	EA
	2" Type K Copper service Line	35.0	LF
	8" DIP	17.0	LF

Res No. 8

November 14, 2012

To: The Honorable Mayor and City Council  
From: James E. Mills, City Comptroller  
Subject: Re-adoption of FY 2012-13 Sewer Fund Budget

Included in tonight's agenda for City Council consideration was a change order to the contract with North Country Contractors for the Clinton Street reconstruction. The Sewer Fund's portion of the change order is \$268,913, bringing the revised estimated cost of the Sewer Fund portion of the project to \$570,000. The Fiscal Year 2011-12 Sewer Fund Budget appropriated \$385,000 for this project. It is staff's recommendation that the Sewer Fund Budget be re-adopted to increase the Transfer to the Capital Fund line item to cover the current funding deficit of \$185,000.

**RESOLUTION**

Page 1 of 1

Readopting Fiscal Year 2012-13  
Sewer Fund Budget

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 26, 2012 the City Council passed a resolution adopting the Budget for Fiscal Year 2012-13, of which \$5,326,609 was appropriated for the Sewer Fund, and

WHEREAS on November 19, 2012 the City Council was presented with a change order to the contract with North Country Contractors to reconstruct Clinton Street of which \$268,913 was applicable to the Sewer Fund bringing the total Sewer Fund portion of the project to an estimated \$570,000, and

WHEREAS the Fiscal Year 2011-12 Sewer Fund Budget appropriated \$385,000 to be transferred to the Capital Projects Fund to pay for the Sewer Fund portion of the project which creates a funding deficit of \$185,000, and

WHEREAS City staff recommends funding the deficit with a transfer from the Sewer Fund to the Capital Fund to fund to avoid the issuance of debt, and

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York that it hereby re-adopts the Fiscal Year 2012-13 Budget for the Sewer Fund in the total amount of \$5,511,609 and

BE IT FURTHER RESOLVED by the City Council of the City of Watertown that the following adjustment be included in the re-adopted Fiscal Year 2011-12 Sewer Fund Budget.

SEWER FUND	<u>Revenues</u>	
	Appropriated Fund Balance	<u>\$ 185,000</u>
	Total	<u>\$ 185,000</u>
	<u>Expenditures</u>	
	G 9950.0900 Transfer to Capital Fund	<u>\$ 185,000</u>
	Total	<u>\$ 185,000</u>

**Seconded by**

Res No. 9

November 14, 2012

To: The Honorable Mayor and City Council

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

Subject: Approving Amendment No. 1 to the Agreement for Professional Services with Crawford & Stearns for Design Work Related to the Restoration of the Flower Memorial Library Façade

After the Council approved the contract for design services on August 6, 2012, Crawford & Stearns performed their initial assessment of the current conditions of the building. They have noted that the cornice assembly has continued to move outward toward the street since it was last examined in the 1997-98. The red mark that was made in 1998 in the attached photograph shows how much it has moved in the last 14 years.

In order to design the appropriate stabilization measures, consultation with a structural engineer is necessary. Crawford & Stearns is proposing an amendment to their contract for \$3,850 so they may hire Klepper, Hahn, and Hyatt Engineers of East Syracuse. Crawford & Stearns has offered to waive their stipulated 10% charge for subcontracted services. The total cost of design services for this project will rise from \$22,000 to \$25,850.

Additionally, prior to the engineer's visit, the consultant has requested that scaffolding be constructed in the attic space above the colonnade and that it be cleared of debris. The low quote for this work was \$2,100.

The project budget, including the fountain repair funds, is \$250,000. The budget balance after the above changes and the cleaning work will be \$222,050.

# RESOLUTION

Page 1 of 1

Approving Amendment No. 1 to the Agreement for Professional Services with Crawford & Stearns for Design Work Related to the Restoration of the Flower Memorial Library Façade

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

YEA	NAY

### *Introduced by*

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WHEREAS the City Council approved an Agreement for Professional Services with Crawford & Stearns Architects and Preservation Planners for design work related to the restoration of the façade of Flower Memorial Library on August 6, 2012, and

WHEREAS consultation with a structural engineer is necessary due to the unexpected deterioration of the parapet wall, and

WHEREAS the Architect proposes to subcontract with Klepper, Hahn & Hyatt Engineers for these services, and has agreed to waive the 10% subcontract fee, and

WHEREAS Amendment Number 1 to the agreement between the City and the Architect has been drafted to increase the Architect's fee by \$3,850.00,

NOW THEREFORE BE IT RESOLVED that the City Council approves Amendment No. 1 to the Agreement for Professional Services with Crawford & Stearns Architects and Preservation Planners, which is attached and made part of this resolution, and

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

### **Seconded by**

**AGREEMENT AMENDMENT NO. 1**  
**Flower Memorial Library Façade Restoration**

The Agreement entered into on the 7<sup>th</sup> day of August 2012 by and between the City of Watertown, a municipal corporation having its principal office located at 245 Washington Street, Watertown, New York 13601, hereinafter referred to as the "City" and Crawford and Stearns Architects and Preservation Planners with its principal office at 134 Walton Street, Syracuse, New York 13202, hereinafter referred to as the "Architect," is hereby amended.

WITNESSETH:

WHEREAS the City requires additional services of the Architect for the purpose of evaluating the structural integrity of the façade of Flower Memorial Library, and for developing a scope of work for the treatment of the façade, and

WHEREAS the Architect will sub-contract with Klepper, Hahn, & Hyatt Structural Engineers for these additional services, and has agreed to waive the stipulated 10% fee for subcontracted services,

NOW THEREFORE, the City and the Architect do mutually agree to amend their Agreement dated the 7<sup>th</sup> day of August 2012 as follows:

The Evaluation Fee listed on Page 1 shall be increased to \$6,350.00, and the Total Fee shall consequentially be increased to \$25,850.00.

**City of Watertown:**

\_\_\_\_\_ Date: \_\_\_\_\_  
By: Sharon Addison  
City Manager

**Architect:**

\_\_\_\_\_ Date: \_\_\_\_\_  
By:

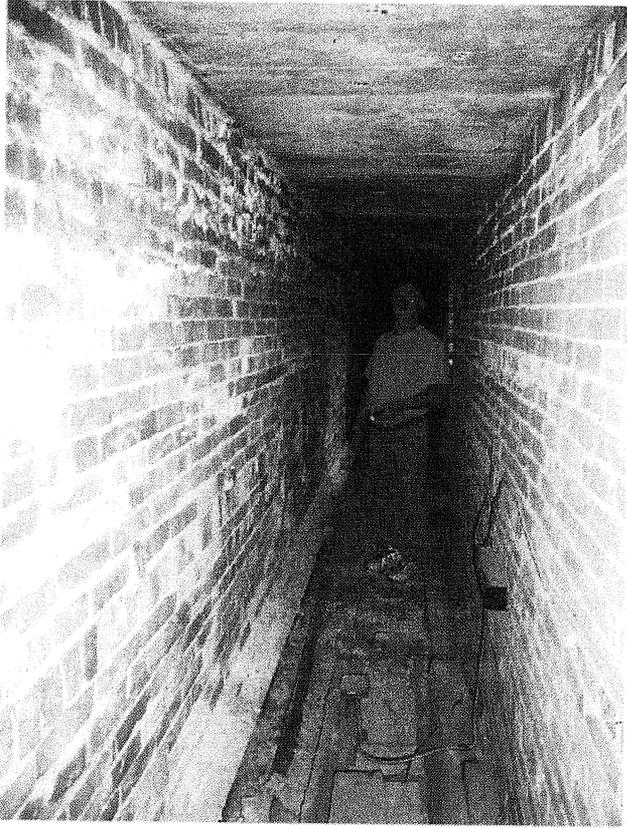


Photo 7a: (left) View within cornice attic, behind cornice assembly.

Photo 7b: (below) Indication of parapet outward movement since red marker was applied c. 1998.



Res No. 10

November 14, 2012

To: The Honorable Mayor and City Council

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

Subject: Special Use Permit Request to Allow Storage of Commercial Vehicles in a Neighborhood Business District at 729 Morrison Street, Parcel 1-03-105

James Desormeau has submitted an application for the above subject Special Use Permit (SUP). The Planning Board reviewed the request at its August 7, 2012 meeting and defeated a motion recommending that Council approve the Special Use Permit.

Attached are the report prepared for the Planning Board and an excerpt from its minutes. There are also petitions opposing the request.

A public hearing is required before City Council may vote on the resolution. It is recommended that a public hearing be scheduled for 7:30 pm on Monday December 3, 2012.

**RESOLUTION**

Page 1 of 1

Approving a Special Use Permit Request to Allow the Storage of Commercial Vehicles in a Neighborhood Business District at 729 Morrison Street, Parcel 1-03-105

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

YEA	NAY

***Introduced by***

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WHEREAS James Desormeau has made an application to allow the storage of commercial vehicles in a Neighborhood Business District at 729 Morrison Street, parcel 1-03-105, and

WHEREAS the Planning Board of the City of Watertown reviewed the request for a Special Use Permit at its meeting held on August 7, 2012, and recommended that the City Council of the City of Watertown deny the request, and

WHEREAS a public hearing was held on the proposed Special Use Permit on Monday, December 3, 2012, after due public notice, and

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

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown declares that the proposed Special Use Permit to allow storage of commercial vehicles at 729 Morrison Street is an Unlisted Action for the purposes of SEQRA and hereby determines that the project, as proposed, will not have a significant effect on the environment, and

BE IT FURTHER RESOLVED by the City Council of the City of Watertown that a Special Use Permit is hereby granted to James Desormeau to allow storage of commercial vehicles in a Neighborhood Business District at 729 Morrison Street, parcel 1-03-105.

**Seconded by**



# MEMORANDUM

## CITY OF WATERTOWN – PLANNING OFFICE

245 Washington Street, Suite 304, Watertown, New York 13601

Phone: 315-785-7730 – Fax: 315-782-9014

**TO:** Planning Board Members

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

**SUBJECT:** Special Use Permit Approval – 729 Morrison Street

**DATE:** October 31, 2012

**Request:** Special Use Permit request to store commercial vehicles in a Neighborhood Business District at 729 Morrison Street, parcel 1-03-305

**Applicant:** James Desormeau

**Proposed Use:** Commercial vehicle storage (gravel lot)

**Property Owner:** James Desormeau

---

### Submitted:

8 ½" x 11" Copy of Parcel Map: Yes	A Sketch of the Site to Scale: No scale
Completed Part I of an Environmental Assessment Form: Yes	SEQRA: Unlisted Action
County Planning Board Review Required: Yes	(Nov. 27 <sup>th</sup> Meeting)

---

**Comments:** The applicant wishes to store commercial vehicles used for his paving company at 729 Morrison Street. The applicant's residence is two parcels to the north, where he currently has a Special Use Permit to store his vehicles. 729 Morrison is vacant except for a garage at the northeast corner. The applicant has stated that they will use a gravel bed to store the vehicles, thus no site plan review is required at this time.

The sidewalks on site are in poor condition. It appears that repairs were attempted using an asphalt overlay, which is not an approved material according City standards.

### Summary:

1. If the vehicle storage area is paved with an impervious material totaling more than 400 square feet, the applicant shall seek Site Plan Approval.

cc: City Council Members  
Robert J. Slye, City Attorney

Justin Wood, Civil Engineer II  
James Desormeau, 739 Morrison St



CITY OF WATERTOWN, NEW YORK  
Special Use Permit Application

I. Applicant Information

Name:  
James L. Desormeau  
Mailing Address:  
739 Morrison St.

Phone: 788-4889 (Home)  
778-6330 - (cell)

II. Property Information

Address:  
729 Morrison St.

Tax Parcel # :  
01-03-105.000

Property Owner (if not applicant):  
James L. Desormeau

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

Zoning District:  
Neighborhood Business

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

III. Request Information

Proposed Use: Vacant Lot

Explain Proposal:

work Trucks  
Paving Equipment  
to put on the vacant Lot



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

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

Signature: James Desormeau

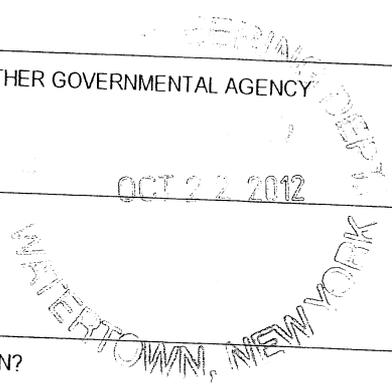
Date: 10-22-12

### SHORT ENVIRONMENTAL ASSESSMENT FORM

For UNLISTED ACTIONS Only

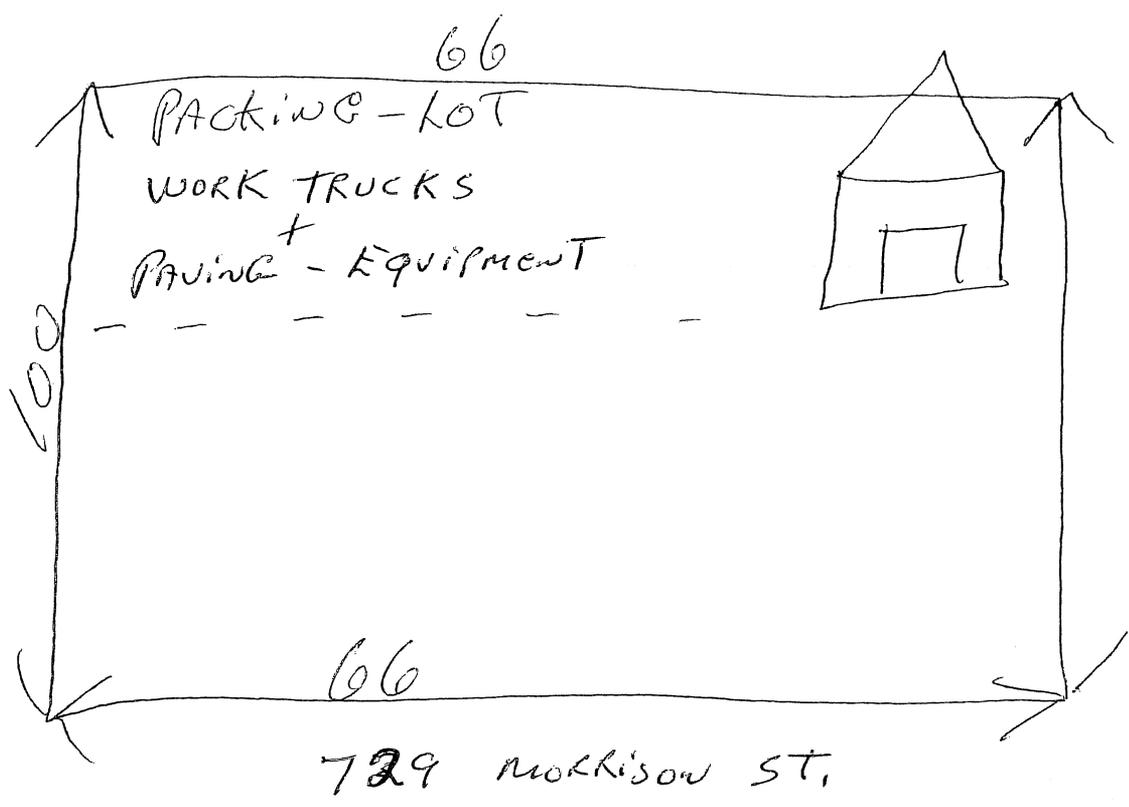
PART 1 - PROJECT INFORMATION (To be completed by Applicant or Project Sponsor)

1. APPLICANT/SPONSOR <i>T.J. Paving</i>	2. PROJECT NAME <i>T.J. Paving James L. Desormeau</i>
3. PROJECT LOCATION: Municipality <i>729 Morrison St.</i> County <i>Jefferson</i>	
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) <i>729 Morrison St. Watertown, NY 13601</i>	
5. IS PROPOSED ACTION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Expansion <input type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY: <i>To Put work Trucks + Paving Equipment on.</i>	
7. AMOUNT OF LAND AFFECTED: <i>66 x 100</i> Initially _____ acres                      Ultimately _____ acres	
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No      If no, describe briefly	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input checked="" type="checkbox"/> Residential <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input type="checkbox"/> Park/Forest/Open Space <input type="checkbox"/> Other Describe:	
10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No      If yes, list agency(s) and permit/approvals	
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No      If yes, list agency(s) and permit/approvals	
12. AS A RESULT OF PROPOSED ACTION, WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE	
Applicant/sponsor name: <i>T.J. PAVING</i>	Date: <i>10-22-12</i>
Signature: <i>James Desormeau</i>	



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

BACK OF LOT



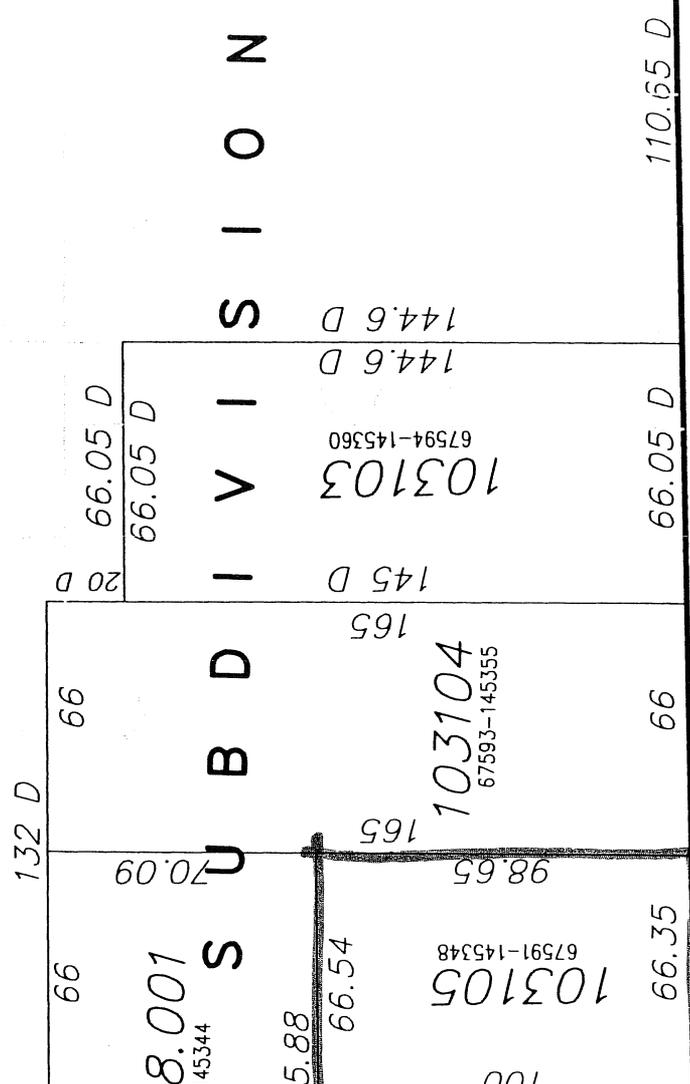
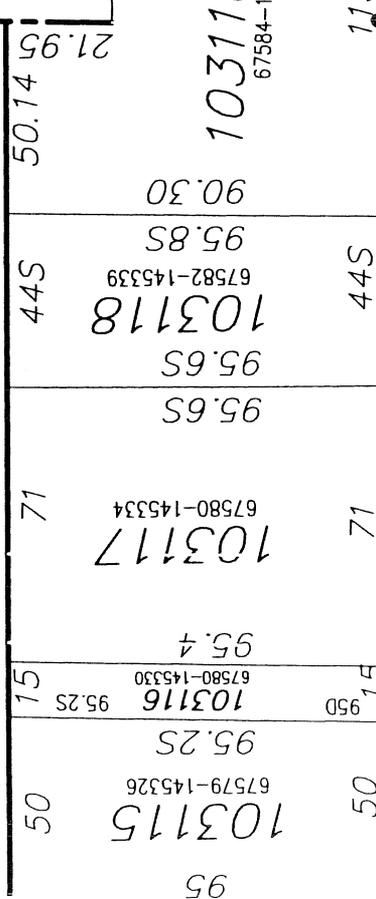
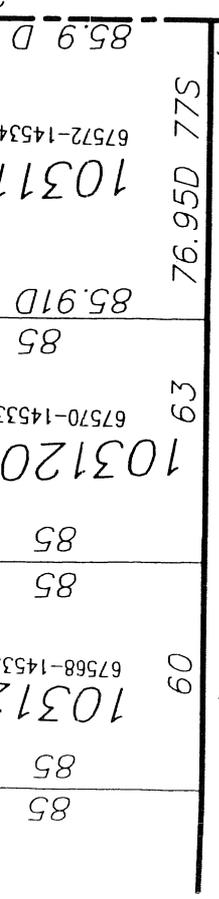
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MORRISON STREET

STREET

**Excerpt from the Minutes – Planning Board 11/6/2012**

**SPECIAL USE PERMIT – PARKING OF PAVING EQUIPMENT  
729 MORRISON STREET – PARCEL 1-03-105**

The Planning Board then considered a request submitted by James Desormeau to allow the storage of commercial vehicles in a Neighborhood Business District at 729 Morrison Street, parcel 1-03-105.

Mrs. Gervera noted that the applicant was not present. She asked if anyone in the audience wished to speak.

Kevin Resch of 723 Morrison Street approached the Board. He explained that when the City put this property up for auction, he tried to buy the lot, but was outbid by the applicant. He noted that he had been taking care of the property already, by mowing and shoveling, for the benefit of the neighborhood. He said that he is very worried about the health and environmental impacts of running a paving business out of a residential neighborhood. The smell of asphalt residue and the kerosene used to clean the equipment would have a negative impact on the neighborhood property values.

Mr. Davis noted that there are many similar businesses like White's Lumber, Cheney Tire, and Miller's Garage that operate in residential areas.

Mr. Resch replied that the asphalt smell makes this proposal different. A lumber yard or garage does not have the same odor.

Mr. Davis wondered what other uses were allowed in NBD. He noted that the City sold this property knowing what the zoning classification was and what would be allowed here. He said that the Board could impose some reasonable conditions without ruining the applicant's livelihood.

Mr. Mix noted that the applicant already has a permit to park his vehicles at his house nearby. It is unlikely that his livelihood would be affected. He also explained that the use was not necessarily allowed in the current zoning district, and that Council sold the property as a result of an auction, making no judgment about the applicant's possible future use of the parcel.

Mr. Mix then explained that according to the Zoning Ordinance, the Board is supposed to consider detrimental effects to the neighborhood when looking at Special Use Permits. In this case, the odor is a negative effect that is difficult to mitigate.

Mr. Fontana made a motion to recommend that City Council approve request submitted by James Desormeau to allow the storage of commercial vehicles in a Neighborhood Business District at 729 Morrison Street, parcel 1-03-105.

Mr. Davis seconded.

Prior to the vote, Mrs. Gervera stated that she would be in favor of tabling the application to allow the applicant to address the concerns of the neighbors. The rest of the Board indicated that they would rather just send it to Council now, and let the applicant withdraw and resubmit if they choose.

All voted in opposition to Mr. Fontana's motion.



## Petition to [Action]

Petition Summary: Against the pending application for a special use permit to park commercial vehicles at 729 Morrison Street parcel # 1-03-105 WaterTown, NY 13601

Action Petitioned For: We the undersigned are concerned citizens who urge our leaders to act now to [Enter the action which you are petitioning for].

Date	Signature	Printed Name	Address	Comment
11/05/2012	<i>Susan Fayette</i>	Susan Fayette	723 Morrison St	will cause lower property value noise, smells
11/5/2012	<i>Richard D. Morrison Jr</i>	Richard D Morrison Jr	722 Morrison St	visibility, noisy smell
11-5-12	<i>Karen Monaghan</i>	Karen Monaghan	723 Morrison St	devalue property
11-5-12	<i>K B Resch</i>	KEVIN B. RESCH	723 MORRISONS	I HAVE CANCER + ALOT NEED FUMES + NOISE
11-5-12	<i>Loyise Snyder</i>	Loyise Snyder	716 Gilbert St WaterTown	lower property value

FROM MY WATERTOWN 20 FT

11/05/2012

Dear City of Watertown Planning Board,

I Susan J. Fayette am the homeowner and live at 723 Morrison Street, Watertown, New York.

I have concerns about the application to allow a special permit to park commercial vehicles at 729 Morrison Street. (parcel # 1-03-105)

My concerns include a noise factor, devaluing my property, smells and health issues to name a few.

I have lived in this area of Morrison Street for many years. People are really trying to keep their homes looking nice. If permit is approved this surely will run down this section of the neighborhood.

Also for the past several years I have maintained the property at 729 Morrison by mowing the grass all summer and making sure the sidewalk was free of snow in the winter months since the property was vacant and no one else was maintaining it.

I am in hopes that the Board will consider my request Not to approve this "special permit".

Thank you for your time and consideration with this matter of concern.



Sincerely,

*Susan J. Fayette*  
Susan J. Fayette

*Kevin B. Resch*  
KEVIN B. RESCH

Date: 11/05/2012

Dear Mr. Andrew Nichols (Watertown City Planner),

I'm am writing this letter to you upon receiving a memorandum concerning the application to park commercial vehicles at 729 Morrison Street. Parcel 1-03-105.

I respectfully request that this application be denied.

My family has already endured years of the foul smell and the unduly loud noise of commercial machinery being run during early week day hours at certain times of the year. This is in addition to the repulsive sight of winter road salt piled high enough to obstruct any other view from our back yard. An eyesore that the City of Watertown, in its infinite wisdom, allowed a commercial business to place in the middle of a residential block. An area which is located directly behind our property.

My family does not wish to see, hear, or smell any additional commercial equipment that would be parked, started, and run, near our home. Nor do we wish the value of our residence to be further devalued by having even more unsightly heavy commercial vehicles in such close proximity to our property.

Regards,

Richard D. Monaghan  
Karen L. Monaghan  
(Owners 722-724 Morrison Street)



Signed.

*Richard D. Monaghan*  
*Karen L. Monaghan*  
\_\_\_\_\_

Ord No. 1

November 14, 2012

To: The Honorable Mayor and City Council

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

Subject: Changing the Approved Zoning Classification of a 0.032 Acre Parcel of Land, Formerly Part of the Conger Avenue Right-of-Way, from Unzoned to Residence B District

After a portion of Conger Avenue is abandoned it will be a tax parcel with no zoning designation. Staff is recommending that it be zoned Residence B like the surrounding area. The Planning Board reviewed the proposed zoning at its November 6, 2012 meeting and passed a motion recommending that the City Council approve it.

Attached are the reports on the zone change request prepared for the Planning Board and an excerpt from the minutes.

The ordinance prepared for City Council consideration approves the zoning designation as proposed. The Council must hold a public hearing on the ordinance before it may vote. It is recommended that a public hearing be scheduled for 7:30 pm on Monday, December 3, 2012. A SEQRA resolution will also be presented for City Council consideration at that meeting.

# ORDINANCE

Page 1 of 1

Changing the Approved Zoning Classification of a 0.032 Acre Parcel of Land, Formerly Part of the Conger Avenue Right-of-Way, from Unzoned to Residence B District

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

YEA	NAY

Total .....

**Introduced by**

BE IT ORDAINED where Bonnie Peck of 183 Conger Avenue has offered to purchase a portion of the Conger Avenue right-of-way, and the City Council has resolved to abandon this parcel of land pursuant to General City Law § 29, and

WHEREAS City Staff is proposing that this unzoned parcel be added to the adjacent Residence B District, and

WHEREAS the Planning Board of the City of Watertown considered the zoning designation at its meeting held on November 6, 2012, and adopted a motion recommending that the City Council approve the zone change as proposed, and

WHEREAS a public hearing was held on the proposed zone change on December 3, 2012, after due public notice, and

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

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

NOW THEREFORE BE IT ORDAINED that the approved zoning classification of a 0.032 acre parcel of land, lying adjacent to 183 Conger Avenue, being formerly part of the Conger Avenue right-of-way, more specifically described on the August 20, 2012 survey map attached herewith, is hereby changed to Residence B District, and

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

BE IT FURTHER ORDAINED this amendment to the Zoning Ordinance of the City of Watertown shall take effect as soon as it is published once in the official newspaper of the City of Watertown, or printed as the City Manager directs.

**Seconded by**

**LEGEND:**

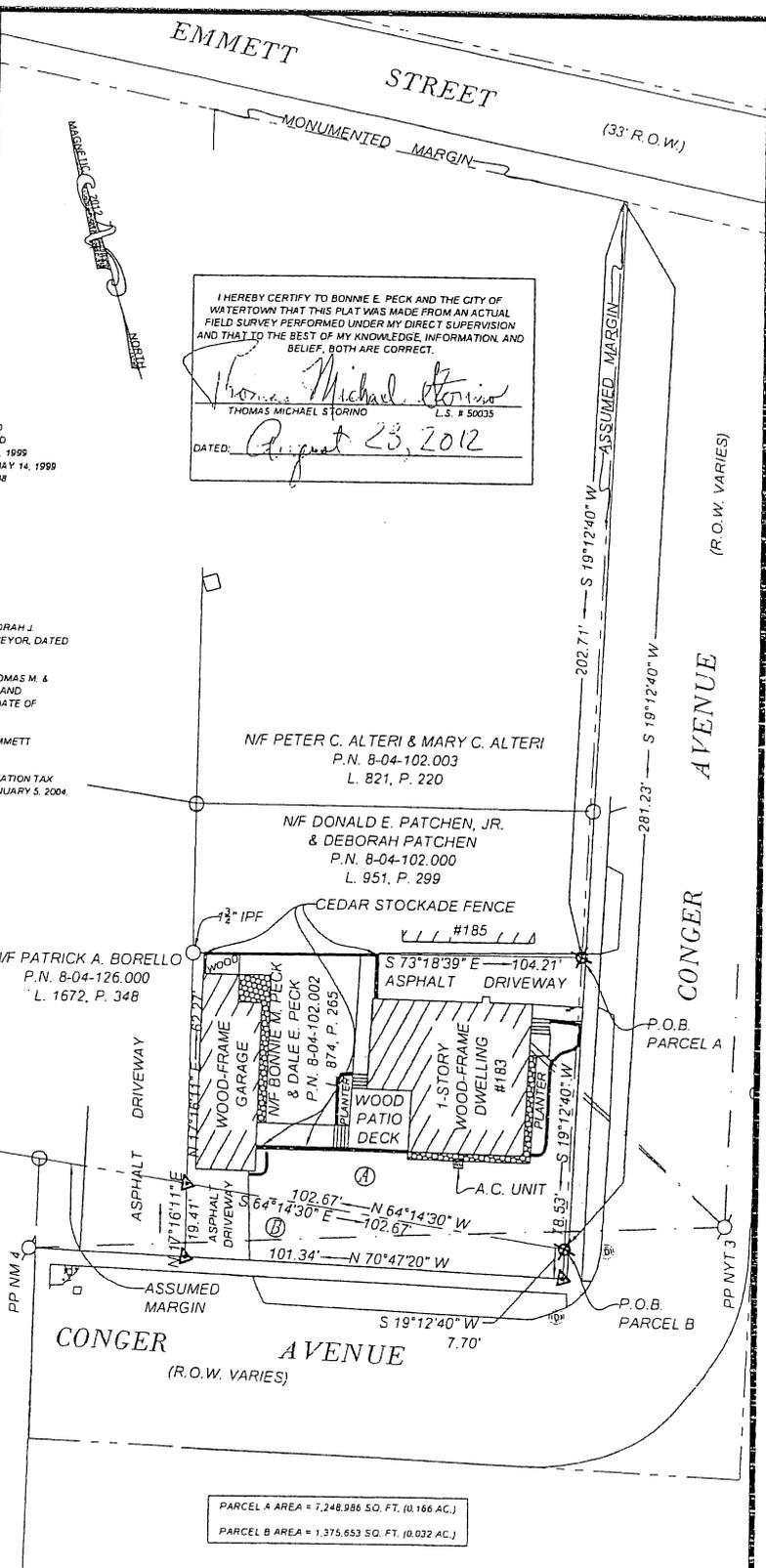
BUILDING	▨ ▨ ▨ ▨ ▨
CONCRETE	▭
EDGE OF PAVEMENT	—
IRON PIPE FOUND	○
1/2" CAPPED IRON REBAR SET	⊗
MAGNAIL SET	△
MARGIN	- - - - -
PROPERTY LINE	—
POWER POLE	⊙
OVERHEAD UTILITY LINE	—

- ABSTRACT REFERENCE:**
- BROWNELL ABSTRACT CORPORATION NO. 13151.
  - BLACK RIVER ABSTRACT CORPORATION NO. 56143.
- DEED REFERENCES:**
- JOHN J. MORRISON & JO ANN MORRISON TO DALE E. PECK & BONNIE M. PECK  
DEED DATE: JULY 9, 1976  
DATE RECORDED: JULY 13, 1976  
LIBER 874, PAGE 265
  - FRANK M. GUARINOTO DONALDE PATCHEN JR. & DEBORAH PATCHEN  
DEED DATE: AUGUST 8, 1984  
DATE RECORDED: AUGUST 9, 1984  
LIBER 951, PAGE 299
  - GRACE BORELLO TO PATRICK A. BORELLO  
DEED DATE: MAY 13, 1999  
DATE RECORDED: MAY 14, 1999  
LIBER 1672, PAGE 348

- MAP REFERENCES:**
- "MAP SHOWING LANDS TO BE CONVEYED TO DONALD E. & DEBORAH J. PATCHEN", BY THOMAS J. KOVACH, PROFESSIONAL LAND SURVEYOR, DATED JULY 20, 1984.
  - "SURVEY PLAT OF A PARCEL OF LAND TO BE CONVEYED TO THOMAS M. & SUE E. STORINO", FILE NO. 86-47-WATN, BY STORINO & OORR, LAND SURVEYORS, DATED AUGUST 21, 1986, WITH A LAST REVISION DATE OF SEPTEMBER 21, 1986.
  - CITY OF WATERTOWN MONUMENTATION RECORD, PAGE 108, EMMETT STREET.
  - CITY OF WATERTOWN DEPARTMENT OF ASSESSMENT AND TAXATION TAX ASSESSMENT DISTRICT 8 MAP 4, WITH A LAST REVISION OF JANUARY 5, 2004.

- NOTES:**
- THIS SURVEY PERFORMED WITHOUT THE BENEFIT OF AN UPDATED ABSTRACT OF TITLE.  
SURVEYOR HAS MADE NO INVESTIGATION NOR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE OR ANY OTHER FACTS THAT AN ACCURATE AND CURRENT ABSTRACT TITLE SEARCH MAY DISCLOSE.
  - UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE THEIR LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. THERE MAY BE OTHERS, THE EXISTENCE OF WHICH IS PRESENTLY NOT KNOWN PRIOR TO CONSTRUCTION CONTACT. UNDERGROUND UTILITIES CALL CENTER OF NEW YORK FOR LOCATIONS OF ALL UNDERGROUND UTILITIES. (1-800-245-2828)
  - CAPS ON ALL IRON REBARS SET READ:  
T STORINO  
L.S. 50035
  - PARCEL B TO BE CONVEYED BY THE CITY OF WATERTOWN TO BONNIE M. PECK.

COPYRIGHT © 2012 STORINO GEOMATICS  
UNAUTHORIZED ALTERATION OR ADDITION TO A SURVEY MAP BEARING A LICENSED LAND SURVEYOR'S SEAL IS A VIOLATION OF SECTION 7709, SUB-DIVISION 2, OF THE NEW YORK STATE EDUCATION LAW.  
COPIES FROM THE ORIGINAL OF THIS SURVEY MAP NOT MARKED WITH AN ORIGINAL OF THE LAND SURVEYOR'S IRRED SEAL OR HIS EMBOSSED SEAL, AND ORIGINAL SIGNATURE IN RED INK SHALL NOT BE CONSIDERED TO BE A VALID TRUE COPY.  
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THE SEAL, SIGNATURE, AND CERTIFICATION ARE HEREBY REVOKED AND OTHERWISE VOID ON ALL UNAUTHORIZED COPIES.  
CERTIFICATIONS INDICATED HEREON SIGNIFY THAT THIS SURVEY WAS PREPARED IN ACCORDANCE WITH THE CODE OF PRACTICE FOR LAND SURVEYORS ADOPTED BY THE NEW YORK STATE ASSOCIATION OF PROFESSIONAL LAND SURVEYORS. SAID CERTIFICATIONS SHALL RUN ONLY TO THE PARTY FOR WHOM THE SURVEY IS PREPARED, AND IF REQUESTED ON THEIR BEHALF TO THE TITLE COMPANY.  
GOVERNMENTAL AGENCY AND LENDING INSTITUTION LISTED HEREIN AND TO THE SUCCESSORS BY MERGER OR OPERATION OF LAW TO THE LENDING INSTITUTION AND THE ASSIGNEES OF THE LENDING INSTITUTION. CERTIFICATIONS ARE NOT TRANSFERABLE TO ADDITIONAL INSTITUTIONS OR SUBSEQUENT OWNERS.  
CERTIFICATION VALID AS OF FINAL SURVEY DATE.



I HEREBY CERTIFY TO BONNIE E. PECK AND THE CITY OF WATERTOWN THAT THIS PLAT WAS MADE FROM AN ACTUAL FIELD SURVEY PERFORMED UNDER MY DIRECT SUPERVISION AND THAT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF, BOTH ARE CORRECT.

*Thomas Michael Storino*  
THOMAS MICHAEL STORINO L.S. # 50035  
DATED: August 23, 2012

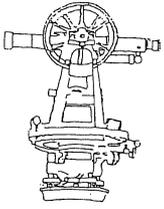
PARCEL A AREA = 7,248.986 SQ. FT. (0.166 AC.)  
PARCEL B AREA = 1,375.653 SQ. FT. (0.032 AC.)

THOMAS MICHAEL STORINO  
P.L.S. NO. 50035

DATE:	8/20/2012
SCALE:	1" = 40 FT.
DRAWN BY:	AMS
CHECKED BY:	TMS
FILE NO.:	12-020.01-COW
DRAWING NO.:	1
SURVEY DATES:	7/27/2012 6/16/2012 8/19/2012
REVISION DATES:	

SURVEY PLAT OF A PARCEL OF LAND KNOWN AS P.N. 8-04-102.002, LANDS OF BONNIE M. PECK & DALE E. PECK, AND A PORTION OF THE CONGER AVENUE RIGHT-OF-WAY  
183 CONGER AVENUE COUNTY OF JEFFERSON  
CITY OF WATERTOWN STATE OF NEW YORK

**STORINO GEOMATICS**  
LAND SURVEYING SERVICES & CONSULTING, PLLC  
179 CONGER AVENUE  
WATERTOWN, NEW YORK 13601  
TEL/FAX: (315) 788-0267  
WWW.STORINGEOMATICS.COM



STORINO GEOMATICS  
LAND SURVEYING SERVICES & CONSULTING, PLLC

179 CONGER AVENUE  
WATERTOWN, NEW YORK 13601-2318  
TEL/FAX: (315) 788-0287  
WWW.STORINOGEOMATICS.COM

THOMAS M. STORINO, PLS

SUGGESTED DESCRIPTION  
PARCEL B, A PORTION OF THE CONGER AVENUE RIGHT-OF-WAY  
LANDS OF THE CITY OF WATERTOWN

ALL THAT TRACT or parcel of land being a portion of the Conger Avenue Right-Of-Way in the City of Watertown, County of Jefferson, State of New York, and being further described as follows:

Beginning at a ½" capped iron rebar set at an angle point in the assumed margin of Conger Avenue (R.O.W. Varies), said rebar marking the most southeasterly corner of a parcel of land that was conveyed to Dale E. Peck and Bonnie M. Peck by deed dated July 9, 1976, (Liber 874, Page 265), said rebar further being situate along the westerly assumed margin of Conger Avenue a direct tie bearing of S 19°12'40" W and a direct tie distance of 281.23 feet from the intersection of the southerly monumented margin of Emmett Street (33' R.O.W.) and the westerly monumented margin of Conger Avenue;

THENCE S 19°12'40" W, along the westerly assumed margin of Conger Avenue, a distance of 7.70 feet to a mag nail set in a concrete walk, said mag nail marking the most southeasterly corner of Parcel B;

THENCE N 70°47'20" W, along the northerly side of said concrete walk, a distance of 101.34 feet to a mag nail set in said concrete walk, said mag nail marking the most southwesterly corner of Parcel B;

THENCE N 17°16'11" E, a distance of 19.41 feet to a mag nail set in the northerly assumed margin of Conger Avenue, said mag nail marking the most northwesterly corner of Parcel B;

THENCE S 64°14'30" E, along the northerly assumed margin of Conger Avenue, a distance of 102.67 feet to the point and place of beginning.

CONTAINING 1,375.653 SQ. FT. (0.032 AC.) of land more or less.

SUBJECT to and including any and all rights or restrictions of record.

ALSO SUBJECT to and including any and all other rights or restrictions of record that an accurate updated abstract of title may disclose.

INTENDING to describe lands owned by the City of Watertown within the Conger Avenue Right-Of-Way.

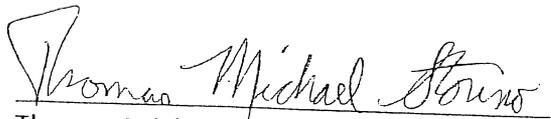
AS SURVEYED by STORINO GEOMATICS, Land Surveying Services & Consulting, PLLC, on 7/27/2012, 8/16/2012, and 8/19/2012, and shown on a plat titled "SURVEY PLAT OF A PARCEL OF LAND KNOWN AS P.N. 8-04-102.002, LANDS OF BONNIE M. PECK & DALE E. PECK, AND A PORTION OF THE CONGER AVENUE RIGHT-OF-WAY.", dated 8/20/2012, a copy of which is part of this instrument.

The bearings used in this description are based on magnetic north as observed on July 27, 2012.

All capped iron rebars set read "T STORINO, LS 50035".

The monumented margins referred to herein are those as monumented by the Department of Engineering of the City of Watertown, New York. The parcel numbers referred to herein are those shown upon the Assessment maps of said city that are on file in the City Engineer's office, Room 305, Municipal Building, 245 Washington Street.

It being the intent of the City of Watertown, to accomplish delineation and marking of the property corners of Parcel B; thus enabling creation of an updated description and survey plat.



Thomas Michael Storino, L.L.S. No. 50035  
Licensed Land Surveyor



# MEMORANDUM

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

TO: Planning Board Members

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

SUBJECT: Zone Change – Conger Ave. Former Right-of-Way

DATE: October 15, 2012

---

**Request:** Changing the approved zoning classification of a recently abandoned portion of the Conger Avenue right-of-way from Unzoned to Residence B.

**Applicant:** City Staff

**Owner:** City of Watertown (pending sale to Bonnie Peck of 183 Conger Ave.)

**SEQRA:** Unlisted

**County review:** Not required

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**Comments:** On October 1, 2012, the City Council requested that staff proceed with the abandonment and sale of a portion of Conger Avenue. Because City streets are not zoned, this parcel will need to be assigned a zoning classification.

The neighboring property with which the abandoned parcel is to be combined is zoned Residence B. Staff recommends that the same district be applied to the new parcel.

Attached are a survey of the subject parcel and a map showing the existing zoning in the area.

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

**Excerpt from the Minutes – Planning Board 11/6/2012**

**ZONE CHANGE – ABANDONED PORTION OF CONGER AVE**

The Planning Board then considered a request by City Staff to change the approved zoning classification of a 0.032 acre parcel of land that will no longer be part of the Conger Avenue right-of-way, from unzoned to Residence B District.

Mr. Mix noted that once the street is abandoned and sold, it becomes private property and should be zoned.

Mr. Fontana moved to recommend that City Council approve the request by City Staff to change the approved zoning classification of a 0.032 acre parcel of land, formerly part of the Conger Avenue right-of-way, from unzoned to Residence B District.

Mr. Coburn seconded, all voted in favor.

PROPOSED ZONE CHANGE  
PORTION of 183 CONGER AVE  
UNZONED to RESIDENCE B



- PARCELS
- PROPOSED ZONE CHANGE AREA
- RIVER DEVELOPMENT DISTRICT
- DOWNTOWN CORE OVERLAY
- OPEN SPACE and RECREATION
- DOWNTOWN
- RESIDENCE A
- RESIDENCE B
- RESIDENCE C
- WATERFRONT
- LIMITED BUSINESS
- NEIGHBORHOOD BUSINESS
- COMMERCIAL
- HEALTH SERVICES
- LIGHT INDUSTRY
- HEAVY INDUSTRY
- PLANNED DEVELOPMENT

0 50 100 200 Feet

Ord No. 2

November 14, 2012

To: The Honorable Mayor and City Council

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

Subject: Changing the Approved Zoning Classification of 802, 808, and 816 Coffeen Street from Residence B to Neighborhood Business District

Jennifer Parrish of 816 Coffeen Street and James Scordo of 808 Coffeen Street have both submitted requests to change their respective adjacent properties from Residence B to Neighborhood Business.

The Planning Board reviewed the requests at its November 6, 2012 meeting and passed motions recommending that the City Council approve the zone changes, and additionally change the also adjacent 802 Coffeen Street to Neighborhood Business. The owners of 802 Coffeen Street were in attendance and requested the change.

Attached are the reports on the zone change requests prepared for the Planning Board and an excerpt from the minutes.

The ordinance prepared for City Council consideration approves all three changes. The Council must hold a public hearing on the ordinance before it may vote. It is recommended that a public hearing be scheduled for 7:30 pm on Monday, December 3, 2012. A SEQRA resolution will also be presented for City Council consideration at that meeting.

# ORDINANCE

Page 1 of 2

Changing the Approved Zoning Classification of 802, 808, and 816 Coffeen Street from Residence B to Neighborhood Business District

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

YEA	NAY

### *Introduced by*

---

BE IT ORDAINED where Jennifer Parrish of 816 Coffeen Street, parcel 8-21-306, and James Scordo of 808 Coffeen Street, parcel 8-21-305, have each submitted a request to change their respective properties from Residence B District to Neighborhood Business District, and

WHEREAS the Planning Board of the City of Watertown considered the requests at its meeting held on November 6, 2012, and adopted a motion recommending that the City Council approve the zone changes as requested, and additionally change 802 Coffeen Street, parcel 8-21-304 from Residence B to Neighborhood Business, and

WHEREAS a public hearing was held on the proposed zone change on December 3, 2012, after due public notice, and

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

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

NOW THEREFORE BE IT ORDAINED that the approved zoning classification of the following parcels is hereby changed to Neighborhood Business District:

- 802 Coffeen Street    8-21-304
- 808 Coffeen Street    8-21-305
- 816 Coffeen Street    8-21-306

And,

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

# ORDINANCE

Page 2 of 2

Changing the Approved Zoning Classification of 802, 808, and 816 Coffeen Street from Residence B to Neighborhood Business District

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

Total .....

YEA	NAY

BE IT FURTHER ORDAINED this amendment to the Zoning Ordinance of the City of Watertown shall take effect as soon as it is published once in the official newspaper of the City of Watertown, or printed as the City Manager directs.

**Seconded by**



# MEMORANDUM

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

TO: Planning Board Members

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

SUBJECT: Zone Change – 816 Coffeen Street, Parcel 8-21-306

DATE: October 16, 2012

---

**Request:** Changing the approved zoning classification of 816 Coffeen Street, parcel 8-21-306 from Residence B to Neighborhood Business District.

**Applicant:** Jennifer Parrish

**Owner:** Jennifer Parrish

**SEQRA:** Unlisted

**County review:** Not required

---

**Comments:** The applicant owns a duplex with detached garage located at the above address. She wishes to convert the garage into a real estate office. Such a use is not allowed in the current Residence B zoning.

The property to the west is also a residential structure, but is already zoned Neighborhood Business. Approving this request would extend an existing Neighborhood Business cluster further eastward. As noted by the applicant, the proposed use is not expected to cause a substantial increase in traffic, noise, or light.

The owners of the property to the east, 806 Coffeen Street, have expressed interest in being included in this change area. They have applied concurrently.

The property is located within the LWRP boundary, and was previously decided during the LWRP rezoning process to leave it in Residence B.

The adopted Land Use Plan shows the parcel in question as “Medium Density Residential.” However, it is immediately adjacent to an area marked for “Neighborhood Business.”

cc: City Council Members  
Robert J. Slye, City Attorney  
Justin Wood, Civil Engineer II  
Jennifer Parrish



# LAND USE OBJECTIVES

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



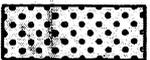
**CITY CENTER:** HIGH DENSITY CONCENTRATION OF SHOPPING, SERVICE, OFFICE, CULTURAL, RESIDENTIAL, AND RELATED USES APPROPRIATE AND NECESSARY TO SERVE THE COMMUNITY AND REGION. PROMOTES RETAIL AND FOOD SERVICE USES ON GROUND FLOOR WITH OTHER SERVICE, OFFICE AND RESIDENTIAL USES IN UPPER FLOORS.



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



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



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



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



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



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



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



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



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



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



**INDUSTRY:** PERMITTED MANUFACTURING AND OTHER INDUSTRIAL USES.



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

MAJOR HIGHWAY SYSTEM IMPROVEMENT

10/4/2012

I am looking to change the zoning from residential to commercial so I can have a real estate office in part of an existing garage presently on the property. There is little impact on traffic and noise with this type of business, majority of the time we travel to the customer.

Jennifer Parrish



816 Coffeen St

Watertown NY

315-778-7355



SHORT ENVIRONMENTAL ASSESSMENT FORM

For UNLISTED ACTIONS Only

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

1. APPLICANT/SPONSOR <i>Jennifer Parrish</i>	2. PROJECT NAME
---	-----------------

3. PROJECT LOCATION:  
Municipality *City of Watertown* County *Jefferson*

4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map)  
*816 Colleen St Watertown NY*

5. IS PROPOSED ACTION:  
 New       Expansion       Modification/alteration



6. DESCRIBE PROJECT BRIEFLY:  
*changing zoning from Residential to Commercial*

7. AMOUNT OF LAND AFFECTED:  
Initially *0.60* acres      Ultimately *0.60* acres

8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS?  
 Yes       No      If no, describe briefly

9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT?  
 Residential       Industrial       Commercial       Agriculture       Park/Forest/Open Space       Other  
Describe:

10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)?  
 Yes       No      If yes, list agency(s) and permit/approvals  
*City of Watertown*

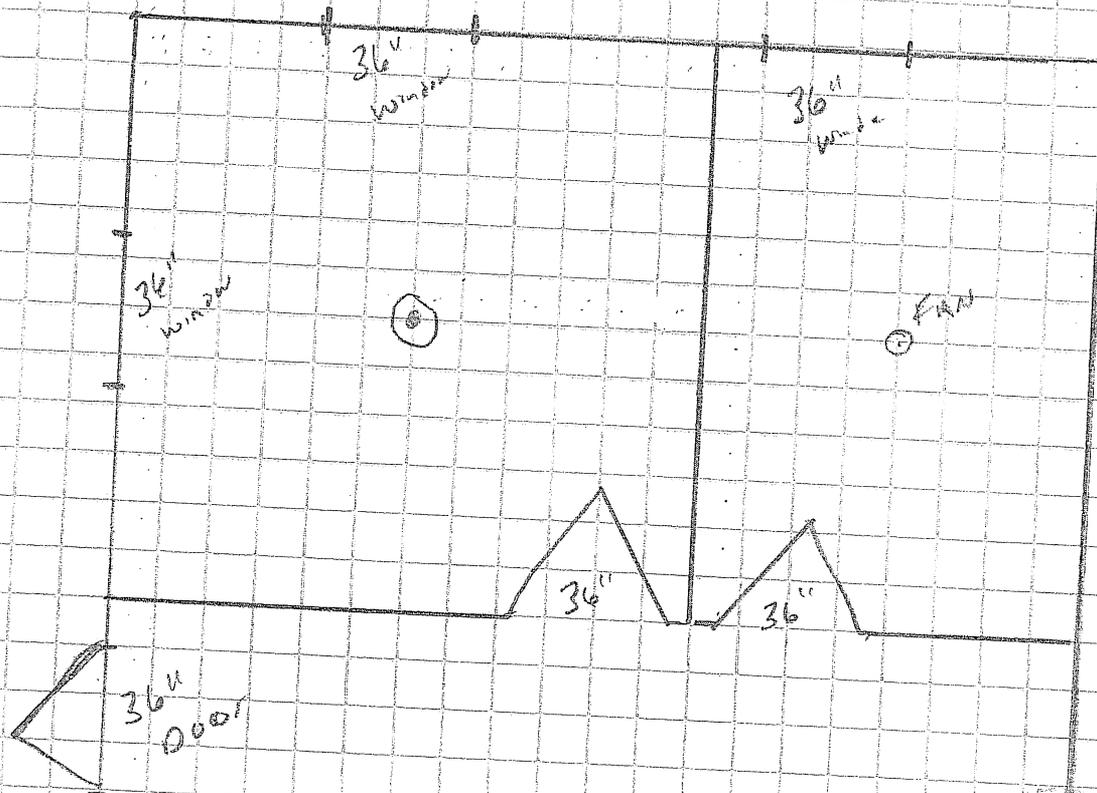
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL?  
 Yes       No      If yes, list agency(s) and permit/approvals

12. AS A RESULT OF PROPOSED ACTION, WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION?  
 Yes       No

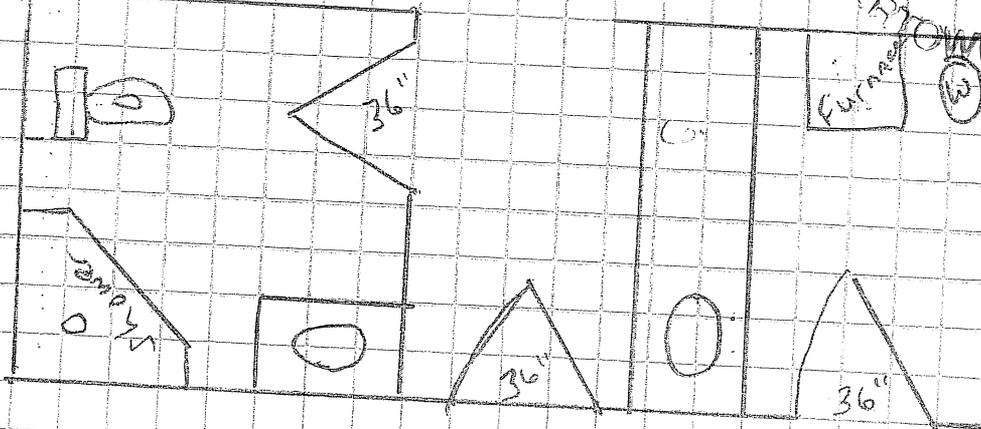
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE

Applicant/sponsor name: *Jennifer Parrish*      Date: *10/3/12*  
Signature: *Jennifer A. Parrish*

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



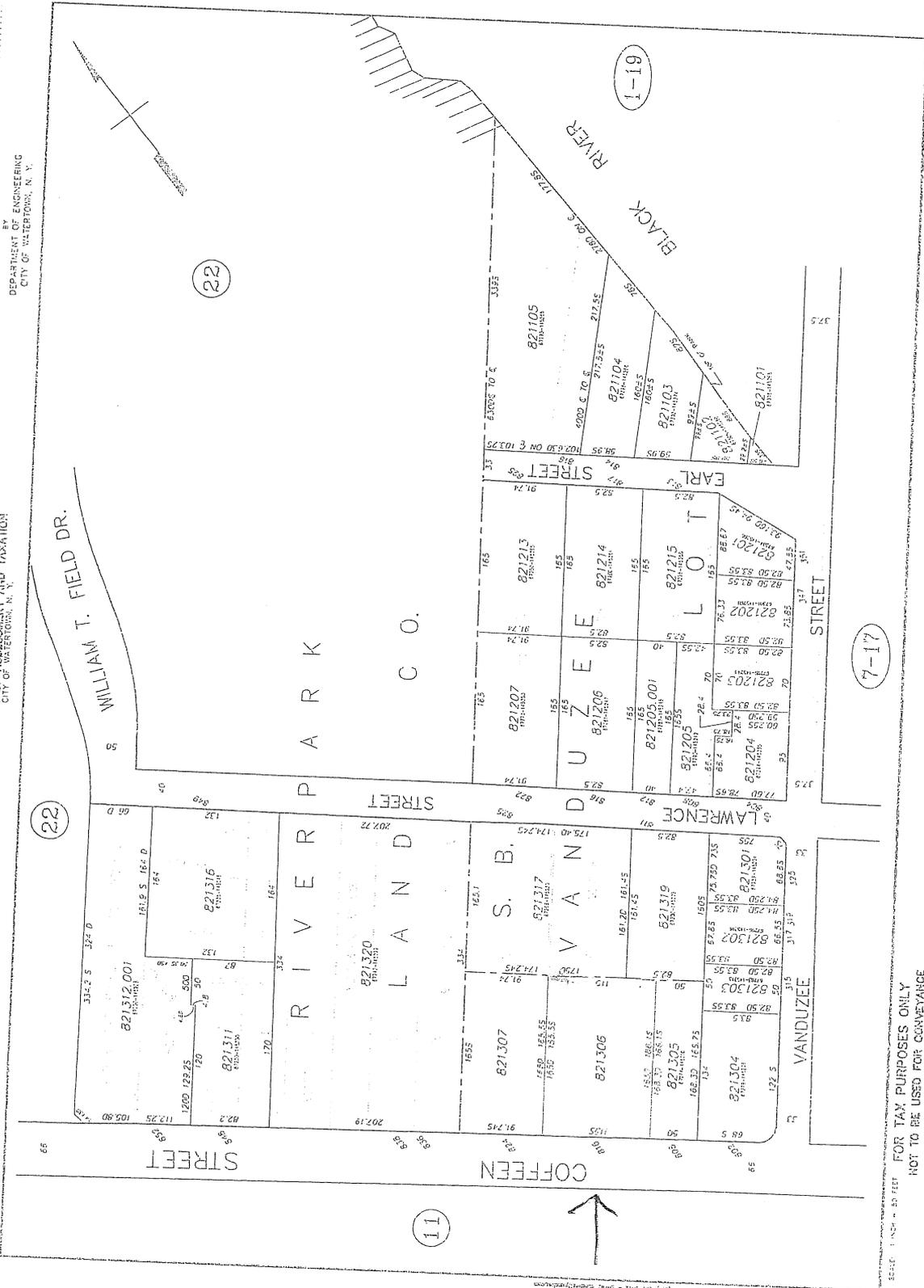
WATERBURY PROFESSIONAL  
 REAL ESTATE  
 OCT 09 2012  
 WATERBURY, NEW YORK



GARAGE

DEPARTMENT OF ASSESSMENT AND TAXATION  
CITY OF WASHINGTON, D. C.

BY  
DEPARTMENT OF ENGINEERING  
CITY OF WASHINGTON, D. C.



DISTRICT 8 MAP 21  
ISSUED JANUARY 7, 1902

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

Property

Reprinted from the Survey and Plat of the District of Columbia, District 8, Map 21, as amended, by the Department of Engineering, City of Washington, D. C., 1902.

APD  
MIRIAM

Garage

2 Family Home

Driveway

Driveway  
Parking

APR 15 2012





# MEMORANDUM

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

TO: Planning Board Members

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

SUBJECT: Zone Change – 808 Coffeen Street, Parcel 8-21-305

DATE: October 29, 2012

---

**Request:** Changing the approved zoning classification of 808 Coffeen Street, parcel 8-21-305 from Residence B to Neighborhood Business District.

**Applicant:** James Scordo

**Owner:** James Scordo

**SEQRA:** Unlisted

**County review:** Not required

---

**Comments:** After receiving the public noticed mailed for the proposed zone change at 816 Coffeen Street, the applicant expressed interest in being included in the change. No specific development has been proposed.

This change should not be approved unless 816 Coffeen Street is also changed to Neighborhood Business District—otherwise the district would not be contiguous and could be considered spot zoning.

This parcel lies within Local Waterfront Revitalization Program boundary, and it was previously been decided during the LWRP rezoning to leave it as Residence B.

The adopted Land Use Plan shows the parcel in question as “Medium Density Residential.”

cc: City Council Members  
Robert J. Slye, City Attorney  
Justin Wood, Civil Engineer II  
James Scordo

26 October 2012

Honorable Mayor and City Council  
City of Watertown  
245 Washington Street  
Watertown, NY 13601

Re: 808 Coffeen Street  
Zone Change Request



Dear Honorable Mayor and City Council:

We are requesting a Zone Change from Residence B to Neighborhood Business at 808 Coffeen Street, parcel 8-21-305. This Zone Change coincides with a Zone Change request of our adjacent neighbor to the west, at 816 Coffeen Street, parcel 8-21-306 proposed to be reviewed at your November 6, 2012 Planning Board meeting.

We have attached 15 sets of this cover letter, deed, tax map, and Short Environmental Assessment Form for review at the referenced Planning Board meeting. We have also provided a \$100 check, payable to the City of Watertown. An Electronic PDF file copy will also be forwarded.

If you have any questions please contact my brother Pat Scordo (315 771-2166) prior to Friday November 2, or my sister Maria Ellingsworth at 315 767-0021 after November 2. Maria will be attending the November 6, 2012 Planning Board meeting.

Thank you for your consideration.

Sincerely

A handwritten signature in cursive script that reads "James P. Scordo".

James P. Scordo

Attachments

PROJECT I.D. Number

Appendix C

State Environmental Quality Review

SEQR

### SHORT ENVIRONMENTAL ASSESSMENT FORM

For UNLISTED ACTIONS Only

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

1. APPLICANT/SPONSOR <u>JAMES P. SCARDO</u>		2. PROJECT NAME <u>N.A.</u>	
3. PROJECT LOCATION: Municipality <u>CITY OF WATERTOWN</u> County <u>JEFFERSON</u>			
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) <u>918 CORTON STREET, PARSONS BUSINESS CENTER (REFER TO ATTACHED TAX MAP)</u>			
5. IS PROPOSED ACTION: <input type="checkbox"/> New <input type="checkbox"/> Expansion <input checked="" type="checkbox"/> Modification/alteration			
6. DESCRIBE PROJECT BRIEFLY: <u>ZONE CHANGE REQUEST FROM RESIDENCE B TO NEIGHBORHOOD BUSINESS</u>			
7. AMOUNT OF LAND AFFECTED: Initially <u>0.1914</u> acres                      Ultimately <u>0.1914</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 type="checkbox"/> Park/Forest/Open Space <input type="checkbox"/> Other Describe:			
10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                      If yes, list agency(s) and permit/approvals			
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                      If yes, list agency(s) and permit/approvals			
12. AS A RESULT OF PROPOSED ACTION, WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE			
Applicant/sponsor name: <u>JAMES P. SCARDO</u>		Date: <u>10/26/12</u>	
Signature: <u>James P. Scardo</u>			

CIVIL ENGINEERING DEPT  
 RECEIVED  
 OCT 26 2012  
 WATERTOWN, NEW YORK

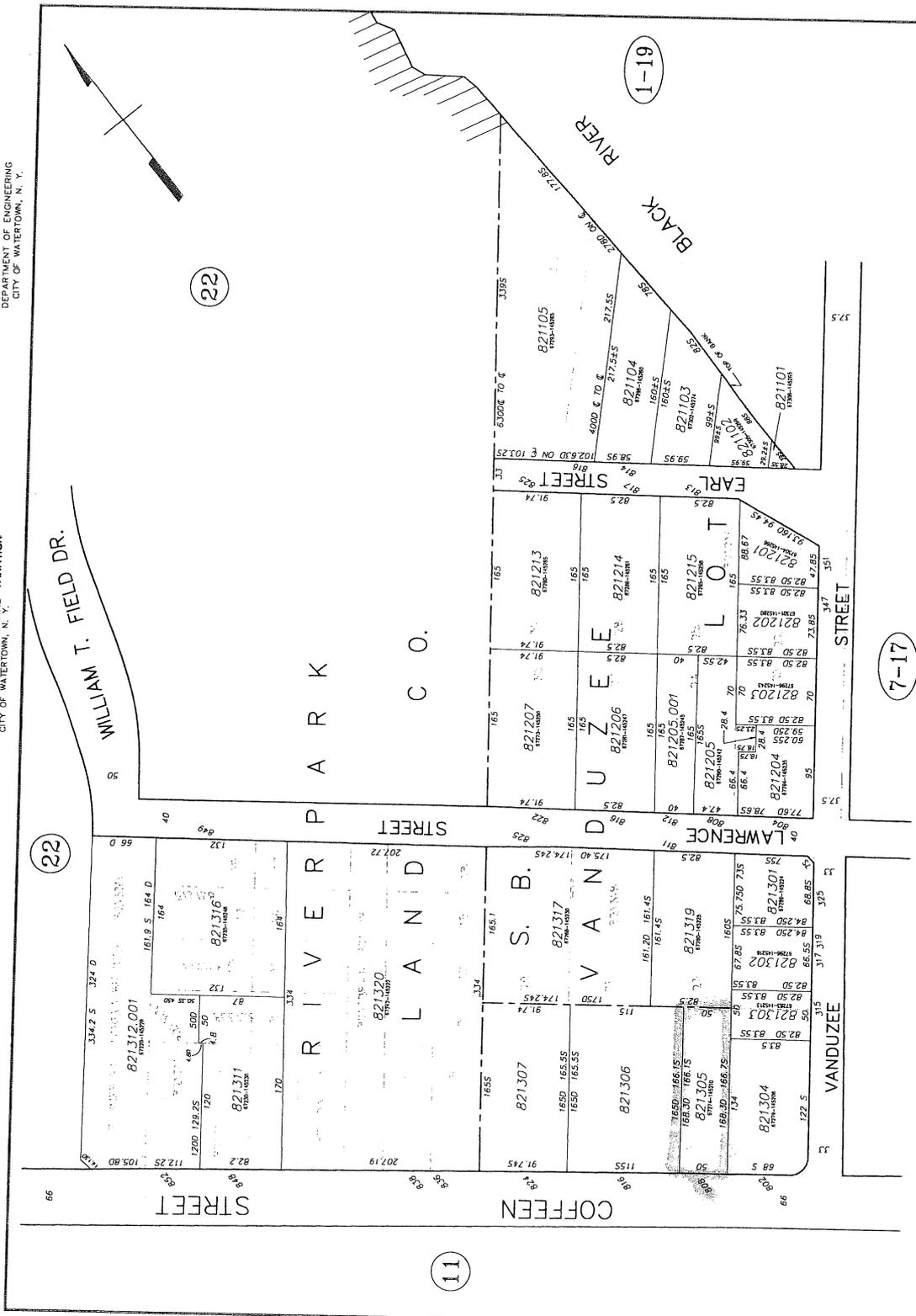
If the action is in the Coastal Area, and you are a state agency, complete the Coastal Assessment Form before proceeding with this assessment

OVER

DEPARTMENT OF ASSESSMENT AND TAXATION  
CITY OF WATERTOWN, N. Y.

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

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



SCALE: 1 INCH = 50 FEET  
 DISTRICT 8 MAP 21  
 REVISED JANUARY 7, 2004

FOR TAX PURPOSES ONLY  
 NOT TO BE USED FOR CONVEYANCE

Digitized Scanned by Services & Associates, Inc. (315) 871-4112 - FAX: (315) 871-7778 - EMAIL: info@servicesandassociates.com

**Excerpt from the Minutes – Planning Board 11/6/2012**

**ZONE CHANGE – RES. B TO NBD  
816 COFFEEN STREET – PARCEL 8-21-306**

The Planning Board then considered a request submitted by Jennifer Parrish to change the approved zoning classification of 816 Coffeen Street, parcel 8-21-306, from Residence B to Neighborhood Business District.

Scott Gerni of Clear Choice Homes was in attendance to represent the applicant. He explained that he had purchased the house and needed the zone change in order to run his real estate business out of the garage.

Mrs. Gervera asked if he had an offer on the house or if he already owned it. Mr. Gerni stated that he already owns the property. [Note: the owner of record is still Jennifer Parrish, by deed on 9/5/2012.]

Mr. Davis noted that the property is adjacent to an existing NBD area, and thus the change makes sense.

Mr. Davis then moved to recommend that City Council approve the request submitted by Jennifer Parrish to change the approved zoning classification of 816 Coffeen Street, parcel 8-21-306, from Residence B to Neighborhood Business District.

Mrs. Pistolese seconded, all voted in favor.

**ZONE CHANGE – RES. B TO NBD  
808 COFFEEN STREET – PARCEL 8-21-305**

The Board then considered a request submitted by James Scordo to change the approved zoning classification of 808 Coffeen Street, parcel 8-21-305, from Residence B to Neighborhood Business District.

Maria Ellingsworth was in attendance to represent the applicant, her brother. She noted that the house would likely be put on the market soon, due to the passing of their father.

The owners of 802 Coffeen Street were present in the audience. They were in favor of the change, and noted that they would also be interested in having their property added to the proposal.

Mr. Davis made a motion to recommend that City Council approve the request submitted by James Scordo to change the approved zoning classification of 808 Coffeen Street, parcel 8-21-305, from Residence B to Neighborhood Business District.

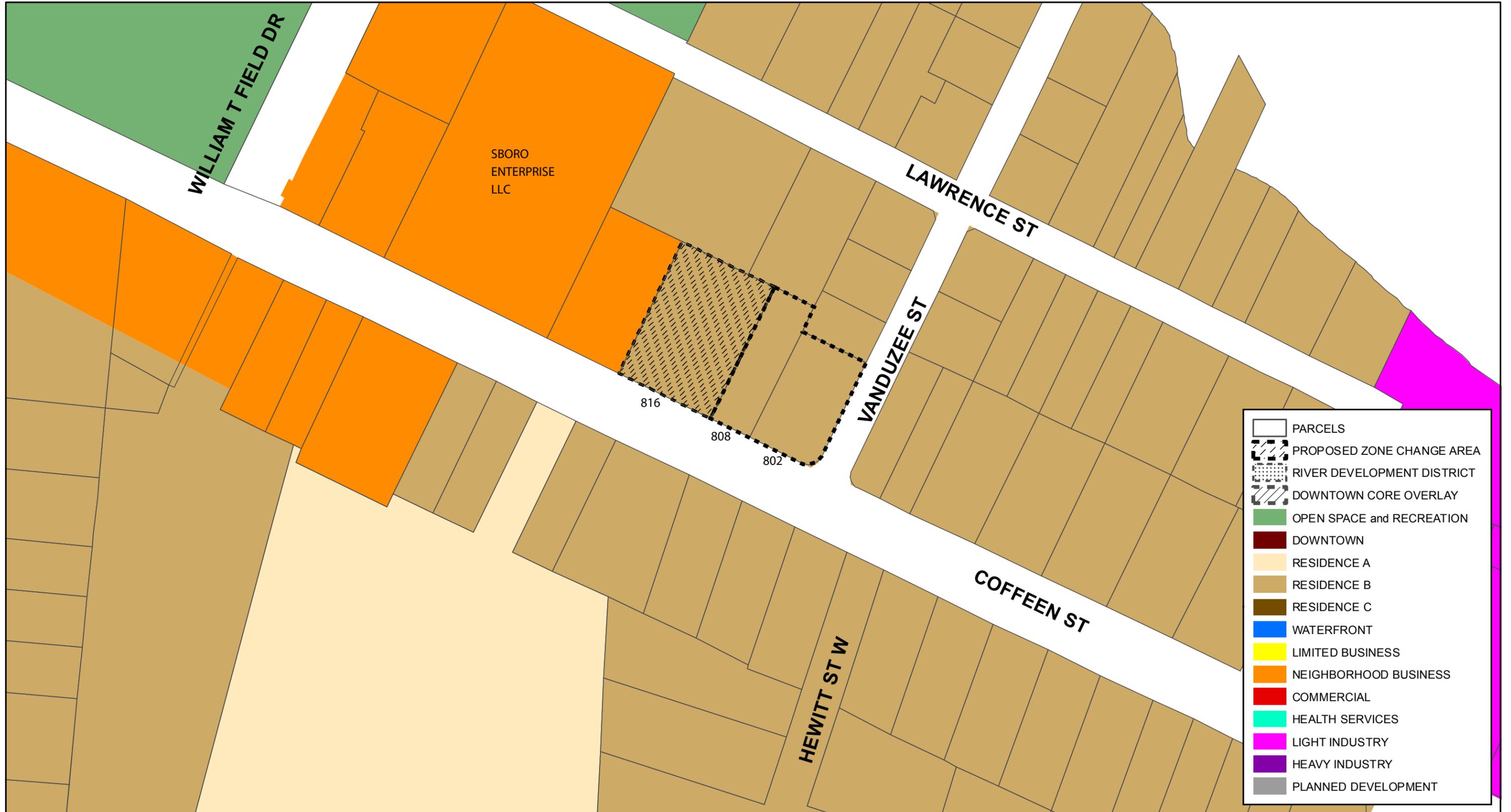
Mr. Fontana seconded, all voted in favor.

Mr. Mix noted that the Planning Board could make a motion to recommend including the corner property in the zone change as requested by the owner, so that it is not the only parcel left as Residence B on the block.

Mr. Fontana made a motion to recommend that City Council change 802 Coffeen Street, parcel 8-21-304, from Residence B to Neighborhood Business District.

Mr. Davis seconded, all voted in favor.

PROPOSED ZONE CHANGE  
816 COFFEEN ST  
RESIDENCE B to NEIGHBORHOOD BUSINESS



- PARCELS
- PROPOSED ZONE CHANGE AREA
- RIVER DEVELOPMENT DISTRICT
- DOWNTOWN CORE OVERLAY
- OPEN SPACE and RECREATION
- DOWNTOWN
- RESIDENCE A
- RESIDENCE B
- RESIDENCE C
- WATERFRONT
- LIMITED BUSINESS
- NEIGHBORHOOD BUSINESS
- COMMERCIAL
- HEALTH SERVICES
- LIGHT INDUSTRY
- HEAVY INDUSTRY
- PLANNED DEVELOPMENT

0 50 100 200 Feet

Public Hearing – 7:30 p.m.

November 14, 2012

To: The Honorable Mayor and City Council

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

Subject: Changing the Approved Zoning Classifications of 63 Properties, Between Main Street West and the Black River, in Order to Conform to the Local Waterfront Revitalization Program

City Council has scheduled a Public Hearing regarding the above subject zone change for 7:30 pm on November 19, 2012. The Planning Board reviewed the zone change proposal at its October 2, 2012 meeting and passed a resolution recommending approval.

The County Planning Board reviewed the proposed changes at their September 25, 2012 meeting and determined that the proposal has no inter-municipal or county-wide issues and is of local concern only.

If Council wishes to grant Mr. Boulrice's attached request to have his property zoned Neighborhood Business, the following parcels should be moved from the "Residence C" list to the "Neighborhood Business District" list on the page 2 of the ordinance:

1-17-533	487 Poplar St
1-17-535	481 Poplar St

Copies of maps showing the existing zoning and this proposed rezoning are included within City Council Members' Agenda Packages. Attached to this memo are copies of the reports prepared for the Planning Board and excerpts from the Planning Board Minutes.

Councilman Butler previously asked about the discrepancy between the ordinance and the Planning Board minutes. The parcel count in the minutes did not include 7 properties that are on combined assessment accounts, but did include the 4 properties that were removed by the Planning Board.

These proposed changes are completely encompassed within the LWRP boundary, which was already subject to an environmental review, so no further SEQRA action is necessary. After the Public Hearing, the Council will be free to vote on the ordinance.

# ORDINANCE

Page 1 of 4

Changing the Approved Zoning Classification of 63 Properties, Between Main Street West and the Black River, in Order to Conform to The Local Waterfront Revitalization 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***

Council Member Roxanne M. Burns

BE IT ORDAINED where certain changes to Zoning District boundaries are required in order to implement the City of Watertown’s Local Waterfront Revitalization Program, and

WHEREAS City Staff have submitted a request to change the approved zoning classification of certain properties between the Black River and Main Street West, and

WHEREAS the Planning Board of the City of Watertown considered the zone change request at its meeting held on October 2, 2012, and adopted a motion recommending that the City Council approve the zone changes as requested, and

WHEREAS the Jefferson County Planning Board reviewed the request at its September 25, 2012 meeting and determined that the proposal has no inter-municipal or county-wide issues and is of local concern only, and

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

WHEREAS a public hearing was held on the proposed zone change on November 5, 2012, after due public notice, and

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

# ORDINANCE

Page 2 of 4

Changing the Approved Zoning Classification of 63 Properties, Between Main Street West and the Black River, in Order to Conform to The Local Waterfront Revitalization 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

NOW THEREFORE BE IT ORDAINED that the zoning classification of the following parcel is hereby changed to **Residence C District**:

- 1-17-103.000 815 ANNE ST
- 1-17-104.000 811 ANNE ST
- 1-17-204.000 839 ANNE ST
- 1-17-205.000 835 ANNE ST
- 1-17-206.000 831 ANNE ST
- 1-17-207.000 827 ANNE ST
- 1-17-208.000 823 ANNE ST
- 1-17-301.000 859 ANNE ST
- 1-17-302.000 855 ANNE ST
- 1-17-303.000 855 ANNE ST
- 1-17-304.000 843 ANNE ST
- 1-17-504.000 818 ANNE ST
- 1-17-505.000 822 ANNE ST
- 1-17-506.000 826 ANNE ST
- 1-17-507.000 830 ANNE ST
- 1-17-508.000 834 ANNE ST
- 1-17-510.000 840 ANNE ST
- 1-17-511.000 844 ANNE ST
- 1-17-512.000 848 ANNE ST
- 1-17-513.000 M54 ANNE ST
- 1-17-533.000 487 POPLAR ST
- 1-17-535.000 481 POPLAR ST

And,

BE IT FURTHER ORDAINED that the zoning classification of each of the parcels in the following list is hereby changed to **Neighborhood Business District**:

- 1-01-301.001 557 REAR MAIN ST W
- 1-01-302.000 549 MAIN ST W
- 1-01-305.000 531 MAIN ST W
- 1-14-101.000 412 MAPLE AVE
- 1-14-103.000 418 MAPLE AVE
- 1-14-104.000 424 MAPLE AVE
- 1-14-105.000 428 MAPLE AVE
- 1-14-106.000 432 MAPLE AVE
- 1-14-107.000 432 MAPLE AVE
- 1-14-108.000 440 MAPLE AVE

# ORDINANCE

Page 3 of 4

Changing the Approved Zoning Classification of 63 Properties, Between Main Street West and the Black River, in Order to Conform to The Local Waterfront Revitalization 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

- 1-14-111.100 729 MAIN ST W
- 1-17-403.000 925 MAIN ST W
- 1-17-515.000 466 HOLLY ST
- 1-17-516.000 466 HOLLY ST
- 1-17-519.000 877 MAIN ST W
- 1-17-520.000 871 MAIN ST W
- 1-17-521.000 867 MAIN ST W
- 1-17-522.000 861 MAIN ST W
- 1-17-523.000 855 MAIN ST W
- 1-17-524.000 851 MAIN ST W
- 1-17-525.000 845 MAIN ST W
- 1-17-526.000 833 MAIN ST W
- 1-17-527.000 833 MAIN ST W
- 1-17-528.000 827 MAIN ST W
- 1-17-529.000 819 MAIN ST W

And,

BE IT FURTHER ORDAINED that the zoning classification of each of the parcels in the following list is hereby changed to **Commercial District**:

- 1-18-101.001 VL-4 VANDUZEE ST
- 1-18-103.000 470 VANDUZEE ST
- 1-18-103.001 444 VANDUZEE ST
- 1-18-104.000 476 VANDUZEE ST
- 1-18-105.000 VL MAIN ST W
- 1-19-101.000 471 VANDUZEE ST
- 1-19-101.001 471 VANDUZEE ST
- 1-19-102.000 475 VANDUZEE ST
- 1-19-103.000 VL-6 VANDUZEE ST
- 1-19-103.001 1003 MAIN ST W
- 1-19-104.000 VL-8 VANDUZEE ST
- 7-08-204.000 532 COFFEEN ST

And,

BE IT FURTHER ORDAINED that the zoning classification of each of the parcels in the following list is hereby changed to **Light Industrial District**:

- 1-14-121.000 591 REAR MAIN ST W

# ORDINANCE

Page 4 of 4

YEA	NAY

Changing the Approved Zoning Classification of 63 Properties, Between Main Street West and the Black River, in Order to Conform to The Local Waterfront Revitalization 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 .....

1-14-125.000 611 MAIN ST W  
 77-01-001.000 1 CONRAIL (only the portion between Main Street West and the Black River)

And,

BE IT FURTHER ORDAINED that parcel 1-14-301, a part of the property known as 753 Rear Main Street West, located along the bank of the Black River, is hereby changed to **Waterfront District**, and

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

BE IT FURTHER ORDAINED this amendment to the Zoning Ordinance of the City of Watertown shall take effect as soon as it is published once in the official newspaper of the City of Watertown, or printed as the City Manager directs.

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



# MEMORANDUM

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

TO: Planning Board Members  
FROM: Kenneth A. Mix, Planning and Community Development Coordinator *KAM*  
SUBJECT: Zone Change – Local Waterfront Revitalization Program (Phase 7)  
DATE: September 26, 2012

---

**Request:** Changing the approved zoning classifications of 60 properties, between West Main Street and the Black River, in order to conform to the Local Waterfront Revitalization Program

**Applicant:** City Staff

**Owner:** Various

**SEQRA:** Unlisted

**County review:** Required

---

**Comments:** After preliminary review by this Board on September 4<sup>th</sup>, Staff is now requesting a formal recommendation on the seventh phase of LWRP zone changes. Notices of the proposed changes were mailed to property owners on Wednesday, September 19<sup>th</sup>.

As a result of public response, one potential existing use conflict was brought to light. The vacant lot at M55 Anne Street (corner of Anne and Holly Streets) is currently used as accessory parking for the bakery supply store across the street (at 465 Holly Street). This parcel is currently marked for change to Residence C, which would make its use as a parking lot non-conforming.

M55 Anne Street may be left as Light Industry. If this is done, staff suggests that the parcels to the northeast, along the east margin of Holly Street, be changed to Neighborhood Business rather than Residence C.

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

**Excerpt from the Minutes – Planning Board 10/2/2012**

**LWRP ZONE CHANGES – PHASE 7  
MAIN STREET WEST AREA**

The Planning Board then considered a request submitted by Staff to change the approved zoning classifications of 60 properties, between Main Street West and the Black River, in order to conform to the Local Waterfront Revitalization Program.

Mr. Mix explained the request and outlined the community response after notices were mailed.

He noted that CSX was opposed to changing its right-of-way from Heavy to Light Industry, and changing the houses which abut the railroad near Anne Street from Light Industry to Residence C. They are concerned that the intensive use of the track is a Heavy Industrial use, and would be detrimental to nearby housing. Mr. Mix noted that the railroad is a transportation corridor and questioned whether it really needed to be zoned at all—similar to a street or highway. He also noted that the housing in question is preexisting, so the argument against residential development is also of questionable relevance.

Mr. Mix continued, noting that a bakery supply warehouse had a parking lot which would be negatively impacted by the changes, as outlined in the Staff Report. M55 Anne Street should not be changed, and the rest of the properties on the east side of Holly Street should be changed to Neighborhood Business District.

He also noted that Chiappone's Tire Warehouse, if changed to NBD as proposed, would still be allowed, but would become subject to a Special Use Permit. Future use would also be limited in the event that the owners wished to sell the facility.

Mrs. Freda asked if Chiappone's would be allowed to stay indefinitely.

Mr. Mix replied that they would, unless the business ceased for a full year, in which case they would need to come in for a Special Use Permit.

Mr. Katzman noted that he owns property on Main Street West, and continued that he believes that the Chiappone's property should be left alone for the benefit of Mr. Chiappone's heirs.

Joe Roselli, 437 Broadway, of Chiappone's Tire Warehouse approached the Board. He stated that he would like to see the zoning left alone.

Mr. Katzman asked if it would be possible to use the Commercial District here. Mr. Mix stated that it would be spot zoning.

Mrs. Freda asked if Chiappone's had a long term plan, and if they planned to leave their building any time soon.

Mr. Roselli stated that they will operate as long as possible at their location. They are in it for the long haul. He noted they do not actually have any river frontage.

Mr. Coburn stated that he supports removing Chiappone's from the change proposal. Mr. Mix noted that the two properties to the west (across Edmund Street) would also need to be removed.

There was some general discussion regarding the railroad. Mrs. Freda asked where the remaining Heavy Industry areas in the City are. Mr. Mix noted that a large area around Air Brake was still HI, and also the Cleaves property north of Main St W.

Mr. Fontana moved to recommend approval of the request submitted by Staff to change the approved zoning classifications of 60 properties, between Main Street West and the Black River, in order to conform to the Local Waterfront Revitalization Program, with the following changes:

1. M55 Anne Street shall be removed from the proposal, and the rest of the properties fronting the east side of Holly Street be changed to Neighborhood Business District.
2. 557 Main St. W., 575 Main St. W., and 595 Main St. W. shall be removed from the proposal.

Mr. Coburn seconded, all voted in favor.

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

The meeting adjourned at 4:20 pm.

**Excerpt from the Minutes – Planning Board 9/4/12**

**LWRP ZONE CHANGES – PHASE 7  
PROPOSED CHANGES – WEST MAIN STREET**

Mr. Mix outlined the preliminary proposal for the area between West Main Street and the Black River. He noted that much of this proposal is simply fixing split zoning. Notably, the Vanduzee Street “barns” are not included because there is currently no feasible non-industrial use. One possible non-conforming use would be 475 Vanduzee Street, which appears to be some type of machine shop.

Mrs. Freda noted that the entire 800 block of West Main Street appears to be residential, and that it may not make sense to leave it zoned Neighborhood Business. Using Residence C might help protect the neighborhood and induce investment. Mr. Mix noted the heavy traffic on West Main Street may have a stronger affect on that block than the zoning does, but that staff would take another look at that area.

The Board agreed that the proposed changes looked appropriate.



Department of Planning  
175 Arsenal Street  
Watertown, NY 13601

Donald R. Canfield  
Director of Planning

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

September 27, 2012



Andrew Nichols, Planner  
City of Watertown  
245 Washington Street, Suite 304  
Watertown, NY 13601

Re: The City of Watertown, Zoning Text Amendment, JCDP File # C 08 - 12

Dear Andrew:

On September 25, 2012, the Jefferson County Planning Board reviewed the above referenced project, referred pursuant to General Municipal Law, Section 239m.

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

The local board is free to make its final decision.

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

Thank you.

Sincerely,

E. Hartley Bonisteel  
Community Development Coordinator

EHB

October 1, 2012

To Whom it may Concern:

In reference to the letter I received from Mr. Nichols concerning the zoning change on my property located at 481 Poplar St. Parcel ID 1-0017-635,000.

I would like to have the zoning changed from its present status of Industrial to Neighbor Business District.

If I need to fill out any applications or forms please let me know as I am presently visiting family in Arizona and not in the Watertown area.

I can be reached at 602-616-4613 or

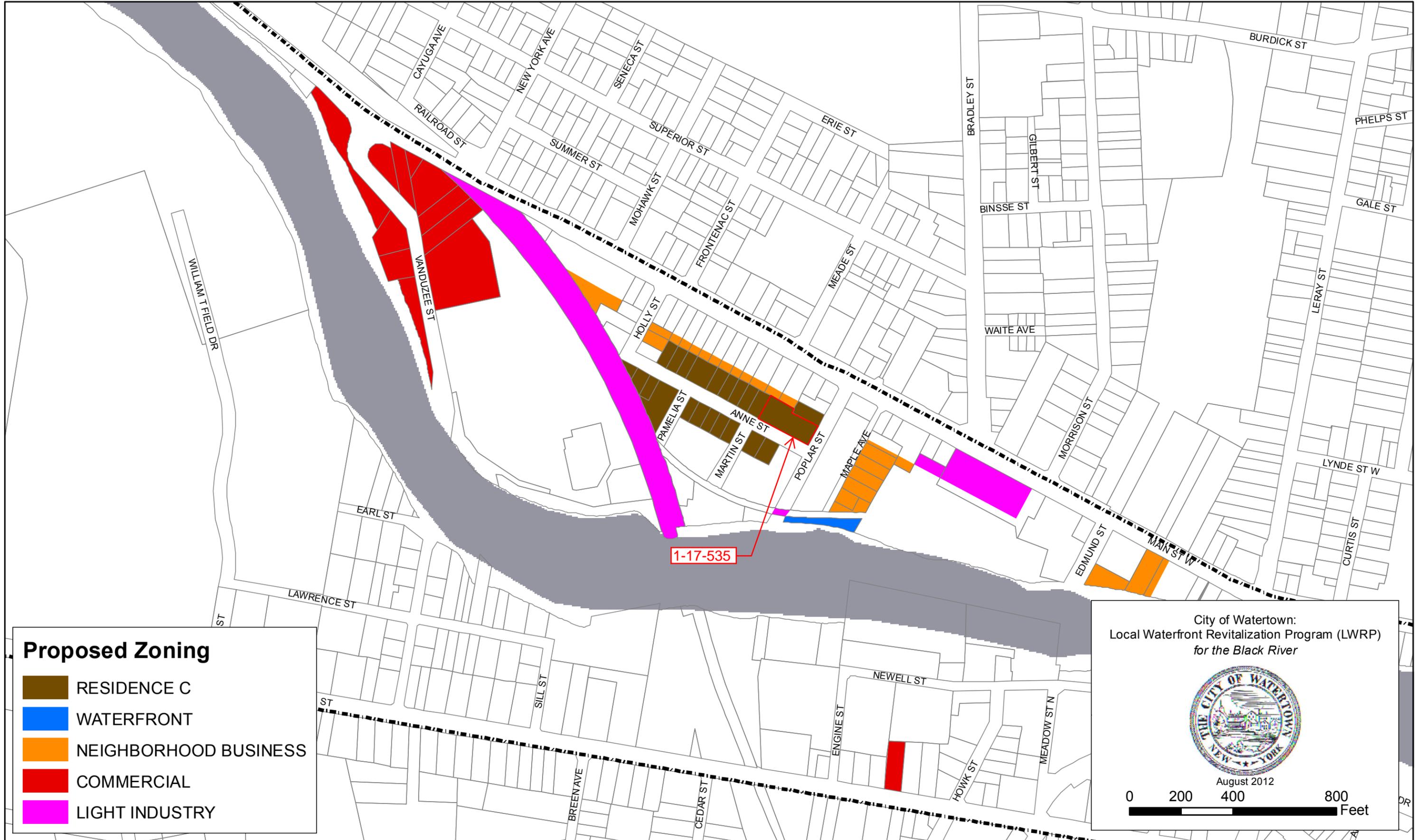
Bruce Boulrice  
18041 N. 3rd Pl.  
Phoenix, Az. 85022

Any consideration would be greatly appreciated.

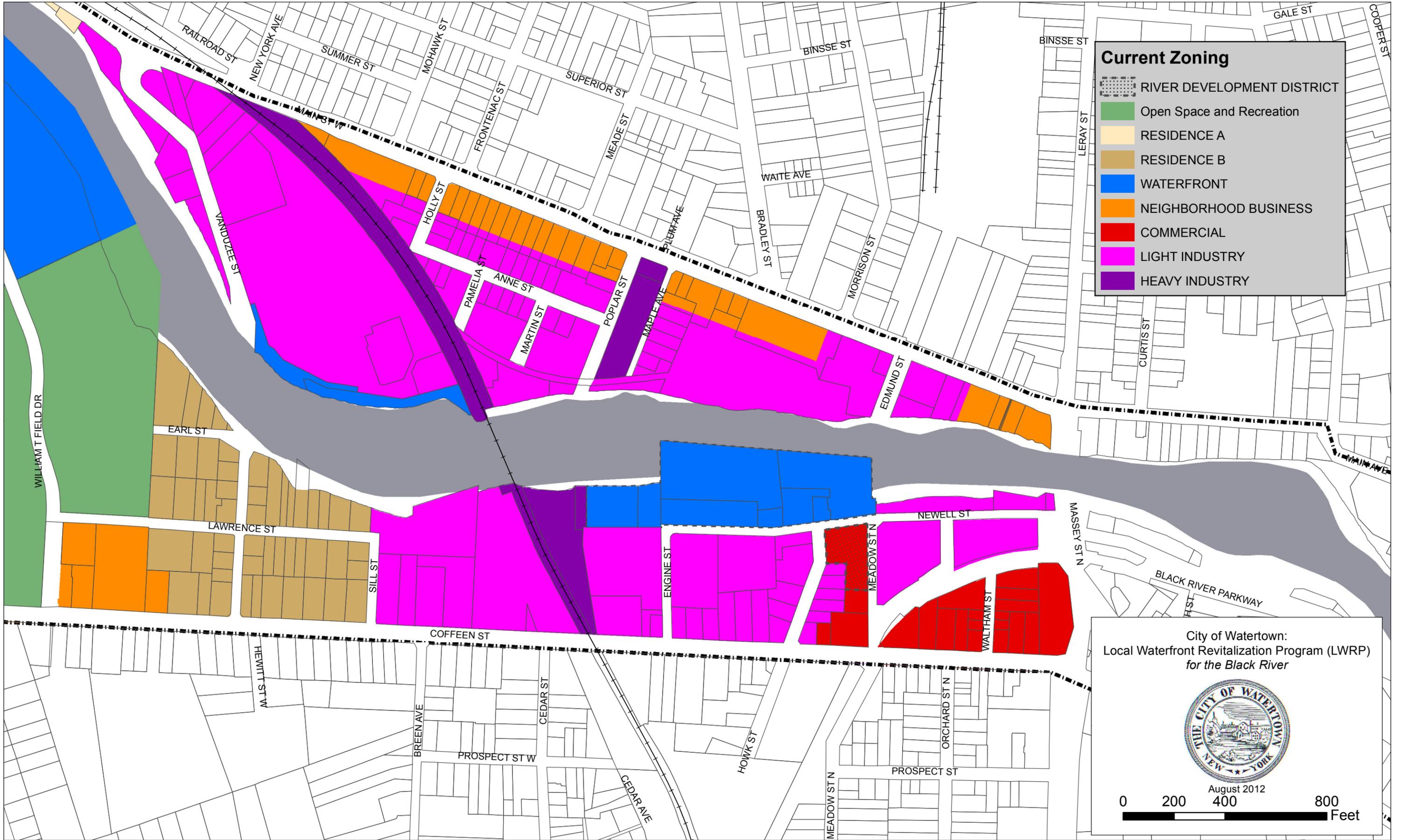
Thank You

Bruce Boulrice

# LWRP Proposed Zoning - Phase 7 - Main St West



# Coffeen and Main Street Zoning



**Current Zoning**

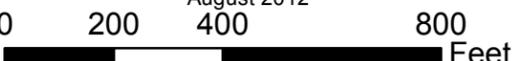
-  RIVER DEVELOPMENT DISTRICT
-  Open Space and Recreation
-  RESIDENCE A
-  RESIDENCE B
-  WATERFRONT
-  NEIGHBORHOOD BUSINESS
-  COMMERCIAL
-  LIGHT INDUSTRY
-  HEAVY INDUSTRY

City of Watertown:  
Local Waterfront Revitalization Program (LWRP)  
for the Black River



August 2012

0 200 400 800 Feet





CITY OF WATERTOWN, NEW YORK  
OFFICE OF CITY CLERK  
CITY HALL, ROOM 101  
245 WASHINGTON STREET  
WATERTOWN, NEW YORK 13601-3387  
(315) 785-7780 Fax (315) 785-7796

Ann M. Saunders  
City Clerk/City Historian

Date: November 13, 2012  
To: The Honorable Mayor and City Council  
From: Ann M. Saunders, City Clerk  
Subject: On-line Requests for Certified Copies

The City Clerk's Office will soon be accepting requests for certified copies of Birth Certificates, Death Certificates and Marriage Certificates electronically. VitalChek, a LexisNexis Company, offers a remote ordering system through the internet which is more efficient while providing a higher level of customer service and security. For this service, the customer will pay a \$7.25 handling fee to VitalChek which includes the credit card processing fees. It is currently used by the NYS Vital Records Department as well as other municipalities throughout the state and country. I truly believe that our customers will be more satisfied with this service and its capabilities will streamline our workflow as well as improve our efficiency.

Benefits:

- Customers will be able to submit their requests on-line at their convenience through the VitalChek website or by using a link within the City of Watertown's website.
- The method is more user-friendly with faster turn around times. With the current process of fax requests, the image quality of the photo ID is poor which requires several attempts and delays processing time.
- Overnight shipping and international shipping is available for an additional fee.
- Customers can view real-time order status which will reduce the number of status calls to the Clerk's Office.
- Email notifications are sent to the customer for the order confirmation, the payment authorization, the transfer of the order to the Clerk's Office and the shipping details which includes the tracking number for overnight shipments.
- Payments can be made through a credit card or electronic check. Convenience fees are included in the handling fee.

- VitalChek assumes all financial responsibility for transaction settlements which minimizes the handling of credit card information by the Clerk's Office and decreases the risk of potential misuse.
- VitalChek authenticates the applicant's identity through Instant Verify and Instant Authenticate. It interfaces with the Social Security Administration to ensure that the name and SS# match, that the SS# exists and that the SS# is not associated with a deceased individual. This level of verification is not possible with our current process.
- VitalChek will provide all the equipment, supplies, training and support at no cost to the City.

November 14, 2012

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Year-end Financial Report

Attached for City Council review is the un-audited financial report for the fiscal year ended June 30, 2012. A summary by fund for the past fiscal year is as follows:

**General Fund**

Beginning fund balance and reserve balances		\$ 11,838,861
+ Revenues	\$ 36,713,100	
- Expenses	<u>(37,830,571)</u>	
Net Change from operations		\$ (1,117,471)
+ Transfer from sidewalk debt reserve		<u>62,174</u>
Ending fund balances and reserve balances		10,783,564
Fund balance reserved for inventory and prepaid expenses		(6,279)
Fund balance reserved for encumbrances		(441,417)
Fund balance reserved for sidewalk assessment debt		(302,145)
Fund balance reserved for Fairgrounds Stadium		(67,270)
Fund balance appropriated to subsequent fiscal year		<u>(1,581,027)</u>
Unreserved un-appropriated fund balance		\$ 8,385,426

Forecasted deficits in current budget's multi-year plan: FY 2013-14	\$ (1,772,444)
FY 2014-15	(1,599,964)
FY 2015-16	(1,579,576)
FY 2016-17	<u>(970,763)</u>
Total	<u>\$ (5,922,747)</u>

## Water Fund

Beginning fund balance and reserve balances		\$ 1,173,406
+ Revenues	\$ 4,836,890	
- Expenses	(4,644,177)	
Net Change from operations		192,713
Change in Workers Compensation Liability		12,850
Change in Accrued Interest Liability		8,752
Change in OPEB Liability		(171,362)
Ending net assets and restricted balances		1,216,359
Restricted for Debt Service (Ten Eyck St)		(47,545)
Restricted for coagulation basin repairs		(117,093)
Fund balance reserved for encumbrances		(14,780)
Fund balance appropriated to subsequent fiscal year		(14,638)
Unreserved un-appropriated fund balance		\$ 1,022,303

The unrestricted net assets amount has been reduced by the amounts the water fund is required to include in its financial statements for the other post-employment benefits (OPEB) liability in the amount of \$640,620, accrued interest in the amount of \$30,273 and its anticipated long-term workers compensation liability for current claims in the amount of \$122,184. The City continues to meet these obligations on a pay-as-you-go basis and fund them in the year the payments are to be made.

## Sewer Fund

Beginning fund balance and reserve balances		\$ 1,636,752
+ Revenues	\$ 5,513,701	
- Expenses	(4,889,968)	
Net Change from operations		623,733
Change in Workers Compensation Liability		24,119
Change in Accrued Interest Liability		4,406
Change in OPEB Liability		(92,182)
Ending net assets and restricted balances		2,196,828
Restricted for Debt Service (Ten Eyck St)		(65,945)
Fund balance reserved for encumbrances		(131,145)
Fund balance appropriated to subsequent fiscal year		(468,380)
Unreserved un-appropriated fund balance		\$ 1,531,358

The unrestricted net assets amount has been reduced by the amounts the sewer fund is required to include in its financial statements for the other post-employment benefits (OPEB) liability in the amount of \$435,796, accrued interest in the amount of \$34,863 and its anticipated long-term workers compensation liability for current claims in the amount of \$34,734. The City continues to meet these obligations on a pay-as-you-go basis and fund them in the year the payments are to be made.

**Library Fund**

Beginning fund balance and reserve balances		\$ 158,598
+ Revenues	\$ 1,569,784	
- Expenses	(1,548,833)	
Net Change from operations		20,951
Ending fund balances and reserve balances		179,549
Fund balance reserved for encumbrances		(12,692)
Fund balance appropriated to subsequent fiscal year		(100,000)
Unreserved un-appropriated fund balance		\$ 66,857

**Self-funded Health Insurance Fund**

Beginning fund balance and reserve balances		\$ 1,799,481
+ Revenues	\$ 7,716,169	
- Expenses	(7,566,240)	
Net Change from operations		149,929
Ending fund balances and reserve balances		1,949,410
Fund balance reserved for encumbrances		-
Fund balance appropriated to subsequent fiscal year		(310,000)
Unreserved un-appropriated fund balance		\$ 1,639,410

**Tourism Fund**

Beginning fund balance and reserve balances		\$ 30,290
+ Revenues	\$ 222,162	
- Expenses	(232,284)	
Net Change from operations		(10,122)
Ending fund balances and reserve balances		20,168
Fund balance reserved for encumbrances		-
Fund balance appropriated to subsequent fiscal year		-
Unreserved un-appropriated fund balance		\$ 20,168

**Workers Compensation Reserve Fund**

Beginning fund balance and reserve balances		\$ 315,784
+ Revenues	\$ 952	
- Expenses	-	
Net Change from operations		952
Ending fund balances and reserve balances		316,736
Fund balance reserved for encumbrances		-
Fund balance appropriated to subsequent fiscal year		-
Unreserved un-appropriated fund balance		\$ 316,736

**Risk Retention Fund**

Beginning fund balance and reserve balances		\$ 149,273
+ Revenues	\$ 105,559	
- Expenses	(16,570)	
Net Change from operations		88,989
Ending fund balances and reserve balances		238,262
Fund balance reserved for encumbrances		-
Fund balance appropriated to subsequent fiscal year		-
Unreserved un-appropriated fund balance		\$ 238,262

**Debt Service Fund**

Beginning fund balance and reserve balances		\$ 141,628
+ Revenues	\$ 361	
- Expenses	(141,989)	
Net Change from operations		(141,628)
Ending fund balances and reserve balances		-
Fund balance reserved for encumbrances		-
Fund balance appropriated to subsequent fiscal year		-
Unreserved un-appropriated fund balance		\$ -

**CITY OF WATERTOWN**  
**FY 2011/12 FINANCIAL REPORT (UNAUDITED)**  
**THROUGH THE FISCAL YEAR ENDED JUNE 30, 2012**

**GENERAL FUND SUMMARY**

	2011-12 Revised Budget	YTD Actual	%	Prior YTD Actual	2010-11 Actual
General Fund Summary					
Revenues	\$ 36,160,365	\$ 36,713,100	101.53%	\$ 36,160,482	\$ 36,160,482
Expenditures	\$ 38,645,596	\$ 37,830,571	97.89%	\$ 36,453,046	\$ 36,453,046
Net Change in Fund Balance	\$ (2,485,231)	\$ (1,117,472)		\$ (292,564)	\$ (292,564)

**GENERAL FUND REVENUES**

General fund revenues were up \$ 552,618 or 1.53% compared to last year due mostly to the increase in sales tax of \$ 1,207,988 which was offset by a decrease in the sale of excess hydro power by (\$ 756,334). The 10 largest general fund budgeted revenues account for over 93% of the total general fund revenues. A summary of general fund revenues is as follows:

GENERAL FUND REVENUES	2011-12 Revised Budget	Current Y-T-D	Y-T-D % of Budget (June = 100%)	Prior Y-T-D	2010-11 Actual
State Admin. Sales & Use Tax	\$ 16,465,000	\$ 17,215,058	104.56%	\$ 16,007,070	\$ 16,007,070
Real Property Taxes(net of reserve)	\$ 7,249,113	\$ 7,307,193	100.80%	\$ 7,054,030	\$ 7,054,030
State Aid, Per Capita	\$ 4,703,208	\$ 4,703,208	100.00%	\$ 4,799,192	\$ 4,799,192
Sale of Surplus Power	\$ 3,207,000	\$ 2,766,103	86.25%	\$ 3,522,437	\$ 3,522,437
Refuse and Garbage Charges	\$ 715,000	\$ 740,596	103.58%	\$ 710,948	\$ 710,948
State Aid, Mortgage Tax	\$ 375,000	\$ 307,384	81.97%	\$ 351,984	\$ 351,984
Utilities Gross Income Tax	\$ 396,500	\$ 351,716	88.71%	\$ 407,527	\$ 407,527
Interfund Transfers	\$ 263,900	\$ 335,566	127.16%	\$ 513,859	\$ 513,859
State Mass Transportation Assistance	\$ 177,400	\$ 226,264	127.54%	\$ 231,034	\$ 231,034
Bus Fares	\$ 160,000	\$ 160,702	100.44%	\$ 155,136	\$ 155,136
Subtotal	\$ 33,712,121	\$ 34,113,790	101.19%	\$ 33,753,217	\$ 33,753,217
All Other General Fund Revenues	\$ 2,448,244	\$ 2,599,310	106.17%	\$ 2,407,265	\$ 2,407,265
Total	\$ 36,160,365	\$ 36,713,100	101.53%	\$ 36,160,482	\$ 36,160,482

**Real Property Tax Collections:** Gross property tax revenue for FY 11-12 is \$7,300,409 which represented a decrease of \$187,022 due to the tax levy being lowered by 2.50% with the adoption of the Fiscal Year 2011-12 budget. The property tax revenue was adjusted downwards at year-end by \$ 3,327 to account for the estimated reserve for uncollectable accounts as well as an amount for deferred tax revenues not yet collected within the first sixty days of the next fiscal year.

**Interest and Penalties on Property Taxes:** Revenue was down compared to last year by \$ 40,143 or 22.86% due to the decreased number of tax sale certificates held by the City.

**Sales Tax Revenue:** The City's sales tax collections were above last year's actual results by \$ 1,207,988 or 7.55%. Compared to the adopted budget, revenue was up \$ 750,058 or 4.56%.

**Sale of Surplus Power:** The City's sale of surplus power was down compared to last year by \$ 756,334 or 21.47%. Compared to FY 2009/10 revenue was up \$59,532 or 2.20% not adjusted for the annual increases to the rate paid to the City per kilowatt.

**Utilities Gross Income Tax Revenue:** Under General Municipal Law, the City imposes a 1% tax on the gross income from every utility doing business in the City. Revenue was down compared to last year by \$ 55,811 or 13.69%.

**Mortgage Tax Revenue:** The City receives 1/2% tax for each mortgage recorded on property located within the City. Revenue for the year was down \$ 44,600 or 12.67% compared to last year.

**NYS Unrestricted Aid and AIM funding:** The City's revenue from the NYS Aid and Incentives to Municipalities program (AIM) was reduced by the State compared to last year by \$ 95,984 or 2.00%.

**CITY OF WATERTOWN**  
**FY 2011/12 FINANCIAL REPORT (UNAUDITED)**  
**THROUGH THE FISCAL YEAR ENDED JUNE 30, 2012**

**GENERAL FUND EXPENDITURES**

The following 10 departments / categories represent over 86% of the General Fund budgeted expenditures. General fund expenditures were up by \$ 1,377,525 or 3.78% compared to last year.

GENERAL FUND EXPENDITURES	2011-12 Revised Budget	Current Y-T-D	Y-T-D % of Budget (June = 100%)	Prior Y-T-D	2010-11 Actual (Unaudited)
Fire	\$ 8,320,285	\$ 8,300,475	99.76%	\$ 7,822,377	\$ 7,822,377
Police	\$ 7,486,630	\$ 7,279,966	97.24%	\$ 7,200,075	\$ 7,200,075
Department of Public Works	\$ 4,972,046	\$ 4,837,339	97.29%	\$ 4,785,173	\$ 4,785,173
Debt Service	\$ 3,303,657	\$ 3,303,601	100.00%	\$ 4,546,364	\$ 4,546,364
Health Insurance-Retirees	\$ 3,055,635	\$ 3,055,625	100.00%	\$ 3,112,960	\$ 3,112,960
Transfer to Capital Projects	\$ 1,676,750	\$ 1,681,031	100.26%	\$ 412,246	\$ 412,246
Parks and Recreation	\$ 1,458,747	\$ 1,324,024	90.76%	\$ 1,188,578	\$ 1,188,578
Library Transfer	\$ 1,499,677	\$ 1,499,677	100.00%	\$ 1,066,499	\$ 1,066,499
Bus	\$ 845,974	\$ 811,544	95.93%	\$ 793,540	\$ 793,540
Traffic Control & Lighting	\$ 757,196	\$ 736,571	97.28%	\$ 783,579	\$ 783,579
SUBTOTAL	\$ 33,376,596	\$ 32,829,853	98.36%	\$ 31,711,391	\$ 31,711,391
All Other Departments/Transfers	\$ 5,269,000	\$ 5,000,719	94.91%	\$ 4,741,655	\$ 4,741,655
TOTAL	\$ 38,645,596	\$ 37,830,571	97.89%	\$ 36,453,046	\$ 36,453,046

**GENERAL FUND - PERSONAL SERVICES**

Personal service expenditures account for nearly 40% of the general fund budgeted expenditures. The following table presents the 10 largest departmental budgeted personal services. These 10 departments represent over 82% of the budgeted general fund personal service expenditures. Fire department overtime finished down compared to last year by \$ 80,205 or 24.51%. Police department overtime finished down \$ 127,828 or 36.45%.

Department	2011-12 Revised Budget	Current Y-T-D	Y-T-D % of Budget (June = 100%)	Prior Y-T-D	2010-11 Actual (Unaudited)
Fire	\$ 5,044,070	\$ 5,182,442	102.74%	\$ 5,033,052	\$ 5,033,052
Police	\$ 4,428,670	\$ 4,363,419	98.53%	\$ 4,329,952	\$ 4,329,952
DPW Snow Removal	\$ 515,997	\$ 503,168	97.51%	\$ 545,215	\$ 545,215
Engineering	\$ 469,393	\$ 438,775	93.48%	\$ 451,034	\$ 451,034
DPW Administration	\$ 374,466	\$ 336,701	89.92%	\$ 375,130	\$ 375,130
Municipal Executive	\$ 346,105	\$ 363,942	105.15%	\$ 298,440	\$ 298,440
DPW Refuse & Garbage	\$ 343,624	\$ 313,103	91.12%	\$ 317,158	\$ 317,158
DPW Central Garage	\$ 318,549	\$ 327,926	102.94%	\$ 331,056	\$ 331,056
Bus	\$ 316,143	\$ 321,499	101.69%	\$ 303,576	\$ 303,576
Comptroller	\$ 313,381	\$ 321,157	102.48%	\$ 313,424	\$ 313,424
SUBTOTAL	\$ 12,470,398	\$ 12,472,132	100.01%	\$ 12,298,037	\$ 12,298,037
All Other Departments	\$ 2,606,521	\$ 2,599,133	99.72%	\$ 2,565,695	\$ 2,437,665
TOTAL	\$ 15,076,919	\$ 15,071,264	99.96%	\$ 14,863,732	\$ 14,735,702

**CITY OF WATERTOWN**  
**FY 2011/12 FINANCIAL REPORT (UNAUDITED)**  
**THROUGH THE FISCAL YEAR ENDED JUNE 30, 2012**

**WATER FUND**

Revenues finished up compared to last year by \$ 266,682 or 5.84% due mostly to an increase of \$129,726 in water revenues from outside City users. Expenditures were up \$ 130,919 or 2.88% compared to last year due primarily to the dredging of the coagulation basin in the amount of \$87,768.

	2011-12 Revised Budget	Y-T-D Actual	Y-T-D % of Budget (June = 100%)	Prior Y-T-D	2010-11 Actual (Unaudited)
Water Fund Summary					
Revenues	\$ 4,765,100	\$ 4,836,890	101.51%	\$ 4,570,208	\$ 4,570,208
Expenditures	\$ 4,991,104	\$ 4,669,177	93.55%	\$ 4,538,258	\$ 4,538,258
Net Change in Fund Balance	\$ (226,004)	\$ 167,713		\$ 31,950	\$ 31,950

**SEWER FUND**

Revenues increased over last year by \$ 320,048 or 6.16%. Revenues from tanker hauled sludge and leachate have increased \$ 338,338 or 48.68%. Revenues from other governments were up \$ 193,262 or 13.76% while revenues from inside City limits were down by \$ 152,834 or 5.67%. Expenditures decreased by \$ 55,392 or 1.12% compared to last year.

	2011-12 Revised Budget	Y-T-D Actual	Y-T-D % of Budget (June = 100%)	Prior Y-T-D	2010-11 Actual (Unaudited)
Sewer Fund Summary					
Revenues	\$ 4,943,182	\$ 5,513,701	111.54%	\$ 5,193,653	\$ 5,193,653
Expenditures	\$ 5,130,894	\$ 4,889,968	95.30%	\$ 4,945,360	\$ 4,945,360
Net Change in Fund Balance	\$ (187,712)	\$ 623,734		\$ 248,293	\$ 248,293

**LIBRARY FUND**

Excluding the transfer from the General Fund, revenues were up compared to last year by \$ 3,107 or 4.64%. Excluding the transfers to Capital Projects Fund expenditures were up by \$ 29,243 or 2.82% compared to last year.

	2011-12 Revised Budget	Y-T-D Actual	Y-T-D % of Budget (June = 100%)	Prior Y-T-D	2010-11 Actual (Unaudited)
Library Fund Summary					
Revenues	\$ 1,568,161	\$ 1,569,784	100.10%	\$ 1,133,499	\$ 1,133,499
Expenditures	\$ 1,730,761	\$ 1,548,833	89.49%	\$ 1,036,583	\$ 1,036,583
Net Change in Fund Balance	\$ (162,600)	\$ 20,952		\$ 96,916	\$ 96,916

The majority of the Library revenues shown in this fund are a result of the library transfer expense (\$ 1,499,677) shown up above in the General Fund Expenditures section. All available library revenues such as fines and grants are utilized prior to any transfer from the General Fund.

**SELF-INSURANCE FUND**

Revenues were down compared to last year by \$ 351,501 or 4.36% due to the decreased premium rate (\$146,051) and a decrease in reimbursements received through the Federal Early Retiree Reinsurance Program (\$265,978). Expenditures were up down by \$ 618,487 or 7.56% compared to last year.

	2011-12 Revised Budget	Y-T-D Actual	Y-T-D % of Budget (June = 100%)	Prior Y-T-D	2010-11 Actual (Unaudited)
Self-Insurance Fund Summary					
Revenues	\$ 7,387,911	\$ 7,716,169	104.44%	\$ 8,067,670	\$ 8,067,670
Expenditures	\$ 8,063,939	\$ 7,566,240	93.83%	\$ 8,184,727	\$ 8,184,727
Net Change in Fund Balance	\$ (676,028)	\$ 149,930		\$ (117,057)	\$ (117,057)

**CITY OF WATERTOWN**  
**FY 2011/12 FINANCIAL REPORT (UNAUDITED)**  
**THROUGH THE FISCAL YEAR ENDED JUNE 30, 2012**

	2011-12	Current Y-T-D	Y-T-D % of Budget		2010-11	Current YTD vs. Prior YTD	
	Revised Budget		(June = 100%)	Prior Y-T-D	Actual	Variance	%
<b>General Fund Revenues</b>							
Real Property Taxes	\$ 7,300,238	\$ 7,300,409	100.00%	\$ 7,487,431	\$ 7,487,431	\$ (187,022)	-2.50%
Special Assessments (sidewalks)	\$ 11,400	\$ 10,111	88.69%	\$ 10,949	\$ 10,949	\$ (838)	-7.66%
Real Property Tax Reserve	\$ (62,525)	\$ (3,327)	5.32%	\$ (444,350)	\$ (444,350)	\$ 441,023	-99.25%
Federal Payments in Lieu of Taxes	\$ 35,650	\$ 43,613	122.34%	\$ 35,589	\$ 35,589	\$ 8,024	22.55%
Other Payments in Lieu of Taxes	\$ 110,350	\$ 113,500	102.85%	\$ 104,775	\$ 104,775	\$ 8,725	8.33%
Interest/Penalties on Property Taxes	\$ 115,000	\$ 135,444	117.78%	\$ 175,587	\$ 175,587	\$ (40,143)	-22.86%
State Admin. Sales & Use Tax	\$ 16,465,000	\$ 17,215,058	104.56%	\$ 16,007,070	\$ 16,007,070	\$ 1,207,988	7.55%
Utilities Gross Income Tax	\$ 396,500	\$ 351,716	88.71%	\$ 407,527	\$ 407,527	\$ (55,811)	-13.69%
Licenses	\$ 445,500	\$ 429,250	96.35%	\$ 431,049	\$ 431,049	\$ (1,799)	-0.42%
Real Estate Advertising	\$ 12,500	\$ 14,130	113.04%	\$ 15,700	\$ 15,700	\$ (1,570)	-10.00%
Comptroller's Fees	\$ 7,500	\$ 5,945	79.27%	\$ 7,679	\$ 7,679	\$ (1,734)	-22.58%
Attorney's Fees	\$ 250	\$ 527	210.80%	\$ 508	\$ 508	\$ 19	3.74%
Bank Fees	\$ 115,000	\$ 121,129	105.33%	\$ 113,621	\$ 113,621	\$ 7,508	6.61%
Post Office Service Fees	\$ 1,000	\$ 900	90.00%	\$ 900	\$ 900	\$ -	0.00%
Post Office Fees	\$ 4,000	\$ 2,852	71.30%	\$ 14,825	\$ 14,825	\$ (11,973)	-80.76%
Public Works Fees	\$ 85,000	\$ 109,136	128.39%	\$ 63,861	\$ 63,861	\$ 45,275	70.90%
Public Works Charges - Fuel	\$ 33,600	\$ 27,269	81.16%	\$ 25,727	\$ 25,727	\$ 1,542	5.99%
Public Works Fares	\$ 160,000	\$ 160,702	100.44%	\$ 155,136	\$ 155,136	\$ 5,566	3.59%
Public Works Advertising	\$ 10,000	\$ 9,000	90.00%	\$ 12,870	\$ 12,870	\$ (3,870)	-30.07%
Public Works Parks & Recreation Charges	\$ 9,000	\$ 10,465	116.28%	\$ 16,694	\$ 16,694	\$ (6,229)	-37.31%
Public Works Recreation Concessions	\$ 56,000	\$ 47,145	84.19%	\$ 70,417	\$ 70,417	\$ (23,272)	-33.05%
Public Works Pool Fees	\$ 500	\$ (112)	-22.40%	\$ 116	\$ 116	\$ (228)	-196.55%
Public Works Arena Fees	\$ 105,000	\$ 142,166	135.40%	\$ 165,476	\$ 165,476	\$ (23,310)	-14.09%
Public Works Skating Rink Charges	\$ 45,000	\$ 53,980	119.95%	\$ 40,194	\$ 40,194	\$ 13,786	34.30%
Public Works Skating Fees	\$ 3,000	\$ 4,200	140.00%	\$ 3,056	\$ 3,056	\$ 1,144	37.43%
Public Works Refuse and Garbage Charges	\$ 510,000	\$ 506,100	99.24%	\$ 499,400	\$ 499,400	\$ 6,700	1.34%
Public Works Meter Fees	\$ 205,000	\$ 234,496	114.39%	\$ 211,548	\$ 211,548	\$ 22,948	10.85%
Public Works Sale of Surplus Power	\$ 3,207,000	\$ 2,766,103	86.25%	\$ 3,522,437	\$ 3,522,437	\$ (756,334)	-21.47%
Public Works Services/Assessment Svcs. Other Govt.	\$ 4,500	\$ 4,504	100.08%	\$ 4,497	\$ 4,497	\$ 7	0.14%
Public Works Sewer Service Charges-School District	\$ 28,400	\$ 27,724	97.62%	\$ 27,103	\$ 27,103	\$ 621	2.29%
Public Works Sewer Services	\$ 102,325	\$ 94,248	92.11%	\$ 80,952	\$ 80,952	\$ 13,296	16.42%
Public Works Transportation Services, Other Govts.	\$ 5,000	\$ 4,605	92.10%	\$ 4,605	\$ 4,605	\$ -	0.00%
Public Works Interest and Earnings	\$ 80,000	\$ 44,182	55.23%	\$ 74,600	\$ 74,600	\$ (30,418)	-40.77%
Public Works Rental of Real Property	\$ 53,585	\$ 51,850	96.76%	\$ 56,795	\$ 56,795	\$ (4,945)	-8.71%
Public Works Business and Occupational Licenses	\$ 6,000	\$ 4,600	76.66%	\$ 5,201	\$ 5,201	\$ (601)	-11.56%
Public Works Games of Chance Licenses	\$ 100	\$ 130	130.20%	\$ 30	\$ 30	\$ 100	334.00%
Public Works Dog Licenses	\$ 4,000	\$ 2,881	72.02%	\$ 5,105	\$ 5,105	\$ (2,224)	-43.57%
Public Works Building & Alterations Permits	\$ 50,000	\$ 80,276	160.55%	\$ 72,982	\$ 72,982	\$ 7,294	9.99%
Public Works Utility Permits	\$ 2,500	\$ 13,008	520.32%	\$ 3,584	\$ 3,584	\$ 9,424	262.95%
Public Works Sanitary Sewer Permits	\$ 5,000	\$ 3,890	77.80%	\$ 6,890	\$ 6,890	\$ (3,000)	-43.54%
Public Works Storm Sewer Permits	\$ 500	\$ 525	105.00%	\$ 125	\$ 125	\$ 400	320.00%
Public Works Fines & Forfeited Bail	\$ 120,000	\$ 131,737	109.78%	\$ 100,533	\$ 100,533	\$ 31,204	31.04%
Public Works Scrap & Excess Materials Sale	\$ 14,000	\$ 11,339	80.99%	\$ 16,417	\$ 16,417	\$ (5,078)	-30.93%
Public Works Motor Sales	\$ 100	\$ 266	265.50%	\$ 206	\$ 206	\$ 60	28.88%
Public Works Sale of Real Property	\$ 10,000	\$ 54,470	544.70%	\$ 4,428	\$ 4,428	\$ 50,042	1130.13%
Public Works Sale of Equipment	\$ 10,000	\$ 1,381	13.81%	\$ 29,204	\$ 29,204	\$ (27,823)	-95.27%
Public Works Insurance Recoveries	\$ 43,856	\$ 58,495	133.38%	\$ 14,552	\$ 14,552	\$ 43,943	301.97%
Public Works Fund of Prior Year Expense	\$ 5,000	\$ 2,889	57.78%	\$ 37,829	\$ 37,829	\$ (34,940)	-92.36%
Public Works Gifts & Donations	\$ 33,940	\$ 41,235	121.49%	\$ 5,175	\$ 5,175	\$ 36,060	696.81%
Public Works Other Unclassified Revenues	\$ 1,000	\$ 2,112	211.22%	\$ 4,189	\$ 4,189	\$ (2,077)	-49.58%
Public Works Central Printing & Mailing	\$ 3,000	\$ 3,211	107.05%	\$ 3,114	\$ 3,114	\$ 97	3.13%
Public Works Central Garage	\$ 100,000	\$ 122,936	122.94%	\$ 115,168	\$ 115,168	\$ 7,768	6.74%
Public Works State Aid, Per Capita	\$ 4,703,208	\$ 4,703,208	100.00%	\$ 4,799,192	\$ 4,799,192	\$ (95,984)	-2.00%
Public Works State Aid, Mortgage Tax	\$ 375,000	\$ 307,384	81.97%	\$ 351,984	\$ 351,984	\$ (44,600)	-12.67%
Public Works State Aid, Other	\$ -	\$ -	0.00%	\$ 380	\$ 380	\$ (380)	-100.00%
Public Works State Reimbursement-Worker's Comp.	\$ 38,000	\$ 40,522	106.64%	\$ 56,017	\$ 56,017	\$ (15,495)	-27.66%
Public Works State Reimbursement-Court Security	\$ 34,900	\$ 35,532	101.81%	\$ 30,530	\$ 30,530	\$ 5,002	16.38%
Public Works State Reimbursement-Court Postage	\$ 1,752	\$ 1,752	100.00%	\$ 1,752	\$ 1,752	\$ -	0.00%
Public Works State Reimbursement-CHIPs	\$ 6,550	\$ 9,177	140.11%	\$ 8,036	\$ 8,036	\$ 1,141	14.20%
Public Works State Reimbursement-Mass Transportation Assistance	\$ 177,400	\$ 226,264	127.54%	\$ 231,034	\$ 231,034	\$ (4,770)	-2.06%
Public Works State Aid-Bus Projects	\$ -	\$ -	0.00%	\$ 57,757	\$ 57,757	\$ (57,757)	-100.00%
Public Works State Aid, Youth Program	\$ 4,450	\$ 6,499	155.85%	\$ 8,574	\$ 8,574	\$ (4,522)	-52.74%

**CITY OF WATERTOWN**  
**FY 2011/12 FINANCIAL REPORT (UNAUDITED)**  
**THROUGH THE FISCAL YEAR ENDED JUNE 30, 2012**

	2011-12	Current Y-T-D	Y-T-D % of Budget		2010-11	Current YTD vs. Prior YTD	
	Revised Budget		(June = 100%)	Prior Y-T-D	Actual	Variance	%
ate Aid, Juvenile Program	\$ 2,600	\$ 4,052	16.06%	\$ 5,161	\$ 5,161	\$ 28,973	561.38%
ate Aid, Other Home & Community Service	\$ 212,550	\$ 34,134	0.00%	\$ 77,297	\$ 77,297	\$ (77,297)	-100.00%
ederal Aid Police Block Grant	\$ 113,486	\$ 111,265	98.04%	\$ 56,886	\$ 56,886	\$ 54,379	95.59%
ederal Aid Highway Safety	\$ 11,100	\$ 8,131	73.26%	\$ 8,347	\$ 8,347	\$ (216)	-2.58%
ederal Transportation Assistance	\$ 146,200	\$ 130,800	89.47%	\$ 124,600	\$ 124,600	\$ 6,200	4.98%
erfund Transfers	\$ 263,900	\$ 335,566	127.16%	\$ 513,859	\$ 513,859	\$ (178,293)	-34.70%
tal Revenue	\$ 36,160,365	\$ 36,713,100	101.53%	\$ 36,160,482	\$ 36,160,482	\$ 552,618	1.53%
ppropriated Fund Balance	\$ 2,485,231	\$ 1,117,472	44.96%	\$ 292,564	\$ 292,564	\$ 824,908	281.96%
venue and Fund Balance	\$ 38,645,596	\$ 37,830,571	97.89%	\$ 36,453,046	\$ 36,453,046	\$ 1,377,525	3.78%

**General Fund Expenditures**

gislative Board	\$ 74,604	\$ 72,825	97.62%	\$ 67,510	\$ 67,510	\$ 5,315	7.87%
ayor	\$ 28,706	\$ 28,046	97.70%	\$ 26,552	\$ 26,552	\$ 1,494	5.63%
unicipal Executive	\$ 514,485	\$ 504,837	98.12%	\$ 429,011	\$ 429,011	\$ 75,826	17.67%
mptrroller	\$ 557,098	\$ 544,885	97.81%	\$ 514,015	\$ 514,015	\$ 30,870	6.01%
urchasing	\$ 126,102	\$ 124,269	98.55%	\$ 137,286	\$ 137,286	\$ (13,017)	-9.48%
essment	\$ 282,269	\$ 260,537	92.30%	\$ 253,116	\$ 253,116	\$ 7,421	2.93%
x Advertising	\$ 17,175	\$ 17,162	99.93%	\$ 18,710	\$ 18,710	\$ (1,548)	-8.27%
roperty Acquired for Taxes	\$ 78,550	\$ 77,819	99.07%	\$ 22,963	\$ 22,963	\$ 54,856	238.89%
ical Agent Fees	\$ 3,350	\$ 3,331	99.44%	\$ 1,776	\$ 1,776	\$ 1,555	87.57%
erk	\$ 239,863	\$ 239,021	99.65%	\$ 207,799	\$ 207,799	\$ 31,222	15.03%
ow	\$ 243,800	\$ 243,549	99.90%	\$ 226,164	\$ 226,164	\$ 17,385	7.69%
ivil Service	\$ 77,946	\$ 75,610	97.00%	\$ 72,072	\$ 72,072	\$ 3,538	4.91%
ngineering	\$ 718,943	\$ 689,586	95.92%	\$ 662,830	\$ 662,830	\$ 26,756	4.04%
W Administration	\$ 628,664	\$ 613,364	97.57%	\$ 644,115	\$ 644,115	\$ (30,751)	-4.77%
ildings	\$ 184,255	\$ 176,202	95.63%	\$ 170,377	\$ 170,377	\$ 5,825	3.42%
entral Garage	\$ 704,346	\$ 680,562	96.62%	\$ 662,000	\$ 662,000	\$ 18,562	2.80%
entral Printing & Mailing	\$ 75,448	\$ 70,451	93.38%	\$ 68,371	\$ 68,371	\$ 2,080	3.04%
ormation Technology	\$ 528,347	\$ 508,125	96.17%	\$ 480,821	\$ 480,821	\$ 27,304	5.68%
gements & Claims	\$ -	\$ -	0.00%	\$ 44,509	\$ 44,509	\$ (44,509)	-100.00%
nd	\$ 27,200	\$ 27,180	99.93%	\$ -	\$ -	\$ 27,180	#DIV/0!
xes on Property	\$ 29,175	\$ 29,150	99.91%	\$ 29,283	\$ 29,283	\$ (133)	-0.45%
ntingency	\$ 6	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
lice	\$ 7,486,630	\$ 7,279,966	97.24%	\$ 7,200,075	\$ 7,200,075	\$ 79,891	1.11%
e	\$ 8,320,285	\$ 8,300,475	99.76%	\$ 7,822,377	\$ 7,822,377	\$ 478,098	6.11%
ontrol of Animals	\$ 95,901	\$ 3,890	4.06%	\$ 85,545	\$ 85,545	\$ (81,655)	-95.45%
afety Inspection	\$ 377,070	\$ 368,941	97.84%	\$ 337,708	\$ 337,708	\$ 31,233	9.25%
W Municipal Maintenance	\$ 523,040	\$ 501,648	95.91%	\$ 535,516	\$ 535,516	\$ (33,868)	-6.32%
W Road Maintenance	\$ 730,531	\$ 704,639	96.46%	\$ 616,942	\$ 616,942	\$ 87,697	14.21%
W Snow Removal	\$ 1,041,715	\$ 1,019,383	97.86%	\$ 1,157,517	\$ 1,157,517	\$ (138,134)	-11.93%
dro Electric Production	\$ 345,589	\$ 340,586	98.55%	\$ 303,624	\$ 303,624	\$ 36,962	12.17%
ffic Control & Lighting	\$ 757,196	\$ 736,571	97.28%	\$ 783,579	\$ 783,579	\$ (47,008)	-6.00%
s	\$ 845,974	\$ 811,544	95.93%	\$ 793,540	\$ 793,540	\$ 18,004	2.27%
F Street Parking	\$ 51,701	\$ 50,976	98.60%	\$ 34,926	\$ 34,926	\$ 16,050	45.95%
ommunity Action	\$ 62,000	\$ 62,000	100.00%	\$ 52,000	\$ 52,000	\$ 10,000	19.23%
oliticity	\$ 5,000	\$ 100	2.00%	\$ 2,183	\$ 2,183	\$ (2,083)	-95.42%
ivate Social Services Agency	\$ 11,600	\$ 11,600	100.00%	\$ -	\$ -	\$ 11,600	#DIV/0!
recreation Administration	\$ 196,858	\$ 191,645	97.35%	\$ 165,380	\$ 165,380	\$ 26,265	15.88%
ompson Park	\$ 307,597	\$ 290,766	94.53%	\$ 275,975	\$ 275,975	\$ 14,791	5.36%
recreation Playgrounds	\$ 49,608	\$ 46,238	93.21%	\$ 46,102	\$ 46,102	\$ 136	0.30%
recreation Fairgrounds	\$ 240,153	\$ 180,345	75.10%	\$ 126,619	\$ 126,619	\$ 53,726	42.43%
recreation Athletic Programs	\$ 64,655	\$ 50,032	77.38%	\$ 43,613	\$ 43,613	\$ 6,419	14.72%
recreation Outdoor Swimming Pool	\$ 147,241	\$ 135,468	92.00%	\$ 150,210	\$ 150,210	\$ (14,742)	-9.81%
recreation Ice Arena	\$ 452,635	\$ 429,531	94.90%	\$ 380,679	\$ 380,679	\$ 48,852	12.83%
storian	\$ 250	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
ning	\$ 3,150	\$ 3,058	97.08%	\$ 2,079	\$ 2,079	\$ 979	47.10%
nnning	\$ 9,200	\$ 7,989	86.83%	\$ 22,731	\$ 22,731	\$ (14,742)	-64.86%
W Storm Sewer	\$ 314,638	\$ 305,045	96.95%	\$ 324,960	\$ 324,960	\$ (19,915)	-6.13%
W Refuse & Garbage	\$ 1,029,112	\$ 1,012,698	98.41%	\$ 844,123	\$ 844,123	\$ 168,575	19.97%
orker's Compensation	\$ 99,400	\$ 99,333	99.93%	\$ 105,747	\$ 105,747	\$ (6,414)	-6.07%
mployment Insurance	\$ 7,500	\$ 3,704	49.39%	\$ 11,308	\$ 11,308	\$ (7,604)	-67.24%
alth Insurance-Retirees	\$ 3,055,635	\$ 3,055,625	100.00%	\$ 3,112,960	\$ 3,112,960	\$ (57,335)	-1.84%
edicare Reimbursements	\$ 279,402	\$ 279,196	99.93%	\$ 264,931	\$ 264,931	\$ 14,265	5.38%

**CITY OF WATERTOWN**  
**FY 2011/12 FINANCIAL REPORT (UNAUDITED)**  
**THROUGH THE FISCAL YEAR ENDED JUNE 30, 2012**

	2011-12		Y-T-D % of Budget		2010-11	Current YTD vs. Prior YTD	
	Revised Budget	Current Y-T-D	(June = 100%)	Prior Y-T-D		Actual	Variance
Compensated Absences	\$ 15,000	\$ (19,273)	-128.49%	\$ 39,993	\$ 39,993	\$ (59,266)	-148.19%
Other Employee Benefits	\$ 13,915	\$ 11,034	79.30%	\$ 10,715	\$ 10,715	\$ 319	2.98%
General Liability Reserve Transfer	\$ 75,000	\$ 75,000	100.00%	\$ 25,000	\$ 25,000	\$ 50,000	200.00%
Library Transfer	\$ 1,499,677	\$ 1,499,677	100.00%	\$ 1,066,499	\$ 1,066,499	\$ 433,178	40.62%
Municipal Bonds - Principal	\$ 2,569,562	\$ 2,569,562	100.00%	\$ 3,570,366	\$ 3,570,366	\$ (1,000,804)	-28.03%
Municipal Bonds-Interest	\$ 706,845	\$ 706,828	100.00%	\$ 946,301	\$ 946,301	\$ (239,473)	-25.31%
WPA Loan Principal	\$ 27,150	\$ 27,131	99.93%	\$ 29,422	\$ 29,422	\$ (2,291)	-7.79%
WPA Loan Interest	\$ 100	\$ 81	80.72%	\$ 275	\$ 275	\$ (194)	-70.65%
Capital Fund Transfer	\$ 1,676,750	\$ 1,681,031	100.26%	\$ 412,246	\$ 412,246	\$ 1,268,785	307.77%
Black River Trust Fund Transfer	\$ 10,000	\$ 10,000	100.00%	\$ 10,000	\$ 10,000	\$ -	0.00%
TOTAL	\$ 38,645,596	\$ 37,830,571	97.89%	\$ 36,453,046	\$ 36,453,046	\$ 1,377,525	3.78%

**Water Fund Revenues**

Water Rents	\$ 3,235,000	\$ 3,280,778	101.42%	\$ 3,182,274	\$ 3,182,274	\$ 98,504	3.10%
Unmetered Water	\$ 15,000	\$ 11,247	74.98%	\$ 12,868	\$ 12,868	\$ (1,621)	-12.60%
Outside User Fees	\$ 1,254,000	\$ 1,220,871	97.36%	\$ 1,091,145	\$ 1,091,145	\$ 129,726	11.89%
Water Service Charges	\$ 65,000	\$ 83,657	128.70%	\$ 69,847	\$ 69,847	\$ 13,810	19.77%
Interest & Penalties on Water Rents	\$ 75,000	\$ 56,994	75.99%	\$ 71,854	\$ 71,854	\$ (14,860)	-20.68%
Interest Earnings	\$ 5,000	\$ 3,875	77.50%	\$ 3,939	\$ 3,939	\$ (64)	-1.63%
Value of Scrap	\$ 2,000	\$ 5,424	271.20%	\$ 3,288	\$ 3,288	\$ 2,136	64.96%
Value of Equipment	\$ 1,000	\$ -	0.00%	\$ 1,700	\$ 1,700	\$ (1,700)	-100.00%
Insurance Recoveries	\$ 1,000	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Refund of Prior Years Expenditure	\$ 100	\$ 574	574.21%	\$ -	\$ -	\$ 574	#DIV/0!
Premium on Obligations	\$ -	\$ -	0.00%	\$ 14,423	\$ 14,423	\$ (14,423)	-100.00%
Unclassified Revenues	\$ 1,000	\$ 1,797	179.65%	\$ 1,767	\$ 1,767	\$ 30	1.67%
Metered Water Sales Funds	\$ 110,000	\$ 124,714	113.38%	\$ 108,133	\$ 108,133	\$ 16,581	15.33%
State Aid - Workers Compensation	\$ -	\$ 25	0.00%	\$ -	\$ -	\$ -	0.00%
State Aid - CHIPS	\$ -	\$ -	0.00%	\$ 1,063	\$ 1,063	\$ -	0.00%
State Aid - Home & Community	\$ -	\$ -	0.00%	\$ 1,704	\$ 1,704	\$ -	0.00%
Interfund Transfers	\$ 1,000	\$ 46,935	4693.45%	\$ 6,203	\$ 6,203	\$ 40,732	656.64%
Total Revenue	\$ 4,765,100	\$ 4,836,890	101.51%	\$ 4,570,208	\$ 4,570,208	\$ 266,682	5.84%
Appropriated Fund Balance	\$ 170,722	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Revenue and Fund Balance	\$ 4,935,822	\$ 4,836,890	98.00%	\$ 4,570,208	\$ 4,570,208	\$ 266,682	5.84%

**Water Fund Expenditures**

Taxes on Property	\$ 725	\$ 717	98.84%	\$ 708	\$ 708	\$ 9	1.21%
Contingency	\$ 14	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Water Administration	\$ 256,565	\$ 230,541	89.86%	\$ 271,033	\$ 271,033	\$ (40,492)	-14.94%
Source of Supply, Power and Pump	\$ 615,055	\$ 559,664	90.99%	\$ 461,302	\$ 461,302	\$ 98,362	21.32%
Water Purification	\$ 1,509,147	\$ 1,424,980	94.42%	\$ 1,415,456	\$ 1,415,456	\$ 9,524	0.67%
Transmission and Distribution	\$ 1,201,309	\$ 1,158,710	96.45%	\$ 1,055,108	\$ 1,055,108	\$ 103,602	9.82%
Worker's Compensation	\$ 6,600	\$ 6,600	100.00%	\$ 6,860	\$ 6,860	\$ (260)	-3.79%
Health Insurance	\$ 125,638	\$ 118,951	94.68%	\$ 123,156	\$ 123,156	\$ (4,205)	-3.41%
Medicare Reimbursements	\$ 10,753	\$ 10,341	96.16%	\$ 11,624	\$ 11,624	\$ (1,283)	-11.04%
Compensated Absences	\$ 7,800	\$ 7,783	99.79%	\$ (10,887)	\$ (10,887)	\$ 18,670	-171.49%
Other Employee Benefits	\$ 1,100	\$ 694	63.11%	\$ 679	\$ 679	\$ 15	2.25%
General Liability Transfer	\$ 15,000	\$ 15,000	100.00%	\$ 7,500	\$ 7,500	\$ 7,500	100.00%
Municipal Bonds - Principal	\$ 850,083	\$ 829,583	97.59%	\$ 813,258	\$ 813,258	\$ 16,325	2.01%
Municipal Bonds - Interest	\$ 156,820	\$ 146,533	93.44%	\$ 173,444	\$ 173,444	\$ (26,911)	-15.52%
Transfer to Coagulation Reserve	\$ 25,000	\$ 25,000	100.00%	\$ 30,000	\$ 30,000	\$ (5,000)	-16.67%
Transfer to Capital	\$ 209,495	\$ 134,082	64.00%	\$ 179,017	\$ 179,017	\$ (44,935)	-25.10%
TOTAL	\$ 4,991,104	\$ 4,669,177	93.55%	\$ 4,538,258	\$ 4,538,258	\$ 130,919	2.88%

**CITY OF WATERTOWN**  
**FY 2011/12 FINANCIAL REPORT (UNAUDITED)**  
**THROUGH THE FISCAL YEAR ENDED JUNE 30, 2012**

	2011-12	Current Y-T-D	Y-T-D % of Budget		2010-11	Current YTD vs. Prior YTD	
	Revised Budget		(June = 100%)	Prior Y-T-D	Actual	Variance	%
<b>Water Fund Revenues</b>							
Water Rents	\$ 2,566,857	\$ 2,544,400	99.13%	\$ 2,697,234	\$ 2,697,234	\$ (152,834)	-5.67%
Water Charges	\$ 600,000	\$ 1,033,338	172.22%	\$ 695,000	\$ 695,000	\$ 338,338	48.68%
Interest & Penalties on Sewer Rents	\$ 65,000	\$ 56,657	87.16%	\$ 60,604	\$ 60,604	\$ (3,947)	-6.51%
Water Rents-Governments	\$ 1,465,000	\$ 1,597,626	109.05%	\$ 1,404,364	\$ 1,404,364	\$ 193,262	13.76%
Interest Earnings	\$ 7,425	\$ 5,951	80.15%	\$ 7,018	\$ 7,018	\$ (1,067)	-15.20%
Permit Fees	\$ 21,000	\$ 19,500	92.86%	\$ 20,375	\$ 20,375	\$ (875)	-4.29%
Value of Scrap	\$ 1,000	\$ 2,979	297.94%	\$ 249	\$ 249	\$ 2,730	1096.53%
Value of Equipment	\$ 1,000	\$ -	0.00%	\$ 1,166	\$ 1,166	\$ (1,166)	-100.00%
Fund of Prior Years Expenditure	\$ -	\$ 132	0.00%	\$ -	\$ -	\$ 132	#DIV/0!
Premium on Obligations	\$ -	\$ -	0.00%	\$ 1,632	\$ 1,632	\$ (1,632)	-100.00%
Unclassified Revenues	\$ -	\$ -	0.00%	\$ 94	\$ 94	\$ (94)	-100.00%
Surfund Revenues	\$ 211,400	\$ 234,942	111.14%	\$ 220,877	\$ 220,877	\$ 14,065	6.37%
State Aid - Workers Compensation	\$ 2,500	\$ 625	25.01%	\$ -	\$ -	\$ 625	#DIV/0!
State Aid - CHIPSs	\$ 1,000	\$ -	0.00%	\$ 756	\$ 756	\$ (756)	-100.00%
Surfund Transfer	\$ 1,000	\$ 17,551	1755.13%	\$ 84,284	\$ 84,284	\$ (66,733)	-79.18%
Total Revenue	\$ 4,943,182	\$ 5,513,701	111.54%	\$ 5,193,653	\$ 5,193,653	\$ 320,048	6.16%
Appropriated Fund Balance	\$ (62,059)	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Total Revenue	\$ 4,881,123	\$ 5,513,701	112.96%	\$ 5,193,653	\$ 5,193,653	\$ 320,048	6.16%

<b>Water Fund Expenditures</b>							
Water Administration	\$ 181,633	\$ 172,975	95.23%	\$ 143,106	\$ 143,106	\$ 29,869	20.87%
Municipal Sewer	\$ 468,303	\$ 445,867	95.21%	\$ 424,812	\$ 424,812	\$ 21,055	4.96%
Wastewater Treatment and Disposal	\$ 2,868,497	\$ 2,661,979	92.80%	\$ 2,670,489	\$ 2,670,489	\$ (8,510)	-0.32%
Contingency	\$ 452	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Worker's Compensation	\$ 5,500	\$ 5,225	95.00%	\$ 5,550	\$ 5,550	\$ (325)	-5.85%
Unemployment Insurance	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Health Insurance- Retirees	\$ 139,115	\$ 139,110	100.00%	\$ 126,750	\$ 126,750	\$ 12,360	9.75%
Medicare Reimbursements	\$ 11,843	\$ 11,616	98.08%	\$ 9,477	\$ 9,477	\$ 2,139	22.57%
Compensated Absences	\$ 8,700	\$ 8,635	99.26%	\$ (8,366)	\$ (8,366)	\$ 17,001	-203.22%
Other Employee Benefits	\$ 1,050	\$ 694	66.12%	\$ 673	\$ 673	\$ 21	3.16%
General Liability Transfer	\$ 15,000	\$ 15,000	100.00%	\$ 7,500	\$ 7,500	\$ 7,500	100.00%
Municipal Bonds - Principal	\$ 492,301	\$ 492,301	100.00%	\$ 520,277	\$ 520,277	\$ (27,976)	-5.38%
Municipal Bonds - Interest	\$ 152,710	\$ 152,709	100.00%	\$ 173,080	\$ 173,080	\$ (20,371)	-11.77%
PA Principal	\$ 2,100	\$ 1,836	87.42%	\$ 1,991	\$ 1,991	\$ (155)	-7.80%
PA Interest	\$ 100	\$ 5	5.41%	\$ 19	\$ 19	\$ (14)	-71.53%
Transfer to Capital Reserve Fund	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Transfer to Capital Fund	\$ 783,590	\$ 782,015	99.80%	\$ 870,002	\$ 870,002	\$ (87,987)	-10.11%
TOTAL	\$ 5,130,894	\$ 4,889,968	95.30%	\$ 4,945,360	\$ 4,945,360	\$ (55,392)	-1.12%

<b>Miscellaneous Fund Revenues</b>							
Miscellaneous Fines	\$ 17,000	\$ 18,624	109.55%	\$ 14,186	\$ 14,186	\$ 4,438	31.28%
Fund of Prior Years Expenditure	\$ -	\$ -	0.00%	\$ 1,644	\$ 1,644	\$ (1,644)	-100.00%
Miscellaneous Grant	\$ 51,484	\$ 51,484	100.00%	\$ 50,704	\$ 50,704	\$ 780	1.54%
Surfund Transfer	\$ 1,499,677	\$ 1,499,677	100.00%	\$ 1,066,965	\$ 1,066,965	\$ 432,712	40.56%
Total Revenue	\$ 1,568,161	\$ 1,569,784	100.10%	\$ 1,133,499	\$ 1,133,499	\$ 436,285	38.49%
Appropriated Fund Balance	\$ 40,000	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Total Revenue and Fund Balance	\$ 1,608,161	\$ 1,569,784	97.61%	\$ 1,133,499	\$ 1,133,499	\$ 436,285	38.49%

<b>Miscellaneous Fund Expenditures</b>							
Contingency	\$ 23	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Miscellaneous Fund Expenditures	\$ 924,535	\$ 850,232	91.96%	\$ 814,719	\$ 814,719	\$ 35,513	4.36%
Worker's Compensation	\$ 2,350	\$ 2,330	99.16%	\$ 2,436	\$ 2,436	\$ (106)	-4.34%
Health Insurance	\$ 108,528	\$ 102,180	94.15%	\$ 111,718	\$ 111,718	\$ (9,538)	-8.54%
Medicare Reimbursements	\$ 17,352	\$ 16,489	95.03%	\$ 17,159	\$ 17,159	\$ (670)	-3.90%
Compensated Absences	\$ 4,150	\$ 4,065	97.96%	\$ 649	\$ 649	\$ 3,416	526.41%
Other Employee Benefits	\$ 550	\$ 347	63.11%	\$ 339	\$ 339	\$ 8	2.40%
Municipal Bonds - Principal	\$ 57,330	\$ 57,330	100.00%	\$ 53,075	\$ 53,075	\$ 4,255	8.02%
Municipal Bonds - Interest	\$ 15,643	\$ 15,643	100.00%	\$ 17,706	\$ 17,706	\$ (2,063)	-11.65%
PA Principal	\$ 17,200	\$ 17,159	99.76%	\$ 18,608	\$ 18,608	\$ (1,449)	-7.79%
PA Interest	\$ 100	\$ 51	51.01%	\$ 174	\$ 174	\$ (123)	-70.68%
Transfer to Capital	\$ 583,000	\$ 483,006	82.85%	\$ -	\$ -	\$ 483,006	#DIV/0!
TOTAL	\$ 1,730,761	\$ 1,548,833	89.49%	\$ 1,036,583	\$ 1,036,583	\$ 512,250	49.42%

**CITY OF WATERTOWN**  
**FY 2011/12 FINANCIAL REPORT (UNAUDITED)**  
**THROUGH THE FISCAL YEAR ENDED JUNE 30, 2012**

	2011-12	Current Y-T-D	Y-T-D % of Budget		2010-11	Current YTD vs. Prior YTD	
	Revised Budget		(June = 100%)	Prior Y-T-D	Actual	Variance	%
<b>Off-Insurance Fund Revenues</b>							
Shared Service Charges	\$ 6,319,090	\$ 6,355,488	100.58%	\$ 6,501,539	\$ 6,501,539	\$ (146,051)	-2.25%
Interest and Earnings	\$ 10,000	\$ 5,925	59.25%	\$ 10,182	\$ 10,182	\$ (4,257)	-41.81%
Insurance Recoveries	\$ 224,000	\$ 434,428	193.94%	\$ 410,727	\$ 410,727	\$ 23,701	5.77%
Medicare Part D reimbursement	\$ 140,000	\$ 188,137	134.38%	\$ 184,871	\$ 184,871	\$ 3,266	1.77%
Fund of Prior Years Expenditure	\$ -	\$ -	0.00%	\$ 1,095	\$ 1,095	\$ (1,095)	-100.00%
Employee Contributions	\$ 554,821	\$ 539,642	97.26%	\$ 558,538	\$ 558,538	\$ (18,896)	-3.38%
Unclassified Revenues	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Description Reimbursements	\$ 140,000	\$ 157,575	112.55%	\$ 99,766	\$ 99,766	\$ 57,809	57.94%
Federal Early Retiree Reinsurance Program	\$ -	\$ 34,974	0.00%	\$ 300,952	\$ 300,952	\$ (265,978)	-88.38%
Total Revenue	\$ 7,387,911	\$ 7,716,169	104.44%	\$ 8,067,670	\$ 8,067,670	\$ (351,501)	-4.36%
Appropriated Fund Balance	\$ 676,028	\$ -	0.00%	\$ 117,057	\$ 117,057	\$ (117,057)	-100.00%
Revenue and Fund Balance	\$ 8,063,939	\$ 7,716,169	95.69%	\$ 8,184,727	\$ 8,184,727	\$ (468,558)	-5.72%

<b>Off-Insurance Fund Expenditures</b>							
Administration	\$ 622,672	\$ 621,067	99.74%	\$ 612,541	\$ 612,541	\$ 8,526	1.39%
Medical Claims	\$ 4,798,986	\$ 4,354,097	90.73%	\$ 5,156,764	\$ 5,156,764	\$ (802,667)	-15.57%
Pharmacy Claims	\$ 2,642,281	\$ 2,591,076	98.06%	\$ 2,415,422	\$ 2,415,422	\$ 175,654	7.27%
TOTAL	\$ 8,063,939	\$ 7,566,240	93.83%	\$ 8,184,727	\$ 8,184,727	\$ (618,487)	-7.56%

November 15, 2012

To: The Honorable Mayor and City Council  
From: James E. Mills, City Comptroller  
Subject: Sales Tax Revenue – October 2012

The City has received the monthly sales tax revenue amount from Jefferson County. In comparison to October 2011, the October 2012 sales tax revenue on an actual to actual basis is up \$88,745 or 7.30%. In comparison to the original budget projection for the month of October, sales tax is up \$43,194 or 3.42%.

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.

Please note that this payment as well as next month's payment represents an estimated payment made by the State to the County and will be trued up by the State with the January 2013 payment.

	<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	\$ 1,304,624	\$ 88,745	7.30%		
November	\$ 1,106,240	\$ 1,056,203	\$ 1,203,035	\$ 1,207,881	\$ -	\$ -			
December	\$ 1,413,485	\$ 1,606,018	\$ 1,681,408	\$ 1,897,409	\$ -	\$ -		88,745	2.05%
January	\$ 1,073,261	\$ 1,103,884	\$ 1,213,795	\$ 1,195,675	\$ -	\$ -			
February	\$ 843,971	\$ 921,272	\$ 984,089	\$ 1,036,230	\$ -	\$ -			
March	\$ 1,458,063	\$ 1,572,098	\$ 1,445,902	\$ 1,624,451	\$ -	\$ -		-	0.00%
April	\$ 954,271	\$ 1,121,188	\$ 1,190,708	\$ 1,217,913	\$ -	\$ -			
May	\$ 960,159	\$ 1,079,512	\$ 1,164,270	\$ 1,224,057	\$ -	\$ -			
June	\$ 1,479,763	\$ 1,709,687	\$ 1,654,800	\$ 2,029,525	\$ -	\$ -		-	0.00%
YTD	<u>\$ 14,466,732</u>	<u>\$ 15,223,095</u>	<u>16,007,070</u>	<u>\$ 17,215,066</u>	<u>\$ 6,094,903</u>	<u>\$ 312,978</u>	<u>5.41%</u>		

	<u>Original Budget 2012- 13</u>	<u>Actual 2012-13</u>	<u>Variance</u>	<u>%</u>	<u>Quarterly Variance</u>	<u>% Inc/(Dec) to Prior Quarter</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	\$ 1,304,624	\$ 43,194	3.42%		
November	\$ 1,253,133	\$ -	\$ -			
December	\$ 1,968,492	\$ -	\$ -		43,194	0.96%
January	\$ 1,240,469	\$ -	\$ -			
February	\$ 1,075,050	\$ -	\$ -			
March	\$ 1,685,309	\$ -	\$ -		-	0.00%
April	\$ 1,263,540	\$ -	\$ -			
May	\$ 1,269,914	\$ -	\$ -			
June	\$ 2,105,558	\$ -	\$ -		-	0.00%
YTD	<u>\$ 17,860,000</u>	<u>\$ 6,094,903</u>	<u>\$ 96,367</u>	<u>1.61%</u>		
Total Budget	<u>\$ 17,860,000</u>					

# Water Department

City of Watertown, NY

## Inter-Office Memorandum

**DATE:** November 13, 2012

**TO:** Honorable Mayor and City Council

**FROM:** Michael J. Sligar, Superintendent

**SUBJECT:** 250,000 Gallon Elevated Water Storage Tank at Thompson Park

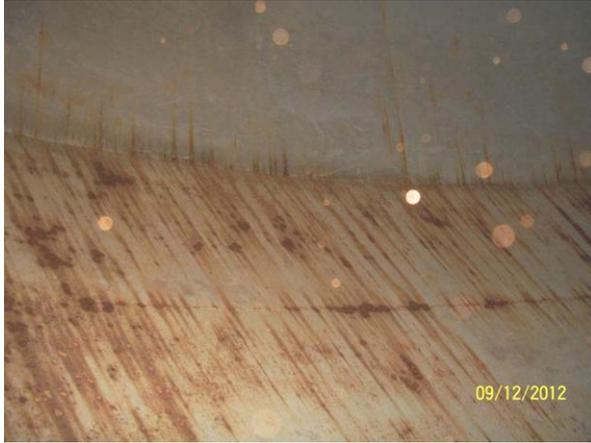
The elevated water storage tank at Thompson Park was completed in 1978 by the Chicago Bridge & Iron Company. Twenty two years later on July 25, 2000 an inspection was conducted of the interior and the exterior of the tank. That inspection revealed that corrosion existed to the interior of the tank, and it was recommended that the interior protective coating be removed and replaced. Further, to a lesser degree some degradation was also evident on the tank's exterior prompting that it be recoated. While files indicate that in subsequent years updated quotes for inspections were sought, nothing was ever done.



The rehabilitation of the elevated storage tank is in the currently approved capital budget for \$500,000.

On September 12, 2012, an inspection was conducted by Conestoga – Rovers & Associates (CRA). This latter inspection reveals advanced deterioration to the steel of the tank's interior and spot corrosion to the tank's exterior steel, as well as caulking and some concrete foundation degradation. It is now recommended that the entire protective coating to the interior of the tank be cleaned to

“white metal” by the use of blast cleaning abrasives, appropriately fill all pits caused by spalled metals by applying appropriate pit filling materials, and re-coat the entire interior of the tank with an appropriate protective system. Cathodic protection for the interior is also recommended. Further, the exterior steel where points of corrosion exist must likewise be cleaned, repaired and recoated. CRA estimates the project now at \$915,000 (see the attached inspection report). Admittedly, this incorporates the complete abrasion removal of the exterior coating followed with the appropriate recoating.



**Figure 1: Typical corrosion interior of Tank where vertical skin attaches to tapered skin.**



**Figure 2: Interior of Tank Vessel and Outside of Dry Riser Tube.**



**Figure 4: Underside of Vessel Roof Support Beam.**



**Figure 3: Interior of Tank Vessel at base of Dry Riser Tube with attached ladder.**

As evidenced in the figures above, corrosion is widespread on the Tank's interior, but not beyond the ability to sand blast to a white metal surface, restore the lost sections of metal and reestablish a protective coating.

The inspection report examined the state of the elevated storage tank as it currently exists, but it presents only two rough planning estimates of the cost to rehabilitate the steel and recoat the interior and exterior of the tank and fluted column support structure dependant upon selecting either a two coat or three a coat interior protective system. Given that the planning estimate for the blasting and recoating could be as much as \$915,000, it seems prudent to conduct one more investigation prior to selecting the correct degree of work.

What we still do not have as yet (and ought to have) is the listing and evaluation of the full range of all options that could be considered as potential solutions.

The evaluation of possible alternatives:

1. The closer examination of the advantages/disadvantages of the complete recoating recommendation of the outside of the tank and the fluted column, as compared with the reduced outside surface restoration (this could reduce the projected cost presented in the inspection report);
2. Further examination of the two coat versus three coat interior protection system (expanding upon that already presented);
3. Consideration of a glass lined interior tank;
4. Consideration of the replacement of the entire elevated storage tank versus rehabilitation and recoating of a 34 year old existing structure.

The above will require a judgment with respect to the service life remaining on the restored elevated storage tank versus a new structure. Given the age of the existing structure, the service life remaining does need to be part of this consideration.

During the next phase of the work effort, all the above would be carefully considered, with a presentation of findings before plans and specifications would be prepared.

We must proceed. The following tasks and schedule are proposed:

Task #	Task	Proposed Schedule
1	<p>Have consultant prepare an evaluation of the alternatives as outlined above; brief City Manager and City Council on findings with a proposed selection of alternatives. Secure City Council approval of the proposed selection of alternatives.</p> <p>Concurrent with task 1, amend the City's Capital Plan to reflect the increase in estimated cost.</p>	Task 1 to be completed by end of December 2012
2	Negotiate and prepare for City Council approval a consultant agreement for the preparation of plans and specifications for the needed rehabilitation, and for assistance with advertising, bidding and administration of the rehabilitation project.	January 2013

3	Finalize plans and specification for the rehabilitation.	February 2013
4	Secure NY State Department of Health approval of the finished plans and specifications.	March 2013
5	Subsequent to NYSDOH approval, advertise bid and award the contract for the rehabilitation project.	April – May 2013
6	Complete and closeout the project.	As soon as sustained temperatures are favorable commence and complete

CRA performed the inspection and prepared the report attached herein. Further, CRA is the Consultant that prepared and is now administering the contract for the Filter Media Replacement at the Water Filtration Plant. I am confident that they can effectively continue with the work outlined above for the rehabilitation of the elevated storage tank. I request, therefore, that the Department be authorized to proceed immediately with CRA to complete task 1.



**CONESTOGA-ROVERS  
& ASSOCIATES**

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109 South Warren Street  
Syracuse, NY 13202  
Telephone: (315) 233-4270 Fax: (315) 425-4050  
[www.craworld.com](http://www.craworld.com)

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## MEMORANDUM

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TO: Michael Sligar REF. NO.: 630957  
FROM: Eric Haslam, James Milks, Jason Davenport/ck/001 DATE: October 24, 2012  
CC:  
RE: **City of Watertown Inspection and Evaluation of Thompson Park Water Tank  
Summary of Site Visit Conducted September 12, 2012**

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The purpose of this document is to summarize the findings of the site visit conducted on September 12, 2012 for the City of Watertown Water Department (City). The primary objective of the visit was to perform a visual, nondestructive inspection of the 250,000-gallon elevated welded steel water tank at Thompson Park. During the visit, City Water Department personnel provided access and assistance while CRA performed the inspection.

### EXTERIOR FINDINGS

Based on the field visit to the tank, an inspection was conducted of various exterior components and tank appurtenances. The manways, roof hatch, vent assembly and tank overflow line meet current AWWA and OSHA standards. No work will be required on these components.

The tank has a concrete ring wall foundation. The foundation and grout pad appear to be in sound structural condition. Sections of spalled and missing concrete were identified at the door entrance openings. There are signs of deterioration of the caulking around the tank where the fluted riser column meets the grout pad.

The exterior entrance doors into the fluted column show signs of deterioration and should be replaced.

The column vents near the top of the column have been painted over and do not provide the necessary ventilation into the tank column.

The roof hatches have a hasp for locking the hatches; however, locks were not installed on the hatches at the time of inspection.

The access hatch from the access tube to the tank roof is hinged but does not have a mechanism to assist in closing the hatch once one enters the access tube.

The paint coating system on the exterior tank surface shows signs of fading, chalking, and areas of spot corrosion. The exterior coating system on sections of the tank roof have been weathered and worn off

exposing bare metal and primer. There are areas of spot corrosion on the exterior of the tank column, roof, hatches, vent, tank overflow line, anchor bolt, and other tank appurtenances.

Paint coating thickness measurements were obtained at the tank roof. Readings taken on the exterior coating system on the roof indicated a coating thickness between 0.85 mils and 6.6 mils. The average coating thickness is approximately 4.2 mils on the tank roof. Paint coating thickness measurements were also obtained in the areas of the tank roof where the coating has been weathered and the primer is exposed. These measurements indicated a primer coating thickness between 0.80 mils and 1.35 mils.

Photographs of the tank exterior were taken during the inspection and are included in Appendix A.

Paint samples were collected for the exterior coating and were analyzed for lead, chromium, and cadmium content. Results of the laboratory testing are included in Appendix B.

Original construction drawings from Chicago Bridge & Iron Company (CBI) are included in Appendix C.

## **INTERIOR FINDINGS**

The interior of the tank fluted column, interior ladders, balcony, riser pipe, hatches, and associated tank appurtenances appear to be in sound structural condition. The interior ladders within the tank flute and within the dry riser have safety climb devices.

Structural steel supports, stabilization rods, welds and seams, and dry riser assembly appear to be in sound structural condition.

The paint coating system on the interior of the tank column, condensate ceiling, balconies, platforms, dry riser, ladder, and structural components show signs of fading, and areas of spot corrosion. Generally, the coating system in these areas appears to be in sound condition.

The interior of the tank bowl shows signs of major coating loss, corrosion, and pitting in the steel plates. Major corrosion was identified in lower bowl area of the tank including the tank cone and continuing up to the intersection with the tank walls. Major corrosion was identified on the exterior of the tank dry riser and ladder within the wet area of the tank bowl. The remaining sections of the interior of the tank wall show signs of coating loss and spot corrosion. The underside of the tank roof and structural steel support beams show signs of coating loss and spot corrosion but appear to be in sound structural condition.

Although the interior of the tank fill/drain riser pipe could not be inspected, it should be anticipated that the interior of this pipe may exhibit the same corrosion conditions as the lower section of the interior of the tank bowl.

Relative depth measurements of the steel pits were obtained in spot areas within the tank bowl. These depth measurements were compared to the steel plate thickness shown on the original tank construction drawings and are presented as follows:

<u>Tank Ring location</u>	<u>Steel Plate Thickness</u>	<u>Average Depth of Pitting</u>
Ring 1 - Bottom of bowl	5/16"	1/8" to 3/16"
Ring 2 - Next ring up	5/16"	3/16" to 1/4"
Ring 3 - Connection to column	2"	1/8" to 3/16"
Ring 4 - Next ring up	0.573"	1/8" to 3/16"
Ring 5 - Connection to side walls	7/16"	1/8" to 3/16"
Ring 6 - Lower side wall	5/16"	None
Ring 7 - Upper side wall	5/16"	None

The presence of pits in the steel plates as identified above can be addressed with the application of a pit filler material and/or spot welding prior to the installation of a new interior coating system.

Paint coating thickness measurements were obtained at various areas within the interior of the tank column and tank bowl. The following coating thickness measurements were obtained during this inspection:

- Interior of fluted column: Coating thickness between 3.0 mils and 5.5 mils with an average thickness of 4.0 mils.
- Interior tank floor: Coating thickness between 5.5 mils and 6.8 mils with an average thickness of 6.3 mils (20 readings).
- Interior tank cone: Coating thickness between 6.3 mils and 18.2 mils with an average thickness of 7.8 mils (22 readings).
- Interior tank walls: Coating thickness could not be measured.
- Wet side of tank riser below water line: Coating thickness between 7.8 mils and 16.4 mils with an average thickness of 8.1 mils (15 readings).
- Wet side of tank riser above water line: Coating thickness between 4.0 mils and 4.8 with and average thickness of 4.2 mils (20 readings).

Photographs of the tank interior and appurtenances were taken during the inspection and are included in Appendix A.

Paint samples were collected for the exterior coating and were analyzed for lead, chromium and cadmium content. Results of the laboratory testing are included in Appendix B.

Original construction drawings from Chicago Bridge & Iron Company (CBI) are included in Appendix C.

There is no cathodic protection system installed within the interior of the tank vessel.

## **RECOMMENDATIONS**

### **Tank Exterior**

Based on the field inspection and this information outlined above, the following work and repairs are recommended on the tank exterior and components:

- Complete repairs to the concrete ring wall foundation at the door entrance openings where the spalled areas of concrete have been identified using an approved concrete patching material.

- Remove caulking around perimeter of tank where the fluted column meets the grout pad. Clean area and replace with approved caulking material and sealant backer rod where necessary.
- Remove exterior entrance doors in tank column and replace with new door assemblies including new hardware and lock sets.
- Remove coatings applied over the column vents to clear the vent openings and allow ventilation into the tank column, or replace vents with new vent assemblies. This work should be completed along with the exterior tank coating system.
- Install locks on all hatches and tank openings that have hasps available and are not presently locked for security measures.
- Install a hold open arm mechanism on the access hatch from the access tube to the tank roof to limit the opening swing of the access hatch and assist in closing the hatch once the person enters the access tube.
- The sample analysis of the exterior tank coating system indicated the presence of lead, cadmium and chromium in the existing paint coating system. Results of the laboratory testing are included in Appendix B. Based on these findings and the results of the exterior inspection, the following options may be considered to address the exterior coating system on the tank:
  - a. Conduct a full exterior removal of the coating system by blast methods to SSPC SP-6 (Commercial Abrasive Blast) standards. This would entail a full Class "A" containment system on the exterior of the tank to eliminate the escape of removed coating materials. Completion of this work is recommended to be conducted in the summer months to limit the use of heaters and dehumidification systems necessary to properly cure the new paint system. Install a new coating system on all surfaces of the tank exterior. A coating system consisting of three coats (zinc rich primer, epoxy, urethane system) is recommended for the tank exterior as follows:
    - Full prime coat zinc rich primer applied at a 2.5 to 3.5 mils D.F.T.
    - Full intermediate coat epoxy applied at a 2.0 to 3.0 mils D.F.T.
    - Full finish coat of urethane applied at a 2.0 to 3.0 mils D.F.T.

The minimum final thickness of the exterior paint system shall be 8.0 mils D.F.T.

- b. Conduct a full exterior removal of the coating system on the tank vessel roof and side walls using blast methods to SSPC SP-6 (Commercial Abrasive Blast) standards. This would entail a full Class "A" containment system on the exterior of the tank to eliminate the escape of removed coating materials. The new coating system is recommended above. The remainder of the tank exterior column may power washed and spot cleaned using a vacuum-blast system in areas where corrosion and loss of coating system is present. Touch-up priming and one full coat of urethane on the entire tank exterior surface could be performed to maintain the remainder of exterior coating system.

This option would be less cost than full removal and re-coating of the entire tank exterior; however, the remaining exterior coating system would still contain lead, cadmium and chromium and would require complete encapsulation and removal at a future date. Since this option requires full encapsulation to remove the coating system on the tank vessel, CRA recommends removal and application of a complete new coating system on the tank exterior at the same time.

### Tank Interior

Based on the field inspection and this information outlined above, the following work and repairs are recommended on the tank interior and components:

- Replace existing interior ladder in tank vessel attached to the outside of the dry riser. Ladder should be replaced with a new steel ladder meeting OSHA standards. A safety climb device should be installed on the new ladder assembly.
- The sample analysis of the interior tank coating system indicated the presence of lead, cadmium and chromium in the existing paint coating system. Results of the laboratory testing are included in Appendix B. Based on these findings and the results of the interior inspection, it is recommended that the existing coating system within the interior of the tank vessel be removed and replaced with a new coating system. The following options are available to address the interior tank coating system:
  - a. Interior of tank vessel, interior of tank cone, interior of tank drain/fill line: Conduct a full interior removal of the coating system using blast methods to SSPC-SP-10 (near White Metal Abrasive Blast). Following removal of existing coating system and completion of pit filling and/or spot welding, a new coating system conforming to AWWA D102 specifications should be installed on the interior surfaces.

The following coating systems are available for installation on the interior of the tank surfaces and conform to AWWA D102 specifications:

1. Three coat epoxy system consisting of the following:
  - Full prime coat of epoxy installed at a 3.0 to 5.0 mils D.F.T.
  - Full intermediate coat of epoxy applied at a 4.0 to 6.0 mils D.F.T.
  - Full finish coat of epoxy applied at a 4.0 to 6.0 mils D.F.T.
  - Stripe coat installed at plate seams and joints of epoxy applied at a 50 to 60 mils D.F.T.
  - The minimum final thickness of the interior paint system shall be 14.0 mils D.F.T. on tank plate surfaces and 69.0 mils on stripe coat areas.

The three coat system use coatings with 68% solids, and the remaining 30% is solvent that must evaporate during curing which requires a controlled curing process of 2-3 weeks to ensure that there are no VOC's present when the tank is returned to service. Dehumidification within the tank interior is necessary to maintain a relative humidity of 40% prior to installation of the coating system and during the coating curing process.

2. Two coat system consisting of the following:
  - Full prime coat of Aromatic Urethane, Zinc Rich installed at a 2.5 to 3.5 mils D.F.T.
  - Stripe coat of Polyamidoamine Epoxy installed at a 2.0 to 3.0 mils D.F.T.
  - Full finish coat of Modified Polyamine Epoxy installed at a 20 to 30 mils D.F.T.
  - The minimum final thickness of the interior paint system shall be 23.0 mils D.F.T. on tank plate surfaces and 25.0 mils on stripe coat areas.

The two coat system use coatings with 100% solids. Since these coatings do not contain any solvents, the curing time is reduced to a 2-3 day period and there is less concern for potential VOCs. The prime coat material is a zinc rich product that provides additional protection for bare metal. This material is a moisture cured product and as a result, the level of dehumidification within the tank interior is reduced.

The three coat epoxy system referenced above is commonly used for re-coating tank interiors; however, the two coat systems are gaining popularity in New York State in recent years due to the stringent requirements for VOCs.

The three coat epoxy system is initially less expensive to install than the two coat system; however, the 2-coat system has other advantages of increased life expectancy, faster curing times, and elimination of the concern for VOCs.

CRA recommends the use of a 2-coat system; however, final selection of a specific coating system should be done during pre-design phase based upon discussions with the City and consideration of available project funding.

- b. Interior of tank column, interior balconies, piping and appurtenances: The existing coating system appears to be in sound condition with the exception of some areas of minor coating loss and spot corrosion. It is recommended that these areas be power washed, spot cleaned using vacuum- blast and primed prior to final re-coating. Following this work, one finish coat of epoxy would be applied on all surfaces of interior of tank column, balconies, piping, and appurtenances as specified above.
- We have investigated an option for installation of a cathodic protection system in the interior of the tank due to the corrosion and pitting identified within the interior of the tank vessel. A fixed suspended anode type system is recommended for this installation after the completion of the tank re-coating. This type of system is recommended due to the potential for tank icing in the winter months. Installation of a cathodic protection system would provide an additional level of protection in the event of future coating loss and corrosion conditions.

### **CONSTRUCTION COST ESTIMATE**

Based on the information outlined above, the following construction cost estimate was prepared for the recommended work associated with the tank rehabilitation:

<u>Description</u>	<u>Estimated Cost</u>
<u><i>Tank Exterior</i></u>	
• Repairs to concrete ring wall foundation	\$ 600
• Removal of caulking and installation of new caulking	\$ 2,000
• Removal of entrance doors and installation of new doors	\$ 7,000
• Clean and remove paint coating at tank column vents	Cost included in tank coating
• Install hold open arm mechanism on tank roof hatch	\$ 800
• Full exterior coating removal with encapsulation and complete exterior re-coat system	<u>\$ 400,000</u>
Total Cost Exterior	\$ 410,400
<u><i>Tank Interior</i></u>	
• Removal and replacement of interior vessel tank ladder	\$ 3,000
• Apply pit filling material and surfacing	\$15,000
• Full interior coating removal in tank vessel and riser pipe and complete interior re-coat system (2-coat system)	\$ 185,000
• Alternate for full interior coating removal in tank vessel and riser pipe and complete interior re-coat system (3-coat epoxy system)	(\$ 160,000)
• Spot weld of pits in steel plates	\$ 3,000
• Spot clean and re-coat interior of tank column and appurtenances	<u>\$ 40,000</u>
Total Cost Interior	\$ 246,000
<u><i>Cathodic Protection System</i></u>	
• Install Cathodic Protection System - Complete	<u>\$ 20,000</u>
Total Cost Cathodic Protection System	<u>\$ 20,000</u>
Sub-Total	\$ 646,400
35% CELA Contingency	<u>\$ 238,600</u>
Total Estimated Cost	\$ 915,000

If the 3-coat epoxy interior painting system is selected for use on this project, the total estimated cost for this project would decrease to \$879,000.

APPENDIX A

PHOTOGRAPHS



1 - Underside of Condensate Roof



2 - Underside of Condensate Roof



3-Tank Column Side Wall / Condensate Roof

630957 (1)



4-Tank Column Anchor Bolt Connection



5-Door Opening at Tank Column



6 -Caulking at Tank Column and Grout Pad



7 -Spalled Concrete Area at Door Opening

630957 (1)



8 -Tank Overflow Lines at Exterior



9 -Tank Elevation



10 -Fill/Drain and Overflow Lines



11 -Balcony Platform inside of Tank Column

630957 (1)



12 -Balcony Platform Hatch



13 -Balcony Platform Hatch



14 -Tank Vessel at Column Connection



15 -Interior Tank Column and Column Vent

630957 (1)



16 -Interior Tank Column



17 -Interior of Tank Column at Bottom of Tank Vessel



18 -Balcony Platform inside of Tank Column



19 -Exterior of Tank Roof



20 -Tank Roof Vent



21 -Tank Roof Access Hatch



22 -Ladder at Interior of Tank Dry Riser Tube



23 -Typical Corrosion at Lower Area of Tank Vessel

630957 (1)



24 -Typical Corrosion at Interior of Tank Vessel at Side Walls



25 -Typical Corrosion at Lower Area of Tank Vessel



26 -Typical Corrosion at Pitted Steel Plate Locations



27 -Interior of Tank Vessel and Outside of Dry Riser Tube

630957 (1)



28 -Interior of Tank Vessel and Outside of Dry Riser Tube



29 -Interior of Tank Vessel Looking Up



30 -Tank Overflow Weir Box



31 -Underside of Tank Vessel Roof Support Beam

630957 (1)



32 -Underside of Tank Vessel Roof Support Beam



33 -Underside of Tank Vessel Roof Support Beam

APPENDIX B

PAINT SAMPLE RESULTS



Jason Davenport  
Conestoga Rovers  
109 South Warren Street  
Suite 220  
Syracuse, NY 13202

September 27, 2012

DOH ELAP# 11626  
AIHA # 100324

Account# 25347

Login# L274232

Dear Jason Davenport:

Enclosed are the analytical results for the samples received by our laboratory on September 20, 2012. All test results meet the quality control requirements of AIHA and NELAC unless otherwise stated in this report. All samples on the chain of custody were received in good condition unless otherwise noted.

Results in this report are based on the sampling data provided by the client and refer only to the samples as they were received at the laboratory. Unless otherwise requested, all samples will be discarded 14 days from the date of this report.

Current Scopes of Accreditation can be viewed at [www.galsonlabs.com](http://www.galsonlabs.com) in the accreditations section under the "about Galson" tab.

Please contact Charlene Moser at (888) 432-5227, if you would like any additional information regarding this report.

Thank you for using Galson Laboratories.

Sincerely,

**Galson Laboratories**

Mary G. Unangst  
Laboratory Director

Enclosure(s)



LABORATORY ANALYSIS REPORT

6601 Kirkville Road  
 East Syracuse, NY 13057  
 (315) 432-5227  
 FAX: (315) 437-0571  
 www.galsonlabs.com

Client : Conestoga Rovers  
 Site : Thompson Park Water Tank  
 Project No. : Thompson Park Water Tank  
 Date Sampled : 12-SEP-12 Account No.: 25347  
 Date Received : 20-SEP-12 Login No. : L274232  
 Date Analyzed : 24-SEP-12 - 25-SEP-12  
 Report ID : 753099

Client ID : 091212-JM-01 Lab ID : L274232-1  
 Date Sampled : 09/12/12 Date Analyzed : 09/24/12

<u>Parameter</u>	<u>LOQ</u> mg/kg	<u>Total</u> ug	<u>Conc</u> mg/kg	<u>Percent</u> %
Cadmium	4.9	<0.50	<4.9	<0.00049
Chromium	49.	20	200	0.020
Lead	24.	1200	12000	1.2

COMMENTS: Please see attached lab footnote report for any applicable footnotes.

Collection Media : Paint

Submitted by: JAM  
 Approved by : keg  
 Date : 26-SEP-12 NYS DOH # : 11626  
 QC by: Karen Becker

< -Less Than mg -Milligrams m3 -Cubic Meters kg -Kilograms  
 > -Greater Than ug -Micrograms l -Liters NS -Not Specified  
 NA -Not Applicable ND -Not Detected ppm -Parts per Million LOQ-Limit of Quantitation

Field sampling was not performed by Galson. Galson presents results based on sampling data provided by clients.



LABORATORY ANALYSIS REPORT

6601 Kirkville Road  
 East Syracuse, NY 13057  
 (315) 432-5227  
 FAX: (315) 437-0571  
 www.galsonlabs.com

Client : Conestoga Rovers  
 Site : Thompson Park Water Tank  
 Project No. : Thompson Park Water Tank  
 Date Sampled : 12-SEP-12  
 Date Received : 20-SEP-12  
 Date Analyzed : 24-SEP-12 - 25-SEP-12  
 Report ID : 753099

Account No.: 25347  
 Login No. : L274232

Client ID : 091212-JM-02      Lab ID : L274232-2  
 Date Sampled : 09/12/12      Date Analyzed : 09/24/12

Parameter	LOQ mg/kg	Total ug	Conc mg/kg	Percent %
Cadmium	5.0	<0.50	<5.0	<0.00050
Chromium	50.	30	300	0.030
Lead	25.	6600	66000	6.6

COMMENTS: Please see attached lab footnote report for any applicable footnotes.

Collection Media : Paint

Submitted by: JAM  
 Approved by : keg  
 Date : 26-SEP-12 NYS DOH # : 11626  
 QC by: Karen Becker

< -Less Than      mg -Milligrams      m3 -Cubic Meters      kg -Kilograms  
 > -Greater Than      ug -Micrograms      l -Liters      NS -Not Specified  
 NA -Not Applicable      ND -Not Detected      ppm -Parts per Million      LOQ-Limit of Quantitation

Field sampling was not performed by Galson. Galson presents results based on sampling data provided by clients.



LABORATORY ANALYSIS REPORT

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 East Syracuse, NY 13057  
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Client : Conestoga Rovers  
 Site : Thompson Park Water Tank  
 Project No. : Thompson Park Water Tank  
 Date Sampled : 12-SEP-12  
 Date Received : 20-SEP-12  
 Date Analyzed : 24-SEP-12 - 25-SEP-12  
 Report ID : 753099

Account No.: 25347  
 Login No. : L274232

Client ID : 091212-JM-03      Lab ID : L274232-3  
 Date Sampled : 09/12/12      Date Analyzed : 09/24/12

Parameter	LOQ mg/kg	Total ug	Conc mg/kg	Percent %
Cadmium	4.7	<0.75	<7.1	<0.00071
Chromium	47.	31	290	0.029
Lead	24.	9.4	88	0.0088

COMMENTS: Please see attached lab footnote report for any applicable footnotes.

Collection Media : Paint

Submitted by: JAM  
 Approved by : keg  
 Date : 26-SEP-12 NYS DOH # : 11626  
 QC by: Karen Becker

< -Less Than      mg -Milligrams      m3 -Cubic Meters      kg -Kilograms  
 > -Greater Than      ug -Micrograms      l -Liters      NS -Not Specified  
 NA -Not Applicable      ND -Not Detected      ppm -Parts per Million      LOQ-Limit of Quantitation

Field sampling was not performed by Galson. Galson presents results based on sampling data provided by clients.



LABORATORY FOOTNOTE REPORT

6601 Kirkville Road
East Syracuse, NY 13057
(315) 432-5227
FAX: (315) 437-0571
www.galsonlabs.com

Client Name : Conestoga Rovers
Site : Thompson Park Water Tank
Project No. : Thompson Park Water Tank
Date Sampled : 12-SEP-12
Date Received: 20-SEP-12
Date Analyzed: 24-SEP-12 - 25-SEP-12
Account No.: 25347
Login No. : L274232

Unless otherwise noted below, all quality control results associated with the samples were within established control limits.

Unrounded results are carried through the calculations that yield the final result and the final result is rounded to the number of significant figures appropriate to the accuracy of the analytical method.

The stated LOQs for each analyte represent the demonstrated LOQ concentrations prior to correction for desorption efficiency (if applicable).

Unless otherwise noted below, reported results have not been blank corrected for any field blank or method blank.

L274232 (Report ID: 753099):

The Cadmium results are considered accurate to within +/-9.8% based on a 95% confidence interval (k=2). This method has an average recovery of 98.6%. The estimated uncertainty applies to the media, technology, and SOP(s) referenced in this report and does not account for any uncertainty associated with the sampling process. The Chromium results are considered accurate to within +/-13.3% based on a 95% confidence interval (k=2). This method has an average recovery of 100%. The estimated uncertainty applies to the media, technology, and SOP(s) referenced in this report and does not account for any uncertainty associated with the sampling process. The Lead results are considered accurate to within +/-7% based on a 95% confidence interval (k=2). This method has an average recovery of 98.6%. The estimated uncertainty applies to the media, technology, and SOP(s) referenced in this report and does not account for any uncertainty associated with the sampling process. Reported results reflect elemental analysis of the requested metals. Certain compounds may not be solubilized during digestion, resulting in data that is biased low. SOPs: MT-SOP-5(11), MT-SOP-9(21) SW846 6010C is referenced for lead data only. Level of quantitation varies with actual sample mass used for preparation.

!L274232-3 (Report ID: 753099):

Elevated LOQ for Cadmium due to sample matrix interference.

Table with 2 columns: Parameter, Method. Rows include Cadmium, Chromium, and Lead with their respective methods.

< -Less Than mg -Milligrams m3 -Cubic Meters kg -Kilograms
> -Greater Than ug -Micrograms l -Liters NS -Not Specified
NA -Not Applicable ND -Not Detected ppm -Parts per Million



6601 Kirkville Rd  
 East Syracuse, NY 13057  
 Tel: (315) 432-5227  
 888-432-LABS (5227)  
 Fax: (315) 437-0571  
 www.galsonlabs.com

New Client?

Report To\*: Jason Davenport  
State Tower Building, Suite 220  
109 South Warren Street  
Syracuse, NY 13202

Client Account No.\*:  
25347

Phone No.\*: 315-233-4270

Cell No.: \_\_\_\_\_

Email Results to: jdavenport@croworld.com

Email address: \_\_\_\_\_

Invoice To\*: Jason Davenport  
State Tower Building, Suite 220  
109 South Warren Street  
Syracuse, NY 13202

Phone No.: 315-233-4270

Email: jdavenport@croworld.com

P.O. No.: Project No. 630957

Credit Card:  Card on File  Call for Credit Card Info.

Samples submitted using the FreePumpLoan™ Program  Samples submitted using the FreeSamplingBadges™ Program

Page 6 of 6 Report Reference: 1 Generated: 27-SEP-12 08:36

Need Results By:	(surcharge)	<input checked="" type="checkbox"/> 5 Business Days 0%		Site Name: <u>Thompson Park Water Tank</u>	Project: <u>Thompson Park Water Tank</u>	Sampled by: <u>Jim Milks</u>
<input type="checkbox"/>		<input type="checkbox"/> 4 Business Days 35%		List description of industry or Process/interferences present in sampling area :  <b>Potable water storage</b>		
<input type="checkbox"/>		<input type="checkbox"/> 3 Business Days 50%				
<input type="checkbox"/>		<input type="checkbox"/> 2 Business Days 75%				
<input type="checkbox"/>		<input type="checkbox"/> Next Day by 6pm 100%				
<input type="checkbox"/>		<input type="checkbox"/> Next Day by Noon 150%				
<input type="checkbox"/>		<input type="checkbox"/> Same Day 200%		State samples were collected in (e.g., NY) <u>NY</u>		
				Please indicate which OEL this data will be used for : <input type="checkbox"/> OSHA PEL <input type="checkbox"/> ACGIH TLV <input type="checkbox"/> Cal OSHA <input type="checkbox"/> MSHA <input type="checkbox"/> Other (specify): _____		

Sample Identification* (Maximum of 20 Characters)	Date Sampled	Collection Medium	Sample Volume Sample Time Sample Area*	Sample Units* L, ml, min, in2, cm2, ft2	Analysis Requested*	Method Reference^	Hexavalent Chromium Process (e.g., welding plating, painting, etc.)*
091212-JM-01	09/12/12	Paint Chips	09:15 am		Cadmium, Chromium, Lead	EPA 3050	
091212-JM-02	09/12/12	Paint Chips	09:30 am		Cadmium, Chromium, Lead	EPA 3050	
091212-JM-03	09/12/12	Paint Chips	09:45 am		Cadmium, Chromium, Lead	EPA 3050	

\*Galson Laboratories will substitute our routine/preferred method if it does not match the method listed on the COC unless this box is checked:  Use method(s) listed on COC

For metals analysis: if requesting an analyte with the option of a lower LOQ, please indicate if the lower LOQ is required (only available for certain analytes - see SAG) :

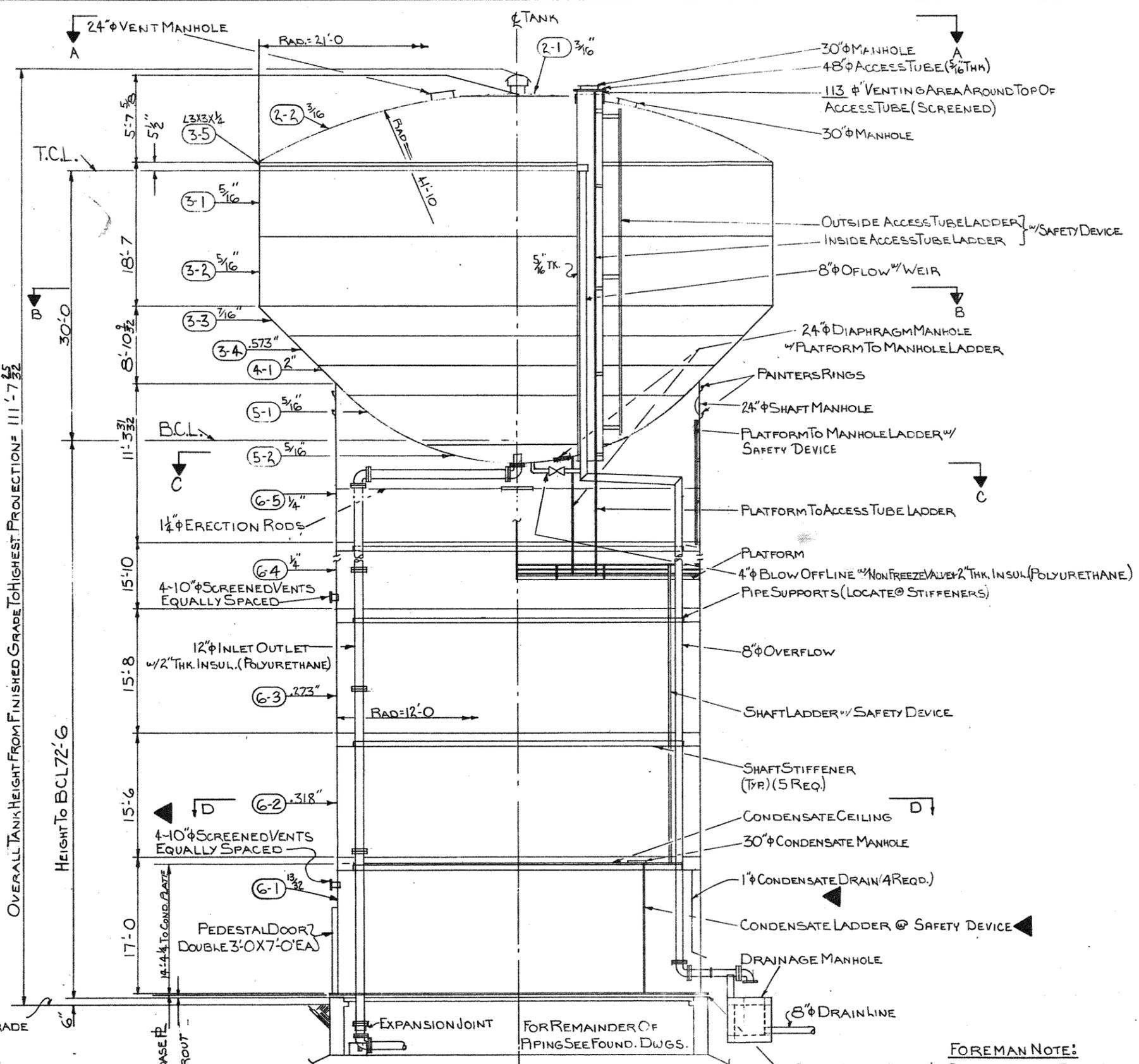
For crystalline silica: form(s) of silica needed must be indicated (Quartz, Cristobalite, and/or Tridymite) \* :

Chain of Custody	Print Name	Signature	Date/Time
Relinquished by :	Jason Davenport		9/20/12
Received by LAB :	Acostello		9/20/12 1308

APPENDIX C

ORIGINAL DRAWINGS FROM  
CHICAGO BRIDGE & IRON COMPANY (CBI)

OVERALL TANK HEIGHT FROM FINISHED GRADE TO HIGHEST PROJECTION = 111'-7 1/2"  
 HEIGHT TO BCL 72'-6"



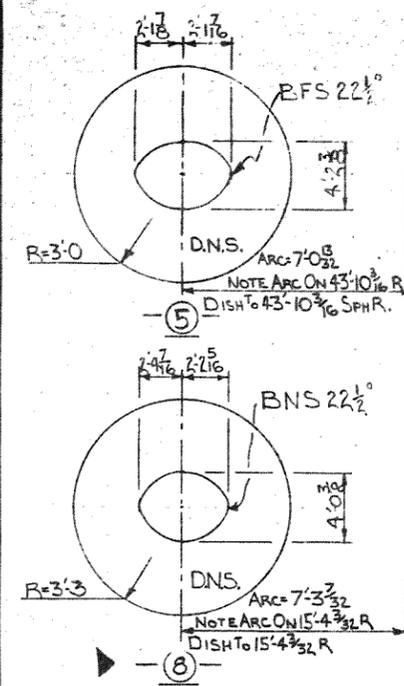
**GENERAL NOTES**  
 SPECIFICATIONS - AWWA D100-73 + CUSTOMER  
 SERVICE - MUNICIPAL  
 MATERIAL:  
 PLATE - A283-C + A36, STRUCTURAL-A36  
 INSPECTION:  
 MILL-NO SHOP-NO FIELD-CUSTOMER  
 PICKLE-NO  
 SANDBLAST-YES  
 PAINT-YES  
 LADDERS + SUPPORTS-OSHA-PARAGRAPH 1910  
 CORROSION ALLOWANCE: 1/16" ON WETTED SURFACES

**FIELD NOTE:**  
 PEEN ANCHOR BOLTS AFTER  
 TIGHTENING NUTS TO PREVENT  
 EASY REMOVAL OF NUTS

**FOREMAN NOTE:**  
 GROUT UNDER BASE PLATES BEFORE FILLING TANK WITH WATER. FILL SPACE  
 BETWEEN ANCHOR BOLT AND HOLE IN BASE PLATE WITH GROUT TO PREVENT WATER POCKETS.  
 WET SURFACES THOROUGHLY AND FILL WITH 1:1 PORTLAND CEMENT & SAND GROUT. OUTER EDGE TO BE  
 SEALED WITH 1/2" TWO COMPONENT POLYSULFIDE (THIOKOL) SEALANT SUCH AS WEATHERBAND 101  
 AS MFG. BY 3-M CO. OR APPROVED EQ. INDICATES CHANGE FROM PREVIOUS ISSUE

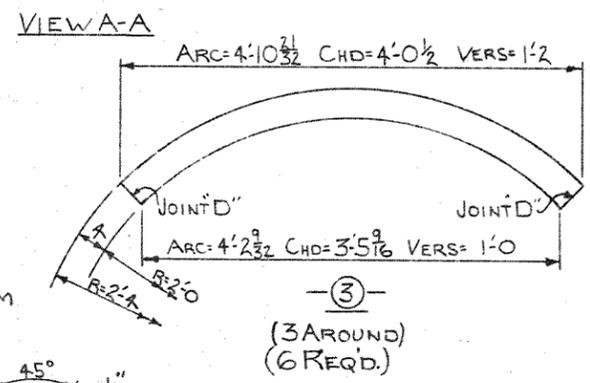
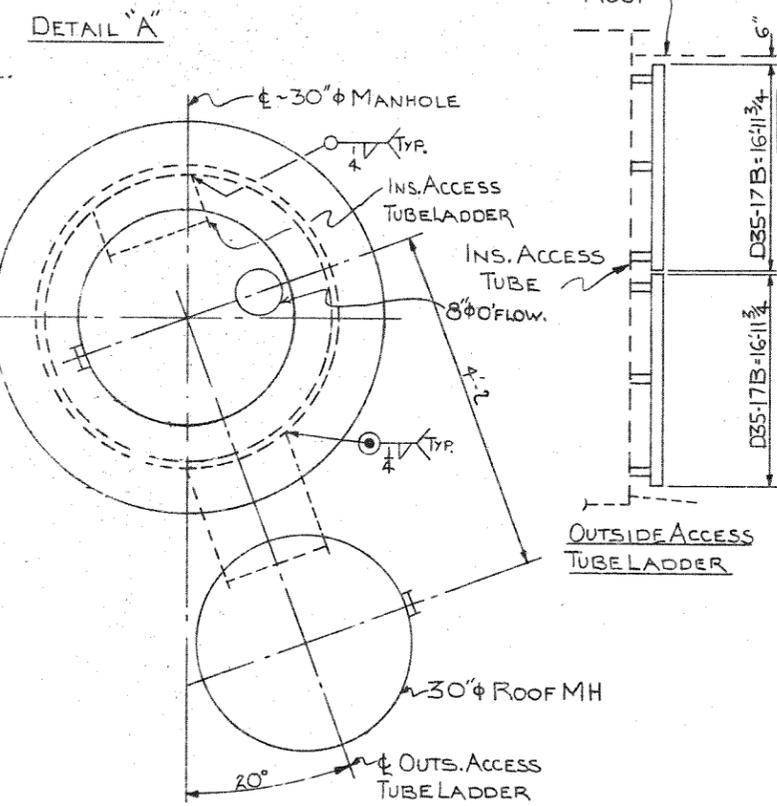
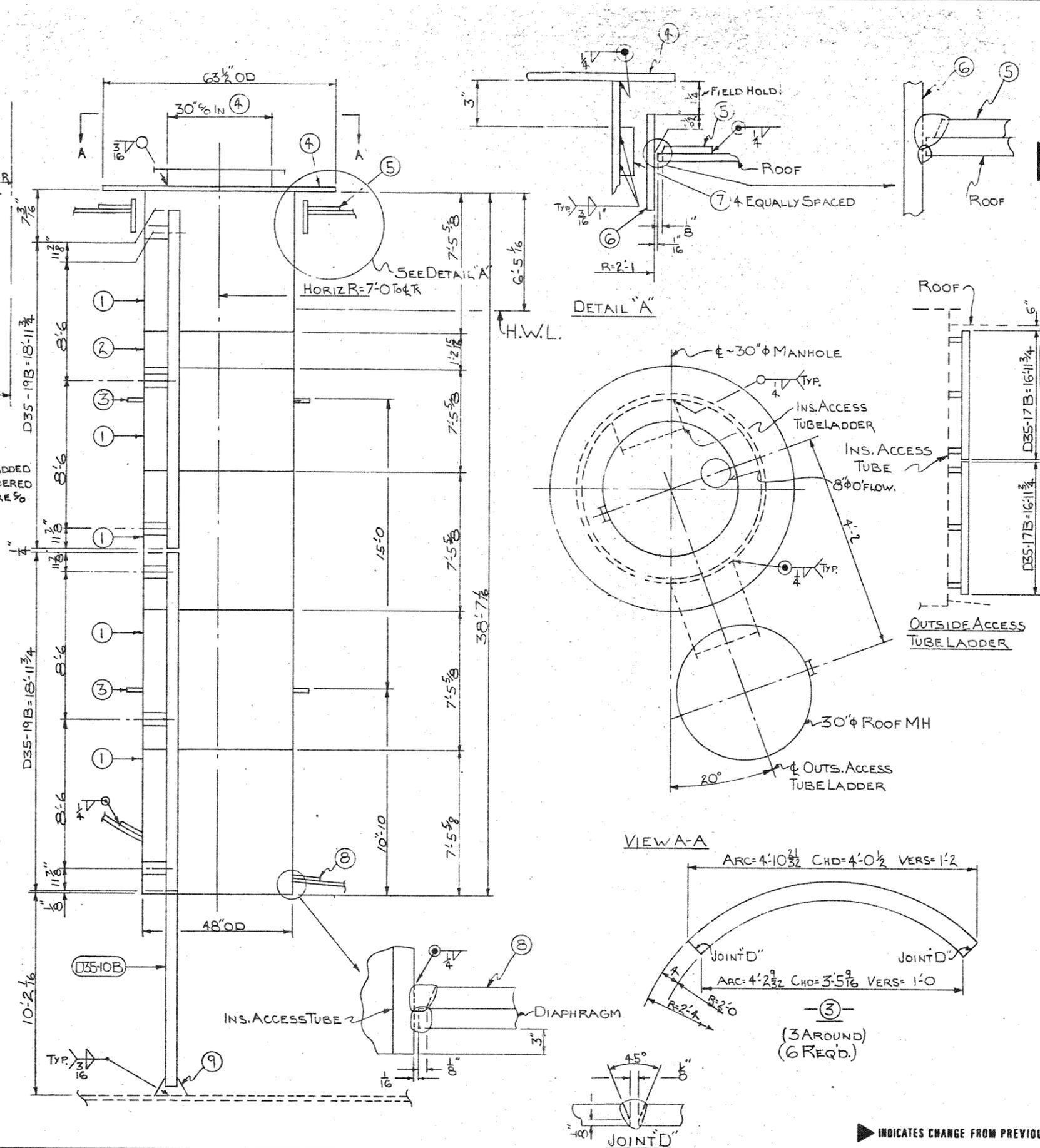
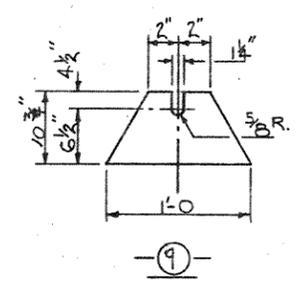
ELEVATION

APPROVAL CUSTOMER APPROVAL		<b>Chicago Bridge &amp; Iron Company</b> <b>CBI</b>	
		GENERAL PLAN 250MG FLUTED COLUMN ELEV. TANK CITY OF WATERTOWN, NEW YORK	
Purchaser's No. _____ By: <i>J.S.</i> Date: 3-16-78 JOHN COSEBY Engineering Coordinator		Contract No. <b>71996</b> Dwg. _____ Rev. _____	
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FIELD NOTE:  
 3/16" CLEARANCE ALL AROUND HAS BEEN ADDED TO 5/16" IN FC ⑤ + ⑥. THIS SHOULD BE CONSIDERED WHEN USING R ⑤ AS A TEMPLATE TO MAKE 5/16" IN ROOF FOR ACCESS TUBE.

Typ. VERT. & GIRT. JOINTS IN ACCESS TUBE PLATES.  
 ⑥ LADDER SPLICES



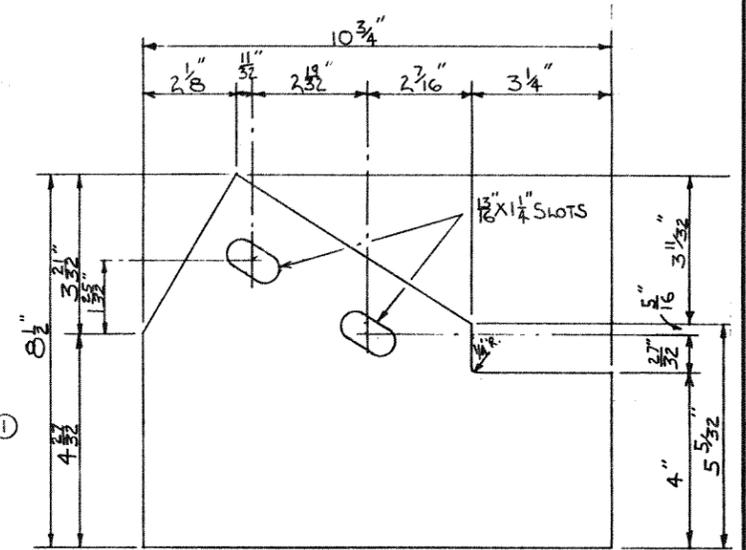
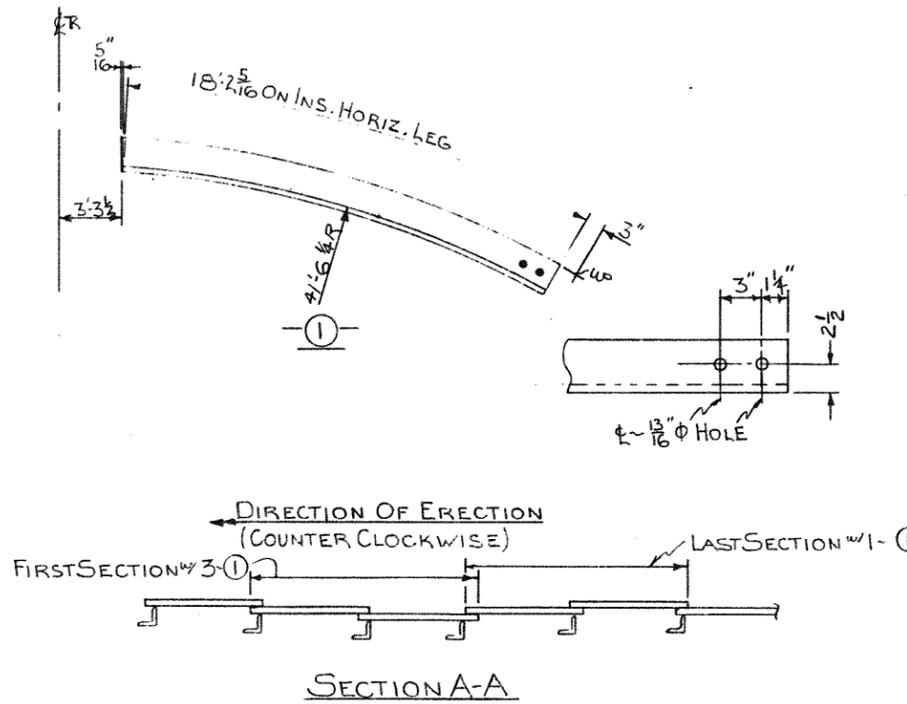
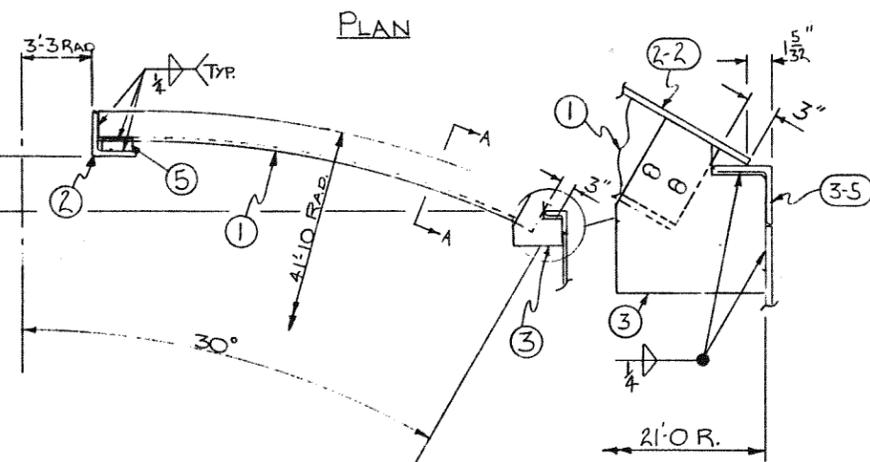
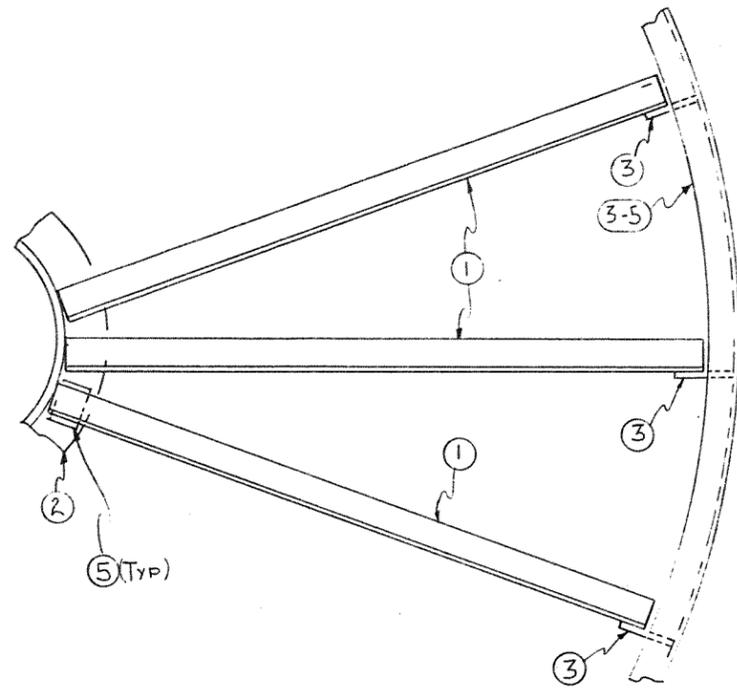
SHP PC	MARK	ASSEM PC	DESCRIPTION	LENGTH		SPEC
				FT	IN	
1	B-A		48" $\phi$ ACCESS TUBE ASSY.	38	7 1/16	
	B-1	5	R-19 1/2" X 3/16" (C=90 X 12'-6")	12	5 1/8	A283C
	B-2	1	R-14 1/2" X 5/16" (C=15 1/2" X 12'-6")	12	5 3/8	do
	B-3	6	R-5 X 1/2" (C=31 1/2" X 4'-0 3/8")			do
	B-7	4	BAR 5/8" $\phi$	1	6	A36
	D35-19B	2	WELDED LADDER ASSY (BILL COMP)	1	0	
	ID13-11	12	BAR 3 X 3/8	0	5 3/4	A36
		1	8" $\phi$ OVERFLOW (SEE DWG #25)			
		1	WEIR BOX (SEE DWG #26)			
1	B-4		R-63 1/2" OD X 1/4 X 30" ID (C=64 X 5'-4")			A283C
1	B-5		R-72" OD X 1/4 X 5" KID (C=72 X 6'-0")			A283C
1	B-6		R-17 X 1/4	13	0 9/32	do
1	B-8		R-78" OD X 1/4 X 5" KID (C=78 3/8 X 6'-6 3/8")			do
2	B-9		R-5 X 3/8 (C=11 1/8 X 1'-9 1/2")			do
1	D35-10B		WELDED LADDER ASSY (BILL COMP)	10	0	
2	D35-17B		WELDED LADDER ASSY (BILL COMPLETE)	17	0	
	ID13-9	12	BAR 3 X 3/8	0	7 3/4	A36

GENERAL NOTES  
 1. 1/16" SHRINKAGE ALLOWANCE INCLUDED IN PLATE LENGTH, SHRINKAGE ALLOWANCE EQUAL TO GAP INCLUDED IN PLATE ③ DIMENSIONS  
 2. VENTING AREA=113 SQ IN.  
 3. SEE DWG 20 + 1A FOR ORIENTATION.

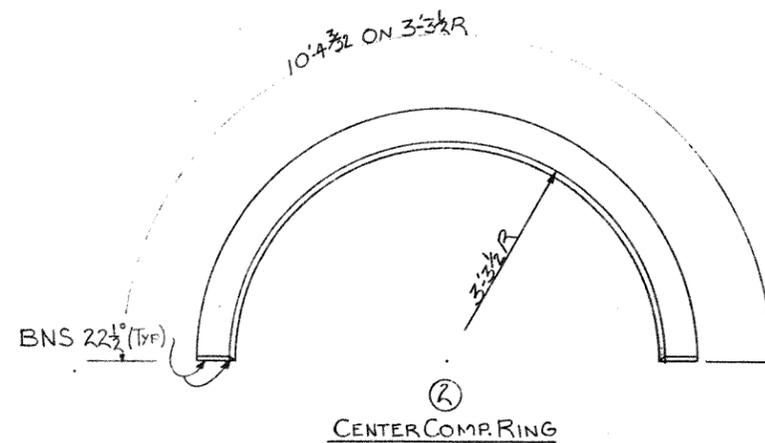
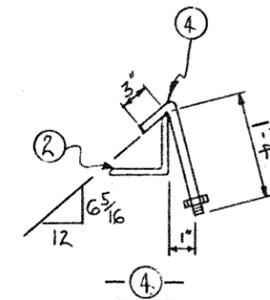
Chicago Bridge & Iron Company <b>CBI</b>	
48" $\phi$ ACCESS TUBE	
Purchaser's No.	Contract No.
By: <i>J.S.</i> Date: 3-16-78	71996
Checked: <i>J.S.</i>	8
Engineer: <i>JOHN CASPY</i>	Rev. 2
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INDICATES CHANGE FROM PREVIOUS ISSUE

SHIP PC	MARK	ASSEM PC	DESCRIPTION	LENGTH		SPEC
				FT	IN	
18	9-1		L-4 X 3 X 1/4 FIN: R=41'-6 1/4	FIN	18 2 3/8	A2836
				SHR	20 8	
2	9-2		L-6 X 6 X 1/2 FIN: R=3'-3 1/2	FIN	10 4 3/2	do
				SHR	13 0	
18	9-3		R-5 X 3 3/8 (C#R 8 1/2 X 0'-10 3/4)			A283C
4	9-4		J-BOLT 5/8" (BENT) TO E-3" W/ HEX NUT		1 7	A36
18	9-5		R-4 X 1 1/2 (CUT FROM SCRAP)		0 4	A283C
36			3/4" PH HEX HD BOLTS + NUTS		0 1 3/4	A307B



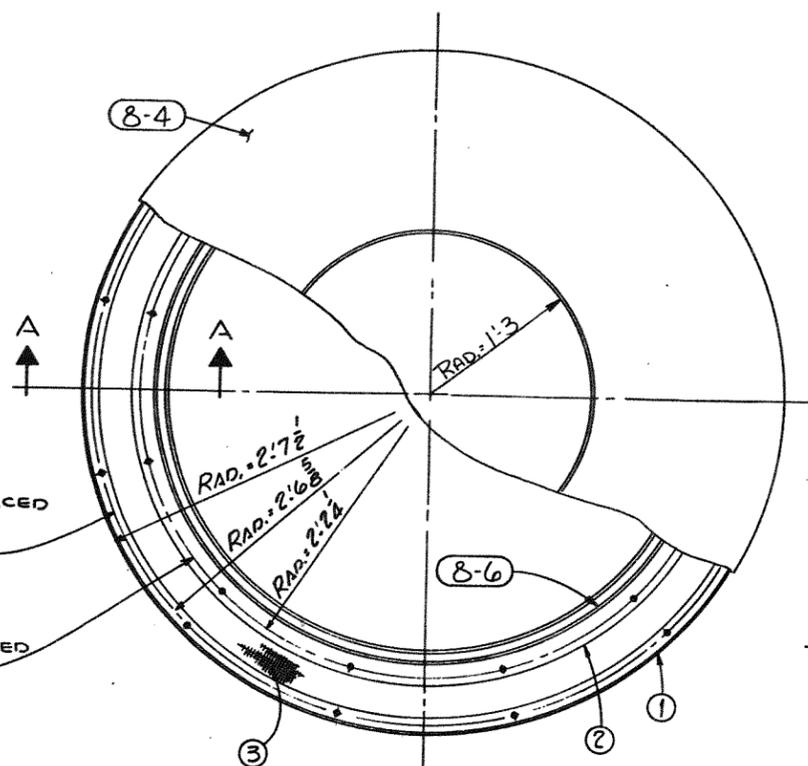
③  
(18 REQ'D.)



CUSTOMER APPROVAL		Chicago Bridge & Iron Company <b>CBI</b>	
		ROOF FRAMING	
Purchase No. _____		Contract No. <b>71996</b>	
By <b>J.H. CHASE</b> Date <b>3-16-18</b>		Rev. <b>9</b>	
Engineering Coordinator		Rev. <b>1</b>	
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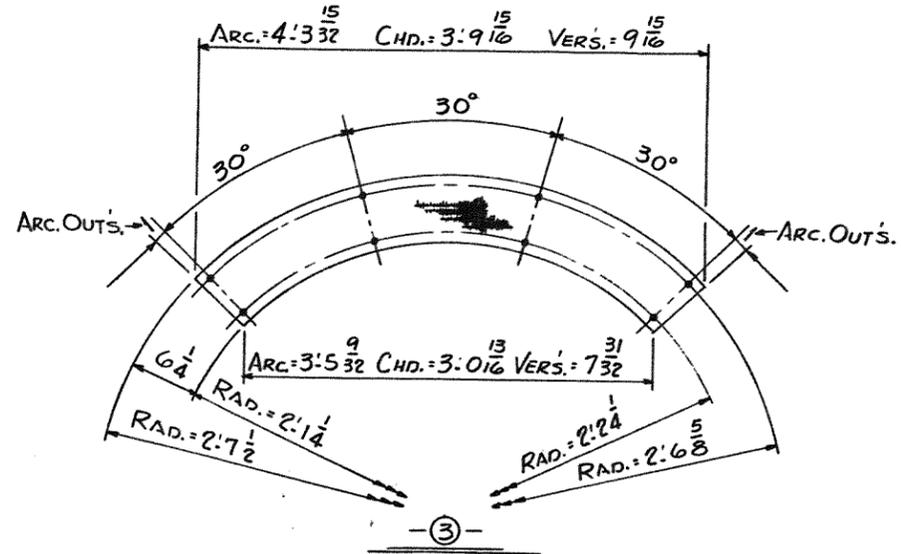
INDICATES CHANGE FROM PREVIOUS ISSUE



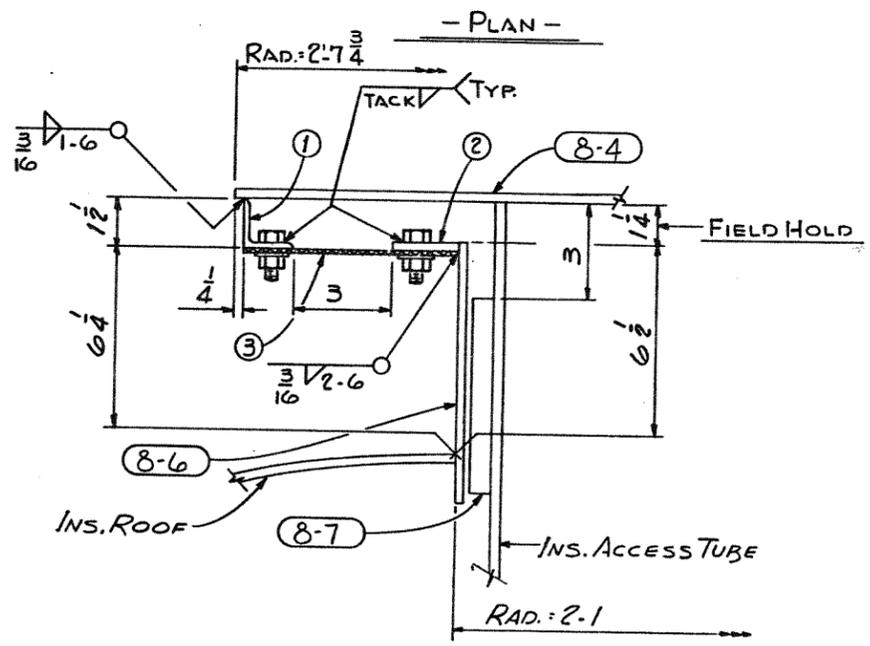


12- $\frac{1}{2}$ " HOLES EQ. SPACED ON 5- $\frac{1}{4}$ " B.C. IN ① (HOLES ON  $\frac{7}{8}$ " GAGE)

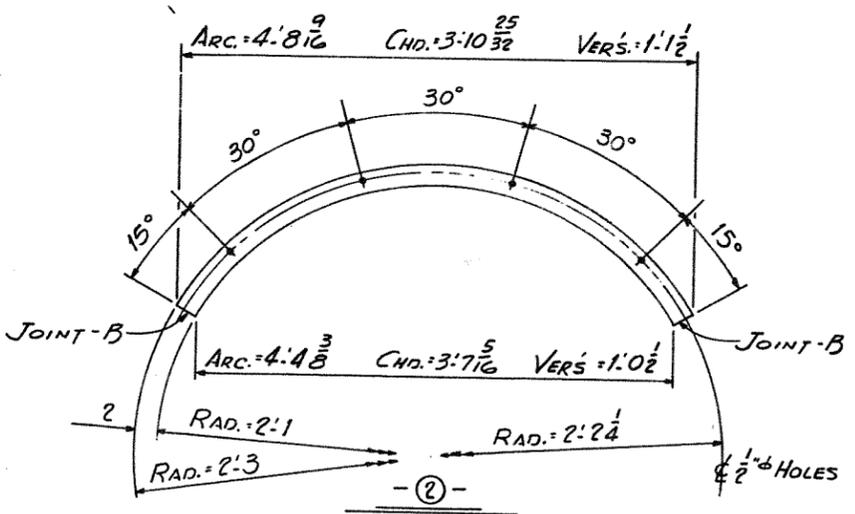
12- $\frac{1}{2}$ " HOLES EQ. SPACED ON 4- $\frac{1}{2}$ " B.C. IN ②



JOINT B AND ① TOG.

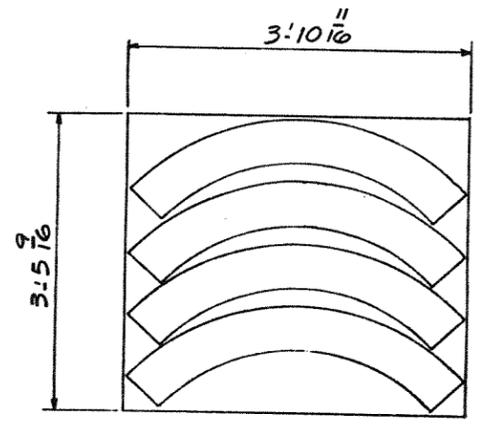


- SECTION - A - A -

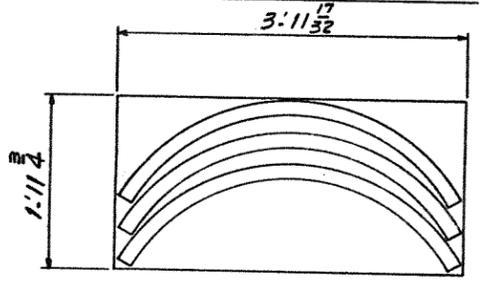


SHIP PC	MARK	ASSEMBLY	DESCRIPTION	LENGTH FT	IN	SPEC
1	32-1		L. 1 1/2 x 1 1/2 x 3/16 W/HOLES FIN. 16	5 29/32		A36
			FIN. RAD. = 2'7 1/2	SHR. 20	0	
3	32-2		R. SK. x 1/4			A283-C
			(C/F P. 23 3/4 x 3'11 7/32 1/3)			
24			3/8" FIN. HEX. BOLTS & NUTS	0	1	A307-B
24			3/8" WASHERS			STL.
4	32-3		Pc. # 4 MESH SCREEN WIRE			BRONZE*
			X SK W/HOLES (.047" WIRE)			
			(BANDING NOT NECESSARY)			
			(C/F P. 4'9 1/16 x 3'10 11/16 1/3)			

\* COMERCIAL BRONZE (90/10)



- CUTTING SK. ③ -



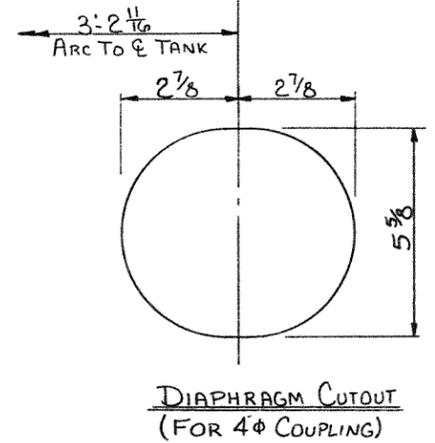
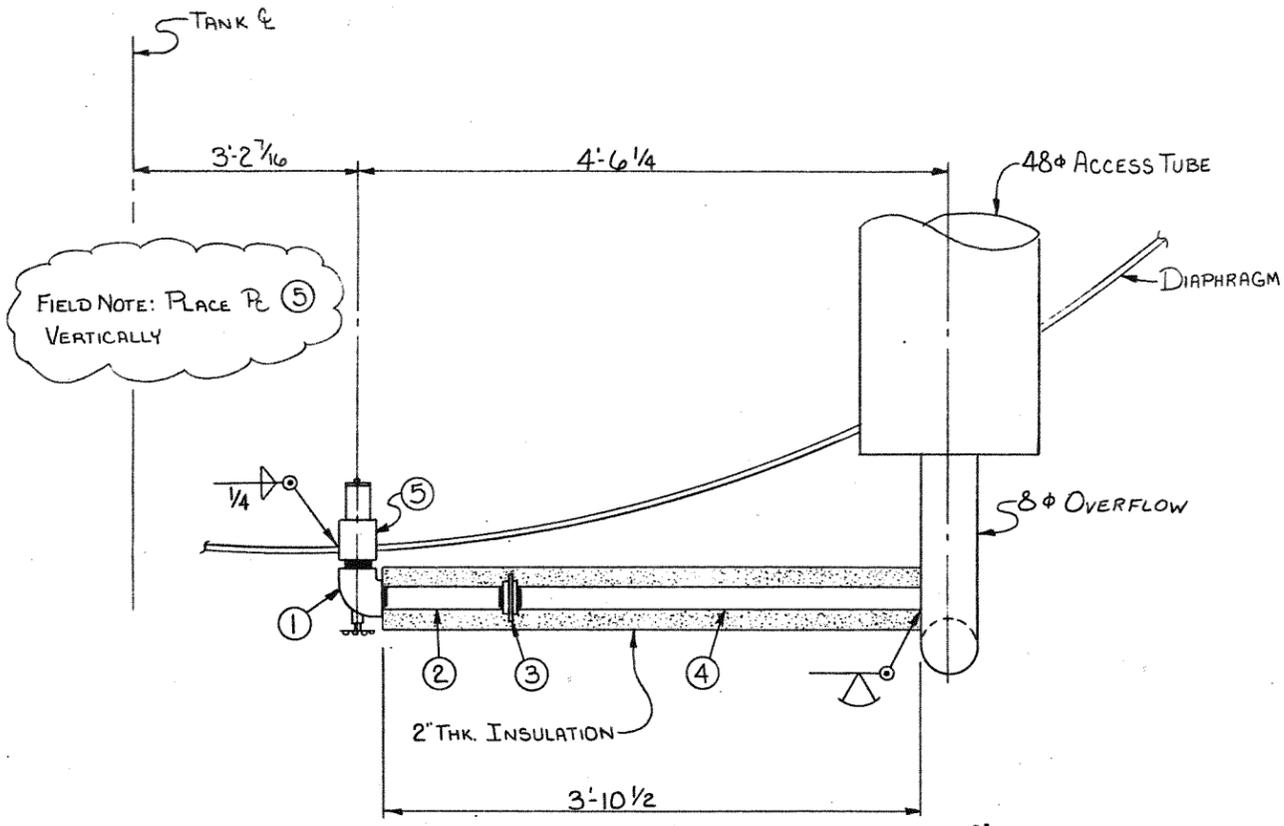
- CUTTING SK. ② -

WORK THIS DWG. WITH DWG. # 8

<b>Chicago Bridge &amp; Iron Company</b> <b>CBI</b>	
<b>SCREENED VENT FOR 48" ACCESS TUBE</b>	
Purchaser's No. By <b>CCE</b> Chd. <b>J.S.</b> Date <b>2-28-78</b> <b>JOHN W. COSBY</b> Engineering Coordinator	Contract No. <b>71996</b> Dwg. <b>32</b> Rev. <b>1</b>
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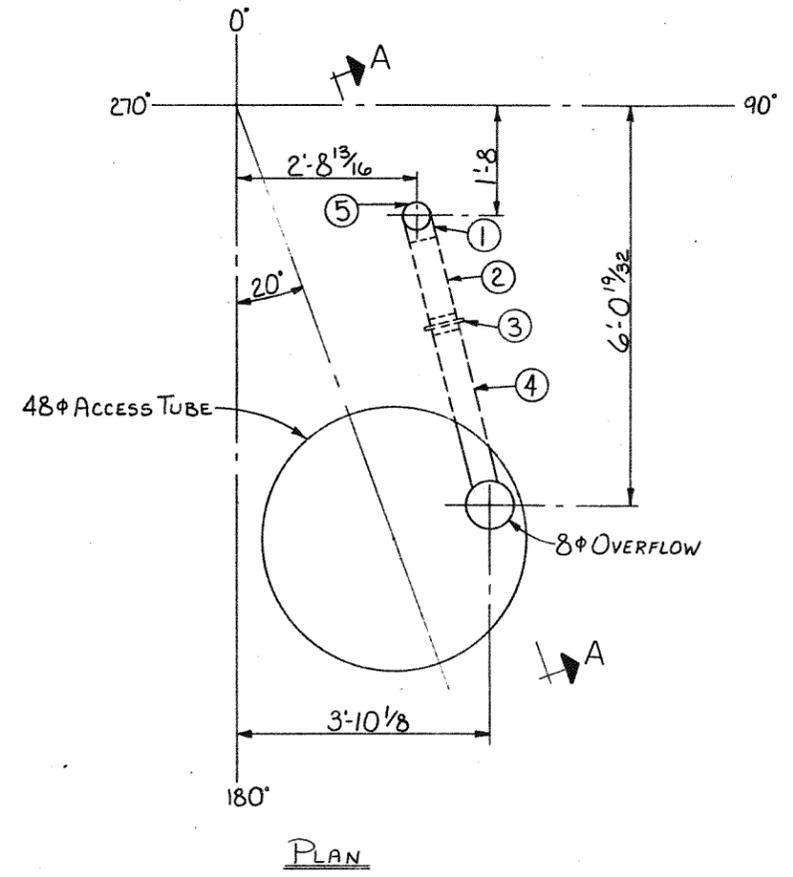
INDICATES CHANGE FROM PREVIOUS ISSUE

SHP PC	MARK	ASSEM PC	DESCRIPTION	LENGTH		SPEC
				FT	IN	
1	37-1		SHAND & JURS #96181-05 NON FREEZING WATER DRAWOFF VALVE 4φ N.P.T. (4φ) CAST STEEL BODY, STN. TRIM			
1	37-2		PE-3φ STD PIPE T <sub>BE</sub>	1	0	A53-B
1	37-3		3φ M.I. 150# FEMALE UNION			M.I.
1	37-4		PE-3φ STD PIPE T <sub>OE</sub> P <sub>OE</sub>	2	11	A53-B
1	37-5		4φ-3000# SCR'D. CPLG.			F.S.
2			PAIR OF 180° SECTIONS, 3'-0" LONG, EXPANDED POLYURETHANE INSULATION 2" THK. FOR 3φ PIPE PER CBI. STD. 9207-5-71*			



FIELD NOTE: CUT PE (4) TO FIT,  
AND MAKE CUTOUT AND CONNECTION  
TO OVERFLOW PIPE

\*-INSULATION TO BE FURNISHED WITH A FACTORY  
APPLIED FIRE RETARDANT, LAMINATED KRAFT  
PAPER/ALUMINUM FOIL VAPOR BARRIER



		<b>3φ WATER DRAWOFF WITH 4φ ANTI FREEZE VALVE</b>	
		Purchaser's No. _____ By <u>CCE, J.S.</u> Date <u>2-28-78</u> <u>JOHN COSBY</u> Engineering Coordinator	Contract No. <u>71996</u> Div. <u>37</u> Rev. <u>0</u>
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## Experience Table New Construction of Water Storage Tanks

Tank/Location	Services Provided by CRA	Tank Size and Type
Ground Storage Tank Springport, New York	<ul style="list-style-type: none"> <li>• Hydraulic Analysis</li> <li>• Design and Preparation of Contract Documents</li> <li>• Funding Assistance</li> <li>• Bid Phase Services</li> <li>• Construction Administration and Resident Inspection</li> </ul>	250,000-gallon glass fused to steel, ground level water storage tank.
Elevated Storage Tank Springport, New York	<ul style="list-style-type: none"> <li>• Hydraulic Analysis</li> <li>• Design and Preparation of Contract Documents</li> <li>• Funding Assistance</li> <li>• Bid Phase Services</li> <li>• Construction Administration and Resident Inspection</li> </ul>	150,000-gallon welded steel pedi 500,000-gallon steel ground water storage tank.
Emory Road Ground Storage Tank Aurora, New York	<ul style="list-style-type: none"> <li>• Hydraulic Analysis</li> <li>• Design and Preparation of Contract Documents</li> <li>• Funding Assistance</li> <li>• Bid Phase Services</li> <li>• Construction Administration and Resident Inspection</li> </ul>	444,000-gallon reinforced concrete, ground storage tank.
Town Line Ground Storage Tank Aurora, New York	<ul style="list-style-type: none"> <li>• Hydraulic Analysis</li> <li>• Design and Preparation of Contract Documents</li> <li>• Funding Assistance</li> <li>• Bid Phase Services</li> <li>• Construction Administration and Resident Inspection</li> </ul>	275,000-gallon reinforced concrete, ground storage tank.
Water District 4 Tank Eden, New York	<ul style="list-style-type: none"> <li>• Hydraulic Analysis</li> <li>• Design and Preparation of Contract Documents</li> <li>• Funding Assistance</li> <li>• Bid Phase Services</li> <li>• Construction Administration and Resident Inspection</li> </ul>	150,000-gallon standpipe.
Patterson Water Storage Tank Wheeling, West Virginia	<ul style="list-style-type: none"> <li>• Design and Preparation of Contract Documents</li> <li>• Bid Phase Services</li> <li>• Construction Administration and Resident Inspection</li> </ul>	Abandonment of an open storage reservoir and installation of a new 593,000-gallon glass-line, bolted steel ground storage tank. (New tank was built within the abandoned storage reservoir to utilize existing space at the site.)
Broadway Water Tank Lancaster, New York	<ul style="list-style-type: none"> <li>• Design and Preparation of Contract Documents</li> <li>• Bid Phase Services</li> <li>• Construction Administration and Resident Inspection</li> </ul>	New 4.6-million gallon welded steel ground storage tank. Included interior and exterior painting
Sand Ridge Tank Erie County, New York	<ul style="list-style-type: none"> <li>• Design and Preparation of Contract Documents</li> <li>• Bid Phase Services</li> <li>• Construction Administration and Resident Inspection</li> </ul>	New 1.5-million gallon hydropillar tank. Included interior and exterior painting.

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Wehrle Tank Williamsville, New York	<ul style="list-style-type: none"> <li>• Design and Preparation of Contract Documents</li> <li>• Bid Phase Services</li> <li>• Construction Administration and Resident Inspection</li> </ul>	New 1.5-million gallon hydropillar tank. Included interior and exterior painting.
Colvin Tank Tonawanda, New York	<ul style="list-style-type: none"> <li>• Design and Preparation of Contract Documents</li> <li>• Funding Assistance</li> <li>• Bid Phase Services</li> <li>• Construction Administration and Resident Inspection</li> </ul>	New 1.25-million gallon elevated storage tank. Included interior and exterior painting.
Cambria, New York	<ul style="list-style-type: none"> <li>• Design and Preparation of Contract Documents</li> <li>• Bid Phase Services</li> <li>• Construction Administration and Resident Inspection</li> </ul>	New 1.3-million gallon pre-cast concrete storage tank.
Angola, New York	<ul style="list-style-type: none"> <li>• Hydraulic Analysis</li> <li>• Design and Preparation of Contract Documents</li> <li>• Funding Assistance</li> <li>• Bid Phase Services</li> <li>• Construction Administration and Resident Inspection</li> </ul>	New 500,000-gallon elevated storage tank.
Hanover, New York	<ul style="list-style-type: none"> <li>• Hydraulic Analysis</li> <li>• Design and Preparation of Contract Documents</li> <li>• Bid Phase Services</li> <li>• Construction Administration and Resident Inspection</li> </ul>	New 500,000-gallon hydropillar with garage, chlorination facility, and meter repair shop built into base.
Lyndonville, New York	<ul style="list-style-type: none"> <li>• Hydraulic Analysis</li> <li>• Design and Preparation of Contract Documents</li> <li>• Funding Assistance</li> <li>• Bid Phase Services</li> <li>• Construction Administration and Resident Inspection</li> </ul>	New 300,000-gallon elevated leg storage tank. Included painting and a pre-packaged pump station.
North Collins, New York	<ul style="list-style-type: none"> <li>• Design and Preparation of Contract Documents</li> <li>• Bid Phase Services</li> <li>• Construction Administration and Resident Inspection</li> </ul>	New 300,000-gallon, glass-lined, bolted steel stand pipe.

## Experience Table

### Water Storage Tank Inspection and Rehabilitation Projects

Tank Name/Location	Services Provided by CRA	Recommended Scope of Work
Ransomville Tank Porter, New York	<ul style="list-style-type: none"> <li>• Condition Assessment</li> <li>• Recommend Design Improvements</li> <li>• Preparation of Contract Documents</li> <li>• Bid Phase Services</li> </ul>	<p>Recommended improvements to this 50,000-gallon elevated steel tank included preparation and painting of the exterior of the water tank, support tower, riser and appurtenances.</p> <p>Due to the costs associated with the work, the Town decided not to go forward with the rehabilitation.</p>
Balmer Road Ground Tank Porter, New York	<ul style="list-style-type: none"> <li>• Condition Assessment</li> <li>• Recommend Design Improvements</li> </ul>	<p>500,000-gallon steel ground water storage tank.</p> <p>(Details regarding the recommended improvements were not readily available)</p>
Manhattan Tank Buffalo, New York	<ul style="list-style-type: none"> <li>• Condition Assessment</li> <li>• Recommend Design Improvements</li> <li>• Preparation of Contract Documents</li> <li>• Construction Administration</li> <li>• Resident Inspection</li> </ul>	<p>5.0-million gallon, steel ground storage tank. Included reconstruction and replacement of roof structure trusses, new vent, manholes and hatches, drain line modifications, fall prevention equipment, new supply butterfly valve, foundation repairs, and cleaning and painting of both the interior and exterior.</p>
Hancock and Ferry Tanks Buffalo, New York	<ul style="list-style-type: none"> <li>• Condition Assessment</li> <li>• Recommend Design Improvements</li> <li>• Preparation of Contract Documents</li> <li>• Construction Administration</li> <li>• Resident Inspection</li> </ul>	<p>2.0-million gallon, radial cone bottom, elevated steel storage tanks. Included reconstruction and replacement of roof structure trusses, new vents, manholes and hatches, drain line modifications, fall prevention equipment, new supply butterfly valves, foundation repairs, and cleaning and painting of both the interior and exterior.</p>
Lincoln and Sheridan Tanks Tonawanda, New York	<ul style="list-style-type: none"> <li>• Condition Assessment</li> <li>• Recommend Design Improvements</li> <li>• Preparation of Contract Documents</li> <li>• Construction Administration</li> <li>• Resident Inspection</li> </ul>	<p>1.0-million gallon elevated storage tanks. Modifications and repairs included preparation and painting of interior floor, bowl and roof, and installation of new tank bowl hatches, roof hatches, and tank vents.</p>
Scherff Road, Sturgeon Point, Cole Road, Eden III, Eden IV Multiple Erie County Locations	<ul style="list-style-type: none"> <li>• Condition Assessment</li> <li>• Recommend Design Improvements</li> <li>• Preparation of Contract Documents</li> <li>• Construction Administration</li> <li>• Resident Inspection</li> </ul>	<p>Interior painting of Scherff Road Tank and exterior painting of all, including new shell and roof manholes, new vents, ladders and other associated work. Project included full encapsulation and soil sampling before and after. Project was constructed in two phases based upon the owner's usage of the system and in order to maintain tanks in service during high water use periods.</p>

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Ransomville Tank Porter, New York	<ul style="list-style-type: none"> <li>• Condition Assessment</li> <li>• Recommend Design Improvements</li> <li>• Preparation of Contract Documents</li> <li>• Construction Administration</li> <li>• Resident Inspection</li> </ul>	<p>Contract 12A - Maintenance and repair including: installation of a new hatch in the tank riser, installation of a hatch in the tank bowl, ladder within the interior of the tank, safety grate over riser opening, replacement of spider brace system, and installation of a fall prevention device on roof ladder.</p> <p>Contract 12B - preparation and painting of interior of tank including bowl, floor, and underside of roof and interior of tank riser.</p>
Cayuga, New York	<ul style="list-style-type: none"> <li>• Condition Assessment</li> <li>• Recommend Design Improvements</li> <li>• Preparation of Contract Documents</li> <li>• Construction Administration</li> <li>• Resident Inspection</li> </ul>	<p>300,000-gallon, welded-steel ground storage tank. Upgrades to the tank included a new interior/exterior coating system, structural repairs, and minor foundation repairs.</p>
Elma, New York	<ul style="list-style-type: none"> <li>• Condition Assessment</li> <li>• Recommend Design Improvements</li> <li>• Preparation of Contract Documents</li> <li>• Construction Administration</li> <li>• Resident Inspection</li> </ul>	<p>Rehabilitation of a 1.0-million gallon elevated steel water storage tank. Work included hazardous materials abatement and repainting of tank exterior and interior refinishing using a 100% solids epoxy-type paint.</p>