

CITY OF WATERTOWN, NEW YORK
AGENDA
Monday, November 6, 2017

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, November 6, 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

PRESENTATIONS

1. Health Insurance Annual Review by Pomco – Dan Knapp / Jeannette Flowers
2. Health Insurance Annual Review by ProAct – Corey Prashaw / Vanessa Flynn

PRIVILEGE OF THE FLOOR

RESOLUTIONS

- Resolution No. 1 - Authorizing Assignment of City-owned Tax Sale Certificate on Parcel Number 03-01-104.000 Known as 262 Moulton Street To Hamlet and Tyna Dubois
- Resolution No. 2 - Approving Request for Shuttle Bus Service, Northern Choral Society
- Resolution No. 3 - Authorizing the Sale of Surplus Truck Cap, Department of Public Works
- Resolution No. 4 - Authorizing the Sale of Surplus Metal Halide Lamps, Department of Public Works
- Resolution No. 5 - Authorizing the Sale of Surplus 1999 Jeep, Department of Public Works
- Resolution No. 6 - Authorizing the Sale of Two Surplus Mowers, Parks and Recreation Department

- Resolution No. 7 - Authorizing the Sale of Surplus 1997 Ford Pickup Truck, Parks and Recreation Department
- Resolution No. 8 - Authorizing the Sale of One Surplus Emergency Light Bar, Fire Department
- Resolution No. 9 - Approving Lease Agreement Between the City of Watertown and S&V Baseball Management LLC
- Resolution No. 10 - Approving CDBG Grant Agreement with United Way of Northern New York
- Resolution No. 11 - Authorizing the City of Watertown to Accept Real Property Obtained by the State of New York Relative to the Factory Street Reconstruction Project, PIN 7753.15
- Resolution No. 12 - Authorizing Data Processing Service Agreement Between the City of Watertown and the Watertown City School District
- Resolution No. 13 - Authorizing Standard Federal Aid Highway And Marchiselli Aid Project Agreement, Western Boulevard (Arsenal St. to Gaffney Drive), PIN 783002; D035315, Design Phase V-VI
- Resolution No. 14 - Authorizing Standard Federal Aid Highway And Marchiselli Aid Project Agreement, Western Boulevard (Arsenal St. to Gaffney Drive), PIN 783002; D035316, ROW Incidental and Acquisition Phase
- Resolution No. 15 - Approving the Site Plan for the Construction of a 19,800 Square-Foot Parking Lot Expansion at 220 Sterling Street, Parcel Number 11-02-115.100
- Resolution No. 16 - Finding That Constructing a Splash Pad in John C. Thompson Park Will Not Have a Significant Negative Impact on the Environment
- Resolution No. 17 - Approving Pole Attachment Agreement, National Grid

ORDINANCES

LOCAL LAW

PUBLIC HEARING

OLD BUSINESS

STAFF REPORTS

1. Public Skating Admission and Rental Waiver for Special Events at the Municipal Arena
2. Sales Tax Revenue – September 2017
3. Sale of Surplus Hydro-electricity – September 2017
4. Year-end Financial Report

NEW BUSINESS

EXECUTIVE SESSION

1. The proposed acquisition, sale or lease of real property when publicity would affect the value thereof
2. To discuss Collective Bargaining

WORK SESSION

Next Work Session is scheduled for Monday, November 13, 2017, at 7:00 p.m.

ADJOURNMENT

NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, NOVEMBER 20, 2017.

Res No. 1

October 17, 2017

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Tax sale certificate assignment request – 262 Moulton Street

The City has been approached by Hamlet and Tyna Dubois, 258 Moulton Street, requesting to be assigned the City's tax sale certificate for 262 Moulton Street. The tax sale certificate was acquired by the City as the default bidder from the tax sale certificate auction held on June 24, 2016. They are aware that they may not make any physical changes to the property until a tax deed is issued at the end of the two year redemption period. The current redemption price of the certificate is \$2,339.88.

The owner of record for 262 Moulton Street is Riley Polan who passed away on February 14, 2015.



262 and 258 Moulton Street

RESOLUTION

Page 1 of 1

Authorizing Assignment of City-owned Tax Sale
Certificate on Parcel Number 03-01-104.000
Known as 262 Moulton Street
To Hamlet and Tyna Dubois

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 is the owner of a certain tax sale certificate on a lot of land known as 262 Moulton Street as designated on the map of the Department of Assessment and Taxation of the City of Watertown, New York, as Parcel No. 03-01-104.000, and

WHEREAS Hamlet and Tyna Dubois have requested the assignment of the tax sale certificate from the City for the amount of the tax sale certificate plus the 2016-17 City tax, 2016-17 School tax, 2017 County tax, 2017-18 City tax and 2017-18 School tax plus applicable interest per City Charter Section 140,

NOW THEREFORE BE IT RESOLVED that the offer of \$2,339.88 submitted by Hamlet and Tyna Dubois for the purchase of the tax sale certificate for Parcel No. 03-01-104.000, is a fair and reasonable offer therefore and the same is hereby accepted, and

BE IT FURTHER RESOLVED that the City Comptroller is directed to assign the City's tax sale certificate for the above parcel to hamlet and Tyna Dubois upon the Comptroller's receipt of certified funds in the amount of \$2,339.88.

Seconded by

Res No. 2

November 1, 2017

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Approving Request for Shuttle Bus Service,
Northern Choral Society

Each year, the Northern Choral Society performs a holiday concert at the Asbury United Methodist Church. In the past, we have provided a shuttle bus service for the patrons of the concert at no charge.

The Northern Choral Society has again requested this service for their concert December 2 and 3. As noted in the attached report of Superintendent of Public Works Gene Hayes, it is recommended that the City of Watertown again provide this service in accordance with our Charter Bus Policy.

A resolution approving the request for shuttle bus service for the Northern Choral Society is attached for City Council consideration.

RESOLUTION

Page 1 of 1

Approving Request for Shuttle Bus Service,
Northern Choral Society

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 Northern Choral Society has performed a holiday concert at the Asbury United Methodist Church for the benefit of the citizens for years, and

WHEREAS the City of Watertown had graciously provided shuttle bus service for this concert at no charge to the riders for the Northern Choral Society since 2004, and

WHEREAS it is the recommendation of the Superintendent of Public Works to continue this service as part of the City of Watertown’s Charter Bus Policy,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown, New York, approves providing the shuttle bus service at no charge for the Northern Choral Society concert planned for December 2 and 3, 2017, at the Asbury United Methodist Church on Franklin Street.

Seconded by

	MEMORANDUM	E.P. Hayes
	Dept. Public Works	Superintendent
To: Sharon Addison, City Manager		Date: 10-25-17
	Subject: Northern Choral Society Shuttle Bus Request	Ref: PW 024-17

The City has once again received a request from the Northern Choral Society for a bus shuttle service to support the community's Annual Christmas Concert dates of December 2nd and 3rd. As in the past the concert will take place at Asbury United Methodist Church and we will be shuttling passengers from the City Hall lot as well as the First Presbyterian Church lot on Academy Street.

We have provided this service since 2004 at no cost to the sponsors. In my communications with the Federal Transit Administration as to how this specific request is viewed by the FTA, relative to our new Charter Bus Policy, and by correspondence dated September 1, 2015, I have been advised by the Office of the Chief Counsel that "If the City of Watertown intends to provide exclusive use of FTA-funded vehicles to a regional choir society for a one-time, annual holiday event, and if the City does not charge for the service, then it is not "charter service," and the City may provide it."

As such it is my recommendation that we offer said service as we have in the past at no cost to the society.

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

Gene

cc: Christine Cratsenberg, Transit Supervisor
Franciska Galeriu, Sr. Engineering Tech, DPW
DPW files:
Northern Choral Society Holiday Concert-2017

*Northern Choral Society
PO Box 842
Watertown, NY 13601*

October 17, 2017

To Whom It May Concern:

The Northern Choral Society would like to request the service of the Citi Buses to transport concert attendees for our Annual Christmas Concert. This service would reach community members coming to this event and would help alleviate traffic congestion around the event venue.

Our concert dates for the 2017 season are December 2nd at 7PM and December 3rd at 3PM. The concert location is Asbury United Methodist Church located at 327 Franklin St. The buses would start one (1) hour prior to each concert and end after all passengers are returned to the appropriate parking lots after the concert. The offsite parking lots are located within one-quarter (1/4) of a mile of the venue that would include the City Hall parking lot on Sterling St. and the First Presbyterian Church parking lot on Academy St. The number of passengers expected to be transported would be approximately 125 per performance totaling 250 for the event.

We appreciate your consideration of this request and look forward to hearing from you. Feel free to contact me at 315-771-2803 or the address listed above.

Sincerely,

David Elmer, NCS President

Res No. 3

November 1, 2017

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Authorizing the Sale of Surplus Truck Cap,
Department of Public Works

The Department of Public Works has a surplus Truck Cap for an 8' pickup that 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 truck cap 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 Truck Cap,
Department of Public Works

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

Total

Introduced by

WHEREAS the City of Watertown has a surplus Truck Cap for an 8' pickup that is no longer useful 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 Truck Cap 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 Truck Cap for an 8' pickup from the Department of Public Works, and

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

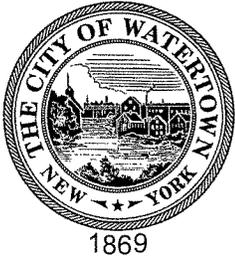
Seconded by

SURPLUS ITEMS

The following item is surplus to the City's needs. This item is located at the Public Works Department.

DESCRIPTION	Department
Truck bed cap for 8' pickup	Public Works Department





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 Truck Cap
DATE: 10/18/2017

The Purchasing Department is requesting City Council's permission to auction one surplus Truck Cap for an 8' pickup. The cap was originally purchased for a truck utilized by the Fire Department. The truck has since been re-purposed to the Parks and Recreation Department, which has no use for the cap. The Fleet Manager, Peter Monaco has determined that the item is 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
Gene Hayes, Superintendent of Public Works

Enclosures

Res No. 4

November 1, 2017

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Authorizing the Sale of Surplus Metal Halide Lamps,
Department of Public Works

The Department of Public Works has 13 surplus 100 watt, 120v bay metal halide lamps that are 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, these lamps 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 Metal Halide Lamps,
Department of Public Works

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 13 surplus 100 watt, 120v bay metal halide lamps that are no longer useful and therefore no longer of value to the City, the description of which is attached and made a part of this resolution, and

WHEREAS these lamps 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 13 surplus 100 watt, 120v bay metal halide lamps from the Department of Public Works, and

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

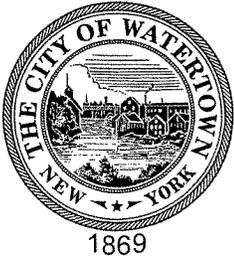
Seconded by

SURPLUS ITEMS

The following items are surplus to the City's needs. These items are located at the Public Works Department.

DESCRIPTION	Department
Thirteen (13) units - 100 watt, 120v volt bay metal halide lamps	Public Works Department





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Amy M. Pastuf
Purchasing Manager

MEMORANDUM

TO: Sharon Addison, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Surplus Sale of 100 Watt, 120v Bay Metal Halide Lamps
DATE: 10/18/2017

The Purchasing Department is requesting City Council's permission to auction thirteen (13) 100 watt, 120v volt bay metal halide lamps. These lamps were originally installed at the Public Works Building located on the first floor at 521 Newell Street. The Public Works Department has since upgraded these fixtures to new LED lamps that use a fraction of the electrical power to operate. Staff has determined that the lamps are 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
Gene Hayes, Superintendent of Public Works

Enclosures

Res No. 5

November 1, 2017

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Authorizing the Sale of Surplus 1999 Jeep,
Department of Public Works

The Department of Public Works has a surplus 1999 Jeep that is no longer useful and therefore no longer of value to the City as it has been replaced with a dependable new model. As stated in the attached report of City Purchasing Manager Amy M. Pastuf, this Jeep 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 1999 Jeep,
Department of Public Works

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

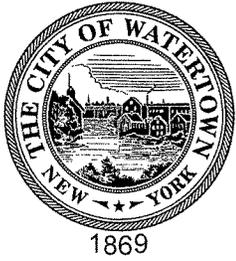
WHEREAS the City of Watertown has a surplus 1999 Jeep that is no longer useful and therefore no longer of value to the City, the description of which is attached and made a part of this resolution, and

WHEREAS this Jeep 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 1999 Jeep from the Department of Public Works, and

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

Seconded by



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Amy M. Pastuf
Purchasing Manager

MEMORANDUM

TO: Sharon Addison, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Surplus Sale of Vehicles and Equipment
DATE: 10/10/2017

The Purchasing Department is requesting City Council's permission to auction a surplus Public Works 1999 Jeep. The Department has replaced the vehicle with a dependable new model, and therefore the vehicle no longer has value to the City. The Fleet Manager, Pete Monaco, has also determined that there is no use for this vehicle in any other department. This request is for the City Council to authorize the Purchasing Department to accept the highest offer at time of sale.

Thank you for your consideration in this matter.

Copy: Jim Mills, City Comptroller
Eugene Hayes, Superintendent of Public Works

Public Works 1-53; 1999 Jeep 4x4, 2 door, 6 cylinder vehicle. The vehicle has approximately 63,500 miles and the body is rusty. The main frame has had various repairs due to rust. The vehicle comes with a Fisher 6'9" plow.



Res No. 6

November 1, 2017

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

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

The Parks and Recreation Department has two surplus mowers that are well past their useful service life and in need of extensive repairs. These mowers have been replaced with dependable new models and therefore are no longer of value to the City. As stated in the attached report of City Purchasing Manager Amy M. Pastuf, these mowers 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 Two Surplus Mowers,
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

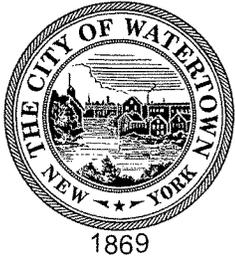
WHEREAS the City of Watertown has two surplus mowers in need of extensive repairs that have been replaced and therefore no longer of value to the City, the description of which is attached and made a part of this resolution, and

WHEREAS these mowers 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 two mowers 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



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Amy M. Pastuf
Purchasing Manager

MEMORANDUM

TO: Sharon Addison, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Surplus Sale of Vehicles and Equipment
DATE: 10/10/2017

The Purchasing Department is requesting City Council's permission to auction two surplus mowers from the Parks and Recreation Department. Both units are well past their useful service life and need extensive repairs to maintain operation. The Department has replaced the mowers with dependable new models, and therefore the equipment no longer has 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.

Thank you for your consideration in this matter.

Copy: Jim Mills, City Comptroller

SURPLUS ITEMS

The following items are surplus to the City's needs. These items are located at the Department of Public Works.

DESCRIPTION	Department
Gravely 320HD Mower, unit will run, but requires a large amount of oil. Issues with the mower belts.	Parks and Recreation Department
Toro LK465 Riding Mower, Unit does not run, needs a new engine.	Parks and Recreation Department



Res No. 7

November 1, 2017

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Authorizing the Sale of 1997 Ford Pickup Truck,
Parks and Recreation Department

The Parks and Recreation Department has a surplus 1997 Ford Pickup Truck that is well past its useful life and not pass inspection. This truck is no longer of value to the City. As stated in the attached report of City Purchasing Manager Amy M. Pastuf, this truck 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 1997 Ford Pickup Truck, 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 1997 Ford Pickup Truck that is no longer of value to the City, the description of which is attached and made a part of this resolution, and

WHEREAS this truck 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 a 1997 Ford Pickup Truck 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



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Amy M. Pastuf
Purchasing Manager

MEMORANDUM

TO: Sharon Addison, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Surplus of Vehicle
DATE: 10/24/2017

The Purchasing Department is requesting City Council's permission to declare surplus a vehicle from the Parks and Recreation Department. The vehicle, a 1997 Ford pickup truck, will not pass inspection as the cab has rotted off and dropped down. The box of the truck was removed and replaced with a flat platform body which will be re-used on another vehicle. This request is for the City Council to authorize staff to sell the vehicle to an automotive recycler for dismantling.

Thank you for your consideration in this matter.

Copy: Jim Mills, City Comptroller
Gene Hayes, Superintendent of Public Works

Enclosures

SURPLUS ITEMS

The following item is surplus to the City's needs. This item is located at the Public Works Department.

DESCRIPTION	Department
3-13 - 1997 Ford 4x4 pickup, no box, mileage 63,000, VIN 1FTHF36HXVEC07182	Parks and Recreation Department



Res No. 8

November 1, 2017

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Authorizing the Sale of One Surplus Emergency Light Bar,
Fire Department

The Fire Department has a surplus emergency light bar that 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 emergency light bar 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 One Surplus Emergency Light Bar, 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

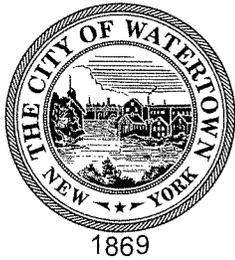
WHEREAS the City of Watertown has a one surplus emergency light bar that is no longer useful and therefore no longer of value to the City, the description of which is attached and made a part of this resolution, and

WHEREAS this light bar 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 emergency light bar 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



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Amy M. Pastuf
Purchasing Manager

MEMORANDUM

TO: Sharon Addison, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Surplus Sale of Emergency Lights
DATE: 11/1/2017

The Purchasing Department is requesting City Council's permission to auction one surplus emergency light bar from the Fire Department. The Department has determined that the item is 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
Dale Herman, Fire Chief

Enclosures

SURPLUS ITEMS

The following item is surplus to the City's needs. This item is located at the Department of Public Works.

DESCRIPTION	Department
Code 3 Emergency Light	Public Works Department



Res No. 9

October 24, 2017

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Approving Lease Agreement Between the City of Watertown and
S&V Baseball Management LLC

Attached for Council's consideration and approval is a Lease Agreement with S&V Baseball Management LLC for the 2018-2020 baseball season at the Alex T. Duffy Fairgrounds.

As stated in Superintendent of Parks and Recreation Erin Gardner's attached report, the City is anxious to welcome the Perfect Game Collegiate Baseball League to the Fairgrounds. Staff from the Parks and Recreation Department will be available to answer any questions regarding this Agreement.

A Resolution is attached for Council consideration.

RESOLUTION

Page 1 of 1

Approving Lease Agreement Between the City of Watertown and S&V Baseball Management LLC

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

WHEREAS the City of Watertown owns and operates a facility known as the Alex T. Duffy Fairgrounds and the Fairgrounds is a community recreational facility, and

WHEREAS the City of Watertown desires to promote recreational activities at the Fairgrounds for the valid public purpose of the benefit, recreation, entertainment, amusement, convenience and welfare of the people of the City, and

WHEREAS in pursuit of that valid public purpose, the City of Watertown desires to contract for the use, operation, management and maintenance of the Fairgrounds baseball facilities and all baseball-related activities, and

WHEREAS S&V Baseball Management LLC owns and operates a summer collegiate baseball team, as a member and franchisee of the Perfect Game Collegiate Baseball League, and

WHEREAS S&V Baseball Management LLC desires to have its team play baseball games within the confines of the Fairgrounds baseball fields and is in a unique position to contract to use, operate, manage and maintain the Fairgrounds baseball facilities, and

WHEREAS the City has undertaken a substantial capital improvement project for the Fairgrounds in furtherance of the public purpose of keeping baseball in the City for the recreation, entertainment, and welfare of the people of the City, including the economic benefit such a team can bring,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Lease Agreement between the City of Watertown and S&V Baseball Management LLC, a copy of which is attached hereto and made part of this resolution, and

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

Seconded by

LEASE AGREEMENT

**THE CITY OF WATERTOWN, NEW YORK AND
S&V Baseball Management LLC**

This Lease is being made and is intended to be effective as of April 1st, 2018 between the City of Watertown, New York, with its principal offices located at 245 Washington Street, Watertown, New York 13601 (“City”) and S&V Baseball Management LLC, with its principal offices located P.O. Box 184, Chaumont, NY 13622 at (“Baseball”).

INTRODUCTION

WHEREAS, the City is a municipal corporation organized under the laws of the State of New York and, as such, owns a facility known as the Alex T. Duffy Fairgrounds (the “Fairgrounds”) within the City of Watertown, and the Fairgrounds are a community recreational facility; and

WHEREAS, the City desires to promote future recreational activities at the Fairgrounds for the valid public purpose of the benefit, recreation, entertainment, amusement, convenience and welfare of the people of the City; and

WHEREAS, in pursuit of that public purpose, the City desires to contract for the use, operation, management and maintenance of the Fairgrounds baseball facilities and all baseball-related activities; and

WHEREAS, Baseball owns and operates a summer collegiate baseball team as a member and franchisee of the Perfect Game Collegiate Baseball League (PGCBL) and

WHEREAS, Baseball desires to have its team play collegiate baseball games within the confines of the Fairgrounds baseball field and is in a unique position to contract to use, operate, manage and maintain the Fairgrounds baseball facilities; and

WHEREAS, the City undertook a substantial capital improvement project for the Fairgrounds in furtherance of the public purpose of keeping baseball in the City for the recreation, entertainment and welfare of the people of the City, including the economic benefit such a team can bring.

NOW, THEREFORE, in consideration of mutual covenants and agreements as stated herein, the City and Baseball agree as follows:



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: October 18, 2017
TO: The Honorable Mayor and City Council
FROM: Erin E. Gardner, Superintendent of Parks & Recreation
SUBJECT: S & V Baseball Management

As Superintendent of the City of Watertown Parks & Recreation Department, I recommend that we enter into a franchise agreement with S & V Baseball Management for the 2018 baseball season. The term of this franchise agreement would be for the 2018-2020 baseball seasons. S & V Baseball Management is a member of the Perfect Game Collegiate Baseball League.

S & V Baseball Management has met with Superintendent Gardner numerous times over the last year to ensure the success of this team. Staff in the Parks & Recreation Department is very excited to work with the management of S & V Baseball Management to ensure that the City of Watertown has more recreational options to choose from within the City limits.

Superintendent Gardner will be in attendance at the meeting to answer questions.

AGREEMENT

Section I – Term of Lease

The term of this Lease Agreement shall be for the period, from April 1st, 2018 through March 31, 2021.

Section II – Premises Leased

The City agrees to lease to Baseball the premises generally known as the Alex T. Duffy Fairgrounds baseball field and all incidents thereto all of which consist of the grandstands, concession facilities, dugouts, press box, existing office furniture, 2-washers, 2 dryers, sound system and certain locker rooms as highlighted in yellow on the attached map, essentially that area bounded by the baseball field fence separating the baseball field from the remainder of the Fairgrounds, together with the immediately adjacent parking area (the “Premises”).

Section III – Non-Assignability and Non-Exclusivity

a. The City and Baseball agree that it is the purpose of this Agreement to contract for the use, operation, management and maintenance of the Premises, and that this is an agreement for the privilege of Baseball to use the Premises only for the purpose of collegiate baseball and baseball related activities. This Lease Agreement may not be assigned by Baseball to any person or entity, and Baseball agrees that the City’s consent to any assignment may be withheld for any reason, and in its sole discretion.

b. The City agrees not to enter into a lease for the Premises with any other minor league, professional or collegiate league team during the term of this lease, without the written consent of Baseball.

c. It is further understood that this Lease Agreement is non-exclusive, meaning that, at those times when the Premises are not being used for Baseball’s purposes, the City retains the right to make the Premises available for other uses to the extent that the use will not interfere with those purposes. It is expressly understood that the City may allow the playing field to be used by college, high school, little league or other local baseball teams, or to permit others to host outdoor concerts on the Premises on a non-interfering basis. At such times, it shall be the City’s responsibility to maintain the Premises in good repair. Baseball agrees it will cooperate with the City in making the Premises available to others and not unreasonably withhold access. The City will notify Baseball when a non-baseball event is scheduled for the Premises.

Section IV – Compensation (Rent)

a. As compensation for the use of the Premises, and during the term of this Lease, Baseball shall pay to the City a flat fee of \$10,000.00 for the first year. Each subsequent year the City will impose a 2% increase.

b. Baseball will provide the City Department of Parks and Recreation with a season schedule detailing all planned field use for games, practices and camps no later than April 1st of each year of this lease.

c. Payment must be made to the Parks and Recreation Department with 50% being paid on April 1st of each year and the remaining 50% to be paid on July 1st of each year. If payment is not made by Baseball on or before the scheduled due date, Baseball will not have access to the premises.

Section V – Non-Alcohol Concessions and Advertising

a. It is the purpose of this Section to provide an incentive to Baseball or sub franchisee(s) to operate concessions during the term of the lease for all events held at the Premises for the benefit of both Baseball and the City. The City and Baseball agree that during the term of this lease, and for all events at the Premises, whether for Baseball purposes or otherwise, concession rights for the sale of food and non-alcoholic drinks, as well for baseball souvenir items sold on the Premises, shall be exclusive to Baseball. The City shall not permit nor allow mobile units or other vendors or concessions upon the Premises during events or activities being conducted by Baseball or others during the term of this lease. Prior to opening the concessions for sale of food and drink, Baseball will provide the City with all applicable licenses, including but not limited, required NYS Department of Health.

b. All expenses other than normal wear and tear, including repairs to appliances including a walk-in cooler, freezer, griddle, and beverage dispensers due to negligence or abuse incurred in providing concessions shall be at the sole expense of Baseball.

c. The City authorizes Baseball to install soda vending machines on the Premises. The City, in its sole discretion, can ask to have the vending machines removed if vandalism occurs.

d. Baseball shall be responsible for causing the non-alcohol concessions to be open and operated for all Baseball events. Additionally, Baseball shall be responsible for causing such concessions to be open and operated during the hours of Fair Week if an event is held in the grandstand area. In the event that non-Baseball events are held at the Leased Premises during Baseball's regular season, Baseball shall be responsible for causing the concession to be opened and operated for those events upon request.

e. Baseball will be allowed to sell Advertising to be placed within the Premises. There shall be no signs endorsing or sponsored by a political candidate. The Parks and Recreation Crew Chief must approve all advertising prior to installation. It will be the responsibility of Baseball to install and remove the Advertising, including the removal of all hardware. In the event that all signage and/or hardware is not removed by August ^{31st} of each year. Baseball will be responsible for reimbursing the City for the costs of removing said signage and/or hardware.

Section VI – Franchise for Sale of Alcoholic Beverages

a. Baseball desires to provide for the sale of beer at the collegiate games to be held pursuant to this Agreement, and the City grants such franchise upon the terms outlined in this section. Baseball may provide such sales itself or enter into a sub-franchise agreement with a person or entity who or which shall obtain a SLA license for beer sales for the Watertown Municipal Fairgrounds Main Baseball Field limited to the term of this Agreement.

“Baseball, and any person or entity with whom Baseball contracts for the sale of alcoholic beverages on the Premises, shall be bound by the terms of the City’s “ABC Law, Rules and Guidelines,” as the same may, from time to time, be amended. A copy of the City’s current “ABC Law, Rules and Guidelines” is attached to this Agreement as Exhibit “A.” Baseball and its sub-franchisee shall also be specifically bound by the terms and conditions of any license issued by the State Liquor Authority.

Baseball or its sub-franchisee shall provide the City with a copy of any application for the license, and shall, at a minimum as part of the application, show the locations of all points of sale; indicate the manner in which control of the sale of alcoholic beverages will be maintained; contain an acknowledgement that it will discontinue the service of alcohol at any time when directed to do so by the shift supervisor of the Watertown City Police; provide proof of its liquor liability insurance coverage in the amount of \$1,000,000.00 individual/\$2,000,000.00 aggregate; and represent that the times of alcohol service must be no earlier than one-half hour prior to the commencement of any game and that all service will be discontinued at the end of the 7th inning stretch.

Baseball acknowledges that, as the party responsible for the sub-franchisee, it is obligated not to permit the sale of alcoholic beverages in violation of the New York Alcoholic Beverage and Control Law, the New York Penal Law, and/or the New York General Obligations Law. If it is determined that Baseball or its sub-franchisee has sold beverages in violation of any of the applicable rules and regulations, including any term of this franchise, Baseball’s right to sell or contract with a sub-franchisee for the sale of alcohol on the premises will be immediately revoked.

Baseball acknowledges that the City of Watertown is not involved in the sale of alcoholic beverages, and agrees to defend and indemnify the City, including

reimbursement of the City's reasonable attorneys' fees, from any and all claims, civil or criminal, arising from any claimed violations of law pertaining to, or statutory duty arising from, the sale of alcoholic beverages.

(1) Baseball Games: At no time shall alcohol sales begin more than one hour prior to the start of the game, and all alcohol sales will cease at the end of the 7th inning stretch. If a double header is being played, sales shall end following the completion of the 5th inning of the second game.

(2) Other events: The sale of alcohol shall not be allowed more than one hour prior to the commencement of the event and shall stop at least one half hour prior to the scheduled conclusion of the event. "Other events" are defined as only the events taking place during the week of the Jefferson County Fair, or as specifically approved by the City Manager. Baseball acknowledges that this Lease Agreement contains no right to sponsor concerts or other events, and that City consent to the same may be withheld for any reason whatsoever.

Section VII – Adequacy of Leased Premises

- a. Baseball represents that the Premises satisfy the requirements of the Perfect Game Collegiate Baseball League and that the City shall not be obligated to make any changes to the Premises and the office space during the term of this Lease to satisfy any requirements of Baseball or the Perfect Game Collegiate Baseball League.
- b. Baseball shall certify in writing to the City that it has accepted, in good order and repair, the Premises. This certification by Baseball shall include a statement that Baseball has examined and knows the condition of the Premises and has received the same in good repair and working order. Any exceptions by Baseball to the condition of the Premises at the time of their receipt shall be provided to the City in writing.
- c. The City will maintain the premises to the standards of the Perfect Game Collegiate Baseball League and to NCAA standards.

Section VIII – Maintenance

a. The City agrees that it will keep the Premises, including any structural or capital repairs and improvements, in good repair during the term of this Lease, and at its own expense. The City further agrees that it shall bear the cost of electric facilities and electric service to the Premises.

b. Baseball agrees to provide custodial maintenance of the Premises during the term of the Lease. Baseball is responsible for clearing the Leased Premises after every game or practice. Baseball shall keep the Premises secure and keep unauthorized persons off of the roof in the grandstand area. If Baseball has the concessions open for a non-

Baseball event, Baseball will still be responsible for custodial maintenance and cleanup of the Premises. Baseball must complete all custodial and maintenance clean-up until 10:00am the following day. Baseball agrees to schedule the delivery and removal of a dumpster and agrees to all costs associated.

c. The City agrees that it will maintain the baseball field. Baseball acknowledges, however, that the City's employees are not responsible for the laying and removal of the main field tarp prior to, during, or after any particular baseball game. Baseball must request permission to tarp the field from the Parks and Recreation Crew Chief. The City agrees ensure that the field is playable condition.

d. If all or any part of the Premises are damaged or destroyed by Baseball, or by any of its agents or employees, or by any of Baseball's patrons, or during any event for which Baseball is responsible, (for example, damage or destruction to the outfield fence), Baseball agrees that it will immediately cause repairs or, if the City repairs the damage, that it will reimburse the City for such damage or destruction.

Section IX – Office Space

that The office space as indicated on appendix B has been requested for use by Baseball from April 1st through October 1st for each year of this lease. This office space shall be considered part of the Premises for purposes of Section XVI.

The City will provide 50 folding chairs for Baseball's locker rooms. Baseball will be responsible for compensating the City for any lost or damaged chairs.

Section X – Concession Space

a. As part of the Fairgrounds Capital Improvement Project, the City constructed concession space. Baseball will have exclusive use of the concession space during the term of this Lease.

Section XI-COMPLIANCE WITH PROVISIONS/DEFAULT

Baseball shall comply with the terms and conditions of this agreement in all respects. Any failure by Baseball to comply with the terms of this agreement in connection with alcohol sales, failure to maintain Premises, failure to provide non-alcohol concessions, or booking non-baseball events without permission shall constitute grounds for the City's termination of the franchise mid-season. If this is a multiple year or renewable lease/franchise, such failure to comply may be grounds for the City's refusal to permit Baseball's possession of the premises for the remainder of the lease term.

Section XII– Insurance

a. Baseball agrees to name the City as an additional named insured for its liability coverage, and to provide proof of general liability insurance in the amount of \$500,000 per person and \$1,000,000 per occurrence, and property damage coverage in the amount of \$100,000. Baseball shall provide the City with copies of its declarations pages for the policy or policies during the duration of the Lease Agreement. Baseball's policies of insurance may not limit the City's coverage as an additional insured to vicarious liability issues only.

b. The City will insure the Premises to cover only the City's interest in the event of damage due to fire or other hazard. Baseball agrees that, if the Premises are materially damaged by fire or other casualty, the City is not obligated to restore the Premises, and Baseball will have no claim under this lease against the City for not restoring the Premises.

c. Baseball shall procure and maintain workers' compensation insurance and disability insurance in accordance with the laws of the State of New York. Proof of this insurance must be turned into the Parks and Recreation office before May 1st, of each year. This insurance shall cover all persons who are employees of Baseball under the laws of the State of New York. Proof of said insurance shall be provided to the City of Watertown upon signing of this Agreement.

Section XIII– Hold Harmless

Baseball shall indemnify and hold the City harmless, including reimbursement for reasonable attorneys' fees, from any and all loss, costs or expense arising out of any liability or claim of liability for injury or damages to persons or to property sustained by any person or entity by reason of Baseball's operation, use, or occupation of the Premises, or by or resulting from any act or omission of Baseball or any of its officers, agents, employees, guests, patrons or invitees. The liability insurance in the type and amounts identified at Section XII, naming the City as an additional named insured, shall be sufficient for purposes of meeting Baseball's obligations under this paragraph.

Section XIV – Venue and Applicable Law

a. The City and Baseball agree that the venue of any legal action arising from a claimed breach of this Lease is in the Supreme Court, State of New York, in and for the County of Jefferson.

b. This Agreement shall be construed in accordance with the laws of the State of New York.

Section XV – Right of Access

The City reserves the right to enter the Premises by its duly authorized representatives at any reasonable time which does not interfere or conflict with the conduct of the business of Baseball, for the purposes of inspecting the Premises, performing any work necessary to required on the part of the City, exhibiting the Premises, or in the performance of its police powers.

Section XVI – Return of Premises

Baseball agrees to return the Premises to the City, upon the expiration of this Lease, in as good condition as when Baseball received possession of the Premises, reasonable wear and tear excepted, and excepting damage to the Premises caused by others when the Premises were not under the control of Baseball. The City and Baseball will conduct an initial walk through of the Premises at the beginning of the lease term. Upon expiration of the lease, The City and Baseball will conduct a final walk through of the Premises

Section XII– Notice

All notices required to be given under this Lease shall be in writing and shall be deemed to have been duly given on the date mailed if sent by certified mail, return receipt requested, to:

To City: Sharon Addison, City Manager
City of Watertown
245 Washington Street
Watertown, New York 13601

To Baseball: Michael Schell, Partner
S&V Baseball Management, LLC
P.O. Box 184
Chaumont, NY 13622.

A party may change the address to which notices are to be sent by written notice actually received by the other party.

IN WITNESS WHEREOF, the City and Baseball will have caused this Lease to be executed by authorized agents to be effective as of April 1, 2018.

THE CITY OF WATERTOWN, NEW YORK

By: _____
Sharon Addison, City Manager

S&V Baseball Management, LLC

By: _____
Michael Schell, CEO

STATE OF NEW YORK)
COUNTY OF JEFFERSON) ss.:

On _____, 2017, before me, the undersigned, a Notary Public, in and for said State, personally appeared Sharon Addison, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me he executed the same in his capacity and that by his signature on the instrument, the individual or the person upon whose behalf the individual acted, executed the instrument.

NOTARY PUBLIC

STATE OF NEW YORK)
COUNTY OF JEFFERSON) ss.:

On _____, 2017, before me, the undersigned, a Notary Public, in and for said State, personally appeared Michael Schell, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me he executed the same in his capacity and that by his signature on the instrument, the individual or the person upon whose behalf the individual acted, executed the instrument.

NOTARY PUBLIC

ABC Law Rules and Guidelines

- You must provide the City of Watertown with a copy of your license certificate at least 24 hours before the start of your event.
- You as the licensee are responsible for the activities of employees and patrons in all parts of the licensed premises, even if you are not always physically present, to ensure that the business is operating in accordance with the ABC Law.
- Your license certificate must be displayed so that it is in a conspicuous place inside the premises near the point of sale. Copies of the certificate for posting purposes are not acceptable.
- If you wish to make any changes in the structure of your corporation, or if you wish to change the individuals on the license, you must file the appropriate application and obtain approval from the Authority before making these changes.
- Appropriate books and records detailing purchases with invoices and the amount of each sale must be maintained at the premises and made available for inspection by SLA investigators.
- Bartenders, waitresses, waiters, hostesses and/or any persons who handle and receive payment for alcoholic beverages must be at least 18 years old.
- Bus persons and dishwashers who handle containers which have held alcoholic beverages must be at least 16 years old and must be directly supervised by someone at least 21 years old.
- According to Section 260.21 of the Penal Law, persons under the age of 16 must be accompanied by a parent or guardian to enter an on premises establishment.
- Alcoholic beverages must be consumed on the premises.
- Hours of sale are determined by the closing hours in the county where your establishment is located and your license/permit. Be sure you know the proper hours.
- You must have a valid bond in effect at all times.
- Purchases of alcoholic beverages must be made from duly licensed manufacturers and wholesalers. Purchases from retail stores or from any other retail licensee for resale are not permitted.
- Gambling of any type, either professional or social, is not permitted on any licensed premises. Exceptions are the sale of lottery tickets when licensed by the

Division of the Lottery and bingo or games of chance when authorized by the State Racing and Wagering Board.

- Refilling or tampering with the contents of any container containing alcoholic beverages is not permitted.
- An alcoholic beverage must be dispensed from the container in which it was received from the wholesaler.

- Any plans to make major physical changes or to substantially alter the licensed premises in any way may require permission from the authority prior to construction.

- Patrons may consume drinks purchased before closing hours up until one-half hour after the legal closing hours.

- To prevent sales to minors, ask for proof. It is a crime to give or sell alcoholic beverages to anyone under the age of 21. You should instruct your employees to check for proof of age before selling any alcoholic beverages. Acceptable documents for identification:
 - Valid New York State driver's license or a valid driver's license from any other state or Canada.
 - Valid identification issued by the New York Department of Motor Vehicles (non-Driver ID card).
 - Valid United States military identification.
 - Valid passport or visa from the United States government or any other country.

**College ID OR Sheriff's ID Cards
are *NOT* acceptable Proof of Age.**

- Have a written policy on what you expect from employees when making alcoholic beverage sales and post the policy for all employees to see.
- Post a "Date Born After" sign in close proximity to all cash registers.
- Establish an ongoing training and education program for all employees.
- Be sure your bartenders, wait staff and clerks understand that they can be arrested for selling alcoholic beverages to minors and/or intoxicated people.
- Support your employees when they refuse to make a sale.
- Encourage responsible drinking when advertising your establishment. Do not use advertising and/or promotions which are designed as inducements for teenagers to drink.

Recognize the signs of intoxication

Slurred speech

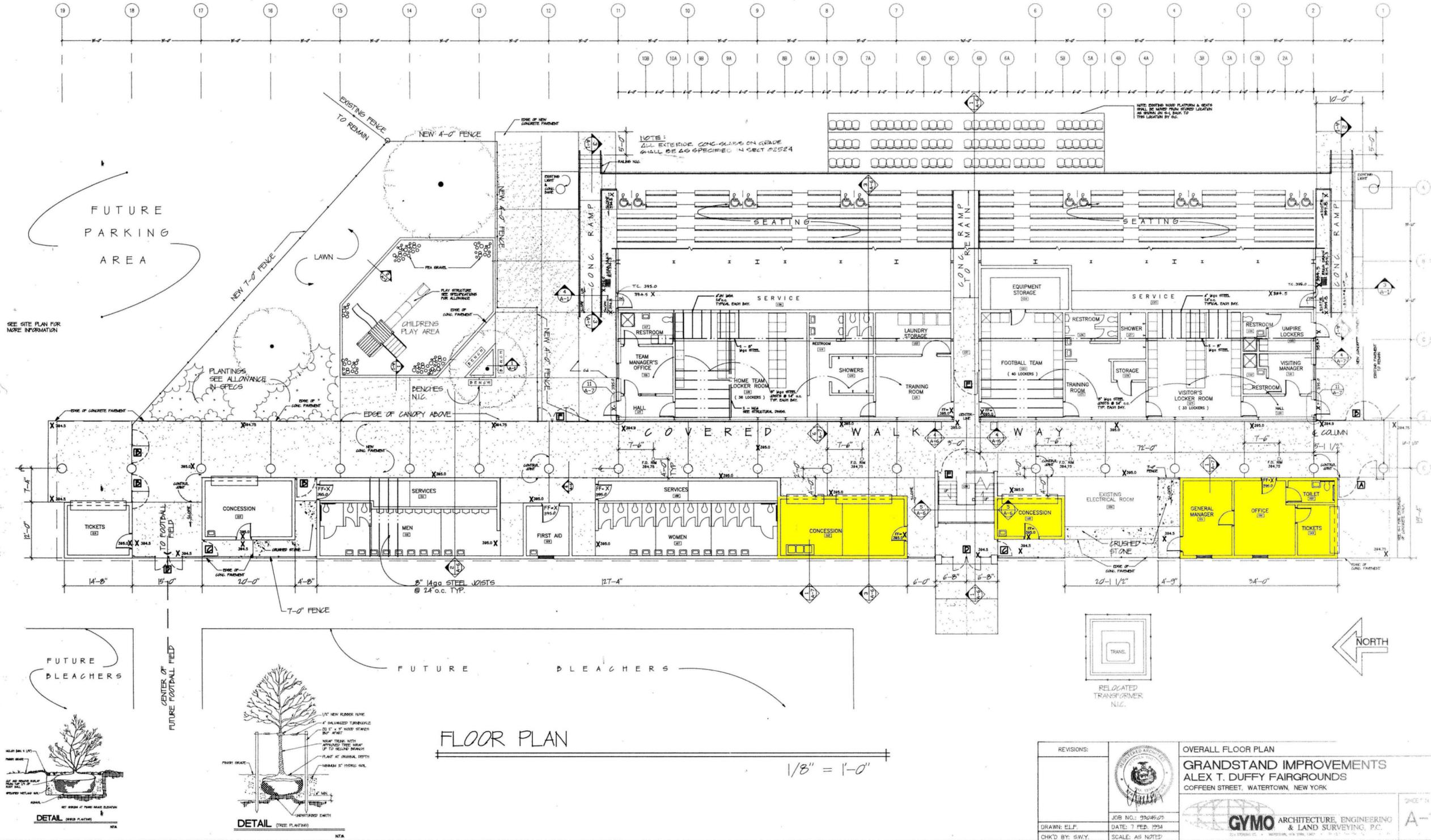
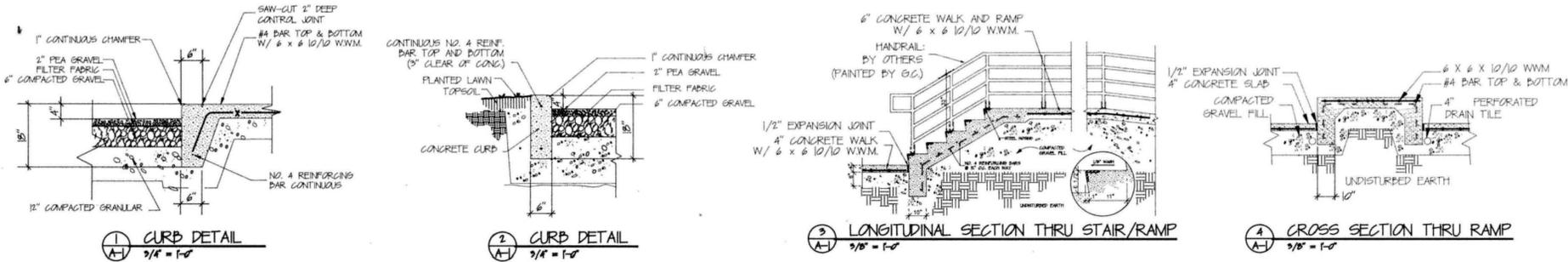
Mood swings

The smell of alcohol

Loud, abusive, profane language

Staggering or falling

"EXHIBIT A"



<p>REVISIONS:</p> <p>DATE: 7 FEB. 1994</p> <p>SCALE: AS NOTED</p>	<p>OVERALL FLOOR PLAN</p> <p>GRANDSTAND IMPROVEMENTS</p> <p>ALEX. T. DUFFY FAIRGROUNDS</p> <p>COFFEEEN STREET, WATERTOWN, NEW YORK</p> <p>GYMO ARCHITECTURE, ENGINEERING & LAND SURVEYING, P.C.</p>	<p>JOB NO.: 92049.03</p> <p>DATE: 7 FEB. 1994</p> <p>SCALE: AS NOTED</p>	<p>DRAWN: ELF</p> <p>CHK'D BY: SWY</p>
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To: The Honorable Mayor and City Council

From: Jennifer Voss, Senior Planner

Subject: Approving CDBG Grant Agreement with United Way of Northern New York

The Community Development Block Grant (CDBG) Annual Action Plan that was adopted by the City Council on July 17, 2017 included \$5,100 to pay for food and associated supplies in support of the Food 4 Families program in the Watertown City School District. The food will be made available to low and moderate income families with children attending schools within the district.

An Agreement between the City of Watertown and United Way of Northern New York for the grant has been drafted and is attached. United Way will receive the funds as a 501(c)(3) organization and the School District will work with the Central New York Food Bank to draw down these funds to purchase food. This process complies with all CDBG regulations, and United Way will provide the City with a complete financial report on the use of grant funds.

The resolution prepared for City Council consideration approves the proposed Agreement and authorizes the City Manager to sign it on behalf of the City Council.

RESOLUTION

Page 1 of 1

Approving CDBG Grant Agreement with
United Way of Northern New York

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 of Watertown’s Community Development Block Grant (CDBG) Annual Action Plan for Program Year 2017 includes the support of the Food 4 Families program in the Watertown City School District, and

WHEREAS the Annual Action Plan identifies the Food 4 Families activity to be \$5,100 in funding for food and associated supplies, and

WHEREAS the recipient of funds for the Food 4 Families program will be United Way of Northern New York, and

WHEREAS a Grant Agreement between the City of Watertown and United Way of Northern New York for the CDBG funds has been drafted,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that it hereby approves the Grant Agreement with United Way of Northern New York, a copy of which is attached hereto and made part of this resolution, and

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

Seconded by

GRANT AGREEMENT

This Grant Agreement ("**Grant Agreement**") is made this ____ day of _____, 2017, by and between the **CITY OF WATERTOWN**, a municipal corporation of the State of New York (hereinafter referred to as the "**Grantor**"), and **UNITED WAY OF NORTHERN NEW YORK**, a 501(c)(3) Not-For-Profit Organization (hereinafter referred to as the "**Grantee**").

The Grantor is the recipient of Community Development Block Grant (CDBG) funds from the U. S. Department of Housing and Urban Development (HUD). CDBG funds are provided under Title I of the Housing and Community Development Act of 1974, as amended, and all activities supported by those funds must comply with the federal regulations at 24 CFR Part 570 and specific provisions of the Funding Approval/Agreement between the Grantor and HUD for Grant Number B-17-MC-36-0121 dated September 22, 2017.

For good and valuable consideration, the sufficiency of which is hereby acknowledged, Grantor agrees to distribute a grant from CDBG funds in the amount of Five Thousand One Hundred Dollars and 00/100 (\$5,100.00) Dollars (hereinafter referred to as the "**Grant Funds**") to Grantee for the purposes and uses set forth in this Grant Agreement. The Grant Funds shall be used exclusively for the purchase of food and associated supplies ("**Grant Purposes**") incurred by the Grantee in support of the Watertown City School District Food 4 Families program (the "**Project**").

Grantor reserves the right to require a refund of any Grant Funds that have not been used for the Grant Purposes.

Grantee agrees to provide Grantor with a complete financial reporting regarding the use of the Grant Funds after they have been spent. Grantee agrees to provide Grantor with information required for Grantor to comply with all federal regulations that apply to the use of

Community Development Block Grant funds for the Project, including but not limited to number of persons assisted and income verification.

Grantee will not discriminate on the basis of race, color, creed, national origin, sex, age, handicap or family status in the distribution of the backpacks.

Grantee agrees that no officer, employee or agent of the Grantor who exercises any control or influence in connection with the Project will have any interest, direct or indirect, in how the Grant Funds are disbursed or in any contract related to the Project. Also, no member or delegate to the Congress of the United States shall have any interest in or derive any benefit from the Project.

Grantee agrees that Grant Funds will be used to purchase food in support of the Watertown City School District Food 4 Families Program which will be made available to low and moderate income persons, as defined by HUD.

Grantee hereby certifies that it is in its complete control to use the Grant Funds for the Grant Purposes. This document contains the entire agreement between Grantor and Grantee, and there are no terms or conditions, oral or written, governing the use of the Grant Funds other than those contained in this document. This agreement will be governed by the laws of the State of New York. This Grant Agreement may be executed by Grantor and Grantee in separate counterparts. All such counterparts shall constitute one and the same agreement and shall become effective when one or more counterparts have been signed by each party and delivered to the other party. This Grant Agreement may be signed by facsimile signatures or other electronic delivery of an image file reflecting the execution hereof, and, if so signed: (i) may be relied on by each party as if the document were a manually signed original and (ii) will be binding on each party for all purposes.

[Signature Page Follows]

IN WITNESS WHEREOF, the undersigned have caused this Grant Agreement to be executed as of the date first above written.

UNITED WAY OF NORTHERN NEW YORK, a a
501 (c)(3) Not-For-Profit Organization

By: Robert Gorman
Its: President

CITY OF WATERTOWN

By: Sharon Addison
Its: City Manager

Res No. 11

November 1, 2017

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Authorizing the City of Watertown to Accept Real Property Obtained by the State of New York Relative to the Factory Street Reconstruction Project, PIN 7753.15

The Factory Street Reconstruction Project is in its final stages of closeout. The NYS Department of Transportation will now issue a form NYS 1446 once the City of Watertown accepts the real property that was obtained by NYS DOT. These right-of-way incidentals are included in the D032467 Contract.

The attached Resolution for City Council consideration accepts these. The actual maps are too voluminous to attach for Council here, but are available in the online version of the Council Agenda. They will be included, as required, in the filing by NYS.

RESOLUTION

Page 1 of 2

Authorizing the City of Watertown to Accept Real Property Obtained by the State of New York Relative to the Factory Street Reconstruction Project, PIN 7753.15

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 had a project for Factory Street Reconstruction in Jefferson County, and

WHEREAS this project required acquisition of real property and the City of Watertown requested New York State Department of Transportation acquire the necessary lands in FEE as shows on attached Map 5, Parcel 6; Map 7, Parcel 9; Map 9, Parcel 11; Map No. 11, Parcel 14; Map 15, Parcel 19; Map 19, Parcel 25; Map 34, Parcel 40; Map 35, Parcel 41; Map 36, Parcel 42; Map 49, Parcel 55, and

WHEREAS necessary lands acquired as Permanent Easements as shown on attached Map 1, Parcel 1; Map 3, Parcel 3; Map 4, Parcels 4 & 5; Map 9, Parcel 12; Map 11, Parcel 15; Map 13, Parcel 17; Map 14, Parcel 18; Map 15, Parcel 20; Map 16, Parcel 21; Map 21, Parcel 27; Map 23, Parcel 29; Map 27, Parcel 33; Map 33, Parcel 39, Map 43, Parcel 49; Map 44, Parcel 50; Map 45, Parcel 51, and

WHEREAS the City of Watertown owns and maintains the affected portion of Factory Street, and

WHEREAS the State of New York has requested that the City agree to accept the real property,

NOW THEREFORE BE IT RESOLVED that upon completion of the Factory Street Reconstruction Project, PIN 7753.15, the City of Watertown is hereby authorized to accept the real property acquired by the state of New York for the project, as described herein, and agrees to accept all responsibility, maintenance and jurisdiction of said property, and

RESOLUTION

Page 2 of 2

Authorizing the City of Watertown to Accept Real Property Obtained by the State of New York Relative to the Factory Street Reconstruction Project, PIN 7753.15

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 RESOLVED that the City Manager Sharon Addison is hereby authorized and directed to enter into agreements or any other document to carry out the intent of this Resolution.

Seconded by

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

Y 20140180

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 1
PARCEL NO. 1
SHEET 1 OF 2 SHEETS

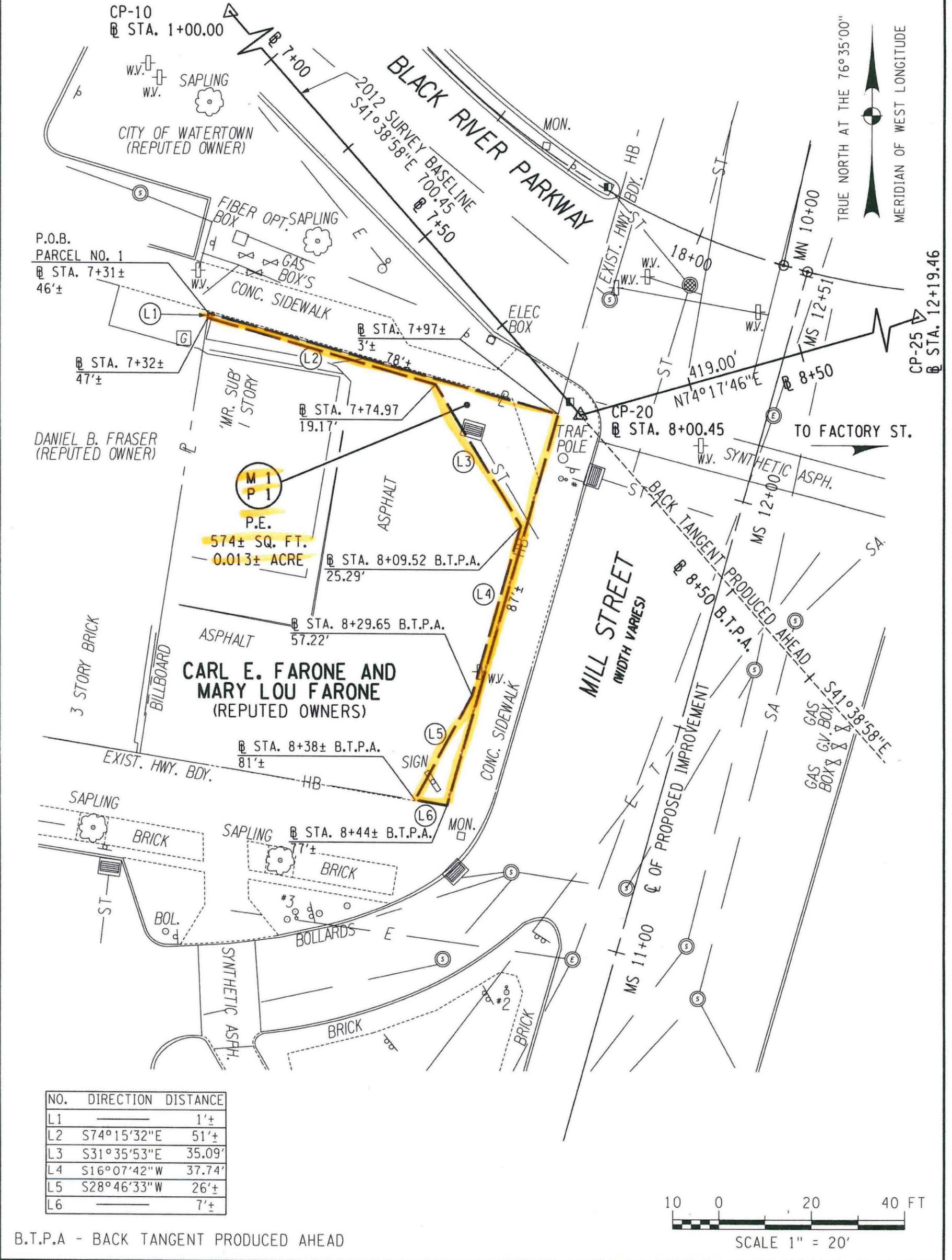
MAP REFERENCE INFORMATION:

Parcel Locator Point:
Parcel No: 1
N. 1449180.89
E. 997874.79

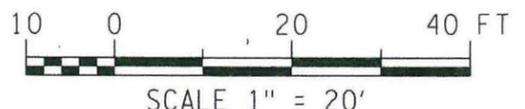
CARL E. FARONE AND
MARY LOU FARONE
(REPUTED OWNERS)
CCD L. 881 P. 297
TRN 1

PARCEL SUMMARY

Type: PERMANENT EASEMENT
Portion of 2012 Tax Map
Ref. No. 7-01-101.001
City of Watertown
County of Jefferson
State of New York



NO.	DIRECTION	DISTANCE
L1	---	1'±
L2	S74°15'32"E	51'±
L3	S31°35'53"E	35.09'
L4	S16°07'42"W	37.74'
L5	S28°46'33"W	26'±
L6	---	7'±



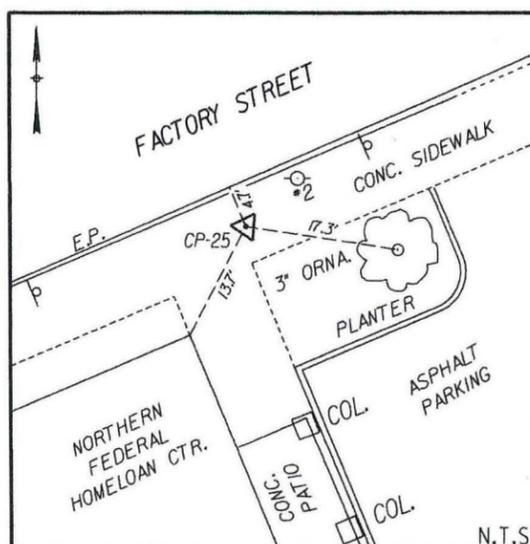
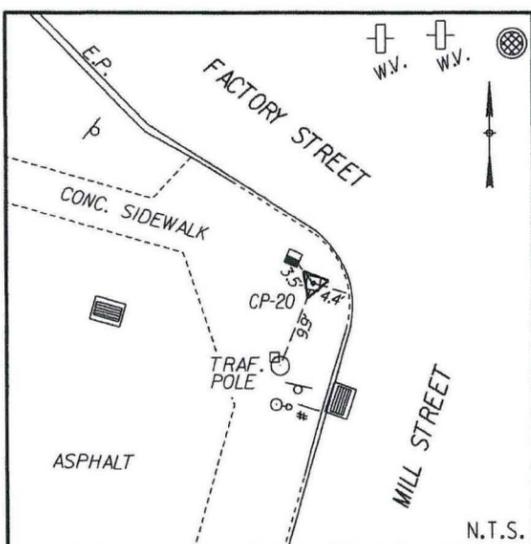
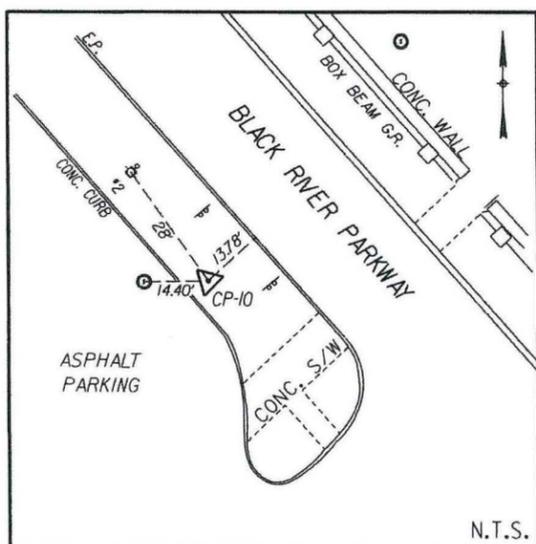
B.T.P.A - BACK TANGENT PRODUCED AHEAD

**NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP**

**FACTORY STREET
CITY OF WATERTOWN**

PIN 7753.15

**MAP NO. 1
PARCEL NO. 1
SHEET 2 OF 2 SHEETS**



CP-10 @ STA. 1+00.00

CP-10 IS A CAPPED REBAR IN GRASS 22' FROM NORTHWEST EDGE OF SIDEWALK AT PARKING LOT ENTRANCE.

NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1449683.1565
E. 997489.5138

CP-20 @ STA. 8+00.45

CP-20 IS A CITY MONUMENT AT THE INTERSECTION OF MILL & FACTORY STREET IN FRONT OF MR. SUBS.

NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1449159.7620
E. 997955.0133

CP-25 @ STA. 12+19.46

CP-25 IS A MAG NAIL LOCATED 4.1' FROM BACK OF CURB AND 7.9' FROM POLE #2.

NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1449273.1719
E. 998358.3778

PERMANENT EASEMENT FOR HIGHWAY PURPOSES

A permanent easement to be exercised in, on and over the property above delineated for the purpose of constructing, reconstructing and maintaining thereon a City Street, together with such bridges and other facilities in connection therewith as may be deemed necessary by the Commissioner of Transportation in and to all that piece or parcel of property designated as Parcel No. 1, as shown on the accompanying map.

RESERVING, however, to the owner of any right, title or interest in and to the property above delineated, and such owner's successors or assigns, the right of access and the right of using said property and such use shall not be further limited or restricted under this easement beyond that which is necessary to effectuate its purposes for, and as established by, the construction or reconstruction and as so constructed or reconstructed, the maintenance, of the herein identified project.

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date March 21, 2013

Sharon Addison

SHARON ADDISON
City Manager
City of Watertown



"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date MARCH 19, 2013

Jeffrey F. Phillips

Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773

For:

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

**CARL E. FARONE AND
MARY LOU FARONE
(REPUTED OWNERS)**

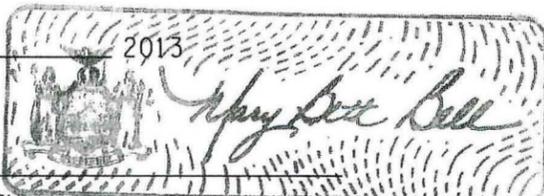
Map of property in and to which an easement as hereinabove defined is deemed necessary by the Commissioner of Transportation to be acquired by appropriation in the name of the People of the State of New York for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014



Office of Right-of-Way

Office of Right-of-Way

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

Y20140082

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 3
PARCEL NO. 3
SHEET 1 OF 2 SHEETS

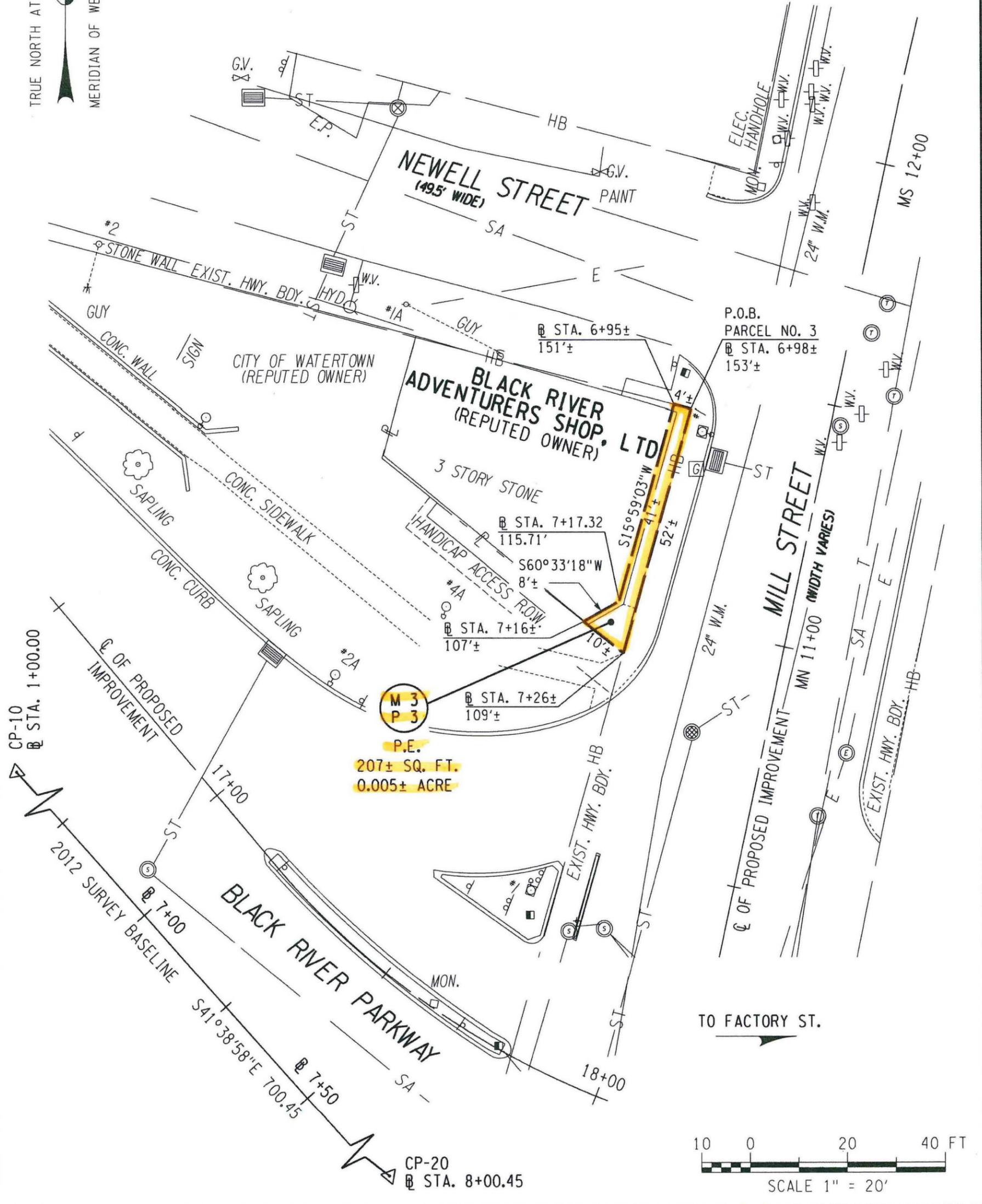
MAP REFERENCE INFORMATION:

Parcel Locator Point:
Parcel No: 3
N. 1449337.77
E. 998001.13

BLACK RIVER
ADVENTURERS SHOP, LTD.
(REPUTED OWNER)
CCD L. 1534 P. 312
TRN 20

PARCEL SUMMARY

Type: PERMANENT EASEMENT
Portion of 2012 Tax Map
Ref. No. 7-01-136
City of Watertown
County of Jefferson
State of New York

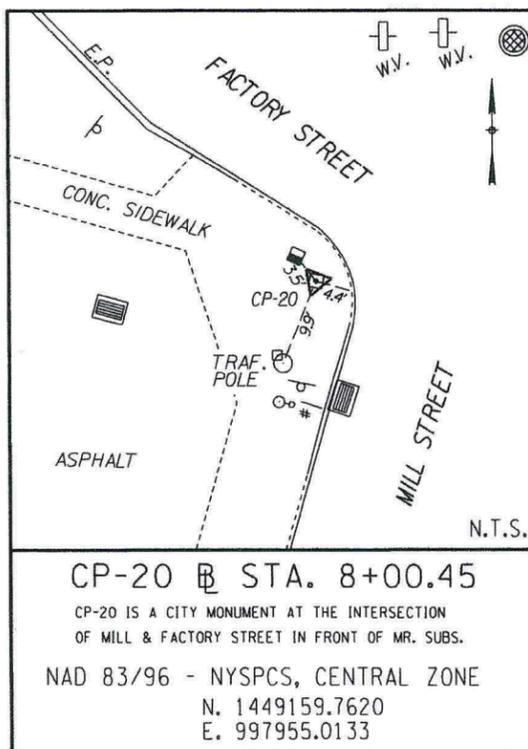
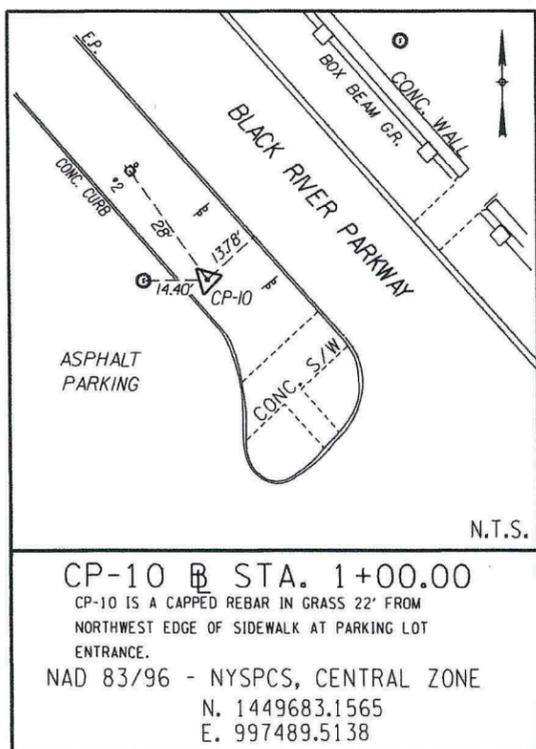


**NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP**

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 3
PARCEL NO. 3
SHEET 2 OF 2 SHEETS



PERMANENT EASEMENT FOR HIGHWAY PURPOSES

A permanent easement to be exercised in, on and over the property above delineated for the purpose of constructing, reconstructing and maintaining thereon a City Street, together with such bridges and other facilities in connection therewith as may be deemed necessary by the Commissioner of Transportation in and to all that piece or parcel of property designated as Parcel No. 3, as shown on the accompanying map.

RESERVING, however, to the owner of any right, title or interest in and to the property above delineated, and such owner's successors or assigns, the right of access and the right of using said property and such use shall not be further limited or restricted under this easement beyond that which is necessary to effectuate its purposes for, and as established by, the construction or reconstruction and as so constructed or reconstructed, the maintenance, of the herein identified project.

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date March 21, 2013

Sharon Addison
SHARON ADDISON
City Manager
City of Watertown



"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date MARCH 19, 2013

Jeffrey F. Phillips
Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773

For:
POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

**BLACK RIVER
ADVENTURERS SHOP, LTD.
(REPUTED OWNER)**

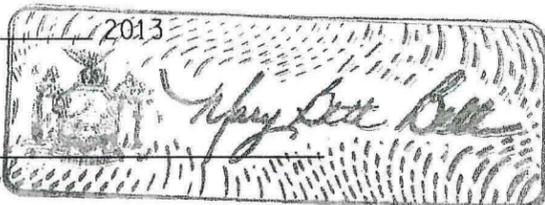
Map of property in and to which an easement as hereinabove defined is deemed necessary by the Commissioner of Transportation to be acquired by appropriation in the name of the People of the State of New York for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014



Office of Right-of-Way

Office of Right-of-Way

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

Y 20140183

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 4
PARCEL NOS. 4 & 5
SHEET 1 OF 3 SHEETS

MAP REFERENCE INFORMATION:

Parcel Locator Points:

Parcel No: 4
N. 1449254.93
E. 998040.69

Parcel No: 5
N. 1449248.47
E. 998144.79

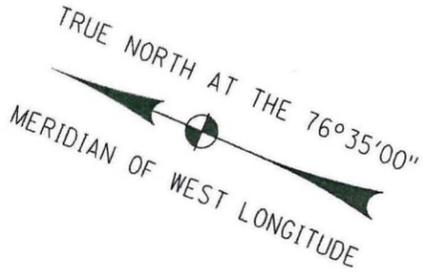
KNOWLTON PROPERTIES, LLC
(REPUTED OWNER)

INST. NO. 2008-0006362
TRN 2

PARCEL SUMMARY

Type: P. 4 PERMANENT EASEMENT
P. 5 PERMANENT EASEMENT
Portion of 2012 Tax Map
Ref. No. 6-01-201
City of Watertown
County of Jefferson
State of New York

MATCH LINE SHEET 2 - ϕ OF IMP. STA. 22+00



KNOWLTON PROPERTIES, LLC
(REPUTED OWNER)

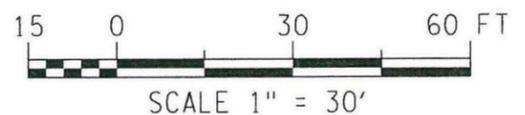
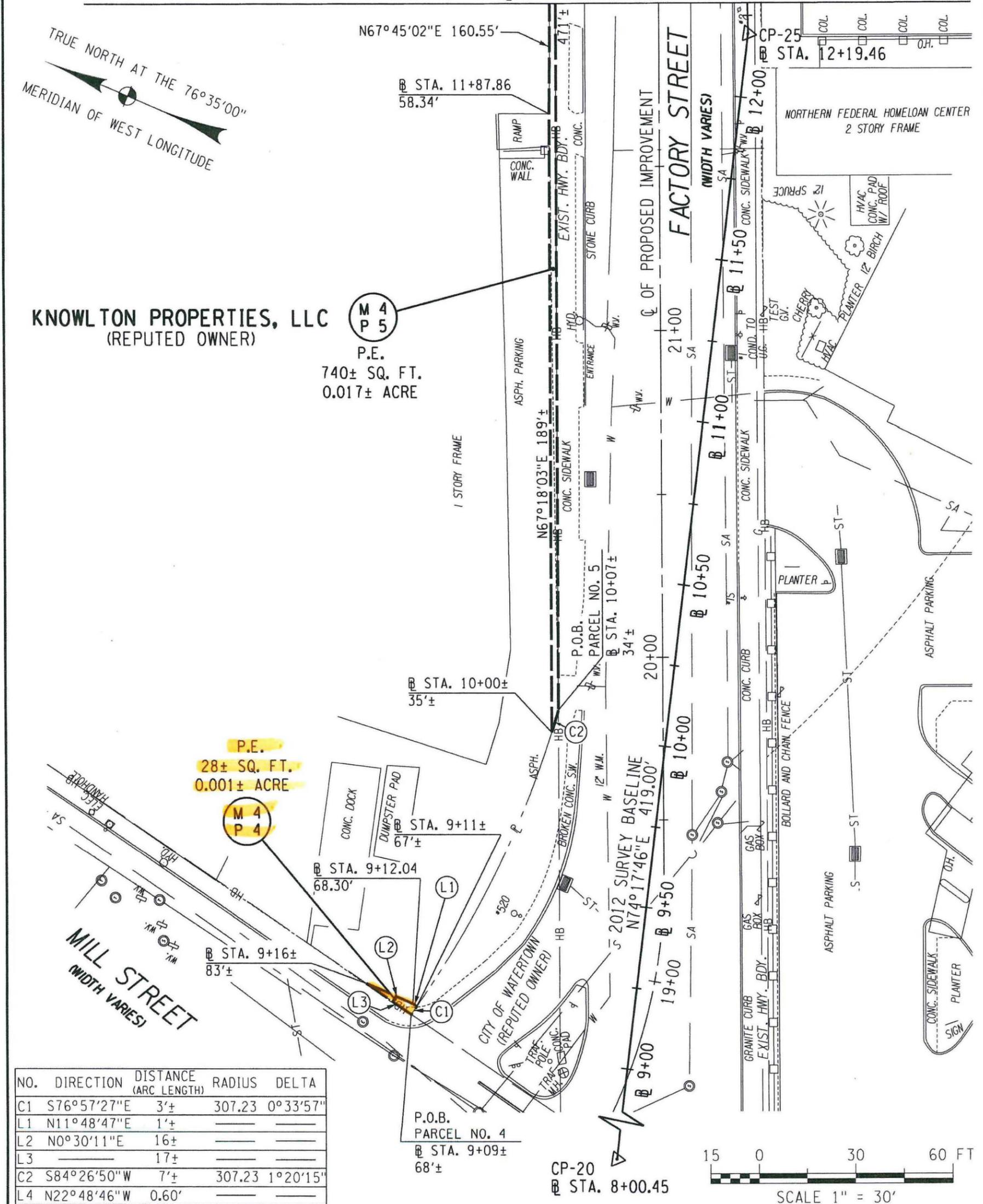
M 4
P 5

P.E.
740± SQ. FT.
0.017± ACRE

P.E.
28± SQ. FT.
0.001± ACRE

M 4
P 4

NO.	DIRECTION	DISTANCE (ARC LENGTH)	RADIUS	DELTA
C1	S76°57'27"E	3'±	307.23	0°33'57"
L1	N11°48'47"E	1'±		
L2	N0°30'11"E	16±		
L3		17±		
C2	S84°26'50"W	7'±	307.23	1°20'15"
L4	N22°48'46"W	0.60'		

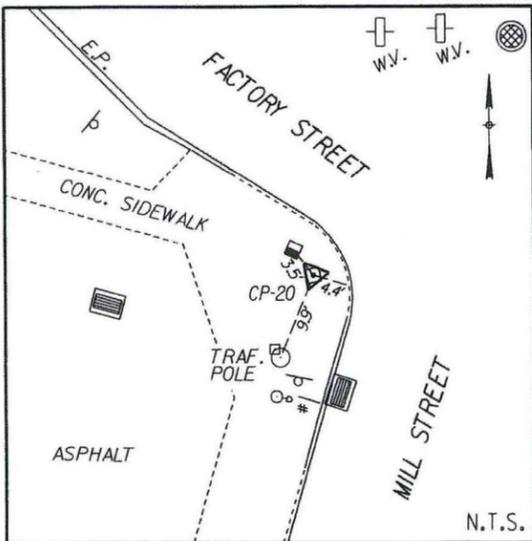


**NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP**

**FACTORY STREET
CITY OF WATERTOWN**

PIN 7753.15

**MAP NO. 4
PARCEL NOS. 4 & 5
SHEET 3 OF 3 SHEETS**



CP-20 @ STA. 8+00.45

CP-20 IS A CITY MONUMENT AT THE INTERSECTION OF MILL & FACTORY STREET IN FRONT OF MR. SUBS.

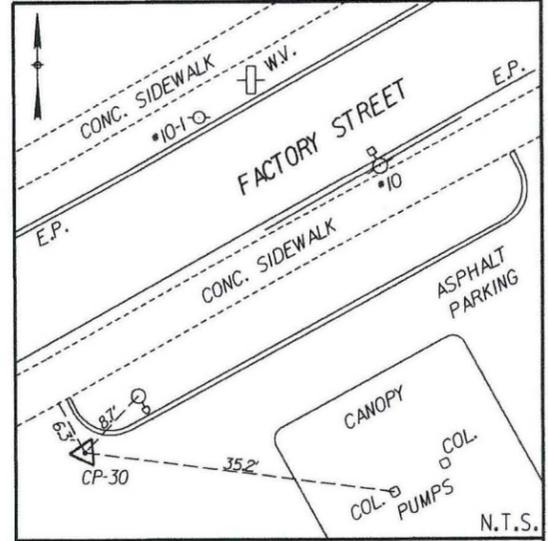
NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1449159.7620
E. 997955.0133



CP-25 @ STA. 12+19.46

CP-25 IS A MAG NAIL LOCATED 4.1' FROM BACK OF CURB AND 7.9' FROM POLE #2.

NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1449273.1719
E. 998358.3778



CP-30 @ STA. 21+22.85

CP-30 IS MAG NAIL LOCATED IN THE SOUTHWEST ENTRANCE OF NICE & EASY GAS STATION.

NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1449637.0269
E. 999185.2605

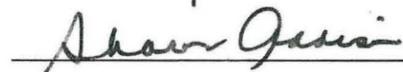
PERMANENT EASEMENT FOR HIGHWAY PURPOSES

A permanent easement to be exercised in, on and over the property above delineated for the purpose of constructing, reconstructing and maintaining thereon a City Street, together with such bridges and other facilities in connection therewith as may be deemed necessary by the Commissioner of Transportation in and to all these pieces or parcels of property designated as Parcel Nos. 4 & 5, as shown on the accompanying map.

RESERVING, however, to the owner of any right, title or interest in and to the properties above delineated, and such owner's successors or assigns, the right of access and the right of using said properties and such use shall not be further limited or restricted under this easement beyond that which is necessary to effectuate its purposes for, and as established by, the construction or reconstruction and as so constructed or reconstructed, the maintenance, of the herein identified project.

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date May 30, 2013


SHARON ADDISON
City Manager
City of Watertown



"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date May 28, 2013


Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773

For:

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

**KNOWLTON PROPERTIES, LLC
(REPUTED OWNER)**

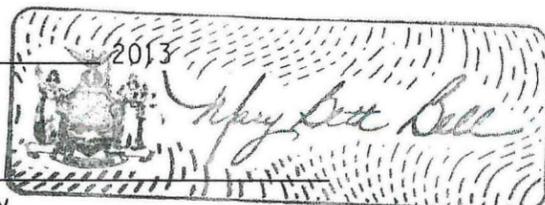
Map of property in and to which an easement as hereinabove defined is deemed necessary by the Commissioner of Transportation to be acquired by appropriation in the name of the People of the State of New York for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014



Office of Right-of-Way

Office of Right-of-Way

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

Y20140184

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 5
PARCEL NO. 6
SHEET 1 OF 2 SHEETS

MAP REFERENCE INFORMATION:

Parcel Locator Point:

Parcel No: 6
N. 1449079.29
E. 998026.62

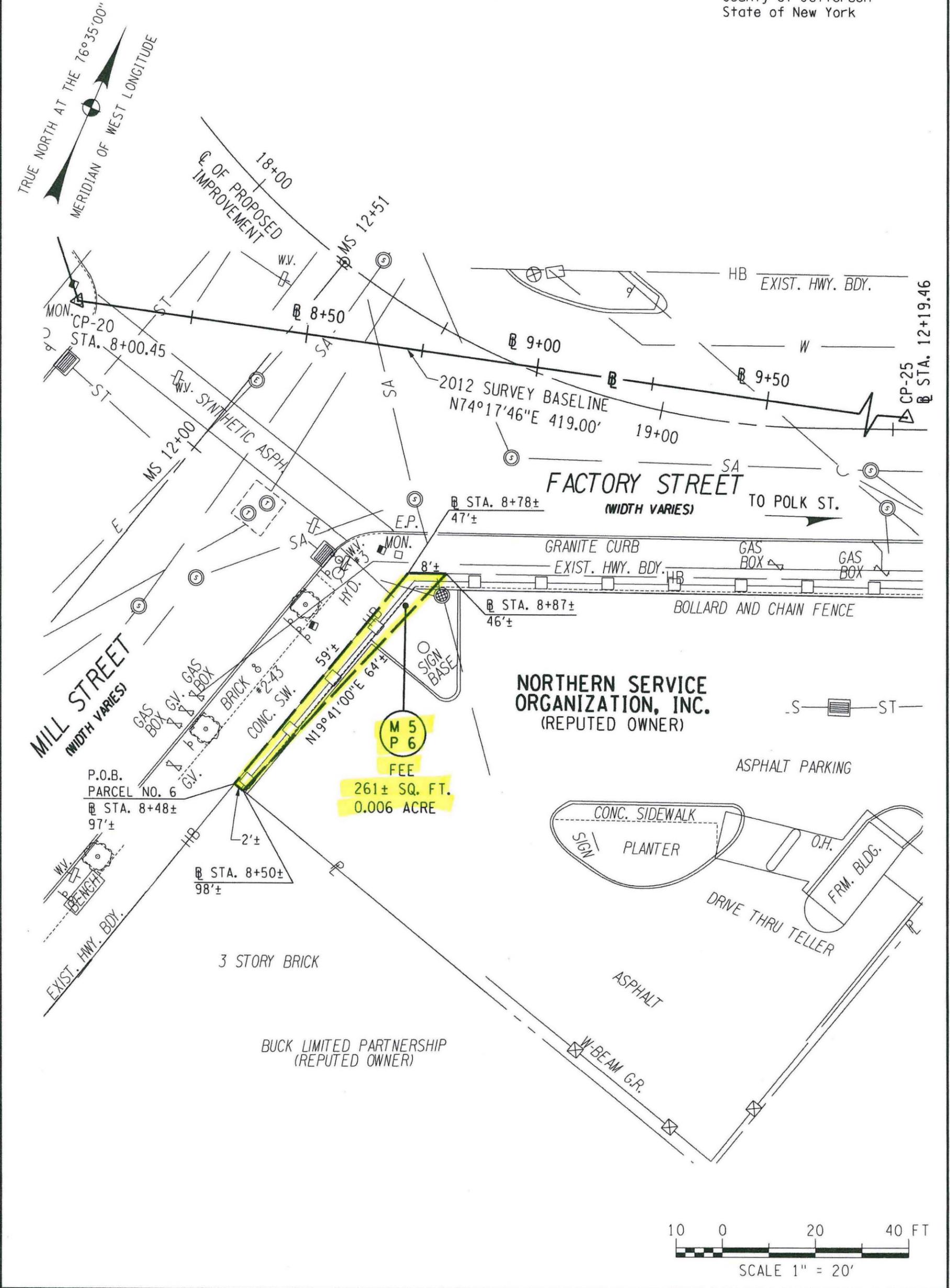
NORTHERN SERVICE
ORGANIZATION, INC.
(REPUTED OWNER)

INST. NO. 2005-00007541

TRN 21

PARCEL SUMMARY

Type: FEE
Portion of 2012 Tax Map
Ref. No. 6-01-301.002
City of Watertown
County of Jefferson
State of New York

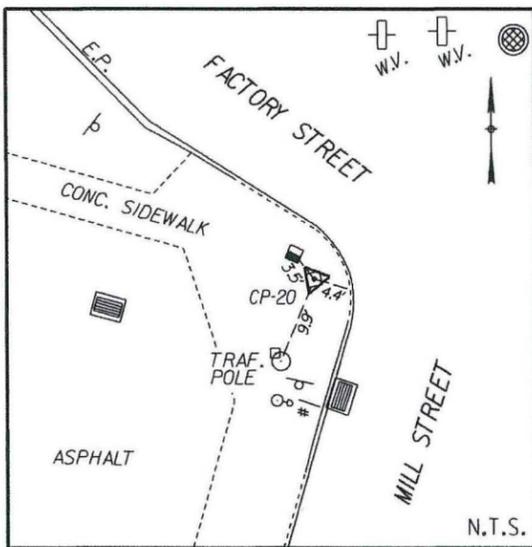


NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

FACTORY STREET
CITY OF WATERTOWN

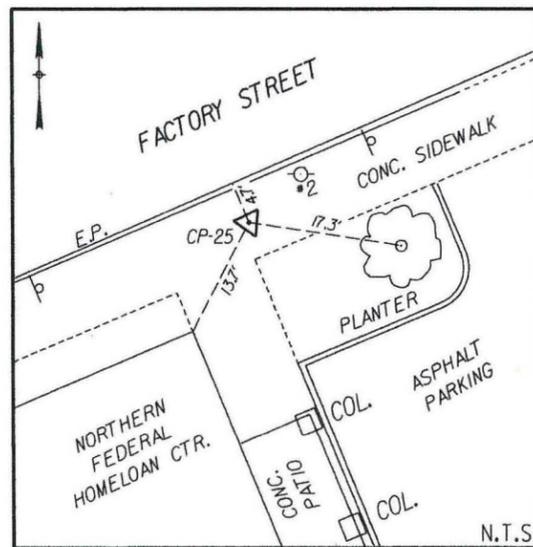
PIN 7753.15

MAP NO. 5
PARCEL NO. 6
SHEET 2 OF 2 SHEETS



CP-20 @ STA. 8+00.45

CP-20 IS A CITY MONUMENT AT THE INTERSECTION
OF MILL & FACTORY STREET IN FRONT OF MR. SUBS.
NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1449159.7620
E. 997955.0133



CP-25 @ STA. 12+19.46

CP-25 IS A MAG NAIL LOCATED 4.1' FROM BACK OF
CURB AND 7.9' FROM POLE #2.
NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1449273.1719
E. 998358.3778

All that piece or parcel of property designated as Parcel No. 6, as shown on the accompanying map, to be acquired in Fee.

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date March 21, 2013

Sharon Addison
SHARON ADDISON
City Manager
City of Watertown



NORTHERN SERVICE
ORGANIZATION, INC.
(REPUTED OWNER)

"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date MARCH 19, 2013

Jeffrey F. Phillips
Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773

For:

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

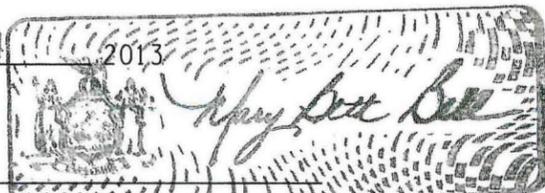
Map of property which the Commissioner of Transportation deems necessary to be acquired by appropriation in the name of the People of the State of New York in fee, for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014 2013



Office of Right-of-Way

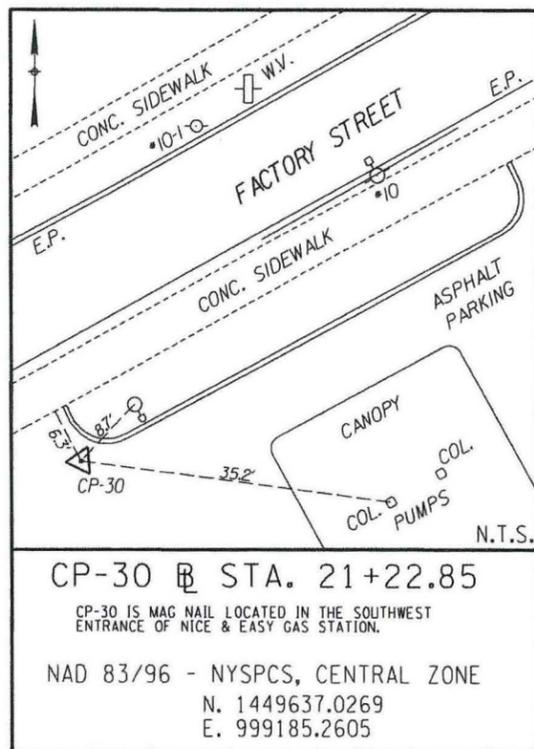
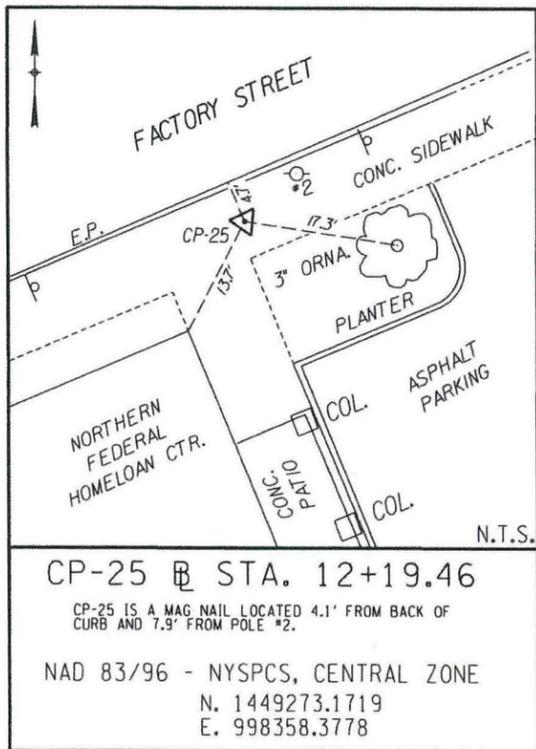
Office of Right-of-Way

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 7
PARCEL NO. 9
SHEET 2 OF 2 SHEETS



All that piece or parcel of property designated as Parcel No. 9, as shown on the accompanying map, to be acquired in Fee.

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date March 21, 2013

Sharon Addison

SHARON ADDISON
City Manager
City of Watertown



LYNG'S OFFICE CENTER, INC.
(REPUTED OWNER)

"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date MARCH 19, 2013

Jeffrey F. Phillips

Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773

For:

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

Map of property which the Commissioner of Transportation deems necessary to be acquired by appropriation in the name of the People of the State of New York in fee, for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure law.

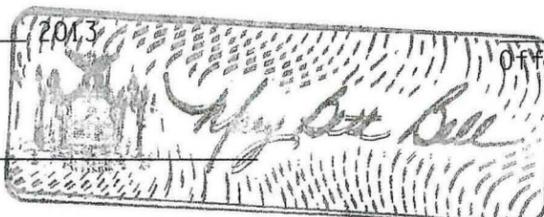
There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014 (2013) Office of Right-of-Way

Office of Right-of-Way



NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

Y20140188

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 9
PARCEL NOS. 11 & 12
SHEET 1 OF 3 SHEETS

MAP REFERENCE INFORMATION:

Parcel Locator Points:

Parcel No: 11
N. 1449556.55
E. 998875.04

Parcel No: 12
N. 1449430.36
E. 998579.60

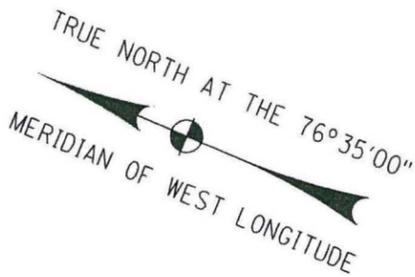
WATERTOWN URBAN MISSION, INC.
(REPUTED OWNER)

INST. NO. 2005-00020636

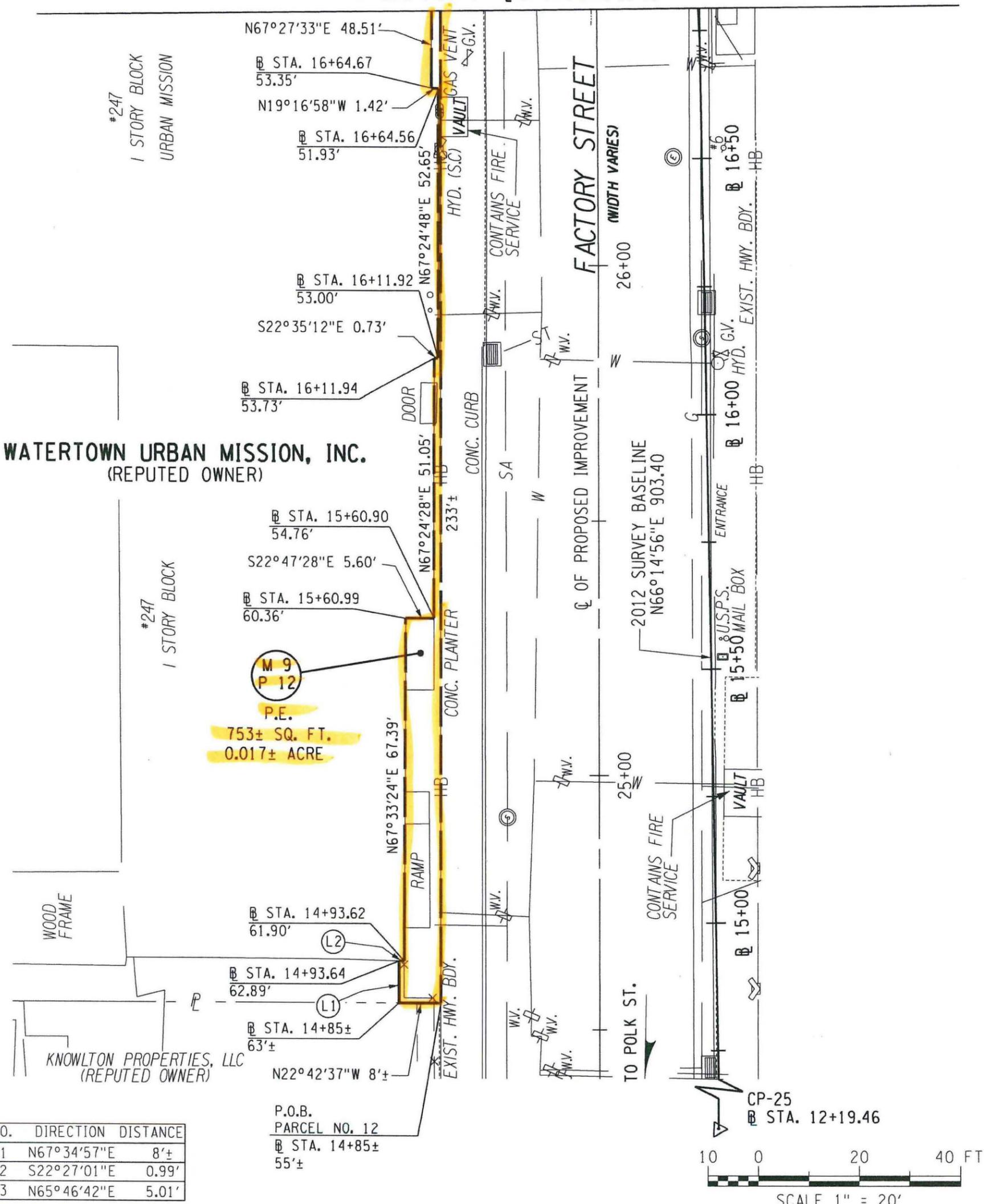
TRN 8

PARCEL SUMMARY

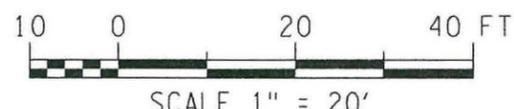
Type: P.11 FEE
P.12 PERMANENT EASEMENT
Portion of 2012 Tax Map
Ref. No. 6-02-107
City of Watertown
County of Jefferson
State of New York



MATCH LINE SHEET 2 - Q OF IMP. STA. 26+50



NO.	DIRECTION	DISTANCE
L1	N67°34'57"E	8'±
L2	S22°27'01"E	0.99'
L3	N65°46'42"E	5.01'

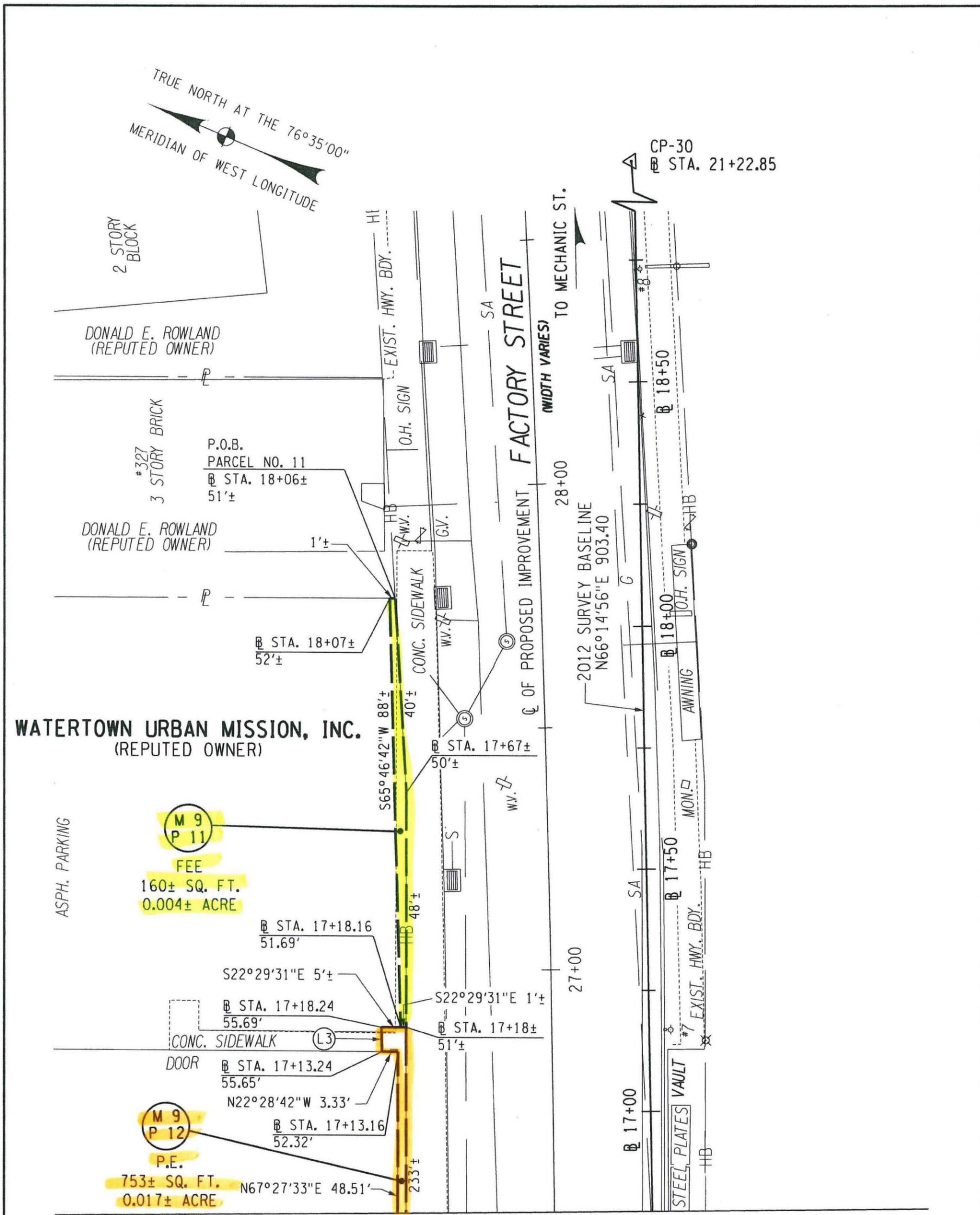


NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

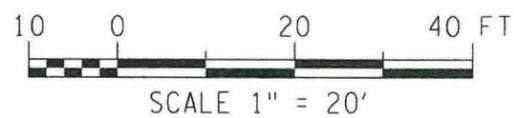
FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 9
PARCEL NOS. 11 & 12
SHEET 2 OF 3 SHEETS



NO.	DIRECTION	DISTANCE
L1	N67°34'57"E	8'±
L2	S22°27'01"E	0.99'
L3	N65°46'42"E	5.01'

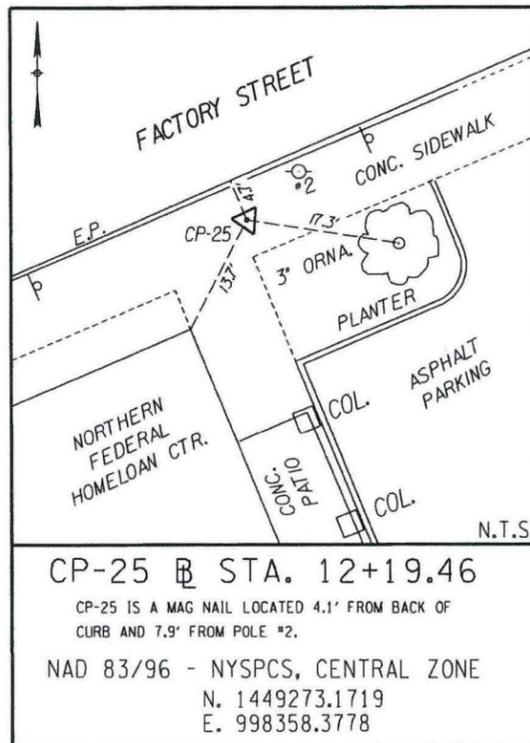
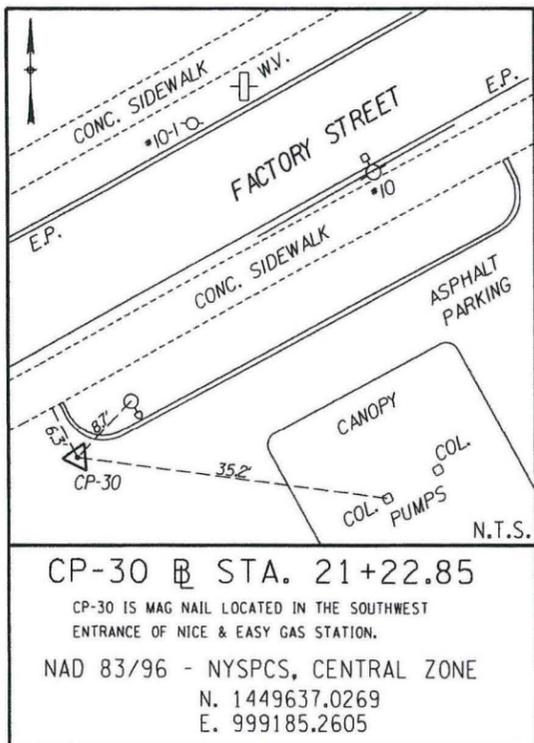


**NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP**

**FACTORY STREET
CITY OF WATERTOWN**

PIN 7753.15

**MAP NO. 9
PARCEL NOS. 11 & 12
SHEET 3 OF 3 SHEETS**



All that piece or parcel of property designated as Parcel No. 11, as shown on the accompanying map, to be acquired in Fee.

ALSO:

PERMANENT EASEMENT FOR HIGHWAY PURPOSES

A permanent easement to be exercised in, on and over the property above delineated for the purpose of constructing, reconstructing and maintaining thereon a City Street, together with such bridges and other facilities in connection therewith as may be deemed necessary by the Commissioner of Transportation in and to all that piece or parcel of property designated as Parcel No. 12, as shown on the accompanying map.

RESERVING, however, to the owner of any right, title or interest in and to the property above delineated as Parcel No. 12 above, and such owner's successors or assigns, the right of access and the right of using said property and such use shall not be further limited or restricted under this easement beyond that which is necessary to effectuate its purposes for, and as established by, the construction or reconstruction and as so constructed or reconstructed, the maintenance, of the herein identified project.

"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date May 30, 2013

Sharon Addison

SHARON ADDISON
City Manager
City of Watertown



I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date MAY 28, 2013

Jeffrey F. Phillips

Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773

For:

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

**WATERTOWN URBAN MISSION, INC.
(REPUTED OWNER)**

Map of property showing (1) Parcel No. 11 to be acquired in fee, and (2) Parcel No. 12 in and to which an easement as hereinabove defined is to be acquired; each of which the Commissioner of Transportation deems necessary to be acquired by appropriation in the name of the People of the State of New York for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

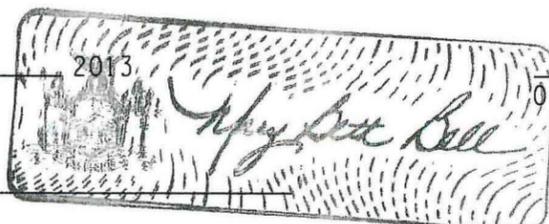
Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014 2013

Office of Right-of-Way

Office of Right-of-Way



NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

Y20140170

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 11
PARCEL NOS. 14 & 15
SHEET 1 OF 2 SHEETS

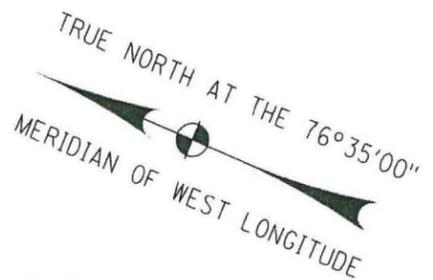
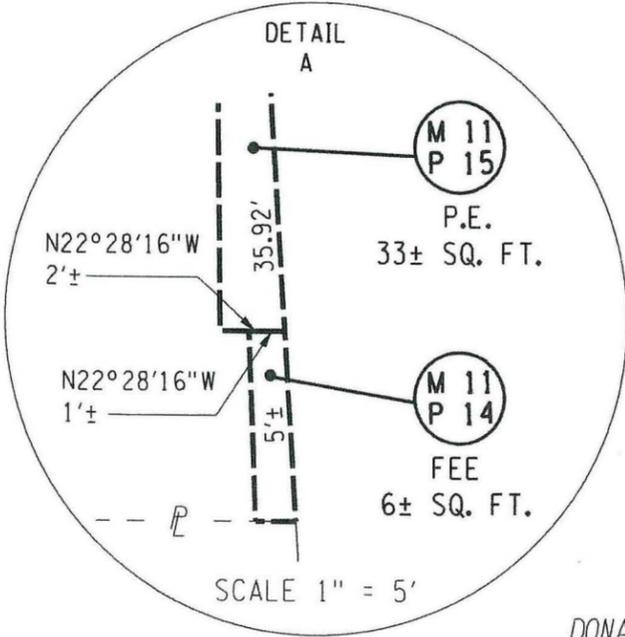
MAP REFERENCE INFORMATION:

Parcel Locator Points:
Parcel Nos: 14 & 15
N. 1449558.87
E. 998879.77

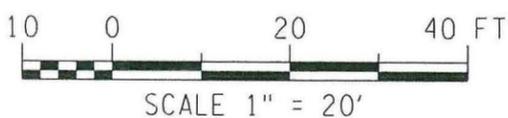
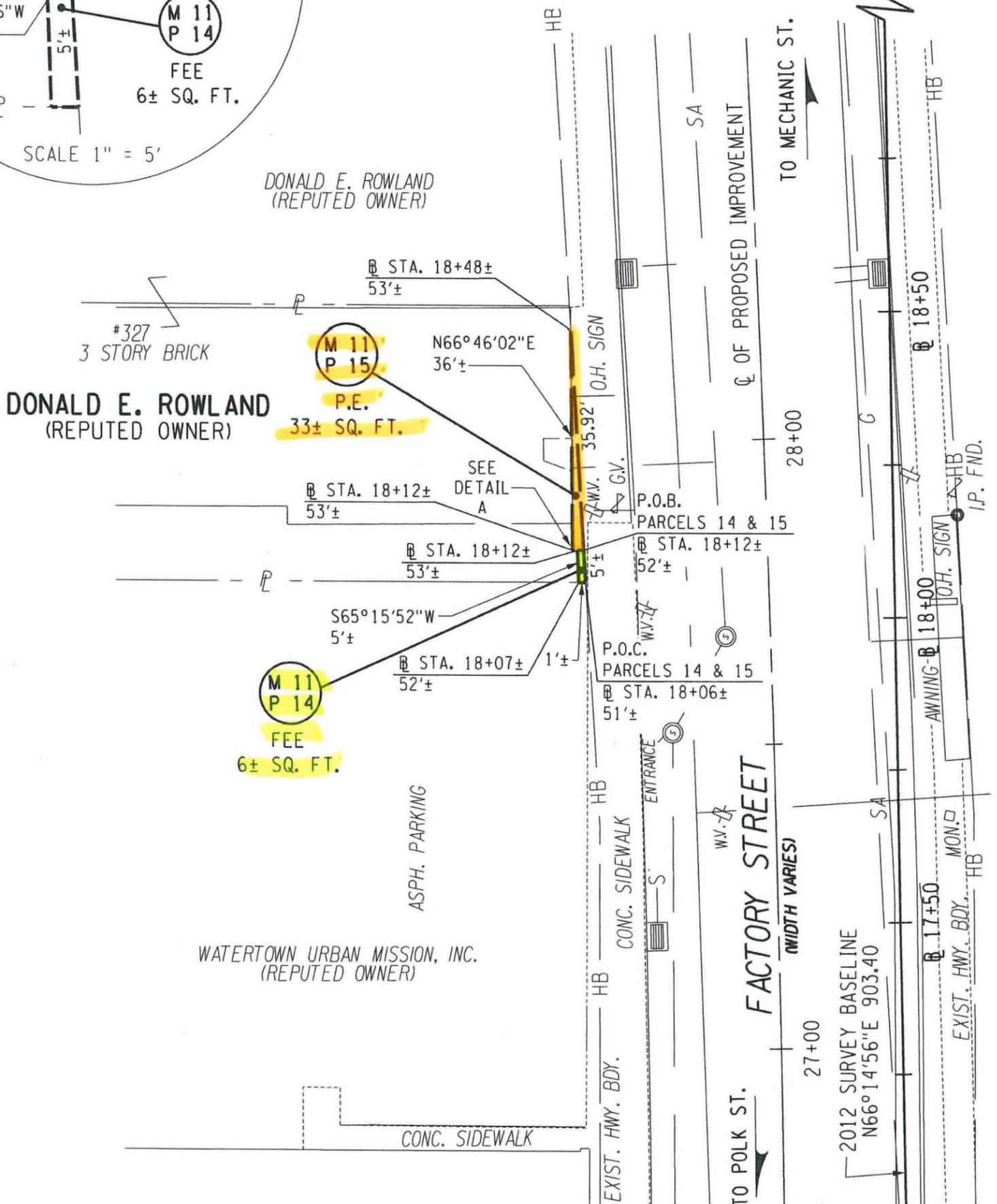
DONALD E. ROWLAND
(REPUTED OWNER)
CCD L. 1690 P. 203
TRN 22

PARCEL SUMMARY

Type: P.14 FEE
P.15 PERMANENT EASEMENT
Portion of 2012 Tax Map
Ref. No. 6-02-104
City of Watertown
County of Jefferson
State of New York



CP-30
@ STA. 21+22.85



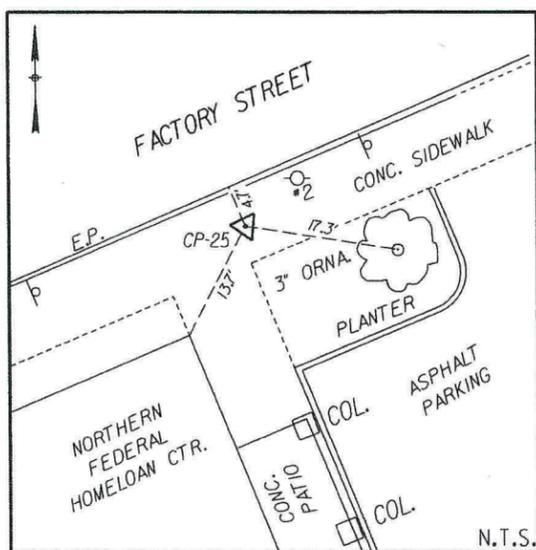
CP-25
@ STA. 12+19.46

**NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP**

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

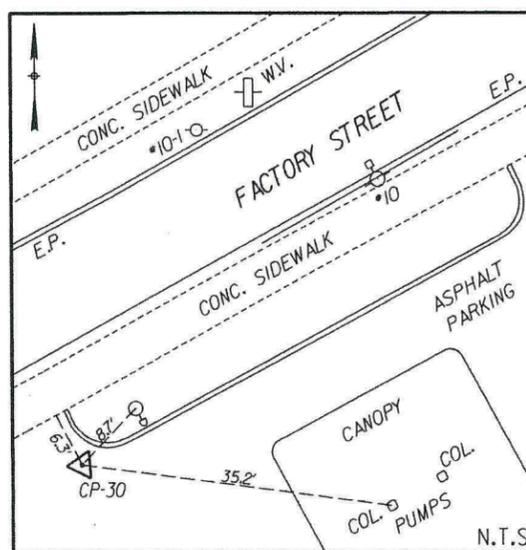
MAP NO. 11
PARCEL NOS. 14 & 15
SHEET 2 OF 2 SHEETS



CP-25 @ STA. 12+19.46

CP-25 IS A MAG NAIL LOCATED 4.1' FROM BACK OF CURB AND 7.9' FROM POLE #2.

NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1449273.1719
E. 998358.3778



CP-30 @ STA. 21+22.85

CP-30 IS MAG NAIL LOCATED IN THE SOUTHWEST ENTRANCE OF NICE & EASY GAS STATION.

NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1449637.0269
E. 999185.2605

All that piece or parcel of property designated as Parcel No. 14 as shown on the accompanying map, to be acquired in Fee.

ALSO:

PERMANENT EASEMENT FOR HIGHWAY PURPOSES

A permanent easement to be exercised in, on and over the property above delineated for the purpose of constructing, reconstructing and maintaining thereon a City Street, together with such bridges and other facilities in connection therewith as may be deemed necessary by the Commissioner of Transportation in and to all that piece or parcel of property designated as Parcel No. 15, as shown on the accompanying map.

RESERVING, however, to the owner of any right, title or interest in and to the property above delineated as Parcel No. 15 above, and such owner's successors or assigns, the right of access and the right of using said property and such use shall not be further limited or restricted under this easement beyond that which is necessary to effectuate its purposes for, and as established by, the construction or reconstruction and as so constructed or reconstructed, the maintenance, of the herein identified project.

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date March 21, 2013

Sharon Addison

SHARON ADDISON
City Manager
City of Watertown



**DONALD E. ROWLAND
(REPUTED OWNER)**

"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date MARCH 19, 2013

Jeffrey F. Phillips

Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773

For:

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

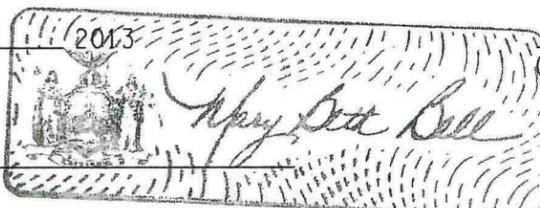
Map of property showing (1) Parcel No. 14 to be acquired in fee, and (2) Parcel No. 15 in and to which an easement as hereinabove defined is to be acquired; each of which the Commissioner of Transportation deems necessary to be acquired by appropriation in the name of the People of the State of New York for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014



Office of Right-of-Way

Office of Right-of-Way

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

Y20140091

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 13
PARCEL NO. 17
SHEET 1 OF 2 SHEETS

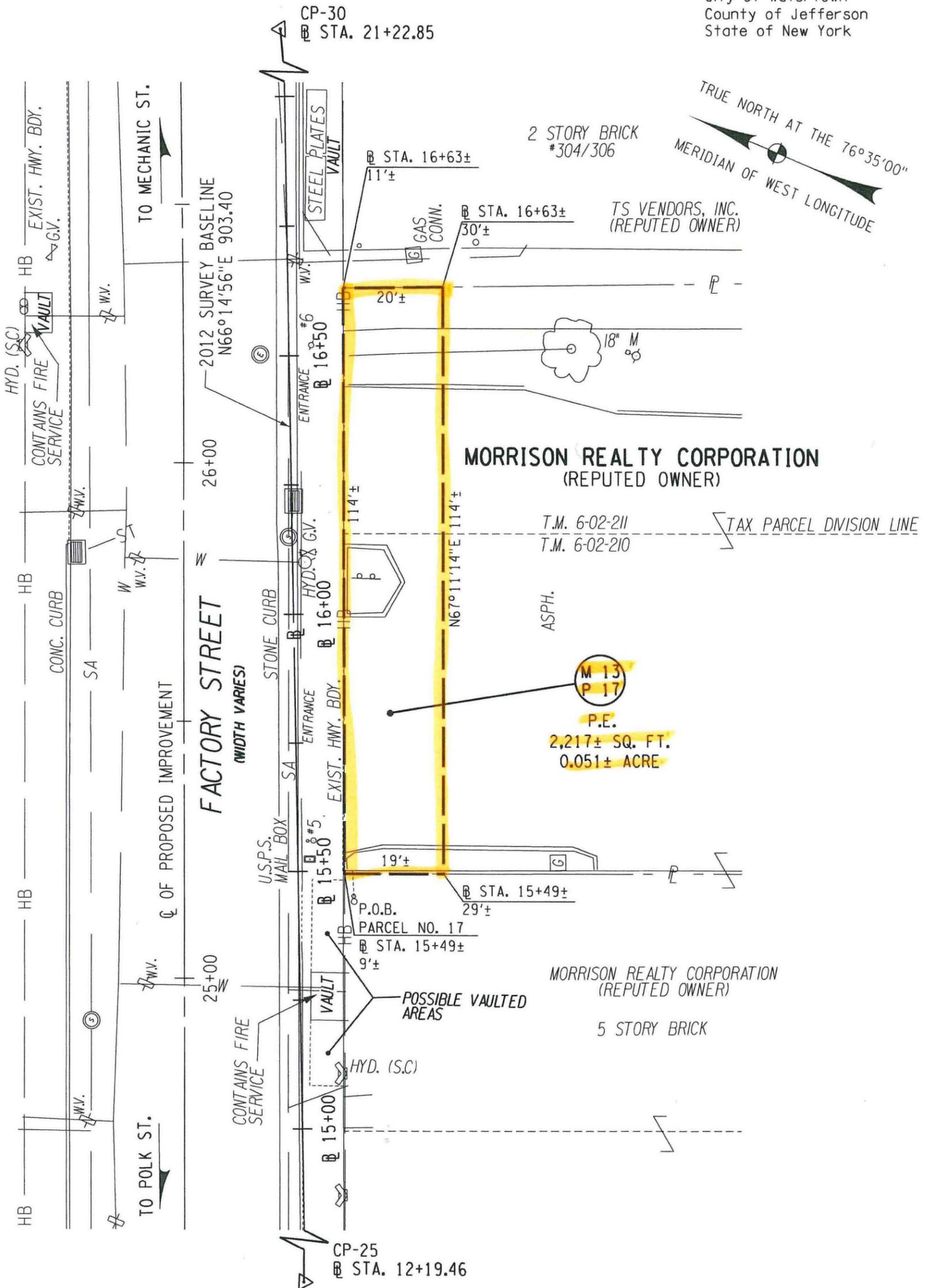
MAP REFERENCE INFORMATION:

Parcel Locator Point:
Parcel No: 17
N. 1449397.77
E. 998664.07

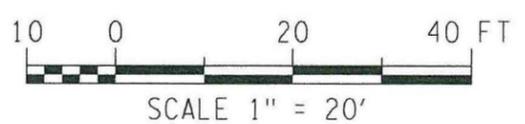
MORRISON REALTY CORPORATION
(REPUTED OWNER)
CCD L. 785 P. 40
TRN 5 & 6

PARCEL SUMMARY

Type: PERMANENT EASEMENT
Portion of 2012 Tax Map
Ref. Nos. 6-02-210
6-02-211
City of Watertown
County of Jefferson
State of New York



M 13
P 17
P.E.
2,217± SQ. FT.
0.051± ACRE

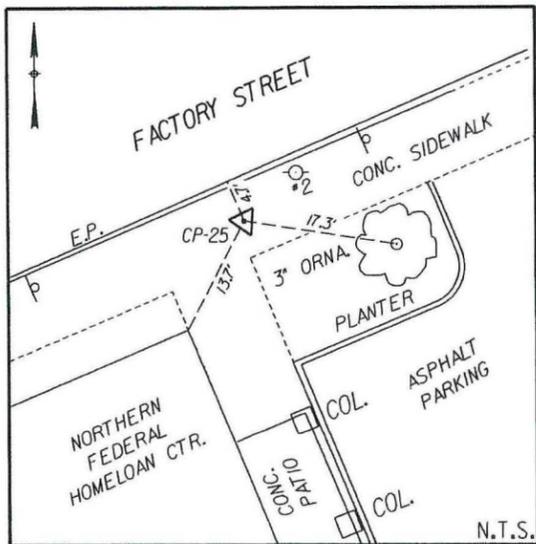


NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

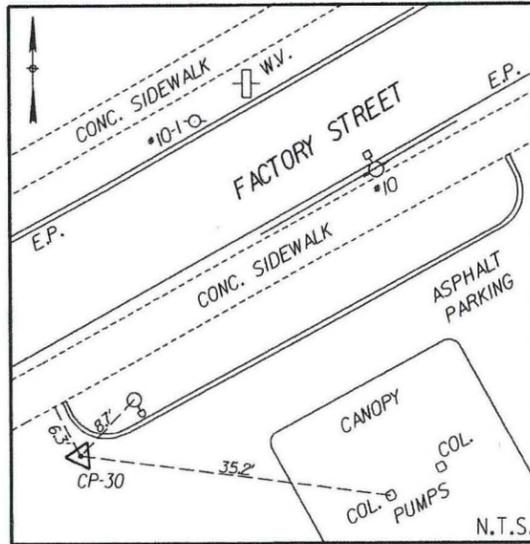
MAP NO. 13
PARCEL NO. 17
SHEET 2 OF 2 SHEETS



CP-25 @ STA. 12+19.46

CP-25 IS A MAG NAIL LOCATED 4.1' FROM BACK OF CURB AND 7.9' FROM POLE #2.

NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1449273.1719
E. 998358.3778



CP-30 @ STA. 21+22.85

CP-30 IS MAG NAIL LOCATED IN THE SOUTHWEST ENTRANCE OF NICE & EASY GAS STATION.

NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1449637.0269
E. 999185.2605

PERMANENT EASEMENT FOR DRAINAGE PIPELINE

A permanent easement to be exercised in, on and over the property above delineated for the purpose of constructing, reconstructing and maintaining thereon a drainage pipeline and appurtenances in and to all that piece or parcel of property designated as Parcel No. 17, as shown on the accompanying map.

RESERVING, however, to the owner of any right, title or interest in and to the property above delineated, and such owner's successors or assigns, the right of access and the right of using said property and such use shall not be further limited or restricted under this easement beyond that which is necessary to effectuate its purposes for, and as established by, the construction or reconstruction and as so constructed or reconstructed, the maintenance, of the herein identified project.

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date April 4, 2013

Sharon Addison
SHARON ADDISON
City Manager
City of Watertown



"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date MARCH 26, 2013

Jeffrey F. Phillips
Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773
For:

**MORRISON REALTY CORPORATION
(REPUTED OWNER)**

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

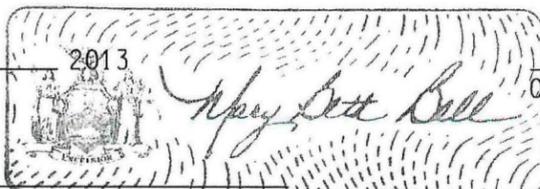
Map of property in and to which an easement as hereinabove defined is deemed necessary by the Commissioner of Transportation to be acquired by appropriation in the name of the People of the State of New York for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014



Office of Right-of-Way

Office of Right-of-Way

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

Y20140192

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

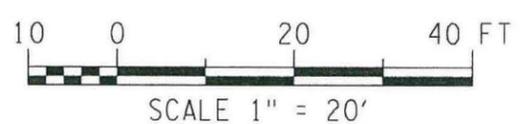
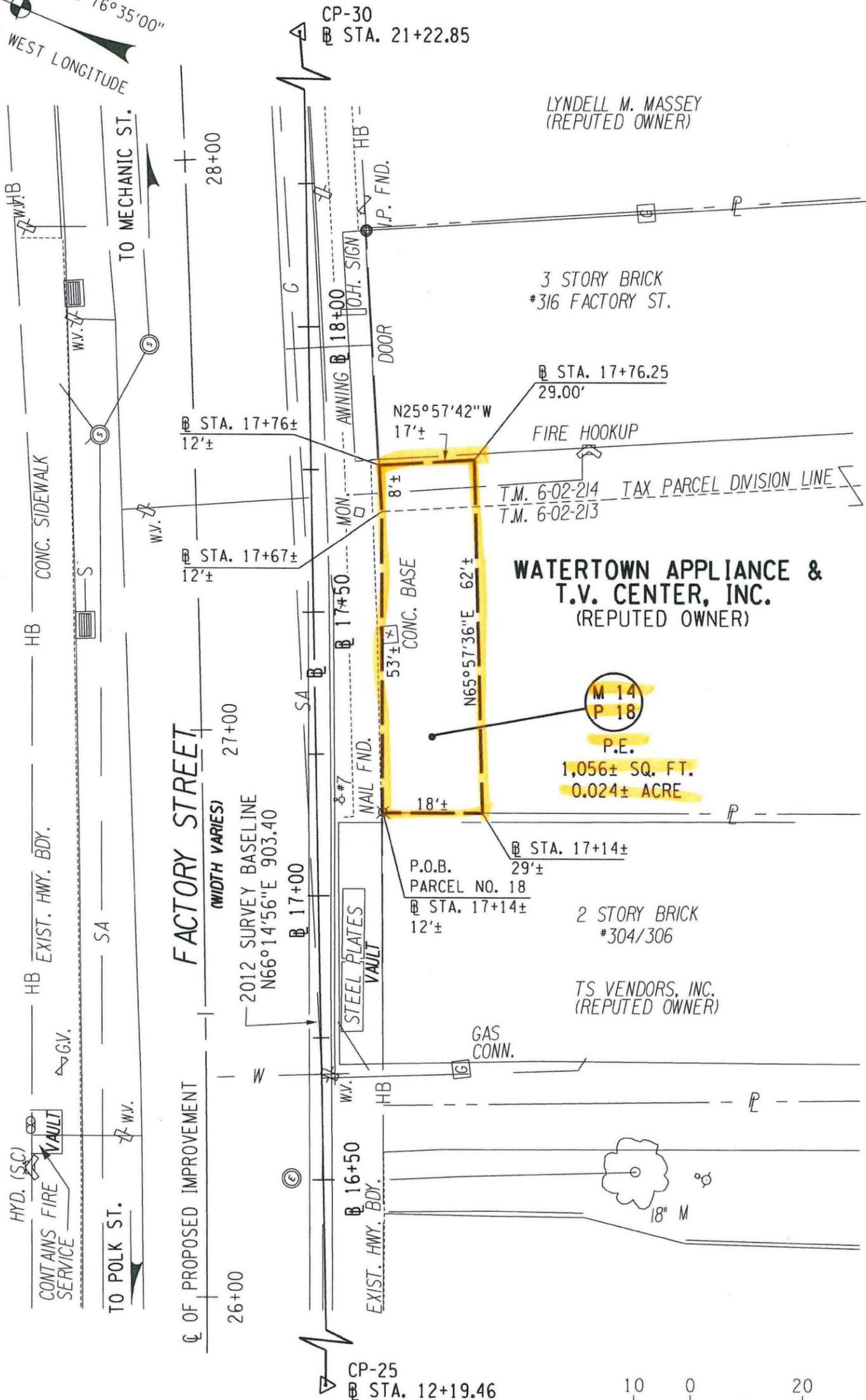
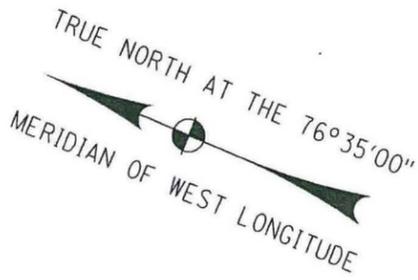
MAP NO. 14
PARCEL NO. 18
SHEET 1 OF 2 SHEETS

MAP REFERENCE INFORMATION:

Parcel Locator Point:
Parcel No: 18
N. 1449461.91
E. 998816.10

WATERTOWN APPLIANCE &
T.V. CENTER, INC.
(REPUTED OWNER)
CCD L. 1835 P. 322
TRN 9

PARCEL SUMMARY
Type: PERMANENT EASEMENT
Portion of 2012 Tax Map
Ref. No. 6-02-213
6-02-214
City of Watertown
County of Jefferson
State of New York

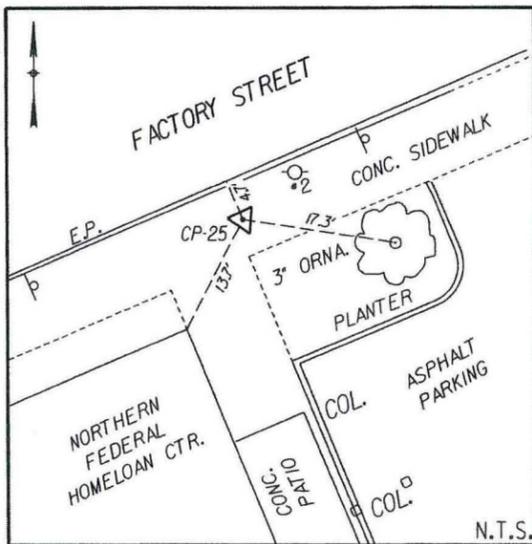


**NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP**

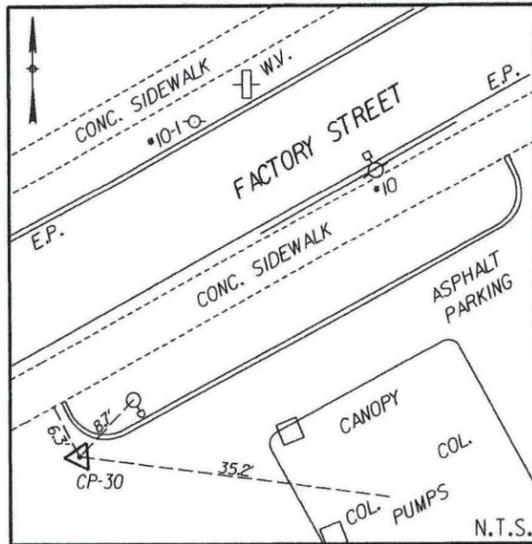
FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 14
PARCEL NO. 18
SHEET 2 OF 2 SHEETS



CP-25 @ STA. 12+19.46
 CP-25 IS A MAG NAIL LOCATED 4.1' FROM BACK OF CURB AND 7.9' FROM POLE #2.
 NAD 83/96 - NYSPCS, CENTRAL ZONE
 N. 1449273.1719
 E. 998358.3778



CP-30 @ STA. 21+22.85
 CP-30 IS MAG NAIL LOCATED IN THE SOUTHWEST ENTRANCE OF NICE & EASY GAS STATION.
 NAD 83/96 - NYSPCS, CENTRAL ZONE
 N. 1449637.0269
 E. 999185.2605

PERMANENT EASEMENT FOR DRAINAGE PIPELINE

A permanent easement to be exercised in, on and over the property above delineated for the purpose of constructing, reconstructing and maintaining thereon a drainage pipeline and appurtenances in and to all that piece or parcel of property designated as Parcel No. 18, as shown on the accompanying map.

RESERVING, however, to the owner of any right, title or interest in and to the property above delineated, and such owner's successors or assigns, the right of access and the right of using said property and such use shall not be further limited or restricted under this easement beyond that which is necessary to effectuate its purposes for, and as established by, the construction or reconstruction and as so constructed or reconstructed, the maintenance, of the herein identified project.

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date April 4, 2013

Sharon Addison

SHARON ADDISON
City Manager
City of Watertown



"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date MARCH 26, 2013

Jeffrey F. Phillips

Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773

For:

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

**WATERTOWN APPLIANCE &
T.V. CENTER, INC.
(REPUTED OWNER)**

Map of property in and to which an easement as hereinabove defined is deemed necessary by the Commissioner of Transportation to be acquired by appropriation in the name of the People of the State of New York for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014



Office of Right-of-Way

Office of Right-of-Way

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

Y20140193

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 15
PARCEL NOS. 19 & 20
SHEET 1 OF 2 SHEETS

MAP REFERENCE INFORMATION:

Parcel Locator Points:

Parcel No: 19
N. 1449543.23
E. 998989.83

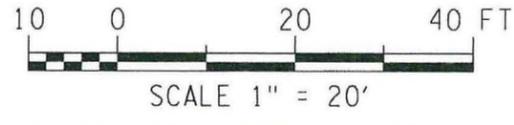
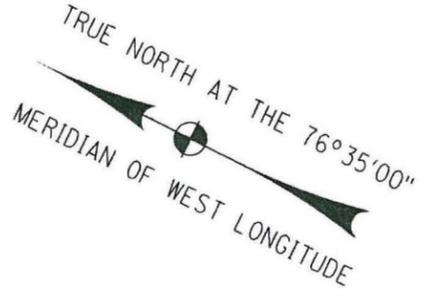
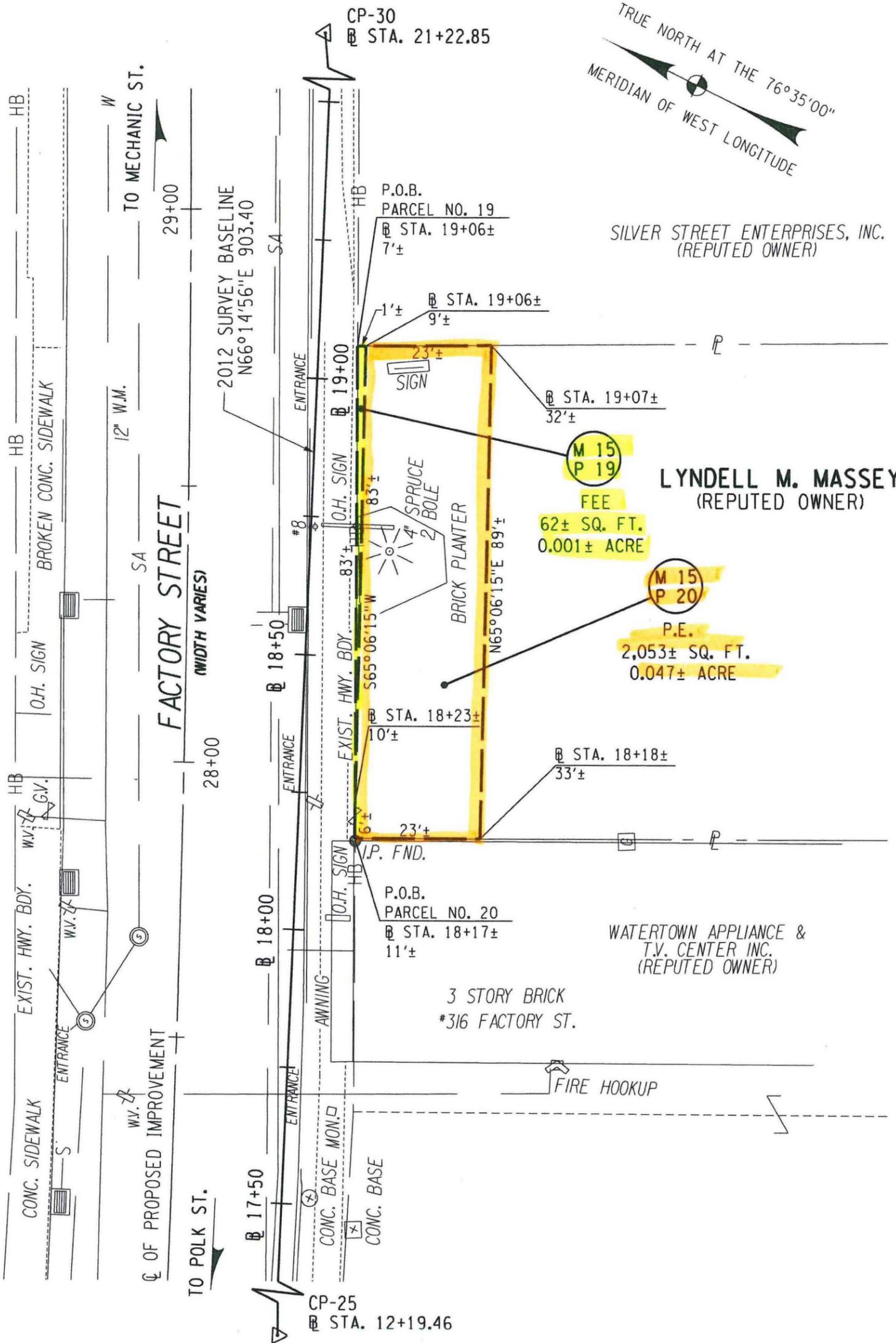
Parcel No: 20
N. 1449504.25
E. 998909.64

LYNDELL M. MASSEY
(REPUTED OWNER)

CCD L. 1746 P. 49
TRN 10

PARCEL SUMMARY

Type: P.19 FEE
P.20 PERMANENT EASEMENT
Portion of 2012 Tax Map
Ref. No. 6-02-215
City of Watertown
County of Jefferson
State of New York

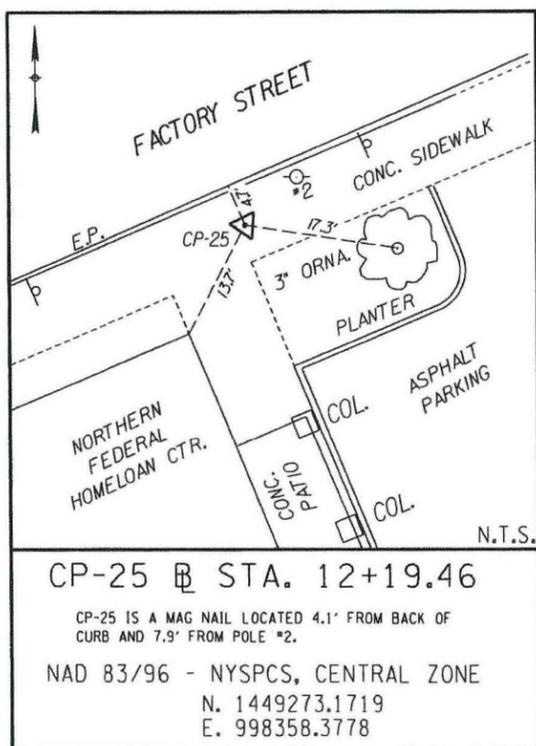


**NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP**

**FACTORY STREET
CITY OF WATERTOWN**

PIN 7753.15

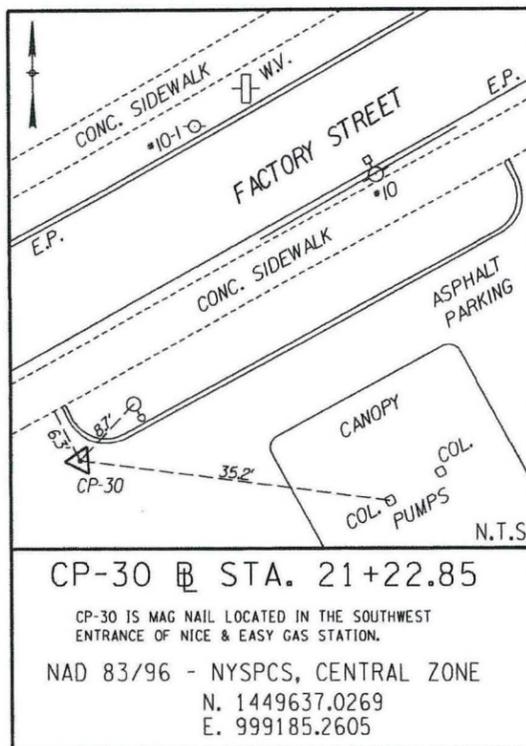
**MAP NO. 15
PARCEL NOS. 19 & 20
SHEET 2 OF 2 SHEETS**



CP-25 @ STA. 12+19.46

CP-25 IS A MAG NAIL LOCATED 4.1' FROM BACK OF CURB AND 7.9' FROM POLE #2.

NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1449273.1719
E. 998358.3778



CP-30 @ STA. 21+22.85

CP-30 IS MAG NAIL LOCATED IN THE SOUTHWEST ENTRANCE OF NICE & EASY GAS STATION.

NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1449637.0269
E. 999185.2605

All that piece or parcel of property designated as Parcel No. 19, as shown on the accompanying map, to be acquired in Fee.

ALSO

PERMANENT EASEMENT FOR DRAINAGE PIPELINE

A permanent easement to be exercised in, on and over the property above delineated for the purpose of constructing, reconstructing and maintaining thereon a drainage pipeline and appurtenances in and to all that piece or parcel of property designated as Parcel No. 20, as shown on the accompanying map.

RESERVING, however, to the owner of any right, title or interest in and to the property above delineated as Parcel No. 20 above, and such owner's successors or assigns, the right of access and the right of using said property and such use shall not be further limited or restricted under this easement beyond that which is necessary to effectuate its purposes for, and as established by, the construction or reconstruction and as so constructed or reconstructed, the maintenance, of the herein identified project.

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date April 4, 2013

Sharon Addison
SHARON ADDISON
City Manager
City of Watertown



**LYNDELL M. MASSEY
(REPUTED OWNER)**

"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date MARCH 26, 2013

Jeffrey B. Phillips
Jeffrey B. Phillips, Land Surveyor
P.L.S. License No. 50773

For:
POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

Map of property showing (1) Parcel No. 19 to be acquired in fee, and (2) Parcel No. 20 in and to which an easement as hereinabove defined is to be acquired; each of which the Commissioner of Transportation deems necessary to be acquired by appropriation in the name of the People of the State of New York for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014 2013
Jeffrey B. Phillips
Office of Right-of-Way

Office of Right-of-Way

FACTORY STREET
CITY OF WATERTOWN

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

Y20140194

PIN 7753.15

MAP NO. 16
PARCEL NO. 21
SHEET 1 OF 2 SHEETS

MAP REFERENCE INFORMATION:

Parcel Locator Points:

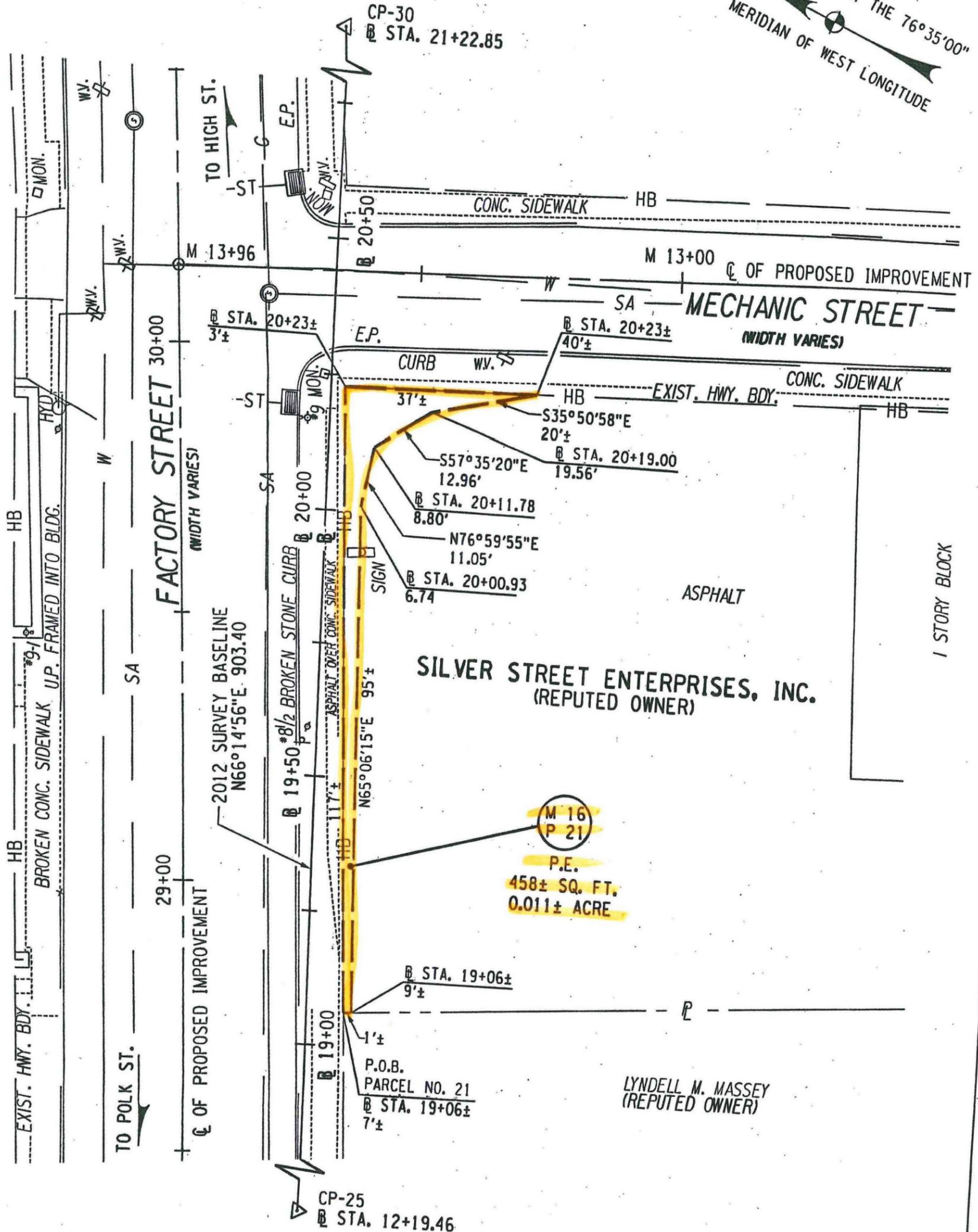
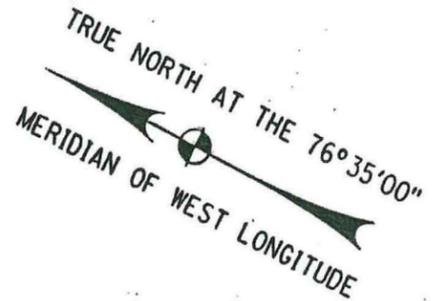
Parcel No: 21
N. 1449543.23
E. 998989.83

SILVER STREET ENTERPRISES, INC.
(REPUTED OWNER)

CCD L. 1743 P. 333

TRN 11

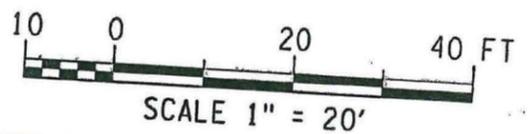
PARCEL SUMMARY
Type: PERMANENT EASEMENT
Portion of 2012 Tax Map
Ref. No. 6-02-201
City of Watertown
County of Jefferson
State of New York



SILVER STREET ENTERPRISES, INC.
(REPUTED OWNER)

M 16
P 21
P.E.
458± SQ. FT.
0.011± ACRE

LYNDELL M. MASSEY
(REPUTED OWNER)



DATE ARCHIVED

PREPARED BY POPLI DESIGN GROUP

CHECKED BY

JFP

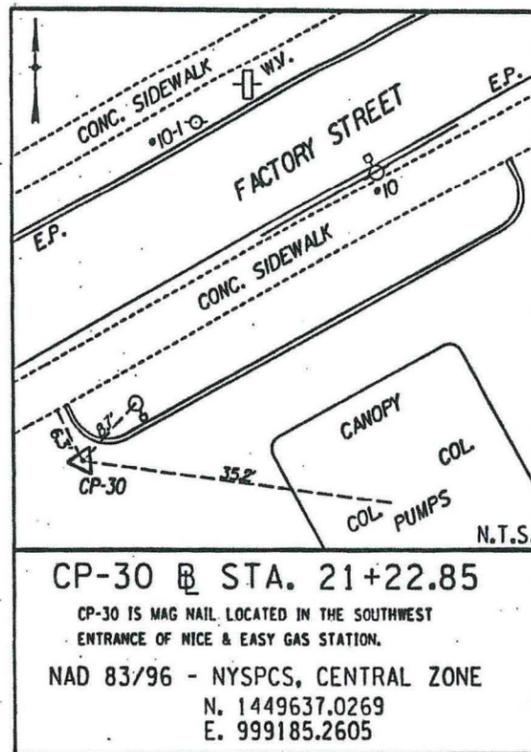
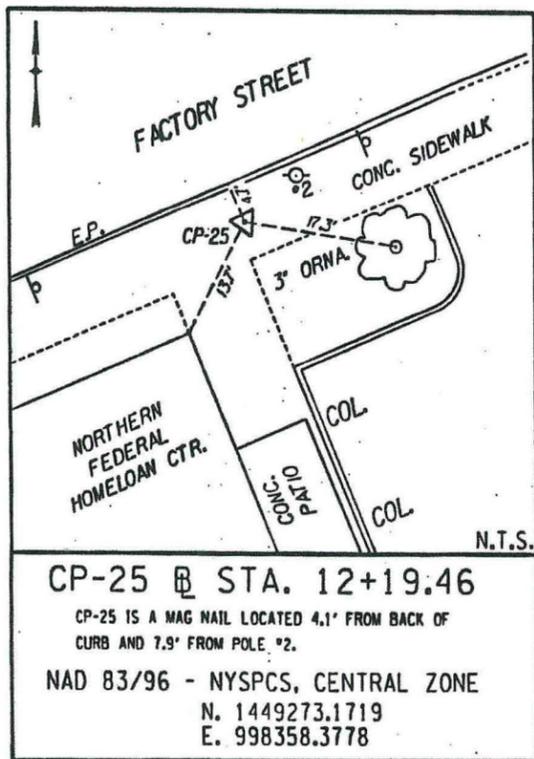
FINAL CHECK BY

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 16
PARCEL NO. 21
SHEET 2 OF 2 SHEETS



PERMANENT EASEMENT FOR HIGHWAY PURPOSES

A permanent easement to be exercised in, on and over the property above delineated for the purpose of constructing, reconstructing and maintaining thereon a City Street, together with such bridges and other facilities in connection therewith as may be deemed necessary by the Commissioner of Transportation in and to all that piece or parcel of property designated as Parcel No. 21, as shown on the accompanying map.

RESERVING, however, to the owner of any right, title or interest in and to the property above delineated, and such owner's successors or assigns, the right of access and the right of using said property and such use shall not be further limited or restricted under this easement beyond that which is necessary to effectuate its purposes for, and as established by, the construction or reconstruction and as so constructed or reconstructed, the maintenance, of the herein identified project.

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date April 4, 2013

Sharon Addison

SHARON ADDISON
City Manager
City of Watertown



"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date MARCH 26, 2013

Jeffrey E. Phillips

Jeffrey E. Phillips, Land Surveyor
P.L.S. License No. 50773

For:

SILVER STREET ENTERPRISES, INC.
(REPUTED OWNER)

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

Map of property in and to which an easement as hereinabove defined is deemed necessary by the Commissioner of Transportation to be acquired by appropriation in the name of the People of the State of New York for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

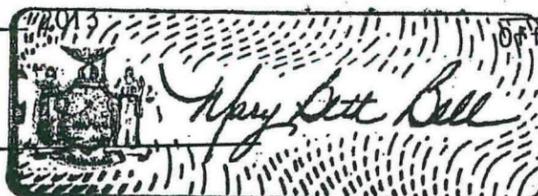
There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014

Office of Right-of-Way



NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

120140197

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 19
PARCEL NO. 25
SHEET 1 OF 2 SHEETS

MAP REFERENCE INFORMATION:

Parcel Locator Point:

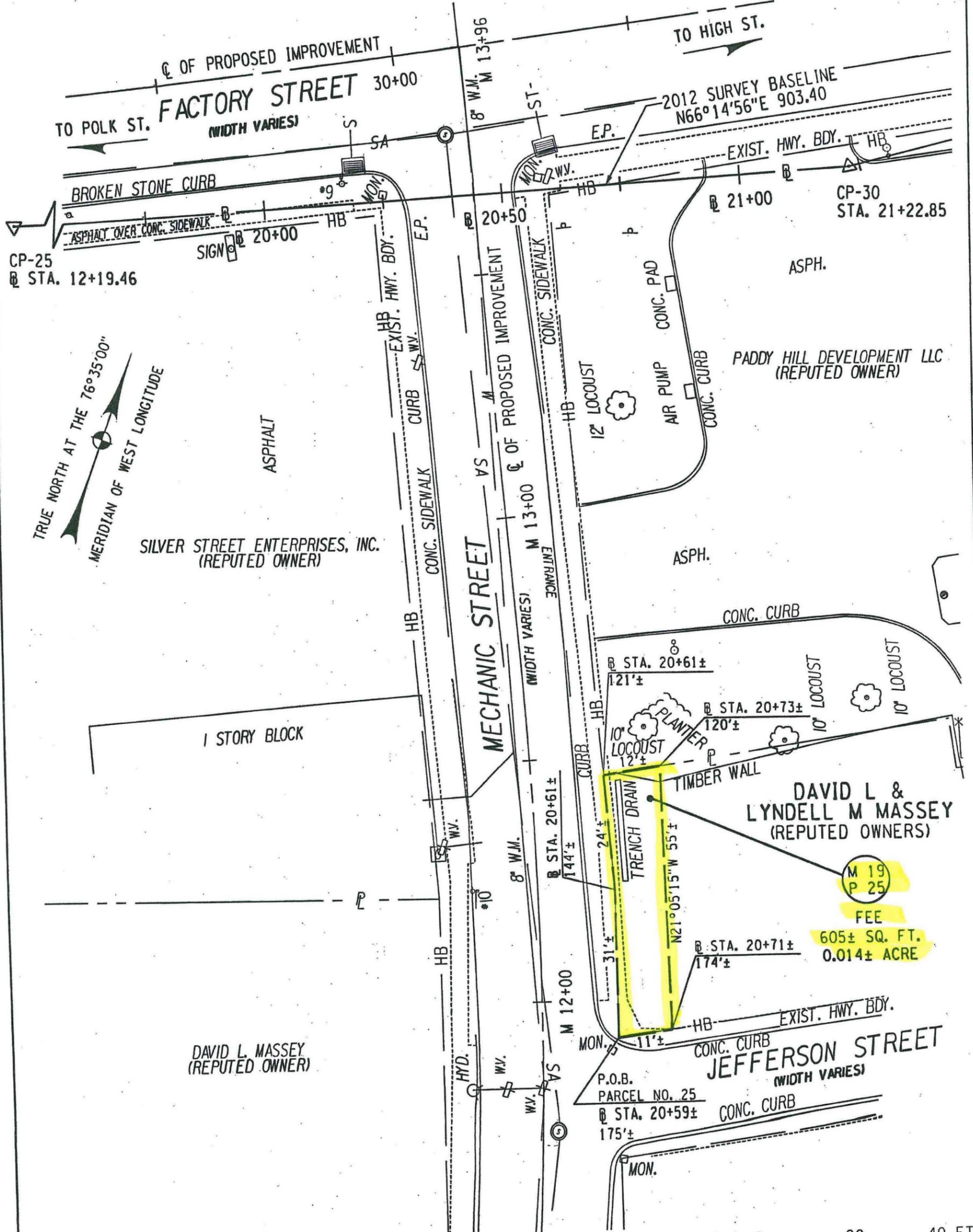
Parcel No: 25
N. 1449451.25
E. 999197.47

DAVID L &
LYNDELL M MASSEY
(REPUTED OWNERS)

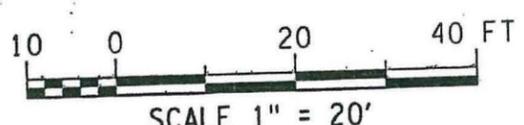
CCD L. 1550 P. 276
TRN 13

PARCEL SUMMARY

Type: FEE
Portion of 2012 Tax Map
Ref. No. 6-04-214
City of Watertown
County of Jefferson
State of New York



M 19
P 25
FEE
605± SQ. FT.
0.014± ACRE

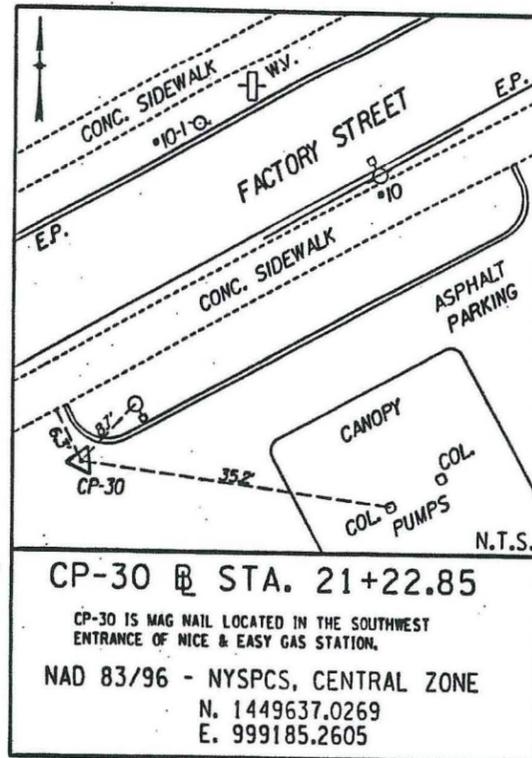
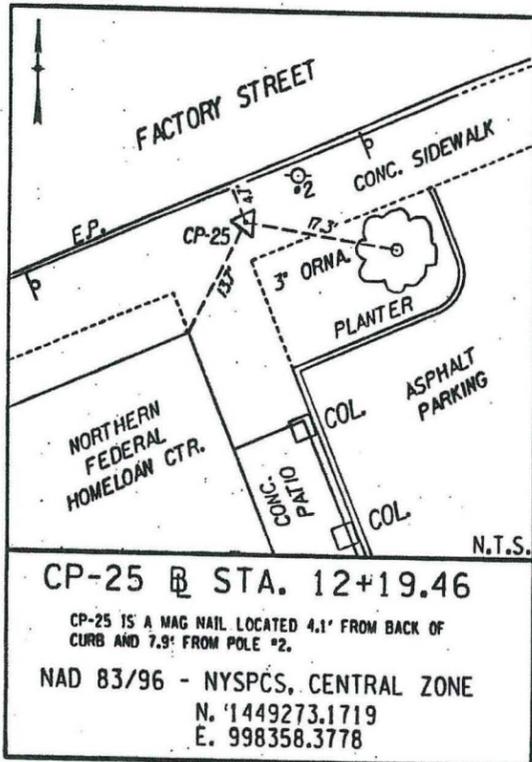


NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

FACTORY STREET
CITY OF WATERTOWN

MAP NO. 19
PARCEL NO. 25
SHEET 2 OF 2 SHEETS

PIN 7753.15



All that piece or parcel of property designated as Parcel No. 25, as shown on the accompanying map, to be acquired in Fee.

"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date April 4, 2013

Date MARCH 26, 2013

Sharon Addison

SHARON ADDISON
City Manager
City of Watertown

Jeffrey F. Phillips

Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773

For:

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526



DAVID L &
LYNDELL M MASSEY
(REPUTED OWNERS)

Map of property which the Commissioner of Transportation deems necessary to be acquired by appropriation in the name of the People of the State of New York in fee, for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014

Office of Right-of-Way



Office of Right-of-Way

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

Y20140135

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 21
PARCEL NO. 27
SHEET 1 OF 2 SHEETS

MAP REFERENCE INFORMATION:

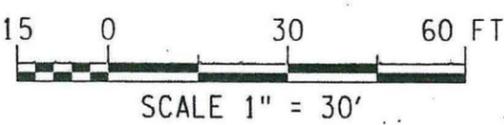
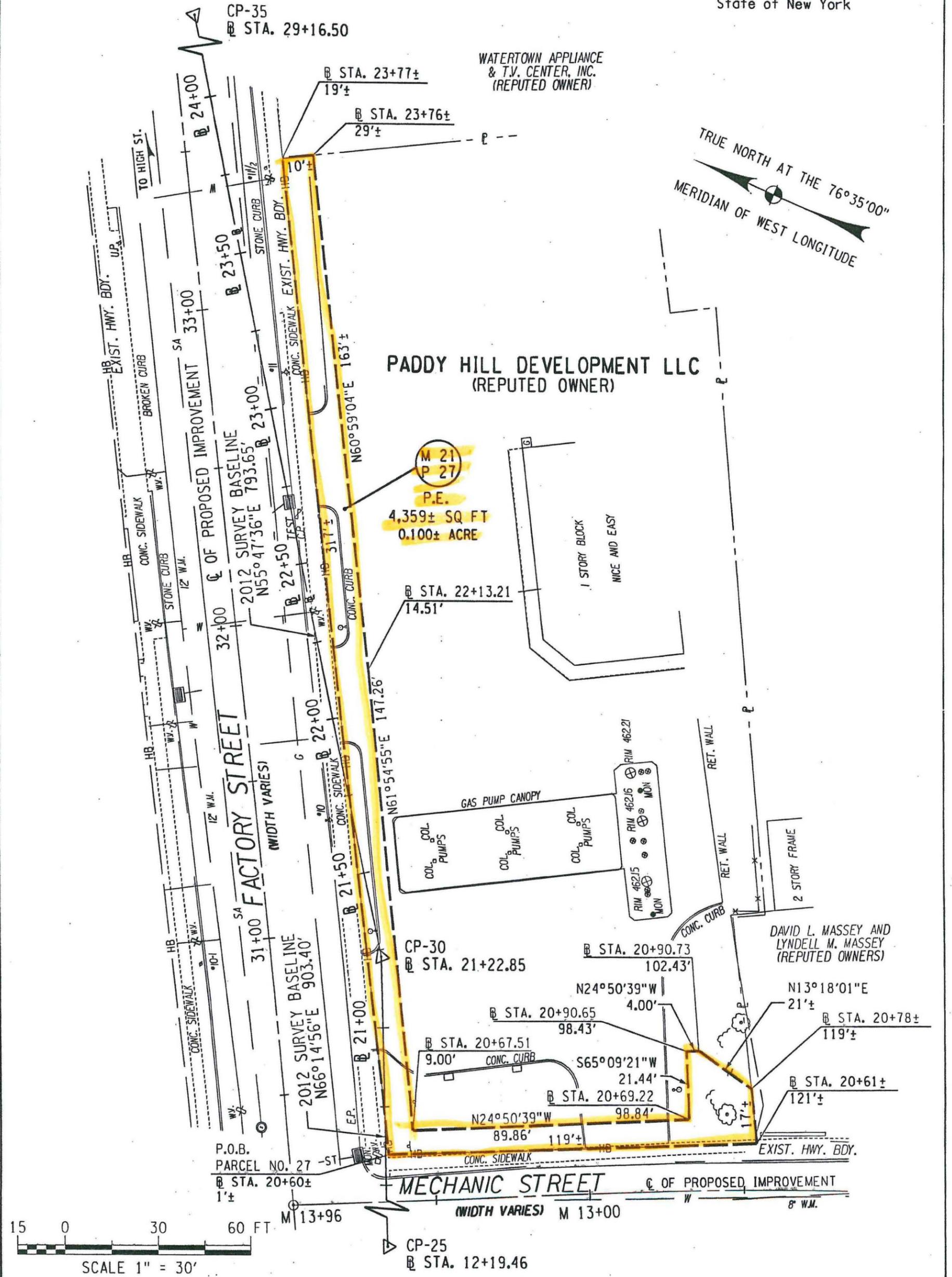
Parcel Locator Point:
Parcel No: 27
N. 1449610.64
E. 999128.05

PADDY HILL DEVELOPMENT LLC
(REPUTED OWNER)

INST. NO. 2009-00019360
TRN 12

PARCEL SUMMARY

Type: PERMANENT EASEMENT
Portion of 2012 Tax Map
Ref. No. 6-04-217
City of Watertown
County of Jefferson
State of New York

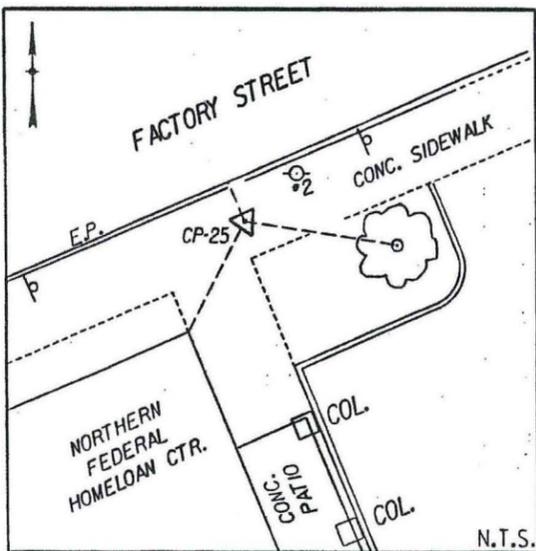


NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

FACTORY STREET
CITY OF WATERTOWN

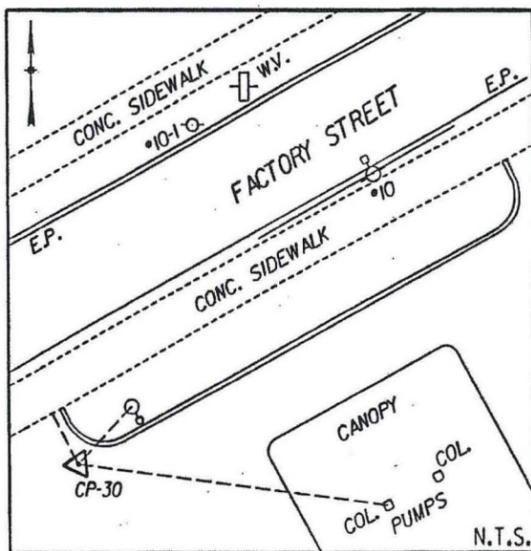
PIN 7753.15

MAP NO. 21
PARCEL NO. 27
SHEET 2 OF 2 SHEETS



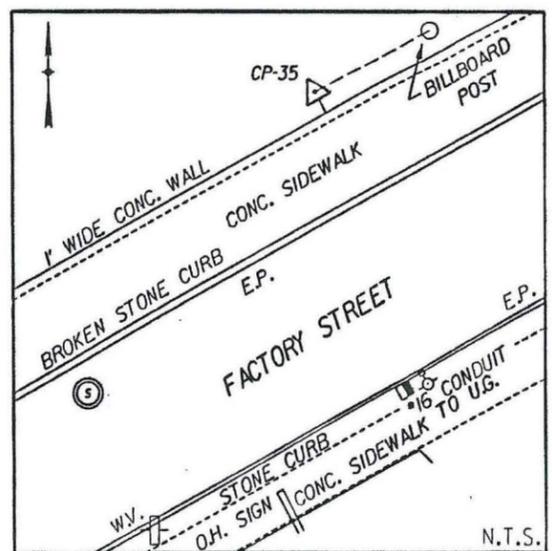
CP-25 @ STA. 12+19.46

CP-25 IS A MAG NAIL LOCATED 4.1' FROM BACK OF CURB AND 7.9' FROM POLE #2.
NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1449273.1719
E. 998358.3778



CP-30 @ STA. 21+22.85

CP-30 IS MAG NAIL LOCATED IN THE SOUTHWEST ENTRANCE OF NICE & EASY GAS STATION.
NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1449637.0269
E. 999185.2605



CP-35 @ STA. 29+16.50

CP-35 IS A CAPPED REBAR LOCATED 127' FROM THE SOUTHEAST BUILDING CORNER OF GRIFF'S REDEMPTION.
NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1450083.1974
E. 999841.6181

PERMANENT EASEMENT FOR HIGHWAY PURPOSES

A permanent easement to be exercised in, on and over the property above delineated for the purpose of constructing, reconstructing and maintaining thereon a City Street, together with such bridges and other facilities in connection therewith as may be deemed necessary by the Commissioner of Transportation in and to all that piece or parcel of property designated as Parcel No. 27, as shown on the accompanying map.

RESERVING, however, to the owner of any right, title or interest in and to the property above delineated, and such owner's successors or assigns, the right of access and the right of using said property and such use shall not be further limited or restricted under this easement beyond that which is necessary to effectuate its purposes for, and as established by, the construction or reconstruction and as so constructed or reconstructed, the maintenance, of the herein identified project.

"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date MARCH 26, 2013

Jeffrey F. Phillips

Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773

For:

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date April 4, 2013

Sharon Addison

SHARON ADDISON
City Manager
City of Watertown



PADDY HILL DEVELOPMENT LLC
(REPUTED OWNER)

Map of property in and to which an easement as hereinabove defined is deemed necessary by the Commissioner of Transportation to be acquired by appropriation in the name of the People of the State of New York for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014

Office of Right-of-Way



Jeffrey P. Bell
Office of Right-of-Way

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

Y/20140137

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

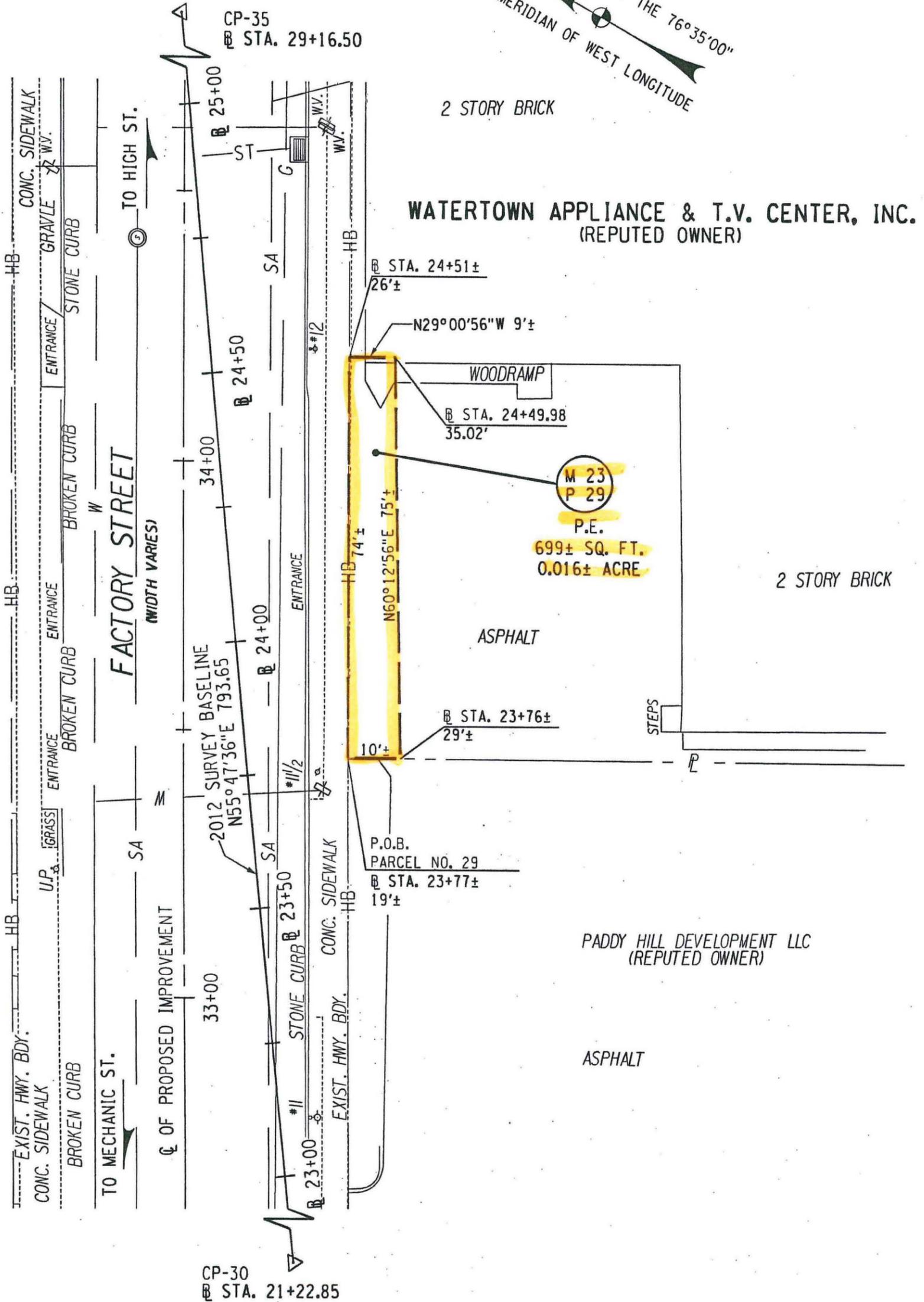
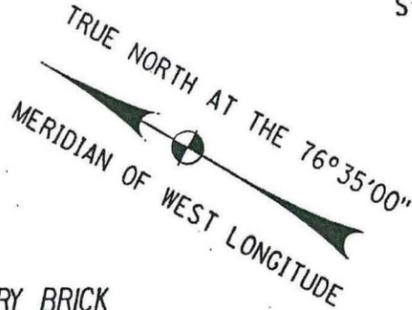
MAP NO. 23
PARCEL NO. 29
SHEET 1 OF 2 SHEETS

MAP REFERENCE INFORMATION:

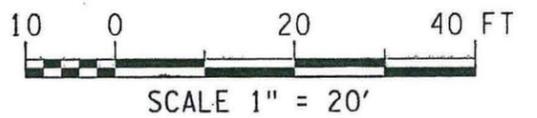
Parcel Locator Point:
Parcel No: 29
N. 1449763.72
E. 999406.02

WATERTOWN APPLIANCE & T.V. CENTER, INC.
(REPUTED OWNER)
INST. NO. 2011-00011989
TRN 26

PARCEL SUMMARY
Type: PERMANENT EASEMENT
Portion of 2012 Tax Map
Ref. No. 6-04-222
City of Watertown
County of Jefferson
State of New York



M 23
P 29
P.E.
699± SQ. FT.
0.016± ACRE

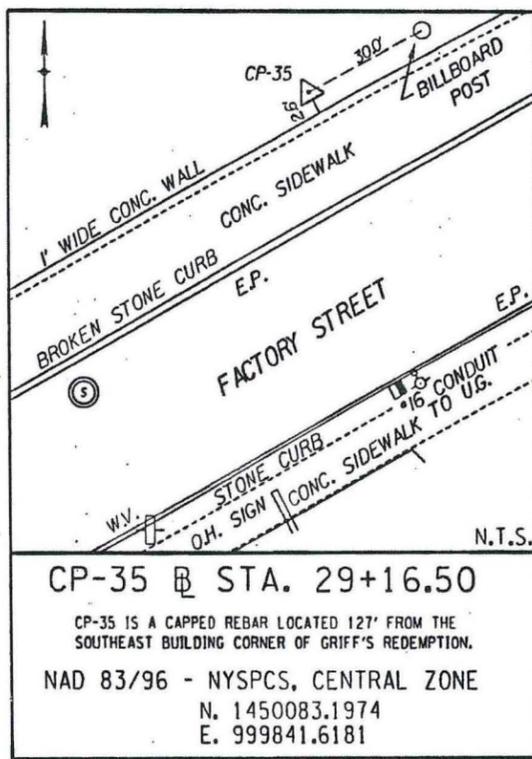
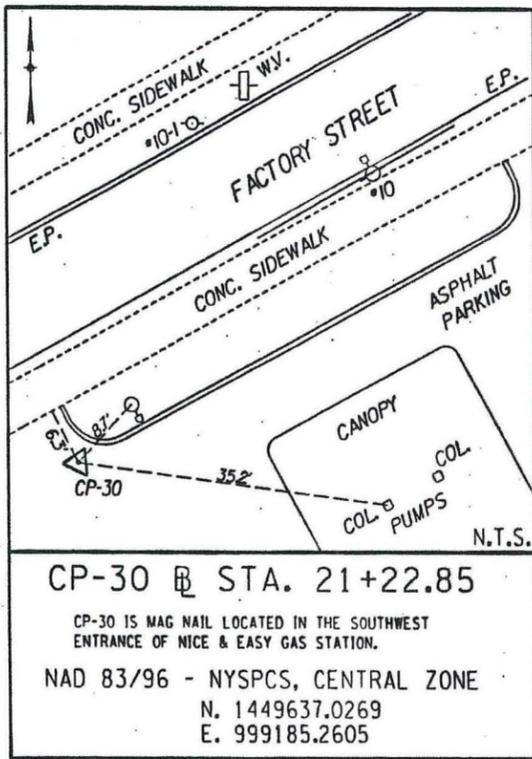


NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 23
PARCEL NO. 29
SHEET 2 OF 2 SHEETS



PERMANENT EASEMENT FOR HIGHWAY PURPOSES

A permanent easement to be exercised in, on and over the property above delineated for the purpose of constructing, reconstructing and maintaining thereon a City Street, together with such bridges and other facilities in connection therewith as may be deemed necessary by the Commissioner of Transportation in and to all that piece or parcel of property designated as Parcel No. 29, as shown on the accompanying map.

RESERVING, however, to the owner of any right, title or interest in and to the property above delineated, and such owner's successors or assigns, the right of access and the right of using said property and such use shall not be further limited or restricted under this easement beyond that which is necessary to effectuate its purposes for, and as established by, the construction or reconstruction and as so constructed or reconstructed, the maintenance, of the herein identified project.

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date April 4, 2013

Sharon Addison
SHARON ADDISON
City Manager
City of Watertown



"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date MARCH 26, 2013

Jeffrey F. Phillips
Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773
For:

WATERTOWN APPLIANCE &
T.V. CENTER, INC.
(REPUTED OWNER)

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

Map of property in and to which an easement as hereinabove defined is deemed necessary by the Commissioner of Transportation to be acquired by appropriation in the name of the People of the State of New York for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014



Office of Right-of-Way

J. U. L. P.
Office of Right-of-Way

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

Y20140138

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

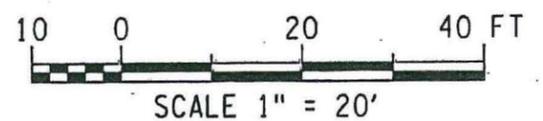
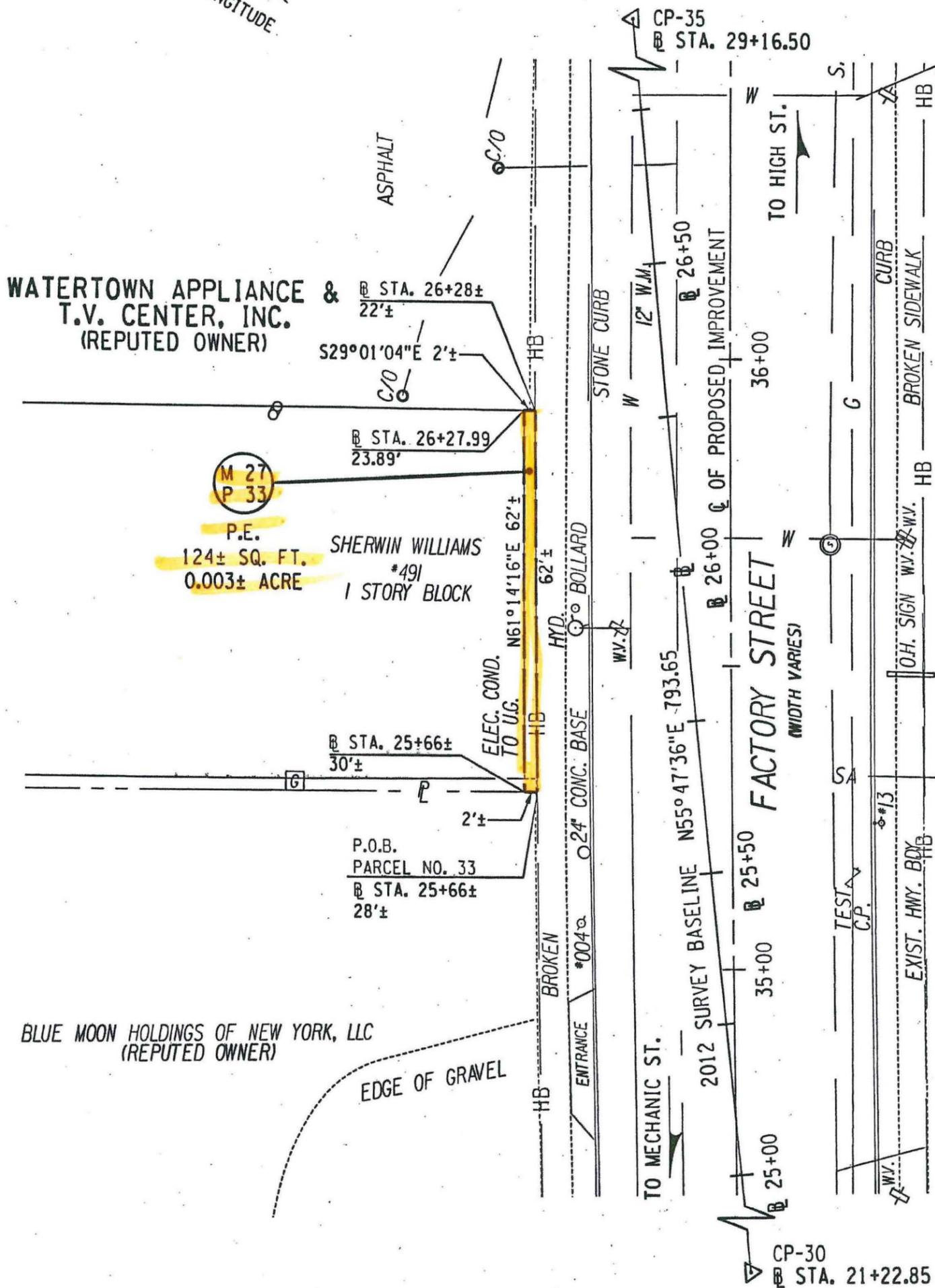
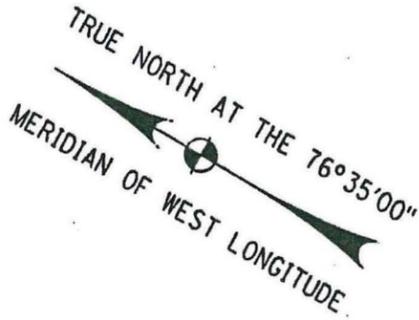
MAP NO. 27
PARCEL NO. 33
SHEET 1 OF 2 SHEETS

MAP REFERENCE INFORMATION:

Parcel Locator Point:
Parcel No: 33
N. 1449908.92
E. 999536.03

WATERTOWN APPLIANCE & T.V. CENTER, INC.
(REPUTED OWNER)
CCD L. 1835 P. 328
TRN 25

PARCEL SUMMARY
Type: PERMANENT EASEMENT
Portion of 2012 Tax Map
Ref. No. 6-05-401
City of Watertown
County of Jefferson
State of New York

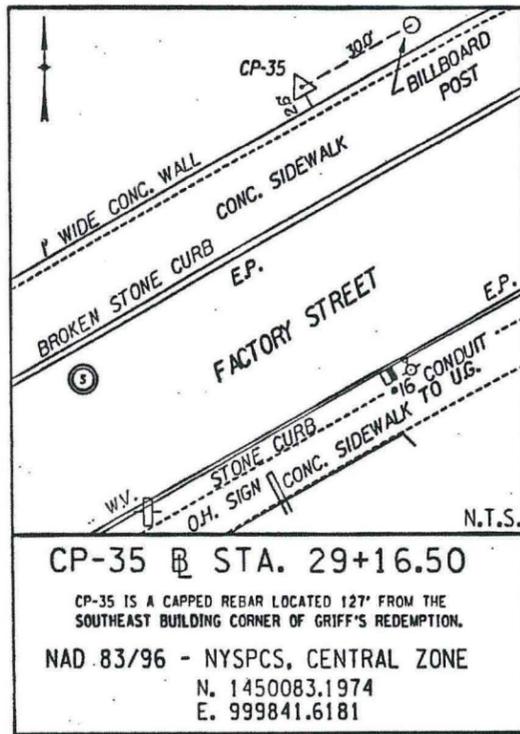
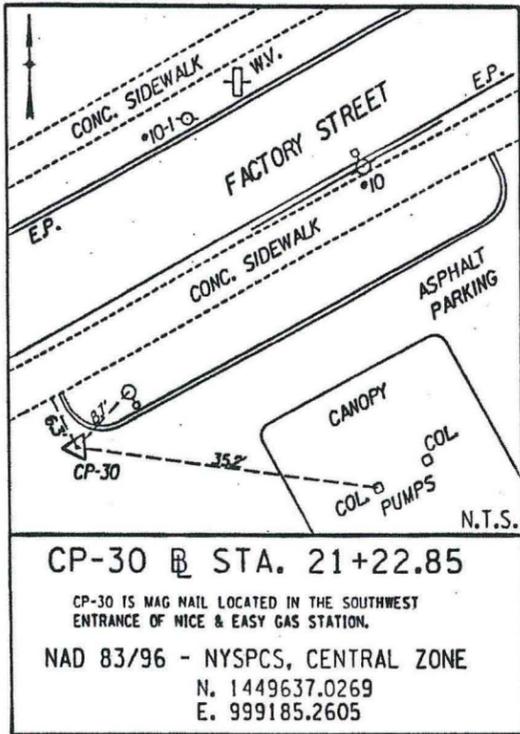


NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 27
PARCEL NO. 33
SHEET 2 OF 2 SHEETS



PERMANENT EASEMENT FOR HIGHWAY PURPOSES

A permanent easement to be exercised in, on and over the property above delineated for the purpose of constructing, reconstructing and maintaining thereon a City Street, together with such bridges and other facilities in connection therewith as may be deemed necessary by the Commissioner of Transportation in and to all that piece or parcel of property designated as Parcel No. 33, as shown on the accompanying map.

RESERVING, however, to the owner of any right, title or interest in and to the property above delineated, and such owner's successors or assigns, the right of access and the right of using said property and such use shall not be further limited or restricted under this easement beyond that which is necessary to effectuate its purposes for, and as established by, the construction or reconstruction and as so constructed or reconstructed, the maintenance, of the herein identified project.

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date April 30, 2013

Sharon Addison
SHARON ADDISON
City Manager
City of Watertown



"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date April 16, 2013

Jeffrey B. Phillips
Jeffrey B. Phillips, Land Surveyor
P.L.S. License No. 50773

For:

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

WATERTOWN APPLIANCE &
T.V. CENTER, INC.
(REPUTED OWNER)

Map of property in and to which an easement as hereinabove defined is deemed necessary by the Commissioner of Transportation to be acquired by appropriation in the name of the People of the State of New York for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014



Office of Right-of-Way

Office of Right-of-Way

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

Y20140143

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 33
PARCEL NO. 39
SHEET 1 OF 2 SHEETS

MAP REFERENCE INFORMATION:

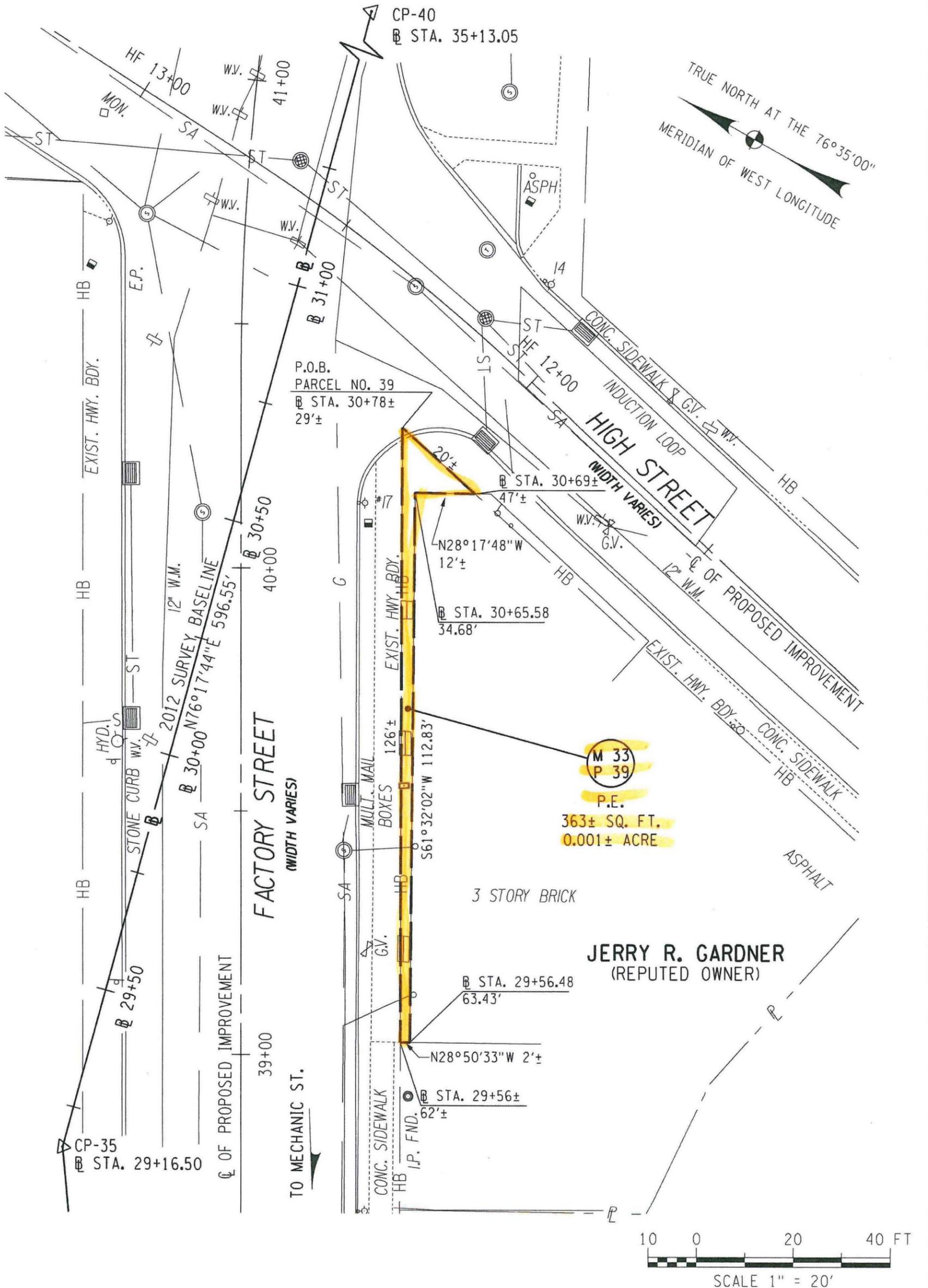
Parcel Locator Point:

Parcel No: 39
N. 1450093.63
E. 1000005.06

JERRY R. GARDNER
(REPUTED OWNER)
CCD L. 1881 P. 335
TRN 16

PARCEL SUMMARY

Type: PERMANENT EASEMENT
Portion of 2012 Tax Map
Ref. No. 6-04-233
City of Watertown
County of Jefferson
State of New York

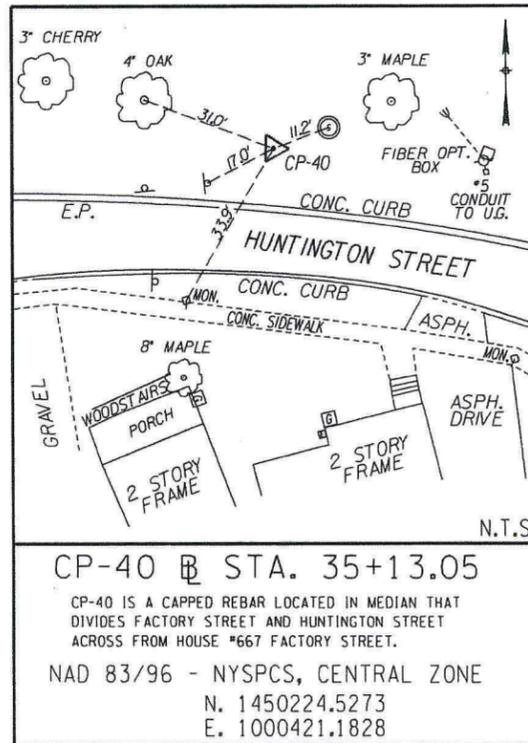
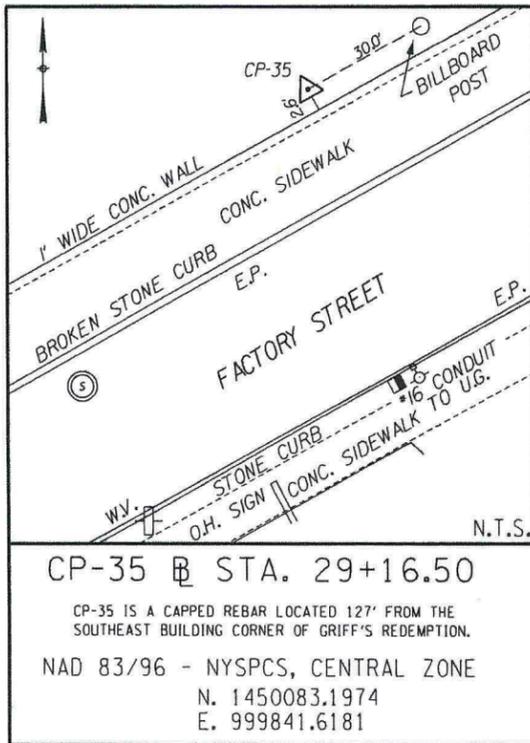


NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 33
PARCEL NO. 39
SHEET 2 OF 2 SHEETS



PERMANENT EASEMENT FOR HIGHWAY PURPOSES

A permanent easement to be exercised in, on and over the property above delineated for the purpose of constructing, reconstructing and maintaining thereon a City Street, together with such bridges and other facilities in connection therewith as may be deemed necessary by the Commissioner of Transportation in and to all that piece or parcel of property designated as Parcel No. 39, as shown on the accompanying map.

RESERVING, however, to the owner of any right, title or interest in and to the property above delineated, and such owner's successors or assigns, the right of access and the right of using said property and such use shall not be further limited or restricted under this easement beyond that which is necessary to effectuate its purposes for, and as established by, the construction or reconstruction and as so constructed or reconstructed, the maintenance, of the herein identified project.

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date April 30, 2013

Sharon Addison
SHARON ADDISON
City Manager
City of Watertown



JERRY R. GARDNER
(REPUTED OWNER)

"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date APRIL 16, 2013

Jeffrey F. Phillips
Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773

For:

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

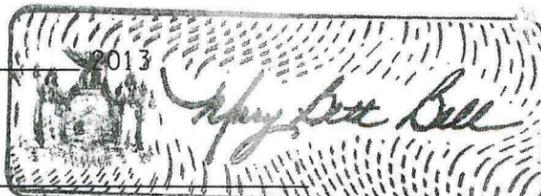
Map of property in and to which an easement as hereinabove defined is deemed necessary by the Commissioner of Transportation to be acquired by appropriation in the name of the People of the State of New York for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

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Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014



Office of Right-of-Way

Office of Right-of-Way

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

Y20140144

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 34
PARCEL NO. 40
SHEET 1 OF 2 SHEETS

MAP REFERENCE INFORMATION:

Parcel Locator Point:
Parcel No: 40
N. 1449984.01
E. 1000025.92

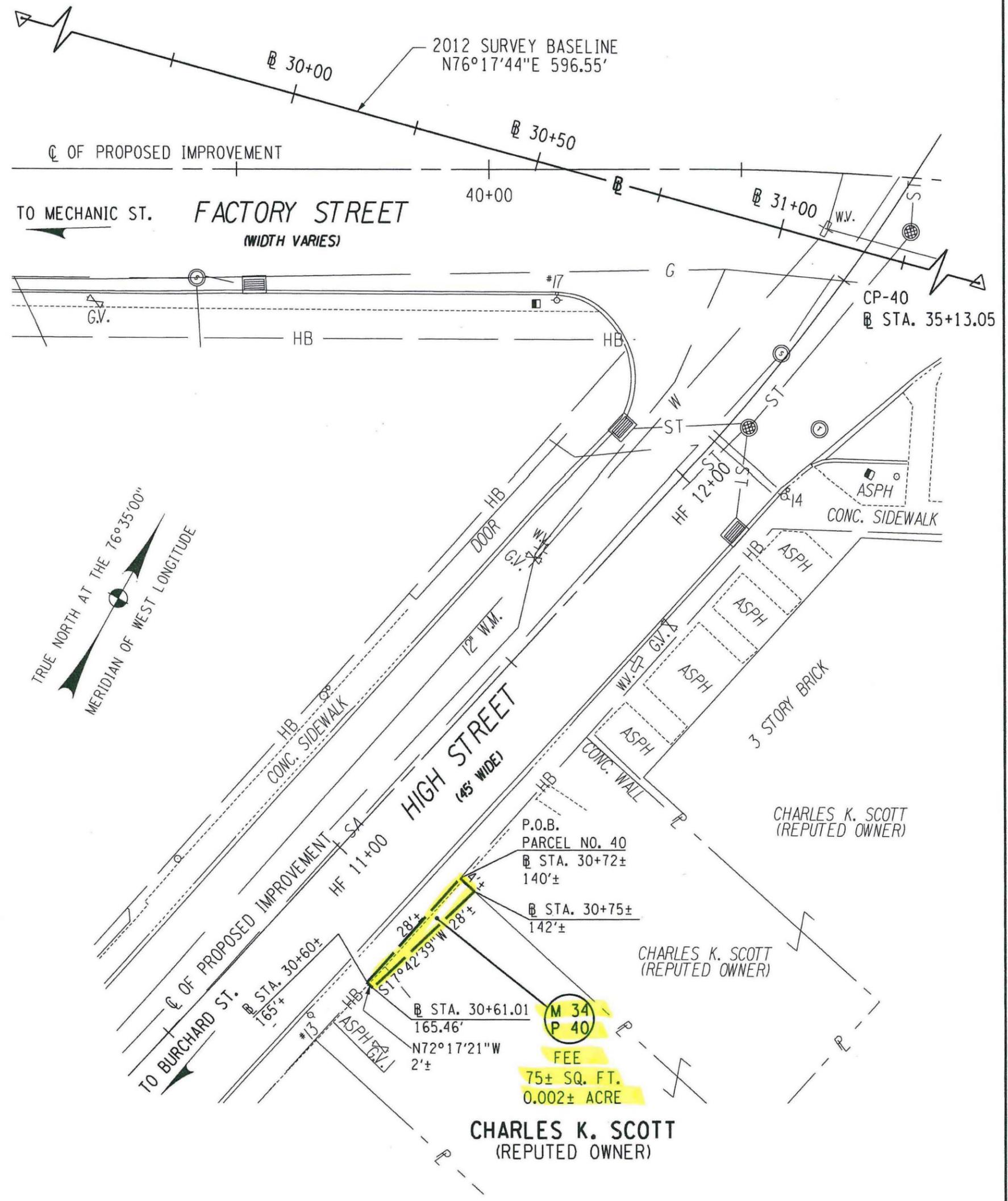
CHARLES K. SCOTT
(REPUTED OWNER)

CCD L. 843 P. 451
TRN 31

PARCEL SUMMARY

Type: FEE
Portion of 2012 Tax Map
Ref. No. 6-06-312
City of Watertown
County of Jefferson
State of New York

CP-35
B STA. 29+16.50

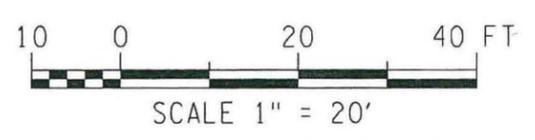


CHARLES K. SCOTT
(REPUTED OWNER)

CHARLES K. SCOTT
(REPUTED OWNER)

CHARLES K. SCOTT
(REPUTED OWNER)

M 34
P 40
FEE
75± SQ. FT.
0.002± ACRE

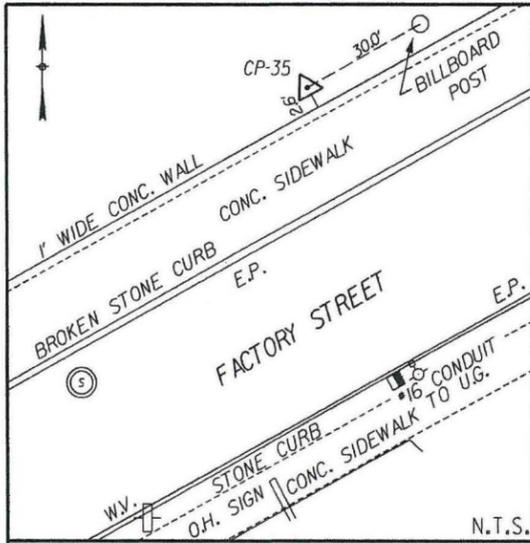


NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

FACTORY STREET
CITY OF WATERTOWN

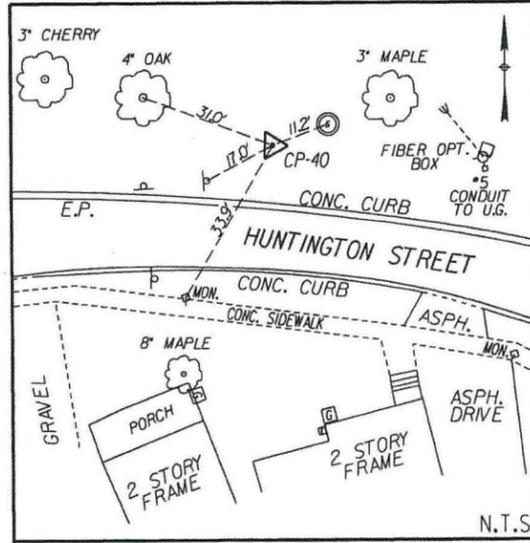
PIN 7753.15

MAP NO. 34
PARCEL NO. 40
SHEET 2 OF 2 SHEETS



CP-35 @ STA. 29+16.50

CP-35 IS A CAPPED REBAR LOCATED 127' FROM THE
SOUTHEAST BUILDING CORNER OF GRIFF'S REDEMPTION.
NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1450083.1974
E. 999841.6181



CP-40 @ STA. 35+13.05

CP-40 IS A CAPPED REBAR LOCATED IN MEDIAN THAT
DIVIDES FACTORY STREET AND HUNTINGTON STREET
ACROSS FROM HOUSE #667 FACTORY STREET.
NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1450224.5273
E. 1000421.1828

All that piece or parcel of property designated as Parcel No. 40, as shown on the accompanying map, to be acquired in Fee.

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date April 30, 2013

SHARON ADDISON
City Manager
City of Watertown



CHARLES K. SCOTT
(REPUTED OWNER)

"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date APRIL 16, 2013

Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773

For:

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

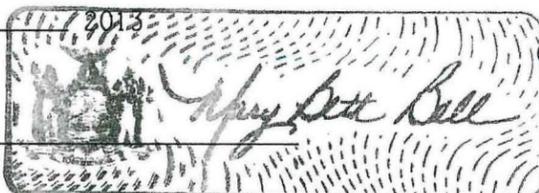
Map of property which the Commissioner of Transportation deems necessary to be acquired by appropriation in the name of the People of the State of New York in fee, for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014



Office of Right-of-Way

Office of Right-of-Way

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

Y 20140145

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 35
PARCEL NO. 41
SHEET 1 OF 2 SHEETS

MAP REFERENCE INFORMATION:

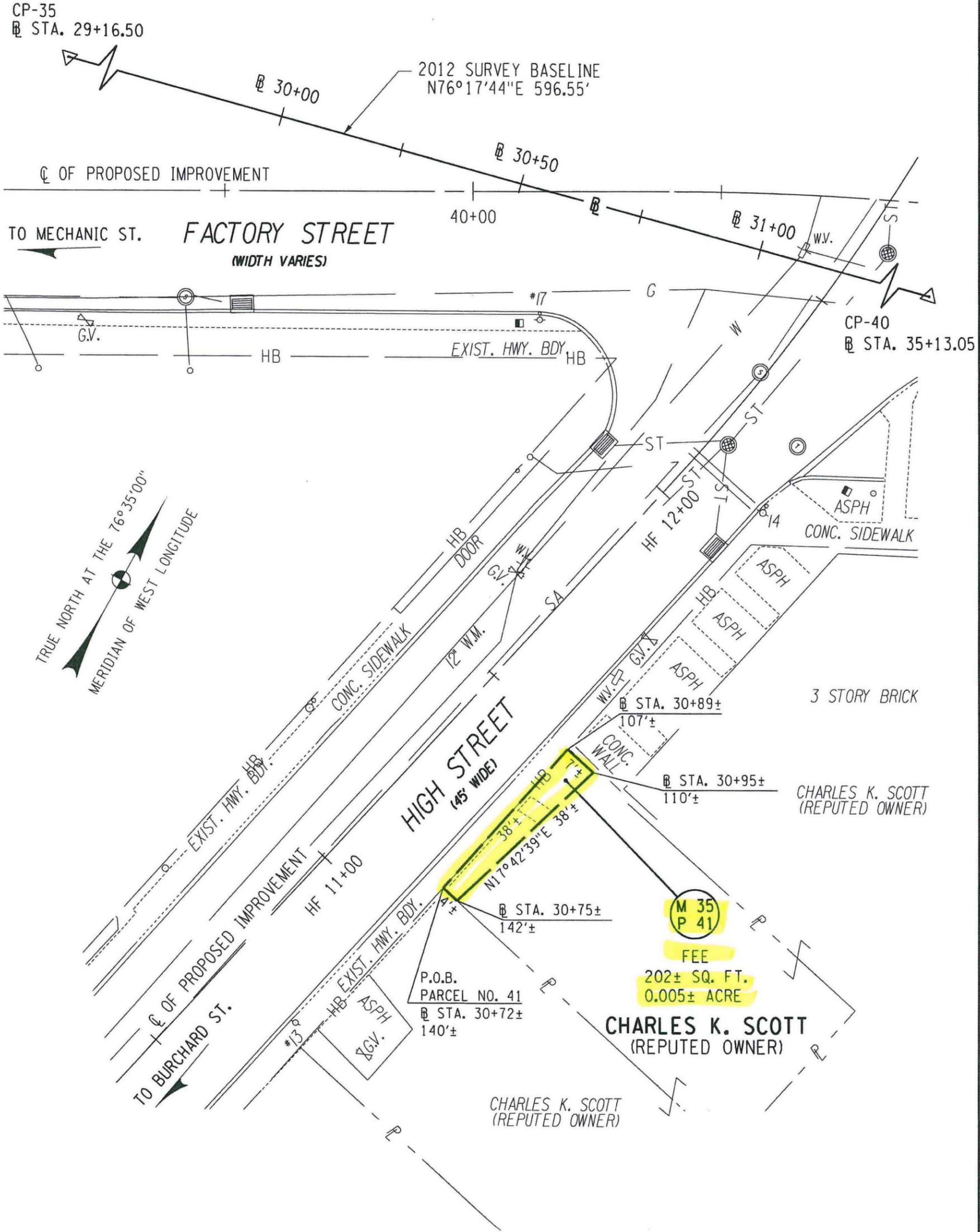
Parcel Locator Point:
Parcel No: 41
N. 1449984.01
E. 1000025.92

CHARLES K. SCOTT
(REPUTED OWNER)

CCD L. 912 P. 731
TRN 17

PARCEL SUMMARY

Type: FEE
Portion of 2012 Tax Map
Ref. No. 6-06-313
City of Watertown
County of Jefferson
State of New York

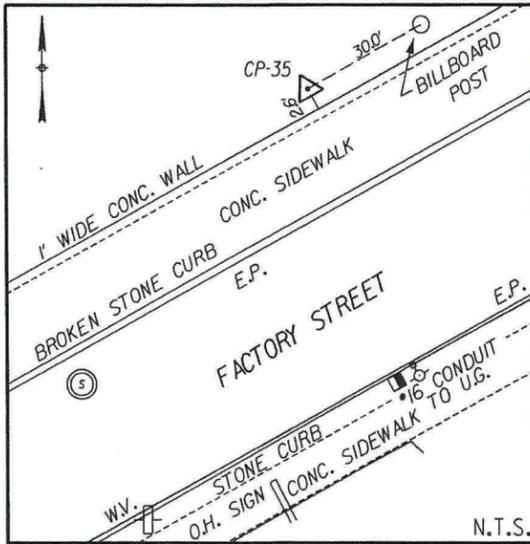


NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

FACTORY STREET
CITY OF WATERTOWN

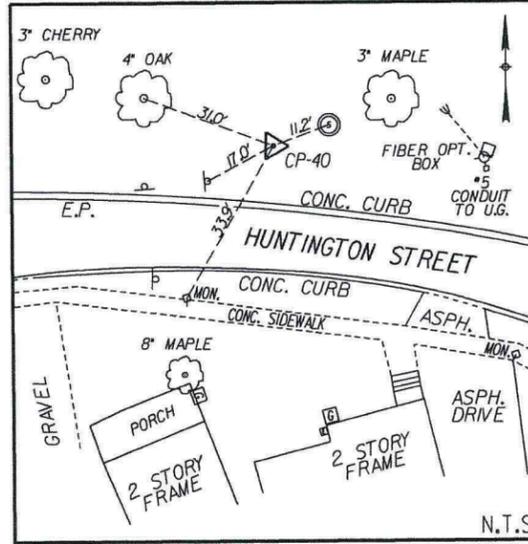
PIN 7753.15

MAP NO. 35
PARCEL NO. 41
SHEET 2 OF 2 SHEETS



CP-35 @ STA. 29+16.50

CP-35 IS A CAPPED REBAR LOCATED 127' FROM THE
SOUTHEAST BUILDING CORNER OF GRIFF'S REDEMPTION.
NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1450083.1974
E. 999841.6181



CP-40 @ STA. 35+13.05

CP-40 IS A CAPPED REBAR LOCATED IN MEDIAN THAT
DIVIDES FACTORY STREET AND HUNTINGTON STREET
ACROSS FROM HOUSE #667 FACTORY STREET.
NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1450224.5273
E. 1000421.1828

All that piece or parcel of property designated as Parcel No. 41, as shown on the accompanying map, to be acquired in Fee.

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date April 30, 2013

Sharon Addison
SHARON ADDISON
City Manager
City of Watertown



CHARLES K. SCOTT
(REPUTED OWNER)

"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date APRIL 16, 2013

Jeffrey F. Phillips
Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773
For:

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

Map of property which the Commissioner of Transportation deems necessary to be acquired by appropriation in the name of the People of the State of New York in fee, for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

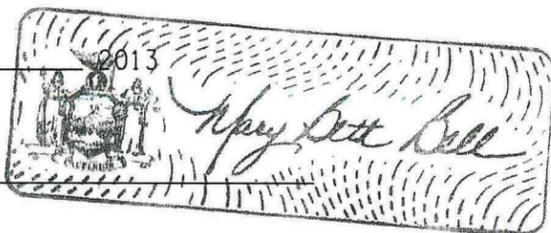
Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014

Office of Right-of-Way

Office of Right-of-Way

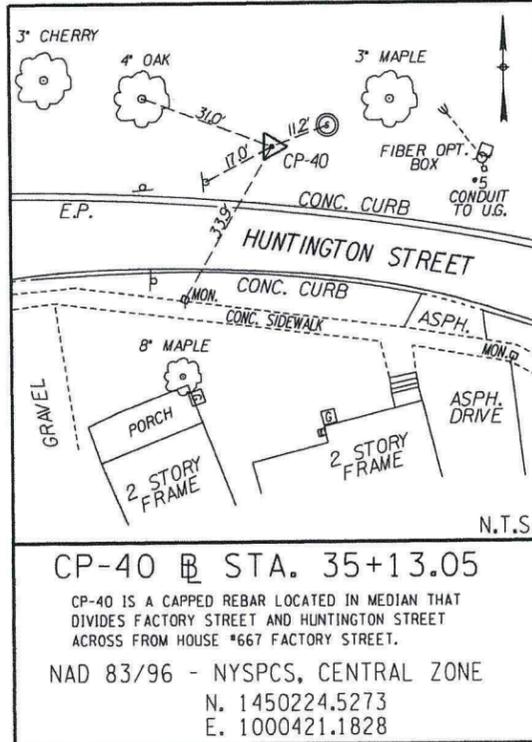
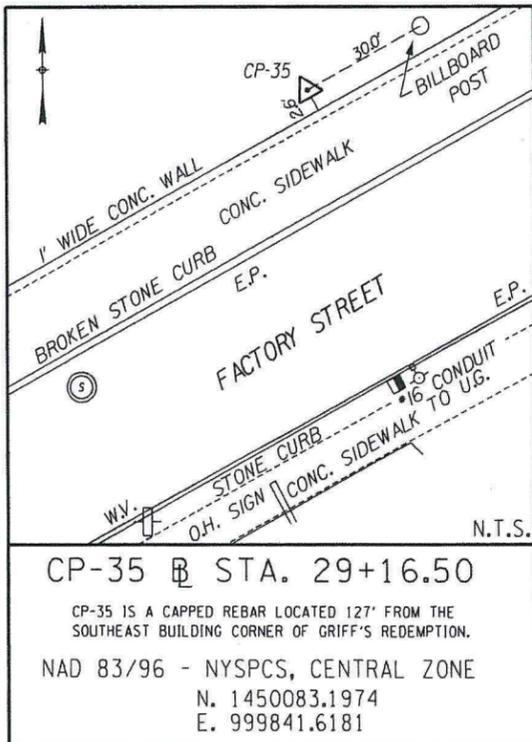


NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 36
PARCEL NO. 42
SHEET 2 OF 2 SHEETS



All that piece or parcel of property designated as Parcel No. 42, as shown on the accompanying map, to be acquired in Fee.

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date April 30, 2013

Sharon Addison
SHARON ADDISON
City Manager
City of Watertown



CHARLES K. SCOTT
(REPUTED OWNER)

"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date APRIL 16, 2013

Jeffrey F. Phillips
Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773

For:

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

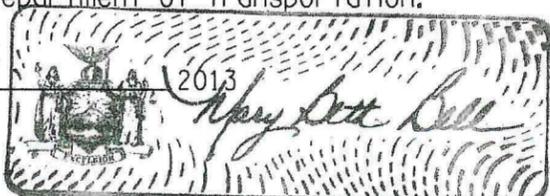
Map of property which the Commissioner of Transportation deems necessary to be acquired by appropriation in the name of the People of the State of New York in fee, for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014



Office of Right-of-Way

Office of Right-of-Way

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

Y 20140153

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 43
PARCEL NO. 49
SHEET 1 OF 2 SHEETS

MAP REFERENCE INFORMATION:

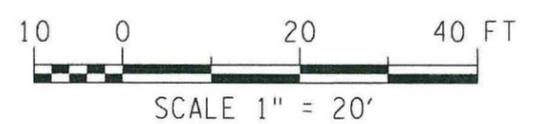
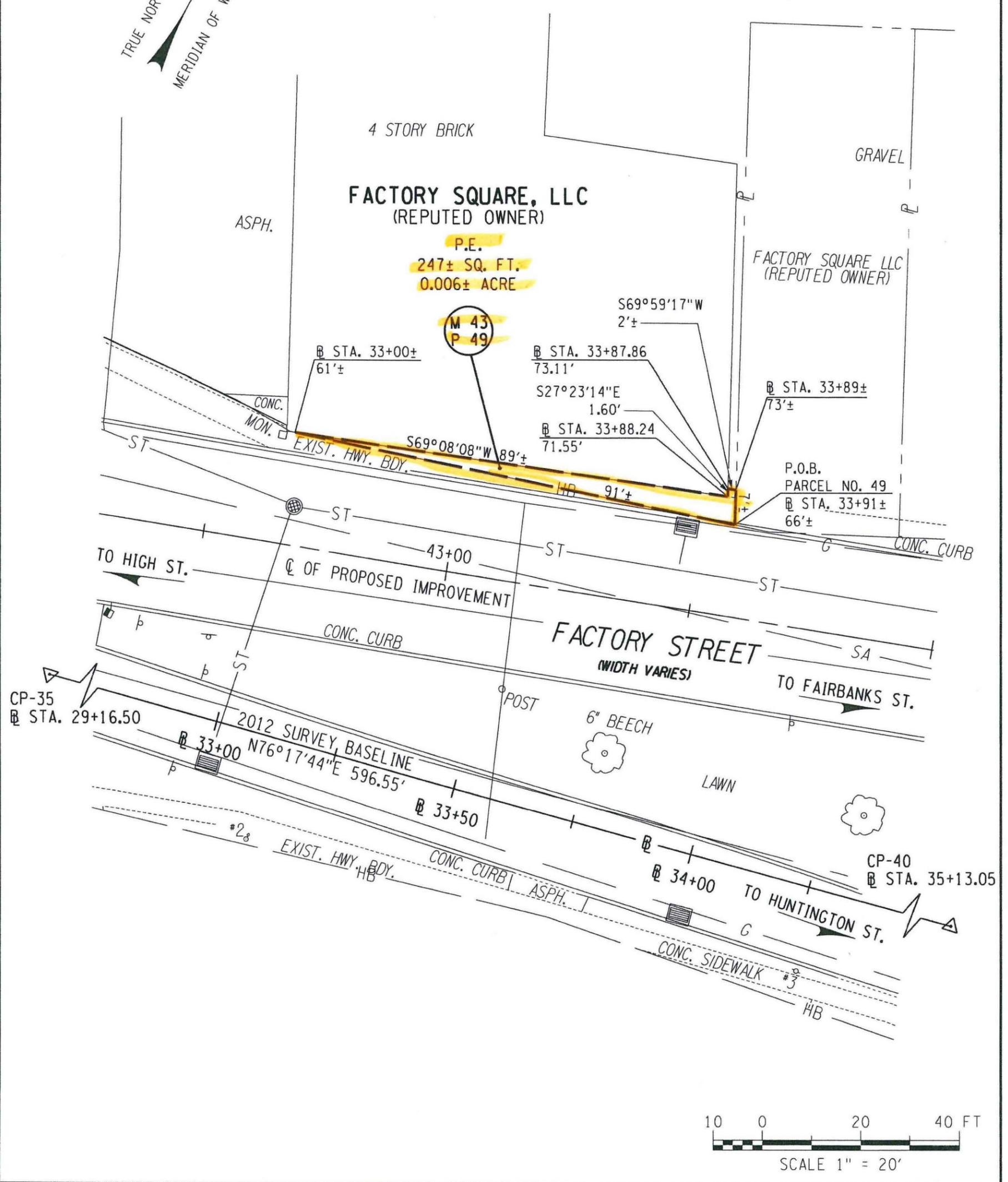
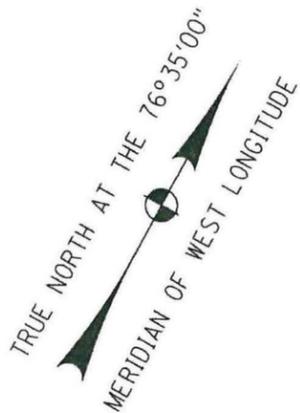
Parcel Locator Point:
Parcel No: 49
N. 1450260.22
E. 1000287.00

FACTORY SQUARE, LLC
(REPUTED OWNER)

INST. NO. 2006-00020543
TRN 35

PARCEL SUMMARY

Type: PERMANENT EASEMENT
Portion of 2012 Tax Map
Ref. No. 6-05-104.1
City of Watertown
County of Jefferson
State of New York

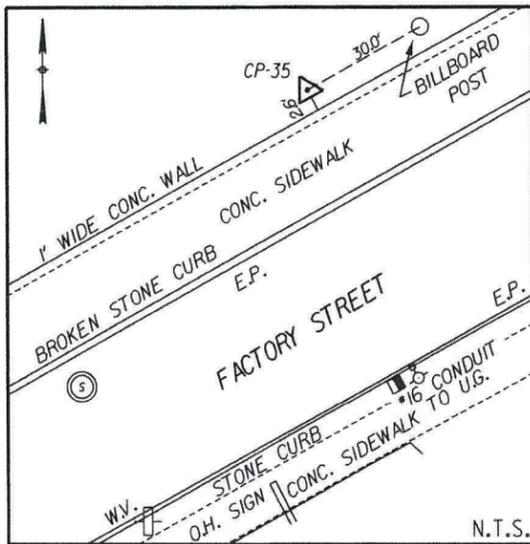


NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

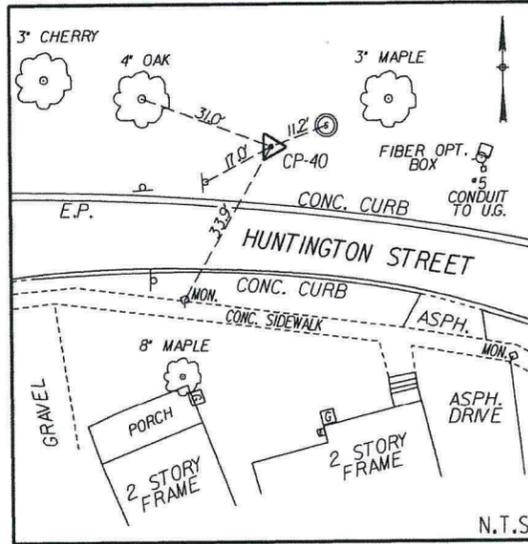
MAP NO. 43
PARCEL NO. 49
SHEET 2 OF 2 SHEETS



CP-35 @ STA. 29+16.50

CP-35 IS A CAPPED REBAR LOCATED 127' FROM THE
SOUTHEAST BUILDING CORNER OF GRIFF'S REDEMPTION.

NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1450083.1974
E. 999841.6181



CP-40 @ STA. 35+13.05

CP-40 IS A CAPPED REBAR LOCATED IN MEDIAN THAT
DIVIDES FACTORY STREET AND HUNTINGTON STREET
ACROSS FROM HOUSE #667 FACTORY STREET.

NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1450224.5273
E. 1000421.1828

PERMANENT EASEMENT FOR HIGHWAY PURPOSES

A permanent easement to be exercised in, on and over the property above delineated for the purpose of constructing, reconstructing and maintaining thereon a City Street, together with such bridges and other facilities in connection therewith as may be deemed necessary by the Commissioner of Transportation in and to all that piece or parcel of property designated as Parcel No. 49, as shown on the accompanying map.

RESERVING, however, to the owner of any right, title or interest in and to the property above delineated, and such owner's successors or assigns, the right of access and the right of using said property and such use shall not be further limited or restricted under this easement beyond that which is necessary to effectuate its purposes for, and as established by, the construction or reconstruction and as so constructed or reconstructed, the maintenance, of the herein identified project.

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date May 23, 2013

Sharon Addison

SHARON ADDISON
City Manager
City of Watertown



FACTORY SQUARE, LLC
(REPUTED OWNER)

"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date MAY 20, 2013

Jeffrey F. Phillips

Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773

For:

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

Map of property in and to which an easement as hereinabove defined is deemed necessary by the Commissioner of Transportation to be acquired by appropriation in the name of the People of the State of New York for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 4 2014



Office of Right-of-Way

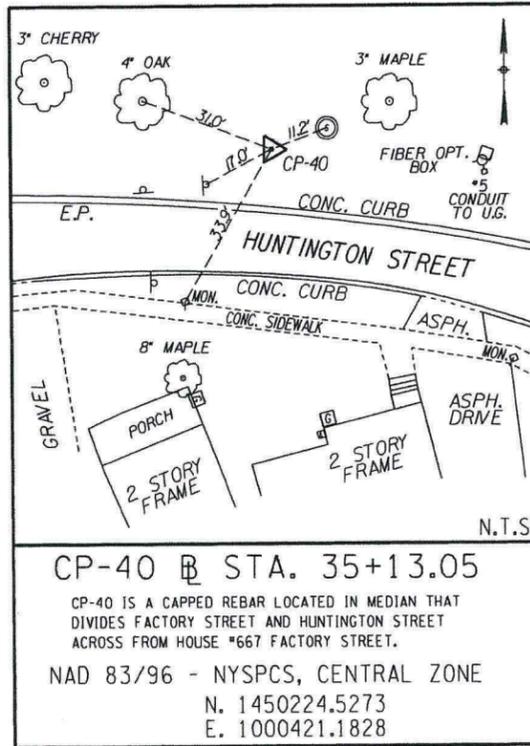
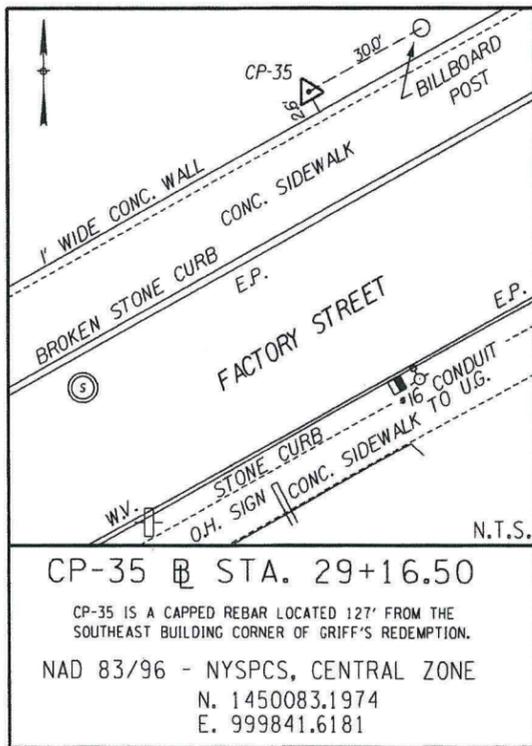
Office of Right-of-Way

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

MAP NO. 44
PARCEL NO. 50
SHEET 2 OF 2 SHEETS

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15



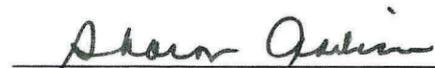
PERMANENT EASEMENT FOR HIGHWAY PURPOSES

A permanent easement to be exercised in, on and over the property above delineated for the purpose of constructing, reconstructing and maintaining thereon a City Street, together with such bridges and other facilities in connection therewith as may be deemed necessary by the Commissioner of Transportation in and to all that piece or parcel of property designated as Parcel No. 50, as shown on the accompanying map.

RESERVING, however, to the owner of any right, title or interest in and to the property above delineated, and such owner's successors or assigns, the right of access and the right of using said property and such use shall not be further limited or restricted under this easement beyond that which is necessary to effectuate its purposes for, and as established by, the construction or reconstruction and as so constructed or reconstructed, the maintenance, of the herein identified project.

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date May 23, 2013


SHARON ADDISON
City Manager
City of Watertown



"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date MAY 20 2013


Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773

FACTORY SQUARE LLC
(REPUTED OWNER)

For:
POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

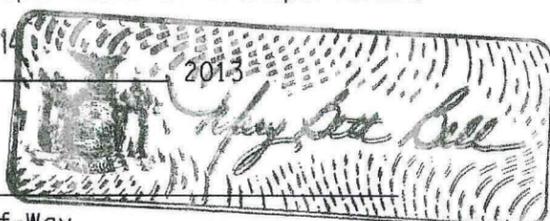
Map of property in and to which an easement as hereinabove defined is deemed necessary by the Commissioner of Transportation to be acquired by appropriation in the name of the People of the State of New York for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014



Office of Right-of-Way

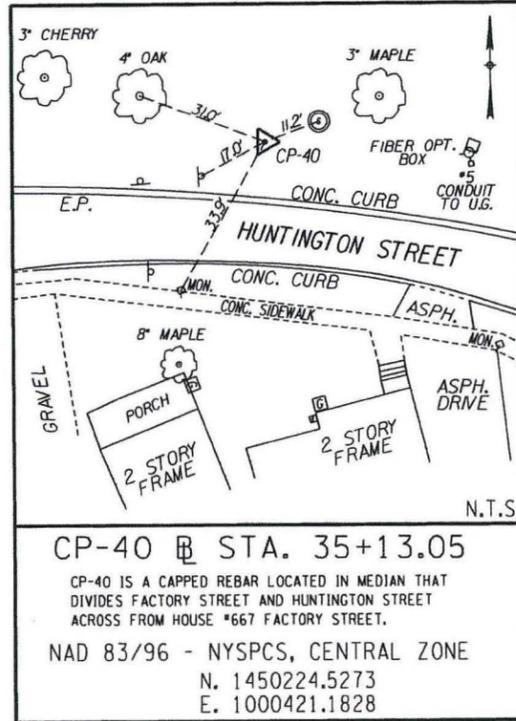
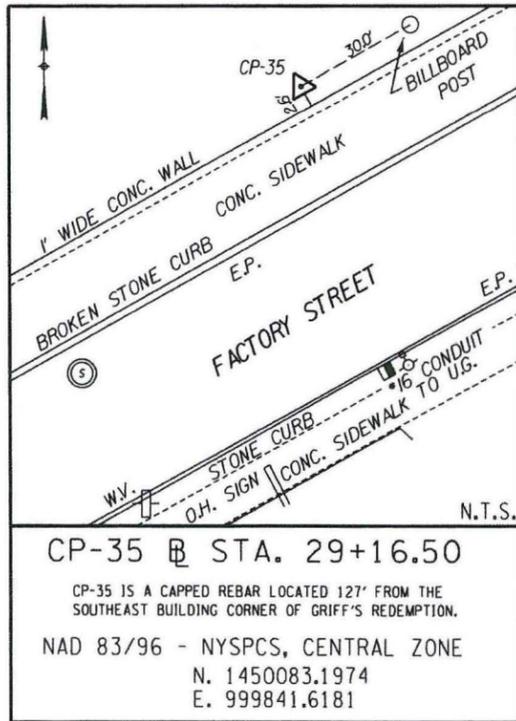
Office of Right-of-Way

**NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP**

**FACTORY STREET
CITY OF WATERTOWN**

PIN 7753.15

MAP NO. 45
PARCEL NO. 51
SHEET 2 OF 2 SHEETS



PERMANENT EASEMENT FOR HIGHWAY PURPOSES

A permanent easement to be exercised in, on and over the property above delineated for the purpose of constructing, reconstructing and maintaining thereon a City Street, together with such bridges and other facilities in connection therewith as may be deemed necessary by the Commissioner of Transportation in and to all that piece or parcel of property designated as Parcel No. 51, as shown on the accompanying map.

RESERVING, however, to the owner of any right, title or interest in and to the property above delineated, and such owner's successors or assigns, the right of access and the right of using said property and such use shall not be further limited or restricted under this easement beyond that which is necessary to effectuate its purposes for, and as established by, the construction or reconstruction and as so constructed or reconstructed, the maintenance, of the herein identified project.

"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date Dec 3, 2013

Sharon Addison

SHARON ADDISON
City Manager
City of Watertown



I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date Nov. 27, 2013

Jeffrey F. Phillips
Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773

For:

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

**661 FACTORY STREET, LLC.
(REPUTED OWNER)**

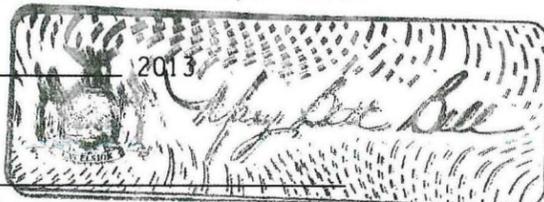
Map of property in and to which an easement as hereinabove defined is deemed necessary by the Commissioner of Transportation to be acquired by appropriation in the name of the People of the State of New York for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014



Office of Right-of-Way

Office of Right-of-Way

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

Y20140159

FACTORY STREET
CITY OF WATERTOWN

PIN 7753.15

MAP NO. 49
PARCEL NO. 55
SHEET 1 OF 2 SHEETS

MAP REFERENCE INFORMATION:

Parcel Locator Point:
Parcel No: 55
N. 1450322.63
E. 1000413.23

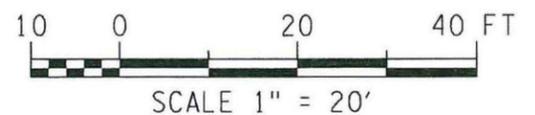
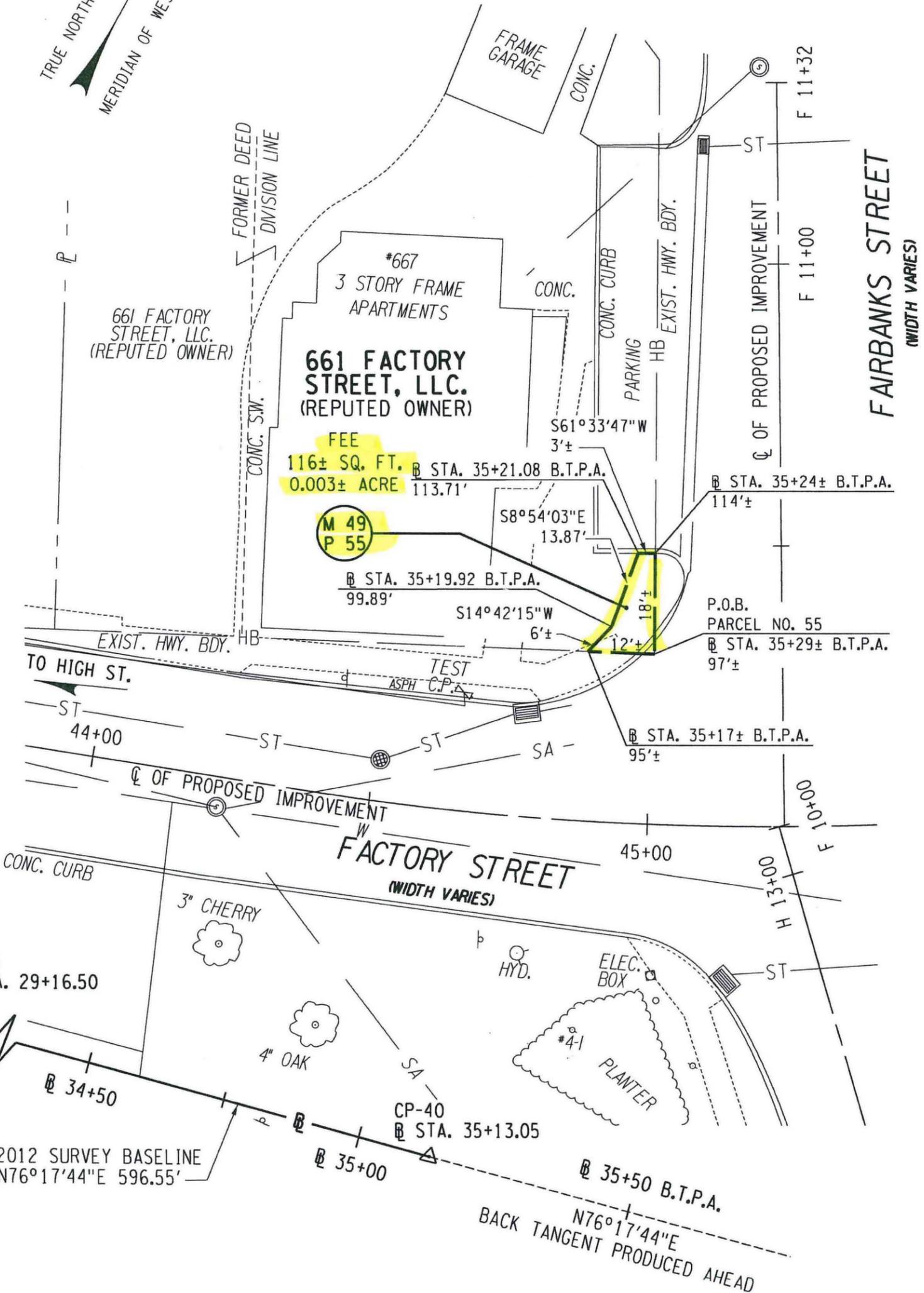
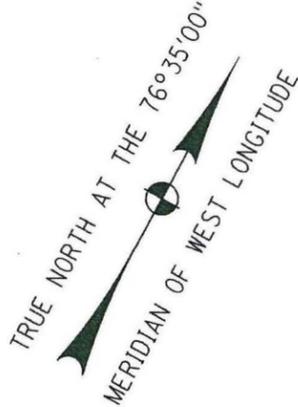
661 FACTORY STREET, LLC.
(REPUTED OWNER)

INST. NO. 2012-00015368

TRN 19

PARCEL SUMMARY

Type: FEE
Portion of 2013 Tax Map
Ref. No. 6-05-102.100
City of Watertown
County of Jefferson
State of New York

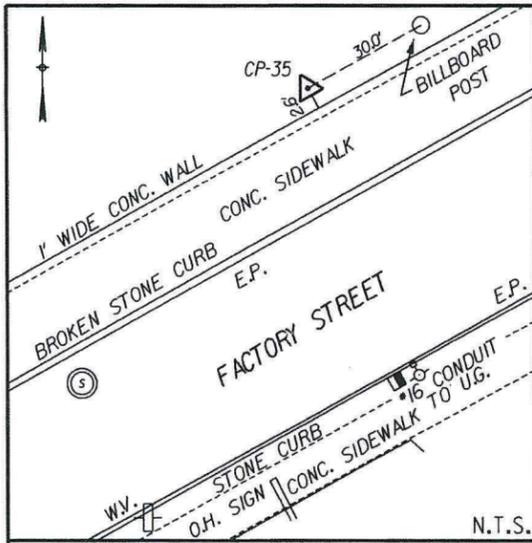


NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP

FACTORY STREET
CITY OF WATERTOWN

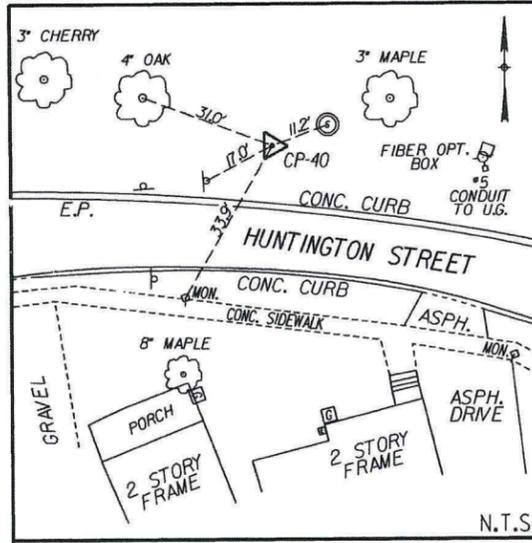
PIN 7753.15

MAP NO. 49
PARCEL NO. 55
SHEET 2 OF 2 SHEETS



CP-35 @ STA. 29+16.50

CP-35 IS A CAPPED REBAR LOCATED 127' FROM THE SOUTHEAST BUILDING CORNER OF GRIFF'S REDEMPTION.
NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1450083.1974
E. 999841.6181



CP-40 @ STA. 35+13.05

CP-40 IS A CAPPED REBAR LOCATED IN MEDIAN THAT DIVIDES FACTORY STREET AND HUNTINGTON STREET ACROSS FROM HOUSE #667 FACTORY STREET.
NAD 83/96 - NYSPCS, CENTRAL ZONE
N. 1450224.5273
E. 1000421.1828

All that piece or parcel of property designated as Parcel No. 55, as shown on the accompanying map, to be acquired in Fee.

I hereby certify to the Commissioner of the New York State Department of Transportation that the property mapped above is necessary for this project, and the acquisition thereof is recommended.

Date Dec 3, 2013

Sharon Addison

SHARON ADDISON
City Manager
City of Watertown



661 FACTORY STREET, LLC.
(REPUTED OWNER)

"Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law."

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards and procedures.

Date Nov. 27, 2013

Jeffrey F. Phillips

Jeffrey F. Phillips, Land Surveyor
P.L.S. License No. 50773

For:

POPLI DESIGN GROUP
555 PENBROOKE DRIVE
PENFIELD NY 14526

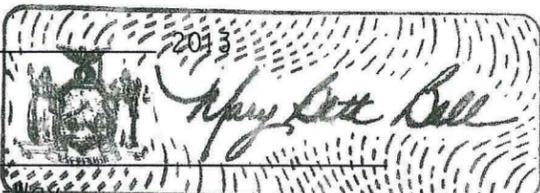
Map of property which the Commissioner of Transportation deems necessary to be acquired by appropriation in the name of the People of the State of New York in fee, for purposes connected with the highway system of the City of Watertown pursuant to Section 30 of the Highway Law, as made applicable by Section 10, Subdivision 34-A of the Highway Law and the Eminent Domain Procedure Law.

There is excepted from this appropriation all the right, title and interest, if any, of the United States of America in or to said property.

Pursuant to the statute(s) set forth above and the authority delegated to me by Official Order of the Commissioner of Transportation, this acquisition map is hereby approved and filed in the main office of the New York State Department of Transportation.

I have compared the foregoing copy of the map with the original thereof, as filed in the office of the Department of Transportation, and I do hereby certify the same to be a true and correct copy of the original and of the whole thereof.

Date MAR 04 2014



Office of Right-of-Way

Office of Right-of-Way

Res No. 12

October 27, 2017

To: The Honorable Mayor and City Council

From: Brian S. Phelps, City Assessor

Subject: Data Processing Service Agreement With the Watertown
City School District

Attached is the proposed agreement with the Watertown City School District to provide them with School Tax bills, final rolls, tax rolls and data files.

The agreement is for a term of three years at the same cost as the last three years of \$0.58 per parcel. The issuance of electronic bills to major escrow servicers has reduced our time and expenses needed to provide this service. The value of the contract is approximately \$5,200 per year.

There are no substantive changes from the prior agreement. A Resolution for Council consideration is attached.

RESOLUTION

Page 1 of 1

Authorizing Data Processing Service Agreement Between the City of Watertown and the 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 has computer equipment which has automated the functions performed within the City Assessment Department, and

WHEREAS the City Assessor’s Office is responsible for maintaining the records for all real property within the City of Watertown, and

WHEREAS the City has the ability to produce assessment rolls, print, fold and seal tax bills and maintain the data needed to accomplish these tasks, and

WHEREAS the Watertown City School District has a need for the services offered by the City’s Assessment and Information Technology Departments,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves the three (3) year Data Processing Service Agreement with the Watertown City School District, a copy of which is attached and made a part of this resolution, and

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

Seconded by

DATA PROCESSING SERVICE AGREEMENT
BETWEEN
THE CITY OF WATERTOWN, NEW YORK
AND
THE WATERTOWN CITY SCHOOL DISTRICT

This Agreement, made and entered into this ___ day of _____, 2017, between the City of Watertown, and the Watertown City School District, and

WITNESSETH

Whereas the City of Watertown has computer equipment and software which has automated the functions performed within the City's Assessment Department, and

Whereas the City of Watertown has the ability to produce assessment rolls, print tax bills and maintain the data needed to accomplish these tasks, and

Whereas the Watertown City School District has a need for the services offered by the City's Assessment Department,

Now, therefore, the City of Watertown and the Watertown City School District contract as follows:

City of Watertown agrees:

1. The staff of the City Assessment Department and the City Information Technology Department will be responsible for all aspects of data processing and School tax bill preparation to include;
 - a. Quality control inspection of computer output to verify completeness and accuracy.
 - b. Maintain back-up security of files, to include off site storage of master files.
 - c. Provide copy of Final Assessment Roll.
 - d. Prepare a file for printing of School tax bills for parcels located in the City of Watertown that are in the Watertown City School District.
 - e. Printing of School tax bills for parcels located in the City of Watertown.
 - f. Folding and sealing of tax bills that are to be mailed directly to property owner (not to escrow companies).
 - g. Provide tax extension for School tax purposes.
 - h. Provide ancillary reports to School that are available on City's system.
 - i. Provide an electronic copy of the bill print file for reprinting bills.
2. Processing service is to be provided daily, during the normal hours of operation of the City of Watertown's Assessment Department.

Watertown City School District agrees:

1. To provide the following information necessary to produce tax bills;
 - a. Tax Rate
 - b. Penalty Dates and Amounts
 - c. Warrant Date
 - d. Dates of Fiscal Year
 - e. Estimated State Aid Amount
 - f. Bill Due Dates
2. To provide at their expense a sufficient supply of tax mailers to allow the City to print School District tax bills for parcels located within the City of Watertown.
3. To provide changes to School tax bill program to accommodate School District requirements.

City and School mutually agree as follows:

1. The term of the contract is three years (3) from January 1, 2018 through December 31, 2020.
2. The contract may be terminated by either the City or the School with cause by providing thirty (30) days written notice by certified mail, return receipt requested.
3. That should the contract be terminated, the parties will provide the services or pay for the services provided to the date of contract termination.
4. The School shall pay the City at a rate of \$.58 per parcel for parcels within the City. Payment shall be made on an annual basis, with Payment due on October 15th of the years covered under this agreement.

In Witness Whereof, the Watertown City School District and the City of Watertown have caused this contract to be executed by the person authorized to act in their respective names, signed this _____ day of _____.

By: _____ Date: _____
Watertown City School District

By: _____ Date: _____
City of Watertown

Res No. 13

October 30, 2017

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Authorizing Standard Federal Aid Highway
And Marchiselli Aid Project Agreement,
Western Boulevard (Arsenal St. to Gaffney Drive),
PIN 783002; D035315, Design Phase V-VI

As you know, the City of Watertown has received notification from the State of New York, Department of Transportation that the Western Boulevard Project has been added to the State's Capital Construction Program and received both Federal STP Small Urban and State funds to support the Preliminary Engineering Phase for the design of this project.

At this point in time, the City is prepared to move forward with the Design Phase V-VI of the project. The estimated cost associated with completing this Phase is \$700,000. A Resolution is attached for Council consideration.

RESOLUTION

Page 1 of 2

Authorizing Standard Federal Aid Highway
And Marchiselli Aid Project Agreement,
Western Boulevard (Arsenal St. to Gaffney Drive),
PIN 783002; D035315, Design Phase V-VI

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 a project for the reconstruction of Western Boulevard (Arsenal St. to Gaffney Drive), PIN 783002, D035315 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended that calls for the apportionment of the cost of such program to be borne at the ratio of 80% Federal and 20% non-federal funds, and

WHEREAS the City of Watertown desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of the Design Phase V-VI in the amount of \$700,000,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown authorizes the City Comptroller to pay in the first instance 100% of the federal and non-federal share of the costs of the Design Phase V-VI work for the Project or portions thereof, and

BE IT FURTHER RESOLVED that the City Comptroller is hereby authorized to pay in the first instance 100% of the federal and non-federal share of the costs of Design Phase V-VI for the project in the amount of \$700,000 from an appropriation of the City of Watertown Capital Budget, and

BE IT FURTHER RESOLVED that in the event the full federal and non-federal share costs of the Project exceeds the amount appropriated above, the City Council of the City of Watertown shall convene as soon as possible to appropriate said excess amount immediately upon notification by the City Manager's Office, and

RESOLUTION

Page 2 of 2

Authorizing Standard Federal Aid Highway
And Marchiselli Aid Project Agreement,
Western Boulevard (Arsenal St. to Gaffney Drive),
PIN 783002; D035315, Design Phase V-VI

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 RESOLVED that Mayor of the City of Watertown is hereby authorized and directed to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the City of Watertown with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of Project costs and permanent funding for the local share of federal aid and state aid eligible Project costs and all Project costs within appropriations that are not so eligible, and

BE IT FURTHER RESOLVED that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and

BE IT FURTHER RESOLVED that the City Council of the City of Watertown hereby approves the Standard Federal Aid Highway and Marchiselli Aid Project Agreement, a copy of which is attached and made a part of said resolution, and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

Seconded by



Department of
Transportation

ANDREW M. CUOMO
Governor

MATTHEW J. DRISCOLL
Commissioner

STEVEN G. KOKKORIS, P.E.
Regional Director

October 24, 2017



Ms. Sharon Addison, City Manager
Watertown City Hall
245 Washington Street, Room 302
Watertown, NY 13601

RE: PIN 783002 – STANDARD FEDERAL AID PROJECT AGREEMENT
CONTRACT #: D035315
PROJECT: Western Boulevard (Arsenal St. to Gaffney Drive)
PHASE(S): Design Phase V-VI
MUNICIPALITY: City of Watertown

Dear Ms. Addison:

This Supplemental Agreement #1 is required to add additional funding for Design Phases V-VI.

Enclosed are two (2) complete copies of the Supplemental Agreement, titled: **Supplemental Agreement No. 1 to D035315**. Each text package contains the following:

- Schedule "A" (**Preliminary Engineering/Design**);
- Sponsor Resolution

Also enclosed are seven (7) additional copies of the Signature Sheet (page 2).

To Complete the Enclosed Agreement:

The City completes the agreement by:

1. Sign and date all copies of the Signature Sheet (**page 2**) and have notarized the affirmation statement on the same page.
2. A Resolution authoring 100% first instance payment of the Total Project cost must be enacted by City and contain the Municipal Seal. Either embossed or foil self-adhesive seals are acceptable. Signatures on all copies of both the Signature Page and the Resolution should be in original ball point pen (*Blue ink*).

Ms. Sharon Addison, City Manager
Page 2
October 24, 2017

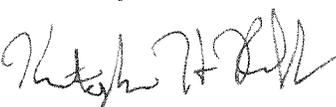
The Signature Sheet (page 2) requires the signature of the local official authorized to act on the City's behalf, and the signature of the City Attorney, each at the place indicated. The Acknowledgment Statement on Page 2 requires a Notary's signature and stamp affixed as indicated.

Return to my office:

1. One signed complete agreement.
2. Seven (7) signed signature sheets.
3. Eight (8) copies of the resolution

Questions concerning this project should be addressed to Nancy Catalina, Local Project Liaison at (315) 785-2300.

Sincerely,



Scott A. Docteur, P.E.
Director, Regional Planning & Program Mgmt.

Copy with Attachment:

Mr. Justin Wood, City Engineer, City of Watertown
Kristopher H. Reff, Acting Program & Project Management Supervisor (Center File)
Nancy Catalina, Regional Local Program Liaison

Sponsor: **City of Watertown**
PIN: **783002** BIN: **N/A**
Comptroller's Contract No. **D035315**
Supplemental Agreement No. **1**
Date Prepared: **10/24/17** By: **(NAC)**
Initials

Press F1 for instructions in the blank fields:

SUPPLEMENTAL AGREEMENT No. 1 to D035315 (Comptroller's Contract No.)

This Supplemental Agreement is by and between:

the New York State Department of Transportation ("NYSDOT"), having its principal office at 50 Wolf Road, Albany, NY 12232, on behalf of New York State ("State");

and

City of Watertown (the Sponsor)

Acting by and through the **the City Council**

with its office at **the Municipal Building, 245 Washington Street, Watertown, NY 13601.**

This amends the existing Agreement between the parties in the following respects only (*check applicable categories*):

Amends a previously adopted Schedule A by (*check as applicable*):

- amending a project description
- amending the contract end date
- amending the scheduled funding by:
 - adding additional funding (*check and enter the # phase(s) as applicable*):
 - adding phase ____ which covers eligible costs incurred on/after / /
 - adding phase ____ which covers eligible costs incurred on/after / /
 - increasing funding for a project phase(s)
 - adding a pin extension
 - change from Non-Marchiselli to Marchiselli
 - deleting/reducing funding for a project phase(s)
 - other (____)

Amends a previously adopted Schedule "B" (Phases, Sub-phase/Tasks, and Allocation of Responsibility)

Amends a previously adopted Agreement by adding Appendix 2-S – Iran Divestment Act:

Amends the text of the Agreement as follows (*insert text below*):

Sponsor: City of Watertown
PIN: 783002 BIN: N/A
Comptroller's Contract No. D035315
Supplemental Agreement No. 1
Date Prepared: 10/24/17 By: (NAC)
Initials

Press F1 for instructions in the blank fields:

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officials as of the date first above written.

SPONSOR:

SPONSOR ATTORNEY:

By: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

STATE OF NEW YORK

)ss.:

COUNTY OF Jefferson

On this _____ day of _____, 2017 before me personally came _____ to me known, who, being by me duly sworn did depose and say that he/she resides at _____; that he/she is the _____ of the Municipal/Sponsor Corporation described in and which executed the above instrument; (except New York City) that it was executed by order of the _____ of said Municipal/Sponsor Corporation pursuant to a resolution which was duly adopted on _____ and which a certified copy is attached and made a part hereof; and that he/she signed his/her name thereto by like order.

Notary Public

APPROVED FOR NYSDOT:

**APPROVED AS TO FORM:
STATE OF NEW YORK ATTORNEY GENERAL**

BY: _____
For Commissioner of Transportation

Agency Certification: In addition to the acceptance of this contract I also certify that original copies of this signature page will be attached to all other exact copies of this contract.

By: _____
Assistant Attorney General

Date: _____

COMPTROLLER'S APPROVAL:

By: _____
For the New York State Comptroller
Pursuant to State Finance Law ' 112

SCHEDULE A

**SCHEDULE A – Description of Project Phase, Funding and Deposit Requirements
NYSDOT/ State-Local Agreement - Schedule A for PIN 7830.02**

OSC Municipal Contract #: <u>D035315</u>	Contract Start Date: <u>8/24/2016</u> <small>(mm/dd/yyyy)</small>	Contract End Date: <u>2/5/2020</u> <small>(mm/dd/yyyy)</small> <input type="checkbox"/> Check, if date changed from the last Schedule A
--	--	---

Purpose: Original Standard Agreement Supplemental Schedule A No. 1

Agreement Type: Locally Administered Municipality/Sponsor (Contract Payee): City of Watertown
 Other Municipality/Sponsor (if applicable): _____

State Administered *List participating Municipality(ies) and the % of cost share for each and indicate by checkbox which Municipality this Schedule A applies.*

<input type="checkbox"/> Municipality:	% of Cost share
<input type="checkbox"/> Municipality:	% of Cost share
<input type="checkbox"/> Municipality:	% of Cost share

Authorized Project Phase(s) to which this Schedule applies: PE/Design ROW Incidentals
 ROW Acquisition Construction/CI/CS

Work Type: HWY NEW CONST **County** (If different from Municipality): Jefferson

Marchiselli Eligible Yes No (Check, if Project Description has changed from last Schedule A):
Project Description: Western Boulevard (Arsenal Street to Gaffney Drive)

Marchiselli Allocations Approved FOR ALL PHASES *All totals will calculate automatically.*

<small>Check box to indicate change from last Schedule A</small>	State Fiscal Year(s)	Project Phase			TOTAL
		PE/Design	ROW (RI & RA)	Construction/CI/CS	
<input type="checkbox"/>	Cumulative total for all prior SFYs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<input type="checkbox"/>	Current SFY	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Authorized Allocations to Date		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

A. Summary of allocated MARCHISELLI Program Costs FOR ALL PHASES *For each PIN Fiscal Share below, show current costs on the rows indicated as "Current.". Show the old costs from the previous Schedule A on the row indicated as "Old." All totals will calculate automatically.*

PIN Fiscal Share	"Current" or "Old" entry indicator	Federal Funding	Total Costs	FEDERAL Participating Share	STATE MARCHISELLI Match	LOCAL Matching Share	LOCAL DEPOSIT AMOUNT (Required only if State Administered)
..	Current		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	Old		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
..	Current		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	Old		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
..	Current		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	Old		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
..	Current		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	Old		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
..	Current		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	Old		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL CURRENT COSTS:			\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

NYSDOT/State-Local Agreement – Schedule A

B. Summary of Other (including Non-allocated MARCHISELLI) Participating Costs FOR ALL PHASES For each PIN Fiscal Share, show current costs on the rows indicated as "Current.". Show the old costs from the previous Schedule A on the row indicated as "Old." All totals will calculate automatically.

Other PIN Fiscal Shares	'Current' or 'Old' entry indicator	Funding Source	TOTAL	Other FEDERAL	Other STATE	Other LOCAL
7830.02.101	Current	Other (see footnote)	\$700,000.00	\$0.00	\$700,000.00	\$0.00
	Old	Other (see footnote)	\$350,000.00	\$0.00	\$350,000.00	\$0.00
.	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
.	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
.	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
.	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
.	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
.	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
TOTAL CURRENT COSTS:			\$700,000.00	\$ 0.00	\$700,000.00	\$ 0.00

C. Local Deposit(s) from Section A:	\$ 0.00
Additional Local Deposit(s)	\$
Total Local Deposit(s)	\$ 0.00

D. Total Project Costs All totals will calculate automatically.

Total FEDERAL Cost	Total STATE MARCHISELLI Cost	Total OTHER STATE Cost	Total LOCAL Cost	Total ALL SOURCES Cost
\$ 0.00	\$ 0.00	\$700,000.00	\$ 0.00	\$700,000.00

E. Point of Contact for Questions Regarding this Schedule A (Must be completed)

Name: Nancy Catalina
 Phone No: 315-785-2300

See Agreement (or Supplemental Agreement Cover) for required contract signatures.

NYS DOT/State-Local Agreement – Schedule A

Footnotes: (See [LPB's website](#) for link to sample footnotes)

- PIN 783002, OSC Municipal Contract No. D035315
- Design Phases I - VI are being funded by 100% State funds.
- This OSC Contract, D035315, is Locally Administered. Matching State Administered Contract Number D035316 for ROW phase.
-
-
-
-
-
-
-
-
-

RESOLUTION

SAMPLE RESOLUTION BY MUNICIPALITY

(Locally Administered Project)

RESOLUTION NUMBER: _____

Authorizing the implementation, and funding in the first instance 100% of the federal-aid and State "Marchiselli" Program-aid eligible costs, of a transportation federal-aid project, and appropriating funds therefore.

WHEREAS, a Project for the _____, P.I.N. _____ (the Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of _____% Federal funds and _____% non-federal funds; and

WHEREAS, the _____ of _____ desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of _____.

NOW, THEREFORE, the _____ Board, duly convened does hereby

RESOLVE, that the _____ Board hereby approves the above-subject project; and it is hereby further

RESOLVED, that the _____ Board hereby authorizes the _____ of _____ to pay in the first instance 100% of the federal and non-federal share of the cost of _____ work for the Project or portions thereof; and it is further

RESOLVED, that the sum of _____ is hereby appropriated from _____ [or, appropriated pursuant to _____] and made available to cover the cost of participation in the above phase of the Project; and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the _____ of _____ shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the _____ thereof, and it is further

RESOLVED, that the _____ of the _____ of the _____ of _____ be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the _____ of _____ with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project. and it is further

RESOLVED, this Resolution shall take effect immediately.

Res No. 14

October 30, 2017

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Authorizing Standard Federal Aid Highway
And Marchiselli Aid Project Agreement,
Western Boulevard (Arsenal St. to Gaffney Drive),
PIN 783002; D035316, ROW Incidental and Acquisition Phase

As you know, the City of Watertown has received notification from the State of New York, Department of Transportation that the Western Boulevard Project has been added to the State's Capital Construction Program and received both Federal STP Small Urban and State funds to support the Preliminary Engineering Phase for the design of this project.

At this point in time, the City is prepared to move forward with the ROW Incidental and Acquisition Phase of the project. The estimated cost associated with completing this Phase is \$1,231,000. A Resolution is attached for Council consideration.

RESOLUTION

Page 1 of 2

Authorizing Standard Federal Aid Highway
And Marchiselli Aid Project Agreement,
Western Boulevard (Arsenal St. to Gaffney Drive),
PIN 783002; D035316, ROW Incidental and
Acquisition Phase

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 a project for the reconstruction of Western Boulevard (Arsenal St. to Gaffney Drive), PIN 783002, D035315 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended that calls for the apportionment of the cost of such program to be borne at the ratio of 80% Federal and 20% non-federal funds, and

WHEREAS the City of Watertown desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of the ROW Incidental and Acquisition Phase,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown authorizes the City Comptroller to pay in the first instance 100% of the federal and non-federal share of the costs of the ROW Incidental and Acquisition Phase work for the Project or portions thereof, and

BE IT FURTHER RESOLVED that the City Comptroller is hereby authorized to pay in the first instance 100% of the federal and non-federal share of the costs of the ROW Incidental and Acquisition Phase for the Project in the amount of \$1,231,000 from an appropriation of the City of Watertown Capital Budget, and

BE IT FURTHER RESOLVED that in the event the full federal and non-federal share costs of the Project exceeds the amount appropriated above, the City Council of the City of Watertown shall convene as soon as possible to appropriate said excess amount immediately upon notification by the City Manager's Office, and

RESOLUTION

Page 2 of 2

Authorizing Standard Federal Aid Highway
And Marchiselli Aid Project Agreement,
Western Boulevard (Arsenal St. to Gaffney Drive),
PIN 783002; D035316, ROW Incidental and
Acquisition Phase

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 RESOLVED that Mayor of the City of Watertown is hereby authorized and directed to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the City of Watertown with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of Project costs and permanent funding for the local share of federal aid and state aid eligible Project costs and all Project costs within appropriations that are not so eligible, and

BE IT FURTHER RESOLVED that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and

BE IT FURTHER RESOLVED that the City Council of the City of Watertown hereby approves the Standard Federal Aid Highway and Marchiselli Aid Project Agreement, a copy of which is attached and made a part of said resolution, and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

Seconded by



Department of
Transportation

ANDREW M. CUOMO
Governor

MATTHEW J. DRISCOLL
Commissioner

STEVEN G. KOKKORIS, P.E.
Assistant Director

October 24, 2017



Ms. Sharon Addison, City Manager
Watertown City Hall
245 Washington Street, Room 302
Watertown, NY 13601

RE: PIN 783002 – STANDARD FEDERAL AID PROJECT AGREEMENT
CONTRACT #: D035316
PROJECT: Western Boulevard (Arsenal St. to Gaffney Drive)
PHASE(S): ROW Incidental & Acquisition Phase
MUNICIPALITY: City of Watertown

Dear Ms. Addison:

This Supplemental Agreement #1 is required to add additional funding for ROW Incidental & Acquisition Phase.

Enclosed are two (2) complete copies of the Supplemental Agreement, titled: **Supplemental Agreement No. 1 to D035316**. Each text package contains the following:

- Schedule "A" (**ROW Incidental & Acquisition**);
- Sponsor Resolution

Also enclosed are seven (7) additional copies of the Signature Sheet (page 2).

To Complete the Enclosed Agreement:

The City completes the agreement by:

1. Sign and date all copies of the Signature Sheet (**page 2**) and have notarized the affirmation statement on the same page.
2. A Resolution authoring 100% first instance payment of the Total Project cost must be enacted by City and contain the Municipal Seal. Either embossed or foil self-adhesive seals are acceptable. Signatures on all copies of both the Signature Page and the Resolution should be in original ball point pen (*blue ink*).

Ms. Sharon Addison, City Manager
Page 2
October 24, 2017

The Signature Sheet (page 2) requires the signature of the local official authorized to act on the City's behalf, and the signature of the City Attorney, each at the place indicated. The Acknowledgment Statement on Page 2 requires a Notary's signature and stamp affixed as indicated.

Return to my office:

1. One signed complete agreement.
2. Seven (7) signed signature sheets.
3. Eight (8) copies of the resolution

Questions concerning this project should be addressed to Nancy Catalina, Local Project Liaison at (315) 785-2300.

Sincerely,



For Scott A. Docteur, P.E.
Director, Regional Planning & Program Mgmt.

Copy with Attachment:

Mr. Justin Wood, City Engineer, City of Watertown
Kristopher H. Reff, Acting Program & Project Management Supervisor (Center File)
Nancy Catalina, Regional Local Program Liaison

Sponsor: **City of Watertown**
PIN: **783002** BIN: **N/A**
Comptroller's Contract No. **D035316**
Supplemental Agreement No. **1**
Date Prepared: **10/24/17** By: **(NAC)**
Initials

Press F1 for instructions in the blank fields:

SUPPLEMENTAL AGREEMENT No. 1 to D035316 (Comptroller's Contract No.)

This Supplemental Agreement is by and between:

the New York State Department of Transportation ("NYSDOT"), having its principal office at 50 Wolf Road, Albany, NY 12232, on behalf of New York State ("State");

and

City of Watertown (the Sponsor)

Acting by and through the **the City Council**

with its office at **the Municipal Building, 245 Washington Street, Watertown, NY 13601.**

This amends the existing Agreement between the parties in the following respects only (check applicable categories):

Amends a previously adopted Schedule A by (check as applicable):

- amending a project description
- amending the contract end date
- amending the scheduled funding by:
 - adding additional funding (check and enter the # phase(s) as applicable):
 - adding phase ____ which covers eligible costs incurred on/after / /
 - adding phase ____ which covers eligible costs incurred on/after / /
 - increasing funding for a project phase(s)
 - adding a pin extension
 - change from Non-Marchiselli to Marchiselli
 - deleting/reducing funding for a project phase(s)
 - other (____)

Amends a previously adopted Schedule "B" (Phases, Sub-phase/Tasks, and Allocation of Responsibility)

Amends a previously adopted Agreement by adding Appendix 2-S – Iran Divestment Act:

Amends the text of the Agreement as follows (insert text below):

Sponsor: **City of Watertown**
PIN: **783002** BIN: **N/A**
Comptroller's Contract No. **D035316**
Supplemental Agreement No. **1**
Date Prepared: **10/24/17** By: **(NAC)**
Initials

Press F1 for instructions in the blank fields:

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officials as of the date first above written.

SPONSOR:

SPONSOR ATTORNEY:

By: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

STATE OF NEW YORK

)ss.:

COUNTY OF **Jefferson**

On this _____ day of _____, 2017 before me personally came _____ to me known, who, being by me duly sworn did depose and say that he/she resides at _____; that he/she is the _____ of the Municipal/Sponsor Corporation described in and which executed the above instrument; (except New York City) that it was executed by order of the _____ of said Municipal/Sponsor Corporation pursuant to a resolution which was duly adopted on _____ and which a certified copy is attached and made a part hereof; and that he/she signed his/her name thereto by like order.

Notary Public

APPROVED FOR NYSDOT:

APPROVED AS TO FORM:
STATE OF NEW YORK ATTORNEY GENERAL

BY: _____
For Commissioner of Transportation

Agency Certification: In addition to the acceptance of this contract I also certify that original copies of this signature page will be attached to all other exact copies of this contract.

By: _____
Assistant Attorney General

Date: _____

COMPTROLLER'S APPROVAL:

By: _____
For the New York State Comptroller
Pursuant to State Finance Law '112

SCHEDULE A

**SCHEDULE A – Description of Project Phase, Funding and Deposit Requirements
NYSDOT/ State-Local Agreement - Schedule A for PIN 7830.02**

OSC Municipal Contract #: D035316	Contract Start Date: <u>8/24/2016</u> (mm/dd/yyyy)	Contract End Date: <u>2/5/2020</u> (mm/dd/yyyy) <input type="checkbox"/> Check, if date changed from the last Schedule A
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Purpose: Original Standard Agreement Supplemental Schedule A No. 1

Agreement Type: Locally Administered Municipality/Sponsor (Contract Payee): City of Watertown
 Other Municipality/Sponsor (if applicable): _____

State Administered *List participating Municipality(ies) and the % of cost share for each and indicate by checkbox which Municipality this Schedule A applies.*

<input type="checkbox"/> Municipality:	% of Cost share
<input type="checkbox"/> Municipality:	% of Cost share
<input type="checkbox"/> Municipality:	% of Cost share

Authorized Project Phase(s) to which this Schedule applies: PE/Design ROW Incidentals
 ROW Acquisition Construction/CI/CS

Work Type: HWY NEW CONST **County** (If different from Municipality): Jefferson

Marchiselli Eligible Yes No *(Check, if Project Description has changed from last Schedule A):*
Project Description: Western Boulevard (Arsenal Street to Gaffney Drive)

Marchiselli Allocations Approved FOR ALL PHASES *All totals will calculate automatically.*

<i>Check box to indicate change from last Schedule A</i>	State Fiscal Year(s)	Project Phase			TOTAL
		PE/Design	ROW (RI & RA)	Construction/CI/CS	
<input type="checkbox"/>	Cumulative total for all prior SFYs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<input type="checkbox"/>	Current SFY	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Authorized Allocations to Date		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

A. Summary of allocated MARCHISELLI Program Costs FOR ALL PHASES *For each PIN Fiscal Share below, show current costs on the rows indicated as "Current.". Show the old costs from the previous Schedule A on the row indicated as "Old." All totals will calculate automatically.*

PIN Fiscal Share	"Current" or "Old" entry indicator	Federal Funding	Total Costs	FEDERAL Participating Share	STATE MARCHISELLI Match	LOCAL Matching Share	LOCAL DEPOSIT AMOUNT (Required only if State Administered)
..	Current		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	Old		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
..	Current		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	Old		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
..	Current		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	Old		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
..	Current		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	Old		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
..	Current		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	Old		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL CURRENT COSTS:			\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

NYSDOT/State-Local Agreement – Schedule A

B. Summary of Other (including Non-allocated MARCHISELLI) Participating Costs FOR ALL PHASES For each PIN Fiscal Share, show current costs on the rows indicated as "Current.". Show the old costs from the previous Schedule A on the row indicated as "Old." All totals will calculate automatically.

Other PIN Fiscal Shares	'Current' or 'Old' entry indicator	Funding Source	TOTAL	Other FEDERAL	Other STATE	Other LOCAL
7830.02.201	Current	Other (see footnote)	\$1,231,000.00	\$0.00	\$1,231,000.00	\$0.00
	Old	Other (see footnote)	\$25,000.00	\$0.00	\$25,000.00	\$0.00
.	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
.	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
.	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
.	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
.	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
.	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
TOTAL CURRENT COSTS:			\$1,231,000.00	\$ 0.00	\$1,231,000.00	\$ 0.00

C. Local Deposit(s) from Section A:	\$ 0.00
Additional Local Deposit(s)	\$
Total Local Deposit(s)	\$ 0.00

D. Total Project Costs All totals will calculate automatically.				
Total FEDERAL Cost	Total STATE MARCHISELLI Cost	Total OTHER STATE Cost	Total LOCAL Cost	Total ALL SOURCES Cost
\$ 0.00	\$ 0.00	\$1,231,000.00	\$ 0.00	\$1,231,000.00

E. Point of Contact for Questions Regarding this Schedule A (Must be completed)	Name: <u>Nancy Catalina</u> Phone No: <u>315-785-2300</u>
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See Agreement (or Supplemental Agreement Cover) for required contract signatures.

NYS DOT/State-Local Agreement – Schedule A

Footnotes: (See [LPB's website](#) for link to sample footnotes)

- PIN 783002, OSC Municipal Contract No. D035316
- ROW Inc. & Acq. are being funded by 100% State funds.
- This OSC Contract, D035316, is State Administered. Matching Local Administered Contract Number D035315 for Design & Construction phases.
-
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-
-

RESOLUTION

SAMPLE RESOLUTION BY MUNICIPALITY
(Locally Administered Project)
RESOLUTION NUMBER: _____

Authorizing the implementation, and funding in the first instance 100% of the federal-aid and State "Marchiselli" Program-aid eligible costs, of a transportation federal-aid project, and appropriating funds therefore.

WHEREAS, a Project for the _____, P.I.N. _____ (the Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of _____% Federal funds and _____% non-federal funds; and

WHEREAS, the _____ of _____ desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of _____.

NOW, THEREFORE, the _____ Board, duly convened does hereby

RESOLVE, that the _____ Board hereby approves the above-subject project; and it is hereby further

RESOLVED, that the _____ Board hereby authorizes the _____ of _____ to pay in the first instance 100% of the federal and non-federal share of the cost of _____ work for the Project or portions thereof; and it is further

RESOLVED, that the sum of _____ is hereby appropriated from _____ [or, appropriated pursuant to _____] and made available to cover the cost of participation in the above phase of the Project; and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the _____ of _____ shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the _____ thereof, and it is further

RESOLVED, that the _____ of the _____ of the _____ of _____ be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the _____ of _____ with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project. and it is further

RESOLVED, this Resolution shall take effect immediately.

Res No. 15

October 31, 2017

To: The Honorable Mayor and City Council

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

Subject: Approving the Site Plan for the Construction of a 19,800 Square-Foot Parking Lot Expansion at 220 Sterling Street, Parcel Number 11-02-115.100

A request has been submitted by Patrick J. Scordo of GYMO, D.P.C, on behalf of Schwerzmann & Wise P.C. for the above subject Site Plan Approval.

The City Planning Board reviewed the request on October 24, 2017, and voted to recommend that the City Council approve the site plan subject to the three conditions listed in the resolution. Attached is an excerpt from their meeting minutes.

The Staff Report prepared for the Planning Board, the full Site Plan application, all previous drawings and other related materials have been previously sent to Council as part of the Planning Board agenda package. The complete application package can also be found in the online version of the City Council Agenda.

This site plan application requires review by the Jefferson County Planning Board, pursuant to General Municipal Law, Section 239-m. The County Planning Board reviewed the request at its October 31, 2017 meeting and determined that the project does not have any significant County-wide or inter-municipal issues and is of local concern only.

The applicant has completed Part 1 of the State Environmental Quality Review (SEQR) Short Environmental Assessment Form (EAF), which is attached. The City Council must respond to the questions in Part 2 and Part 3 if necessary, of the EAF before it may vote on the resolution.

As the Council will note, the applicant indicated in his answer to Question 15 that the site contains an endangered or threatened species or an identified habitat of an endangered or threatened species. When completing the Short EAF for the project, the applicant used the online EAF mapping tool on the New York State Department of Environmental Conservation (DEC) website. This EAF Mapper automatically checks this box “yes” for any property in the City due to our proximity to the habitats of the Indiana Bat (Endangered) and the Northern Long-Eared Bat (Threatened).

However, the proposed project represents the redevelopment of an existing site and not a disturbance of undeveloped land so it will not reduce or degrade any habitat used by either species.

As the Council will also note, the applicant indicated in his answer to Question 20 that the site of the proposed action or an adjoining property has been the subject of remediation (ongoing or completed) for hazardous waste. This EAF Mapper automatically checked this box “yes” as a former gas manufacturing plant at Empsall Plaza was identified as being 1,500 feet from the project site. The applicant has provided the attached from DEC to aid the Council in completing the questions in Part 2 of the Short EAF that relate.

The resolution prepared for City Council consideration states that the project will not have a significant negative impact on the environment and approves the site plan submitted to the City Engineering Department on October 16, 2017, subject to the conditions recommended by the Planning Board.

RESOLUTION

Page 1 of 2

Approving the Site Plan for the Construction of a 19,800 Square-Foot Parking Lot Expansion at 220 Sterling Street, Parcel Number 11-02-115.100

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 Patrick J. Scordo, P.E. of GYMO, D.P.C, on behalf of Schwerzmann & Wise P.C., has submitted an application for Site Plan Approval for the construction of a 19,800 square-foot parking lot expansion and associated site improvements at 220 Sterling Street, Parcel Number 11-02-115.100, and

WHEREAS the Planning Board of the City of Watertown reviewed the site plan at its meeting held on October 24, 2017, and voted to recommend that the City Council of the City of Watertown approve the site plan with the following conditions:

1. The plans shall be annotated to indicate that the gravel currently located in the proposed planting bed along Clay Street be replaced with topsoil to a minimum depth of 12 inches.
2. The applicant shall provide alternative shrub species to be planted in place of red barberry, which has been classified by the NYS DEC as an invasive species.
3. The applicant must obtain the following permits prior to construction: Storm Sewer Permit, General City Permit.

And,

WHEREAS the Jefferson County Planning Board reviewed the site plan at its meeting held on October 31, 2017, pursuant to General Municipal Law Section 239-m, and adopted a motion that the project does not have any significant County-wide or inter-municipal issues and is of local concern only, and

WHEREAS the City Council has reviewed the Short Environmental Assessment Form, responding to each of the questions contained in Part 2, and has determined that the project, as submitted, is an Unlisted Action and will not have a significant impact on the environment,

RESOLUTION

Page 2 of 2

Approving the Site Plan for the Construction of a 19,800 Square-Foot Parking Lot Expansion at 220 Sterling Street, Parcel Number 11-02-115.100

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 that it is an express condition of this Site Plan Approval that the applicant provide the City Engineer with a copy of any change in stamped plans forming the basis for this approval at the same time such plans are provided to the contractor. If plans are not provided as required by this condition of site plan approval, the City Code Enforcement Officer shall direct that work on the project site shall immediately cease until such time as the City Engineer is provided with the revised stamped plans. Additionally, any change in the approved plan, which, in the opinion of the City Engineer, would require Amended Site Plan Approval, will result in immediate cessation of the affected portion of the project work until such time as the amended site plan is approved. The City Code Enforcement Officer is requested to periodically review on-site plans to determine whether the City Engineer has been provided with plans as required by this approval, and

BE IT FURTHER RESOLVED by the City Council of the City of Watertown that Site Plan Approval is hereby granted to Patrick J. Scordo, P.E. of GYMO, D.P.C, on behalf of Schwerzmann & Wise P.C for the construction of a 19,800 square-foot parking lot expansion and associated site improvements at 220 Sterling Street, Parcel Number 11-02-115.000, as depicted on the site plan submitted to the City Engineer on October 16, 2017, contingent upon the applicant meeting the conditions listed above.

Seconded by:

220 Sterling Street - Site Plan Approval - Excerpt of Minutes

The October 24, 2017 Special Planning Board Meeting was called to order at 3:00 p.m. by Planning Board Chair Larry Coburn. Mr. Coburn then called for a reading of the Minutes from the October 3, 2017 Planning Board Meeting. Ms. Capone made a motion to accept the minutes as written. Mr. Coburn seconded the motion and all voted in favor.

SITE PLAN APPROVAL 220 STERLING STREET, 318 CLAY STREET and 318 CLAY STREET REAR – PARCEL NUMBERS 11-02-115.000, 11-02-119.001 and 11-02-119.002

The Planning Board then considered a request submitted by Patrick J. Scordo, P.E. of GYMO, D.P.C. on behalf of Schwerzmann & Wise, P.C. for the construction of a 19,800 square-foot parking lot and associated site improvements at 220 Sterling Street, 318 Clay Street and 318 Clay Street Rear, Parcel Numbers 11-02-115.000, 11-02-119.001 and 11-02-119.002.

Mr. Scordo, as well as Keith Caughlin and Catherine Burns Quencer of Schwerzmann & Wise, attended to represent the request.

Mr. Scordo began by identifying himself as an engineer at GYMO, DPC and saying that he was representing GYMO's clients at Schwerzmann & Wise, which had purchased GYMO's former property at 220 Sterling Street. Mr. Scordo then said that really nothing had changed and offered to provide a general review and go through the summary items on Staff's memorandum to the Planning Board. Mr. Coburn replied that that was how it generally worked and asked Mr. Scordo to continue.

Mr. Scordo then addressed the first summary item, which requested that the Planning Board consider whether the off-site lighting source on Clay Street would adequately illuminate the eastern portion of the parking lot.

Mr. Scordo referred to the site plan drawing and then indicated the portions of the parking lot that the fixtures on the site were intended to illuminate, and said that they were counting on the (National Grid owned) William & Mary fixture on Clay Street to provide illumination to the area of Staff's concern. Mr. Scordo then added that Schwerzmann & Wise had 9-to-5 hours, and acknowledged that while the sun sets at 4:30 p.m. on some days, they were trying not to put too much into this project as far as lighting went.

Mr. Coburn then asked about what kind of light heads were in place for the streetlight. Mr. Lumbis replied that they were ornamental. Mr. Coburn followed up by asking if they were 360-degree light sources. Mr. Scordo replied in the affirmative. Mr. Coburn then asked if the streetlight might be encroaching on a driveway exit. Mr. Scordo replied that the driveway in question would only handle one-way traffic and would steer that traffic away from the light fixture in question.

Ms. Capone then asked about the Photometric Plan, and specifically referenced the eastern area of the parking lot. Mr. Scordo replied that there was some lighting in that area, and said that the 24' x 36' drawing would show some foot-candles spilling onto their lot. Mr. DeMarco then said that he had a copy of the larger drawing and handed it to Ms. Capone.

Ms. Capone then examined the large copy of the Photometric Plan and Mr. Scordo pointed out the footcandle readings to her. Ms. Capone then said that it depicted one area of the lot still proposed to be unlit. Mr. Caughlin replied that employees and clients would leave by 5 p.m. and that any employees that might leave after 5 p.m. would park closer to the building where there would be better lighting. Mr. Caughlin added that they did not want it to be too bright in a residential area.

Mr. Scordo then said that the GYMO staff used to park there and it was fine, and added that this was not a new 19,000 square-foot parking area, it was already all gravel, and all Schwerzmann & Wise wanted to do was pave it. He then reiterated that GYMO staff never had an issue when they were parking there. Mr. Caughlin then said that Schwerzmann & Wise consisted of three attorneys and 12 staff, and at any given time, two or three clients might be parked in the lot.

Mr. Coburn then said that he was not aware of any rules as far as light spillage that this project would break. Ms. Capone, still looking at the large copy of the Photometric Plan, said that the lack of light only affected two and a half spots on one side and three on the other, and just don't park there. She then said that she was all right with the proposed lighting. The rest of the Planning Board members concurred.

Mr. Scordo then addressed the second summary item, which required that the applicant conduct percolation testing on the site to identify the percolation rate as well to identify the possible presence of bedrock and/or a water table.

Mr. Scordo then indicated an area on the site plan where GYMO had performed percolation testing and said the results were favorable, around 12 inches per hour. He added that this data was in the Engineering Report and they could put this data on the drawing if requested. Mr. Scordo then added that engineers are always conservative and consider the worst case. He said that they simulated a higher groundwater table and tighter soils when performing the analysis.

Mr. Coburn then asked the City Engineering Department's opinion. Mr. Arquitt replied that the City was really just looking for three minutes per inch. Mr. Arquitt then asked Mr. Scordo if his team pre-soaked the area tested before conducting the analysis. Mr. Scordo replied in the affirmative.

Mr. Scordo then addressed the third summary item, which required that the applicant annotate the plans to indicate that the gravel currently located in the proposed planting bed along Clay Street be replaced with topsoil to a minimum depth of 12 inches. Mr. Scordo said that GYMO typically prepares a planting bed detail that shows excavation of gravel and placement of topsoil and would comply with this request.

Mr. Coburn then asked about the fourth summary item, which required the applicant to provide an alternative shrub species to plant in the place of red barberry, which the NYS DEC classified as an invasive species. Mr. Scordo replied that GYMO would swap those out for a permitted species. Mr. DeMarco then said that Staff would work with the applicant to find an appropriate substitute.

Mr. Scordo then addressed the fifth summary item, which requested that the applicant consider a less maintenance-intensive and permanent alternative to removable flower/shrub pots proposed along the south parking lot border such as upright tree species.

Mr. Scordo said that they had a unique situation. He referred to the site plan drawing and said that they tried to show the existing fence in violet color, and what exists based on the diagonal parking layout is gravel that exists today. He said that digging out does not make much sense and neither does planting permanent trees or shrubs in a location that would be between where you park and where the fence is, and that as a means for landscaping, they came up with the flower pot idea.

Mr. Scordo then said that they, as a team, were not sold on the need for landscaping and said that they would not propose anything there if it were up to them. He said that on the north side, they would keep a gravel surface and count on other areas of the site to accommodate landscaping.

Mr. Lumbis then said that although the parcel to the south was zoned Limited Business and as such, there was no required buffer, that parcel was still a residential use, and the thought was to provide a little bit of a buffer between the two uses.

Ms. Capone then said that personally, she would not want anything on top of her fence. Mr. Caughlin then said that they just installed the vinyl fence, and said that the structure on the adjacent property in question was, in his view, a rundown home that had seen better days, and noted that the neighboring church was pleased that Schwerzmann & Wise was taking over the lot. He added that creating a buffer for the fence that decreases the use of the parking lot is frustrating for them.

Mr. Lumbis then said that the alternative was not to require anything, an option the Planning Board could choose because the Limited Business District does not carry the same buffer requirement in the Zoning Ordinance. Ms. Capone then asked if the fence was not the buffer anyway. Mr. Coburn then asked Staff if a landscaped buffer was a wish list item.

Mr. Lumbis replied that a buffer was not required in this instance, but said that the Planning Board had adopted Landscaping and Buffer Zone Guidelines that recommend buffers in certain situations. Mr. Lumbis then said that due to the geometry of this site, you're left with what you're left with after a potential landscaped buffer, and it was up to the Planning Board and ultimately City Council to decide whether to a buffer is needed.

Mr. Coburn then said that the site was too congested as it was and requiring a landscaped buffer would only create additional maintenance needs. Mr. Rowell then suggested that a hardscape could suffice, noting that even a rock could end up being ornamental. Mr.

Johnson then said that putting something else there doesn't buffer anything because the fence has already done it.

Ms. Quencer then asked if the guidelines took into account existing conditions such as the occupancy status of the adjacent property. Mr. Coburn replied that you never know who might buy the neighboring property or when, and that the guidelines' recommendation for a buffer were supposed to be impartial to things like that. Mr. Coburn then added that he felt that the fence functioned as enough of a buffer, however. Ms. Capone then said that was what she had been saying.

Mr. Lumbis said the goal of the guidelines was not only to buffer adjacent uses but also to make places look attractive, noting that shrubs and trees were more attractive than pavement and gravel. Mr. Caughlin replied by pointing out some trees on other areas of the site plan and said that he did want to keep greenery where possible, but it would be a big benefit to him if he could drop the potted plants. Mr. Scordo then looked up a picture of the existing fence on his cell phone to show to the Planning Board Members and Staff. The Planning Board agreed to drop the summary item.

Mr. Scordo then addressed the sixth summary item, which required that the applicant assemble the three parcels by filing a new metes and bounds description with the County Clerk that describes the entire property as a single parcel.

Mr. Scordo said that they did file a new metes and bounds description and that when GYMO conveyed the properties to Schwerzmann & Wise, they filed the new deed as one parcel; it just had not caught up with County records yet. Mr. Coburn then asked if all the parcels were assembled.

Mr. Lumbis replied that Mr. Scordo had submitted a copy of the new deed, which described the three parcels as one. He said that the deed was recently received by the City Assessment Department, which had forwarded it to the GIS Department who will be making the map change soon. Mr. Lumbis said that the Planning Board could eliminate that summary item.

Mr. Scordo then addressed the seventh summary item, which required that the applicant provide additional information or clarification regarding the answer on the SEQR form that indicated that the site of the proposed action or an adjoining property has been the subject of remediation for hazardous waste.

Mr. Scordo said that the last thing they wanted was a false alarm, but that was exactly what he thought happened here. He explained that upon performing some research, they found why the DEC program had automatically checked the box "yes." Mr. Scordo said the proximity of the former gas manufacturing plant at the old Empsall's property triggered the "yes" answer from the program, and then noted that was 1,500 feet away from the project site, and had since been cleaned up anyway.

Mr. Lumbis then said that Staff had documentation of this that would be part of the City Council agenda packet when they considered this application.

Mr. Scordo then addressed the eighth summary item, which identified all the permits the applicant would need to obtain prior to demolition and construction. Mr. Scordo then said that he acknowledged all of the listed permits.

Mr. Coburn then asked if any Planning Board Members had additional questions. Hearing no questions, Mr. Lumbis then said that the Planning Board either was satisfied with the applicant's responses to or had chosen not to include all summary items, other than items 3, 4 and 8. Mr. Coburn then confirmed that was correct.

Ms. Capone then made a motion to recommend that City Council approve the request for Site Plan Approval submitted by Patrick J. Scordo, P.E. of GYMO, D.P.C. on behalf of Schwerzmann & Wise, P.C. for the construction of a 19,800 square-foot parking lot and associated site improvements at 220 Sterling Street, 318 Clay Street and 318 Clay Street Rear, Parcel Numbers 11-02-115.000, 11-02-119.001 and 11-02-119.002:

1. The plans shall be annotated to indicate that the gravel currently located in the proposed planting bed along Clay Street be replaced with topsoil to a minimum depth of 12 inches.
2. The applicant shall provide alternative shrub species to be planted in place of red barberry, which has been classified by the NYS DEC as an invasive species.
3. The applicant must obtain the following permits prior to construction: Storm Sewer Permit, General City Permit.

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

Mr. Urda then asked Mr. Lumbis if the application would go to City Council with only one parcel number, since the applicant had already combined the three properties by filing a new deed with the County Clerk. Mr. Lumbis said that he agreed that that was the proper way forward. (Editor's note: The Parcel Number assigned to the newly assembled parcel is 11-02-115.100, and that is the Parcel Number that will appear on the City Council Resolution as well as all other correspondence from this point forward.)

Mr. Coburn then moved to adjourn the meeting. Mr. Johnson seconded the motion and all voted in favor. The meeting was adjourned at 3:25 p.m.

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: 220 STERLING STREET ASPHALT PARKING LOT			
Project Location (describe, and attach a location map): 220 Sterling Street, tax map parcel #11-02-115.000			
Brief Description of Proposed Action: NEW ASPHALT PAVING OF EXISTING GRAVEL PARKING LOT INCLUDING A PROPOSED DRAINAGE SYSTEM			
Name of Applicant or Sponsor: SCHWERZMANN AND WISE		Telephone: 315-788-6700	
		E-Mail: KCAUGHLIN@SCHWERZMANWISE.CO	
Address: 137 MAIN AVENUE			
City/PO: Watertown		State: NY	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: JEFFERSON COUNTY PLANNING (ADVISORY ONLY)			NO <input type="checkbox"/> YES <input checked="" type="checkbox"/>
3.a. Total acreage of the site of the proposed action?		_____ .626 acres	
b. Total acreage to be physically disturbed?		_____ .455 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		_____ .626 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 checked="" type="checkbox"/> Commercial <input checked="" 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)? If Yes, explain purpose and size: _____ _____ _____</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? If Yes, describe: _____ _____ _____</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? If Yes, describe: _____ _____ _____</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: PATRICK J. SCOROW PREPARER GUM Date: 10-17-17

Signature: Patrick J. Scow

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:	<input type="checkbox"/>	<input type="checkbox"/>
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.

Name of Lead Agency

Date

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)

PRINT FORM



**Department of
Environmental
Conservation**

Environmental Site Remediation Database Search Details

Site Record

Administrative Information

Site Name: NM - Anthony St. - Watertown MGP

Site Code: V00473

Program: Voluntary Cleanup Program

Classification: A

EPA ID Number:

Location

DEC Region: 6

Address: Anthony St

City: Watertown Zip: 13601

County: Jefferson

Latitude: 43.97593232

Longitude: -75.91040178

Site Type:

Estimated Size: 1.6 Acres

Site Owner(s) and Operator(s)

Site Document Repository

Name: Roswell P. Flower Memorial Library

Address: 229 Washington St.

Watertown, NY 13601

Site Description

Location: The site is located on 1.6 acres of land approximately 150 feet southwest of City Center Drive, 200 feet northeast of Court Street and 300 feet southwest of the Black River.

Site Features: The site now contains the Empsall Plaza and another commercial building, a portion of J.B Wise Place, including a City of Watertown municipal parking lot/picnic pavilion.

Current Zoning/Use(s): The site and surrounding area are currently zoned and used for commercial uses, with multifamily dwellings (except on any street level floor). The Brighton Apartments are located on floors two through eight of the Empsall Plaza. **Past Use of the Site:** The former manufactured gas plant (MGP) operated at the site from approximately 1884 until it ceased operations in 1909. Demolition of the former MGP infrastructure began in 1909 and all MGP related above ground structures were removed from the site by 1949. Some subsurface

structures still remain. Site Geology and Hydrogeology: The site geology consists of a fill unit 9 to 15 feet thick with isolated overburden perched water pockets (6 feet below ground surface [bgs]) underlain by a Rockland limestone unit 10 to 15 feet thick. The water table within the bedrock is located 22 feet bgs, and groundwater flows to the northeast towards the Black River.

Contaminants of Concern (Including Materials Disposed)

Contaminant Name/Type

ethylbenzene
coal tar
polycyclic aromatic hydrocarbons (PAHS), total
toluene
benzene
xylene (mixed)
cyanides(soluble cyanide salts)

Site Environmental Assessment

Nature and Extent of Contamination: Subsurface soil contaminant levels ranged from non-detect to 170 parts per million (ppm) of total benzene, toluene, ethylbenzene and xylene (BTEX); non-detect to 1700 ppm of total polycyclic aromatic hydrocarbons (PAHs); and non-detect to 21 ppm of total cyanide. These impacts ranged from 6 to 15 feet below the ground surface (bgs) and were generally present on the bedrock surface and within the subsurface foundations of three former gas holders. Impacted soil was addressed as part of the City of Watertown water supply/sewer infrastructure and parking lot reconstruction project. Residual impacted soil remains at depths ranging from six to ten feet below grade. In groundwater, only benzene at 4.3 parts per billion (ppb) and cyanide at 596 ppb were above their ambient water quality standards in monitoring wells screened in the perched overburden groundwater. One on-site bedrock well contained the following concentrations of contaminants: benzene 6600 ppb, ethylbenzene 3500 ppb, toluene 11000 ppb, total xylenes 6000 ppb, acenaphthene 74 ppb and naphthalene 3400 ppb. The areas of heaviest contamination are generally within the three former gas holder foundations located just above and immediately below the bedrock surface. The three former gas holder foundations are located partially or totally below the two commercial buildings and are inaccessible at this time. Groundwater contamination is limited in extent to within, immediately adjacent to, or below the holders. No off-site impacts to groundwater were found. The soil vapor intrusion evaluation included the collection of three sub-slab vapor samples and one ambient air sample. The concentrations of all the contaminants measured in sub-slab vapor samples are below levels that would present a concern for soil vapor intrusion and effects on indoor air quality.

Site Health Assessment

Since the site is covered with buildings and pavement, people will not come in contact with contaminated soils and groundwater unless they dig below the surface materials. People are not drinking the contaminated groundwater because the area is served by a public water supply that is not affected by this contamination.

For more Information: E-mail Us

[Refine This Search](#)



CITY OF WATERTOWN, NEW YORK
PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

SUITE 304, CITY HALL
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601-3362
TEL. (315) 785-7740
FAX (315) 785-7829

MICHAEL A. LUMBIS
PLANNING AND COMMUNITY
DEVELOPMENT DIRECTOR

October 19, 2017

To: Planning Board Members
From: Michael A. Lumbis, Planning and Community Development Director
Subject: October 24, 2017 Planning Board Meeting

The Chair of the Planning Board has called a meeting of the Planning Board for Tuesday, October 24, 2017 at 3:00 p.m. in the City Council Chamber of City Hall.

At that meeting, the following agenda will be discussed:

1. Call to Order and reading of the Minutes of the October 3, 2017 Planning Board meeting.
2. Site Plan Approval – Request submitted by Patrick J. Scordo, P.E. of GYMO, D.P.C. on behalf of Schwerzmann & Wise, P.C. for the construction of a 19,800 square-foot parking lot and associated site improvements at 220 Sterling Street, 318 Clay Street and 318 Clay Street Rear, Parcel Numbers 11-02-115.000, 11-02-119.001, and 11-02-119.002.

cc: City Council Members
Patrick J. Scordo, P.E., GYMO, D.P.C., 18969 U.S. Route 11, Watertown, NY 13601
Keith B. Caughlin, Schwerzmann & Wise, P.C., 137 Main Ave., Watertown, NY 13601
Justin Wood, City Engineer



ARCHITECTURE
ENGINEERING
ENVIRONMENTAL
LAND SURVEYING

16 October 2017

Mr. Justin Wood, P.E.
City Engineer
Room 305, City Hall
245 Washington St
Watertown, NY 13601

Re: Site Plan Submission
220 Sterling Street Asphalt Parking Lot

File: 2005-001E

Dear Mr. Wood:

On behalf of Schwerzmann & Wise P.C., GYMO, D.P.C. is submitting the following materials for Site Plan review at the 24 October 2017 City of Watertown Special Planning Board meeting:

- 3 full size sets of Site Plans for Departmental Review, including a wet stamped original (Cover, C001, C101, C102, PH101 C501-C502);
- 3 full sized stamped Survey Map
- 12 – 11"x17" sets of Site Plans and Survey Map;
- Short Form SEQR;
- 15 Engineering Reports (included as part of this cover letter);
- City of Watertown Site Plan Application, and
- \$150 Application Fee.

Project Location and Description

The project is located on tax parcel 11-02-115 in the City of Watertown owned by Schwerzmann & Wise P.C. The proposed development consists of paving the existing gravel parking area on the lot to include 26 spaces, as well as adding a storm water management system to mitigate the added impervious area. Handicapped parking spaces have been added as close to the main entrance of the building as possible. A Short Form SEQR has been completed for the project.

Existing grades of the project area are generally around 2-5% in the parking areas and grades climb as one travels from the southern end of the site to the north. Soils in the area are sandy loam with gravel and are classified as Hydrologic Soil Group D. Percolation tests were performed on site and determined to be 12.0 in/hr. Refer to Site Development Plans and Details for additional information.

Utilities and Landscaping

Storm water runoff will sheet flow from the southern end of the site towards the northern end. There is a proposed storm water management system that will reduce any increased runoff due to the increase in impervious area. This will consist of two – 3' high X 6'-10" diameter drywells with a storage pipe underground that storm water will lead into. See the site development plans and details for additional information.

Landscaping has been designed to meet City of Watertown Standards. The 'island' to the south of the garage contains an existing 16" maple tree that will remain and new shrubs will be planted. The green area adjacent to Clay Street will have trees planted throughout. The southern edge of the property will have

Edward G. Olley, Jr., AIA
Patrick J. Scordo, PE
Ryan G. Churchill, PE
Scott W. Soules, AIA

Gregory F. Ashley, PLS
Hayward B. Arthur III
Brandy W. Lucas, MBA
Howard P. Lyndaker III, PLS

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

portable planter pots sitting on top of the gravel and a lawn area on the southern edge of the fence. Refer to Site Development Plans for proposed tree species and locations.

Drainage

Existing and proposed flows for the drainage areas can be seen in the table below. Refer to the attached existing (DX1) and proposed (DP1) drainage area mapping.

Storm event	EXISTING DA1	PROPOSED DA1A AND DA1B	PROPOSED DA1A AND DA1B W/ MITIGATION
1-yr	0.95 cfs	1.20 cfs	0.94 cfs
10-yr	1.91 cfs	2.17 cfs	1.62 cfs
100-yr	2.74 cfs	2.98 cfs	2.73 cfs

Storm event	EXISTING DA2A AND DA2B	PROPOSED DA2A AND DA2B	PROPOSED DA2A AND DA2B W/ MITIGATION
1-yr	0.51 cfs	0.60 cfs	0.50 cfs
10-yr	0.98 cfs	1.07 cfs	0.95 cfs
100-yr	1.37 cfs	1.46 cfs	1.37 cfs

While the grades of the site itself are not going to change, the way the storm water runoff is routed is going to change. Existing Drainage Areas 2A and 2B currently sheet flow west into the Cummings Funeral Home property. The flow going into the funeral home property, Proposed Drainage Areas 2A and 2B, decreases due to the proposed storm water management system for Proposed Catch Basin and Dry Well 1. This consists of 75 LF of perforated 12" HDPE. Existing Drainage Area 1 currently sheet flows into the grassed area between 220 Sterling and the Church's property to the east. The runoff flowing into this area will be mitigated by 100 LF of 24-Inch perforated HDPE pipe located just north of the asphalt parking lot, as can be seen by the combination of Proposed Drainage Areas DA1A, DA1B. Both of these pipes will act as detention for water and infiltration units to decrease runoff back to existing conditions. For further information, refer to the site development plans and details along with the HYDROCAD calculations included at the end of this report.

Site Lighting

Proposed lighting will consist of utilizing the existing Mercury Vapor light that exists on the garage and adding a two directional fixture on a new 14' light pole projected in the landscape island. Additionally, the existing light pole fixture on Clay Street adjacent to the driveway will be utilized to provide spill over security lighting.

The developer plans on beginning construction as soon as possible. If there are any questions or you require additional information, please feel free to contact our office.

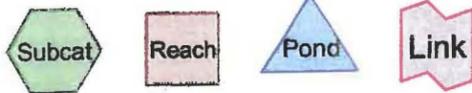
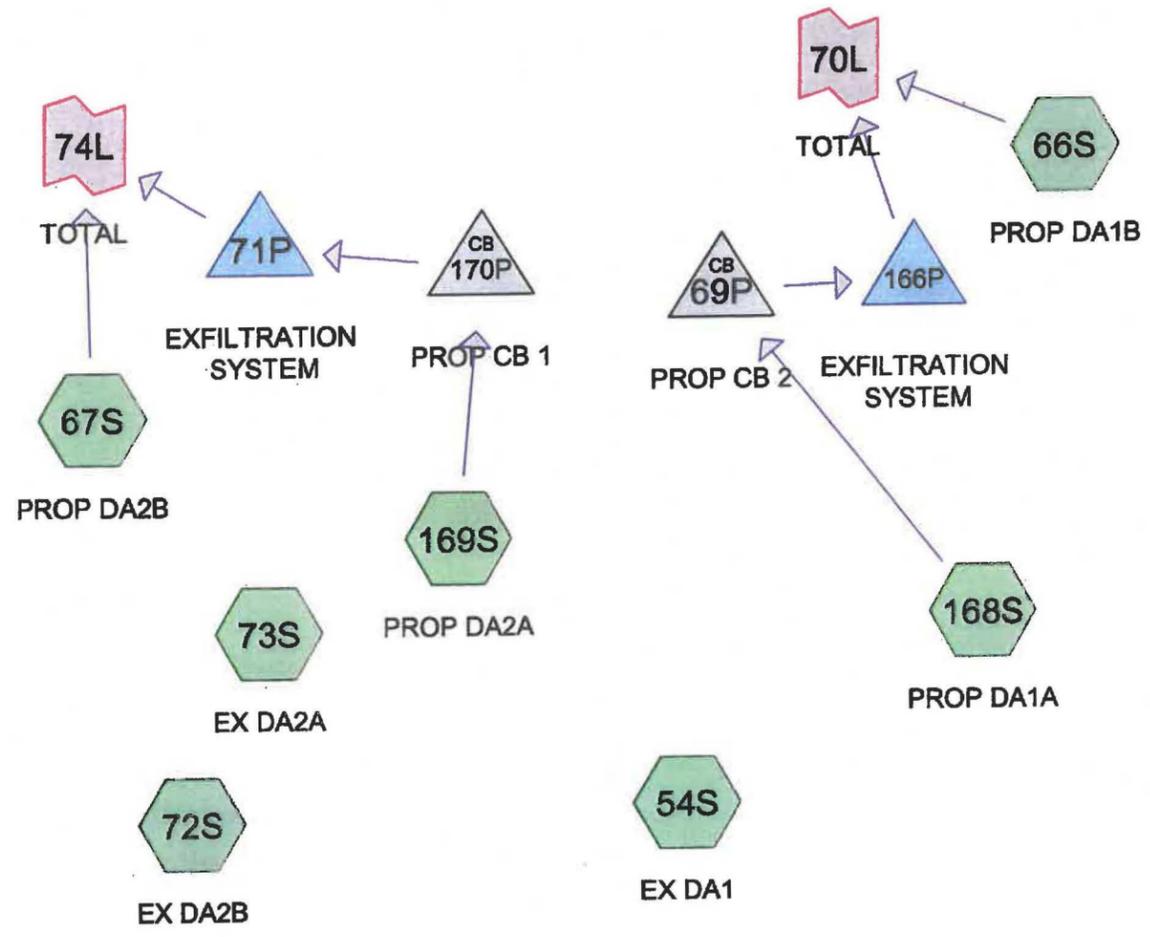
Sincerely,
GYMO, Architecture, Engineering & Land Surveying, D.P.C.



Patrick J. Scordo, P.E.
Director of Engineering

Attachments

Kevin Bamann, George Birth – GYMO dpc



Drainage Diagram for EXISTING DRAINAGE
 Prepared by {enter your company name here}, Printed 10/16/2017
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EXISTING DRAINAGE

Type II 24-hr 1 Year Rainfall=2.10"

Prepared by {enter your company name here}

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Page 3

Summary for Subcatchment 66S: PROP DA1B

Runoff = 0.66 cfs @ 11.97 hrs, Volume= 0.034 af, Depth> 1.67"

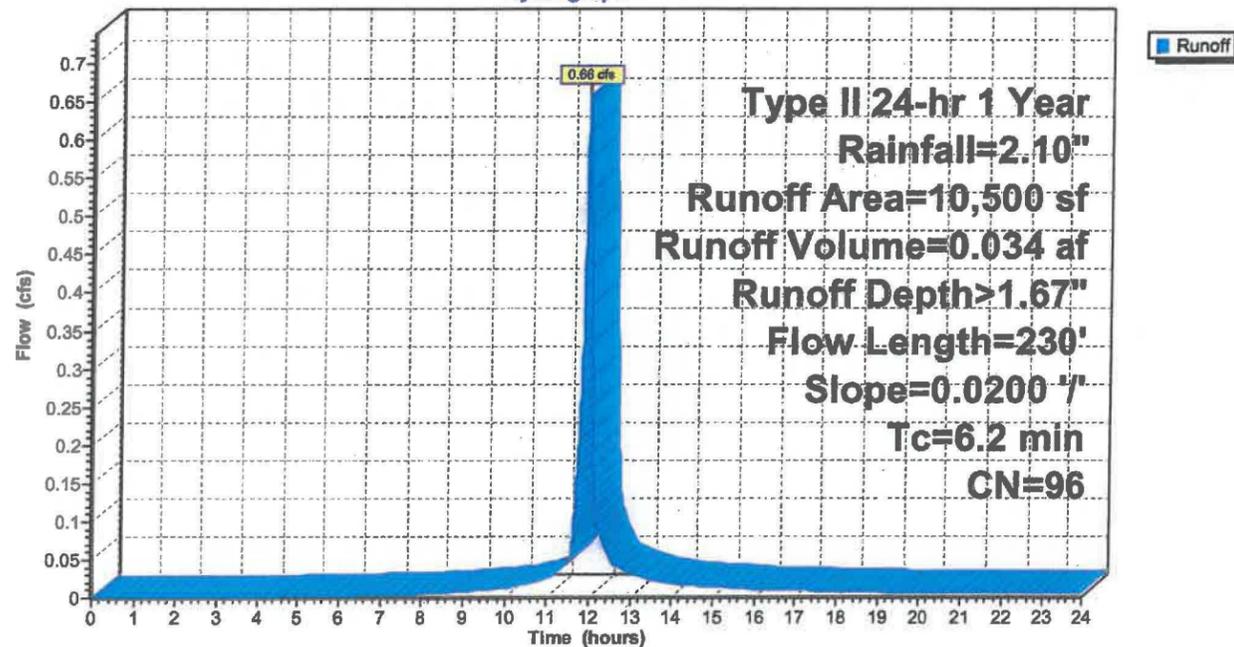
Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-24.00 hrs, dt= 0.01 hrs
Type II 24-hr 1 Year Rainfall=2.10"

Area (sf)	CN	Description
1,000	80	>75% Grass cover, Good, HSG D
1,200	98	Paved parking & roofs
8,300	98	Paved parking & roofs
10,500	96	Weighted Average
1,000		Pervious Area
9,500		Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
0.9	56	0.0200	1.08		Sheet Flow, 56' Smooth surfaces n= 0.011 P2= 2.50"
4.2	30	0.0200	0.12		Sheet Flow, 30' Grass: Short n= 0.150 P2= 2.50"
1.1	144	0.0200	2.28		Shallow Concentrated Flow, 144 Unpaved Kv= 16.1 fps
6.2	230	Total			

Subcatchment 66S: PROP DA1B

Hydrograph



EXISTING DRAINAGE

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Type II 24-hr 1 Year Rainfall=2.10"

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Summary for Subcatchment 72S: EX DA2B

Runoff = 0.30 cfs @ 11.95 hrs, Volume= 0.014 af, Depth> 1.58"

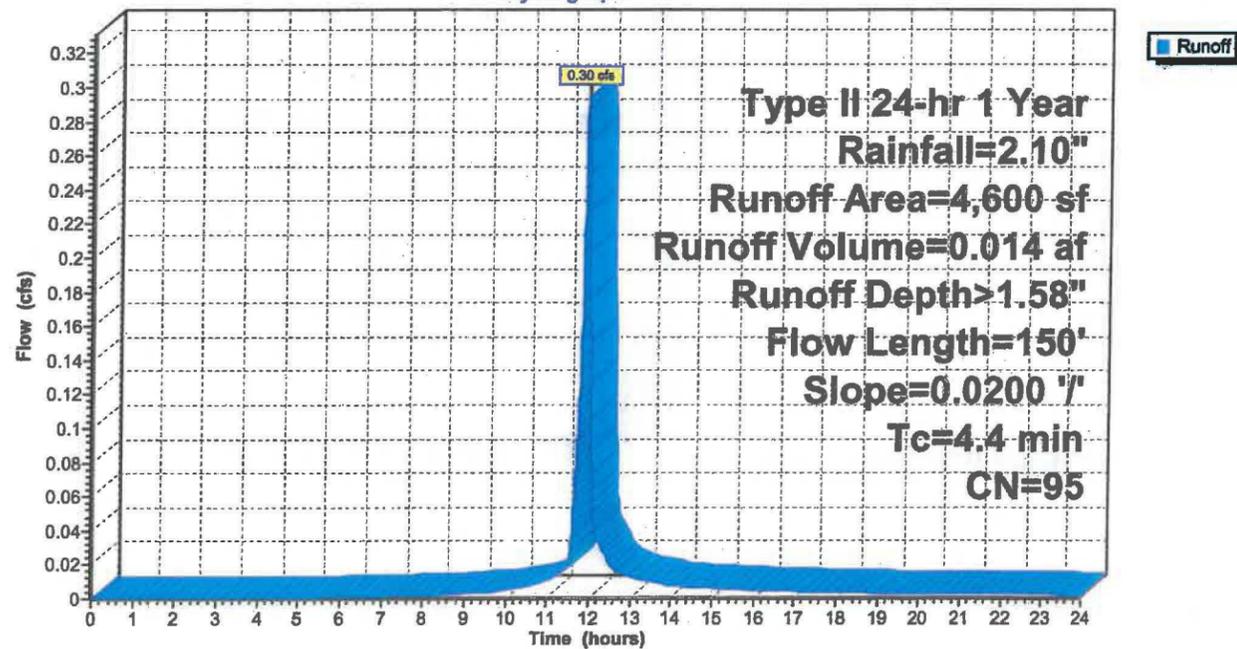
Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-24.00 hrs, dt= 0.01 hrs
 Type II 24-hr 1 Year Rainfall=2.10"

Area (sf)	CN	Description
500	80	>75% Grass cover, Good, HSG D
3,300	98	Paved roads w/curbs & sewers
800	91	Gravel roads, HSG D
4,600	95	Weighted Average
1,300		Pervious Area
3,300		Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
3.7	25	0.0200	0.11		Sheet Flow, 25 Grass: Short n= 0.150 P2= 2.50"
0.4	75	0.0200	2.87		Shallow Concentrated Flow, 75 Paved Kv= 20.3 fps
0.3	50	0.0200	2.87		Shallow Concentrated Flow, 50 Paved Kv= 20.3 fps
4.4	150	Total			

Subcatchment 72S: EX DA2B

Hydrograph



EXISTING DRAINAGE

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Type II 24-hr 1 Year Rainfall=2.10"

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Summary for Subcatchment 168S: PROP DA1A

Runoff = 0.54 cfs @ 11.97 hrs, Volume= 0.026 af, Depth> 1.40"

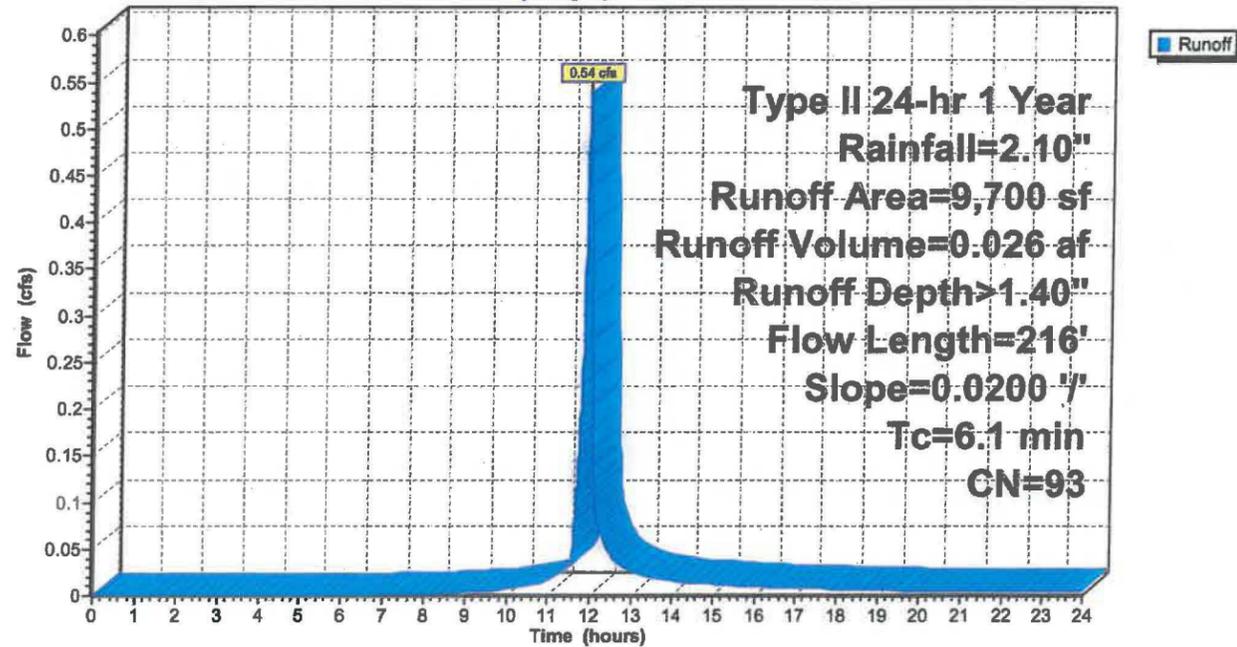
Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-24.00 hrs, dt= 0.01 hrs
 Type II 24-hr 1 Year Rainfall=2.10"

Area (sf)	CN	Description
2,700	80	>75% Grass cover, Good, HSG D
1,100	98	Paved parking & roofs
5,900	98	Paved parking & roofs
9,700	93	Weighted Average
2,700		Pervious Area
7,000		Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
0.9	56	0.0200	1.08		Sheet Flow, 56' Smooth surfaces n= 0.011 P2= 2.50"
4.2	30	0.0200	0.12		Sheet Flow, 30' Grass: Short n= 0.150 P2= 2.50"
1.0	130	0.0200	2.28		Shallow Concentrated Flow, 130 Unpaved Kv= 16.1 fps
6.1	216	Total			

Subcatchment 168S: PROP DA1A

Hydrograph



EXISTING DRAINAGE

Type II 24-hr 1 Year Rainfall=2.10"

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Summary for Pond 69P: PROP CB 2

Inflow Area = 0.223 ac, 72.16% Impervious, Inflow Depth > 1.40" for 1 Year event
Inflow = 0.54 cfs @ 11.97 hrs, Volume= 0.026 af
Outflow = 0.54 cfs @ 11.97 hrs, Volume= 0.026 af, Atten= 0%, Lag= 0.0 min
Primary = 0.54 cfs @ 11.97 hrs, Volume= 0.026 af

Routing by Stor-Ind method, Time Span= 0.00-24.00 hrs, dt= 0.01 hrs

Peak Elev= 426.67' @ 11.97 hrs

Flood Elev= 428.00'

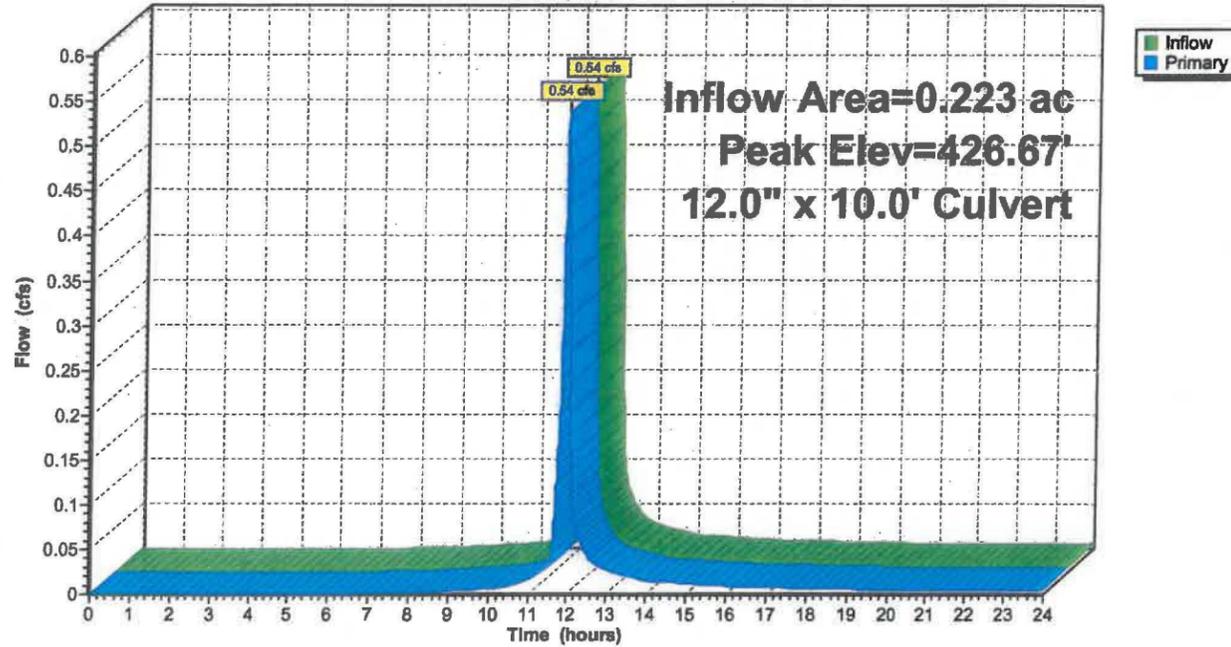
Device	Routing	Invert	Outlet Devices
#1	Primary	426.30'	12.0" x 10.0' long Culvert CPP, square edge headwall, Ke= 0.500 Outlet Invert= 425.90' S= 0.0400 '/ Cc= 0.900 n= 0.013 Corrugated PE, smooth interior

Primary OutFlow Max=0.54 cfs @ 11.97 hrs HW=426.67' (Free Discharge)

↑1=Culvert (Inlet Controls 0.54 cfs @ 2.06 fps)

Pond 69P: PROP CB 2

Hydrograph



EXISTING DRAINAGE

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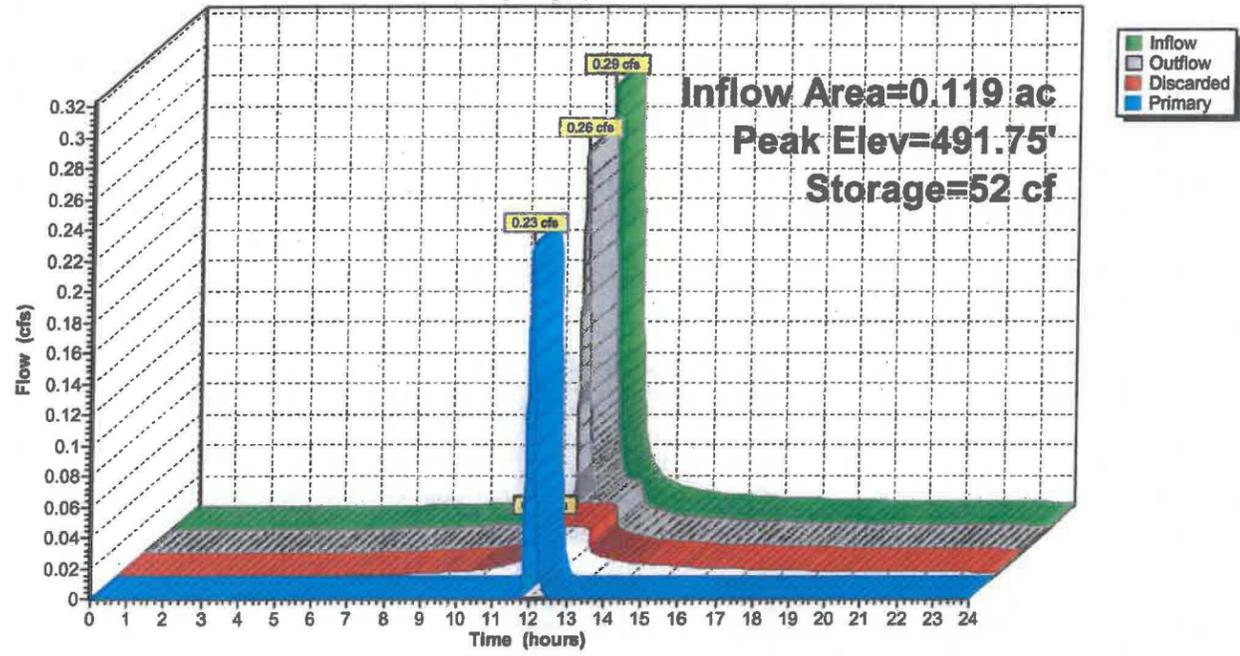
Type II 24-hr 1 Year Rainfall=2.10"

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Pond 71P: EXFILTRATION SYSTEM

Hydrograph



EXISTING DRAINAGE

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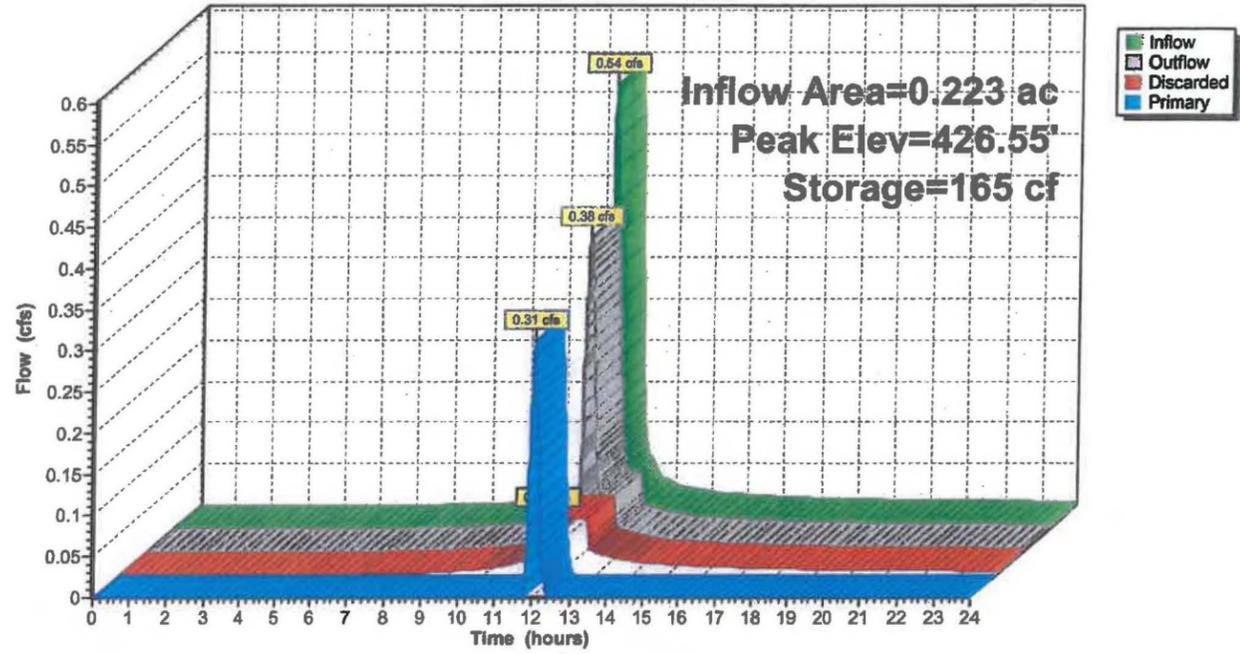
Type II 24-hr 1 Year Rainfall=2.10"

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Pond 166P: EXFILTRATION SYSTEM

Hydrograph



EXISTING DRAINAGE

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Type II 24-hr 1 Year Rainfall=2.10"

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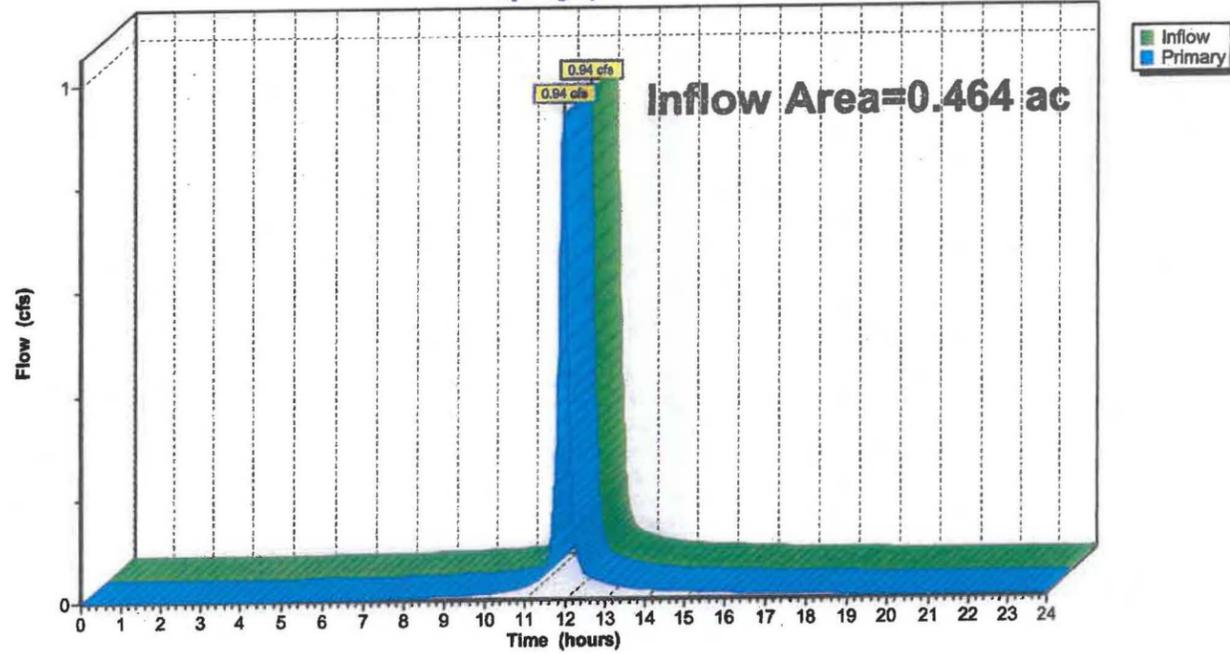
Summary for Link 70L: TOTAL

Inflow Area = 0.464 ac, 81.68% Impervious, Inflow Depth > 1.06" for 1 Year event
Inflow = 0.94 cfs @ 11.98 hrs, Volume= 0.041 af
Primary = 0.94 cfs @ 11.98 hrs, Volume= 0.041 af, Atten= 0%, Lag= 0.0 min

Primary outflow = Inflow, Time Span= 0.00-24.00 hrs, dt= 0.01 hrs

Link 70L: TOTAL

Hydrograph



EXISTING DRAINAGE

Type II 24-hr 10 Year Rainfall=3.50"

Prepared by {enter your company name here}

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Summary for Subcatchment 54S: EX DA1

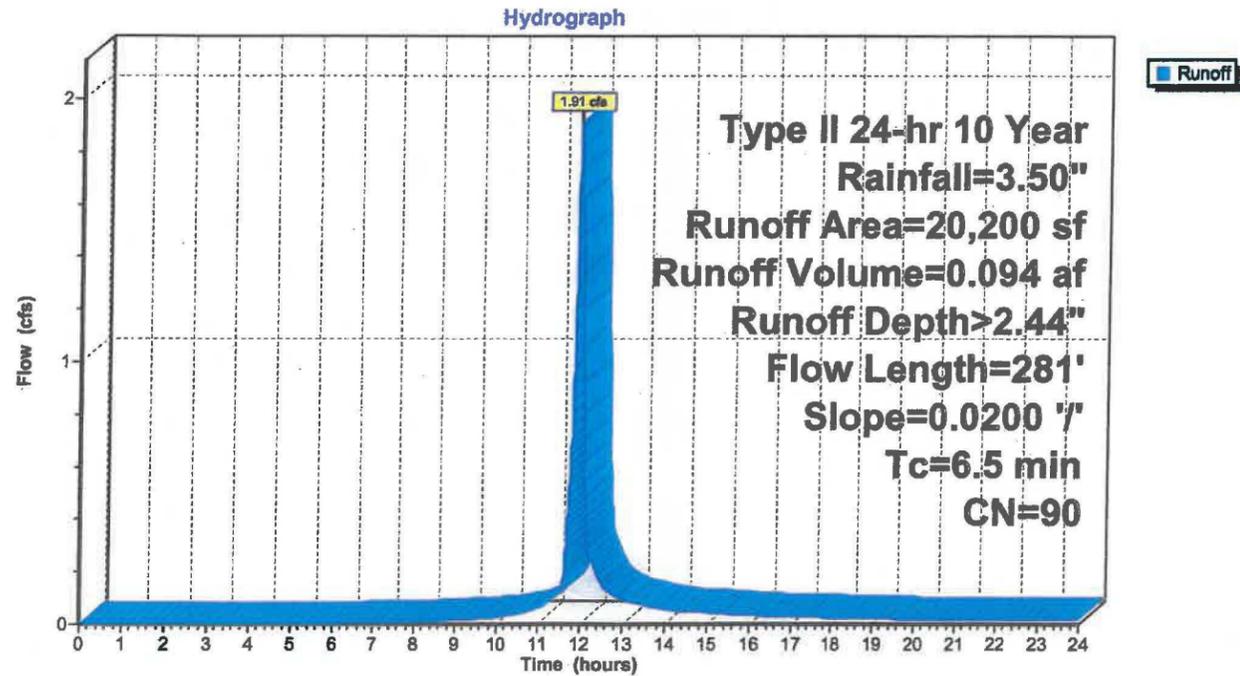
Runoff = 1.91 cfs @ 11.98 hrs, Volume= 0.094 af, Depth> 2.44"

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-24.00 hrs, dt= 0.01 hrs
Type II 24-hr 10 Year Rainfall=3.50"

Area (sf)	CN	Description
3,500	80	>75% Grass cover, Good, HSG D
2,100	98	Paved parking & roofs
14,600	91	Gravel roads, HSG D
20,200	90	Weighted Average
18,100		Pervious Area
2,100		Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
0.9	56	0.0200	1.08		Sheet Flow, 56' Smooth surfaces n= 0.011 P2= 2.50"
4.2	30	0.0200	0.12		Sheet Flow, 30' Grass: Short n= 0.150 P2= 2.50"
1.4	195	0.0200	2.28		Shallow Concentrated Flow, 195 Unpaved Kv= 16.1 fps
6.5	281	Total			

Subcatchment 54S: EX DA1



EXISTING DRAINAGE

Prepared by {enter your company name here}
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Type II 24-hr 10 Year Rainfall=3.50"

Printed 10/16/2017

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Summary for Subcatchment 67S: PROP DA2B

Runoff = 0.54 cfs @ 11.95 hrs, Volume= 0.027 af, Depth> 3.04"

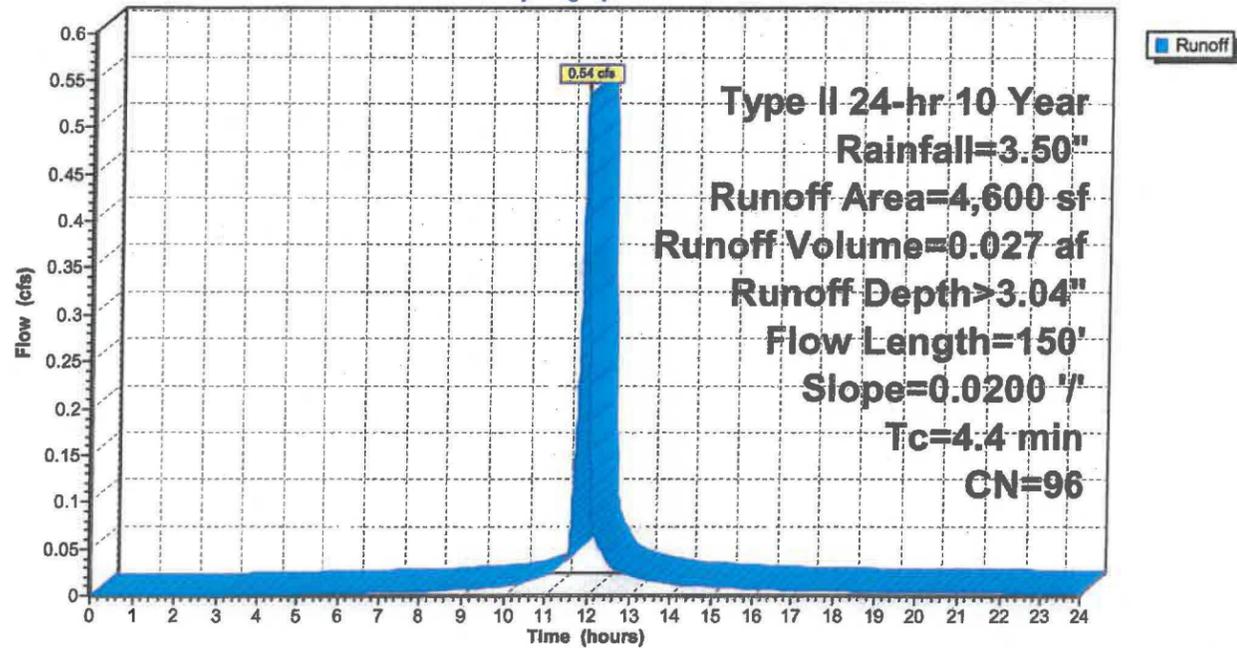
Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-24.00 hrs, dt= 0.01 hrs
 Type II 24-hr 10 Year Rainfall=3.50"

Area (sf)	CN	Description
500	80	>75% Grass cover, Good, HSG D
4,100	98	Paved roads w/curbs & sewers
4,600	96	Weighted Average
500		Pervious Area
4,100		Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
3.7	25	0.0200	0.11		Sheet Flow, 25 Grass: Short n= 0.150 P2= 2.50"
0.4	75	0.0200	2.87		Shallow Concentrated Flow, 75 Paved Kv= 20.3 fps
0.3	50	0.0200	2.87		Shallow Concentrated Flow, 50 Paved Kv= 20.3 fps
4.4	150	Total			

Subcatchment 67S: PROP DA2B

Hydrograph



EXISTING DRAINAGE

Type II 24-hr 10 Year Rainfall=3.50"

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Summary for Subcatchment 73S: EX DA2A

Runoff = 0.45 cfs @ 11.99 hrs, Volume= 0.023 af, Depth> 2.26"

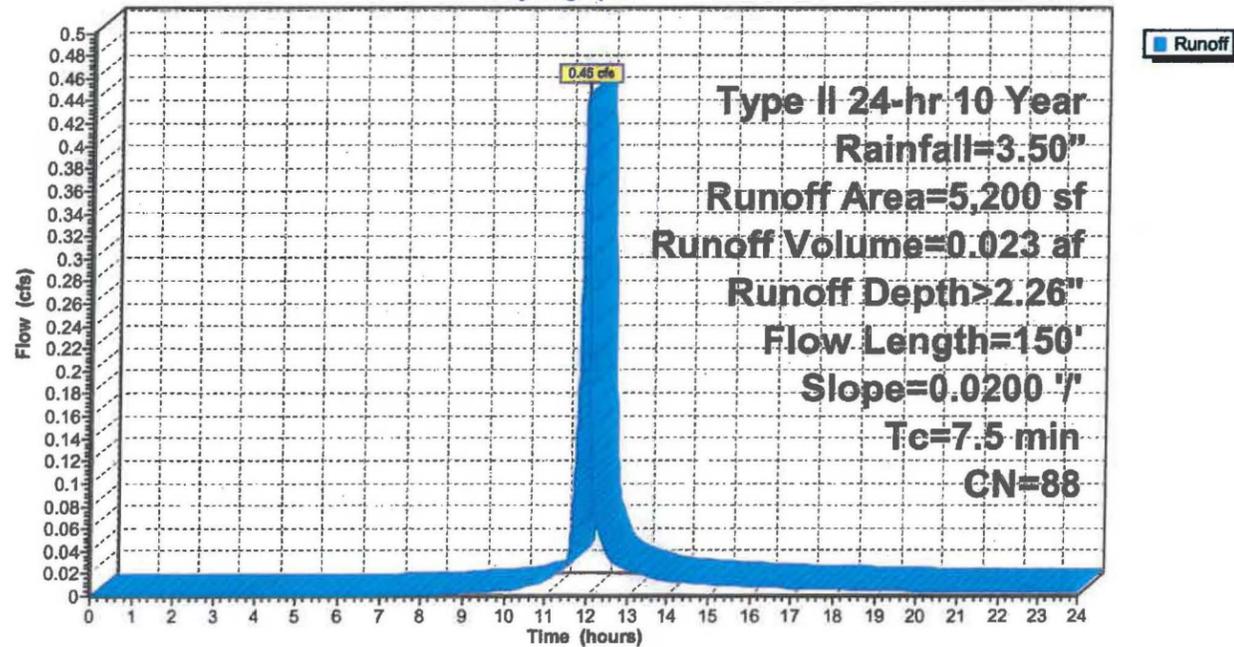
Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-24.00 hrs, dt= 0.01 hrs
Type II 24-hr 10 Year Rainfall=3.50"

Area (sf)	CN	Description
1,300	80	>75% Grass cover, Good, HSG D
3,900	91	Gravel roads, HSG D
5,200	88	Weighted Average
5,200		Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.9	55	0.0200	0.13		Sheet Flow, 55 Grass: Short n= 0.150 P2= 2.50"
0.6	95	0.0200	2.87		Shallow Concentrated Flow, 95 Paved Kv= 20.3 fps
7.5	150	Total			

Subcatchment 73S: EX DA2A

Hydrograph



EXISTING DRAINAGE

Type II 24-hr 10 Year Rainfall=3.50"

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Summary for Subcatchment 169S: PROP DA2A

Runoff = 0.53 cfs @ 11.99 hrs, Volume= 0.028 af, Depth> 2.83"

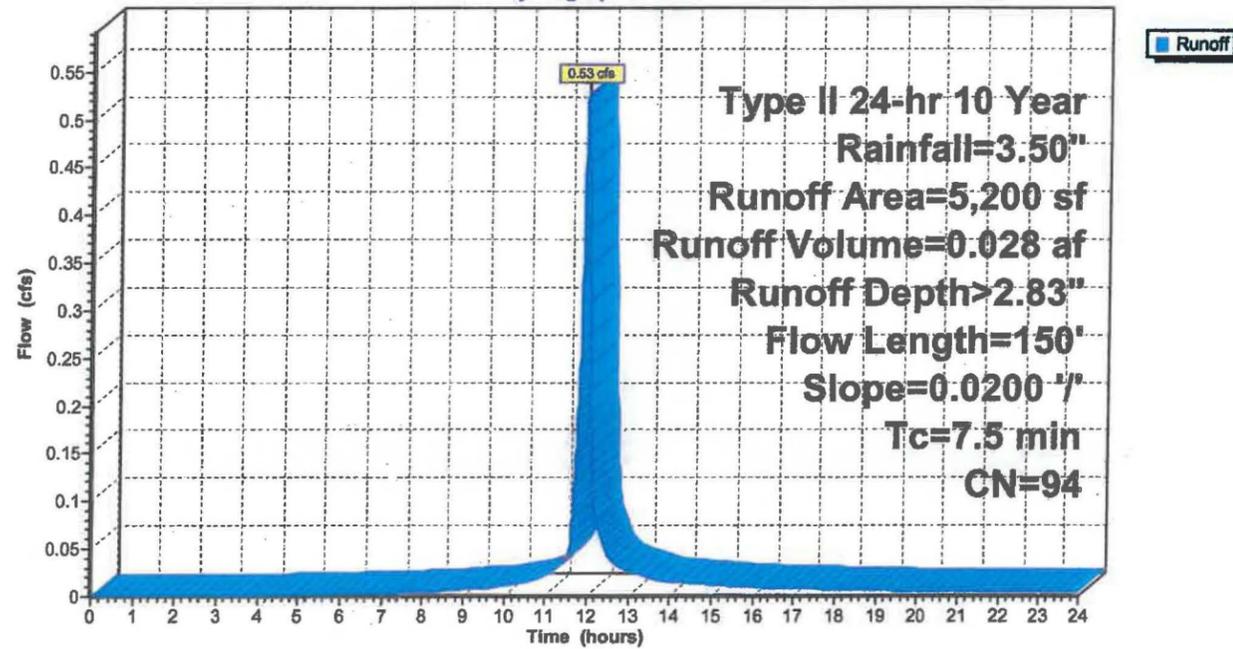
Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-24.00 hrs, dt= 0.01 hrs
Type II 24-hr 10 Year Rainfall=3.50"

Area (sf)	CN	Description
1,300	80	>75% Grass cover, Good, HSG D
3,900	98	Paved roads w/curbs & sewers
5,200	94	Weighted Average
1,300		Pervious Area
3,900		Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.9	55	0.0200	0.13		Sheet Flow, 55 Grass: Short n= 0.150 P2= 2.50"
0.6	95	0.0200	2.87		Shallow Concentrated Flow, 95 Paved Kv= 20.3 fps
7.5	150	Total			

Subcatchment 169S: PROP DA2A

Hydrograph



EXISTING DRAINAGE

Type II 24-hr 10 Year Rainfall=3.50"

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Summary for Pond 71P: EXFILTRATION SYSTEM

Inflow Area = 0.119 ac, 75.00% Impervious, Inflow Depth > 2.83" for 10 Year event
 Inflow = 0.53 cfs @ 11.99 hrs, Volume= 0.028 af
 Outflow = 0.52 cfs @ 12.00 hrs, Volume= 0.028 af, Atten= 2%, Lag= 0.9 min
 Discarded = 0.03 cfs @ 11.38 hrs, Volume= 0.017 af
 Primary = 0.49 cfs @ 12.00 hrs, Volume= 0.011 af

Routing by Stor-Ind method, Time Span= 0.00-24.00 hrs, dt= 0.01 hrs
 Peak Elev= 492.17' @ 12.00 hrs Surf.Area= 115 sf Storage= 84 cf

Plug-Flow detention time= 2.9 min calculated for 0.028 af (100% of inflow)
 Center-of-Mass det. time= 2.8 min (784.1 - 781.3)

Volume	Invert	Avail.Storage	Storage Description
#1	491.28'	59 cf	12.0"D x 75.00'L Horizontal Cylinder Inside #2 105 cf Overall - 2.0" Wall Thickness = 59 cf
#2	490.78'	73 cf	Custom Stage Data (Prismatic) Listed below (Recalc) 288 cf Overall - 105 cf Embedded = 183 cf x 40.0% Voids
		132 cf	Total Available Storage

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
490.78	115	0	0
493.28	115	288	288

Device	Routing	Invert	Outlet Devices
#1	Primary	491.28'	12.0" x 30.0' long Culvert CPP, square edge headwall, Ke= 0.500 Outlet Invert= 490.90' S= 0.0127 ' /' Cc= 0.900 n= 0.012 Corrugated PE, smooth interior
#2	Discarded	490.78'	12.000 in/hr Exfiltration over Surface area
#3	Device 1	491.28'	4.0" Vert. Orifice/Grate C= 0.600
#4	Device 1	491.95'	6.0" Vert. Orifice/Grate C= 0.600

Discarded OutFlow Max=0.03 cfs @ 11.38 hrs HW=490.81' (Free Discharge)
 ↳2=Exfiltration (Exfiltration Controls 0.03 cfs)

Primary OutFlow Max=0.49 cfs @ 12.00 hrs HW=492.17' (Free Discharge)
 ↳1=Culvert (Passes 0.49 cfs of 2.35 cfs potential flow)
 ↳3=Orifice/Grate (Orifice Controls 0.36 cfs @ 4.09 fps)
 ↳4=Orifice/Grate (Orifice Controls 0.13 cfs @ 1.59 fps)

EXISTING DRAINAGE

Type II 24-hr 10 Year Rainfall=3.50"

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Summary for Pond 166P: EXFILTRATION SYSTEM

Inflow Area = 0.223 ac, 72.16% Impervious, Inflow Depth > 2.73" for 10 Year event
 Inflow = 1.01 cfs @ 11.97 hrs, Volume= 0.051 af
 Outflow = 0.62 cfs @ 12.04 hrs, Volume= 0.051 af, Atten= 38%, Lag= 4.5 min
 Discarded = 0.07 cfs @ 11.55 hrs, Volume= 0.031 af
 Primary = 0.55 cfs @ 12.04 hrs, Volume= 0.019 af

Routing by Stor-Ind method, Time Span= 0.00-24.00 hrs, dt= 0.01 hrs
 Peak Elev= 427.60' @ 12.04 hrs Surf.Area= 250 sf Storage= 369 cf

Plug-Flow detention time= 5.0 min calculated for 0.051 af (100% of inflow)
 Center-of-Mass det. time= 4.9 min (790.6 - 785.7)

Volume	Invert	Avail.Storage	Storage Description
#1	425.83'	314 cf	24.0"D x 100.00'L Horizontal Cylinder Inside #2 428 cf Overall - 2.0" Wall Thickness = 314 cf
#2	425.33'	129 cf	Custom Stage Data (Prismatic) Listed below (Recalc) 750 cf Overall - 428 cf Embedded = 322 cf x 40.0% Voids
		443 cf	Total Available Storage

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
425.33	250	0	0
428.33	250	750	750

Device	Routing	Invert	Outlet Devices
#1	Primary	425.83'	12.0" x 51.0' long Culvert CPP, square edge headwall, Ke= 0.500 Outlet Invert= 424.80' S= 0.0202 '/' Cc= 0.900 n= 0.012 Corrugated PE, smooth interior
#2	Discarded	425.33'	12.000 in/hr Exfiltration over Surface area
#3	Device 1	425.83'	4.0" Vert. Orifice/Grate C= 0.600
#4	Device 1	427.52'	5.8" Vert. Orifice/Grate C= 0.600

Discarded OutFlow Max=0.07 cfs @ 11.55 hrs HW=425.36' (Free Discharge)
 ↳2=Exfiltration (Exfiltration Controls 0.07 cfs)

Primary OutFlow Max=0.55 cfs @ 12.04 hrs HW=427.60' (Free Discharge)
 ↳1=Culvert (Passes 0.55 cfs of 4.25 cfs potential flow)
 ↳3=Orifice/Grate (Orifice Controls 0.53 cfs @ 6.09 fps)
 ↳4=Orifice/Grate (Orifice Controls 0.02 cfs @ 0.94 fps)

EXISTING DRAINAGE

Type II 24-hr 10 Year Rainfall=3.50"

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Summary for Pond 170P: PROP CB 1

Inflow Area = 0.119 ac, 75.00% Impervious, Inflow Depth > 2.83" for 10 Year event
Inflow = 0.53 cfs @ 11.99 hrs, Volume= 0.028 af
Outflow = 0.53 cfs @ 11.99 hrs, Volume= 0.028 af, Atten= 0%, Lag= 0.0 min
Primary = 0.53 cfs @ 11.99 hrs, Volume= 0.028 af

Routing by Stor-Ind method, Time Span= 0.00-24.00 hrs, dt= 0.01 hrs

Peak Elev= 491.79' @ 11.99 hrs

Flood Elev= 494.38'

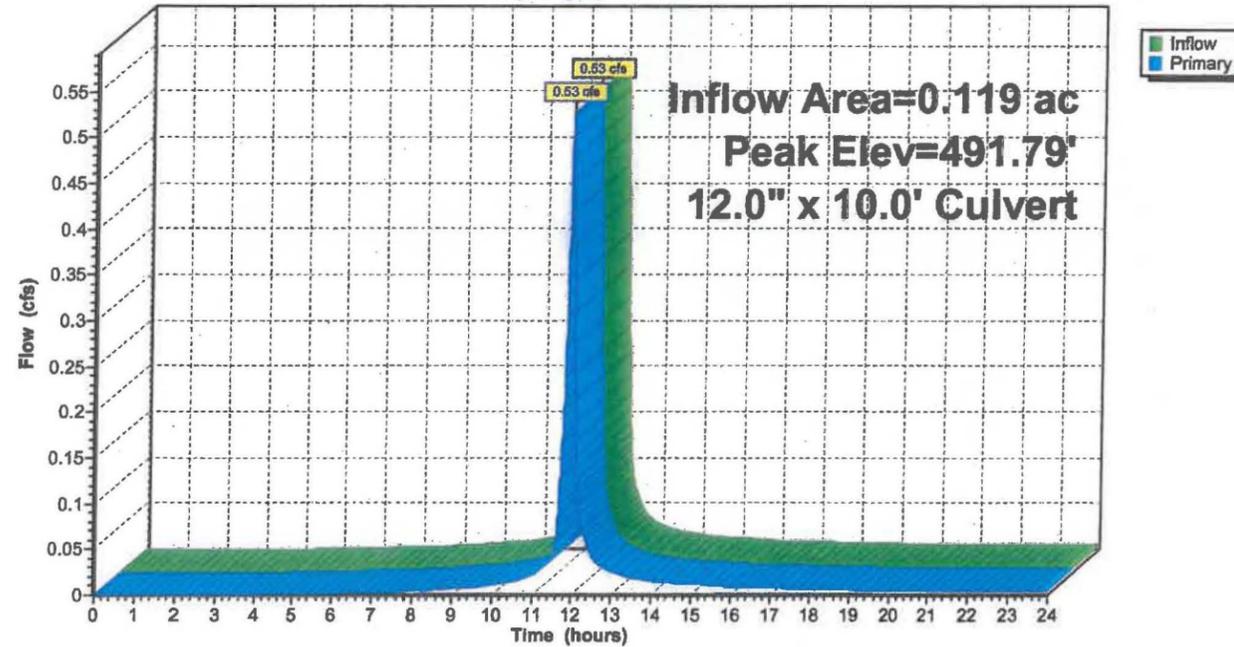
Device	Routing	Invert	Outlet Devices
#1	Primary	491.38'	12.0" x 10.0' long Culvert CPP, square edge headwall, Ke= 0.500 Outlet Invert= 491.28' S= 0.0100 /' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior

Primary OutFlow Max=0.53 cfs @ 11.99 hrs HW=491.79' (Free Discharge)

1=Culvert (Barrel Controls 0.53 cfs @ 2.55 fps)

Pond 170P: PROP CB 1

Hydrograph



EXISTING DRAINAGE

Type II 24-hr 10 Year Rainfall=3.50"

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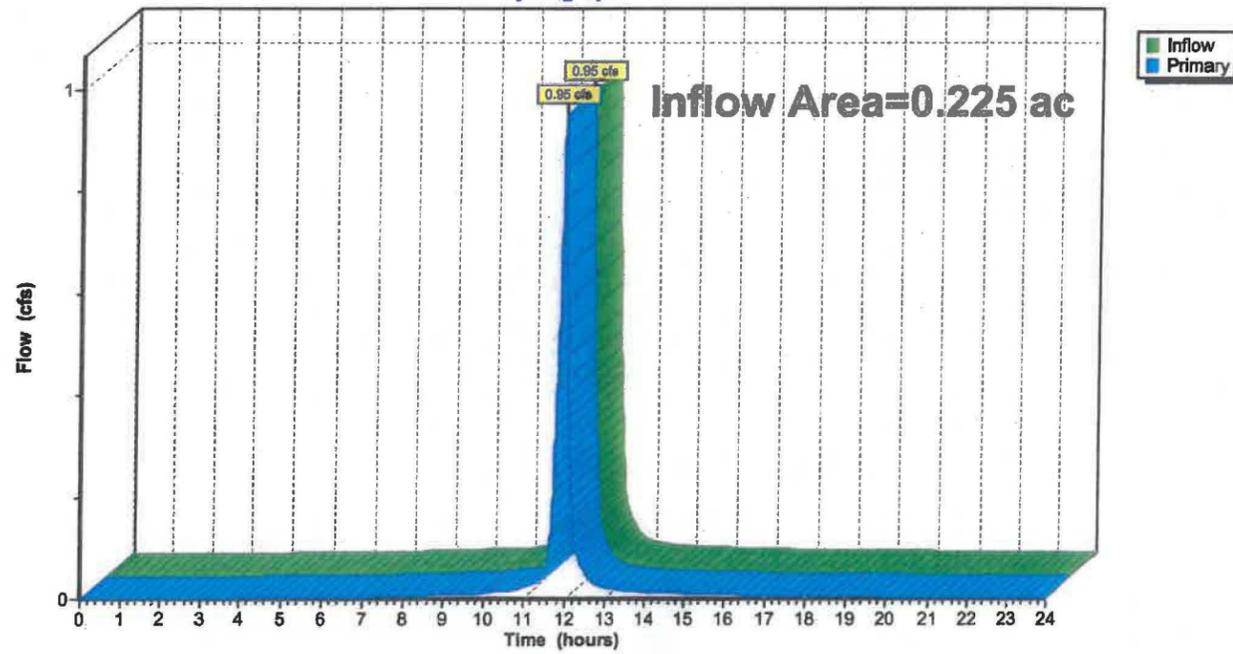
Summary for Link 74L: TOTAL

Inflow Area = 0.225 ac, 81.63% Impervious, Inflow Depth > 2.04" for 10 Year event
Inflow = 0.95 cfs @ 11.98 hrs, Volume= 0.038 af
Primary = 0.95 cfs @ 11.98 hrs, Volume= 0.038 af, Atten= 0%, Lag= 0.0 min

Primary outflow = Inflow, Time Span= 0.00-24.00 hrs, dt= 0.01 hrs

Link 74L: TOTAL

Hydrograph



EXISTING DRAINAGE

Type II 24-hr 100 Year Rainfall=4.70"

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Summary for Subcatchment 66S: PROP DA1B

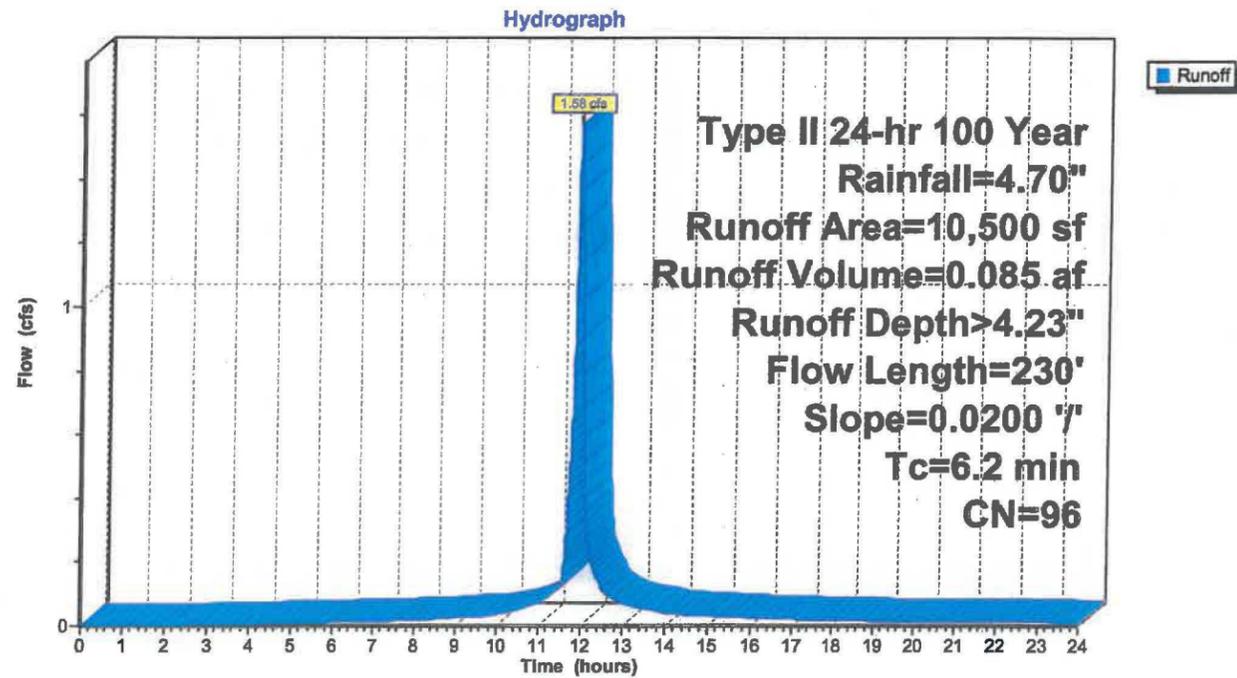
Runoff = 1.58 cfs @ 11.97 hrs, Volume= 0.085 af, Depth> 4.23"

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-24.00 hrs, dt= 0.01 hrs
Type II 24-hr 100 Year Rainfall=4.70"

Area (sf)	CN	Description
1,000	80	>75% Grass cover, Good, HSG D
1,200	98	Paved parking & roofs
8,300	98	Paved parking & roofs
10,500	96	Weighted Average
1,000		Pervious Area
9,500		Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
0.9	56	0.0200	1.08		Sheet Flow, 56' Smooth surfaces n= 0.011 P2= 2.50"
4.2	30	0.0200	0.12		Sheet Flow, 30' Grass: Short n= 0.150 P2= 2.50"
1.1	144	0.0200	2.28		Shallow Concentrated Flow, 144 Unpaved Kv= 16.1 fps
6.2	230	Total			

Subcatchment 66S: PROP DA1B



EXISTING DRAINAGE

Type II 24-hr 100 Year Rainfall=4.70"

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Summary for Subcatchment 72S: EX DA2B

Runoff = 0.72 cfs @ 11.95 hrs, Volume= 0.036 af, Depth> 4.12"

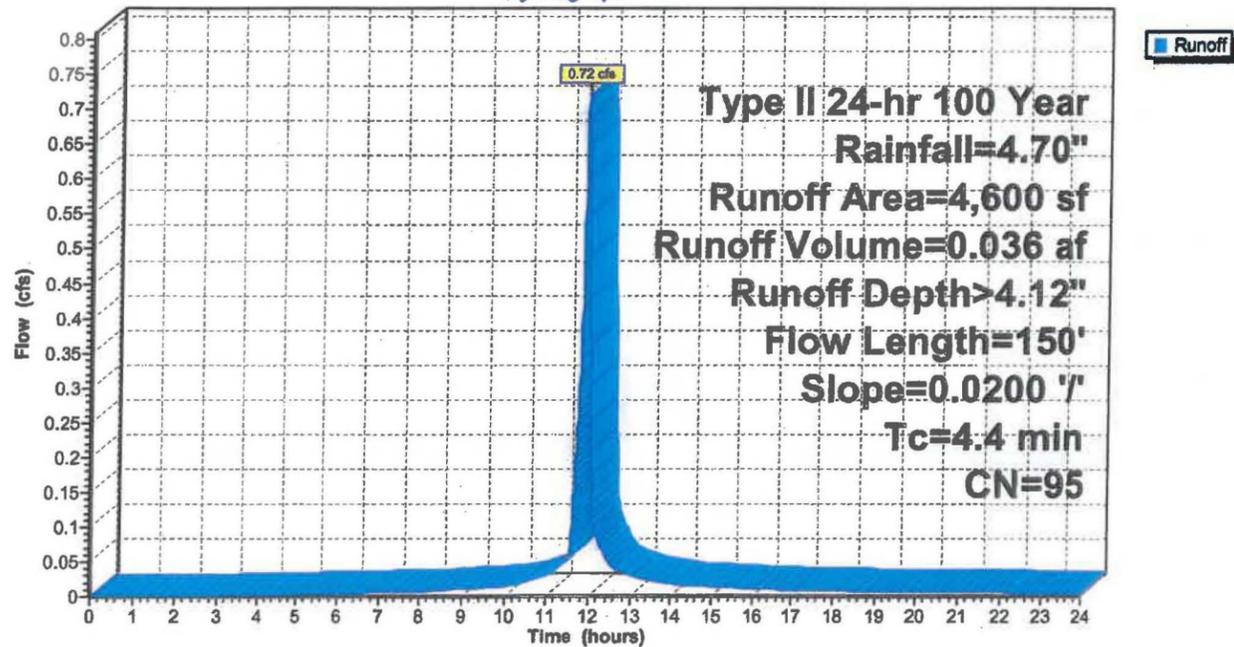
Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-24.00 hrs, dt= 0.01 hrs
Type II 24-hr 100 Year Rainfall=4.70"

Area (sf)	CN	Description
500	80	>75% Grass cover, Good, HSG D
3,300	98	Paved roads w/curbs & sewers
800	91	Gravel roads, HSG D
4,600	95	Weighted Average
1,300		Pervious Area
3,300		Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
3.7	25	0.0200	0.11		Sheet Flow, 25 Grass: Short n= 0.150 P2= 2.50"
0.4	75	0.0200	2.87		Shallow Concentrated Flow, 75 Paved Kv= 20.3 fps
0.3	50	0.0200	2.87		Shallow Concentrated Flow, 50 Paved Kv= 20.3 fps
4.4	150	Total			

Subcatchment 72S: EX DA2B

Hydrograph



EXISTING DRAINAGE

Type II 24-hr 100 Year Rainfall=4.70"

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Summary for Subcatchment 168S: PROP DA1A

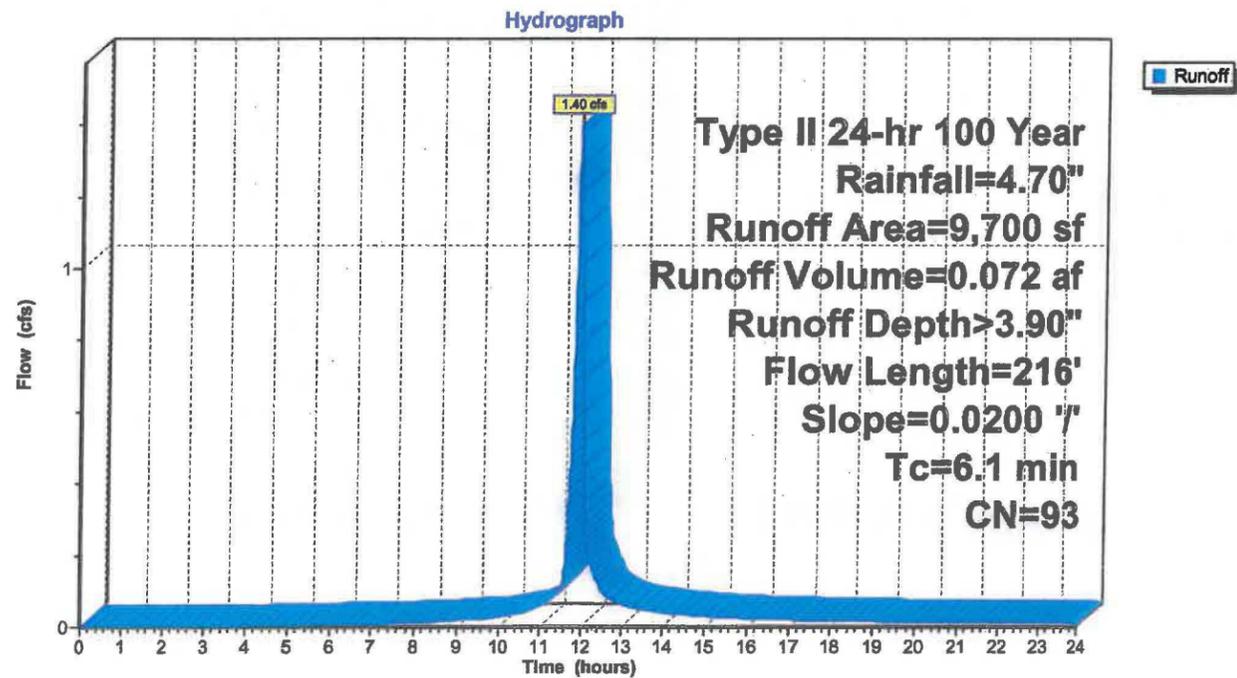
Runoff = 1.40 cfs @ 11.97 hrs, Volume= 0.072 af, Depth> 3.90"

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-24.00 hrs, dt= 0.01 hrs
Type II 24-hr 100 Year Rainfall=4.70"

Area (sf)	CN	Description
2,700	80	>75% Grass cover, Good, HSG D
1,100	98	Paved parking & roofs
5,900	98	Paved parking & roofs
9,700	93	Weighted Average
2,700		Pervious Area
7,000		Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
0.9	56	0.0200	1.08		Sheet Flow, 56' Smooth surfaces n= 0.011 P2= 2.50"
4.2	30	0.0200	0.12		Sheet Flow, 30' Grass: Short n= 0.150 P2= 2.50"
1.0	130	0.0200	2.28		Shallow Concentrated Flow, 130 Unpaved Kv= 16.1 fps
6.1	216	Total			

Subcatchment 168S: PROP DA1A



EXISTING DRAINAGE

Type II 24-hr 100 Year Rainfall=4.70"

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Summary for Pond 69P: PROP CB 2

Inflow Area = 0.223 ac, 72.16% Impervious, Inflow Depth > 3.90" for 100 Year event
Inflow = 1.40 cfs @ 11.97 hrs, Volume= 0.072 af
Outflow = 1.40 cfs @ 11.97 hrs, Volume= 0.072 af, Atten= 0%, Lag= 0.0 min
Primary = 1.40 cfs @ 11.97 hrs, Volume= 0.072 af

Routing by Stor-Ind method, Time Span= 0.00-24.00 hrs, dt= 0.01 hrs

Peak Elev= 426.93' @ 11.97 hrs

Flood Elev= 428.00'

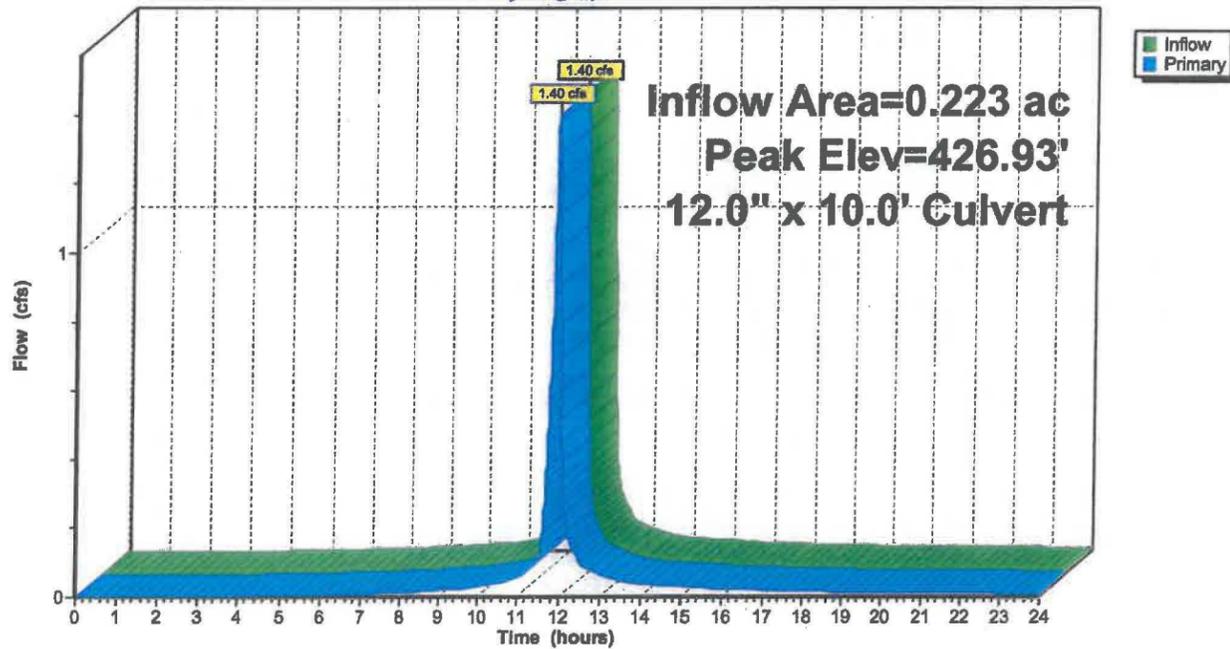
Device	Routing	Invert	Outlet Devices
#1	Primary	426.30'	12.0" x 10.0' long Culvert CPP, square edge headwall, Ke= 0.500 Outlet Invert= 425.90' S= 0.0400 ' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior

Primary OutFlow Max=1.40 cfs @ 11.97 hrs HW=426.93' (Free Discharge)

1=Culvert (Inlet Controls 1.40 cfs @ 2.70 fps)

Pond 69P: PROP CB 2

Hydrograph



EXISTING DRAINAGE

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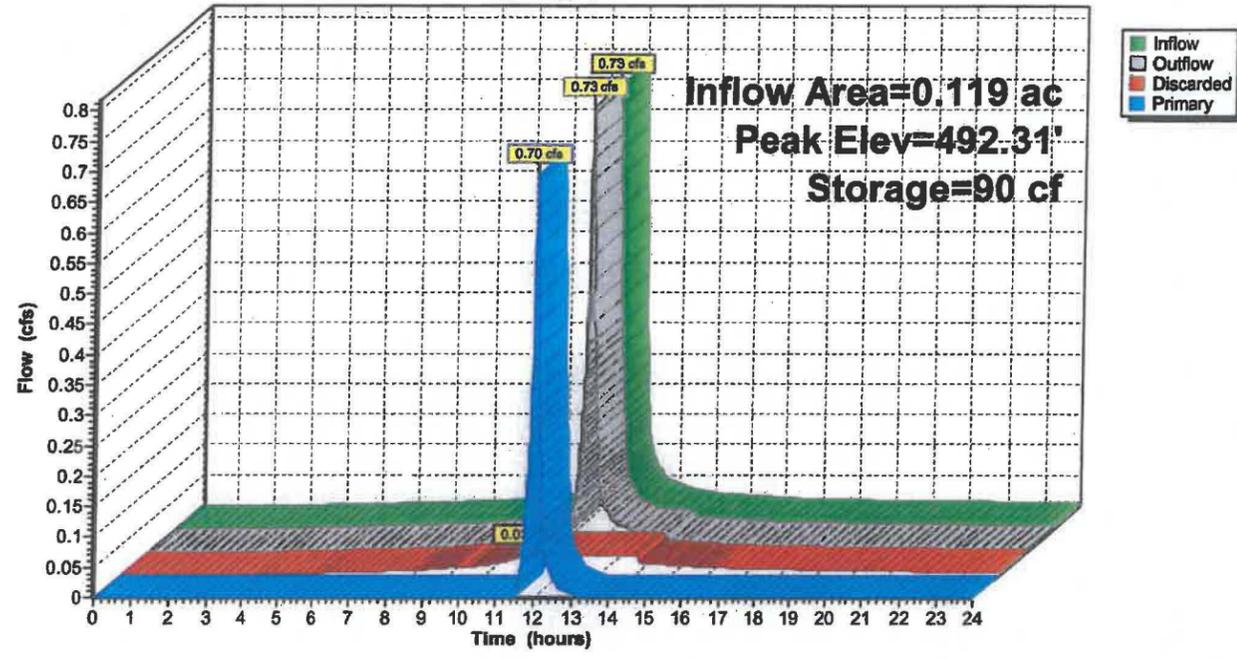
Type II 24-hr 100 Year Rainfall=4.70"

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Pond 71P: EXFILTRATION SYSTEM

Hydrograph



EXISTING DRAINAGE

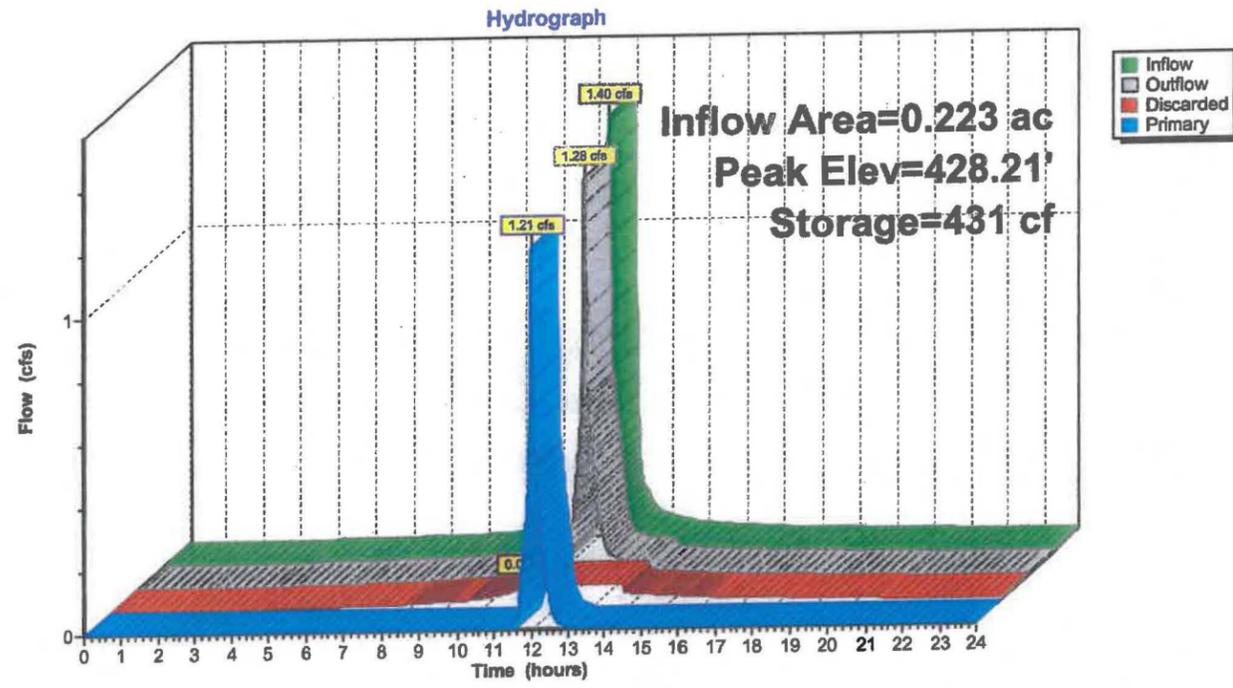
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Type II 24-hr 100 Year Rainfall=4.70"

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Pond 166P: EXFILTRATION SYSTEM



EXISTING DRAINAGE

Type II 24-hr 100 Year Rainfall=4.70"

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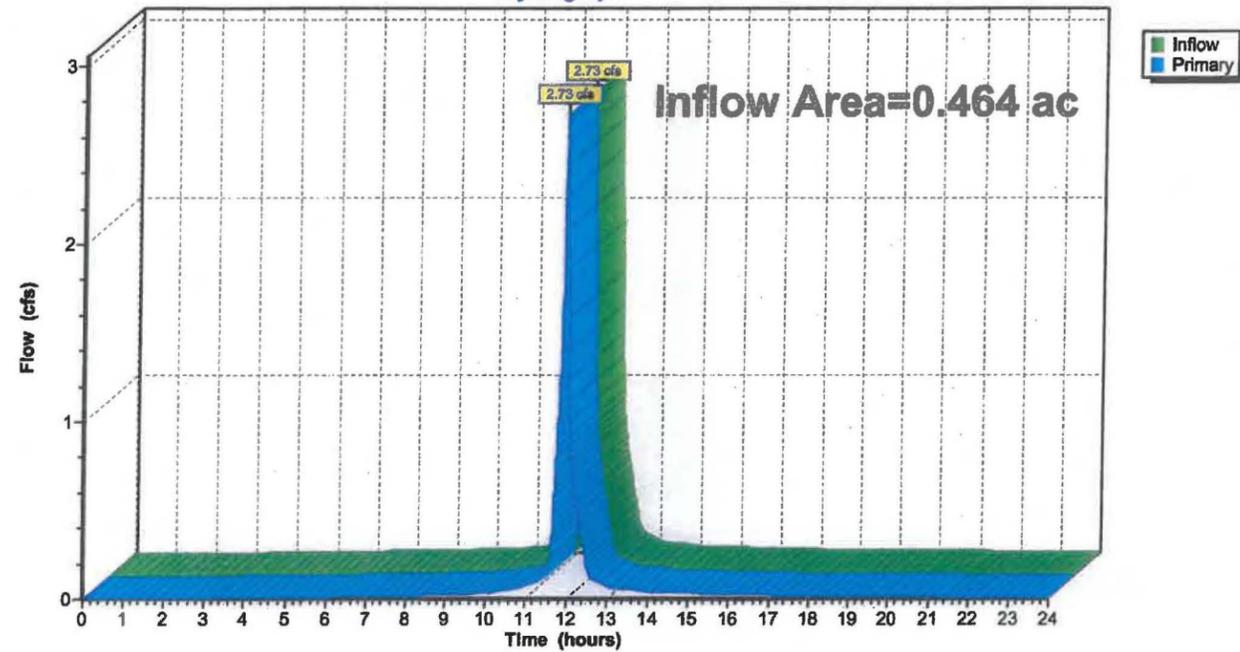
Summary for Link 70L: TOTAL

Inflow Area = 0.464 ac, 81.68% Impervious, Inflow Depth > 2.99" for 100 Year event
Inflow = 2.73 cfs @ 11.98 hrs, Volume= 0.116 af
Primary = 2.73 cfs @ 11.98 hrs, Volume= 0.116 af, Atten= 0%, Lag= 0.0 min

Primary outflow = Inflow, Time Span= 0.00-24.00 hrs, dt= 0.01 hrs

Link 70L: TOTAL

Hydrograph





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CITY OF WATERTOWN SITE PLAN APPLICATION PROCESS

A. SITE PLAN APPROVAL SUBMITTAL REQUIREMENTS*

1. **3 complete, collated sets of the site plan application package** that includes the following documents:
 - a. Cover letter that explains the proposal and includes a project description.
 - b. Completed Site Plan Application Form.
 - c. Full size copies of all required plans (24"x36"), including 1 stamped & signed original.
 - d. Engineering Report.
2. **12 complete, collated sets of the site plan application package** that includes the following documents:
 - a. Cover letter that explains the proposal and includes a project description.
 - b. Completed Site Plan Application Form.
 - c. Reduced size copies of all required plans (11"x17") if they are legible. (otherwise submit full size sets)
3. **An electronic (pdf) copy** of the entire site plan application package to include the following:
 - a. A single, combined pdf containing the cover letter, the site plan application form, the Engineering Report, the plan sheets and drawings.
 - b. The pdf may be submitted via email to planning@watertown-ny.gov or on a CD.

Note: When Jefferson County Planning Board (239-M) Review is necessary, one additional full size set as described in # 1 above is required.

*Planning Board Recommendation and City Council Approval are required for Site Plans.

B. Address submittals to:

Justin Wood, P.E.
City Engineer
Room 305, City Hall
245 Washington Street
Watertown, NY 13601

- C. **Site Plan Major:** A **\$250.00** application fee must accompany the submittal. 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.
- D. **Site Plan Minor:** A **\$150.00** application fee must accompany the submittal. Site Plan Minor is defined as neither a Site Plan Waiver, nor a Site Plan Major.
- E. **Site Plan Waiver:** A **\$50.00** application fee must accompany the submittal.

- F. The applicable application fee must accompany each resubmission. You will be notified by the Engineering Department if an application requires a resubmission. Make checks payable to the City of Watertown.
- G. All Site Plan submittals must be received by the City Engineer at least 14 calendar days prior to the next Planning Board Meeting; 21 calendar days if Jefferson County Planning Board action is necessary. Failure to meet the submittal deadline will result in **not** making the agenda for the upcoming Planning Board Meeting. **THERE ARE NO EXCEPTIONS.** The City Planning Board meets on the first Tuesday of each month at 3:00 P.M. in the City Council Chambers on the 3rd Floor of City Hall.
- H. 2017 Meeting Schedules:

CITY OF WATERTOWN PLANNING BOARD 2017 (1 ST TUES. MONTH @ 3:00 PM)		CITY OF WATERTOWN CITY COUNCIL 2017 (1 ST & 3 RD MONDAY @ 7 PM)	JEFFERSON COUNTY PLANNING BOARD 2017 (LAST TUES. MONTH)	
MEETING DATE	DEADLINE	MEETING DATE	MEETING DATE	DEADLINE
Jan. 3	Dec. 20	Jan. 3*, 17*	Jan. 31	Jan. 17
Feb. 7	Jan. 24	Feb. 6, 21*	Feb. 28	Feb. 14
March 7	Feb. 21	March 6, 20	March 28	March 14
April 4	March 21	Apr. 3, 17	April 25	April 11
May 2	April 18	May 1, 15	May 30	May 16
June 6	May 23	Jun. 5, 19	June 27	June 13
July 5*	June 20	July 3, 17	July 25	July 11
Aug. 1	July 18	Aug. 7, 21	Aug. 29	Aug. 15
Sept. 5	Aug. 22	Sept. 5*, 18	Sept. 26	Sept. 12
Oct. 3	Sept. 19	Oct. 2, 16	Oct. 31	Oct. 17
Nov. 7	Oct. 24	Nov. 6, 20	Nov. 28	Nov. 14
Dec. 5	Nov. 21	Dec. 4, 18	Dec. 26	Dec. 12

* = Meeting Date changed due to Holiday



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CITY OF WATERTOWN SITE PLAN APPLICATION

**** Provide responses for all sections. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. Failure to submit required information by the submittal deadline will result in not making the agenda for the upcoming Planning Board meeting.**

PROPERTY LOCATION

Proposed Project Name: 220 STERLING STREET PARKING
Tax Parcel Number: 11-02-115.000
Property Address: 220 STERLING STREET
Existing Zoning Classification: LIMITED BUSINESS

OWNER OF PROPERTY

Name: SCHWERZMANN AND WISE
Address: 137 MAIN AVENUE
WATERTOWN, NY 13601
Telephone Number: 315-788-6700
Fax Number: _____

APPLICANT

Name: GYMO, DPC
Address: 18969 US ROUTE 11
WATERTOWN, NY 13601
Telephone Number: 315-788-3900
Fax Number: 315-788-0668
Email Address: PAT@GYMOPC.COM

ENGINEER/ARCHITECT/SURVEYOR

Name: PATRICK J. SCORDO, PE - GYMO, DPC
Address: 18969 US ROUTE 11
WATERTOWN NY, 13601
Telephone Number: 315-788-3900
Fax Number: 315-788-0668
Email Address: PAT@GYMOPC.COM

OPTIONAL MATERIALS:

- PROVIDE AN ELECTRONIC (.DWG) COPY OF THE SITE PLAN WITH AS-BUILT REVISIONS.** This will assist the City in keeping our GIS mapping up-to-date.

REQUIRED MATERIALS:

**** The following drawings with the listed information ARE REQUIRED, NOT OPTIONAL.** If the required information is not included and/or addressed, the Site Plan Application will not be processed.

- COMPLETED ENVIRONMENTAL ASSESSMENT FORM** (Contact us if you need help choosing between the Short EAF and the Full EAF). The Complete EAF is available online at: <http://www.dec.ny.gov/permits/6191.html>

- ELECTRONIC COPY OF ENTIRE SUBMISSION (PDF)** A single, combined PDF of the entire application, including cover letter, plans, reports, and all submitted material.

- BOUNDARY and TOPOGRAPHIC SURVEY**
(Depict existing features as of the date of the Site Plan Application. This Survey and Map must be performed and created by a Professional Land Surveyor licensed and currently registered to practice in the State of New York. This Survey and Map must be stamped and signed with an original seal and signature on at least one copy, the rest may be copies thereof.

- All elevations are North American Vertical Datum of 1988 (NAVD88).

- 1' contours are shown and labeled with appropriate spot elevations.

- All existing features on and within 50 feet of the subject property are shown and labeled.

- All existing utilities on and within 50 feet of the subject property are shown and labeled.

- All existing easements and/or right-of-ways are shown and labeled.

- Existing property lines (bearings and distances), margins, acreage, zoning, existing land use, reputed owner, adjacent reputed owners and tax parcel numbers are shown and labeled.

- The north arrow and graphic scale are shown.

DEMOLITION PLAN (If Applicable)

- All existing features on and within 50 feet of the subject property are shown and labeled.
- All items to be removed are labeled in darker text.

SITE PLAN

- Include a reference to the coordinate system used(NYS NAD83-CF preferred).
- All proposed above ground features are depicted and clearly labeled.
- All proposed features are clearly labeled “proposed”.
- All proposed easements and right-of-ways are shown and labeled.
- Land use, zoning, and tax parcel number are shown.
- The Plan is adequately dimensioned including radii.
- The line work and text for all proposed features is shown darker than existing features.
- All vehicular and pedestrian traffic circulation is shown including a delivery or refuse vehicle entering and exiting the property.
- Proposed parking and loading spaces including ADA accessible spaces are shown and labeled.
- Sidewalks within the City Right-of-Way meet Public-Right-of-Way (PROWAG) standards.
- Refuse Enclosure Area (Dumpster), if applicable, is shown. Section 161-19.1 of the Zoning Ordinance states, “No refuse vehicle or refuse container shall be parked or placed within 15 feet of a party line without the written consent of the adjoining owner, if the owner occupies any part of the adjoining property”.
- Proposed snow storage areas are shown on the plans.
- The north arrow and graphic scale are shown.

GRADING PLAN

- All proposed below ground features including elevations and inverts are shown and labeled.
- All proposed above ground features are shown and labeled.

- The line work and text for all proposed features is shown darker than existing features.
- All proposed easements and right-of-ways are shown and labeled.
- 1' existing contours are shown dashed and labeled with appropriate spot elevations.
- 1' proposed contours are shown and labeled with appropriate spot elevations.
- All elevations are North American Vertical Datum of 1988 (NAVD88).
- Sediment and Erosion control are shown and labeled on the grading plan unless separate drawings have been provided as part of a Stormwater Pollution Prevention Plan (SWPPP).

UTILITY PLAN

- All proposed above and below ground features are shown and labeled.
- All existing above and below ground utilities including sanitary, storm water, water, electric, gas, telephone, cable, fiber optic, etc. are shown and labeled.
- All proposed easements and right-of-ways are shown and labeled.
- The Plan is adequately dimensioned including radii.
- The line work and text for all proposed features is shown darker than existing features.
- The following note has been added to the drawings stating, "All water main and service work must be coordinated with the City of Watertown Water Department. The Water Department requirements supersede all other plans and specifications provided."

LANDSCAPING PLAN

- All proposed above ground features are shown and labeled.
- All proposed trees, shrubs, and other plantings are shown and labeled.
- All proposed landscaping and text are shown darker than existing features.
- All proposed landscaping is clearly depicted, labeled and keyed to a plant schedule that includes the scientific name, common name, size, quantity, etc.

For additional landscaping requirements where nonresidential districts and land uses abut land in any residential district, please refer to Section 310-59, Landscaping of the City's Zoning Ordinance.

Site Plan complies with and meets acceptable guidelines set forth in Appendix A - Landscaping and Buffer Zone Guidelines (August 7, 2007).

PHOTOMETRIC PLAN (If Applicable)

All proposed above ground features are shown.

Photometric spot elevations or labeled photometric contours of the property are clearly depicted. Light spillage across all property lines shall not exceed 0.5 foot-candles.

CONSTRUCTION DETAILS and NOTES

All details and notes necessary to adequately complete the project including, but not limited to, landscaping, curbing, catch basins, manholes, water line, pavement, sidewalks, trench, lighting, trash enclosure, etc. are provided.

Maintenance and protection and traffic plans and notes for all required work within City streets including driveways, water laterals, sanitary laterals, storm connections, etc. are provided.

The following note must be added to the drawings stating:
"All work to be performed within the City of Watertown margin will require sign-off from a Professional Engineer, licensed and currently registered to practice in the State of New York, that the work was built according to the approved site plan and applicable City of Watertown standards. Compaction testing will be required for all work to be performed within the City of Watertown margin and must be submitted to the City of Watertown Codes Department."

PRELIMINARY ARCHITECTURAL PLANS (If Applicable)

Floor plan drawings, including finished floor elevations, for all buildings to be constructed are provided.

Exterior elevations including exterior materials and colors for all buildings to be constructed are provided.

Roof outline depicting shape, slope and direction is provided.

ENGINEERING REPORT

**** The engineering report at a minimum includes the following:**

- Project location
- Project description
- Existing and proposed sanitary sewer flows and summary
- Water flows and pressure
- Storm Water Pre and Post Construction calculations and summary
- Traffic impacts
- Lighting summary
- Landscaping summary

GENERAL INFORMATION

- ALL ITEMS ARE STAMPED AND SIGNED WITH AN ORIGINAL SIGNATURE BY A PROFESSIONAL ENGINEER, ARCHITECT, LANDSCAPE ARCHITECT, OR SURVEYOR LICENSED AND CURRENTLY REGISTERED TO PRACTICE IN THE STATE OF NEW YORK.
 - If required, a copy of the Stormwater Pollution Prevention Plan (SWPPP) submitted to the NYSDEC will also be sent to the City of Watertown Engineering Department.
 - ** If required, a copy of all submittals sent to the New York State Department of Environmental Conservation (NYSDEC) for the sanitary sewer extension permit will also be sent to the City of Watertown Engineering Department.
 - ** If required, a copy of all submittals sent to the New York State Department of Health (NYSDOH) will also be sent to the City of Watertown Engineering Department.
- ** When NYSDEC or NYSDOH permitting is required, the property owner/applicant shall retain a licensed Professional Engineer to perform inspections of the proposed utility work and to certify the completed works were constructed in substantial conformance with the approved plans and specifications.
- Signage will not be approved as part of this submission. It requires a sign permit from the City Code Enforcement Bureau. See Section 310-52.2 of the Zoning Ordinance.
 - Plans have been collated and properly folded.

- If an applicant proposes a site plan with multiple buildings and any of those buildings front on a private drive, the City Council will name the private drive by resolution and the building(s) will be given an address number on that private drive by City staff. The applicant may propose a name for the private drive for the City Council's consideration.

Proposed Street Name: _____

- For non-residential uses, the proposed Hours of Operation shall be indicated.
- Signature Authorization form or letter signed by the owner is submitted allowing the applicant to apply on behalf of the owner if the applicant is not the property owner.
- Explanation for any item not checked in the Site Plan Checklist.

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: 220 STERLING STREET ASPHALT PARKING LOT			
Project Location (describe, and attach a location map): 220 Sterling Street, tax map parcel #11-02-115.000			
Brief Description of Proposed Action: NEW ASPHALT PAVING OF EXISTING GRAVEL PARKING LOT INCLUDING A PROPOSED DRAINAGE SYSTEM			
Name of Applicant or Sponsor: SCHWERZMANN AND WISE		Telephone: 315-788-6700 E-Mail: KCAUGHLIN@SCHWERZMANWISE.CO	
Address: 137 MAIN AVENUE			
City/PO: Watertown		State: NY	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	YES
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval: JEFFERSON COUNTY PLANNING (ADVISORY ONLY)		NO	YES
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
3.a. Total acreage of the site of the proposed action? _____ .626 acres			
b. Total acreage to be physically disturbed? _____ .455 acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ .626 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 checked="" type="checkbox"/> Commercial <input checked="" 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?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" 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 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"/>	<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"/>	<input type="checkbox"/>
b. Are public transportation service(s) available at or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 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: _____ CONNECTION ALREADY EXISTS		NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ CONNECTION ALREADY EXISTS		NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>	<input type="checkbox"/>
b. Is the proposed action located in an archeological sensitive area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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"/>	<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: _____	<input checked="" type="checkbox"/>	<input 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 checked="" 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 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"/>	<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 checked="" type="checkbox"/> NO <input type="checkbox"/> YES		NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____ <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES A PROPOSED FILTRATION SYSTEM IS DESIGNED TO CATCH THE STORMWATER RUNOFF BEFORE IT REACHES THE NEIGHBORS PROPERTY. SEE PLANS AND DETAILS			

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____	NO	YES
_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____	NO	YES
_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____	NO	YES
_____	<input type="checkbox"/>	<input checked="" type="checkbox"/>
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor name: <u>Patrick J. Suran PATRICK J. SURAN GRAND</u> Date: <u>10-16-17</u>		
Signature: <u>Patrick J. Suran</u>		

Appendix A

Landscaping and Buffer Zone Guidelines

Adopted by the City of Watertown Planning Board
August 7, 2007

Introduction

A landscape plan is required as part of every site plan review application. These guidelines are the minimum plantings that the Planning Board expects to see on the landscape plan regarding number, type, size, and arrangement of trees and shrubs.

Landscaping is required to minimize negative impacts from development by creating visual and noise buffers between adjoining property uses and promoting harmonious streetscapes. The intent of these guidelines is also to replace trees lost due to development and to establish incentives for the preservation of existing trees.

These guidelines will also provide direction to the applicants where buffer zones are required under Section 310-59 of the City of Watertown Zoning Ordinance.

General Provisions

A tree schedule shall be included on each landscape plan. No one (1) species of tree may take up more than fifteen (15) percent of the total amount of the landscape plantings.

Where the location of existing overhead or underground utility lines conflicts with the required landscaping strip and tree planting, the Planning Board may approve an alternative plan to meet the intent of these guidelines.

It is recommended that trees from the list provided below be considered. Tree diameter shall be measured four feet from the base of the tree. The developer/owner should make every effort to preserve and protect existing significant trees over twelve (12) inches in diameter.

Tree removal or planting in the city right-of-way shall be in accordance with Chapter 287 of the Code of the City of Watertown.

Landscaping must be permanently maintained in a healthy growing condition at all times. The property owner is responsible for regular weeding, mowing of grass, irrigating, fertilizing, pruning, and other permanent maintenance of all plantings as needed.

Landscaped Strips Along Street Rights-of-Way

A landscaped strip should be provided adjacent to all public and private rights-of-ways and streets. It should be a minimum of fifteen (15) feet wide, exclusive of street right-of-way. Within the landscaped strip, one (1) large deciduous tree (2" caliper minimum) should be provided every forty (40) linear feet or one (1) small to medium deciduous tree (1.5" caliper minimum) should be provided every twenty (20) linear feet. Planting beds with shrubs, perennials, and/or annuals or grass areas are recommended in between the trees.

Where parking lots and driveways abut the landscaped strip along the street right-of-way, shrubs should be considered for screening in addition to the shade trees. The screening should be a plant species that grows to a minimum of three (3) feet high and extends along the entire street frontage of the parking lot, exclusive of driveways and visibility setbacks. A landscaped berm may also be utilized to screen the parking lots and driveways. The berm should be a minimum of 30 inches above the average grade of the street and parking lot curbs with a slope not to exceed 3:1. If a parking lot is located fifty (50) feet or more from the street right-of-way, no screening shrubs or berm will be required.

Street level landscaping shall not interfere with visibility of drivers entering or exiting, or driving by the property. All landscaping (trees, shrubs, and planted beds) shall be a distance of ten (10) feet from any driveway or street intersections.

Interior Parking Lot Landscaping

Interior parking lot trees and landscaping are recommended in addition to the required landscaped strip. Trees should be provided in each parking lot at a minimum average density of one (1) shade tree (two-inch diameter) for each fifteen (15) parking spaces, or any fraction thereof.

The interior parking lot trees and landscaping should be evenly distributed throughout the parking lot, although adjustments may be approved by the Planning Board where the shape or size of the parking lot, the location of existing trees, snow removal requirements, or other natural constraints prevent such distribution.

Landscaped islands within parking lot areas should be a minimum of nine (9') feet x eighteen (18') feet in dimension. Large planters are an acceptable alternative that can be utilized in conjunction within landscaped islands where the parking lot configuration, snow removal requirements, or other constraints prevent the installation of the permanent landscaped islands.

Exterior Parking Lot Landscaping

A landscaped strip should be provided around the perimeter of any parking lot exclusive of driveways. The landscaped strip should be a minimum of eight (8) wide, except where other provisions apply. Within the perimeter landscaped strip, one (1) large deciduous tree (2" caliper minimum) should be provided every forty (40) linear feet or one (1) small to medium deciduous tree (1.5" caliper minimum) should be provided every twenty (20) linear feet or one (1) large coniferous tree (6' minimum) should be provided every twenty (20) linear feet.

Buffer Zone Requirements Between Non-Residential and Residential Zoning Districts

Section 310-59 of the City of Watertown Zoning Ordinance requires buffer zones where non-residential land uses abut land in a residential district. The purpose of the buffer zones is to separate land uses and offer visual screening between uses that may not be compatible.

The required buffer areas within each listed zoning district shall contain, at a minimum, the following landscaping:

Limited Business and Health Services Districts. A landscaped strip shall be provided to separate the Limited Business or Health Service District from the Residential District. The landscaped strip shall be a minimum of fifteen (15') wide. Within the landscaped strip, one (1) large deciduous tree (2" caliper minimum) shall be provided every forty (40) linear feet, along with planting beds in between the trees containing assorted shrubs or one (1) small to medium deciduous tree (1.5" caliper minimum) shall be provided every twenty (20) linear feet, along with planting beds in between the trees containing assorted shrubs or one (1) large coniferous tree (6' minimum), stagger planted shall be provided every fifteen (15) linear feet.

Neighborhood Business and Commercial Districts. A landscaped strip shall be provided to separate the Neighborhood Business or Commercial Districts from the Residential District. The landscaped strip shall be a minimum of fifteen (15') wide. Within the landscaped strip, one (1) large deciduous tree (2" caliper minimum) shall be provided every thirty five (35) linear feet, along with planting beds in between the trees containing assorted shrubs or one (1) small to medium deciduous tree (1.5" caliper minimum) shall be provided every twenty (20) linear feet, along with planting beds in between the trees containing assorted shrubs or one (1) large coniferous tree (6' minimum), stagger planted shall be provided every fifteen (15) linear feet. In addition to the required trees and shrubs, a six (6) foot high opaque fence (stockade or equal) should be provided. All fencing shall be in conformance with Section 310-26.1, Fences, of the Zoning Ordinance.

Light and Heavy Industrial Districts. A landscaped strip shall be provided to separate the Light or Heavy Industrial District from the Residential District. The landscaped strip shall be a minimum of fifteen (15') wide. Within the landscaped strip, one (1) large deciduous shade tree (2" caliper minimum) shall be provided every thirty (35) linear feet, along with planting beds in between the trees containing assorted shrubs or one (1) small to medium deciduous tree shall be provided every twenty (20) linear feet, along with planting beds in between the trees containing assorted shrubs or one (1) large coniferous tree (6' minimum), stagger planted shall be provided every twelve (12) linear feet. In addition to the required trees and shrubs, an eight (8) foot high opaque fence (stockade or equal) should be provided. All fencing shall be in conformance with Section 310-26.1, Fences, of the Zoning Ordinance.

Front, Side and Rear Yard Buffer Zone Requirements in Commercial Districts

Section 310-59, Paragraph C of the City of Watertown Zoning Ordinance requires for Commercial Districts that a strip of land at least 15' in width be provided in any required front yard and a strip of land at least 5' in width be provided in any required side or rear yard to be maintained as landscaped areas.

The front yard landscaped strip shall be at least fifteen (15') wide. Within the landscaped strip, a minimum of one (1) large deciduous tree (2" caliper minimum) should be provided every forty (40) linear feet or one (1) small to medium deciduous tree (1.5" caliper minimum) should be provided every twenty (20) linear feet. Planting beds with shrubs, perennials, and/or annuals or grass areas are recommended in between the trees. Where parking lots and driveways abut the landscaped strip, shrubs shall be considered for screening in addition to the shade trees. The screening should be a plant species that grows to a minimum of three (3) feet high and extends along the entire street frontage of the parking lot, exclusive of driveways and visibility setbacks. A landscaped berm may also be utilized to screen the parking lots and driveways. The berm

should be a minimum of 30 inches above the average grade of the street and parking lot curbs with a slope not to exceed 3:1. If a parking lot is located fifty (50) feet or more from the street right-of-way, no screening shrubs or berm will be required.

The side and rear yard landscaped strip shall be a minimum of 5' wide and should consist of one (1) large deciduous shade tree (2" caliper minimum) provided every forty (40) linear feet or one (1) small to medium deciduous tree (1.5" caliper minimum) provided every twenty (20) linear feet or one (1) large coniferous tree (6' minimum) provided every fifteen (15) linear feet. Grass areas and/or planting beds shall also be included in between the trees.

Special Provisions for Existing Sites

When an existing site is undergoing any external alteration or expansion, the objective of these standards is to gradually bring the existing site into compliance with minimum standards of this section in relation to the extent of expansion or change on a site. The applicant should make every effort to include new landscaping and buffering as a part of any alteration or expansion.

If space is limited by other site elements required by the Zoning Ordinance, landscaping along the street and buffer zones between adjacent land uses will take priority over interior and exterior parking lot landscaping.

Incentives to Preserve Existing Trees

The Planning Board encourages the preservation of quality and mature trees by providing credits toward the required landscaping. Trees intended to be preserved shall be indicated with a special symbol on the landscape plan and shall be protected during the construction through use of a fence around the drip line. To obtain credit, the preserved trees shall be of a high quality and at least two and one half (2-½) inches diameter. Trees to be preserved shall be counted for credit only if they are located on the developed portion of the site as determined by the Planning Board. The credit for preserved trees shall be as follows:

Diameter of Preserved Tree (in inches)	Number of Trees Credited
Over 12"	5
8" – 11.9"	4
2.5" – 7.9"	2

Credit for preserving existing trees may not be utilized in lieu of trees in the landscaped strip along street rights-of way or the required buffer zone. Credit may be applied only to required interior or exterior parking lot tree planting. Any preserved trees receiving credit which are lost within three (3) years after construction completion shall be replaced by the landowner with trees otherwise required.

Recommended Tree Species

The following list of trees is recommended for use in fulfilling the requirements of these guidelines. The list is not meant to be exclusive but rather a guideline to indicate types of trees that have been found to grow well in the Watertown area in urban soils.

Small to Medium Deciduous Trees

Acer ginnala (varieties)	Amur Maple
Acer tataricum	Tatarian Maple
Amelanchier species (varieties)	Serviceberry Varieties
Carpinus caroliniana	American Hornbeam
Crataegus crus-galli inermis	Thornless Cockspear Hawthorn
Crateagus phaenopyrum	Washington Hawthorn
Maackia amurensis	Amur Maackia
Malus species	Flowering Crabapples
Syringa reticulata (varieties)	Japanese Tree Lilac

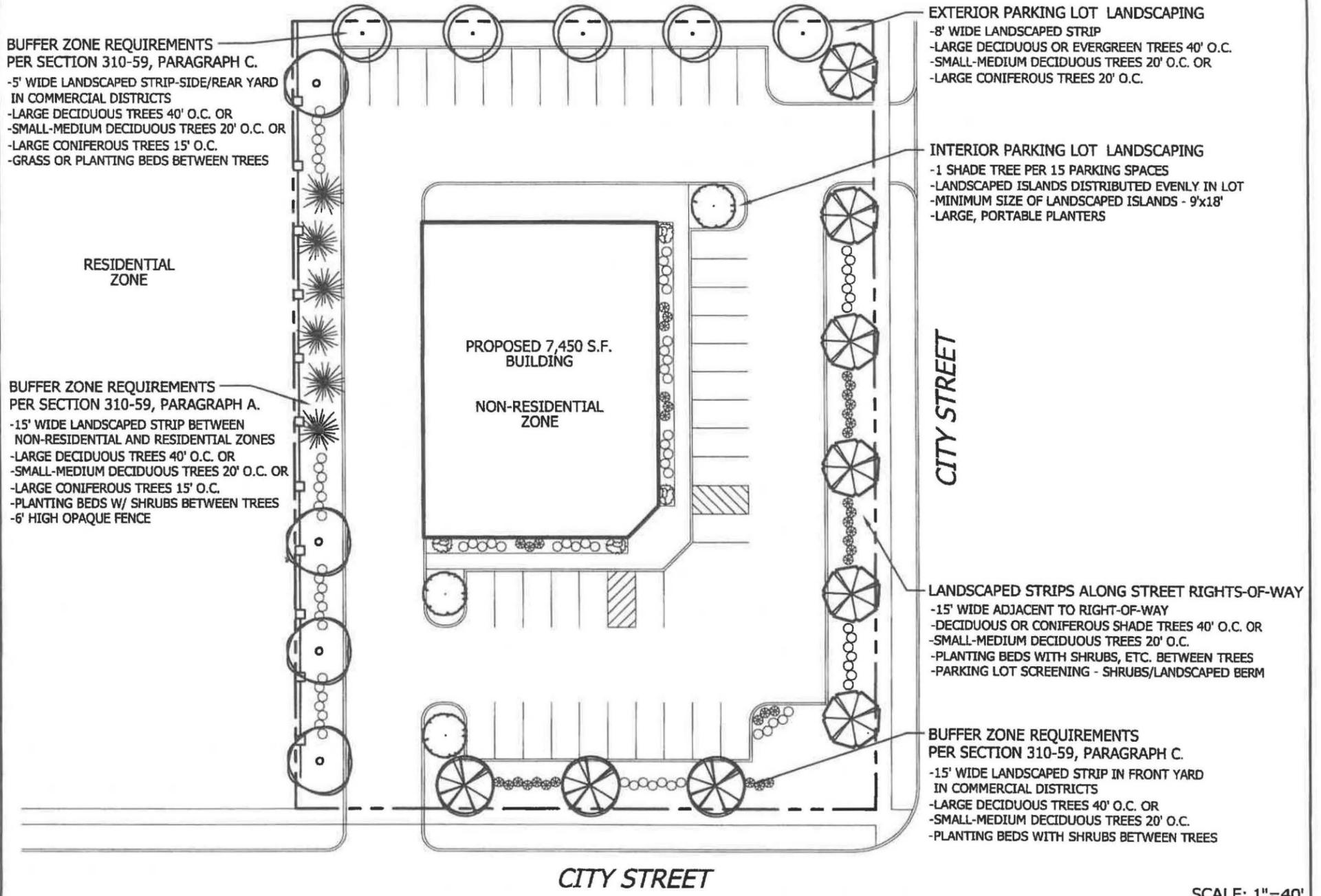
Large Deciduous Trees

Acer x fremanii (varieties)	Freeman Maple
Acer platanoides (varieties)	Norway Maple
Acer rubrum (varieties)	Red Maple
Aesculus hippocastanum (varieties)	Horsechestnut
Aesculus x carnea (varieties)	Horsechestnut
Alnus glutinosa	Black Alder
Betula papyrifera	Paper Birch
Catalpa speciosa	Northern Catalpa
Celtis occidentalis	Hackberry
Corylus colurna	Turkish Filbert
Gingko biloba	Gingko
Gleditsia triacanthos inermis (varieties)	Thornless Honeylocust
Gymnocladus dioica	Kentucky Coffeetree
Liriodendron tulipifera	Tulip Tree
Ostrya virginiana	American Hophornbeam (Ironwood)
Phellodendron amurense 'Macho'	Macho Amur Corktree
Platanus x acerfolia	London Planetree
Prunus sargentii	Sargent Cherry
Pyrus calleryana (varieties)	Callery Pear
Quercus alba	White Oak
Quercus bicolor	Swamp White Oak
Quercus macrocarpa	Bur Oak
Quercus muehlenbergii	Chinkapin Oak
Quercus robur (varieties)	English Oak
Quercus rubra	Northern Red Oak
Robinia pseudoacacia	Black Locust
Tilia americana (varieties)	American Linden
Tilia x flavescens 'Glenleven'	Glenleven Linden
Tilia cordata (varieties)	Littleleaf Linden

Large Coniferous Trees

Abies balsamea	Balsam Fir
Abies concolor	White Fir
Picea abies	Norway Spruce
Picea glauca	White Spruce
Picea pungens glauca	Colorado Blue Spruce
Picea omorika	Serbian Spruce
Pinus nigra	Austrian Pine
Pinus strobus	White Pine
Pseudotsuga menziesii	Douglas Fir
Tsuga Canadensis	Canadian Hemlock

**CITY OF WATERTOWN LANDSCAPING
REQUIREMENTS AND BUFFER ZONE GUIDELINES**



SCALE: 1"=40'

Appendix B
City of Watertown, New York
Complete Streets Policy
Adopted by the City Council of the City of Watertown
January 17, 2017

Section 1: Vision

This Complete Streets Policy shall guide the City of Watertown to design, provide and maintain a safe, accessible and well-connected multimodal surface transportation network that meets the needs of all users, regardless of age or ability level, including drivers of automobiles, emergency and freight vehicles, bicyclists, pedestrians, transit users and those with disabilities.

The City will consider all modes equally when making transportation decisions and treat all modes as legitimate users of the City's transportation network. The City's inclusive transportation network will play a crucial role in ensuring the health, safety, economic vitality and quality of life in the City of Watertown.

By implementing Complete Streets principles, the City will foster a more liveable community for all of its residents, especially children, the elderly and the City's disabled population.

Section 2: Goals

The purpose of this policy is to ensure that planning and engineering decisions affecting surface transportation in the City of Watertown are made with consideration for the safety and convenience of all users, regardless of their mode of transportation, age or ability level.

Specific goals of this policy include:

1. To ensure safe travel for pedestrians, bicyclists, transit users and those with disabilities, in addition to motor vehicle operators.
2. To increase economic activity by making the City's commercial areas more attractive and more accessible to users of all transportation modes and to encourage non-vehicular travel within these areas.
3. To provide safe routes to school and encourage walking and bicycling as safe, healthy and convenient ways for children to travel to and from school.
4. To improve the health and physical fitness of the City's population by encouraging walking and bicycling among its residents, thereby yielding more of the health benefits that these activities provide.

5. To ensure that all sidewalk and street reconstruction projects are designed appropriately for all users prior to undertaking any construction, eliminating the need for costly rebuilds in the future.

Section 3: Scope of Applicability

The City of Watertown shall develop a safe, convenient, integrated and connected multimodal transportation system so that users of all ages and abilities can travel safely and independently. While each and every individual street need not contain accommodations for all modes, the network should enable all users to travel safely via any mode.

The City of Watertown shall approach every transportation improvement and transportation-related project phase as an opportunity to create safer, more accessible streets for all users. These phases include, but are not limited to: planning, programming, design, right-of-way acquisition, construction, construction engineering, reconstruction, operation and maintenance. Other changes to transportation facilities on streets and rights-of way, including capital improvements, maintenance and restriping must also be included.

The City of Watertown realizes that its transportation network should provide consistent access and safe travel for all users within the City and beyond the City's borders. To this end, the City shall, when feasible and appropriate, foster relationships with the State of New York, Jefferson County, neighboring communities, business and school districts to develop facilities and accommodations that further the City's Complete Streets Policy and continue such infrastructure beyond the City's borders.

This policy applies to all publicly and privately funded projects and developments that affect the right-of-way. Privately constructed streets, parking lots and connecting pathways shall also adhere to this policy. The City shall review all private development proposals with reference to the incorporation of Complete Streets principles and general consistency with the Complete Streets Policy.

Review for Complete Streets consistency will be added to the existing Planning and Community Development Department development review process. Planning and Engineering Staff will review any applicable Site Plan, Waiver of Site Plan, Subdivision, Special Use Permit or Zone Change application for general consistency with this policy.

Section 4: Exceptions

Any exception to this policy, including for eligible private projects, must be reviewed by the Complete Streets Committee, and approved by the City Council with supporting documentation that indicates the basis for the decision. Such documentation shall be made publicly available. The Complete Streets Committee will be responsible for performing a thorough review of the project relating to the incorporation of Complete Streets elements and principles, and will forward a recommendation to the City Council.

Exceptions may be considered for approval when:

- An affected roadway prohibits by law, use by pedestrians and bicyclists (such as limited-access highways), in which case a greater effort shall be made to accommodate those specified users elsewhere, including on roadways that cross or otherwise intersect with the affected roadway;
- The activities are minor maintenance activities designed to keep the roadway in serviceable condition (e.g. mowing, cleaning, sweeping, spot repair and surface treatments such as chip seal, painting to brighten existing stripes, or interim measures) and do not change the roadway geometry or operations;
- The costs of providing accommodation for some travel modes is excessively disproportionate to the current need or anticipated future demand for those modes, with due consideration given to future users, latent demand, and the social and economic value of providing a safer and more convenient transportation system for all users;
- There is sufficient documentation that there is no feasible way to accommodate improvements for non-vehicular traffic within a project's scope; or
- There is a documented absence of current and future need.

Section 5: Design Standards

The City of Watertown shall follow and use the best and latest accepted design standards available. These standards include, but are not limited to:

- ITE Designing Walkable Urban Thoroughfares: A Context Sensitive Approach;
- AASHTO Guide for Planning, Designing and Operating Pedestrian Facilities;
- AASHTO guide for the Development of Bicycle Facilities;
- NYSDOT Highway Design Manual;
- FHWA Manual on Uniform Traffic Control Devices; and
- FHWA Lighting Handbook

In recognition of various contexts, public input and the needs of many users, a flexible, innovative and balanced approach that follows other appropriate design standards may be considered, provided that a comparable level of safety for all users is present. The standards identified above represent the most current standards at the time of this policy's adoption. As new and updated accepted standards emerge, they may be considered for City use.

Points of emphasis for this policy include, but are not limited to, traffic-calming measures, pedestrian sanctuaries and bicycle safety. However, specific design criteria shall not be purely prescriptive, but shall be based on the thoughtful application of engineering, architectural and urban design principles.

Section 6: Context Sensitivity

The City of Watertown shall implement Complete Streets solutions in a manner that is sensitive to the local context and character, aligns transportation and land use goals and recognizes that the needs of users may vary by case, community or corridor.

Context sensitivity to the community's overall surroundings, its current and planned buildings and land uses, and current and expected transportation needs must be a factor in decision-making. Context-sensitive design allows roadway decisions to be more flexible and sensitive to community values, and to better balance economic, social and environmental objectives.

Section 7: Implementation

The City of Watertown shall view Complete Streets as integral to everyday transportation decision-making practices and processes. To this end:

- The Department of Public Works, the Engineering Department, the Planning and Community Development Department and other relevant departments, agencies or committees will incorporate Complete Streets elements and principles into all existing plans, manuals, checklists decision-trees, rules, regulations and programs as appropriate (including, but not limited to the Local Waterfront Revitalization Program, Capital Program and other appropriate planning tools);
- The Department of Public Works, the Engineering Department, the Planning and Community Development Department and other relevant departments, agencies or committees will review current design standards, including subdivision regulations that apply to new roadway construction, to ensure that they reflect the best available design standards and guidelines, and effectively implement Complete Streets where feasible;
- When available, the City shall encourage professional development and training for staff on non-motorized transportation issues through attending conferences, classes seminars and workshops;
- City Staff shall identify all current and potential future sources of funding for street improvements and recommend improvements to the project selection criteria to support Complete Streets projects;
- The City shall promote inter-departmental project coordination among City departments with an interest in the activities that occur within the public right-of-way in order to better use fiscal resources;
- Every Complete Streets project shall include an educational component to ensure that all users of the transportation system understand and can safely utilize Complete Streets project elements.

- The City shall promote cooperation and collaboration between City departments and other external agencies, including NYSDOT, the Watertown Jefferson County Area Transportation Council, the City of Watertown School District, its municipal authorities, adjacent municipalities, private developers, and public and private utilities to develop facilities and accommodations that further the City's vision of a connected and integrated network.
- Within one year from the adoption of this policy, the City and the Complete Streets Committee shall adopt or create a Complete Streets checklist form to be filled out during a project review to determine compliance with this policy.
- The City shall establish a Complete Streets Committee, which shall consist of the City's ADA Coordinator, City Engineer, Superintendent of Public Works, Planning and Community Development Director, Chief of Police, or a designee appointed by any of the above department heads from within their respective departments. This committee will meet as needed to conduct project reviews and shall be responsible for preparing an annual progress report.
- During the planning and design phase of any public transportation improvement project, the Complete Streets Committee shall conduct a review of the project relating to the incorporation of Complete Streets elements and principles into the project. The review shall be made with reference to current best practices, as detailed in the design guidelines listed in Section 5, and a recommendation shall be forwarded to the City Council. If the Complete Streets Committee determines a project to be eligible for an exception from this policy, it shall follow the procedure detailed in Section 4 and forward that determination, along with documented evidence to support it, to the City Council for final approval of the exception.

Section 8: Reporting

The application of Complete Streets will be a process that requires regular evaluation to determine progress and effectiveness. To facilitate that regular evaluation, the Complete Streets Committee shall prepare a written annual progress report that measures the success of this Complete Streets Policy and present the report to City Council. The City shall also make this report publicly available. The performance measures that will be evaluated include, but are not limited to, the following:

- Linear feet of new or repaired pedestrian accommodations
- Number of new or repaired curb ramps installed along City streets
- Number of crosswalk and intersection improvements
- Number of transit facilities installed or improved
- Total miles of new bike lanes
- Number of street trees planted
- Number of traffic calming features installed
- Watertown City School District walker data
- A list of approved exceptions to this policy

SCHWERZMANN AND WISE LAW FIRM

220 STERLING STREET
CITY OF WATERTOWN, JEFFERSON COUNTY, NEW YORK

SITE PLANS FOR ASPHALT PARKING LOT OCTOBER 16, 2017

INDEX OF DRAWINGS:

- C001 - GENERAL NOTES AND INFORMATION
- C101 - SITE AND LANDSCAPE PLAN
- C102 - UTILITY AND GRADING PLAN
- PH101- PHOTOMETRICS PLAN
- C501 - SITE DETAILS
- C502 - SITE DETAILS

PREPARED BY:

PATRICK J. SCORDO, P.E.
New York State Reg. No. 089905-1



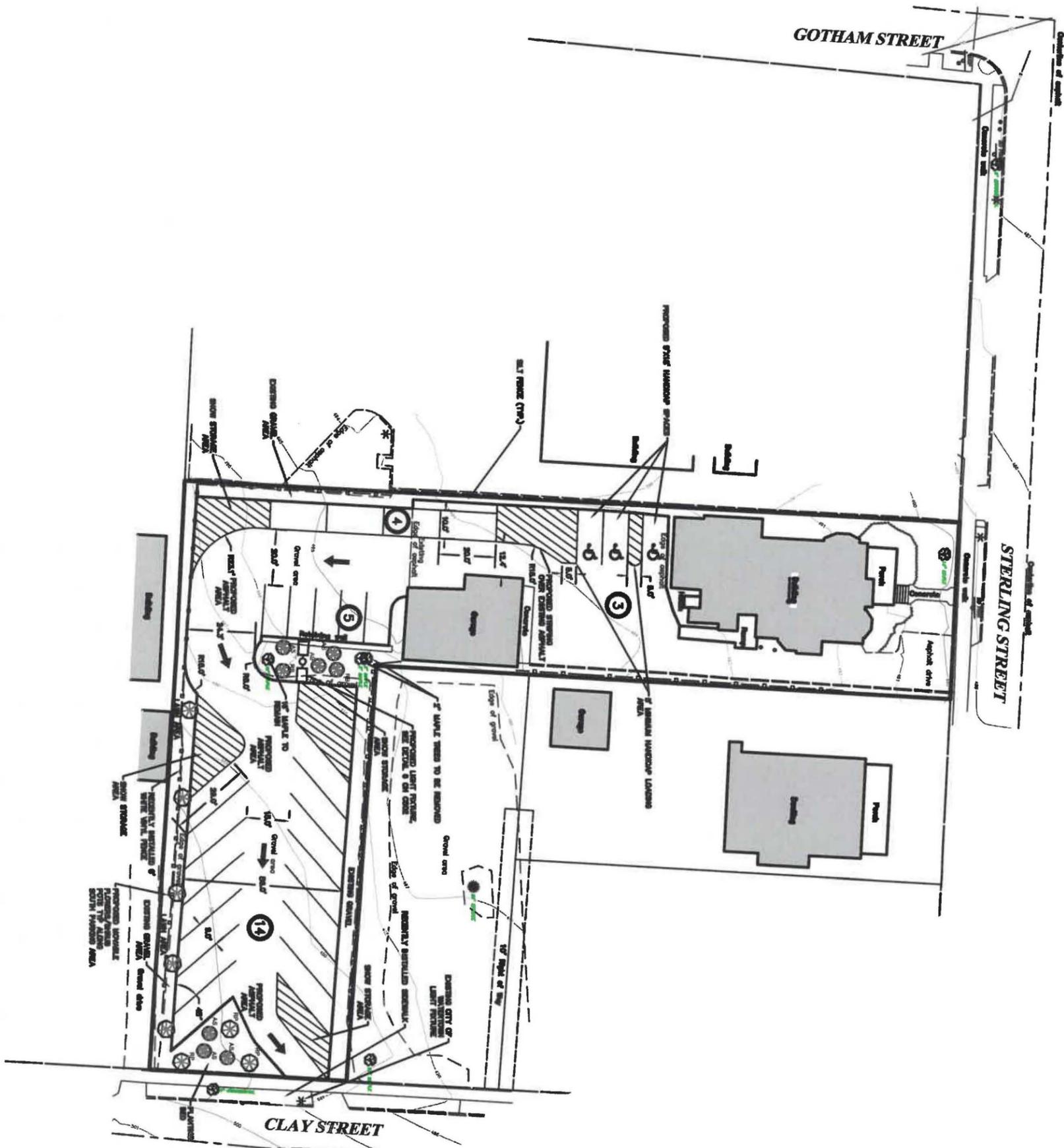
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2005-001E - 16 OCTOBER 2017
SCHWERZMANN AND WISE - SITE PLANS
STERLING STREET - CITY OF WATERTOWN, NEW YORK





SITE AND LANDSCAPE PLAN
ASPHALT PARKING LOT
SCHWERZMANN AND WISE LAW FIRM - 220 STERLING ST.
CITY OF WATERTOWN, JEFFERSON COUNTY, NY

Project No. 2005-011
 Date: 10/22/2017
 Drawn By: GJM/AMM
 Designed By: GJM/AMM
 Checked By: GJM/AMM
 Date Revis: 10/24/2017
 Drawn No.

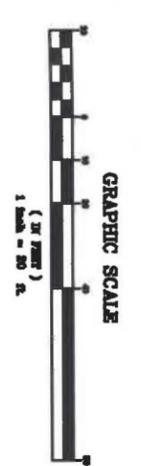
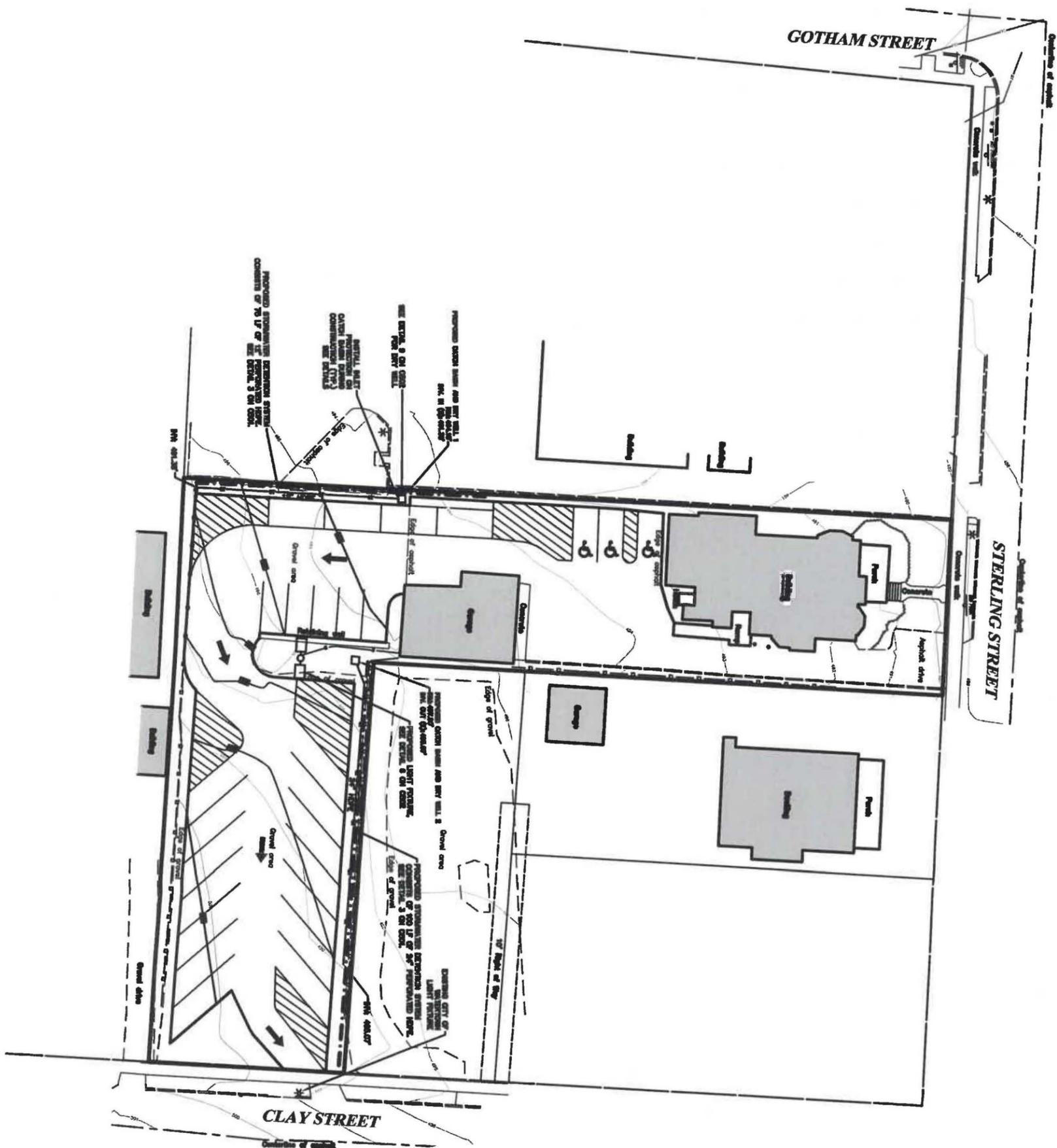
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C101



UTILITY AND GRADING PLAN
ASPHALT PARKING LOT
SCHWERZMANN AND WISE LAW FIRM - 220 STERLING ST.
CITY OF WATERTOWN, JEFFERSON COUNTY, NY

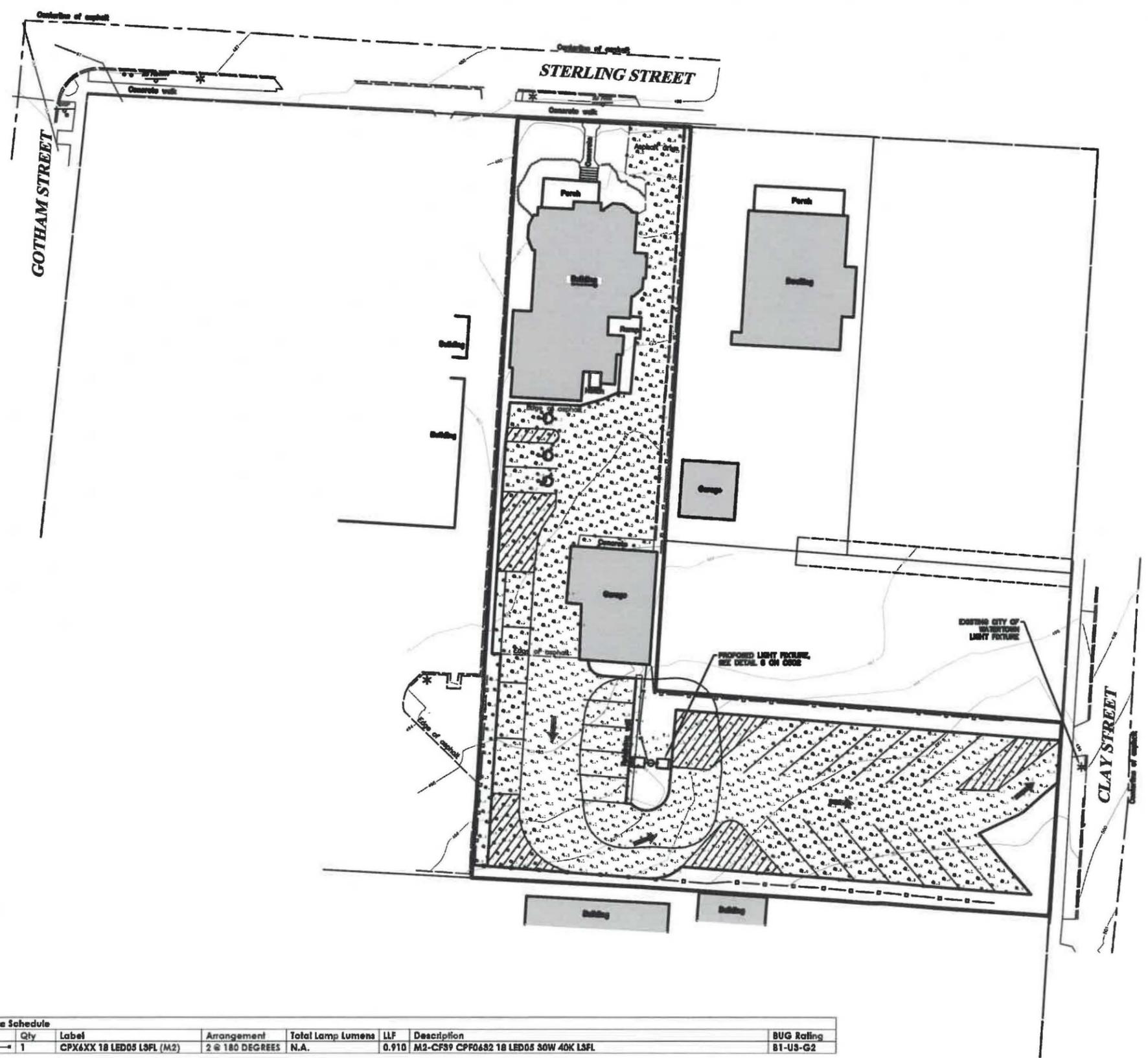
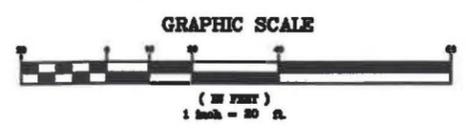
Project No: 2005-001
 As Noted
 Date: 10/15/2017
 Drawn By: GJM/ASB
 Checked By: GJM/ASB
 Date Issued: 10/15/2017
 Page No.

C102

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Luminaire Schedule						
Symbol	Qty	Label	Arrangement	Total Lamp Lumens	LLF	Description
—	1	CPX6XX 18 LED05 L3FL (M2)	2 @ 180 DEGREES	N.A.	0.910	M2-CFS9 CPF0482 18 LED05 30W 40K L3FL
						BUG Rating
						B1-US-G2

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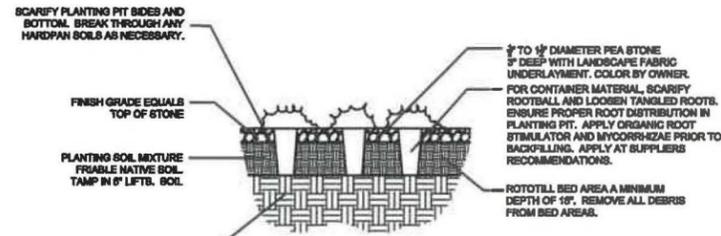


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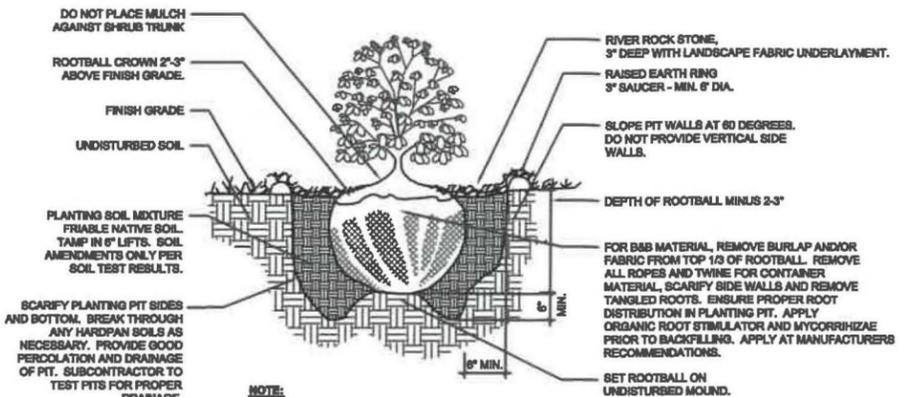
PHOTOMETRICS PLAN
ASPHALT PARKING LOT
SCHMERZMANN AND WISE LAW FIRM - 220 STERLING ST.
CITY OF WATERTOWN, JEFFERSON COUNTY, NY

Project No: 2005-001
Scale: As Noted
Date: 10/12/2017
Drawn By: GFB/MSB
Designed By: GFB/MSB
Checked By:
Date Issued: 10/18/2017
Draw. No.

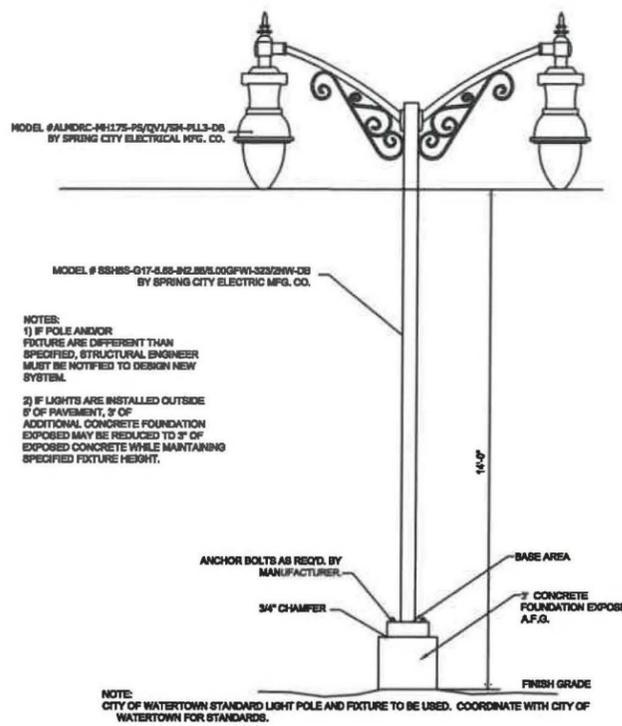
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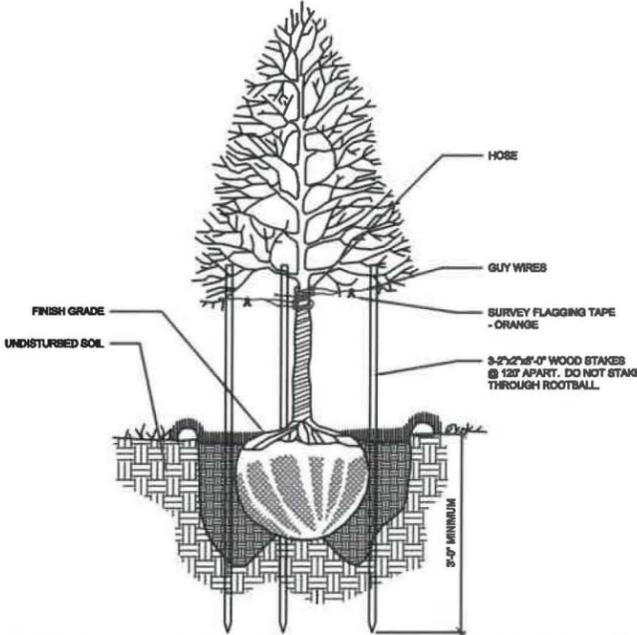
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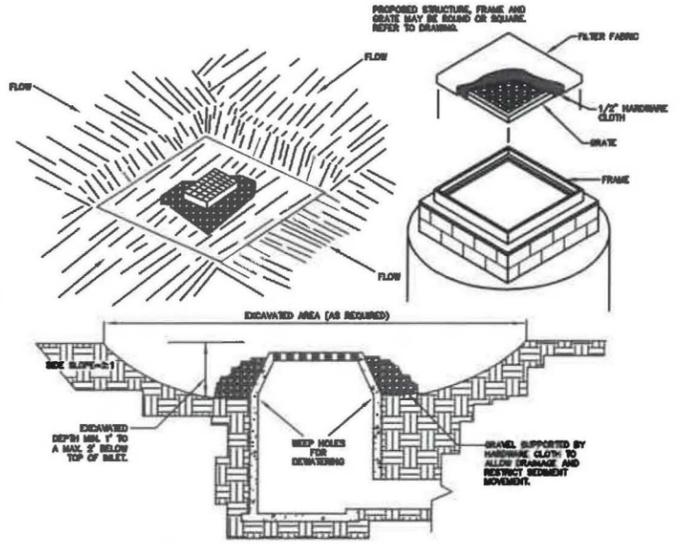
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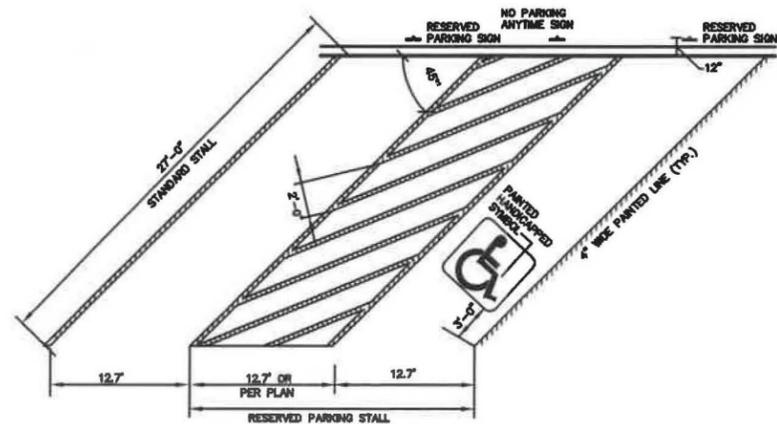
7 LIGHT POLE DETAIL
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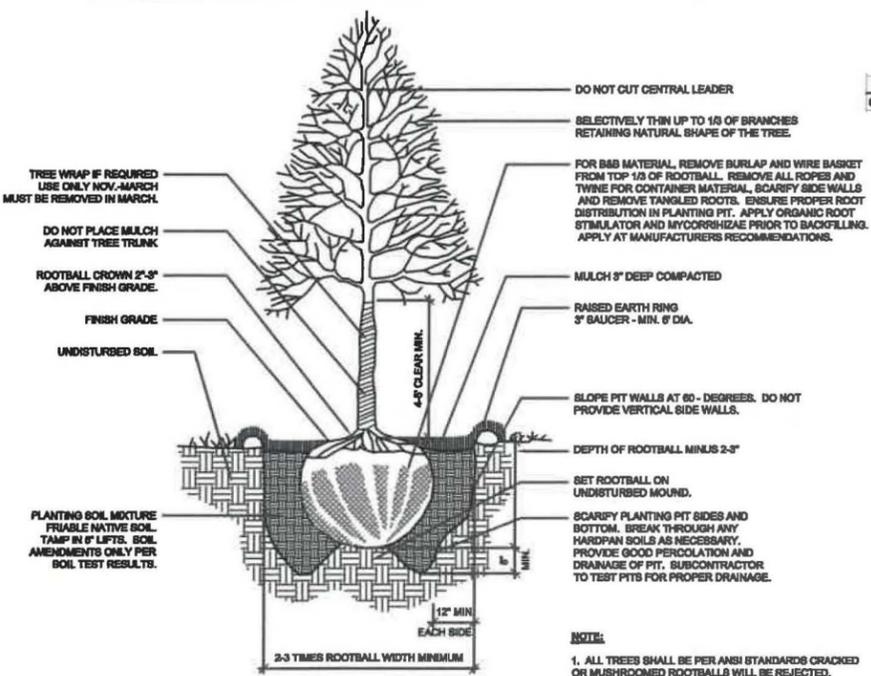
2 TREE STAKING DETAIL
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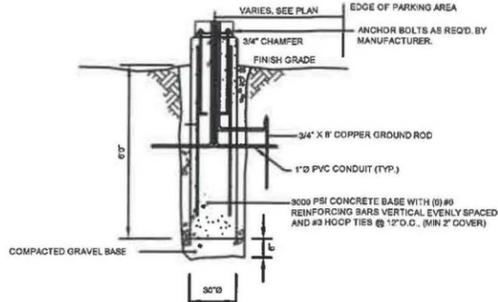
5 EXCAVATED DROP INLET PROTECTION
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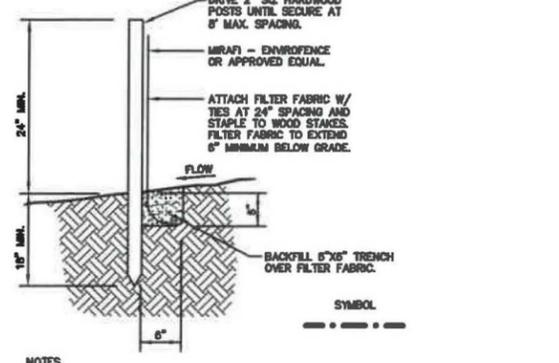
8 ANGLED PARKING STALL MARKINGS
C502 NOT TO SCALE SW136-01



3 TREE PLANTING DETAIL
C502 NOT TO SCALE



6 TYPICAL LIGHT POLE/BASE DETAIL
C502 NOT TO SCALE



9 TYPICAL SILTATION FENCE DETAIL
C502 NOT TO SCALE D120-01

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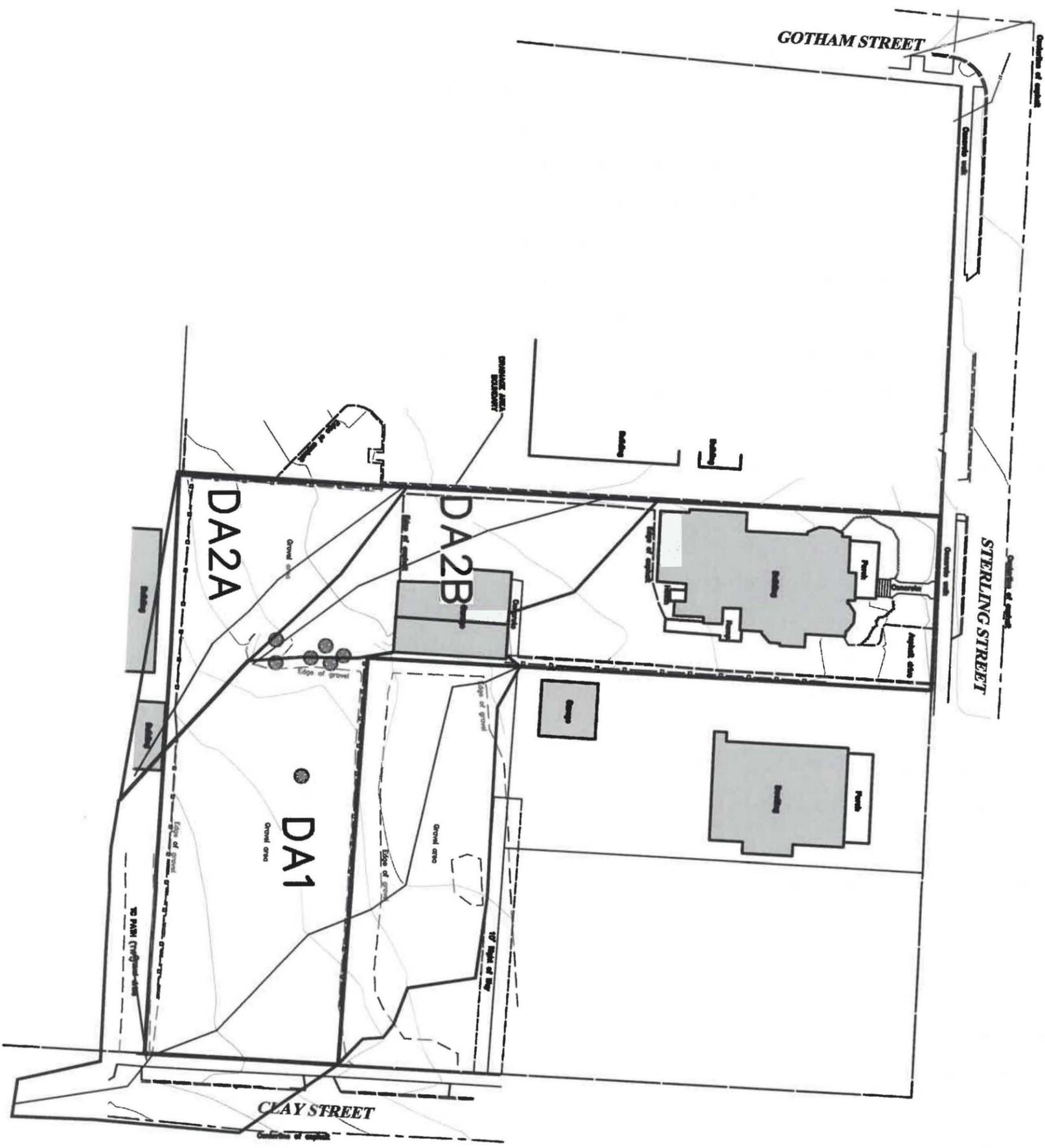


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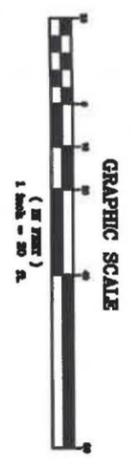
SITE DETAILS
ASPHALT PARKING LOT
SCHWERTZMANN AND WISE LAW FIRM - 220 STERLING ST.
CITY OF WATERTOWN, JEFFERSON COUNTY, NEW YORK

Project No: 2006-001
Scale: AS NOTED
Date: 10/13/2017
Drawn By: GFBKMB
Designed By: GFBKMB
Checked By:
Date Issued: 10/16/2017
Drwg. No.

C502



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EXISTING DRAINAGE
ASPHALT PARKING LOT
SCHWERZMANN AND WISE LAW FIRM - 220 STERLING ST.
CITY OF WATERTOWN, JEFFERSON COUNTY, NY

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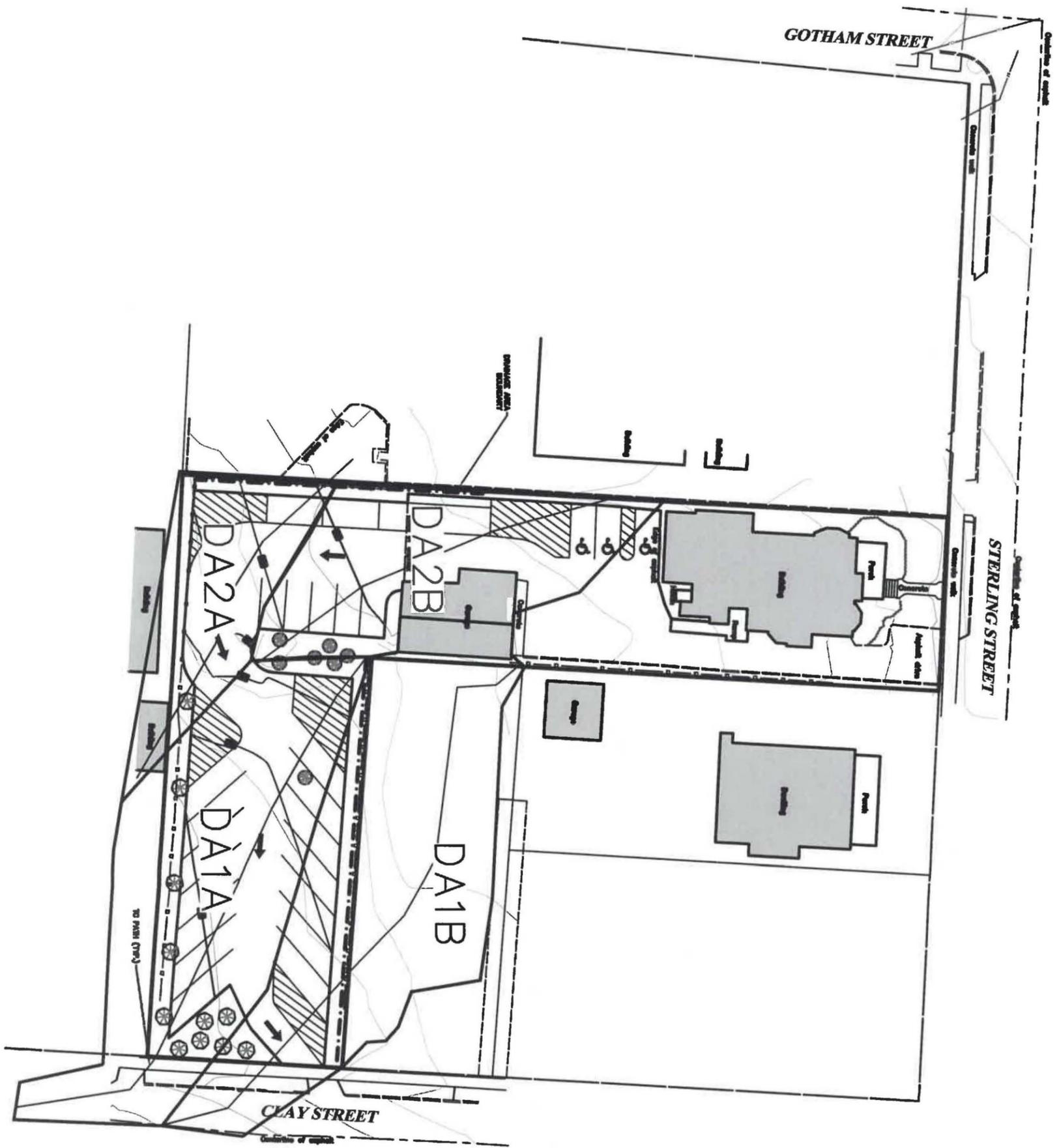


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DX1

Project No. 2005-001
 As Noted
 Date: 10/19/2017
 Drawn By: GY/AMB
 Designed By: GY/AMB
 Checked By:
 Date Issued: 10/19/2017
 Page 10A



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PROPOSED DRAINAGE

ASPHALT PARKING LOT
SCHWERZMANN AND WISE LAW FIRM - 220 STERLING ST.
CITY OF WATERTOWN, JEFFERSON COUNTY, NY



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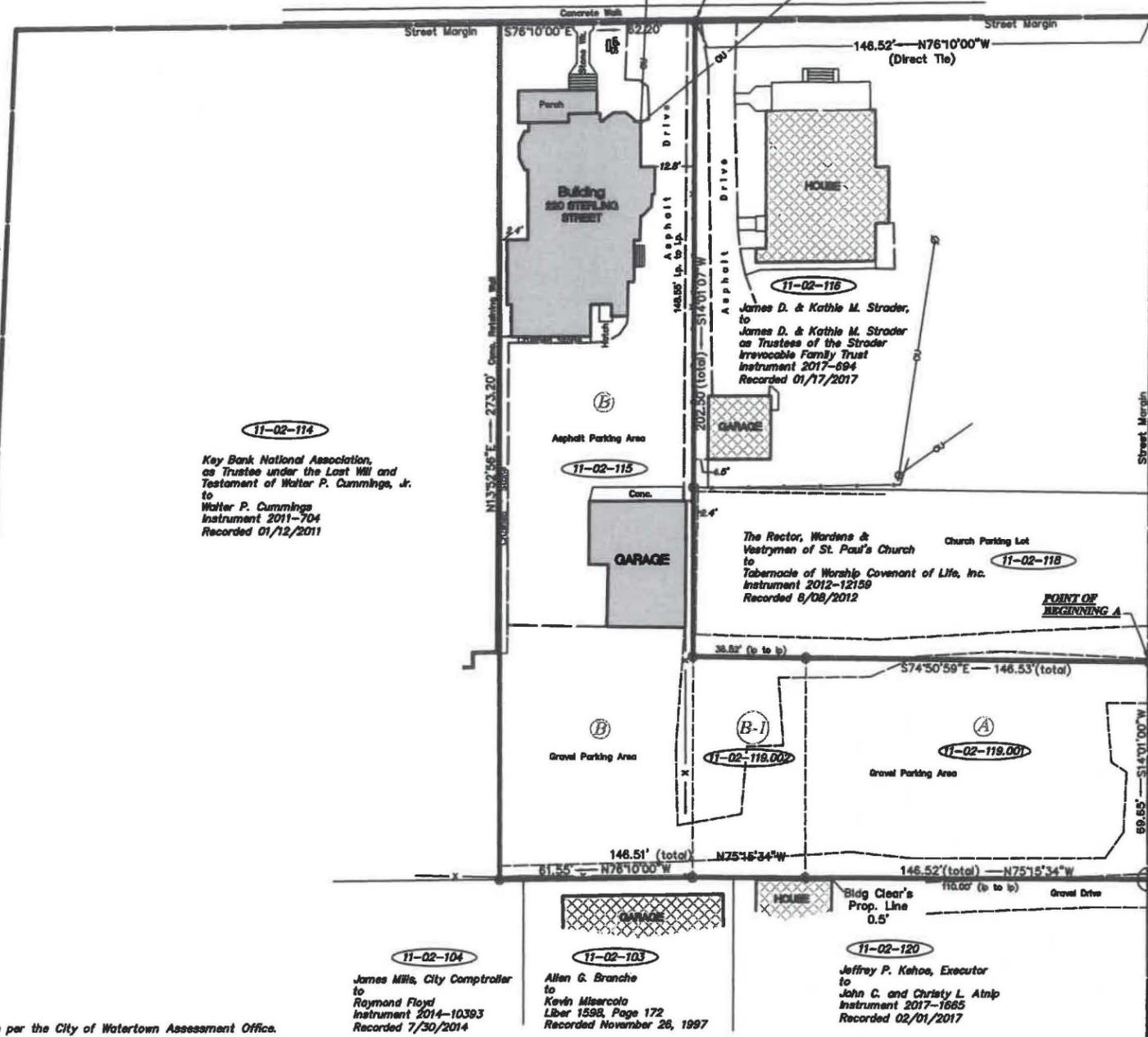
DP1

Project No. 2005-001
 As Noted
 Date 10/13/2017
 Drawn By GFB
 Checked By GFB
 Date Issued 10/14/2017
 Drawn By GFB



GOTHAM STREET
Street Margin

STERLING STREET



11-02-114
Key Bank National Association,
as Trustee under the Last Will and
Testament of Walter P. Cummings, Jr.
to
Walter P. Cummings
Instrument 2011-704
Recorded 01/12/2011

11-02-116
James D. & Kathie M. Strader,
to
James D. & Kathie M. Strader
as Trustees of the Strader
Irrevocable Family Trust
Instrument 2017-694
Recorded 01/17/2017

11-02-118
The Rector, Wardens &
Vestrymen of St. Paul's Church
to
Tabernacle of Worship Covenant of Life, Inc.
Instrument 2012-12159
Recorded 8/08/2012

11-02-104
James Mills, City Comptroller
to
Raymond Floyd
Instrument 2014-10393
Recorded 7/30/2014

11-02-103
Allen G. Branche
to
Kevin Misarcola
Liber 1598, Page 172
Recorded November 26, 1997

11-02-120
Jeffrey P. Kehoe, Executor
to
John C. and Christy L. Atup
Instrument 2017-1665
Recorded 02/01/2017

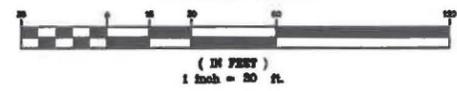
NOTES:

- All adjoiners are per the City of Watertown Assessment Office.
- Subject parcels are City of Watertown Assessment Parcels No. 11 - 02 - 115, 11 - 02 - 119.001 & 11 - 02 - 119.002.
- Underground facilities, structures and utilities have not been plotted. There may be underground facilities, structures and utilities, the existence of which is presently not known and therefore not shown on this map. This map was in no way created for or is to be used for construction purposes.

Prior to any construction contact Underground Facilities Protective Organization, (UFPD) at 1-800-962-7962 for exact location of all underground utilities.

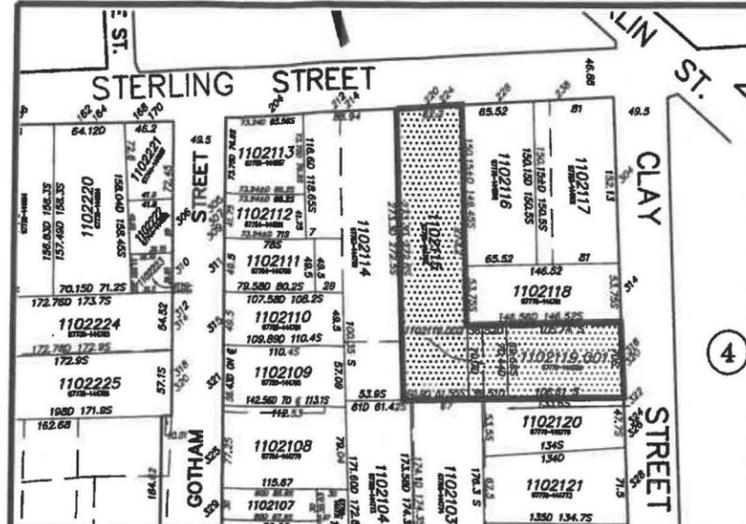
4. The lands shown hereon are subject to any rights, restrictions, easements or covenants of record, expressed or implied by usage or custom.

GRAPHIC SCALE



LEGEND:

- ⊙ - 1/2" IRON PIPE WITH CAP SET
- - IRON PIPE FOUND (As Noted)
- ∅ - UTILITY POLE
- OU— OVERHEAD UTILITY LINES
- x—x— FENCE LINE
- — — — — PARCEL LINE
- 11-02-115 - ASSESSMENT PARCEL NUMBER



PROJECT LOCATION MAP
NOT TO SCALE

DEED REFERENCES

Parcel A
320 Clay Street LLC by William P. Plante
to
GYMO Architecture, Engineering & Land Surveying, DPC
Instrument Number 2015-11258
Recorded July 29, 2015

Parcel B
Stephen Yausi
to
Gozalkowski, Yausi, Moncrief & Oley,
Architecture, Engineering & Land Surveying, P.C.
Liber 1305 Page 333
Recorded June 23, 1992

Parcel B-1
320 Clay Street LLC by William P. Plante
to
GYMO Architecture, Engineering & Land Surveying, P.C.
Instrument Number 2005-3348
Recorded March 07, 2005

Total Area = 8.624 Acres (37185 Sq. Ft.)

ABSTRACT REFERENCES

Parcel A & Parcel B-1
Black River Abstract Corporation
Abstract of Title No. 78810
Last Dated 7/14/2017

Parcel B
Black River Abstract Corporation
Abstract of Title No. 78811
Last Dated 7/14/2017



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ONLY BOUNDARY SURVEY MAPS WITH THE SURVEYOR'S SEAL AND ORIGINAL SIGNATURE ARE GENUINE TRUE AND CORRECT COPIES OF THE SURVEYOR'S ORIGINAL WORK AND OPINION.

SURVEY MAP of the LAND at
220 STERLING STREET
& 318-320 CLAY STREET
PREPARED for 220 STERLING LLC

CITY of WATERTOWN COUNTY of JEFFERSON STATE of NEW YORK

File No.: 92-177a.01
Scale: 1" = 30'
Drawn By: GFA
Checked By:
Date: 8/07/2017

Drwg. No.
01



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Revisions:
Survey: 6/12/15, 5/9/17

October 31, 2017

To: The Honorable Mayor and City Council

From: Jennifer L. Voss, Senior Planner

Subject: Finding that Construction of a Splash Pad in John C. Thompson Park Will Not Have a Significant Negative Impact on the Environment

The City has been awarded \$50,000 from the State and Municipal Facilities Program (SAM) for the construction of a splash pad in Thompson Park through the efforts of Senator Patty Ritchie. SAM is administered by Dormitory Authority of the State of NY (DASNY).

The splash pad will consist of ground sprays and various above ground water features, using the same color scheme as the new playground. The construction of the pad is an action that requires review pursuant to the State Environmental Quality Review Act (SEQRA).

The most pertinent environmental issue for this project is its potential impact on the character or quality of an important historic resource. The DASNY grant required consultation with the State Historic Preservation Office (SHPO). A copy of the response is attached for the Council's consideration during its environmental review.

As the Council will note, the answer to Question 15 indicates that the site contains an endangered or threatened species or an identified habitat of an endangered or threatened species. When completing the Short EAF for the project, the online EAF mapping tool on the New York State Department of Environmental Conservation (DEC) website automatically checks this box "yes" for any property in the City due to our proximity to the habitats of the Indiana Bat (Endangered) and the Northern Long-Eared Bat (Threatened). However, the proposed project does not include the cutting or disturbance of any trees, so it will not reduce or degrade any habitat used by either species.

Documentation that a SEQRA review has been completed must be submitted to DASNY. The proposed project is an Unlisted Action, allowing the use of a Short Environmental Assessment Form. Part 1 of the form has been completed for the Council's use. The Council must complete Part 2, and Part 3 if necessary. The resolution prepared for City Council consideration states that the proposed splash pad project will not have a significant negative impact on the environment.

RESOLUTION

Page 1 of 1

Finding That Constructing a Splash Pad in John C. Thompson Park Will Not Have a Significant Negative 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, Joseph M. Jr.

Total

YEA	NAY

Introduced by

WHEREAS the City Council of the City of Watertown, New York, is constructing a splash pad in John C. Thompson Park, located north west of the existing pool, and

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

WHEREAS the proposed project will constitute such an action, and

WHEREAS the City Council has determined that the proposed project is an “Unlisted Action” 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 project will have a significant effect on the environment, Part 1 of a Short Environmental Assessment Form has been prepared by Staff, a copy of which is attached and made part of this resolution,

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

1. Based upon its examination of the Environmental Assessment Form, in comparison with the proposed action with the criteria set forth in 6NYCRR Section 617.7, no significant impact on the environment is known and the approval of the proposed project will not have a significant negative 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



Parks, Recreation, and Historic Preservation

ANDREW M. CUOMO
Governor

ROSE HARVEY
Commissioner

October 20, 2017

Ms. Jennifer Voss
Senior Planner
City of Watertown
245 Washington ST
Watertown, NY 13601

Re: DASNY
Splash Pad Project
Thompson Park, Watertown, Jefferson County, NY
17PR01171

Dear Ms. Voss:

Thank you for requesting the comments of the Office of Parks, Recreation and Historic Preservation (OPRHP). We have reviewed the project in accordance with the New York State Historic Preservation Act of 1980 (Section 14.09 of the New York Parks, Recreation and Historic Preservation Law). These comments are those of the Division for Historic Preservation and relate only to Historic/Cultural resources. They do not include potential environmental impacts to New York State Parkland that may be involved in or near your project. Such impacts must be considered as part of the environmental review of the project pursuant to the State Environmental Quality Review Act (New York Environmental Conservation Law Article 8) and its implementing regulations (6 NYCRR Part 617).

Based upon this review, it is the OPRHP's opinion that your project will have No Adverse Impact upon cultural resources in or eligible for inclusion in the State and National Register of Historic Places.

If you have any questions or concerns I can be reached at 518-268-2160 or dan.bagrow@parks.ny.gov.

Sincerely,

Daniel A. Bagrow
Scientist (Archaeology)

Division for Historic Preservation

P.O. Box 189, Waterford, New York 12188-0189 • (518) 237-8643 • www.nysparks.com

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: Construction of a Splash Pad in Thompson Park			
Project Location (describe, and attach a location map): John C. Thompson Park			
Brief Description of Proposed Action: The project includes the construction of an approximately 5,000 square foot splash pad at Thompson Park, adjacent to the existing pool. The splash pad will consist of ground sprays and above ground water features, all connected to water and sewer facilities already present in the park.			
Name of Applicant or Sponsor: City of Watertown		Telephone: 315-785-7730	
		E-Mail: jvoss@watertown-ny.gov	
Address: 245 Washington Street			
City/PO: Watertown		State: NY	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 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: DASNY grant funding			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
3.a. Total acreage of the site of the proposed action?		.7 acres	
b. Total acreage to be physically disturbed?		.7 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		355 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 checked="" 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 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>_____</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>_____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p>		
<p>Applicant/sponsor name: <u>Jennifer L. Voss</u></p>		<p>Date: <u>October 31, 2017</u></p>
<p>Signature: <u><i>Jennifer Voss</i></u></p>		

Agency Use Only [If applicable]

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:	<input type="checkbox"/>	<input type="checkbox"/>
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.

Name of Lead Agency	Date
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

Res No. 17

November 6, 2017

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

Over the years, the City of Watertown has used the facilities owned by National Grid to display the City's holiday decorations. In support of this initiative, National Grid has forwarded, for City Council approval, a Pole Attachment Agreement that provides the policies and procedures regarding the placement of decorative attachments to their utility poles. This is being introduced this evening as we have just received the contract from National Grid. The contract term begins November 7, and we felt it necessary to bring this before Council before the next meeting.

Under the terms of this contract, the City of Watertown is charged for the energy consumed. While the contract term is from November 7, 2017 through January 31, 2018, the lights will only be energized from 7:00 p.m. on December 1, 2017 through 4:00 p.m. on January 2, 2018.

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

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

RESOLUTION

Page 1 of 1

Approving Pole Attachment Agreement,
National Grid

Council Member 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 display holiday decorations throughout the community, and

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

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

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

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

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

Seconded by

	MEMORANDUM Dept. Public Works	E.P. Hayes
		Superintendent
		Date: 11-02-17
		Ref: PW 025-17
To:	Sharon Addison, City Manager	
Subject:	Holiday Decorations National Grid Pole Attachment Agreement	

Attached for your review and City Council approval is the proposed 2017-2018 National Grid Pole Attachment Agreement. This standard agreement addresses two specific issues, the first being an indemnification agreement protecting National Grid from any damage sustained to or by their poles due to the attachment of the City's holiday decorations; the second, provides a means, by way of the summary attachment, of quantifying the power to be consumed based upon prior lamp inventory and this years energized/de-energized schedule.

As you will note this agreement is similar to what was authorized last year with National Grid identifying the decoration attachment period as running from November 7th through January 31st and the energized period as running from 7:00 p.m. on Friday, December 1st through 4:00 p.m. on Tuesday, January 2nd.

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

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

Gene

cc: Peter Monaco, Assistant Superintendent of Public Works
Ralph Green, Electric Department Crew Chief
Mike Lumbis, City Planner

DPW files:

Christmas Decorations, 2017/2018
National Grid: Pole Attachment Agreement

Date_____

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

RE: Pole Attachment Agreement

Dear Sirs/Madams:

In consideration of your permitting the City of Watertown, New York, hereinafter called licensee, and/or its contractor, to attach street decorations to your electric poles or other facilities in the City of Watertown, New York, during the period from Tuesday, November 7, 2017 to Wednesday, January 31, 2017, the Licensee, hereby agrees to defend, protect and save harmless Niagara Mohawk Power Corporation, its successors, assigns, officers and employees from all injury and damage to its or their property or persons and from and against any and all claims, demands, orders, injuries, damages, proceedings, suits, actions, judgments, and liabilities of every kind and nature, including but not limited to attorneys fees, arising out of, or resulting at any time hereafter from the attachment, maintenance or removal of said decorations to any and all poles and other fixtures, facilities or properties owned or used by Niagara Mohawk Power Corporation in said City of Watertown, New York.

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

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

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

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

OR

Combined Single Limit - \$1,000,000

OR

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

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

Very truly yours,

Sharon Addison, City Manager

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

NIAGARA MOHAWK POWER CORPORATION

By: _____

Date: _____

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

Revised: August 28, 1995

November 3, 2017

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

Dear Mr. Hayes:

Re: Attachments to National Grid Poles

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

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

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

Your written request should include the following:

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

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

Page 2
Holiday Decorations

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

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

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

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

Best wishes for a safe and happy holiday season. If you have any questions, please feel free to contact me or your Consumer Representative, Jennifer Egeberg, at 315-785-7331.

Sincerely,

Jerry

Gerald J. Haenlin, Manager
Community and Customer Management

Enclosure



Holiday Streetlight Decoration Schedule

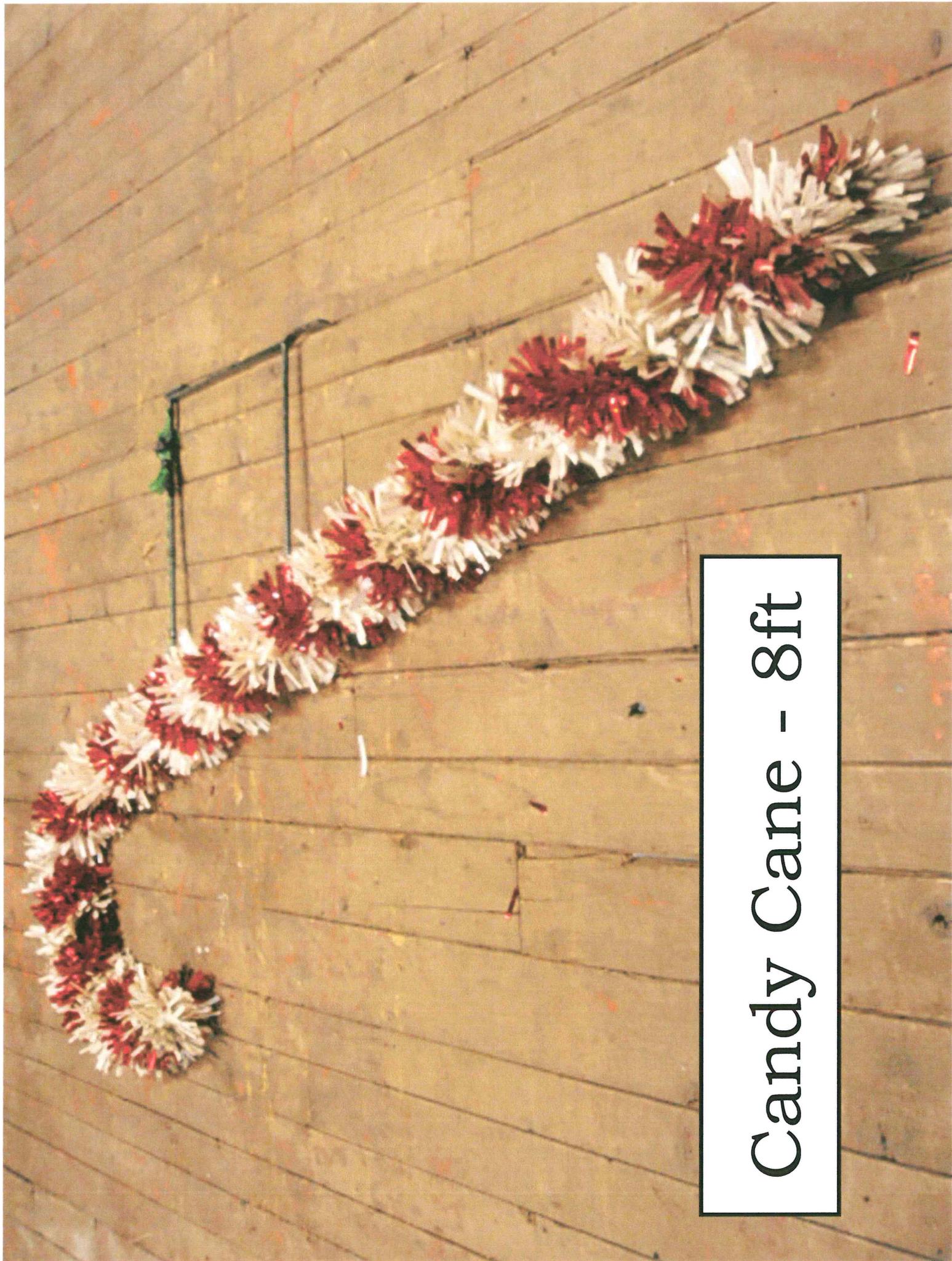
All City Holiday decorations described in this schedule will be lighted at 7:00 P.M. on Friday, December 1, 2017 as part of the Christmas Parade/Tree Lighting Ceremony. The decorations will remain energized through 4:00 P.M. on Tuesday, January 2, 2017. Those lights equipped with timers will operate for 8 hours each day, being lit from 4:00 P.M. until 12:00 mid-night.

INSTALLED INVENTORY

Type of Decoration	Quantity
Candy Cane 6ft	27
Candy Cane 8ft - Lighted	23
Christmas Z-Tree - Lighted	15
Christmas Tree - Unlighted	3
Snowflake - Lighted	21
Wreath 4ft	25
Wreath 5ft - Lighted	14
LED Light Strings (3 Strands/Pole)	33
Christmas Banners (Green)	10
Christmas Banners (Red)	10
Outdoor Mechanical Timers	44
	225



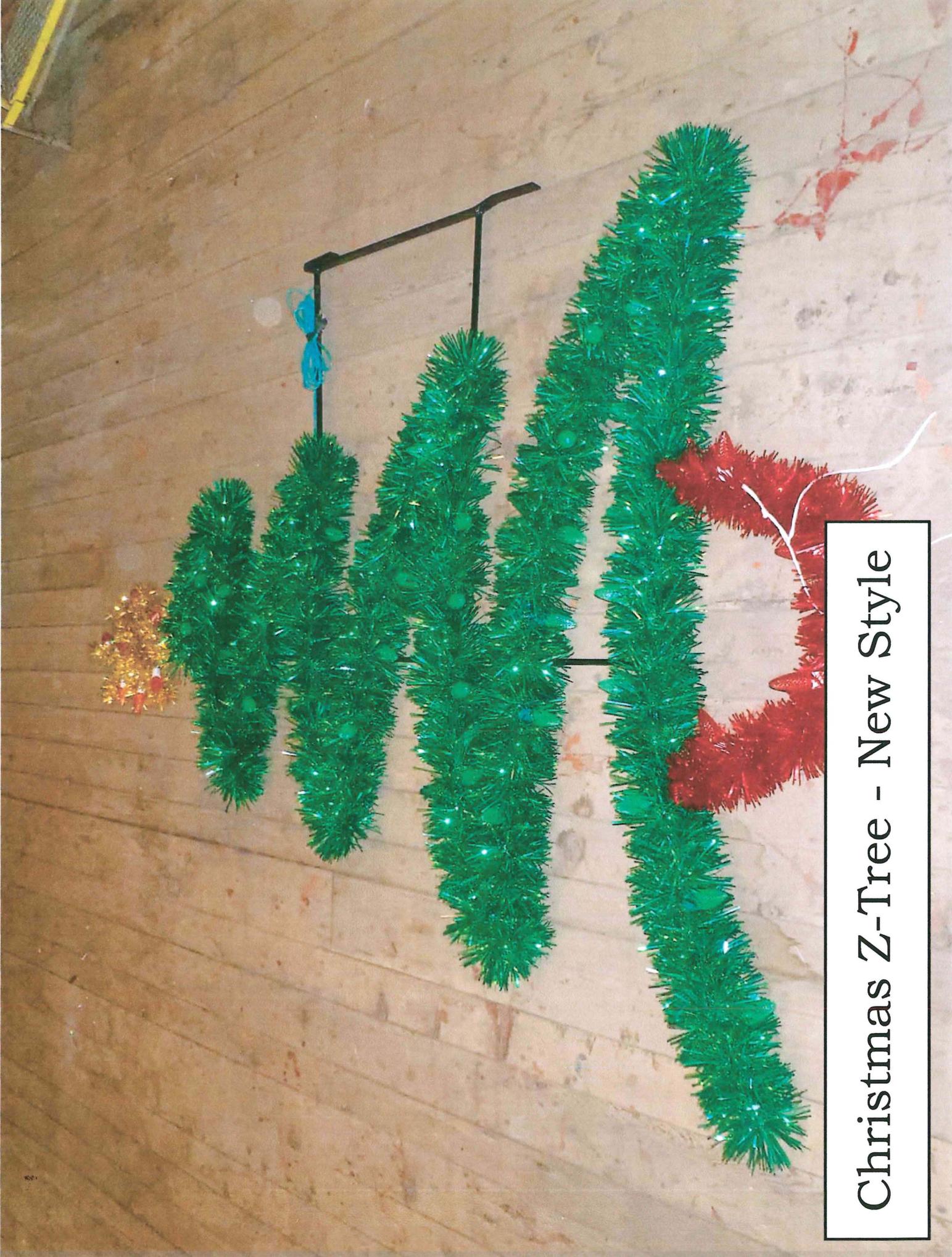
Candy Cane - 6ft



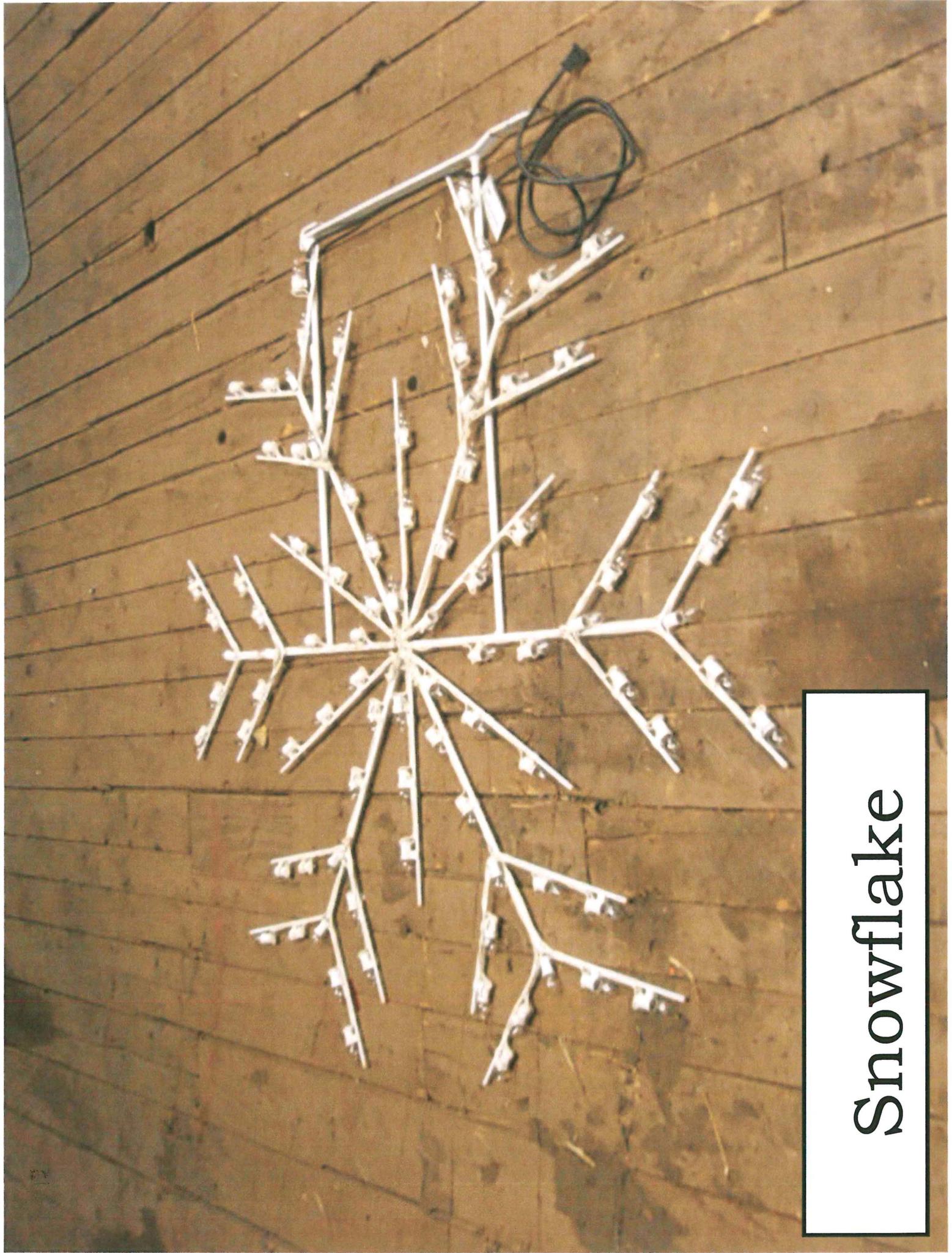
Candy Cane - 8ft



Christmas Z-Tree



Christmas Z-Tree - New Style



Snowflake



Wreath - 4ft



Wreath - 5ft

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

SKU 9207192 | 843518020883

\$ 5.99

Product Details:

50 lights

Warm white

Indoor/outdoor use

3.5" spacing between bulbs

Green cord

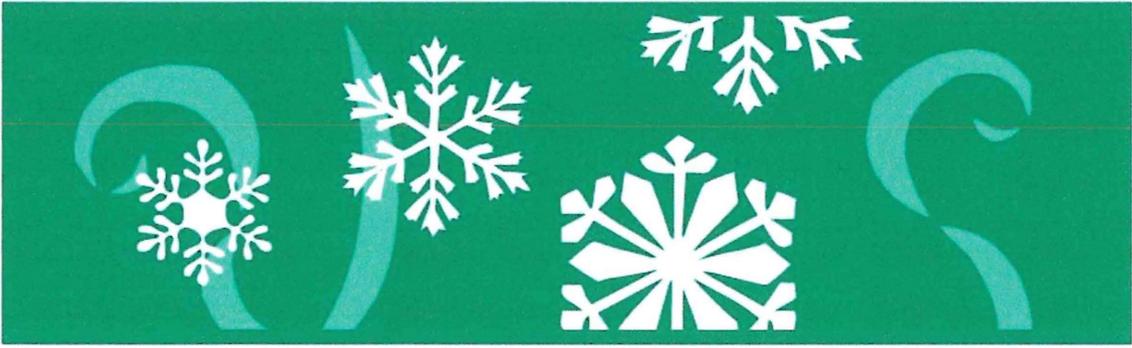
Approximately 14' lighted length

25,000 hour bulbs

Connect up to 43 strings of the same set



LED Light Strings



Christmas Banners

Outdoor Mechanical Timers

Model 49382US and 59382 Daily Mechanical Timer

Instructions

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

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

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

DO NOT SUBMERGE IN WATER.

DO NOT EXCEED RATED CAPACITY.

Use a 3 conductor, GFCI-protected outlet.

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

SPECIFICATIONS

8' 14/3 SJTW cord

125V / 60Hz

15A / 1875W Resistive (general purpose)

4A / 500W Tungsten (lighting)

5A / 625VA Fluorescent (ballast)

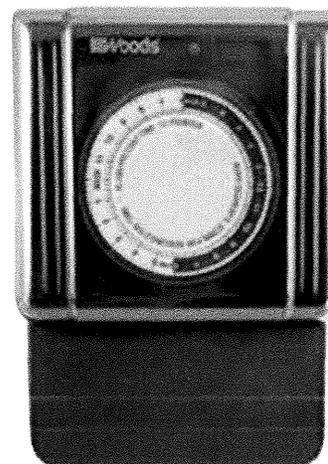
15FLA, 90LRA



Coleman Cable, Inc.
Waukegan, IL 60085

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Holiday Streetlight Decoration Schedule

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

Note: Decoration lights that are operated on timers will be on for 8 hours each day.

On those decorations, the lights will be lit from 4:00 p.m. until 12:00 a.m.



Holiday Streetlight Decoration Schedule

Street Light ID	Street ID	Location Description	Style	Type of Decoration	Lights	Wattage Requirement	Power Supply	On Timer
24	Coffeen Street	Southwest Side	Aluminum Poles	None	No	N/A	Un-Metered	No
6S 16	Court Street	Northeast Side	Aluminum Poles	None	No	N/A	Un-Metered	No
6S 15	Court Street	Northeast Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 17	Court Street	Southwest Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 14	Court Street	Southwest Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 18G	Court Street	Southwest Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 19	Court Street	Southwest Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 13	Court Street	Northeast Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 20	Court Street	Southwest Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 12	Court Street	Northeast Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 21	Court Street	Southwest Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 11	Court Street	Northeast Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 10	Court Street	Northeast Side	Aluminum Poles	None	No	N/A	Un-Metered	No
6S 9	Court Street	Northeast Side	Aluminum Poles	None	No	N/A	Un-Metered	No
1	Franklin Street	Southwest Side	Streetscape Ornamental	None	No	N/A	Un-Metered	No
1A?	Franklin Street	Northeast Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
2	Franklin Street	Southwest Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
3	Franklin Street	Northeast Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
4	Franklin Street	Southwest Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
5	Franklin Street	Northeast Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
6	Franklin Street	Southwest Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
7	Franklin Street	Northeast Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
9	Franklin Street	Northeast Side	Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
10	Franklin Street	Northeast Side	Aluminum Poles	None	No	N/A	Un-Metered	No
11	Franklin Street	Southwest Side	Ornamental	None	No	N/A	Un-Metered	No
12	Franklin Street	Northeast Side	Ornamental	None	No	N/A	Un-Metered	No
13	Franklin Street	Southwest Side	Ornamental	None	No	N/A	Un-Metered	No
14	Franklin Street	Northeast Side	Ornamental	None	No	N/A	Un-Metered	No
15	Franklin Street	Southwest Side	Ornamental	None	No	N/A	Un-Metered	No
16	Franklin Street	Southwest Side	Ornamental	None	No	N/A	Un-Metered	No
17	Franklin Street	Northeast Side	Ornamental	None	No	N/A	Un-Metered	No
2	Mill Street	Interior Traffic Island	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
1	Mill Street	Exterior Perimeter - West Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
4	Mill Street	Exterior Perimeter - West Side	Aluminum Poles	None	No	N/A	Un-Metered	No
2-43	Mill Street	Exterior Perimeter - East Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
2-2	Public Square	Exterior Perimeter - East Side	Streetscape Ornamental	Christmas Tree	Lights	70 watts (50 C9 LED lamps)	Un-Metered	Yes
3	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	70 watts (50 C9 LED lamps)	Un-Metered	Yes
4	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
5	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
6	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
7	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
8	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
2-34A	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	70 watts (50 C9 LED lamps)	Un-Metered	Yes

Note: Decoration lights that are operated on timers will be on for 8 hours each day.

On those decorations, the lights will be lit from 4:00 p.m. until 12:00 a.m.



Holiday Streetlight Decoration Schedule

Street Light ID	Street ID	Location Description	Style	Type of Decoration	Lights	Wattage Requirement	Power Supply	On Timer
2-35	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
2-13	Public Square	Exterior Perimeter - West Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
2-14	Public Square	Exterior Perimeter - West Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
2-15?	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	70 watts (50 C9 LED lamps)	Un-Metered	Yes
2-16	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
2-17	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
2-6	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
2-5	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
2-4	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
2-3	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	70 watts (50 C9 LED lamps)	Un-Metered	Yes
1A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Red Banners	No	N/A	Un-Metered	No
2A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	None	No	N/A	Un-Metered	No
3A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Green Banners	No	N/A	Un-Metered	No
4A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Red Banners	No	N/A	Un-Metered	No
5A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Green Banners	No	N/A	Un-Metered	No
6A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Red Banners	No	N/A	Un-Metered	No
7A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Green Banners	No	N/A	Un-Metered	No
8A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Red Banners	No	N/A	Un-Metered	No
9A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Green Banners	No	N/A	Un-Metered	No
10A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Red Banners	No	N/A	Un-Metered	No
11A	Public Square	Interior Main Island - Interior	Streetscape Ornamental	Green Banners	No	N/A	Un-Metered	No
3	Washington Street	Interior Traffic Island	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	No
9-60	Washington Street	Interior Traffic Island	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	No
2-10	Washington Street	Interior Traffic Island	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	No
9	Washington Street	West Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	No
9-1	Washington Street	East Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	No
9-2	Washington Street	West Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	No
5	Washington Street	East Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	No
6	Washington Street	East Side	Ornamental	LED String	Lights	TBD	Un-Metered	No
6A?	Washington Street	West Side	New Style Ornamental	None	No	N/A	Un-Metered	No
7	Washington Street	East Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
8	Washington Street	West Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
9	Washington Street	East Side	Ornamental	LED String	Lights	TBD	Un-Metered	No
10	Washington Street	West Side	Ornamental	LED String	Lights	TBD	Un-Metered	No
11	Washington Street	East Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
12	Washington Street	West Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
13	Washington Street	East Side	Ornamental	LED String	Lights	TBD	Un-Metered	No
14	Washington Street	West Side	New Style Ornamental	None	No	N/A	Un-Metered	No
15	Washington Street	East Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
16	Washington Street	West Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
17	Washington Street	East Side	Ornamental	LED String	Lights	TBD	Un-Metered	No
18	Washington Street	West Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
19	Washington Street	East Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No

Note: Decoration lights that are operated on timers will be on for 8 hours each day.

On those decorations, the lights will be lit from 4:00 p.m. until 12:00 a.m.



Holiday Streetlight Decoration Schedule

Street Light ID	Street ID	Location Description	Style	Type of Decoration	Lights	Wattage Requirement	Power Supply	On Timer
20	Washington Street	West Side	Ornamental	LED String	Yes	TBD	Un-Metered	No
21	Washington Street	East Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
22	Washington Street	West Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
23	Washington Street	East Side	Ornamental	LED String	Yes	TBD	Un-Metered	No
24	Washington Street	West Side	Ornamental	LED String	Yes	TBD	Un-Metered	No
25	Washington Street	East Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
26	Washington Street	West Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
27	Washington Street	East Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
28	Washington Street	West Side	Ornamental	LED String	Yes	TBD	Un-Metered	No
29	Washington Street	East Side	Ornamental	LED String	Yes	TBD	Un-Metered	No
30	Washington Street	West Side	Ornamental	LED String	Yes	TBD	Un-Metered	No
31	Washington Street	West Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
1	State Street	South Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
2	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
3	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
4	State Street	South Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
5	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
6	State Street	South Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
7	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
8	State Street	South Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
9	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
10	State Street	South Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
11	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
12	State Street	South Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
13	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
14	State Street	South Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
15	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
16	State Street	South Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
17	State Street	North Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
18	State Street	South Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	N/A
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	N/A
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	N/A
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	N/A
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	N/A
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	N/A

Note: Decoration lights that are operated on timers will be on for 8 hours each day.

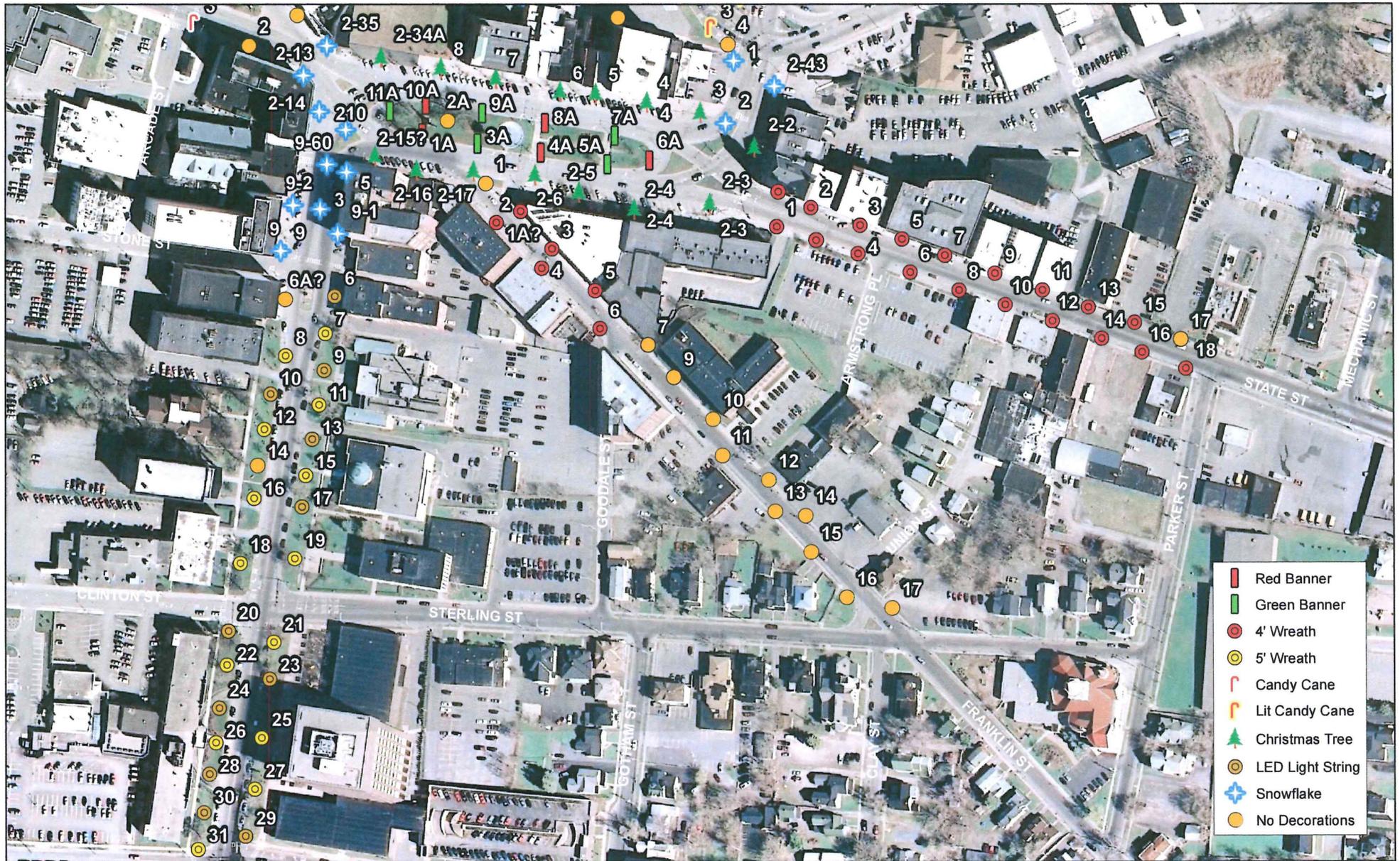
On those decorations, the lights will be lit from 4:00 p.m. until 12:00 a.m.



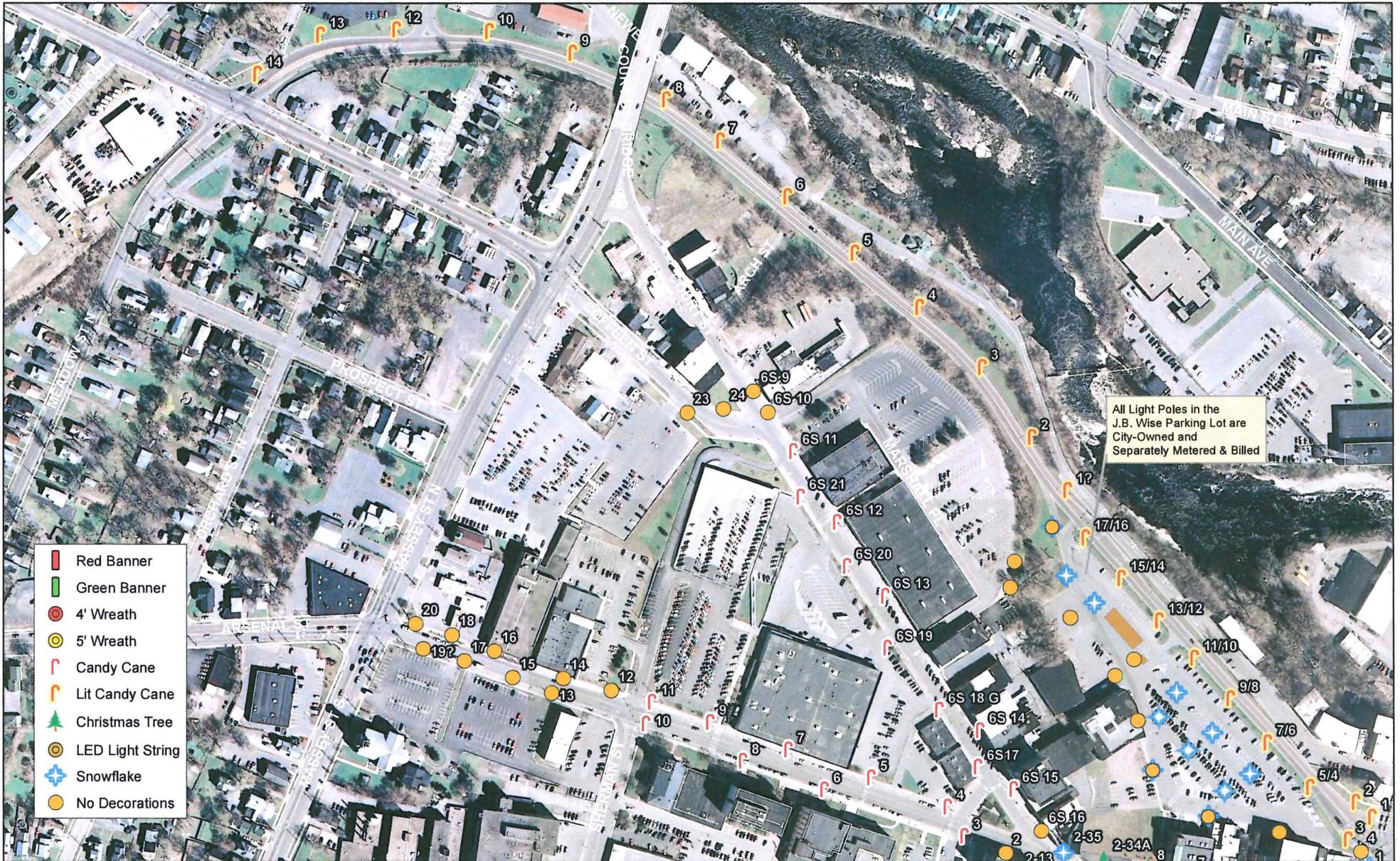
Holiday Streetlight Decoration Schedule

Street Light ID	Street ID	Location Description	Style	Type of Decoration	Lights	Wattage Requirement	Power Supply	On Timer
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	N/A
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	N/A
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	N/A
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	N/A
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	N/A
2	Factory Street	North Side	Aluminium Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
1/2	Factory Street	South Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
2	Factory Street	South Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
3	Factory Street	South Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
4	Factory Street	South Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
5	Factory Street	North Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
6	Factory Street	North Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
7	Factory Street	North Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
8	Factory Street	North Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
8-1	Factory Street	South Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
10-1	Factory Street	South Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No

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



Holiday Decorations - Downtown



Holiday Decorations - Downtown





Revision	Description of Revision	Date	By

Project:	2017 Holiday Decorations
Title:	Factory Street



CITY OF WATERTOWN, NEW YORK
 GIS DEPARTMENT
 ROOM 305B, MUNICIPAL BUILDING
 245 WASHINGTON STREET
 WATERTOWN, NEW YORK 13601
 TEL: (315) 785-7798 EMAIL: gis@watertown-ny.gov



Project: 2017 Holiday Decorations	
Requested By: DPW	Approved By:
Drawn By:	Date:
Date: 11/6/2017	Map Number:
Scale: 1 inch = 76 feet	
Title: Factory Street	



**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: October 17, 2017
TO: Sharon Addison, City Manager
FROM: Erin E. Gardner, Superintendent of Parks & Recreation
SUBJECT: Public Skating Admission and Rental Waiver for Special Events at the Municipal Arena

The Parks & Recreation Department is requesting to waive the skate rental fee and the admission fee for those people who bring a toy for "Toys for Tots" during our Skate with Santa event on December 10, 2017.

We are also requesting to waive the skate rental fee and the admission fee to those people who bring canned goods and/or school supplies to be donated Urban Mission and the Watertown Back Pack Program during two of our Snowtown USA 2018 public skate sessions being held in February.

We feel that these events would be an excellent way for the City to "give back" to the community.

October 17, 2017

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

The City has received the monthly sales tax revenue amount from Jefferson County. In comparison to last September, sales tax revenue on an actual to actual basis was down \$64,272 or 3.24%. In comparison to the original budget projection for the month, sales tax was down \$115,263 or 5.67%.

The year-to-date actual receipts are up \$35,631 or 0.72% while the year-to-date receipts on a budget basis are down \$91,787 or 1.81%. Year-to-date sales tax revenue finished at \$4,990,289.

The attached spreadsheet shows the detail collections for this year and last year along with the budgeted amounts. Collections for the Fiscal Years' 2013-14, 2014-15, 2015-16 and 2016-17 have been included for historical perspective.

	<u>Actual 2013-14</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Actual 2016-17</u>	<u>Actual 2017-18</u>	<u>Variance</u>	<u>% Inc/(Dec) to Prior Year</u>	<u>Quarterly Variance</u>	<u>% Inc/(Dec) to Prior Quarter</u>
July	\$ 1,492,579	\$ 1,412,829	\$ 1,509,325	\$ 1,536,214	\$ 1,573,554	\$ 37,340	2.43%		
August	\$ 1,463,877	\$ 1,247,954	\$ 1,494,788	\$ 1,435,666	\$ 1,498,230	\$ 62,564	4.36%		
September	\$ 1,760,254	\$ 2,206,655	\$ 1,683,486	\$ 1,982,777	\$ 1,918,505	\$ (64,272)	-3.24%	35,631	0.72%
October	\$ 1,584,174	\$ 1,405,774	\$ 1,339,731	\$ 1,295,166	\$ -				
November	\$ 1,116,784	\$ 1,398,402	\$ 1,375,619	\$ 1,355,551	\$ -				
December	\$ 1,543,425	\$ 1,540,727	\$ 1,351,562	\$ 1,752,250	\$ -			-	0.00%
January	\$ 1,238,468	\$ 1,261,235	\$ 1,332,286	\$ 1,363,372	\$ -				
February	\$ 1,076,005	\$ 1,059,321	\$ 1,084,467	\$ 1,087,663	\$ -				
March	\$ 1,471,964	\$ 1,295,074	\$ 1,426,339	\$ 1,548,314	\$ -			-	0.00%
April	\$ 1,271,765	\$ 1,286,204	\$ 1,333,096	\$ 1,313,100	\$ -				
May	\$ 1,298,653	\$ 1,288,547	\$ 1,348,173	\$ 1,325,536	\$ -				
June	\$ 1,699,052	\$ 1,726,963	\$ 1,789,321	\$ 1,821,198	\$ -			-	0.00%
YTD	<u>\$ 17,017,001</u>	<u>\$ 17,129,685</u>	<u>\$ 17,068,193</u>	<u>\$ 17,816,807</u>	<u>\$ 4,990,289</u>	<u>\$ 35,631</u>	<u>0.72%</u>		

	<u>Original Budget</u>		<u>Variance</u>	<u>%</u>		
	<u>2017-18</u>	<u>Actual 2017-18</u>				
July	\$ 1,575,721	\$ 1,573,554	\$ (2,167)	-0.14%		
August	\$ 1,472,587	\$ 1,498,230	\$ 25,643	1.74%		
September	\$ 2,033,768	\$ 1,918,505	\$ (115,263)	-5.67%	(91,787)	-1.81%
October	\$ 1,328,473	\$ -				
November	\$ 1,390,412	\$ -				
December	\$ 1,797,313	\$ -			-	0.00%
January	\$ 1,398,434	\$ -				
February	\$ 1,115,634	\$ -				
March	\$ 1,588,132	\$ -			-	0.00%
April	\$ 1,346,868	\$ -				
May	\$ 1,359,625	\$ -				
June	\$ 1,868,033	\$ -			-	0.00%
YTD	<u>\$ 18,275,000</u>	<u>\$ 4,990,289</u>	<u>\$ (91,787)</u>	<u>-1.81%</u>		

October 17, 2017

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Sale of Surplus Hydro-electricity – September 2017

The City has received the monthly hydro-electricity production and consumption data from National Grid. In comparison to last September, the sale of surplus hydro-electric power on an actual to actual basis was up \$107,511 or 486.08%. In comparison to the original budget projection for the month, revenue was up \$106,549 or 461.65%.

The year-to-date actual revenue is up \$708,515 or 189.17% while the year-to-date revenue on a budget basis is up \$729,559 or 206.38%. Year-to-date revenue is at \$1,083,058.

The attached spreadsheet shows the monthly revenues for this year and last year along with the budgeted amounts. Revenues for the Fiscal Years' 2012-13, 2013-14, 2014-15, 2015-16 and 2016-17 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>Actual 2017-18</u>	<u>Variance</u>	<u>% Inc/(Dec)to Prior Year</u>
July	\$ 821	\$ 382,759	\$ 286,952	\$ 321,539	\$ 73,815	\$ 644,519	\$ 570,704	773.16%
August	\$ 2,060	\$ 115,769	\$ 293,338	\$ 11,805	\$ 278,611	\$ 308,911	\$ 30,300	10.88%
September	\$ 17,605	\$ 48,478	\$ 38,778	\$ 14,857	\$ 22,118	\$ 129,629	\$ 107,511	486.08%
October	\$ 261,082	\$ 237,797	\$ 296,432	\$ 260,804	\$ 208,586	\$ -	\$ -	0.00%
November	\$ 105,694	\$ 473,459	\$ 331,977	\$ 393,589	\$ 396,753	\$ -	\$ -	0.00%
December	\$ 356,383	\$ 323,081	\$ 502,018	\$ 542,231	\$ 470,259	\$ -	\$ -	0.00%
January	\$ 179,469	\$ 240,183	\$ 246,137	\$ 380,018	\$ 481,938	\$ -	\$ -	0.00%
February	\$ 160,026	\$ 225,629	\$ 158,920	\$ 440,304	\$ 325,684	\$ -	\$ -	0.00%
March	\$ 338,154	\$ 232,743	\$ 154,182	\$ 634,598	\$ 418,328	\$ -	\$ -	0.00%
April	\$ 551,360	\$ 468,075	\$ 577,742	\$ 555,833	\$ 688,018	\$ -	\$ -	0.00%
May	\$ 324,167	\$ 660,449	\$ 192,410	\$ 275,751	\$ 711,278	\$ -	\$ -	0.00%
June	\$ 474,813	\$ 421,856	\$ 638,045	\$ 162,659	\$ 681,514	\$ -	\$ -	0.00%
YTD	<u>\$ 2,771,633</u>	<u>\$ 3,830,277</u>	<u>\$ 3,716,931</u>	<u>\$ 3,993,988</u>	<u>\$ 4,756,903</u>	<u>\$ 1,083,058</u>	<u>\$ 708,515</u>	<u>189.17%</u>

	<u>Original Budget</u>		<u>Variance</u>	<u>%</u>
	<u>2017-18</u>	<u>Actual 2017-18</u>		
July	\$ 178,702	\$ 644,519	\$ 465,817	260.67%
August	\$ 151,717	\$ 308,911	\$ 157,194	103.61%
September	\$ 23,080	\$ 129,629	\$ 106,549	461.65%
October	\$ 334,194	\$ -	\$ -	0.00%
November	\$ 421,890	\$ -	\$ -	0.00%
December	\$ 385,045	\$ -	\$ -	0.00%
January	\$ 306,729	\$ -	\$ -	0.00%
February	\$ 230,890	\$ -	\$ -	0.00%
March	\$ 411,019	\$ -	\$ -	0.00%
April	\$ 589,841	\$ -	\$ -	0.00%
May	\$ 466,713	\$ -	\$ -	0.00%
June	\$ 320,180	\$ -	\$ -	0.00%
YTD	<u>\$ 3,820,000</u>	<u>\$ 1,083,058</u>	<u>\$ 729,559</u>	<u>206.38%</u>

October 31, 2017

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Year-end Financial Report

Attached for City Council review is the un-audited financial report for the fiscal year ended June 30, 2017. This year's audit conducted by Bowers & Company commenced on November 6th and will continue into December. Staff anticipates the presentation of the independent auditors report in January 2018. A summary by fund for the past fiscal year is as follows:

General Fund

Beginning fund balance and reserve balances			\$ 12,773,565
+ Revenues		\$ 40,845,414	
- Expenses		(40,180,818)	
Net change from operations			664,596
+ Transfer from sidewalk debt reserve			104,008
Ending fund balances and reserve balances			\$ 13,542,169
Fund balance reserved for encumbrances			(386,963)
Fund balance reserved for capital improvements			(833,280)
Fund balance reserved for sidewalk assessment debt			(216,122)
Fund balance reserved for Fairgrounds Stadium			(3,016)
Fund balance appropriated to subsequent fiscal year			(1,000,000)
Unreserved un-appropriated fund balance			\$ 11,098,963

Forecasted deficits in FY 2017-18 Multi-Year Financial Plan:	FY 2018-19	\$ (3,379,077)
	FY 2019-20	\$ (3,645,044)
	FY 2020-21	\$ (3,548,032)
	FY 2021-22	\$ (5,263,657)
	Total	\$ (15,835,810)

In FY 2012-13 the City received an additional \$3,100,000 of NYS Aid to Municipalities which was placed in a Capital Reserve Fund. The City appropriated \$466,000 in the FY 2017-18 budget leaving \$367,280 to appropriate in future budgets to offset some of the City's General Fund five year capital plan.

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

	Initial Forecasted	Appropriation of	Deficits after
	Deficits	Capital Reserve	Appropriation of
		Fund	Capital Reserve
			Fund
FY 2018-19	\$ (3,379,077)	\$ 296,000	\$ (3,083,077)
FY 2019-20	\$ (3,645,044)	71,280	\$ (3,573,764)
FY 2020-21	\$ (3,548,032)	-	\$ (3,548,032)
FY 2021-22	\$ (5,263,657)	-	\$ (5,263,657)
Total	\$ (15,835,810)	\$ 367,280	\$ (15,468,530)

Water Fund

Beginning fund balance and reserve balances, restated			\$ 832,497
+ Revenues		\$ 5,418,651	
- Expenses		(4,801,798)	
Net Change from operations			616,853
Change in Workers Compensation Liability			112,015
Change in Accrued Interest Liability			5,951
Change in Net Pension Liability			(85,665)
Change in OPEB Liability			(260,379)
Ending net assets and restricted balances			1,221,273
Fund balance reserved for encumbrances			(29,299)
Fund balance appropriated to subsequent fiscal year			-
Unreserved un-appropriated fund balance			\$ 1,191,974

The unrestricted net assets amount has been reduced by the amounts the water fund is required to include in its financial statements for the other post-employment benefits (OPEB) liability in the amount of \$2,095,269, net pension liability of \$488,249, accrued interest in the amount of \$17,400 and its anticipated long-term workers compensation liability for current claims in the amount of \$292,193. The City continues to meet these obligations on a pay-as-you-go basis and fund them in the year the payments are to be made.

Sewer Fund

Beginning fund balance and reserve balances			\$ 2,601,262
+ Revenues		\$ 6,163,927	
- Expenses		(6,464,181)	
Net Change from operations			(300,254)
Change in Workers Compensation Liability			12,873
Change in Accrued Interest Liability			4,163
Change in Net Pension Liability			(78,268)
Change in OPEB Liability			(225,957)
Ending net assets and restricted balances			2,013,819
Fund balance reserved for encumbrances			(13,084)
Fund balance appropriated to subsequent fiscal year			(112,971)
Unreserved un-appropriated fund balance			\$ 1,887,764

The unrestricted net assets amount has been reduced by the amounts the sewer fund is required to include in its financial statements for the other post-employment benefits (OPEB) liability in the amount of \$1,565,387, net pension liability of \$435,045, accrued interest in the amount of \$44,407 and its anticipated long-term workers compensation liability for current claims in the amount of \$93,532. The City continues to meet these obligations on a pay-as-you-go basis and fund them in the year the payments are to be made.

Library Fund

Beginning fund balance and reserve balances			\$ 87,487
+ Revenues		\$ 1,221,392	
- Expenses		(1,260,248)	
Net Change from operations			(38,856)
Ending fund balances and reserve balances			48,631
Fund balance reserved for encumbrances			(7,749)
Fund balance appropriated to subsequent fiscal year			-
Unreserved un-appropriated fund balance			\$ 40,882

Self-funded Health Insurance Fund

Beginning fund balance and reserve balances			\$ 1,662,704
+ Revenues		\$ 9,458,865	
- Expenses		(10,797,719)	
Net Change from operations			(1,338,854)
Ending fund balances and reserve balances			323,850
Fund balance reserved for encumbrances			-
Fund balance appropriated to subsequent fiscal year			-
Unreserved un-appropriated fund balance			\$ 323,850

Tourism Fund

Beginning fund balance and reserve balances			\$ 13,458
+ Revenues		\$ 206,055	
- Expenses		(200,000)	
Net Change from operations			6,055
Ending fund balances and reserve balances			19,513
Fund balance reserved for encumbrances			-
Fund balance appropriated to subsequent fiscal year			-
Unreserved un-appropriated fund balance			\$ 19,513

Workers Compensation Reserve Fund

Beginning fund balance and reserve balances			\$ 230,310
+ Revenues		\$ 349	
- Expenses		-	
Net Change from operations			349
Ending fund balances and reserve balances			230,659
Fund balance reserved for encumbrances			-
Fund balance appropriated to subsequent fiscal year			-
Unreserved un-appropriated fund balance			\$ 230,659

Risk Retention Fund

Beginning fund balance and reserve balances			\$ 571,315
+ Revenues		\$ 105,647	
- Expenses		(25,376)	
Net Change from operations			80,271
Ending fund balances and reserve balances			651,586
Fund balance reserved for encumbrances			-
Fund balance appropriated to subsequent fiscal year			-
Unreserved un-appropriated fund balance			\$ 651,586

Debt Service Fund

Beginning fund balance and reserve balances			\$ 8,248
+ Revenues		\$ 31,805	
- Expenses		(8,248)	
Net Change from operations			23,557
Ending fund balances and reserve balances			31,805
Fund balance reserved for encumbrances			-
Fund balance appropriated to subsequent fiscal year			-
Unreserved un-appropriated fund balance			\$ 31,805

**CITY OF WATERTOWN
FY 2016/17 FINANCIAL REPORT (UNAUDITED)
THROUGH THE QUARTER ENDING JUNE 30, 2017**

GENERAL FUND SUMMARY

General Fund Summary	2016-17 Adopted Budget	YTD Actual	%	Prior YTD Actual	2015-16 Actual
Revenues	\$ 40,751,171	\$ 40,845,414	100.23%	\$ 39,378,681	\$ 39,378,681
Expenditures	\$ 42,231,799	\$ 40,180,818	95.14%	\$ 39,563,904	\$ 39,563,904
Net Change in Fund Balance	\$ (1,480,628)	\$ 664,596		\$ (185,223)	\$ (185,223)

GENERAL FUND REVENUES

General fund revenues were up \$1,466,733 or 3.72% compared to last year due mostly to the increase in sales tax revenue (\$748,614) and the sale of excess hydro-electricity (\$762,916). The 10 largest general fund budgeted revenues account for over 92% of the total general fund revenues. A summary of general fund revenues is as follows:

GENERAL FUND REVENUES	2016-17 Adopted Budget	YTD Actual	Y-T-D % of Budget	Prior Y-T-D	2015-16 Actual
State Admin. Sales & Use Tax	\$ 18,030,000	\$ 17,816,807	98.82%	\$ 17,068,193	\$ 17,068,193
Real Property Tax Items	\$ 8,743,906	\$ 8,687,919	99.36%	\$ 8,440,657	\$ 8,440,657
State Aid, Per Capita	\$ 4,703,208	\$ 4,703,208	100.00%	\$ 4,703,208	\$ 4,703,208
Sale of Surplus Power	\$ 3,960,000	\$ 4,756,904	120.12%	\$ 3,993,988	\$ 3,993,988
Refuse and Garbage Charges	\$ 838,000	\$ 827,556	98.75%	\$ 831,250	\$ 831,250
State Aid, Mortgage Tax	\$ 325,000	\$ 263,961	81.22%	\$ 294,932	\$ 294,932
Utilities Gross Income Tax	\$ 280,000	\$ 274,504	98.04%	\$ 273,758	\$ 273,758
Interfund Transfers	\$ 326,000	\$ 259,058	79.47%	\$ 250,101	\$ 250,101
State Mass Transportation Assistance	\$ 259,000	\$ 279,926	108.08%	\$ 256,567	\$ 256,567
Bus Fares	\$ 150,000	\$ 131,183	87.46%	\$ 133,855	\$ 133,855
Subtotal	\$ 37,615,114	\$ 38,001,025	101.03%	\$ 36,246,508	\$ 36,246,508
All Other General Fund Revenues	\$ 3,136,057	\$ 2,844,389	90.70%	\$ 3,132,173	\$ 3,132,173
Total	\$ 40,751,171	\$ 40,845,414	100.23%	\$ 39,378,681	\$ 39,378,681

Real Property Taxes: Gross property tax revenue for FY 16-17 was \$8,749,686 which represented an increase of \$335,958, an increase of 3.99% over FY 15-16. The property tax revenue was adjusted downwards at year-end by \$66,032 to adjust the estimated reserve for uncollectable accounts as well as the amount for deferred tax revenues not yet collected within the first sixty days of the subsequent fiscal year. Interest levied as part of the special assessment sidewalk district debt owed totaled \$4,265.

Interest and Penalties on Property Taxes: Revenue was up compared to last year by \$14,510 or 9.38%.

Sales Tax Revenue: The City's sales tax collections were up compared to last year by \$748,614 or 4.39% due in part to the Jefferson County sales tax rate for the first half of FY 2015-16 being at 3.75% instead of the current 4.00%. Compared to the adopted budget revenue is down by \$213,193 or 1.18%.

Sale of Surplus Power: The City's sale of surplus power was up \$762,916 or 19.10% compared to last year due to higher than normal flows for May and June. Compared to budget revenue was up \$796,904 or 20.12% with May's revenue being \$231,392 over budget and June's revenue being \$306,006 over budget.

Utilities Gross Income Tax Revenue: Under General Municipal Law, the City imposes a 1% tax on the gross income from every utility doing business in the City. Revenue was up slightly compared to last year by \$746 or 0.27%.

Mortgage Tax Revenue: The City receives 1/2% tax for each mortgage recorded on property located within the City. Revenue for the year was down \$30,972 or 10.50% compared to last year.

NYS Unrestricted Aid and AIM funding: The City's revenue from the NYS Aid and Incentives to Municipalities (AIM) program has remained at the same level since FY 2011-12 with the exception of the one-time spin-up of \$3,100,000 received in FY 2012/13 that was placed into a Capital Reserve Fund.

**CITY OF WATERTOWN
FY 2016/17 FINANCIAL REPORT (UNAUDITED)
THROUGH THE QUARTER ENDING JUNE 30, 2017**

GENERAL FUND EXPENDITURES

The following 10 departments / categories represent over 85% of the General Fund budgeted expenditures. General fund expenditures increased by \$616,914 or 1.56% compared to last year.

	2016-17 Adopted Budget	YTD Actual	Y-T-D % of Budget	Prior Y-T-D	2015-16 Actual
GENERAL FUND EXPENDITURES					
Fire (1)	\$ 8,839,604	\$ 9,546,189	107.99%	\$ 9,211,534	\$ 9,211,534
Police	\$ 8,297,717	\$ 8,193,386	98.74%	\$ 7,903,559	\$ 7,903,559
Department of Public Works	\$ 5,538,389	\$ 4,655,722	84.06%	\$ 4,514,584	\$ 4,514,584
Health Insurance-Retirees	\$ 3,690,073	\$ 3,669,936	99.45%	\$ 3,505,098	\$ 3,505,098
Debt Service	\$ 2,962,144	\$ 2,834,144	95.68%	\$ 3,058,700	\$ 3,058,700
Parks and Recreation	\$ 1,932,925	\$ 1,945,242	100.64%	\$ 1,651,029	\$ 1,651,029
Library Transfer	\$ 1,148,599	\$ 1,148,599	100.00%	\$ 1,204,698	\$ 1,204,698
Bus	\$ 1,140,893	\$ 979,356	85.84%	\$ 850,814	\$ 850,814
Traffic Control & Lighting	\$ 859,943	\$ 773,188	89.91%	\$ 848,719	\$ 848,719
Transfer to Capital Projects	\$ 916,500	\$ 883,484	96.40%	\$ 631,398	\$ 631,398
SUBTOTAL	\$ 35,326,787	\$ 34,629,245	98.03%	\$ 33,380,134	\$ 33,380,134
All Other Departments/Transfers	\$ 6,905,012	\$ 5,551,573	80.40%	\$ 6,183,770	\$ 6,183,770
TOTAL	\$ 42,231,799	\$ 40,180,818	95.14%	\$ 39,563,904	\$ 39,563,904

(1) Adopted budget amount for Fire excludes amounts originally budgeted in Contingency

GENERAL FUND - PERSONAL SERVICES

Personal service expenditures account for over 41% of the general fund budgeted expenditures. The following table presents the 10 largest departmental budgeted personal services. These 10 departments represent over 79% of the budgeted general fund personal service expenditures. Fire department overtime increased compared to last year by \$198,250 or 42.42% (excluding estimated contract retroactive settlement). Police department overtime increased by \$16,998 or 5.44%.

Department	2016-17 Adopted Budget	YTD Actual	Y-T-D % of Budget	Prior Y-T-D	2015-16 Actual
Fire	\$ 5,109,428	\$ 5,782,940	113.18%	\$ 5,353,346	\$ 5,353,346
Police	\$ 5,019,941	\$ 5,101,938	101.63%	\$ 4,717,896	\$ 4,717,896
DPW Snow Removal	\$ 532,579	\$ 562,965	105.71%	\$ 588,197	\$ 588,197
Engineering	\$ 427,461	\$ 392,914	91.92%	\$ 419,158	\$ 419,158
Municipal Executive	\$ 244,741	\$ 253,813	103.71%	\$ 406,724	\$ 406,724
DPW Central Garage	\$ 385,043	\$ 323,124	83.92%	\$ 358,444	\$ 358,444
Comptroller	\$ 349,502	\$ 334,462	95.70%	\$ 344,816	\$ 344,816
DPW Refuse & Garbage	\$ 348,836	\$ 293,947	84.27%	\$ 270,835	\$ 270,835
Bus	\$ 468,766	\$ 374,765	79.95%	\$ 292,204	\$ 292,204
DPW Administration	\$ 252,029	\$ 261,703	103.84%	\$ 251,183	\$ 251,183
SUBTOTAL	\$ 13,138,326	\$ 13,682,570	104.14%	\$ 13,002,803	\$ 13,002,803
All Other Departments	\$ 4,188,513	\$ 3,239,188	77.34%	\$ 2,879,651	\$ 2,879,651
TOTAL	\$ 17,326,839	\$ 16,921,758	97.66%	\$ 15,882,453	\$ 15,882,453

**CITY OF WATERTOWN
FY 2016/17 FINANCIAL REPORT (UNAUDITED)
THROUGH THE QUARTER ENDING JUNE 30, 2017**

WATER FUND

Revenues were up compared to last year by \$410,693 or 8.20%. Revenues from City users increased by \$262,703 or 8.14% while outside the City users' revenue increased \$102,869 or 7.15%. Fort Drum's consumption of water was higher than normal during the first six months but has since returned to normal levels. Expenditures were down \$2,273 or 0.05% compared to last year.

	2016-17				2015-16
Water Fund Summary	Adopted Budget	Y-T-D Actual	Y-T-D % of Budget	Prior Y-T-D	Actual
Revenues	\$ 5,332,500	\$ 5,418,651	101.62%	\$ 5,007,958	\$ 5,007,958
Expenditures	\$ 5,336,401	\$ 4,801,798	89.98%	\$ 4,804,071	\$ 4,804,071
Net Change in Fund Balance	\$ (3,901)	\$ 616,852		\$ 203,887	\$ 203,887

SEWER FUND

Revenues decreased compared to last year by \$363,228 or 5.56% mostly due to last year's revenues including the transfer of \$769,653 back to the Sewer Fund for the Western Outfall Trunk Sewer (Chestnut Street to Ives Street section) project that is no longer being undertaken. Revenues from City customers were up \$36,064 or 1.45%, sludge and leachate customers' revenues were up by \$174,098 or 20.98% and other governments' revenues increased by \$249,579. Expenditures were up by \$1,063,099 or 19.68% due to a \$897,229 increase in the transfer to capital projects for the water meter project (\$550,000), two new dump trucks (\$251,646) and a new boiler at the waste water treatment plant (\$88,000).

	2016-17				2015-16
Sewer Fund Summary	Adopted Budget	Y-T-D Actual	Y-T-D % of Budget	Prior Y-T-D	Actual
Revenues	\$ 5,624,793	\$ 6,163,927	109.58%	\$ 6,527,155	\$ 6,527,155
Expenditures	\$ 6,528,334	\$ 6,464,181	99.02%	\$ 5,401,082	\$ 5,401,082
Net Change in Fund Balance	\$ (903,541)	\$ (300,254)		\$ 1,126,073	\$ 1,126,073

LIBRARY FUND

Excluding the transfer from the General Fund, revenues increased compared to last year by \$8,533 or 13.28% mostly due to a Library construction grant received for new doors in the amount of \$5,333. Expenditures decreased compared to last year by \$50,056 or 13.82% due to a decrease in the transfer to Capital Projects expense line.

	2016-17				2015-16
Library Fund Summary	Adopted Budget	Y-T-D Actual	Y-T-D % of Budget	Prior Y-T-D	Actual
Revenues	\$ 1,221,704	\$ 1,221,392	99.97%	\$ 1,268,958	\$ 1,268,958
Expenditures	\$ 1,295,704	\$ 1,260,248	97.26%	\$ 1,310,304	\$ 1,310,304
Net Change in Fund Balance	\$ (74,000)	\$ (38,856)		\$ (41,346)	\$ (41,346)

The majority of the Library revenues shown in this fund are a result of the library transfer expense (\$1,148,599) shown up above in the General Fund Expenditures section. All available library revenues such as fines and grants are utilized prior to any transfer from the General Fund.

SELF-INSURANCE FUND

Revenues increased compared to last year by \$900,420 or 10.52% due to the 3.92% increase in premiums and an increase of \$574,653 received from the stop loss insurance policy. Expenditures increased by \$1,888,351 or 21.20% compared to last year.

	2016-17				2015-16
Self-Insurance Fund Summary	Adopted Budget	Y-T-D Actual	Y-T-D % of Budget	Prior Y-T-D	Actual
Revenues	\$ 9,017,256	\$ 9,458,865	104.90%	\$ 8,558,446	\$ 8,558,446
Expenditures	\$ 10,799,256	\$ 10,797,719	99.99%	\$ 8,909,368	\$ 8,909,368
Net Change in Fund Balance	\$ (1,782,000)	\$ (1,338,853)		\$ (350,922)	\$ (350,922)

**CITY OF WATERTOWN
FY 2016/17 FINANCIAL REPORT (UNAUDITED)
THROUGH THE QUARTER ENDING JUNE 30, 2017**

	2016-17			2015-16		Current YTD vs. Prior YTD	
	Revised Budget	Current Y-T-D	Y-T-D % of Budget	Prior Y-T-D	Actual	Variance	%
General Fund Revenues							
Real Property Taxes	\$ 8,739,640	\$ 8,749,686	100.11%	\$ 8,413,728	\$ 8,413,728	\$ 335,958	3.99%
Special Assessments (sidewalks)	\$ 4,266	\$ 4,265	99.98%	\$ 5,815	\$ 5,815	\$ (1,550)	-26.66%
Real Property Tax Reserve	\$ -	\$ (66,032)	0.00%	\$ 21,114	\$ 21,114	\$ (87,146)	-412.74%
Federal Payments in Lieu of Taxes	\$ 46,000	\$ 45,600	99.13%	\$ 45,841	\$ 45,841	\$ (240)	-0.52%
Other Payments in Lieu of Taxes	\$ 116,500	\$ 116,499	100.00%	\$ 109,496	\$ 109,496	\$ 7,003	6.40%
Interest/Penalties on Property Taxes	\$ 165,000	\$ 169,140	102.51%	\$ 154,630	\$ 154,630	\$ 14,510	9.38%
State Admin. Sales & Use Tax	\$ 18,030,000	\$ 17,816,807	98.82%	\$ 17,068,193	\$ 17,068,193	\$ 748,614	4.39%
Utilities Gross Income Tax	\$ 280,000	\$ 274,504	98.04%	\$ 273,758	\$ 273,758	\$ 746	0.27%
Franchises	\$ 369,000	\$ 365,158	98.96%	\$ 370,114	\$ 370,114	\$ (4,956)	-1.34%
Tax Sale Advertising	\$ 17,000	\$ 18,505	108.85%	\$ 18,480	\$ 18,480	\$ 25	0.14%
Comptroller's Fees	\$ 8,000	\$ 9,587	119.84%	\$ 7,714	\$ 7,714	\$ 1,873	24.28%
Assessor's Fees	\$ 500	\$ 303	60.65%	\$ 523	\$ 523	\$ (219)	-41.97%
Clerk Fees	\$ 119,000	\$ 119,255	100.21%	\$ 116,102	\$ 116,102	\$ 3,153	2.72%
Civil Service Fees	\$ 1,500	\$ 4,158	277.17%	\$ 3,840	\$ 3,840	\$ 318	8.27%
Police Fees	\$ 2,000	\$ 1,766	88.31%	\$ 1,361	\$ 1,361	\$ 405	29.78%
Public Works Fees	\$ 95,000	\$ 66,979	70.50%	\$ 74,261	\$ 74,261	\$ (7,282)	-9.81%
DPW Charges - Fuel	\$ 18,000	\$ 18,357	101.98%	\$ 16,472	\$ 16,472	\$ 1,885	11.44%
Bus Fares	\$ 150,000	\$ 131,183	87.46%	\$ 133,855	\$ 133,855	\$ (2,671)	-2.00%
Bus Advertising	\$ 15,000	\$ 14,950	99.67%	\$ 20,475	\$ 20,475	\$ (5,525)	-26.98%
Parks & Recreation Charges	\$ 21,870	\$ 46,623	213.18%	\$ 24,214	\$ 24,214	\$ 22,409	92.54%
Field Use Charges	\$ 36,000	\$ 41,799	116.11%	\$ 31,366	\$ 31,366	\$ 10,433	33.26%
Recreation Concessions	\$ 126,000	\$ 128,197	101.74%	\$ 10,717	\$ 10,717	\$ 117,480	1096.19%
Stadium Charges	\$ 12,000	\$ 13,330	111.08%	\$ 29,553	\$ 29,553	\$ (16,224)	-54.90%
Arena Fees	\$ 110,000	\$ 30,334	27.58%	\$ 38,476	\$ 38,476	\$ (8,142)	-21.16%
Skating Rink Charges	\$ 147,500	\$ 223,646	151.62%	\$ 10,580	\$ 10,580	\$ 213,066	2013.78%
Zoning Fees	\$ 5,000	\$ 3,975	79.50%	\$ 3,775	\$ 3,775	\$ 200	5.30%
Refuse and Garbage Charges	\$ 465,000	\$ 443,015	95.27%	\$ 456,002	\$ 456,002	\$ (12,987)	-2.85%
Toter Fees	\$ 373,000	\$ 384,541	103.09%	\$ 375,248	\$ 375,248	\$ 9,293	2.48%
Sale of Surplus Power	\$ 3,960,000	\$ 4,756,904	120.12%	\$ 3,993,988	\$ 3,993,988	\$ 762,916	19.10%
Taxes/Assessment Svcs. Other Govt.	\$ 5,200	\$ 5,197	99.95%	\$ 5,199	\$ 5,199	\$ (1)	-0.02%
Civil Service Charges-School District	\$ 24,000	\$ 25,600	106.67%	\$ 25,934	\$ 25,934	\$ (334)	-1.29%
Police Services	\$ 83,000	\$ 101,744	122.58%	\$ 92,160	\$ 92,160	\$ 9,583	10.40%
Transportation Services, Other Govts.	\$ 5,600	\$ 5,600	100.00%	\$ 5,600	\$ 5,600	\$ -	0.00%
Interest and Earnings	\$ 15,000	\$ 12,886	85.90%	\$ 13,772	\$ 13,772	\$ (886)	-6.43%
Rental of Real Property	\$ 76,035	\$ 76,034	100.00%	\$ 76,285	\$ 76,285	\$ (251)	-0.33%
Business and Occupational Licenses	\$ 7,650	\$ 9,775	127.78%	\$ 5,040	\$ 5,040	\$ 4,735	93.95%
Games of Chance Licenses	\$ 100	\$ 60	60.00%	\$ 278	\$ 278	\$ (218)	-78.41%
Bingo Licenses	\$ 2,500	\$ 2,750	110.02%	\$ 2,752	\$ 2,752	\$ (2)	-0.06%
Building & Alterations Permits	\$ 72,000	\$ 92,393	128.32%	\$ 49,319	\$ 49,319	\$ 43,075	87.34%
City Permits	\$ 3,000	\$ 13,451	448.36%	\$ 8,551	\$ 8,551	\$ 4,900	57.30%
Sanitary Sewer Permits	\$ 7,000	\$ 4,675	66.79%	\$ 2,385	\$ 2,385	\$ 2,290	96.02%
Storm Sewer Permits	\$ 1,000	\$ 3,625	362.50%	\$ 865	\$ 865	\$ 2,760	319.08%
Fines & Forfeited Bail	\$ 132,000	\$ 117,388	88.93%	\$ 104,548	\$ 104,548	\$ 12,840	12.28%
Scrap & Excess Materials Sale	\$ 15,000	\$ 4,455	29.70%	\$ 13,111	\$ 13,111	\$ (8,656)	-66.02%
Minor Sales	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Sale of Real Property	\$ 52,000	\$ 52,633	101.22%	\$ 26,544	\$ 26,544	\$ 26,089	98.28%
Sale of Equipment	\$ 15,000	\$ 10,695	71.30%	\$ 17,989	\$ 17,989	\$ (7,294)	-40.55%
Insurance Recoveries	\$ 20,000	\$ 29,827	149.13%	\$ 773,276	\$ 773,276	\$ (743,449)	-96.14%
Refund of Prior Year Expense	\$ 5,000	\$ 2,323	46.45%	\$ 22,559	\$ 22,559	\$ (20,237)	-89.70%
Gifts & Donations	\$ 6,000	\$ 10,222	170.37%	\$ 62,696	\$ 62,696	\$ (52,474)	-83.70%
Other Unclassified Revenues	\$ 1,000	\$ 1,541	154.13%	\$ 9,544	\$ 9,544	\$ (8,003)	-83.85%
Payment Processing Fees	\$ 6,000	\$ 7,996	133.26%	\$ 6,000	\$ 6,000	\$ 1,996	33.27%
Central Printing & Mailing	\$ 5,000	\$ 5,209	104.17%	\$ 5,917	\$ 5,917	\$ (709)	-11.98%
Central Garage	\$ 90,000	\$ 75,946	84.38%	\$ 75,004	\$ 75,004	\$ 942	1.26%
State Aid, Per Capita	\$ 4,703,208	\$ 4,703,208	100.00%	\$ 4,703,208	\$ 4,703,208	\$ -	0.00%
State Aid, Mortgage Tax	\$ 325,000	\$ 263,961	81.22%	\$ 294,932	\$ 294,932	\$ (30,972)	-10.50%
State Reimbursement-Worker's Comp.	\$ 75,500	\$ 42,275	55.99%	\$ 37,067	\$ 37,067	\$ 5,208	14.05%
State Reimbursement-Court Security	\$ 41,000	\$ 28,433	69.35%	\$ 30,694	\$ 30,694	\$ (2,261)	-7.37%
State Reimbursement-Court Postage	\$ 1,752	\$ 1,752	100.00%	\$ 1,752	\$ 1,752	\$ -	0.00%
State Reimbursement-CHIPs	\$ 142,000	\$ 266,410	187.61%	\$ 325,563	\$ 325,563	\$ (59,153)	-18.17%
State Mass Transportation Assistance	\$ 259,000	\$ 279,926	108.08%	\$ 256,567	\$ 256,567	\$ 23,359	9.10%
State Aid-Bus Projects	\$ 3,950	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%

**CITY OF WATERTOWN
FY 2016/17 FINANCIAL REPORT (UNAUDITED)
THROUGH THE QUARTER ENDING JUNE 30, 2017**

	2016-17		Y-T-D % of Budget	Prior Y-T-D	2015-16		Current YTD vs. Prior YTD	
	Revised Budget	Current Y-T-D			Actual	Variance	%	
State Aid, Disaster	\$ -	\$ -	0.00%	\$ 9,487	\$ 9,487	\$ (9,487)	-100.00%	
State Aid, Other Home & Community Service	\$ 25,000	\$ 27,684	0.00%	\$ -	\$ -	\$ -	0.00%	
Federal Aid Police Block Grant	\$ 305,500	\$ 323,351	105.84%	\$ 226,687	\$ 226,687	\$ 96,664	42.64%	
Federal Aid Highway Safety	\$ 6,400	\$ 7,803	121.92%	\$ 4,129	\$ 4,129	\$ 3,674	88.97%	
Federal Transportation Assistance	\$ 450,000	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	
Federal Aid - Snowstorm	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	
Federal Aid-Other Home & Community Serv.	\$ 5,000	\$ -	0.00%	\$ 2,273	\$ 2,273	\$ (2,273)	-100.00%	
Interfund Transfers	\$ 326,000	\$ 259,058	79.47%	\$ 250,101	\$ 250,101	\$ 8,958	3.58%	
Total Revenue	\$ 40,751,171	\$ 40,845,414	100.23%	\$ 39,378,681	\$ 39,378,681	\$ 1,466,733	3.72%	
Appropriated Fund Balance	\$ 1,480,628	\$ -	0.00%	\$ 185,223	\$ 185,223	\$ (185,223)	-100.00%	
Revenue and Fund Balance	\$ 42,231,799	\$ 40,845,414	96.72%	\$ 39,563,904	\$ 39,563,904	\$ 1,281,510	3.24%	

General Fund Expenditures

Legislative Board	\$ 78,769	\$ 77,543	98.44%	\$ 76,649	\$ 76,649	\$ 893	1.17%
Mayor	\$ 29,551	\$ 28,810	97.49%	\$ 30,113	\$ 30,113	\$ (1,303)	-4.33%
Municipal Executive	\$ 407,690	\$ 386,549	94.81%	\$ 605,509	\$ 605,509	\$ (218,960)	-36.16%
Comptroller	\$ 578,299	\$ 547,384	94.65%	\$ 518,457	\$ 518,457	\$ 28,926	5.58%
Purchasing	\$ 146,831	\$ 142,146	96.81%	\$ 140,955	\$ 140,955	\$ 1,191	0.85%
Assessment	\$ 299,441	\$ 288,436	96.32%	\$ 277,029	\$ 277,029	\$ 11,407	4.12%
Tax Advertising	\$ 21,325	\$ 21,323	99.99%	\$ 22,017	\$ 22,017	\$ (694)	-3.15%
Property Acquired for Taxes	\$ 33,850	\$ 9,977	29.47%	\$ 739,089	\$ 739,089	\$ (729,112)	-98.65%
Fiscal Agent Fees	\$ 800	\$ 800	100.00%	\$ 800	\$ 800	\$ -	0.00%
Clerk	\$ 224,659	\$ 210,780	93.82%	\$ 206,777	\$ 206,777	\$ 4,003	1.94%
Law	\$ 491,031	\$ 490,999	99.99%	\$ 343,945	\$ 343,945	\$ 147,054	42.75%
Civil Service	\$ 66,804	\$ 62,564	93.65%	\$ 65,037	\$ 65,037	\$ (2,473)	-3.80%
Engineering	\$ 738,907	\$ 604,752	81.84%	\$ 623,551	\$ 623,551	\$ (18,800)	-3.01%
DPW Administration	\$ 525,365	\$ 488,484	92.98%	\$ 493,104	\$ 493,104	\$ (4,620)	-0.94%
Buildings	\$ 231,736	\$ 183,518	79.19%	\$ 167,848	\$ 167,848	\$ 15,670	9.34%
Central Garage	\$ 827,295	\$ 681,326	82.36%	\$ 622,691	\$ 622,691	\$ 58,634	9.42%
Central Printing & Mailing	\$ 69,992	\$ 57,688	82.42%	\$ 71,199	\$ 71,199	\$ (13,511)	-18.98%
Information Technology	\$ 561,819	\$ 506,054	90.07%	\$ 482,650	\$ 482,650	\$ 23,404	4.85%
Judgements & Claims	\$ 13,500	\$ 2,802	20.75%	\$ -	\$ -	\$ 2,802	#DIV/0!
Land	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Taxes on Property	\$ 39,000	\$ 21,863	56.06%	\$ 42,679	\$ 42,679	\$ (20,816)	-48.77%
Contingency	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Police	\$ 8,232,667	\$ 8,193,386	99.52%	\$ 7,903,559	\$ 7,903,559	\$ 289,827	3.67%
Fire	\$ 9,627,029	\$ 9,546,189	99.16%	\$ 9,211,534	\$ 9,211,534	\$ 334,654	3.63%
Control of Animals	\$ 103,125	\$ 103,057	99.93%	\$ 98,719	\$ 98,719	\$ 4,338	4.39%
Safety Inspection	\$ 568,322	\$ 488,133	85.89%	\$ 592,913	\$ 592,913	\$ (104,780)	-17.67%
DPW Municipal Maintenance	\$ 613,948	\$ 444,847	72.46%	\$ 439,142	\$ 439,142	\$ 5,705	1.30%
DPW Road Maintenance	\$ 933,672	\$ 725,254	77.68%	\$ 711,842	\$ 711,842	\$ 13,412	1.88%
DPW Snow Removal	\$ 1,307,820	\$ 1,187,672	90.81%	\$ 1,142,539	\$ 1,142,539	\$ 45,133	3.95%
Hydro Electric Production	\$ 444,049	\$ 349,882	78.79%	\$ 353,689	\$ 353,689	\$ (3,807)	-1.08%
Traffic Control & Lighting	\$ 874,043	\$ 773,188	88.46%	\$ 848,719	\$ 848,719	\$ (75,531)	-8.90%
Bus	\$ 1,010,793	\$ 979,356	96.89%	\$ 850,814	\$ 850,814	\$ 128,542	15.11%
Off Street Parking	\$ 54,643	\$ 42,971	78.64%	\$ 38,530	\$ 38,530	\$ 4,441	11.53%
Community Action	\$ 15,000	\$ 15,000	100.00%	\$ 47,500	\$ 47,500	\$ (32,500)	-68.42%
Publicity	\$ 5,325	\$ 4,378	82.22%	\$ 1,938	\$ 1,938	\$ 2,440	125.92%
Recreation Administration	\$ 283,398	\$ 276,602	97.60%	\$ 268,725	\$ 268,725	\$ 7,877	2.93%
Thompson Park	\$ 514,467	\$ 482,553	93.80%	\$ 428,496	\$ 428,496	\$ 54,057	12.62%
Recreation Playgrounds	\$ 109,572	\$ 97,972	89.41%	\$ 97,181	\$ 97,181	\$ 791	0.81%
Recreation Fairgrounds	\$ 215,759	\$ 184,883	85.69%	\$ 246,958	\$ 246,958	\$ (62,074)	-25.14%
Recreation Outdoor Winter Activities	\$ 14,314	\$ 147	1.03%	\$ 2,918	\$ 2,918	\$ (2,772)	-94.97%
Recreation Athletic Programs	\$ 182,638	\$ 158,938	87.02%	\$ 271,322	\$ 271,322	\$ (112,384)	-41.42%
Recreation - Dog Park	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Recreation Swimming Pools	\$ 184,721	\$ 162,899	88.19%	\$ 192,038	\$ 192,038	\$ (29,139)	-15.17%
Recreation Ice Arena	\$ 651,670	\$ 581,394	89.22%	\$ 146,309	\$ 146,309	\$ 435,085	297.37%
Historian	\$ 100	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Zoning	\$ 3,300	\$ 3,284	99.50%	\$ 3,748	\$ 3,748	\$ (465)	-12.40%
Planning	\$ 308,182	\$ 238,133	77.27%	\$ 20,570	\$ 20,570	\$ 217,564	1057.69%
DPW Storm Sewer	\$ 375,827	\$ 263,462	70.10%	\$ 342,626	\$ 342,626	\$ (79,164)	-23.11%
DPW Refuse & Garbage	\$ 907,787	\$ 864,676	95.25%	\$ 762,639	\$ 762,639	\$ 102,037	13.38%

**CITY OF WATERTOWN
FY 2016/17 FINANCIAL REPORT (UNAUDITED)
THROUGH THE QUARTER ENDING JUNE 30, 2017**

	2016-17		Y-T-D % of Budget	Prior Y-T-D	2015-16		Current YTD vs. Prior YTD	
	Revised Budget	Current Y-T-D			Actual	Variance	%	
Worker's Compensation	\$ 102,025	\$ 102,006	99.98%	\$ 99,586	\$ 99,586	\$ 2,419	2.43%	
Unemployment Insurance	\$ 6,675	\$ 6,675	100.00%	\$ 24,897	\$ 24,897	\$ (18,222)	-73.19%	
Health Insurance-Retirees	\$ 3,690,073	\$ 3,669,936	99.45%	\$ 3,505,098	\$ 3,505,098	\$ 164,838	4.70%	
Medicare Reimbursements	\$ 369,450	\$ 361,682	97.90%	\$ 343,879	\$ 343,879	\$ 17,802	5.18%	
Compensated Absences	\$ -	\$ (42,624)	0.00%	\$ 51,250	\$ 51,250	\$ (93,873)	-183.17%	
Other Employee Benefits	\$ 5,000	\$ 4,361	87.22%	\$ 4,326	\$ 4,326	\$ 34	0.80%	
General Liability Reserve Transfer	\$ 75,000	\$ 75,000	100.00%	\$ 75,000	\$ 75,000	\$ -	0.00%	
Library Transfer	\$ 1,148,599	\$ 1,148,599	100.00%	\$ 1,204,698	\$ 1,204,698	\$ (56,099)	-4.66%	
Serial Bonds - Principal	\$ 2,152,872	\$ 2,152,872	100.00%	\$ 2,320,843	\$ 2,320,843	\$ (167,971)	-7.24%	
Serial Bonds-Interest	\$ 681,272	\$ 681,272	100.00%	\$ 737,857	\$ 737,857	\$ (56,585)	-7.67%	
Capital Fund Transfer	\$ 916,500	\$ 883,484	96.40%	\$ 631,398	\$ 631,398	\$ 252,085	39.92%	
Black River Trust Fund Transfer	\$ 10,000	\$ 10,000	100.00%	\$ 10,000	\$ 10,000	\$ -	0.00%	
TOTAL	\$ 42,231,799	\$ 40,180,818	95.14%	\$ 39,563,904	\$ 39,563,904	\$ 616,914	1.56%	

Water Fund Revenues

Water Rents	\$ 3,261,000	\$ 3,491,585	107.07%	\$ 3,228,882	\$ 3,228,882	\$ 262,703	8.14%
Unmetered Water	\$ 10,000	\$ 12,756	127.56%	\$ 9,296	\$ 9,296	\$ 3,460	37.22%
Outside User Fees	\$ 1,737,000	\$ 1,541,172	88.73%	\$ 1,438,303	\$ 1,438,303	\$ 102,869	7.15%
Water Service Charges	\$ 75,000	\$ 46,945	62.59%	\$ 76,068	\$ 76,068	\$ (29,122)	-38.28%
Interest & Penalties on Water Rents	\$ 65,000	\$ 49,485	76.13%	\$ 61,304	\$ 61,304	\$ (11,819)	-19.28%
Interest Earnings	\$ 1,500	\$ 2,359	157.29%	\$ 2,078	\$ 2,078	\$ 281	13.52%
Sale of Scrap	\$ 8,000	\$ 3,743	46.79%	\$ 2,494	\$ 2,494	\$ 1,249	50.08%
Sale of Equipment	\$ -	\$ -	0.00%	\$ 5,275	\$ 5,275	\$ (5,275)	-100.00%
Insurance Recoveries	\$ 1,000	\$ 1,001	100.11%	\$ 836	\$ 836	\$ 166	19.81%
Refund of Prior Years Expenditure	\$ 1,000	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Premium on Obligations	\$ -	\$ 5,220	0.00%	\$ 2,188	\$ 2,188	\$ 3,031	138.53%
Unclassified Revenues	\$ 1,000	\$ 2,795	279.46%	\$ 954	\$ 954	\$ 1,840	192.87%
Payment Processing Fees	\$ 4,000	\$ 5,323	133.06%	\$ 4,679	\$ 4,679	\$ 644	13.76%
Metered Water Sales Funds	\$ 167,000	\$ 180,308	107.97%	\$ 146,591	\$ 146,591	\$ 33,717	23.00%
Interfund Transfers	\$ 1,000	\$ 60,000	6000.00%	\$ 29,010	\$ 29,010	\$ 30,990	106.83%
Total Revenue	\$ 5,332,500	\$ 5,418,651	101.62%	\$ 5,007,958	\$ 5,007,958	\$ 410,693	8.20%
Appropriated Fund Balance	\$ -	\$ 6,000	0.00%	\$ -	\$ -	\$ 6,000	#DIV/0!
Revenue and Fund Balance	\$ 5,332,500	\$ 5,424,651	101.73%	\$ 5,007,958	\$ 5,007,958	\$ 416,693	8.32%

Water Fund Expenditures

Taxes on Property	\$ 825	\$ 789	95.69%	\$ 790	\$ 790	\$ (1)	-0.11%
Contingency	\$ 109	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Water Administration	\$ 258,344	\$ 241,725	93.57%	\$ 252,236	\$ 252,236	\$ (10,511)	-4.17%
Source of Supply, Power and Pump	\$ 674,293	\$ 526,377	78.06%	\$ 519,281	\$ 519,281	\$ 7,096	1.37%
Water Purification	\$ 1,935,935	\$ 1,762,550	91.04%	\$ 1,774,285	\$ 1,774,285	\$ (11,736)	-0.66%
Transmission and Distribution	\$ 1,348,574	\$ 1,212,369	89.90%	\$ 1,160,949	\$ 1,160,949	\$ 51,420	4.43%
Worker's Compensation	\$ 7,825	\$ 7,815	99.88%	\$ 3,320	\$ 3,320	\$ 4,495	135.38%
Unemployment Insurance	\$ 2,000	\$ -	0.00%	\$ 335	\$ 335	\$ (335)	-100.00%
Health Insurance	\$ 178,048	\$ 164,059	92.14%	\$ 148,204	\$ 148,204	\$ 15,855	10.70%
Medicare Reimbursements	\$ 16,000	\$ 15,796	98.72%	\$ 12,168	\$ 12,168	\$ 3,628	29.81%
Compensated Absences	\$ -	\$ (2,082)	0.00%	\$ 4,165	\$ 4,165	\$ (6,247)	-150.00%
Other Employee Benefits	\$ 400	\$ 354	88.44%	\$ 372	\$ 372	\$ (18)	-4.91%
General Liability Transfer	\$ 15,000	\$ 15,000	100.00%	\$ 15,000	\$ 15,000	\$ -	0.00%
Serial Bonds - Principal	\$ 705,099	\$ 672,099	95.32%	\$ 675,610	\$ 675,610	\$ (3,511)	-0.52%
Serial Bonds - Interest	\$ 154,949	\$ 145,948	94.19%	\$ 161,854	\$ 161,854	\$ (15,906)	-9.83%
Transfer to Capital	\$ -	\$ -	0.00%	\$ 75,500	\$ 75,500	\$ (75,500)	-100.00%
TOTAL	\$ 5,336,401	\$ 4,801,798	89.98%	\$ 4,804,071	\$ 4,804,071	\$ (2,273)	-0.05%

CITY OF WATERTOWN
FY 2016/17 FINANCIAL REPORT (UNAUDITED)
THROUGH THE QUARTER ENDING JUNE 30, 2017

	2016-17			2015-16		Current YTD vs. Prior YTD	
	Revised Budget	Current Y-T-D	Y-T-D % of Budget	Prior Y-T-D	Actual	Variance	%
Sewer Fund Revenues							
Sewer Rents	\$ 2,515,000	\$ 2,521,231	100.25%	\$ 2,485,166	\$ 2,485,166	\$ 36,064	1.45%
Sewer Charges	\$ 668,000	\$ 1,003,841	150.28%	\$ 829,742	\$ 829,742	\$ 174,098	20.98%
Interest & Penalties on Sewer Rents	\$ 60,000	\$ 48,727	81.21%	\$ 57,625	\$ 57,625	\$ (8,899)	-15.44%
Sewer Rents-Governments	\$ 1,956,793	\$ 2,132,080	108.96%	\$ 1,882,500	\$ 1,882,500	\$ 249,579	13.26%
Interest Earnings	\$ 1,000	\$ 3,505	350.46%	\$ 1,312	\$ 1,312	\$ 2,193	167.14%
Permit Fees	\$ 20,000	\$ 18,625	93.13%	\$ 17,875	\$ 17,875	\$ 750	4.20%
Sale of Scrap	\$ 2,000	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Sale of Equipment	\$ 1,000	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Insurance Recovery	\$ -	\$ -	0.00%	\$ 1,418	\$ 1,418	\$ (1,418)	-100.00%
Refund of Prior Years Expenditure	\$ -	\$ -	0.00%	\$ 174	\$ 174	\$ (174)	-100.00%
Payment Processing Fees	\$ 4,000	\$ 5,335	133.38%	\$ 4,681	\$ 4,681	\$ 654	13.97%
Interfund Revenues	\$ 391,000	\$ 420,177	107.46%	\$ 430,191	\$ 430,191	\$ (10,014)	-2.33%
State Aid - Workers Compensation	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
State Aid - CHIPSs	\$ 5,000	\$ 4,068	81.36%	\$ 22,581	\$ 22,581	\$ (18,513)	-81.99%
Federal Aid, Community Services	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Interfund Transfer	\$ 1,000	\$ -	0.00%	\$ 791,701	\$ 791,701	\$ (791,701)	-100.00%
Total Revenue	\$ 5,624,793	\$ 6,163,927	109.58%	\$ 6,527,155	\$ 6,527,155	\$ (363,228)	-5.56%
Appropriated Fund Balance	\$ 887,548	\$ 300,254	33.83%	\$ -	\$ -	\$ 300,254	#DIV/0!
Total Revenue	\$ 6,512,341	\$ 6,464,181	99.26%	\$ 6,527,155	\$ 6,527,155	\$ (62,974)	-0.96%

Sewer Fund Expenditures							
Sewer Administration	\$ 229,301	\$ 216,114	94.25%	\$ 233,008	\$ 233,008	\$ (16,895)	-7.25%
Sanitary Sewer	\$ 444,007	\$ 427,349	96.25%	\$ 400,571	\$ 400,571	\$ 26,778	6.68%
Sewage Treatment and Disposal	\$ 3,568,457	\$ 3,564,296	99.88%	\$ 3,434,559	\$ 3,434,559	\$ 129,737	3.78%
Contingency	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Worker's Compensation	\$ 7,600	\$ 7,600	100.00%	\$ 3,128	\$ 3,128	\$ 4,472	142.97%
Unemployment Insurance	\$ 8,975	\$ 8,955	99.78%	\$ 2,125	\$ 2,125	\$ 6,830	321.41%
Health Insurance- Retirees	\$ 198,146	\$ 198,144	100.00%	\$ 164,961	\$ 164,961	\$ 33,183	20.12%
Medicare Reimbursements	\$ 11,625	\$ 11,616	99.92%	\$ 10,805	\$ 10,805	\$ 811	7.51%
Compensated Absences	\$ 1,125	\$ 1,111	98.74%	\$ (12,512)	\$ (12,512)	\$ 13,623	-108.88%
Other Employee Benefits	\$ 200	\$ 121	60.63%	\$ 118	\$ 118	\$ 3	2.42%
General Liability Transfer	\$ 15,000	\$ 15,000	100.00%	\$ 15,000	\$ 15,000	\$ -	0.00%
Serial Bonds - Principal	\$ 900,029	\$ 870,029	96.67%	\$ 887,396	\$ 887,396	\$ (17,367)	-1.96%
Serial Bonds - Interest	\$ 240,119	\$ 240,118	100.00%	\$ 261,923	\$ 261,923	\$ (21,805)	-8.32%
Transfer to Capital Fund	\$ 897,250	\$ 897,229	100.00%	\$ -	\$ -	\$ 897,229	#DIV/0!
TOTAL	\$ 6,528,334	\$ 6,464,181	99.02%	\$ 5,401,082	\$ 5,401,082	\$ 1,063,099	19.68%

Library Fund Revenues							
Library Fines	\$ 27,000	\$ 20,808	77.07%	\$ 17,855	\$ 17,855	\$ 2,953	16.54%
Library Grant	\$ 46,105	\$ 46,105	100.00%	\$ 46,105	\$ 46,105	\$ -	0.00%
Unclassified Revenues	\$ -	\$ 548	0.00%	\$ 300	\$ 300	\$ 248	82.51%
Interfund Transfer	\$ 1,148,599	\$ 1,148,599	100.00%	\$ 1,204,698	\$ 1,204,698	\$ (56,099)	-4.66%
Total Revenue	\$ 1,221,704	\$ 1,221,392	99.97%	\$ 1,268,958	\$ 1,268,958	\$ (47,566)	-3.75%
Appropriated Fund Balance	\$ 74,000	\$ 38,856	52.51%	\$ 41,346	\$ 41,346	\$ (2,490)	-6.02%
Revenue and Fund Balance	\$ 1,295,704	\$ 1,260,248	97.26%	\$ 1,310,304	\$ 1,310,304	\$ (50,056)	-3.82%

Library Fund Expenditures							
Contingency	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Library Fund Expenditures	\$ 1,118,372	\$ 1,084,663	96.99%	\$ 1,040,388	\$ 1,040,388	\$ 44,275	4.26%
Worker's Compensation	\$ 3,500	\$ 3,480	99.44%	\$ 1,540	\$ 1,540	\$ 1,940	126.01%
Health Insurance	\$ 119,973	\$ 119,962	99.99%	\$ 112,861	\$ 112,861	\$ 7,101	6.29%
Medicare Reimbursements	\$ 14,500	\$ 12,802	88.29%	\$ 13,532	\$ 13,532	\$ (730)	-5.39%
Other Employee Benefits	\$ 100	\$ 82	82.17%	\$ 100	\$ 100	\$ (18)	-18.04%
Serial Bonds - Principal	\$ 36,000	\$ 36,000	100.00%	\$ 45,651	\$ 45,651	\$ (9,651)	-21.14%
Serial Bonds - Interest	\$ 3,259	\$ 3,258	99.98%	\$ 4,146	\$ 4,146	\$ (888)	-21.41%
Transfer to Capital	\$ -	\$ -	0.00%	\$ 86,500	\$ 86,500	\$ (86,500)	-100.00%
TOTAL	\$ 1,295,704	\$ 1,260,248	97.26%	\$ 1,310,304	\$ 1,310,304	\$ (50,056)	-3.82%

**CITY OF WATERTOWN
FY 2016/17 FINANCIAL REPORT (UNAUDITED)
THROUGH THE QUARTER ENDING JUNE 30, 2017**

	2016-17 Revised Budget	Current Y-T-D	Y-T-D % of Budget	Prior Y-T-D	2015-16 Actual	Current YTD vs. Prior YTD	
						Variance	%
Self-Insurance Fund Revenues							
Shared Service Charges	\$ 7,749,466	\$ 7,563,799	97.60%	\$ 7,296,416	\$ 7,296,416	\$ 267,383	3.66%
Interest and Earnings	\$ 2,000	\$ 1,640	81.98%	\$ 2,002	\$ 2,002	\$ (363)	-18.12%
Insurance Recoveries	\$ 50,000	\$ 645,174	1290.35%	\$ 70,521	\$ 70,521	\$ 574,653	814.87%
Medicare Part D reimbursement	\$ 225,000	\$ 210,908	93.74%	\$ 204,638	\$ 204,638	\$ 6,270	3.06%
Refund of Prior Years Expenditure	\$ -	\$ 20,103	0.00%	\$ 35,724	\$ 35,724	\$ (15,621)	-43.73%
Employee Contributions	\$ 750,790	\$ 706,627	94.12%	\$ 658,052	\$ 658,052	\$ 48,575	7.38%
Prescription Reimbursements	\$ 240,000	\$ 310,616	129.42%	\$ 291,093	\$ 291,093	\$ 19,523	6.71%
Total Revenue	\$ 9,017,256	\$ 9,458,865	104.90%	\$ 8,558,446	\$ 8,558,446	\$ 900,420	10.52%
Appropriated Fund Balance	\$ 1,782,000	\$ 1,338,853	75.13%	\$ 350,922	\$ 350,922	\$ 987,932	281.52%
Revenue and Fund Balance	\$ 10,799,256	\$ 10,797,719	99.99%	\$ 8,909,368	\$ 8,909,368	\$ 1,888,351	21.20%

Self-Insurance Fund Expenditures							
Administration	\$ 507,495	\$ 506,837	99.87%	\$ 517,460	\$ 517,460	\$ (10,623)	-2.05%
Medical Claims	\$ 7,078,861	\$ 7,078,067	99.99%	\$ 5,461,013	\$ 5,461,013	\$ 1,617,054	29.61%
Pharmacy Claims	\$ 3,212,900	\$ 3,212,815	100.00%	\$ 2,930,895	\$ 2,930,895	\$ 281,920	9.62%
TOTAL	\$ 10,799,256	\$ 10,797,719	99.99%	\$ 8,909,368	\$ 8,909,368	\$ 1,888,351	21.20%