

**BUDGET SESSION AGENDA
MONDAY, MAY 21, 2012**

6:30 p.m.

2012-13 Library Fund Discussion

**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, May 21, 2012, 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

PROCLAMATION

COMMUNICATIONS

PRIVILEGE OF THE FLOOR

RESOLUTIONS

- Resolution No. 1 - Supporting Additional Apartment Approval, North Country Transitional Living Services, Inc., 725 Davidson Street
- Resolution No. 2 - Approving the 2012 Youth Employment Training Program Contract
- Resolution No. 3 - Accepting the Bid for the Construction of the Marble Street Park Restroom Facility, 34 & Co., Inc.
- Resolution No. 4 - Approving Grant Application Between the City of Watertown and the Edward Byrne Memorial Justice Assistance Grant Program, FY 2012 Local Solicitation

- Resolution No. 5 - Accepting Bid for Paratransit Services, Guilfoyle Ambulance Service
- Resolution No. 6 - Accepting Bid for Reconstruction of Clinton Street, North Country Contractors, LLC
- Resolution No. 7 - Approving Property Donation; 429 Factory Street, Parcel No. 6-04-303.000

ORDINANCES

- Ordinance No. 1 - An Ordinance Authorizing the Issuance of \$1,215,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Reconstruction of Portions of Clinton Street, Including Street Repaving, Sidewalks and Related Right-of-Way Improvements, and Storm Sewer, Water Main and Sanitary Sewer Work, in and for Said City
- Ordinance No. 2 - Amending Section 216-6 of the City Code of the City of Watertown, Ballplaying
- Ordinance No. 3 - Amending City Municipal Code § A320, Schedule of Fees
- Ordinance No. 4 - Changing the Approved Zoning Classifications of Various Properties on the River Side of East Main Street and the North Side of Water Street in Order to Implement the Local Waterfront Revitalization Program

LOCAL LAW

PUBLIC HEARING

OLD BUSINESS

STAFF REPORTS

1. Crash Course in Economic Development
2. Fountain Project at Flower Memorial Library
3. Barben Avenue Sewer Extension
4. Fairgrounds Arena Lock Room Estimate
5. Sales Tax Revenue – April 2012
6. CitBus Pickup Truck with Plow
7. Clock Tower
8. Work Session Schedule

NEW BUSINESS

EXECUTIVE SESSION

1. To discuss the employment history of particular individuals.

WORK SESSION

ADJOURNMENT

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY,
JUNE 4, 2012.**

Res No. 1

May 14, 2012

To: The Honorable Mayor and City Council

From: Elliott B. Nelson, Assistant to the City Manager

Subject: Supporting the Addition of a Bedroom, North Country
Transitional Living Services Apartment Treatment Program,
725 Davidson Street

North Country Transitional Living Services, Inc. (NCTLS) has submitted formal notification to the City of Watertown that it is interested in adding one additional bedroom to an existing apartment in the NCTLS Apartment Treatment Program located at 725 Davidson Street. NCTLS is a non-for-profit corporation that provides services to adults with serious and persistent mental illness and to children with emotional disturbances throughout Jefferson and other neighboring counties. NCTLS currently operates a 33 bed Apartment Treatment Program within the City of Watertown.

Under New York State Mental Hygiene Law, the sponsoring agency, NCTLS, must notify the municipality of its intent to modify this type of facility. This notification allows the host municipality to review the proposed site and to assess its suitability for the proposed use.

In response to this type of request, the City Council has four options:

- 1.) Support the request as submitted.
- 2.) Suggest a different site within the City that could better accommodate such a facility.
- 3.) Object to the addition to the facility as described above because to do so would result in such a concentration of community residential facilities in the municipality or area that the nature and character of the areas within the City would be significantly altered.
- 4.) Take no action. If no action is taken by the City Council within 40 days, the site will be deemed approved.

As the attached letter from NCTLS Executive Director Stevie Smith indicates, she is requesting Council's endorsement of their proposal. The resolution attached for City Council approval supports the NCTLS request.

RESOLUTION

Page 1 of 1

Supporting Additional Apartment Approval, North Country Transitional Living Services, Inc., 725 Davidson Street

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

Table with 2 columns: YEA, NAY. Rows correspond to council members and a total row.

Introduced by

WHEREAS the North Country Transitional Living Services, Inc. desires to add an additional bedroom to an existing apartment in the North Country Transitional Living Services Apartment Treatment Program located at 725 Davidson Street, and

WHEREAS the North Country Transitional Living Services, Inc. currently operates a 33 bedroom Apartment Treatment Program at sites throughout the City of Watertown, and

WHEREAS under Section 41.34 of the New York State Mental Hygiene Law, North Country Transitional Living Services must notify the City of Watertown when it intends to add additional bedrooms to its Apartment Treatment Program locations, and

WHEREAS under the Mental Hygiene Law, the sponsoring agency, North Country Transitional Living Services, Inc., is asking the City of Watertown to consider its request, and

WHEREAS the City of Watertown has reviewed the request submitted by North Country Transitional Living Services, Inc.,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the request to add an additional bedroom to an existing apartment in the North Country Transitional Living Program located at 725 Davidson Street.

Seconded by



Transitional Living Services of Northern New York

482 Black River Parkway • Watertown, New York 13601 • Tel: 315-782-1777 • Fax: (315) 785-8628

May 4, 2012

Mr. John Krol
Interim City Manager
Municipal Building
245 Washington St., Room 302
Watertown, NY 13601



Dear Mr. Krol:

I am writing on behalf of North Country Transitional Living Services, Inc. (NCTLS), Transitional Living Services of Northern New York, to officially request approval to add an additional bedroom to an existing apartment in the NCTLS Apartment Treatment program at the location of 725 Davidson St.. This notification is provided in compliance with Section 41.34 of NYS Mental Hygiene Law as it will constitute the fourth apartment program bed to be located at this residence. Currently, two beds are approved in the upper apartment, and one in the lower.

North Country Transitional Living Services, Inc. is a Not-For Profit Corporation that has provided services to adults with serious and persistent mental illness and to children with emotional disturbances in Jefferson, Lewis, and St. Lawrence Counties since our incorporation in 1977. TLS currently operates a thirty-three (33) bed Apartment Treatment program in scattered sites throughout the city of Watertown (Jefferson County). These sites are certified and regularly reviewed by the New York State Office of Mental Health. The proposed additional bed at this location will complete the replacement of a three bedroom apartment located elsewhere in the City of Watertown in a building owned by TLS that we are preparing to sell.

Under Section 41.34 of the NYS Mental Hygiene Law, the City of Watertown has the option, within forty (40) days after the receipt of this notification to:

- approve the recommended additional apartment to this site,
- offer an alternate location,
- reject this site,
- or not reply at all, which would imply your approval.

Attached to this letter is a site selection fact sheet that outlines the specifics regarding the site and the nature of the program requirements.

I would like to request your endorsement of this proposal at your earliest convenience. For your ease of reference, I have included a copy of the correspondence exchanged between TLS and the City the last



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Making the Best Care Better

www.tlsnny.com

Mr. John Krol
May 4, 2012
Page 2

time a similar request was made. TLS looks forward to working cooperatively with you and the City of Watertown to make this enhancement to our program. I am available to meet with you at your convenience to discuss this proposal and address any concerns you may have and can be reached at (315) 782-1777 ext. 1017. Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Stevie Smith". The signature is written in black ink and includes a circular flourish at the end of the word "Smith".

Stevie Smith
Executive Director

C: Roger Ambrose

Enclosure

North Country Transitional Living Services, Inc.
Site Selection Fact Sheet

Municipal Officer:

Mr. John Krol
Interim City Manager
Municipal Building
245 Washington St., Room 302
Watertown, NY 13601

Sponsoring Agency Contact:

Ms. Stevie Smith
Executive Director
482 Black River Parkway
Watertown, NY 13601

Site/Area Information:

City of Watertown

Proposed Site:

725 Davidson St. Lower Apartment

Property Description:

The site is a rental property divided into upper and lower units, each having two bedrooms. It is well maintained and recently renovated by the property owner.

**Nature of Program
Requirements:**

The reasons for the selection of this property are that NCTLS can obtain a lease for a reasonable rent, work with an excellent landlord who understands our population and shares our vision, and that our clients will have close proximity with other residents for support through their recovery. The apartment is located in a pleasant, safe residential neighborhood of single and double family homes, and is accessible by walking or use of the public bus system to community amenities such as mental health services, churches, and stores. The Apartment Treatment program provides an opportunity for residents to transition to more independent living in a community-based, supervised residential program. Trained personnel supervise the residents based on their specific needs (i.e., at least 2-3 times/week or daily if needed). Staff provides restorative services such as developing social skills, symptom management skills, daily living skills, medication management training, and community integration skills. Crisis supports are available to residents during non-business hours. Many residents participate in activities in the community such as volunteering, work and attending school.

Res No. 2

May 15, 2012

To: The Honorable Mayor and City Council

From: John C. Krol, City Manager

Subject: Approving the 2012 Youth Employment Training Program Contract
Between the City of Watertown and the Jefferson-Lewis Workforce
Investment Area

The City of Watertown has received approval for three (3) training positions under the 2012 Summer Youth Employment Training Program. The Jefferson County Department of Employment and Training will be the employer and, as such, will pay the wages and fringe benefits of the youths employed under this program.

The three (3) positions will be assigned to various departments as follows:

Assessment Department 1 position
(Clerical Aide)

Water Department 2 positions
(Landscape Maintenance Aides)

A copy of the Agreement between the City and the Jefferson-Lewis Workforce Investment Area is attached for City Council review. A resolution has been prepared for City Council consideration that authorizes the City's participation in the 2012 Summer Youth Employment and Training Program.

RESOLUTION

Page 1 of 1

Approving the 2012 Youth Employment Training Program Contract

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 Jefferson County Department of Employment and Training and the Jefferson-Lewis Workforce Investment Area has allocated to the City of Watertown three (3) funded training positions under the Summer Youth Employment Training Program, and

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

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

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that it hereby authorizes the City's participation in the 2012 Summer Youth Employment Training Program, and

BE IT FURTHER RESOLVED that the City Manager, John C. Krol, is hereby authorized and directed to execute the Youth Employment Training Program Contract on behalf of the City of Watertown.

Seconded by

YOUTH EMPLOYMENT TRAINING PROGRAM

CONTRACT

Between the following parties:

Jefferson-Lewis Workforce Investment Area
(hereinafter referred to as WORKFORCE INVESTMENT AREA)

AND

City of Watertown
245 Washington St., Room 302
Watertown, NY 13601
(hereinafter referred to as WORKSITE)

The parties agree that:

This agreement shall take effect on July 2, 2012 and terminate on August 11, 2012. (*)

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

FOR THE WORKFORCE INVESTMENT AREA

FOR THE WORKSITE

Signature

Signature

CHERYL A. MAYFORTH, DIRECTOR

Typed Name and Title

Typed Name and Title

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

The **WORKSITE** will comply with the requirements of the **Workforce Investment Act of 1998** and the regulations and policies promulgated thereunder.

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

The **WORKSITE** must:

1. Permit participants to begin work only with prior approval from the **WORKFORCE INVESTMENT AREA**.
2. Inform participants of supervisor's name, role, and responsibilities and provide youth the opportunity to relate any problems that might arise.
3. Provide contingency plan for inclement weather when Worksites are outdoors.
4. Notify the **WORKFORCE INVESTMENT AREA** within 24 hours of any accidents, special situations, or unusual occurrences.
5. Evaluate each participant with regard to performance as agreed upon by the **WORKFORCE INVESTMENT AREA**.
6. Avoid personal and organizational conflict of interest.
7. Avoid paying or receiving kickbacks.
8. Maintain accurate financial and statistical records that are easily traceable to source documents.
9. Prohibit the charging of a fee to a participant for the referral to a job or placement in a job.
10. Avoid nepotism.
11. Avoid political patronage, lobbying or political activities.
12. Avoid involvement with religious or anti-religious activities.
13. Avoid prompting or opposing unionization and avoid employment of a participant in a place involved in a work stoppage.

14. Avoid Maintenance of Effort, meaning that no funds will be used to fill a job opening created by the action of an employer in laying off or terminating the employment of any other regular employee not supported under the Act in anticipation of filling the vacancy so created by hiring an employee to be supported under the Act.
15. Avoid the theft or embezzlement of WIA funds, improper inducement for employment or contracts, and obstruction of investigation under the Act, its regulations or local policies.
16. Maintain sufficient, auditable and adequate records which support all expenditures under the Act for a period of not less than 3 years after the close of the grant of funds.
17. Recognize the **WORKFORCE INVESTMENT AREA'S** mandated obligation to review and monitor any and all worksite activity, and program related records on a regular basis. Therefore, the **WORKSITE** will allow the **WORKFORCE INVESTMENT AREA** to have unrestricted access to program related forms or documents whether or not they are **WORKFORCE INVESTMENT AREA** forms or **WORKSITE** forms of any source or nature; and the unrestricted right to review worksite activity, with or without prior notification. Furthermore, the **WORKFORCE INVESTMENT AREA** has the right to make inquiries to and procure information from **WORKSITE** non-WIA and WIA employees for the purpose of monitoring and evaluating program operation.
18. Recognize the **WORKFORCE INVESTMENT AREA'S** mandated obligation to have sole control over the intake, eligibility determination and verification of all participants under this contract.
19. Recognize the **WORKFORCE INVESTMENT AREA'S** mandated obligation to provide counseling services for all participants so as to improve their employability. To meet this requirement, the **WORKSITE** will allow private consultation and unrestricted observation of participants during participant working hours by counselors. As part of the effort to improve employability to participants, it may be necessary from time to time to allow participants time off during working hours, for a length of time decided by the **WORKFORCE INVESTMENT AREA** for workshops, assessment, training, job searches or other related activities. These activities will be permitted and encouraged by the **WORKSITE**. The **WORKFORCE INVESTMENT AREA'S** will also ensure that each participant has proper working papers, if required.

20. Recognize the **WORKFORCE INVESTMENT AREA'S** requirement to provide remediation to all program enrollees found deficient in educational skill areas (i.e.-math, reading), as determined by the **WORKFORCE INVESTMENT AREA**. As part of the mandate to provide remediation, the **WORKSITE** shall encourage/promote the attendance of youth at the scheduled classes, and not permit the youth to work when he/she should be attending class. Should the youth attend work instead of class, this will be considered as an absence, and not subject to payment of wages for the unauthorized attendance at the worksite. As such, potential liability coverage for the unauthorized attendance and wages may not be allowable under existing workman's compensation coverage provided to program enrollees, thereby making the worksite liable in a case of on-site injury during unauthorized work time.
21. Recognize that the government, all levels, is committed to carry out Affirmative Action to assure equal employment opportunities for all individuals in the labor force.

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

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

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

22. Recognize that the **WORKFORCE INVESTMENT AREA** has full responsibility and authority to operate the complaint and grievance procedures. The grievance procedure will be utilized for any complaint procedure alleging a violation of the Act, regulations, grant, or any other agreement under the Act.
23. Recognize that the **WORKFORCE INVESTMENT AREA** shall determine participant time limitation for activities on this program. The **WORKSITE** will immediately inform the **WORKFORCE INVESTMENT AREA** of discretionary leaves of absences that might affect participant time limitations. Such leaves of absences are subject to the approval of the **WORKFORCE INVESTMENT AREA**.

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

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

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

Executive Order 12549 states:

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

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

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

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

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

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

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

APPENDIX A Certification of a Drug-Free Workplace

- A. The Employer hereby certifies that it will or will continue to provide a drug-free work place by:
- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Employer's work place and specifying the actions that will be taken against employees for violation of such prohibition;
 - (b) Establishing an ongoing drug-free awareness program to inform employees about--
 - 1. The dangers of drug abuse in the work place;
 - 2. The Employer's policy of maintaining a drug-free work place;
 - 3. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - 4. The penalties that may be imposed upon employees for drug violations occurring in the work place;
 - (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
 - (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will--
 - 1. Abide by the terms of the statement; and
 - 2. Notify the employer in writing of his/her conviction for a violation of a criminal drug statute occurring in the work place no later five calendar days after such conviction;
 - (e) Notify the Employer in writing, within ten calendar days after receiving notice under paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice will include the identification number(s) of each affected grant;
 - (f) Taking one of the following action within 30 calendar days of receiving notice under paragraph (d)(2), with respect to any employee who is so convicted --
 - 1. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - 2. Requiring such employees to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 - (g) Making a good faith effort to continue to maintain a drug-free work place through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The Employer may insert the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street Address, city, county, state, and zip code) _____

Check [] if there are workplaces on file that are not identified here.

Signature

Name and Title

Res No. 3

May 16, 2012

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planner

Subject: Accepting the Bid for the Construction of the Marble Street Park Restroom Facility, 34 & Co., Inc.

The City Purchasing Department has advertised and received sealed bids for the construction of the Marble Street Park Restroom Facility as part of the river parks improvement project currently underway in the park. Plans and specifications for the project were issued to nine (9) prospective bidders, with four (4) bids submitted to the Purchasing Department where they were publicly opened and read on Thursday, April 26, 2012, at 11:00 a.m.

City Purchasing Agent Amy M. Pastuf and has reviewed the bids and found that the lowest bid submitted by TMAChanical, Inc. was non-responsive to the bid specifications. The lowest qualifying bid that conformed to the bid specifications was received from 34 & Co., Inc. of Watertown, New York, in the amount of \$99,000.

As the City Council may recall, the proposed restroom facility was originally bid last fall as a prefabricated facility that was to be built off site and shipped to the park for installation by our DPW crews. When the bid price of \$94,471 for the prefabricated facility exceeded the original estimated project cost, it was decided to rebid the project as a site built facility, with the hope that the price would be less.

The lowest qualifying bid of \$99,000 for the site built structure is obviously not less than what was bid for the prefabricated facility. During the design of the site built structure, there were several changes to the building design that account for the difference in cost. First, as advised by the Codes Bureau, the overall size of the building was increased by 134 square feet to make the building more handicapped accessible. Secondly, the building was designed to be more durable and vandal resistant than the prefabricated facility. Examples of these design changes include the construction of concrete block wall toilet partitions rather than steel partitions and the utilization of restroom fixtures that have their supply lines, valves and other plumbing components hidden in the utility room.

In addition to the base bid, an alternate quote (Alternate # 2) for an electronic timed locking mechanism for the restroom doors was included as part of the bid package. The Department of Public Works is requesting that the City Council also approve Alternate # 2 in the amount of \$2,000. This equipment will allow the restroom doors to be locked automatically at the end of the day, avoiding additional manpower

costs to secure the facility and reducing the likelihood of vandalism in the overnight hours.

The \$101,000 total project cost is \$35,000 over the original estimate for the restroom. However, the remainder of the Bicentennial Park and Marble Street Park Improvements Project will be completed \$2,400 under budget, meaning that funding for the restroom is \$32,600 short.

There are two options to consider for moving ahead with the project. One would be to accept the bid and appropriate the \$32,600 shortfall through a readoption of the FY 2011-12 General Fund budget to increase the transfers to the capital fund appropriation. The second would be to investigate design and material alternatives to find possible savings.

It should be noted that although this one portion of the project is over budget, the City has realized significant savings by completing the construction in-house. Over the course of the project, we have submitted \$164,000 of our labor costs for a reimbursement of \$82,000, which was included in the last two General Fund budgets as revenue. In addition, the City has saved on the purchase of supplies and materials by purchasing directly and not paying markups typically passed on by a contractor.

The restroom facility for Marble Street Park is a portion of the Bicentennial Park and Marble Street Park Improvements Project. The improvements at the two sites are being funded with a 50/50 cost share grant from the New York State Department of State through a 2006 Environmental Protection Fund, Local Waterfront Revitalization Program grant that was awarded to the City.

The attached resolution prepared for Council consideration accepts the lowest qualifying bid that was submitted for the project along with Alternate # 2. If the bid is accepted a resolution to re-adopt the General Fund Budget will be prepared for the next City Council meeting.

RESOLUTION

Page 1 of 1

Accepting the Bid for the Construction of the Marble Street Park Restroom Facility, 34 & Co., Inc.

Introduced by

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

WHEREAS the City’s Purchasing Department has advertised for sealed bids for the construction of a restroom facility at Marble Street Park as part of the Bicentennial Park and Marble Street Park Improvements Project, and

WHEREAS plans and specifications were issued to nine (9) prospective bidders, with four (4) bids being received and publicly opened and read in the City Purchasing Department on Thursday, April 26, 2012, at 11:00 a.m., local time, and

WHEREAS the City Purchasing, Engineering and Planning Departments have reviewed the bids and are recommending that the City Council accept the bid submitted by 34 & Co., Inc. of Watertown, New York in the amount of \$99,000 as the lowest qualifying bid meeting City specifications, and

WHEREAS the bid specifications also included “Alternate # 2” for the installation of an electronic timed locking mechanism for the restroom doors in the amount of \$2,000,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown, New York accepts the base bid submitted by 34 & Co., Inc. of Watertown, New York in the amount of \$99,000 for the construction of a restroom facility at Marble Street Park as the lowest qualifying bid meeting City specifications, and

BE IT FURTHER RESOLVED that the City Council also accepts Bid Alternate # 2 for the installation of an electronic timed locking mechanism for the restroom doors in the amount of \$2,000, and

BE IT FURTHER RESOLVED that the Mayor, Jeffrey E. Graham, is hereby authorized to enter into and execute a Project Agreement with 34 & Co., Inc. for the project.

Seconded by



CITY OF WATERTOWN, NEW YORK

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

Amy M. Pastuf
Purchasing Manager

MEMORANDUM

TO: John C. Krol, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Bid 2012-05– Marble Street Park Restroom Bid
DATE: 5/2/2012

The City's Purchasing Department advertised in the Watertown Daily Times on March 29, 2012 calling for sealed bids for the construction of a Restroom as per City specifications. Bid Specifications were filed with the Northern New York and Syracuse Builders Exchange, the Dodge Reports and The Contract Reporter. The Restroom is to be built at Marble Street Park as part of the River Parks Improvement Project.

The bid specifications included the "turn-key" completion of the restroom facility and two additional alternative options. Alternate 1 included the purchase of stainless steel fixtures for the facility and Alternate 2 includes automatic door locks, which would eliminate the need for City employees to secure the facility each night.

Invitations to bid were issued to twenty-three (23) prospective bidders and nine (9) sets of bid specifications and plans were requested by area builders. Four (4) sealed bids were submitted to the Purchasing Department. The sealed bid was publically opened and read on Thursday, April 26, 2012 at 11:00 am, local time. The bid tally is provided below.

	34 & Co., Inc. 22734 Murrock Circle Watertown, NY 13601	MTL Design, Inc. 22109 Fabco Road Watertown, NY 13601	Ritchie Brothers, Inc. 46 Averall Street Gouverneur, NY 13642	TMAChanical, Inc.* 18791 County Route 155 Watertown, NY 13601
Lump Sum Price	\$99,000.00	\$125,669.00	\$119,900.00	\$20,800.00
Alternate 1	\$6,000.00	\$5,938.00	\$7,000.00	\$5,650.00
Alternate 2	\$2,000.00	\$6,352.00	\$5,250.00	\$350.00
Total Bid	\$107,000.00	\$137,959.00	\$132,150.00	\$26,800.00

* Bid the Plumbing Contract Only

The lowest bid, from TMAChanical, Inc., was reviewed and was found to be non-responsive to the bid specifications. As per the bid specifications, this bid is a "lump sum" bid to include the cost of the entire project. The bid price provided by TMAChanical, Inc., included only the plumbing portion of the contract. It is recommended that this bid be rejected as non-responsive.

The lowest responsive bid received was from 34 & Co. and conformed to the specifications set forth in the bid packet. The references provided by 34 & Co. were contacted and each one gave a sound review of the company. It is recommended that the bid be awarded to 34 & Co. as the lowest responsive responsible bidder. Upon review of the bid proposals, the Department of Public Works Superintendent, Eugene Hayes, has recommended that the award included the base bid and Alternate 2 of the bid. The additional cost of the stainless steel fixtures in Alternate 1 are not warranted for this project.

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

Res No. 4

May 15, 2012

To: The Honorable Mayor and City Council

From: John C. Krol, City Manager

Subject: Edward Byrne Memorial Justice Assistance Grant (JAG) Program
– FY 2012 Local Solicitation

The Police Department is applying to the Edward Byrne Memorial Justice Assistance Grant (JAG) Program under their FY 2012 Local Solicitation. The JAG Program is the primary provider of federal criminal justice funding to state and local jurisdictions. The funds help support gang task forces, crime prevention, domestic violence programs and other law enforcement initiatives.

This year the City/County are eligible for \$10,925.00. If awarded, the City will use its funds to support our School Resource Officer program as outlined in the attached report from Police Chief Joseph J. Goss. The County's funding request is not currently available.

As part of the grant requirement, we must notify the governing body and the public and provide the opportunity to comment and be heard regarding said grant. Additionally, funding that is potentially awarded must be shared with the County in which the agency is located. This is mandated due to the multijurisdictional duties that are needed to process law enforcement cases. The Police Department has been in contact with Jefferson County and they are willing to participate with the City, if this grant is awarded.

The grant requires the City to enter into an inter-municipal Agreement with Jefferson County outlining the JAG Program and the sharing of funds awarded. This resolution authorizes the City Manager to execute an inter-municipal Agreement with Jefferson County for this grant.

A resolution approving the grant application between the City of Watertown and the Edward Byrne Memorial Justice Assistance Grant Program has been prepared for City Council consideration. A copy of the grant application is attached for your review.

RESOLUTION

Page 1 of 1

Approving Grant Application Between the City of Watertown and the Edward Byrne Memorial Justice Assistance Grant Program, FY 2012 Local Solicitation

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 is applying for federal funding under the Edward Byrne Memorial Justice Assistance Grant Program, and

WHEREAS the City is notifying City Council and the public of the grant funding opportunity that is being provided by the Justice Assistance Grant Program, and

WHEREAS the funding, if awarded, will be allocated to the City of Watertown and Jefferson County, and

WHEREAS as a requirement of the grant, the City of Watertown must enter into an inter-municipal Agreement with the County of Jefferson which details the terms of the grant,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Grant Application between the City of Watertown and the Edward Byrne Memorial Justice Assistance Grant Program, and

BE IT FURTHER RESOLVED that City Manager John C. Krol is hereby authorized and directed to draft and execute an inter-municipal Agreement with Jefferson County related to this grant on behalf of the City of Watertown.

Seconded by

APPLICATION FOR FEDERAL ASSISTANCE	2. DATE SUBMITTED May 09, 2012	Applicant Identifier
1. TYPE OF SUBMISSION Application Construction	3. DATE RECEIVED BY STATE	State Application Identifier
	4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION		
Legal Name City of Watertown, New York	Organizational Unit Watertown Police Department	
Address 751 Waterman Drive WATERTOWN, New York 13601-2361	Name and telephone number of the person to be contacted on matters involving this application Goss, Joseph (315) 786-2610	
6. EMPLOYER IDENTIFICATION NUMBER (EIN) 15-6000419	7. TYPE OF APPLICANT Municipal	
8. TYPE OF APPLICATION New	9. NAME OF FEDERAL AGENCY Bureau of Justice Assistance	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 16.738 CFDA TITLE: EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM	11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT Grant monies will be used to help fund the Watertown Police Department School Resource Officer position at the Watertown High School. As of this date our department has one uniformed Officer working in the capacity as School Resource Officer.	
12. AREAS AFFECTED BY PROJECT The school Resource Officer is has a profound affect on the school, kids, parents and Police Department. The Officer has become a bridge between both government entities as well as all individuals in the school district.		
13. PROPOSED PROJECT Start Date: July 01, 2012 End Date: June 30, 2013	14. CONGRESSIONAL DISTRICTS OF a. Applicant b. Project NY23	
15. ESTIMATED FUNDING	16. IS APPLICATION SUBJECT TO	

Federal	\$10,925	REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? Program is not covered by E.O. 12372
Applicant	\$0	
State	\$0	
Local	\$0	
Other	\$0	
Program Income	\$0	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? N
TOTAL	\$10,925	
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS REQUIRED.		

Close Window



City of Watertown, New York Police Department

Metro-Jeff Public Safety Building
751 Waterman Drive
Watertown, NY 13601

Phone (315) 786-2610
Fax (315) 786-2613
wpd@watertown-ny.gov



Joseph J. Goss
CHIEF OF POLICE

May 10, 2012



John C. Krol
Interim City Manager
245 Washington Street
Watertown, NY 13601

Dear Mr. Krol:

We have applied for the 2012 Edward Byrne Justice Assistance Grant (2012-H2905-NY-DJ). The award amount that we are eligible for is \$10,925. Jefferson County is a disparate agency for this award and we are in discussion to see how this award is to be allocated between the two agencies.

The Watertown Police Department, in the past, has used this allocation amount to offset the cost of the School Resource Officer program at Watertown High School. Our application for this award requests our funding amount be used to continue this "SRO" program.

I am requesting this award be put on the agenda for the next City Council meeting for open discussion. A copy of the minutes of the meeting will need to be attached to our application for verification.

If there is any other information you need to complete this task, please contact my office.

Sincerely,

Joseph J. Goss
Chief of Police

JJG:lg

cc: Sergeant LaBarge



May 16, 2012

To: The Honorable Mayor and City Council

From: John C. Krol, City Manager

Subject: Accepting Bid for Paratransit Services,
Guilfoyle Ambulance Service

The City Purchasing Department has advertised and received proposals from firms desiring to provide Paratransit Bus Services for the Citibus Transportation System. This service would provide properly licensed and certified employees to operate wheelchair lift-equipped buses that provide transportation for disabled persons.

Pricing was requested in two formats:

1. A lump sum price for the two years of service (2012-2013 and 2013-2014),
2. A base bid with a cost per passenger price for the service.

Invitations to bid were issued to eight (8) prospective brokers with two (2) proposals received and reviewed with Superintendent of Public Works Eugene Hayes and Transit Supervisor Kathy Webster. It is their recommendation to continue to contract with Guilfoyle Ambulance Service to provide licensed and certified drivers to operate the Paratransit Bus Service. It is also recommended that the City remain with "lump sum" pricing as it appears to be the most cost efficient when comparing using last year's passenger numbers.

The Request for Proposals required that the firms submit a copy of their agency's safety plan demonstrating their compliance with the Public Transportation Safety Board (PTSB) safety regulations and a letter of intent agreeing to adopt, implement and comply with the City of Watertown's Citibus Safety Plan. As detailed in the attached report from Purchasing Manager Amy Pastuf, although Cleveland Transportation Services provided the lowest cost proposal, they were not responsive to the Request for Proposal and failed to provide the safety information and a list of employee DMV Abstracts as requested.

A resolution accepting the proposal from Guilfoyle Ambulance Service has been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Accepting Bid for Paratransit Services,
Guilfoyle Ambulance Service

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 advertised and received proposals from qualified contractors to operate the City’s Paratransit Program, and

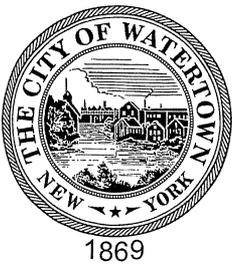
WHEREAS invitations to bid were issued to eight (8) prospective brokers with two (2) proposals received, and

WHEREAS City Purchasing Manager Amy Pastuf, Superintendent of Public Works Eugene P. Hayes and Transit Supervisor Kathy Webster reviewed the bids received, and it is their recommendation that the City Council accept the bid submitted by Guilfoyle Ambulance Service on a minimum two-year lump sum pricing basis,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bid received from Guilfoyle Ambulance Service for Paratransit Services on a two-year lump sum basis, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to execute any contract documents associated with the acceptance of this bid.

Seconded by



CITY OF WATERTOWN, NEW YORK

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

Amy M. Pastuf
Purchasing Manager

MEMORANDUM

TO: John C. Krol, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: RFP 2012-02 – Paratransit Bus Service
DATE: 5/15/2012

The City's Purchasing Department advertised in the Watertown Daily Times on April 7, 2012 calling for proposals from firms desiring to provide Paratransit Bus Services for the Citibus Transportation System. The successful firm will be contracted with to provide properly licensed and certified employees to operate wheelchair lift-equipped buses that provide transportation for disabled persons. The City intends to maintain a business relationship with the successful bidder for a minimum period of two (2) years with an option to renew the relationship for an additional three (3) years before a new proposal is again sought. Pricing was requested in two formats:

1. A lump sum price for the two years of service (2012-2013 and 2013-2014).
2. A base bid with a cost per passenger price for the service.

Invitations to provide a proposal were issued to eight (8) prospective brokers and two responses were submitted to the Purchasing Department. The proposals required that the firms submit a copy of their agencies safety plan demonstrating their compliance with the Public Transportation Safety Board (PTSB) safety regulations and a letter of intent agreeing to adopt, implement and comply with the City of Watertown's Citibus Safety Plan. Each responding firm was asked to provide a DMV Abstract for each driver they employ. The two firms that responded are Cleveland Transportation Services and Guilfoyle Ambulance Service

The written proposals were reviewed by Eugene Hayes, Superintendent of Public Works, Kathy Webster, Transit Supervisor and Amy Pastuf, Purchasing Manager. A tabulation of the proposal costs is below:

	Option 1		Option 2			% Annual Increase for years 3, 4, and 5 (Not to exceed)
	Lump Sum Pricing 2012-13 and 2013-14	Per year Cost	Base Bid Fee	Per Passenger Fee	Passengers 2011-2012	
Cleveland Transportation Services	\$156,800.00	\$78,400.00	\$15,000.00	\$10.00	7,496	4%
Guilfoyle Ambulance Service	\$168,666.00	\$84,333.00	\$42,000.00	\$11.24	7,496	6%

Although Cleveland Transportation Services provided the lowest cost proposal, they were not responsive to the Request for Proposal. They failed to provide the safety information and a list of employee DMV Abstracts

as requested. All prospective drivers that drive the City of Watertown Paratransit buses must possess a Class C license with a Passenger endorsement. Without this vital information, we cannot determine if they have adequate employees to perform the contract. Based on the proposal that was received from Cleveland Transportation Service, the reviewers were not able to determine their capacity to perform this contract to the high standard of service that we provide on the start date of July 1, 2012.

Based on the proposals received, it is recommended that the City continue to contract with Guilfoyle Ambulance Service to provide licensed and certified drivers to operate the Paratransit Bus Service. It is also recommended that we remain with "lump sum" pricing as it appears to be the most cost efficient when comparing using last year's passenger numbers.

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

Res No. 6

May 16, 2012

To: The Honorable Mayor and City Council
From: John C. Krol, City Manager
Subject: Accepting Bid for Reconstruction of Clinton Street,
North Country Contractors, LLC

The City Purchasing Department advertised in the *Watertown Daily Times* for sealed bids for the reconstruction of Clinton Street. Bid specifications and plans were requested by nine (9) prospective area builders with a total of five (5) sealed bids submitted to the City Purchasing Department where they were publicly opened and read on Tuesday, May 1, 2012, at 11:00 a.m.

This project includes the repair and resurface of Clinton Street from Holcomb Street to Washington Street, approximately 2,300 L.F, including sidewalks, curbs, replacement of water main and sanitary sewer.

City Purchasing Manager Amy Pastuf has reviewed the bids received with City Engineer Kurt Hauk, and it is their recommendation that the City Council accept the lowest qualifying bid submitted by North Country Contractors, LLC of Calcium, New York, in the amount of \$1,458,000. Ms. Pastuf's memorandum details all bids received on this project.

Funding for this project was included in Fiscal Year 2011-2012 Capital Budget. A bond Ordinance is included in tonight's agenda regarding the financing for this project.

A resolution has been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Accepting Bid for Reconstruction of Clinton Street,
North Country Contractors, LLC

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 reconstruction of Clinton Street from Holcomb Street to Washington Street, and

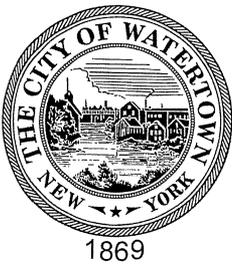
WHEREAS bid specifications and plans were requested by nine (9) prospective area builders, with five (5) bids being received and publicly opened and read in the City Purchasing Department on Tuesday, May 1 at 11:00 a.m., and

WHEREAS City Purchasing Manager Amy Pastuf reviewed the bids received with City Engineer Kurt Hauk, and it is their recommendation to accept of the bid submitted by North Country Contractors, LLC of Calcium, New York, in the amount of \$1,458,000 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 \$1,458,000 submitted by North Country Contractors, LLC of Calcium, New York, for the reconstruction of Clinton Street per the City's specifications, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to execute any contract documents associated with the acceptance of this bid.

Seconded by



CITY OF WATERTOWN, NEW YORK

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

Amy M. Pastuf
Purchasing Manager

MEMORANDUM

TO: John C. Krol, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Bid 2012-07– Clinton Street Reconstruction Bid Recommendation
DATE: 5/15/2012

The City's Purchasing Department advertised in the Watertown Daily Times on April 6, 2012 calling for sealed bids for the reconstruction of Clinton Street as per City specifications. Bid Specifications were filed with the Northern New York and Syracuse Builders Exchange, the Dodge Reports and The Contract Reporter. The project will repair and resurface Clinton Street from Holcomb Street to Washington Street.

Nine (9) sets of bid specifications and plans were requested by area builders. Five (5) sealed bids were submitted to the Purchasing Department. The sealed bid was publically opened and read on Tuesday, May 1, 2012 at 11:00 am, local time. The bid tally is provided below.

	CCI Companies, Inc. PO Box 186 Canastota, NY 13032	Green Island Construction Group PO Box 1502 Green Island, NY 12183	Luck Brothers, Inc. 73 Trade Road Plattsburgh, NY 12901	Marcellus Construction Company, Inc. PO Box 201 Mannsville, NY 13661	North Country Contractors, LLC 23892 US Route 11 Calcium, NY 13616
Lump Sum Price	\$1,880,501.50	\$2,096,311.50	\$1,630,630.00	\$1,921,000.00	\$1,458,000.00

The lowest responsive bid received was from North Country Contractors, L.L.C. The bid was reviewed by Kurt Hauk, City Engineer, who confirmed that the bid conformed to the specifications set forth in the bid packet. It is recommended that the bid be awarded to North Country Contractors, L.L.C. as the lowest responsive responsible bidder.

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

FISCAL YEAR 2011-2012
CAPITAL BUDGET
INFRASTRUCTURE
STREET CONSTRUCTION

PROJECT DESCRIPTION	COST
Clinton Street Reconstruction	\$2,635,000
<p>Reconstruction of approximately 2300 LF of street, to include sidewalk, curbs, replacement of water main, and sanitary sewer. The project will also include separation of combined sewer.</p>	
STREET	\$1,302,000 15 years - \$138,880
STORM SEWER	\$ 360,000 15 years - \$ 38,400
SIDEWALKS	<u>\$ 174,000</u> 15 years - \$ 18,560
GENERAL FUND	\$1,836,000
SANITARY SEWER	\$ 385,000 15 years - \$ 41,067
WATER MAIN	\$ 414,000 15 years - \$ 44,160
	
TOTAL	\$2,635,000

Res No. 7

May 14, 2012

To: The Honorable Mayor and City Council
From: Elliott B. Nelson, Assistant to the City Manager
Subject: 429 Factory Street

At its regular meeting on May 7, 2012, the City Council discussed and agreed to accept title to 429 Factory Street. At that time, Council was briefed on the City's need to have a new storm sewer outfall between Factory Street and the Black River as part of the Factory Street reconstruction project. The current outfall runs underneath an existing building and must be abandoned.

As discussed last Monday, the City will accept title to this property as a donation in exchange for absorbing the building demolition costs. The City's Bureau of Code Enforcement has inspected the structure and found it to be in generally poor and unserviceable condition. City Engineer Kurt W. Hauk indicates in his attached report that the building constitutes a safety hazard to the public and that the structure should be razed.

A resolution approving the City's acceptance of the donation of property located at 429 Factory Street for the purpose of demolishing the current structure and constructing a storm sewer outfall is attached for Council's consideration.

RESOLUTION

Page 1 of 2

Approving Property Donation;
429 Factory Street, Parcel No.
6-04-303.000

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 Bureau of Code Enforcement inspected 429 Factory Street, Tax Parcel No. 6-04-303.000, on April 12, 2012, and

WHEREAS the building was found to be in a generally poor and unserviceable condition, constituting a safety hazard to the public, and

WHEREAS the City of Watertown is currently performing a design for the reconstruction of Factory Street, and

WHEREAS the City of Watertown is in need of an area to establish a storm sewer outfall along Factory Street as part of the reconstruction, and

WHEREAS the owner of 429 Factory Street, WLP Properties, LLC, is willing to donate its property to the City of Watertown for that purpose, and

WHEREAS the City of Watertown would, in exchange, then assume responsibility for all costs associated with the demolition of the existing structure at 429 Factory Street, and

WHEREAS New York State City Law, Section 20(3) empowers the City to accept a gift of the conveyance of property, and

WHEREAS the City Council of the City of Watertown considered and agreed to this offer at their regular meeting on May 7, 2012,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby determines that it is in the best interest of the City of Watertown to accept title to said property and assume responsibility for necessary demolition, and

RESOLUTION

Page 2 of 2

Approving Property Donation;
429 Factory Street, Parcel No.
6-04-303.000

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 City Manager, John C. Krol, is hereby authorized and directed to execute this transaction on behalf of the City of Watertown for Tax Parcel No. 6-04-303.000 for no monetary consideration, including all documents necessary to effect a transfer of title.

Seconded by



CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

DATE: April 13, 2012

TO: John Krol, City Manager

FROM: Kurt W. Hauk, City Engineer

SUBJECT: 429 Factory Street

I conducted an inspection of the structure on 429 Factory Street along with Mr. McWayne, the Code Enforcement Supervisor, on 12 April, 2012.

The building located on this property is in a generally poor/unserviceable condition which is the result of a lack of maintenance over the years. The building has started to collapse internally and it leans heavily to the east. The rear portions of the first and second floors have already failed. These deficiencies constitute a safety hazard to the public at this property and the surrounding properties. It is my recommendation that the structure be razed.

The City is also conducting the design of the reconstruction of Factory Street and has found itself in need of an area to provide a storm sewer easement. This is required because the existing storm sewer outfall runs directly under and through the Paper Mill on Factory Street and will have to be abandoned.

Because this parcel would provide a corridor to the Black River that could serve as a storm sewer outfall to the river, the property owner was approached to see if they would consider donating the property to the City if the City would absorb the demolition costs. The representative of the owner has responded that they are willing to donate the property under those terms.

The estimated costs for the asbestos abatement and demolition of the building are \$36,000. If the Council does not approve the acceptance of the property transfer, these costs would be applied to the property.

The timing is such that if the City waited for the Tax Sale Process, the design and construction would be completed before having the opportunity to acquire the property.

Should this not ultimately be agreed to, another corridor would potentially need to be found for storm water.

If Council agrees with this course of action, they would need to pass a resolution accepting the property donation.

cc: Gene Hayes, Superintendent of Public Works
Shawn McWayne, Code Enforcement Supervisor
Jim Mills, City Comptroller
File

WLP Properties, LLC
16451 Deer Run Road
Watertown, NY 13601

April 24, 2012

Via Fax (315) 788-6085 and Email to mgebo@gebolaw.com

Mark G. Gebo, Esq.
Hrabchak, Gebo & Langone, PC
216 Washington Street, Suite 300
Watertown, NY 13601

RE: 429 Factory Street
Tax Map Parcel No.: 6-04-303

Dear Mr. Gebo:

I am writing in response to your letter dated April 19th regarding the above mentioned property. As the managing member of the PLLC, I have been granted the authority to accept the offer to donate this property to the city. As far as I am aware, there is no lien or encumbrances on this property. Please let me know what needs to be done to finalize this transaction. I can be reached at (315) 778-0911.

Thank you,



Walter Dodard, Managing Member
WLP Properties, LLC

HRABCHAK, GEBO & LANGONE, P.C.

ATTORNEYS AT LAW

216 WASHINGTON STREET
SUITE 300
WATERTOWN, NEW YORK 13601
(315) 788-5900
TELECOPIER (315) 788-6085
mgebo@gebolaw.com

MARK G. GEBO
EUGENE J. LANGONE, JR.

ROBERT R. HRABCHAK
(1957-1995)

SENT VIA CERTIFIED, RETURN RECEIPT & REGULAR MAIL

April 19, 2012

WLP Properties, LLC
16451 Deer Run Road
Watertown, New York 13601

Re: 429 Factory Street
Tax Map Parcel No.: 6-04-303

Dear Property Owner:

Please be advised that this office has been retained by the City of Watertown with respect to a Code Enforcement issue on the above referenced property. Our records reflect WLP Properties, LLC is the owner.

Previously, you would have received correspondence from the Code Office dated March 12, 2012, advising you of this issue and asking you to repair or take down the unsafe structure on that property. No action having been taken, the City Engineering Department obtained an administrative search warrant and did a further inspection of the property on April 12, 2012. As a result of that inspection, the property has been condemned. Frankly, based upon that inspection the City Engineering Department is of the belief that building is in grave danger of failure at any time and that the collapse of the structure is imminent.

The City Code places the responsibility of correcting this situation upon the property owner. If the property owner does not act, the City will take the necessary steps to demolish the building and will charge back to the property owner all such costs incurred. With any such demolition, an asbestos evaluation has to be done and any costs associated with the asbestos evaluation and/or remediation on the property or special provisions for land filling the asbestos materials will be passed on to the property owner. Additionally, there would be a \$2,000 administrative fee if the City is required to do this.



COPY

HRABCHAK, GEBO & LANGONE, P.C.

ATTORNEYS AT LAW

The staff at the City Offices has, however, asked me to inquire if you would be willing to donate this property to the City. If so, the City will absorb all demolition costs. The City can make use of this property as part of a future project and would be willing to absorb this expense in exchange for a deed to the property.

This offer is subject to the following conditions:

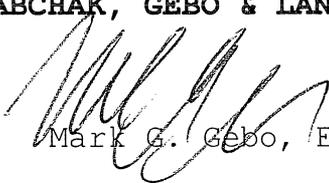
1. Except for unpaid taxes, the property must be free and clear of other liens and encumbrances.
2. This offer is still subject to City Council approval.
3. A response to this proposal must be received within two (2) weeks of the date of this letter.
4. The transfer of the property must take place within two (2) weeks of City Council approval.

Because of the imminent danger that the building presents, we must, however, insist upon your response be within two (2) weeks of the date of this letter. In the absence of such a response, the City will take whatever steps are appropriate to deal with the property. This could result in considerable expense to you as the property owner, which could be avoided by the proposed resolution. We certainly hope that will not be necessary.

Please advise this office within a two (2) week period of your intentions.

Very truly yours,

HRABCHAK, GEBO & LANGONE, P.C.


Mark G. Gebo, Esq.

MGG:dec

Cc: Shawn R. McWayne
Code Enforcement Supervisor
Kurt Hauk
City Engineer



April 26, 2012

Mr. Shawn McWayne
City of Watertown, Codes Department
245 Washington Street
Watertown, NY 13601

Leo F. Gozalkowski, PLS
Stephen W. Yaussi, AIA
Edward G. Olley, Jr., AIA
William P. Plante, PLS
Patrick J. Scordo, PE
Thomas S.M. Compo, PE

Gregory F. Ashley, PLS

Re: Former Teen Center
429 Factory Street
Watertown, NY

Dear Mr. McWayne:

Attached please find a copy of the asbestos survey for the above referenced property. As stated in the survey the only location where asbestos was identified was a minor amount in the basement. As you know the remaining areas of the building were completely "guttled" (no materials to sample). The roof was synthetic.

The estimated cost to demolish the building is as follows:
(Prevailing wage)

Asbestos Abatement	\$ 4,000.00
Building Demolition (inclusive)	\$ 30,000.00
Landfill tipping fee (80 tons @ \$25/ton)	\$ 2,000.00
Total Estimated Fee	\$ 36,000.00

Please contact me with any questions or concerns you may have.

Sincerely,
GYMO Architecture, Engineering & Land Surveying, PC

William P. Plante, P. L. S.
Director of Environmental Services

WPP/sjh



Ord No. 1

May 16, 2012

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Bond Ordinance – Clinton Street Reconstruction

Included in tonight's agenda was a resolution to accept the bid submitted by North Country Contractors in the amount of \$ 1,458,000 to reconstruct Clinton Street. The project was included in the Fiscal Year 2011-12 Capital Budget at an estimated cost of \$2,635,000 and was intended to be financed through the issuance of serial bonds in the amount of \$2,250,000 for the General and Water Fund portions of the project and a transfer of \$385,000 from the Sewer Fund to cover its portion of the project. As the Sewer Fund portion is currently estimated to cost \$305,000, a bond ordinance has been prepared for City Council consideration in the amount of \$1,215,000.

Estimated Costs:

North Country Contractors – Construction base bid	\$ 1,458,000
Construction Inspection (temporary position to be hired for this project only)	47,000
Bonding fees and contingency	<u>15,000</u>
Total Estimated Project Cost	<u>\$1,520,000</u>

Estimated Costs by Fund:

General Fund	\$ 868,000
Water Fund	348,000
Sewer Fund	<u>305,000</u>
Total Estimated Project Cost	<u>\$1,520,000</u>

Estimated Funding Sources:

Total estimated project cost	\$1,520,000
Less: FY 2011-12 Sewer Fund transfer to Capital Fund	<u>(\$ 305,000)</u>
Net Amount to be borrowed	<u>\$ 1,215,000</u>

ORDINANCE

An Ordinance Authorizing the Issuance of \$1,215,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Reconstruction of Portions of Clinton Street, Including Street Repaving, Sidewalks and Related Right-of-Way Improvements, and Storm Sewer, Water Main and Sanitary Sewer Work, in and for Said City

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

At a regular meeting of the Council of the City of Watertown, Jefferson County, New York, held at the Municipal Building, in Watertown, New York, in said City, on May 21, 2012, at 7:00 o'clock P.M., Prevailing Time.

The meeting was called to order by _____, and upon roll being called, the following were

PRESENT:

ABSENT:

The following ordinance was offered by Councilman _____, who moved its adoption, seconded by Councilman _____, to wit:

WHEREAS, all conditions precedent to the financing of the capital purposes hereinafter described, including compliance with the provisions of the State Environmental Quality Review Act to the extent required, have been performed; and

WHEREAS, it is now desired to authorize the financing of such capital project;

NOW, THEREFORE, BE IT ORDAINED, by the Council of the City of Watertown, Jefferson County, New York, as follows:

Section 1. For paying the costs of the reconstruction of portions of Clinton Street in and for the City, including street repaving, sidewalks and related right-of-way improvements, and storm sewer, water main and sanitary sewer work, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, a class of objects or purposes, there are hereby authorized to be issued \$1,215,000 bonds of said City pursuant to the provisions of the Local Finance Law.

ORDINANCE

An Ordinance Authorizing the Issuance of \$1,215,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Reconstruction of Portions of Clinton Street, Including Street Repaving, Sidewalks and Related Right-of-Way Improvements, and Storm Sewer, Water Main and Sanitary Sewer Work, in and for Said City

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

Section 2. It is hereby determined that the estimated maximum cost of the aforesaid class of objects or purposes is \$1,520,000 and that the plan for the financing thereof is by the issuance of the \$1,215,000 bonds of said City authorized to be issued pursuant to this bond ordinance. The amount of bonds to be issued shall be reduced by the amount of any appropriations of current funds to pay part of the cost of the aforesaid class of objects or purposes, presently expected in the amount of \$305,000.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is fifteen years, pursuant to subdivision ninety-one of paragraph a of Section 11.00 of the Local Finance Law, as said class shall consist of objects or purposes with a period of probable usefulness of at least fifteen years under one or more of subdivisions 1, 3, 4 or 20 of paragraph a of Section 11.00 of the Local Finance Law.

Section 4. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the City Comptroller, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said City Comptroller, consistent with the provisions of the Local Finance Law.

Section 5. The faith and credit of said City of Watertown, Jefferson County, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such obligations as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year.

Section 6. Such bonds shall be in fully registered form and shall be signed in the name of the City of Watertown, Jefferson County, New York, by the manual or facsimile signature of the City Comptroller and a facsimile of its corporate seal shall be imprinted thereon and may be attested by the manual or facsimile signature of the City Clerk.

Section 7. The powers and duties of advertising such bonds for sale, conducting the sale and awarding the bonds, are hereby delegated to the City Comptroller, who shall advertise such bonds for sale, conduct the sale, and award the bonds in such manner as he shall deem best

ORDINANCE

An Ordinance Authorizing the Issuance of \$1,215,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Reconstruction of Portions of Clinton Street, Including Street Repaving, Sidewalks and Related Right-of-Way Improvements, and Storm Sewer, Water Main and Sanitary Sewer Work, in and for Said City

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

for the interests of the City; provided, however, that in the exercise of these delegated powers, he shall comply fully with the provisions of the Local Finance Law and any order or rule of the State Comptroller applicable to the sale of municipal bonds. The receipt of the City Comptroller shall be a full acquittance to the purchaser of such bonds, who shall not be obliged to see to the application of the purchase money.

Section 8. All other matters, except as provided herein relating to such bonds, including determining whether to issue such bonds having substantially level or declining annual debt service and all matters related thereto, prescribing whether manual or facsimile signatures shall appear on said bonds, prescribing the method for the recording of ownership of said bonds, appointing the fiscal agent or agents for said bonds, providing for the printing and delivery of said bonds (and if said bonds are to be executed in the name of the City by the facsimile signature of the City Comptroller, providing for the manual countersignature of a fiscal agent or of a designated official of the City), the date, denominations, maturities and interest payment dates, place or places of payment, and also including the consolidation with other issues, shall be determined by the City Comptroller. It is hereby determined that it is to the financial advantage of the City not to impose and collect from registered owners of such bonds any charges for mailing, shipping and insuring bonds transferred or exchanged by the fiscal agent, and, accordingly, pursuant to paragraph c of Section 70.00 of the Local Finance Law, no such charges shall be so collected by the fiscal agent. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law and shall otherwise be in such form and contain such recitals in addition to those required by Section 52.00 of the Local Finance Law, as the City Comptroller shall determine.

Section 9. This ordinance shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this ordinance, no monies are, or are reasonably expected to be, reserved, allocated on a long term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 10. The validity of such bonds and bond anticipation notes may be contested only if:

- (1) Such obligations are authorized for an object or purpose for which said City is not authorized to expend money, or
- (2) The provisions of law which should be complied with at the date of publication of

ORDINANCE

An Ordinance Authorizing the Issuance of \$1,215,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Reconstruction of Portions of Clinton Street, Including Street Repaving, Sidewalks and Related Right-of-Way Improvements, and Storm Sewer, Water Main and Sanitary Sewer Work, in and for Said City

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

That I have compared the annexed extract of the minutes of the meeting of the Council of said City, including the ordinance contained therein, held on May 21, 2012, with the original thereof on file in my office, and that the same is a true and correct transcript therefrom and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that all members of said Council had due notice of said meeting.

I FURTHER CERTIFY that, pursuant to Section 103 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public.

I FURTHER CERTIFY that, PRIOR to the time of said meeting, I duly caused a public notice of the time and place of said meeting to be given to the following newspapers and/or other news media as follows:

Newspaper and/or Other News Media Date Given

Regular meeting of the City Council held in accordance with Section 14-1 of the Municipal Code

I FURTHER CERTIFY that PRIOR to the time of said meeting, I duly caused public notice of the time and place of said meeting to be conspicuously posted in the following designated public location(s) on the following dates:

Designated Location(s) of Posted Noticed Date of Posting

Regular meeting of the City Council held in accordance with Section 14-1 of the Municipal Code

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City on May _____, 2012.

City Clerk
(CORPORATE SEAL)

Ord No. 2

May 10, 2012

To: The Honorable Mayor and City Council
From: Elliott B. Nelson, Assistant to the City Manager
Subject: Ball-playing Restriction for Academy Street Playground

Staff at the Department of Parks and Recreation has recently received complaints from residents who live in close proximity to the Academy Street playground. Specifically, the residents are concerned with the ball-playing that goes on at the playground. This playground is very small, and batted balls often strike neighboring homes, leaving dents in the siding. Residents are also concerned with the foot traffic associated with youths entering their yards to retrieve their balls.

Parks and Recreation Superintendent Erin E. Gardner has reviewed this request, and is recommending that the City Council adopt an ordinance prohibiting ball-playing at the Academy Street playground. She is of the opinion that this park is too small to accommodate ball-playing and should be prohibited.

The City currently bans ball-playing at two other City-owned parks: Lansingdorf Park, located between Lansing, Katherine, and Seymour Street, and the park bounded by Wright Drive and Temple Street. Similar to the Academy Street playground, these parks are very small and are in close proximity to residences.

The attached ordinance has been prepared for City Council consideration. If Council approves this ordinance, a sign will be posted at the Academy Street playground denoting the prohibition. Parks and Recreation Staff and the City Police Department will be responsible for enforcing it. Staff will be available to answer any questions regarding this legislation.

ORDINANCE

Page 1 of 1

Amending Section 216-6 of the City Code of the City of Watertown, Ballplaying

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

BE IT ORDAINED that Section 216-6 of the City Code of the City of Watertown is amended by adding the following paragraph:

§ 216-6. Ballplaying.

- C. Ballplaying in the City-owned playground known as the Academy Street Playground and in the streets surrounding the playground area (Academy Street and Clay Street) is prohibited.

and,

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

Seconded by

Ord No.3

May 9, 2012

To: The Honorable Mayor and City Council
From: Elliott B. Nelson, Assistant to the City Manager
Subject: Parks and Recreation Fees

City Council is again being asked to consider minor adjustments to the City Code regarding Parks and Recreation fees. During the review of Parks and Recreation fees in April, a fee for the use of lights at fields other than the Fairgrounds premier fields was omitted. Language adding a fee of \$25 for the use of lights at the City's "other athletic fields" is included in the attached ordinance. This amount is consistent with the fee charged on the premier fields.

Additionally, the attached ordinance includes language that allows Watertown High School, IHC, and Jefferson Community College use City-owned fields free of charge for practice. In error, the previous language contained the word 'non-premier.' This word has been removed so as to eliminate any ambiguity regarding this issue. Here, the use of the word 'non-premier' was inappropriate because the City does not have any baseball fields considered to be 'non-premier.'

Finally, the attached ordinance contains language that more completely defines the new all day field rental fee. As Council will recall, an all day field rental fee was recently added to the fee schedule after a local group expressed concern over the per-game field rental fee. Here, the revised language shows that all day rental fee pertains to all City-owned fields and will be assessed for each field reserved.

Staff will be available at the Council meeting to answer any questions regarding this proposal.

ORDINANCE

Page 1 of 2

Amending City Municipal Code § A320,
Schedule of Fees

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

BE IT ORDAINED that Section A320-9 E of the City Code of the City of Watertown is amended to read as follows:

§ A320-9. Schedule of fees.

E. Other athletic fields.*

- (1) Single game: \$30 per game plus \$25 for lights.
- (2) Doubleheader (same teams): \$45 per game plus \$25 for lights.
- (3) Performances: \$1,000 per day; \$500 per day to reserve the field prior or post event; plus additional expenses agreed upon and included in the contract.

*Other athletic fields include: Fairgrounds (3), Marble Street (2), North Elementary (5), and Kostyk field (1).

and,

BE IT FURTHER ORDAINED that Section A320-9 J of the City Code of the City of Watertown is amended to read as follows:

Municipal Fairgrounds facility fees shall be as follows:

J. There shall be no charge for Watertown and IHC high schools and Jefferson Community College to use City-owned fields for practice.

and,

ORDINANCE

Page 2 of 2

Amending City Municipal Code § A320,
Schedule of Fees

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 ORDAINED that Section A320-9 of the City Code of the City of Watertown is amended by adding sub-section L to read as follows:

- L. All-day rental fee for City-owned fields.
 - (1) For non-profit fundraising events: \$100 for the day, per field, with one initial chalk lining. Each additional chalk lining shall be \$25.
 - (2) For regular events: \$250 for the day, per field, with one initial chalk lining. Each additional chalk lining shall be \$25.

and,

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

Seconded by

Ord No. 4

May 16, 2012

To: The Honorable Mayor and City Council

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

Subject: Changing the Approved Zoning Classifications of Various Properties on the River Side of East Main Street and the North Side of Water Street in Order to Implement the Local Waterfront Revitalization Program

The Planning Board reviewed the above subject request at its April 3rd and May 1st meetings, and passed a resolution recommending approval at the latter meeting.

This fourth phase of zone changes will affect parts of the east side of the City, including East Main Street and the north side of Water Street. The only existing use that will become non-conforming is a storage garage on Water Street.

Copies of maps showing the existing zoning and this proposed rezoning are included within City Council Members' Agenda Packages. Attached to this memo are copies of the reports prepared for the Planning Board and excerpts from the Planning Board Minutes.

A Public Hearing is required before the City Council may vote on this Ordinance. It is recommended that a Public Hearing be scheduled for 7:30 p.m. on Monday, June 4, 2012. A SEQRA resolution will be prepared for the Council's consideration at that meeting.

ORDINANCE

Page 1 of 6

Changing the Approved Zoning Classifications of Various Properties on the River Side of East Main Street and the North Side of Water Street in Order to Implement the Local Waterfront Revitalization Program

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

BE IT ORDAINED where certain changes to Zoning District boundaries are required in order to implement the City of Watertown’s Local Waterfront Revitalization Program, and

WHEREAS City Staff have submitted a request to change the approved zoning classification of various properties on the river side of East Main Street and the north side of Water Street in order to implement the Local Waterfront Revitalization Program, and

WHEREAS the Planning Board of the City of Watertown considered the zone change request at its meetings held on April 3, 2012 and May 1, 2012, and adopted a motion recommending that the City Council approve the zone changes as requested, and

WHEREAS a public hearing was held on the proposed zone change on June 4, 2012, after due public notice, and

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

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

ORDINANCE

Page 2 of 6

Changing the Approved Zoning Classifications of Various Properties on the River Side of East Main Street and the North Side of Water Street in Order to Implement the Local Waterfront Revitalization Program

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 ORDAINED that the zoning classification of each of the parcels in the following list is hereby changed to **Neighborhood Business District**:

- 4-14-120.000 534 PEARL ST
- 4-14-121.000 548 PEARL ST

And,

BE IT FURTHER ORDAINED that the zoning classification of each of the parcels in the following list is hereby changed to **Residence C District**:

- 3-02-110.000 408 EAST ST
- 3-02-111.000 410 EAST ST
- 3-02-112.000 418 EAST ST
- 3-02-116.000 260 MAIN ST E
- 3-02-117.000 266 MAIN ST E
- 3-02-126.000 298 MAIN ST E
- 3-02-127.000 300 MAIN ST E
- 4-02-121.000 300 MAIN ST E
- 4-14-104.000 V L WATER ST N SIDE
- 4-14-105.000 549 WATER ST
- 4-14-106.000 541 WATER ST
- 4-14-106.001 545 WATER ST
- 4-14-107.000 539 REAR WATER ST
- 4-14-108.000 535 WATER ST
- 4-14-109.000 527 WATER ST
- 4-14-110.000 525 REAR WATER ST
- 4-14-111.000 521 WATER ST
- 4-14-111.001 VL-3 WATER ST
- 4-14-112.000 517 WATER ST
- 4-14-113.000 517 WATER ST
- 4-14-114.000 513 WATER ST

ORDINANCE

Page 3 of 6

Changing the Approved Zoning Classifications of Various Properties on the River Side of East Main Street and the North Side of Water Street in Order to Implement the Local Waterfront Revitalization Program

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

- 4-14-125.000 610 MAIN ST E
- 4-14-126.000 616 MAIN ST E
- 4-14-127.000 624 MAIN ST E
- 4-14-128.000 630 MAIN ST E
- 4-14-129.000 636 MAIN ST E
- 4-16-102.000 VL-5 WATER ST
- 4-16-103.000 585 WATER ST
- 4-16-103.001 575 WATER ST
- 4-16-105.000 VL MAIN ST E
- 4-16-105.001 563 WATER ST
- 4-16-106.000 555 WATER ST
- 4-24-102.000 737 WATER ST
- 4-24-103.000 733 WATER ST
- 4-24-104.000 729 WATER ST
- 4-24-105.000 725 WATER ST
- 4-24-106.000 VL-13 WATER ST
- 4-24-107.000 717 WATER ST
- 4-24-108.000 707 WATER ST
- 4-24-109.000 703 WATER ST
- 4-24-110.000 701 WATER ST
- 4-26-201.000 941 WATER ST
- 4-26-202.000 25 WATER ST
- 4-26-203.000 933 WATER ST
- 4-26-204.000 23 WATER ST
- 4-26-205.000 925 WATER ST
- 4-26-206.000 921 WATER ST
- 4-26-207.000 19-20 WATER ST
- 4-26-208.000 19-20 WATER ST
- 4-26-209.000 911 WATER ST
- 4-26-210.000 907 WATER ST

ORDINANCE

Page 4 of 6

Changing the Approved Zoning Classifications of Various Properties on the River Side of East Main Street and the North Side of Water Street in Order to Implement the Local Waterfront Revitalization Program

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

- 4-26-211.000 903 WATER ST
- 4-26-212.000 47 OAK AVE
- 4-26-213.000 48 OAK AVE
- 4-26-214.000 46 NORTH ST
- 4-26-215.000 45 NORTH ST
- 4-26-216.000 43 44 NORTH ST
- 4-26-217.000 43 44 NORTH ST
- 4-26-218.000 VL REAR WATER ST
- 4-26-219.000 10 NORTH ST
- 4-26-220.000 40 NORTH ST
- 4-26-221.000 39 NORTH ST
- 4-26-222.000 38 NORTH ST
- 4-26-301.000 861 WATER ST
- 4-26-302.000 857 WATER ST
- 4-26-303.001 851 WATER ST
- 4-26-305.000 843 WATER ST
- 4-26-307.000 835 WATER ST
- 4-26-308.000 8 WATER ST
- 4-26-309.000 829 WATER ST
- 4-26-310.100 823 WATER ST
- 4-26-311.000 819 WATER ST
- 4-26-312.000 4 WATER ST
- 4-26-313.000 811 WATER ST
- 4-26-314.000 805 WATER ST
- 4-26-315.000 801 WATER ST
- 4-26-316.000 64 SPRING ST
- 4-26-317.000 63 SPRING ST
- 4-26-318.000 62 SPRING ST
- 4-26-319.000 61 SPRING ST
- 4-26-320.000 819 WATER ST

ORDINANCE

Page 5 of 6

Changing the Approved Zoning Classifications of Various Properties on the River Side of East Main Street and the North Side of Water Street in Order to Implement the Local Waterfront Revitalization Program

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

- 4-26-322.000 58 SPRING ST
- 4-26-323.000 57 SPRING ST
- 4-26-324.000 56 SPRING ST
- 4-26-332.100 853 WATER ST
- 4-26-332.200 839 WATER ST
- 4-26-401.000 75 NORTH ST
- 4-26-402.000 74 NORTH ST
- 4-26-403.000 73 NORTH ST
- 4-26-404.000 72 NORTH ST
- 4-26-405.000 71 NORTH ST
- 4-26-406.000 70 NORTH ST
- 4-26-407.000 68 69 NORTH ST
- 4-26-408.000 68 69 NORTH ST
- 4-26-409.000 67 NORTH ST
- 4-26-410.000 907 NORTH ST
- 4-26-411.000 903 NORTH ST
- 4-27-601.000 32 WATER ST
- 4-27-602.000 31 WATER ST
- 4-27-606.000 27-30 WATER ST
- 4-27-607.000 37 NORTH ST
- 4-27-608.000 36 NORTH ST
- 4-27-609.000 35 NORTH ST
- 4-27-610.000 34 WALNUT AVE
- 4-27-611.000 33 WALNUT AVE
- 4-27-701.000 79 WALNUT AVE
- 4-27-702.000 78 NORTH ST
- 4-27-703.000 77 NORTH ST
- 4-27-704.000 76 NORTH ST
- 4-27-705.000 81 WALNUT AVE
- 4-27-706.000 80 WALNUT AVE

ORDINANCE

Page 6 of 6

Changing the Approved Zoning Classifications of Various Properties on the River Side of East Main Street and the North Side of Water Street in Order to Implement the Local Waterfront Revitalization Program

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

And,

BE IT FURTHER ORDAINED that that the approved zoning classification of the northwest portion of 491 Pearl Street, parcel number 4-02-101.100, be changed from Residence C District to Heavy Industry District, and

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

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

Seconded by



MEMORANDUM

CITY OF WATERTOWN, NEW YORK – PLANNING OFFICE
245 WASHINGTON STREET, SUITE 304, WATERTOWN, NY 13601
PHONE: (315) 785-7730 – FAX: (315) 782-9014

TO: Planning Board Members

FROM: Kenneth A. Mix, Planning and Community Development Coordinator *KAM*

SUBJECT: LWRP Zone Changes Phase 4 – East Side

DATE: March 23, 2012

Phase 4 of the LWRP changes many of the remaining parcels on the east side of the City. Change areas include the river side of Moulton Street, Main Street East, and Huntington Street blocks 1000-1100. Also included are the residential properties along the north side of Water Street.

Moulton Street will be changed from primarily Residence C to Waterfront. Main Street East will remain Residence C, but the split zoning condition will be cleaned up. Huntington Street will be going from Residence B/C to Waterfront. The north side of Water Street will be changed from Light Industry to Residence C. Additionally, split zoning conditions on the east side of the 500 block of Pearl Street will be fixed.

The change area includes 176 parcels with 74 different owners. For the most part, existing uses will not be affected. However, new single family residential development will not likely occur in the Waterfront District—except where owners of such properties are willing to provide “meaningful public access” to the waterfront. Existing single family homes in Waterfront Districts will be allowed to remain indefinitely as continuations under § 310-38.

cc: City Council Members
Robert Slye, City Attorney
Justin Wood, Civil Engineer II



MEMORANDUM

CITY OF WATERTOWN, NEW YORK – PLANNING OFFICE
245 WASHINGTON STREET, SUITE 304, WATERTOWN, NY 13601
PHONE: (315) 785-7730 – FAX: (315) 782-9014

TO: Planning Board Members

FROM: Kenneth A. Mix, Planning and Community Development Coordinator KAM

SUBJECT: LWRP Zone Changes Phase 4 – East Side

DATE: April 23, 2012

After discussion at the April 3, 2012 meeting, the proposed change areas for Phase 4 have been revised. Moulton Street and Huntington Street have been removed from consideration, as has the parcel at 301 Pearl Street owned by Railstar.

Three parcels near 517 Water Street that were previously marked for Neighborhood Business are now being changed to Residence C. This is a single-family home, and was recently changed to NBD in order to allow the owner to construct an addition. However, Res C is a better fit for the property's current use.

Three parcels near 907 North Street whose owners opposed the change, have nonetheless been kept in the change area for Res C. The parcels are small at 0.25 acres total, are located at the terminus of a dead end street, and are located in close proximity to the rear yards of existing residences. Given these factors, a residential use restriction is appropriate.

These changes will bring the area generally into compliance with the LWRP. Allowing some waterfront parcels to remain in residential zoning districts is clearly allowable. However, allowing a vacant waterfront parcel to remain in the Heavy Industry district may be in conflict with the draft LWRP Policies, specifically Policy 1.2, ensuring "development or uses take appropriate advantage of the waterfront location," which includes avoiding "uses on the waterfront which cannot by their nature derive economic benefit from a waterfront location, such as parking lots, warehouses, and storage." Site Plan Review could be used to enforce this policy, even in a Heavy Industry zone, assuming future Boards and Councils see fit to push the issue.

The change area now includes 135 parcels with 49 different owners.

cc: City Council Members
Robert Slye, City Attorney
Justin Wood, Civil Engineer II

Excerpt from Planning Board's 4/3/12 Meeting Minutes

LWRP ZONE CHANGES (PHASE IV) EAST SIDE – MOULTON, WATER, HUNTINGTON STREETS

The Planning Board then considered a request submitted by Staff to change the approved zoning classifications of various properties on the river side of Moulton Street, East Main Street, and the 1000 and 1100 blocks of Huntington Street, and on the north side of Water Street, in order to implement the Local Waterfront Revitalization Program.

Mr. Mix approached the Board to explain the proposal. He briefly described the change areas. The south side of Moulton would go from Residence C to Waterfront, split zoning would be cleaned up on East Main St., the former Black Clawson site on Pearl Street would go from Heavy Industry to Waterfront, split zoning would be cleaned up on the east side of Pearl Street, and the north side of Water Street would go from Light Industry to Residence C. A section of Huntington Street would be changed from Residence B and C to Waterfront. The only known nonconforming use that would be created as a result of the changes would be a small storage facility on the north side of Water Street.

Mrs. Freda asked if the residence to the east of Shooties Bar is being changed again, as she recalled there being a recent change to this property.

Mr. Mix responded that it was not being changed currently, but that the owner had previously asked for a change from Light Industry to NBD to allow an addition to their house. These parcels could also be change to Residence C.

Stephen McGowan asked for clarification of whether his property at 1117 Huntington Street was being changed, and for an explanation of what Waterfront District meant.

Mr. Mix confirmed that his property was in the change area. He explained that the Waterfront District is a mixed-use district for water-dependent and water-enhanced uses. Water-enhanced uses must provide meaningful public access to the water. Single family housing would be possible, but problematic because no homeowner would likely be willing to provide public access to the river. Things like restaurants, retail, or multi-family which are already semi-public would be a better fit.

Mr. Fontana asked about the existing single-family houses in this area.

Mr. Mix explained that they could remain indefinitely and would not have to provide public access, since the use is already established.

Mr. McGowan expressed that he was opposed to being required to offer public access in the event that he developed housing on his vacant lot. He was worried about liability in the event of a drunken person falling in the river. He mentioned that there were approved plans for an 8 unit residence for his parcel.

Mr. Mix acknowledged Mr. McGowan's opposition, but mentioned that other owners in the area may prefer the greater commercial opportunity allowed with a mixed-use district like Waterfront. It all depends on what an individual wants from their property.

A general discussion among property owners, Staff and Planning Board members then followed regarding this topic.

Ron Trottier of Railstar, owners of 301 Pearl Street, approached the Board. He explained that after selling a portion of their parcel to Empire Recycling, they were looking to develop a small industrial park on the remainder of the property. He explained that offering public access would be problematic due to the substantial cliff between the river and the parcel. He also shared Mr. McGowan's concern regarding liability in the event of an accident. He concluded by saying that Railstar would definitely oppose the change, as it would stymie their plans for development.

Cheri Cloe of 907 North Street approached the Board. She stated that she was opposed to changing her property from Light Industry to Residence C because she is considering selling all or part of her property for commercial or industrial purposes. She stated that a real estate agent had told her that the location would work well for a non-residential use.

Mrs. Freda asked if it would be acceptable to leave Huntington Street as Residence B and Residence C.

Mr. Mix said that it might be, but he could not speak for the Department of State. He said in general, residential uses along the waterfront comply with the goals of the LWRP.

Mr. Harris said that he would be in favor of leaving Huntington as-is.

Mr. Mix stated that eliminating Pearl Street from the change area would be more complicated, because you would have to make the argument for keeping industrial uses on the waterfront. However, the goal of the LWRP is to move past the industrial legacy, not necessarily eliminate all on-going industrial uses.

Mrs. Freda stated that there seemed to be consensus on removing Huntington and the Railstar property from the change area.

Mr. Mix asked if the Board would like to leave Moulton Street residential as well. The Board responded that they would.

Mr. Mix said that it would be best for the Board to table the application, so that a new map could be produced for next month.

Mr. Mix then briefly described the land use maps for Factory Street and the south side of Water Street. He asked the Board to review them for next month, noting that there would likely be similar issues with nonconforming uses and limitations on development.

Mr. Harris moved to table the request submitted by Staff to change the approved zoning classifications of various properties on the river side of Moulton Street, East Main Street,

and the 1000 and 1100 blocks of Huntington Street, and the north side of Water Street, in order to implement the Local Waterfront Revitalization Program—and the request submitted by Staff for review and discussion of existing land uses and proposes zoning on the river side of Factory Street, Water Street, and the 700 and 800 blocks of Huntington Street—until the next regularly scheduled Planning Board meeting on May 1, 2012.

Mrs. Gervera seconded the motion; all voted in favor.

Excerpt from Planning Board's 5/1/12 Meeting Minutes

LWRP ZONE CHANGES (REVISED PHASE IV) EAST SIDE – EAST MAIN ST AND WATER ST

The Planning Board then considered a request submitted by Staff to change the approved zoning classifications of various properties on the river side of East Main Street and the north side of Water Street in order to implement the Local Waterfront Revitalization Program.

Mr. Mix approached the Board to explain the proposal. He briefly described the change areas and the revisions. Several areas were removed from the proposal after hearing from property owners at the previous meeting. The areas removed from the zone change include Moulton Street, Huntington Street, and the Railstar property on Pearl Street. The properties at 907 North Street were not removed from the proposal, because the Board had expressed interest in visiting that area.

Mr. Harris said that the new map seems to make sense based on last month's discussion.

Robert Frederick of 703 Water Street approached the Board. He asked how the change would affect his property value.

Mr. Mix said that it would not have a major effect, but that it could improve the resale value because the house would no longer be an illegal use. He stated that banks seem to have become increasingly wary of offering mortgages for non-conforming properties.

Eleanor VanEpps of 717 Water Street asked if taxes would change.

Mr. Mix stated that it is unlikely to affect her assessment, but that the City Assessor could better describe how zoning is taken into account when determining taxable value.

Ms. VanEpps asked how this would revitalize the waterfront.

Mr. Mix stated that the zone changes are a small piece of the program, aimed mainly at promoting more residential and recreational use along the water, rather than industrial. The program also includes physical improvements, such as the river parks projects underway.

Mr. Frederick asked what "Residence C" means.

Mr. Mix summarized the uses allowed in the Residence C District, which are primarily residential, including multifamily.

Mr. Harris moved to recommend that City Council approve the request submitted by Staff to change the approved zoning classifications of various properties on the river side of East Main Street and the north side of Water Street in order to implement the Local Waterfront Revitalization Program.

Mr. Fipps seconded, all voted in favor.

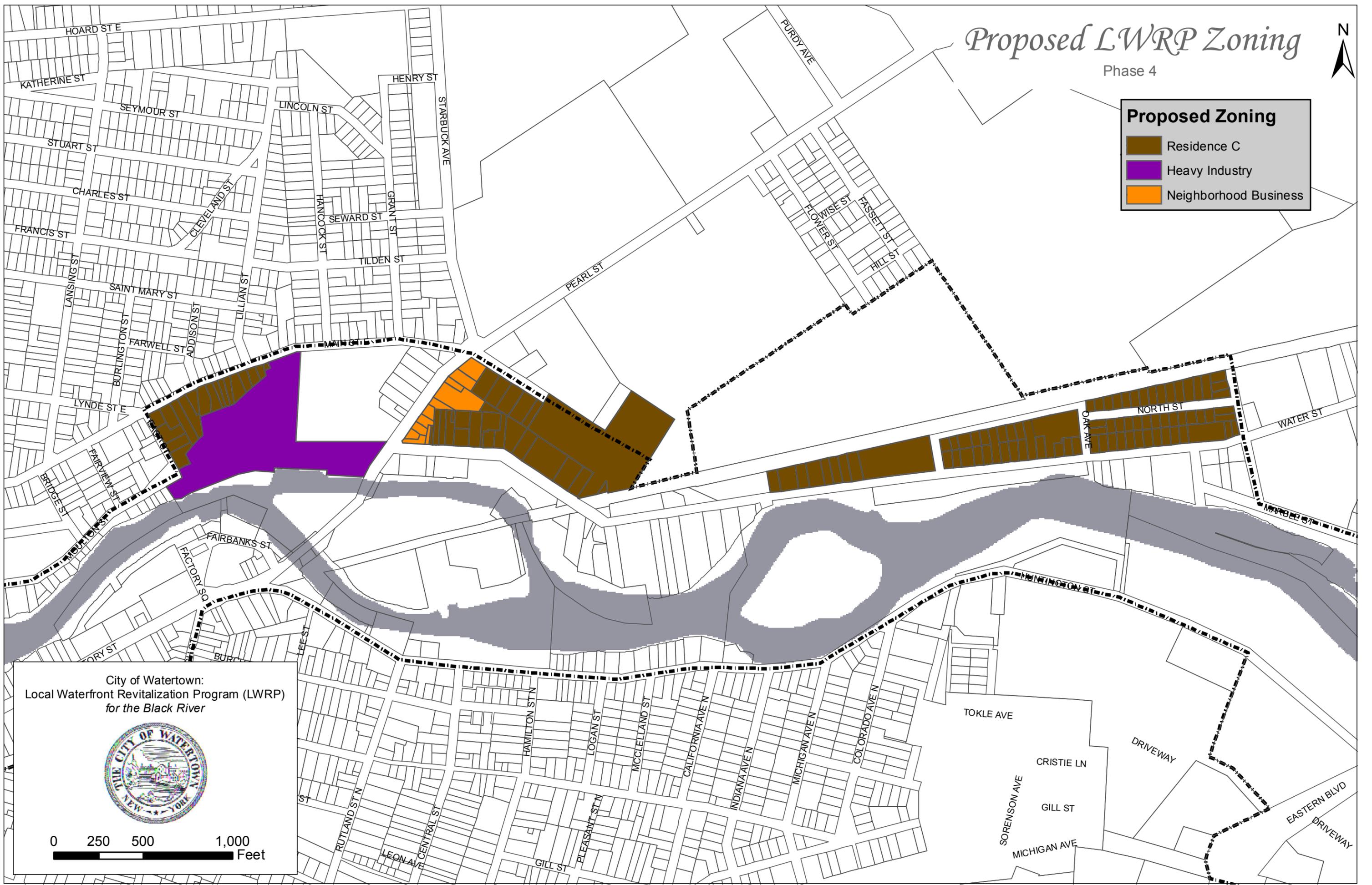
Proposed LWRP Zoning

Phase 4



Proposed Zoning

-  Residence C
-  Heavy Industry
-  Neighborhood Business



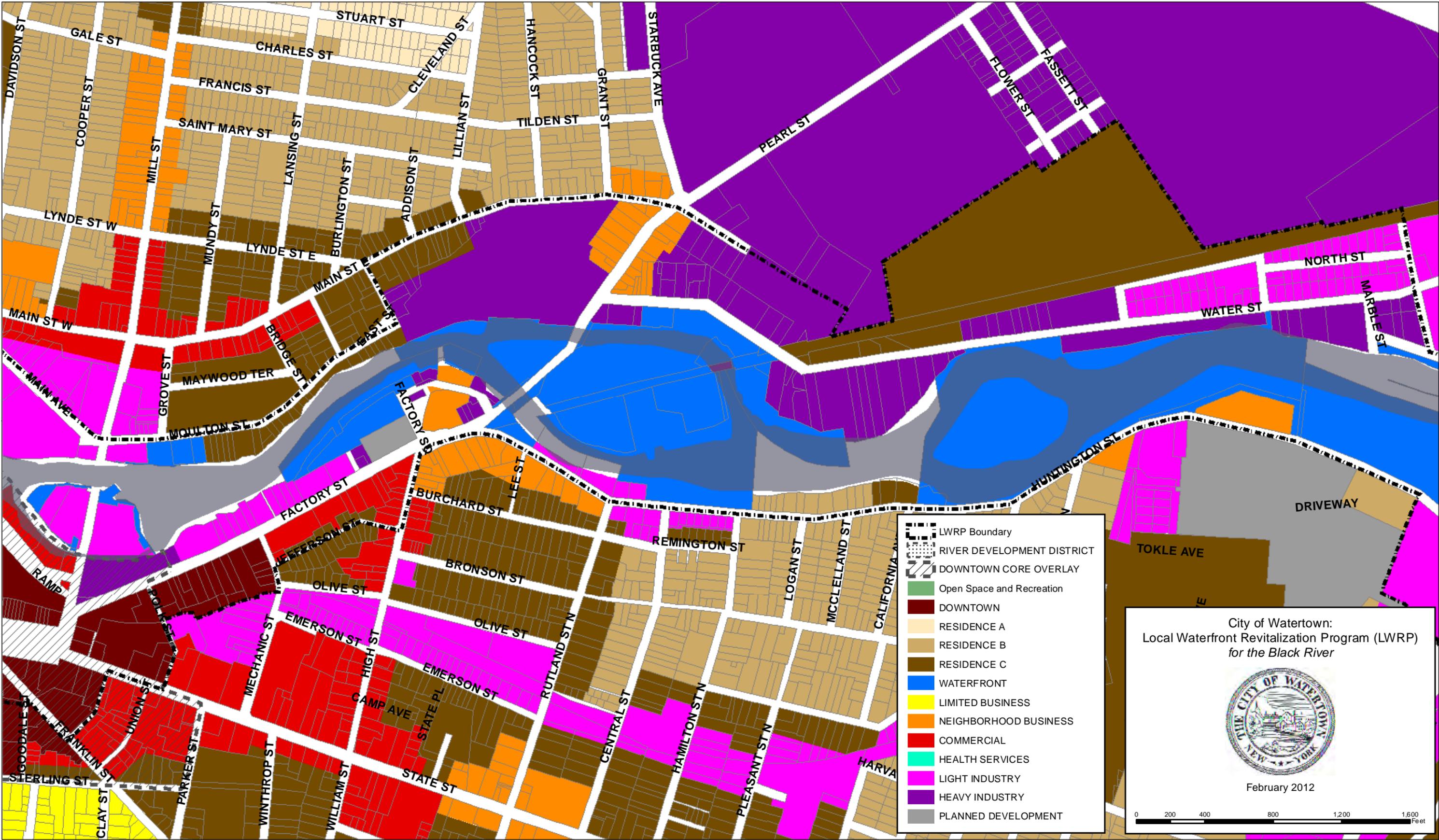
City of Watertown:
Local Waterfront Revitalization Program (LWRP)
for the Black River



0 250 500 1,000 Feet

Existing Zoning

as of April 2nd, 2012



City of Watertown:
Local Waterfront Revitalization Program (LWRP)
for the Black River

February 2012

0 200 400 800 1,200 1,600 Feet

May 15, 2012

To: The Honorable Mayor and City Council
From: John C. Krol, City Manager
Subject: Crash Course in Economic Development

The City Council, Planning Board, and Zoning Board of Appeals are subject to a four hour training requirement that the State Legislature adopted as Chapter 662 of the Laws of 2006, which took effect January 1, 2007.

Attached is a flyer for the Crash Course in Economic Development workshop sponsored by National Grid and being distributed by the Jefferson County Industrial Development Agency (JCIDA) which provides the required four hours of training. If any Council Members are interested in attending, please complete the Registration Form and return it to my office no later than Monday, June 4, so that we can process the payment and be sure to register you appropriately.



Jefferson County Industrial Development Agency

800 Starbuck Avenue, Suite 800
Watertown, New York 13601

ph: 315.782.5865 / 800.553.4111
fx: 315.782.7915

www.jcida.net

Crash Course in Economic Development

Tuesday, June 19

4:00 – 9:00 p.m.

Hilton Garden Inn, 1290 Arsenal St., Watertown, NY

\$25/person

Please Register by June 14, 2012

Sponsored by **nationalgrid**

Recommended for all local officials: Town & village board, planning & ZBA boards, county legislators, school boards, local development corporations, and interested parties.

If approved by your municipality, this workshop can provide 4 hours training to meet the NYS Municipal Training requirement for Planning and Zoning Board members.

AGENDA:

- 4:00 – 4:30 Registration & Refreshments
- 4:30 – 5:15 Principles of Economic Development – Competing in a global environment; understanding the site selection process; Is your community ready for growth; Incentives—What matters and why; Partnering with your economic developers.
Mark Waterhouse, CEcD, President, Garnet Consulting Services
- 5:15 – 6:15 Incorporating economic development strategies into local land-use planning.
Mark Waterhouse, CEcD, President, Garnet Consulting Services
- 6:15 – 6:45 Buffet dinner with Q&A
- 6:45 – 7:45 The Local Government Toolbox – What Local Governments Can Do to Foster Economic Development.
Wade Beltramo, Counsel, NYS Conference of Mayors and Municipal Officials
- 7:45 – 8:45 Impacts of Economic Development on Local Economies and Taxing Jurisdictions.
Michael N'dolo, CEcD, Vice President, Camoin Associates
- 8:45 – 9:00 Q&A wrap-up

Presentation Partners



Crash Course in Economic Development

Tuesday, June 19
4:00 – 900 pm
Watertown Hilton Garden Inn

REGISTRATION FORM

Please register by June 14, 2012

\$25/person
Includes buffet dinner

Name: _____

Position: _____

Municipality/Organization: _____

Address: _____

Phone: _____

Email: _____

.....
Make checks payable to:

Jefferson County Industrial Development Agency (JCIDA)
800 Starbuck Ave.
Watertown, NY 13601

For more information, call the JCIDA at (315) 782-5865

The JCIDA is an equal opportunity provider and employer. To file a complaint of discrimination, write: USDA, Director, Office of Civil Rights, 1400 Independence Ave., S.W., Washington D.C. 20250-9410, or call (800) 795-3272 (voice) or (202) 720-6382 (TDO).

Crash Course in Economic Development

SPEAKER BIOS

Mark D. Waterhouse, a Certified Economic Developer (CEcD), has been in the economic development field since 1972. He is President of Garnet Consulting Services, Inc., an economic development consulting firm. Mark holds a Bachelor of Laws Degree from Dartmouth College. He is a graduate of The University of Oklahoma's Economic Development Institute (OUEDI), has served as Dean of the OUEDI, and still teaches there. He has served as Chair of the International Economic Development Council (IEDC); Executive Director of the Northeast Economic Developers Association (NEDA)—for whom he still conducts workshops; and President of Connecticut Economic Development Association (CEDAS). He is a recipient of IEDC's Edward deLuca Lifetime Achievement Award and has been similarly honored by NEDA and CEDAS.

Michael N'dolo, CEcD, is Vice President at Camoin Associates, Inc., a consulting firm headquartered in Saratoga Springs, NY. His work at the firm includes economic and fiscal impact analysis, business feasibility analysis, building rehabilitation studies and financial planning. His training and expertise in economic and fiscal impact modeling systems brings a unique and comprehensive financial perspective to assessing the merits of a variety of economic development initiatives involving major tourism-destination projects, industrial and commercial projects, energy and alternative-energy projects, and residential and mixed-use developments. Michael has also modeled the fiscal implications of statutory and regulatory changes to land use patterns for various municipalities. Through his work at Camoin, Michael has administered the City of Watertown's Empire Zone and authored a 2004 report on *ATVs in the Tug Hill Region: Issues to Consider*. Mr. N'dolo has a Master of Public Administration degree from the Maxwell School of Syracuse University.

Wade Beltramo is General Counsel to the New York State Conference of Mayors and Municipal Officials (NYCOM), a voluntary membership association which represents villages and cities in the State of New York. As NYCOM General Counsel, he is responsible for general municipal legal matters as well as building code, property maintenance, local government consolidation and dissolution issues, and community and economic development issues, including coordinating NYCOM's Main Street and Economic Development Conference. Wade has also been a frequent speaker on economic development at the Tug Hill Local Government Conference and similar events around the state. He has been with NYCOM since April 2002, joining NYCOM after serving as Assistant Corporation Counsel in the New York City Law Department. Prior to working for New York City's Corporation Counsel, he was an analyst in the New York City Mayor's Office of Operations. Mr. Beltramo received his Juris Doctorate from Brooklyn Law School.



CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

DATE: May 16, 2012

TO: John Krol, City Manager

FROM: Kurt W. Hauk, City Engineer

SUBJECT: Fountain Project at Flower Memorial Library

The Engineering Department has received a letter from the State Historic Preservation Office finding no significant impact concerning the fountain rehabilitation project. This essentially gives the project the green light to proceed to bid. This past week I met with the Library board and conveyed this information as well.

At this point properly prioritizing and sequencing all of the work scheduled for the library is essential to the overall success of the upgrades to the library. Three other projects are pending there as well.

1. Bids are due on May 16th for the contract to install the HVAC equipment that the City has already purchased and is pending delivery.
2. Immediately following the installation of the HVAC equipment, especially the tower on the roof, the contract for the roof replacement will be executed.
3. Also pending, probably in the spring of 2013, will be the facade rehab project for the exterior of Flower Memorial Library.

Since there is limited space for a contractor to mobilize and stage materials at the site, it is reasonable to expect that only one contractor can occupy the site at one time.

In order facilitate that, I recommend that the contracts for HVAC and roof be progressed this construction season. Next spring, I recommend combining the bids for the facade repair and fountain repair so that one contract will encompass both scopes of work. The plans and specs developed by the Engineering Department could easily be folded into the facade package at that time.

I discussed these items with the Library Board at the meeting and the group seemed to understand the issues involved.

Enclosed is a final design estimate for the fountain rehab based on the scope discussed with Council and adding in the LED lighting. Also added was the repair of the marble walkway since the utility work will require most of the walkway to be taken up.

The total estimated cost for the fountain repair is \$68,000 which includes approximately \$5,000 for the LED lighting, approximately \$25,000 for repair to the marble walkway, and we are carrying approximately \$5,000 for engineering. The engineering costs will more than likely be absorbed by the Engineering Department.

Encl

cc: Jim Mills, City Comptroller
Amy Pastuf, Purchasing Agent
Gene Hayes, Superintendent of Public Works
Barbara Wheeler, Library Director
Justin Wood, CE-II
File

SANITARY FUND	\$2,016.50
WATERMAIN CONSTRUCTION	\$4,582.36
TOTAL	\$20,171.78



1869

CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

DATE: 16 May, 2012

TO: John Krol, City Manager

FROM: Kurt Hauk, City Engineer

SUBJECT: Barben Avenue Sewer Extension

At Council's request I have prepared a pre-design rough order of magnitude (ROM) estimate for an extension of the sewer main on Barben Avenue from Marra Drive east to approximately the center of the lot at 285 Barben Ave.

The project would entail the installation approximately 260 LF of an 8" main that would connect to an existing manhole at the Western Outfall Trunk Sewer. This will likely have to be an "outside drop" manhole configuration.

The estimate to construct the work is approximately \$52,000 assuming a contractor installs the main and the engineering work is completed in the Engineering Office.

Should this main be installed, the property owners located at 282, 285 and 286 Barben Avenue will be required by code to connect to the new sewer. They will need to install a service from their home to the margin line where it will connect with the portion of the service installed by the contractor. In addition to the cost of the service, property owners may have additional costs associated with reconfiguring their internal plumbing to accommodate the sanitary service to the street versus a septic system which normally drains to the rear of the building.

Cc. Gene Hayes, Superintendent of Public Works
Ken Mix, Planning and Community Development Coordinator
Jim Mills, City Comptroller



CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

1869

DATE: 17 May, 2012

TO: John Krol, City Manager

FROM: Kurt Hauk, City Engineer

SUBJECT: Fairgrounds Arena Locker Room Estimate

This memorandum outlines the methodology for the rough order of magnitude (ROM) pre-design estimate for a new locker room facility at the Fairgrounds Arena.

The requirement for the new locker room was to house a 20 person sports team. Per the code, 50 SF is required per person for the room. This yields a required size of 1000 SF.

Recent bids that the City has done for facilities remotely similar to a locker room are the three restroom bids performed for the J.B. Wise and Marble Park restrooms. The costs per square foot for these bids were \$390, \$328 and \$239 respectively.

Using those prices as a guide and knowing that the square footage of the restroom encompasses the highest cost portion of the locker room project, it would be reasonable to adjust the SF price downward 30% to 40%. The price ranges would then be adjusted to the following ranges:

1. \$273/SF to \$234/SF
2. \$230/SF to \$197/SF
3. \$167/SF to \$143/SF

An average range of all three is \$223/SF to \$191/SF. Using that range, the project cost could be from \$223,000 to \$191,000.

A good working number for budget purposes is around \$200,000.

Cc. Erin Gardner, Superintendent of Parks and Recreation
Ken Mix, Planning and Community Development Coordinator
Jim Mills, City Comptroller
Elliott Nelson, Confidential Assistant to the City Manager

May 17, 2012

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Sales Tax Revenue – April 2012

The City has received the monthly sales tax revenue amount from Jefferson County. In comparison to April 2011, the April 2012 sales tax revenue on an actual to actual basis is up \$27,205 or 2.28%. In comparison to the original budget projection for the month of April, sales tax is down (\$6,859) or (0.56%).

The year-to-date actual receipts are up \$776,477 or 5.89% while the year-to-date receipts on a budget basis are up \$399,195 or 2.94%. Year-to-date sales tax revenue is at \$13,964,477.

The attached spreadsheet shows the detail collections for this year and last year along with the budgeted amounts. Collections for the Fiscal Years' 2007-08, 2008-09, 2009-10 and 2010-11 have been included for historical perspective.

	<u>Actual 2007-08</u>	<u>Actual 2008-09</u>	<u>Actual 2009-10</u>	<u>Actual 2010-11</u>	<u>Actual 2011-12</u>	<u>Variance</u>
July	\$ 1,202,556	\$ 1,276,583	\$ 1,054,235	\$ 1,294,030	\$ 1,359,433	\$ 65,403
August	\$ 1,150,965	\$ 1,268,437	\$ 1,111,868	\$ 1,250,127	\$ 1,319,714	\$ 69,587
September	\$ 1,777,545	\$ 1,529,231	\$ 1,805,736	\$ 1,777,374	\$ 1,886,899	\$ 109,525
October	\$ 1,041,228	\$ 1,103,267	\$ 1,081,394	\$ 1,147,531	\$ 1,215,872	\$ 68,341
November	\$ 1,089,851	\$ 1,106,240	\$ 1,056,203	\$ 1,203,035	\$ 1,207,881	\$ 4,847
December	\$ 1,554,307	\$ 1,413,485	\$ 1,606,018	\$ 1,681,408	\$ 1,897,409	\$ 216,001
January	\$ 1,055,815	\$ 1,073,261	\$ 1,103,884	\$ 1,213,795	\$ 1,195,675	\$ (18,121)
February	\$ 925,894	\$ 843,971	\$ 921,272	\$ 984,089	\$ 1,039,230	\$ 55,141
March	\$ 1,591,250	\$ 1,458,063	\$ 1,572,098	\$ 1,445,902	\$ 1,624,451	\$ 178,549
April	\$ 1,044,484	\$ 954,271	\$ 1,121,188	\$ 1,190,708	\$ 1,217,913	\$ 27,205
May	\$ 1,070,945	\$ 960,159	\$ 1,079,512	\$ 1,164,270	\$ -	
June	\$ 1,689,660	\$ 1,479,763	\$ 1,709,687	\$ 1,654,800	\$ -	
YTD	<u>\$ 15,194,501</u>	<u>\$ 14,466,732</u>	<u>\$ 15,223,095</u>	<u>16,007,070</u>	<u>\$ 13,964,477</u>	<u>\$ 776,477</u>

	<u>Original Budget 2011-</u>		<u>Actual 2011-12</u>	<u>Variance</u>
	<u>12</u>			
July	\$ 1,331,050	\$	\$ 1,359,433	\$ 28,383
August	\$ 1,285,891	\$	\$ 1,319,714	\$ 33,823
September	\$ 1,828,221	\$	\$ 1,886,899	\$ 58,677
October	\$ 1,180,359	\$	\$ 1,215,872	\$ 35,512
November	\$ 1,237,451	\$	\$ 1,207,881	\$ (29,570)
December	\$ 1,729,510	\$	\$ 1,897,409	\$ 167,899
January	\$ 1,248,520	\$	\$ 1,195,675	\$ (52,845)
February	\$ 1,012,242	\$	\$ 1,039,230	\$ 26,988
March	\$ 1,487,266	\$	\$ 1,624,451	\$ 137,185
April	\$ 1,224,772	\$	\$ 1,217,913	\$ (6,859)
May	\$ 1,197,578	\$	\$ -	
June	\$ 1,702,142	\$	\$ -	
YTD	<u>\$ 16,465,000</u>	<u>\$</u>	<u>\$ 13,964,477</u>	<u>\$ 399,195</u>

May 17, 2012

To: The Honorable Mayor and City Council
From: Elliott B. Nelson, Assistant to the City Manager
Subject: CitiBus Pickup Truck with Plow

At the May 14, 2012 Work Session, Council Member Jeffrey M. Smith inquired as to the possibility of the CitiBus pickup truck with a plow attachment being used to clear snow from the parking lots at City fire stations.

As a result of this request, Transit Supervisor Kathy Webster reached out to her contact at the New York State Department of Transportation. Michael LaBello, of the Public Transportation Bureau, has informed Ms. Webster that since State and Federal funds were used to purchase this vehicle, it can only be used for transit-related services. As he stated in his e-mailed communication, “utilizing (the CitiBus pickup truck) for non-FTA funded service other than intended would bring the funding leveraged to purchase it into question by both the FTA and NYSDOT.”

The CitiBus pickup truck with plow attachment is a 2009 Ford F250 4x4. The vehicle was purchased new with a 10% City match to the grant funding provided through the FTA and NYSDOT.

May 17, 2012

To: The Honorable Mayor and City Council
From: John C. Krol, City Manager
Subject: Clock Tower

At the April 30, 2012 City Council meeting, Council Member Butler inquired about the ownership of the clock tower. City Attorney James Burrows has prepared the attached opinion, along with copies of the pertinent Lease Agreements for City Council review.

City Clerk Ann Saunders also includes Minutes of the City Council meetings leading up to the approval of the Lease Agreement, along with the Resolution approve the Lease Agreement.

SLYE & BURROWS

ATTORNEYS AT LAW

104 WASHINGTON STREET

WATERTOWN, NEW YORK 13601

ROBERT J. SLYE
JAMES A. BURROWS
CHRISTINA E. STONE

(315) 786-0266
FAX: (315) 786-3488

May 16, 2012

City of Watertown
245 Washington Street
Watertown, New York 13601

Attn: John C. Krol, Interim City Manager

Re: Clock Issues

Dear Mr. Kroi:

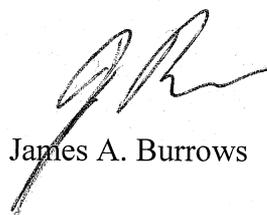
The City Council recently asked for a brief opinion identifying the City's interests in the 4-faced clock within the clock tower at the First Baptist Church. Briefly, the First Baptist Church Society owns the lands, church, and the clock tower; and the City of Watertown owns the 4-faced clock with mechanism. The following summarizes the facts, as I understand them, and the basis for my opinion.

The Trustees of First Baptist Church Society own lands improved with a church on Public Square at 207 State Street, Watertown, New York. The church structure includes a clock tower improved with a 4-faced clock. During 2007, collaborative efforts were undertaken to perform repairs to the clock. The City and the First Baptist Church Society executed an agreement on/about May 12, 2007 in connection with those collaborative efforts. That agreement states that the Church Society owns the land, church structure, and clock tower; but the City owns the clock itself. A copy of the May 2007 agreement is enclosed for reference. During August 2007, the Church Society and the City entered into a 50-year Lease Agreement. The Lease Agreement reconfirmed that the Church Society owns the church structure with clock tower; and the City owns the 4-faced clock with mechanism. That Lease Agreement also provided the City with key(s) to access the City clock via the clock tower at all reasonable times and with no notice to the Church Society. A copy of the Lease Agreement is enclosed. These agreements provide clear identification of the City's ownership, and possessory, interests in the 4-faced clock. In light of the above, a review of ancient documents is, in my opinion, unnecessary. I understand you will share this correspondence with the City Council. Feel free to contact me directly with any additional inquiries you may have in this regard.

Very truly yours,

SLYE & BURROWS

By:


James A. Burrows

JAB/mp
Enclosures



EXHIBIT A

AGREEMENT

THIS AGREEMENT effective the ___ day of May, 2007 by and between

KNOWLTON SPECIALTY PAPERS, INC., a Delaware corporation authorized to do business in the State of New York, with a principal office located at 213 Factory Street, Watertown, New York 13601 (hereinafter "Knowlton"),

AND

THE CITY OF WATERTOWN, a municipal corporation of the State of New York, with an office located at 245 Washington Street, Watertown, NY 13601 (hereinafter "City")

AND

THE TRUSTEES OF FIRST BAPTIST CHURCH SOCIETY, with an office located at 207 State Street, Watertown, New York 13601 (hereinafter "Church")

WITNESSETH:

WHEREAS, Church is the owner of a certain church building located at 207 State Street, Watertown, New York, which consists in part of a clock tower (hereinafter the "Clock Tower"), which contains a clock (hereinafter the "Clock") owned by City which is currently in need of repair, and

WHEREAS, Knowlton employs a skilled machinist who has experience in repairing clocks, and Knowlton is willing to donate services of its machinist and another assisting employee for that purpose, and

WHEREAS, City desires to accept the aforesaid donation of services, and Church is willing to permit Knowlton to assign its machinist and another Knowlton employee to enter the Clock Tower to attempt the repairs.

NOW THEREFORE, In consideration of the mutual promises and obligations of the parties as provided herein, the parties agree as follows:

Section 1. The above recitals are hereby incorporated in and made a part of this Agreement.

Section 2. Subject to the conditions set forth herein, Knowlton will assign as part of their employment duties a skilled machinist and an assisting employee to enter the referenced Clock Tower to attempt to make repairs to the Clock. The dates and times the Knowlton employees will be assigned shall be coordinated with Church and City as

circumstances require. It is understood by Church and City that Knowlton is providing the services of its employees on a voluntary basis and the employees will be assigned to work on the Clock as other work duties and assignments permit.

Section 3. Church and City will permit the machinist and another employee assigned by Knowlton to have access to the Clock to attempt repairs to the Clock for such reasonable period of time as may be necessary.

Section 4. Knowlton agrees to donate up to \$2,000 in materials and supplies needed in connection with its attempted repairs of the Clock. Beyond this, City agrees to supply any materials or supplies that are reasonably required in order for the Knowlton employees to attempt repairs to the Clock. City also agrees to provide such reasonable assistance from City employees as Knowlton's machinist may require to attempt such repairs.

Section 5. Knowlton shall have the right to inspect the area where its employees will be working pursuant to this Agreement at reasonable times upon request, and may, if it determines hazards to its employees exist in the clock tower, decline to assign such employees to attempt repairs until the hazards are removed.

Section 6. The parties hereto acknowledge and agree that Knowlton makes no representations or warranties as to the ability of its employees to repair the Clock or the results of attempts to repair the Clock.

Section 7. City and Church will name Knowlton as an additional insured under any existing commercial general liability insurance policy which they presently maintains with respect to liability arising out of or resulting from the activities and conduct of Knowlton and its skilled machinist pursuant to this Agreement.

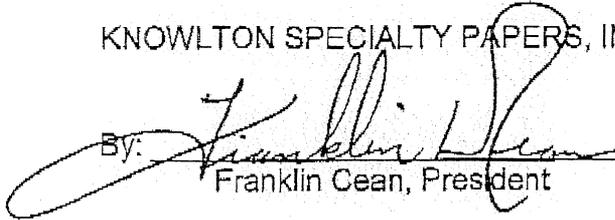
Section 8. City and Church agree to defend, indemnify and hold Knowlton and its officers, employees and agents harmless from any liability to third parties which arises out of or results from the activities and conduct of Knowlton and its employees pursuant to this Agreement, except that involving gross negligence or intentional wrongdoing on the part of Knowlton, its officers, employee or agents. The provisions of this Section shall survive expiration or termination of this Agreement.

Section 9. Unless terminated sooner, this Agreement shall remain in effect for a period of three months from the effective date. This Agreement may be terminated immediately by written notice given by any of the parties hereto to the other two parties.

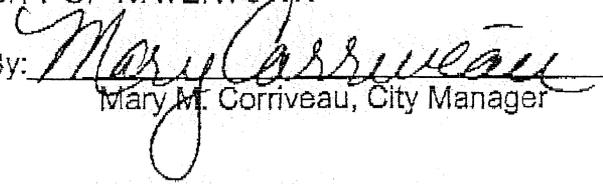
Section 10. This Agreement constitutes the entire understanding between the parties with respect to its subject matter. No agreements or representations, oral or otherwise, express or implied, with respect to the subject matter hereof have been made by any of the parties which are not expressly set forth in this Agreement. The validity, interpretation, construction and performance of this Agreement shall be governed by the laws of the State of New York without regard to its conflicts of law principles.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement effective as of the date first written above.

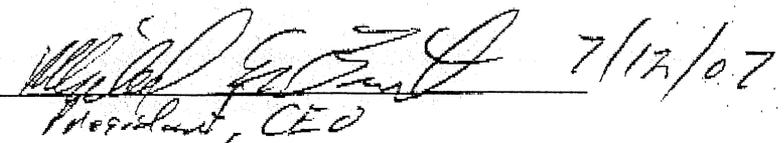
KNOWLTON SPECIALTY PAPERS, INC.

By: 
Franklin Cean, President

CITY OF WATERTOWN

By: 
Mary M. Corriveau, City Manager

FIRST BAPTIST CHURCH SOCIETY

By: 
President, CEO

LEASE AGREEMENT

This Lease Agreement dated this 12th day of August, 2007 by and between the Trustees of First Baptist Church Society ("Lessor"), with an office located at 207 State Street, Watertown, New York 13601 and the City of Watertown ("the City"), a municipal corporation of the State of New York, with offices located at 245 Washington Street, Watertown, New York 13601.

WHEREAS, Lessor owns premises commonly known as the First Baptist Church on Public Square in the City of Watertown; and

WHEREAS, the First Baptist Church is compromised, in part, of a clock tower facing Public Square in the City of Watertown; and

WHEREAS, the City owns a 4-faced clock, with operating mechanism, located in Lessor's clock tower (the "Town Clock"); and

WHEREAS, the parties desire to set forth the terms by which the City shall obtain a leasehold interest in Lessor's premises for purposes of maintaining, repairing, and/or replacing the Town Clock, the parties agree as follows:

1. Term:

The term of this Lease Agreement shall be for a period of 50 years, from August 12th, 2007 through August 12th, 2057.

2. Access to Town Clock:

For the term of this Lease Agreement, Lessor shall provide the City with access to the Town Clock at all reasonable times with no notice to Lessor, and shall provide the City

with appropriate keys to the premises for such purpose. The City shall safeguard the keys and permit no unauthorized personnel on Lessor's property.

3. Insurances:

Lessor shall name the City of Watertown, New York as an additional named insured on its policy of general liability insurance, and provide the City with a certificate of insurance reflecting the additional named insured coverage and naming the City of Watertown as a certificate holder on such policy.

4. Consideration:

City shall pay Lessor \$1.00 per year during the term of this Lease and shall further reimburse Lessor its direct expenses related to naming the City as an additional named insured on Lessor's policy of general liability insurance in connection with the clock tower and the Town Clock.

5. Indemnification:

For the term of this Lease Agreement, the City agrees to defend and indemnify Lessor from and against any and all liability arising from negligence of the City and/or its employees in connection with the City's operation, maintenance, and repair of the Town Clock.

6. Major Repairs:

In the event the City determines that the Town Clock requires major repairs and/or replacement, Lessor agrees to permit the City and/or its contractors to perform such major

repairs and/or replacement on Lessor's façade and internal to the clock tower. In such event, the City shall require its retained contractor(s) to name Lessor as an additional named insured on any and all policies of commercial general liability insurance obtained in connection with the work.

7. Termination:

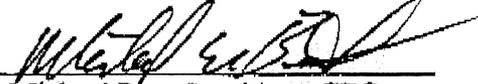
If Lessor determines that its clock tower is no longer safe for purposes of housing the Town Clock, or determines to demolish its clock tower for any purpose, Lessor may terminate this lease upon sixty (60) days written notice to the City at its principal place of business, and permit the City to remove the Town Clock, with no further liability under this Lease Agreement.

8. No Obligation:

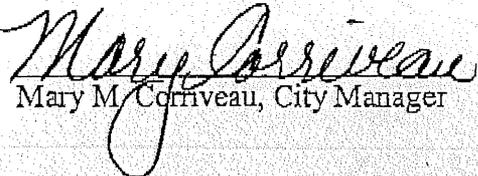
Nothing herein shall obligate the Lessor to repair its clock tower for the benefit of the City, and nothing herein shall obligate the City to maintain, repair, or replace the Town Clock for the benefit of the Lessor.

WHEREFORE, the parties have signed this Agreement this 12th day of August, 2007.

FIRST BAPTIST CHURCH SOCIETY

By: 
Michael Burt, President, CEO

CITY OF WATERTOWN

By: 
Mary M. Corriveau, City Manager

**REGULAR COUNCIL MEETING
CITY OF WATERTOWN**

February 5, 2007

7:00 P.M.

(Excerpt)

City Clock on First Baptist Tower

Mayor Graham commented that the clock needs repair.

Mrs. Corriveau advised that during budget discussions, she asked the Electric Dept. to get someone in to look at it. This should happen within a week.

REGULAR COUNCIL MEETING
CITY OF WATERTOWN

April 2, 2007

7:00 P.M.

(Excerpt)

Clock

Mayor Graham commented that the clock has the wrong time on all sides of it and when a person drives into downtown, it makes it look like we can't get anything right.

Mrs. Corriveau explained that the project for repair of the clock is included in the capital budget that will be presented to Council this evening. She also advised that the cost estimate for repair is \$160,000.

Mayor Graham remarked that he is not sure that the City should wait for the budget.

Mrs. Corriveau advised that staff is looking into getting some grant funding to pay for it.

Mayor Graham responded that the Public Square project is frustrating and we have to get these things moving. He stated that we shouldn't be doing studies or applying for grants. We need to get the clock fixed immediately. He commented that he would ask Council to authorize the money to fix it.

Councilman LaBouf responded that it has been an issue of frustration and he does agree that it needs to be fixed.

Councilman Clough remarked that while he also agrees that it needs to be fixed, if there are grant funds out there, the City should use them. He also commented that the roads in the City need the \$160,000 more.

Mayor Graham stated that we all talk about a walkable community, speed bumps and LWRP as well as covered walkways to make our City look better. However, the clock still doesn't work. He commented that the City dropped the ball. The clock is not working and there is no plan in place other than a lengthy bid process.

Councilman LaBouf remarked that the frustration is shared with the staff as well. He stated that the clock is an old piece of equipment. The City Electric Department did all they could do to nurse it along. They did not drop the ball.

Mayor Graham remarked that we all dropped the ball.

Mrs. Corriveau explained that this issue was reviewed last year and staff did make the plans which are in place. These plans will be coming before Council this evening in the budget.

Councilman LaBouf remarked that there is time to look into the issue.

Mayor Graham asked if Council would consider having an RFP prepared and putting it out to bid.

Councilman Clough remarked that he wanted to see the budget first.

Mrs. Corriveau advised that she has asked Mr. White to look into grants for this project.

Mr. White addressed the chair explaining that there are many grants in NYS for churches and buildings on the Historic Register.

Mayor Graham reiterated his suggestion for an RFP.

Mrs. Corriveau remarked that it may be an RFQ.

Mayor Graham responded that he didn't care whether it was an RFP or an RFQ, he would like to have in done concurrently while applying for grants.

Councilman Clough remarked that he feels Council is jumping the gun on this as the budget hasn't come out yet.

MOTION WAS MADE BY MAYOR GRAHAM INSTRUCTING THE CITY MANAGER TO PREPARE AN RFP OR AN RFQ CONCERNING REPAIRS TO THE TOWN CLOCK.

MOTION WAS SECONDED BY COUNCILMAN BRADLEY AND CARRIED WITH ALL VOTING YEA, EXCEPT COUNCILMAN CLOUGH VOTING NAY.

RULES WAIVED BY MOTION OF MAYOR GRAHAM, SECONDED BY COUNCILMAN BRADLEY AND CARRIED WITH ALL VOTING IN FAVOR THEREOF EXCEPT COUNCILMAN CLOUGH VOTING NAY.

COUNCIL WORK SESSION
CITY OF WATERTOWN

April 9, 2007

7:00 P.M.

(Excerpt)

Clock

Councilman LaBouf advised that a local machinist had expressed an interest in the clock and had met with him and Ralph Green. The gentleman took digital shots of the mechanisms and thought he could get it back into operation. Councilman LaBouf suggested that he contact Mrs. Corriveau.

Mrs. Corriveau commented that she had spoken with Mr. Walker about repairs to the clock since he had repaired it in the past. However, he indicated that he could not fix it this time.

Work session ended at 9:04 p.m.

REGULAR COUNCIL MEETING
CITY OF WATERTOWN

April 16, 2007

7:00 P.M.

(Excerpt)

Clock

Discussion was held relative to the repair of the clock.

Councilman LaBouf indicated that he has spoken with Mr. Michael Dean, who is very willing to fix the clock. In addition, Lewis & Clinch as well as Kaman Technologies have offered to help and to supply parts at cost.

Mayor Graham responded that while he is appreciative of the kind offers from people who have the expertise, he doesn't know the scope or the mechanics of the project. He stated that he wants to make sure that we are creating a long term solution that can be maintained by City staff. He also remarked that he had spoken with Mr. Richardson and Mr. Velto concerning historic grants and the fact that many of those types of grants require restoration to the original state.

Councilman LaBouf remarked that Mr. Dean has been a machinist for over 25 years and has the expertise necessary. Mr. Dean has examined the clock and has the support network to get the job done. He stated that Mr. Dean explained that the west front is in the worst condition. Each face would take about one day to repair. There is not a timetable for the main unit at this time. Councilman LaBouf also advised that Mr. Dean would volunteer to maintain it on a monthly basis.

Councilman Clough remarked that he doesn't have a problem with Mr. Dean doing the work and at the same time, having City staff look for grants. He asked Mr. White if he had any more information on grants.

Mr. White stated that he didn't have any additional information at this time.

Councilman Clough asked that Mr. White contact someone to see if there are grants available.

Mayor Graham reiterated the fact that he is not looking to spurn the good intentions of Mr. Dean. He expressed concern that he doesn't know if this would be a long term solution.

Councilman Clough responded that this would give the City time to allow Mr. White to investigate the grants. He stated that no one is against getting the clock fixed. However, if the City is going to spend \$160,000 it should be paid for out of grants.

Councilman LaBouf remarked that it is not very often that people step forward to volunteer their time and expertise.

Mrs. Corriveau advised that the scope of the \$160,000 project includes replacement of all four glass faces, pointing and pinning needs to be done to the stone work where the clock was installed.

Mayor Graham asked if the City has a lease with the church for the space.

Mrs. Corriveau stated that we do not.

Attorney Slye commented that as we continue to work through these clock issues, the City does need a lease with First Baptist. In addition, the City will need a key and access to the clock. He also commented that the City needs to speak with First Baptist. He explained that fixing the stone work around the clock would be similar to the work the City did to repair adjacent buildings when the American Hotel and the Iron Block buildings were demolished. He also commented that there are other issues, such as the need to make the steps leading up to the clock safe.

Councilman Smith remarked that it sounds like there is more than just one issue. He commented that the mechanics of the clock itself is one and if someone can step forward and repair the clock, it should be done. However, he remarked that he would like more details in writing as to what is intended to be done and some idea of the length of time the repairs would last. Councilman Smith also remarked that there are other issues such as the faces and the masonry repairs.

Attorney Slye advised that he has some concerns with volunteers working on this in regards to liability issues. He commented that the reason the proposal costs \$160,000 is because the companies have insurance. He also commented that the church would have these liability issues as well.

Councilman Smith asked if a contract could be entered into whereby the City was indemnified. He commented that the City makes things so complicated at times.

Attorney Slye responded that the City doesn't make this up.

Councilman Clough asked about the liability issue and the volunteers that clean the Flower statue. He also asked if the church's liability would cover a volunteer.

Attorney Slye explained that this needs to be worked through.

Councilman Clough commented that he agreed with Councilman Smith, the City does make things harder for people to help.

Mrs. Corriveau explained that Mr. Hauk had spoken with Mr. Dean and had taken down his name to be added to the list when the RFP directives were sent out to the contractors as an individual that had an interest and expertise in helping with the project. She also suggested that Council allow staff to discuss this with Mr. Dean.

Councilman Clough also suggested that Councilman LaBouf be included in the discussions.

Mayor Graham asked that staff bring recommendations back to the Council.

**REGULAR COUNCIL MEETING
CITY OF WATERTOWN**

May 7, 2007

7:00 P.M.

(Excerpt)

Town Clock

Councilman LaBouf explained that he had met with Mrs. Corriveau, Attorney Slye, Mr. Hauk, Mr. Mix, Mr. Dean and Mr. Walker in a preliminary discussion about Mr. Dean doing the work. They are checking with Knowlton's to make sure that Mr. Dean will have Workers' Compensation coverage under them. Mr. Walker will help repair one of the gears and will assist Mr. Dean in other capacities.

Mayor Graham questioned the fact that there should be a lease with the church.

Mrs. Corriveau advised that they discussed it and there is a need to have a lease.

Councilman LaBouf responded that the lease is a separate issue.

Mayor Graham responded that it isn't separate because as CEO of the church, Councilman LaBouf would be negotiating the lease and as a Council member, he would be negotiating for the clock.

Councilman LaBouf explained that he is not the CEO of the church. An elected member of the congregation is the CEO.

REGULAR COUNCIL MEETING
CITY OF WATERTOWN
June 4, 2007
(EXCERPT)

Town Clock Update

Councilman Smith asked what the status of this was.

Mrs. Corriveau explained that they are close to resolving issues with one party and still need to resolve issues with another.

Councilman Clough asked which parties she was talking about.

Mrs. Corriveau explained that they are still waiting to hear from the church.

Councilman LaBouf remarked that they had been in contact with their insurance carrier and they have indicated that as long as Mr. Dean is covered under Knowlton's there is no problem.

Attorney Slye stated that he needs to see the church's policy, policy number and declaration page and that he also wants to speak with the insurance representative. Attorney Slye also stated that the City must be listed as an additional insured.

Mayor Graham remarked that this is still a need for a lease agreement.

Councilman Clough asked when all of this will be resolved.

Attorney Slye remarked that he thought it was going to be resolved overnight three weeks ago.

**REGULAR COUNCIL MEETING
CITY OF WATERTOWN**

June 18, 2007

7:00 P.M.

(Excerpt)

Clock

Councilman Clough asked about meetings concerning the clock.

Attorney Slye explained that he has had discussions with Knowlton's but has not heard from the church.

Councilman LaBouf remarked that the church's insurance person is on vacation.

Mayor Graham asked about any grant status.

Mrs. Corriveau explained that staff had talked to the State Parks office about this project. They would rank very low in funding as they had concerns about the stained glass windows being removed and the fact that there isn't a lease since the City doesn't control the structure.

Mayor Graham commented that without grant funding, any work done will be paid for by taxpayers.

Councilman LaBouf remarked that when the insurance issues are done, Knowlton's will supply the parts and they are willing to provide their insurance coverage for Mr. Dean. He also remarked that he had also spoke with Mr. Hartzell.

Councilman Clough asked Attorney Slye if he had any contact from anyone concerning the lease.

Attorney Slye responded that he had not.

Mrs. Corriveau advised that she had an inquiry from an individual who has done clock restorations. He is coming on July 2nd to walk through the facility to look at the faces of the clock. She explained that the putty on the faces needs to be looked at. He will then give an estimate to the City.

Councilman Clough commented that the clock was brought up months ago and it seems to be moving very slowly. He questioned why there have been no discussions about the lease while they are having discussions about the clock.

Attorney Slye advised that he had just received an email from Knowlton's this morning.

He also advised that he had stated at the last Council meeting that he needed the church's insurance policy as well as having the City listed as an additional insured and he also needed to speak with the insurance agent. He also stated the need for a lease to be in place.

**REGULAR COUNCIL MEETING
CITY OF WATERTOWN**

July 16, 2007

7:00 P.M.

(Excerpt)

Town Clock

Councilman LaBouf left the meeting.

Mrs. Corriveau advised that the church board met and considered the proposed lease plus the Knowlton agreement. The board approved both documents. The lease now has to go before the membership in two weeks. The Knowlton agreement was approved.

Councilman LaBouf returned to the meeting.

RESOLUTION

Page 1 of 1

Approving Lease Agreement Between the Trustees of First Baptist Church Society and the City of Watertown, Clock Tower

Councilman BRADLEY, Stephen J.

Councilman CLOUGH, Peter L.

Councilman LABOUF, Timothy R.

Councilman SMITH, Jeffrey M.

Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY
X	
X	
Abstained	
X	
X	
4	0

Introduced by

Councilman Stephen J. Bradley

WHEREAS the Trustees of the First Baptist Church Society is the owner of a church building located at 207 State Street, Watertown New York, which consists in part of a clock tower that houses a clock owned by the City of Watertown, which is in need of repair, and

WHEREAS the City owns a four-faced clock, with operating mechanism, located in church's clock tower, and

WHEREAS the parties desire to set forth the terms by which the City shall obtain a leasehold interest in the church's premises for purposes of maintaining, repairing, and/or replacing the Town Clock, and

WHEREAS the parties desire to enter into a long-term lease, a copy of which is attached and made a part of this resolution,

NOW THEREFORE BE IT RESOLVED that the City Manager, Mary M. Corriveau, is hereby authorized and directed to execute the Lease Agreement the Trustees of First Baptist Church on behalf of the City of Watertown.

Seconded by Councilman Jeffrey M. Smith

May 10, 2012

To: The Honorable Mayor and City Council
From: Kenneth A. Mix, Planning & Community Development Coordinator
Subject: Work Session Schedule

Patrick Donegan has confirmed that he is available to meet with the City Council on June 11, 2012 at 7:00 p.m. in the Hilton Garden Inn Lobby.

When the City Council last discussed Advantage Watertown, it was suggested that the City Council should meet with the Committee during the Council's Work Session in June. The Mayor has suggested meeting with Advantage Watertown on June 25, 2012 instead of trying to coordinate the timing with the meeting at the Hilton Garden Inn.

David Gallo, representing the Woolworth Building Project, is unable to make it for the May 14, 2012 Work Session. He is wondering whether the City Council would be open to meeting on dates other than its normal meeting schedule. He is available May 22, May 23, May 30 or May 31. He is also wondering whether the meeting could be held earlier in the day so that he can make the last flight out of Syracuse at 7:13 p.m.