

**CITY OF WATERTOWN, NEW YORK
AGENDA**

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, March 15, 2010, at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF MINUTES

COMMUNICATIONS

PRIVILEGE OF THE FLOOR

RESOLUTIONS

- Resolution No. 1 - Authorizing Acceptance of Gift of Use of Vehicle, FX Caprara
- Resolution No. 2 - Authorizing Submission of an Application for a Rural Business Enterprise Grant
- Resolution No. 3 - Authorizing Public Auction for Sale of City Owned Properties
- Resolution No. 4 - Accepting Bid for #3 Lift Pump Motor and Drive at Waste Water Treatment Facility, KJ Electric
- Resolution No. 5 - Approving Amendment No. 2 to the Professional Services Agreement with Stearns & Wheeler LLC for Combined Sewer Overflow Modeling and Calibration, Wastewater Treatment Plant
- Resolution No. 6 - Approving Amendment to Grant Disbursement Agreement With Empire State Development Corporation for the 2007 Restore NY Grant – Riverview Plaza
- Resolution No. 7 - Finding That the Adoption of the LWRP, Associated Zoning Ordinance Revisions and Consistency Review Law Will Not Have a Significant Negative Impact on the Environment

Resolution No. 8 - Accepting the City's Draft Local Waterfront Revitalization Program as Complete and Ready for Public Review and Authorizing its Submission to The New York State Department of State

ORDINANCES

Ordinance No. 1 - Amending City Code Chapter A320, Section V, Miscellaneous Fees, A320-6

LOCAL LAW

PUBLIC HEARING

OLD BUSINESS

STAFF REPORTS

1. Executive Summary Report, Short Term, High Intensity Monitoring Program
2. Water Main Break, Flower Avenue East
3. Sewer Backup, 218 South Pleasant Street
4. Central Street Infrastructure Report
5. 2010-2011 CAPC City Budget Request
6. New York State Department of State Monthly Update
7. City Manager's Update – March 2010

NEW BUSINESS

EXECUTIVE SESSION

UPCOMING MEETINGS

1. Wednesday, April 7, 2010 at 7:00 p.m. – Public Meeting – Breen Avenue Construction
2. Thursday, April 8, 2010 at 8:30 a.m. – Advantage Watertown – Tour of Sewall's Island

ADJOURNMENT

NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, APRIL 5, 2010.

Res No. 1

March 10, 2010

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Authorizing Acceptance of Gift of Use of
Vehicle, FX Caprara

FX Caprara Car Companies has offered to the City of Watertown the use of 2009 Dodge Ram for use by the Watertown Police Department's D.A.R.E. program. This is a no cost one year offer. As discussed during the March 8, 2009 City Council Work Session, the City will be responsible for insuring and maintaining the vehicle and providing the vehicle marking. The former D.A.R.E. vehicle gifted to the City has been returned and the department is in need of a new vehicle.

Attached is resolution accepting this gift from FX Caprara Car Companies.

Page 1 of 1

Authorizing Acceptance of Gift of Use of Vehicle, FX Caprara

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

YEA	NAY

Introduced by

WHEREAS FX Caprara has offered to provide the City of Watertown with a Dodge Ram truck for use as a DARE vehicle by the Watertown Police Department, and

WHEREAS the Dodge Ram would be given to the City for its use for a term of one-year, and

WHEREAS the Watertown Police Department is in need of a new vehicle for the DARE Program,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby accepts this gift of use of a Dodge Ram truck from FX Caprara.

Seconded by

Res No. 2

March 11, 2010

To: The Honorable Mayor and City Council

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

Subject: Authorizing Submission of an Application for a Rural Business Enterprise Grant for the Gaffney Drive Sewer Upgrade Project

The attached resolution authorizes the submission of an application for a Rural Business Enterprise Grant (RBEG) from U.S. Department of Agriculture (USDA) – Rural Development to pay for part of the cost of upgrading the Gaffney Drive sanitary sewer system so that it can handle more development. This program was discussed at the City Council’s March 8, 2010 Work Session.

The RBEG program funds are to be used to support the development of small private business enterprises. The Gaffney sewer upgrade project will allow the construction of several proposed businesses between Arsenal and Coffeen Streets. The application will request \$99,000 toward the project.

RESOLUTION

Page 1 of 1

Authorizing Submission of an Application for a Rural Business Enterprise Grant for the Gaffney Drive Sewer Upgrade Project

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

Total

YEA	NAY

Introduced by

WHEREAS Federal grant funding is available through U.S. Department of Agriculture (USDA) Rural Development to support the development of small private business enterprises in eligible municipalities, and

WHEREAS the City of Watertown is eligible to apply for funding under the Rural Business Enterprise Grant (RBEG) program, and

WHEREAS it has been determined that upgrading the sanitary sewer capacity on Gaffney Drive will support the development of several proposed small private business enterprises,

NOW THEREFORE BE IT RESOLVED that the Mayor, Jeffrey E. Graham, is authorized to sign and submit an application for Rural Business Enterprise Grant funding through USDA Rural Development, and

BE IT FURTHER RESOLVED that the Mayor, Jeffrey E. Graham, is authorized to sign all agreements, certifications and other documents required to complete the application, accept the grant and administer the project proposed for RBEG funding.

Seconded by

Res No. 3

March 9, 2010

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Authorizing Public Auction for Sale of City Owned Properties

At the City Council work session meeting held on March 8th, City Council reviewed parcels of property that the City of Watertown had taken title to through its tax sale process. After reviewing each parcel it was decided to conduct a public auction to dispose of the parcels. Accordingly, the attached resolution authorizes my office to advertise the parcels and hold a public auction on Monday, April 5th at 11:00 a.m. in City Council chambers. The attached resolution also establishes the minimum auction bid prices for each parcel.

It should be noted that the resolution authorizing the auction, the legal advertisement, the Purchase Offer signed by the prospective buyer, and the deed will all contain language to the effect that the buyer of the property agrees to bring it into compliance with all applicable provisions of the New York State Fire Prevention and Building Code, and all City of Watertown zoning and health codes within one (1) year of the sale to the buyer and if the property is not brought into compliance within one (1) year the City can seek reversion of the property.

RESOLUTION

Page 1 of 3

Authorizing Public Auction for Sale
of City Owned Properties

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

Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown owns certain lots of land acquired at Tax Sale and designated on the map of the Department of Assessment and Taxation of the City of Watertown, New York as follows:

<u>Parcel Number</u>	<u>Address</u>
6-12-506.000	63 Huntington Street
6-12-513.000	1017 Huntington Street

And,

WHEREAS title said land has been retained by the City of Watertown, and

WHEREAS the City Council deems the properties to be excess and not required for any City purposes, and

WHEREAS the City Council desires to ensure that properties such as those listed above be brought into compliance with all applicable provisions of the New York State Fire Prevention and Building Code and all City of Watertown zoning and health codes within one (1) year of their sale to subsequent buyers,

NOW THEREFORE BE IT RESOLVED that pursuant to Section 23, Subdivision (b) of the General City Law, Section 247 of the Charter of the City of Watertown as amended by Local Law No. 1, 1985, adopted December 3, 1984, effective January 17, 1985, and the ordinance, Municipal Code, Chapter 13 adopted by the Council, on June 6, 1977, the Comptroller of the City of Watertown be and he hereby is authorized to publish a Notice of Sale of the parcels of land above mentioned once a week for three (3) consecutive weeks in the official newspaper of

RESOLUTION

Page 2 of 3

Authorizing Public Auction for Sale
of City Owned Properties

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

Total

YEA	NAY

the City of Watertown to the effect that said parcels of land will, at 11:00 a.m. on the 5th day of April, 2010, in the 3rd Floor City Council Chambers in the Municipal Building, 245 Washington Street, be offered individually for sale to the highest bidder and there present, under the conditions herein set forth:

The aforesaid parcels are conveyed, together with all rights and privileges affecting the same, and also together with all buildings, improvements and appurtenances located upon said described parcels, and

BE IT FURTHER RESOLVED that the City Comptroller be and he hereby is authorized to accept bids for said parcels, in an amount not less than the minimum price set below, subject to the rights of the said City Council to reject any and all bids, and

<u>Parcel Number</u>	<u>Address</u>	<u>Minimum Bid Price</u>
6-12-506.000	63 Huntington Street	\$ 1,000
6-12-513.000	1017 Huntington Street	\$ 2,500

BE IT FURTHER RESOLVED that the highest bidder deposit at least 10 per cent (10%) of the bid price at the same time of each said successful bid with the City Comptroller, and

BE IT FURTHER RESOLVED that said parcels of land shall be then sold to the successful bidder for cash or certified funds only, and

BE IT FURTHER RESOLVED that the Notice of Sale, any offer to purchase, and any deed issued by the City contain a provision that if the property sold is not brought into compliance with all applicable provisions of the State Fire Prevention and Building Code and all

RESOLUTION

Page 3 of 3

Authorizing Public Auction for Sale
of City Owned Properties

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

Total

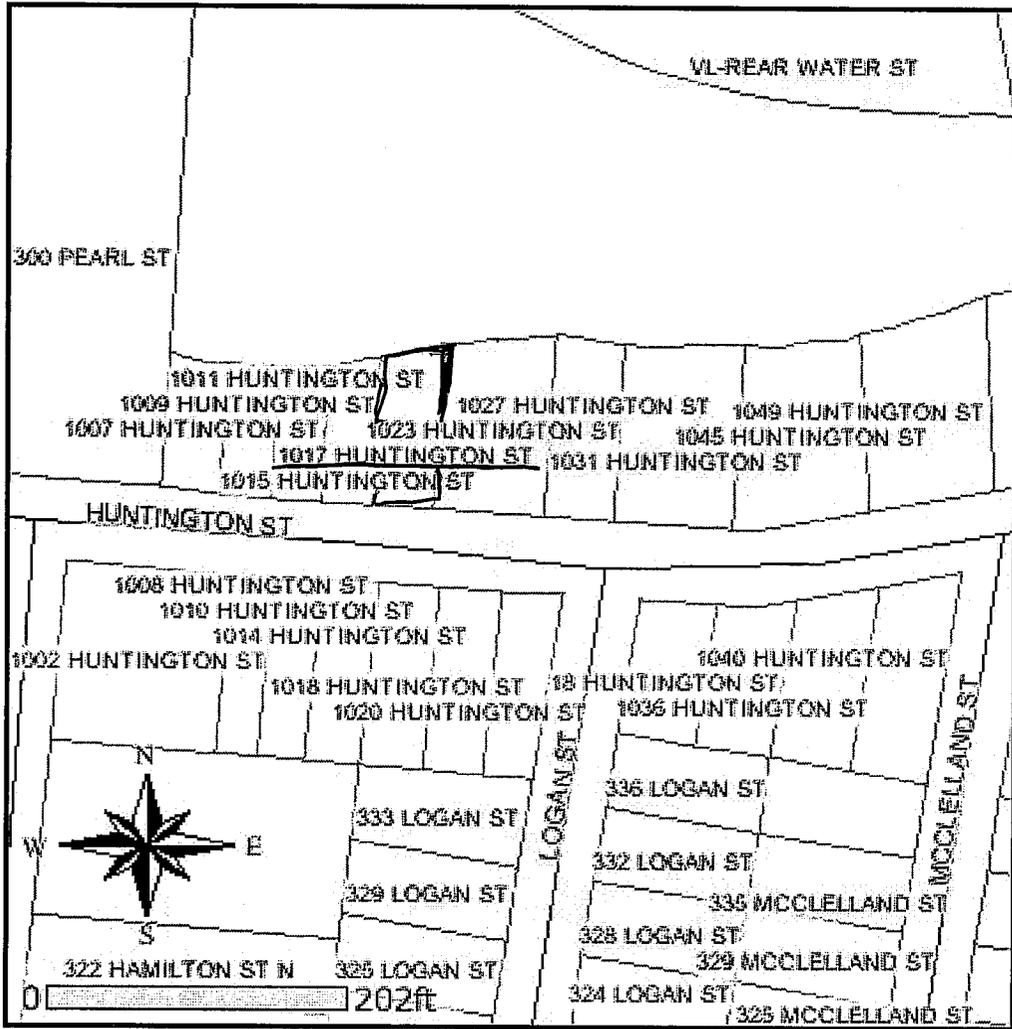
YEA	NAY

City of Watertown zoning and health codes within one (1) year of the City’s delivery of the deed to the buyer, the City shall have the right to seek reversion of title to the City, and

BE IT FURTHER RESOLVED that the said bids shall be submitted to the Mayor and City Council for their approval or rejection, and

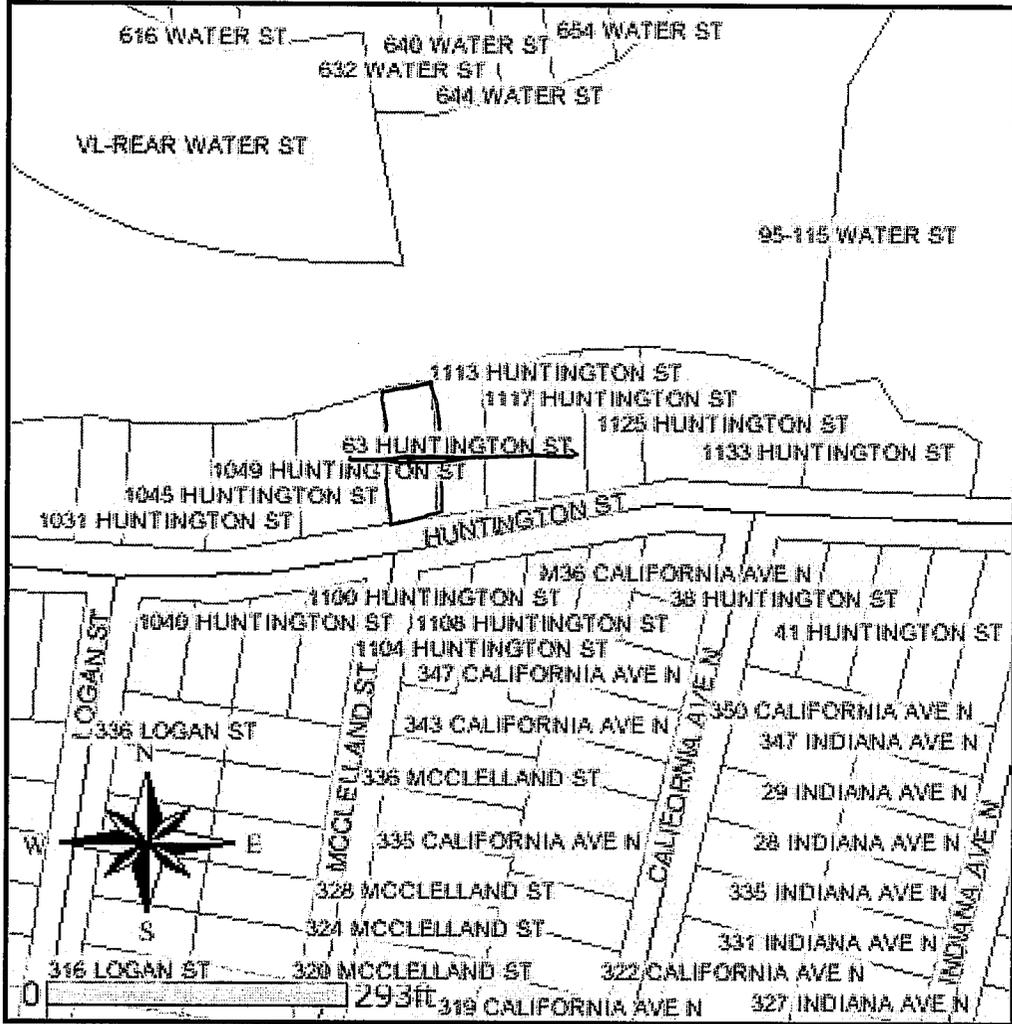
BE IT FURTHER RESOLVED that the City reserves the right to withdraw any parcel prior to the public sale of said parcels.

Seconded by



March 11, 2010

Disclaimer: This map was prepared by the City of Watertown Internet Mapping Application. The information was compiled using the most current data available. It is deemed accurate, but is not guaranteed.



Legend

-  Roads
-  Tax Parcels
-  City Boundary

March 11, 2010

Disclaimer: This map was prepared by the City of Watertown Internet Mapping Application. The information was compiled using the most current data available. It is deemed accurate, but is not guaranteed.

Res No. 4

March 11, 2010

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Accepting Bid for #3 Lift Pump Motor and Drive for
Waste Water Treatment Facility, KJ Electric

The City Purchasing Department advertised and received sealed bids for the purchase of one new and unused 3-Phase Adjustable Frequency Drive and Motor to replace the existing unit at our Waste Water Treatment Facility for installation by City staff.

Invitations to bid were issued to nine (9) prospective bidders with four (4) bids submitted to the Purchasing Department where they were publicly opened and read on Wednesday, March 3, 2010.

City Purchasing Agent Robert J. Cleaver reviewed the bids received with Michael J. Sligar, Chief Waste Water Treatment Plant Operator. It is their recommendation that the City Council accept the bid submitted by KJ Electric of Syracuse, New York, in the amount of \$21,895.00 as the lowest bidder meeting our specifications. The bids submitted are detailed in the attached report of Mr. Cleaver. The funding to support the purchase of this equipment is available in the operating budget for 2009-2010.

A resolution accepting the bid has been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Accepting Bid for #3 Lift Pump Motor and Drive at Waste Water Treatment Facility, KJ Electric

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

Total

YEA	NAY

Introduced by

WHEREAS the City Purchasing Department has advertised and received sealed bids for the purchase of one new and unused 3-Phase Adjustable Frequency Drive and Motor to replace the existing unit at our Waste Water Treatment Facility, and

WHEREAS invitations to bid were issued to nine (9) prospective bidders, with four (4) bids being received and publicly opened and read in the City Purchasing Department on Wednesday, March 3, 2010, and

WHEREAS City Purchasing Agent Robert J. Cleaver and Michael Sligar, Chief Waste Water Treatment Plant Operator, reviewed the bids received and are recommending the acceptance of the bid submitted by KJ Electric, 5894 East Molloy Road, Syracuse, New York 13211, in the amount of \$21,895.00 as the lowest qualifying bid meeting the City's specifications,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown, New York hereby accepts the bid in the amount of \$21,895.00 submitted by KJ Electric, 5894 East Molloy Road, Syracuse, New York 13211, for the purchase of one new and unused 3-Phase Adjustable Frequency Drive and Motor.

Seconded by

RESOLUTION

Page 1 of 1

Accepting Bid for #3 Lift Pump Motor and Drive at Waste Water Treatment Facility, KJ Electric

Council Member BURNS, Roxanne M.

Council Member BUTLER, Joseph M. Jr.

Council Member MACALUSO, Teresa R.

Council Member SMITH, Jeffrey M.

Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

WHEREAS the City Purchasing Department has advertised and received sealed bids for the purchase of one new and unused 3-Phase Adjustable Frequency Drive and Motor to replace the existing unit at our Waste Water Treatment Facility, and

WHEREAS invitations to bid were issued to nine (9) prospective bidders, with four (4) bids being received and publicly opened and read in the City Purchasing Department on Wednesday, March 3, 2010, and

WHEREAS City Purchasing Agent Robert J. Cleaver and Michael Sligar, Chief Waste Water Treatment Plant Operator, reviewed the bids received and are recommending the acceptance of the bid submitted by KJ Electric, 5894 East Molloy Road, Syracuse, New York 13211, in the amount of \$21,895.00 as the lowest qualifying bid meeting the City's specifications,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown, New York hereby accepts the bid in the amount of \$21,895.00 submitted by KJ Electric, 5894 East Molloy Road, Syracuse, New York 13211, for the purchase of one new and unused 3-Phase Adjustable Frequency Drive and Motor.

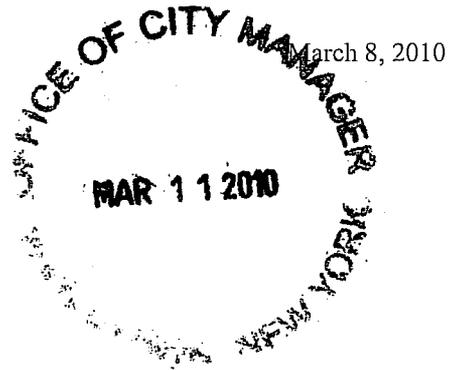
Seconded by



CITY OF WATERTOWN, NEW YORK

ROOM 205, MUNICIPAL BUILDING
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601
Tel. (315) 785-7749 • Fax (315) 782-9014

ROBERT J. CLEAVER
PURCHASING AGENT



To: Mary Corriveau
From: Robert J. Cleaver
Subject: #3 Lift Pump Motor & Drive Bid
Waste Water Treatment Facility

The City's Purchasing Department advertised in the Watertown Daily Times on Monday, February 8, 2010 calling for sealed bids for the purchase of one two new and unused 3-Phase Adjustable Frequency Drive and Motor to replace the existing unit at our Pollution Control Plant for installation by City staff.

Invitations to bid were issued to 9 prospective bidders with 4 bids submitted to the Purchasing Department where they were publicly opened and read on Wednesday, March 3, 2010. Results of those bids are as follows:

KJ Electric 5894 East Molloy Rd Syracuse, N.Y. 13211	Marathon Motor w/ Eaton-Cutler Hammer Drive Delivery 85 days after receipt of order	\$21,895.00
Koester Associates, Inc. RR #5 Box 620, Suite 7 Madison Blvd. Canastota, N.Y. 13032	Emerson Motor w/ Eaton-Cutler Hammer Drive Delivery 60 days after receipt of order	\$35,480.00
Pioneer Pump Systems P.O. Box 130 Syracuse, N.Y. 13211	Toshiba Motor w/Toshiba Drive Delivery 60 days after receipt of order	\$35,992.00
RITEC Industries 26 Saginaw Drive Rochester, N.Y. 14623	Danfoss Drive Unit only Delivery 3-4 weeks after receipt of order	\$ 8,500.00

I have reviewed the submittals with Chief Plant Operator, Michael Sligar and it is my recommendation that we accept the bid submitted by KJ Electric, Syracuse, N.Y. the lowest qualified bidder meeting our specifications. Their bid was in the amount of \$21,895.00 for the Marathon Motor and Emerson-Cutler Hammer Speed Drive.

The bid submitted by RITECH Industries was for the motor drive only therefore their bid was ruled incomplete and disqualified.

If you have any questions regarding this recommendation please contact me at your convenience.

A handwritten signature in black ink that reads "Robert J. Cleaver". The signature is written in a cursive, flowing style.

Robert J. Cleaver

cc: Kurt Hauk, City Engineer
Michael Sligar Chief Plant Operator
Jim Mills Comptroller
file

Res No. 5

March 10, 2010

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Approving Amendment No. 2 to the Professional Services Agreement with Stearns & Wheler, LLC for Combined Sewer Overflow Modeling and Calibration, Wastewater Treatment Plant

The City owns and operates a Wastewater Treatment Plant in accordance with a New York State Pollution Discharge Elimination System (SPDES) permit issued by the NYS Department of Environmental Conservation. On June 1, 2002, the City's SPDES permit was amended and language was added that required the City to prepare a Long Term Combined Sewer Overflow (CSO) Control Plan (LTCP). The goal of the LTCP is to determine what the City should be doing with its active controlled sewer overflows.

On December 18, 2006, the City Council approved an Agreement for Professional Services in the amount of \$72,100 with Stearns & Wheler for the performance of the modeling and calibration of five of the fifteen drainage basins within the City that have an active CSO. On July 7, 2008, the City Council approved Amendment No. 1 to that agreement in the amount of \$37,000 for the modeling and calibration of four additional drainage basins within the City that have active CSOs.

City Engineer Kurt Hauk has submitted for City Council consideration Amendment No. 2 to the Professional Services Agreement with Stearns & Wheler, in the amount of \$31,000. This Amendment is for two specific tasks as detailed in the attached Amendment, the first is Characterization of the Collection System and the second, Assistance with the Long-Term Control Plan. Funding to support this additional work can be covered under the funds authorized and borrowed for the CSO study.

The terms of the Amendment were reviewed and approved by the Engineering Department and the City's Attorney, Slye & Burrows.

A resolution approving Amendment No. 2 to the Professional Services Agreement with Stearns & Wheler has been prepared for City Council consideration.

Approving Amendment No. 2 to the Professional Services Agreement with Stearns & Wheler LLC for Combined Sewer Overflow Modeling and Calibration, Wastewater Treatment Plant

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

Total

YEA	NAY

Introduced by

WHEREAS the City owns and operates a Wastewater Treatment Plant in accordance with a New York State Pollution Discharge Elimination System (SPDES) permit issued by the NYS Department of Environmental Conservation, and

WHEREAS on June 1, 2002, the City’s SPDES permit was amended and language was added that requires the City to prepare a Long Term Combined Sewer Overflow (CSO) Control Plan (LTCP), and

WHEREAS the goal of the Long Term Control Plan is to determine what the City should be doing with our active CSOs and the Plan needs to establish the current characteristics of the Black River and the characteristics of the City’s discharges into the river, and

WHEREAS on December 18, 2006, the City Council of the City of Watertown approved an Agreement for Professional Services in the amount of \$72,100 with Stearns & Wheler for combined sewer overflow modeling and calibration of five of the fifteen drainage basins within the City that have an active CSO, and

WHEREAS on July 7, 2008, the City Council approved Amendment No. 1 to that agreement in the amount of \$37,000 for the modeling and calibration of four additional drainage basins within the City that have active CSOs, and

WHEREAS City Engineer Kurt Hauk has submitted for City Council consideration Amendment No. 2 to the Professional Services Agreement with Stearns & Wheler, in the amount of \$31,000, which is for two specific tasks as detailed in the attached Amendment, the first is Characterization of the Collection System and the second, Assistance with the Long-Term Control Plan.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves Amendment No. 2 to the Professional Services Agreement with Stearns & Wheler, a copy of which is attached and made part of this resolution, and

Approving Amendment No. 2 to the Professional Services Agreement with Stearns & Wheeler LLC for Combined Sewer Overflow Modeling and Calibration, Wastewater Treatment Plant

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

YEA	NAY

BE IT FURTHER RESOLVED that the Mayor, Jeffrey E. Graham, is hereby authorized and directed to execute the Amendment documents on behalf of the City of Watertown.

Seconded by



**TO AGREEMENT BETWEEN
CITY OF WATERTOWN, NEW YORK
AND
STEARNS & WHEELER, LLC
S&W NO. 61266**

WHEREAS, Stearns & Wheeler, LLC (ENGINEER) and the City of Watertown, New York (OWNER) entered into an Agreement dated November 30, 2006 and Amendment No. 1 dated July 14, 2008 to perform Combined Sewer Overflow (CSO) Modeling as part of the OWNER's Long-Term Control Plan (LTCP) Plan; and

WHEREAS, the NYSDEC has requested the OWNER's Combined Sewer Long-Term Control Plan Report to be completed by August 2010; and

WHEREAS, OWNER has requested that the ENGINEER provide assistance in finalizing the Long-Term Control Plan Report.

NOW, THEREFORE, ENGINEER and OWNER agree to amend the Agreement to add additional tasks and to provide a new maximum cost for the Agreement, as amended, as follows.

SCOPE OF SERVICES

A.1.01 Engineering Services

7. The Long-Term Control Plan Report is a report, which the City of Watertown is required to submit to the NYSDEC and USEPA. This report presents the specific capital projects that are required to bring the collection system into compliance with Federal and State laws, and also presents a schedule of these specific capital projects. A Long-Term Control Plan Report generally includes the following items:

- Public Participation
- Water Quality Assessment
- Consideration of Sensitive Areas
- Characterization of the Collection System
- Evaluation of Alternatives
- Cost/Performance Considerations
- Financial Capability Analysis
- Implementation Schedule for CSO Controls.

To date, the City has completed or partially completed many of the above referenced items, but the City is seeking assistance to complete these items and produce an approvable Long-Term Control Plan Report.



Task 1: Characterization of the Collection System

The CONSULTANT will calibrate sewer basins 005, 006, 010, 011, 012 and 013. No new flow data will be used to perform the calibration; rather model parameters will be based on parameters used for other calibrated basins.

Once the individual sewer basins are calibrated, the CONSULTANT will join the basins together along with the interceptor sewers and overflows as a hydraulic unit conveying flow to the wastewater treatment plant. The overflows along the interceptor will be calibrated using flow data from the wastewater treatment plant and the CSO frequency data (both provided by the City).

The CONSULTANT will review and analyze NOAA historical rainfall records for the City and determine the average annual precipitation year. Based on the rainfall records, the CONSULTANT will also develop a one-year return frequency hyetograph.

The CONSULTANT will run the calibrated model for the average annual precipitation year and calculate the percent of wet weather induced flow that the City is capturing and treating at the wastewater treatment plant.

The CONSULTANT will have one (1) meeting with the City to present the findings of the model calibration and the percent capture findings. The CONSULTANT will produce a final report that summarizes the calibration and the findings of the rainfall and percent capture findings.

Task 2: Assistance with the Long-Term Control Plan

The CONSULTANT will assist the OWNER with the development and approval of the Long-Term Control Plan Report. The CONSULTANT will provide services as requested by the OWNER for the following work items:

- ▶ Public Participation
- ▶ Water Quality Assessment
- ▶ Consideration of Sensitive Areas
- ▶ Evaluation of Alternatives
- ▶ Cost/Performance Considerations
- ▶ Financial Capability Analysis
- ▶ CSO Control Implementation Schedule

PAYMENTS TO ENGINEER

4.01.A. OWNER shall pay ENGINEER for Additional Services as follows:

5. An amount of up to \$16,000 to perform the additional Engineering Services called for in Task 1 of this Amendment and an amount of up to \$15,000 (based on 120 hours of service) to perform the additional Engineering Services called for by Task 2 of this



Amendment. Service will be provided for Task 2 upon request by the OWNER and invoiced separately from Task 1. The hourly rate table for Task 1 and 2 for this Amendment is as follows:

Michael Elliott, P.E.	\$225
John LaGorga, P.E.	\$130
Nicholas Hyde/Joseph Dodd	\$ 90
Administrative	\$ 70

The entirety of Task A.1.01 shall be performed on a time and materials basis not to exceed \$140,100, unless OWNER shall otherwise previously agree to a change, in writing.

AUTHORIZATION

The return of one signed copy of this Amendment No. 2, together with a copy of a formal resolution of approval, constitutes acceptance of this Amendment and shall be written authorization for ENGINEER to proceed with the Scope of Service outlined above.

IN WITNESS WHEREOF, the parties hereto have made and executed this Amendment No. 2 as of the last date entered below.

ENGINEER:

STEARNS & WHEELER, LLC

By: 
C. Michael Elliott, P.E.

Title: Principal

Date: 3/2/10

OWNER:

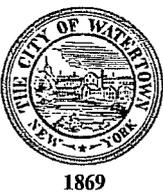
CITY OF WATERTOWN, NEW YORK

By: _____
Hon. Jeffrey E. Graham

Title: Mayor

Date: _____

CME/JL/kan



CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM



DATE: 9 March, 2010

TO: Mary Corriveau, City Manager

FROM: Kurt Hauk, City Engineer *KWH*

SUBJECT: Amendment #2, CSO Modeling and Calibration Consultant Agreement

The NYSDEC has given the City until 1 August 2010 to complete the modeling of the drainage basins within the City and to revise and update the information in the draft LTCP that was submitted to the DEC and EPA in December of 2008. This re-submittal would constitute the final draft for approval.

Enclosed is a copy of Amendment #2 to the Professional Services Agreement from Stearns and Wheler, LLC. The Amendment is broken into two Tasks. Task #1 is for the performance of the modeling and calibration of the remaining six drainage basins within the City Watertown that have an active Combined Sewer Overflow (CSO). Task #2 provides for assistance with the preparation of the revisions to the draft CSO Long Term Control Plan (LTCP) when requested. The assistance to be provided for Task #2 will be on an as-needed basis, and the total scope may not be exercised if the work being done in-house is finished prior to the deadline. Task #1 is the additional modeling at a cost of \$16,000. Task #2 is for the assistance with the LTCP at a maximum cost of \$15,000. The total amount for Amendment #2 is \$31,000.

The original agreement in 2006 was for modeling and calibration for five drainage basins for \$72,100. Amendment #1 in 2008 provided for the calibration and modeling of an additional four basins for \$37,000. Upon approval of Amendment #2, the total amount of the agreement would now be \$140,100.

There is approximately \$40,000 available in the CSO bond ordinance passed to facilitate this project.

The terms of the amendment were reviewed by the Engineering Department and Slye & Burrows.

Please prepare a resolution for the City Council to approve the Amendment for Professional Services for Combined Sewer Overflow Modeling and Calibration for an additional \$31,000 and the not to exceed amount of \$140,100.00. It should also authorize the Mayor to sign the agreement on behalf of the City.

Cc: Jim Mills, City Comptroller

Res No. 6

March 11, 2010

To: The Honorable Mayor and City Council

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

Subject: Approving a Grant Disbursement Agreement Amendment With
Empire State Development Corporation for the 2007 Restore NY Grant –
Riverview Plaza

The Empire State Development Corporation (ESDC) has proposed an Amendment to the Grant Disbursement Agreement for the Restore NY Grant that was received for the Riverview Plaza project. The City Council approved the original Grant Disbursement Agreement on July 21, 2008.

The proposed amendment is language that ESDC's bond counsel is requiring them to add to all of their applicable agreements. The language says that the City of Watertown will use ESDC funds only for authorized capital purposes and not for operating or other working capital purposes.

A resolution approving the Amendment has been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Approving Amendment to Grant Disbursement Agreement With Empire State Development Corporation for the 2007 Restore NY Grant – Riverview Plaza

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

Total

YEA	NAY

Introduced by

WHEREAS by Resolution adopted July 21, 2008, the City Council approved the Grant Disbursement Agreement with Empire State Development Corporation for the Restore New York Grant for the Riverview Plaza project, and

WHEREAS the Empire State Development Corporation is proposing an Amendment to the Grant Disbursement Agreement with language that is being required by its bond counsel, 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 it hereby approves the Grant Disbursement Agreement Amendment as proposed by Empire State Development Corporation, and

BE IT FURTHER RESOLVED that the Mayor, Jeffrey E. Graham, is hereby authorized and directed to execute the Grant Disbursement Agreement Amendment.

Submitted by

GRANT DISBURSEMENT AGREEMENT AMENDMENT by and between the New York State Urban Development Corporation d/b/a the Empire State Development Corporation ("ESDC") and City of Watertown (the "Grantee").

ESDC and the Grantee have entered into a Grant Disbursement Agreement with respect to the Project described below and desire to amend such agreement on the following terms:

PROJECT NAME:	Watertown – RESTORE II – Riverview Plaza
PROJECT NUMBER:	W073
GRANT AMOUNT:	\$1,006,147
ESDC APPROVAL DATE:	May 22, 2008
PACB APPROVAL DATE:	June 18, 2008

Additional terms and conditions, if any, are set forth in Attachment A.

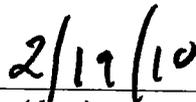
All other terms and conditions of the Grant Disbursement Agreement, except as modified herein, shall remain in full force and effect.

This agreement is entered into as of the latest date written below:

NEW YORK STATE URBAN DEVELOPMENT CORPORATION
d/b/a EMPIRE STATE DEVELOPMENT CORPORATION



(Signature) Douglas Wehrle, Senior Vice President, Loans and Grants



(date)

City of Watertown

(Signature)

(date)

(Printed name and title)

Attachment A

Contents

Additional Conditions: The following has been added to Section 7 - Representations, Warranties and Covenants:

Grantee will use ESDC grant funds, and submit payment requisitions, exclusively for eligible expenses related to capital works or purposes in accordance with IRS rules and regulations relating to ESDC's bonds and in accordance with the New York Debt Reform Act. Grantee acknowledges that grant funds must be used solely for authorized capital purposes and not for operating expenses or other working capital items or non-capital purposes, irrespective of whether the funds are still used for the benefit of the Project. Grantee acknowledges that the consequences of breaching this covenant could result in violations of state law and/or large bond issuances being treated as taxable instead of tax exempt for federal and state tax purposes, loss of certain federal subsidies to the state, adverse ratings changes for such bonds, and disproportionate negative financial consequences to the state and bondholders. Grantee recognizes its financial obligations, risks and liabilities for breach of this covenant. ESDC may, from time to time, request information from Grantee to confirm its compliance with this covenant and Grantee acknowledges its obligation under Section 8 (a) (ii) of the GDA to provide information upon request to ESDC.

Douglas G. Wehrle
Senior Vice President
Loans and Grants



February 19, 2010

Mr. Kenneth Mix
Planning & Community Development Director
City of Watertown
245 Washington St.
Watertown, New York 13601

Re: Watertown – RESTORE II – Riverview Plaza, Project #W073

Dear Mr. Mix:

It is noted that a Grant Disbursement Agreement (“GDA”) has been executed between the New York State Urban Development Corporation d/b/a Empire State Development Corporation (“ESDC”) and City of Watertown dated July 22, 2008 for the above-referenced project. This grant is being funded with proceeds of a bond sale, and ESDC’s outside bond counsel has recently required ESDC to add language to all of its applicable GDAs, as follows:

City of Watertown will use ESDC grant funds, and submit payment requisitions, exclusively for eligible expenses related to capital works or purposes in accordance with IRS rules and regulations relating to ESDC's bonds and in accordance with the New York Debt Reform Act. Grantee acknowledges that grant funds must be used solely for authorized capital purposes and not for operating expenses or other working capital items or non-capital purposes, irrespective of whether the funds are still used for the benefit of the Project. Grantee acknowledges that the consequences of breaching this covenant could result in violations of state law and/or large bond issuances being treated as taxable instead of tax exempt for federal and state tax purposes, loss of certain federal subsidies to the state, adverse ratings changes for such bonds, and disproportionate negative financial consequences to the state and bondholders. Grantee recognizes its financial obligations, risks and liabilities for breach of this covenant. ESDC may, from time to time, request information from Grantee to confirm its compliance with this covenant and Grantee acknowledges its obligation under Section 8 (a) (ii) of the GDA to provide information upon request to ESDC.

Therefore, ESDC is required to send you the attached GDA Amendment (the “Amendment”) containing the above-referenced language. Please execute both originals of the

Empire State Development Corporation

633 Third Avenue New York, New York 10017-8167 Tel 212 803 3628 Fax 212 803 3828
Internet Address: dwehrle@empire.state.ny.us

Amendment within 30 days, retaining one and returning the other to Wai Shiu, your project manager at ESDC, 633 Third Avenue, 36th Floor, New York, NY 10017. Should you have questions, your project manager can be reached at 212-803-3684.

We want to again thank you for carrying out your project in New York State, and we continue to look forward to working with you.

Sincerely,


Douglas Wehrle

cc: Wai Shiu
James Fayle

Res Nos. 7 and 8

March 11, 2010

To: The Honorable Mayor and City Council

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

Subject: Completing SEQRA Review of LWRP, Accepting it as Completed and Authorizing its Submission to NYS Department of State

Attached are two resolutions for City Council consideration. Also attached are copies of the Executive Summary of the Draft Local Waterfront Revitalization Program (LWRP), Associated Zoning Ordinance Revisions and Consistency Review Law. The complete LWRP can viewed on the Planning Office's page of the City's website, www.watertown-ny.gov.

City Council initiated a coordinated SEQRA Review of the LWRP, Associated Zoning Ordinance Revisions and Consistency Review Law on February 16, 2010. The only other involved agency that was identified was the New York State Department of State (DOS). DOS has responded that they concur with the City Council being established as the lead agency.

The City Council must complete Part 2, and Part 3 if necessary, of the EAF before it may vote on the resolution. The resolution states that the adoption of the LWRP, Associated Zoning Ordinance Revisions and Consistency Review Law will not have a significant negative impact on the environment.

The second resolution accepts the Draft Local Waterfront Revitalization Program as complete and ready for public review, and it authorizes its submission to the New York State Department of State for review by state, federal and regional agencies. The resolution also sets a Public Hearing on the Draft LWRP for Monday, April 5, 2010 at 7:30 p.m.

Advantage Watertown adopted a resolution at its March 11, 2010 meeting recommending that the City Council accept the Draft LWRP as complete and submit it to DOS for review.

RESOLUTION

Page 1 of 2

Finding That the Adoption of the LWRP, Associated Zoning Ordinance Revisions and Consistency Review Law Will Not Have a Significant Negative Impact on the Environment

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

Total

YEA	NAY

Introduced by

WHEREAS the City Council of the City of Watertown, New York, has before it a Draft Local Waterfront Revitalization Program (LWRP) with Associated Zoning Ordinance Revisions and Consistency Review Law, 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 adoption of the proposed plan and associated legislation will constitute such an action, and

WHEREAS the City Council has determined that the proposal is a “Type I Action” as that term is defined in 6NYCRR Section 617.2, and

WHEREAS the City initiated a coordinated review with all other involved agencies and received no objections to the City Council being established as the lead agency, 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 Full Environmental Assessment Form has been prepared by Staff, a copy of which is attached and made part of this resolution,

RESOLUTION

Page 2 of 2

Finding That the Adoption of the LWRP, Associated Zoning Ordinance Revisions and Consistency Review Law Will Not Have a Significant Negative Impact on the Environment

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

Total

YEA	NAY

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

1. It is established as lead agency for the purposes of the State Environmental Quality Review.
2. 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 adoption of the plan and associated legislation will not have a significant negative impact on the environment.
3. 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.
4. This Resolution shall take effect immediately.

Seconded by

PART 1.- PROJECT INFORMATION

Prepared by Project Sponsor

NOTICE: This document is designed to assist in determining whether the action proposed may have a significant effect on the environment. Please complete the entire form, Parts A through E. Answers to these questions will be considered as part of the application for approval and may be subject to further verification and public review. Provide any additional information you believe will be needed to complete Parts 2 and 3.

It is expected that completion of the full EAF will be dependent on information currently available and will not involve new studies, research or investigation. If information requiring such additional work is unavailable, so indicate and specify each instance.

NAME OF ACTION Adoption of Local Waterfront Revitalization Program, associated Zoning Ordinance revisions and Consistency Review Law		
LOCATION OF ACTION (Include Street Address, Municipality and County) North and south sides of the Black River within the City of Watertown, Jefferson County		
NAME OF APPLICANT/SPONSOR City of Watertown		BUSINESS TELEPHONE (315) 785-7730
ADDRESS 245 Washington Street		
CITY/PO Watertown	STATE NY	ZIP CODE 13601
NAME OF OWNER (If different)		BUSINESS TELEPHONE
ADDRESS		
CITY/PO	STATE	ZIP CODE
DESCRIPTION OF ACTION <p>The City of Watertown City Council intends to adopt a Local Waterfront Revitalization Program (LWRP) for the area within the waterfront area boundary of the City of Watertown. The LWRP was prepared under guidelines established by the New York State Department of State and includes: (1) delineation of a waterfront revitalization area; (2) inventory of existing natural and man-made conditions within the waterfront area, as well as an analysis of the opportunities and constraints to future development; (3) policies for use, protection, and development of the waterfront area; (4) recommended land and water uses for the waterfront area and specific projects to implement the Program; (5) a description of local laws, regulations, and other local techniques necessary for implementation of the LWRP; (6) a description of the State and federal programs likely to affect, and necessary to further, implementation of the LWRP; and (7) a description of the local commitment for preparation of the LWRP. Upon adoption of the LWRP by the City and its subsequent approval by the NYS Secretary of State and incorporation into the State's Coastal Management Program, City and State actions are to be undertaken in a manner consistent to the maximum extent practicable with the LWRP. Following concurrence by the Office of Ocean and Coastal Resource Management (OCRM) on the incorporation of the City of Watertown LWRP, all federal agency activities are required to be consistent with the policies of the LWRP.</p> <p>The proposed LWRP Consistency Law will establish procedures for determining the consistency of proposed actions with the Watertown LWRP, will require a consistency determination for all actions or direct agency actions within the City's Waterfront Revitalization Area Boundary, and provides for prosecution of violations of these requirements. The proposed local law will take effect immediately upon its filing with the NYS Secretary of State.</p> <p>The proposed amendment to the City's Zoning Ordinance will create new Downtown, Open Space and Recreation and Waterfront Districts, which will be used to implement the land use recommendations of the LWRP.</p>		

Please complete Each Question - Indicate N.A. if not applicable

A. Site Description

Physical setting of overall project, both developed and undeveloped areas.

1. Present land use: Urban Industrial Commercial Residential (suburban)
 Rural (non-farm) Forest Agriculture Other Recreation

2. Total acreage of project area: 934 acres.

APPROXIMATE ACREAGE	PRESENTLY	AFTER COMPLETION
Meadow or Brushland (Non-agricultural)	<u>145</u> acres	<u>same</u> acres
Forested	<u>90</u> acres	<u>same</u> acres
Agricultural (Includes orchards, cropland, pasture, etc.)	<u>0</u> acres	<u>same</u> acres
Wetland (Freshwater or tidal as per Articles 24, 25 of ECL)	<u>22</u> acres	<u>same</u> acres
Water Surface Area	<u>205</u> acres	<u>same</u> acres
Unvegetated (Rock, earth or fill)	_____ acres	<u>same</u> acres
Roads, buildings and other paved surfaces	<u>472</u> acres	<u>same</u> acres
Other (Indicate type)	_____ acres	<u>same</u> acres

3. What is predominant soil type(s) on project site? Soil types vary in this area - primarily Collamer-Galway-Niagara and Plainfield-Windsor-Deerfield

a. Soil drainage: Well drained _____ % of site Moderately well drained 100% of site
 Poorly drained _____ % of site

b. If any agricultural land is involved, how many acres of soil are classified within soil group 1 through 4 of the NYS Land Classification System? N/A acres. (See 1 NYCRR 370).

4. Are there bedrock outcroppings on project site? Yes No

a. What is depth of bedrock? varies (in feet)

5. Approximate percentage of proposed project site with slopes: 0-10% 78% 10-15% 8%
 15% or greater 14%

6. Is project substantially contiguous to, or contain a building, site, or district listed on the State or the National Registers of Historic Places? Yes No

7. Is project substantially contiguous to a site listed on the Register of National Natural Landmarks? Yes No

8. What is the depth of the water table? varies (in feet)

9. Is site located over a primary, principal, or sole source aquifer? Yes No

10. Do hunting, fishing or shell fishing opportunities presently exist in the project area? Yes No

11. Does project site contain any species of plant or animal life that is identified as threatened or endangered?

Yes No According to New York Natural Heritage Program
Identify each species There are two threatened vascular plant species listed as being located within the study - Crawe's Sedge and Lake-cress, recent documentation of their presence has not been made, however. The threatened osprey and the endangered bald eagle have also been seen in the vicinity of the project site, however, official documentation has not been completed.

12. Are there any unique or unusual landforms on the project site? (i.e. cliffs, dunes, other geological formations)
 Yes No Describe The Black River runs through a limestone gorge for a mile-long segment from the Newell Street area east to the Sewall's Island and Diamond Island area.

13. Is the project site presently used by the community or neighborhood as an open space or recreation area?
 Yes No If yes, explain There are several parks within the LWRP area including Alex T. Duffy Fairgrounds, Whitewater Park, Veterans' Memorial Riverwalk, Factory Square Park, Waterworks Park and Marble Street Park. Whitewater rafting and kayaking are among the most popular recreational activities. Sport fishing also continues to be an important recreational pastime.

14. Does the present site include scenic views known to be important to the community? Yes No

15. Streams within or contiguous to project area: The Black River is the primary water body in the project area. Two smaller streams are also located in the study area.

a. Name of Stream and name of River to which it is tributary Within the project area Cold Creek and Kelsey Creek drain into the Black River, which discharges into Lake Ontario.

16. Lakes, ponds, wetland areas within or contiguous to project area:

a. Name There are some areas of state and federal regulated wetlands within and contiguous to the project area. Only one DEC regulated wetland is located within the study area

b. Size (In acres) The DEC wetland is approximately 7.5 acres. Total wetlands are approximately 22 acres.

17. Is the site served by existing public utilities? Yes No
- a. If Yes, does sufficient capacity exist to allow connection? Yes No
- b. If Yes, will improvements be necessary to allow connection? Yes No
18. Is the site located in an agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? Yes No
19. Is the site located in or substantially contiguous to a Critical Environmental Area designated pursuant to Article 8 of the ECL, and 6 NYCRR 617? Yes No
20. Has the site ever been used for the disposal of solid or hazardous wastes? Yes No

B. Project Description

1. Physical dimensions and scale of project (fill in dimensions as appropriate)
- a. Total contiguous acreage owned or controlled by project sponsor N/A acres.
- b. Project acreage to be developed: N/A acres initially; _____ acres ultimately.
- c. Project acreage to remain undeveloped N/A acres.
- d. Length of project, in miles: N/A (If appropriate)
- e. If the project is an expansion, indicate percent of expansion proposed N/A %;
- f. Number of off-street parking spaces existing N/A; proposed _____
- g. Maximum vehicular trips generated per hour N/A (upon completion of project)?
- h. If residential: Number and type of housing units:
- | | One Family | Two Family | Multiple Family | Condominium |
|------------|------------|------------|-----------------|-------------|
| Initially | <u>N/A</u> | _____ | _____ | _____ |
| Ultimately | <u>N/A</u> | _____ | _____ | _____ |
- i. Dimensions (in feet) of largest proposed structure N/A height _____ width; _____ length
- j. Linear feet of frontage along a public thoroughfare project will occupy is? N/A ft.
2. How much natural material (i.e. rock, earth, etc.) will be removed from the site? none tons/cubic yards
3. Will disturbed areas be reclaimed? Yes No N/A
- a. If yes, for what intended purpose is the site being reclaimed? _____
- b. Will topsoil be stockpiled for reclamation? Yes No
- c. Will upper subsoil be stockpiled for reclamation? Yes No
4. How many acres of vegetation (trees, shrubs, ground covers) will be removed from site? none acres
5. Will any mature forest (over 100 years old) or other locally-important vegetation be removed by this project? Yes No
6. If single phase project: Anticipated period of construction N/A months, (including demolition)
7. If multi-phased:
- a. Total number of phases anticipated N/A (number)
- b. Anticipated date of commencement phase 1 _____ month _____ year (including demolition)
- c. Approximate completion date of final phase _____ month _____ year.
- d. Is phase 1 functionally dependent on subsequent phases? Yes No
8. Will blasting occur during construction? Yes No
9. Number of jobs generated: during construction N/A; after project is complete N/A
10. Number of jobs eliminated by this project N/A
11. Will project require relocation of any projects or facilities? Yes No If yes explain _____
12. Is surface liquid waste disposal involved? Yes No

- a. If yes, indicate type of waste (sewage, industrial, etc.) and amount _____
 b. Name of water body into which effluent will be discharged _____
13. Is subsurface liquid waste disposal involved? Yes No Type _____
14. Will surface area of an existing water body increase or decrease by proposal? Yes No
 Explain _____
15. Is project or any portion of project located in a 100 year flood plain? Yes No
16. Will the project generate solid waste? Yes No
 a. If yes, what is the amount per month _____ tons
 b. If yes, will an existing solid waste facility be used? Yes No
 c. If yes, give name _____; location _____
 d. Will any wastes not go into a sewage disposal system or into a sanitary landfill? Yes No
 e. If Yes, explain _____
17. Will the project involve the disposal of solid waste? Yes No
 a. If yes, what is the anticipated rate of disposal? _____ tons/month.
 b. If yes, what is the anticipated site life? _____ years.
18. Will project use herbicides or pesticides. Yes No
19. Will project routinely produce odors (more than one hour per day?) Yes No
20. Will project produce operating noise exceeding the local ambient noise levels? Yes No
21. Will project result in an increase in energy use? Yes No If yes, indicate type(s) _____
22. If water supply is from wells, indicate pumping capacity N/A gallons/minute.
23. Total anticipated water usage per day N/A gallons/day.
24. Does project involve Local, State or Federal funding? Yes No
 If yes, explain _____
25. Approvals Required:

			Type	Submittal Date
City, Town, Village Board	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<u>Adoption of Plan,</u> <u>Consistency Review</u> <u>Law & Zoning</u> <u>Ordinance Revisions</u>	_____
City, Town, Village Planning Board	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	_____	_____
City, Town Zoning Board	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	_____	_____
City, County Health Department	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	_____	_____
Other Local Agencies	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	_____	_____
Other Regional Agencies	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	_____	_____
State Agencies	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<u>Approval of LWRP</u> <u>by DOS</u>	_____
Federal Agencies	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<u>OCRM Concurrence</u>	_____

C. Zoning and Planning Information

1. Does proposed action involve a planning or zoning decision? Yes No
 If yes, indicate decision required:
 zoning amendment zoning variance special use permit subdivision site plan
 new/revision of master plan resource management plan other _____
2. What is the zoning classification(s) of the site? The majority of the project area is zoned Lght Industrial, with some Heavy Industrial zoning focused on Sewall's Island and the north bank of the river along Water Street. Other

significant zoning districts within the study area include Commercial, Residential, and Neighborhood Business Districts. A large area of land in the western portion of the site area is zoned low-density residential.

3. What is the maximum potential development of the site if developed as permitted by the present zoning? N/A
4. What is the proposed zoning of the site? Waterfront, Downtown, Open Space & Recreation, Residential, & Commercial
5. What is the maximum potential development of the site if developed as permitted by the zoning process? N/A
6. Is the proposed action consistent with the recommended uses in adopted local land use plans? Yes No
7. What are the predominate land use(s) and zoning classifications within a ¼ mile radius of proposed action? Zoning varies from Residence A to Heavy Industry. The area includes a mix of land uses, with much of the waterfront property vacant. Predominate land uses within the LWRP boundary include commercial, public services and vacant land.
Commercial land use is concentrated within the downtown business district in the Public Square area, as well as along Factory and Coffeen Streets, where storefronts and businesses line the roadways. Public services (such as lands used for water supply and treatment and hydropower facilities) are concentrated in the eastern section of the LWRP boundary area and include the city's hydroelectric facility and water plant near Route 3. Also included is the city's wastewater treatment plant in the western portion of the LWRP boundary, near the Fairgrounds. Vacant lands are scattered throughout the study area, with some of the larger parcels located near Sewall's Island and on the north side of the river along Water Street.
Remaining land use within the LWRP boundary is a mix of industrial, residential, community services, and recreation and entertainment. Smaller areas of industrial land use are scattered throughout the river's edge. Residential land uses consist of higher-density apartment buildings and single-family detached homes. On the south side of the river, residential land use is concentrated within the existing neighborhood south of the Van Duzee Street Bridge and along Huntington Street.
8. Is the proposed action compatible with adjoining/surrounding land uses within a ¼ mile? Yes No
9. If the proposed action is the subdivision of land, how many lots are proposed? N/A
a. What is the minimum lot size proposed? _____
10. Will proposed action require any authorization(s) for the formation of sewer or water districts? Yes No
11. Will the proposed action create a demand for any community provided services (recreation, education, police, fire protection)? Yes No
a. If yes, is existing capacity sufficient to handle projected demand? Yes No
12. Will the proposed action result in the generation of traffic significantly above present levels? Yes No
a. If yes, is the existing road network adequate to handle the additional traffic? Yes No

D. Informational Details

Attach any additional information as may be needed to clarify your project. If there are or may be any adverse impacts associated with your proposal, please discuss such impacts and the measures which you propose to mitigate or avoid them.

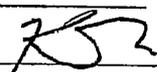
E. Verification

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

Applicant/Sponsor Name Watertown City Council

Date 2/1/10

Signature _____
Coordinator _____



Title Planning & Community Development

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

PART 2 - PROJECT IMPACTS AND THEIR MAGNITUDE

Responsibility of Lead Agency

General Information (Read Carefully)

- In completing the form the reviewer should be guided by the question: Have my responses and determinations been reasonable? The reviewer is not expected to be an expert environmental analyst.
- The **Examples** provided are to assist the reviewer by showing types of impacts and wherever possible the threshold of magnitude that would trigger a response in column 2. The examples are generally applicable throughout the State and for most situations. But, for any specific project or site other examples and/or lower thresholds may be appropriate for a Potential Large Impact response, thus requiring evaluation in Part 3.
- The impacts of each project, on each site, in each locality, will vary. Therefore, the examples are illustrative and have been offered as guidance. They do not constitute an exhaustive list of impacts and thresholds to answer each question.
- The number of examples per question does not indicate the importance of each question.
- In identifying impacts, consider long term, short term and cumulative effects.

Instructions (Read carefully)

- a. Answer each of the 20 questions in PART 2. Answer **Yes** if there will be any impact.
- b. **Maybe** answers should be considered as **Yes** answers.
- c. If answering **Yes** to a question then check the appropriate box(column 1 or 2)to indicate the potential size of the impact. If impact threshold equals or exceeds any example provided, check column 2. If impact will occur but threshold is lower than example, check column 1.
- d. Identifying that an Impact will be potentially large (column 2) does not mean that it is also necessarily **significant**. Any large impact must be evaluated in PART 3 to determine significance. Identifying an impact in column 2 simply asks that it be looked at further.
- e. If reviewer has doubt about size of the impact then consider the impact as potentially large and proceed to PART 3.
- f. If a potentially large impact checked in column 2 can be mitigated by change(s) in the project to a small to moderate impact, also check the **Yes** box in column 3. A **No** response indicates that such a reduction is not possible. This must be explained in Part 3.

IMPACT ON LAND

1. Will the Proposed Action result in a physical **NO** **YES** change to the project site?

Examples that would apply to column 2

- Any construction on slopes of 15% or greater, (15 foot rise per 100 foot of length), or where the general slopes in the project area exceed 10%.
- Construction on land where the depth to the water table is less than 3 feet.
- Construction of paved parking area for 1,000 or more vehicles.
- Construction on land where bedrock is exposed or generally within 3 feet of existing ground surface.
- Construction that will continue for more than 1 year or involve more than one phase or stage.
- Excavation for mining purposes that would remove more than 1,000 tons of natural material (i.e., rock or soil) per year.
- Construction or expansion of a sanitary landfill.
- Construction in a designated floodway.
- Other impacts _____

2. Will there be an effect to any unique or unusual land forms found on the site? (i.e., **NO** **YES** cliffs, dunes, geological)

• Specific land forms: _____

	1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact be Mitigated by Project Change	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

IMPACT ON WATER

3. Will Proposed Action affect any water body designated as protected?
(Under Articles 15, 24, 25 of the Environmental Conservation Law,
ECL)

NO YES

Examples that would apply to column 2

- Developable area of site contains a protected water body.
- Dredging more than 100 cubic yards of material from channel of a protected stream.
- Extension of utility distribution facilities through a protected water body.
- Construction in a designated freshwater or tidal wetland.
- Other impacts _____

4. Will Proposed Action affect any non-protected existing or new body of water?

NO YES

Examples that would apply to column 2

- A 10% increase or decrease in the surface area of any body of water or more than a 10 acre increase or decrease.
- Construction of a body of water that exceeds 10 acres of surface area.
- Other impacts _____

5. Will Proposed Action affect surface or groundwater quality or quantity?

NO YES

Examples that would apply to column 2

- Proposed Action will require a discharge permit.
- Proposed Action requires use of a source of water that does not have approval to serve proposed (project) action.
- Proposed Action requires water supply from wells with greater than 45 gallons per minute pumping capacity.
- Construction or operation causing any contamination of a water supply system.
- Proposed Action will adversely affect groundwater.
- Liquid effluent will be conveyed off the site to facilities which presently do not exist or have inadequate capacity.
- Proposed Action would use water in excess of 20,000 gallons per day.
- Proposed Action will likely cause siltation or other discharge into an existing body of water to the extent that there will be an obvious visual contrast to natural conditions.
- Proposed Action will require the storage of petroleum or chemical products greater than 1,100 gallons.
- Proposed Action will allow residential uses in areas without water and/or sewer services.
- Proposed Action locates commercial and/or industrial uses which may require new or expansion of existing waste treatment and/or storage facilities.
- Other impacts _____

1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact be Mitigated by Project Change	
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6. Will Proposed Action alter drainage flow or patterns, or surface water runoff?
 NO YES
- Examples that would apply to column 2**
- Proposed Action would change flood water flows
 - Proposed Action may cause substantial erosion.
 - Proposed Action is incompatible with existing drainage patterns.
 - Proposed Action will allow development in a designated floodway.
 - Other impacts _____

IMPACT ON AIR

7. Will Proposed Action affect air quality?
 NO YES
- Examples that would apply to column 2**
- Proposed Action will induce 1,000 or more vehicle trips in any given hour.
 - Proposed Action will result in the incineration of more than 1 ton of refuse per hour.
 - Emission rate of total contaminants will exceed 5 lbs. per hour or a heat source producing more than 10 million BTU's per hour.
 - Proposed Action will allow an increase in the amount of land committed to industrial use.
 - Proposed Action will allow an increase in the density of industrial development within existing industrial areas.
 - Other impacts _____

IMPACT ON PLANTS AND ANIMALS

8. Will Proposed Action affect any threatened or endangered species?
 NO YES
- Examples that would apply to column 2**
- Reduction of one or more species listed on the New York or Federal list, using the site, over or near the site, or found on the site.
 - Removal of any portion of a critical or significant wildlife habitat.
 - Application of pesticide or herbicide more than twice a year, other than for agricultural purposes.
 - Other impacts _____

9. Will Proposed Action substantially affect non-threatened or non-endangered species?
 NO YES
- Examples that would apply to column 2**
- Proposed Action would substantially interfere with any resident or migratory fish, shellfish or wildlife species.
 - Proposed Action requires the removal of more than 10 acres of mature forest (over 100 years of age) or other locally important vegetation.

IMPACT ON AGRICULTURAL LAND RESOURCES

10. Will Proposed Action affect agricultural land resources?
 NO YES

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Examples that would apply to column 2

- The Proposed Action would sever, cross or limit access to agricultural land (includes cropland, hayfields, pasture, vineyard, orchard, etc.)
- Construction activity would excavate or compact the soil profile of agricultural land.
- The Proposed Action would irreversibly convert more than .10 acres of agricultural land or, if located in an Agricultural District, more than 2.5 acres of agricultural land.
- The Proposed Action would disrupt or prevent installation of agricultural land management systems (e.g., subsurface drain lines, outlet ditches, strip cropping); or create a need for such measures (e.g. cause a farm field to drain poorly due to increased runoff).
- Other impacts _____

IMPACT ON AESTHETIC RESOURCES

11. Will Proposed Action affect aesthetic resources? (If necessary, use the Visual EAF Addendum in Section 617.20, Appendix B.)

NO YES

Examples that would apply to column 2

- Proposed land uses, or project components obviously different from or in sharp contrast to current surrounding land use patterns, whether man-made or natural.
- Proposed land uses, or project components visible to users of aesthetic resources which will eliminate or significantly reduce their enjoyment of the aesthetic qualities of that resource.
- Project components that will result in the elimination or significant screening of scenic views known to be important to the area.
- Other impacts _____

IMPACT ON HISTORIC AND ARCHAEOLOGICAL RESOURCES

12. Will Proposed Action impact any site or structure of historic, prehistoric or paleontological importance?

NO YES

Examples that would apply to column 2

- Proposed Action occurring wholly or partially within or substantially contiguous to any facility or site listed on the State or National Register of historic places.
- Any impact to an archaeological site or fossil bed located within the project site.
- Proposed Action will occur in an area designated as sensitive for archaeological sites on the NYS Site Inventory.
- Other impacts _____

IMPACT ON OPEN SPACE AND RECREATION

13. Will Proposed Action affect the quantity or quality of existing or future open spaces or recreational opportunities?

NO YES

Examples that would apply to column 2

- The permanent foreclosure of a future recreational opportunity.
- A major reduction of an open space important to the community.

1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact be Mitigated by Project Change	
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• Other impacts _____

IMPACT ON CRITICAL ENVIRONMENTAL AREAS

14. Will Proposed Action impact the exceptional or unique characteristics of a critical environmental area (CEA) established pursuant to subdivision 6NYCRR 617.14(g)?

NO YES

Examples that would apply to column 2

- Proposed Action to locate within the CEA?
- Proposed Action will result in a reduction in the quantity of the resource?
- Proposed Action will result in a reduction in the quality of the resource?
- Proposed Action will impact the use, function or enjoyment of the resource?
- Other impacts _____

IMPACT ON TRANSPORTATION

15. Will there be an effect to existing transportation systems?
 NO YES

Examples that would apply to column 2

- Alteration of present patterns of movement of people and/or goods.
- Proposed Action will result in major traffic problems.
- Other impacts _____

IMPACT ON ENERGY

16. Will Proposed Action affect the community's sources of fuel or energy supply?
 NO YES

Examples that would apply to column 2

- Proposed Action will cause a greater than 5% increase in the use of any form of energy in the municipality.
- Proposed Action will require the creation or extension of an energy transmission or supply system to serve more than 50 single or two family residences or to serve a major commercial or industrial use.
- Other impacts _____

NOISE AND ODOR IMPACT

17. Will there be objectionable odors, noise, or vibration as a result of the Proposed Action?
 NO YES

Examples that would apply to column 2

- Blasting within 1,500 feet of a hospital, school or other sensitive facility.
- Odors will occur routinely (more than one hour per day).

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- Proposed Action will produce operating noise exceeding the local ambient noise levels for noise outside of structures.
- Proposed Action will remove natural barriers that would act as a noise screen.
- Other impacts _____

IMPACT ON PUBLIC HEALTH

18. Will Proposed Action affect public health and safety? NO YES

- Examples that would apply to column 2**
- Proposed Action may cause a risk of explosion or release of hazardous substances (i.e. oil, pesticides, chemicals, radiation, etc.) in the event of accident or upset conditions, or there may be a chronic low level discharge or emission.
 - Proposed Action may result in the burial of "hazardous wastes" in any form (i.e. toxic, poisonous, highly reactive, radioactive, irritating, infectious, etc.)
 - Storage facilities for one million or more gallons of liquefied natural gas or other flammable liquids.
 - Proposed Action may result in the excavation or other disturbance within 2,000 feet of a site used for the disposal of solid or hazardous waste.
 - Other impacts _____

IMPACT ON GROWTH AND CHARACTER OF COMMUNITY OR NEIGHBORHOOD

19. Will Proposed Action affect the character of the existing community? NO YES

- Examples that would apply to column 2**
- The permanent population of the city, town or village in which the project is located is likely to grow by more than 5%.
 - The municipal budget for capital expenditures or operating services will increase by more than 5% per year as a result of this project.
 - Proposed Action will conflict with officially adopted plans or goals.
 - Proposed Action will cause a change in the density of land use.
 - Proposed Action will replace or eliminate existing facilities, structures or areas of historic importance to the community.
 - Development will create a demand for additional community services (e.g. schools, police and fire, etc.)
 - Proposed Action will set an important precedent for future projects.
 - Proposed Action will create or eliminate employment.
 - Other impacts _____

20. Is there, or is there likely to be, public controversy related to potential adverse environment impacts?

NO YES

1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact be Mitigated by Project Change	
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If Any Action in Part 2 Is Identified as a Potential Large Impact or If you Cannot Determine the Magnitude of Impact, Proceed to Part 3

Part 3 - EVALUATION OF THE IMPORTANCE OF IMPACTS

Responsibility of Lead Agency

Part 3 must be prepared if one or more impact(s) is considered to be potentially large, even if the impact(s) may be mitigated.

Instructions

Discuss the following for each impact identified in Column 2 of Part 2:

1. Briefly describe the impact.
2. Describe (if applicable) how the impact could be mitigated or reduced to a small to moderate impact by project change(s).
3. Based on the information available, decide if it is reasonable to conclude that this impact is **important**.

To answer the question of importance, consider:

- The probability of the impact occurring
- The duration of the impact
- Its irreversibility, including permanently lost resources of value
- Whether the impact can or will be controlled
- The regional consequence of the impact
- Its potential divergence from local needs and goals
- Whether known objections to the project relate to this impact.



STATE OF NEW YORK
DEPARTMENT OF STATE
ONE COMMERCE PLAZA
99 WASHINGTON AVENUE
ALBANY, NY 12231-0001

DAVID A. PATERSON
GOVERNOR

LORRAINE A. CORTÉS-VÁZQUEZ
SECRETARY OF STATE

February 22, 2010

Mary M. Corriveau
City Manager
City of Watertown
Room 302, Municipal Building
245 Washington St
Watertown, NY 13601-3380

Dear Ms. Corriveau:

We are in receipt of your request for designation of the City Council as lead agency, pursuant to the State Environmental Quality Review Act, for preparation of the Local Waterfront Revitalization Program for the City of Watertown. Please be advised that the Department of State is an involved agency due to its required approval of the Local Waterfront Revitalization Program, and concurs in the designation of the City Council as lead agency.

Prior to completion of the draft Local Waterfront Revitalization Program, the City should prepare and file either a "Negative Declaration: Notice of Non-Significance" or a "Positive Declaration: Notice of Intent to Prepare a Draft Environmental Impact Statement". Please note that a copy of the completed notice should be sent to this office.

If you have any questions, feel free to call me at (518) 473-2461.

Sincerely,

Renee Parsons
Coastal Resources Specialist

cc: Kenneth A. Mix, Planning and Community Development Coordinator, City of Watertown

RESOLUTION

Page 1 of 1

Accepting the City's Draft Local Waterfront Revitalization Program as Complete and Ready for Public Review and Authorizing its Submission to The New York State Department of State

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

Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown initiated preparation of a Local Waterfront Revitalization Program in cooperation with the New York State Department of State in accordance with the provisions of Executive Law, Article 42, and

WHEREAS the Draft Local Waterfront Revitalization Program (LWRP) has been prepared under the guidance of the City with consultant planning services provided by Behan Planning and Design, and

WHEREAS the Watertown City Council as lead agency has prepared and evaluated an Environmental Assessment Form concerning the action of adopting the LWRP in accordance with the requirements of the State Environmental Quality Review Act and Part 617 of the Implementing Regulations of Article 8 of the New York State Environmental Conservation Law and determined that there will be no anticipated adverse impacts upon natural, institutional, economic, developmental and social resources of the City and have, therefore, prepared and filed a Negative Declaration,

NOW THEREFORE BE IT RESOLVED that the Draft LWRP for the City of Watertown is accepted by the City Council as complete and ready for public review and shall be submitted to the New York State Department of State for its review by state, federal and regional agencies pursuant to the provisions of Article 42 of the NYS Executive Law, and

BE IT FURTHER RESOLVED that a Public Hearing on the City's Draft LWRP will be held on April 5, 2010 at 7:30 p.m. in the City Council Chambers. The Draft LWRP may be viewed on the Planning Office's page of the City's website, www.watertown-ny.gov and copies are available for public examination in the City's Planning Office, 245 Washington Street, Watertown, New York 13601.

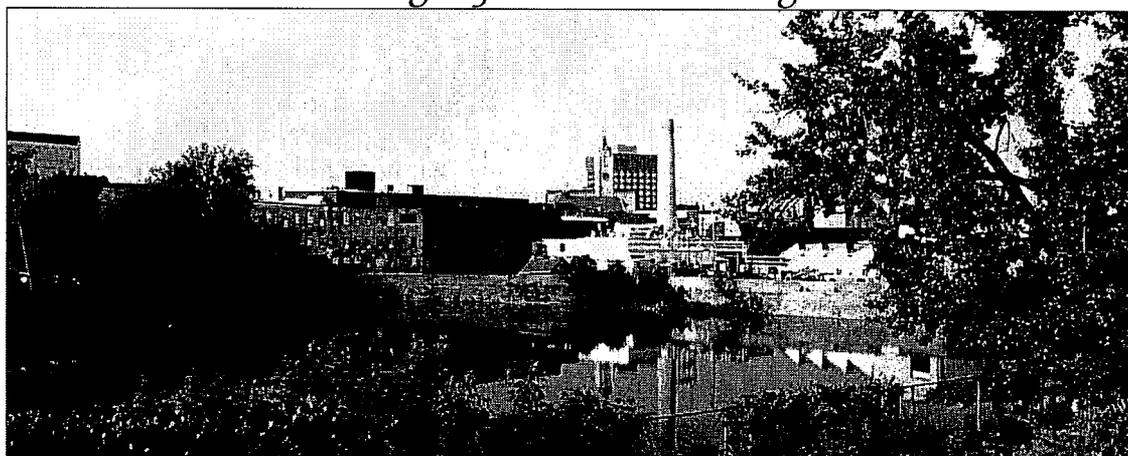
Seconded by

City of Watertown

Local Waterfront Revitalization Program (LWRP) for the Black River

Executive Summary

Rising Up to the Challenge



Watertown residents have faced many challenges. From the early settlers' floods and washouts of their fragile timber crib dams and mills, to the more recent generation's challenge of factory closings and store vacancies, blizzards, and ice storms. Facing adversity with wisdom and courage has made Watertown a stronger community.

The city, unfortunately, has witnessed a staggering level of disinvestment. In rebuilding this great city, a historic center of northern New York, the leadership and citizenry continue to rise to the challenge. Not wanting any symbol of the city's culture tarnished, the community has pulled together project after project; the Roswell P. Flower Memorial, Thompson Park and the Zoo, the renovations to Public Square, to list but a few.

Today, the community is poised for rebirth. Not as a mill town anymore, but as a quality of life city. A city with friendly neighborhoods and pleasant streets. A city with a historic downtown and many cultural amenities. A city on the Black River, with world-class outdoor water sports. Many communities have done much with less. Think of San Antonio's famous Riverwalk, built around a creek. Watertown has the mighty Black River.

In its name, Watertown speaks of its identity. This plan presents a challenge to the leadership and all citizens of the city to continue to rise up to the challenge by investing toward the continuing rebirth of the identity of the city. In Watertown's history, along the Black River, and among the neighborhoods, lies its future opportunity.

A Riverfront Vision

The Black River waterfront is a diverse and dynamic interface between natural, urban, and suburban development. The vision for the Black River calls for maintaining the existing water-dependent uses such as hydroelectric facilities, and whitewater rafting outfitters. It also calls for supporting the transition of much of the



waterfront from industrial and warehouse facilities to uses such as restaurants, specialty stores, and quality residential options. This new development should form a mixed-use pattern that fully showcases the natural, scenic, historic, and recreational opportunities of the riverfront and provides "people places" and areas for public interaction. A proposed land-use vision for the riverfront includes the following uses, described in detail below and illustrated on **LWRP Map 4.1: Proposed Land and Water Uses**.

Black River Corridor: Proposed Land and Water Uses

Water-Dependent Uses: *includes hydroelectric facilities and whitewater rafting and kayaking facilities in a pattern that allows for waterfront open space and access.*

Water-Enhanced Uses: *primarily recreational, cultural, retail or entertainment uses that are enhanced by a waterfront location.*

Open Space and Recreation: *includes waterfront preserves, parks, recreation, trails, fishing access, boating access, open space and park-and-play whitewater access.*

Waterfront Trail: *an interconnected trail system that follows the Black River shoreline (and other important connections) and links together many of the open space and community resources along the Black River.*

Dams: *dams, diversions, and infrastructure for water-dependent uses.*

Access points: *access to the river for fishing, kayaking, canoeing, and rafting.*

Blueway Trail: *dedicated access for navigation by kayaks, rafts and other non-motorized boats; fishing; and canoe access along shoreline and flatwaters.*

Proposed Riverfront Revitalization Boundary Area

The LWRP proposes to extend the existing state coastal boundary, which currently follows the Black River (with an approximately 100-foot buffer of the north and south banks of the river) for a length of approximately 7,300 feet (1.3 miles) from the city's western border east to an area near downtown Watertown. The proposed waterfront boundary includes the entire 5-mile length of the Black River in Watertown, and extends beyond the river banks to incorporate important roadways such as Newell Street, Water Street, Main Street, Factory Street and Huntington Street, and important revitalization areas such as Sewall's Island, Factory Square, and Public Square. Refer to **LWRP Map I.1: Waterfront Revitalization Area Boundary (WRAB)** for more detail. *The WRAB is the area of focus for the LWRP's inventory, analysis, policies, and recommendations.*

Inventory and Analysis

An extensive inventory of the existing natural, physical, historical, scenic, and cultural resources of the WRAB was undertaken to engender a comprehensive understanding of the Black River and surrounding area. Chapter II of this LWRP summarizes the inventory and accompanying maps are provided in Appendix A. The inventory, along with early community visioning workshops, led to the identification of several major opportunities and constraints to waterfront revitalization, as follows:

Constraints

- ***Zoning and land use patterns along the river corridor are incompatible with the desired future use of the riverfront.***
- ***Many riverfront properties are currently vacant, underutilized, and unmaintained, creating an unattractive and potentially unsafe waterfront experience.***
- ***Some lands and roadways act as physical barriers to pedestrian-scaled waterfront access and circulation. Specifically, there is a lack of connection between the downtown and the waterfront because the roadways serve as barriers.***

Opportunities

- ***The downtown-Black River connection offers a very unique urban-natural setting and an opportunity for reciprocal tourism between the downtown and the Black River.***

- ***The Black River's exceptional whitewaters and scenery offer opportunities for expansion and diversification of whitewater activities, as well as supporting retail and other services for tourist markets. The Black River also offers the potential for improved whitewater access areas, linked together by a continuous trail system.***



- ***Watertown's vacant waterfront lands offer opportunities for top-quality residential development, to fill the current demand for housing in the area.***
- ***The islands and open lands of the eastern portion of the Black River offer potential for passive and active recreation, nature preservation and viewing areas, as well as expanded public access.***

Riverfront Policies

The riverfront policies developed in the LWRP (Chapter III) help to implement the goals of the LWRP. The policies are the basis for Federal and State consistency determinations for activities affecting the waterfront area. Under the locally-adopted consistency review law (Appendix B), all new projects and actions that meet certain thresholds defined in the law would be reviewed to ensure that they are consistent with the policies of the LWRP. These policies are broad, and cover four major topic areas: developed waterfront policies; natural waterfront policies; public waterfront policies; and working waterfront policies. Policies that are of particular importance to the Black River revitalization are summarized in the text box below.



Policy 1 *Foster a pattern of development in the proposed waterfront area that enhances community character, preserves open space, makes efficient use of infrastructure, and minimizes adverse effects of development.*

Policy 2 *Preserve historic resources of the waterfront area.*

Policy 3 *Enhance visual quality and protect scenic resources of the waterfront area.*

Policy 9 *Provide for public access to, and recreational use of, waters, public lands, and public resources of the waterfront area.*

Policy 10 *Protect water-dependent uses and promote siting of new water-dependent uses in suitable locations.*

Riverfront Opportunity Areas

In an effort to focus planning, resources, and investment, the community has helped to identify a vision for six focus areas along the Black River. These opportunity areas are summarized in the text box below and discussed in more detail in Chapter IV of the LWRP. **Map 4.2: Proposed Land and Water Projects** illustrates these opportunities.

Opportunity Areas

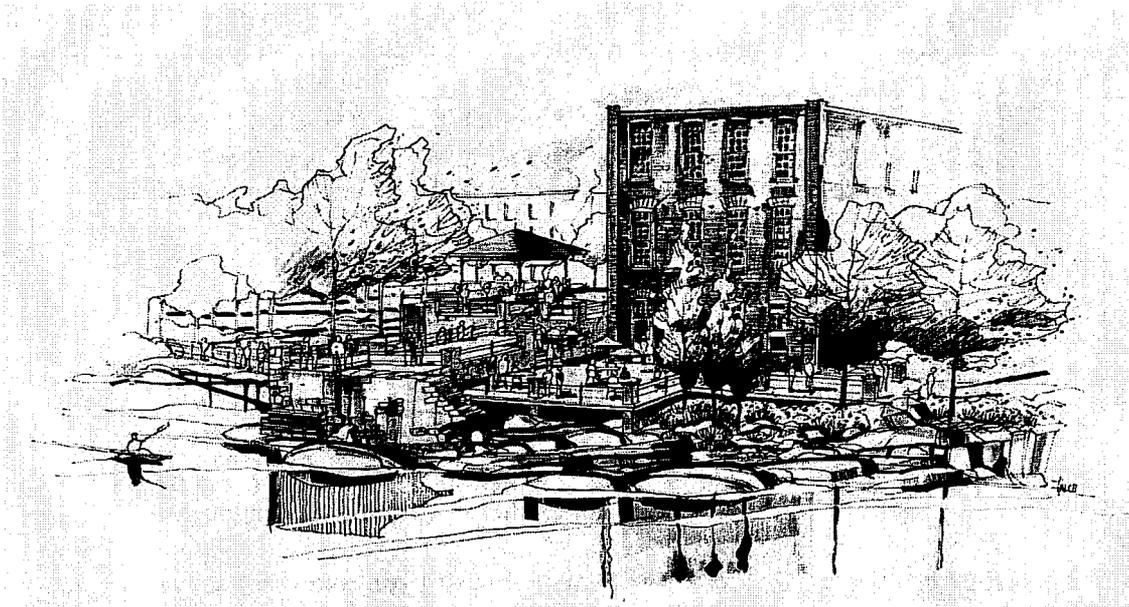
Van Duzee Street Barns Residential Community: *a waterfront-oriented residential community that features adaptive reuse of existing brick warehouse buildings.*

Downtown Connection: *a pedestrian-oriented connection between Public Square and the downtown waterfront that draws people to the waterfront.*

Whitewater Park Waterfront Loft District: *a mixed-use loft-style residential district oriented towards Whitewater Park and the Black River.*

Factory Square and Sewall's Island Mixed-Use Communities: *revitalized mixed-use complexes that offer opportunities for dining, shopping, retail and office space, and residential living surrounded by a revitalized Black River corridor.*

Eastern Islands Park and Recreation Area: *a park offering opportunities for active and passive recreation as well as preservation of wildlife habitat and natural and scenic landscapes.*



The Whitewater Park Loft District pays homage to Watertown's industrial heritage and waterfront opportunities in a mixed use environment.

Priority Project Highlights

The community has identified short-term priority areas through the LWRP planning process. The most important priority to the community is developing the linkage between Public Square and the waterfront (the "Downtown Connection" opportunity area). This linkage is viewed as the most critical in terms of long-term success of the waterfront and also as a way to build momentum for the continued revitalization and success of existing businesses along Public Square.

Priority Projects

- **Physical Connection Between Downtown and the Waterfront**
- **Sewall's Island and Factory Square Redevelopment**
- **Whitewater Park Shoreline Improvements**
- **Route 3 Wave Access Improvements**

Additionally, progress in the redevelopment of the Sewall's Island and Factory Square area, while a massive undertaking, is important to the community. Along the Black River's edge, community priorities are focused on shoreline and access improvements at Whitewater Park and Route 3 Wave areas. In both locations, it is understood that a small amount of public investment in access and shoreline enhancements will substantially improve the areas for further private investment.

Implementation Program

The implementation program includes a set of recommendations to help guide future actions to achieve the riverfront vision. These actions include necessary up-front organization to begin implementing waterfront revitalization, such as retaining adequate oversight for the project. Developing a financial strategy for implementing waterfront revitalization is an absolute necessary action, and should be considered integral to success of the program. Planning, marketing, and promotion are also critical to the success of the program, because this type of public investment paves the way for private investment in the riverfront. Capital projects, such as construction of trail segments and riverfront access improvements are critical catalysts for private investment and help to raise expectations and awareness of the Black River's vast potential. Implementation actions are summarized in the text box below and in the following pages. Additional information on the implementation program is available in **LWRP Section V: Local Implementation Techniques**.

Taking Steps to Implement Waterfront Revitalization

1. **Get Started: Become Organized and Structured for Implementation of Waterfront Revitalization**
2. **Develop a Financing Strategy: Identify How to Structure and Support Waterfront Revitalization Projects and Actions**
3. **Plan for the Future of the Waterfront: Conduct the Necessary Planning Processes to Help Advance the Waterfront Vision and Projects**
4. **Promote and Market Waterfront Opportunities: Develop Materials to Encourage Private Investment and Public Awareness**
5. **Continue to Implement Waterfront Capital Projects: Advance the Waterfront Vision and Projects for the Opportunity Areas Identified in Chapter IV of this LWRP**

Implementation Actions

The implementation program includes detailed recommendations for each of the five (5) action areas. Major recommendations for each action area are summarized below.

Action 1: Get Started

Adopt the LWRP as Policy

Following adequate review and feedback, this draft LWRP will be modified to reflect both public comments and the New York State Department of State review. Upon completion, the final LWRP should be adopted by the Watertown City Council as policy. A review under the state environmental quality review act (SEQRA) procedures is required prior to adoption of the plan. The adopted LWRP will contain a consistency law which requires review of projects within the WRAB.

Conduct Training for Consistency Review

The Planning Board is the recommended entity for conducting consistency review. A series of workshops should be conducted to train the Planning Board and all other parties that will be involved in implementing the Consistency Review Law, including the Planning Department, Engineering Department, Code Enforcement, and City Council.

Increase Staffing and Capacity to Implement Revitalization

Ensure that adequate funding is allocated within the City's Planning Department to support and staff the implementation of the LWRP.

Adopt the Revised City Zoning Law for the Waterfront Area

As part of this LWRP, draft waterfront zoning have been created. These zoning districts should be reviewed by the community and should be integrated into the city's existing ordinance, which needs to be fully updated and revised from its 1959 format.

Develop Waterfront Design Guidelines

Create an illustrated set of waterfront design guidelines that can be used by the Planning Board and others during the review of proposed projects. Train Planning Board members and others in the use of the design guidelines. These guidelines and training sessions could be developed in conjunction with the consistency review training.

Action 2: Develop a Financing Strategy

A financing strategy is integral to the success of this waterfront revitalization program. It should be responsive to Watertown's capacity and needs and should be designed to accommodate public-private partnerships. This strategy should build off of this LWRP and the complimentary economic study. It should address both soft costs and capital costs and should provide a realistic but aggressive phasing program.

A public-private partnership model should be used in financing waterfront revitalization. The city should continue to work with interested developers, landowners, and others to create conceptual plans and cost estimates for adaptive reuse projects (the development of site assessment and marketing plans will help to set the stage for public investment). Help to identify potential funding solutions for projects, and work collaboratively with developers to

identify cooperative agreements for investment (for example, the city may help to fund the necessary infrastructure improvements if the developer provides some level of commitment to the project.) These types of plans can be developed for a single property or building as well as for a larger focus area such as Factory Square or VanDuzee Street.

Action 3: Plan for the Future of the Waterfront

Create a Black River Greenway and Blueway Master Plan

The concept of a greenway for Watertown is a linear trail that connects a sequence of parks and access areas together. The blueway is similar – it is a river trail that connects water access points together for kayaks, canoes and other non-motorized boats.

The City of Watertown should conduct a local planning process to develop a master plan for a Black River Greenway and Blueway in close coordination with landowners, the Tug Hill Commission, community and local and regional trails advocates, open space, recreation and tourism partners. This plan will determine a preferred alignment for a continuous waterfront trail, develop cost estimates for planning and construction or trail segments, and identify areas in need of additional study, among other things. The plan can be coordinated with the ongoing work of the Tug Hill Commission to develop a blueway trail system along the Black River. The trail plan in this LWRP can serve as a starting point for the master plan.

Conduct a River-wide Brownfield Assessment and Remediation Program

This recommendation has already been advanced through the city's applications to state grant programs. This program would provide grant funding for the city to conduct area-wide assessment and planning for brownfields in Watertown. It would help to assess on a site basis, the level of contamination and costs associated with remediation, and thus provide information to possible investors and others currently interested in waterfront properties but with potential concerns about the unknowns.

Develop a City-wide Comprehensive Plan

Planning for successful waterfront redevelopment and investment requires a holistic review of the city and region's overall land use and settlement patterns. A city-wide comprehensive plan would help to identify desired future land-use patterns in a more balanced approach to ensure that waterfront areas and other existing neighborhoods and commercial centers are prioritized as key redevelopment areas. The comprehensive plan would result in zoning revisions and other necessary policy and implementation actions. For example, zoning revisions can help to support focused development and revitalization efforts in the waterfront and downtown areas by providing incentives for developers who implement projects within the waterfront boundary. These incentives might include reduced development review period, increased flexibility in zoning provisions, or a reduction in fees, for example.

Conduct a Planning Process to develop an Eastern Islands Nature Area Master Plan

As identified in Chapter IV of the LWRP, the Eastern Islands (Delano, Huntington and environs) offer the opportunity for expanded partnership in creating a regional nature park with recreational amenities. A master planning process to identify potential options for ownership, natural areas for protection, appropriate uses for passive and

active recreation, etc. should be initiated. The master planning process should include extensive community and stakeholder participation.

Work with the Community to Identify Interest and Develop Waterfront Community Center

Work with the community to develop concepts for a waterfront community center. Begin by conducting initial scoping (possibly through a community charrette) to identify interest and potential programming/needs for such a community center. This LWRP recommends a potential site for the community center along the eastern edge of the Van Duzee Street property, however through the scoping process, the community may identify a more desired location.

Periodically Review this LWRP

Continue to review this LWRP, as well as other local plans, to ensure that the community's vision and goals are being met. The LWRP should not be viewed as a static document but rather as a suite of visions and ideas for shaping the future. Ultimately, however, the future will depend on multiple factors, including local investment, regional, state and federal grant monies, the private sector (and associated real estate market), etc. Review of the LWRP's overall vision and policies, however, can help to ensure that future endeavors are consistent with the community's long-term waterfront vision.

Action 4: Promote and Market Waterfront Opportunities

Expand the Promotion of Local and Regional Tourism Opportunities

Continue to work with the Thousand Islands International Tourism Council on the development of a regional tourism plan. Also, work to develop some local strategies for tourism along the Black River. For example, local plans might identify gateway kiosks that will provide visitors with information on recreational activities, dining, shopping, lodging, etc. in the waterfront area. Ensure that plans allow for flexibility as the waterfront grows and tourism options diversify.

Continue to Complete Initial Site Assessment and Marketing Packages for Key Waterfront Revitalization Buildings

Continue to work with the current owners to conduct initial site assessment for buildings with adaptive reuse potential in the near-term (such as the existing Factory Square and Samaritan Hospital warehouse buildings). This assessment could identify whether the building is for sale, lease, etc.; potential uses; floor plans; details on the building's condition; and other useful information. This information could be packaged together into spec-sheets for each building and marketed along with more general materials such as information on the local and regional opportunities, financial opportunities for renovation, and potential partners who might assist with business development, employee recruitment, etc.

Continue to Provide Educational and Interpretive Opportunities Along the Waterfront

Within new projects, develop educational materials and opportunities along the river's edge to capture and promote Watertown's rich industrial and architectural history, such as the interpretive signs developed at Marble Street Park. Opportunities for interpretation can range from very simple "industrial heritage" walking tour brochure,

to a series of interpretive signs along the future Black River Waterfront Trail, to a more elaborate opportunity for an industrial heritage museum to feature the region's many industrial innovations.

Action 5: Continue to Implement Waterfront Capital Projects

Continue to Work Towards Implementing Priority Waterfront Projects

Chapter IV provides explanation as to the details of the many proposed projects within opportunity areas. To give order to the extensive list of desired waterfront projects, the community has helped to prioritize waterfront opportunity areas and projects. These priority projects are as follows:

- **Physical Connection Between Downtown and the Waterfront**
- **Sewall's Island and Factory Square Redevelopment**
- **Whitewater Park Shoreline Improvements**
- **Route 3 Wave Access Improvements**

Develop a Building Stabilization Program

Create a building stabilization program for short-term protection of vacant adaptive reuse sites and waterfront properties to protect them from neglect and demolition. Identify a "top-ten" list of buildings in need of immediate stabilization (for example, roof repair, boarding of windows, protection from water damage, etc.) and prioritize and obtain any necessary clearance from property owners to implement stabilization measures. Explore potential sources of funds (e.g., CDBG) to create a revolving fund for building stabilization and recoup the costs during the sale/auction of the building.

Create a Waterfront Façade Program

Explore the option of expanding the city's existing façade program to include the back sides of buildings on Public Square that face the Black River, as well as commercial buildings on Factory and Newell Streets. In conjunction with such a program, create an illustrated *Waterfront Façade Improvement Manual* to help property-owners undergoing façade renovations.

Construct the Sewall's Island Rail Trail

Conduct planning and engineering design (Phase I), and subsequently construct the Sewall's Island Rail-Trail including potential anchor destinations at each end of the island.

Work Towards Completing the Waterfront Trail

Continue to acquire and construct waterfront properties and trail easements as available. Waterfront properties may become available through tax foreclosure and/or sale. In addition, as new development is proposed along the waterfront, a trail easement can be obtained as part of the development review process. Defining the trail alignment through the master planning process is an important step that provides clear guidance for future planning and development efforts as to the location and design of the desired trail alignment.

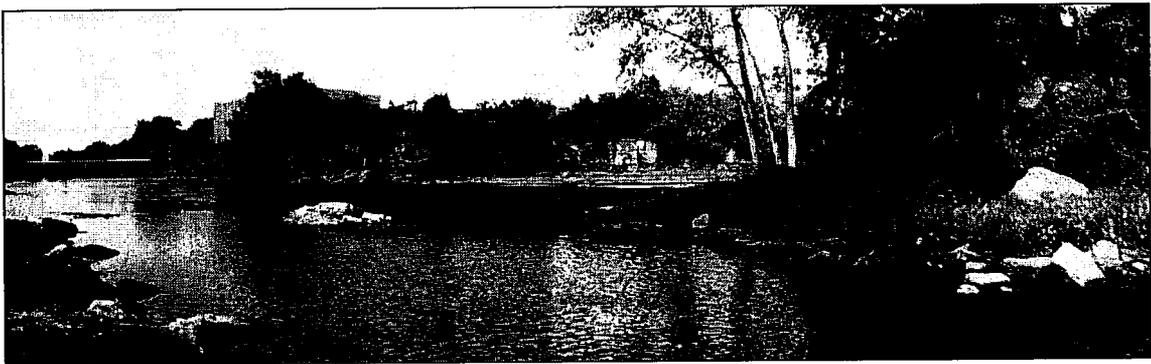


The existing Sewall's Island rail bridge (left) and the potential for a future rail-trail (right).

Conclusion

In addition to sustaining and revitalizing Watertown's downtown and existing neighborhoods, the community has identified a new element of public investment and planning – the waterfront. The community has helped to shape a vision for the Black River waterfront that includes residential, commercial, recreational, and tourism options that complement and promote the Black River's exceptional opportunities. This vision calls for both public and private investment in the future of the Black River. It also calls for a transformation in the way that the community experiences, envisions, and invests in the waterfront.

This waterfront revitalization program is a call to action – for the City of Watertown and its leaders, entrepreneurs, and the larger community. Fulfilling this riverfront vision will take time, effort, and investment – but it will provide lasting returns in the quality of living for current and future generations.



Appendix C
Proposed Zoning Ordinance Changes

Add

ARTICLE I Definitions and Word Usage

§ 310-1. Terms defined; word usage.

- A. Words in the present tense include the future; the singular number includes the plural, and the plural the singular; the word “lot” includes the word “plot,” and the word “building” includes the word “structure.”
- B. For the purpose of this chapter, certain words and terms shall have the following meanings:

BUILDING SETBACK – The minimum distance allowed between a building or structure and a lot line.

ORDINARY HIGH WATER MARK – The highest level reached by a body of water that has been maintained for a sufficient period of time to leave evidence on the landscape.

RIVER SETBACK – The minimum distance allowed between a building, structure, or parking area and a river's or stream's top-of-bank.

TOP-OF-BANK – The point of inflection on the river bank where the trend of the land slope changes by 10 percent to begin its descent to the ordinary high water mark of the river. If there is no major change within a distance of 50 ft from the ordinary high water mark, then the top of bank will be the elevation 2 ft above the ordinary high water level. Distances shall be measured horizontally from the top of bank.

WATER-DEPENDENT USE – An activity that can only be conducted on, in, over or adjacent to a water body because such activity requires direct access to that water body, and which involves, as an integral part of such activity, the use of the water.

WATER-ENHANCED USE – An activity that does not require a location adjacent to or over coastal waters, but whose location on land adjacent to the shore adds to the public use and enjoyment of the water's edge. Water-enhanced uses are primarily recreational, cultural, retail, or entertainment uses.

ARTICLE II Establishment of Districts

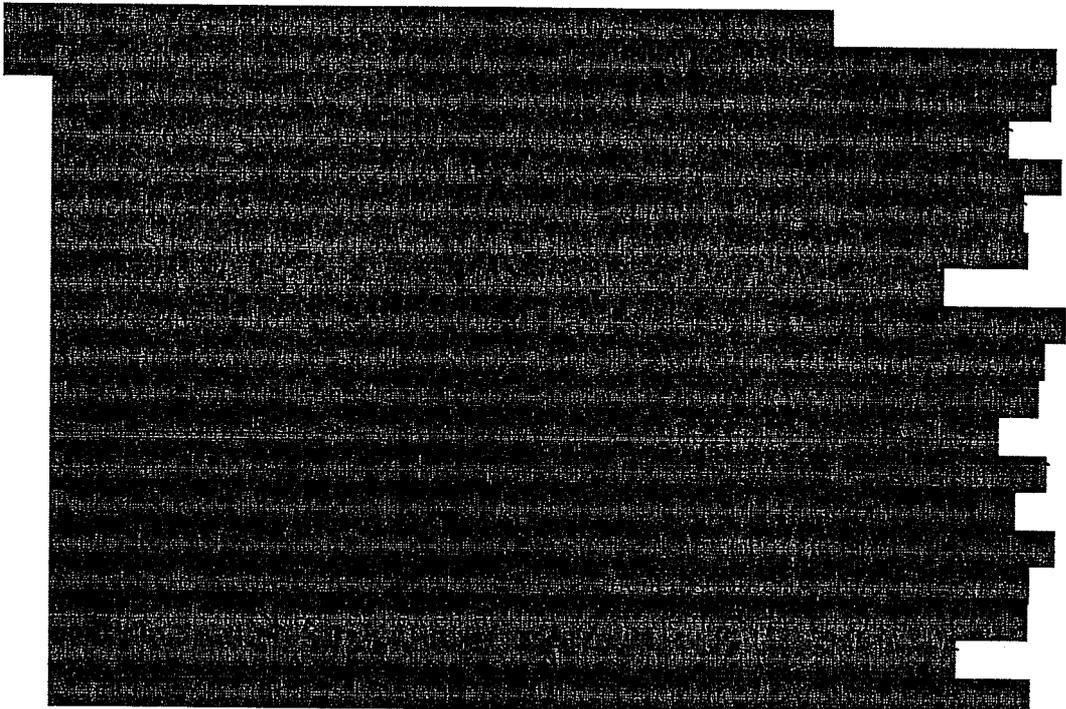
§ 310-2. Enumeration of districts; Zone Map

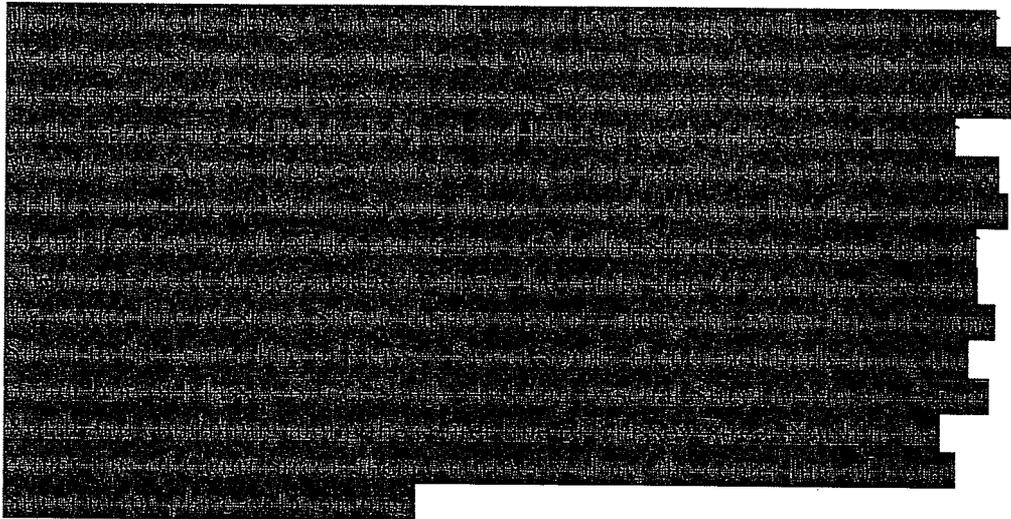
A. For the purpose of this chapter, the City of Watertown is divided into the following types of districts:

Residence A Districts -----	RA
Residence B Districts -----	RB
Residence C Districts -----	RC
Limited Business Districts -----	LB
Neighborhood Business Districts -----	NB
Commercial Districts -----	CD
[REDACTED]	
Downtown District -----	DT
Health Services Districts -----	HS
Light Industrial Districts -----	LI
Heavy Industrial Districts -----	HI
[REDACTED]	
Open Space and Recreation District -----	OS
Waterfront District -----	WD
Planned Development Districts -----	PD

[REDACTED]

[REDACTED]





ARTICLE III District Use Regulations

§ 310-9.1. Downtown District

A. Purpose. The purpose and intent of this district is to regulate development in such a way that the compact pedestrian-oriented quality of the downtown area is maintained. This is primarily a commercially-oriented district with a significant amount of upper floor housing where the synergy between the uses is intended to revitalize the activity in the area.

B. Permitted principal uses. In Downtown Districts no building or structure shall be erected, altered or extended, and no land, building, structure or part thereof shall be used for other than one or more of the following uses:

(1) Multifamily dwelling, except on the ground floor

(2) Business or professional office

(3) Retail store

(4) Bank or monetary institution

(5) Restaurant or other place for serving of food and beverages

(6) Theater

(7) Place of business of the following and businesses of a similar nature:

- Barber
- Caterer
- Dance or music classes
- Decorator
- Hairdresser
- Laundry
- Martial arts classes
- Photocopy services
- Photographer
- Printer
- Shoe repairer
- Tailor or seamstress
- Tanning services

(8) Church or other place of worship

(9) Public park

(10) Hotel

§ 310-11.1. Open Space and Recreation District

A. Purpose. The purpose and intent of this district is to provide a suitable classification for sites designated for park, open space and/or recreational use.

B. Permitted principal uses. In Open Space and Recreation Districts no building or structure shall be erected, altered or extended, and no land, building, structure or part thereof shall be used for other than one or more of the following uses:

(1) Public park

(2) Golf course

(3) Cemetery

(4) Athletic field

(5) Zoo

§ 310-11.2. Waterfront District

A. Purpose. The purpose and intent of this district is to allow the Black River to be used as an economic development catalyst while protecting its environmental characteristics. Priority is given to water dependent uses and then water enhanced uses. Providing public access to the river is an important policy that is promoted through these regulations.

C. Permitted principal uses. In Waterfront Districts no building or structure shall be erected, altered or extended, and no land, building, structure or part thereof shall be used for other than one or more of the following uses:

(1) Multifamily dwelling

(2) Water-dependent Use

(3) Water-enhanced Use

Water-enhanced uses shall not be allowed on or over surface waters unless the proposed use meets all of the following criteria:

(a) The proposed use will not be sited so as to encroach upon water uses such as navigational channels.

(b) The proposed use will not be sited so as to degrade or diminish natural resources.

(c) The proposed use will not be sited so as to degrade or diminish significant scenic views.

(d) The proposed use will not be sited so as to degrade or diminish the reasonable exercise of riparian rights by waterfront owners.

(e) The proposed use will not create conflicts between potential water-dependent uses.

(f) The proposed use shall provide meaningful public access.

(4) Public park

ARTICLE IV Area and Yard Regulations

[REDACTED]

[REDACTED]

[REDACTED]

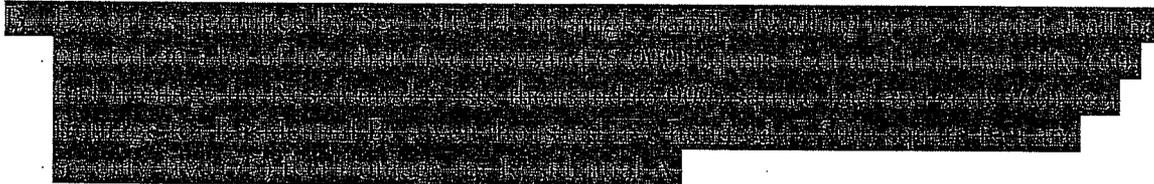
[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



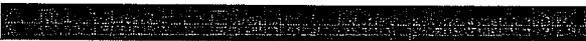
C.

§ 310-13. Minimum Lot Sizes.

Every parcel of land shall meet the following minimum sizes for the district it is located in:

<u>District</u>	<u>Lot Size</u>	<u>Lot Size/ Household</u>	<u>Lot Width</u>
<u>Residence A</u>	<u>7,500 sq. ft.</u>	<u>7,500 sq. ft.</u>	<u>75 ft.</u>
<u>Residence B</u>	<u>6,000 sq. ft.</u>	<u>3,000 sq. ft.</u>	<u>60 ft.</u>
<u>Residence C</u>	<u>5,000 sq. ft.</u>	<u>2,500 sq. ft.</u>	<u>50 ft.</u>
<u>Limited Business</u>		<u>1,000 sq. ft.</u>	
<u>Neighborhood Business</u>		<u>1,000 sq. ft.</u>	
<u>Commercial</u>		<u>1,000 sq. ft.</u>	
<u>Downtown</u>		<u>250 sq. ft.</u>	
<u>Health Services</u>		<u>2,500 sq. ft.</u>	
<u>Light Industrial</u>		<u>N/A.</u>	
<u>Heavy Industrial</u>		<u>N/A.</u>	
<u>Open Space and Recreation</u>		<u>N/A.</u>	
<u>Waterfront</u>		<u>500 sq. ft.</u>	

§ 310-15. Lot coverage.

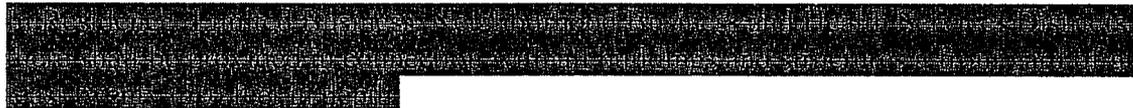


The total area of each parcel covered by buildings shall not exceed the following percentages:

District

Maximum Lot Area Covered by Buildings

<u>Residence A</u>	<u>30%</u>
<u>Residence B</u>	<u>35%</u>
<u>Residence C</u>	<u>40%</u>
<u>Limited Business</u>	<u>40%</u>
<u>Neighborhood Business</u>	<u>40%</u>
<u>Commercial</u>	<u>40%</u>
<u>Downtown</u>	<u>100%</u>
<u>Health Services</u>	<u>40%</u>
<u>Light Industrial</u>	<u>50%</u>
<u>Heavy Industrial</u>	<u>50%</u>
<u>Open Space and Recreation</u>	<u>10%</u>
<u>Waterfront</u>	<u>30%</u>



§ 310-16. Minimum Setbacks:

Every building shall be setback from property lines according to the minimum distances listed below:

<u>District</u>	<u>Front Yard</u>	<u>Side Yard</u>	<u>Rear Yard</u>
<u>Residence A</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Residence B</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Residence C</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Limited Business</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Neighborhood Business</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Commercial</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Downtown</u>	<u>0'</u>	<u>0'</u>	<u>0'</u>
<u>Health Services</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Light Industrial</u>	<u>0'</u>	<u>0'</u>	<u>0'</u>
<u>Heavy Industrial</u>	<u>0'</u>	<u>0'</u>	<u>0'</u>
<u>Open Space and Recreation</u>	<u>50'</u>	<u>50'</u>	<u>50'</u>
<u>Waterfront</u>	<u>20'</u>	<u>5'</u>	<u>30'</u>

*Also the maximum.



A. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

B. [REDACTED]

§ 310-21.1. River setback.

A. [REDACTED] No building, structure or parking area shall be constructed within 50 feet of the top-of-bank of any river or stream, except for structures that are designed and built specifically for the purpose of providing pedestrian access and travel along the bank, for improving the safety of such access and travel, or for facilitating boat access to the river without disturbing pedestrian access.

B. The setback from the top-of-bank may be reduced to 30 feet if public access to the river or stream bank, which has the potential for connecting with a continuous pedestrian trail along the river or stream, is provided through a permanent easement. A licensed engineer must certify that the soils within the reduced setback area are stable and suitable for development.

ARTICLE V Accessory Uses and Buildings

§ 310-36. Parking of motor vehicles in required yards.

A. Open-air parking of vehicles shall be prohibited in Residence, Limited Business and Health Services Districts in the area of the front yard, except for hospitals and nursing homes. An exception to this shall be to permit the parking of not more than two noncommercial vehicles in the area of the front of an attached carport or garage.

B. For hospitals or nursing homes, all parking spaces shall be at least 20 feet back from any street lot line.

C. Open air parking of vehicles shall be prohibited in Waterfront districts in the area of the yard between buildings and the river. Vehicles also shall not be parked closer than 30 feet from the top of bank.

ARTICLE VII Parking and Loading

§ 310-44. Parking facilities or vehicle storage required.

- A. Except as provided in Subsections B and C of this section, for every building or structure hereafter erected or addition to a structure or building hereafter made, to be used for any of the purposes hereinafter set forth, there shall be provided parking facilities or vehicle storage as set forth in § § 310-45 through 310-51.
- B. Off-street parking shall not be required for any use within the [REDACTED] Downtown District.
- C. Because the property within [REDACTED] Waterfront Districts is valuable for recreational purposes and there exists little space for off-street parking, off-street parking is not required in this district for buildings within 300 feet of a public parking lot.

ARTICLE VIII Miscellaneous Provisions

§ 310-52.2. Signs.

- G. Signs Allowed With a Permit. All signs which are not classified under “General Prohibitions” or “Signs Allowed Without a Permit” are considered “Signs Allowed With a Permit” and are subject to the following requirements.

(1) Allowed Sign Surface Area.

- (a) A parcel is allowed a total sign surface area not to exceed two (2) square feet for each linear foot of building frontage. The total sign surface area may be allocated to the occupants of the parcel in any manner, except in no case shall the allocation per occupant exceed the maximum sign surface area listed in the following table:

District	Occupant Max. Sign Surface Area
Res. A, B, & C	4 sq. ft.
Limited Business	35 sq. ft.
Neighborhood Business	75 sq. ft.
[REDACTED]	[REDACTED]
Commercial	200 sq. ft.
<u>Downtown</u>	<u>100 sq. ft.</u>
Health Services	200 sq. ft.
Light & Heavy Industrial	200 sq. ft.
<u>Open Space & Recreation</u>	<u>200 sq. ft.</u>
<u>Waterfront</u>	<u>100 sq. ft.</u>

- (b) In all districts, except Residence A, B, and C, each occupant located above the ground floor level of a multistory building is allowed window signs covering fifty percent (50%) of the window surface area of the space occupied by the business. This allowed window sign surface area is in addition to the total sign surface area allowed.
- (c) In all districts, except Residence A, B, and C, additional sign surface area is allowed on each parcel for directional and informational signs. One (1) directional sign, not to exceed four (4) square feet, and one (1) informational sign, not to exceed thirty-two (32) square feet, are allowed per parcel.
- (d) In Residence A, B, and C districts, churches, schools and other allowed institutions may have additional sign surface area of not more than thirty-six (36) square feet.
- (e) In Residence A, B, and C districts, subdivisions and multi-family dwellings may have additional sign surface area of not more than sixteen (16) square feet for each street on which it has a frontage.
- (f) In Planned Development Districts, unless signs are addressed in the regulations adopted at the creation of the PDD, as amended, the sign regulations within this section pertaining to Commercial Districts shall apply to commercial uses and sign regulations within this section pertaining to Residential Districts shall apply to residential uses.
- (g) Commerce Centers shall be allowed additional sign surface area to identify the center, up to the maximum per parcel for each district in the chart below:

District	Commerce Center ID Max. Sign Area
Limited Business	10 sq. ft.
Neighborhood Business	15 sq. ft.
	
Commercial	100 sq. ft.
<u>Downtown District</u>	<u>20 sq. ft.</u>
Light & Heavy Industrial	100 sq. ft.

Appendix B

PROPOSED CONSISTENCY REVIEW LAW

CITY OF WATERTOWN

Be it enacted by the City Council of the City of Watertown follows:

GENERAL PROVISIONS

I. Title.

This Local law will be known as the City of Watertown Waterfront Consistency Review Law.

II. Authority and Purpose.

A. This local law is adopted under the authority of the Municipal Home Rule Law and the Waterfront Revitalization of Coastal Areas and Inland Waterways Act of the State of New York (Article 42 of the Executive Law).

B. The purpose of this local law is to provide a framework for agencies of the City of Watertown to incorporate the policies and purposes contained in the City of Watertown Local Waterfront Revitalization Program (LWRP) when reviewing applications for actions or direct agency actions within the coastal area; and to assure that such actions and direct actions by City agencies are consistent with the LWRP policies and purposes.

C. It is the intention of the City of Watertown that the preservation, enhancement and utilization of the unique coastal area of the City take place in a coordinated and comprehensive manner to ensure a proper balance between protection of natural resources and the need to accommodate limited population growth and economic development. Accordingly, this local law is intended to achieve such a balance, permitting the beneficial use of coastal resources while preventing loss and degradation of living coastal resources and wildlife; diminution of open space areas or public access to the waterfront; disruption of natural coastal processes; impairment of scenic, cultural or historical resources; losses due to flooding, erosion and sedimentation; impairment of water quality; or permanent adverse changes to ecological systems.

D. The substantive provisions of this local law shall only apply when there is in existence a City of Watertown Local Waterfront Revitalization Program which has been adopted in accordance with Article 42 of the Executive Law of the State of New York.

III. Definitions.

A. "Actions" include all the following, except minor actions:

- (1) projects or physical activities, such as construction or any other activities that may affect natural, manmade or other resources in the coastal area or the environment by changing the use, appearance or condition of any resource or structure, that:
 - (i) are directly undertaken by an agency; or
 - (ii) involve funding by an agency; or
 - (iii) require one or more new or modified approvals, permits, or review from an agency or agencies;
- (2) agency planning and policymaking activities that may affect the environment and commit the agency to a definite course of future decisions;
- (3) adoption of agency rules, regulations and procedures, including local laws, codes, ordinances, executive orders and resolutions that may affect coastal resources or the environment; and
- (4) any combination of the above.

B. "Agency" means any board, agency, department, office, other body, or officer of the City of Watertown.

C. "Code Enforcement Supervisor" means the person employed by the City of Watertown, and is in charge of the City's Code Enforcement Bureau.

D. "Coastal area" means that portion of New York State coastal waters and adjacent shorelands as defined in Article 42 of the Executive Law which is located within the boundaries of the City of Watertown, as shown on the coastal area map on file in the office of the Secretary of State and as delineated in the City of Watertown Local Waterfront Revitalization Program (LWRP).

E. "Coastal Assessment Form (CAF)" means the form, a sample of which is appended to this local law, used by an agency to assist in determining the consistency of an action with the Local Waterfront Revitalization Program.

F. "Consistent" means that the action will fully comply with the LWRP policy standards, conditions and objectives and, whenever practicable, will advance one or more of them.

G. "Direct Actions" mean actions planned and proposed for implementation by an agency, such as, but not limited to a capital project, rule making, procedure making and policy making.

H. "Environment" means the physical conditions that will be affected by a proposed action, including land, air, water, minerals, flora, fauna, noise, resources of agricultural, archeological,

historic or aesthetic significance, existing patterns of population concentration, distribution or growth, existing community or neighborhood character, and human health.

I. "Local Waterfront Revitalization Program" or "LWRP" means the Local Waterfront Revitalization Program of the City of Watertown, approved by the Secretary of State pursuant to the Waterfront Revitalization of Coastal Areas and Inland Waterways Act (Executive Law, Article 42), a copy of which is on file in the Office of the City Clerk of the City of Watertown.

J. "Minor actions" include the following actions, which are not subject to review under this chapter:

- (1) maintenance or repair involving no substantial changes in an existing structure or facility;
- (2) replacement, rehabilitation or reconstruction of a structure or facility, in-place and in-kind, on the same site, including upgrading buildings to meet building or fire codes,
- (3) repaving or widening of existing paved highways not involving the addition of new travel lanes;
- (4) street openings and right-of-way openings for the purpose of repair or maintenance of existing utility facilities;
- (5) maintenance of existing landscaping or natural growth, except where threatened or endangered species of plants or animals are affected, or within Significant Coastal Fish and Wildlife Habitat areas;
- (6) granting of individual setback and lot line variances, except in relation to a regulated natural feature or a bulkhead or other shoreline erosion protection structure;
- (7) minor temporary uses of land having negligible or no permanent impact on coastal resources or the environment;
- (8) installation of traffic control devices on existing streets, roads and highways;
- (9) mapping of existing roads, streets, highways, natural resources, land uses and ownership patterns;
- (10) information collection including basic data collection and research, water quality and pollution studies, traffic counts, engineering studies, surveys, subsurface investigations and soils studies that do not commit the agency to undertake, fund or approve any action;
- (11) official acts of a ministerial nature involving no exercise of discretion, including

building permits where issuance is predicated solely on the applicant's compliance or noncompliance with the relevant local building code;

(12) routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment;

(13) conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action;

(14) collective bargaining activities;

(15) investments by or on behalf of agencies or pension or retirement systems, or refinancing existing debt;

(16) inspections and licensing activities relating to the qualifications of individuals or businesses to engage in their business or profession;

(17) purchase or sale of furnishings, equipment or supplies, including surplus government property, other than the following: land, radioactive material, pesticides, herbicides, storage of road de-icing substances, or other hazardous materials;

(18) adoption of regulations, policies, procedures and local legislative decisions in furtherance of any action on this list;

(19) engaging in review of any part of an application to determine compliance with technical requirements, provided that no such determination entitles or permits the project sponsor to commence the action unless and until all requirements of this Part have been fulfilled;

(20) civil or criminal enforcement proceedings, whether administrative or judicial, including a particular course of action specifically required to be undertaken pursuant to a judgment or order, or the exercise of prosecutorial discretion;

(21) adoption of a moratorium on land development or construction;

(22) interpreting an existing code, rule or regulation;

(23) designation of local landmarks or their inclusion within historic districts;

(24) emergency actions that are immediately necessary on a limited and temporary basis for the protection or preservation of life, health, property or natural resources, provided that such actions are directly related to the emergency and are performed to cause the least change or

disturbance, practicable under the circumstances, to coastal resources or the environment. Any decision to fund, approve or directly undertake other activities after the emergency has expired is fully subject to the review procedures of this Part;

(25) local legislative decisions such as rezoning where the City of Watertown determines the action will not be approved.

IV. Management and Coordination of the LWRP

A. The City of Watertown City Council shall be responsible for coordinating review of actions in the City's coastal area for consistency with the LWRP, and will advise, assist and make consistency recommendations to other City agencies in the implementation of the LWRP, its policies and projects, including physical, legislative, regulatory, administrative and other actions included in the program.

B. The City Council shall coordinate with the New York State Department of State regarding consistency review of actions by Federal agencies and with State agencies regarding consistency review of their actions.

V. Review of Actions.

A. Whenever a proposed action is located within the City's coastal area, each City agency shall, prior to approving, funding or undertaking the action, make a determination that it is consistent with the LWRP policy standards summarized in Subparagraph I herein. No action in the coastal area shall be approved, funded or undertaken by that agency without such a determination.

B. Whenever a City agency receives an application for approval or funding of an action, or as early as possible in the agency's formulation of a direct action to be located in the coastal area, the agency shall refer a copy of the completed CAF to the City Council within ten (10) days of its receipt and prior to making its determination, shall consider the recommendation of the City Council with reference to the consistency of the proposed action.

C. After referral from an agency, the City Council shall consider whether the proposed action is consistent with the LWRP policy standards set forth in Subparagraph I herein. The City Council shall require the applicant to submit all completed applications, CAFs, EAFs, and any other information deemed necessary to its consistency recommendation.

The City Council shall render its written recommendation to the agency within thirty (30) days following referral of the CAF from the agency, unless extended by mutual agreement of the City Council and the applicant or in the case of a direct action, the agency. The City Council's recommendation shall indicate whether the proposed action is consistent with or inconsistent with one or more of the LWRP policy standards and shall elaborate in writing the basis for its

opinion. The City Council shall, along with a consistency recommendation, make any suggestions to the agency concerning modification of the proposed action, including the imposition of conditions, to make it consistent with LWRP policy standards or to greater advance them.

In the event that the City Council's recommendation is not forthcoming within the specified time, the agency shall make its consistency decision without the benefit of the City Council's recommendation.

D. If an action requires approval of more than one City agency, decision making will be coordinated between the agencies to determine which agency will conduct the final consistency review, and that agency will thereafter act as designated consistency review agency. Only one CAF per action will be prepared. If the agencies cannot agree, the City Council shall designate the consistency review agency.

E. Upon receipt of the City Council's recommendation, the agency shall consider whether the proposed action is consistent with the LWRP policy standards summarized in Subparagraph I herein. The agency shall consider the consistency recommendation of the City Council, the CAF and other relevant information in making its written determination of consistency. No approval or decision shall be issued for an action in the coastal area without a written determination of consistency having first been rendered by a City agency.

F. The Zoning Board of Appeals is the designated agency for making the determination of consistency for variance applications subject to this law. The Zoning Board of Appeals shall consider the written consistency recommendation of the City Council in the event and at the time it makes a decision to grant such a variance and may impose appropriate conditions on the variance to make the activity consistent with the objectives of this law.

G. Where an EIS is being prepared or required, the draft EIS must identify applicable LWRP policies standards in Subparagraph I and include a discussion of the effects of the proposed action on such policy standards.

H. In the event the City Council's recommendation is that the action is inconsistent with the LWRP, and the agency makes a contrary determination of consistency, the agency shall elaborate in writing the basis for its disagreement with the recommendation and state the manner and extent to which the action is consistent with the LWRP policy standards.

I. Actions to be undertaken within the coastal area shall be evaluated for consistency in accordance with the following summary of LWRP policy standards, which are derived from and further explained and described in the City of Watertown LWRP, a copy of which is on file in the City Clerk's office and available for inspection during normal business hours. Agencies which undertake direct actions must also consult with Section IV, in making their consistency determination. The action must be consistent with the policies to:

1. Foster a pattern of development in the Waterfront Revitalization Area Boundary (WRAB) that enhances community character, preserves open space, makes efficient use of infrastructure and minimizes adverse effects of development (LWRP Policy 1).
2. Preserve historic resources of the WRAB (LWRP Policy 2).
3. Enhance visual quality and protect scenic resources of the WRAB (LWRP Policy 3).
4. Minimize loss of life, structures and natural resources from flooding and erosion (LWRP Policy 4).
5. Protect and improve water quality and supply in the WRAB (LWRP Policy 5).
6. Protect and restore the quality and function of the WRAB ecosystem (LWRP Policy 6).
7. Protect and improve air quality in the WRAB (LWRP Policy 7).
8. Minimize environmental degradation in the WRAB from solid waste and hazardous substances and wastes (LWRP Policy 8).
9. Provide for public access to, and recreational use of, waters, public lands, and public resources of the WRAB (LWRP Policy 9).
10. Protect water-dependent uses and promote siting of new water-dependent uses in suitable locations (LWRP Policy 10).
11. Promote sustainable use of living riverine resources in the WRAB (LWRP Policy 11).
12. Protect agricultural lands (LWRP Policy 12).
13. Promote appropriate use and development of energy and mineral resources (LWRP Policy 13).
14. All actions must conform to the State Environmental Quality Review Act (SEQRA) regulations (6NYCRR Part 617)
15. All actions must adhere to City protective measures for environmental resource preservation and the City's neighborhood and community plans.

J. The City Council and as applicable, each agency shall maintain a copy of the consistency determination in each file for each action made the subject of a consistency determination, including any recommendations received from the City Council. Such files shall be made available for public inspection upon request.

VI. Enforcement.

No action within the City of Watertown coastal area which is subject to review under this Chapter shall proceed until a written determination has been issued from a City agency that the action is consistent with the City's LWRP policy standards. In the event that an activity is being performed in violation of this law or any conditions imposed thereunder, the Code Enforcement Supervisor or any other authorized official of the City shall issue a stop work order and all work shall immediately cease. No further work or activity shall be undertaken on the project so long as a stop work order is in effect. The Code Enforcement Supervisor and City Attorney shall be

responsible for enforcing this Chapter.

VII. Violations.

- A. A person who violates any of the provisions of, or who fails to comply with any condition imposed by this ordinance shall have committed a violation, punishable by a fine not exceeding five hundred dollars (\$500.00) for a conviction of a first offense and punishable by a fine of one thousand dollars (\$1,000.00) for a conviction of a second or subsequent offense. For the purpose of conferring jurisdiction upon courts and judicial officers, each week of continuing violation shall constitute a separate additional violation.
- B. The City Attorney is authorized and directed to institute any and all actions and proceedings necessary to enforce this local law. Any civil penalty shall be in addition to and not in lieu of any criminal prosecution and penalty. The City may also enforce this local law by injunction or other civil proceeding.

VIII. Severability.

The provisions of this local law are severable. If any provision of this local law is found invalid, such finding shall not affect the validity of this local law as a whole or any part or provision hereof other than the provision so found to be invalid.

IX. Effective Date.

This local law shall take effect immediately upon its filing in the office of the Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

APPENDIX A

COASTAL ASSESSMENT FORM

A. INSTRUCTIONS (Please print or type all answers)

1. Applicants, or in the case of direct actions, City of Watertown agencies, shall complete this CAF for proposed actions which are subject to the consistency review law. This assessment is intended to supplement other information used by a City of Watertown agency in making a determination of consistency.

2. Before answering the questions in Section C, the preparer of this form should review the policies and explanations of policy contained in the Local Waterfront Revitalization Program (LWRP), a copy of which is on file in the City of Watertown Clerk's office. A proposed action should be evaluated as to its significant beneficial and adverse effects upon the coastal area.

3. If any questions in Section C on this form are answered "yes", then the proposed action may affect the achievement of the LWRP policy standards contained in the consistency review law. Thus, the action should be analyzed in more detail and, if necessary, modified prior to making a determination that it is consistent with the LWRP policy standards. If an action cannot be certified as consistent with the LWRP policy standards, it shall not be undertaken.

B. DESCRIPTION OF SITE AND PROPOSED ACTION

1. Type of agency action (check appropriate response):

- (a) Directly undertaken (e.g. capital construction, planning activity, agency regulation, land transaction) _____
- (b) Financial assistance (e.g. grant, loan, subsidy) _____
- (c) Permit, approval, license, certification _____
- (d) Agency undertaking action: _____

2. Describe nature and extent of action: _____

3. Location of action: _____

Street or Site Description

4. Size of site: _____

5. Present land use: _____

6. Present zoning classification: _____

7. Describe any unique or unusual land forms on the project site (i.e. steep slopes, swales, ground

depressions, other geological formations): _____

8. Percentage of site which contains slopes of 15% or greater: _____
9. Streams, lakes, ponds or wetlands existing within or contiguous to the project area?
- (1) Name: _____
- (2) Size (in acres): _____
10. If an application for the proposed action has been filed with the agency, the following information shall be provided:
- (a) Name of applicant: _____
- (b) Mailing address: _____
- (c) Telephone number: Area Code () _____
- (d) Application number, if any: _____
11. Will the action be directly undertaken, require funding, or approval by a state or federal agency?
- Yes ___ No ___ If yes, which state or federal agency? _____

C. COASTAL ASSESSMENT (Check either "Yes" or "No" for each of the following questions)

1. Will the proposed action be located in, or contiguous to, or have a potentially adverse effect upon any of the resource areas identified on the coastal area map:... YES NO
- (a) Significant fish or wildlife habitats?..... _____
- (b) Scenic resources of local or statewide significance? _____
- (c) Important agricultural lands?..... _____
- (d) Natural protective features in an erosion hazard area..... _____
- If the answer to any question above is yes, please explain in Section D any measures which will be undertaken to mitigate any adverse effects.
2. Will the proposed action have a significant effect upon: YES NO
- (a) Commercial or recreational use of fish and wildlife resources?..... _____
- (b) Scenic quality of the coastal environment?..... _____
- (c) Development of future, or existing water dependent uses?..... _____
- (d) Operation of the State's major ports?..... _____
- (e) Land or water uses within a small harbor area?..... _____
- (f) Stability of the shoreline?..... _____
- (g) Surface or groundwater quality?..... _____
- (h) Existing or potential public recreation opportunities?..... _____

(i) Structures, sites or districts of historic, archaeological or cultural significance to the City of Watertown, State or nation?.....

3. Will the proposed action involve or result in any of the following: YES NO

- (a) Physical alteration of land along the shoreline, land under water or coastal waters?.....
- (b) Physical alteration of two (2) acres or more of land located elsewhere in the coastal area?.....
- (c) Expansion of existing public services or Infrastructure in undeveloped or low density areas of the coastal area?.....
- (d) Energy facility not subject to Article VII or VIII of the Public Service Law?.....
- (e) Mining, excavation, filling or dredging in coastal waters?.....
- (f) Reduction of existing or potential public access to or along the shore?.....
- (g) Sale or change in use of publicly-owned lands located on the shoreline or under water?.....
- (h) Development within a designated floor or erosion hazard area?.....
- (i) Development on a beach, dune, barrier island or other natural feature that provides protection against flooding or erosion?.....
- (j) Construction or reconstruction of erosion protective structures?.....
- (k) Diminished surface or groundwater quality?.....
- (l) Removal of ground cover from the site?.....

4. PROJECT YES NO

- (a) If a project is to be located adjacent to shore:
- (1) Will water-related recreation be provided?.....
 - (2) Will public access to the foreshore be provided?....
 - (3) Does the project require a waterfront site?.....
 - (4) Will it supplant a recreational or maritime use?....
 - (5) Do essential public services and facilities presently exist at or near the site?.....
 - (6) Is it located in a flood prone area?.....
 - (7) Is it located in an area of high erosion?.....

YES NO

- (b) If the project site is publicly owned:
- (1) Will the project protect, maintain and/or increase the level and types of public access to water-related recreation resources and facilities?.....
 - (2) If located in the foreshore, will access to those and adjacent lands be provided?.....
 - (3) Will it involve the siting and construction of

Appendix B

- major energy facilities?.....
- (4) Will it involve the discharge of effluents from major steam electric generating and industrial facilities into coastal facilities?.....
- (c) Is the project site presently used by the community neighborhood as an open space or recreation area?.....
- (d) Does the present site offer or include scenic views or vistas known to be important to the community?.....
- (e) Is the project site presently used for commercial fishing or fish processing?.....
- (f) Will the surface area of any waterways or wetland areas be increased or decreased by the proposal?.....
- (g) Does any mature forest (over 100 years old) or other locally important vegetation exist on this site which will be removed by the project?.....
- (h) Will the project involve any waste discharges into coastal waters?.....
- (i) Does the project involve surface or subsurface liquid waste disposal?.....
- (j) Does the project involve transport, storage, treatment or disposal of solid waste or hazardous materials?.....
- (k) Does the project involve shipment or storage of petroleum products?.....
- (l) Does the project involve discharge of toxics, hazardous substances or other pollutants into coastal waters?.....
- (m) Does the project involve or change existing ice management practices?.....
- (n) Will the project affect any area designated as a tidal or freshwater wetland?.....
- (o) Will the project alter drainage flow, patterns or surface water runoff on or from the site?.....
- (p) Will best management practices be utilized to control storm water runoff into coastal waters?.....
- (q) Will the project utilize or affect the quality or quantity of sole source or surface water supplies?.....
- (r) Will the project cause emissions which exceed federal or state air quality standards or generate significant amounts of nitrates or sulfates?.....

D. REMARKS OR ADDITIONAL INFORMATION: (Add any additional sheets to complete this form.)

If assistance or further information is needed to complete this form, please contact City of Watertown Planning Department (315)785-7730

Preparer's Name: _____ Telephone Number:(____)_____

Title: _____ Agency: _____ Date: _____

Appendix B

Ord No. 1

March 10, 2010

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Approving Amendment to City Code
Chapter A320, Section V, Miscellaneous Fees

As discussed during the March 8, 2010 City Council Work Session, City Clerk Donna M. Dutton is requesting that the City Council consider increasing fees for services provided by her department. The attached Ordinance, if adopted, would amend the fee for Marriage Photos from \$10 per sheet, to \$15 per sheet. It would additionally establish a fee of \$5 for providing Paternity Acknowledgements. If approved, the effective date of these changes would be April 1, 2010.

Over the next couple of weeks we will begin the outreach to our State elected officials and prepare the required resolution for the City Council to request Home Rule legislation of Mrs. Dutton's request for an increase in the fee for certified copies of vital records.

ORDINANCE

Amending City Code Chapter A320,
Section V, Miscellaneous Fees, A320-6

Page 1 of 1

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

YEA	NAY

Total

Introduced by

BE IT ORDAINED that Chapter A320, Article V of the City Code of the City of Watertown is amended to reflect a change in fee as follows:

§ A320-6. Schedule of fees.

A. Fees for various business permits and licenses are as set forth below:

Type	Fee
Marriage Photos	\$15 per sheet \$5 per individual photo

and,

BE IT FURTHER ORDAINED that Chapter A320, Article V of the City Code of the City of Watertown is amended to add the following fee:

§ A320-6. Schedule of fees.

B. Fees for various business permits and licenses are as set forth below:

Type	Fee
Paternity Acknowledgements	\$5.00

and,

BE IT FURTHER ORDAINED that this amendment shall take effect April 1, 2010.

Seconded by

March 10, 2010

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Executive Summary Report, Short Term, High Intensity
Monitoring Program

Attached for City Council review and discussion is an Executive Summary report prepared by Chief Operator Michael J. Sligar on the monitoring done at the City of Watertown's Pollution Control Plant in connection with the facility being used as a disposal site for "flowback" wastewater extracted from the Ross #1 well in Otsego County New York.

Mr. Sligar suggested the Executive Summary be provided to the City Council as the "full report is highly technical, comprised of detailed laboratory reports written in acronyms, symbols and signs, and the acute toxicity testing report; it's a difficult read for technicians." The full report is available for City Council review should you wish to read it. Mr. Sligar will be in attendance at the March 15, 2010 City council meeting to answer any questions the Council may have.

Report

March 5, 2010

**Short-Term, High-Intensity Monitoring Program
Required by the New Discharge Notification
Issued by NYS Department of Environmental Conservation
Division of Water, Bureau of Water Permits
Notification Dated: December 29, 2009**

**Submitted by:
POTW, City of Watertown, NY
SPDES NY 002 5984**

Executive Summary

On December 29, 2009 the New York State Department of Environmental Conservation (NYSDEC) approved the City of Watertown's Pollution Control Plant (the STP) as a disposal site for "flowback" wastewater extracted from the Ross #1 well. This deep vertical well was developed to extract natural gas from Utica Shale deposits in Otsego County, NY. Approximately 35,000 gallons were delivered to the STP on January 5, 6 & 7, 2010 via seven tankers (3 shipments received each the 5th and 6th). The seventh tanker carried only 250 gallons (the wash water that was used to clean the storage tanks that had held the well flowback water the months it had been stored at the Otsego site).

Exhaustive testing had been accomplished on the flowback water prior to the approval by the NYSDEC. This testing had formed the basis by which the approval was granted. Based upon the known quantity and character of the flowback water, assurance was obtained that the City's STP could successfully treat and dispose of the wastewater. As a confirmation, the NYSDEC required the City to conduct representative and targeted sampling of the flowback water received as well as subsequent performances of the STP for a 35 day period commencing with the receipt of the first tanker. This report summarizes the results of the ordered testing.

Four analytes had been selected for this testing: **total solids, dissolved solids, chloride, toluene**¹. Additionally, acute toxicity testing of the STP effluent was also ordered to be conducted “...between 3 weeks and 5 weeks following the discharge of flowback water into the anaerobic digester..”. Table 1 below presents the loading on the STP of these four analytes delivered by tankers in both concentration (milligram per liter, mg/l) and mass (pounds).

Tanker #	gallons	mg/l				
		Chloride	Toluene	Total Solids	Sus. Solids	Dis. Solids
1	5,460	6,698	0.052	44,850	420	44,430
2	5,460	5,198	0.047	9,876	110	9,766
3	5,460	9,397	< 0.010	15,526	550	14,976
4	5,460	10,197	0.036	17,562	130	17,432
5	5,460	9,997	0.031	16,106	140	15,966
6	5,460	8,897	0.027	15,568	250	15,318
Tanker #	gallons	pounds				
		Chloride	Toluene	Total Solids	Sus. Solids	Dis. Solids
1	5,460	305	0.002	2,042	19	2,023
2	5,460	237	0.002	450	5	445
3	5,460	428	xxx	707	25	682
4	5,460	464	0.002	800	6	794
5	5,460	455	0.001	733	6	727
6	5,460	405	0.001	709	11	698
Total	32,760	2,294	0.009	5,441	73	5,368
Average	5,460	382	0.001	907	12	895

Table 1: Results of Analyses on the Contents of Delivered Tankers.

¹ Toluene (CH₃C₆H₅), sometimes referred to as methylbenzene, is a colorless, refractive, flammable liquid used in blending fuels, solvents for paints, gums, resins, rubber cement, etc. Certain derivatives are employed in the manufacture of saccharin, medicines, dyes, and perfumes.

Toluene is the “T” in the routine “BTEX” scan for the presence of petroleum products in contaminated wastewater. (BTEX = Benzene, Toluene, Ethylbenzene, Xylene)

The sampling results presented in this report show that the loading indicated in Table 1 was not significant as compared with routine daily loadings at the STP and that the STP performances were not impacted in any manner by them. Further, the relevant conclusion of the toxicity testing is that no mortalities or effects were noted in any of the treatments tested for either the vertebrate species or the invertebrate species.

Typical Loadings on the STP for targeted analytes:

Appendix A presents a series of Tables which summarize the loadings on the STP from its two influent streams:

Influent A: City of Watertown proper; Town of Watertown Sewer Districts 2, 3, 4, & 5; Route 3 Sewer District (northeast of the City)

Influent B: DANC pipeline which includes Fort Drum, Villages of Great Bend, Felts Mills, Black River; and the Sewer Districts located along the DANC pipeline in the Towns of Pamela and LeRay.

As indicated by the summaries, the typical influent and subsequent effluent loadings experienced by the STP for the targeted analytes are:

	Total Solids	Suspended Solids	Dissolved Solids	Toluene	Chloride
Typical STP Influent (pounds per day)	89,410	19,303	70,107	< 0.34	24,273
Typical STP Effluent (pounds per day)	78,202	1,481	76,721	< 0.15	25,268
Total Tanker Deliveries from Ross #1 (pounds)	5,441	73	5,368	0.009	2,294
Tanker % of typical STP daily loading	3.1%	0.2%	3.8%	1.3%	4.8%

Table 2: Comparison of Typical STP Loadings with Composite Tanker Deliveries

(Tanker deliveries were spread over two days – total tanker deliveries must be applied against twice the typical daily loading to yield the appropriate %)

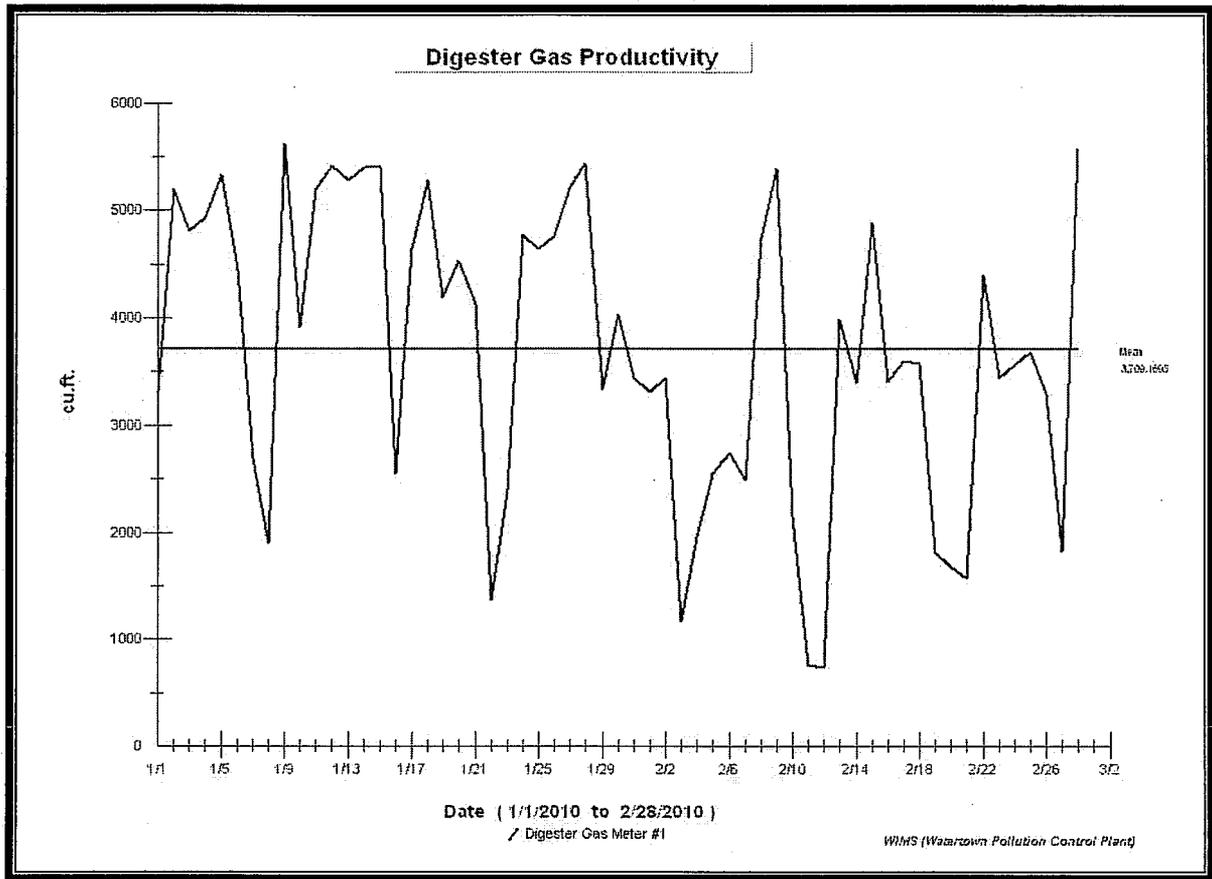


Figure 1: Digester Gas Productivity
during the 35 day period of the Short Term Monitoring Program

Natural Gas production in the anaerobic digesters remains low because of reduced organic loading on the digesters. The majority of the volatile solids are reserved for incineration to preserve the BTU value in the sludge and hence, reduce the requirement for supplemental fuels (#2 fuel oil employed the expense of which cannot be offset by the alternative natural gas production). The natural gas that was produced reflects the cyclic loadings of weekday vs weekends typical of the facility. Further, the consistency of the loading throughout the duration of the test indicates that the digesters were unaffected by the Ross #1 deliveries on January 5th and 6th.

March 10, 2010

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Water Main Break, Flower Avenue East

On March 5, 2010, a water main break occurred on Flower Avenue East, in the vicinity of Nellis Street. Attached is a report prepared by Superintendent of Water Gary E. Pilon reading the history of breaks in this area over the past ten years, a summary of the most recent incident, and some water main break statistics on other streets over the past ten years.

Watertown Water Department Inter-office Memo

DATE: March 8, 2010

TO: Mary Corriveau, City Manager
FROM: Gary Pilon, Supt. of Water
SUBJECT: Water Main Break on Flower Avenue E. – 3/5/10
Follow-up Report

I have researched the history of water main issues in the 300 block of Flower Avenue E. (FAE) over the last ten (10) years and found that the following main breaks have occurred in the vicinity of the Nellis Street intersection since 1999.

5/2/02

Flower Ave. E. @ Nellis St. – Crew arrived at 7:45 am, Water off at 8:15 am – 9-10 basements flooded due to water backing up through the floor drains. Basements pumped. Replaced 6' length of pipe.

2/25/03

In front of 307 FAE - Leak reported at 4:30 pm, Crew arrived 5:00 pm, Water off at 7:30 pm - Did not indicate any cellars flooded. Pipe broke around. - 3' frost in ground.

7/23/04

In front of 361 FAE - Leak reported at 5:00 am, Crew arrived 5:30 am, Water off by 5:50 am - 2 basements had water in them that drained out when the main was shut. Pipe split 58" long.

7/3/06

In front of 327 FAE - Leak reported at 6:00 am, Crew arrived at 6:45 am, Water off by 7:30 am - Basements flooded, FD pumping basements, no count on report of the number of basements flooded. Pipe split 6' long.

MOST RECENT INCIDENT

3/5/10

In front of 331 FAE – Leak first reported to Water Department @ 6:51 am, First responder on site by 7:15 am, Full crew on site by 8:00 am, Water off by 8:15 am, 19 basements flooded, FD pumping basements. Pipe burst, breaking a three foot section out of the top of the pipe.

It should be noted that the property owner of 302 Flower Avenue E. called 911 at 6:38 am. County dispatch called PD and FD. PD called DPW at 6:49 am. DPW called WTP at 6:51 am. First responder from Water Department was on site at 7:15 am. Full Crew arrived by 8:00 am to shut off water.

The property owner who placed the 911 call has been extremely upset over what she perceived to be a very slow and unacceptable response. She moved here from California and alleged that the response time out there would have been much better.

I would like to note that the property owner called 911, which is what people have been instructed to do in an emergency. County dispatch called PD and FD, which is fine. PD called DPW approximately 11 minutes after the property owner stated that she placed the call to 911. Within 2 minutes, DPW notified the Water Plant Operator who relayed the message to Water Distribution and the Distribution System Operator was on site within 15 to 20 minutes.

The DPW employee who took the call from PD was on duty at the time, as he was part of the crew that covers nights during the winter season. Water Department personnel do not have 24/7 coverage, other than at the Water Treatment Plant. The Distribution employees are scheduled to begin work at 8:00 am on weekdays. The employee who responded had to drive to the shop on Huntington Street from his home on Burchard Street, pick up his City truck and load a gate valve wrench, then drive to Flower Avenue East. I think that doing this in 15 to 20 minutes is admirable.

Upon arrival on site, Kevin Patchen found the DPW employee in the process of locating the catch basins, which were under up to a foot of water, and cleaning the debris from them. He also found the Fire department personnel pumping out basements. Realizing that the other Water Department employees would probably not be at work yet, Kevin began searching for the gate valve that would be used to shut the flow of water off. At 7:48 he called for a crew, which arrived at 8:00 and began shutting down the water mains.

If you look back at the five incidents you will notice that all of them were reported at times when the crews were not on duty. All responses were between 30 to 45 minutes from receipt of the call, with the exception of the response time for the most current incident, which was about 20 minutes. Water was shut down anywhere from 15 minutes to an hour and 30 minutes from the time of arrival of the crew for all five incidents.

The major problem in this area is that the sewer is only 8" in diameter and it is a combined sewer. There are several catch basins dumping into the same sewer main as the house laterals. The houses, being of an older vintage, apparently do not have properly functioning back water traps and when the large volume of water that is released during a water main break overwhelms the sewer, it surcharges. Water backs up in the manholes to a level that is above the differing basement floor levels. This causes the water to flow backwards through the laterals and up through the floor drains,

flooding the basements. Since water tries to seek its own level, if there is a floor drain and no back water trap or it is not functioning properly, the basement will flood to the level and elevation that the water has reached in the manhole.

The quickest and least expensive fix for the immediate problem for this area would probably be installation of one of the new PVC combination cleanout and backflow check valve assemblies on each sanitary sewer lateral.

It is not unusual to have several breaks on a given street. This alone does not necessarily trigger a capital project for water main replacement. Although this might be a wake up call to consider replacement in the near future, there are several other issues to be considered. If only the water main needed to be replaced, that would be one thing. However, this street is a perfect candidate for complete reconstruction, which would include the installation of a storm sewer, replacement of the water main, possible replacement of the sanitary sewer, and definitely reconstruction of the road, curbs and sidewalks.

There are other streets in the City where we have had several water main breaks, but have not yet replaced the water mains because doing so would trigger a total reconstruction project. For instance:

We have had 8 main breaks in the 200 block of Barben Avenue in the past 10 years.

We have had 9 main breaks on Morrison Street (entire length) in the past 10 years.

We have had 12 main breaks on W. Main Street (entire length) in the past 10 years.

We have had a total of 211 water main breaks throughout the City since January 1, 2000.

The overwhelming majority of water main breaks do not result in the flooding of multiple basements. This appears to be the difference in this area, due in part to the combined sewer. I believe that we need to discuss this particular area to determine if there are short term fixes that should be undertaken, or if it warrants the development of a full blown capital improvement project.

cc: Kurt Hauk, City Engineer
Gene Hayes, Supt. of Public Works
Cody Salisbury, Supervisor of Water Distribution System
Kevin Patchen, Water Distribution Operator
Jim Mills, City Comptroller

March 10, 2010

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Sewer Backup, 218 South Pleasant Street

At the March 1, 2010 City Council meeting, Council Member Smith asked that the City Council be brought up to date on a sewer backup that took place on South Pleasant Street. In response to this request, Superintendent of Public Works Eugene P. Hayes has prepared the attached report for the City Council.

	MEMORANDUM	E.P. Hayes
	Dept. Public Works	Superintendent
To:		Mary Corriveau, City Manager
Subject:	Sewer Backup at 218 South Pleasant Street	Ref: PW 008-10

Relative to your request for information as it relates to the department's response to sewer backup at 218 South Pleasant Street on Monday, January 25, 2010 I offer the following with the premise that I am still in the process of preparing my formal recommendation for the City's Board of Audit:

- Monday, January 25th, 2010---with temperatures in the low 50's we were experiencing a period of snowmelt and intermittent rainfall. With various complaints of surcharging sewer mains and flooding received, bypass pumping operations had commenced in the Butterfield Avenue area at about noon.

The Department's first notification about a problem at 218 South Pleasant Street came a 17:45 via a call from City Water Filtration to say that they had just received a call from Greggs Sewer and Drain Cleaning Inc. reporting a possible blocked sewer main on South Pleasant Street. A work crew was immediately dispatched where upon it was discovered that there was a blockage on Academy Street between S. Pleasant and S. Hamilton. Our sewer vac jet rodder was brought to the site and the obstruction/blockage was removed at approximately 19:30. The water in the surcharged manhole at Academy Street and South Pleasant Street drained almost immediately.

Neither the Department nor the Filtration Plant has any other records of calls for flooding or sewer backup complaints in this area on the 25th.

- Thursday, February 4, 2010---a work crew was sent to 218 South Pleasant Street in response to a call from

the owner's brother-in-law to the City Manager's office. At that time the cellar was found to be dry however the crew did report that there was a cap covering the floor drain and a separate 4" pipe coming out of the front wall about 18" above the floor with no cap on it. The crew televised the lateral through the 4" pipe in the front wall traveling all the way to the main and found it to be clear and free of any obstructions. A compression style cap was placed on the pipe coming through the front wall to prevent sewer gas from entering the residence.

- Monday, March 1, 2010---Councilman Smith discussed this incident at the Regular Council Meeting and asked about the protocol used in situations such as this.
- Tuesday, March 2, 2010---City Clerk received formal claim for the cost of damages sustained by the property owner as a result of the sewer backup/flooding of the cellar at 218 South Pleasant Street.

As I stated at the beginning of this memo, I am presently gathering information about the events of this incident and will submit my formal recommendation next week for review by the City's Board of Audit.

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

A stylized, blue, cursive signature of the word "Gene".

cc: Patrick Keenan, Sewer Maintenance Supervisor

March 10, 2010

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Central Street Infrastructure Report

Attached is a summary report from City Engineer Kurt Hauk on Central Street's infrastructure, as requested at the March 8, 2010 Work Session by City Council Member Smith.

Central Street Infrastructure Report

11 March 2010

City Engineer Kurt Hauk

Water:

State Street to Remington Street: 4" Cast Iron, 1766 LF, installed prior to 1912

Remington Street to Huntington Street: 6" Cast Iron-cement lined, 218 LF, installed in 1939

There are no records of main breaks since July 1998.

There are five recorded complaints since 1990 for low pressure or dirty water.

Sanitary Sewer:

State Street to Huntington Street: 20" pipe (assumed Clay Tile) installed in 1893

Storm Sewer:

N/A, combined sewer

Traffic Counts (AADT):

Central Street at State Street: 1,781



*COMMUNITY ACTION PLANNING COUNCIL
OF JEFFERSON COUNTY, INC.*

March 8, 2010

Mary Corriveau
City of Watertown
Watertown Municipal Building
245 Washington Street
Watertown, NY 13601



Re: 2010-2011 CAPC City Budget Request

Dear Mayor Graham, City Council Members and Ms. Corriveau:

The Community Action Planning Council of Jefferson County, Inc. is submitting **a request to you for the 2010-2011 City of Watertown Appropriation for a total of \$52,000.** Taking into consideration the bleak economic outlook for this coming year, we are keeping our request the same as last year's appropriation. However, due to the tough economy, we are seeing a dramatic increase in the number of people requesting emergency services at CAPC. Our food pantry is seeing many new faces from the community, including low and middle-income families. 27% of our participants last year were new to our agency. Requests for assistance for rent to prevent eviction and for assistance with utilities have also increased sharply. Many families are working, but just can't make ends meet; i.e., they may choose to pay other "necessity" bills first and find there is just no money left for prescriptions and food. Food is the only flexible part of their budget.

Our total projected agency budget for **FY2010 is \$5,526,034.** **FY 2009 budget was \$6,489,658.** This is a **difference of \$963,624.** As you can see, our budget has decreased substantially, but our demand has increased dramatically and is still growing.

We are required to leverage 25% local share as a match to much of our Federal and State revenue, which totals a minimum of \$580,285. This match can be funds from a non-State or Federal source; goods and services donated as in-kind from the community and/or volunteering. Jefferson County awarded us \$101,000 for 2010; and we are **respectfully requesting \$52,000 from the City of Watertown.**

Attached is a copy of the 2009 Annual Report Summary for your information. During the last fiscal year, our agency **provided services to 10,879 unduplicated individuals.** As you will notice on the last page of the Annual Report Summary, **60% of our families are from the City of Watertown.** While the economy continues to falter, many of the people we see are working; looking for work; or

have "fallen through the cracks". If they gain employment, they become what we have termed as "underemployed"; losing services such as food stamps, child care subsidies, and medical coverage, while receiving little or no fringe benefit from their employers. These same people are still turning to the non-profit human service agencies for assistance and education. We continue to seek out collaborations with other agencies to maximize community resources.

CAPC currently **employs 150 people** with an annual payroll of **\$2,887,981**. **Program Volunteers totaled 1,598 and they donated 126,068 hours** of their time to CAPC last year!

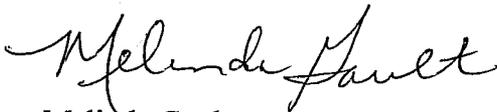
The City of Watertown has appropriated funding to this agency since 1966 when CAPC was incorporated and designated as the official anti-poverty agency, in accordance with the Economic Opportunity Act of 1964. We value that appropriation deeply.

Local government continues to play a key role in Community Action Planning Council's operations through Board membership, financial support, and community projects. We very much appreciate the continued support of the City of Watertown for CAPC services. We continue to be committed to providing quality services to the people in our community and work to strengthen and enhance our public/private partnerships.

Please find attached our Summary of Services, Fiscal Year 2009 Annual Report Summary, and our 2009 Results/Outcomes Report.

I have included five copies of this package for the City Council Members and Mayor Jeffrey Graham. If you have any questions regarding our request or agency programs, please do not hesitate to contact us.

Sincerely,



Melinda Gault
Executive Director

Cc: Mayor Jeffrey Graham, City of Watertown
Members of City Council
Larry Covell, CAPC Board President

**COMMUNITY ACTION PLANNING COUNCIL
OF JEFFERSON COUNTY, INC.**

***FISCAL YEAR 2009 ANNUAL REPORT SUMMARY
OCTOBER 1, 2008 – SEPTEMBER 30, 2009***

CAPC MISSION:

“TO ASSIST AND SUPPORT PEOPLE TOWARD SELF-RELIANCE”

Community Action Network:

The Community Action Planning Council of Jefferson County, Inc. (CAPC) is your local Community Action Agency (CAA). We are one of 54 CAA's in New York State and one of over 1,100 CAA's in the United States. CAPC celebrated its 42nd year of operation in Fiscal Year 2009, and much like our network agencies; we continue to produce positive results in our local community. The Community Action Initiative's 45th anniversary was celebrated in 2009, as it was born out of the Equal Opportunity Act of 1964, initiated by President John F. Kennedy and brought to fruition by President Lyndon B Johnson.

All CAA's are founded on a common purpose: To support low-income families and individuals as they develop their abilities to be self-supporting and develop family/community relationships that will sustain self-reliance. The needs may vary and a variety of services may be offered, but providing opportunities to move out of poverty is the framework that all CAA's are based on.

Local Governance:

CAPC is governed by a Board of Directors comprised of 24 people who equally represent three sectors of the community:

- 1) the low-income sector (which could include recipients of community services)
- 2) the public sector (elected public officials or their appointees)
- 3) the private sector (representing business, education, medical, legal fields, etc)

The diverse mix of board members gives us a perspective which transcends any one income, educational, or social level. It is extremely important that we receive input from the people receiving services as an indicator of our performance in service delivery and outcomes.

Agency services are provided based on local need and are continuously evaluated for improvements and effectiveness by formal processes.

CAA's are effective in recruiting and maintaining a solid volunteer base as you will see below.

COMMUNITY ACTION PLANNING COUNCIL
2009 SNAPSHOT

STAFF: 136 FULL TIME
 14 PART TIME

AGENCY RESOURCES:
FEDERAL \$3,633,941
STATE \$1,571,113
LOCAL \$ 332,402
PRIVATE \$ 952,202

**\$6,489,658 (INCLUDES ARRA
WEATHERIZATION FUNDS, IN-
KIND, FEES AND DONATIONS)**

VOLUNTEERS: 1,598
VOLUNTEER HOURS: 126,068

Profile of People Served by CAPC in FY 2009:

CAPC served 10,879 unduplicated persons (3,762 families) over the last fiscal year.

Of the 3,762 households 10,879 (individuals) served:

- 40% were children 17 years of age or younger
- 9% were age 50 +
- 17% were single parent/female families
- 2% were single parent/male families
- 102 families and/or individuals were homeless (up from 66 last year)
- 48% were employed; at least part time (and still could not make ends meet)
- 34% were a High School Graduate or had GED
- 10% had no health insurance of any kind, including Medicaid
- 2.5% were receiving unemployment insurance
- 5% reported no income at all up from 3.7% last year)
- 20% were disabled (up from 10% the last several years)

- 11.5% program participants were from Target Area I (Towns of Hounsfield, Watertown, Rutland, Henderson, Adams, Rodman, Worth, Ellisburg, and Lorraine)
 - 60% program participants were from Target Area II (City of Watertown)
 - 13.5% program participants were from Target Area III (Towns of Wilna and Champion)
 - 14.5% program participants were from Target Area IV (Towns of Brownville, Pamela, Leray, Philadelphia, Antwerp, Theresa, Orleans, Alexandria, Clayton, Cape Vincent, and Lyme)
 - .5% program participants were from Lewis and St. Lawrence Counties.
 - **34% of the families served were living *at or below 100%* of the HHS Poverty Guidelines, which are set at \$10, 830 for an individual and 22,050 for a family of four. Families cannot continue to survive like this.**
-

Our statistics indicate that well over half of our clients reside in the City of Watertown. They tend to be young families with children. A good majority have a basic education. Almost half of our families are employed, yet are still struggling to pay their bills.

Finally, this indicates that we continue to serve the very low-income of our community, and that this population continues to increase in our area.

**COMMUNITY ACTION PLANNING COUNCIL
OF JEFFERSON COUNTY, INC.**

FISCAL YEAR 2009 RESULTS/OUTCOMES:

The following represents the outcomes achieved with the families and individuals CAPC worked with through all agency programs in FY 2008, listed by national goals established in our agency work plan, and as reported to the Governor of New York State through the Department of State.

GOAL 1: Low-Income People Become More Self-Sufficient

- 879 taxpayers received assistance from trained and certified Tax Counselors and several households experienced an increase in income as a result of tax credits, resulting in an influx of an additional \$216,783 in to our area's economy.
- 6 disadvantaged youth were provided work experience and/or improved work-ethic skills.
- 634 children were placed in day care to allow parents to seek employment and pursue educational opportunities.
- 66 children accessed medical and dental services and completed treatment as a result of our health screenings in the Head Start and Pre-K programs.
- 4 children accessed mental health services and are participating treatment as a result of our health screenings in the Head Start and Pre-K programs.

GOAL 2: The Conditions in Which Low-income People Live Are Improved.

- 376 new and affordable day care slots were created.
- 373 Head Start and Pre-K children were developmentally ready when entering kindergarten.
- 77 Family Day Care Providers received grants to enhance the quality of their childcare services with access to health and safety items.
- 6,128 nutritious meals were served to 192 children from home child care providers who care for them and submit claims through the Child and Adult Care Food Program.
- 1 substandard housing unit was brought up to code through the HOME Program.
- 48 households received EmPower services including electric reduction measures, and experienced a reduced energy burden during the past fiscal year.

GOAL 3: Low-income People Own a Stake in Their Community.

- 451 new community volunteers participated in projects coordinated by CAPC.

GOAL 4: Partnerships Among Supporters and Providers of Services to Low-Income People are Achieved.

- 25 staff serve on other agency program advisory councils or Boards of Directors
- 2 partnerships were developed and/or maintained within the Food Security Network to ensure that low-income residents have access to optimal food resources.

GOAL 5: Agencies Increase Their Capacity to Achieve Results.

- 18 staff participated in formal course work, including development activities or skills training to improve work performance
- 6 individuals achieved a Child Development Associate Credential in the past fiscal year.

GOAL 6: Low-income People, Especially Vulnerable Populations, Achieve Their Potential by Strengthening Family and Other Supportive Systems.

- 2,659 *unduplicated families* in crisis had their emergency *food* needs ameliorated.
- 155 *unduplicated families* in crisis had their emergency *housing and/or utility* needs ameliorated.
- 4 individuals accessed remedies/enforcing rights through the legal or criminal justice systems through access to the Fair Housing Office.
- 385 families received services based on the Family Development model; 181 of these families successfully completed a minimum of one goal to increase self-sufficiency and/or improve their quality of life.
- 810 individuals demonstrated increased knowledge and appropriate care for children through JLCP Early Childhood training programs.
- 55 newly sponsored Family Day Care Providers demonstrated increased knowledge of nutrition and meal preparation for children through our CACFP Program.
- 1,189 families obtained Food Stamp benefits.
- 182 families realized a reduction in energy burden since receiving Weatherization Services.
- 511 children participated in the Summer Food Service Program, helping to lower their families' food bill.

**COMMUNITY ACTION PLANNING COUNCIL
OF JEFFERSON COUNTY, INC.
Melinda Gault, Executive Director
Tina LaRocca- Marcellus, Deputy Director
Jennifer Storey, Executive Assistant**

COMMUNITY ACTION PROMISE:

"Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other."

Summary of Services:

Early Childhood Services – Marie Ambrose, Department Director

- **HEAD START** – Offers a holistic approach to pre-school education. Includes home based and center based pre-school experience with a focus on the physical, social, emotional and intellectual growth of each child as well as family involvement. CAPC sponsors centers at Watertown, Dexter, Antwerp (North Jeff), Carthage and Adams (South Jeff) areas.
- **UNIVERSAL PRE-K** – This is a curriculum-based program offering a 2-½ hour quality early education experience at the Watertown and Indian River School Districts. The Program emphasizes the development of language, cognitive and social skills for 3 and 4 year old children. Program plans provide for development of children's independence and self-assurance.

Jefferson-Lewis Child Care Project – Claudia Whitmire, Department Director

This department offers many programs for early childhood professionals and parents looking for childcare. It also serves as a resource for childcare center staff and family day care providers in the form of training and technical assistance.

- **CHILD CARE RESOURCE & REFERRAL PROGRAM** – Trained staff assist parents in locating quality registered child care in both Jefferson and Lewis Counties. Up to date
- **REGISTRATION OF CHILD CARE PROVIDERS** - Qualified staff register child care providers; in the home setting and at School Age Centers in both Jefferson and Lewis Counties.
- **ARMY CHILD CARE IN YOUR NEIGHBORHOOD** - The objective of this project is to expand the availability of and access to affordable high-quality child care for Army families residing in communities identified by the installation around Fort Drum.

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- **CHILD CARE FOOD PROGRAM FOR FAMILY DAY CARE PROVIDERS (CACFP)** – Includes training, technical assistance, and meal reimbursement to family day care providers interested in offering nutritious meals and snacks to children in their care.
- **CHILD DEVELOPMENT ASSOCIATES PROGRAM** – This program offers training to enrolled participants through a program of classroom instruction and practicum experience preparing them as candidates for CDA credential and employment in the childcare field.
- **Other programs include Informal Childcare Provider Assistance Program; a lending library/toybrary; extensive training for those interested in the field of child care; provision of family day care start up grants and health and safety items necessary for licensing; and a source of information, resources and technical assistance for employers interested in looking at options for employee child care services.**

Family Center – Sharon Bouchard - Department Director

Services include the strength based case management approach that recognizes the uniqueness of each and every family; information and referral; and home visits.

- **FAIR HOUSING OFFICE** - CAPC is designated as the Fair Housing Office for Jefferson County. We are the information and referral agency for persons with questions or complaints about housing or housing practices and landlord/tenant issues. We act as a clearinghouse to consider all allegations and complaints regarding housing discrimination and refer to appropriate authorities as necessary.
- **TAX COUNSELING** – Volunteer tax counselors trained in preparing taxes provide assistance in filing Federal and State income tax forms. Services are available at selected sites throughout tax season and through the CAPC offices throughout the year.
- **FOOD BANK** – The CAPC Food Bank coordinates a system of food donation and distribution to emergency food pantries throughout Jefferson County. It is housed at our warehouse on Morrison Street in the city of Watertown.
- **FOOD PANTRY** – Three day emergency food packages are distributed to those in need according to family size. Other food resources such as WIC, Food Stamps, and budgeting classes are referred to families and all are screened for other needs.
- **FAMILY DEVELOPMENT CREDENTIALING** – This course offers the opportunity for skill building in the field of family development through a program of class instruction, field advisement, practicum experience and portfolio development. Completion of the course prepares candidates for a Family Development Credential through New York State.

- **SUMMER FOOD SERVICE PROGRAM** – This service provides lunch and breakfast or snack for an average daily participation of 600 children at various sites throughout Jefferson County during the summer months when school meals are not available.
- **NUTRITION OUTREACH AND EDUCATION** – CAPC staff provide outreach and education assistance to enable eligible households to receive Food Stamp benefits and other Federal Feeding Programs, and to increase participation in the Summer Food Service Programs.
- **HOLIDAY PROGRAMS** – CAPC coordinates various holiday services with other agencies in the community such as the Angel Tree at the Mall; Kiwanis Party for children; Coats for Kids with the Elks Club and WalMart; food baskets with the Salvation Army; and more.
- **EMPLOYEE SERVICES ASSISTANCE PROGRAM** – Funded by the American Recovery and Reinvestment Act & Community Services Block Grant. Includes assistance for obtaining and maintaining employment with support services such as transportation, training, outreach centers throughout the county.

Housing and Energy Services – Ken Flint, Department Director

- **WEATHERIZATION** – Provides home weatherization services to households meeting financial eligibility. Services could include insulation, furnace repair or replacement and more to assist homeowners and renters to conserve energy and reduce energy costs.
- **RESTORE** – CAPC provides repairs to homes for persons over 60 years of age for emergency conditions that would impose immediate threat to the health and safety of the household. Services could include chimneys, hot water tanks, electrical wiring, structural repairs, roof repairs, furnace repairs or replacement, installation of new stairs or handicap ramp.
- **HOME** – Includes moderate rehabilitation services for owner occupied homes. Substandard housing units of very low and low-income families in Jefferson County can be upgraded to HUD Housing Quality Standards. Some of the rehabilitation services could include roofs, wiring, structural repairs and replacement of doors and windows.
- **EmPower** – This program provides cost effective electric reduction measures in homes such as bulb replacements and appliance replacements; as well as energy saving measures such as air sealing, insulation, and heating system service and repairs to low-income customers.

NEW YORK STATE DEPARTMENT OF STATE

MONTHLY UPDATE

Creating a healthier, safer, and more prosperous New York

David A. Paterson, Governor · Lorraine A. Cortés-Vázquez, Secretary of State

Greetings from the Secretary of State

As winter melts into spring, the U.S. Census Bureau will begin mailing official questionnaires to millions of New York households. This year, the form will be the shortest one ever – comprising just 10 questions that should take only 10 minutes to answer. Our role in government is to help answer basic questions about the count, combat misinformation and let people know where they can find additional assistance if they need it. (Be sure to check www.census2010.ny.gov and www.2010.census.gov regularly to find out where questionnaire assistance centers are being positioned across the state.)



This past month our Office of Fire Prevention and Control has taken the lead in letting New Yorkers know about Amanda's Law, which requires people to put carbon monoxide detectors in their homes. And as part of our campaign promoting the new law, you'll be seeing State Fire Administrator Floyd Madison talk about the threat of CO poisoning in a PSA that will run on local TV networks in the coming weeks.

Meanwhile, our Division of Coastal Resources is working to improve recreational access to the Hudson River and Lake Champlain, as well as encouraging municipalities to update their Local Waterfront Revitalization Plans. Our Division of Local Government Services is soliciting the final round of Local Government Efficiency grants for the 2009-2010 fiscal year, which ends in a few weeks. (The final High Priority Planning Grant deadline is Wednesday, March 17, at 4 p.m.)

Finally, our Land Use Training Network is promoting training programs offered throughout the state to help local government officials to remain up-to-date on the latest land use and zoning techniques and laws.

As always, please let us know if there is anything the Department of State can do to support you in your efforts to build a better New York.

Best,
Lorraine Cortés-Vázquez

Census media and outreach programs take shape across the state

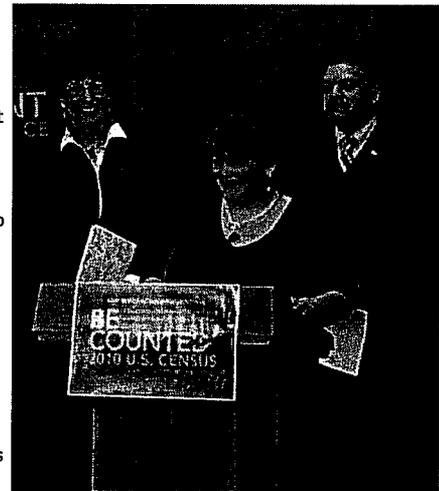


Community groups, faith-based organizations echo Department of State's message on census' importance

With only a few weeks left before census forms are mailed to every household in the country, community leaders in the faith-based and minority communities have joined with the Department of State and elected officials to promote the importance of taking just 10 minutes to fill out the 10 questions on this year's form.

IT'S IN OUR HANDS Voto Latino, a youth-oriented group that focuses on increasing political involvement in the Hispanic community, and Time Warner Cable have partnered to create a statewide multimedia campaign to help increase participation in the census by broadcasting celebrity-packed public service announcements. This includes online, television and radio PSAs, a digital partnership with iTunes and a mobile/text messaging program targeting Latino youth, who are the key influencers in their community.

Latinos were significantly undercounted in the 2000 census – both in New York state and around the country. Last year, Governor Paterson secured funding to ensure local governments and community groups, including Voto Latino and 80 other groups, have the resources they need to achieve a complete and accurate count for New York. This type of creative multimedia campaign that Voto Latino and Time Warner Cable are spearheading is exactly what is needed to guarantee that everyone is counted. Secretary Cortés-Vázquez joined with local elected officials and community organizers in the Capital Region at the campaign launch event in Albany February 23 to echo that sentiment.



(L-R) City of Amsterdam Mayor Ann Thane, Secretary Cortés-Vázquez, and Assemblyman Felix Ortiz at Voto Latino's census campaign kickoff event in Albany, Feb. 23

Scams and the 2010 Census

New Yorkers should feel completely safe about participating in the 2010 census; however, it is important to note that even before the forms have been mailed out, a number of census scams have occurred around the country. They have included official-looking requests for personal financial information in the form of an e-mail, direct mail or even someone knocking on the door of one's home.

The U.S. Census Bureau is seeking only demographic information and will **never** ask for highly personal information, such as social security, bank account or credit card numbers.

Around May 1, workers will begin knocking on doors of single family households that have not mailed in their questionnaires or failed to complete the form properly. Census workers will never make contact by e-mail and will carry an ID badge when out in the field. Individuals can avoid being visited at home by a census worker by promptly and completely filling out and mailing back the form.

week later, on the steps of City Hall in New York, more than 50 religious leaders from across the city gathered to give their support of various groups' census efforts. The role that the state's faith-based and nonprofit leaders play in motivating people to fill out and return the census forms is essential to helping New York ensure that everyone is counted.

Secretary of State takes the lead on bringing mixed martial arts to New York

As part of his 2010-2011 Executive Budget, Governor David Paterson proposed legalizing mixed martial arts, or MMA, competitions. If the measure passes, these popular sporting events would be regulated by the New York State Athletic Commission, which has a proven record of ensuring safe, fair competitions in overseeing boxing and wrestling. The Secretary wrote an op-ed for the *Albany Times Union* last month expressing her view that legalizing MMA would not only provide great economic benefits for the state but would also offer a framework for holding these competitions in New York in a way that makes athlete safety the top concern.

Mixed martial arts? Why not?

By Lorraine Cortés-Vázquez

Albany Times Union, February 15, 2010

Gov. David Paterson has proposed legalizing and regulating mixed martial arts. Some New Yorkers, including some who have concerns about the safety aspects in this sport, disagree with that plan. While I respect that position, I believe that legalizing these competitions presents an opportunity for regulating the sport while allowing the state to realize the economic benefits of hosting MMA competitions. [Entire Opinion Story »](#)



Secretary of State announces Local Government Efficiency and Environmental Protection Fund grants for Westchester County

Secretary of State Cortés-Vázquez joined state and local lawmakers and community leaders in Sleepy Hollow to announce the multiple Local Government Efficiency (LGE) and Environmental Protection Fund (EPF) grants that the Department of State recently awarded to municipalities across Westchester County.

As part of the Department of State's LGE Program, Sleepy Hollow, Tarrytown and Briarcliff Manor were awarded a grant to assess the benefits of consolidating their water departments, and the Putnam and Northern Westchester Board of Cooperative Educational Services (BOCES) received funding to study the benefits of consolidating school bus services for the disabled.

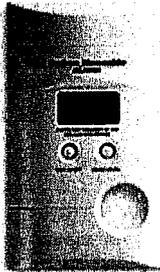
From EPF, Dobbs Ferry received two awards – to mitigate erosion and study how better to access its Hudson River waterfront – and Tarrytown received four – focusing on improved access to the Hudson and new scenic hiking trails.

Thanks to these awards, Westchester residents will have greater access to scenic views of the Hudson and additional trails for hiking and biking along the water – not to mention the potential for taxpayer savings, as local governments look to share water and school bus services.



(L-R) Thomas Higgins, BOCES; Drew Fixell, Mayor of Tarrytown; Bernard Molloy, Historic Hudson; Assemblywoman Sandra Galef; Hartley Connett, Mayor of Dobbs Ferry; Lorraine Cortés-Vázquez, New York Secretary of State; William Vescio, Mayor of Briarcliff Manor; Senator Andrea Stewart-Cousins; Ken Wray, Mayor of Sleepy Hollow; Karin Wompa, Sleepy Hollow Trustee; and Rita Shaheen, Scenic Hudson.

Amanda's Law goes into effect, requiring all homes to have carbon monoxide alarms



The New York state Office of Fire Prevention and Control (OFPC) is working to ensure homeowners are aware of the hazards of carbon monoxide and the new state law, known as Amanda's Law, which as of February 22 requires all residences, both new and existing, to have carbon monoxide alarms installed.

The law is named for Amanda Hansen, 16, of West Seneca, who was found unconscious at a friend's house in January 2009. Officials later determined she had been exposed to lethal levels of carbon monoxide in the home's basement, where she and her friend were having a sleepover. She later died at South Buffalo Mercy Hospital.

Carbon monoxide poisoning is the number one cause of poisoning deaths in the United States, as more than 2,100 people die from CO poisoning every year."

Carbon monoxide can be produced when burning fuel such as gasoline, charcoal, propane, natural gas, kerosene, oil, wood or coal. If any flammable or combustible material burns incompletely, carbon monoxide is produced. Carbon monoxide can kill in minutes or hours depending on the level of carbon monoxide in the air.

Homes built before January 1, 2008, will be permitted to have battery-powered alarms, while homes built after that date will need to have the alarms hard-wired in. Although specific requirements differ slightly for



Learn more at

new and existing residences, the intent of the law is to help save lives from a silent, odorless and colorless killer.

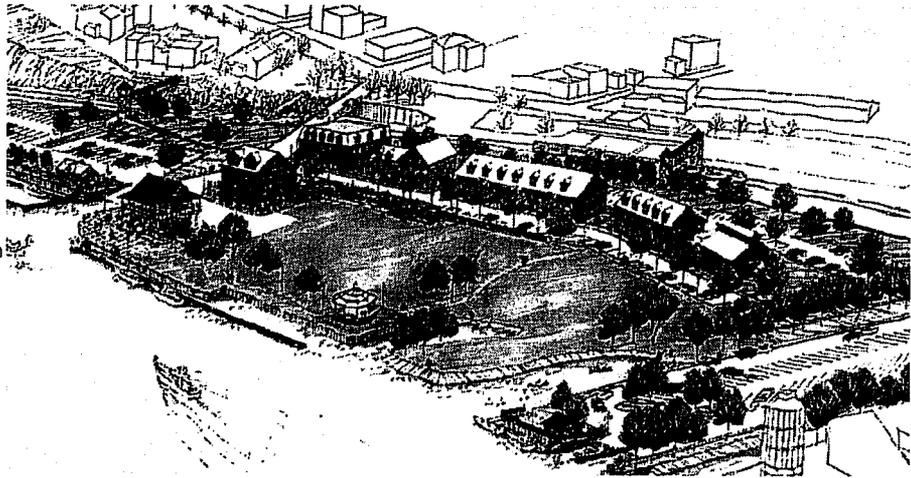
State Fire Administrator Floyd Madison in a PSA on Amanda's Law.

The most frequently asked questions about the law concern the requirements for existing one- and two-family homes. Now these homes will be required to have at least one CO alarm installed on the lowest story having a sleeping area.

OFPC is committed to increasing public awareness of carbon monoxide and the change in state law with a new public service announcement developed through partnership with the Kidde Corporation.

Secretary of State announces \$500,000 in grants for smart growth planning in Lower Hudson Valley

Secretary of State Cortés-Vázquez last month announced \$500,000 in funding from the state Environmental Protection Fund Smart Growth Grant Program for seven planning projects in the Lower Hudson Valley, focusing on economic, community and environmental issues. In recent years the region has experienced rapid growth and development, which could either threaten or enhance the quality of life in the region in the future. These awards will help communities address the effects of this growth on local and regional development patterns and show how the population boom can be a blessing for the Valley.

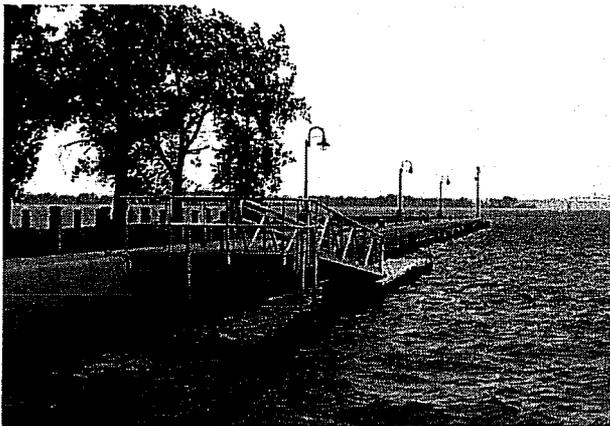


Artist's rendering of the City of Hudson's vision for a redeveloped waterfront, including new parks and recreational docks.

Six of the awards are for the planning of revitalization and redevelopment of municipal and regional centers – in the Town and Village of Harrison; the City of Poughkeepsie; the City of Mount Vernon; the Town of Red Hook in partnership with the Villages of Red Hook and Tivoli; Orange County, in partnership with the City of Newburgh and the Villages of Maybrook, Montgomery and Walden; and the Town of Lloyd. A number of these awards will advance transit-oriented development in the Lower Hudson Valley, promoting compact, walkable, mixed-use development that is focused around mass transit.

One award to the Open Space Institute (OSI) will enable the development of a Lower Hudson Valley regional smart growth plan to address carbon emissions, economic efficiency and quality of life issues.

Secretary of State announces nearly \$700,000 in grants to improve recreational access to Hudson River and Lake Champlain



A restored, EPF-funded dock in the Town of Port Henry along Lake Champlain.

Secretary of State Cortés-Vázquez has announced \$693,070 in funding from the state Environmental Protection Fund's Local Waterfront Revitalization Program for the development of new or refurbished "eco-docks," which will provide recreational, non-motorized boats improved access to communities on the Hudson River and Lake Champlain. These 12 awards, from the 2009-2010 budget, will serve as legacy projects of the Hudson-Fulton-Champlain Quadricentennial celebration, which marked the 400th anniversary of the voyages of Henry Hudson, who led the expedition up the river that now bears his name, and Samuel de Champlain, the first European to discover the 110-mile-long Upstate lake.

Grant awards spanned the state and were given to a dozen projects in 10 counties – Albany, Clinton, Columbia, Dutchess, Greene, New York, Rensselaer, Rockland, Saratoga and Westchester. Since 1994 communities along the Hudson River and on Lake Champlain have received 272 awards from the EPF Local Waterfront Revitalization Program totaling over \$47 million for planning, design and construction of waterfront

improvements. Twenty-seven communities on the Hudson River and two communities on Lake Champlain have approved Local Waterfront Revitalization Programs.

ASSESSMENT DEPARTMENT

2010 County Tax Bills – The 2010 County tax bills were prepared and mailed in January. Previous efforts improving our property owner address information and property sales recording procedures were rewarded by a greatly reduced number of misdirected and returned bills saving both staff time and the expense of duplicate mailing.

Tentative Assessment Roll – The 2010 tentative assessment roll has been filed and made available to the public, both in our office and online.

Board of Assessment Review– The Board of Assessment Review met to hold grievance hearings February 9th. They received a total of 29 complaints, 5 of which were ratifications of assessor/owner stipulations and 7 were dismissed for inadequate applications. The Board is planning on meeting one additional day to finalize decisions.

Real Estate Market – The ongoing trend of fewer home sales but gaining prices continues. In fact we would have to go back to January-February 2003 to find a two month period with fewer sales than the current period. The sale of a single commercial property (the former Davidson’s Auto), along with the recent sale on Arsenal Plaza does seem to indicate that the values on our major commercial strip have remained firm.

City of Watertown Real Estate Market Snapshot -

	<i>Current Period</i> Jan-Feb 10	<i>Prior 2 Months</i> Nov-Dec 09**	One Year ago Jan-Feb 09	<i>2 month averages for last 2 years</i> Feb 08 –Feb 10
Single-family homes				
Number of valid sales	16	32	26	35
Average sale price	\$149,069	\$127,054	\$119,082	\$ 131,833
2 & 3 family homes				
Number of valid sales	2	7	2	7
Average sale price	\$116,500	\$98,743	\$140,750	\$106,363
Commercial				
Number of valid sales	1	4	1	3
Average sale price	\$1,200,000	\$155,375	\$95,000	\$1,283,008

**Includes previously unreported deeds and/or corrections.

CITY CLERK'S OFFICE

Marriages – Approximately 200 marriage licenses have been issued and 118 ceremonies have been performed since January 1st.

Intern - We have had an intern working with us for the past few weeks under the Employment & Training program. Nicole Carpenter is a junior at WHS. Her last day with us will be March 19th.

Historical Research - Deputy Clerk Elyse Frezzo completed research for Dave Shampine for a recent article that appeared in the Watertown Daily Times regarding the history of the bus system in the City.

CITY COMPTROLLER'S OFFICE

Delinquent County Taxes – The City Comptroller's office has been busy collecting the county tax bills. Below is a summary of the outstanding County tax amounts as of February 28th of each year presented.

	<u>Amount</u>			
	<u>Outstanding</u>	<u>Total Levy</u>		<u>%</u>
2/28/2010	\$ 510,250	\$ 7,044,660		7.24%
2/28/2009	\$ 492,589	\$ 6,824,153		7.22%
2/29/2008	\$ 448,581	\$ 6,783,958		6.61%
2/28/2007	\$ 486,362	\$ 6,555,805		7.42%
2/28/2006	\$ 638,840	\$ 6,196,711		10.31%

Parcels with outstanding 2010 county tax balances over \$5,000 are:

<u>Property Owner</u>	<u>Address</u>	<u>Amount Owed</u>
200 Washington St Assoc LLC	120 Washington Street	\$ 18,971
MGNH Inc	218 Stone Street	\$ 15,127
200 Washington St Assoc LLC	200 Washington Street	\$ 13,820
Watertown Center Dev LLC	144 Eastern Boulevard	\$ 13,447
Freeman Company Trust	1067 Marble Street	\$ 9,696
Franklin Factory Group LLC	210 Court Street	\$ 9,088
Arthur Rutsch	1240 Arsenal Street	\$ 6,753
Bottling Group LLC	1035 Bradley Street	\$ 6,715
David White	1004 Arsenal Street	\$ 6,448
Spurs LLC	957 Arsenal Street	\$ 5,936
Sanquist Properties LP	505 Washington Street	\$ 5,665
Paradise Companies 4 LLC	1025 Arsenal Street	\$ 5,565
Prime LLC	940 Arsenal Street	\$ 5,485
		<u>\$ 122,716</u>

ACH Debit Payment Plan – The City Comptroller’s Office, Water Department and Information Technology Department have completed the testing and set-up phase of the ACH module and are now accepting authorization forms to begin allowing water and sewer customers the option to pay their bills through an ACH transaction. The City’s ACH (Automated Clearing House) Debit Payment Plan is a free and easy program that allows the City to electronically withdraw funds from water and sewer customers’ checking or savings accounts on the due date for the amount of their current bill. To date we have received thirteen authorization forms to enroll in the program. Authorization forms can be obtained from the City Comptroller’s office, Water Department or from the City’s website. The next service to be reviewed for applicability of the ACH payment option is the refuse tote invoices.

Sidewalk Special Assessment Program - The City mailed follow-up letters to 27 property owners on March 5th regarding outstanding sidewalk invoices. The letter was sent to inform property owners that they had one last chance to be included in the 10 year special assessment program. Signed enrollment forms must be received by March 19th to be accepted. Failure to either enter the 10 year program or pay the invoice in full will result in the invoice being added in full to the 2010-11 City tax bill issued in July. The status of all of the invoices is as follows:

<u>Status</u>	<u>Number of Properties</u>	<u>Amount of Invoices</u>
No response	24	\$ 20,702
Enrolled in special assessment program	40	\$ 47,839
Paid invoice	<u>30</u>	<u>\$ 34,844</u>
Total	<u>94</u>	<u>\$103,385</u>

CIVIL SERVICE DEPARTMENT

Annual Report to Albany: The annual report to the NYS Department of Civil Service was completed and signed by the Commissioners at their meeting held February 16th. Between the City of Watertown, Watertown City School District, Watertown Housing Authority and the Flower Memorial Library, this department provides services for 586 employees (not including seasonal appointments) of which 316 have competitive status. Our provisional appointment rate remains low (total of 5 employees) and is less than last years report.

Exam Fee Report to Albany: The City is required to pay the NYS Department of Civil Service a percentage of exam fees collected for those exams rated in the calendar year (not necessarily held in the calendar year). In 2009, a total of 313 answer sheets were rated from 25 exams offered by this department. The fee paid to the NYS Department of Civil Service was \$2,728. Application fees can be waived for those candidates meeting the requirement of unemployed head of household, receiving Supplemental Security Income, or receiving public assistance from a state or local social service agency. Five candidates in 2009 met the requirement and I expect more requests for fees to be waived in 2010. The City is not required to pay the State for those exams where fees were waived.

School District Portion of Civil Service Expenses: According to NYS Education Law, §2503(16), the Watertown City School District is required to pay a portion of the annual

expenses of this department. The portion of expenses invoiced to the school for 2009 was \$27,085.18. This law covers only cities that provide services; counties are not eligible for reimbursement. The Watertown Housing Authority and Flower Memorial Library are not, nor can they be, charged a portion of the expenses for this department by law.

Fire Chief Exam Results: We are still awaiting the results of this exam. It is hoped that the results will be received in time for the list to be established at the March meeting of the Commission.

Job Classification/Compensation Survey: A total of 82 job specifications were revised and distributed to Department Heads for review.

CODE ENFORCEMENT

Building Permits –Received and are currently reviewing building plans for: build out at Watertown Savings Bank, Commerce Park Dr.; Samaritan Medical Center, Boiler Room; Transitional Living, Phase I, Bathroom Upgrades, Black River Parkway; Friendly’s Restaurant, Demolition and Rebuild, Arsenal St.; Fairfield/Marriott on Gaffney Dr./Commerce Park Dr.; plans for the Inn on Arsenal St.; Rent-A-Zone, Public Square, rehab of upper floors into apartments. This office has issued 15 Building Permits for new construction and demolitions, and 16 Maintenance & Repair Permits.

Complaints – This office received and investigated a total of 156 complaints, with 10 cases being referred to DPW for compliance and 3 cases being referred to City Attorneys.

Personnel –Tom Johnston and Carolyn Meunier, Code Enforcement Officers, continue overseeing new construction and maintenance and repairs to properties issuing related permits. Tom maintains inspections on the progress of the Samaritan Medical Center Parking Garage and reviewing the plans for upcoming upgrade to the boiler room. Tom also has been assigned and currently reviewing the plans for the Fairfield/Marriot Hotel. Carolyn Meunier carries on monitoring the renovations of Riverview Apartments, Newell St. Ten (10) Certificates of Occupancy have been issued for five (5) one story and five (5) two story apartments. Ms. Meunier presently is reviewing plans for the demo and rebuild of Friendly’s Restaurant on Arsenal Street.

Appearance Tickets – This office issued another 5 Appearance Tickets to City Court to owners of City properties for a range of violations from trash and debris to New York State Property Maintenance Code violations.

Buildings and Grounds – On Thursday, March 5, 2010, Shawn attended a review of the Geo-Thermal heating system at Indian River School with other City officials for possible upgrades to the City Hall heating system.

ENGINEERING DEPARTMENT

Breen Avenue- The project is currently being designed in-house by department staff. The project has been approved by the Council to proceed in 2010 at the March 1st Council Meeting. A public meeting will be held on April 7, and the bid date is scheduled for April 12, 2010. Construction will start as quickly as possible after the approvals from DEC and DOH are granted and the contractor has submitted the required insurance and bonding documents.

Gaffney Drive Sewer Upgrade – The Engineering Department has designed the upgrade of the gravity sewer north of the pump station and prepared plans for acquiring the gravity sewer across the Stateway Plaza property, and is evaluating the pump station for upgrade. The gravity sewer will be replaced by DPW crews, and the easement is pending negotiations with the property owners.

VPP Stimulus Funding- The Engineering Department is processing and managing the Pass Through contract with the NYSDOT for Vendor Placed Paving (VPP) for mill and fill paving projects for Washington Street and Arsenal Street 100-200 Blocks. The City Council approved the agreement in April 2009. Engineering is responsible to administer the Pass-Through Agreement, provide construction inspection, and conduct the mandatory project safety audit (SAFETAP). The Arsenal Street portion was completed in September 09. Washington Street is to be paved in the spring of 2010.

Dosing Station Dam Repair- The Department is moving ahead with plans for structural repairs to the Dosing Station Dam. The project entails scour repair and concrete repair to eliminate the leakage of untreated water into the settling basin. This will reduce the amount of chemicals required to treat the water and also may reduce the occurrence of Disinfectant Byproducts in the water system. This work is broken into two phases. Phase 1 is programmed for the 2010 construction season. Phase 2 is projected to be complete in 2011. The plans have been submitted to the NYSDEC and the USACE for permit approval. The department is compiling additional information that was requested from both agencies to gain the approvals.

J.B. Wise Parking Lot Reconstruction - The Design Services Agreement with Lu Engineers was approved by the Council in June 2007. The final plans and specifications are nearing completion. The project is on hold until FY 10-11 unless stimulus funding becomes available. A contract for construction inspection services is being prepared, with a scheduled start date in the Spring of 2011.

Greensview/Ives Sanitary Sewer - Updating plans and bid book for bid in spring 2010. The department is preparing for a meeting with the property owners. The plans were submitted to the NYSDEC for approval. The Massey Street portion of the work is projected to be done in July-August and the golf course section is slated for late in the fall.

Sidewalk Program –The 09-10 district was approved by the Council in December. A public hearing was held on February 1, 2010. Work will start in late April or early May.

NSTS – Bat-Con Inc., Marcellus, NY. Work started on October 26, 2009. The liner in the sewer main has been installed. The liner for the manholes will be installed when the weather improves.

Riggs Ave – The preliminary design is complete. A public meeting was held in August 2008. Final plans and specifications are nearing completion. There is currently 1 easement outstanding for construction. This project is scheduled for FY 2010-11.

Barben Avenue Reconstruction- In-house design is underway for the street reconstruction from Washington Street to Holcomb Street. The project is scheduled for FY 11-12.

Clinton Street Reconstruction- In-house detailed design is underway for the street reconstruction from Washington Street to Holcomb Street. Project is scheduled for FY 13-14.

N. Michigan-Bronson St. –The project is currently being designed in-house by department staff. The project is scheduled for reconstruction in FY 2014-15.

CSO Long Term Control Plan (LTCP)- The Council approved the design services agreement at the December 18, 2006 meeting. The completed model of the five basins and final report was received in March 2008. The department is working for approval to conduct modeling of four additional basins with the consultant. WWTP staff prepared the LTCP and submitted it to the NYSDEC by Dec 1, 2008. Additional information has been provided to the DEC and EPA. A meeting with the NYSDEC was held on January 6, 2010 in Utica. The City has until August 2010 to complete revisions to the LTCP and submit it to the DEC for final review.

NYS DOT Arsenal Street Reconstruction – A final walkthrough of the project was held, and we are awaiting final transfer of the Western Blvd parcel.

WOTS Lining – Plans and specifications are being prepared for the installation of a slip liner in the section of the Western Outfall Trunk Sewer (WOTS) from Wealtha Ave to the overflow device at the WWTP. The liner system will be similar to what was installed on the NSTS. This project will fix the massive amounts of infiltration and inflow that is leaking into pipe from the drainage ditch located above it. This is required to meet the criteria for the LTCP with the DEC.

Franklin Street Sidewalk – The Engineering Department is working with the Planning Department to facilitate the design of improvements to the sidewalk, curbs, ornamental lighting, and grading. The preliminary designs prepared by a consultant have been reviewed and staff is working with the private utilities to resolve conflicts in the project area. Engineering anticipates providing inspection coverage during construction to help the project stay within budget.

Bicentennial and Marble Street Parks – The Engineering Department is working with the Planning Department and DPW to provide engineering support and construction inspection coverage during the in-house construction of the parks.

Fire Department

2008 Assistance to Firefighters Grant - The Fire Department has placed into service all of the equipment that was purchased under this grant. The last components purchased were a new twenty horse power air compressor and fill station for our SCBA cylinders, and personnel escape rope systems for firefighting personnel.

2009 Assistance to Firefighters Grant - The Department received notification from Senator Schumer's Office that we had been awarded a grant to purchase 3 thermal imaging cameras.

Training - In December, the New York State Office of Fire Prevention and Control (OFPC) completed training of department personnel on Medium Structural Collapse Operations for interior shoring. This is a two day course focused on the design and construction of shoring needed to support a collapsed building.

In January and February, members of the department received training on the personnel escape rope system using a building at Maywood Terrace. The Watertown Housing Authority allowed the department to train in a vacant apartment so members could practice descending from a second floor window using the rope system. Currently six personnel are certified by the manufacturer of the system to instruct department personnel.

Members of the department are refreshing their EMT-B certifications. This training includes CPR as well as AED (Automated External Defibrillation). Participating members will take their NYS practical and written exams in March, and get their results in May of this year.

Operations - The department responded to 808 calls during December, January and February with 28 being fire situations and 490 being medical calls. Two of the fire incidents, of note, were at 129 N. Indiana Avenue (an upstairs apartment) that occurred on December 4th, and 207 Central Street (a duplex) that occurred on January 6th. There were no civilian injuries at either fire. However, there was a loss of a family pet at each of these fire incidents.

Fire Prevention - In addition to the normal workload (31 furnace installation permits, 2 LPG installation permits, numerous complaints filed with Codes) much of their time was spent processing, analyzing, and following up on issues found during company level inspections. In total, the Fire Prevention Bureau (FPB) followed up on approximately 110 open complaints and violations that were referred to them.

The Bureau also conducted plan review(s) for 4 major project proposals in the City of Watertown. They assisted and advised on renovation work at the Agricultural Building that included extension of the sprinkler system and a re-posting of the facility's occupancy. They were very involved in helping to identify and correct deficiencies related to the Riverview Development Project on Newell Street.

In January, staff personnel participated in Work-Force 2010 sponsored by JCC and The Greater Watertown Chamber of Commerce. In total we conducted approximately 25 interviews with high school seniors who showed an interest in careers in the fire service.

FPB spotted and placed 5 additional KNOX boxes and processed 4 additional orders to install Knox Boxes. These boxes are part of an ongoing plan to eliminate the current key entry system.

Department Personnel counseled 3 young people who were referred to our Juvenile Fire-Setters Program and twenty six needy families received smoke detectors

FLOWER MEMORIAL LIBRARY:

Snowflake Festival – Official attendance figures for the 4th annual Snowflake Festival on January 23rd was 376 people, which was a slight increase over previous years. Also, we had 17 volunteers, some of whom returned to volunteer for the “Fancy Nancy” event on February 19th. The event generated both a newspaper article (with a fantastic picture!) and a weekend news story. The Science Museum participated with several hands-on exhibits for the children to enjoy. The Children’s Librarian reports that this was the best Snowflake Festival we've had - lots of participants, plenty of volunteer help, media coverage, and no shortage of food or supplies. Everyone seemed to enjoy themselves thoroughly!



Library Program February Break – We had four special programs at the Library during the February 2010 school break. Amanda Tehonica planned a Mardi Gras party for the teens. They decorated masks with feathers and sequins; listened to Jazz; enjoyed a King Cake and other refreshments and once the masks are on, they showed off their dance skills. On February 19th, she popped some popcorn and screened **G.I. Joe** for the kids.

Children’s Librarian, Ginger Tebo also had a movie session for the younger set—**Hotel for Dogs** enjoyed a very good attendance of children and parents. Ginger’s other program—the “Fancy Nancy Soiree” was wildly popular. Over two hundred participants showed up in their finest dress-up clothes to celebrate their enjoyment of the popular series of books by Jane O’Connor. All the little girls enjoyed Fancy Nancy stories, curtsy lessons, craft tables to make fancy accessories and refreshments consisting of pink lemonade and cookies.



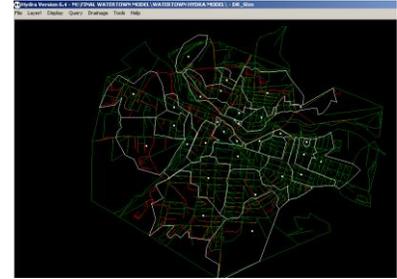
INFORMATION TECHNOLOGY DEPARTMENT

Hydra sewer modeling - Hydra software was installed on the City's Citrix system. Previously this application was restricted to an individual computer limiting its utility. Moving the software to the network permits the application to be accessed from multiple workstations while restricting the application to one running instance.

CITRIX | Web Interface



A consulting firm uses the Hydra application remotely to perform analysis on the City's data saving cost of travel time and the need to dedicate a computer for the consultant's use while working on premise with the application and data set.



Water Administration - Staff from the Water Department are evaluating the WorkDirector application to improve workflow between the administrative office at City Hall and the Distribution Facility on Huntington Street. Currently there is limited visibility and tracking of work requests that originate at the Administrative office and some delay in generating billing information after a project or service has been completed.

Implementing the existing work order system will help resolve these issues, streamline communications, tracking and billing and leverage in-house experience. The system is already configured in the Citrix system and the fiber connections to the Huntington Street facility makes deploying the application to the Distribution Facility simple.

Water Distribution - Staff are also evaluating the WaterView module in Cartegraph for use in the Distribution. The application is similar to the SewerView Module that is currently being implemented and integrated with GIS.

If implemented the City would be moving to a comprehensive integrated system for asset management which could be further extended to other functional areas. The value of having the same data system and base software in use throughout the organization is obvious in terms of training, staff skills, utilization and functionality. Common applications, common skill set, increased utilization and visibility into the data are all very desirable characteristics for improving management, lowering operational cost and gaining strategic insights for long-term planning and budgeting.

Congressional Non-Defense Appropriations Funding Requests - Applications for funding the following projects were developed and submitted to Senator Schumer and Senator Owens by staff from Engineering, Water, Public Works, Police, Information Technology and the City Manager's Office.

- ✓ Construction of a secure Sally Port for Secure Prisoner Transport into City Court
- ✓ Parallel Main - Engineering and design of a new water main parallel to the water main to the finished water reservoirs.
- ✓ Arena roof rehabilitation - funding for replacement of the existing arena roof to include surface coating of the steel framing, installation of interior ceiling panels,

SPECIFIC Features

Forms & Reports

- WATERview-specific forms include: Mains, Hydrants, Laterals, Meters, Valves, and Pumps
- 64 pre-defined reports including: Scheduled Activities, History, and Inspection

Features

- Water backflows has its own page
- Ability to associate a value to multiple mains
- Record and locate main breaks
- Track water meter replacements
- Record network connectivity
- Supports customer accounts for water laterals

Online Libraries

- Water component libraries
- Create custom library entries

Inspections

- Calculate Overall Condition Index

CartèGraph Module Integration

- Associate asset records to work orders in WORKdirector
- View and edit water data in ArcGIS with GISdirector

- fire suppression piping replacement and necessary frame strengthening to support photo voltaic panel array installation.
- ✓ CSO Abatement Engine Street Outfall - Design for the abatement of impacts to the Black River resulting from the combined sewer overflow at the Engine Street Outfall
- ✓ FCC Radio Compliance - Funding for meeting the FCC Radio Compliance Mandate for non-federal public safety radio licensees to bring the 54 25kHz radios operated by Public Works 25kHz radios into compliance.
- ✓ Disaster Recovery for computer systems to mitigate the risk that a disaster incident that impacted computer systems would prevent delivery of vital services to the community.

Helpdesk Activity - KVS (Financials)- Installed and tested several periodic updates and began testing the ACH option in conjunction with HSBC in December. February, all issues have been worked out regarding the necessary file layouts and the ACH is ready for use. Reviewing Accounts Receivable and the Utility Billing modules to see which might work best to implement ACH for Tote Billings in the future.

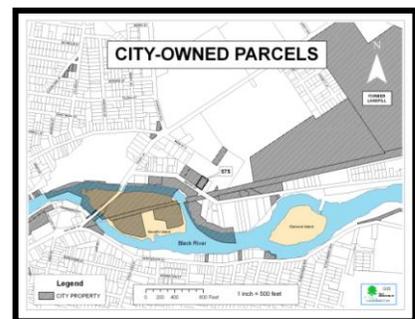
IMPACT (Police) - In December, we began installing and testing the Impact Court Module for Parking Tickets. Issues are still being resolved with synchronizing the fields on the vendor’s end before it goes into live production. Some further modifications are needed to perfect the handheld unit.

Numara (Helpdesk) - Updated to V7 and relocated database to consolidate databases. Plans are to move the application software into the Sun Blade system and eliminate older equipment currently housing the application.

Cartegraph - Updated to V8.1 and relocated project home directory to reallocate disk space. This was completed prior to the training sessions for Sewer and Pavement View.

GIS Mapping Requests

The Planning Department requested a 24”x 36” proposed zoning change map for 1175 Water St as well as a PDF of same.

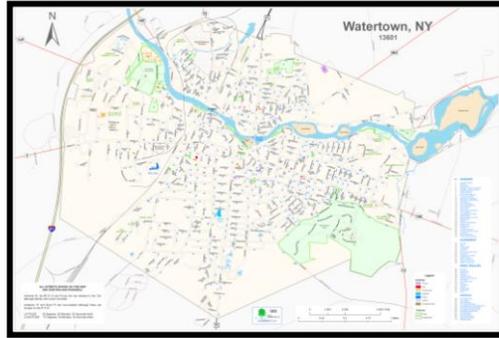


Two requests for 100’ proximity mailing address analyses were received from the Planning Department and 12 notification letters to property owners surrounding various parcels to be auctioned were created for the Office of the City Comptroller.

The Planning Department submitted a request for 4 24”X36” as-built maps and PDFs for the NYS Office of Parks, Recreation Project for submission for final funding. These included: Veterans Riverwalk Park, Factory Square Park, Whitewater Park, and Fairgrounds Trail Park. (This project took several weeks due to various requirements, revisions and

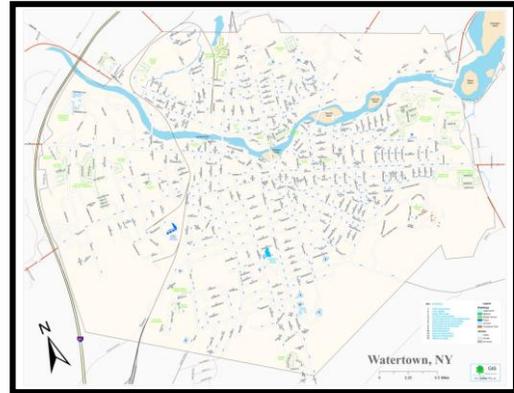


insertions specific to the project parameters. After submission, the Grant Auditor requested inclusion of the recognized prehistoric archeological sites in the Fairgrounds Trail Park map.)



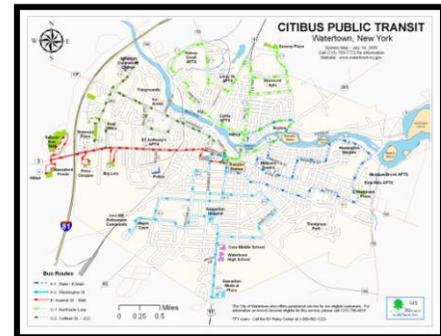
The Water Department requested a 36" X 48" hydrant map with hydrant ID labeled for verification and update of their water distribution map.

The Transportation Coordinator for the City of Watertown School system requested a replacement for the City Roads map at the same tilt (21 degrees) and size (30"x39") as currently supplied by the Engineering Department.



The current City Map is a product of the Engineering Department dating from the 1980's. A request from Jefferson County Social Services for an updated City map prompted a review of its current format and content. A new updated map is being developed following the design and content requirements of the original, including current updates. The new design has been submitted to Engineering for review.

The Citibus color and black and white route maps were revised and updated.



Developing a Firehouse database to support a network (web) based application. Created new GIS layers to support multi-family and multi-destination sites within the GIS database. This will allow GIS queries to support the existing Firehouse database to be used in the Fire Department's web application. Staff is working to reconcile approximately 400 inconsistencies in addressing between the Fire Department's address list and the Real Property address list. These inconsistencies arise due to differences between "Occupancy" and "Parcel", i.e. - a single address may contain multiple "occupancies".

All Fire department maps were consolidated onto the GIS server to streamline access, management and future updates.

Work continues on a new GIS Web portal to consolidate and simplify access to City GIS data. A beta version is progressing through the review stage.

Integrated Separated Sewer Database by restructuring the GIS sewer database to match the structure of SEWERview and STORMview modules. This allows integration of the existing sewer records within the Cartegraph application for asset tracking, work orders and record keeping.

Staff is reviewing proposals for termination of fiber in the Waste Water Treatment Plant to complete the network in that facility. This project will eliminate legacy coax network cabling and provide network connectivity throughout the plant for future instrumentation improvements.

Electric Dept staff are working to complete the fiber connection to the Jefferson County Public Safety Building. Anticipated completion is June 1, 2010.

PLANNING DEPARTMENT:

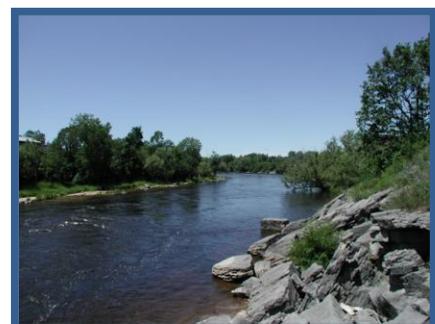
Bicentennial Park and Marble Street Park – The design work for this project has been completed and the project was put out to bid twice, most recently in December of 2009. The bids received at each of the bid openings were higher than the City’s construction budget and were therefore rejected. After discussing the project at the City Council’s January 11, 2010 work session, it was decided to have the Department of Public Works construct the projects. This will enable the City to complete the projects within the construction budget and at the same time get reimbursed for some of our staff costs. Construction is expected to begin this spring.

Black River Park Signs – The new signs for the waterfront parks have been installed by the Department of Public Works. New signs adorn several recently constructed parks such as Factory Square Park, Whitewater Park and the Fairgrounds Trail. Signs were also installed in existing parks such as Marble Street Park, Waterworks Park, Veterans’ Memorial Riverwalk and Bicentennial Park. Funding for this project was provided by the NYS Department of State through a 2006 EPF grant and matching funds from the City.

CDBG Application – The City Council has authorized a 2010 CDBG application for a City-wide housing rehabilitation program. The project will focus on owner occupied properties and will support rehabilitation of substandard homes throughout the City with preference given to lower income owners who have been unable to maintain their homes because of the limited income they have available to cover that expense. The project will also be available to lower income households who want to buy and rehabilitate properties.

Franklin Street Streetscape Improvements – Last August, the City Council authorized Staff to apply for an amendment to the City’s 2007 Small Cities Community Development Block Grant to allow the City to complete streetscape improvements on both sides of Franklin Street from the end of the Public Square Streetscape Project to Goodale Street. The amendment was approved and the City has hired Lu Engineers to complete the design work for the project. The design is nearing completion and the project is expected to be out to bid this spring and under construction by the summer.

Local Waterfront Revitalization Program – The draft of the City’s Local Waterfront Revitalization Program (LWRP) has been completed and the City has initiated a coordinated SEQRA review. After the SEQRA process is finished, the City Council will be asked to accept the Draft LWRP as complete and refer it to the New York State Department of



State for the 60 day review by State and Federal agencies. The Draft LWRP document can be found on the Planning Office's page of the City's website, www.watertown-ny.gov .

Planning Board – During the last two months, the Planning Board has considered a variety of applications including a site plan for the construction of a 4,095 sq. ft. Friendly's Restaurant located at 1233 Arsenal Street, and a site plan for the construction of 3,900 square foot McDonald's Restaurant at 1809 State Street. Both projects are rebuilds of the existing facilities and are expected to be under construction this spring. The Board also considered a request to approve a minor subdivision at 747 Ball Avenue and a request to change the approved zoning classification 1175-1185 Water Street from Light Industry to Neighborhood Business. Finally, the Planning Board considered a Special Use Permit request submitted by Cowlco Alloys & Metal, Inc to allow a sweat furnace operation located at 301 Pearl Street.

Riverview Plaza – This project is nearing completion. Certificates of Occupancy have been issued for 10 units.

Sewall's Island – Most of the field work for the brownfield investigation has been completed. We plan to present the findings at the City Council's April work session.

Street Tree Program – The City has applied to the Northern New York Community Foundation for \$4,500 in funding through the Carolyn Whitney Fund. If approved, this grant will partially fund the City's spring tree planting project and will pay for a total of 55 trees and related supplies. The trees will be planted at various locations throughout the City. Staff is also working with the Watertown Noon Rotary Club to assist with their spring tree planting which coincides with the City's. The Rotary's funding of \$2,000 will enable the planting of 30 trees at a location that is to be determined.

Arbor Day 2010 is scheduled for April 30, 2010. Tree Watertown plans to celebrate Arbor Day with the planting of 10 trees in a neighborhood setting to illustrate the impact that a small planting can have on a neighborhood. Details regarding the time and location of the event will be forthcoming.

Tree Pruning and Training. The New York State Department of Environmental Conservation and the Planning Office hosted a tree pruning workshop on February 9, 2010. Seven (7) DPW employees from the Buildings & Grounds crew attended this workshop which consisted of both an indoor and outdoor training session. The workshop prepares the Buildings & Grounds crew for the annual spring tree pruning project. The City's street trees are geographically divided into three (3) sections; the north side, southeast side and southwest side, which ensures that the pruning of all recently planted City street trees is completed on a three (3) year rotation. This year's project will focus on street trees which were planted within the southwest side of the City. Upon completion of this years pruning program 750-1000 recently planted trees will be pruned for structure, form and clearance.



Wayfinding Signs – All of the materials needed for the fabrication of the wayfinding signs have been purchased and the Department of Public Works has begun producing them. Once installed, the signage will provide direction throughout the City to various venues such as Thompson Park, the Fairgrounds, our River Parks as well as JCC, the Library, the Historical Society and the Sci-Tech Center. This project was part of the Downtown Awareness Project and was funded by a 2003 EPF Grant from the Department of State and matching funds from the City.

POLICE DEPARTMENT:

Training – Watertown Police officers have been going through annual in-service training. The training began on January 25th and went through March 2nd. The curriculum consisted of 14 hours and covered in the three day period were the following topics: Law Updates, Social Networks Sites, DNA collection program, Plain Clothes/Off Duty encounters, First Aid, US Marshalls flying while armed certifications, Domestic Violence law updates and rules and regulations review, Firearms Simulator Training (courtesy Fort Drum Training), Active shooter training (classroom and practical exercises), In car computer training. This training satisfies 14 of the 21 hours required by the NYS accreditation program. The remainder of the hours will be made up in a spring and fall firearms training.

Computer Program – In February we upgraded the computer software in our patrol cars. Working with our IT department and IMPACT we had installed on our car computers a program called “desktop”. This now allows officers the same capabilities as the desktop here at the PSB. By using newer technology and licenses there is no program that officers must come to the station to use. The old program, AMO had some restrictions as the volume of data that could be sent to it. This change entailed downloading software onto the desktop that has more capabilities. This change is keeping up with current changes in technology and will allow officers to have more information at their fingertips. We are still sending the data from the server to the patrol cars laptop via a wireless air card.

Public Safety Building Tour – On January 20th City Council Member Teresa Macaluso and City Manger Corriveau were given a tour of the Public Safety building. The tour lasted for 45 minutes and showed the physical layout of the building and we explained the functions of the different commands of the PD, including administration-records, investigations and patrol.

Notable Cases – January February 2010

In January, WPD officers were sent to the Hampton Inn for a criminal mischief complaint. While investigating this complaint officers were advised that the occupants of the room that was vandalized were suspected of being involved in prostitution and that they were advertising on Craigslist. WPD Detectives were notified and became involved in the case.

Interviews were conducted and undercover detectives found the ad on craigslist and placed a call. A meet was arraigned at another motel and after the two females agreed to have sex for a fee, they were arrested. Charged with prostitution and promoting prostitution were two women

one from Brooklyn, NY age 17 and a 21 year old from North Carolina. A 35 year old Brooklyn man, a companion of the two females, was charged with felony criminal mischief for doing \$2,500 dollars worth of damage to the hotel room. This included holes in the wall, dents in a steel door and broken glass caused by firing a BB gun in the room.

On February 3rd, Watertown Police Detectives arrested a 28 year old Parolee and charged him with 8 burglaries in Watertown. Police have linked the suspect to burglaries over the previous month at Arties Tavern, 2 break in's at BJ's, Shooties, Ryans Jet Gas, Jeans Bean's, Cole Muffler and the Medical Center Pharmacy. They also solved two burglaries for the Sheriff's Dept. at Walsh's Pub and Dundee's Tavern. This arrest also assisted the State Police with closing one case outside the city; their case was a residential burglary on Plaza Drive. Detectives were not able to recover the cash stolen but did recover property including TV's and other electronic items. The suspect is currently in the Jefferson County jail awaiting action on these charges as well as a parole violation.

The Drug Task Force and WPD detectives arrested a 25 year old Watertown man on February 10 for possessing 10 ounces of cocaine valued at \$30,000 dollars. The man was stopped on Rt. 81 in his 2009 Mercedes Benz. He has been charged with first degree criminal possession of a controlled substance, a class A-1 felony. The suspect was remanded to the Jefferson County Jail pending grand jury presentation. This investigation shows how lucrative the drug trade is when suspects have such a large quantity of illegal product and a motor vehicle worth \$45,000 dollars.

DEPARTMENT OF PUBLIC WORKS:

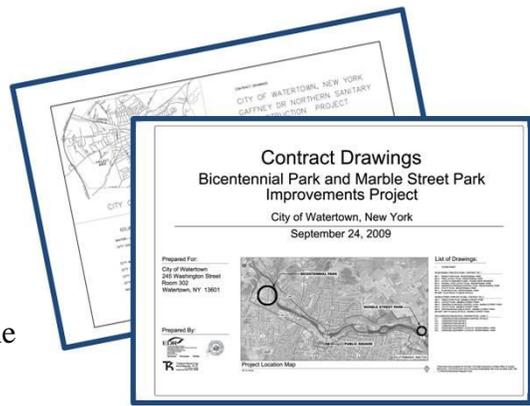


Snow Removal Operations – Seventy-eight inches (78”) of snow has fallen on the City this season. Snow removal operations are taking place around the clock. These snow removal operations include the sanding, plowing, and removal of snow from the City's streets, parking lots, crosswalks and sidewalks. Since the beginning of the season crews have logged a total of 8,492 man hours and 6,849 equipment hours performing snow removal operations. The department has also ordered 2,241 tons of salt, which will be used during snow removal operations.

Sanitary and Storm Sewer Infrastructure – Sewer crews have investigated a total of fourteen (14) sewer back-up requests. Crews have also reset a damaged catch basin frame and made repairs to a sewer main on Flower Avenue East. In addition to the repair work crews performed maintenance operation on a Kelsey Creek combined sewer overflow structure.

Gaffney Drive Sanitary Sewer Reconstruction Project – The DPW has received the plans for the Gaffney Drive sanitary sewer reconstruction project. The department is currently reviewing the plans and developing the quantity take-offs, job cost estimates and the project schedule. The sewer crew also cleaned and televised the Glenn Avenue sewer to ensure the sewer will receive the sanitary flows from Gaffney Drive via the bypass pump while the reconstruction work is performed.

Bicentennial and Marble Street River Parks Improvement Project – The DPW has received the plans for the Bicentennial and Marble Street River Parks improvement projects. The department is currently reviewing the plans and specifications to develop the quantity take-offs, job cost estimates and the project schedule.



DPW Administration Building (521 Newell Street) Facility Improvements – The Electric Department removed the abandoned electrical service, conduit and wiring that was in place for the relocated standby generator, transfer switch and main disconnect. The distribution panel directory, located on the third floor, was updated to reflect the changes and the service disconnects, located on the second and third floors, were re-labeled. In addition to this, the department also replaced and labeled the outdated service disconnect for the paint/blacktop building (521b Newell Street). The salvageable equipment was placed in the

department's inventory.

River Parks Signage – DPW crews constructed the concrete foundations and installed the ornamental posts and signage for the City's river parks. The signs were installed at nine (9) locations throughout the City, as identified by the Planning Department. Crews will return to each location in the spring to complete any necessary site restoration work.



Way-finding Signage – The way-finding signs and location map have been finalized and received by the department. Public Works has ordered the materials and hardware necessary to produce and install the signs. There are a total of ninety seven (97) signs that will be installed throughout the City. Ninety (90) of these signs will be produced in-house by the department's sign shop, while the remaining signs will be custom fabricated. Production of the signs will take place throughout the winter months and installation will begin the spring of 2010.

Parks & Recreation Programs & Events – The Watertown Municipal Arena has hosted the Harff, Horton and Lupia Memorial Hockey Tournaments for the Minor Hockey Association. The Hockey Association also held the Bantam Sectional Hockey Tournament on this past weekend bringing teams in from Schenectady, Lake Placid, Massena, Watertown, and Plattsburgh at the Arena. Both Tournaments brought teams in from all over NYS and Canada.



The Figure Skating of Watertown held their annual Figure Skating Competition on January 16 bringing in competitors from all over the State as well.

Public Skating events total 9127 patrons as of end of January bringing in \$18,254 in admission revenue alone. These figures do not include Rock'n Skate attendance which is at 7,773 and has

brought in \$23,319 in revenue to date. The ASAC (Alcohol Substance Abuse Council of Jefferson County) sponsored three (3) of the Rock'n Skate events to promote a healthy drug free message. Skate rentals just for the Rock'n Skate events have also brought in an additional \$7,724 in revenue.

The second Slip Slide and Skate session is as successful as the first session with 26 skaters enrolled. The Arena is scheduled to close for the season on March 20, 2010 when the hectic spring and summer season begins. The Annual Artic Blast Snow-softball benefit tournament was held this past weekend at the North Side Athletic Complex.



Watertown CitiBus – On January 1, 2010, CitiBus presented riders with an alternative method



for paying bus fares with the introduction of the Monthly Unlimited Ride Pass. The pass allows its users' unlimited rides for a month at a cost of \$40. The passes may be purchased on the bus, at the City Comptrollers Office or at the CitiBus Office located on Newell Street. Only twelve (12) passes were sold in January, but after the initial introduction, word of their availability spread and a total of thirty-four (34) passes were purchased in February. Eight (8) of the thirty-four passes were sold at Jefferson Community College.

Additionally, the CitiBus has received approval from the Commissioner of NYSDOT and the Public Safety Board for the updated Safety Plan and submitted the NYSDOT Drug & Alcohol yearly MIS reports for both Watertown CitiBus and Guilfoyle, for ParaTransit. A new part-time bus driver was hired and trained in February and the Transit Supervisor attended the New York Public Transit Association Board Meeting.

New York Power Authority's NYPA 100 MW Solar PV Initiative---In response to our November 2009 letter of interest we have been invited to submit a second round questionnaire to the New York Power Authority detailing the unique geophysical site characteristics as well as probable transmission connect nodes as it relates to the construction of a 100 MW solar photovoltaic system array at the City's closed landfill on Water Street. The paperwork associated with this second round request was submitted on March 4, 2010.

Municipal Waste Reduction and Recycling Capital Project Pre-Application---On March 1, 2010 a pre-application was submitted to the NYSDEC Division of Solid and Hazardous Waste Materials, Bureau of Waste Reduction and Recycling opening dialog with Albany over our request for consideration for a 50% grant for the purchase of new sideload recycle collection units to replace our existing two units. Our existing units were purchased in 1999 under a similar grant program and have seen continuous service over the last eleven years and are scheduled for replacement over the next two years.

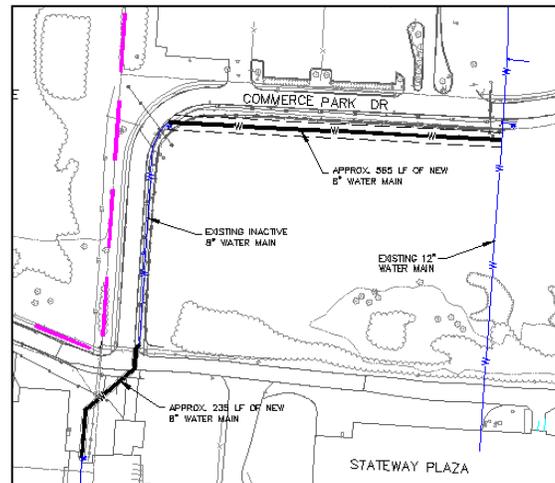
WATER DEPARTMENT:

Shared Municipal Services Incentive Grant – A Disinfection By-Products Study to find the most cost effective methods to deal with stricter federal regulations that will affect the treatment processes for water produced at the City of Watertown water treatment facility to deal with the development of disinfection by-products that occur as water passes through and spends time in the distribution systems is proceeding well. The City Council approved the Agreement for Professional Services with Hazen and Sawyer, P.C. at the April 20, 2009 meeting. The study is scheduled to be completed by June 2010, with a final report and recommendations following completion of the data analysis.

The City and the Town of Watertown applied for a \$100,000 grant for the project that will cover 90% of the cost. The City and Town have each agreed to pay 5% or up to \$5,000 each. Work is progressing well on this project and re-imbursements have been coming in from the State and the Town of Watertown in a very timely manner.

Commerce Park Drive Water Main – The City Council approved a budget amendment on September 28, 2009 for funding the cost of extending the water main on Commerce Park Drive to accommodate future development in the area. Bids for pipe and materials were approved by the City Council on October 19th, paving the way for the construction to begin. City Water Department crews will install approximately 800' of 8" water main on this project.

MAP SHOWING PROPOSED WATER MAIN EXTENSIONS ON COMMERCE PARK DRIVE



In November, City crews installed 235 feet of new 8" water main on the State Way Plaza end of the project. The final connection and disinfection will take place in the spring. The easement for the section on Commerce Park Drive was received in December. That will allow us to install the remaining 565 feet of 8" pipe across from the post Office in the spring to complete the installation and the loop.

Water Treatment Plant - Water plant personnel have assisted our consultants with collecting data and water samples for the work associated with the Disinfection Byproducts Study that is currently being performed on the plant processes and distribution system. The DBP study is approximately 75% complete. Plant personnel are busy with off season maintenance work in the various facilities.

The Chief Operator has been busy with budget preparation and gathering data for the **Annual Water Quality Report** that is due to be distributed to all consumers by May 31st. He works closely with the Water Superintendent on preparation of this document. Final compilation and distribution is made by the superintendent and administrative personnel.

Personnel have been exploring a different platform for the SCADA system in coordination with our Waste Water Treatment Facility personnel and I.T. to determine if there is a better package available that would be beneficial to both plants.

Water Distribution – Distribution crews continued to install and repair water service lines in the City, even in the winter. Since January 1st of this year, five (5) water services have been replaced. Several frozen water service and frozen water meter service calls have been made.

Distribution crews have been busy with the annual inspection and winterization of all City owned fire hydrants. They are responsible for keeping all of the public hydrants shoveled out and maintained so that they are available in the event of a fire emergency. Several hydrants have been repaired, either as a result of motor vehicle accidents, or due to maintenance related issues found during the winterization process. They have also inspected 136 private hydrants throughout the City. The individual property owners and the Fire Department will be advised of the results of the inspections. The owners may hire City crews or a private contractor to make repairs of any deficiencies found during the inspection process. This is done by City crews to help ensure that these hydrants are in good working order in the event that our Fire Department personnel are required to utilize them in the event of a fire on the respective properties.

Distribution crews have responded to and repaired six (6) water mains since January 1st of this year. They have also performed several leak surveys in areas where water was flowing from an unknown source. In most instances, the source turned out to be related to something other than our water system. Crews have assisted consulting engineers in performing fire flow tests in relation to two newly proposed developments, Vision Development Phase II and The Tilted Kilt Pub on Arsenal Street.

We have been working closely with the I.T. Department and Fire Department on the preparation of a GIS hydrant mapping system and updated hydrant and fire flow data base.

Water Meter Replacements – The meter service crew continues to install the radio reading meters as water meters are replaced for various reasons. 288 radio reading units have been installed since July 1, 2009 and there is now a total 1058 radio read units in the system. This is approximately 12.4% of the water meters in the city. Most recently, we have installed 19 of 32 meters planned for the Riverview Plaza Apartments on Newell Street. We continue replacing damaged or outdated meters with radio read style meters, as well as setting these meters in all new installations. Radio reading capability has made reading meters in pit settings much safer and has made reading meters at multiple unit housing developments faster and safer, as well.