

CITY OF WATERTOWN, NEW YORK
AGENDA
Monday, June 5, 2017

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, June 5, 2017, at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF MINUTES

COMMUNICATIONS

PROCLAMATION

Community Theater Month – Little Theater of Watertown, Inc.

PRIVILEGE OF THE FLOOR

RESOLUTIONS

- Resolution No. 1 - Reappointment to the Development Authority of the North Country, John B. Johnson, Jr.
- Resolution No. 2 - Extending Contract for Truck Rental Services, T.J. Clement Construction Company, Inc.
- Resolution No. 3 - Approving Contract for Use of Buildings and Grounds, Watertown City School District
- Resolution No. 4 - Authorizing the Sale of Surplus Air Packs and Related Equipment, Fire Department
- Resolution No. 5 - Authorizing the Sale of Surplus Vehicle, Parks and Recreation Department
- Resolution No. 6 - Readopting Fiscal Year 2016-17 Library Fund Budget

- Resolution No. 7 - Approving the 2017 Youth and Young Adult Employment Training Program Contract Between the City of Watertown and the Jefferson-Lewis Local Workforce Development Area
- Resolution No. 8 - Accepting Bid for Chemicals at the Water Treatment Plant, Slack Chemical
- Resolution No. 9 - Accepting Bid for Chemicals at the Water Treatment Plant, Amrex Chemical
- Resolution No. 10 - Accepting Bid for Chemicals at the Water Treatment Plant, Chemical Distributors, Inc.
- Resolution No. 11 - Accepting Bid for Chemicals at the Water Treatment Plant, Thatcher Company of New York, Inc.
- Resolution No. 12 - Accepting Bid for Chemicals at the Water Treatment Plant, George S. Coyne Chemical Company, Inc.
- Resolution No. 13 - Readopting Fiscal Year 2016-17 Sewer Fund Budget
- Resolution No. 14 - Re-Adoption of Fiscal Years 2016-17 through 2020-21 Capital Budget
- Resolution No. 15 - Finding That Amending Section 310-56, of the Zoning Ordinance and Section A322-4 of the Subdivision Regulations to require Consistency With the Standards of the City of Watertown Stormwater Management and Erosion and Sediment Control Law Will Not Have a Significant Impact on the Environment

ORDINANCES

- Ordinance No. 1 - Changing the Approved Zoning Classification of 161 Clinton Street, Parcel Number 10-07-109.000, From Limited Business to Downtown
- Ordinance No. 2 - An Ordinance Amending Section 253-77 of the Code of the City of Watertown to Provide for a Change in Fees for the Acceptance of Hauled Waste

LOCAL LAW

- | | |
|-------------------------|---|
| Local Law No. 3 of 2017 | A Local Law Amending Section 120-37 of the Code of the City of Watertown, Abatement of Violation |
| Local Law No. 4 of 2017 | A Local Law Amending Section 253-28 of the Code of the City of Watertown to Provide for a Change in Fees for the Acceptance of Hauled Waste |

PUBLIC HEARING

- | | |
|-----------|--|
| 7:30 p.m. | Ordinance Amending Section 310-56, of the Zoning Ordinance and Section A322-4 of the Subdivision Regulations to Require Consistency With the Standards of the City of Watertown Stormwater Management and Erosion and Sediment Control Law |
|-----------|--|

OLD BUSINESS

STAFF REPORTS

1. Request for Waiver of Fees for Use of the City Stage for 2017 Block Parties
2. 2016-2017 Crow Management Program Report – Loomacres Wildlife Management
3. Sales Tax Revenue – April 2017
4. Serial Bond Results and Moody's Report
5. Potential Grant Opportunities

NEW BUSINESS

EXECUTIVE SESSION

To Discuss Collective Bargaining

WORK SESSION

Next Work Session is scheduled for Monday, June 12, 2017, at 7:00 p.m.

ADJOURNMENT

NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, JUNE 19, 2017.

Res No. 1

June 1, 2017

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Reappointment to the Development Authority of the North Country,
John B. Johnson, Jr.

At the request of Mayor Butler, John B. Johnson, Jr., was contacted and has agreed to serve another four-year term on the Development Authority of the North Country Board. Attached is a Resolution for Council consideration.

RESOLUTION

Page 1 of 1

Reappointment to the Development Authority of the North Country, John B. Johnson, Jr.

- Council Member HORBACZ, Cody J.
- Council Member JENNINGS, Stephen A.
- Council Member MACALUSO, Teresa R.
- Council Member WALCZYK, Mark C.
- Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

RESOLVED that the following individual is reappointed to the Development Authority of the North Country for a four-year term, such term expiring on June 5, 2021:

John B. Johnson, Jr.
 1412 Loomus Drive
 Watertown, New York 13601

Seconded by

Res No. 2

May 17, 2017

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Extending Contract for Truck Rental Services,
T.J. Clement Construction Company, Inc.

On April 20, 2015, City Council accepted the bid from T.J. Clement Construction Company, Inc., as the lowest qualifying bidder to provide truck rental services for use by the Public Works Department, per our specifications.

As stated in the attached report of Purchasing Manager Amy M. Pastuf, this was a two-year contract with the option to renew for three additional one-year contracts, allowing for a possible price adjustment. As Superintendent of Public Works Eugene Hayes has been satisfied with the service provided by T.J. Clement, it is recommended to extend the contract for one year from July 1, 2017 to June 30, 2018.

A Resolution for Council consideration is attached.

RESOLUTION

Page 1 of 1

Extending Contract for Truck Rental Services,
T.J. Clement Construction Company, Inc.

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

WHEREAS on April 20, 2015, City Council accepted the bid from T. J. Clement Construction Company, Inc., as the lowest qualifying bidder to provide truck rental services for use by the Public Works Department, per our specifications, and

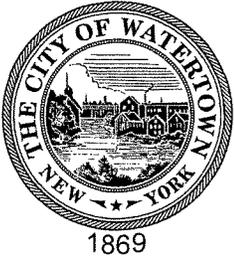
WHEREAS that bid was for a two-year contract with the option to renew for three additional one-year contracts, allowing for a possible price adjustment, and

WHEREAS City Purchasing Manager Amy M. Pastuf reviewed the services provided with the Superintendent of Public Works Department, and it is their recommendation that the City Council extend the contract with T.J. Clement Construction Company, Inc., for one year,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown, New York, extends the contract with T.J. Clement Construction Company, Inc. for truck rental services for use by the Public Works Department for one year, and

BE IT FURTHER RESOLVED that the City Manager Sharon Addison is hereby authorized and directed to sign all contracts associated with implementing the extension to T.J. Clement Construction Company, Inc.

Seconded by



CITY OF WATERTOWN, NEW YORK

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

Amy M. Pastuf
Purchasing Manager

MEMORANDUM

TO: Sharon Addison, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Bid 2015-04 – Truck Rental – Contract Renewal Recommendation
DATE: 5/23/2017

On April 20, 2015, City Council awarded the two-year contract for Truck Rental Services to TJ Clement Construction Company, Inc. at the hourly rate of \$85.00. The contract runs from July 1, 2015 to June 30, 2017 and includes the option to renew for three additional one-year contracts.

The Purchasing Department contacted DPW Superintendent Gene Hayes to determine that TJ Clement Construction Company, Inc. has performed the contract to specifications and that the services were still needed during the 2017-2018 fiscal year. DPW Superintendent Gene Hayes affirmed the need to continue the contract and stated that he is satisfied with the service that TJ Clement Construction Company, Inc. has provided to the City.

It is recommended that the contract be extended from July 1, 2017 to June 30, 2018. At the beginning of each additional one (1) year contract, TJ Clement Construction Company, Inc. may request a price adjustment. The price adjustment may at no time exceed the Consumer Price Index for the preceding year. The CPI Index used will be the Northeast Region, All items. The month of the bid award, April, will be used as the previous period CPI. The formula for such increase is explained as follows:

CPI for current period (April 2017)	244.524
Less CPI for previous period (April 2016)	<u>-239.261</u>
Equals index point change	5.263
Divided by previous period CPI	$5.236/239.261 = .02199$
Result multiplied by	$.02199 \times 100 = 2.1996$
Equals percent change	2.2 %

Using this formula, they are entitled to request a raise from \$85 to \$86.70 per hour.

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

Res No. 3

May 17, 2017

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Contract for Use of Buildings and Grounds, Watertown City School District

Attached for City Council consideration is a Resolution that authorizes the City to enter into a contractual agreement with the Watertown City School District for use of buildings and grounds. This contract grants the City permission to use, at no cost to the City, the School District's facilities for running the City's recreation program.

The City of Watertown will submit a Letter of Understanding to the School District holding the District harmless for incidents that might occur at any of the City's programs held on District property.

RESOLUTION

Page 1 of 1

Approving Contract for Use of Buildings and Grounds,
Watertown City School District

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown desires to run a Summer Recreation Program within the City of Watertown, and

WHEREAS the Watertown City School District is willing to authorize the City to use its facilities for said purpose, and

WHEREAS there is no cost associated with the Agreement between the City of Watertown and the Watertown City School District, and

WHEREAS the City deems the providing of a Summer Recreation Program to be a benefit to the citizens of the City,

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

BE IT FURTHER RESOLVED that Mayor Joseph M. Butler, Jr., is hereby authorized and directed to execute the contract on behalf of the City of Watertown.

Seconded by

Watertown CSD

SUPERINTENDENT'S REGULATION

COMMUNITY RELATIONS

1003.1

BUILDINGS AND GROUNDS USAGE FORM

BOARD OF EDUCATION WATERTOWN CITY SCHOOL DISTRICT BUILDINGS AND GROUNDS USAGE FORM

It is agreed, understood, and covenanted as follows:

1. The undersigned will pay the Watertown City School District \$0 to defray expenses for the proposed use of District property, including the opening of the building, lights, heat, janitorial personnel at the rate of pay under the Federal Wage and Hour Law, and other incidental expenses. All personnel employed for the use of District property will be considered special employees of the undersigned organization while performing their duties in conjunction with the planned activities.
2. There will be no sale of tickets or admission beyond the seating capacity of _____.
3. The undersigned will reimburse the Board of Education for loss or damage to school property resulting from such use.
4. The undersigned will carry general liability insurance coverage with a minimum limit of \$1,000,000 and \$3,000,000 aggregate. The policy of insurance will include the Watertown City School as an additional named insured under the policy. The undersigned will provide the Watertown City School District with a Certificate of Insurance showing compliance with these requirements at least ten (10) days prior to the event.
5. The above insurance requirements notwithstanding, the undersigned agrees to defend, indemnify and hold harmless the Watertown City School District, to the extent allowed by law, from any judgments against it including costs, disbursements, attorney fees, etc. for any liability arising from the planned activities of the undersigned on the School District property.
6. The undersigned has familiarized themselves with the regulations of the Board of Education pertaining to the use of such property and all said regulations are agreed to and will be observed.
7. The undersigned will provide for Worker's Compensation Insurance and any other insurance pertaining to the activities of the undersigned as may be required by law.
8. That the permission now applied for, if granted, is revocable at any time by the Board of Education.

Watertown CSD
SUPERINTENDENT'S REGULATION

COMMUNITY RELATIONS

1003.1

BUILDINGS AND GROUNDS USAGE FORM

9. If this application is made in the name of an organization, the person signing below is authorized to do so and will be responsible for full compliance with the terms hereof and all payments hereunder.

BY _____
(Authorized Agent)

North Elementary Playground, Summer 2017 Season, last week of June thru mid August.
10:00 a.m. – 3:00 p.m.

FOR OFFICE USE ONLY

Cleared with principal – Date 5-10-17 email
Cleared with Michael Lennox - Date 5-11-17 MIL email
Approved by Superintendent - Date JDF 5-12-17
Approved by Jason Compo – Date JOC 5-16-17

If schools close for any reason, then the above dates are cancelled. Make up dates maybe available. If not, refunds will be made.

Except for performances or events open to the general public, all buildings will remain locked at the end of the day. Groups that have reserved facilities for use after a building has been locked will gain access to the building by the building custodial staff at the designated time. After the first arrival(s), it is expected that the group will be responsible for allowing other members of the group, who are authorized, into the building.

Res No. 4

June 1, 2017

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Authorizing the Sale of Surplus Air Packs, Fire Department

The Fire Department has recently upgraded their air packs and related equipment. The old equipment is no longer useful and therefore no longer of value to the City.

As stated in the attached report of City Purchasing Manager Amy M. Pastuf, this equipment could be sold through Auctions International's online website.

A Resolution is attached for City Council consideration.

RESOLUTION

Page 1 of 1

Authorizing the Sale of Surplus Air Packs and Related Equipment, Fire Department

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown has surplus air packs and related equipment from the Fire Department, the description of which is attached and made a part of this resolution, and

WHEREAS this equipment may have some value best determined by on-line auction,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that it hereby authorizes the sale, by on-line auction, of the surplus air packs and related equipment from the Fire Department, and

BE IT FURTHER RESOLVED that final acceptance of such bids shall constitute acceptance of the same by the City Council.

Seconded by

SURPLUS ASSETS, PROPERTY & SUPPLIES

PHOTOCOPY THIS REPORT AS NEEDED - WHEN COMPLETE FAX TO: 1-888-870-6709

LOCATION - Please type or print all information clearly

Building Address: 224 S. Massey Street Watertown NY 13601

Room #:

Contact Name & Telephone: Dale Herman, Fire Chief 315-785-7800

Approval E-Mail: dherman@watertown-ny.gov

Board Approval Yes Meeting Date: / /

ITEM / LOT INFO - Please type or print the information clearly - Use this form for machinery, tools and assets

Lot #: 8 Title: MSA SCBA Nighthawk redtagged New Used

S/N: Item in Working Condition? YES NO

Specs: NFPA 1981 2002 edition Inventory ID Number: 7,21,23,114,R-34

Description: 5 MSA SCBA in need of repairs prior to being placed into service.

Serial # EW097101, 95253, MW097017, ABAC169161, LAC160275ME

Lot #: 1 Title: 6 MSA SCBA Nighthawk complete with spare cylinder New Used

S/N: Item in Working Condition? YES NO

Specs: NFPA 1981 2002 Edition Inventory ID Number: 1-6

Description: Each SCBA comes complete with mask (heads up display w/ voice emitter) and spare cylinder reg SN #MW095259, EW065051, 1C9-074030, EW095011, EW096017, EW096023
Cylinders eight manufactured in 3-03, 3 in 5-09 and 1 in 11-07

Lot #: 2 Title: 4 MSA SCBA Nighthawk complete with spare cylinder New Used

S/N: Item in Working Condition? YES NO

Specs: NFPA 1981 2002 Edition Inventory ID Number: 8-11

Description: Each SCBA comes complete with mask (heads up display w/voice emitter) and spare cylinder reg. sn #EW096022, EW095030, EW096019, EW096002

Cylinders 7 manufactured in 3-03, 1 in 5-09

Lot #: 3 Title: 6 MSA SCBA Nighthawk complete with spare cylinder New Used

S/N: Item in Working Condition? YES NO

Specs: NFPA 1981 2002 Edition Inventory ID Number: 12-17

Description: Each SCBA comes complete with mask (heads up display w/voice emitter) and spare cylinder reg sn#EW096008, BOA1204129, EW0960130, 10005789, EW096018, 10024152

Cylinders 7 manufactured in 3-03, 2 5-09, 3 in 11-07



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Please send your digital photographs via email to: listings@auctionsinternational.com
Mail your photo CD and/or additional info to: 11167 Big Tree Rd, East Aurora, NY 14052



SURPLUS ASSETS, PROPERTY & SUPPLIES

PHOTOCOPY THIS REPORT AS NEEDED - WHEN COMPLETE FAX TO: 1-888-870-6709

LOCATION - Please type or print all information clearly

Building Address: 224 S. Massey Street Watertown NY 13601

Room #:

Contact Name & Telephone: Dale Herman, Fire Chief 315-785-7800

Approval E-Mail: dherman@watertown-ny.gov

Board Approval Yes Meeting Date: / /

ITEM / LOT INFO - Please type or print the information clearly - Use this form for machinery, tools and assets

Lot #: 4 Title: 6 MSA SCBA Nighthawk complete with spare cylinder New Used

S/N: Item in Working Condition? YES NO

Specs: NFPA 1981 2002 edition Inventory ID Number: 18,19,22,24

Description: Each SCBA comes complete with mask (heads up display w/voice emmitter) and spare cylinder reg. sn #10047537,MW097015,MW097002,MW215020

Cylinders 3 in 3-03,2 in 11-07, 2 in 5-09, 1 in 12-05

Lot #: 5 Title: 6 MSA SCBA Nighthawk complete with spare cylinder New Used

S/N: Item in Working Condition? YES NO

Specs: NFPA 1981 2002 Edition Inventory ID Number: 25-28 and 31,32

Description: Each SCBA comes complete with mask (heads up display w/ voice emmitter) and spare cylinder reg SN #MW090085,EW095052,MW095261,MW0925262,MW090081,MW090084

Cylinders 7 manufactured in 3-03, 3 in 11-07, 1 in 12-05 and 1 in 5-09

Lot #: 6 Title: 6 MSA SCBA Nighthawk complete with spare cylinder New Used

S/N: Item in Working Condition? YES NO

Specs: NFPA 1981 2002 Edition Inventory ID Number: 33,34,51-54

Description: Each SCBA comes complete with mask (heads up display w/voice emmitter) and spare cylinder reg. sn #EW096003,EW096005,MW097013,MW00075,EWQ96020,MW095260

Cylinders 7 manufactured in 3-03, 1 in 5-09 and 2 in 11-07

Lot #: 7 Title: 5 MSA SCBA Nighthawk complete with spare cylinder New Used

S/N: Item in Working Condition? YES NO

Specs: NFPA 1981 2002 Edition Inventory ID Number: 112,113,T37,T38

Description: Each SCBA comes complete with mask (heads up display w/voice emmitter) and spare cylinder reg sn#LAC160278,AMAC163058,LAC160284,BOA4224111, LAC160274

Cylinders 5 manufactured in 3-03, 4 5-09, and 1 in 12-05



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Mail your photo CD and/or additional info to: 11167 Big Tree Rd, East Aurora, NY 14052



5/15/2017

Night Hawk
SCBA

Air Pack #	Serial #	Bottle 1	Manufacture Date	Bottle 2	Manufacture Date	Lot #
7	EW097101					8
21	95253					8
23	MW097017					8
111	ABAC169164					8
114	ABAC169161					8
R-35	LAC160275MF					8
R-36	LAC160266MF					8
T-39	LAC160271					8
1	MW095259	OK46431	3-03	OK46450	3-03	1
2	EW065051	OK46424	3-03	OK46471	3-03	1
3	1C074030	OK46461	3-03	OK407701	5-09	1
4	EW095011	OK46418	3-03	OK4640	3-03	1
5	EW096017	OK407718	5-09	OK46491	11-07	1
6	EW096023	OK407717	5-09	OK46444	3-03	1
8	EW096022	OK46451	3-03	OK46443	3-03	2
9	EW095030	OK407702	5-09	OK45455	3-03	2
10	EW096019	OK46428	3-03	OK46427	3-03	2
11	EW096002	OK46420	3-03	OK46414	3-03	2
12	EW096008	OK407716	5-09	OK46445	3-03	3
13	BOA1204129R	OK46459	3-03	OK46490	11-07	3
14	EW0960130	OK46441	3-03	OK46489	11-07	3
15	10005789	OK46438	3-03	OK46494	11-07	3
16	EW096018	OK46402	3-03	OK407715	5-09	3
17	10024152	OK46465	3-03	OK46432	3-03	3
18	10047537	OK46476	12-05	OK46483	11-07	4
19	MW097015	OK407710	5-09	OK46423	3-03	4
22	MW097002	OK46485	11-07	OK46437	3-03	4
24	MW215020	OK407711	5-09	OK46417	3-03	4
25	MW090085	OK46449	3-03	OK46486	11-07	5
26	EW095052	OK46415	3-03	OK46469	3-03	5
27	MW095261	OK46411	3-03	OK46477	12-05	5
28	MW0925262	OK46479	11-07	OK46442	3-03	5
31	MW090081	OK46419	3-03	OK54047	3-03	5
32	MW090084	OK407707	5-09	OK46498	11-07	5
33	EW096003	OK46408	3-03	OK407703	5-09	6
34	EW096005	OK46493	11-07	OK46434	3-03	6
51	MW097013	OK46463	3-03	OK46454	3-03	6
52	MW097013	OK46440	3-03	OK46456	3-03	6
53	EWQ96020	OK46488	11-07	OK46421	3-03	6
54	MW095260	OK46462	3-03	OK46421	3-03	6
112	LAC160278	OK46453	3-03	OK46475	12-05	7
113	ABAC163058	OK407708	5-09	OK407712	5-09	7
T-37	LAC-160284	OK407704	5-09	OK46407	3-03	7
T-38	BOA4224111R	OK46413	3-03	OK407700	5-09	7
T-40	LAC160274	OK46457	3-03	OK46450	3-03	7

SURPLUS ASSETS, PROPERTY & SUPPLIES

PHOTOCOPY THIS REPORT AS NEEDED - WHEN COMPLETE FAX TO: 1-888-870-6709

LOCATION - Please type or print all information clearly

Building Address: 224 S. Massey Street

Room #:

Contact Name & Telephone: Dale Herman, Fire Chief 315-785-7800

Approval E-Mail: dherman@watertown-ny.gov

Board Approval Yes Meeting Date: / /

ITEM / LOT INFO - Please type or print the information clearly - Use this form for machinery, tools and assets

Lot #: 9 Title: 10 MSA 30 minute air cylinders New Used

S/N: Item in Working Condition? YES NO

Specs: NFPA 1981 Inventory ID Number:

Description: Carbon fiber 30 minute cylinders for MSA nighthawk

6 with manufacture date of May 2009, 4 with manufacture date of March 3003

Lot #: 10 Title: 10 MSA 30 minute air cylinders New Used

S/N: Item in Working Condition? YES NO

Specs: NFPA 1981 Inventory ID Number:

Description: Carbon fiber 30 minute cylinders for MSA nighthawk

3 with manufacture date of December 2005, 3 with manufacture date of November 2007, and 4 with manufacture date of March 2003

Lot #: 11 Title: 10 MSA 30 minute air cylinders New Used

S/N: Item in Working Condition? YES NO

Specs: NFPA 1981 Inventory ID Number:

Description: Carbon fiber 30 minute cylinders for MSA nighthawk

4 with manufacture date of March 2015, and 6 with manufacture date of March 2003

Lot #: 12 Title: 9 MSA 30 minute cylinders for MSA nighthawk New Used

S/N: Item in Working Condition? YES NO

Specs: NFPA 1981 Inventory ID Number:

Description: Carbon fiber 30 minute cylinders for MSA nighthawk

9 with manufacture date of March 2003



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SURPLUS ASSETS, PROPERTY & SUPPLIES

PHOTOCOPY THIS REPORT AS NEEDED - WHEN COMPLETE FAX TO: 1-888-870-6709

LOCATION - Please type or print all information clearly

Building Address: 224 S. Massey Street Watertown NY 13601

Room #:

Contact Name & Telephone: Dale Herman, Fire Chief 315-785-7800

Approval E-Mail: dherman@watertown-ny.gov

Board Approval Yes Meeting Date: / /

ITEM / LOT INFO - Please type or print the information clearly - Use this form for machinery, tools and assets

Lot #: 13 Title: 5 Supplied Air Respirators including 2 spare cylinders New Used

S/N: Item in Working Condition? YES NO

Specs: NFPA 1981 Inventory ID Number: 1-5

Description: 5 supplied air respirators complete with face piece and including two spare cylinders SN# regulator RY277538,RY15118, RY277537, RY 259172, RY151130 cylinders # KT8040,LT65481, LT66916,LT65472, KT8036, LT65522, LT66867

Lot #: Title: New Used

S/N: Item in Working Condition? YES NO

Specs: Inventory ID Number:

Description:

Lot #: Title: New Used

S/N: Item in Working Condition? YES NO

Specs: Inventory ID Number:

Description:

Lot #: Title: New Used

S/N: Item in Working Condition? YES NO

Specs: Inventory ID Number:

Description:



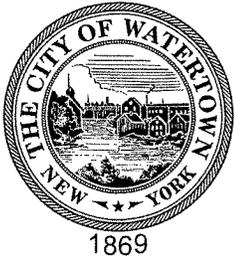
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Mail your photo CD and/or additional info to: 11167 Big Tree Rd, East Aurora, NY 14052



Night Hawk SCBA
List

SAR #	Regulator #	Bottle #	manufacture Date	Lot #
1	RY277538	KT8040	1-11	13
2	RY15118	LT65481	5-05	
3	RY277537	LT66916	7-05	
4	RY259172	LT65472	5-05	
5	RY151130	KT8036	1-11	
		LT65522	5-05	
		LT66867	7-05	



CITY OF WATERTOWN, NEW YORK

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

Amy M. Pastuf
Purchasing Manager

MEMORANDUM

TO: Sharon Addison, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Surplus Sale of Fire Department Surplus Air Packs
DATE: 5/23/2017

The Purchasing Department is requesting City Council's permission to auction surplus air packs and related equipment from the Fire Department. The Fire Department recently upgraded their air pack system and has determined the old air packs to be no longer useful and therefore no longer of value to the City. This request is for the City Council to authorize the Purchasing Department to accept the highest offer at time of sale provided the offer meets or exceeds the estimated scrap value.

Thank you for your consideration in this matter.

Copy: Jim Mills, City Comptroller
Chief Dale Herman

Enclosures

Res No. 5

June 1, 2017

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Authorizing the Sale of Surplus Vehicle,
Parks and Recreation Department

The Parks and Recreation Department has one surplus vehicle that is beyond reasonable repair and therefore no longer of value to the City.

As stated in the attached report of City Purchasing Manager Amy M. Pastuf, this vehicle could be sold through Auctions International's online website.

A Resolution is attached for City Council consideration.

RESOLUTION

Page 1 of 1

Authorizing the Sale of Surplus Vehicle,
Parks and Recreation Department

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown has a surplus vehicle that is beyond reasonable repair and therefore no longer of value to the City, the description of which is attached and made a part of this resolution, and

WHEREAS this vehicle may have some value best determined by on-line auction,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that it hereby authorizes the sale, by on-line auction, of the 1997 Ford Pickup from the Parks and Recreation Department, and

BE IT FURTHER RESOLVED that final acceptance of such bids shall constitute acceptance of the same by the City Council.

Seconded by

SURPLUS ITEM(S)

The following item is surplus to the City's needs. This vehicle is located at the Central Garage.

DESCRIPTION	Department
1997 Ford 4x4 pickup (3-13), VIN# 1FTHF36HXVECO7182, Mileage 62,335.3	Parks and Recreation





CITY OF WATERTOWN, NEW YORK

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

Amy M. Pastuf
Purchasing Manager

MEMORANDUM

TO: Sharon Addison, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Surplus Sale of Parks and Recreation Truck
DATE: 5/26/2017

The Purchasing Department is requesting City Council's permission to auction one surplus vehicle from the Parks and Recreation Department. The Department has determined that the vehicle is beyond reasonable repair and therefore no longer of value to the City. This request is for the City Council to authorize the Purchasing Department to accept the highest offer at time of sale provided the offer meets or exceeds the estimated scrap value.

Thank you for your consideration in this matter.

Copy: Jim Mills, City Comptroller
Erin Gardner, Superintendent of Parks and Recreation

Enclosures

Res No. 6

May 23, 2017

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Authorizing Re-Adoption of the FY 2016-17 Library Fund Budget

At the budget meeting held on May 16th, City Council informally agreed to move forward immediately on repairing the mezzanine stained glass due to its condition. Attached is a resolution to re-adopt the Fiscal Year 2016-17 Library Fund Budget to appropriate \$24,000 from the Library Fund's fund balance to cover the expense.

RESOLUTION

Page 1 of 1

Readopting Fiscal Year 2016-17
Library Fund Budget

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

Introduced by

WHEREAS on May 25, 2016 the City Council passed a resolution adopting the Budget for Fiscal Year 2016-17, of which \$1,271,704 was appropriated for the Library Fund, and

WHEREAS City Council wishes to repair the mezzanine stained glass light fixtures at an estimated cost of \$24,000 and the Library Fund has adequate fund balance available to cover the appropriation,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby re-adopts the Library Fund Budget for Fiscal Year 2016-17 in the total amount of \$1,295,704 and

BE IT FURTHER RESOLVED by the City Council of the City of Watertown that the following adjustments be included in the re-adopted Library Fund Budget:

<u>Revenue and Appropriated Fund Balance</u>	
L.0000.0909 Fund Balance	<u>\$ 24,000</u>
Total Revenues and Appropriated Fund Balance	<u>\$ 24,000</u>
 <u>Expenditures</u>	
L.7410.0430 Contracted Services	<u>\$ 24,000</u>
Total Expenditures	<u>\$ 24,000</u>

Seconded by

Res No. 7

May 25, 2017

To: The Honorable Mayor and City Council

From: Jennifer Voss, Senior Planner

Subject: Approving the 2017 Youth & Young Adult Employment Training Program Contract Between the City of Watertown and the Jefferson-Lewis Workforce Development Area

The City of Watertown has received approval for four (4) training positions under the 2017 Summer Youth & Young Adult Employment Training Program. The Jefferson County Department of Employment and Training will be the employer and, as such, will pay the wages and fringe benefits of the youths employed under this program.

The four positions will be assigned to various departments as follows:

Code Enforcement (Clerical Aide)	1 position
Wastewater Treatment Plant (Landscape Maintenance Aide)	1 position
Water Treatment Plant (Landscape Maintenance Aide)	1 position
Planning (Clerical Aide)	1 position

A copy of the Agreement between the City and the Jefferson-Lewis Workforce Development Area is attached for City Council review. A resolution has been prepared for City Council consideration that authorizes the City's participation in the 2017 Summer Youth & Young Adult Employment and Training Program.

RESOLUTION

Page 1 of 1

Approving the 2017 Youth and Young Adult Employment Training Program Contract Between the City of Watertown and the Jefferson-Lewis Local Workforce Development Area

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

WHEREAS the Jefferson County Department of Employment and Training and the Jefferson-Lewis Local Workforce Development Area has allocated to the City of Watertown four (4) funded training positions under the Summer Youth & Young Adult Employment Training Program, and

WHEREAS various departments of the City of Watertown can provide training opportunities for young people of the community, and

WHEREAS the City and Jefferson County Department of Employment and Training have cooperated in past years with this same program,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that it hereby authorizes the City's participation in the 2017 Summer Youth & Young Adult Employment Training Program, and

BE IT FURTHER RESOLVED that the City Manager, Sharon Addison, is hereby authorized and directed to execute the Youth & Young Adult Employment Training Program Contract on behalf of the City of Watertown.

Seconded by

YOUTH & YOUNG ADULT EMPLOYMENT TRAINING PROGRAM

CONTRACT

Between the following parties:

Jefferson-Lewis Local Workforce Development Area
(hereinafter referred to as WORKFORCE DEVELOPMENT AREA)

AND

City of Watertown
245 Washington St., Room 304
Watertown, NY 13601
(hereinafter referred to as WORKSITE)

The parties agree that:

This agreement shall take effect on 7/3/17 and terminate on 8/13/17 *

In return for the **WORKSITE** providing work experience for 4 youth in a manner consistent with the terms and conditions herein contained, the **WORKFORCE DEVELOPMENT AREA** will pay the wages and fringe benefits of such employed youth and young adults. This agreement can be modified only by another written agreement if circumstances warrant.

FOR THE WORKFORCE DEVELOPMENT AREA

FOR THE WORKSITE

Signature

Signature

CHERYL A. MAYFORTH, DIRECTOR

Sharon Addison, City Manager

Name and Title

Name and Title

*represents general program parameters, not necessarily the specific dates of the work experience activity for participants

The **WORKSITE** will comply with the requirements of the **Workforce Innovation and Opportunity Act of 2014 (WIOA)** and the regulations and policies promulgated thereunder.

These requirements include, but are not limited to the following matters:

The **WORKSITE** must:

1. Permit participants to begin work only with prior approval from the **WORKFORCE DEVELOPMENT AREA**.
2. Inform participants of supervisor's name, role, and responsibilities and provide youth the opportunity to relate any problems that might arise.
3. Provide contingency plan for inclement weather when Worksites are outdoors.
4. Notify the **WORKFORCE DEVELOPMENT AREA** within 24 hours of any accidents, special situations, or unusual occurrences.
5. Evaluate each participant with regard to performance as agreed upon by the **WORKFORCE DEVELOPMENT AREA**.
6. Avoid personal and organizational conflict of interest.
7. Avoid paying or receiving kickbacks.
8. Maintain accurate financial and statistical records that are easily traceable to source documents.
9. Prohibit the charging of a fee to a participant for the referral to a job or placement in a job.
10. Avoid nepotism.
11. Avoid political patronage, lobbying or political activities.
12. Avoid involvement with religious or anti-religious activities.
13. Avoid prompting or opposing unionization and avoid employment of a participant in a place involved in a work stoppage.
14. Avoid Maintenance of Effort, meaning that no funds will be used to fill a job opening created by the action of an employer in laying off or terminating the employment of any other regular employee not supported under the Act in anticipation of filling the vacancy so created by hiring an employee to be supported under the Act.
15. Avoid the theft or embezzlement of WIOA funds, improper inducement for employment or contracts, and obstruction of investigation under the Act, its regulations or local policies.
16. Maintain sufficient, auditable and adequate records which support all expenditures under the Act for a period of not less than 3 years after the close of the grant of funds.

17. Recognize the **WORKFORCE DEVELOPMENT AREA'S** mandated obligation to review and monitor any and all worksite activity, and program related records on a regular basis. Therefore, the **WORKSITE** will allow the **WORKFORCE DEVELOPMENT AREA** to have unrestricted access to program related forms or documents whether or not they are **WORKFORCE DEVELOPMENT AREA** forms or **WORKSITE** forms of any source or nature; and the unrestricted right to review worksite activity, with or without prior notification. Furthermore, the **WORKFORCE DEVELOPMENT AREA** has the right to make inquiries to and procure information from **WORKSITE** non-WIOA and WIOA employees for the purpose of monitoring and evaluating program operation.
18. Recognize the **WORKFORCE DEVELOPMENT AREA'S** mandated obligation to have sole control over the intake, eligibility determination and verification of all participants under this contract.
19. Recognize the **WORKFORCE DEVELOPMENT AREA'S** mandated obligation to provide counseling services for all participants so as to improve their employability. To meet this requirement, the **WORKSITE** will allow private consultation and unrestricted observation of participants during participant working hours by counselors. As part of the effort to improve employability to participants, it may be necessary from time to time to allow participants time off during working hours, for a length of time decided by the **WORKFORCE DEVELOPMENT AREA** for workshops, assessment, training, job searches or other related activities. These activities will be permitted and encouraged by the **WORKSITE**. The **WORKFORCE DEVELOPMENT AREA** will also ensure that each participant has proper working papers, if required.
20. Recognize the **WORKFORCE DEVELOPMENT AREA'S** requirement to provide remediation to all program enrollees found deficient in educational skill areas (i.e.-math, reading), as determined by the **WORKFORCE DEVELOPMENT AREA**. As part of the mandate to provide remediation, the **WORKSITE** shall encourage/promote the attendance of youth at the scheduled classes, and not permit the youth to work when he/she should be attending class. Should the youth attend work instead of class, this will be considered as an absence, and not subject to payment of wages for the unauthorized attendance at the worksite. As such, potential liability coverage for the unauthorized attendance and wages may not be allowable under existing workman's compensation coverage provided to program enrollees, thereby making the worksite liable in a case of on-site injury during unauthorized work time.
21. Recognize that the government, all levels, is committed to carry out Affirmative Action to assure equal employment opportunities for all individuals in the labor force.

The County of Jefferson has a commitment to the spirit and intent of Affirmative Action in the operation of the WIOA program. The policy of the United States government on Affirmative Action will be employed in the Jefferson County WIOA program and is stated as follows:

“No person in the United States shall, on the grounds of race, color, religion, sex, national origin, age, handicap, or political affiliation or belief be excluded from participation in, be denied the benefits of, be subjected to discrimination under, or be denied employment if the administration of or in connection with any program or activity funded in whole or in part with funds made available under this Act.”

The Jefferson County Department of Employment and Training (The WorkPlace) will require all agencies participating in the WIOA program to comply with the intent of Affirmative Action.

22. Recognize that the **WORKFORCE DEVELOPMENT AREA** has full responsibility and authority to operate the complaint and grievance procedures. The grievance procedure will be utilized for any complaint procedure alleging a violation of the Act, regulations, grant, or any other agreement under the Act.
23. Recognize that the **WORKFORCE DEVELOPMENT AREA** shall determine participant time limitation for activities on this program. The **WORKSITE** will immediately inform the **WORKFORCE DEVELOPMENT AREA** of discretionary leaves of absences that might affect participant time limitations. Such leaves of absences are subject to the approval of the **WORKFORCE DEVELOPMENT AREA**.
24. Conform to the policies of the **WORKFORCE DEVELOPMENT AREA**, which is responsible for implementation of the federal job training regulations and other state policies which the **WORKFORCE DEVELOPMENT AREA** may be required or may at its discretion put into effect.
25. Permit the **WORKFORCE DEVELOPMENT AREA** to issue press releases regarding WIOA activities when in the **WORKFORCE DEVELOPMENT AREA's** sole discretion it is advisable. The **WORKSITE** must consult with and receive **WORKFORCE DEVELOPMENT AREA's** approval prior to the issuance of press releases on any activity involving WIOA participants.
26. Notify the **WORKFORCE DEVELOPMENT AREA** immediately of any change in participant's status.
27. Provide adequate on-site supervision for each participant which means that there will be at least one supervisor for every five participants and that a substitute supervisor will be available during the absence of the regular supervisor.
28. Provide sufficient work to occupy participants during working hours including adequate equipment and materials for participants to perform those duties.
29. Provide a safe and healthy working environment and adhere to the provisions of the state child labor laws and applicable federal rules and laws.
30. Provide potential supervisors with sufficient time in order that all immediate worksite supervisor(s) receive orientation as to their duties and responsibilities to the Youth and Young Adult Employment Training Program.
31. Comply with the **WORKFORCE DEVELOPMENT AREA** policy concerning the completion of time sheets and the reporting of attendance as has been detailed by the initial worksite interview and work supervisor orientation. This includes, but is not limited to, the assurance that participants will not be paid for unexcused absences, unworked hours or for solely recreational activities.
32. By signing this contract, the **WORKSITE** certifies the participants of the Youth and Young Adult Employment Training Program is not displacing any currently employed worker, and no individuals are on layoff status from the same job title or substantially equivalent job task which a participant shall be employed in. This also certifies the **WORKSITE** has not terminated the employment of any regular employee or otherwise reduced the size of the agency workforce for the purpose of filling the vacancy created by hiring a participant.

33. Recognize the **WORKFORCE DEVELOPMENT AREA**'s requirement to provide orientation to participants on program purposes, policies, and procedures.
34. Recognize the **WORKFORCE DEVELOPMENT AREA**'s requirement to provide the **WORKSITE** with instructions and procedure forms.
35. Recognize the **WORKFORCE DEVELOPMENT AREA**'s requirement to provide Labor Market Orientation, Career Exposure Activities, Counseling, and Supportive Services to the participant.
36. Recognize the **WORKFORCE DEVELOPMENT AREA** is to be considered the employer and provide workman's compensation, social security, federal and state income tax. Payroll checks will be mailed on a bi-weekly basis.
37. Recognize that the performance of work under this contract may be terminated by the **WORKFORCE DEVELOPMENT AREA** when, for any reason, it is determined that such termination is in the best interest of the program or when it has been determined that the **WORKSITE** has failed to provide any of the services specified or to comply with any of the provisions contained in the contract. The contract is contingent upon the availability of funding from the New York State Department of Labor. In the event such funding is terminated, the **WORKFORCE DEVELOPMENT AREA** reserves the right to terminate this contract prior to the scheduled determination date.
38. Recognize that trainees will not be terminated without prior notice to the trainee and the **WORKFORCE DEVELOPMENT AREA**, with reasonable opportunity for correction or improvement of performance. This may include, but is not limited to, sub-standard or unsatisfactory progress or conduct.
39. Agree to maintain the confidentiality of any information regarding workers and/or applicants or their families, which may be obtained through application form, interviews, tests, reports from public agencies or counselors, or any other source.

40. Signing of this contract certifies agency compliance with Executive Order 12549, Debarment and Suspension, 29 CFR Part 98, Section 98.510, Participant's Responsibilities, published as Part VII of the May 26, 1988 Federal Register.

Executive Order 12549 states:

The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

*Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

*Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or Local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

*Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or Local) with commission of any of the offenses enumerated the above paragraphs of this certification; and

*Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or Local) terminated for cause or default.

Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this contract.

Complete instructions for certification regarding debarment, suspension, and other responsibility matters are available through the Jefferson County Department of Employment and Training (The WorkPlace).

41. The **WORKSITE** certifies that it will or will continue to provide a drug-free workplace by:
- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Employer's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - (b) Establishing an ongoing drug-free awareness program to inform employees about:
 - i. The dangers of drug abuse in the work place;
 - ii. The Employer's policy of maintaining a drug-free workplace;
 - iii. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - iv. The penalties that may be imposed upon employees for drug violations occurring in the work place;
 - (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
 - i. Abide by the terms of the statement; and
 - ii. Notify the employer in writing of his/her conviction for a violation of a criminal drug statute occurring in the workplace no later five calendar days after such conviction;

- (e) Notify the Jefferson County Department of Employment and Training in writing, within ten calendar days after receiving notice under paragraph (d)(ii.) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice will include the identification number(s) of each affected grant;

- (f) Taking one of the following action within 30 calendar days of receiving notice under paragraph (d)(ii.), with respect to any employee who is so convicted:
 - i. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - ii. Requiring such employees to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

- (g) Making a good faith effort to continue to maintain a drug-free work place through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

Res Nos. 8, 9, 10, 11, 12

May 30, 2017

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Accepting Bids for Purchase of Chemicals, Water Treatment Plant

The City Purchasing Department advertised in the *Watertown Daily Times* for sealed bids for the purchase of the City's 2017-2018 fiscal year's requirements of various water treatment chemicals, per specifications.

Invitations to bid were issued to thirty (30) prospective bidders, with a total of eight (8) bids being received that were publicly opened and read in the Purchasing Department on Thursday, May 25, 2017 at 11:00 a.m.

City Purchasing Manager Amy M. Pastuf reviewed the bids received with the Water Treatment Plant, and it is their recommendation that the award be issued to the lowest qualifying bidder meeting City specifications, as follows:

Description	Qty.	Company Name	2017-2018		2017-2019	
			Unit Price	Extended Price	Unit Price	Extended Price
Chlorine Liquid	30	Slack Chemical	\$869.44	\$26,083.20		
Copper Sulfate, Size B	1	Amrex Chemical	\$3,700.00	\$3,700.00		
Sodium Silicate Liquid	550	Chemical Distributors, Inc.	\$352.53	\$193,891.50		
Hydrofluosilicic Acid Solution	18	Thatcher Company of NY, Inc.	\$449.00	\$8,082.00	\$449.00	\$8,082.00
Aluminum Sulfate Liquid	380	Thatcher Company of NY, Inc.	\$220.00	\$83,600.00	\$220.00	\$83,600.00
Powdered Activated Carbon	1	George S. Coyne Chemical Company. Inc.	\$2,086.00	\$2,086.00	\$2,156.89	\$2,156.89

As detailed in the attached report of Ms. Pastuf, the bid is structured to allow for a one or two-year contract. Resolutions have been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Accepting Bid for Chemicals at the Water Treatment Plant, Slack Chemical

Introduced by

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

WHEREAS the City Purchasing Department has advertised and received sealed bids for the purchase of chemicals for use at the City’s Water Treatment Plant, for the City’s 2017-2018 fiscal year’s requirements, and

WHEREAS invitations to bid were issued to thirty (30) bidders, with a total of eight (8) bids received, and

WHEREAS on Thursday, May 25, 2017, at 11:00 a.m. in the City Purchasing Department, the bids received were publicly opened and read, and

WHEREAS City Purchasing Manager Amy M. Pastuf reviewed the bids received with the Water Treatment Plant, and it is their recommendation that the City Council accept the bid from Slack Chemical as detailed below:

Chemical	Qty.	Vendor Name	2017-2018	2017-2019
			Unit Price	Unit Price
Chlorine Liquid	30	Slack Chemical	\$869.44	No Bid

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bid submitted by Slack Chemical as detailed above, being the lowest qualifying bidder meeting City specifications, for the purchase of Chlorine Liquid for use at the City’s Water Treatment Plant.

Seconded by

RESOLUTION

Page 1 of 1

Accepting Bid for Chemicals at the Water Treatment Plant, Amrex Chemical

Introduced by

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

WHEREAS the City Purchasing Department has advertised and received sealed bids for the purchase of chemicals for use at the City’s Water Treatment Plant, for the City’s 2017-2018 fiscal year’s requirements, and

WHEREAS invitations to bid were issued to thirty (30) bidders, with a total of eight (8) bids received, and

WHEREAS on Thursday, May 25, 2017, at 11:00 a.m. in the City Purchasing Department, the bids received were publicly opened and read, and

WHEREAS City Purchasing Manager Amy M. Pastuf reviewed the bids received with the Water Treatment Plant, and it is their recommendation that the City Council accept the bid from Amrex Chemical as detailed below:

Chemical	Qty.	Vendor Name	2017-2018	2017-2019
			Unit Price	Unit Price
Copper Sulfate, Size B	1	Amrex Chemical	\$3,700.00	No Bid

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bid submitted by Amrex Chemical as detailed above, being the lowest qualifying bidder meeting City specifications, for the purchase of Copper Sulfate, Size B, for use at the City’s Water Treatment Plant.

Seconded by

RESOLUTION

Page 1 of 1

Accepting Bid for Chemicals at the Water Treatment Plant, Chemical Distributors, Inc.

Introduced by

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

WHEREAS the City Purchasing Department has advertised and received sealed bids for the purchase of chemicals for use at the City’s Water Treatment Plant, for the City’s 2017-2018 fiscal year’s requirements, and

WHEREAS invitations to bid were issued to thirty (30) bidders, with a total of eight (8) bids received, and

WHEREAS on Thursday, May 25, 2017, at 11:00 a.m. in the City Purchasing Department, the bids received were publicly opened and read, and

WHEREAS City Purchasing Manager Amy M. Pastuf reviewed the bids received with the Water Treatment Plant, and it is their recommendation that the City Council accept the bid from Chemical Distributors, Inc. as detailed below:

Chemical	Qty.	Vendor Name	2017-2018	2017-2019
			Unit Price	Unit Price
Sodium Silicate Liquid	550	Chemical Distributors, Inc.	\$352.53	No Bid

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bid submitted by Chemical Distributors, Inc. as detailed above, being the lowest qualifying bidder meeting City specifications, for the purchase Sodium Silicate Liquid for use at the City’s Water Treatment Plant.

Seconded by

RESOLUTION

Page 1 of 1

Accepting Bid for Chemicals at the Water Treatment Plant, Thatcher Company of New York, Inc.

Introduced by

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

WHEREAS the City Purchasing Department has advertised and received sealed bids for the purchase of chemicals for use at the City’s Water Treatment Plant, for the City’s 2017-2018 fiscal year’s requirements, and

WHEREAS invitations to bid were issued to thirty (30) bidders, with a total of eight (8) bids received, and

WHEREAS on Thursday, May 25, 2017, at 11:00 a.m. in the City Purchasing Department, the bids received were publicly opened and read, and

WHEREAS City Purchasing Manager Amy M. Pastuf reviewed the bids received with the Water Treatment Plant, and it is their recommendation that the City Council accept the bids from Thatcher Company of New York, Inc., as detailed below:

Chemical	Qty.	Vendor Name	2017-2018	2017-2019
			Unit Price	Unit Price
Hydrofluosilicic Acid Solution	18	Thatcher Company of New York, Inc.	\$449.00	\$449.00
Aluminum Sulfate Liquid	380	Thatcher Company of New York, Inc.	\$220.00	\$220.00

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bids submitted by Thatcher Company of New York, Inc. as detailed above, being the lowest qualifying bidder meeting City specifications, for the purchase of Hydrofluosilicic Acid Solution and Aluminum Sulfate Liquid for use at the City’s Water Treatment Plant.

Seconded by

RESOLUTION

Page 1 of 1

Accepting Bid for Chemicals at the Water Treatment Plant, George S. Coyne Chemical Company, Inc.

Introduced by

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

WHEREAS the City Purchasing Department has advertised and received sealed bids for the purchase of chemicals for use at the City’s Water Treatment Plant, for the City’s 2017-2018 fiscal year’s requirements, and

WHEREAS invitations to bid were issued to thirty (30) bidders, with a total of eight (8) bids received, and

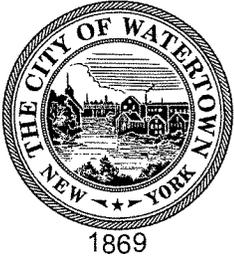
WHEREAS on Thursday, May 25, 2017, at 11:00 a.m. in the City Purchasing Department, the bids received were publicly opened and read, and

WHEREAS City Purchasing Manager Amy M. Pastuf reviewed the bids received with the Water Treatment Plant, and it is their recommendation that the City Council accept the bid from George S. Coyne Chemical Company, Inc. as detailed below:

Chemical	Qty.	Vendor Name	2017-2018	2017-2019
			Unit Price	Unit Price
Powdered Activated Carbon	1	George S. Coyne Chemical Company, Inc.	\$2,086.00	\$2,156.89

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bid submitted by George S. Coyne Chemical Company, Inc. as detailed above, being the lowest qualifying bidder meeting City specifications, for the purchase Powdered Activated Carbon for use at the City’s Water Treatment Plant.

Seconded by



CITY OF WATERTOWN, NEW YORK

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

Amy M. Pastuf
 Purchasing Manager

MEMORANDUM

TO: Sharon Addison, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Bid 2017-07 - Process Chemicals Water Treatment Plant
DATE: 5/26/2017

The City's Purchasing Department advertised in the Watertown Daily Times on April 24, 2017 calling for sealed bids for the purchase of Process Chemicals for use by the Water Treatment Plant as per City specifications. Invitations to bid were issued to thirty (30) prospective bidders and eight (8) sealed bids were submitted to the Purchasing Department. The sealed bids were publically opened and read on May 25, 2017 at 11:00 am, local time. The bid is structured to allow for one-year or two-year contract. The bid tabulation is attached below.

Description	Qty.	Company Name	2017-2018		2017-2019	
			Unit Price	Extended Price	Unit Price	Extended Price
Chlorine Liquid	30	Slack Chemical	\$869.44	\$26,083.20		
Copper Sulfate, Size B	1	Amrex Chemical	\$3,700.00	\$3,700.00		
Sodium Silicate Liquid	550	Chemical Distributors, Inc.	\$352.53	\$193,891.50		
Hydrofluosilicic Acid Solution	18	Thatcher Company of NY, Inc.	\$449.00	\$8,082.00	\$449.00	\$8,082.00
Aluminum Sulfate Liquid	380	Thatcher Company of NY, Inc.	\$220.00	\$83,600.00	\$220.00	\$83,600.00
Powdered Activated Carbon	1	George S. Coyne Chemical Company, Inc.	\$2,086.00	\$2,086.00	\$2,156.89	\$2,156.89

It is recommended that the Process Chemicals for the Water Treatment Plant be awarded as above shown. If there are any questions concerning this recommendation, please contact me at your convenience.

Res Nos. 13 and 14

May 26, 2017

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Authorizing Re-adoption of the FY 2016-17 Sewer Fund Budget and Fiscal Year 2016-17 through Fiscal Year 2020-21 Capital Fund Budget

Vicky Murphy, Superintendent of Water, is requesting to purchase a double axle dump truck for the Waste Water Treatment Plant's sludge disposal operation. Originally, the intent was to include this purchase in the overall sludge modification project that was submitted to the NYS Environmental Facilities Corporation for funding. Unfortunately, the need for this piece of equipment was not clearly identified in any of the engineering design reports submitted to NYS EFC so it does not qualify to be included in that funding.

Accordingly, staff is requesting City Council re-adopt the Fiscal Year 2016-17 Sewer Fund Budget and Fiscal Year 2016-17 Capital Fund Budget to purchase the dump truck. The purchase will be funded from increased revenues from the agreement with the Development Authority of the North Country and appropriated fund balance.

RESOLUTION

Page 1 of 1

Readopting Fiscal Year 2016-17
Sewer Fund Budget

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

WHEREAS on May 25, 2016 the City Council passed a resolution adopting the Budget for Fiscal Year 2016-17, of which \$5,699,841 was appropriated for the Sewer Fund, and

WHEREAS on January 17, 2017 the City Council passed a resolution re-adopting the Sewer Fund Budget for Fiscal Year 2016-17 in the amount of \$5,829,841 to include the funding for the hauling and tipping fees associated with the Waste Water Treatment Plant’s bio-solids, and

WHEREAS on April 17, 2017 the City Council passed a resolution re-adopting the Sewer Fund Budget for Fiscal Year 2016-17 in the amount of \$6,347,341 to include the funding for the full payment of the outstanding bond anticipation note principal on the Water Meter Replacement Phase II Project and the funding for the transfer to the capital fund for the Water Meter Replacement Phase III Project, and

WHEREAS the Re-Adopted Fiscal Year 2016-17 Sewer Fund Budget did not contain funding for the purchase of a dump truck for its sludge disposal operations,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby re-adopts the Sewer Fund Budget for Fiscal Year 2016-17 in the total amount of \$6,512,341, and

BE IT FURTHER RESOLVED by the City Council of the City of Watertown that the following adjustments be included in the re-adopted Sewer Fund Budget:

<u>Revenue and Appropriated Fund Balance</u>	
G.0000.2370 Sewer Rents – Governments	\$ 37,000
G.0000.0909 Fund Balance	<u>\$ 128,000</u>
Total Revenues and Appropriated Fund Balance	<u>\$ 165,000</u>
 <u>Expenditures</u>	
G.9950.0900 Transfer to Capital Fund	<u>\$ 165,000</u>
Total Expenditures	<u>\$ 165,000</u>

Seconded by

RESOLUTION

Page 1 of 1

Re-Adoption of Fiscal Years 2016-17 through
2020-21 Capital Budget

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

WHEREAS on May 25, 2016 the City Council adopted the Fiscal Years 2016-17 through 2020-21 Capital Budget, and

WHEREAS on April 17, 2017 City Council re-adopted the Fiscal Years 2016-17 through 2020-21 Capital Budget to include the replacement of the Knickerbocker Drive water main, and

WHEREAS the Waste Water Treatment Plant requires a dump truck for its sludge disposal operations which was not included in the funding with the New York State Environmental Facilities Corporation,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby amends the Fiscal Years 2016-17 through 2020-21 Capital Budget to add the purchase of a dump truck for the Waste Water Treatment Plant at an estimated cost of \$165,000 to the FY 2016-17 Capital Budget.

Seconded by

FISCAL YEAR 2016-2017
 CAPITAL BUDGET
 VEHICLES AND EQUIPMENT
 WASTEWATER TREATMENT FACILITY

PROJECT DESCRIPTION	COST
<p data-bbox="159 457 354 499">Dump Truck</p> <p data-bbox="159 537 1195 680">The Waste Water Treatment Plant currently does not have a dump truck and has borrowed a single axle dump truck from DPW. The truck will be used to haul the Bio-solids' produced in the Plant to the pad or the Rodman landfill which only allows double axles in the landfill.</p>  <p data-bbox="159 1793 1159 1864">Funding to support this project will be through a transfer from the Sewer Fund (G.9950.0900).</p>	<p data-bbox="1284 443 1451 485">\$165,000</p>
<p data-bbox="1078 1875 1235 1917">TOTAL</p>	<p data-bbox="1284 1875 1451 1917">\$165,000</p>

Res No. 15

May 25, 2017

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planning and Community Development Director

Subject: Finding That Amending Section 310-56, of the Zoning Ordinance and Section A322-4 of the Subdivision Regulations to require Consistency with the Standards of the City of Watertown Stormwater Management and Erosion and Sediment Control Law Will Not Have a Significant Impact on the Environment

At its May 2, 2017 meeting, the City Planning Board adopted a motion recommending that the City Council amend Section 310-56, paragraph A of the Zoning Ordinance and Section A322-4 of the Subdivision Regulations to require consistency with the Stormwater Management and Erosion and Sediment Control Law.

The Council has scheduled a public hearing on the request for Monday, June 5, 2017, at 7:30 p.m.

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

RESOLUTION

Page 1 of 2

Finding That Amending Section 310-56, of the Zoning Ordinance and Section A322-4 of the Subdivision Regulations to require Consistency With the Standards of the City of Watertown Stormwater Management and Erosion and Sediment Control Law Will Not Have a Significant Impact on the Environment

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

Introduced by

WHEREAS the City Council of the City of Watertown, New York, has before it an Ordinance to amend the Zoning Ordinance and Subdivision Regulations to require consistency with the City’s Stormwater Management and Erosion and Sediment Control Law, 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 text amendments would constitute such an “Action,” and

WHEREAS the City Council has determined that amending the text to require consistency with the Stormwater Law is an Unlisted Action as that term is defined by 6NYCRR Section 617.2, and

WHEREAS there are no other involved agencies for SEQRA review as that term is defined in 6NYCRR Section 617.2, and

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

RESOLUTION

Page 2 of 2

Finding That Amending Section 310-56, of the Zoning Ordinance and Section A322-4 of the Subdivision Regulations to require Consistency With the Standards of the City of Watertown Stormwater Management and Erosion and Sediment Control Law Will Not Have a Significant Impact on the Environment

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

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 zoning text amendment will not have a significant impact on the environment.
2. The Mayor of the City of Watertown is authorized to execute the Environmental Assessment Form to the effect that the City Council is issuing a Negative Declaration under SEQRA.
3. This Resolution shall take effect immediately.

Seconded by

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

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

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

Part 1 - Project and Sponsor Information			
Name of Action or Project: Zoning Ordinance Amendment, Section 310-56 and Subdivision Amendment, Section A322-4			
Project Location (describe, and attach a location map): City of Watertown, Jefferson County, New York			
Brief Description of Proposed Action: The City is proposing to amend Section 310-56, Submission of Site Plan and Supporting Data, Paragraph A of the Zoning Ordinance to require consistency with the standards of the City of Watertown Stormwater Management and Erosion and Sediment Control Law and to amend Section A322-4 of the Subdivision Regulations to require the subdivider to provide a Stormwater Pollution Prevention Plan (SWPP) as defined by, and consistent with the standards of the City of Watertown Stormwater Management and Erosion and Sediment Control Law.			
Name of Applicant or Sponsor: City of Watertown Planning Department		Telephone: 315-785-7730	
		E-Mail: jvoss@watertown-ny.gov	
Address: 245 Washington Street			
City/PO: Watertown		State: New York	Zip Code: 13601
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
3.a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____			
<input type="checkbox"/> Parkland			

<p>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)?</p> <p>If Yes, explain purpose and size: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?</p> <p>If Yes, describe: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?</p> <p>If Yes, describe: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>

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

Applicant/sponsor name: MICHAEL A. LUMBUS

Signature: *Michael A. Lumbus*

Date: 5/10/17

Project:

Date:

**Short Environmental Assessment Form
Part 2 - Impact Assessment**

Part 2 is to be completed by the Lead Agency.

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

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

Project: _____

Date: _____

**Short Environmental Assessment Form
Part 3 Determination of Significance**

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

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

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

City of Watertown

Name of Lead Agency
Joseph M. Butler, Jr.

Date
Mayor

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer
Jennifer L. Voss, Senior Planner

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)

Ord No. 1

May 31, 2017

To: The Honorable Mayor and City Council
From: Michael A. Lumbis, Planning and Community Development Director
Subject: Changing the Approved Zoning Classification of 161 Clinton Street,
Parcel Number 10-07-109.000, From Limited Business to Downtown

A request has been submitted by Thomas H. Ross of GYMO, DPC, on behalf of Lundy Development and Property Management for the above subject zone change request. The Planning Board will be reviewing the request at its June 6, 2017 meeting.

Attached is a copy of the application materials and a report on the zone change request prepared for the Planning Board.

The Ordinance attached for City Council consideration approves the zone change as requested. The City Council must hold a public hearing on the Ordinance before it may vote. It is recommended that a public hearing be scheduled for 7:30 p.m. on Monday, June 19, 2017. A SEQRA resolution will be presented for City Council consideration at that meeting.

ORDINANCE

Page 1 of 1

Changing the Approved Zoning Classification of 161 Clinton Street, Parcel Number 10-07-109.000, From Limited Business to Downtown

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.

YEA	NAY

Introduced by

Total

BE IT ORDAINED where Thomas H. Ross of GYMO, DPC, on behalf of Lundy Development and Property Management, has made an application by petition filed with the City Clerk, pursuant to Section 83 of the New York General City Law to change the approved zoning classification of 161 Clinton Street, Parcel Number 10-07-109.000, from Limited Business to Downtown, and

WHEREAS the Planning Board of the City of Watertown will consider the zone change request at its June 6, 2017 meeting, and

WHEREAS a public hearing was held on the proposed zone change on June 19, 2017, after due public notice, and

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

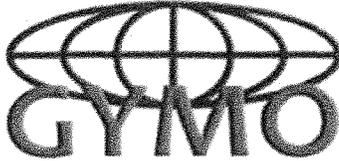
WHEREAS the City Council deems it in the best interest of the citizens of the City of Watertown to approve the requested zone change,

NOW THEREFORE BE IT ORDAINED that the approved zoning classification of 161 Clinton Street, Parcel Number 10-07-109.000, shall be changed from Limited Business to Downtown District, and

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

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

Seconded by



ARCHITECTURE
ENGINEERING
ENVIRONMENTAL
LAND SURVEYING

31 May 2017

Honorable Mayor and City Council
Engineering Department, Room 305
245 Washington Street,
Watertown, NY 13601

Re: Application for Zone Change
Proposed Clinton Street Office Campus Project
File: 2012-230E

Dear Honorable Mayor and City Council:

On behalf of Lundy Development and Property Management (LDPM), GYMO, D.P.C ("GYMO") is submitting a Zone Change Application for the Clinton Center Development (Tax Parcel 10-07-109.000). A zoning change from a "Limited Business" zone to the "Downtown" district zoning is being requested by the applicant. The following items have been attached for your review:

- Project description (below);
- Site Plan (C101) prepared by GYMO;
- Highlighted Tax Map;
- Short Environmental Assessment Form – Part 1, and
- Survey Map and Suggested Description of 161-171 Clinton Street.

Applicant Contact Information

Lundy Development and Property Management
Contact Person: Mr. Michael E. Lundy
35794 NYS Route 126
Carthage, NY 13619
mlundy@mlundygroup.com

Project Description

LDPM has acquired City of Watertown Tax Parcel # 10-07-109 (161-171 Clinton Street). The property currently contains a large asphalt parking lot and two (2) office buildings, along with necessary utilities to serve these buildings. The parcel is currently zoned as Limited Business. Surrounding land uses are consistent in nature to the proposed project and zone change request.

The proposed development would involve the complete renovation of the two onsite buildings and a proposed addition to connect the buildings. The project will provide updated, professional office space. A "campus" feel for this parcel is the goal of the developer, with a decorative retaining wall/iron fence and hedges surrounding portions of three (3) sides of the parcel. Plans for three (3) driveways (one each off of Mullin, Clinton, and Sherman Street) would lead to a large parking area in the center of the parcel.

The applicant is requesting a Zone Change to the Downtown District to assist in the development plans of the parcel. The applicant would like the space to be comprised of primarily professional office space, however would like the flexibility to include retail space within the parcel. Additionally, the Downtown zoning designation would allow flexibility for the applicant in regards to parking requirements. The existing parcel and surrounding parcel uses tend to act as the downtown area does with the surrounding uses including retail, office space,

Edward G. Olley, Jr., AIA
Patrick J. Scordo, PE
Ryan G. Churchill, PE
Scott W. Soules, AIA
Brandy W. Lucas, MBA
Hayward B. Arthur III, MPS, IE
Howard P. Lyndaker III, PLS

Gregory F. Ashley, PLS
Thomas H. Ross

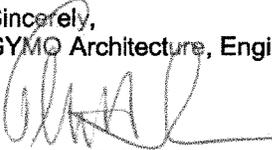
In Consultation
Leo F. Gozalkowski, PLS
Stephen W. Yaussi, AIA

Honorable Mayor and City Council
31 May 2017
Page 2 of 2

and commercial space. The parcel is located close to downtown and adjacent to the downtown overlay. It is our opinion that the surrounding uses, proposed land use of the parcel, and location of the parcel correspond well with the "Downtown" Zoning District.

If you have any questions or require additional information, please do not hesitate to contact our office at your earliest convenience.

Sincerely,
GYMO Architecture, Engineering & Land Surveying, D.P.C.



Thomas H. Ross
Project Engineer

Enclosures

PC: Patrick J. Scordo, P.E. – GYMO
Michael E. Lundy – Lundy Development

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

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

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

Part 1 - Project and Sponsor Information			
Name of Action or Project: Clinton Street Office Campus Project Zone Change			
Project Location (describe, and attach a location map): 161 - 171 Clinton Street, City of Watertown			
Brief Description of Proposed Action: The applicant is requesting a Zone Change from Limited Business to the Downtown District to assist in the development plans of the parcel. The applicant would like the space to be comprised of primarily professional office space, however would like the flexibility to include retail space within the parcel. Additionally, the Downtown zoning designation would allow flexibility for the applicant in regards to parking requirements.			
Name of Applicant or Sponsor: Lundy Development and Property Management - Mr. Michael E. Lundy		Telephone: 315 - 493 -2493 E-Mail: mlundy@mlundygroup.com	
Address: 35794 NYS Route 126			
City/PO: Carthage		State: NY	Zip Code: 13619
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/> YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			NO <input type="checkbox"/> YES <input checked="" type="checkbox"/>
3.a. Total acreage of the site of the proposed action?		2.68 acres	
b. Total acreage to be physically disturbed?		0.0 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		2.68 acres	
4. Check all land uses that occur on, adjoining and near the proposed action. <input checked="" type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland			

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

<p>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)?</p> <p>If Yes, explain purpose and size: _____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?</p> <p>If Yes, describe: _____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?</p> <p>If Yes, describe: _____</p> <p>The remediation was at the Empsall Plaza site. The site currently seems to be inactive.</p>	<p>NO</p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input checked="" type="checkbox"/></p>

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

Applicant/sponsor name: Michael E. Lundy

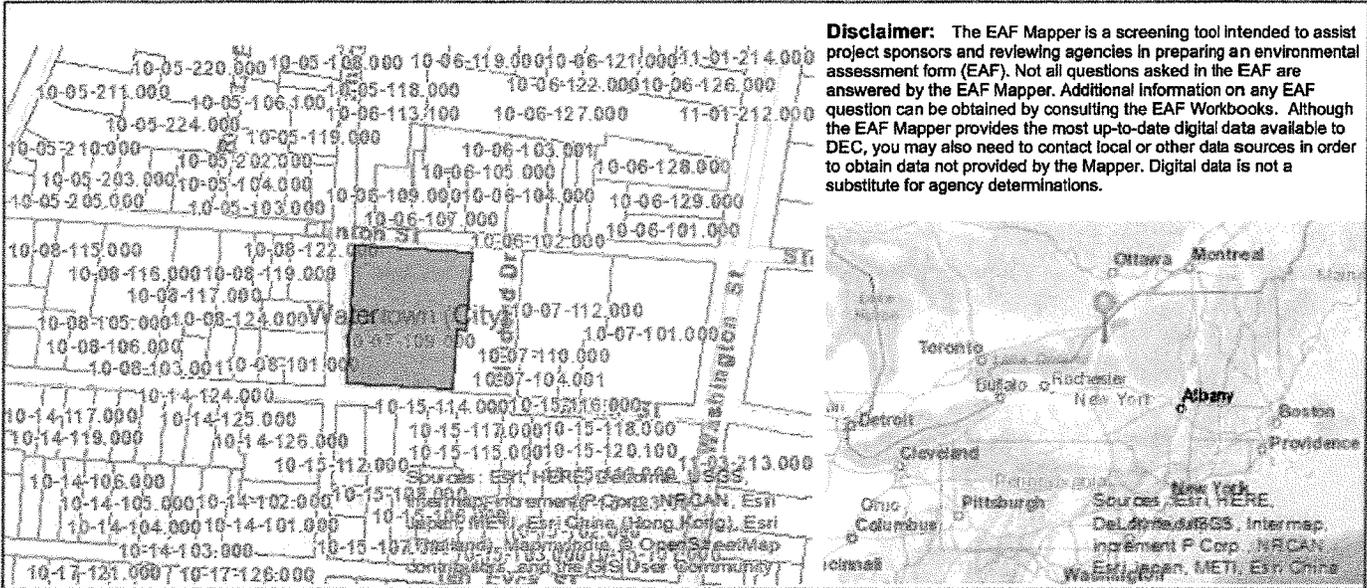
Date: 5/31/2017

Signature: _____

[Handwritten Signature] Fol

EAF Mapper Summary Report

Tuesday, September 06, 2016 9:13 AM



Disclaimer: The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources in order to obtain data not provided by the Mapper. Digital data is not a substitute for agency determinations.

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

SUGGESTED DESCRIPTION

**2.684 +/- Acre Parcel
City of Watertown**

**July 14, 2016
Revised August 15, 2016
Project No. 80-78s.01**

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

BEGINNING at a ½" iron pipe with cap set at the intersection of the easterly street margin of Sherman Street and the southerly street margin of Clinton Street;

THENCE S.86°-57'-43" E., along the southerly street margin of Clinton Street, a distance of 322.10 feet to a ½" iron pipe found;

THENCE S.03°-16'-26" W., a distance of 215.60 feet to a ½" iron pipe found;

THENCE N.87°-32'-48" W., a distance of 25.00 feet to a ½" iron pipe with cap set;

THENCE S.03°-41'-04" W., a distance of 162.03 feet to a ½" iron pipe found in the northerly street margin of Mullin Street;

THENCE N.87°-32'-46" W., along the northerly street margin of Mullin Street, a distance of 290.05 feet to a ½" iron pipe with cap set in the previously mentioned westerly margin of Sherman Street;

THENCE N.02°-22'-59" E., along the previously mentioned easterly margin of Sherman Street a distance of 380.85 feet to the POINT of BEGINNING.

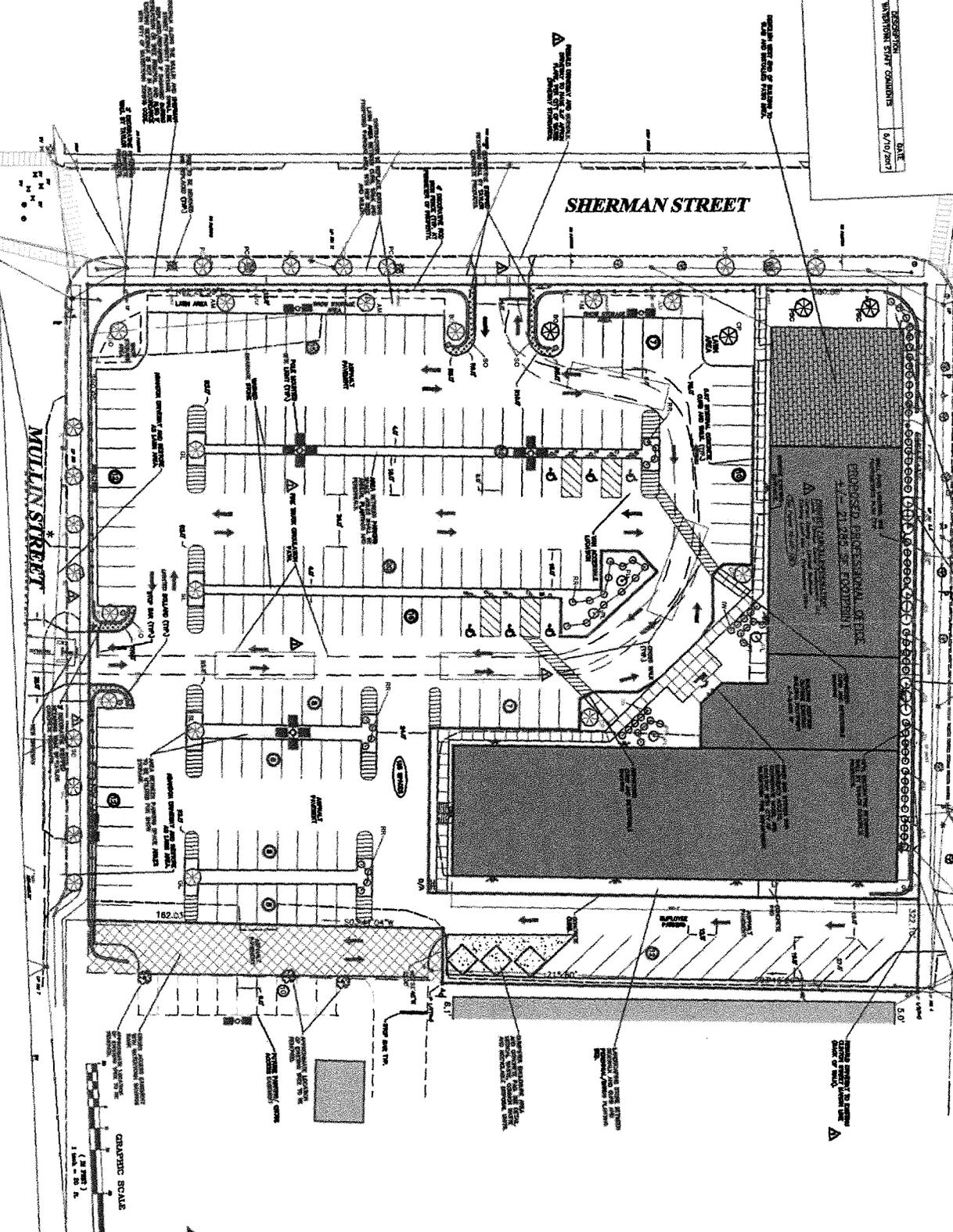
CONTAINING 2.684 acres of land more or less.

SUBJECT to any rights or restrictions of record.

IT BEING the intent to describe a parcel of land previously conveyed by Watertown Savings Bank to John Doldo, Jr., individually, and John Doldo, Jr., Executor of the Lewis G. Spicer Estate by deed recorded in the Jefferson County Clerk's Office in Liber 918, at Page 366 on September 29, 1981, as shown on a map titled "Map of 161-171 Clinton Street, Prepared for Lundy Development and Property Management, City of Watertown, County of Jefferson, State of New York," dated July 14, 2016, prepared by GYMO, Architecture, Engineering & Land Surveying, P.C., Watertown, New York.

Howard P. Lyndaker III
P.L.S. #50716

REVISION: _____ DATE: _____
 CITY OF WATERTOWN STAFF COMMENTS: _____
 3/10/2017



C101
 DATE: 3/10/2017
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 SCALE: 1/8" = 1'-0"

SITE AND LANDSCAPING PLAN
CLINTON CENTER DEVELOPMENT
CLINTON STREET, CITY OF WATERTOWN
JEFFERSON COUNTY, NEW YORK

GYMO ARCHITECTURE
 ENGINEERING
 ENVIRONMENTAL
 LAND SURVEYING



ARCHITECTURE
 ENGINEERING
 ENVIRONMENTAL
 LAND SURVEYING

226 Sterling Street,
 Watertown, NY 13601
 tel. (315) 268-6900
 fax. (315) 268-6908
 www.gymo.com



MEMORANDUM

CITY OF WATERTOWN, NEW YORK
OFFICE OF PLANNING AND COMMUNITY DEVELOPMENT
245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601
PHONE: 315-785-7740 – FAX: 315-785-7829

TO: Planning Board Members
FROM: Michael A. Lumbis, Planning and Community Development Director
SUBJECT: Zone Change – 161 Clinton Street
DATE: June 1, 2017

Request: To change the approved zoning classification of 161 Clinton Street, Parcel Number 10-07-109.000, from Limited Business to Downtown

Applicant: Thomas H. Ross of GYMO, DPC on behalf of Michael Lundy of Lundy Development and Property Management

Owners: Clinton Center Development LLC

SEQRA: Unlisted

County review: No

Comments: The applicant is requesting a zone change in order to assist in the development plans for the subject parcel. The applicant sought and obtained a recommendation regarding the proposed site plan for the construction of a proposed 3,420 square foot building addition and parking lot expansion at 161 Clinton Street at the May 16, 2017 Planning Board meeting. That recommendation for Site Plan Approval was contingent upon the applicant providing the minimum number of parking spaces as required by the Zoning Ordinance. Section 310-47 requires five parking spaces for every 1,000 square feet of floor area.

The proposed floor plan voted on by the Planning Board on May 16, 2017 would require 245 parking spaces to comply with the Zoning Ordinance. The submitted site plan provided 185 spaces, leaving the applicant 60 spaces short. While the updated site plan submitted with this zone change request reduced the requirement, the changes only reduced the parking shortfall by approximately half, from 60 to 28. Likewise, there is essentially no opportunity to add more parking, as the applicant has already maximized all available space on the site to the fullest extent possible.

The applicant could also apply for a Variance from the Zoning Board of Appeals (ZBA) to vary the parking requirements of the parcel. However, one of the criteria that the ZBA must consider when evaluating a Variance request, is “whether the benefit sought by the applicant can be achieved by some method feasible for the applicant to pursue other than an Area Variance.” An applicant for a Variance is supposed to exhaust all other options before applying for one. The request would also represent a 24.5 percent reduction from the requirement, which is another criterion the ZBA must consider. Therefore, the applicant decided that a zone change is a more appropriate request.

The Downtown District does not require any off-street parking for any use. The reasoning behind not requiring on-site parking in this district is that there are multiple public parking lots and on-street parking in the downtown area available to meet the demand. This parking exemption makes sense in the densely built environment closer to Public Square, where older buildings and businesses have existed since before the automobile, and where the City wants to maintain a pedestrian-oriented public realm and encourage walking.

However, as the applicant indicated during the Site Plan review process, developing this property for medical and professional offices would be unfeasible without adequate on-site parking. The applicant has expressed his desire to maximize parking as much as possible within the site's limitations, as his tenants will expect on-site and easily accessible parking for their employees and patrons. While a change to the Downtown zoning designation would alleviate the parking requirement for this project, it is certain that this property would continue to have many parking spaces into the foreseeable future.

The applicant has also expressed interest in leasing to a retail tenant in the building. Under Limited Business zoning, as stated in Section 310-37 of the Zoning Ordinance, such a retail operation could only be an accessory use "solely for the rendering of service and sales to the tenants or occupants of the buildings located on the same lot as such accessory use and to their employees, clients or patients." There could also be no direct exterior public entrance or exit from the specific areas occupied by this use.

The Downtown District would allow the retail use by right and without any of the restrictions outlined above. It would also permit the retail use to operate on nights, weekends and other times that the rest of the building is closed. This would allow the site to take on a more mixed-use character that is more befitting a downtown setting and would have a greater impact towards revitalizing and reactivating downtown and encouraging foot traffic outside of normal business hours.

Surrounding Properties and Existing Zoning: The applicant is seeking a zone change for his own parcel only, located at the western end of the block. There is an approximately 210-foot gap between the subject parcel and the nearest parcel in the Downtown District which would create a slightly non-contiguous zoning district. Non-contiguous zoning districts are discouraged and if the subject parcel were rezoned to Downtown, City Staff would actively seek ways to eliminate this gap by working with adjacent landowners to initiate a subsequent zone change request in order to maintain a contiguous Downtown Zoning District.

Land Use Plan: The City's Land Use Plan, as adopted in 1987, designates the entire 100-block as Office/Business. In addition, the Land Use Plan designates Public Square and a few surrounding blocks as City Center. Although the plan identifies City Center and Office/Business as separate and distinct uses, and designates this block for the latter, downtown Watertown has evolved over the intervening three decades, and this block today largely functions as a part of the City's downtown central business district.

The setback requirements and use restrictions of the Limited Business District no longer make sense on the 100-block of Clinton Street and the inhibit this block from functioning as efficiently in its present setting as the Downtown District would allow. Changing the zoning would be consistent with existing land use patterns, allow the block to become more active, and would represent a logical expansion of the Downtown District, even though it is inconsistent with the 1987 Land Use Plan.

cc: City Council Members
Thomas H. Ross, GYMO, DPC, 220 Sterling St, Watertown, NY 13601
Michael E. Lundy, Lundy Development and Property Management, 35794 NYS Route 126,
Carthage, NY 13619
Justin Wood, City Engineer
Bob Slye, City Attorney

Ord No. 2

May 31, 2017

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: An Ordinance Amending Section 253-77 of the Code of the City of Watertown to Provide for a Change in Fees for the Acceptance of Hauled Waste

During budget deliberations, City Council agreed to increase the fee for the acceptance of hauled waste at the Waste Water Treatment Plant. There are two sections of the Code that must be addressed.

Water Superintendent Vicky Murphy has recommended this rate change as they have not been adjusted in over 20 years. These rates are competitive and designed to reasonably compensate the City for the treatment of such hauled wastes.

Attached is an Ordinance amending Section 253-77 of the Code. Also in tonight's agenda package is a Local Law to amend Section 253-28.

ORDINANCE

Page 1 of 1

Amending Section 253-77 of the Code of the City of Watertown to Provide for a Change in Fees for the Acceptance of Hauled Waste

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

BE IT ORDAINED by the City Council of the City of Watertown that §253-77 of the Code of the City of Watertown is modified to read as follows:

A. It is intended that the limitations expressed by that §253-68 above shall also apply to sewage, septage and slurries delivered to the City’s Waste Water Treatment Plant via any and all tankers permitted to convey such material by the New York State Department of Environmental Conservation. The outside user fee and collection system fee, however, does not apply to tanker-hauled sewage, septage and slurries. Fees required to enable the acceptance and treatment of tanker-hauled sewage, septage and slurries shall be as follows:

- (1) Five and one-half cents (\$0.055) per gallon for all sewage, septage and slurries less than or equal to 5.6% solids by weight.
- (2) For all leachate: Five and one-half cents (\$0.055) per gallon.
- (3) Twelve cents (\$0.12) per pound (dry weight) for all deliveries over 5.6% solids by weight.
- (4) Minimum charge of \$39.29 per delivery.

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

Seconded by

Local Law No. 3 of 2017

May 30, 2017

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: A Local Law Amending Section 120-37 of the Code of the City of Watertown, Abatement of Violation

During budget deliberations of Code Enforcement Fees, City Council agreed to increase the fee for Code Violation surcharge from \$150 to \$250.

Attached is Local Law No. 3 of 2017 amending Section 120-37 of the Code. Prior to considering the Local Law, a Public Hearing must be held. Staff is recommending that this Public Hearing be held on June 19, 2017 at 7:30 p.m.

LOCAL LAW

Page 1 of 1

A Local Law Amending Section 120-37 of the Code of the City of Watertown, Abatement of Violation

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

Introduced by

A Local Law to amend Section 120-37 of the Code of the City of Watertown to provide for a change in fee for a code violation surcharge.

WHEREAS a public hearing was held on this amendment on June 19, 2017, at 7:30 p.m. in the City Council Chambers;

NOW THEREFORE BE IT ENACTED by the City Council of the City of Watertown that §120-37 of the Code of the City of Watertown is modified to read as follows:

§ 120-37 Abatement of violation.

The imposition of the penalties herein prescribed shall not preclude the City from instituting appropriate action to restrain, correct or abate a violation or to prevent illegal occupancy of a building, structure or premises, or to stop an illegal act, conduct, business or utilization of a building, structure or premises. The actual cost of restraining, correcting, or abating such condition (minimum charge of one hour labor and one hour equipment) plus materials, plus \$250 for inspection, correction, restraining, or abatement costs sustained in connection therewith shall be certified to the City Comptroller by the Department of Public Works and/or its designee and shall thereafter become and be a lien upon the property whereon such condition exists or is located and shall be added to and become a part of the tax next to be assessed and levied upon such lot and shall bear interest at the same rate as taxes and shall be collected and enforced by the same officer and in the same manner as taxes.

BE IT FURTHER ENACTED that this Local Law shall take effect immediately upon its being filed in the Office of the Secretary of State.

Seconded by

Local Law No. 4 of 2017

May 30, 2017

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: A Local Law Amending Section 253-28 of the Code of the City of Watertown to Provide for a Change in Fees for the Acceptance of Hauled Waste

During budget deliberations, City Council agreed to increase the fee for the acceptance of hauled waste at the Waste Water Treatment Plant.

Attached is Local Law No. 4 of 2017 amending Section 253-28 of the Code. Prior to considering the Local Law, a Public Hearing must be held. Staff is recommending that this Public Hearing be held on June 19, 2017 at 7:30 p.m.

LOCAL LAW

Page 1 of 1

A Local Law Amending Section 253-28 of the Code of the City of Watertown to Provide for a Change in Fees for the Acceptance of Hauled Waste

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

Introduced by

A Local Law to amend Section 253-28 of the Code of the City of Watertown to provide for a change in fees for the acceptance of hauled waste.

WHEREAS a public hearing was held on this amendment on June 19, 2017, at 7:30 p.m. in the City Council Chambers;

NOW THEREFORE BE IT ENACTED by the City Council of the City of Watertown that §253-28 of the Code of the City of Watertown is modified to read as follows:

G. Fees for the acceptance of hauled waste for treatment at the Waste Water Treatment Plant shall be as follows:

- (1) Five and one-half cents (\$0.055) per gallon for hauled waste less than or equal to 5.6% solids by weight.
- (2) For all leachate: Five and one-half cents (\$0.055) per gallon.
- (3) Twelve cents (\$0.12) per pound (dry weight) for hauled waste over 5.6% solids by weight
- (4) Minimum charge of \$39.29 per delivery.

BE IT FURTHER ENACTED that this Local Law shall take effect immediately upon its being filed in the Office of the Secretary of State.

Seconded by

7:30 p.m. – Public Hearing

May 31, 2017

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planning and Community Development Director

Subject: Amending Section 310-56, of the Zoning Ordinance and Section A322-4 of the Subdivision Regulations to require Consistency With the Standards of the City of Watertown Stormwater Management and Erosion and Sediment Control Law

City Council has scheduled a Public Hearing for the above subject proposal at 7:30 p.m. on Monday, June 5, 2017.

The Planning Board reviewed the proposal at its May 2, 2017 meeting and unanimously adopted a motion recommending that City Council approve the request.

Attached is a copy of the Staff Report prepared for the Planning Board and an excerpt from the meeting minutes.

The ordinance prepared for City Council consideration approves the proposed zoning ordinance amendments. 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 Section 310-56, of the Zoning Ordinance and Section A322-4 of the Subdivision Regulations to Require Consistency With the Standards of the City of Watertown Stormwater Management and Erosion and Sediment Control Law

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark. C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

Introduced by

Council Member Stephen A. Jennings

BE IT ORDAINED where on March 6, 2017 the City Council adopted the Stormwater Management and Erosion and Sediment Control Law which requires all applications for land development activities to include an MS4 Compliance Permit, As-Built information, and a Stormwater Maintenance Agreement, and

WHEREAS the City Zoning Code and Subdivision law need to be amended to incorporate the new requirements of the law, and

WHEREAS the Planning Board of the City of Watertown reviewed the proposed zoning text amendments to Section 310-56 of the Zoning Ordinance and Section A322-4 of the Subdivision Regulations at its May 2, 2017 meeting and unanimously adopted a motion recommending that City Council approve the amendments as proposed, and

WHEREAS a public hearing was held on the proposed zoning text amendments on June 5, 2017, after due public notice, and

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

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

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Watertown that **§ 310-56 Submission of Site Plan and Supporting Data** of the City Zoning Code is hereby amended to add the following:

- (10). A Stormwater Pollution Prevention Plan (SWPPP) as defined by, and consistent with the standards of Chapter 260, the City of Watertown Municipal Stormwater Sewer System Policy, where required.

ORDINANCE

Page 2 of 2

Amending Section 310-56, of the Zoning Ordinance and Section A322-4 of the Subdivision Regulations to Require Consistency With the Standards of the City of Watertown Stormwater Management and Erosion and Sediment Control Law

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark. C.
 Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

BE IT FURTHER ORDAINED that § **A322-4 General Requirements and Principles** of the Subdivision Regulations is hereby amended to add the following:

U. Where required, the subdivider shall provide a Stormwater Pollution Prevention Plan (SWPPP) as defined by, and consistent with the standards of Chapter 260, the City of Watertown Municipal Stormwater Sewer System Policy.

BE IT FURTHER ORDAINED this Amendment to the City Code and Subdivisions Regulations 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 Teresa R. Macaluso



MEMORANDUM

CITY OF WATERTOWN, NEW YORK
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601
PHONE: 315-785-7740 – FAX: 315-785-7829

TO: Planning Board Members

FROM: Michael A. Lumbis, Planning and Community Development Director

SUBJECT: Zoning and Subdivision Text Amendments –Section 310-56 of the Zoning Code and Section A322-4 of the Subdivision Regulations

DATE: April 27, 2017

Request: To amend Section 310-56, Submission of Site Plan and Supporting Data, Paragraph A of the Zoning Ordinance to require consistency with the standards of the City of Watertown Stormwater Management and Erosion and Sediment Control Law and to amend Section A322-4 of the Subdivision Regulations to require the subdivider to provide a Stormwater Pollution Prevention Plan (SWPPP) as defined by, and consistent with the standards of the City of Watertown Stormwater Management and Erosion and Sediment Control Law.

Applicant: City of Watertown

Owner: City-wide

SEQRA: Unlisted

County review: No

Comments: As required by the Municipal Separate Storm Sewer Systems regulations, the City of Watertown recently adopted a Municipal Stormwater Sewer System Policy governing construction and post-construction storm water runoff. The Storm Water Management and Erosion and Sediment Control Chapter gives municipal officials the authority to review and accept Storm Water Pollution Prevention Plans (SWPPP's) for development, providing a means for oversight and enforcement should the site generate a water quality violation.

As a result of this law, the City Zoning Code and Subdivision law need to be amended to incorporate the new requirements of the Stormwater Management Law. The Stormwater Law requires all applications for land development activities to include an MS4 Compliance Permit, As-Built information, and a Stormwater Maintenance Agreement. The Site Plan Application has been updated to include the new requirements, along with a copy of the Stormwater Law.

Additionally, all subdivision applications that will result in the disturbance of more than one acre, or activities disturbing less than one acre if they are a part of a larger common development will be required to comply with the standards of the Stormwater Management Law.

The proposed amendments to the Zoning Code and Subdivision Law are as follows:

PROPOSED REGULATIONS

1. Chapter 310, Zoning, Section 310-56 Submission of Site Plan and Supporting Data, Paragraph A, of the City of Watertown Code is hereby amended to add the following:
 - (10). A Stormwater Pollution Prevention Plan (SWPPP) as defined by, and consistent with the standards of Chapter 260, the City of Watertown Municipal Stormwater Sewer System Policy, where required.
2. Chapter A322, Subdivision Regulations, Section A322-4 of the City of Watertown Code is hereby amended to add the following:
 - U. Where required, the subdivider shall provide a Stormwater Pollution Prevention Plan (SWPPP) as defined by, and consistent with the standards of Chapter 260, the City of Watertown Municipal Stormwater Sewer System Policy.

cc: Planning Board Members
City Council Members
Robert J. Slye, City Attorney
Justin Wood, City Engineer

Ms. Fields then asked Staff if a special Planning Board meeting on May 16th would allow Mr. Lundy to remain on schedule. Mr. Urda replied that a Planning Board vote on May 16th would allow Mr. Lundy to be on the City Council agenda for June 5th.

Ms. Fields then moved to table the request submitted by Patrick J. Scordo, P.E. of GYMO, DPC on behalf of Mike Lundy of Lundy Development and Property Management for the construction of a 4,280 square foot building addition and associated site improvements at 161 Clinton Street, Parcel Number 10-07-109.000.

Mr. Coburn seconded the motion and all voted in favor.

Mr. Urda then said that the Planning Board had officially scheduled a special meeting for 3 p.m. on Tuesday, May 16th. Mr. Urda then asked Mr. Ross and Mr. Lundy to speak with Staff after the meeting to establish an appropriate deadline for resubmission.

ZONING ORDINANCE TEXT AMENDMENT SECTION 310-56 and SECTION A322-4

The Planning Board then considered a proposal to amend Section 310-56. Submission of Site Plan and Supporting Data, paragraph A to require consistency with the standards of the City of Watertown Stormwater Management and Erosion and Sediment Control Law and to amend Section A322-4 of the Subdivision Regulations to require the subdivider to provide a Stormwater Pollution Prevention Plan (SWPPP) as defined by, and consistent with the standards of the City of Watertown Stormwater Management and Erosion and Sediment Control Law.

Ms. Voss began by saying that the City had to adopt this law because of MS4 requirements and the City made the amendments that it was legally required to make, and now the Planning Board would need to pass the stormwater regulations as part of the Site Plan Approval process. Mr. Neddo asked whether this change affected the site plan for Clinton Street that Mr. Lundy was working on. Ms. Voss replied that a SWPPP was one of the conditions for the Clinton Street site plan.

Mr. Coburn then moved to recommend that City Council approve the proposal to amend Section 310-56. Submission of Site Plan and Supporting Data, paragraph A to require consistency with the standards of the City of Watertown Stormwater Management and Erosion and Sediment Control Law and to amend Section A322-4 of the Subdivision Regulations to require the subdivider to provide a Stormwater Pollution Prevention Plan (SWPPP) as defined by, and consistent with the standards of the City of Watertown Stormwater Management and Erosion and Sediment Control Law.

Ms. Fields seconded the motion and all voted in favor.

Mr. Rowell then moved to adjourn the meeting. Mr. Coburn seconded the motion and all voted in favor. The meeting was adjourned at 3:52 p.m.

June 1, 2017

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Request for Waiver of Fees for Use of the City Stage for
2017 Block Parties

The attached Staff Report was presented to City Council at the May 15, 2017 meeting. Due to possible conflicts of interest, Council decided it would be best to make a decision on this request when the full Council returns for the June 5 Meeting.



**CITY OF WATERTOWN, NEW YORK
PARKS & RECREATION DEPARTMENT**

Watertown Municipal Arena
600 William T. Field Drive
Watertown, New York 13601
parksrec@watertown-ny.gov
Phone (315) 785-7775 • Fax (315) 785-7776



ERIN E. GARDNER
Superintendent

Date: May 9, 2017
To: Sharon Addison, City Manager
From: Erin E. Gardner, Superintendent of Parks & Recreation
Subject: Request for waiver of fees for use of the City stage for 2017 block parties

A request to waive fees for construction of the City stage for the 2017 block parties has been received by the City from the Watertown Local Development Corporation.

The block parties are scheduled for June 30th, July 28th and August 25th, 2017. Each time the stage is built for this event, it costs the City \$607.65 in labor. The total cost for labor for constructing the stage for the three block parties total \$1,822.95.

As Superintendent, I do not recommend waiving the above fees.



**LOCAL DEVELOPMENT
CORPORATION**

Donald W. Rutherford, CEO

April 28, 2017

Ms. Sharon Addison, City Manager
City of Watertown
245 Washington Street
Watertown, New York 13601

Dear Ms. Addison:

The planning for the Public Square Block parties are moving ahead nicely. I received the list of items from Elaine Giso outlining certain requirements that need to be followed. I distributed the list to the committee and each will be complied with. As we move forward, compliance documentation will be provided to the City.

After several discussions related to band set up, we respectfully request that the City allow us the use of their stage. We request that the fee for the stage as well as the construction netting be waived. The WLDC has a limited budget for the three events and by waiving the fees it will ensure we have the financial resources to make these events successful.

In addition to our primary goal of creating excitement and bringing people downtown, we are applying to make the block parties Yellow Ribbon events. By doing so, it will show the City's support of Fort Drum and in addition, bring soldiers and their families downtown that may not otherwise visit. Yellow Ribbon events are promoted heavily on post. As such we are hoping for a large turn out by soldiers and their families.

Thank you for your consideration and look forward to hearing back.

Sincerely,

Donald W. Rutherford, CEO

Cc Mayor Joseph Butler, Jr.
Councilman Mark C. Walczyk
Councilwoman Teresa R. Macaluso
Councilman Stephen A. Jennings
Councilman Cody J. Horbacz

May 31, 2017

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planning and Community Development Director

Subject: 2016-2017 Crow Management Program Report – Loomacres Wildlife Management

Attached for City Council review is a report provided by Loomacres Wildlife Management that summarizes the crow hazing activities that were conducted in the City during the 2016-2017 winter season.



LOOMACRES
Wildlife Management

May 18th, 2017

Geoff Urda
245 Washington Street
Watertown, NY 13601

Mr. Urda,

Below you will find a summary of our effort during the 2016-2017 crow management program in Watertown, New York.

Loomacres Wildlife Management Inc. conducted crow harassments from November 2016 through March 2017 in the city of Watertown, New York. Harassment was conducted in response to the large flocks of American crows (*Corvus branchyrhynchos*) that would roost throughout the city's residential and commercial areas. These birds have produced undesirable conditions throughout the city including noise disturbances from their loud calls when congregated in large numbers, as well as the fecal matter produced by flocks in roosting locations.

Initial harassment commenced on the 17th of November, 2016. During the beginning of the crow hazing season, a staging area for crows was observed north of the city, off Plaza Dr. Due to the location being more rural and crows observed perching in stands of trees away from urban developments, Loomacres did not initiate hazing with these flocks. As sunset progressed, small groupings of crows had moved towards the city and took refuge in trees adjacent to the Black River, between Moulton St. and Factory Street. Initial harassments began at this location, with flock sizes estimated around 1,000-3,000 birds. Loomacres staff utilized several harassment techniques and was able to break the flock up into smaller groups ranging in size of 50-200 individuals, dispersed throughout the city. On subsequent visits, initially observed flock sizes prior to the days harassment, were estimated to range from 1,000-13,000 individuals. On repeat visits, Loomacres staff noticed initial congregations of crows near the more rural areas off Plaza Dr. prior to smaller flocks making their way into the city at dusk. Locations within the city that had increased crow hazing activity included the edges of Black River off Newell St., trees near the parking lot between City Center Dr. and Court St., and the collection of trees near the City Snow Dump site off Mill St.

Loomacres staff continued to be vigilant with hazing flocking of crows, with efforts focused at reducing flock sizes concentrated in one location and directing flocks out of the city. Loomacres personnel used a variety of non-lethal harassment techniques including: pyrotechnics, lasers, spotlights, distress callers and other sensory harassments to make crows disperse from city roosting areas.

" Bringing Wildlife Management To A Higher Level "

Loomacres Wildlife Management • P.O. 361 • Warnerville, NY 12187

Ph: 800-243-1462 • Fax: 518-618-3129 • www.loomacres.com

E-mail: info@loomacres.com

Similar to previous years, staff fielded phone calls and emails from city residents to help locate and confirm crow related problems throughout the city. A total of 21 sighting reports were filled, a decrease from the previous year (41 reports in 2015-2016). First reports were submitted in October. The greatest number of reports from city residents was collected during November, with 6 entries. During the subsequent months, entries remained relatively low, with four reports in December, two in January, three in February and three in March. Flock size estimates reported by Watertown residents were similar for each month during the hazing season, with estimates between 50-1,000 crows reported.

Harassment efforts wrapped up by the beginning of March 2017 as flock sizes of crows attempting to roost in the city were observed to be less than 1,000 crows and flocks gradually were less persistent to stay within the city. The remaining crows were continually harassed until they were spread out in flocks consisting of a couple hundred individuals, reducing the negative effects they had on residents and their property.

Overall, the crow harassment operations during the Watertown 2016-2017 winter season were viewed as a success. Loomacres personnel conducted harassments on 5 occasions, with a total of 66 harassment instances performed. Overall, total number of crows was observed to have decreased compared to previous years of hazing effort. Flock sizes were also noted to average in smaller numbers than in previous years. Causes for this decrease in flock sizes can vary from environmental conditions such as mild temperatures, less snow fall, and changes in roosting patterns. During the 2015-2016 hazing season, Loomacres had initiated the reinforcement of non-lethal harassment with lethal take of selective individuals. In 2016-2017, Loomacres was able to effectively disperse most flocks without resort to lethal reinforcement. Continued availability of the reinforcement method will assist with future harassments in the city. The goals of reducing overall flock sizes by means of harassment into small groupings greater dispersed around the city were attained with great success. Public participation in reporting efforts helped to establish an overall positive perception of the effects the harassment has on the city's crows.

Total Number of Crows Harassed: 87,950

Total Number of Harassment Instances: 66

Total Number of Pyrotechnics Used: 93

Total Number of Laser/Distress Deterrents Used: 37

Total Number of Lethal Crow Takes: 2

American crows are likely to be a continued issue for the city of Watertown during the winter. Loomacres recommends that the city continue to take a proactive approach to manage the crow population. Thank you, for the opportunity to work with the

“ B r i n g i n g W i l d l i f e M a n a g e m e n t T o A H i g h e r L e v e l ”
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Ph: 607-760-8748 • Fax: 518-234-8547 • www.loomacres.com
E-mail: info@loomacres.com

City of Watertown. I hope that you will find this information useful. If you have any questions or would like additional information please to not hesitate to contact me.

Sincerely,

Cody Baciuska

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May 16, 2017

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Sales Tax Revenue – April 2017

The City has received the monthly sales tax revenue amount from Jefferson County. In comparison to last April, sales tax revenue on an actual to actual basis was down \$19,996 or 1.50%. In comparison to the original budget projection for the month, sales tax was down \$77,342 or 5.56%.

The year-to-date actual receipts are up \$739,373 or 5.31% while the year-to-date receipts on a budget basis are down \$104,784 or 0.71%. Year-to-date sales tax revenue is at \$14,670,073.

The attached spreadsheet shows the detail collections for this year and last year along with the budgeted amounts. Collections for the Fiscal Years' 2012-13, 2013-14, 2014-15 and 2015-16 have been included for historical perspective.

	<u>Actual 2012-13</u>	<u>Actual 2013-14</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Actual 2016-17</u>	<u>Variance</u>	<u>% Inc/(Dec)to Prior Year</u>	<u>Quarterly Variance</u>	<u>% Inc/(Dec) to Prior Quarter</u>
July	\$ 1,361,364	\$ 1,492,579	\$ 1,412,829	\$ 1,509,325	\$ 1,536,214	\$ 26,889	1.78%		
August	\$ 1,357,130	\$ 1,463,877	\$ 1,247,954	\$ 1,494,788	\$ 1,435,666	\$ (59,121)	-3.96%		
September	\$ 2,071,785	\$ 1,760,254	\$ 2,206,655	\$ 1,683,486	\$ 1,982,777	\$ 299,291	17.78%	267,059	5.70%
October	\$ 1,301,624	\$ 1,584,174	\$ 1,405,774	\$ 1,339,731	\$ 1,295,166	\$ (44,566)	-3.33%		
November	\$ 1,274,589	\$ 1,116,784	\$ 1,398,402	\$ 1,375,619	\$ 1,355,551	\$ (20,068)	-1.46%		
December	\$ 1,714,672	\$ 1,543,425	\$ 1,540,727	\$ 1,351,562	\$ 1,752,250	\$ 400,688	29.65%	336,054	8.26%
January	\$ 1,276,483	\$ 1,238,468	\$ 1,261,235	\$ 1,332,286	\$ 1,363,372	\$ 31,086	2.33%		
February	\$ 1,160,663	\$ 1,076,005	\$ 1,059,321	\$ 1,084,467	\$ 1,087,663	\$ 3,196	0.29%		
March	\$ 1,453,454	\$ 1,471,964	\$ 1,295,074	\$ 1,426,339	\$ 1,548,314	\$ 121,975	8.55%	156,257	4.07%
April	\$ 1,293,493	\$ 1,271,765	\$ 1,286,204	\$ 1,333,096	\$ 1,313,100	\$ (19,996)	-1.50%		
May	\$ 1,373,513	\$ 1,298,653	\$ 1,288,547	\$ 1,348,173	\$ -	\$ -	0.00%		
June	\$ 1,609,032	\$ 1,699,052	\$ 1,726,963	\$ 1,789,321	\$ -	\$ -	0.00%	(19,996)	-0.45%
YTD	\$ 17,247,801	\$ 17,017,001	\$ 17,129,685	\$ 17,068,193	\$ 14,670,073	\$ 739,373	5.31%		

	<u>Original Budget</u>		<u>Variance</u>	<u>%</u>	<u>Quarterly Variance</u>	<u>% Inc/(Dec) to Prior Quarter</u>
	<u>2016-17</u>	<u>Actual 2016-17</u>				
July	\$ 1,629,404	\$ 1,536,214	\$ (93,190)	-5.72%		
August	\$ 1,613,835	\$ 1,435,666	\$ (178,169)	-11.04%		
September	\$ 1,815,931	\$ 1,982,777	\$ 166,846	9.19%	(104,513)	-2.07%
October	\$ 1,447,769	\$ 1,295,166	\$ (152,603)	-10.54%		
November	\$ 1,486,205	\$ 1,355,551	\$ (130,654)	-8.79%		
December	\$ 1,460,440	\$ 1,752,250	\$ 291,810	19.98%	8,553	0.19%
January	\$ 1,411,817	\$ 1,363,372	\$ (48,445)	-3.43%		
February	\$ 1,119,073	\$ 1,087,663	\$ (31,410)	-2.81%		
March	\$ 1,399,941	\$ 1,548,314	\$ 148,373	10.60%	68,518	1.74%
April	\$ 1,390,442	\$ 1,313,100	\$ (77,342)	-5.56%		
May	\$ 1,392,951	\$ -	\$ -	0.00%		
June	\$ 1,862,192	\$ -	\$ -	0.00%	(77,342)	-1.66%
YTD	\$ 18,030,000	\$ 14,670,073	\$ (104,784)	-0.71%		

June 1, 2017

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

The City has issued \$5,130,000 of serial bonds to finance the following projects.

<u>Project</u>	<u>Fund</u>	<u>2017 Serial Bond</u>
Arena Reconstruction	General	\$ 550,000
Fire Pumper Truck	General	\$ 481,500
City Hall Boiler	General	\$ 157,500
Water Meter Replacements	Water	\$ 517,500
Sidewalk District #10	General	\$ 53,500
Sidewalk District #11	General	\$ 55,000
Factory Street Reconstruction - Street	General	\$ 575,000
Factory Street Reconstruction - Storm	General	\$ 235,000
Factory Street Reconstruction - Sidewalk	General	\$ 220,000
Thompson Park Playground	General	\$ 335,000
Library HVAC	Library	\$ 1,100,000
Knickerbocker Drive Water Main	Water	\$ 100,000
Waste Water Treatment Plant Bar Screens	Sewer	\$ 750,000
		<u>\$ 5,130,000</u>

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

The bonds were sold on June 1st with the net interest cost for the bonds being 2.12%. The net interest cost is in line with the rates used to prepare the Fiscal Year 2017-18 budget. Attached are a summary of the bids received.

CITY OF WATERTOWN

\$5,130,000.00

PUBLIC IMPROVEMENT (SERIAL) BONDS, 2017

NIC BID RANKINGS

	BID	NIC	TIC	PAR	Premium	Total Interest
Roosevelt & Cross, Inc.		2.1237219%	2.1003827%	5,130,000.00	43,364.10	688,085.90
Robert W. Baird & Co., Inc.		2.1553128%	2.1247231%	5,130,000.00	60,578.65	698,321.35
Raymond James & Associates, Inc.		2.2278287%	2.1526716%	5,130,000.00	250,183.50	721,816.50

Sources Of Funds

Total Sources -

Uses Of Funds

Total Uses -

CITY OF WATERTOWN

\$5,130,000.00

PUBLIC IMPROVEMENT (SERIAL) BONDS, 2017

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
06/15/2017	-	-	-	-	-
12/15/2017	-	-	71,820.00	71,820.00	-
12/31/2017	-	-	-	-	71,820.00
06/15/2018	455,000.00	2.800%	71,820.00	526,820.00	-
12/15/2018	-	-	65,450.00	65,450.00	-
12/31/2018	-	-	-	-	592,270.00
06/15/2019	460,000.00	2.800%	65,450.00	525,450.00	-
12/15/2019	-	-	59,010.00	59,010.00	-
12/31/2019	-	-	-	-	584,460.00
06/15/2020	460,000.00	2.800%	59,010.00	519,010.00	-
12/15/2020	-	-	52,570.00	52,570.00	-
12/31/2020	-	-	-	-	571,580.00
06/15/2021	460,000.00	2.800%	52,570.00	512,570.00	-
12/15/2021	-	-	46,130.00	46,130.00	-
12/31/2021	-	-	-	-	558,700.00
06/15/2022	460,000.00	2.800%	46,130.00	506,130.00	-
12/15/2022	-	-	39,690.00	39,690.00	-
12/31/2022	-	-	-	-	545,820.00
06/15/2023	460,000.00	2.800%	39,690.00	499,690.00	-
12/15/2023	-	-	33,250.00	33,250.00	-
12/31/2023	-	-	-	-	532,940.00
06/15/2024	460,000.00	2.800%	33,250.00	493,250.00	-
12/15/2024	-	-	26,810.00	26,810.00	-
12/31/2024	-	-	-	-	520,060.00
06/15/2025	460,000.00	2.800%	26,810.00	486,810.00	-
12/15/2025	-	-	20,370.00	20,370.00	-
12/31/2025	-	-	-	-	507,180.00
06/15/2026	460,000.00	2.800%	20,370.00	480,370.00	-
12/15/2026	-	-	13,930.00	13,930.00	-
12/31/2026	-	-	-	-	494,300.00
06/15/2027	330,000.00	2.800%	13,930.00	343,930.00	-
12/15/2027	-	-	9,310.00	9,310.00	-
12/31/2027	-	-	-	-	353,240.00
06/15/2028	165,000.00	2.800%	9,310.00	174,310.00	-
12/15/2028	-	-	7,000.00	7,000.00	-
12/31/2028	-	-	-	-	181,310.00
06/15/2029	165,000.00	2.800%	7,000.00	172,000.00	-
12/15/2029	-	-	4,690.00	4,690.00	-
12/31/2029	-	-	-	-	176,690.00
06/15/2030	165,000.00	2.800%	4,690.00	169,690.00	-
12/15/2030	-	-	2,380.00	2,380.00	-
12/31/2030	-	-	-	-	172,070.00
06/15/2031	85,000.00	2.800%	2,380.00	87,380.00	-
12/15/2031	-	-	1,190.00	1,190.00	-
12/31/2031	-	-	-	-	88,570.00
06/15/2032	85,000.00	2.800%	1,190.00	86,190.00	-
12/31/2032	-	-	-	-	86,190.00
Total	\$5,130,000.00	-	\$907,200.00	\$6,037,200.00	-

Yield Statistics

Bond Year Dollars	\$32,400.00
Average Life	6.316 Years
Average Coupon	2.8000000%
Net Interest Cost (NIC)	2.8000000%
True Interest Cost (TIC)	2.8000000%
Bond Yield for Arbitrage Purposes	2.8000000%
All Inclusive Cost (AIC)	2.8000000%

IRS Form 8038

Net Interest Cost	2.8000000%
Weighted Average Maturity	6.316 Years

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CREDIT OPINION

25 May 2017

New Issue

Rate this Research >>

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City of Watertown, NY

New Issue - Moody's Assigns Aa3 to the City of Watertown, NY's \$5.1M GOLT Bonds

Summary Rating Rationale

Moody's Investors Service has assigned a Aa3 rating on the City of Watertown, NY's \$5.1 million Public Improvement Serial Bonds, 2017. Moody's maintains the Aa3 rating on outstanding parity debt.

The Aa3 rating reflects the city's strong financial reserves that provide stability due to volatile revenue sources. The rating also incorporates the city's elevated but manageable debt burden, and a modestly sized tax base that benefits from the proximity of the Fort Drum United States military base.

Credit Strengths

- » Solid cash levels and financial reserves
- » U.S. Army base at Fort Drum provides stability to economy and tax base

Credit Challenges

- » Exposure to volatile revenue sources
- » Below average socio-economic characteristics

Rating Outlook

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

Factors that Could Lead to an Upgrade

- » Significant growth in the underlying tax base
- » Material expansion of financial reserves

Factors that Could Lead to a Downgrade

- » Inability to return to structurally balanced operations
- » Significant declines in fund balance
- » Material downsizing of operations at Fort Drum

Key Indicators

Exhibit 1

Watertown (City of) NY	2012	2013	2014	2015	2016
Economy/Tax Base					
Total Full Value (\$000)	\$ 1,062,711	\$ 1,146,244	\$ 1,168,685	\$ 1,174,735	\$ 1,178,797
Full Value Per Capita	\$ 39,126	\$ 41,753	\$ 42,359	\$ 43,110	\$ 43,259
Median Family Income (% of US Median)	81.4%	78.7%	80.0%	75.9%	75.9%
Finances					
Operating Revenue (\$000)	\$ 38,829	\$ 42,255	\$ 39,836	\$ 40,258	\$ 41,690
Fund Balance as a % of Revenues	34.0%	30.7%	34.5%	35.6%	33.3%
Cash Balance as a % of Revenues	31.1%	39.0%	42.5%	40.2%	35.3%
Debt/Pensions					
Net Direct Debt (\$000)	\$ 21,018	\$ 15,723	\$ 14,452	\$ 32,522	\$ 35,755
Net Direct Debt / Operating Revenues (x)	0.5x	0.4x	0.4x	0.8x	0.9x
Net Direct Debt / Full Value (%)	2.0%	1.4%	1.2%	2.8%	3.0%
Moody's - adjusted Net Pension Liability (3-yr average) to Revenues (x)	0.5x	1.0x	1.3x	1.7x	1.8x
Moody's - adjusted Net Pension Liability (3-yr average) to Full Value (%)	2.0%	3.6%	4.5%	5.7%	6.4%

Source: Moody's Investors Service

Detailed Rating Considerations

Economy and Tax Base: Moderately Sized Tax Base Supported by Fort Drum Army Base

The city's \$1.2 billion tax base relies heavily on government and military presence. Wealth levels in the city are below average, with the 2015 median family income equal to 76% of the US median. Offsetting the below average wealth is the stabilizing presence of the Fort Drum military base. Although not located within the city limits, Fort Drum is located 7 miles from the city center, and houses 42% of those soldiers living off post. An estimated 15,069 soldiers and 3,785 civilians were employed at Fort Drum as of fiscal 2014. The base is also a major customer for the city's water and sewer operations.

Government is the largest employer in the city. Federal, state, and county government entities have offices in Watertown, which is the county seat. Other large employers in the city include the Samaritan Medical Center, which employs over 2,500 people, as well as various manufacturers. The city's unemployment rate of 5.7% as of March 2017 was above the state (4.4%) and US (4.6%).

Measures of property wealth are very below average. Full value per capita is equal to \$42,389, which is well below the median for New York cities. However, this is largely due to the considerable amount of tax-exempt property within the city (approximately 31%). Despite being below average for this rating category, the tax base is healthy and has been growing.

Financial Operations and Reserves: Strong Reserve Levels Provide Buffer Against Volatile Revenues

The city's financial position remains solid despite reserve draws in three of the last six years. While the base provides some stability in the city's sales tax revenues (43% of 2016 revenues), a strengthening US dollar has reduced the amount of cross border traffic with Canada. Recent trends have demonstrated stagnating or declining sales tax revenues. However, due to Jefferson County raising the sales tax rate from 3.75% to 4%, the City expects sales tax collections to increase around 5% in fiscal 2017 over the previous year. Management reports that year to date the city's sales tax collections are underperforming by less than 1% of budgeted revenues. After sales tax, the largest revenue sources are property tax (21% of 2016 revenues) and state aid (13.6%). To balance stagnant sales tax revenues and state aid, management raised property taxes each year, including multiple years where they pierced the property tax cap. Sales of hydroelectricity (9.6% of revenues) are entirely dependent on the flows of the Black River, which are difficult to predict.

The city finished fiscal 2016 with a \$488,000 General Fund operating deficit balance due primarily to underperforming sales tax. However, the budget originally called for a \$1.9 million use of fund balance, but due to positive variance on expenditures, the city

This publication does not announce a credit rating action. For any credit ratings referenced in this publication, please see the ratings tab on the issuer/entity page on www.moody's.com for the most updated credit rating action information and rating history.

was able to replenish a portion of the appropriation. The city ended the fiscal year with \$13.9 million in available fund balance, or a significant 33.3% of revenues. The higher than average fund balance provides a cushion for the city against volatile revenue structure.

Management projects fiscal 2017 will end with a \$250,000 surplus, leading to an equivalent growth in reserves. The positive results were driven by underspending in the snow removal budget in addition to other expenditure items.

For fiscal 2018, the city's proposed budget includes a 1.8% spending increase and a 4% tax levy increase, which is above the state tax cap. The 2018 budget was balanced with \$1 million use of reserves. Utilizing the full budgeted appropriation would bring total fund balance to \$14.5 million, assuming fiscal 2017 ends with the expected growth in reserves. We will monitor the city's ability to maintain strong reserves going forward. A deviation from the fund balance estimates above could result in negative rating action.

LIQUIDITY

The city's cash position as of fiscal 2016 was healthy at \$14.7 million, or 35.3% of revenues.

Debt and Pensions: High but Manageable Debt Burden

The direct debt burden, at 3.3% of full value, is relatively high for the rating category and is expected to remain elevated due to ongoing capital needs. Within the next year, the city anticipates borrowing approximately \$10 million for street reconstruction and improvements to the city's courts. The city's debt service is manageable at 7.2% of 2016 operating expenditures.

DEBT STRUCTURE

All of Watertown's debt is fixed rate.

DEBT-RELATED DERIVATIVES

The city is not party to any derivative agreements.

PENSIONS AND OPEB

The city participates in the New York State and Local Employees Retirement System (ERS), and the New York State and Local Police and Fire Retirement System (PFRS), multi-employer, defined benefit retirement plans sponsored by the State of New York (Aa1/stable outlook). The three year average combined net pension liability, under Moody's methodology for adjusting reported pension data, is \$76 million, or an average 1.82 times General Fund revenues. Moody's uses the adjusted net pension liability to improve comparability of reported pension liabilities. The adjustments are not intended to replace the reported liability information, but to improve comparability with other rated entities. We determined the city's share of liability for the state administered plans in proportion to its contributions to the plans.

Management and Governance

The city's management has employed conservative budgeting practices that have resulted in healthy financial reserve levels. Further, the City Council has demonstrated a willingness to override the state imposed tax cap if financial conditions warrant such action.

New York cities, towns and villages have an Institutional Framework score of A, which is moderate compared to the nation. Institutional Framework scores measure a sector's legal ability to increase revenues and decrease expenditures. New York Cities operate within a state-imposed property tax cap, which limits the ability to increase their operating levy by the lesser of 2% or CPI. However, this cap can be overridden at the local level, without voter approval. Unpredictable revenue fluctuations tend to be moderate, or between 5-10% annually. Across the sector, fixed and mandated costs are generally greater than 25% of expenditures. New York State has public sector unions and the additional constraint of the Triborough Amendment, which limits the ability to cut expenditures. Unpredictable expenditure fluctuations tend to be moderate, or between 5-10% annually.

Legal Security

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

Use of Proceeds

Bond proceeds will be used to support various public improvement projects in the City, including sidewalk repairs and various equipment purchases.

Obligor Profile

The city of Watertown has an estimated 2015 population of 27,250 and is located in the northern part of New York State (Aa1 stable), eleven miles east of Lake Ontario and twenty-two miles south of the St. Lawrence River (and Canadian border).

Methodology

The principal methodology used in this rating was US Local Government General Obligation Debt published in December 2016. Please see the Rating Methodologies page on www.moody.com for a copy of this methodology.

Ratings

Exhibit 2

Watertown (City of) NY

Issue	Rating
Public Improvement (Serial) Bonds, 2017	Aa3
Rating Type	Underlying LT
Sale Amount	\$5,130,000
Expected Sale Date	06/01/2017
Rating Description	General Obligation Limited Tax

Source: Moody's Investors Service

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June 2, 2017

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Potential Grant Opportunities

As a result of recent discussions with Strategic Development Specialists, Leann West, Staff submits the following list of opportunities to seek grant funding through sponsored State programs:

1. Downtown Revitalization Initiative Round II – due June 14th
 - a. New York State will invest \$100 million in ten downtown communities to unlock dormant potential in ways that create and propel the resurgence of urban areas throughout the state. Each of the ten Regional Economic Development Councils will accept applications from communities and nominate one for approval from the state.
 - b. The application is very similar to last year except that it now specifically asks for a demonstration of projects that will be ready for implementation within the first two years as a result of the infusion of DRI funding.

2. CFA/REDC Process - Empire State Development funding for a City-wide Comprehensive Plan – due July 28th
 - a. Application will go through ESD's Strategic Planning and Feasibility Studies program which has up to \$1 million available across the state.
 - b. The City is eligible for a grant of up to \$100,000. The grant requires a minimum of 50% of total project costs in matching funds which should include at least 10% of total project costs in the form of cash equity from the applicant.

3. CFA/REDC Process – NYS Office of Parks, Recreation & Historic Preservation for parkland acquisition – due July 28th
 - a. The City is eligible to apply for a grant of up to \$500,000 which can fund up to 75% of the total project costs under the parks program for the acquisition of parkland.

4. Potential application, CFA/REDC Process – Watertown Local Development Corporation for Phase 2 of the Public Square Rent Assistance Program. WLDC would be responsible for the match.

- a. The goal of the WLDC's Public Square Rent Assistance Program includes stimulating, enhancing and creating additional economic activity in the city center area and to spark private sector investment that contributes towards the revitalization of our downtown. The program also aims to create jobs, increase foot traffic, and improve the vitality of existing businesses in downtown. Through this incentive, it is hoped that new and diversified services will be introduced within the program boundary area. In addition, the program aims to attract new businesses to fill previously unoccupied storefronts or buildings that will have a positive economic impact on the downtown and the City of Watertown.
- b. Upon approval of funding for the program by the WLDC Board of Directors, the WLDC will subsidize the lease payment at 50% or \$1,000 per month, whichever is less in year one (1). In year two (2), the WLDC will subsidize the lease payment at 25% or \$500 per month whichever is less.

5. Potential application, NYS DEC/EFC Wastewater Infrastructure Engineering Planning Grant Program

- a. Engineering for the Western trunk surcharging or the Lachenhauer pump station.
- b. There is \$3 million available across the state in this program and the options for funding are as follows:
 - 1) \$30,000 grant for municipalities with a population 50,000 or less;
 - 2) \$50,000 grant for municipalities with a population 50,000 or more; or,
 - 3) \$100,000 grant for any size community for I/I projects resulting from consent order or SPDES permit compliance schedule.
- c. Local match equal to 20% of the requested grant amount is required of either cash and/or in-kind services.

Staff will be available to answer questions.