

**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 3, 2014, 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**

**PRESENTATIONS**

1. Health Insurance Annual Review by Pomco - Christina Lanigan
2. Health Insurance Annual Review by ProAct - Kimberly Johnson

**PRIVILEGE OF THE FLOOR**

**RESOLUTIONS**

- Resolution No. 1 - Appointment of Commissioner of Deeds
- Resolution No. 2 - To Settle Action Pertaining to 209 Sterling Street, Parcel No. 11-01-105
- Resolution No. 3 - Approving Pole Attachment Agreement, National Grid
- Resolution No. 4 - Approving Funding Approval/Agreement FY 2014 Community Development Block Grant
- Resolution No. 5 - Finding That Amending Planned Development District #1 to Allow Additional Signage at 1279 Coffeen Street Will Not Have a Significant Impact on the Environment

**ORDINANCES**

**LOCAL LAW**

## **PUBLIC HEARING**

7:30 p.m.

Ordinance Amending PDD #1 to Allow Additional Signage  
at 1279 Coffeen Street

## **OLD BUSINESS**

Tabled

Resolution Approving Whitewater Park Public Access  
Limited Use Agreement with Hole Brothers Holdings, LLC

## **STAFF REPORTS**

1. Dog Park Site Evaluations
2. Program Year 2012 Community Development Block Grant Public Hearing
3. Bike Auction Results
4. Year-End Financial Report
5. Sales Tax Revenue – September 2014
6. Letter from Small Business Development Center

## **NEW BUSINESS**

## **EXECUTIVE SESSION**

## **WORK SESSION**

Next Work Session is scheduled for Monday, November 10, 2014, at 7:00 p.m.

## **ADJOURNMENT**

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY,  
NOVEMBER 17, 2014.**

Res No. 1

October 27, 2014

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 Commissioner of Deeds for the City of Watertown for a two-year term ending December 31, 2016.

# RESOLUTION

Page 1 of 2

Appointment of Commissioner of Deeds

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

YEA	NAY

### *Introduced by*

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, 2016.

### **City Employee - Police Department**

- |                          |                        |
|--------------------------|------------------------|
| Backus, Stephen R.       | Badalato, Jason J.     |
| Beshures, Adam C.        | Bickel, Charles L.     |
| Boyle, Sean P.           | Brady, Glenn M.        |
| Bull, Jacob W.           | Chartrand, Suzanne M.  |
| Cummings, George A.      | Davis, Joshua W.       |
| Dawley, Matthew J.       | Donoghue, Charles P.   |
| Donoghue, Sr., Joseph R. | Flath, Tyler M.        |
| Foote, Jeremy D.         | Freeman, Scott J.      |
| Fuhrman, Cristin N.      | Gatch, Ronald E.       |
| Gauthier, Amanda L.      | Giaquinto, Joseph A.   |
| Gibbs, Gregory P.        | Horr, David W.         |
| Keck, Peter C.           | Keefer, Jennifer L.    |
| Lamica, Mark A.          | Lewis, Elizabeth M.    |
| Maney, Michael S.        | March II, Frederick E. |
| McAdoo, Michael          | McConnell, Wayne W.    |
| McIntyre, Scott M.       | McKeever, Nathan L.    |



Res No. 2

October 24, 2014

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Settlement Action Pertaining to 209 Sterling Street,  
Parcel No. 11-01-105

A proposed settlement has been drafted by City Attorneys with Angel Eyes Properties, LLC, for the demolition costs incurred at the above property.

Attached is a resolution for City Council consideration.

# RESOLUTION

To Settle Action Pertaining to  
209 Sterling Street, Parcel No. 11-01-105

Page 1 of 2

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

YEA	NAY

### *Introduced by*

WHEREAS certain premises is owned by Angel Eyes Properties, LLC, in the City of Watertown at 209 Sterling Street, Parcel No. 11-01-105 (the “subject property”), and

WHEREAS the subject property included a deteriorated structure that resulted in the subject property being condemned for occupancy, and

WHEREAS the City Manager, through City Code Chapter 120, directed City Code Personnel to use procedures contained in Chapter 120 to demolish and remove the unsafe structure using City personnel and/or private contractors subsequent to a Hearing and Order for Demolition, and

WHEREAS the City incurred and/or paid \$38,559.09 associated with the cleanup and demolition efforts together with a statutory \$2,000.00 administrative surcharge and invoiced the Defendant in the same amount, and

WHEREAS Defendant has not paid such amounts to the City, and

WHEREAS the City determined to proceed against Defendant in an effort to recover such amount rather than simply receiving the now vacant subject property, and

WHEREAS a compromise and settlement of the action is deemed in the best interests of the City,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that the City Attorneys for the City of Watertown be and are hereby authorized, empowered and directed to enter into a formal Stipulation of Settlement, Discontinuance and Order of the above action with counsel for Defendant Angel Eyes Properties, LLC, on the following terms and conditions:

# RESOLUTION

To Settle Action Pertaining to  
209 Sterling Street, Parcel No. 11-01-105

Page 2 of 2

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

YEA	NAY

1. Defendant shall sign an Affidavit of Confession of Judgment for the full amount sought in the action.
2. Defendant shall pay, and the City of Watertown shall accept, \$10,000.00 as partial payment of the Defendant's indebtedness to the City of Watertown on or before November 3, 2014.
3. Defendant shall pay, and the City of Watertown shall accept, payment from Defendant in the amount of \$7,000.00 on or before May 1, 2015, intended as partial payment of Defendant's indebtedness to the City of Watertown.
4. Defendant shall convey all Defendant's right, title and interests in 209 Sterling Street, Watertown, New York, otherwise known as tax parcel No. 11-01-105 to the City of Watertown on or before November 3, 2014.
5. The City of Watertown shall hold the Confession of Judgment in escrow and shall not execute upon the Confession of Judgment unless Defendant Angel Eyes Properties, LLC, defaults in any of its responsibilities under the Stipulation in any respects and, in that event of default, Defendant shall receive a credit for any partial payment(s) made and a credit equal to the assessed value of the now vacant subject property, if conveyed to the City of Watertown.

BE IT FURTHER RESOLVED that the City Manager, the City Attorney and all other municipal officers, agents and employees be and they are hereby directed to do such acts and things as may be necessary to give full force and effect to the aforesaid settlement, and

BE IT FURTHER RESOLVED this Resolution shall take effect immediately.

*Seconded by*

Res No. 3

October 29, 2014

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 placement 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 10, 2014 through January 30, 2015, the lights will only be energized from 6:00 p.m. on December 5, 2014 through 4:00 p.m. on January 5, 2015.

While the Agreement calls for the City to obtain Liability Insurance to indemnify National Grid, the City is self-insured for liability. 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 JENNINGS, Stephen A.  
 Council Member MACALUSO, Teresa R.  
 Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

### *Introduced by*

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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\_\_\_\_\_

NationalGrid  
Attn: Gerald J. Haenlin, Manager  
Community and Customer Management  
21265 NYS Rt 232  
Watertown, NY 13601

RE: Pole Attachment Agreement

Dear Sirs/Madams:

In consideration of your permitting the City of Watertown, New York, hereinafter called licensee, and/or its contractor, to attach street decorations to your electric poles or other facilities in the City of Watertown, New York, during the period from Monday, November 10, 2014 to Friday, January 30, 2015, 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 City of Watertown, 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:

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,

-----  
Sharon Addison, City Manager

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

	<h1>MEMORANDUM</h1>	E.P. Hayes Superintendent
	<h2>Dept. Public Works</h2>	Date: 10-28-14 Ref: PW 034-14
<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 2014-2015 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 10<sup>th</sup> through January 31<sup>st</sup> and the energized period as running from 6:00 p.m. on Friday, December 5<sup>th</sup> through 4:00 p.m. on Monday, January 5<sup>th</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  
 Mike Lumbis, City Planner  
 DPW files:  
     Christmas Decorations, 2014/2015  
     National Grid: Pole Attachment Agreement



# 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>

Candy Cane - 6ft





Candy Cane - 8ft



Christmas Z-Tree



Christmas Z-Tree - New Style



Snowflake



Wreath - 4ft



Wreath - 5ft

**Celebrations Warm White LED  
Indoor/Outdoor 50 Light Set (40830-71)**

SKU 9207192 | 843518020883

**\$ 5.99**



**Product Details:**

- 50 lights
- Warm white
- Indoor/outdoor use
- 3.5" spacing between bulbs
- Green cord
- Approximately 14' lighted length
- 25,000 hour bulbs
- Connect up to 43 strings of the same set

**LED Light Strings**



Christmas Banners

# 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





## 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

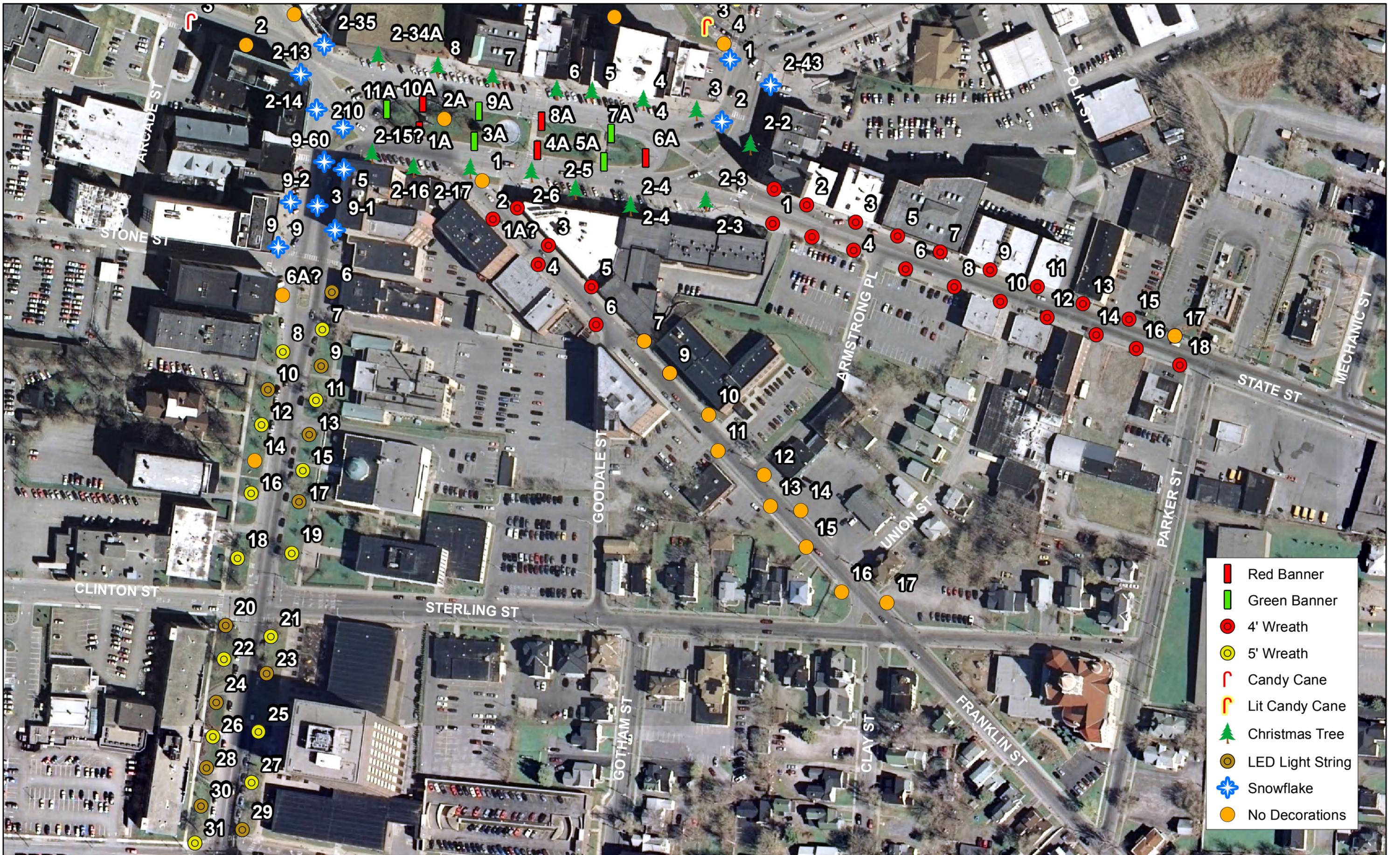
**Note:** Decoration lights that are operated on timers will be on for 8 hours each day.  
On those decorations, the lights will be lit from 4:00 p.m. until 12:00 a.m.



## 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

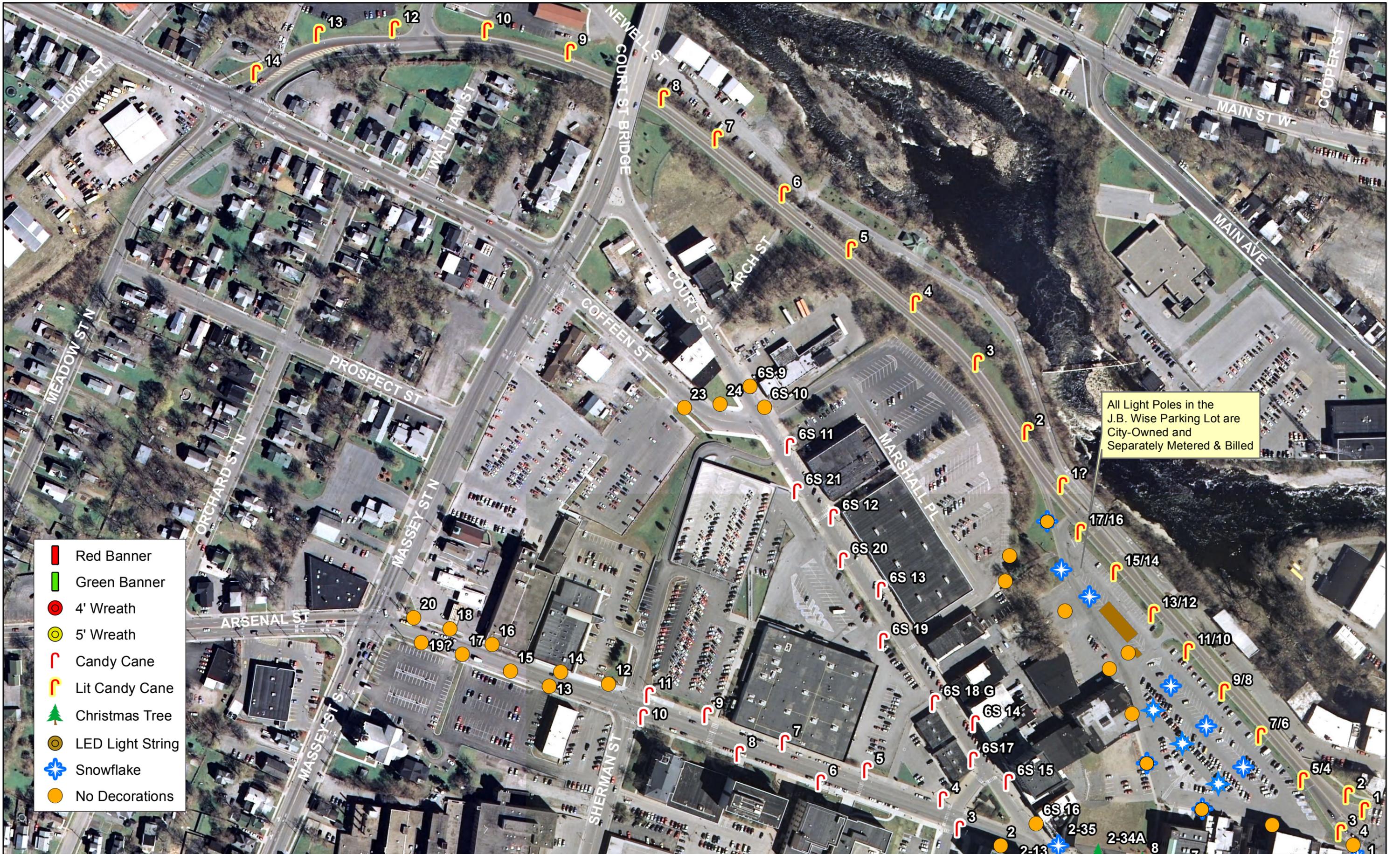
**Note:** Decoration lights that are operated on timers will be on for 8 hours each day.  
On those decorations, the lights will be lit from 4:00 p.m. until 12:00 a.m.



0 200 400 Feet

Holiday Decorations - Downtown





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

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

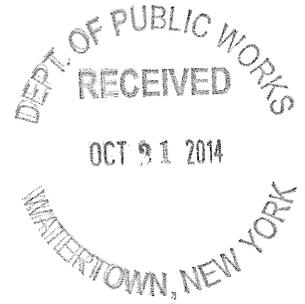
0 200 400 Feet

### Holiday Decorations - Downtown



October 20, 2014

Mr. Gene Hayes, DPW  
City of Watertown  
245 Washington St  
Watertown, NY 13601



Dear Mr. Hayes:

**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.

**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 me or your Consumer Representative, Todd Froyssell, at 315-785-7225.

Sincerely,



Gerald J. Haenlin, Manager  
Community and Customer Management

Enclosure

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 License 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:

**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**

Res No. 4

October 28, 2014

To: The Honorable Mayor and City Council

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

Subject: Approving Funding Approval/Agreement for FY 2014 Community Development Block Grant

The U.S. Department of Housing and Urban Development has approved the City's Annual Action Plan for the Fiscal Year 2014 Community Development Block Grant Program. The City Council will recall that this year's allocation is \$796,173. HUD has prepared a Funding Approval/Agreement and forwarded it for signature.

A resolution has been prepared for City Council consideration that approves the Funding Approval/Agreement and authorizes the Mayor to sign it.

# RESOLUTION

Approving Funding Approval/Agreement  
FY 2014 Community Development Block  
Grant

Page 1 of 1

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

YEA	NAY

***Introduced by***

---

WHEREAS the City of Watertown has completed its Fiscal Year 2014 Annual Action Plan for the Community Development Block Grant Program and submitted it to the U.S. Department of Housing and Urban Development (HUD), and

WHEREAS HUD has approved said Annual Action Plan and prepared a Funding Approval/Agreement which is attached and made part of this Resolution,

NOW THEREFORE BE IT RESOLVED that the City of Watertown hereby approves the Funding Approval/Agreement with the U.S. Department of Housing and Urban Development, and

BE IT FURTHER RESOLVED that the Mayor, Jeffrey E. Graham, is hereby authorized and directed to sign the Agreement on behalf of the City Council.

***Seconded by***

# Funding Approval/Agreement

Title I of the Housing and Community Development Act (Public Law 930383)  
 HI-00515R of 20515R

# U.S. Department of Housing and Urban Development

Office of Community Planning and Development  
 Community Development Block Grant Program  
 OMB Approval No 2506-0193 (exp 1/31/2015)

1. Name of Grantee (as shown in item 5 of Standard Form 424) City of Watertown		3a. Grantee's 9-digit Tax ID Number: 15-6000419	3b. Grantee's DUNS Number: 071600076	4. Date use of funds may begin (mm/dd/yyyy): 07/01/2014
2. Grantee's Complete Address (as shown in item 5 of Standard Form 424)  Municipal Building, Room 302 245 Washington St. Watertown, NY 13601-3380		5a. Project/Grant No. 1 B-14-MC-36-0121		6a. Amount Approved \$796,173
		5b. Project/Grant No. 2		6b. Amount Approved
		5c. Project/Grant No. 3		6c. Amount Approved

**Grant Agreement:** This Grant Agreement between the Department of Housing and Urban Development (HUD) and the above named Grantee is made pursuant to the authority of Title I of the Housing and Community Development Act of 1974, as amended, (42 USC 5301 et seq.). The Grantee's submissions for Title I assistance, the HUD regulations at 24 CFR Part 570 (as now in effect and as may be amended from time to time), and this Funding Approval, including any special conditions/addendums, constitute part of the Agreement. Subject to the provisions of this Grant Agreement, HUD will make the funding assistance specified here available to the Grantee upon execution of the Agreement by the parties. The funding assistance specified in the Funding Approval may be used to pay costs incurred after the date specified in item 4 above provided the activities to which such costs are related are carried out in compliance with all applicable requirements. Pre-agreement costs may not be paid with funding assistance specified here unless they are authorized in HUD regulations or approved by waiver and listed in the special conditions to the Funding Approval. The Grantee agrees to assume all of the responsibilities for environmental review, decision making, and actions, as specified and required in regulations issued by the Secretary pursuant to Section 104(g) of Title I and published in 24 CFR Part 58. The Grantee further acknowledges its responsibility for adherence to the Agreement by sub-recipient entities to which it makes funding assistance hereunder available.

U.S. Department of Housing and Urban Development (By Name) William T. O'Connell		Grantee Name The Honorable Jeffrey E. Graham	
Title Director, Community Planning and Development Division		Title Mayor, City of Watertown	
Signature 	Date (mm/dd/yyyy) 10/08/2014	Signature 	Date (mm/dd/yyyy)

7. Category of Title I Assistance for this Funding Action (check only one) <input checked="" type="checkbox"/> a. Entitlement, Sec 106(b) <input type="checkbox"/> b. State-Administered, Sec 106(d)(1) <input type="checkbox"/> c. HUD-Administered Small Cities, Sec 106(d)(2)(B) <input type="checkbox"/> d. Indian CDBG Programs, Sec 106(a)(1) <input type="checkbox"/> e. Surplus Urban Renewal Funds, Sec 112(b) <input type="checkbox"/> f. Special Purpose Grants, Sec 107 <input type="checkbox"/> g. Loan Guarantee, Sec 108	8. Special Conditions (check one) <input type="checkbox"/> None <input checked="" type="checkbox"/> Attached	9a. Date HUD Received Submission (mm/dd/yyyy) 08/07/2014	10. check one <input checked="" type="checkbox"/> a. Orig. Funding Approval <input type="checkbox"/> b. Amendment Amendment Number	
		9b. Date Grantee Notified (mm/dd/yyyy) 10/08/2014		
11. Amount of Community Development Block Grant		9c. Date of Start of Program Year (mm/dd/yyyy) 07/01/2014		
		FY (2014)	FY ( )	FY ( )
a. Funds Reserved for this Grantee		\$796,173		
b. Funds now being Approved		\$796,173		
c. Reservation to be Cancelled (11a minus 11b)				

12a. Amount of Loan Guarantee Commitment now being Approved	12b. Name and complete Address of Public Agency
<b>Loan Guarantee Acceptance Provisions for Designated Agencies:</b> The public agency hereby accepts the Grant Agreement executed by the Department of Housing and Urban Development on the above date with respect to the above grant number(s) as Grantee designated to receive loan guarantee assistance, and agrees to comply with the terms and conditions of the Agreement, applicable regulations, and other requirements of HUD now or hereafter in effect, pertaining to the assistance provided it.	12c. Name of Authorized Official for Designated Public Agency
	Title
	Signature

**HUD Accounting use Only**

Batch	TAC	Program Y	A Reg Area	Document No.	Project Number	Category	Amount	Effective Date (mm/dd/yyyy)	F
	153								
	176								
		Y			Project Number		Amount		
		Y			Project Number		Amount		

Date Entered PAS (mm/dd/yyyy)	Date Entered LOCCS (mm/dd/yyyy)	Batch Number	Transaction Code	Entered By	Verified By
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8. Special Conditions

- a. The funding assistance authorized hereunder shall not be obligated or utilized for any activities requiring a release of funds by HUD under the Environmental Review Procedures for the Community Development Block Grant Program at 24 CFR Part 58, until such release is issued in writing.
- b. Notwithstanding any other provision of this Agreement, no funds provided under this Agreement may be obligated or expended for the planning or construction of water or sewer facilities until receipt of written notification from HUD of the release of funds on completion of the review procedures required under Executive Order (E.O.) 12372, Intergovernmental Review of Federal Programs, and HUD's implementing regulations at 24 CFR Part 52. The recipient shall also complete the review procedures required under E.O. 12372 and 24 CFR Part 52 and receive written notification from HUD of the release of funds before obligating or expending any funds provided under this Agreement for any new or revised activity for the planning or construction of water or sewer facilities not previously reviewed under E.O. 12372 and implementing regulations.

## **Addendums to the Grant Agreement for the Community Development Block Grant Program:**

- In addition to the conditions contained on form HUD 7082, the grantee shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Dun and Bradstreet Data Universal Numbering System (DUNS), the Central Contractor Registration (CCR) database, and the Federal Funding Accountability and Transparency Act as provided in 2 CFR part 25, Universal Identifier and Central Contractor Registration, and 2 CFR part 170, Reporting Subaward and Executive Compensation Information.
- The grantee shall ensure that no CDBG funds are used to support any Federal, State, or local projects that seek to use the power of eminent domain, unless eminent domain is employed only for a public use. For the purposes of this requirement, public use shall not be construed to include economic development that primarily benefits private entities. Any use of funds for mass transit, railroad, airport, seaport or highway projects as well as utility projects which benefit or serve the general public (including energy-related, communication-related, water-related and wastewater-related infrastructure), other structures designated for use by the general public or which have other common-carrier or public-utility functions that serve the general public and are subject to regulation and oversight by the government, and projects for the removal of an immediate threat to public health and safety or brownfield as defined in the Small Business Liability Relief and Brownfield Revitalization Act (Public Law 107-118) shall be considered a public use for purposes of eminent domain.
- The Grantee or unit of general local government that indirectly receives CDBG funds may not sell, trade, or otherwise transfer all or any such portion of such funds to another such entity in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under Title I of the Act.

Res No. 5

October 28, 2014

To: The Honorable Mayor and City Council

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

Subject: Finding That Amending Planned Development District #1 to Allow Additional Signage at 1279 Coffeen Street Will Not Have a Significant Impact on the Environment

At its October 16, 2014 meeting, the City Planning Board recommended that City Council approve a request to amend PDD #1 to allow additional signage at 1279 Coffeen Street. The Council has scheduled a public hearing on the request for Monday, November 3, 2014 at 7:30 PM.

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

# RESOLUTION

Page 1 of 2

Finding That Amending Planned Development District #1 to Allow Additional Signage at 1279 Coffeen Street Will Not Have a Significant Impact on the Environment

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

Total .....

YEA	NAY

### *Introduced by*

WHEREAS the City Council of the City of Watertown, New York, has before it a proposed Ordinance amending Planned Development District #1 to allow additional signage at 1279 Coffeen Street, and

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

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

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

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

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

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

# RESOLUTION

Page 2 of 2

Finding That Amending Planned Development District #1 to Allow Additional Signage at 1279 Coffeen Street Will Not Have a Significant Impact on the Environment

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

Total .....

YEA	NAY

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

**Seconded by**

617.20  
Appendix B  
Short Environmental Assessment Form

Instructions for Completing

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

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

<b>Part 1 - Project and Sponsor Information</b>			
Name of Action or Project: <b>Pemm LLC, / Quicklee's / Dunkin Donuts</b>			
Project Location (describe, and attach a location map): <b>1279 Coffeen Street Watertown, NY 13601</b>			
Brief Description of Proposed Action: <b>Additional square feet of signage</b>			
Name of Applicant or Sponsor: <b>Y. Donna Yang Northern Awning: Sign Co. Inc.</b>		Telephone: <b>315.782.8515</b>	
		E-Mail: <b>nasco@nymail.com</b>	
Address: <b>22891 Murrock Circle</b>			
City/PO: <b>Watertown</b>		State: <b>NY</b>	Zip Code: <b>13601</b>
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input type="checkbox"/>	YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:		NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
3 a. Total acreage of the site of the proposed action?		<b>198 X 175</b> acres	
b. Total acreage to be physically disturbed?		_____ acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		_____ acres	
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input checked="" type="checkbox"/> Other (specify): <b>Planned Dev 1</b> <input type="checkbox"/> Parkland			



18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE

Applicant/sponsor name: H. Donna Yang **Northern Advertising Sign Co., Inc** Date: 9.29.14  
 Signature: [Signature] **22891 Murak Circle**  
**Watertown, NY 13601**  
**(315) 782-8811**

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

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

	No, or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.
_____	_____
Name of Lead Agency	Date
_____	_____
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
_____	_____
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

**PRINT**

Public Hearing – 7:30 p.m.

October 28, 2014

To: The Honorable Mayor and City Council

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

Subject: Amending Planned Development District #1 to Allow Additional Signage  
at 1279 Coffeen Street

City Council has scheduled a Public Hearing for the above subject request at 7:30 pm on Monday, November 3, 2014.

The Planning Board reviewed the request at its October 16, 2014 meeting and recommended that City Council approve the request.

Attached is the report 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 zone change as submitted. The Council must hold the public hearing and pass the SEQRA resolution that is also on today's agenda before voting on the ordinance.

# ORDINANCE

Page 1 of 2

Amending PDD #1 to Allow Additional Signage at 1279 Coffeen Street

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

YEA	NAY

Total .....

### *Introduced by*

Council Member Stephen A. Jennings

WHEREAS Donna Yang of Northern Awning and Sign Company, has submitted an application to amend Planned Development District #1 to allow additional signage at 1279 Coffeen Street, parcel 8-40-101.006, and

WHEREAS the Planning Board of the City of Watertown considered the request at its October 16, 2014 meeting and passed a motion recommending that City Council approve the zone change, and

WHEREAS the Jeffeson County Planning Board reviewed the request at their October 28, 2014 meeting, and

WHEREAS a public hearing was held on the proposed zone change on November 3, 2014, 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 Planned Development District #1 is hereby amended to allow the following signage at 1279 Coffeen Street, parcel 8-40-101.006:

- 1) One freestanding sky sign, up to 80 feet in height, maximum 190 square feet
- 2) One freestanding sign with LED component, maximum 50 square feet
- 3) 175 total square feet of building and gas canopy mounted signage

And,

BE IT FURTHER ORDAINED that the above schedule of permitted signage shall supersede all previous amendments to the PDD that relate to signage on the subject parcel, and

# ORDINANCE

Page 2 of 2

Amending PDD #1 to Allow Additional Signage at  
1279 Coffeen Street

Council Member BURNS, Roxanne M.

Council Member BUTLER, Joseph M. Jr.

Council Member JENNINGS, Stephen A.

Council Member MACALUSO, Teresa R.

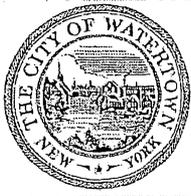
Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

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

**Seconded by** Council Member 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 – 1279 Coffeen Street, PDD #1

DATE: October 1, 2014

---

**Request:** To amend Planned Development District #1 to allow additional signage at 1279 Coffeen Street, parcel 8-40-101.006

**Applicant:** Donna Yang

**Owner:** PEMM, LLC

**SEQRA:** Unlisted

**County review:** October 28<sup>th</sup>

---

**Comments:** The applicant is requesting this zoning amendment so that building mounted signage may be installed at a gas station and convenience store currently under renovation.

The applicant has requested that the PDD be amended to allow the existing signage (28 sf), including two free standing signs (233.97 sf), plus an additional 145.91 square feet of building and canopy signage. Some of the items included in the applicant's list do not require permits—specifically, the gas pump decals would not be included in the signage total, and drive-through menu boards may be exempt if they do not have logos displayed.

The following signage schedule is recommended:

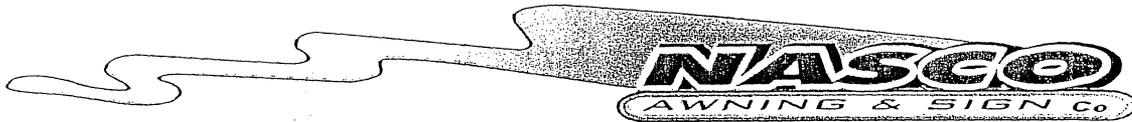
- 1) One freestanding sky sign, up to 80 feet in height, maximum 190 square feet
- 2) One freestanding sign with LED component, maximum 50 square feet
- 3) 175 total square feet of building and canopy mounted signage

This signage schedule would supersede all previous signage amendments for this parcel.

If this parcel were located in a Commercial District, the applicant would be allowed a maximum of 200 square feet of signage, and only one freestanding sign.

cc: City Council Members  
Robert J. Slye, City Attorney  
Brian Drake, Civil Engineer II  
Donna Yang, Nasco, 22891 Murrock Circle

Serving Watertown and Surrounding Communities With Quality Electrical Awnings and Signage



FABRICATION • INSTALLATION • SERVICE

EST. 1989

22891 Murrock Circle, Watertown, NY 13601

TEL (315) 782-8515

FAX (315) 782-4859

E-mail: nasco@nnymail.com

September 29, 2014

City of Watertown  
City Engineer's Office  
245 Washington Street; Room 305  
Watertown, NY 13601

Re: Pemm LLC, Quicklee's  
1279 Coffeen Street  
Watertown, NY 13601  
Tax ID: 8-40-101.006



Attn: Planning Board and City Council:

Please find attached application for an amendment to the current zoning, in regards to the property at 1279 Coffeen Street in Watertown.

Currently the property is located in Planned Development District # 1. The property has the following signs.

- 1) One (1) freestanding sign that measures 18' overall in height. It has two double-sided, internally lit sign boxes. The top sign box measures 4' wide x 5' high (20 sf) and the bottom sign that shows the fuel pricing only measures 58" w x 62" h (24.97 sf) Please refer to P1.
- 2) One (1) freestanding "Sky" high rise sign that measures 80' high. It has a double-sided, internally lit sign box that measures 27' wide x 7' high (189 sf)

City Council met and made amendments for the signs in which .....

Permit # S712-008, receipt # 2-920 approved the signs originally on November 4, 1971.

Permit # S859-38, receipt # 9-51 approved amendments to the two freestanding signs on April 4, 1990 when the property became Sugar creek.

Since then, the property has been sold. Pemm LLC is the present owner. The convenient store is now called "Quicklee's". The property is currently being renovated to accommodate Quicklee's, Dunkin Donuts, and Mobil.

At some point, there was a building sign approved for 48 square feet in addition to the two freestanding signs. Permit # S-858-070, receipt # 9-190 dated June 23, 1989.

<u>EXISTING</u>	<u>Total SF</u>
<u>MOBIL (291.09 sf)</u>	
Two (2) "Mobil" on the fuel canopy measuring 2' h x 7' w (14 sf)	28.00
Eight (8) "Pegasus" logo decals on the pumps measuring 20" h x 42" w (5.85 sf)	<del>46.80</del>
Eight (8) "Mobil" decals on the pumps measuring 3 1/2" h x 12" w (.29 sf)	<del>2.32</del>
One (1) Sky/Highrise sign measuring 7' h x 27' w (189 sf)	189.00
One (1) LED fuel pricing sign measuring 62" h x 58" w (24.97 sf)	24.97
<u>QUICKLEE'S (20 sf)</u>	
One (1) "Quicklee's" on the 18' freestanding sign measuring 2'6" h x 4' w (10 sf) (please note that this sign box actually measures 5' h x 4' w and has a decorative vinyl divider)	20.00

**ADDITIONAL**

<u>DUNKIN DONUTS (100.02 sf)</u>	
One (1) "Dunkin Donuts" on the front elevation measuring 30 1/2" h x 6'10" w (17.36 sf)	17.36
One (1) "Dunkin Donuts" on the Right elevation measuring 38 1/8" h x 8' 6 1/2" (27.13 sf)	27.13
One (1) menuboard with extenders measuring 63.685" h x 71.75" w (55.53 sf)*	55.53
<u>QUICKLEE'S ( 45.89 sf)</u>	
One (1) "Quicklee's" on the front elevation measuring 36" h x 10'7" w (31.74 sf)	31.74
One (1) "Quicklee's" on the right elevation measuring 24" h x 7 3/4" w (14.15 sf)	14.15

We are requesting that there be consideration for the existing signs to remain and an additional 200 square feet for the parcel to used and permitted whether it is to be used on the building, canopy, or freestanding as long as it meets regulations.

Look forward to further discussion.

Sincerely,



Y. Donna Yang  
Northern Awning & Sign Co., inc.

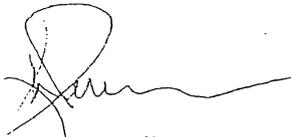
PEMM, LLC  
Dba Quicklee's  
25697 Lakeville Road, Suite 1  
Avon, NY 14414

September 9, 2014

To Whom It May Concern;

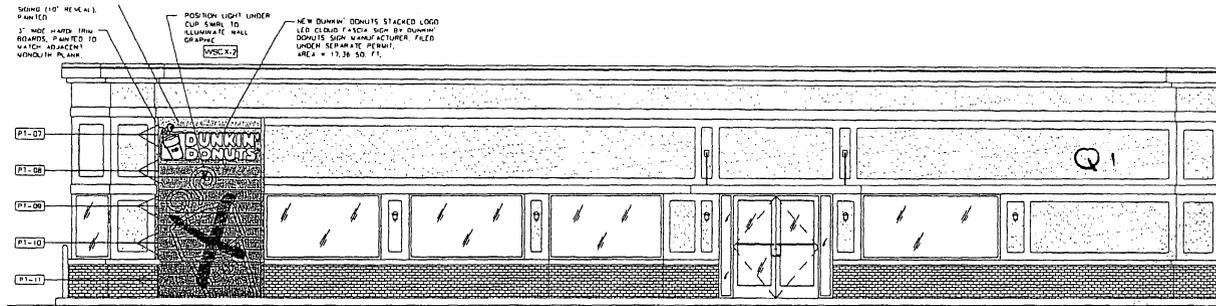
Please allow Y. Donna Yang or Northern Awning and Sign Company make an application on behalf of PEMM, LLC. If you have any questions or concerns regarding this matter please feel free to contact me at the number below.

Regards,

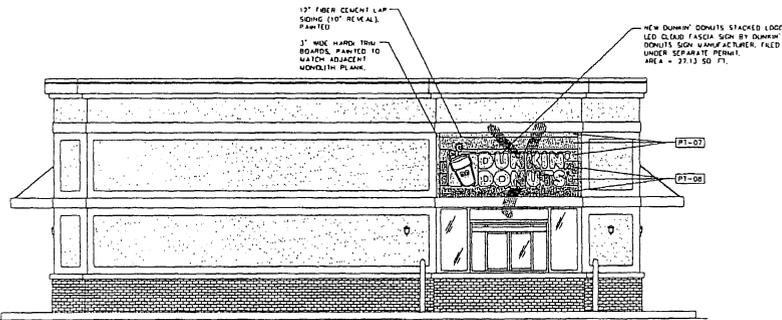


Ken Perelli  
585-303-9925

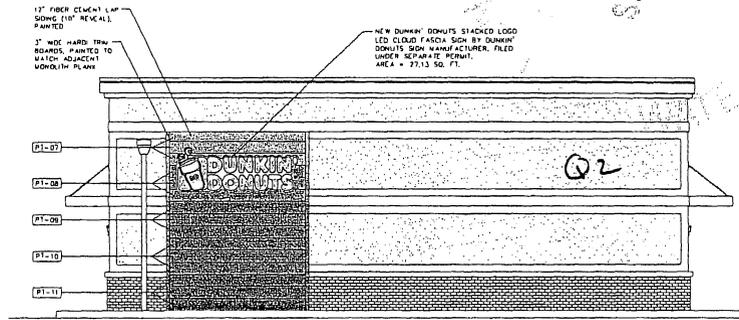
SEP 29 2014



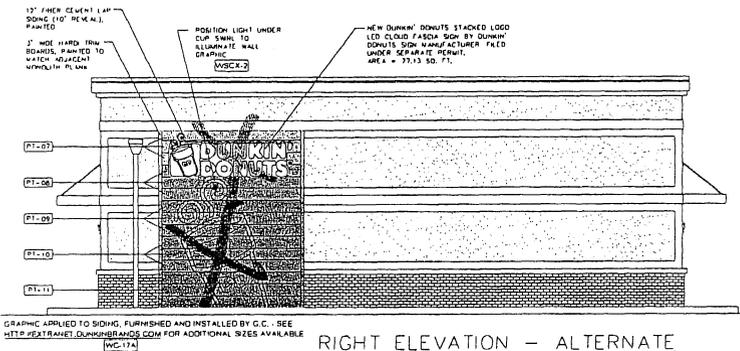
FRONT ELEVATION  
SCALE: 1/4" = 1'-0"



LEFT ELEVATION  
SCALE: 1/4" = 1'-0"



RIGHT ELEVATION  
SCALE: 1/4" = 1'-0"



RIGHT ELEVATION - ALTERNATE  
SCALE: 1/4" = 1'-0"

EXTERIOR FINISH MATERIAL SCHEDULE					
CODE	MATERIAL	MANUFACTURER	PRODUCT #	DESCRIPTION	REMARKS
AW-01	AWNING	ARLON	DD FRESH BREW	BROWN AWNING WITH FRESH BREW MESSAGING	STANDARD AWNING FOR FRESH BREW DESIGNS W/ ORANGE BAND
AW-01A1	AWNING	ARLON	DD FRESH BREW	BROWN AWNING - PLAIN MATERIAL	STANDARD PLAIN MATERIAL FOR FIELD A. MOBIL MESSAGE
AW-02	AWNING	ARLON	DD FRESH BREW	ORANGE AWNING WITH FRESH BREW MESSAGING	STANDARD AWNING FOR FRESH BREW DESIGNS W/ ORANGE BAND IS NOT ALLOWED
AW-02A1	AWNING	ARLON	DD FRESH BREW	ORANGE AWNING - PLAIN MATERIAL	STANDARD PLAIN MATERIAL FOR FIELD A. MOBIL MESSAGE
AW-03	AWNING	ARLON	RR FLAVORS	PINK AWNING	STANDARD AWNING FOR RR FLAVOR DESIGNS W/ BLUE BAND
SC-1	WALL COVERS	IDEAL SHIELD	ICI-CC-351	4" X 12" ORANGE DOLLARD SLEEVE	ORANGE BAND MATERIAL
FIS-01	FIS	DRPVY SYSTEMS, INC	DUDD-10-1020	MATCH DD ORANGE PT-02	ALTERNATE MATERIAL TO HORIZONTAL BANDS ON MUNDULIN
FIS-02	FIS	DRPVY SYSTEMS, INC	DUDD-10-1020	PAINT COLORS TO MATCH MUNDULIN SCHEME	ALTERNATE BUILDING MATERIAL TO HORIZONTAL BANDS ON MUNDULIN
FIS-03	FIS	DRPVY SYSTEMS, INC	DUDD-10-1020	MATCH SHERWIN WILLIAMS 7536 "BITTERSWEET STEAM"	ALTERNATE BUILDING MATERIAL TO HORIZONTAL BANDS ON MUNDULIN
FIS-04	FIS	DRPVY SYSTEMS, INC	DUDD-10-1020	MATCH SHERWIN WILLIAMS 6811 HONORABLE BLUE	BLUE BAND MATERIAL
FIS-05	FIS	DRPVY SYSTEMS, INC	DUDD-10-1020	MATCH SHERWIN WILLIAMS 7006 "EXTRA WHITE"	ALTERNATE BUILDING MATERIAL TO HORIZONTAL BANDS ON SEGMENT OF COMBOD DIN-11
PT-01	PAINT	SHERWIN WILLIAMS	8373	"TAVITING MOPH"	SATIN
PT-02	PAINT	SHERWIN WILLIAMS	6884	"MODERATE ORANGE"	SATIN
PT-03	PAINT	SHERWIN WILLIAMS	6140	"MODERATE WHITE"	SATIN
PT-04	PAINT	SHERWIN WILLIAMS	6099	"SAND OCHRE"	SATIN
PT-05	PAINT	SHERWIN WILLIAMS	7536	"BITTERSWEET STEAM"	SATIN
PT-06	PAINT	SHERWIN WILLIAMS	7724	"CANDY"	SATIN
PT-07	PAINT	SHERWIN WILLIAMS	6117	"SMOKEY TOPAZ"	SATIN
PT-08	PAINT	SHERWIN WILLIAMS	6096	"TUTU BROWN"	SATIN
PT-09	PAINT	SHERWIN WILLIAMS	6087	"SLUDGY BROWN"	SATIN
PT-10	PAINT	SHERWIN WILLIAMS	4060	"BLACK"	SATIN
PT-11	PAINT	SHERWIN WILLIAMS	6085	"TRENCH ROAST"	SATIN
PT-12	PAINT	SHERWIN WILLIAMS	6009	"BLACK BEAN"	SATIN
PT-13	PAINT	SHERWIN WILLIAMS	7006	"EXTRA WHITE"	SATIN (COMBOD - RR FIELD)

**dunkin'**  
brand.

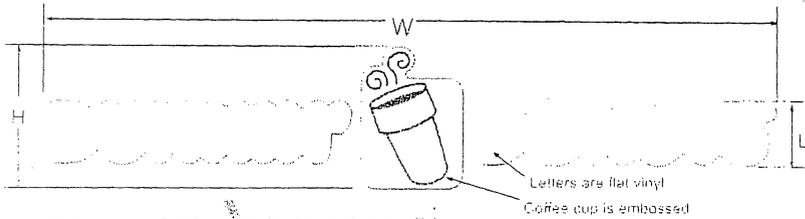
**JAMES D. SMITH,  
ARCHITECT, AIA**  
35 Commerce Ln., Suite 200  
P.O. Box 567-0920  
W. Hartford, CT 06115  
PHONE: 860-234-1100  
FAX: 860-234-1101  
EMAIL: JAMES@JDSMITHARCHITECT.COM

NO.	REVISIONS	DATE
1	ISSUE	05/19/14
2	ISSUE	05/19/14

WATERTOWN, NEW YORK  
1275 COPPIN STREET  
EXTERIOR ELEVATIONS - SCHEDULE

SHEET  
**A5**  
JOB #: D14032  
DATE: 05/19/14  
PE #: 352892  
C.N. M. DONAHUE

## INLINE CONFIGURATION



"IN-LINE" LOGO LED CLOUD SIGN

Nominal Size	H	L	W	*Area (sq ft)	ILLUMINATION
12" Letter	27-1/4"	12"	11'-7 1/2"	26.39	White LED's
15" Letter	34-1/16"	15"	14'-6 3/8"	41.24	
18" Letter	41"	18"	17'-5 1/2"	59.64	
21" Letter	47-11/16"	21"	20'-1 1/8"	80.84	
24" Letter	54-1/2"	24"	23'-3"	105.59	



"IN-LINE" LOGO LED CLOUD SIGN, OPTIONAL CUP LOGO SIZES  
(where fascia height is limited)

Nominal Size	H (cup logo)	L	W	*Area (sq ft)	ILLUMINATION
12" Letter	15-3/4"	12"	11'-2"	14.65	White LED's
15" Letter	19-11/16"	15"	13'-11 1/2"	22.90	
18" Letter	23-5/8"	18"	16'-9"	32.97	

### COLOR & MATERIAL NOTES:

#### STACKED LED CLOUD SIGN / LOGO SIGN FOR INLINE CONFIG:

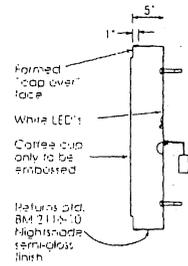
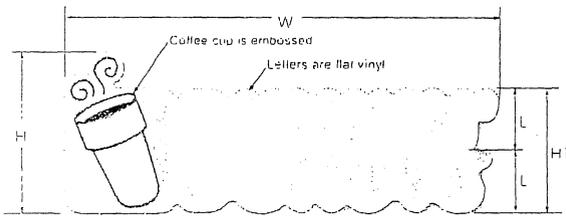
Faces are formed clear solar grade polycarbonate, decorated second surface vinyl  
Vinyl colors: DD Orange- 3M #3630-3123; DD Magenta- 3M #3630-1379; Dark Brown (on cup logo)- 3M #3630-59  
Coffee cup portion of logo to be 1/2" emboss depth.

Formed "cap-over" face fits over aluminum returns ptd, Benjamin Moore 2116-10 Nightshade semi-gloss finish; Cabinet to be 5" deep; Illumination: White LED's

#### INLINE CLOUD LETTERS:

Cloud letter faces to be formed clear polycarbonate, decorated second surface vinyl; Letters to be flat (not embossed)  
Vinyl colors to be: DD Orange- 3M #3630-3123; DD Magenta- 3M #3630-1379; Cabinet to be 5" deep; Returns ptd, Benjamin Moore 2116-10 Nightshade semi-gloss finish  
Illumination: White LED's

## STACKED CONFIGURATION



Stacked LED Cloud Sign  
Side View

"STACKED" LOGO LED CLOUD SIGN

Nominal Size	H	H1	L	W	*Area (sq ft)	ILLUMINATION
12" Letter	30-1/2"	24"	12"	6'-10"	17.36	White LED's
15" Letter	38-1/8"	30"	15"	8'-6 1/2"	27.13	
18" Letter	45-3/4"	36"	18"	10'-3"	39.07	
21" Letter	53-3/8"	42"	21"	11'-11 1/2"	53.18	
24" Letter	61"	48"	24"	13'-8"	69.47	

SIZES	H	W	*Area (sq ft)	ILLUMINATION
1'x 3.5'	16"	42"	3.66	White LED's
1.5'x 4'	18"	47-1/4"	4.63	
2'x 5.5'	25"	65-5/8"	8.94	

**"DRIVE-THRU" S/F LED OVAL SIGN**

DRIVE THRU SIGN- SIDE VIEW

**COLOR AND MATERIAL SPECIFICATIONS:**  
Face to be formed cap-over polycarbonate w/ second surface vinyl decoration.  
Copy to be 3M #3630-59 Dark Brown vinyl on white background w/ PMS 165 Orange border, hand cut and sprayed.  
Cabinet to be alum, returns and back, ptd. to match Benjamin Moore 2116-10 Night Shade semi-gloss finish.  
Illumination to be white LED's

If questions regarding 3M films, please contact: Deborah Giampolo-3M Corporation at 800.714.3965

NOTE: THESE DRAWINGS ARE FOR IMAGE DESIGN GUIDANCE ONLY. IT IS THE SOLE RESPONSIBILITY OF THE ARCHITECTS AND ENGINEERS RETAINED BY THE FRANCHISEE TO PREPARE ALL NECESSARY CONSTRUCTION DOCUMENTS FOR THE PARTICULAR PROJECT LOCATION. DUNKIN' BRANDS, INC., THEIR AGENTS AND EMPLOYEES, DO NOT WARRANT THE ACCURACY OF THESE DRAWINGS, NOR DOES DUNKIN' BRANDS, INC. GUARANTEE THAT THESE DRAWINGS AND THEIR COMPONENTS MEET THE REQUIREMENTS OF ANY FEDERAL, STATE OR LOCAL LAWS, REGULATIONS, ORDINANCES, BUILDING CODES OR INDIVIDUAL SITE CONDITIONS. IT IS THE SOLE RESPONSIBILITY OF THE FRANCHISEE AND OF THE ARCHITECTS AND ENGINEERS RETAINED BY THE FRANCHISEE TO ENSURE COMPLIANCE WITH ALL APPLICABLE LAWS, REGULATIONS, ORDINANCES CODES AND OTHER REQUIREMENTS, INCLUDING, WITHOUT LIMITATION, AMERICANS WITH DISABILITIES ACT.

**Everbrite**

4949 South 110th Street  
PO Box 20020  
Greenfield, WI 53220-0020  
414.529.7131

**U BRANDS™**  
think!

Revisions:

DD LED Cloud  
Logo/Letters

FILE

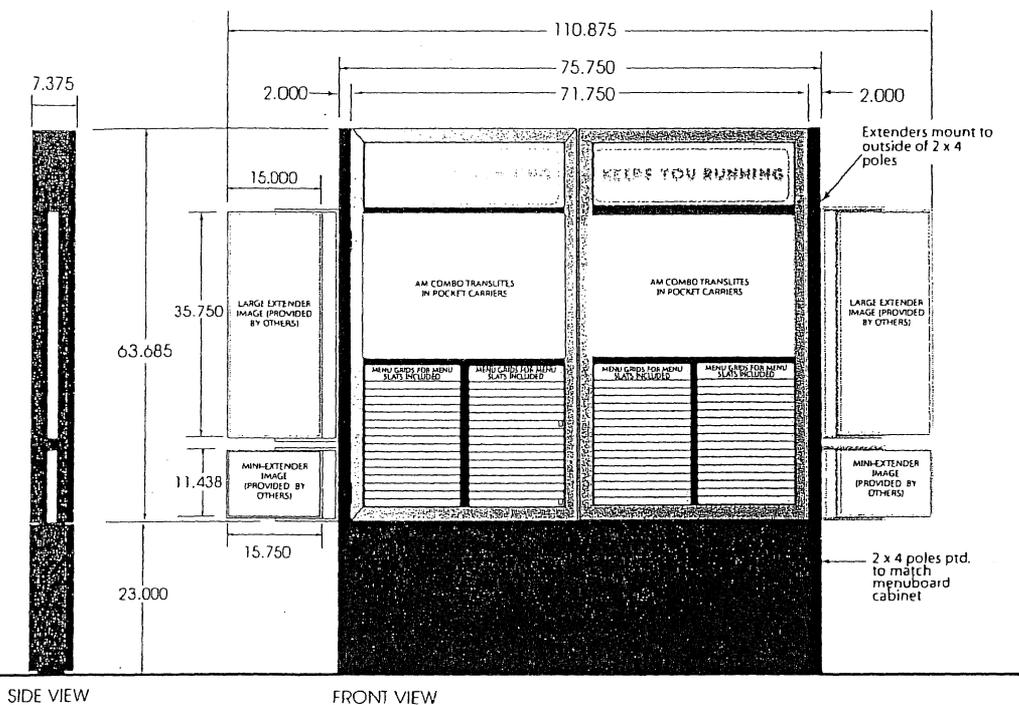
Date: 9/8/10

Scale: NTS

Drawn: C HART

BS-1

# MBDDVEWOS- DD EXTERIOR DT



## SIGN SPECIFICATIONS

- Materials:**
- 22 ga. galvaneal steel
  - Aluminum extrusion
  - (2) 2x4x3/16 poles w/ steel plates
- Access:**
- Open front doors to access menu grids and POP images
  - Remove POP frames or menu grids to access lamps and ballasts
- Area:**
- 45.59 Sq. Ft. (not including extenders)
  - 55.53 Sq. Ft. (including extenders)
- Weight (approx.):**
- 559 lbs.
- Wind Load:**
- 35 PSF

## ELECTRICAL SPECIFICATIONS

- Lamps:**
- (8) FO40/741 60" 40-Watt 4100K
- Ballasts:**
- (4) Fulham WH5
- Line Load:**
- 4.6 Amps @ 120 V
  - (1) 20 Amp circuit, 60 Hz

## COLOR SPECIFICATIONS

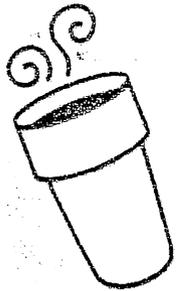
- BM 2116-10 Nightshade Brown semi-gloss
- PMS 165C Orange
- PMS 219C Raspberry



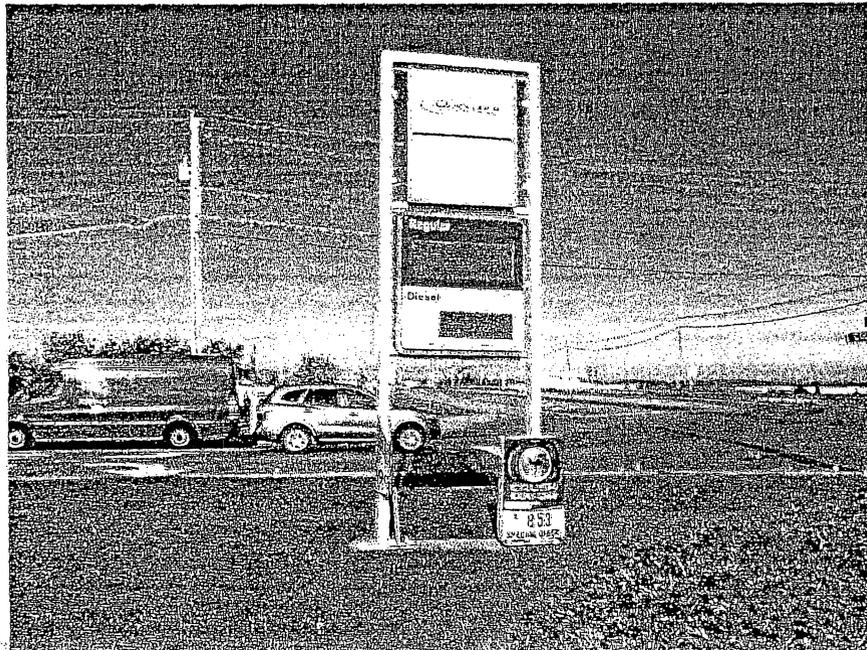
For More Information about the Dunkin' Donuts Sign Program or other Dunkin Brand Sign programs manufactured by Everbrite, LLC, please contact a Dunkin Brands Specialist at toll free 888-505-1002 or [dunkinbrands@everbrite.com](mailto:dunkinbrands@everbrite.com). We are pleased to assist you.

282821-1 6/27/12

**DRIVE THRU**



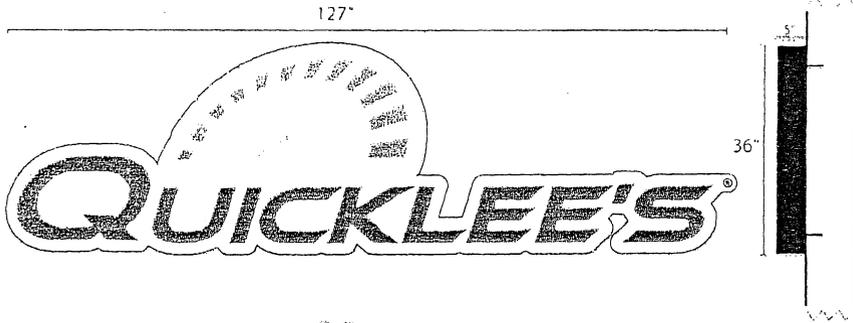
proposed lettering for existing 4'w x 5'h sign between pole. Sign area is 2'6" h x 4' w.



← One double-sided sign box measuring 4' x 5' h = 20 #  
Has vinyl divider allowing 2'6" h x 4' w for each business to list their name.

← One double-sided pricing sign box measuring 58" w x 62" h = 24.97 #

Freestanding sign is 18' OAH



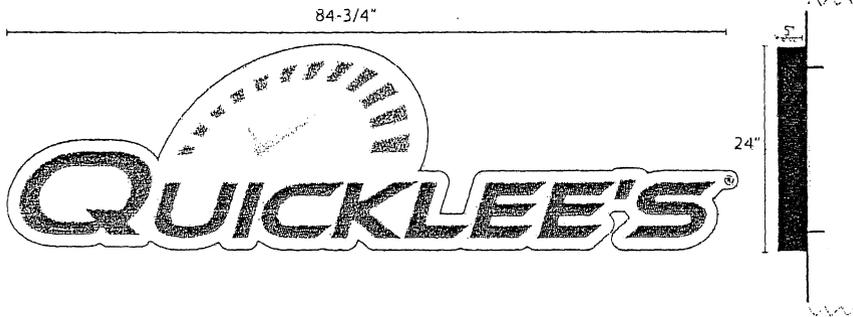
$3' \times 10' 7'' W = 31.74 \text{ \#}$

Sign cloud to be on the Right of the FRONT ELEVATION

Q1



ENGINEER  
SEP 2 5 1988  
SEP 2 5 1988

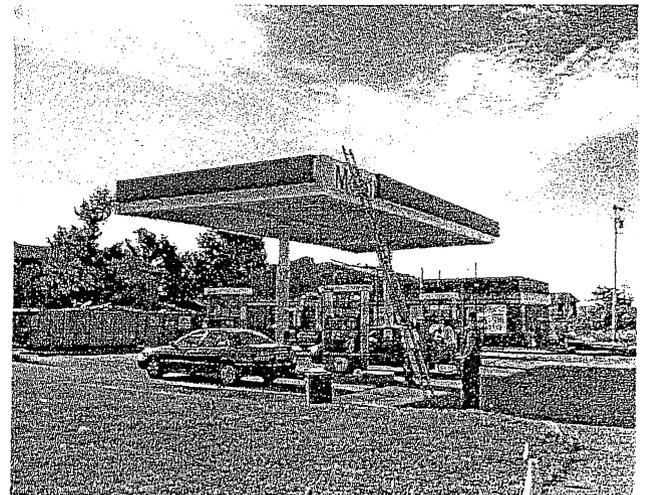
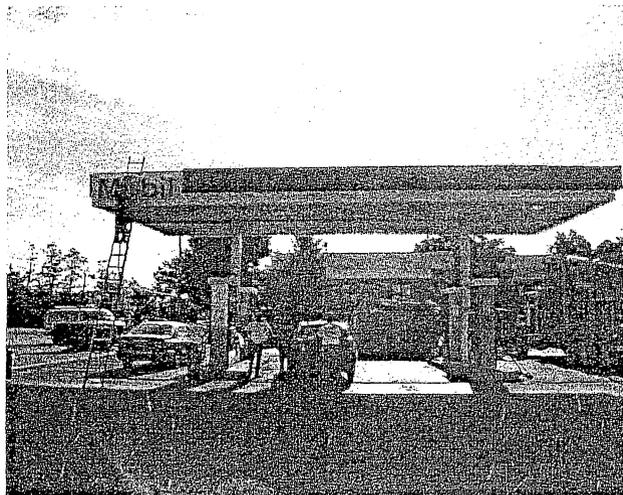
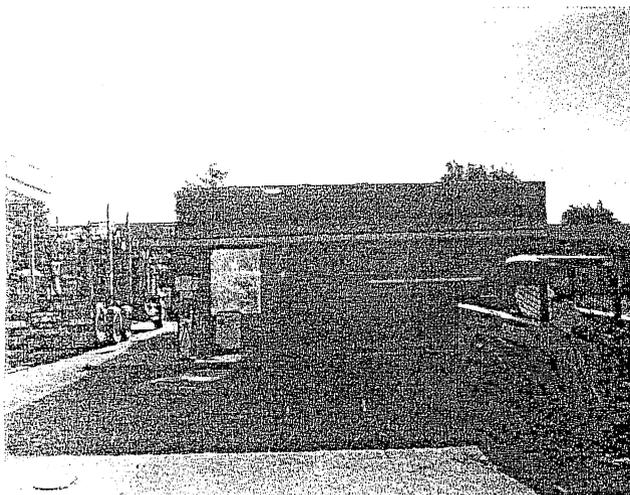
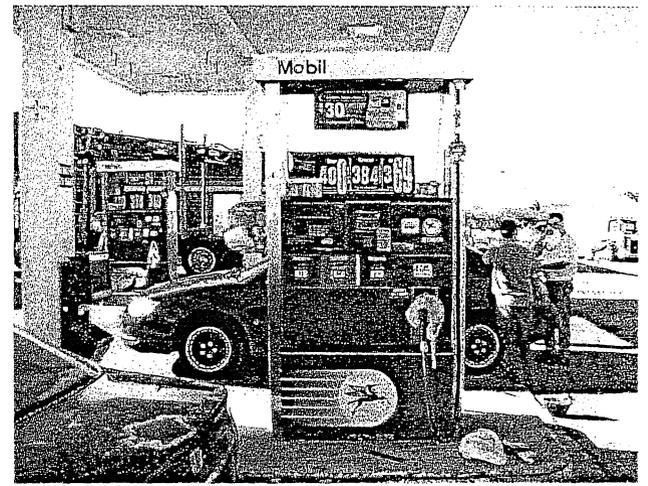
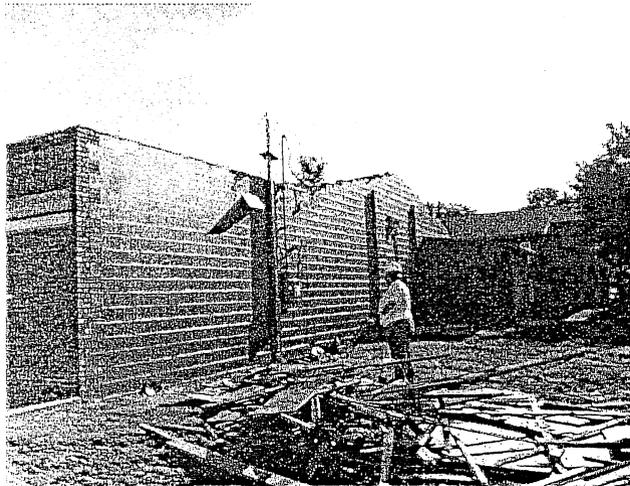
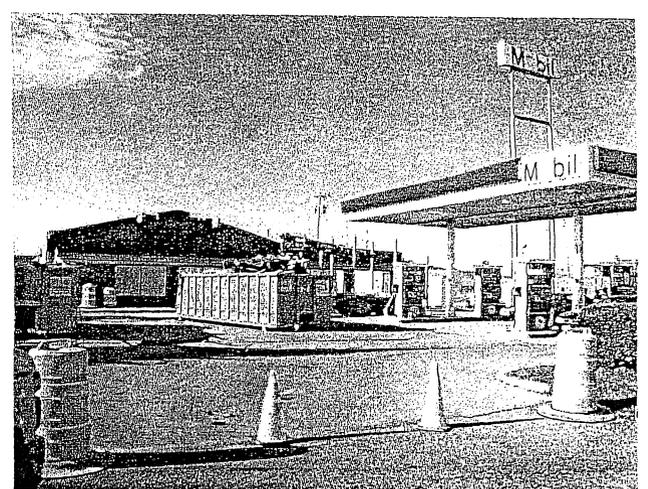
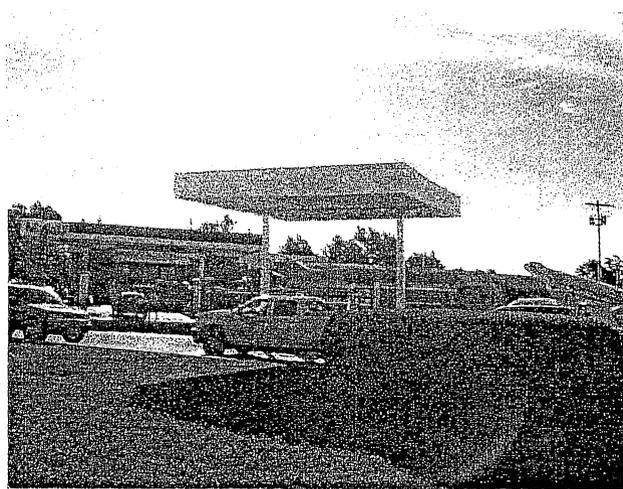
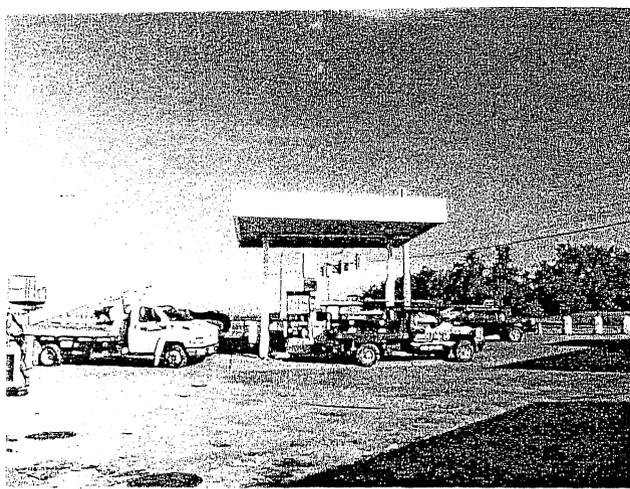


$2' \times 7' 3/4'' = 14.15 \text{ \#}$

Sign cloud to be on the Right of the RIGHT ELEVATION

Q2







EXCERPT FROM THE MINUTES  
PLANNING BOARD – OCTOBER 16, 2014

**ZONE CHANGE – PDD #1  
1279 COFFEEN STREET – PARCEL 8-40-101.006**

The Board then considered a request submitted by Donna Yang to amend Planned Development District #1 to allow additional signage at 1279 Coffeen Street, parcel 8-40-101.006.

Mrs. Yang approached the board to explain her request. She said that she is working on signage for the Dunkin Donuts store currently under construction on the site. She said that in discussion with Code Enforcement, it had become apparent that the signage on the old building could not be reestablished after it was removed because it would exceed the maximum square footage allowed under the zoning code and the PDD #1 regulations. She said that the proposed signage would be similar in size to what existed previously.

Mr. Davis asked if the store was previously a Sugar Creek. Mrs. Yang said that it was.

Mr. Katzman listed the previous uses of the site, which include several incarnations of gas stations and convenience stores.

Mr. Nichols explained that after discussion with Code Enforcement, a signage schedule had been formulated that should allow all of the applicant's proposed signage. Gas pump decals and drive-through menu boards have typically been allowed without a permit, and thus need not be included in the square footage calculations. Programmable LED signs would be included.

Mr. Coburn asked what other properties were included in PDD #1. Mr. Nichols responded that the PDD includes the gas station, Cracker Barrel, Home Depot, and some of the nearby apartments. The other properties have their own signage requirements set forth in previous amendments to the PDD.

Ken Pirucci of Quicklee's asked for confirmation that the canopy signage would be allowed under the proposed signage schedule. Mr. Nichols said that it would be.

Mr. Davis asked why the signage at this location would be treated differently than any other commercial area, like Arsenal Street.

Mr. Mix explained that the variable signage requirements were a result of different zoning districts. Arsenal Street is a Commercial District, but this area is Planned Development District, which allows Council to develop special sign regulations. The Board is free to recommend whatever signage regulation they see as appropriate.

John Valentine approached the board and explained that he had opened a Tim Horton's franchise on Arsenal Street within the Express Mart and they were struggling with

signage requirements there. He asked the board to consider applying the normal regulations on this site.

Mr. Katzman asked how their proposal compares to the signage that existed previously, and what would be allowed if the site was a Commercial District.

Mr. Nichols explained that the signage would be similar to what existed prior to renovation. In a Commercial District, they would be allowed 200 square feet total, and only one free-standing sign. The main difference between the proposed signage schedule and the default regulation is the allowance for the 190 square foot sky sign.

Mr. Katzman said that he would like to just apply the normal Commercial District standards for this location.

Mrs. Fields moved to recommend that City Council amend Planned Development District #1 to allow the following signage at 1279 Coffeen Street, parcel 8-40-101.006:

- 1) One freestanding sky sign, up to 80 feet in height, maximum 190 square feet.
- 2) One freestanding sign with LED component, maximum 50 square feet.
- 3) 175 total square feet of building and gas canopy mounted signage.

Mr. Davis seconded. All voted in favor, except Mr. Katzman who voted nay.

Mr. Katzman moved to adjourn the meeting. Mrs. Capone seconded, all voted in favor. The meeting adjourned at 4:13 p.m.

Tabled

October 29, 2014

To: The Honorable Mayor and City Council

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

Subject: Approving Whitewater Park Public Access Limited Use Agreement  
With Hole Brothers Holdings, LLC

The attached Resolution was introduced and Tabled on October 20, 2014.  
A copy of the Agreement can be found in the Agenda for that meeting.

It is recommended that this Resolution remain Tabled until a response is  
received from the New York State Department of State.

# RESOLUTION

Page 1 of 1

Approving Whitewater Park Public Access Limited Use Agreement with Hole Brothers Holdings, LLC

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

Total .....

YEA	NAY
	4

***Introduced by***

Council Member Teresa R. Macaluso

WHEREAS an Agreement with Hole Brothers Holdings LLC for the limited use for a portion of Whitewater Park has been drafted, and is attached and made part of this resolution, and

WHEREAS the City Council wishes to enter into said Agreement for the reasons recited in the Agreement,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown, New York, hereby approves the Whitewater Park Public Access Limited Use Agreement between the City of Watertown, New York, and Hole Brothers Holdings LLC, and

BE IT FURTHER RESOLVED that the Mayor, Jeffrey E. Graham, is hereby authorized and directed to sign the Limited Use Agreement on behalf of the City Council.

**Seconded by** Council Member Roxanne M. Burns

October 30, 2014

To: The Honorable Mayor and City Council  
From: Michael A. Lumbis, Planner  
Subject: Dog Park Site Evaluations

At the request of City Council, Staff has evaluated the six proposed dog park locations to determine their construction feasibility and potential cost to aid in the selection of a preferred site. In preparing the evaluations, the attached conceptual design sketches have been prepared to provide the Council with an idea of what each site would look like if the dog park were to be constructed on it.

Preliminary cost estimates have also been prepared for each site. The estimates include the work necessary to provide the basic amenities and the infrastructure needed to develop each site as a dog park. They also include a lump sum price for standard dog park equipment such as drinking fountains, benches, dog play equipment, waste bag dispensers, trash cans and signage.

The cost estimates are based on what it would cost the City to have a contractor complete the work. The estimates do not take into account potential savings that could be realized by having materials donated, completing some of the work in-house or having work completed by volunteers.

Each of the six sites is described below. The descriptions detail the pros and cons of each location and provide an overview of the cost estimates. The main design considerations utilized for this discussion include size, parking, pedestrian access, water availability, available shade and visibility from the street.

**Factory Square Park.** This site is located in an existing riverfront park near the intersection of Factory Street and High Street. The park itself is somewhat small and limits the overall size of a future dog park. Based on the proposed layout, the small dog park would be 0.3 acres and the large dog park would be 0.7 acres. This is under the optimum of 1 ½ acres and ½ acre sizes that has been discussed. The site has the advantage of an existing 8 space parking lot that can be utilized by the dog park users. The existing riverfront trail is being utilized in the proposed design to provide access to the main entrance to the large dog park. Pedestrian access to Factory Street and the surrounding neighborhoods will be enhanced by a trail that will connect the parking lot to Factory St. This will be built as part of the Factory Street Reconstruction Project. The existing walkways are proposed to be paved as part of the project. Existing water lines are available in the Factory Square right-of-way. A new water service of approximately 200 feet will be required for two water fountains. There are no mature trees on the site so the availability of shade will be limited, however, there are approximately 30 recently planted trees located throughout the park. Finally, the site is very visible from Factory Square near the

parking lot and is moderately visible from Factory St. Factory St. visibility is hampered slightly by existing trees growing on the vacant lot at 559 Factory St. and the grade of the site which drops from the street to the river. The preliminary cost estimate for this site is \$190,000. The cost is broken down as follows:

**Factory Square Dog Park - Preliminary Estimate**

Small Dog Site - 0.3 acres	Large Dog Site - 0.7 acres
Engineering	\$ 17,700.00
Contractor Mobilization & MPT	\$ 10,900.00
Site Clearing and Grubbing	\$ -
Topsoil and Tree Planting	\$ 5,700.00
Fencing	\$ 50,500.00
Water Service	\$ 16,900.00
Parking Lot & Paved Walkways	\$ 63,300.00
Park Amenities and Equipment	\$ 25,000.00
 TOTAL	 \$ 190,000.00

**Sewall’s Island.** This site is located on the southern side of Sewall’s Island. The parcel proposed for the dog park is 2.3 acres in size, but topography and setbacks from the river partially limit the developable area. Based on the proposed layout, the small dog park would be 0.4 acres and the large dog park would be 0.8 acres. This is under the optimum size of 1 ½ acres and ½ acres. The site has no existing parking and the only access to the parcel is an underdeveloped gravel drive that serves Brookfield Power who owns the parcel located to the southeast. A 10 space parking lot is proposed north of the dog park and improvements to the access drive would be recommended. From the parking lot, new 10’ paved walkways would be needed to access the park. At the current time, pedestrian access to surrounding areas is somewhat limited but could improve if the future trail system is developed. There is an existing water line that crosses the island so water is easily accessible. A new water service of approximately 110 feet will be required for the water fountains. The site is a Brownfield and there are certain restrictions on future uses. A dog park would be an allowed use if the site was capped with 1’ of soil. The City currently has a grant application pending with the NYS DEC that would pay for most of this work, but if the application is not successful, the costs for developing this site will increase dramatically. The estimate has been developed assuming that the required capping will be completed using outside funding sources. The timeline for the grant award and implementation is unknown at this time so there is a question about whether the site would be developable in time for the dog park construction. There are a few mature trees on the site but they may be compromised with the remediation work that is required. The estimate therefore proposes a full tree planting initiative to provide shade for park users. The site has limited visibility from Pearl Street as it is situated over 200’ from the street at its closest point. Although visibility is limited, a dog park at this location may be the catalyst needed to spur

development on the rest of the property. The preliminary cost estimate for this site is \$252,000. The cost is broken down as follows:

**Sewall's Island Dog Park - Preliminary Estimate**

Small Dog Site - 0.4 acres	Large Dog Site - 0.8 acres	
Engineering	\$	24,496.00
Contractor Mobilization & MPT	\$	15,001.00
Site Clearing and Grubbing	\$	-
Topsoil and Tree Planting	\$	16,755.00
Fencing	\$	43,129.00
Water Service	\$	12,923.00
Parking Lot & Paved Walkways	\$	114,696.00
Park Amenities and Equipment	\$	25,000.00
<b>TOTAL</b>	<b>\$</b>	<b>252,000.00</b>

**Marble Street Park.** This site is located on Marble St. near the City's hydroelectric facility. The area available for the dog park at this location is limited and based on the proposed layout, the small dog park would be 0.2 acres and the large dog park would be 0.6 acres. This is significantly under the optimum size of 1 ½ acres and ½ acres. The site has no existing parking so a 6 space parking lot is proposed along an existing gravel access drive. Improvements to the access drive would be recommended. Pedestrian access is limited at the site as there are no sidewalks or trails that serve the area. If the riverfront trail is expanded in the future this could be improved. There is an existing water line in Marble St. so water is easily accessible. Two new water services that total approximately 205 feet will be required for the water fountains. There are a few mature trees on the site that would provide shade for users. A few new trees would likely be required as well. A disadvantage of this site is that the space proposed for the dog park uses a current overflow parking area that is utilized during baseball games. Eliminating the overflow parking would push more vehicles on to Marble Street. The site also has excellent visibility from Marble Street. The preliminary cost estimate for this site is \$134,000. The cost is broken down as follows:

**Marble Street Dog Park - Preliminary Estimate**

Small Dog Site - 0.2 acres	Large Dog Site - 0.6 acres	
Engineering	\$	11,700.00
Contractor Mobilization & MPT	\$	7,200.00
Site Clearing and Grubbing	\$	-
Topsoil and Tree Planting	\$	5,300.00
Fencing	\$	37,600.00

Water Service	\$	16,700.00
Parking Lot & Paved Walkways	\$	30,500.00
Park Amenities and Equipment	\$	25,000.00
 TOTAL	 \$	 134,000.00

**Waterworks Park.** This site is located in an existing riverfront park on Huntington Street just west of the water treatment plant. The dog park would be situated inside of an existing large looped trail system. Based on the proposed layout, the small dog park would be 0.5 acres and the large dog park would be 1.2 acres. This is very close to the optimum size of 1 ½ acres and ½ acres. The site has an advantage of an existing 30 space parking lot that can be utilized for the dog park users. An accessible path from the parking lot to the dog park entrance would have to be constructed on the east side of the lot. This site has the advantage of having a large population close by at Huntington Heights Apartments and Mountaineer Estates. Huntington Heights would have direct pedestrian access to the dog park from their internal sidewalk system just across the street. The site currently contains several larger trees and has significant amounts of underbrush that would have to be cleared. By selectively clearing the brush, nice views of the river would be opened up. Existing water lines are available in the Huntington Street right-of-way. A new water service of approximately 275 feet will be required for the water fountains. As noted above there are several mature trees on the site that would provide shade for users but a few new trees would likely be required as well. The site has excellent visibility from Huntington Street. The preliminary cost estimate for this site is \$166,000. The cost is broken down as follows:

**Waterworks Dog Park - Preliminary Estimate**

Small Dog Site - 0.5 acres	Large Dog Site - 1.2 acres	
Engineering	\$	15,100.00
Contractor Mobilization & MPT	\$	9,300.00
Site Clearing and Grubbing	\$	5,800.00
Topsoil and Tree Planting	\$	10,000.00
Fencing	\$	61,000.00
Water Service	\$	26,000.00
Parking Lot & Paved Walkways	\$	13,800.00
Park Amenities and Equipment	\$	25,000.00
 TOTAL	 \$	 166,000.00

**Thompson Park – West Entrance Drive.** This site is located along the entrance drive to Thompson Park just off of Gotham Street. There are several potential locations along this road and the design could be adjusted to relocate the proposed dog park if desired. For the

purposes of this evaluation and estimate, a location along the east side of the road in an area generally across from the overlook was chosen. Based on the proposed layout, the small dog park would be 0.5 acres and the large dog park would be 1.5 acres. This meets the optimum size of 1 ½ acres and ½ acres. The small and large dog parks are shown separate as space is plentiful, although the two could be placed side by side relatively easily. Although the site is close to an existing parking area at the overlook, a new 10 space parking lot is proposed as the existing parking is on the opposite side of the street. This parking could be utilized by other park users as well as the dog park users. The overlook parking could be used as overflow parking in the event of heavy demand. An accessible path from the parking lot to the dog park entrances would have to be constructed. At the current time, pedestrian access from surrounding neighborhoods is somewhat limited and the dog park, as proposed, would likely be a driving destination for many users. Existing water lines are available along the east side of the road so water would be easily accessible. Two new water services that total approximately 175 feet will be required for the water fountains. The site currently contains many large trees and has significant amounts of underbrush that would have to be cleared. This is an advantage as there would be a lot of shade provided but the clearing would raise the development costs. The site also has good visibility from the park entrance drive. The preliminary cost estimate for this site is \$210,000. The cost is broken down as follows:

**West Entrance Drive Dog Park - Preliminary Estimate**

Small Dog Site - 0.5 acres	Large Dog Site - 1.5 acres
Engineering	\$ 19,800.00
Contractor Mobilization & MPT	\$ 12,500.00
Site Clearing and Grubbing	\$ 8,900.00
Topsoil and Tree Planting	\$ 6,000.00
Fencing	\$ 59,500.00
Water Service	\$ 15,800.00
Parking Lot & Paved Walkways	\$ 62,500.00
Park Amenities and Equipment	\$ 25,000.00
 TOTAL	 \$ 210,000.00

**Thompson Park – North Entrance Drive.** This site is located along the North Entrance Drive (the road that comes from the Park Circle) in Thompson Park. It is located north of the zoo at the site of an old park quarry that has been recently filled in. Based on the proposed layout, the small dog park would be 0.5 acres and the large dog park would be 1.2 acres. This is very close to the optimum size of 1 ½ acres and ½ acres. The site has no existing parking so a 10-space parking lot is proposed parallel to the existing walkway along the North Entrance Drive. This parking could be utilized by other park users as well as the dog park users. Pedestrian access at this site from the surrounding neighborhoods is better than the other Thompson Park site as there is a large neighborhood at the bottom of the hill from which to draw potential users. A disadvantage is that there are no existing water lines close to the project site.

There is an existing 4" waterline in the zoo that could be utilized but it is approximately 600 feet away, which will drive up the cost at this location. There are one or two mature trees in the northeast corner but they are positioned in a spot where little shade will be provided. The estimate therefore proposes a full tree planting initiative to provide shade for park users. The site also has good visibility from the North Entrance Drive. The preliminary cost estimate for this site is \$196,000. The cost is broken down as follows:

**North Entrance Drive Dog Park - Preliminary Estimate**

Small Dog Site - 0.5 acres	Large Dog Site - 1.2 acres
Engineering	\$ 18,400.00
Contractor Mobilization & MPT	\$ 11,300.00
Site Clearing and Grubbing	\$ -
Topsoil and Tree Planting	\$ 21,950.00
Fencing	\$ 51,775.00
Water Service	\$ 32,650.00
Parking Lot & Paved Walkways	\$ 34,925.00
Park Amenities and Equipment	\$ 25,000.00
 TOTAL	 \$ 196,000.00



Revision:	Description of Revision:	Date:	By:

Project: Proposed Dog Park Locations

Title: Factory Square Dog Park

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



Requested By: M. Lumbis

Drawn By: M. Owen

Date: 10/29/2014

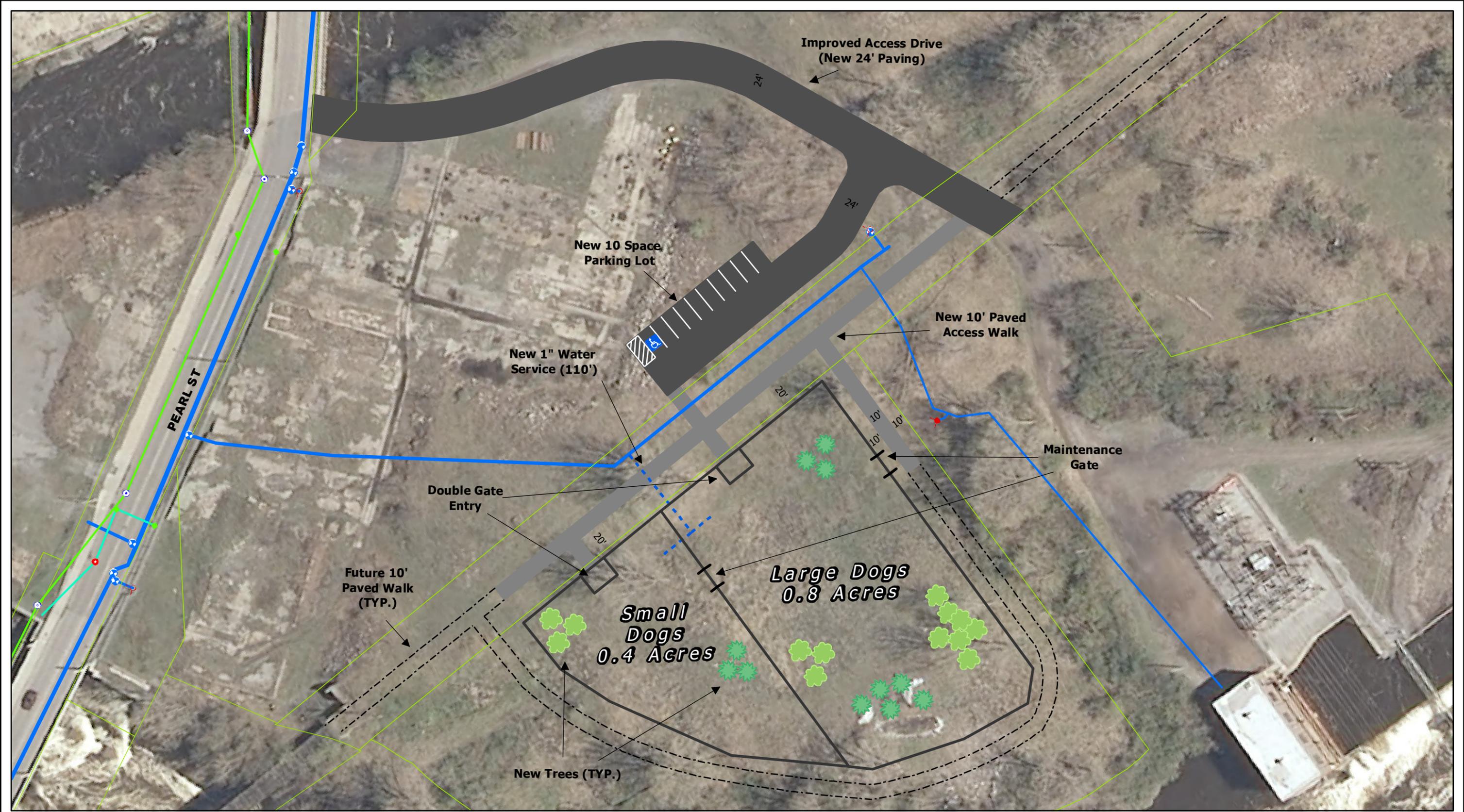
Scale: 1 inch = 60 feet

Approved By:

Date:

Map Number:

Title: Proposed Dog Park Locations



Revision:	Description of Revision:	Date:	By:

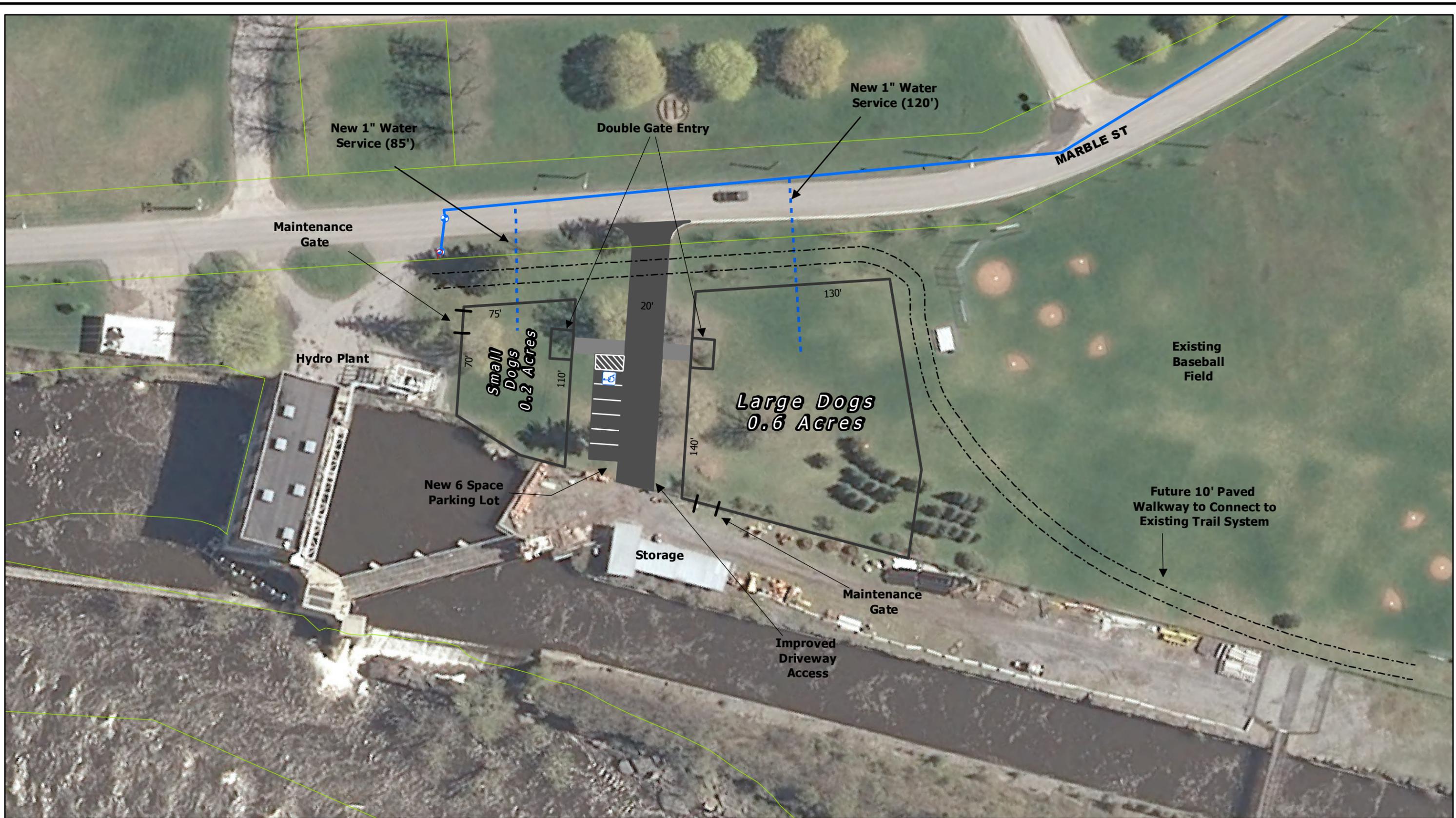
Project: Proposed Dog Park Locations

Title: Sewall's Island Dog Park

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



Requested By: M. Lumbis	
Drawn By: M. Owen	Approved By:
Date: 10/29/2014	Date:
Scale: 1 inch = 60 feet	Map Number:
Title: Proposed Dog Park Locations	



Revision:	Description of Revision:	Date:	By:

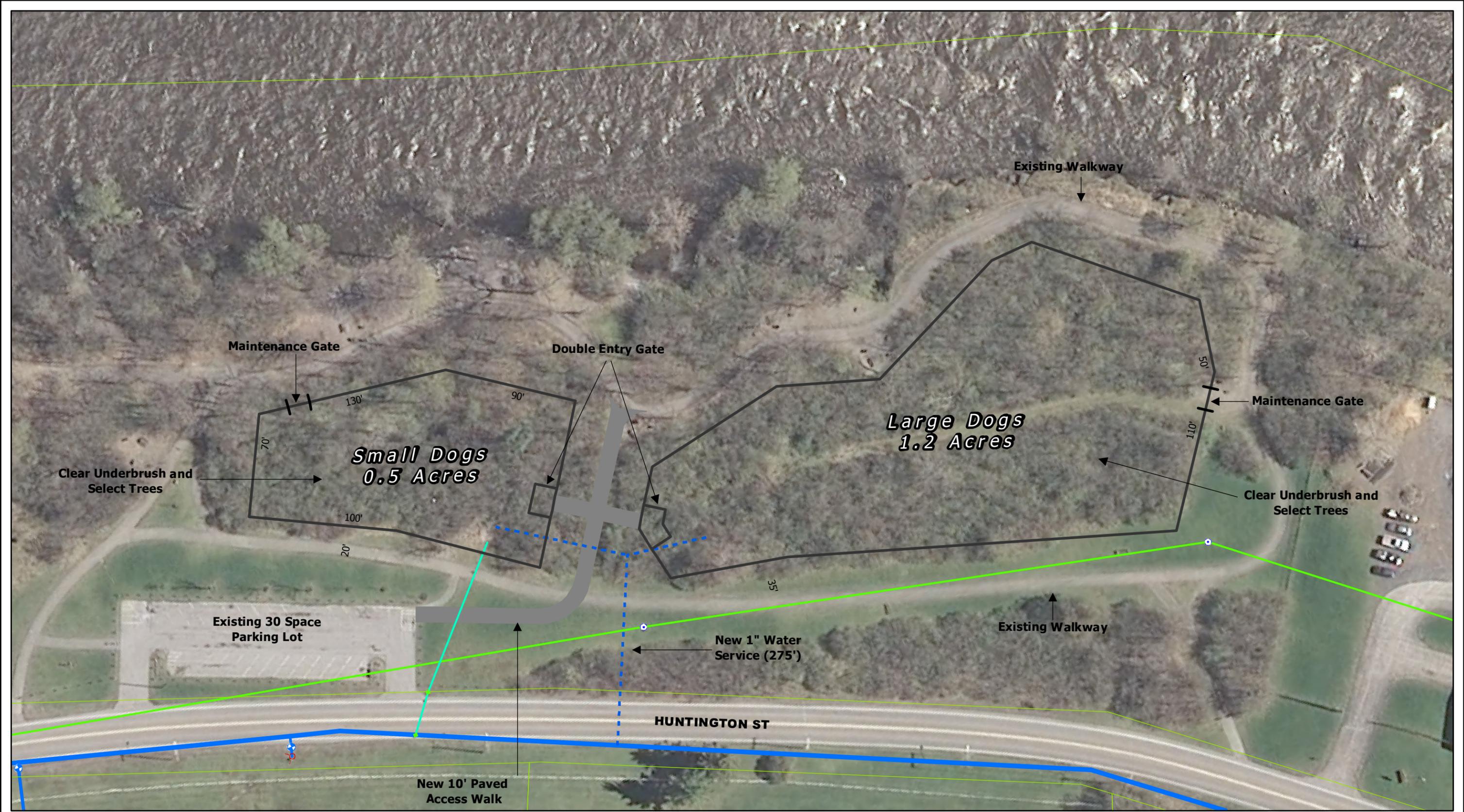
Project: **Proposed Dog Park Locations**

Title: **Marble Street Dog Park**

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



Requested By: M. Lumbis	
Drawn By: M. Owen	Approved By:
Date: 10/29/2014	Date:
Scale: 1 inch = 60 feet	Map Number:
Title: Proposed Dog Park Locations	



Revision:	Description of Revision:	Date:	By:

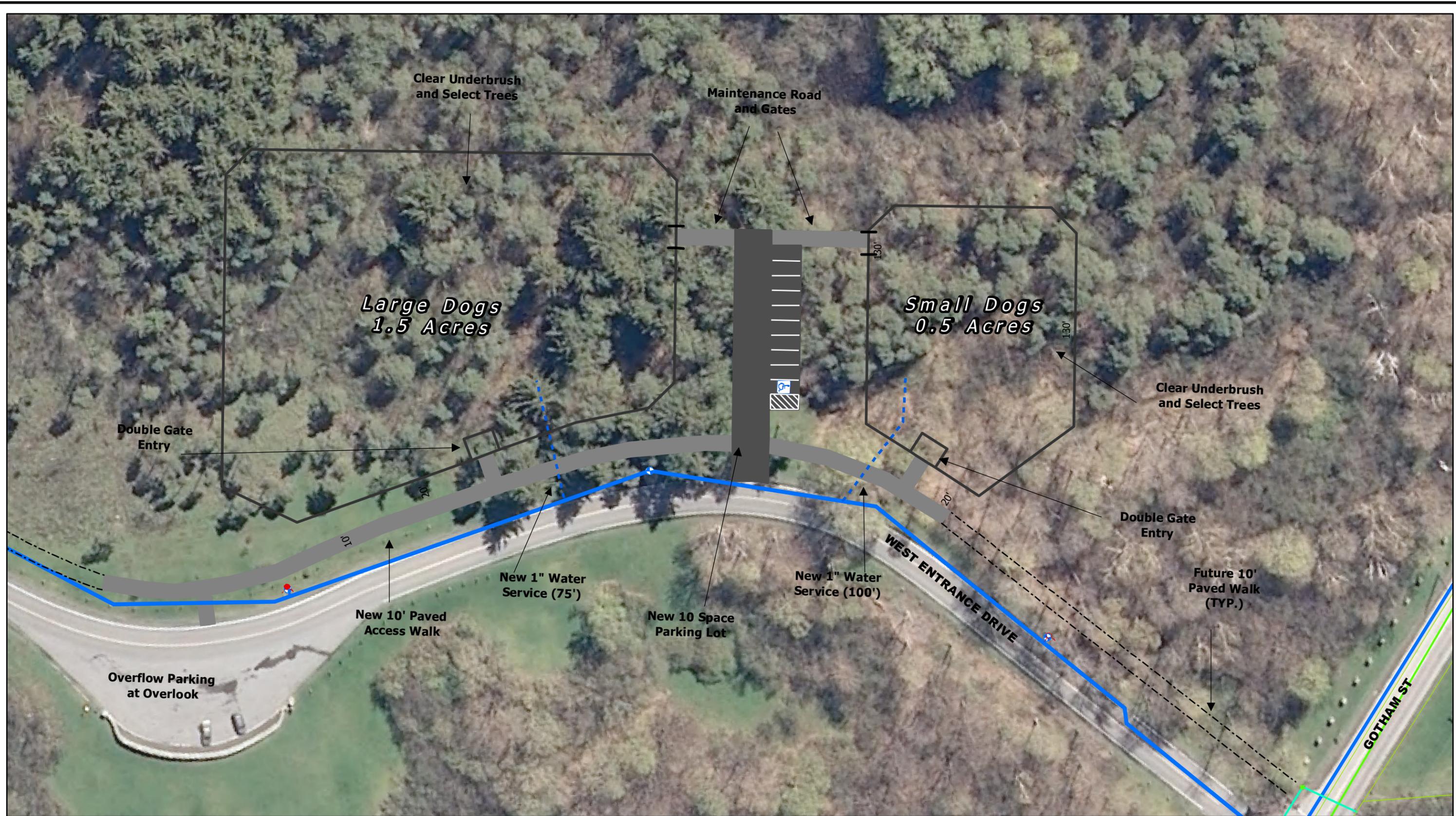
Project: Proposed Dog Park Locations

Title: Waterworks Dog Park

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



Requested By: M. Lumbis	
Drawn By: M. Owen	Approved By:
Date: 10/29/2014	Date:
Scale: 1 inch = 60 feet	Map Number:
Title: Proposed Dog Park Locations	



Revision:	Description of Revision:	Date:	By:

Project: **Proposed Dog Park Locations**

Title: **West Entrance Drive Dog Park**

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



Requested By: M. Lumbis	
Drawn By: M. Owen	Approved By:
Date: 10/29/2014	Date:
Scale: 1 inch = 60 feet	Map Number:
Title: Proposed Dog Park Locations	



Revision:	Description of Revision:	Date:	By:

Project: Proposed Dog Park Locations

Title: North Entrance Drive Dog Park

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



Requested By: M. Lumbis	
Drawn By: M. Owen	Approved By:
Date: 10/29/2014	Date:
Scale: 1 inch = 60 feet	Map Number:
Title: Proposed Dog Park Locations	

October 28, 2014

To: The Honorable Mayor and City Council

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

Subject: Program Year 2012 Community Development Block Grant  
Public Hearing

The Community Development Block Grant Program has always required two public hearings. In the past, they were both held before an application was submitted.

New York State has amended its Citizen Participation Plan to require the second public hearing to be held during the administration of the Grant starting with Program Year 2012.

It is recommended that the City Council schedule a public hearing for 7:30 p.m. on Monday, November 17, 2014, to solicit comments on the effectiveness of the City's administration of the Program Year 2012 Community Development Block Grant.

October 29, 2014

To: The Honorable Mayor and City Council  
From: James E. Mills, City Comptroller  
Subject: Bike Auction Results

On October 23, the City held an auction of bicycles and miscellaneous items at the Public Safety Building garage. The results of the auction, as well as last year's auction, are as follows:

	2014	2012	2011
Number of bicycles	98	51	60
Bicycle Sales	\$ 1,515	\$ 165	\$ 265
Number of Miscellaneous Items	13	13	18
Miscellaneous Item Sales	\$500	\$38	\$357
Total Sales	\$2,015	\$203	\$612
Number of Auction Participants	43	9	19
Direct cost of auction excluding staff overtime (one advertisement in Watertown Daily Times)	\$140	\$144	\$144

All bicycles and most miscellaneous items included in the auction were sold.

October 29, 2014

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, 2014. A summary by fund for the past fiscal year is as follows:

**General Fund**

Beginning fund balance and reserve balances			\$ 13,373,128
+ Revenues		\$ 37,881,658	
- Expenses		(38,684,687)	
Net change from operations			\$ (803,029)
+ Transfer from sidewalk debt reserve			52,272
Ending fund balances and reserve balances			12,622,371
Fund balance reserved for inventory and prepaid expenses			(2,362)
Fund balance reserved for encumbrances			(411,927)
Fund balance reserved for capital improvements			(2,037,753)
Fund balance reserved for sidewalk assessment debt			(283,538)
Fund balance reserved for Fairgrounds Stadium			(20,089)
Fund balance appropriated to subsequent fiscal year			(600,000)
Unreserved un-appropriated fund balance			\$ 9,266,702

Forecasted deficits in FY 2014-15 Multi-Year Financial Plan:	FY 2015-16	\$ (3,741,939)
	FY 2016-17	(3,346,317)
	FY 2017-18	(2,534,891)
	FY 2018-19	(3,025,214)
	Total	\$ (12,648,361)

In FY 2012-13 the City received an additional \$3,100,000 of NYS Aid to Municipalities which was placed in a Capital Reserve Fund. The City appropriated \$280,000 in the FY 2014-15 budget leaving \$1,757,753 to appropriate in future budgets to offset some of the City's General Fund five year capital plan.

Accordingly after the appropriation of the capital reserve fund the forecasted deficits are reduced as presented below. The forecasted deficits are based on various assumptions outlined in the plan one of which is no increases to the tax levy.

	Initial Forecasted	Appropriation of	Deficits after
	Deficits	Capital Reserve	Appropriation of
		Fund	Capital Reserve
			Fund
FY 2015-16	\$ (3,741,939)	\$ 1,130,000	\$ (2,611,939)
FY 2016-17	\$ (3,346,317)	627,753	\$ (2,718,564)
FY 2017-18	\$ (2,534,891)	-	\$ (2,534,891)
FY 2018-19	\$ (3,025,214)	-	\$ (3,025,214)
Total	\$ (12,648,361)	\$ 1,757,753	\$ (10,890,608)

**Water Fund**

Beginning fund balance and reserve balances			\$ 1,271,823
+ Revenues		\$ 5,056,742	
- Expenses		(4,810,471)	
Net Change from operations			246,271
Change due to bond refunding			(11,051)
Change in Workers Compensation Liability			(6,153)
Change in Accrued Interest Liability			3,924
Change in OPEB Liability			(340,224)
Ending net assets and restricted balances			1,164,590
Fund balance reserved for encumbrances			(97,868)
Fund balance appropriated to subsequent fiscal year			-
Unreserved un-appropriated fund balance			\$ 1,066,722

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 \$1,319,088, accrued interest in the amount of \$23,656 and its anticipated long-term workers compensation liability for current claims in the amount of \$159,040. 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			\$ 1,438,272
+ Revenues		\$ 5,186,948	
- Expenses		(5,193,420)	
Net Change from operations			(6,472)
Change due to bond refunding			(16,259)
Change in Workers Compensation Liability			109,846
Change in Accrued Interest Liability			(27,428)
Change in OPEB Liability			(186,699)
Ending net assets and restricted balances			1,311,260
Restricted for Debt Service			(13,913)
Fund balance reserved for encumbrances			(75,098)
Fund balance appropriated to subsequent fiscal year			(40,074)
Unreserved un-appropriated fund balance			\$ 1,182,175

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 \$810,342, accrued interest in the amount of \$58,232 and its anticipated long-term workers compensation liability for current claims in the amount of \$130,839. 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			\$ 113,131
+ Revenues		\$ 1,276,426	
- Expenses		(1,298,992)	
Net Change from operations			(22,566)
Ending fund balances and reserve balances			90,565
Fund balance reserved for encumbrances			(8,542)
Fund balance appropriated to subsequent fiscal year			-
Unreserved un-appropriated fund balance			\$ 82,023

**Self-funded Health Insurance Fund**

Beginning fund balance and reserve balances			\$ 2,113,225
+ Revenues		\$ 8,047,614	
- Expenses		(7,484,905)	
Net Change from operations			562,709
Ending fund balances and reserve balances			2,675,934
Fund balance reserved for encumbrances			-
Fund balance appropriated to subsequent fiscal year			(291,000)
Unreserved un-appropriated fund balance			\$ 2,384,934

**Tourism Fund**

Beginning fund balance and reserve balances			\$ 51,963
+ Revenues		\$ 241,418	
- Expenses		(240,659)	
Net Change from operations			759
Ending fund balances and reserve balances			52,722
Fund balance reserved for encumbrances			-
Fund balance appropriated to subsequent fiscal year			(7,500)
Unreserved un-appropriated fund balance			\$ 45,222

**Workers Compensation Reserve Fund**

Beginning fund balance and reserve balances			\$ 317,175
+ Revenues		\$ 315	
- Expenses		-	
Net Change from operations			315
Ending fund balances and reserve balances			317,490
Fund balance reserved for encumbrances			-
Fund balance appropriated to subsequent fiscal year			(88,000)
Unreserved un-appropriated fund balance			\$ 229,490

**Risk Retention Fund**

Beginning fund balance and reserve balances			\$ 330,644
+ Revenues		\$ 105,221	
- Expenses		<u>(36,435)</u>	
Net Change from operations			<u>68,786</u>
Ending fund balances and reserve balances			399,430
Fund balance reserved for encumbrances			-
Fund balance appropriated to subsequent fiscal year			<u>-</u>
Unreserved un-appropriated fund balance			\$ 399,430

**Debt Service Fund**

Beginning fund balance and reserve balances			\$ -
+ Revenues		\$ 3,084,827	
- Expenses		<u>(3,083,328)</u>	
Net Change from operations			<u>1,499</u>
Ending fund balances and reserve balances			1,499
Fund balance reserved for encumbrances			-
Fund balance appropriated to subsequent fiscal year			<u>-</u>
Unreserved un-appropriated fund balance			\$ 1,499

**CITY OF WATERTOWN  
FY 2013/14 FINANCIAL REPORT (UNAUDITED)**

**GENERAL FUND SUMMARY**

General Fund Summary	2013-14 Revised Budget	YTD Actual	%	Prior YTD Actual	2012-13 Actual
Revenues	\$ 38,155,525	\$ 37,881,658	99.28%	\$ 40,339,196	\$ 40,339,196
Expenditures	\$ 41,268,803	\$ 38,684,687	93.74%	\$ 40,889,388	\$ 40,889,388
Net Change in Fund Balance	\$ (3,113,278)	\$ (803,029)		\$ (550,192)	\$ (550,192)

**GENERAL FUND REVENUES**

General fund revenues were up \$642,462 or 1.59% compared to last year due mostly to the increase in the sale of excess hydro-electric power by \$1,140,244 and real property taxes by \$218,252. Sales tax revenue compared to last year decreased by \$230,800 and under-performed to budget by \$1,083,000. Other decreases in re-occurring revenue items were mortgage tax by \$117,279 and Federal aid for the City's bus system by \$143,780. The 10 largest general fund budgeted revenues account for over 94% of the total general fund revenues. A summary of general fund revenues is as follows:

GENERAL FUND REVENUES	2013-14 Revised Budget	Current Y-T-D	Y-T-D % of Budget	Prior Y-T-D	2012-13 Actual
State Admin. Sales & Use Tax	\$ 18,100,000	\$ 17,017,001	94.02%	\$ 17,247,801	\$ 17,247,801
Real Property Taxes(net of reserve)	\$ 7,461,055	\$ 7,601,671	101.88%	\$ 7,425,473	\$ 7,425,473
State Aid, Per Capita	\$ 4,703,208	\$ 4,703,208	100.00%	\$ 7,803,208	\$ 7,803,208
Sale of Surplus Power	\$ 3,447,000	\$ 3,906,347	113.33%	\$ 3,076,104	\$ 3,076,104
Refuse and Garbage Charges	\$ 800,000	\$ 823,699	102.96%	\$ 783,380	\$ 783,380
State Aid, Mortgage Tax	\$ 350,000	\$ 363,701	103.91%	\$ 480,981	\$ 480,981
Utilities Gross Income Tax	\$ 317,000	\$ 350,345	110.52%	\$ 329,528	\$ 329,528
Interfund Transfers	\$ 212,200	\$ 343,444	161.85%	\$ 247,410	\$ 247,410
State Mass Transportation Assistance	\$ 227,000	\$ 234,921	103.49%	\$ 245,809	\$ 245,809
Bus Fares	\$ 160,000	\$ 161,090	100.68%	\$ 158,614	\$ 158,614
Subtotal	\$ 35,777,463	\$ 35,505,428	99.24%	\$ 37,798,308	\$ 37,798,308
All Other General Fund Revenues	\$ 2,378,062	\$ 2,376,230	99.92%	\$ 2,540,888	\$ 2,540,888
Total	\$ 38,155,525	\$ 37,881,658	99.28%	\$ 40,339,196	\$ 40,339,196

**Real Property Tax Collections:** Gross property tax revenue for FY 12-13 is \$7,520,585 which represented an increase of \$146,973 due to the tax levy being increased by 2.00% with the adoption of the Fiscal Year 2012-13 budget. The property tax revenue was adjusted upwards at year-end by \$74,437 to adjust the estimated reserve for uncollectable accounts as well as the amount for deferred tax revenues not yet collected within the first sixty days of the subsequent fiscal year.

**Interest and Penalties on Property Taxes:** Revenue was up compared to last year by \$21,570 or 13.27%.

**Sales Tax Revenue:** The City's sales tax collections were down compared to last year's actual results by \$230,800 or 1.34%. However compared to the adopted budget, revenue was down \$1,083,000 or 5.98%.

**Sale of Surplus Power:** The City's sale of surplus power finished \$1,140,244 or 41.22% higher than last year.

**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 up compared to last year by \$ 20,817 or 6.32%.

**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 \$117,279 or 24.38% compared to last year.

**NYS Unrestricted Aid and AIM funding:** The City's base revenue from the NYS Aid and Incentives to Municipalities program (AIM) was the same as last year. However in Fiscal Year 2012-13 the City received an additional \$3,100,000 due to a change in the State's payment cycle. The City placed the additional aid in a capital reserve to fund future projects beginning in Fiscal Year 2013-14.

**CITY OF WATERTOWN  
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**GENERAL FUND EXPENDITURES**

The following 10 departments / categories represent over 85% of the General Fund budgeted expenditures. General fund expenditures were up by \$895,298 or 2.19% compared to last year. Transfers to capital projects increased by \$997,814 as the City used \$1,062,269 of its Capital Reserve Fund established in FY 2012/13 from a State Aid spin-up of \$3,100,000.

GENERAL FUND EXPENDITURES	2013-14			2012-13	
	Revised Budget	Current Y-T-D	Y-T-D % of Budget	Prior Y-T-D	Actual (Unaudited)
Fire	\$ 9,022,640	\$ 8,880,968	98.43%	\$ 8,426,431	\$ 8,426,431
Police	\$ 8,118,219	\$ 7,840,394	96.58%	\$ 7,775,781	\$ 7,775,781
Department of Public Works	\$ 5,663,057	\$ 5,094,693	89.96%	\$ 4,951,660	\$ 4,951,660
Health Insurance-Retirees	\$ 3,412,950	\$ 3,335,795	97.74%	\$ 3,227,839	\$ 3,227,839
Debt Service	\$ 2,654,119	\$ 2,644,204	99.63%	\$ 2,762,927	\$ 2,762,927
Transfer to Capital Projects	\$ 1,315,000	\$ 1,312,295	99.79%	\$ 314,481	\$ 314,481
Parks and Recreation	\$ 2,119,556	\$ 1,675,235	79.04%	\$ 1,834,510	\$ 1,834,510
Library Transfer	\$ 1,209,204	\$ 1,209,204	100.00%	\$ 1,393,974	\$ 1,393,974
Traffic Control & Lighting	\$ 990,171	\$ 928,755	93.80%	\$ 783,154	\$ 783,154
Bus	\$ 1,012,534	\$ 857,540	84.69%	\$ 823,170	\$ 823,170
SUBTOTAL	\$ 35,517,450	\$ 33,779,082	95.11%	\$ 32,293,927	\$ 32,293,927
All Other Departments/Transfers	\$ 5,751,353	\$ 4,905,605	85.29%	\$ 8,595,461	\$ 8,595,461
TOTAL	\$ 41,268,803	\$ 38,684,687	93.74%	\$ 40,889,388	\$ 40,889,388

**GENERAL FUND - PERSONAL SERVICES**

Personal service expenditures account for 39% of the general fund budgeted expenditures. The following table presents the 10 largest departmental budgeted personal services. These 10 departments represent 80% of the budgeted general fund personal service expenditures. Fire department overtime finished up compared to last year by \$155,255 or 71.44%. Police department overtime finished down by \$31,038 or 10.39%.

Department	2013-14			2012-13	
	Revised Budget	Current Y-T-D	Y-T-D % of Budget	Prior Y-T-D	Actual (Unaudited)
Fire	\$ 5,263,598	\$ 5,394,309	102.48%	\$ 5,131,669	\$ 5,131,669
Police	\$ 4,703,758	\$ 4,543,462	96.59%	\$ 4,533,884	\$ 4,533,884
DPW Snow Removal	\$ 490,349	\$ 615,618	125.55%	\$ 538,858	\$ 538,858
Engineering	\$ 483,191	\$ 450,017	93.13%	\$ 448,009	\$ 448,009
Municipal Executive	\$ 373,370	\$ 385,971	103.38%	\$ 371,041	\$ 371,041
DPW Central Garage	\$ 341,645	\$ 350,981	102.73%	\$ 328,648	\$ 328,648
Comptroller	\$ 338,418	\$ 314,346	92.89%	\$ 325,837	\$ 325,837
DPW Refuse & Garbage	\$ 334,157	\$ 294,872	88.24%	\$ 320,861	\$ 320,861
Bus	\$ 325,255	\$ 322,423	99.13%	\$ 303,941	\$ 303,941
DPW Administration	\$ 262,534	\$ 235,046	89.53%	\$ 255,356	\$ 255,356
SUBTOTAL	\$ 12,916,275	\$ 12,907,047	99.93%	\$ 12,558,103	\$ 12,558,103
All Other Departments	\$ 3,320,022	\$ 2,888,476	87.00%	\$ 2,809,001	\$ 2,809,001
TOTAL	\$ 16,236,297	\$ 15,795,522	97.29%	\$ 15,367,104	\$ 15,367,104

**CITY OF WATERTOWN  
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**WATER FUND**

Revenues were up compared to last year by \$200,422 or 1.43%. Revenues from outside City users exceeded budgeted revenues by \$136,196. Expenditures were up \$485,149 or 11.22% compared to last year due primarily to an increase of \$127,109 in the transfer to the Capital Projects Fund.

	2013-14			2012-13	
Water Fund Summary	Revised Budget	Y-T-D Actual	Y-T-D % of Budget	Prior Y-T-D	Actual (Unaudited)
Revenues	\$ 4,755,700	\$ 5,056,742	106.33%	\$ 4,856,320	\$ 4,856,320
Expenditures	\$ 5,026,859	\$ 4,810,471	95.70%	\$ 4,325,322	\$ 4,325,322
Net Change in Fund Balance	\$ (271,159)	\$ 246,271		\$ 530,998	\$ 530,998

**SEWER FUND**

Revenues were down compared to last year by \$68,653 or 1.31% primarily due to revenues from tanker hauled sludge and leachate decreasing \$135,831. Revenues from other governments were up \$35,180 or 2.17%. Expenditures were down by \$403,091 or 7.20% compared to last year due to a decrease of \$421,158 transferred to the capital projects fund.

	2013-14			2012-13	
Sewer Fund Summary	Revised Budget	Y-T-D Actual	Y-T-D % of Budget	Prior Y-T-D	Actual (Unaudited)
Revenues	\$ 5,309,800	\$ 5,186,948	97.69%	\$ 5,255,601	\$ 5,255,601
Expenditures	\$ 5,503,019	\$ 5,193,420	94.37%	\$ 5,596,511	\$ 5,596,511
Net Change in Fund Balance	\$ (193,219)	\$ (6,472)		\$ (340,910)	\$ (340,910)

**LIBRARY FUND**

Excluding the transfer from the General Fund, revenues were down compared to last year by \$880 or 1.29%. Expenditures were down compared to last year by \$236,311 or 15.39% due a decrease of \$338,175 in transfers to the Capital Projects Funds. Direct Library operating expenses increased \$101,864.

	2013-14			2012-13	
Library Fund Summary	Revised Budget	Y-T-D Actual	Y-T-D % of Budget	Prior Y-T-D	Actual (Unaudited)
Revenues	\$ 1,274,309	\$ 1,276,426	100.17%	\$ 1,468,885	\$ 1,468,885
Expenditures	\$ 1,359,417	\$ 1,298,992	95.56%	\$ 1,535,303	\$ 1,535,303
Net Change in Fund Balance	\$ (85,108)	\$ (22,566)		\$ (66,419)	\$ (66,419)

The majority of the Library revenues shown in this fund are a result of the library transfer expense (\$1,209,204) shown up above in the General Fund Expenditures section. All available library revenues such as fines and grants are utilized prior to any transfer from the General Fund.

**SELF-INSURANCE FUND**

Revenues were up compared to last year by \$336,580 or 4.36%. The majority of the increase was the result of a 4.15% premium increase resulting in increased premium revenues of \$266,428. Expenditures were down by \$62,315 or 0.83% compared to last year.

	2013-14			2012-13	
Self-Insurance Fund Summary	Revised Budget	Y-T-D Actual	Y-T-D % of Budget	Prior Y-T-D	Actual (Unaudited)
Revenues	\$ 8,000,573	\$ 8,047,614	100.59%	\$ 7,711,034	\$ 7,711,034
Expenditures	\$ 8,200,573	\$ 7,484,905	91.27%	\$ 7,547,220	\$ 7,547,220
Net Change in Fund Balance	\$ (200,000)	\$ 562,708		\$ 163,814	\$ 163,814

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	2013-14		Y-T-D % of Budget	Prior Y-T-D	2012-13		Current YTD vs. Prior YTD	
	Revised Budget	Current Y-T-D			Actual	Variance	%	
<b>General Fund Revenues</b>								
Real Property Taxes	\$ 7,520,705	\$ 7,518,661	99.97%	\$ 7,373,612	\$ 7,373,612	\$ 145,049	1.97%	
Special Assessments (sidewalks)	\$ 9,350	\$ 8,574	91.70%	\$ 8,418	\$ 8,418	\$ 156	1.86%	
Real Property Tax Reserve	\$ (69,000)	\$ 74,437	-107.88%	\$ 43,444	\$ 43,444	\$ 30,992	71.34%	
Federal Payments in Lieu of Taxes	\$ 46,000	\$ 37,108	80.67%	\$ 46,152	\$ 46,152	\$ (9,044)	-19.60%	
Other Payments in Lieu of Taxes	\$ 101,850	\$ 103,154	101.28%	\$ 108,167	\$ 108,167	\$ (5,013)	-4.63%	
Interest/Penalties on Property Taxes	\$ 135,000	\$ 184,062	136.34%	\$ 162,492	\$ 162,492	\$ 21,570	13.27%	
State Admin. Sales & Use Tax	\$ 18,100,000	\$ 17,017,001	94.02%	\$ 17,247,801	\$ 17,247,801	\$ (230,800)	-1.34%	
Utilities Gross Income Tax	\$ 317,000	\$ 350,345	110.52%	\$ 329,528	\$ 329,528	\$ 20,817	6.32%	
Franchises	\$ 419,000	\$ 388,550	92.73%	\$ 412,138	\$ 412,138	\$ (23,587)	-5.72%	
Tax Sale Advertising	\$ 14,000	\$ 20,925	149.46%	\$ 16,518	\$ 16,518	\$ 4,407	26.68%	
Comptroller's Fees	\$ 7,500	\$ 7,745	103.27%	\$ 10,187	\$ 10,187	\$ (2,442)	-23.97%	
Assessor's Fees	\$ 250	\$ 508	203.20%	\$ 521	\$ 521	\$ (13)	-2.40%	
Clerk Fees	\$ 120,000	\$ 113,781	94.82%	\$ 111,426	\$ 111,426	\$ 2,356	2.11%	
Civil Service Fees	\$ 1,500	\$ 1,385	92.33%	\$ 7,938	\$ 7,938	\$ (6,553)	-82.55%	
Police Fees	\$ 4,000	\$ 2,050	51.24%	\$ 16,649	\$ 16,649	\$ (14,600)	-87.69%	
Public Works Fees	\$ 85,000	\$ 88,169	103.73%	\$ 74,685	\$ 74,685	\$ 13,484	18.05%	
DPW Charges - Fuel	\$ 28,300	\$ 33,305	117.69%	\$ 29,534	\$ 29,534	\$ 3,772	12.77%	
Bus Fares	\$ 160,000	\$ 161,090	100.68%	\$ 158,614	\$ 158,614	\$ 2,476	1.56%	
Bus Advertising	\$ 10,000	\$ 14,395	143.95%	\$ 11,373	\$ 11,373	\$ 3,023	26.58%	
Parks & Recreation Charges	\$ 7,000	\$ 16,204	231.49%	\$ 10,812	\$ 10,812	\$ 5,392	49.87%	
Field Use Charges	\$ 23,000	\$ 36,290	157.78%	\$ 15,385	\$ 15,385	\$ 20,905	135.88%	
Recreation Concessions	\$ 91,000	\$ 74,760	82.15%	\$ 93,670	\$ 93,670	\$ (18,909)	-20.19%	
Special Recreation Facility Charges	\$ 10,500	\$ 17,050	162.38%	\$ 8,600	\$ 8,600	\$ 8,450	98.26%	
Arena Fees	\$ 28,000	\$ 44,472	158.83%	\$ 52,321	\$ 52,321	\$ (7,849)	-15.00%	
Skating Rink Charges	\$ 118,000	\$ 127,101	107.71%	\$ 143,864	\$ 143,864	\$ (16,763)	-11.65%	
Zoning Fees	\$ 3,000	\$ 3,500	116.67%	\$ 3,250	\$ 3,250	\$ 250	7.69%	
Refuse and Garbage Charges	\$ 500,000	\$ 486,041	97.21%	\$ 489,409	\$ 489,409	\$ (3,369)	-0.69%	
Toter Fees	\$ 300,000	\$ 337,659	112.55%	\$ 293,971	\$ 293,971	\$ 43,687	14.86%	
Sale of Surplus Power	\$ 3,447,000	\$ 3,906,347	113.33%	\$ 3,076,104	\$ 3,076,104	\$ 830,243	26.99%	
Taxes/Assessment Svcs. Other Govt.	\$ 4,960	\$ 4,959	99.98%	\$ 4,953	\$ 4,953	\$ 6	0.12%	
Civil Service Charges-School District	\$ 34,500	\$ 33,500	97.10%	\$ 31,981	\$ 31,981	\$ 1,519	4.75%	
Police Services	\$ 100,300	\$ 110,537	110.21%	\$ 88,457	\$ 88,457	\$ 22,080	24.96%	
Transportation Services, Other Govts.	\$ 4,600	\$ 5,600	121.74%	\$ -	\$ -	\$ 5,600	#DIV/0!	
Interest and Earnings	\$ 20,000	\$ 11,526	57.63%	\$ 14,214	\$ 14,214	\$ (2,688)	-18.91%	
Rental of Real Property	\$ 50,585	\$ 84,384	166.82%	\$ 51,334	\$ 51,334	\$ 33,050	64.38%	
Business and Occupational Licenses	\$ 5,000	\$ 6,911	138.21%	\$ 5,482	\$ 5,482	\$ 1,429	26.06%	
Games of Chance Licenses	\$ 100	\$ 73	73.17%	\$ 1,242	\$ 1,242	\$ (1,169)	-94.11%	
Bingo Licenses	\$ 4,000	\$ 2,326	58.16%	\$ 3,098	\$ 3,098	\$ (772)	-24.91%	
Building & Alterations Permits	\$ 66,000	\$ 85,272	129.20%	\$ 49,672	\$ 49,672	\$ 35,600	71.67%	
City Permits	\$ 3,000	\$ 9,621	320.69%	\$ 2,625	\$ 2,625	\$ 6,996	266.50%	
Sanitary Sewer Permits	\$ 5,000	\$ 5,245	104.90%	\$ 4,180	\$ 4,180	\$ 1,065	25.48%	
Storm Sewer Permits	\$ 500	\$ 400	80.00%	\$ 235	\$ 235	\$ 165	70.21%	
Fines & Forfeited Bail	\$ 151,000	\$ 120,182	79.59%	\$ 143,708	\$ 143,708	\$ (23,525)	-16.37%	
Scrap & Excess Materials Sale	\$ 5,000	\$ 17,459	349.18%	\$ 3,903	\$ 3,903	\$ 13,556	347.36%	
Minor Sales	\$ 100	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	
Sale of Real Property	\$ 25,000	\$ 3	0.01%	\$ 194,403	\$ 194,403	\$ (194,400)	-100.00%	
Sale of Equipment	\$ 10,000	\$ 18,202	182.02%	\$ 16,013	\$ 16,013	\$ 2,190	13.67%	
Insurance Recoveries	\$ 15,000	\$ 21,035	140.23%	\$ 46,615	\$ 46,615	\$ (25,580)	-54.88%	
Refund of Prior Year Expense	\$ 5,000	\$ 35,282	705.64%	\$ 10,371	\$ 10,371	\$ 24,911	240.19%	
Gifts & Donations	\$ 22,000	\$ 21,273	96.69%	\$ 6,073	\$ 6,073	\$ 15,199	250.26%	
Other Unclassified Revenues	\$ 1,000	\$ 987	98.70%	\$ 584	\$ 584	\$ 403	69.04%	
Payment Processing Fees	\$ 2,000	\$ 4,129	206.47%	\$ 837	\$ 837	\$ 3,293	393.57%	
Central Printing & Mailing	\$ 6,250	\$ 4,587	73.38%	\$ 4,012	\$ 4,012	\$ 574	14.31%	
Central Garage	\$ 120,000	\$ 108,088	90.07%	\$ 115,831	\$ 115,831	\$ (7,743)	-6.68%	
State Aid, Per Capita	\$ 4,703,208	\$ 4,703,208	100.00%	\$ 7,803,208	\$ 7,803,208	\$ (3,100,000)	-39.73%	
State Aid, Mortgage Tax	\$ 350,000	\$ 363,701	103.91%	\$ 480,981	\$ 480,981	\$ (117,279)	-24.38%	
State Reimbursement-Worker's Comp.	\$ 59,000	\$ 73,140	123.97%	\$ 61,332	\$ 61,332	\$ 11,808	19.25%	
State Reimbursement-Court Security	\$ 39,000	\$ 36,540	93.69%	\$ 38,051	\$ 38,051	\$ (1,511)	-3.97%	
State Reimbursement-Court Postage	\$ 1,752	\$ 1,772	101.16%	\$ 1,752	\$ 1,752	\$ 20	1.16%	
State Reimbursement-CHIPs	\$ 31,650	\$ 5,349	16.90%	\$ 6,174	\$ 6,174	\$ (825)	-13.36%	
State Mass Transportation Assistance	\$ 227,000	\$ 234,921	103.49%	\$ 245,809	\$ 245,809	\$ (10,888)	-4.43%	
State Aid-Bus Projects	\$ 8,500	\$ 830	9.77%	\$ 1,640	\$ 1,640	\$ (810)	-49.39%	

**CITY OF WATERTOWN  
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	2013-14			2012-13		Current YTD vs Prior YTD	
	Revised Budget	Current Y-T-D	Y-T-D % of Budget	Prior Y-T-D	Actual	Variance	%
State Aid, Youth Program	\$ 4,525	\$ 4,528	100.48%	\$ 4,891	\$ 4,891	\$ (1,575)	-32.20%
State Aid, Juvenile Program	\$ 3,300	\$ 3,316	72.73%	\$ 3,614	\$ 3,614	\$ 706	19.54%
State Aid, Other Home & Community Service	\$ 5,940	\$ 4,320	0.00%	\$ 19,443	\$ 19,443	\$ (19,443)	-100.00%
Federal Aid Police Block Grant	\$ 95,250	\$ 206,099	216.38%	\$ 117,516	\$ 117,516	\$ 88,583	75.38%
Federal Aid Highway Safety	\$ 7,350	\$ 7,350	100.00%	\$ -	\$ -	\$ 7,350	#DIV/0!
Federal Transportation Assistance	\$ 208,000	\$ 6,640	3.19%	\$ 150,420	\$ 150,420	\$ (143,780)	-95.59%
Federal Aid-Other Home & Community Serv.	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Interfund Transfers	\$ 212,200	\$ 343,444	161.85%	\$ 247,410	\$ 247,410	\$ 96,034	38.82%
Total Revenue	\$ 38,155,525	\$ 37,881,658	99.28%	\$ 40,339,196	\$ 40,339,196	\$ (2,457,538)	-6.09%
Appropriated Fund Balance	\$ 3,113,278	\$ 803,029	25.79%	\$ 550,192	\$ 550,192	\$ 252,837	45.95%
Revenue and Fund Balance	\$ 41,268,803	\$ 38,684,687	93.74%	\$ 40,889,388	\$ 40,889,388	\$ (2,204,702)	-5.39%

**General Fund Expenditures**

Legislative Board	\$ 130,309	\$ 73,241	56.21%	\$ 71,830	\$ 71,830	\$ 1,411	1.96%
Mayor	\$ 30,094	\$ 28,181	93.64%	\$ 27,938	\$ 27,938	\$ 243	0.87%
Municipal Executive	\$ 585,161	\$ 579,527	99.04%	\$ 565,499	\$ 565,499	\$ 14,027	2.48%
Comptroller	\$ 600,205	\$ 526,714	87.76%	\$ 543,147	\$ 543,147	\$ (16,432)	-3.03%
Purchasing	\$ 137,550	\$ 134,628	97.88%	\$ 130,523	\$ 130,523	\$ 4,105	3.14%
Assessment	\$ 272,000	\$ 244,723	89.97%	\$ 260,109	\$ 260,109	\$ (15,386)	-5.92%
Tax Advertising	\$ 21,075	\$ 21,053	99.90%	\$ 20,220	\$ 20,220	\$ 834	4.12%
Property Acquired for Taxes	\$ 4,200	\$ 2,700	64.29%	\$ 121,917	\$ 121,917	\$ (119,217)	-97.79%
Fiscal Agent Fees	\$ 925	\$ 920	99.46%	\$ 920	\$ 920	\$ -	0.00%
Clerk	\$ 222,155	\$ 213,464	96.09%	\$ 210,646	\$ 210,646	\$ 2,818	1.34%
Law	\$ 290,900	\$ 289,009	99.35%	\$ 289,588	\$ 289,588	\$ (579)	-0.20%
Civil Service	\$ 86,554	\$ 73,557	84.98%	\$ 82,208	\$ 82,208	\$ (8,651)	-10.52%
Engineering	\$ 830,449	\$ 685,924	82.60%	\$ 683,901	\$ 683,901	\$ 2,023	0.30%
DPW Administration	\$ 549,131	\$ 470,518	85.68%	\$ 510,509	\$ 510,509	\$ (39,991)	-7.83%
Buildings	\$ 207,779	\$ 178,366	85.84%	\$ 160,374	\$ 160,374	\$ 17,992	11.22%
Central Garage	\$ 813,251	\$ 775,317	95.34%	\$ 733,871	\$ 733,871	\$ 41,446	5.65%
Central Printing & Mailing	\$ 83,122	\$ 71,133	85.58%	\$ 65,981	\$ 65,981	\$ 5,152	7.81%
Information Technology	\$ 562,506	\$ 458,104	81.44%	\$ 487,961	\$ 487,961	\$ (29,857)	-6.12%
Judgements & Claims	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Land	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Taxes on Property	\$ 39,490	\$ 39,466	99.94%	\$ 39,585	\$ 39,585	\$ (119)	-0.30%
Contingency	\$ 4,636	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Police	\$ 8,118,219	\$ 7,840,394	96.58%	\$ 7,775,781	\$ 7,775,781	\$ 64,613	0.83%
Fire	\$ 9,022,640	\$ 8,880,968	98.43%	\$ 8,426,431	\$ 8,426,431	\$ 454,537	5.39%
Control of Animals	\$ 179,783	\$ 4,740	2.64%	\$ 94,344	\$ 94,344	\$ (89,604)	-94.98%
Safety Inspection	\$ 383,017	\$ 365,447	95.41%	\$ 490,459	\$ 490,459	\$ (125,012)	-25.49%
DPW Municipal Maintenance	\$ 726,528	\$ 644,009	88.64%	\$ 495,375	\$ 495,375	\$ 148,634	30.00%
DPW Road Maintenance	\$ 869,053	\$ 732,840	84.33%	\$ 792,365	\$ 792,365	\$ (59,525)	-7.51%
DPW Snow Removal	\$ 1,373,521	\$ 1,324,282	96.42%	\$ 1,138,588	\$ 1,138,588	\$ 185,695	16.31%
Hydro Electric Production	\$ 394,992	\$ 380,965	96.45%	\$ 343,503	\$ 343,503	\$ 37,462	10.91%
Traffic Control & Lighting	\$ 990,171	\$ 928,755	93.80%	\$ 783,154	\$ 783,154	\$ 145,601	18.59%
Airport	\$ -	\$ -	0.00%	\$ 142,914	\$ 142,914	\$ (142,914)	-100.00%
Bus	\$ 1,012,534	\$ 857,540	84.69%	\$ 823,170	\$ 823,170	\$ 34,370	4.18%
Off Street Parking	\$ 67,705	\$ 42,615	62.94%	\$ 56,059	\$ 56,059	\$ (13,444)	-23.98%
Community Action	\$ 52,000	\$ 52,000	100.00%	\$ 52,000	\$ 52,000	\$ -	0.00%
Publicity	\$ 5,300	\$ 450	8.49%	\$ 4,500	\$ 4,500	\$ (4,050)	-90.00%
Private Social Services Agency	\$ -	\$ -	0.00%	\$ 2,200	\$ 2,200	\$ (2,200)	-100.00%
Recreation Administration	\$ 310,956	\$ 304,801	98.02%	\$ 287,611	\$ 287,611	\$ 17,190	5.98%
Thompson Park	\$ 395,035	\$ 307,252	77.78%	\$ 343,297	\$ 343,297	\$ (36,045)	-10.50%
Recreation Playgrounds	\$ 130,273	\$ 65,938	50.62%	\$ 45,450	\$ 45,450	\$ 20,488	45.08%
Recreation Fairgrounds	\$ 243,435	\$ 178,485	73.32%	\$ 237,798	\$ 237,798	\$ (59,313)	-24.94%
Recreation Outdoor Winter Activities	\$ 14,346	\$ 678	4.72%	\$ -	\$ -	\$ 678	#DIV/0!
Recreation Athletic Programs	\$ 111,455	\$ 74,171	66.55%	\$ 93,967	\$ 93,967	\$ (19,796)	-21.07%
Recreation Swimming Pools	\$ 219,183	\$ 160,640	73.29%	\$ 167,619	\$ 167,619	\$ (6,979)	-4.16%
Recreation Ice Arena	\$ 709,219	\$ 583,949	82.34%	\$ 658,769	\$ 658,769	\$ (74,821)	-11.36%
Historian	\$ 250	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Zoning	\$ 3,075	\$ 2,733	88.88%	\$ 2,346	\$ 2,346	\$ 387	16.51%
Planning	\$ 30,325	\$ 24,512	80.83%	\$ 16,796	\$ 16,796	\$ 7,716	45.94%
DPW Storm Sewer	\$ 445,819	\$ 320,134	71.81%	\$ 317,795	\$ 317,795	\$ 2,339	0.74%
DPW Refuse & Garbage	\$ 885,754	\$ 827,592	93.43%	\$ 963,158	\$ 963,158	\$ (135,566)	-14.08%

**CITY OF WATERTOWN  
FY 2013/14 FINANCIAL REPORT (UNAUDITED)**

	2013-14		Y-T-D % of Budget	Prior Y-T-D	2012-13		Current YTD vs. Prior YTD	
	Revised Budget	Current Y-T-D			Actual	Variance	%	
Worker's Compensation	\$ 53,000	\$ 52,950	99.91%	\$ 66,406	\$ 66,406	\$ (13,456)	-20.26%	
Unemployment Insurance	\$ 17,725	\$ 17,714	99.94%	\$ 6,451	\$ 6,451	\$ 11,263	174.59%	
Health Insurance-Retirees	\$ 3,412,950	\$ 3,335,795	97.74%	\$ 3,227,839	\$ 3,227,839	\$ 107,955	3.34%	
Medicare Reimbursements	\$ 325,725	\$ 325,715	100.00%	\$ 298,534	\$ 298,534	\$ 27,181	9.10%	
Compensated Absences	\$ 15,000	\$ (77,980)	-519.87%	\$ 61,550	\$ 61,550	\$ (139,530)	-226.69%	
Other Employee Benefits	\$ 15,000	\$ 7,355	49.03%	\$ 10,053	\$ 10,053	\$ (2,698)	-26.84%	
General Liability Reserve Transfer	\$ 75,000	\$ 75,000	100.00%	\$ 75,000	\$ 75,000	\$ -	0.00%	
Library Transfer	\$ 1,209,204	\$ 1,209,204	100.00%	\$ 1,393,974	\$ 1,393,974	\$ (184,770)	-13.25%	
Serial Bonds - Principal	\$ 2,085,488	\$ 2,082,288	99.85%	\$ 2,152,448	\$ 2,152,448	\$ (70,160)	-3.26%	
Serial Bonds-Interest	\$ 568,631	\$ 561,916	98.82%	\$ 610,479	\$ 610,479	\$ (48,563)	-7.95%	
Capital Reserve Fund	\$ -	\$ -	0.00%	\$ 3,100,000	\$ 3,100,000	\$ (3,100,000)	-100.00%	
Capital Fund Transfer	\$ 1,315,000	\$ 1,312,295	99.79%	\$ 314,481	\$ 314,481	\$ 997,814	317.29%	
Black River Trust Fund Transfer	\$ 10,000	\$ 10,000	100.00%	\$ 10,000	\$ 10,000	\$ -	0.00%	
<b>TOTAL</b>	<b>\$ 41,268,803</b>	<b>\$ 38,684,687</b>	<b>93.74%</b>	<b>\$ 40,889,388</b>	<b>\$ 40,889,388</b>	<b>\$ (2,204,702)</b>	<b>-5.39%</b>	

**Water Fund Revenues**

Water Rents	\$ 3,200,000	\$ 3,328,569	104.02%	\$ 3,206,244	\$ 3,206,244	\$ 122,325	3.82%
Unmetered Water	\$ 12,000	\$ 8,713	72.61%	\$ 10,809	\$ 10,809	\$ (2,096)	-19.39%
Outside User Fees	\$ 1,271,000	\$ 1,407,196	110.72%	\$ 1,331,556	\$ 1,331,556	\$ 75,640	5.68%
Water Service Charges	\$ 75,000	\$ 78,093	104.12%	\$ 108,033	\$ 108,033	\$ (29,939)	-27.71%
Interest & Penalties on Water Rents	\$ 60,000	\$ 57,203	95.34%	\$ 57,910	\$ 57,910	\$ (706)	-1.22%
Interest Earnings	\$ 1,200	\$ 792	66.01%	\$ 379	\$ 379	\$ 413	108.76%
Sale of Scrap	\$ 3,000	\$ 7,288	242.92%	\$ 9,284	\$ 9,284	\$ (1,996)	-21.50%
Sale of Equipment	\$ -	\$ 8,225	0.00%	\$ -	\$ -	\$ 8,225	#DIV/0!
Insurance Recoveries	\$ -	\$ 903	0.00%	\$ -	\$ -	\$ 903	#DIV/0!
Refund of Prior Years Expenditure	\$ -	\$ 3,450	0.00%	\$ -	\$ -	\$ 3,450	#DIV/0!
Unclassified Revenues	\$ 1,000	\$ 334	33.38%	\$ 475	\$ 475	\$ (142)	-29.77%
Payment Processing Fees	\$ 2,500	\$ 2,636	105.45%	\$ 874	\$ 874	\$ 1,762	201.63%
Metered Water Sales Funds	\$ 129,000	\$ 131,517	101.95%	\$ 128,340	\$ 128,340	\$ 3,177	2.48%
State Aid - Workers Compensation	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Interfund Transfers	\$ 1,000	\$ -	0.00%	\$ 2,416	\$ 2,416	\$ (2,416)	-100.00%
<b>Total Revenue</b>	<b>\$ 4,755,700</b>	<b>\$ 5,056,742</b>	<b>106.33%</b>	<b>\$ 4,856,320</b>	<b>\$ 4,856,320</b>	<b>\$ 200,422</b>	<b>4.13%</b>
Appropriated Fund Balance	\$ 193,000	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
<b>Revenue and Fund Balance</b>	<b>\$ 4,948,700</b>	<b>\$ 5,056,742</b>	<b>102.18%</b>	<b>\$ 4,856,320</b>	<b>\$ 4,856,320</b>	<b>\$ 200,422</b>	<b>4.13%</b>

**Water Fund Expenditures**

Taxes on Property	\$ 750	\$ 710	94.71%	\$ 718	\$ 718	\$ (8)	-1.05%
Contingency	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Water Administration	\$ 266,996	\$ 265,082	99.28%	\$ 238,190	\$ 238,190	\$ 26,892	11.29%
Source of Supply, Power and Pump	\$ 539,930	\$ 535,275	99.14%	\$ 539,020	\$ 539,020	\$ (3,745)	-0.69%
Water Purification	\$ 1,870,107	\$ 1,780,389	95.20%	\$ 1,562,659	\$ 1,562,659	\$ 217,730	13.93%
Transmission and Distribution	\$ 1,219,010	\$ 1,184,579	97.18%	\$ 1,128,356	\$ 1,128,356	\$ 56,223	4.98%
Worker's Compensation	\$ 5,036	\$ 2,270	45.07%	\$ 3,653	\$ 3,653	\$ (1,384)	-37.88%
Unemployment Insurance	\$ 3,200	\$ 3,177	99.28%	\$ -	\$ -	\$ 3,177	#DIV/0!
Health Insurance	\$ 120,400	\$ 120,385	99.99%	\$ 117,166	\$ 117,166	\$ 3,219	2.75%
Medicare Reimbursements	\$ 12,600	\$ 10,070	79.92%	\$ 8,657	\$ 8,657	\$ 1,414	16.33%
Compensated Absences	\$ 5,925	\$ 5,911	99.77%	\$ 1,890	\$ 1,890	\$ 4,022	212.83%
Other Employee Benefits	\$ 1,000	\$ 570	56.95%	\$ 1,040	\$ 1,040	\$ (471)	-45.25%
General Liability Transfer	\$ 15,000	\$ 15,000	100.00%	\$ 15,000	\$ 15,000	\$ -	0.00%
Serial Bonds - Principal	\$ 465,558	\$ 465,558	100.00%	\$ 400,450	\$ 400,450	\$ 65,108	16.26%
Serial Bonds - Interest	\$ 126,347	\$ 126,343	100.00%	\$ 120,481	\$ 120,481	\$ 5,862	4.87%
Transfer to Coagulation Reserve	\$ -	\$ -	0.00%	\$ 20,000	\$ 20,000	\$ (20,000)	-100.00%
Transfer to Capital	\$ 375,000	\$ 295,152	78.71%	\$ 168,042	\$ 168,042	\$ 127,109	75.64%
<b>TOTAL</b>	<b>\$ 5,026,859</b>	<b>\$ 4,810,471</b>	<b>95.70%</b>	<b>\$ 4,325,322</b>	<b>\$ 4,325,322</b>	<b>\$ 485,149</b>	<b>11.22%</b>

**CITY OF WATERTOWN  
FY 2013/14 FINANCIAL REPORT (UNAUDITED)**

	2013-14			2012-13		Current YTD vs. Prior YTD	
	Revised Budget	Current Y-T-D	Y-T-D % of Budget	Prior Y-T-D	Actual	Variance	%
<b>Sewer Fund Revenues</b>							
Sewer Rents	\$ 2,525,000	\$ 2,414,606	95.63%	\$ 2,474,574	\$ 2,474,574	\$ (59,968)	-2.42%
Sewer Charges	\$ 787,000	\$ 648,422	82.39%	\$ 784,253	\$ 784,253	\$ (135,831)	-17.32%
Interest & Penalties on Sewer Rents	\$ 50,000	\$ 51,301	102.60%	\$ 49,811	\$ 49,811	\$ 1,489	2.99%
Sewer Rents-Governments	\$ 1,660,500	\$ 1,658,158	99.86%	\$ 1,622,978	\$ 1,622,978	\$ 35,180	2.17%
Interest Earnings	\$ 1,800	\$ 562	31.25%	\$ 2,059	\$ 2,059	\$ (1,496)	-72.68%
Permit Fees	\$ 20,000	\$ 19,000	95.00%	\$ 20,000	\$ 20,000	\$ (1,000)	-5.00%
Sale of Scrap	\$ 1,000	\$ 2,193	219.31%	\$ 13,958	\$ 13,958	\$ (11,765)	-84.29%
Sale of Equipment	\$ 1,000	\$ 1,160	116.00%	\$ 1,150	\$ 1,150	\$ 10	0.87%
Refund of Prior Years Expenditure	\$ -	\$ 23	0.00%	\$ -	\$ -	\$ 23	#DIV/0!
Unclassified Revenues	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Payment Processing Fees	\$ 2,500	\$ 2,635	105.40%	\$ 874	\$ 874	\$ 1,761	201.49%
Interfund Revenues	\$ 244,000	\$ 358,521	146.93%	\$ 268,926	\$ 268,926	\$ 89,595	33.32%
State Aid - Workers Compensation	\$ -	\$ 133	0.00%	\$ -	\$ -	\$ 133	#DIV/0!
State Aid - CHIPSS	\$ -	\$ 3,088	0.00%	\$ 1,113	\$ 1,113	\$ 1,975	177.49%
Interfund Transfer	\$ 1,000	\$ -	0.00%	\$ 0	\$ 0	\$ (0)	-100.00%
<b>Total Revenue</b>	<b>\$ 5,309,800</b>	<b>\$ 5,186,948</b>	<b>97.69%</b>	<b>\$ 5,255,601</b>	<b>\$ 5,255,601</b>	<b>\$ (68,653)</b>	<b>-1.31%</b>
Appropriated Fund Balance	\$ 179,151	\$ 6,472	3.61%	\$ 340,910	\$ 340,910	\$ (334,438)	-98.10%
<b>Total Revenue</b>	<b>\$ 5,488,951</b>	<b>\$ 5,193,420</b>	<b>94.62%</b>	<b>\$ 5,596,511</b>	<b>\$ 5,596,511</b>	<b>\$ (403,091)</b>	<b>-7.20%</b>

<b>Sewer Fund Expenditures</b>							
Sewer Administration	\$ 247,804	\$ 247,262	99.78%	\$ 215,640	\$ 215,640	\$ 31,622	14.66%
Sanitary Sewer	\$ 436,977	\$ 405,408	92.78%	\$ 467,540	\$ 467,540	\$ (62,132)	-13.29%
Sewage Treatment and Disposal	\$ 3,559,225	\$ 3,315,936	93.16%	\$ 3,234,200	\$ 3,234,200	\$ 81,736	2.53%
Contingency	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Worker's Compensation	\$ 6,000	\$ 2,020	33.67%	\$ 3,069	\$ 3,069	\$ (1,049)	-34.17%
Unemployment Insurance	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Health Insurance- Retirees	\$ 170,800	\$ 145,955	85.45%	\$ 155,736	\$ 155,736	\$ (9,781)	-6.28%
Medicare Reimbursements	\$ 13,850	\$ 10,490	75.74%	\$ 12,238	\$ 12,238	\$ (1,748)	-14.28%
Compensated Absences	\$ 1,000	\$ (619)	-61.92%	\$ (128)	\$ (128)	\$ (491)	383.76%
Other Employee Benefits	\$ 1,000	\$ 609	60.92%	\$ 956	\$ 956	\$ (347)	-36.27%
General Liability Transfer	\$ 15,000	\$ 15,000	100.00%	\$ 15,000	\$ 15,000	\$ -	0.00%
Serial Bonds - Principal	\$ 448,654	\$ 448,654	100.00%	\$ 451,294	\$ 451,294	\$ (2,640)	-0.58%
Serial Bonds - Interest	\$ 117,710	\$ 117,705	100.00%	\$ 134,808	\$ 134,808	\$ (17,103)	-12.69%
NYPA Principal	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
NYPA Interest	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Transfer to Capital Reserve Fund	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Transfer to Capital Fund	\$ 485,000	\$ 485,000	100.00%	\$ 906,158	\$ 906,158	\$ (421,158)	-46.48%
<b>TOTAL</b>	<b>\$ 5,503,019</b>	<b>\$ 5,193,420</b>	<b>94.37%</b>	<b>\$ 5,596,511</b>	<b>\$ 5,596,511</b>	<b>\$ (403,091)</b>	<b>-7.20%</b>

<b>Library Fund Revenues</b>							
Library Fines	\$ 19,000	\$ 21,116	111.14%	\$ 19,296	\$ 19,296	\$ 1,820	9.43%
Library Grant	\$ 46,105	\$ 46,105	100.00%	\$ 48,794	\$ 48,794	\$ (2,689)	-5.51%
Interfund Transfer	\$ 1,209,204	\$ 1,209,205	100.00%	\$ 1,400,784	\$ 1,400,784	\$ (191,579)	-13.68%
<b>Total Revenue</b>	<b>\$ 1,274,309</b>	<b>\$ 1,276,426</b>	<b>100.17%</b>	<b>\$ 1,468,885</b>	<b>\$ 1,468,885</b>	<b>\$ (192,458)</b>	<b>-13.10%</b>
Appropriated Fund Balance	\$ 65,363	\$ 22,566	34.52%	\$ 66,419	\$ 66,419	\$ (43,853)	-66.02%
<b>Revenue and Fund Balance</b>	<b>\$ 1,339,672</b>	<b>\$ 1,298,992</b>	<b>96.96%</b>	<b>\$ 1,535,303</b>	<b>\$ 1,535,303</b>	<b>\$ (236,311)</b>	<b>-15.39%</b>

<b>Library Fund Expenditures</b>							
Contingency	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Library Fund Expenditures	\$ 1,106,451	\$ 1,057,969	95.62%	\$ 958,280	\$ 958,280	\$ 99,689	10.40%
Worker's Compensation	\$ 2,500	\$ 1,012	40.48%	\$ 1,461	\$ 1,461	\$ (449)	-30.74%
Health Insurance	\$ 122,100	\$ 115,387	94.50%	\$ 108,074	\$ 108,074	\$ 7,313	6.77%
Medicare Reimbursements	\$ 17,650	\$ 16,574	93.90%	\$ 17,203	\$ 17,203	\$ (629)	-3.66%
Compensated Absences	\$ 1,000	\$ (1,438)	-143.77%	\$ 700	\$ 700	\$ (2,138)	-305.40%
Other Employee Benefits	\$ 500	\$ 274	54.89%	\$ 476	\$ 476	\$ (202)	-42.39%
Serial Bonds - Principal	\$ 43,000	\$ 43,000	100.00%	\$ 43,000	\$ 43,000	\$ -	0.00%
Serial Bonds - Interest	\$ 11,917	\$ 11,916	99.99%	\$ 13,636	\$ 13,636	\$ (1,720)	-12.61%
NYPA Principal	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
NYPA Interest	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Transfer to Capital	\$ 54,299	\$ 54,297	100.00%	\$ 392,472	\$ 392,472	\$ (338,175)	-86.17%
<b>TOTAL</b>	<b>\$ 1,359,417</b>	<b>\$ 1,298,992</b>	<b>95.56%</b>	<b>\$ 1,535,303</b>	<b>\$ 1,535,303</b>	<b>\$ (236,311)</b>	<b>-15.39%</b>

**CITY OF WATERTOWN  
FY 2013/14 FINANCIAL REPORT (UNAUDITED)**

	2013-14			2012-13		Current YTD vs. Prior YTD	
	Revised Budget	Current Y-T-D	Y-T-D % of Budget	Prior Y-T-D	Actual	Variance	%
<b>Self-Insurance Fund Revenues</b>							
Shared Service Charges	\$ 7,043,572	\$ 6,960,819	98.83%	\$ 6,725,263	\$ 6,725,263	\$ 235,557	3.50%
Interest and Earnings	\$ 500	\$ 1,454	290.89%	\$ 750	\$ 750	\$ 705	94.01%
Insurance Recoveries	\$ 100,000	\$ 56,273	56.27%	\$ 40,042	\$ 40,042	\$ 16,231	40.53%
Medicare Part D reimbursement	\$ 190,000	\$ 236,896	124.68%	\$ 199,527	\$ 199,527	\$ 37,368	18.73%
Refund of Prior Years Expenditure	\$ -	\$ 34,307	0.00%	\$ 6,049	\$ 6,049	\$ 28,257	467.10%
Employee Contributions	\$ 591,501	\$ 610,442	103.20%	\$ 579,571	\$ 579,571	\$ 30,871	5.33%
Unclassified Revenues	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Prescription Reimbursements	\$ 75,000	\$ 147,423	196.56%	\$ 159,832	\$ 159,832	\$ (12,409)	-7.76%
Federal Early Retiree Reinsurance Program	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
<b>Total Revenue</b>	<b>\$ 8,000,573</b>	<b>\$ 8,047,614</b>	<b>100.59%</b>	<b>\$ 7,711,034</b>	<b>\$ 7,711,034</b>	<b>\$ 336,580</b>	<b>4.36%</b>
Appropriated Fund Balance	\$ 200,000	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Revenue and Fund Balance	\$ 8,200,573	\$ 8,047,614	98.13%	\$ 7,711,034	\$ 7,711,034	\$ 336,580	4.36%

**Self-Insurance Fund Expenditures**

Administration	\$ 611,573	\$ 553,825	90.56%	\$ 554,435	\$ 554,435	\$ (611)	-0.11%
Medical Claims	\$ 4,942,000	\$ 4,319,677	87.41%	\$ 4,474,481	\$ 4,474,481	\$ (154,804)	-3.46%
Pharmacy Claims	\$ 2,647,000	\$ 2,611,404	98.66%	\$ 2,518,304	\$ 2,518,304	\$ 93,100	3.70%
<b>TOTAL</b>	<b>\$ 8,200,573</b>	<b>\$ 7,484,905</b>	<b>91.27%</b>	<b>\$ 7,547,220</b>	<b>\$ 7,547,220</b>	<b>\$ (62,315)</b>	<b>-0.83%</b>

October 17, 2014

To: The Honorable Mayor and City Council  
From: James E. Mills, City Comptroller  
Subject: Sales Tax Revenue – September 2014

The City has received the monthly sales tax revenue amount from Jefferson County. In comparison to September 2013, the September 2014 sales tax revenue on an actual to actual basis is up \$446,402 or 25.36%. In comparison to the original budget projection for the month of September, sales tax is up \$397,474 or 21.97%.

The year-to-date actual receipts are up \$150,728 or 3.20% while the year-to-date receipts on a budget basis are up \$19,624 or 0.40%. Year-to-date sales tax revenue is at \$4,867,438.

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

	<u>Actual 2010-11</u>	<u>Actual 2011-12</u>	<u>Actual 2012-13</u>	<u>Actual 2013-14</u>	<u>Actual 2014-15</u>	<u>Variance</u>	<u>% Inc/(Dec) to Prior Year</u>	<u>Quarterly Variance</u>	<u>% Inc/(Dec) to Prior Quarter</u>
July	\$ 1,294,030	\$ 1,359,433	\$ 1,361,364	\$ 1,492,579	\$ 1,412,829	\$ (79,750)	-5.34%		
August	\$ 1,250,127	\$ 1,319,714	\$ 1,357,130	\$ 1,463,877	\$ 1,247,954	\$ (215,923)	-14.75%		
September	\$ 1,777,374	\$ 1,886,899	\$ 2,071,785	\$ 1,760,254	\$ 2,206,655	\$ 446,402	25.36%	150,728	3.20%
October	\$ 1,147,531	\$ 1,215,879	\$ 1,301,624	\$ 1,584,174	\$ -		0.00%		
November	\$ 1,203,035	\$ 1,207,881	\$ 1,274,589	\$ 1,116,784	\$ -		0.00%		
December	\$ 1,681,408	\$ 1,897,409	\$ 1,714,672	\$ 1,543,425	\$ -		0.00%	-	0.00%
January	\$ 1,213,795	\$ 1,195,675	\$ 1,276,483	\$ 1,238,468	\$ -		0.00%		
February	\$ 984,089	\$ 1,036,230	\$ 1,160,663	\$ 1,076,005	\$ -		0.00%		
March	\$ 1,445,902	\$ 1,624,451	\$ 1,453,454	\$ 1,471,964	\$ -		0.00%	-	0.00%
April	\$ 1,190,708	\$ 1,217,913	\$ 1,293,493	\$ 1,271,765	\$ -		0.00%		
May	\$ 1,164,270	\$ 1,224,057	\$ 1,373,513	\$ 1,298,653	\$ -		0.00%		
June	\$ 1,654,800	\$ 2,029,525	\$ 1,609,032	\$ 1,699,052	\$ -		0.00%	-	0.00%
YTD	<u>16,007,070</u>	<u>\$ 17,215,066</u>	<u>\$ 17,247,801</u>	<u>\$ 17,017,001</u>	<u>\$ 4,867,438</u>	<u>\$ 150,728</u>	<u>3.20%</u>		

	<u>Original Budget</u>		<u>Actual 2014-15</u>	<u>Variance</u>	<u>%</u>	<u>Quarterly Variance</u>	<u>% Inc/(Dec) to Prior Quarter</u>
	<u>2014-15</u>						
July	\$ 1,534,067		\$ 1,412,829	\$ (121,238)	-7.90%		
August	\$ 1,504,566		\$ 1,247,954	\$ (256,612)	-17.06%		
September	\$ 1,809,181		\$ 2,206,655	\$ 397,474	21.97%	19,624	0.40%
October	\$ 1,628,207		\$ -		0.00%		
November	\$ 1,147,826		\$ -		0.00%		
December	\$ 1,586,326		\$ -		0.00%	-	0.00%
January	\$ 1,272,892		\$ -		0.00%		
February	\$ 1,105,913		\$ -		0.00%		
March	\$ 1,512,879		\$ -		0.00%	-	0.00%
April	\$ 1,307,115		\$ -		0.00%		
May	\$ 1,334,750		\$ -		0.00%		
June	\$ 1,746,279		\$ -		0.00%	-	0.00%
YTD	<u>\$ 17,490,000</u>		<u>\$ 4,867,438</u>	<u>\$ 19,624</u>	<u>0.40%</u>		



October 23, 2014



Ms. Sharon Addison  
City Manager  
City Hall, Municipal Bldg  
245 Washington Street  
Watertown NY 13601

Dear Sharon Addison:

Enclosed is our statistical summary for NYS Small Business Development Center (SBDC) at Jefferson Community College. This data is representative of our Federal year October 1, 2013 through September 30, 2014. All funding dollars invested by our clients as well as the jobs that were saved and or created are verified by our clients through independent surveys.

This past year was similar to the previous year with the number of clients we counseled as well as the new business starts and economic impact we achieved. Funding for start-up businesses continues to be a challenge. We see our local economy in our area continuing to improve and interest in entrepreneurship still high!

Should you have any questions about our programs, please give me a call.

Sincerely,

A handwritten signature in black ink, appearing to read "Eric Constance".

Eric Constance  
Regional SBDC Director

Enclosure  
res

# Statistical Summary

Gender	Military	Workshops
41 % Female	32 %	35
59 % Male		1116 Attendees

## JOBS

<u>Saved</u>	<u>Created</u>
124	165

### Clients

Oswego – 182  
 Watertown – 539  
 Total 721

### Impact

\$14,219,518.00  
 68 Funding projects

