

CITY OF WATERTOWN, NEW YORK
AGENDA
Tuesday, September 6, 2016

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Tuesday, September 6, 2016, at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF MINUTES

COMMUNICATIONS

PRIVILEGE OF THE FLOOR

RESOLUTIONS

- Resolution No. 1 - Establishing City Fees and Charges Schedule
- Resolution No. 2 - Authorizing Acceptance of Federal Emergency Management Agency (FEMA) Firefighters Assistance Grant (AFG), Fire Department
- Resolution No. 3 - Approving the Funding Approval/Agreement for the Fiscal Year 2016 Community Development Block Grant Program

ORDINANCES

- Ordinance No. 1 - An Ordinance Amending Various Provisions of the Code of the City of Watertown to allow for the Establishment of a Schedule of Fees to be Approved Annually by the Watertown City Council

LOCAL LAW

PUBLIC HEARING

OLD BUSINESS

STAFF REPORTS

1. Restore NY Grant Application
2. Crow Roost Dispersal Contract for 2016-2017
3. Sales Tax Revenue – July 2016

NEW BUSINESS

EXECUTIVE SESSION

To Discuss Collective Bargaining

WORK SESSION

Next Work Session is scheduled for Monday, September 12, 2016, at 7:00 p.m.

ADJOURNMENT

NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, SEPTEMBER 19, 2016.

Res No. 1

August 30, 2016

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Establishing City Fees and Charges Schedule

On August 15, 2016, City Council Adopted Local Law No. 2 of 2016 amending various provisions of the Code of the City of Watertown pertaining to the establishment of fees, as well as an Ordinance in tonight's agenda. The Local Law will be effective when filed with the New York Secretary of State.

The fee schedule reflects the current fees being collected by the City and establishes the fee increases as approved by Council during budget deliberations. The fee increases have been incorporated into the revenue for the FY 2016-17 budget. Tonight's action completes the process of removing fees from throughout the City Code book and will save publishing costs in the future.

Attached for Council consideration is a Resolution establishing the City Fees and Charges Schedule. Council may elect to discuss future fee increases at any time as these would be adopted by a Resolution.

RESOLUTION

Page 1 of 1

Establishing City Fees and Charges Schedule

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 City Council desires to establish a City Fees and Charges Schedule for the City of Watertown for Fiscal Year 2016-2017 by resolution, as authorized by Local Law No. 2 of 2016, and

WHEREAS various provisions of the Code of the City of Watertown, currently dispersed throughout the City Code, will be established annually by the City Council of the City of Watertown through a budget resolution that adopts a “City Fees and Charges Schedule,” and

WHEREAS the various sections of the City Code of the City of Watertown, which had been previously established fees by ordinance, has been repealed,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby adopts the City Fees and Charges Schedule attached and made a part of this Resolution for FY 2016-2017.

Seconded by



City of Watertown

City Fees and Charges Schedule

Effective _____

City of Watertown City Fees and Charges Schedule

City Clerk Fees

Certified Copies

Certified Birth Certificate	\$10.00
Certified Death Certificate	\$10.00
Certified Marriage Certificate	\$10.00
Genealogy Search	\$22.00

Marriage License and Wedding Ceremony

Marriage License	\$40.00
Duplicate Marriage License	\$20.00
Wedding Ceremony	\$60.00

Dog License

Spayed or Neutered, per year	\$10.00
Not Spayed or Neutered, per year	\$20.00

Handicap Parking Permit

Permanent or Temporary	No Fee
Replacement for Lost Permit	\$2.00 processing fee

Racing and Wagering

Bingo, per occasion	\$18.75 + 3% of proceeds
Bell Jar, per year	\$25.00
Casino Nights, per occasion	\$25.00 + 5% of proceeds
Raffle - Category 1	\$25.00 + 2% of proceeds

Commissioner of Deeds

Application Fee	\$25.00
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Business Permits and Licenses

Vending in Public Streets, per year	\$100.00
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Garbage Collector, Private, per year

License Fee	\$250.00
Each Additional Vehicle	\$125.00
Inspection Fee for Each Vehicle	\$45.00

Liquidation Sale, per month

License Fee for 30 Days	\$500.00
Renewal of License for Additional 30 Days	\$50.00

If Sale is completed within 30 days, fee will be refunded all except for \$75

Copy of City of Watertown Code Book

Current Cost of Publication

Copies

\$0.25 per page

Credit Card Processing Fees (In-Person)

Debit: \$2.50 flat fee per transaction*

Credit: \$2.50 flat fee for transaction up to \$50; 4% of transaction for fee over \$50*

* Based on current merchant agreement

Effective _____

**City of Watertown
City Fees and Charges Schedule**

City Comptroller Fees

Parking Ticket	\$30.00
15 Days After Issue Date	\$40.00
30 Days After Issue Date	\$45.00
Handicap Parking Ticket	\$50.00
Second or Subsequent Offense Within 2 Years	\$75.00
Returned Check Fee	\$20.00
Tax Certification	\$5.00
Tax Search	\$10.00
Lien Search Fee	\$90.00
Tax Sale Advertising Fee	\$15.00
Tax Deed Preparation Fee	\$15.00
Online Bill Payment Processing Fee	
Presently for City Tax Bills, County Tax Bills, Delinquent School Tax Bills, Water/Sewer Bills and Sewer Permit Bills	
Debit/Credit	2.85% + \$0.28 per transaction*
eCheck	\$2.50 per transaction*

* Based on current merchant agreement

**City of Watertown
City Fees and Charges Schedule**

Civil Service Fees

Open Competitive and Promotional Exams	\$15.00
Decentralized Exams	\$15.00
Uniformed Service Exams	\$25.00
Uniformed Promotional Exams	\$15.00

City of Watertown City Fees and Charges Schedule

Code Enforcement Fees

Building Fees for New Construction

Permit Fee Based on Estimated Cost of Work*

\$0 - \$500	\$0.00
\$501 - \$2,000	\$34.50 (minimum fee) \$34.50 for the first \$2,000; \$4.50 for each additional \$1,000 or fraction thereof
\$2,001 - \$25,000	\$138.00 for the first \$25,000; \$2.00 for each additional \$1,000 or fraction thereof
\$25,001 - \$50,000	\$188.00 for the first \$50,000; \$2.00 for each additional \$1,000 or fraction thereof
\$50,000 - \$100,000	\$288.00 for the first \$100,000; \$2.00 for each additional \$1,000 or fraction thereof
\$100,000 - \$250,000	\$588.00 for the first \$250,000; \$1.90 for each additional \$1,000 or fraction thereof
\$250,001 - \$500,000	\$1,063.00 for the first \$500,000; \$1.80 for each additional \$1,000 or fraction thereof
\$500,001 - \$1,000,000	\$1,963.00 for the first \$1,000,000; \$1.75 for each additional \$1,000 or fraction thereof
\$100,001 - \$5,000,000	

* Estimated Cost of Work for New Construction Calculated as Follows

Residential	\$150.00 per sq ft
Commercial	\$300.00 per sq ft
Industrial	\$400.00 per sq ft
Garage/Misc.	\$30.00 per sq ft

Building Fees for Maintenance & Repairs

Permit Fee Based on Estimated Cost of Work**

\$0 - \$500	\$5.00 (minimum fee)
\$501 - \$2,000	\$5.00 for the first \$500; \$2.00 for each additional \$100 or fraction thereof
\$1,001 and above	\$17.00 for the first \$1,000; \$2.00 for each additional \$1,000 or fraction thereof

** Estimated Cost of Work for New Construction Calculated as Follows

Residential (Excludes Single Family and Duplex)	\$50.00 per sq ft
Commercial	\$100.00 per sq ft
Industrial	\$150.00 per sq ft
Garage/Misc.	\$15.00 per sq ft

Penalty Fee (Work Prior To Permit)

\$50.00

Effective _____

City of Watertown City Fees and Charges Schedule

Code Enforcement Fees (con't)

Various Permits

Sign - Residential	\$10.00
Sign - Business	\$75.00
Sign - Billboard/Sky Sign	\$100.00
Furnace	\$0.00
Woodstove	\$0.00
Hot Water Heater	\$0.00
Plumbing	\$0.00
Propane	\$0.00
Fence	\$0.00
Alarm System	\$0.00
Blasting	\$0.00
Fireworks	\$0.00
Operating Permit	\$0.00

Certificate of Occupancy

Final Certificate of Occupancy	\$0.00
First Provisional Certificate of Occupancy (up to 120 Days)	\$0.00
Extension Beyond the 120 Days From Date of Issuance	\$150.00

Certificate of Compliance

\$0.00

Licensed Master Plumber

Application Fee	\$50.00
Examination Fee (3 Exams)	\$75.00 per exam
Re-Examination Fee After 3 Months (3 Exams)	\$100.00 per exam
License Fee, Annual	\$250.00
Replacement of License Due to Loss	\$5.00

Demolition of Property Surcharge *

\$2,000.00

* in addition to direct costs of demolition

Code Violation Surcharge **

\$150.00

**in addition to actual cost of restraining, correcting or abating such condition
(minimum charge of one hour labor and one hour equipment) plus materials

Miscellaneous Fees

Records Search	\$0.00
Plan Review - Multifamily/Commercial & Industrial	\$0.00
Plan Review - Residential 1 & 2 Family	\$0.00
Black and White Photo Copies	\$0.25 per page
Color Photo Copies	\$1.00 per page

City of Watertown City Fees and Charges Schedule

Department of Public Works

Refuse and Garbage

Trash Sticker For Bag	\$3.00
Trash Tote Deposit	
32-Gallon Tote	\$5.00
64-Gallon Tote	\$7.00
96-Gallon Tote	\$10.00
Trash Tote Service	
32-Gallon Tote	\$45.50 per quarter
64-Gallon Tote	\$68.25 per quarter
96-Gallon Tote	\$91.00 per quarter

Property Maintenance Violation

Non-Sticker Bag Removal	\$5.00 per bag
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Bulk Drop Off Program (Fall Season)

Fee as contained in seasonal flyer based on availability and local area Municipal Solid Waste disposal fees

On-Demand Bulk Item Curbside Collection Service (Summer Season)

Fee as contained in seasonal flyer based on availability and local area Municipal Solid Waste disposal fees

Bus Fares

Individual Base Fare Adult	\$1.50
Individual Base Fare Adult, Half-Fare *	\$0.75
Children Under 12	\$0.50
Children Under 12, Half-Fare *	\$0.25
Transfer	No Charge
Coupon Book:	
Regular (10 Rides)	\$10.00
Regular (10 Rides), Half-Fare *	\$5.00
Regular (20 Rides)	\$20.00
Regular (20 Rides), Half-Fare *	\$10.00
Monthly Unlimited	\$40.00
Monthly Unlimited, Half-Fare *	\$20.00

* Half-Fare rate applies to senior citizens (65 years of age or older) and persons with disabilities and Medicare cardholders

Snow Dump Permit

Per Truck, Up To Three Trucks Per Business	\$125.00
Flat Fee For Four or More Trucks Per Business	\$500.00

City of Watertown City Fees and Charges Schedule

Department of Public Works (con't)

Advertising Displays on CitiBus (prices do not include cost of sign)

Street Side Showcase (30" x 88")	
Monthly Per Bus	\$55.00
Monthly On All Buses	\$275.00
Yearly On All Buses *	\$3,300.00
Curb Side Showcase (30" x 48")	
Monthly Per Bus	\$45.00
Monthly On All Buses	\$225.00
Yearly On All Buses *	\$2,700.00
Front Showcase (12" x 40")	
Monthly Per Bus	\$50.00
Monthly On All Buses	\$250.00
Yearly On All Buses *	\$3,000.00
Rear Showcase (12" x 60")	
Monthly Per Bus	\$55.00
Monthly On All Buses	\$275.00
Yearly On All Buses *	\$3,300.00
Interior Advertising (11" x 28")	
Monthly On All Buses	\$100.00
Yearly On All Buses *	\$1,200.00

* 10% Discount if year is paid in full

Conduit Access

Initial Fee	\$500.00
Monthly Fee, Per Foot of Conduit	\$0.031

Per the Franchise agreement - "If the City is required to be on-site for any request, an hourly rate of \$200 per hour will be assessed."

City of Watertown City Fees and Charges Schedule

Engineering Fees

Zoning Reviews

Special Use Permit	\$100.00
Site Plan Minor Review *	\$150.00
Site Plan Major Review **	\$250.00
Site Plan Waiver	\$50.00
Variance of Use or Area	\$150.00
Zone Change	\$100.00
Subdivision Review	\$150.00

* Site Plan Minor is defined as neither a Site Plan Waiver nor a Site Plan Major

** Site Plan Major is defined as a site plan approval application which involves the disturbance of 1 acre or more of ground/soil disturbance and/or construction

Floodplain Development Permit*** \$25.00

***in addition to any costs necessary for the review, inspection and approval of the project

Dumpster Permit \$50.00

Sidewalk Permit \$0.00

Curbs and Pavement Cuts

Curb Cuts	\$100.00
Pavement Cuts, up to 3 sq yds	\$200.00
Pavement Cuts, each additional sq yd thereafter	\$30.00
Specialty Pavement Cut	\$150.00 + actual cost of repair and replacement

Septic Tanks and Lateral Disconnections

Septic Tank Permit	\$50.00
Disconnect & Plugging of Unused or Abandoned Lateral Sewers	\$50.00
Repair/Renewal of Existing Sanitary	\$0.00

Sewer Permits - Inside the City

Residential Sanitary	\$100.00
Residential Storm	\$100.00
Commercial Sanitary	\$200.00
Commercial Storm	\$200.00
Industrial Sanitary	\$300.00
Industrial Storm	\$300.00

Sewer Permits - Outside the City

Residential Sanitary	\$300.00
Residential Storm	\$300.00
Commercial Sanitary	\$550.00
Commercial Storm	\$550.00
Industrial Sanitary	\$550.00
Industrial Storm	\$550.00

**City of Watertown
City Fees and Charges Schedule**

Police Fees

Bike License	\$0.25
Copies	\$0.25 per page
Incident Report	\$0.25 per page
Motor Vehicle Report	\$0.25 per page
Records (Background) Check	\$10.00

Cash or money order only (checks accepted only from business accounts, no personal checks)

Parks & Recreation Fee Schedule

ARENA	City Resident	Non City Resident		
Public skating	\$3.00	\$4	per day	
Season public skating pass	\$40.00	\$50	season	
Skate & shoot	\$4.00	\$5	per day	
Season skate & shoot pass	\$50.00	\$63	season	
Ice skate rental	\$3.00	\$4	per day	
Ice skate sharpening	\$5.00	\$6	per day	
Minor hockey & figure skating / student groups	\$70		per hour	
Adult and non city groups	\$100		per hour	
Rock & skate	\$5.00	\$6	per day	
Slip slide & skate				
	Per season - with skates	\$25.00	\$50	season
	Per season - without skates	\$35.00	\$70	season
Broomball	\$5.00	\$6	per day	
Broomball equipment rental	\$3.00	\$4	per broom	
Events where admission/donation is charged	\$120.00	\$150	per hour	
Arena rental / Performances	\$1,000.00	\$1,250	per day	
Performances - day before/after	\$500.00	\$625	per day	
Parking - concert/performance/show	\$1,500.00	\$1,875	per event	
Arena rental-non-ice time	\$100.00	\$125	per hour	
Multipurpose room	\$100.00	\$125	per day	
Multipurpose room	\$25.00	\$31	per hour	
Vendor space	\$100.00	\$125	per day	
Large stage set up	\$1,000.00	\$1,250	per event	
Small stage set up	\$500.00	\$625	per event	
Large bleacher set up	\$500.00	\$625	per event	
Small bleacher set up	\$250.00	\$313	per event	
PA system rental	\$50.00	\$63	per event	
Hang signage	\$50.00	\$63	per hour	
Hospitality Room	\$250.00	\$313	per day	
Office rental	\$500.00	\$625	per season	
Office rental	\$50.00	\$63	per day	
Jefferson County Agriculture Society - Fair	\$3,000		fair	
Birthday party Room	\$50.00	\$63	per party	
Arena Concession - Per Vendor	\$250.00	\$313	per day	
Arena Concession - Unlimited Concession Stands	\$1,000.00	\$1,250	per day	
Craft and Vendor Fairs - Booth w/o Electricity	\$40.00	\$50	per day	

Craft and Vendor Fairs - Booth w/Electricity	\$50.00	\$63	per day
Admission to Craft and Vendor Fairs	\$3.00	\$3	per day
Admission to Special Events Spons. By Parks & Rec	\$5.00	\$5	per day
FAIRGROUNDS	City Resident	Non City Resident	
Main baseball field-Grandstand			
Hourly	\$50.00	\$63	per hour
Lights	\$50.00	\$63	per day
Main multipurpose field-Outdoor Stadium			
Hourly	\$50.00	\$63	per hour
Lights	\$50.00	\$63	per day
Fairgrounds horse ring	\$60.00	\$75	per day
Municipal Fairgrounds rental	\$200.00	\$250	per day
Other athletic fields			
Hourly	\$15.00	\$19	per hour
Lights	\$25.00	\$31	per day
Performances	\$1,000.00	\$1,250	per day
Day before/after	\$500.00	\$625	per day
Practice - Schools within city limits & JCC	July 1st 2016: 50%	July 1st 2016: 50%	per hr
Chair rental: Up to 500 Chairs	\$1.00	\$1.25	per day
Chair rental: 501-1000	\$0.75	\$1.00	per day
Chair rental: 1001+	\$0.50	\$0.75	per day
Table rental: 1-20 tables	\$4.00	\$5	per day
Table rental: 21+ tables	\$3.00	\$4	per day
Chair table fee for events on premises	Rental rate applies	Rental rate applies	per day
Rental of City owned fields for Tournamnets			
Main fields-Non-Profit 501C3(Grandstand and Outdoor Stadium)	\$200.00	\$250	per day
Other fields Non-profit-501C3	\$100.00	\$125	per day
Regular for profit events	Hourly	Hourly	per day
Additional chalk lining	\$25.00	\$31	per lining
Parking - Outdoor events	\$3,000.00	\$3,750	per event
RV sites			
With utility hookup	\$25.00	\$31	per night
Without utility hookup	\$15.00	\$19	per night

Jeff Co Agriculture Society - Fair week	\$75		per site
Marquee advertising for non parks and rec events	\$10	\$13	per day
Marquee advertising for non parks and rec events	\$50	\$63	per week
Turf	\$15.00	\$19	per bag

Miscellaneous Parks & Recreation Fees	City Resident	Non City Resident	
Vendor fee	\$50.00	\$63	per event
Vendor fee - large event	\$250.00	\$313	per event
Alcohol permit processing fee	\$10.00	\$13	per day
Concessions - Jeff Co Ag Society	\$1,000		fair
Mayor Butler pavilion	\$50.00	\$63	per day
Fairgrounds pavilion	\$50.00	\$63	per day
Veterans Memorial pavilion	\$50.00	\$63	per day
Marble Park pavilion	\$50.00	\$63	per day
Thompson Park			
Large pavilion - one of four quarters	\$50.00	\$63	per day
Large pavilion - full	\$200.00	\$250	per day
Picnic areas	\$10.00	\$13	per day
Rotary pavilion	\$50.00	\$63	per day
Pinnacle pavillion	\$50.00	\$63	per day
Band stand	\$25.00	\$31	per day
Baseball and softball adult leagues			
Men's and coed adult softball	\$250		per team
Athletic tournaments	\$150.00	\$250	per team
Sunday softball	\$250		per team
Volleyball team	\$200		per team
Kickball team	\$200		per team
Soccer tournament	\$225		per team
Basketball tournament	\$125		per team
Soccer teams	\$225		per team
Tennis clinic	\$20.00	\$40	per person

Golf lessons	\$25.00	\$50	per person
Youth baseball & softball leagues	\$10.00	\$20	per person
Youth swimming lessons	\$10.00	\$20	per person
Fishing clinic	\$15.00	\$30	per person
Family Yoga	\$10.00	\$20	per person
Scuba diving lessons	\$30.00	\$60	per person
Kid's zumba	\$15.00	\$30	per person
Youth running club	\$10.00	\$20	per person
Horseback riding lessons	\$30.00	\$60	per person
Boot camp exercise program	\$25.00	\$50	per person
Youth camps	\$25.00	\$50	per person
Parks and Recreation classes	\$25.00	\$50	per person

Res No. 2

August 23, 2016

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Authorizing Acceptance of Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant AFG, Fire Department

On December 7, 2015, City Council granted approval to apply for a grant from the Federal Emergency Management Agency (FEMA). The funding opportunity was in the amount of \$318,875.85 plus an additional \$5,000 for a smart board with a required 10% match of funds from the City. The Fire Department application request was to purchase equipment to enhance the safety and effectiveness of firefighting, rescue, training and fire-based EMS functions. This equipment included replacing self-contained breathing apparatus (SCBA).

We have now received the attached email confirmation, as well as verbal notification from Senator Schumer's office, that this grant has been awarded to the City of Watertown Fire Department for the amount of \$297,651. This amount will cover the cost of the SCBA equipment. The 10% match has been allocated from the FY16-17 Budget.

A Resolution is attached for Council consideration authorizing Chief Herman to accept the grant on behalf of the City of Watertown. City staff will be available to answer any questions Council may have related to this grant opportunity.

RESOLUTION

Page 1 of 1

Authorizing Acceptance of Federal Emergency Management Agency (FEMA) Firefighters Assistance Grant (AFG), 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 on December 7, 2015 City Council authorized the City of Watertown Fire Department to prepare an application that meets the intended purpose of the Federal Emergency Management Agency (FEMA) grant, which will allow the Department to purchase much needed supplies, and

WHEREAS this grant application was for funding in the amount of \$318,875.85 plus an additional \$5,000 with a required a matching fund of 10% from the City, and

WHEREAS the City has received notification that the grant has been awarded for the amount of \$297,651, which covers the cost of the Self-Contained Breathing Apparatus (SCBA) replacement,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby authorizes the Fire Department to accept the grant award for the amount of \$297,651 from the Federal Emergency Management Agency (FEMA) Firefighters Assistance Grant (AFG), and

BE IT FURTHER RESOLVED that Fire Chief Dale C. Herman is hereby authorized and directed to execute the acceptance on behalf of the City of Watertown.

Seconded by

[Reply](#)

To: chief13
Date: 08/19/2016
Subject: Award Notification (Application Number: EMW-2015-FO-00104)
From: firegrants@dhs.gov

Congratulations!

Your grant application submitted under the Grant Programs Directorate's (DHS) FY 2015 Assistance to Firefighters Grant Program has been approved for award. Please go to <https://portal.fema.gov> to accept or decline your award. This will take you to the Assistance to Firefighters eGrants system. Enter your User Name and Password as requested on the login screen. Your User Name and Password are the same as those used to complete the application on-line.

Once you are in the system, the Status page will be the first screen you see. On the right side of the Status screen, you will see a column entitled Action. In this column, please select the View Award Package from the drop down menu. Click Go to view your award package and indicate your acceptance or declination of award. PLEASE NOTE: your period of performance has begun. If you wish to accept your grant, you should do so immediately. When you have finished, we recommend printing your award package for your records.

If you accept your award, you will see a link on the left side of the screen that says Update 1199A in the Action column. Click this link. This link will take you to the SF-1199A, Direct Deposit Sign-up Form. Please complete the SF-1199A on-line if you have not done so already. When you have finished, you must submit the form electronically. Then, using the Print 1199A Button, print a copy and take it to your bank to have the bottom portion completed. Make sure your application number is on the form. After your bank has filled out their portion of the form, you must fax a copy of the form to FEMA's SF-1199 Processing Staff at 301-998-8699. You should keep the original form in your grant files. After the faxed version of your SF 1199A has been reviewed you will receive an email indicating the form is approved. After which you will be able to request payments online. If you have any questions regarding your SF-1199A, please call 1-866-274-0960.

[Go Back](#)



CITY OF WATERTOWN, NEW YORK

FIRE DEPARTMENT
224 South Massey Street
Watertown, New York 13601
(315) 785-7800
Fax: (315) 785-7821
Dale C. Herman, Fire Chief
dherman@watertown-ny.gov



December 1, 2015

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

Dear Ms. Addison;

I have just received word that the FEMA Assistance to Firefighters Grant (AFG) application period is to be opening on December 7th. In past years we have been successfully able to complete an application package in the time frame allotted. This year we have conducted a needs assessment for equipment and on the high priority list for us is the replacement of our current self contained breathing apparatus (SCBA). Our current air pack model meets the 2002 NFPA Standard, however the cylinders that we utilize will be reaching their end of life usage in 2018 and many of our current face pieces are developing issues with the rubber seal. In last year's grant application, we had requested funds to replace the face pieces, but were informed by a FEMA contractor that it would be better if we replaced the whole SCBA unit.

We have obtained pricing to place a new SCBA unit in all riding positions in our apparatus fleet, as well as obtain 4 additional spare units in case some of the units are out of service for testing or repairs. Each unit would need a spare cylinder and every member would receive their own face piece to be utilized with the SCBA unit.

With the changes in NFPA standards and manufacture's improvements to the SCBA, we would have to update our current Supplied Air Respirators (SAR) that are utilized for confined space rescue as well as obtain adaptors to be utilized with filter masks, Air Purifying Respirators (APR).

We are also looking to increase the size of the air cylinder from 30 minutes to 45 minutes in order to ensure that our members are able to exit the hazardous atmosphere and not have the SCBA in low air alarm mode.

Below is a break down in the cost of items:

	Quantity	Unit Price	Total
Air packs w/cylinder and face piece	37	5294.49	\$ 195,896.13
Air packs w/cylinder and face piece	8	5322.09	\$ 42,576.72
36 additional face pieces	36	237.95	\$ 8,566.20
Spare 45 minute cylinders	45	860.75	\$ 38,733.75
60 minute cylinders for haz-mat	12	1077.25	\$ 12,927.00
5 SAR units for confined space	5	1345	\$ 6,725.00
5 spare SAR cylinders	5	1077.25	\$ 5,386.25
Misc battery packs, chargers and reader	1	6717.05	\$ 6,717.05
45 APR adaptors	45	29.95	\$ 1,347.75
Total			\$ 318,875.85

The City would be responsible for 10% match of this total amount, which equates to \$31,887.59. The Fire Department will need to budget at least this amount for SCBA component replacement in next Fiscal Year's budget, because if this grant is not awarded, these funds would be needed to replace existing face pieces and air cylinders in next year's budget and the foreseeable future budgets.

Another funding priority for FEMA this year is training. The training officer has requested a smart board to enhance the ability to deliver training materials and the ability to interact with outside instructors. Proper training equates to safety for our firefighters. While the department has a Multi-purpose room which is utilized for training, the lack of dedicated presentation equipment beyond a chalkboard and projector screen makes access to digital training materials challenging. The technology of the facility has changed little since its dedication in 1992. A smart board would facilitate multi-model training needs and enhance training capabilities. With the recent closure of the Mill Street Bridge and one way traffic on Factory Street, the ability to have all personnel at one location for training was problematic in order to ensure prompt delivery of service. The cost of a smart board is estimated at \$5,000 and the City would be responsible for 10% or \$500

In the past, prior to any grant application being submitted, a resolution has been presented to Council for consideration.

If you have any questions, please feel free to contact me.

CITY OF WATERTOWN FIRE DEPARTMENT



Dale C. Herman
Fire Chief, EFO

Res No. 3

August 31, 2016

To: The Honorable Mayor and City Council

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

Subject: Approving the Funding Approval/Agreement for the Fiscal Year 2016
Community Development Block Grant Program

The U.S. Department of Housing and Urban Development (HUD) has approved the City's 2016-2020 Consolidated Plan and 2016 Annual Action Plan for the Fiscal Year 2016 Community Development Block Grant Program. The City Council will recall that this year's allocation is \$801,322. HUD has prepared a Funding Approval/Agreement and forwarded it for signature.

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

RESOLUTION

Page 1 of 1

Approving the Funding Approval/Agreement for the Fiscal Year 2016 Community Development Block Grant Program

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 completed its Fiscal Year 2016 Annual Action Plan for the Community Development Block Grant Program and submitted it to the U.S. Department of Housing and Urban Development (HUD), and

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

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

BE IT FURTHER RESOLVED that the Mayor, Joseph M. Butler, Jr., is hereby authorized and directed to sign the Agreement on behalf of the City Council.

Seconded by

Funding Approval/Agreement

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

U.S. Department of Housing and Urban Development
 Office of Community Planning and Development
 Community Development Block Grant Program

OMB Approval No.
 2506-0193 (exp 5/31/2018)

1. Name of Grantee (as shown in item 5 of Standard Form 424) City of Watertown	3a. Grantee's 9-digit Tax ID Number 156000419	3b. Grantee's 9-digit DUNS Number 071600076
2. Grantee's Complete Address (as shown in item 5 of Standard Form 424) 245 Washington St. Watertown, NY 13601	4. Date use of funds may begin (mm/dd/yyyy) 07/01/2016	
	5a. Project/Grant No. 1 B-16-MC-36-0121	6a. Amount Approved \$801,322.00
	5b. Project/Grant No. 2	6b. Amount Approved

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

U.S. Department of Housing and Urban Development (By Name) William T. O'Connell	Grantee Name The Honorable Joseph M. Butler, Jr.
Title HUD Community Planning and Development Director	Title Mayor, City of Watertown
Signature 	Signature
Date (mm/dd/yyyy) 08/03/2016	Date (mm/dd/yyyy)

7. Category of Title I Assistance for this Funding Action (check only one) <input type="checkbox"/> a. Entitlement, Sec 106(b) <input type="checkbox"/> b. State-Administered, Sec 106(d)(1) <input type="checkbox"/> c. HUD-Administered Small Cities, Sec 106(d)(2)(B) <input type="checkbox"/> d. Indian CDBG Programs, Sec 106(a)(1) <input type="checkbox"/> e. Surplus Urban Renewal Funds, Sec 112(b) <input type="checkbox"/> f. Special Purpose Grants, Sec 107 <input type="checkbox"/> g. Loan Guarantee, Sec 108	8. Special Conditions (check one) <input type="checkbox"/> None <input checked="" type="checkbox"/> Attached	9a. Date HUD Received Submission (mm/dd/yyyy) 05/13/2016	10. check one <input checked="" type="checkbox"/> a. Orig. Funding Approval <input type="checkbox"/> b. Amendment Amendment Number	
		9b. Date Grantee Notified (mm/dd/yyyy) 08/03/2016		
		9c. Date of Start of Program Year (mm/dd/yyyy) 07/01/2016		
11. Amount of Community Development Block Grant				
		FY (2016)	FY ()	FY ()
a. Funds Reserved for this Grantee		\$801,322.00		
b. Funds now being Approved		\$801,322.00		
c. Reservation to be Cancelled (11a minus 11b)				

12a. Amount of Loan Guarantee Commitment now being Approved N/A	12b. Name and complete Address of Public Agency 245 Washington St Watertown, NY 13601
Loan Guarantee Acceptance Provisions for Designated Agencies: The public agency hereby accepts the Grant Agreement executed by the Department of Housing and Urban Development on the above date with respect to the above grant number(s) as Grantee designated to receive loan guarantee assistance, and agrees to comply with the terms and conditions of the Agreement, applicable regulations, and other requirements of HUD now or hereafter in effect, pertaining to the assistance provided it.	12c. Name of Authorized Official for Designated Public Agency
	Title
	Signature

HUD Accounting use Only

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

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

- (a) The period of performance for the funding assistance specified in the Funding Approval (“Funding Assistance”) shall begin on the date specified in item 4 and shall end **on September 1, 2023**. The Grantee shall not incur any obligations to be paid with such assistance after **September 1, 2023**.
- (b) If Funding Assistance will be used for payment of indirect costs pursuant to 2 CFR 200, Subpart E - Cost Principles, attach a schedule in the format set forth below to the executed Grant Agreement that is returned to HUD. The schedule shall identify each department/agency that will carry out activities with the Funding Assistance, the indirect cost rate applicable to each department/agency (including if the de minimis rate is charged per 2 CFR §200.414), and the direct cost base to which the rate will be applied. Do not include indirect cost rates for subrecipients.

<u>Administering Department/Agency</u>	<u>Indirect cost rate</u>	<u>Direct Cost Base*</u>
_____	_____ %	_____
_____	_____ %	_____
_____	_____ %	_____

*Specify the type of cost base utilized - e.g., Modified Total Direct Costs (MTDC). Do not include amounts.

- (c) In addition to the conditions contained on form HUD 7082, the grantee shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Dun and Bradstreet Data Universal Numbering System (DUNS), the System for Award Management (SAM.gov), and the Federal Funding Accountability and Transparency Act as provided in 2 CFR part 25, Universal Identifier and System for Award Management, and 2 CFR part 170, Reporting Subaward and Executive Compensation Information.
- (d) The grantee shall ensure that no CDBG funds are used to support any Federal, State, or local projects that seek to use the power of eminent domain, unless eminent domain is employed only for a public use. For the purposes of this requirement, public use shall not be construed to include economic development that primarily benefits private entities. Any use of funds for mass transit, railroad, airport, seaport or highway projects as well as utility projects which benefit or serve the general public (including energy-related, communication-related, water-related and wastewater-related infrastructure), other structures designated for use by the general public or which have other common-carrier or public-utility

functions that serve the general public and are subject to regulation and oversight by the government, and projects for the removal of an immediate threat to public health and safety or brownfield as defined in the Small Business Liability Relief and Brownfield Revitalization Act (Public Law 107-118) shall be considered a public use for purposes of eminent domain.

- (e) The Grantee or unit of general local government that that indirectly receives CDBG funds may not sell, trade, or otherwise transfer all or any such portion of such funds to another such entity in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under title I of the Act.
- (f) E.O. 12372-Special Contract Condition - Notwithstanding any other provision of this agreement, no funds provided under this agreement may be obligated or expended for the planning or construction of water or sewer facilities until receipt of written notification from HUD of the release of funds on completion of the review procedures required under Executive Order (E.O.) 12372, Intergovernmental Review of Federal Programs, and HUD's implementing regulations at 24 CFR Part 52. The recipient shall also complete the review procedures required under E.O. 12372 and 24 CFR Part 52 and receive written notification from HUD of the release of funds before obligating or expending any funds provided under this agreement for any new or revised activity for the planning or construction of water or sewer facilities not previously reviewed under E.O. 12372 and implementing regulations.

Ord No. 1

August 30, 2016

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Amending Various Provisions of the Code of the City of Watertown
to Allow for the Establishment of a Schedule of Fees to be
Approved Annually by the Watertown City Council

On August 15, 2016, City Council Adopted Local Law No. 2 of 2016 amending various provisions of the Code of the City of Watertown pertaining to the establishment of fees. The Local Law will be effective when filed with the New York Secretary of State.

The attached Ordinance for Council consideration amends the various provisions currently dispersed throughout the City Code.

ORDINANCE

An Ordinance Amending Various Provisions of the Code of the City of Watertown to allow for the Establishment of a Schedule of Fees to be Approved Annually by the Watertown City Council

Page 1 of 9

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

An Ordinance to amend various provisions of the Code of the City of Watertown to allow certain fees and charges of the City, currently dispersed throughout the City Code, to be established at least annually by the City Council of the City of Watertown through a budget resolution that adopts a "City Fees and Charges Schedule." The Schedule shall be available to the public at the Office of the Watertown City Clerk.

BE IT ORDAINED by the City Council of the City of Watertown that Section 120-40(A) of the Code of the City of Watertown shall be amended to read as follows:

§ 120-40(A). Fees.

Commencing at the fourth sentence thereof:

After the work has been completed, the City Engineer shall file with the City Comptroller a verified statement of all of the direct costs of the same, together with a charge, in addition thereto, as reimbursement to the City for administering, supervising and handling said work. Said administrative charge shall be added to the direct cost, whether City personnel or a private contractor was used to do the subject work. The charge shall be established at least annually by the Watertown City Council through a budget resolution that adopts a City Fees and Charges Schedule. Such schedule shall be available to the public at the Office of the Watertown City Clerk.

ORDINANCE

An Ordinance Amending Various Provisions of the Code of the City of Watertown to allow for the Establishment of a Schedule of Fees to be Approved Annually by the Watertown City Council

Page 2 of 9

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 by the City Council of the City of Watertown that Section 120-40(C) of the Code of the City of Watertown shall be amended to read as follows:

§ 120-40(C). Fees.

Notwithstanding any provision herein to the contrary, the City may, at its election, institute suit against the owner of the premises for the direct costs, together with the charge identified at subparagraph (A) above, in addition thereto, as compensation to the City for administering, supervising and handling said work and enter judgment thereon against the owner personally for the aforesaid amount. The imposition and collection of any fine or penalty hereinafter prescribed shall not bar the right of the City to collect costs of the demolition and removal or repair of any unsafe building or structure as herein prescribed.

BE IT FURTHER ORDAINED by the City Council of the City of Watertown that Section 152-11(B) of the Code of the City of Watertown shall be amended to read as follows:

§ 152-11(B). Fees.

All applications for a floodplain development permit shall be accompanied by an application fee as established by the City Council of the City of Watertown at least annually through a budget resolution that adopts a City Fees and Charges Schedule in the amounts available. Such schedule shall be available to the public at the Office of the Watertown City Clerk. In addition, the applicant shall be responsible for reimbursement of the City of Watertown for any additional costs made necessary for its review, inspection and approval of an applicant's project. The City may require an additional deposit to cover these additional costs, the amount of said deposit to be determined by the City Engineer.

ORDINANCE

An Ordinance Amending Various Provisions of the Code of the City of Watertown to allow for the Establishment of a Schedule of Fees to be Approved Annually by the Watertown City Council

Page 3 of 9

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 by the City Council of the City of Watertown that Section 161-22(C)(3) of the Code of the City of Watertown shall be amended to read as follows:

§ 161-22(C)(3). Fees.

Commencing at the fourth sentence thereof:

All non-bagged garbage and rubbish will be left and will be subject to prosecution as litter and also subject to a special collection fee as established by the City Council of the City of Watertown at least annually through a budget resolution that adopts a City Fees and Charges Schedule in the amounts available. Such schedule shall be available to the public at the Office of the Watertown City Clerk.

The remainder of Section 161-22(C)(3) shall be repealed.

BE IT FURTHER ORDAINED by the City Council of the City of Watertown that Section 169-11 of the Code of the City of Watertown shall be amended to read as follows:

§ 169-11. Fees.

The fees for the inspection of plans, issuing of permits and for the inspection of furnaces or other fuel-burning apparatus or devices shall be payable by the applicant upon acceptance of the application by the Bureau. Such fees shall be established at least annually by the Watertown City Council through a budget resolution that adopts a City Fees and Charges Schedule. Such schedule shall be available to the public at the Office of the Watertown City Clerk. Acceptance of an inspection by the Bureau does not necessarily mean that the permit will be granted. No refunds of permit fees will be made.

BE IT FURTHER ORDAINED by the City Council of the City of Watertown that Section 293-43 of the Code of the City of Watertown shall be amended to read as follows:

ORDINANCE

An Ordinance Amending Various Provisions of the Code of the City of Watertown to allow for the Establishment of a Schedule of Fees to be Approved Annually by the Watertown City Council

Page 4 of 9

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

§ 293-43. Every owner found in violation of the following offenses shall be imposed a fine and, if applicable, late payment penalties, as established by the City Council of the City of Watertown at least annually through a budget resolution that adopts a City Fees and Charges Schedule in the amounts available. Such schedule shall be available to the public at the Office of the Watertown City Clerk.

The following constitute violations of provisions of the Watertown City Code for which City-imposed fines may be imposed:

- Abandoned vehicle (Section 169-19B)
- Night parking (Section 293-21C)
- Margin parking (Section 293-21D)
- No parking here to corner (Section 293-21F)
- Parking in handicap zone without registration (Section 293-22)
- No parking anytime (Section 293-23)
- No stopping/standing (Section 293-24/25)
- Obstructing traffic (Section 293-25)
- Restricted parking (Section 293-26/30/32)
- Overtime parking (Section 293-29)
- Restricted time (Section 293-29)
- Loading zone (Section 293-32)
- Taxi/bus zone (Section 293-33/34)

ORDINANCE

An Ordinance Amending Various Provisions of the Code of the City of Watertown to allow for the Establishment of a Schedule of Fees to be Approved Annually by the Watertown City Council

Page 5 of 9

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 by the City Council of the City of Watertown that Section 310.52.2 (C)(4) of the Code of the City of Watertown shall be amended to read as follows:

§ 310.52.2 (C)(4). Fee.

Each application for a sign permit must be accompanied by the fee as established at least annually by the Watertown City Council through a budget resolution that adopts a City Fees and Charges Schedule. Such schedule shall be available to the public at the Office of the Watertown City Clerk.

BE IT FURTHER ORDAINED by the City Council of the City of Watertown that Section 310-56(B)(1)(c) of the Code of the City of Watertown shall be amended to read as follows:

§ 310-56 (B)(1)(c). Fees.

Each petition must be accompanied by a check payable to the City of Watertown in the amount(s) established by the City Council of the City of Watertown at least annually through a budget resolution that adopts a City Fees and Charges Schedule, for the following items: site plan approval; change in zone; and variance of use or area. Such schedule shall be available to the public at the Office of the Watertown City Clerk. Fees are not refundable and are to cover the costs of advertising, stenographic fees, transcripts and other administrative handlings.

BE IT FURTHER ORDAINED by the City Council of the City of Watertown that Section 310-62(D) of the Code of the City of Watertown shall be amended to read as follows:

§ 310-62 (D). Fees.

ORDINANCE

An Ordinance Amending Various Provisions of the Code of the City of Watertown to allow for the Establishment of a Schedule of Fees to be Approved Annually by the Watertown City Council

Page 6 of 9

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

Each petition must be accompanied by a check payable to the City of Watertown as required by Section 310-56(B)(1)(c) in an amount established by the City Council of the City of Watertown at least annually through a budget resolution that adopts a City Fees and Charges Schedule. Such schedule shall be available to the public at the Office of the Watertown City Clerk.

BE IT FURTHER ORDAINED by the City Council of the City of Watertown that Section 310-67(G) of the Code of the City of Watertown shall be amended to read as follows:

§ 310-67(G). Fees.

Each application for a special use permit shall be accompanied by a check payable to the City of Watertown in the amount as established by the City Council of the City of Watertown at least annually through a budget resolution that adopts a City Fees and Charges Schedule. Such schedule shall be available to the public at the Office of the Watertown City Clerk. The fee is nonrefundable.

BE IT FURTHER ORDAINED by the City Council of the City of Watertown that Section A320-1(A) of the Code of the City of Watertown shall be amended to read as follows:

§ A320-1(A). Fees.

The City charges fees for the use of its facilities and for certain ministerial duties performed by City personnel in an effort to recoup costs associated with the City services provided. Such fees and charges shall be as established by the City Council of the City of Watertown at least annually through a budget resolution that adopts a City Fees and Charges Schedule. Such schedule shall be available to the public at the Office of the Watertown City Clerk.

BE IT FURTHER ORDAINED by the City Council of the City of Watertown that Section A320-1.1 of the Code of the City of Watertown shall be amended to read as follows:

ORDINANCE

An Ordinance Amending Various Provisions of the Code of the City of Watertown to allow for the Establishment of a Schedule of Fees to be Approved Annually by the Watertown City Council

Page 7 of 9

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

§ A320-1.1. City Clerk fees.

A. The City Clerk shall charge and receive from the applicant a fee for each certified copy of the record of any birth, death or marriage and for each certified copy of the record of paternity acknowledgement issued by such Clerk. The fees to be collected are as established by the City Council of the City of Watertown at least annually through a budget resolution that adopts a City Fees and Charges Schedule as identified above. Such schedule shall be available to the public at the Office of the Watertown City Clerk. Fees for genealogical searches shall be as established by the Watertown City Council as set forth above.

B. Repealed.

D. Repealed.

BE IT FURTHER ORDAINED by the City Council of the City of Watertown that Section A320-1.2(A, B, C and D) of the Code of the City of Watertown shall be amended to read as follows:

§ A320-1.2. Fees. The following fees shall be charged for the following services:

A. Marriage licenses as established by the City Council of the City of Watertown at least annually through a budget resolution that adopts a City Fees and Charges Schedule. Such schedule shall be available to the public at the Office of the Watertown City Clerk.

B. Duplicate marriage licenses as established by the City Council of the City of Watertown at least annually through a budget resolution that adopts a City Fees and Charges Schedule. Such schedule shall be available to the public at the Office of the Watertown City Clerk.

ORDINANCE

An Ordinance Amending Various Provisions of the Code of the City of Watertown to allow for the Establishment of a Schedule of Fees to be Approved Annually by the Watertown City Council

Page 8 of 9

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

C. Marriage solemnization (ceremony) as established by the City Council of the City of Watertown at least annually through a budget resolution that adopts a City Fees and Charges Schedule. Such schedule shall be available to the public at the Office of the Watertown City Clerk.

D. Repealed.

BE IT FURTHER ORDAINED by the City Council of the City of Watertown that Section A320-2(A) of the Code of the City of Watertown shall be amended to read as follows:

§ A320-2(A). Fees.

For each application for Commissioner of Deeds, the City Clerk shall charge and receive from the applicant the fee as established by the City Council of the City of Watertown at least annually through a budget resolution that adopts a City Fees and Charges Schedule. Such schedule shall be available to the public at the Office of the Watertown City Clerk.

BE IT FURTHER ORDAINED by the City Council of the City of Watertown that Section A320-2.1 of the Code of the City of Watertown shall be amended to read as follows:

§ A320-2.1. Business Permits and Licenses.

The City Council has a Schedule of Fees which applies to various business permits and licenses, all as established by the City Council of the City of Watertown at least annually through a budget resolution that adopts a City Fees and Charges Schedule. Such schedule shall be available to the public at the Office of the Watertown City Clerk.

BE IT FURTHER ORDAINED by the City Council of the City of Watertown that Article V contained at Section A320-6 of the Code of the City of Watertown shall be amended to read as follows:

ORDINANCE

An Ordinance Amending Various Provisions of the Code of the City of Watertown to allow for the Establishment of a Schedule of Fees to be Approved Annually by the Watertown City Council

Page 9 of 9

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

Article V Section A320-6. Miscellaneous Fees.

The City Council has a Schedule of Fees for various City services, all of which are as established by the City Council of the City of Watertown at least annually through a budget resolution that adopts a City Fees and Charges Schedule. Such schedule shall be available to the public at the Office of the Watertown City Clerk.

BE IT FURTHER ORDAINED by the City Council of the City of Watertown that Section A320-10 providing for engineering fees shall be amended to read as follows:

Article IX Section A320-10. Schedule of Engineering Fees.

The Engineering Department has a Schedule of Fees for various services and permits, all of which are as established by the City Council of the City of Watertown at least annually through a budget resolution that adopts a City Fees and Charges Schedule. Such schedule shall be available to the public at the Office of the Watertown City Clerk.

A fee shall be levied by the City Engineering Department for enforcement of § 53 of the City Charter and §§ 98-1, 161-1, 172-4, 265-24, and 310-27 of the City Code when City Code Enforcement and/or the City Health Officer has determined that the violation must be remedied by the City of Watertown. This fee is in addition to any actual costs incurred by the City to remedy the violation. City Council hereby grants the City Manager the authority to abate the fee if the City Manager determines such abatement to be appropriate. The City Manager shall inform the City Council in writing of such abatement no later than the next City Council meeting.

Seconded by

August 30, 2016

To: The Honorable Mayor and City Council
From: Michael A. Lumbis, Planning and Community Development Director
Subject: Restore NY Grant Application

At its July 5, 2016 meeting, the City Council selected the Watertown Masonic Temple as the project for which the City would apply for Restore NY grant funding through Empire State Development (ESD) on behalf of the property owners. On July 13, the City submitted the Intent to Apply for the project which has been accepted by ESD. The final application is due on October 3. If awarded, this grant would assist the property owners in completing façade restoration and interior renovations to the basement level.

As the official applicant, the City's responsibilities prior to submitting the application include passing a resolution finding that the proposed project is consistent with the municipality's local revitalization or urban development plan; that the proposed financing is appropriate for the specific project; that the project facilitates effective and efficient use of existing and future public resources so as to promote both economic development and preservation of community resources; and where applicable, the project develops and enhances infrastructure and/or other facilities in a manner that will attract, create and sustain employment opportunities. Staff will prepare a resolution for the Council's consideration at the September 19, 2016 meeting.

The City Council must also hold a public hearing to allow public comments, either for or against the proposed project. Staff recommends that City Council schedule a public hearing for 7:30 p.m. on Monday, September 19, 2016.

August 30, 2016

To: The Honorable Mayor and City Council
From: Michael A. Lumbis, Planning and Community Development Director
Subject: Crow Roost Dispersal Contract for 2016-2017

As the Council is aware, the City's previous Crow Roost Dispersal Contract with Loomacres Wildlife Management expired in March. The previous contract covered the last three years and was for ten nights of crow harassment each winter. This spring, the Council requested that the crow management program remain in the City's annual budget.

At Staff's request, Loomacres has submitted a pair of pricing proposals for the City's consideration. The first proposal would continue the program as it has existed over the past three years, with ten nights of crow harassment over the course of the winter season. The second proposal also includes ten nights of crow harassment and adds the option for additional nights based on the severity of the problem. The additional harassment nights would be at the City's discretion and at the cost listed.

The pricing information is as follows:

OPTION 1 PRICING INFORMATION:

The pricing is based on a 3 year contract. The pricing is based on 10 harassment efforts/nights.

Administration & Personnel Costs:	\$4,245.00
Equipment and Supplies:	\$834.00
Total for 10 Nights:	\$5,079.00
Option Year Two:	\$5,231.00
Option Year Three:	\$5,397.00

OPTION 2 PRICING INFORMATION:

The pricing is based on a 3 year contract. The pricing is based on 10 harassment efforts/nights. Each additional night will be charged a lump sum per night for up to ten nights.

Administration & Personnel Costs:	\$4,245.00
Equipment and Supplies:	\$834.00
Total for 10 Nights:	\$5,079.00
<i>Rate for Additional Nights:</i>	<i>\$507.90</i>
<i>Total not to exceed price:</i>	<i>\$10,185.00</i>
Option Year Two:	\$5,231.00
<i>Rate for Additional Nights:</i>	<i>\$523.10</i>
<i>Total not to exceed price:</i>	<i>\$10,462.00</i>
Option Year Three:	\$5,397.00
<i>Rate for Additional Nights:</i>	<i>\$539.70</i>
<i>Total not to exceed price:</i>	<i>\$10,794.00</i>

One minor change in each proposal from years past is the payment schedule. In previous years, Loomacres would invoice the City for payment in one lump sum at the end of the season. In both new proposals, Loomacres would submit monthly invoices to the City instead, with payment due 30 days from the date of each invoice.

In addition, the City's annual budget allocates \$5,200 for crow dispersal in FY 2016-17, meaning the contract comes in under budget. However, under Option 2, while the total for 10 nights remains under budget, the rate for additional nights would exceed the budgeted amount if the City felt it necessary to request any additional nights.

Crow harassment methods to be used will be similar to previous years and would include non-lethal techniques, such as the use of spotlights, specialized remote controlled aircraft, playing distress calls, firing pyrotechnics, using handheld lasers, paintball markers and installing crow effigies. Loomacres will also employ lethal methods on a limited basis to reinforce the non-lethal strategies.

If the City Council would like to enter into a contract with Loomacres for crow dispersal services for the 2016-2017 season, Staff will work with Loomacres to finalize a contract and will draft a resolution for Council consideration at an upcoming meeting.

August 16, 2016

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Sales Tax Revenue – July 2016

The City has received the monthly sales tax revenue amount from Jefferson County. In comparison to July 2015, the July 2016 sales tax revenue on an actual to actual basis is up \$26,889 or 1.78%. In comparison to the original budget projection for the month of July, sales tax is down \$58,163 or 3.65%.

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.

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

	<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	\$ -		0.00%		
September	\$ 2,071,785	\$ 1,760,254	\$ 2,206,655	\$ 1,683,486	\$ -		0.00%	26,889	0.57%
October	\$ 1,301,624	\$ 1,584,174	\$ 1,405,774	\$ 1,339,731	\$ -		0.00%		
November	\$ 1,274,589	\$ 1,116,784	\$ 1,398,402	\$ 1,375,619	\$ -		0.00%		
December	\$ 1,714,672	\$ 1,543,425	\$ 1,540,727	\$ 1,351,562	\$ -		0.00%	-	0.00%
January	\$ 1,276,483	\$ 1,238,468	\$ 1,261,235	\$ 1,332,286	\$ -		0.00%		
February	\$ 1,160,663	\$ 1,076,005	\$ 1,059,321	\$ 1,084,467	\$ -		0.00%		
March	\$ 1,453,454	\$ 1,471,964	\$ 1,295,074	\$ 1,426,339	\$ -		0.00%	-	0.00%
April	\$ 1,293,493	\$ 1,271,765	\$ 1,286,204	\$ 1,333,096	\$ -		0.00%		
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%	-	0.00%
YTD	\$ 17,247,801	\$ 17,017,001	\$ 17,129,685	\$ 17,068,193	\$ 1,536,214	\$ 26,889	1.78%		

	<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	\$ 1,594,377	\$ 1,536,214	\$ (58,163)	-3.65%		
August	\$ 1,579,020	\$ -		0.00%		
September	\$ 1,778,352	\$ -		0.00%	(58,163)	-1.17%
October	\$ 1,415,226	\$ -		0.00%		
November	\$ 1,453,136	\$ -		0.00%		
December	\$ 1,427,724	\$ -		0.00%	-	0.00%
January	\$ 1,407,362	\$ -		0.00%		
February	\$ 1,145,578	\$ -		0.00%		
March	\$ 1,506,715	\$ -		0.00%	-	0.00%
April	\$ 1,408,217	\$ -		0.00%		
May	\$ 1,424,143	\$ -		0.00%		
June	\$ 1,890,151	\$ -		0.00%	-	0.00%
YTD	\$ 18,030,000	\$ 1,536,214	\$ (58,163)	-3.65%		