

**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, June 20, 2011, 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

PRESENTATIONS

COMMUNICATIONS

1. Letter from Disabled Persons Action Organization

PRIVILEGE OF THE FLOOR

RESOLUTIONS

- | | |
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| Resolution No. 1 - | Authorizing the Sale of Bicycles, Miscellaneous Items and Equipment at Public Auction |
| Resolution No. 2 - | Approving Supplemental Appropriation No. 1 For Fiscal Year 2010-11 for Various Accounts |
| Resolution No. 3 - | Amendment No. 79 to the Management And Management Confidential Pay Plan |
| Resolution No. 4 - | Approving Agreement for Public Benefit Services Between the City of Watertown and the Thousand Islands Regional Tourism Development Corporation |
| Resolution No. 5 - | Approving Agreement for Paratransit Services, Guilfoyle Ambulance Service |
| Resolution No. 6 - | Approving Production Agreement Between the City of Watertown and Steve Weed Productions |
| Resolution No. 7 - | Approving Professional Services Agreement, Bernier, Carr & Associates |

- Resolution No. 8 - Readopting Fiscal Year 2010-11 Tourism Fund and Capital Fund Budgets
- Resolution No. 9 - Adopting Governmental Accounting Standards Boards Statement No. 54 – “Fund Balance Reporting and Government Fund Type Definitions”
- Resolution No. 10 - Approving the Site Plan for the Construction of one 2,500 Square Foot Restaurant and one 2,500 Square Foot Restaurant or Retail Building at Watertown City Center Plaza, 1290 Arsenal Street, Parcels 8-53-103.110 and 8-53-102.001
- Resolution No. 11 - Finding that the Approval of the Zone Change Application of Patrick J. Scordo of GYMO, PC on behalf of Samaritan Medical Center to Change the Approved Zoning Classification of Portions of Parcels 13-23-101 and 13-23-102.1 from Residence A or Unzoned to Commercial and the Construction of a 288-Bed Senior Living Facility Will Not Have a Significant Impact on the Environment
- Resolution No. 12 - Approving the Site Plan for the Construction of a 231,073 sq. ft., 288-Bed Senior Living Facility on the 1500 Block of Washington Street, Parcel Numbers 13-23-101, 13-23-102.1 and 13-23-104

ORDINANCES

LOCAL LAW

PUBLIC HEARING

- 7:30 p.m. Local Law No. 2 of 2011 Amending Section 253-17 of the City of Watertown Code of the City of Watertown To Provide for Change in Sewer Service Charge

OLD BUSINESS

Laid Over Under the Rules – Ordinance Approving the Zone Change Request Submitted by Patrick J. Scordo, changing the approved zoning classification of a 13.618 acre portion of Parcel 13-23-101 from Residence A to Commercial, and a 2.485 acre non-zoned portion of Parcel 13-23-102.1 to Commercial

Laid Over Under the Rules – Ordinance Establishing Water Rates

STAFF REPORTS

1. Combined Sewer Overflow (CSO) Long Term Control Plan
2. Arena Roof Update

NEW BUSINESS

EXECUTIVE SESSION

WORK SESSION

ADJOURNMENT

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS TUESDAY,
JULY 5, 2011.**

June 15, 2011

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Request for Waiver of Fees, Disabled Persons Action Organization

The attached letter was received from Joseph L. Rich of the Disabled Persons Action Organization requesting that City Council waive the fees for tables and chairs for their upcoming events in 2011. The Code of the City of Watertown, §A320-4, Article III, states the fees for these items and is attached for Council's discussion.

ARTICLE III
Use of Fairgrounds Ice Arena
[Adopted 7-12-1982]

§ A320-4. Schedule of fees. [Amended 8-22-1983; 6-8-1987]

- A. The schedule for general admission to the City's Fairgrounds Municipal Arena shall be established and enforced as follows: **[Amended 6-18-1990; 6-18-1990; 7-2-1990; 6-15-1992; 7-17-1995; 12-1-2003; 11-7-2005; 5-18-2009]**
- (1) Public skating session: \$2 per person per session.
 - (2) Minor hockey and figure skating: \$70 per hour.
 - (3) High school and college practice: \$70 per hour.
 - (4) Adult and out-of-town groups: \$80.
 - (5) Rock and Skate: \$3 per person.
 - (6) Events where admission or donation is charged: \$100 per hour.
 - (7) Shows and events: \$500 per day; \$250 per day to reserve arena prior or post event; plus additional expenses agreed upon and included in the contract.
 - (8) Use of the arena by the Jefferson County Agricultural Society during Jefferson County Fair Week: \$2,000.
 - (9) Chair rental: \$0.50 per chair per day; table rental: \$2.50 per table per day or \$7 per table per weekend.
 - (10) Non-prime-time ice rates and usage credit program. Non-prime-time is between the hours of 6:00 a.m. and 7:30 a.m. and 10:30 p.m. to 12:00 midnight. The non-prime-time hourly rate is \$42. Once time has been scheduled, it is noncancelable and the scheduler will be charged. Usage credits are calculated as follows: for every four hours of non-prime-time usage during a season, the user earns one hour credit of non-prime-time usage. Usage credits must be used within the season earned.
- B. Admission for general skating shall be payable upon entry to the facility. There shall be no charge for spectators at general skating sessions.
- C. Reserving the use of the Arena by any group may be obtained by scheduling in advance with the City's Recreation Department and in payment of the appropriate fee as described above to the City Comptroller in advance of the reserve time use. **[Amended 10-21-1991 by L.L. No. 6-1991]**
- D. Nothing in this section shall prohibit the City from entering into an agreement for the use of the Fairgrounds Arena, at rates other than the rates stated above. However, any such agreement shall require approval of the City Council. **[Added 11-23-2009]**

Disabled Persons Action Organization

617 Davidson Street, Box 222
Watertown, New York 13601

Joseph L. Rich
Vice President
Board of Directors

Tel: 315-782-3577
1-800-533-2859
E-mail: jlrch@dpao.net
Website: dpao.org
Fax: 315-782-6673

June 15, 2011

Mary Corriveau
City Manager
City of Watertown
Municipal Building
245 Washington Street
Watertown, New York 13601



Dear Mary:

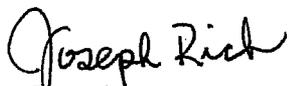
I am writing this letter to you in regards to the concerts that the Disabled Persons Action Organization (DPAO) will be holding this summer at the Watertown Fairgrounds Arena and the Watertown Fairgrounds Baseball Diamond.

DPAO was sent an E-Mail on Monday, June 13th regarding the "New Arena Policy" in effect for concerts / shows / events being held at that facility. Listed under Item # 2 states that fees will be charged for tables, chairs, staging, etc. for the shows. DPAO respectfully requests an exemption to this rule for the following reasons. One ... this would be a tremendous hardship for our agency as we use approximately 1,800 – 2,000 chairs indoors and approximately 2,500 chairs outdoors for our concerts. We also utilize table, staging, etc. for concerts both indoors and outdoors. These fees would place a financial burden on us and would cut in to any profits that are raised from the event. Two ... DPAO was not given sufficient notice of these fees as we just received it two days ago and two of our concerts are within the next two weeks with another one in July and one in August. With this being said DPAO respectfully requests an exemption to these changes for the 2011 year only. This would allow us enough time to prepare for next year's shows and concerts and the additional expenses that would come with them if they are held at the Watertown Fairgrounds Arena and the Watertown Fairgrounds Baseball Diamond.

DPAO has enjoyed working with the City of Watertown and the Parks & Recreation Department regarding our shows and concerts. We appreciate all of the help and assistance that we have received over the years in bringing top name entertainment to Watertown, New York and would like to continue this relationship in the future.

Thank you for your time and consideration for this one time exemption concerning the New Arena Policy in effect at the Watertown Fairgrounds Arena. Please contact me with any questions or if you need additional information. I look forward to hearing from you soon.

Sincerely,

A handwritten signature in cursive script that reads "Joseph Rich". The signature is written in black ink and is positioned above the printed name and title.

Joseph L. Rich
Fund Raising Coordinator
Vice-President
DPAO Board of Directors

Res No. 1

June 14, 2011

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Authorizing the Sale of Abandoned Bicycles and
Miscellaneous Items at Public Auction

During the past year, the City of Watertown Police Department has acquired a number of abandoned bicycles and miscellaneous items. These items are not needed by any of the departments within the City, and therefore, staff is recommending that these items be sold at public auction. A list of the items to be auctioned is attached.

The public auction would be held on Wednesday, June 29, 2011, at 5:30 p.m. in the Public Safety Building garage.

The attached resolution authorizes the sale by auction and also authorizes the acceptance or rejection of any bids to be made at the time of the auction.

RESOLUTION

Page 1 of 1

Authorizing the Sale of Bicycles,
Miscellaneous Items and Equipment
at Public Auction

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 has acquired a number of abandoned bicycles and miscellaneous items and equipment, the listing of which is attached and made a part of this resolution, and

WHEREAS these bicycles and miscellaneous items have some value best determined by public auction,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that it hereby authorizes the sale, by auction, of abandoned bicycles and miscellaneous items and equipment, and to further declare all bids final and sales complete while said auction is conducted, and

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

Seconded by

AUCTION ITEM LIST

Various bicycles (approximately 60)

Miscellaneous items such as:

Wii game controller and games

Sega Genesis gaming console

Sony playstation gaming console

Olympus camera and Garmin

Backpacks

DVD/CD players

Cordless drills

Suitcase

Motorcycle helmet

Air compressor

Wooden cane

Watch

Bicycles / Property for Auction
06/03/11

<u>Item #</u>	<u>Blotter</u>	<u>Description</u>
1	18301-10	26" Murray BioTech Bike, gray
2	17191-10	26" Murray Men's 26" Bike, black
3	18502-10	26" Magna Airtension bike, black
4	15901-10	20" Boy's bike, light blue
5	7818-10	26" Huffy boy's bike, orange/silver
6	5097-10	26" Huffy, girl's bike, blue
7	5097-10	26" Grant Teto F.S. Elite bike, purple
8	10412-10	24" Mongoose boy's bike, black
9	10281-10	20" Girl's bike, pink
10	5097-10	27" Shogun, boy's bike, black/silver
11	19369-10	26" Freespirit, boy's bike, white/blue
12	19152-10	24" Royce Union, boy's bike, purple
13	19018-10	26" Vertical Limit, boy's bike, blue
14	19208-10	24" Next, boy's bike, black
15	25854-10	20" Huffy, girl's bike, purple/white
16	19363-10	20" Huffy, boy's bike, Red/blue
17	19880-10	26" Huffy, girl's bike, pink/purple
18	25630-10	26" Roadmaster, girl's bike, teal/purple
19	21658-10	20" Fatboy, specialized vegas, boy's green
20	20910-10	26" Mongoose, boy's bike, black/blue
21	23856-10	20" Next Chaos, boy's bike, green/black
22	22932-10	26" RoadMaster, boy's bike, purple/blue
23	23377-10	26" Schwinn, boy's bike, blue
24	24331-10	26" Power RoadMaster, boy's bike, red
25	22323-10	27" Quasar, boy's bike, red
26	25336-10	12 1/2" Dyno, boy's bike, red
27	21819-10	26" Mongoose, boy's bike, red
28	22204-10	20" Red and black boy's bike
29	20354-10	20" Boy's bike, white
30	26921-10	24" Freespirit Octane, boy's bike, blue
31	22294-10	20" BMX, boy's bike, red
32	6547-10	20" Next, girl's bike, pink
33	7417-10	26" Magna, girl's bike, black
34	7818-10	26" Mongoose, boy's bike, silver/blue
35	27536-10	20" BMX, boy's bike, black
36	17257-10	26" Next, boy's bike, silver/blue
37	28616-10	20" Next, boy's bike, blue/green
38	15003-10	26" Diamondback, boy's bike, brown

<u>Item#</u>	<u>Blotter</u>	<u>Description</u>
39	6547-10	26" RoadMaster, boy's bike, blue/red
40	7808-10	26" Road Master, girl's bike, purple
41	9530-10	26" HUFFY, boy's bike, blue
42	41121-10	20" Next, girl's bike, pink/white
43	6547-10	20" Next, boy's bike, red
44	4922-10	26" Kent City, girl's bike, red/white
45	7591-10	26" RoadMaster, boy's bike, blue
46	14326-10	20" Next, boy's bike, red
47	7808-10	20" Next, boy's bike, red
48	8638-10	24" RoadMaster, boy's bike, purple
49	8948-10	20" Royal union, girl's bike, gray
50	14744-10	20" HUFFY, girl's bike, purple
51	7818-10	26" Hype Vision, boy's bike, pink/white
52	10751-10	20" Mongoose, boy's bike, blue
53	16541-10	26" Mongoose, boy's bike, red
54	11663-10	26" HUFFY, boy's bike, blue
55	15837-10	20" Mongoose, boy's bike, green
56	28610-10	20" West Coast Choppers, boy's, black
57	12019-10	26" Next, boy's bike, gray/pink
58	17590-10	26" Next, boy's bike, red/gray
59	7401-10	26" BMX, boy's bike, blue/silver
60	11357-10	26" HUFFY, boy's bike, red/black

Other Items

61	19760-09	Wii Game Controller, wii game "Thrillville of The Raits", wii game "AMF Bowling Pin Busters"
62	974-09	Black Sega Genesis
63	974-09	Gray Sony Playstation
64	2358-10	Blue Black Wilson Bag containing: hats, reflective vest, ear plugs, car bank, and a belt
65	1417-10	Black Samsonite Case, Olympus Camera, Garmin Street Pilot, Battery charger
66	465-11	Black Backpack
67	683-04	Phillips DVD / CD Player
68	19781-03	GE DVD Player w/remott, cords, "Jurassic Park" DVD

<u>Item#</u>	<u>Blotter</u>	<u>Other Items</u>	<u>DESCRIPTION</u>
69	22751-10		Mark Eckō Watch
70	12092-10		Garmi NAVI GPS w/POWER CORD
71	20274-09		CRAFTSMAN 18V Cordless Drill with 2 batteries and charger
72	8699-06		MILWAUKEE 18V Hammer Drill w/CASE
73	5209-09		2 black bags containing 18 Yankee Candles
74	13816-10		Wooden Camp
75	17132-10		Zeus Black Full-face Motorcycle Helmet
76	19499-07		Air Compressor, red
77	13888-10		Black Back Pack
78	13888-10		Black Suitcase

Res No. 2

June 14, 2011

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Authorizing Supplemental Appropriations No. 1 for General,
Water, Sewer, and Library Funds

The attached resolution provides for the establishment of a supplemental appropriation to cover overdrawn accounts in the 2010-11 General, Water, Sewer, and Library Funds.

RESOLUTION

Page 1 of 9

Approving Supplemental Appropriation No. 1
For Fiscal Year 2010-11 for Various Accounts

	YEA	NAY
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		

Introduced by

RESOLVED by the City Council of the City of Watertown, New York that the total amount of \$1,058,975 is hereby transferred and appropriated from and to the following accounts of the listed funds for FY 2010-11 for the reasons shown:

<u>GENERAL FUND</u>					<u>Increase</u>	
A	1010	110	LEGISLATIVE BOARD	Salaries	\$ 750	Original appropriation in A1990.0430
A	1010	430	LEGISLATIVE BOARD	Contracted Services	\$ 2,000	Under appropriated
A	1010	830	LEGISLATIVE BOARD	Social Security	\$ 100	Under appropriated
A	1230	195	MUNICIPAL EXECUTIVE	Clothing/Cleaning Allow./Other	\$ 1,700	No original appropriation
A	1230	440	MUNICIPAL EXECUTIVE	Fees, Non-employee	\$ 3,850	Under appropriated
A	1230	460	MUNICIPAL EXECUTIVE	Materials and Supplies	\$ 100	Under appropriated
A	1230	465	MUNICIPAL EXECUTIVE	Equipment < \$5,000	\$ 2,200	No original appropriation
A	1315	110	COMPTROLLER	Salaries	\$ 4,700	Original appropriation in A1990.0430
A	1315	120	COMPTROLLER	Clerical	\$ 2,900	Original appropriation in A1990.0430
A	1315	150	COMPTROLLER	Overtime	\$ 600	Under appropriated
A	1315	430	COMPTROLLER	Contracted Services	\$ 15,250	Under appropriated
A	1315	440	COMPTROLLER	Fees, Non-employee	\$ 12,000	Additional audit fees
A	1315	830	COMPTROLLER	Social Security	\$ 100	Under appropriated
A	1345	110	PURCHASING	Salaries	\$ 2,800	Original appropriation in A1990.0430
A	1345	120	PURCHASING	Clerical	\$ 625	Original appropriation in A1990.0430
A	1345	465	PURCHASING	Equipment < \$5,000	\$ 100	No original appropriation
A	1345	830	PURCHASING	Social Security	\$ 100	Under appropriated
A	1355	110	ASSESSMENT	Salaries	\$ 1,850	Original appropriation in A1990.0430
A	1355	130	ASSESSMENT	Wages	\$ 2,825	Original appropriation in A1990.0430
A	1355	430	ASSESSMENT	Contracted Services	\$ 600	Under appropriated
A	1410	110	CLERK	Salaries	\$ 2,450	Original appropriation in A1990.0430
A	1410	430	CLERK	Contracted Services	\$ 1,250	Under appropriated

RESOLUTION

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Approving Supplemental Appropriation No. 1
For Fiscal Year 2010-11 for Various Accounts

	YEA	NAY
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		

A	1410	450	CLERK	Miscellaneous	\$	200	Under appropriated
A	1410	460	CLERK	Materials and Supplies	\$	750	Under appropriated
A	1410	465	CLERK	Equipment < \$5,000	\$	200	No original appropriation
A	1420	440	LAW	Fees, Non-employee	\$	29,000	Under appropriated
A	1420	450	LAW	Miscellaneous	\$	600	Under appropriated
A	1430	110	CIVIL SERVICE	Salaries	\$	700	Original appropriation in A1990.0430
A	1430	460	CIVIL SERVICE	Materials and Supplies	\$	700	Under appropriated
A	1440	120	ENGINEERING	Clerical	\$	600	Original appropriation in A1990.0430
A	1440	150	ENGINEERING	Overtime	\$	9,300	Under appropriated
A	1440	410	ENGINEERING	Utilities	\$	200	Under appropriated
A	1440	455	ENGINEERING	Vehicle Expense	\$	700	Under appropriated
A	1440	465	ENGINEERING	Equipment < \$5,000	\$	11,000	Under appropriated
A	1440	840	ENGINEERING	Workers' Compensation	\$	100	No original appropriation
A	1490	110	PUBLIC WORKS ADMIN.	Salaries	\$	7,400	Original appropriation in A1990.0430
A	1490	120	PUBLIC WORKS ADMIN.	Clerical	\$	2,250	Original appropriation in A1990.0430
A	1490	130	PUBLIC WORKS ADMIN.	Wages	\$	850	Original appropriation in A1990.0430
A	1490	150	PUBLIC WORKS ADMIN.	Overtime	\$	2,700	No original appropriation
A	1490	420	PUBLIC WORKS ADMIN.	Insurance	\$	200	Under appropriated
A	1490	440	PUBLIC WORKS ADMIN.	Fees, Non-employee	\$	250	Under appropriated
A	1490	465	PUBLIC WORKS ADMIN.	Equipment < \$5,000	\$	400	Under appropriated
A	1490	850	PUBLIC WORKS ADMIN.	Health Insurance	\$	3,825	Under appropriated
A	1620	130	MUNICIPAL BUILDINGS	Wages	\$	1,000	Original appropriation in A1990.0430
A	1620	150	MUNICIPAL BUILDINGS	Overtime	\$	4,000	Under appropriated
A	1620	455	MUNICIPAL BUILDINGS	Vehicle Expense	\$	600	Under appropriated
A	1620	465	MUNICIPAL BUILDINGS	Equipment < \$5,000	\$	400	Under appropriated
A	1620	830	MUNICIPAL BUILDINGS	Social Security	\$	325	Under appropriated
A	1640	110	CENTRAL GARAGE	Salaries	\$	1,000	Original appropriation in A1990.0430
A	1640	120	CENTRAL GARAGE	Clerical	\$	700	Original appropriation in A1990.0430
A	1640	150	CENTRAL GARAGE	Overtime	\$	1,000	Under appropriated
A	1640	420	CENTRAL GARAGE	Insurance	\$	1,100	Under appropriated
A	1640	440	CENTRAL GARAGE	Fees, Non-employee	\$	100	Under appropriated

RESOLUTION

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Approving Supplemental Appropriation No. 1
For Fiscal Year 2010-11 for Various Accounts

	YEA	NAY
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		

A	1640	840	CENTRAL GARAGE	Workers' Compensation	\$	300	No original appropriation
A	1640	850	CENTRAL GARAGE	Health Insurance	\$	4,300	Under appropriated
A	1680	110	INFORMATION TECH.	Salaries	\$	1,225	Original appropriation in A1990.0430
A	1680	150	INFORMATION TECH.	Overtime	\$	600	No original appropriation
A	1680	450	INFORMATION TECH.	Miscellaneous	\$	4,100	Under appropriated
A	1680	465	INFORMATION TECH.	Equipment < \$5,000	\$	1,000	Under appropriated
A	1680	840	INFORMATION TECH.	Workers' Compensation	\$	100	No original appropriation
A	1950	430	REAL PROPERTY TAXES	Contracted Services	\$	100	Under appropriated
A	3120	110	POLICE	Salaries	\$	11,725	Under appropriated
A	3120	120	POLICE	Clerical	\$	1,850	Under appropriated
A	3120	150	POLICE	Overtime	\$	87,000	Under appropriated
A	3120	450	POLICE	Miscellaneous	\$	7,500	Under appropriated
A	3120	465	POLICE	Vehicle Expense	\$	15,000	Under appropriated
A	3120	460	POLICE	Materials and Supplies	\$	5,000	Under appropriated
A	3120	465	POLICE	Equipment < \$5,000	\$	9,000	Under appropriated
A	3120	840	POLICE	Workers' Compensation	\$	22,000	Under appropriated
A	3410	120	FIRE	Clerical	\$	400	Original appropriation in A1990.0430
A	3410	150	FIRE	Overtime	\$	34,000	Under appropriated
A	3410	175	FIRE	Health Insurance Buy-out	\$	10,200	Under appropriated
A	3410	420	FIRE	Insurance	\$	875	Under appropriated
A	3410	440	FIRE	Fees, Non-employee	\$	750	Under appropriated
A	3410	450	FIRE	Miscellaneous	\$	5,000	Under appropriated
A	3410	455	FIRE	Vehicle Expense	\$	20,000	Under appropriated
A	3410	840	FIRE	Workers' Compensation	\$	1,000	Under appropriated
A	3510	150	CONTROL OF ANIMALS	Overtime	\$	1,500	No original appropriation
A	3510	830	CONTROL OF ANIMALS	Social Security	\$	125	No original appropriation
A	3620	110	CODE ENFORCEMENT	Salaries	\$	2,550	Original appropriation in A1990.0430
A	3620	120	CODE ENFORCEMENT	Clerical	\$	650	Original appropriation in A1990.0430
A	3620	130	CODE ENFORCEMENT	Wages	\$	3,600	Original appropriation in A1990.0431
A	3620	140	CODE ENFORCEMENT	Temporary	\$	150	No original appropriation
A	3620	170	CODE ENFORCEMENT	Out of Code	\$	2,500	No original appropriation
A	5010	150	MUNICIPAL MAINTENANCE	Overtime	\$	2,500	Under appropriated

RESOLUTION

Page 4 of 9

Approving Supplemental Appropriation No. 1
For Fiscal Year 2010-11 for Various Accounts

	YEA	NAY
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		

A	5010	170	MUNICIPAL MAINTENANCE	Out of Code	\$	300	No original appropriation
A	5010	175	MUNICIPAL MAINTENANCE	Health Insurance Buy-out	\$	2,800	No original appropriation
A	5010	440	MUNICIPAL MAINTENANCE	Fees, Non-employee	\$	250	Under appropriated
A	5010	460	MUNICIPAL MAINTENANCE	Materials and Supplies	\$	11,000	Under appropriated
A	5010	465	MUNICIPAL MAINTENANCE	Equipment < \$5,000	\$	1,500	Under appropriated
A	5010	810	MUNICIPAL MAINTENANCE	NYS Retirement	\$	5,500	Under appropriated
A	5110	140	MAINTENANCE OF ROADS	Temporary	\$	13,000	Under appropriated
A	5110	170	MAINTENANCE OF ROADS	Out of Code	\$	400	No original appropriation
A	5110	410	MAINTENANCE OF ROADS	Utilities	\$	200	Under appropriated
A	5110	465	MAINTENANCE OF ROADS	Equipment < \$5,000	\$	200	Under appropriated
A	5110	810	MAINTENANCE OF ROADS	NYS Retirement	\$	4,250	Under appropriated
A	5142	140	SNOW REMOVAL	Temporary	\$	18,300	No original appropriation
A	5142	150	SNOW REMOVAL	Overtime	\$	52,500	Under appropriated
A	5142	170	SNOW REMOVAL	Out of Code	\$	10,300	No original appropriation
A	5142	410	SNOW REMOVAL	Utilities	\$	1,000	Under appropriated
A	5142	830	SNOW REMOVAL	Social Security	\$	2,500	Under appropriated
A	5142	840	SNOW REMOVAL	Workers' Compensation	\$	1,000	Under appropriated
A	5184	420	HYDROELECTRIC	Insurance	\$	450	Under appropriated
A	5186	130	TRAFFIC CONTROL & LIGHTING	Wages	\$	3,400	Original appropriation in A1990.0430
A	5186	410	TRAFFIC CONTROL & LIGHTING	Utilities	\$	25,000	Under appropriated
A	5186	420	TRAFFIC CONTROL & LIGHTING	Insurance	\$	100	Under appropriated
A	5186	455	TRAFFIC CONTROL & LIGHTING	Vehicle Expense	\$	3,250	Under appropriated
A	5186	465	TRAFFIC CONTROL & LIGHTING	Equipment < \$5,000	\$	100	No original appropriation
A	5630	140	BUS	Temporary	\$	38,000	Under appropriated
A	5630	230	BUS	Motor Vehicles	\$	57,800	Grant
A	5630	430	BUS	Contracted Services	\$	5,600	Under appropriated
A	5630	440	BUS	Fees, Non-employee	\$	1,250	Under appropriated
A	5650	420	CITY PARKING FACILITIES	Insurance	\$	225	Under appropriated
A	7020	110	RECREATION ADMIN.	Salaries	\$	2,675	Original appropriation in A1990.0430
A	7020	120	RECREATION ADMIN.	Clerical	\$	1,150	Original appropriation in A1990.0430
A	7020	150	RECREATION ADMIN.	Overtime	\$	7,250	Under appropriated
A	7020	430	RECREATION ADMIN.	Contracted Services	\$	500	Under appropriated

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Approving Supplemental Appropriation No. 1
For Fiscal Year 2010-11 for Various Accounts

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

YE A	NAY

A	7110	130	THOMPSON PARK	Wages	\$	4,100	Original appropriation in A1990.0430
A	7110	150	THOMPSON PARK	Overtime	\$	1,000	Under appropriated
A	7110	420	THOMPSON PARK	Insurance	\$	800	Under appropriated
A	7110	810	THOMPSON PARK	NYS Retirement	\$	2,200	Under appropriated
A	7140	150	PLAYGROUNDS	Overtime	\$	250	Under appropriated
A	7140	410	PLAYGROUNDS	Utilities	\$	150	Under appropriated
A	7140	430	PLAYGROUNDS	Contracted Services	\$	250	Under appropriated
A	7140	810	PLAYGROUNDS	NYS Retirement	\$	4,100	No original appropriation
A	7141	140	FAIRGROUNDS	Temporary	\$	9,500	Under appropriated
A	7141	150	FAIRGROUNDS	Overtime	\$	4,200	Under appropriated
A	7141	170	FAIRGROUNDS	Out of Code	\$	125	No original appropriation
A	7141	420	FAIRGROUNDS	Insurance	\$	175	Under appropriated
A	7141	450	FAIRGROUNDS	Miscellaneous	\$	100	No original appropriation
A	7141	455	FAIRGROUNDS	Vehicle Expense	\$	2,000	Under appropriated
A	7141	465	FAIRGROUNDS	Equipment < \$5,000	\$	600	Under appropriated
A	7141	810	FAIRGROUNDS	NYS Retirement	\$	3,900	No original appropriation
A	7141	830	FAIRGROUNDS	Social Security	\$	1,100	Under appropriated
A	7143	810	ATHLETIC PROGRAMS	NYS Retirement	\$	750	Under appropriated
A	7180	420	SWIMMING POOLS	Insurance	\$	125	Under appropriated
A	7180	430	SWIMMING POOLS	Contracted Services	\$	2,600	Under appropriated
A	7180	450	SWIMMING POOLS	Miscellaneous	\$	1,000	Under appropriated
A	7180	810	SWIMMING POOLS	NYS Retirement	\$	7,950	No original appropriation
A	7265	140	ICE ARENA	Temporary	\$	8,500	Under appropriated
A	7265	170	ICE ARENA	Out of Code	\$	100	No original appropriation
A	7265	420	ICE ARENA	Insurance	\$	125	Under appropriated
A	7265	440	ICE ARENA	Fees, Non-employee	\$	225	Under appropriated
A	7265	455	ICE ARENA	Vehicle Expense	\$	750	Under appropriated
A	7265	460	ICE ARENA	Materials and Supplies	\$	21,000	Concession stand supplies
A	7265	810	ICE ARENA	NYS Retirement	\$	4,950	No original appropriation
A	8010	450	ZONING	Miscellaneous	\$	125	No original appropriation
A	8140	110	STORM SEWER	Salaries	\$	1,250	Original appropriation in A1990.0430
A	8140	140	STORM SEWER	Temporary	\$	500	Under appropriated

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Approving Supplemental Appropriation No. 1
For Fiscal Year 2010-11 for Various Accounts

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

A	8140	170	STORM SEWER	Out of Code	\$	1,750	No original appropriation
A	8140	175	STORM SEWER	Health Insurance Buy-out	\$	2,800	No original appropriation
A	8140	460	STORM SEWER	Materials and Supplies	\$	5,000	Under appropriated
A	8160	110	REFUSE AND RECYCLE	Salaries	\$	550	Original appropriation in A1990.0430
A	8160	140	REFUSE AND RECYCLE	Temporary	\$	32,000	Under appropriated
A	8160	170	REFUSE AND RECYCLE	Out of Code	\$	275	No original appropriation
A	8160	410	REFUSE AND RECYCLE	Utilities	\$	250	Under appropriated
A	9050	800	OTHER EXPENSES	Unemployment Insurance	\$	5,000	Under appropriated
A	9065	800	OTHER EXPENSES	Medicare Reimbursements	\$	14,000	Under appropriated
TOTAL					\$	<u>815,475</u>	

								<u>Decrease</u>
A	1230	110	MUNICIPAL EXECUTIVE	Salaries	\$	(45,750)		
A	1230	830	MUNICIPAL EXECUTIVE	Social Security	\$	(4,750)		
A	1230	850	MUNICIPAL EXECUTIVE	Health Insurance	\$	(21,800)		
A	1930	430	JUDGEMENT & CLAIMS	Contracted Services	\$	(5,475)		
A	1990	430	CONTINGENCY	Contracted Services	\$	(180,747)		
A	3120	130	POLICE	Wages	\$	(45,000)		
A	3120	155	POLICE	Holiday Pay	\$	(12,875)		
A	3120	180	POLICE	Roll Call Pay	\$	(8,000)		
A	3120	230	POLICE	Motor Vehicles	\$	(5,500)		
A	3120	830	POLICE	Social Security	\$	(5,000)		
A	3410	110	FIRE	Salaries	\$	(18,250)		
A	3410	130	FIRE	Wages	\$	(58,000)		
A	3410	830	FIRE	Social Security	\$	(19,000)		
A	5010	130	MUNICIPAL MAINTENANCE	Wages	\$	(9,000)		
A	5010	140	MUNICIPAL MAINTENANCE	Temporary	\$	(5,000)		
A	5010	840	MUNICIPAL MAINTENANCE	Workers' Compensation	\$	(5,000)		
A	5110	130	MAINTENANCE OF ROADS	Wages	\$	(50,000)		
A	5142	130	SNOW REMOVAL	Wages	\$	(32,225)		
A	5142	430	SNOW REMOVAL	Contracted Services	\$	(35,000)		
A	5142	455	SNOW REMOVAL	Vehicle Expense	\$	(27,000)		

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For Fiscal Year 2010-11 for Various Accounts

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

A	5142	460	SNOW REMOVAL	Materials and Supplies	\$	(15,000)
A	5184	430	HYDROELECTRIC	Contracted Services	\$	(12,000)
A	5630	130	BUS	Wages	\$	(41,000)
A	5630	840	BUS	Workers' Compensation	\$	(5,000)
A	8020	430	PLANNING	Contracted Services	\$	(34,853)
A	8140	130	STORM SEWER	Wages	\$	(7,250)
A	8160	130	REFUSE AND RECYCLE	Wages	\$	(48,000)
A	8160	430	REFUSE AND RECYCLE	Contracted Services	\$	(50,000)
A	8160	830	REFUSE AND RECYCLE	Social Security	\$	(4,000)
A	8160	840	REFUSE AND RECYCLE	Workers' Compensation	\$	(5,000)
TOTAL						<u>\$ (815,475)</u>

WATER FUND

				<u>Increase</u>			
F	8310	250	WATER ADMINISTRATION	Other Equipment	\$	2,600	No original appropriation
F	8310	440	WATER ADMINISTRATION	Fees, Non-employee	\$	3,000	No original appropriation
F	8310	450	WATER ADMINISTRATION	Miscellaneous	\$	1,000	Under appropriated
F	8310	455	WATER ADMINISTRATION	Vehicle Expense	\$	1,250	Under appropriated
F	8320	410	SUPPLY, POWER & PUMPING	Utilities	\$	20,000	Under appropriated
F	8320	450	SUPPLY, POWER & PUMPING	Miscellaneous	\$	3,225	No original appropriation
F	8330	110	WATER PURIFICATION	Salaries	\$	2,600	Original appropriation in F1990.0430
F	8330	410	WATER PURIFICATION	Utilities	\$	7,000	Under appropriated
F	8330	420	WATER PURIFICATION	Insurance	\$	8,000	Under appropriated
F	8340	455	TRANSMISSION & DISTR.	Vehicle Expense	\$	500	Under appropriated
F	8340	840	TRANSMISSION & DISTR.	Workers' Compensation	\$	<u>16,000</u>	Under appropriated
TOTAL						<u>\$ 65,175</u>	

				<u>Decrease</u>			
F	1990	430	CONTINGENCY	Contingency	\$	(46,750)	
F	8320	430	SUPPLY, POWER & PUMPING	Contracted Services	\$	(10,000)	
F	8330	460	WATER PURIFICATION	Materials and Supplies	\$	<u>(8,425)</u>	
TOTAL						<u>\$ (65,175)</u>	

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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

SEWER FUND

				<u>Increase</u>		
G	8110	120	SEWER ADMINISTRATION	Clerical	\$ 1,275	Original appropriation in G1990.0430
G	8110	130	SEWER ADMINISTRATION	Wages	\$ 1,000	Original appropriation in G1990.0430
G	8110	250	SEWER ADMINISTRATION	Other Equipment	\$ 2,600	No original appropriation
G	8110	440	SEWER ADMINISTRATION	Fees, Non-employee	\$ 3,175	No original appropriation
G	8110	455	SEWER ADMINISTRATION	Vehicle Expense	\$ 1,500	Under appropriated
G	8120	110	SANITARY SEWER	Salaries	\$ 1,250	Original appropriation in G1990.0430
G	8120	140	SANITARY SEWER	Temporary	\$ 100	No original appropriation
G	8120	150	SANITARY SEWER	Overtime	\$ 3,000	Under appropriated
G	8120	170	SANITARY SEWER	Out of Code	\$ 400	No original appropriation
G	8120	440	SANITARY SEWER	Fees, Non-employee	\$ 250	Under appropriated
G	8120	455	SANITARY SEWER	Vehicle Expense	\$ 7,000	Under appropriated
G	8120	465	SANITARY SEWER	Equipment < \$5,000	\$ 2,000	Under appropriated
G	8130	140	TREATMENT & DISPOSAL	Temporary	\$ 4,650	No original appropriation
G	8130	150	TREATMENT & DISPOSAL	Overtime	\$ 2,500	Under appropriated
G	8130	175	TREATMENT & DISPOSAL	Health Insurance Buy-out	\$ 3,400	Under appropriated
G	8130	420	TREATMENT & DISPOSAL	Insurance	\$ 2,900	Under appropriated
G	8130	430	TREATMENT & DISPOSAL	Contracted Services	\$ 3,000	Under appropriated
G	8130	450	TREATMENT & DISPOSAL	Miscellaneous	\$ 4,000	Under appropriated
G	8130	455	TREATMENT & DISPOSAL	Vehicle Expense	\$ 15,000	Under appropriated
G	9040	800	OTHER EXPENSES	Worker's Compensation	\$ 1,000	Under appropriated
G	9060	800	OTHER EXPENSES	Health Insurance - Retirees	\$ 7,500	Under appropriated
G	9065	800	OTHER EXPENSES	Medicare Reimbursements	\$ 2,500	Under appropriated
Total					<u>\$ 70,000</u>	

				<u>Decrease</u>		
G	1990	430	CONTINGENCY	Contracted Services	\$ (39,000)	
G	8130	110	TREATMENT & DISPOSAL	Salaries	\$ (25,000)	
G	8130	130	TREATMENT & DISPOSAL	Wages	\$ (6,000)	
Total					<u>\$ (70,000)</u>	

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Approving Supplemental Appropriation No. 1
For Fiscal Year 2010-11 for Various Accounts

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

LIBRARY FUND

			<u>Increase</u>			
L	7410	120	LIBRARY	Clerical	\$ 3,400	Original appropriation in L1990.0430
L	7410	130	LIBRARY	Wages	\$ 59,000	Original appropriation in L7410.0110
L	7410	140	LIBRARY	Temporary	\$ 4,600	Under appropriated
L	7410	150	LIBRARY	Overtime	\$ 2,250	Under appropriated
L	7410	440	LIBRARY	Fees, Non-employee	\$ 200	No original appropriation
L	7410	460	LIBRARY	Materials and Supplies	\$ 100	Under appropriated
L	7410	465	LIBRARY	Equipment < \$5,000	\$ 3,500	Under appropriated
L	9040	800	OTHER EXPENSES	Worker's Compensation	\$ 300	Under appropriated
L	9060	800	OTHER EXPENSES	Health Insurance - Retirees	\$ 21,300	Under appropriated
L	9065	800	OTHER EXPENSES	Medicare Reimbursements	\$ 1,325	Under appropriated
Total					\$ <u>95,975</u>	

			<u>Decrease</u>			
L	1990	430	CONTINGENCY	Contracted Services	\$ (16,250)	
L	7410	110	LIBRARY	Salaries	\$ (73,700)	
L	7410	410	LIBRARY	Utilities	\$ (1,500)	
L	7410	420	LIBRARY	Insurance	\$ (3,800)	
L	7410	830	LIBRARY	Social Security	\$ (725)	
Total					\$ <u>(95,975)</u>	

SELF FUNDED HEALTH INSURANCE FUND

			<u>Increase</u>			
MS	1710	110	SELF FUNDED HEALTH INS.	Salaries	\$ 350	Under appropriated
MS	1710	430	SELF FUNDED HEALTH INS.	Administration	\$ 11,000	Under appropriated
MS	1710	450	SELF FUNDED HEALTH INS.	Miscellaneous	\$ 1,000	Under appropriated
					\$ <u>12,350</u>	

			<u>Decrease</u>			
MS	1710	420	SELF FUNDED HEALTH INS.	Stop Loss Insurance	\$ (12,350)	
					\$ <u>(12,350)</u>	

Seconded by

RESOLUTION

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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

RESOLVED by the City Council of the City of Watertown, New York that the total amount of \$1,058,975 is hereby transferred and appropriated from and to the following accounts of the listed funds for FY 2010-11 for the reasons shown:

GENERAL FUND

				<u>Increase</u>		
A	1010	110	LEGISLATIVE BOARD	Salaries	\$ 750	Original appropriation in A1990.0430
A	1010	430	LEGISLATIVE BOARD	Contracted Services	\$ 2,000	Under appropriated
A	1010	830	LEGISLATIVE BOARD	Social Security	\$ 100	Under appropriated
A	1230	195	MUNICIPAL EXECUTIVE	Clothing/Cleaning Allow./Other	\$ 1,700	No original appropriation
A	1230	440	MUNICIPAL EXECUTIVE	Fees, Non-employee	\$ 3,850	Under appropriated
A	1230	460	MUNICIPAL EXECUTIVE	Materials and Supplies	\$ 100	Under appropriated
A	1230	465	MUNICIPAL EXECUTIVE	Equipment < \$5,000	\$ 2,200	No original appropriation
A	1315	110	COMPTROLLER	Salaries	\$ 4,700	Original appropriation in A1990.0430
A	1315	120	COMPTROLLER	Clerical	\$ 2,900	Original appropriation in A1990.0430
A	1315	150	COMPTROLLER	Overtime	\$ 600	Under appropriated
A	1315	430	COMPTROLLER	Contracted Services	\$ 15,250	Under appropriated
A	1315	440	COMPTROLLER	Fees, Non-employee	\$ 12,000	Additional audit fees
A	1315	830	COMPTROLLER	Social Security	\$ 100	Under appropriated
A	1345	110	PURCHASING	Salaries	\$ 2,800	Original appropriation in A1990.0430
A	1345	120	PURCHASING	Clerical	\$ 625	Original appropriation in A1990.0430
A	1345	465	PURCHASING	Equipment < \$5,000	\$ 100	No original appropriation
A	1345	830	PURCHASING	Social Security	\$ 100	Under appropriated
A	1355	110	ASSESSMENT	Salaries	\$ 1,850	Original appropriation in A1990.0430
A	1355	130	ASSESSMENT	Wages	\$ 2,825	Original appropriation in A1990.0430
A	1355	430	ASSESSMENT	Contracted Services	\$ 600	Under appropriated
A	1410	110	CLERK	Salaries	\$ 2,450	Original appropriation in A1990.0430
A	1410	430	CLERK	Contracted Services	\$ 1,250	Under appropriated

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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

A	1410	450	CLERK	Miscellaneous	\$	200	Under appropriated
A	1410	460	CLERK	Materials and Supplies	\$	750	Under appropriated
A	1410	465	CLERK	Equipment < \$5,000	\$	200	No original appropriation
A	1420	440	LAW	Fees, Non-employee	\$	29,000	Under appropriated
A	1420	450	LAW	Miscellaneous	\$	600	Under appropriated
A	1430	110	CIVIL SERVICE	Salaries	\$	700	Original appropriation in A1990.0430
A	1430	460	CIVIL SERVICE	Materials and Supplies	\$	700	Under appropriated
A	1440	120	ENGINEERING	Clerical	\$	600	Original appropriation in A1990.0430
A	1440	150	ENGINEERING	Overtime	\$	9,300	Under appropriated
A	1440	410	ENGINEERING	Utilities	\$	200	Under appropriated
A	1440	455	ENGINEERING	Vehicle Expense	\$	700	Under appropriated
A	1440	465	ENGINEERING	Equipment < \$5,000	\$	11,000	Under appropriated
A	1440	840	ENGINEERING	Workers' Compensation	\$	100	No original appropriation
A	1490	110	PUBLIC WORKS ADMIN.	Salaries	\$	7,400	Original appropriation in A1990.0430
A	1490	120	PUBLIC WORKS ADMIN.	Clerical	\$	2,250	Original appropriation in A1990.0430
A	1490	130	PUBLIC WORKS ADMIN.	Wages	\$	850	Original appropriation in A1990.0430
A	1490	150	PUBLIC WORKS ADMIN.	Overtime	\$	2,700	No original appropriation
A	1490	420	PUBLIC WORKS ADMIN.	Insurance	\$	200	Under appropriated
A	1490	440	PUBLIC WORKS ADMIN.	Fees, Non-employee	\$	250	Under appropriated
A	1490	465	PUBLIC WORKS ADMIN.	Equipment < \$5,000	\$	400	Under appropriated
A	1490	850	PUBLIC WORKS ADMIN.	Health Insurance	\$	3,825	Under appropriated
A	1620	130	MUNICIPAL BUILDINGS	Wages	\$	1,000	Original appropriation in A1990.0430
A	1620	150	MUNICIPAL BUILDINGS	Overtime	\$	4,000	Under appropriated
A	1620	455	MUNICIPAL BUILDINGS	Vehicle Expense	\$	600	Under appropriated
A	1620	465	MUNICIPAL BUILDINGS	Equipment < \$5,000	\$	400	Under appropriated
A	1620	830	MUNICIPAL BUILDINGS	Social Security	\$	325	Under appropriated
A	1640	110	CENTRAL GARAGE	Salaries	\$	1,000	Original appropriation in A1990.0430
A	1640	120	CENTRAL GARAGE	Clerical	\$	700	Original appropriation in A1990.0430
A	1640	150	CENTRAL GARAGE	Overtime	\$	1,000	Under appropriated
A	1640	420	CENTRAL GARAGE	Insurance	\$	1,100	Under appropriated
A	1640	440	CENTRAL GARAGE	Fees, Non-employee	\$	100	Under appropriated

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Council Member BURNS, Roxanne M.
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Council Member SMITH, Jeffrey M.
Mayor GRAHAM, Jeffrey E.

YEA	NAY

Total

A	1640	840	CENTRAL GARAGE	Workers' Compensation	\$	300	No original appropriation
A	1640	850	CENTRAL GARAGE	Health Insurance	\$	4,300	Under appropriated
A	1680	110	INFORMATION TECH.	Salaries	\$	1,225	Original appropriation in A1990.0430
A	1680	150	INFORMATION TECH.	Overtime	\$	600	No original appropriation
A	1680	450	INFORMATION TECH.	Miscellaneous	\$	4,100	Under appropriated
A	1680	465	INFORMATION TECH.	Equipment < \$5,000	\$	1,000	Under appropriated
A	1680	840	INFORMATION TECH.	Workers' Compensation	\$	100	No original appropriation
A	1950	430	REAL PROPERTY TAXES	Contracted Services	\$	100	Under appropriated
A	3120	110	POLICE	Salaries	\$	11,725	Under appropriated
A	3120	120	POLICE	Clerical	\$	1,850	Under appropriated
A	3120	150	POLICE	Overtime	\$	87,000	Under appropriated
A	3120	450	POLICE	Miscellaneous	\$	7,500	Under appropriated
A	3120	455	POLICE	Vehicle Expense	\$	15,000	Under appropriated
A	3120	460	POLICE	Materials and Supplies	\$	5,000	Under appropriated
A	3120	465	POLICE	Equipment < \$5,000	\$	9,000	Under appropriated
A	3120	840	POLICE	Workers' Compensation	\$	22,000	Under appropriated
A	3410	120	FIRE	Clerical	\$	400	Original appropriation in A1990.0430
A	3410	150	FIRE	Overtime	\$	34,000	Under appropriated
A	3410	175	FIRE	Health Insurance Buy-out	\$	10,200	Under appropriated
A	3410	420	FIRE	Insurance	\$	875	Under appropriated
A	3410	440	FIRE	Fees, Non-employee	\$	750	Under appropriated
A	3410	450	FIRE	Miscellaneous	\$	5,000	Under appropriated
A	3410	455	FIRE	Vehicle Expense	\$	20,000	Under appropriated
A	3410	840	FIRE	Workers' Compensation	\$	1,000	Under appropriated
A	3510	150	CONTROL OF ANIMALS	Overtime	\$	1,500	No original appropriation
A	3510	830	CONTROL OF ANIMALS	Social Security	\$	125	No original appropriation
A	3620	110	CODE ENFORCEMENT	Salaries	\$	2,550	Original appropriation in A1990.0430
A	3620	120	CODE ENFORCEMENT	Clerical	\$	650	Original appropriation in A1990.0430
A	3620	130	CODE ENFORCEMENT	Wages	\$	3,600	Original appropriation in A1990.0431
A	3620	140	CODE ENFORCEMENT	Temporary	\$	150	No original appropriation
A	3620	170	CODE ENFORCEMENT	Out of Code	\$	2,500	No original appropriation
A	5010	150	MUNICIPAL MAINTENANCE	Overtime	\$	2,500	Under appropriated

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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

A	5010	170	MUNICIPAL MAINTENANCE	Out of Code	\$	300	No original appropriation
A	5010	175	MUNICIPAL MAINTENANCE	Health Insurance Buy-out	\$	2,800	No original appropriation
A	5010	440	MUNICIPAL MAINTENANCE	Fees, Non-employee	\$	250	Under appropriated
A	5010	460	MUNICIPAL MAINTENANCE	Materials and Supplies	\$	11,000	Under appropriated
A	5010	465	MUNICIPAL MAINTENANCE	Equipment < \$5,000	\$	1,500	Under appropriated
A	5010	810	MUNICIPAL MAINTENANCE	NYS Retirement	\$	5,500	Under appropriated
A	5110	140	MAINTENANCE OF ROADS	Temporary	\$	13,000	Under appropriated
A	5110	170	MAINTENANCE OF ROADS	Out of Code	\$	400	No original appropriation
A	5110	410	MAINTENANCE OF ROADS	Utilities	\$	200	Under appropriated
A	5110	465	MAINTENANCE OF ROADS	Equipment < \$5,000	\$	200	Under appropriated
A	5110	810	MAINTENANCE OF ROADS	NYS Retirement	\$	4,250	Under appropriated
A	5142	140	SNOW REMOVAL	Temporary	\$	18,300	No original appropriation
A	5142	150	SNOW REMOVAL	Overtime	\$	52,500	Under appropriated
A	5142	170	SNOW REMOVAL	Out of Code	\$	10,300	No original appropriation
A	5142	410	SNOW REMOVAL	Utilities	\$	1,000	Under appropriated
A	5142	830	SNOW REMOVAL	Social Security	\$	2,500	Under appropriated
A	5142	840	SNOW REMOVAL	Workers' Compensation	\$	1,000	Under appropriated
A	5184	420	HYDROELECTRIC	Insurance	\$	450	Under appropriated
A	5186	130	TRAFFIC CONTROL & LIGHTING	Wages	\$	3,400	Original appropriation in A1990.0430
A	5186	410	TRAFFIC CONTROL & LIGHTING	Utilities	\$	25,000	Under appropriated
A	5186	420	TRAFFIC CONTROL & LIGHTING	Insurance	\$	100	Under appropriated
A	5186	455	TRAFFIC CONTROL & LIGHTING	Vehicle Expense	\$	3,250	Under appropriated
A	5186	465	TRAFFIC CONTROL & LIGHTING	Equipment < \$5,000	\$	100	No original appropriation
A	5630	140	BUS	Temporary	\$	38,000	Under appropriated
A	5630	230	BUS	Motor Vehicles	\$	57,800	Grant
A	5630	430	BUS	Contracted Services	\$	5,600	Under appropriated
A	5630	440	BUS	Fees, Non-employee	\$	1,250	Under appropriated
A	5650	420	CITY PARKING FACILITIES	Insurance	\$	225	Under appropriated
A	7020	110	RECREATION ADMIN.	Salaries	\$	2,675	Original appropriation in A1990.0430
A	7020	120	RECREATION ADMIN.	Clerical	\$	1,150	Original appropriation in A1990.0430
A	7020	150	RECREATION ADMIN.	Overtime	\$	7,250	Under appropriated
A	7020	430	RECREATION ADMIN.	Contracted Services	\$	500	Under appropriated

RESOLUTION

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Approving Supplemental Appropriation No. 1
For Fiscal Year 2010-11 for Various Accounts

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

A	7110	130	THOMPSON PARK	Wages	\$	4,100	Original appropriation in A1990.0430
A	7110	150	THOMPSON PARK	Overtime	\$	1,000	Under appropriated
A	7110	420	THOMPSON PARK	Insurance	\$	800	Under appropriated
A	7110	810	THOMPSON PARK	NYS Retirement	\$	2,200	Under appropriated
A	7140	150	PLAYGROUNDS	Overtime	\$	250	Under appropriated
A	7140	410	PLAYGROUNDS	Utilities	\$	150	Under appropriated
A	7140	430	PLAYGROUNDS	Contracted Services	\$	250	Under appropriated
A	7140	810	PLAYGROUNDS	NYS Retirement	\$	4,100	No original appropriation
A	7141	140	FAIRGROUNDS	Temporary	\$	9,500	Under appropriated
A	7141	150	FAIRGROUNDS	Overtime	\$	4,200	Under appropriated
A	7141	170	FAIRGROUNDS	Out of Code	\$	125	No original appropriation
A	7141	420	FAIRGROUNDS	Insurance	\$	175	Under appropriated
A	7141	450	FAIRGROUNDS	Miscellaneous	\$	100	No original appropriation
A	7141	455	FAIRGROUNDS	Vehicle Expense	\$	2,000	Under appropriated
A	7141	465	FAIRGROUNDS	Equipment < \$5,000	\$	600	Under appropriated
A	7141	810	FAIRGROUNDS	NYS Retirement	\$	3,900	No original appropriation
A	7141	830	FAIRGROUNDS	Social Security	\$	1,100	Under appropriated
A	7143	810	ATHLETIC PROGRAMS	NYS Retirement	\$	750	Under appropriated
A	7180	420	SWIMMING POOLS	Insurance	\$	125	Under appropriated
A	7180	430	SWIMMING POOLS	Contracted Services	\$	2,600	Under appropriated
A	7180	450	SWIMMING POOLS	Miscellaneous	\$	1,000	Under appropriated
A	7180	810	SWIMMING POOLS	NYS Retirement	\$	7,950	No original appropriation
A	7265	140	ICE ARENA	Temporary	\$	8,500	Under appropriated
A	7265	170	ICE ARENA	Out of Code	\$	100	No original appropriation
A	7265	420	ICE ARENA	Insurance	\$	125	Under appropriated
A	7265	440	ICE ARENA	Fees, Non-employee	\$	225	Under appropriated
A	7265	455	ICE ARENA	Vehicle Expense	\$	750	Under appropriated
A	7265	460	ICE ARENA	Materials and Supplies	\$	21,000	Concession stand supplies
A	7265	810	ICE ARENA	NYS Retirement	\$	4,950	No original appropriation
A	8010	450	ZONING	Miscellaneous	\$	125	No original appropriation
A	8140	110	STORM SEWER	Salaries	\$	1,250	Original appropriation in A1990.0430
A	8140	140	STORM SEWER	Temporary	\$	500	Under appropriated

RESOLUTION

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Approving Supplemental Appropriation No. 1
For Fiscal Year 2010-11 for Various Accounts

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

A	8140	170	STORM SEWER	Out of Code	\$	1,750	No original appropriation
A	8140	175	STORM SEWER	Health Insurance Buy-out	\$	2,800	No original appropriation
A	8140	460	STORM SEWER	Materials and Supplies	\$	5,000	Under appropriated
A	8160	110	REFUSE AND RECYCLE	Salaries	\$	550	Original appropriation in A1990.0430
A	8160	140	REFUSE AND RECYCLE	Temporary	\$	32,000	Under appropriated
A	8160	170	REFUSE AND RECYCLE	Out of Code	\$	275	No original appropriation
A	8160	410	REFUSE AND RECYCLE	Utilities	\$	250	Under appropriated
A	9050	800	OTHER EXPENSES	Unemployment Insurance	\$	5,000	Under appropriated
A	9065	800	OTHER EXPENSES	Medicare Reimbursements	\$	14,000	Under appropriated
TOTAL					\$	<u>815,475</u>	

Decrease

A	1230	110	MUNICIPAL EXECUTIVE	Salaries	\$	(45,750)
A	1230	830	MUNICIPAL EXECUTIVE	Social Security	\$	(4,750)
A	1230	850	MUNICIPAL EXECUTIVE	Health Insurance	\$	(21,800)
A	1930	430	JUDGEMENT & CLAIMS	Contracted Services	\$	(5,475)
A	1990	430	CONTINGENCY	Contracted Services	\$	(180,747)
A	3120	130	POLICE	Wages	\$	(45,000)
A	3120	155	POLICE	Holiday Pay	\$	(12,875)
A	3120	180	POLICE	Roll Call Pay	\$	(8,000)
A	3120	230	POLICE	Motor Vehicles	\$	(5,500)
A	3120	830	POLICE	Social Security	\$	(5,000)
A	3410	110	FIRE	Salaries	\$	(18,250)
A	3410	130	FIRE	Wages	\$	(58,000)
A	3410	830	FIRE	Social Security	\$	(19,000)
A	5010	130	MUNICIPAL MAINTENANCE	Wages	\$	(9,000)
A	5010	140	MUNICIPAL MAINTENANCE	Temporary	\$	(5,000)
A	5010	840	MUNICIPAL MAINTENANCE	Workers' Compensation	\$	(5,000)
A	5110	130	MAINTENANCE OF ROADS	Wages	\$	(50,000)
A	5142	130	SNOW REMOVAL	Wages	\$	(32,225)
A	5142	430	SNOW REMOVAL	Contracted Services	\$	(35,000)
A	5142	455	SNOW REMOVAL	Vehicle Expense	\$	(27,000)

RESOLUTION

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Approving Supplemental Appropriation No. 1
For Fiscal Year 2010-11 for Various Accounts

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

A	5142	460	SNOW REMOVAL	Materials and Supplies	\$	(15,000)
A	5184	430	HYDROELECTRIC	Contracted Services	\$	(12,000)
A	5630	130	BUS	Wages	\$	(41,000)
A	5630	840	BUS	Workers' Compensation	\$	(5,000)
A	8020	430	PLANNING	Contracted Services	\$	(34,853)
A	8140	130	STORM SEWER	Wages	\$	(7,250)
A	8160	130	REFUSE AND RECYCLE	Wages	\$	(48,000)
A	8160	430	REFUSE AND RECYCLE	Contracted Services	\$	(50,000)
A	8160	830	REFUSE AND RECYCLE	Social Security	\$	(4,000)
A	8160	840	REFUSE AND RECYCLE	Workers' Compensation	\$	(5,000)
TOTAL					\$	<u>(815,475)</u>

WATER FUND

				<u>Increase</u>		
F	8310	250	WATER ADMINISTRATION	Other Equipment	\$	2,600 No original appropriation
F	8310	440	WATER ADMINISTRATION	Fees, Non-employee	\$	3,000 No original appropriation
F	8310	450	WATER ADMINISTRATION	Miscellaneous	\$	1,000 Under appropriated
F	8310	455	WATER ADMINISTRATION	Vehicle Expense	\$	1,250 Under appropriated
F	8320	410	SUPPLY, POWER & PUMPING	Utilities	\$	20,000 Under appropriated
F	8320	450	SUPPLY, POWER & PUMPING	Miscellaneous	\$	3,225 No original appropriation
F	8330	110	WATER PURIFICATION	Salaries	\$	2,600 Original appropriation in F1990.0430
F	8330	410	WATER PURIFICATION	Utilities	\$	7,000 Under appropriated
F	8330	420	WATER PURIFICATION	Insurance	\$	8,000 Under appropriated
F	8340	455	TRANSMISSION & DISTR.	Vehicle Expense	\$	500 Under appropriated
F	8340	840	TRANSMISSION & DISTR.	Workers' Compensation	\$	<u>16,000</u> Under appropriated
TOTAL					\$	<u>65,175</u>

				<u>Decrease</u>		
F	1990	430	CONTINGENCY	Contingency	\$	(46,750)
F	8320	430	SUPPLY, POWER & PUMPING	Contracted Services	\$	(10,000)
F	8330	460	WATER PURIFICATION	Materials and Supplies	\$	<u>(8,425)</u>
TOTAL					\$	<u>(65,175)</u>

RESOLUTION

Page 8 of 9

Approving Supplemental Appropriation No. 1
For Fiscal Year 2010-11 for Various Accounts

- 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

SEWER FUND

					<u>Increase</u>	
G	8110	120	SEWER ADMINISTRATION	Clerical	\$ 1,275	Original appropriation in G1990.0430
G	8110	130	SEWER ADMINISTRATION	Wages	\$ 1,000	Original appropriation in G1990.0430
G	8110	250	SEWER ADMINISTRATION	Other Equipment	\$ 2,600	No original appropriation
G	8110	440	SEWER ADMINISTRATION	Fees, Non-employee	\$ 3,175	No original appropriation
G	8110	455	SEWER ADMINISTRATION	Vehicle Expense	\$ 1,500	Under appropriated
G	8120	110	SANITARY SEWER	Salaries	\$ 1,250	Original appropriation in G1990.0430
G	8120	140	SANITARY SEWER	Temporary	\$ 100	No original appropriation
G	8120	150	SANITARY SEWER	Overtime	\$ 3,000	Under appropriated
G	8120	170	SANITARY SEWER	Out of Code	\$ 400	No original appropriation
G	8120	440	SANITARY SEWER	Fees, Non-employee	\$ 250	Under appropriated
G	8120	455	SANITARY SEWER	Vehicle Expense	\$ 7,000	Under appropriated
G	8120	465	SANITARY SEWER	Equipment < \$5,000	\$ 2,000	Under appropriated
G	8130	140	TREATMENT & DISPOSAL	Temporary	\$ 4,650	No original appropriation
G	8130	150	TREATMENT & DISPOSAL	Overtime	\$ 2,500	Under appropriated
G	8130	175	TREATMENT & DISPOSAL	Health Insurance Buy-out	\$ 3,400	Under appropriated
G	8130	420	TREATMENT & DISPOSAL	Insurance	\$ 2,900	Under appropriated
G	8130	430	TREATMENT & DISPOSAL	Contracted Services	\$ 3,000	Under appropriated
G	8130	450	TREATMENT & DISPOSAL	Miscellaneous	\$ 4,000	Under appropriated
G	8130	455	TREATMENT & DISPOSAL	Vehicle Expense	\$ 15,000	Under appropriated
G	9040	800	OTHER EXPENSES	Worker's Compensation	\$ 1,000	Under appropriated
G	9060	800	OTHER EXPENSES	Health Insurance - Retirees	\$ 7,500	Under appropriated
G	9065	800	OTHER EXPENSES	Medicare Reimbursements	<u>\$ 2,500</u>	Under appropriated
Total					<u>\$ 70,000</u>	

					<u>Decrease</u>
G	1990	430	CONTINGENCY	Contracted Services	\$ (39,000)
G	8130	110	TREATMENT & DISPOSAL	Salaries	\$ (25,000)
G	8130	130	TREATMENT & DISPOSAL	Wages	<u>\$ (6,000)</u>
Total					<u>\$ (70,000)</u>

RESOLUTION

Page 9 of 9

Approving Supplemental Appropriation No. 1
For Fiscal Year 2010-11 for Various Accounts

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

LIBRARY FUND

L	7410	120	LIBRARY
L	7410	130	LIBRARY
L	7410	140	LIBRARY
L	7410	150	LIBRARY
L	7410	440	LIBRARY
L	7410	460	LIBRARY
L	7410	465	LIBRARY
L	9040	800	OTHER EXPENSES
L	9060	800	OTHER EXPENSES
L	9065	800	OTHER EXPENSES
			Total

	<u>Increase</u>	
Clerical	\$ 3,400	Original appropriation in L1990.0430
Wages	\$ 59,000	Original appropriation in L7410.0110
Temporary	\$ 4,600	Under appropriated
Overtime	\$ 2,250	Under appropriated
Fees, Non-employee	\$ 200	No original appropriation
Materials and Supplies	\$ 100	Under appropriated
Equipment < \$5,000	\$ 3,500	Under appropriated
Worker's Compensation	\$ 300	Under appropriated
Health Insurance - Retirees	\$ 21,300	Under appropriated
Medicare Reimbursements	<u>\$ 1,325</u>	Under appropriated
	<u>\$ 95,975</u>	

L	1990	430	CONTINGENCY
L	7410	110	LIBRARY
L	7410	410	LIBRARY
L	7410	420	LIBRARY
L	7410	830	LIBRARY
			Total

	<u>Decrease</u>
Contracted Services	\$ (16,250)
Salaries	\$ (73,700)
Utilities	\$ (1,500)
Insurance	\$ (3,800)
Social Security	<u>\$ (725)</u>
	<u>\$ (95,975)</u>

SELF FUNDED HEALTH INSURANCE FUND

MS	1710	110	SELF FUNDED HEALTH INS.
MS	1710	430	SELF FUNDED HEALTH INS.
MS	1710	450	SELF FUNDED HEALTH INS.

	<u>Increase</u>	
Salaries	\$ 350	Under appropriated
Administration	\$ 11,000	Under appropriated
Miscellaneous	<u>\$ 1,000</u>	Under appropriated
	<u>\$ 12,350</u>	

MS	1710	420	SELF FUNDED HEALTH INS.
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	<u>Decrease</u>
Stop Loss Insurance	<u>\$ (12,350)</u>
	<u>\$ (12,350)</u>

Seconded by

Res No. 3

June 11, 2011

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Approving Amendment No. 79 to the Management
and Management Confidential Pay Plan For Fiscal Year 2011-12

The Fiscal Year 2011-12 Budget contains an appropriation for a one percent (1.0%) raise for Management and Management Confidential employees.

A resolution has been prepared for City Council consideration that establishes the Management and Management Confidential Salaries for the fiscal year beginning July 1, 2011. These salaries reflect a 1.0% increase over those received in 2010-11, except for the Police Chief, whose salary increase is governed by NYS General Municipal Law.

RESOLUTION

Page 1 of 2

Amendment No. 79 to the Management
And Management Confidential Pay Plan

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 with the adoption of the Fiscal Year 2011-12 Budget, the City Council of the City of Watertown appropriated a raise for Management and Management Confidential employees in the amount of one percent (1.0%),

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves Amendment No. 79 to the Management and Management Confidential Pay Plan, in order to establish the annual compensation for the positions listed below effective July 1, 2011,

<u>Position</u>	Salary
Police Chief	\$93,426
City Engineer	\$90,337
Police Captain	\$86,860
City Comptroller	\$82,779
Superintendent of Public Works	\$81,570
Library Director	\$73,795
Assistant Superintendent of Public Works	\$69,698
Chief Waste Water Treatment Plant Operator	\$67,802
Information Technology Manager	\$65,890
Civil Engineer II (Wood)	\$65,571
Superintendent of Parks and Recreation	\$64,654
Planning and Community Development Cor.	\$64,654
Supervisor of Maintenance and Distribution	\$62,692

RESOLUTION

Page 1 of 2

Amendment No. 79 to the Management
And Management Confidential Pay Plan

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

Chief Water Treatment Plant Operator	\$62,514
Code Enforcement Supervisor	\$61,454
City Assessor	\$61,443
Street and Sewer Maintenance Supervisor	\$60,664
Parks and Recreation Maintenance Supervisor	\$60,664
Civil Engineer I	\$57,113
Planner (Lumbis)	\$53,735
Librarian III	\$52,774
Accounting Supervisor	\$52,363
Confidential Assistant to the City Manager	\$43,935
Confidential Secretary to the City Manager	\$42,031
Planner (Nichols)	\$40,400
Executive Secretary Civil Service Commission	\$38,095
Deputy City Clerk	\$37,098
Accountant	\$35,869

Seconded by

Res No. 4

June 13, 2011

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Approving Agreement for Public Benefit Services
Between the City of Watertown and the Thousand
Islands Regional Tourism Development Corporation

During the City Council Work Session held on Monday June 13, 2011, Gary DeYoung made a presentation to the Council detailing the marketing initiatives he and Staff are recommending for the coming year. The Thousand Islands Regional Tourism Development Corporation serves as the official Tourism Promotion Agency for Jefferson County and the 1000 Islands region. Their focus is on the development, promotion, enhancement and retention of the tourism industry and its associated employment base within the territory encompassing Jefferson County and neighboring Ontario communities along the St. Lawrence River.

An Agreement for Public Benefit Services with the Thousand Islands Regional Tourism Development Council has been drafted for City Council approval. This Agreement provides for the marketing and promotion of the City of Watertown. This year's marketing effort will include publications of the Thousand Islands Regional Tourism Development Corporation like the *1000 Islands International Travel Guide*, as well as the *Seaway Trail Journey Magazine*, the 2011-2012 Summer Marketing program which will focus on key markets including Rochester, Syracuse, Scranton/Harrisburg, and Ottawa, and promotion of the City at the Pentagon Travel Shows. A detailed listing of the services to be provided has been incorporated into this Agreement.

Additionally, as part of this year's proposal, the Mr DeYoung is proposing that the City and the Town of Watertown would share the costs of marketing initiative in the Canadian market. This marketing campaign was very successful last year, and it is Staff's recommendation that this be supported again this year.

The term of this Agreement begins July 1, 2011, and runs through June 30, 2012. The Thousand Islands Regional Tourism Development Corporation will be paid \$34,550 for destination marketing services under this Agreement. Funding to support this plan is contained in the Fiscal Year 2011-2012 Tourism Fund budget.

RESOLUTION

Page 1 of 1

Approving Agreement for Public Benefit Services Between the City of Watertown and the Thousand Islands Regional Tourism Development Corporation

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 Fiscal Year 2011-12 Tourism Fund Budget contains an appropriation for destination marketing, and

WHEREAS the City Council of the City of Watertown wishes to enter into an Agreement for the provision of destination marketing services with the Thousand Islands Regional Tourism Development Corporation,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that it approves the Agreement for Public Benefit Services with the Thousand Islands Regional Tourism Development Corporation, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that City Manager Mary M. Corriveau is hereby authorized and directed to execute the Agreement on behalf of the City Council.

Seconded by

AGREEMENT FOR PUBLIC BENEFIT SERVICES

BETWEEN

THE CITY OF WATERTOWN, NEW YORK

and

**THOUSAND ISLANDS REGIONAL TOURISM DEVELOPMENT
CORPORATION**

In Connection With

MARKETING AND PROMOTION OF THE CITY OF WATERTOWN

This Agreement made by and between the City of Watertown, New York and the Thousand Islands Regional Tourism Development Corporation.

WITNESSETH

For and in consideration of the mutual covenants and agreements hereinafter contained, the parties hereto for themselves, their successors and assigns, have mutually agreed and do agree with each other as follows:

Article I. DESCRIPTION OF PROJECT. The Thousand Islands Regional Tourism Development Corporation shall provide the City of Watertown with its services and shall promote and publicize the advantages of the City of Watertown through the use of destination marketing as detailed in the attached 2011 Destination Marketing Proposal.

Article II. ELIGIBLE ACTIVITIES. Eligible activities for the Thousand Islands Regional Tourism Development Corporation shall include but not be limited to, all public media, television campaigns, consumer print ads and inquiry fulfillment. This advertising will include the items detailed on the attached schedule.

Article III. INELIGIBLE ACTIVITIES. Ineligible activities shall include but not be limited to: land acquisition, staff salary, utilities, fuel, insurance, maintenance and security salaries, construction and renovation costs, interest, purchase of equipment, and program activities solely directed towards or restricted to organizational membership.

Article IV. TERM OF THIS AGREEMENT. The term of this Agreement shall be for one (1) year, from July 1, 2011 through June 30, 2012.

Article V. MANNER OF PAYMENT.

- A. The amount to be paid from the City of Watertown Special Tourism Funds, as appropriated therefore, shall not exceed Thirty Four Thousand Five Hundred Fifty (\$34,550) for the term of this Agreement.
- B. Payment shall be made by the City Comptroller upon the receipt of an executed Services Agreement between the City of Watertown and the Thousand Islands Regional Tourism Development Corporation.
- C. Thousand Islands Regional Tourism Development Corporation understands that all City funds may only be used for eligible activities and for services actually performed. A copy of audited financial statements of the Thousand Islands Regional Tourism Development Corporation shall be provided to the City on or before June 30, 2012.
- D. The Thousand Islands Regional Tourism Development Corporation shall refund to the City at the termination of this Agreement, any monies paid by the City of Watertown that remains unused.

Article VI. PROVISIONS OF LAW. All provisions of law required to be made as part of this Agreement are hereby deemed incorporated in this Agreement. Performance of the terms and conditions of this Agreement shall be subject to and performance of all applicable laws.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers or representatives on this ____ day of June 2011.

CITY OF WATERTOWN, NEW YORK

By: _____

Mary M. Corriveau, City Manager

THOUSAND ISLANDS REGIONAL
TOURISM DEVELOPMENT
CORPORATION

By: _____

Gary DeYoung, Executive Director



**2011 Destination Marketing Proposal
to
City of Watertown
From
1000 Islands International Tourism Council**

Background:

The 1000 Islands International Tourism Council works as the “destination marketing organization” for the region including all of Jefferson County and neighboring Ontario communities along the St. Lawrence River.

As such, it engages in marketing projects designed to attract visitors to the region from outside the area. The Council's marketing projects leverage buy-in from governments, non-profits and business partners.

In 2011, the Council's total budget goal is \$989,000. Over half of that budget comes from the two largest investors in the Council. The 1000 Islands Bridge Authority/Federal Bridge Corporation of Canada provides staff and services. Jefferson County provides a program grant in the amount of \$300,000. This year's funding from State of New York Matching funds program is \$81,836.

The balance of funding comes from State or Provincial grants and the many organizations who, like the City of Watertown, “buy-in” to the Council's programs.

As the official Jefferson County Tourism Promotion Agency, the 1000 Islands International Tourism Council includes promotions of Watertown based attractions, events and hospitality services in all its regular programs. The buy-in list is for additional exposure or support of special projects.

2011 City of Watertown Buy-ins for Destination Marketing Proposal

General Consumer Marketing:

2011 Summer Marketing Program

\$8,750 for major partner position

The TIRTDC will place about \$100,000 in cooperative television advertising in key markets including Rochester, Buffalo, Syracuse, Scranton/Harrisburg and Ottawa. For 2011, plans also call for placement of \$25,000 in online banner ads on key websites in Eastern Ontario and Central Pennsylvania.

Partnership packages have been developed for the summer campaign. Utilizing cable systems and broadcast channels, over 5,000 TV spots are expected to be aired. A total of 2,500,000 banner impressions will be made as part of the websites buy. Each major partner receives coverage in a rotation of the TV cooperative ads, impressions in a rotation of the online campaign, a feature in the summer calendar of events tabloid (12,000 copies), a featured position on the campaign landing-site (getaway1000.com) and positions in the summer coupon booklet (12,000 copies).

2012-13 International Travel Guide

\$5,500 for a full page ad in color

The Council's main consumer travel piece is the *1000 Islands International Travel Guide*. 300,000 copies of the Guide are published. The guides are direct mailed to all advertising inquiries, as well as the previous year's inquiries. The Guide is carried as an official publication in both New York and Ontario welcome centers. Thousands are distributed at consumer shows by the TIRTDC and cooperating partners

It should be noted that editorial content about the City and local businesses is underwritten by the Council's Jefferson County grant. This request is for display ad space which will be designed to the City's specifications and can highlight a number of tourism sites in Watertown.

2012-2013 Seaway Trail "Journey" Magazine

\$2,600 – 2/3 page ad

The Seaway Trail annually publishes its *Journey* magazine covering communities and activities along the Seaway Trail from Massena to Erie, Pennsylvania. A 2/3 page ad would promote Watertown in this publication with a press run of 200,000.

Military Marketing

Pentagon Travel Shows

\$1,700 underwriting

The Council regularly exhibits at a number of travel, sports and trade shows. These include sports shows in Western New York and New Jersey, the boat show in Toronto, the New York State Society of Association Executives Meetings Showcase and several motorcoach events in the Northeast states. The Council also places its literature at other shows through cooperative exhibits with several organizations.

In recent years, the City has provided partial support of the Council's exhibit at the spring and fall Pentagon Travel Shows. Staff working the booth felt that the response has been very good and is improving.

Military Visitor Supplement

\$2,000 underwriting

The City has assisted with the expense of two editions of a Visitor Guide Supplement for the Military Audience have been produced. The guide is regularly distributed on post and the supply of the current edition is expected to last through the fall of 2011. Plans will be made during the summer of 2011 for another edition. The City provided \$4,000 in underwriting against about \$15,000 in expenses for the last addition. Based on the City's leadership, several other communities have come forward to participate. For the 2012, edition the Council is requesting \$2,000 in underwriting.

Eastern Ontario Target Marketing

Watertown Canadian Shop, Stay & Save:

Total investment goal \$28,000 (underwriting requested from City: \$14,000)

With the Canadian dollar continuing to trade above par, the Watertown Area has proven to be very attractive to Canadian shoppers from throughout eastern Ontario.

In 2010, the Council received \$14,000 in support from the City and Town of Watertown to conduct a fall marketing effort targeting Ontario Shoppers. Working with the Watertown Times, a 16-page tabloid was produced and inserted into newspapers in Ottawa, Kingston, Brockville and Gananoque (115,000 copies total).

Display ads (4 column by 8") were taken during September and October in Ottawa, Kingston and Brockville Newspapers.

The visitwatertown.com website was re-designed around the shopping promotion and \$1,024 in Google Adwords targeted eastern Ontario communities.

A similar program is proposed for 2011. Based on input from stakeholders, some adjustments will be made, including beginning the program earlier.

Notes regarding on-going projects:

www.visitwatertown.com

This site is used as a "landing page" for promotions of Watertown. The site annually receives various updates and could be updated to include expanded information on some featured City destinations, such as the Flower Library, Zoo, Historical Society and parks.

Watertown Visitors Map

An 11" x 17" color map of the Watertown Area is produced for use in providing directions to visitors. The map includes street level details along with the locations of hotels, major shopping areas and points-of-interest. Hotel desks and other visitor service areas receive the maps in pads of 50.

Brochure Distribution

The Council is very active in brochure distribution. It regularly stocks literature displays in two I-81 rest areas in Jefferson County, operates the Welcome Center at the Thousand Islands Bridge and mails tens of thousands of "visitor kits" annually. The literature projects in this proposal are backed by that distribution system and other City attractions are encouraged to take advantage of the distribution as well.

Black River Marketing

With the support of the City and State of New York through the Blueway initiative coordinated by the Tug Hill Commission, a number of Black River marketing projects have been implemented and continue.

- Black River Guide
- BlackRiverNY.com
- Black River Public Relations Resources

Watertown – 1000 Islands Dining Guide

This spring, the Council cooperated with the Watertown Times in their production of a dining guide for the region. The guide was produced as an insert to the Times and an over-run is being used at the Council's information displays and on Fort Drum.

2011 Marketing Proposal Cost Summary:

2011 Summer Marketing Program, Major Partner.....	\$8,750
1000 Islands International Travel Guide Ad	\$5,500
Seaway Trail Journey Magazine	\$2,600
2011 Pentagon Travel Shows	\$1,700
Military Visitor Supplement Underwriting.....	\$2,000
Watertown branded Eastern Ontario Marketing	\$14,000
Total.....	\$34,550

June 11, 2011

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Approving Agreement for Paratransit Services,
Guilfoyle Ambulance Service

In June 1994, the City of Watertown began providing, as a requirement of ADA, paratransit services. This service provides disabled customers with an accessible form of transportation that complements the regular fixed-route offered by CitiBus. This curb-to-curb service is provided to riders on a request basis.

Since its inception, this service has been provided on a contract basis. Initially, the contract provider owned and operated the vehicles used to provide the service. In 1996, the City approached the NYS Department of Transportation for funding to purchase two (2) paratransit vehicles. The City was successful in receiving funding and the paratransit buses were put into service in 2000 and the State continues to provide funding to support the replacement of these vehicles as needed.

In 2007, the City Purchasing Department advertised and received sealed proposals from qualified contractors to operate the City's Paratransit program. Requests for proposals were issued to seven (7) prospective agencies. The City Council accepted the two year Lump Sum Proposal submitted by Guilfoyle Ambulance Service in the amount of \$140,140.00. The term of the Initial Agreement commenced on July 1, 2007, and continued until June 30, 2009.

Under the term of the Initial Agreement, the City reserved the right to extend the contract for three additional one year periods on a year-to-year basis, with an annual increase that will not exceed 6%. Since the expiration of the Initial Agreement the City has exercised its option to renew the Agreement for two additional years. Staff is proposing the last one-year renewal for the period July 1, 2010, through June 30, 2011. During this term the City will pay Guilfoyle \$79,560. This represents a 4% increase over the \$76,500 that was paid in FY 2010-11 for this service.

A resolution approving the one-year contract for Paratransit services with Guilfoyle Ambulance has been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Approving Agreement 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 in 2007, the City Purchasing Department advertised and received sealed proposals from qualified contractors to operate the City’s Paratransit Program, and

WHEREAS at the recommendation of Purchasing Agent Robert Cleaver and Transit Supervisor Kathy Webster the City Council approved acceptance of a two-year Lump Sum proposal submitted by Guilfoyle Ambulance Service, and

WHEREAS under the terms of the Agreement approved in 2007, the City has the ability to extend the contract for three (3) additional one year terms on a year to year basis, with an annual increase not to exceed 6% per year, and

WHEREAS it is the City’s desire to exercise its option to extend the Agreement for one additional year, effective July 1, 2011,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves the attached Agreement with Guilfoyle Ambulance Service in the amount of \$79,560 for Paratransit Services, a copy of which is attached and made a part of this resolution, and

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

Seconded by



**GUILFOYLE AMBULANCE
SERVICE, INCORPORATED**

P.O. BOX 88
438 NEWELL ST.
WATERTOWN, NY 13601
(315)788-4140 EMERGENCY
OFFICE (315)788-8105
OR 1-800-722-0424
(315)785-9112 FAX

EMERGENCY AMBULANCE – INVALID COACH
COUNTY WIDE PARAMEDIC / ALS INTERCEPT
EMERGENCY MEDICAL DISPATCH – EMS SUPPLY OUTLET HEALTHCARE TRANSPORTATION SINCE 1907

April 1, 2011

Kathy Webster
Transit Supervisor
544 Newell Street
Watertown, NY 13601-3380

Ms. Webster,

I have reviewed our costs for providing the Para Transit service to the City of Watertown and at this time the usage of the Para transit is up considerably from the time we posted our bid in 2007, and has increased again this year. I realize that the extension allowed for “up to 6% increase” and everyone is looking for avenues to reduce expenditures. However, with the increase in usage of the Para transit we find ourselves operating two busses almost everyday and nearly all day long including Saturday.

We respectfully request a 4% increase to attempt to cover our increased costs in providing this service to the residents of the City of Watertown. Please call me if you have any further questions.

Respectfully,

David C. Sherman
General Manager

OUR MISSION STATEMENT

CARING PROFESSIONALS GIVING QUALITY CARE BY COMFORTING, REASSURING AND SERVING THE
PEOPLE OF THE COMMUNITY AND ENDEAVORING TO REMAIN A LEADER IN EMS



CITY OF WATERTOWN, NEW YORK

CitiBus System
544 NEWELL STREET
WATERTOWN, NEW YORK 13601-3380
TEL. (315) 785-7772 • FAX (315) 755-9379

KATHY S. WEBSTER
TRANSIT SUPERVISOR

February 16, 2011

Mrs. Charmaine Wright, President
Guilfoyle Ambulance Services, Inc.
438 Newell Street P.O. Box 88
Watertown, New York 13601

Re: Paratransit Services Contract

Mrs. Charmaine Wright

The City of Watertown agreed to pay Guilfoyle \$76,500 for the period beginning July 1, 2010 and ending June 30, 2011.

The current contract with Guilfoyle for Paratransit Services expires June 30, 2011.

Per contract specification we can extend the contract for additional one-year period after the expiration of the contract on June 30, 2011 up to a maximum of one year.

If it is your desire to renew this contract for an additional year please advise this office by April 4, 2011.

We would like to renew the contract at its current rate due to fiscal constraints.

Should you have any questions on this matter, please do not hesitate to contact me at 315-785-7772.

Sincerely,


Kathy Webster

Cc: Robert Cleaver, Purchasing Agent

CONTRACT FOR PARATRANSIT SERVICES

The City of Watertown, New York and
Guilfoyle Ambulance Service, Inc.

July 1, 2011 – June 30, 2012

PURPOSE

This Agreement for Paratransit Service is being made, and is intended to be effective as of July 1, 2011, between the City of Watertown, New York, with its principal offices located at 245 Washington Street, Watertown, New York 13601 (the "City") and Guilfoyle Ambulance Service Inc., having a mailing address at P.O. Box 88, 438 Newell Street, Watertown, New York 13601 ("Guilfoyle").

INTRODUCTION

Whereas the City operates a City Bus System established to provide transportation services to the general public; and

Whereas the City is required to comply with Title 11 of the Americans with Disabilities Act of 1990 (the "ADA") by providing a level of public transportation services to disabled persons which is comparable to that provided to persons without disabilities; and

Whereas the City previously solicited, and received, proposals from qualified contractors to provide complementary Paratransit services in accordance with both the ADA and with the City's bid specifications; and

Whereas Guilfoyle appears to be a skilled and competent public transportation provider having more than ten years experience providing coach service to persons with disabilities in the Jefferson County and Watertown area;

Now, therefore, in consideration of the mutual covenants and representations as stated herein, the City and Guilfoyle agree as follows:

SECTION I – AGREEMENT

1. Term of Agreement – The term of this Agreement shall be for the period from July 1, 2011 through June 30, 2012.

SECTION II – PROVISION OF SERVICE

1. Guilfoyle represents that it has familiarized itself with the terms and requirements of the Americans with Disabilities Act of 1990 (the ADA), as amended, and all applicable Federal, State, and local law(s) or regulation(s).

2. Guilfoyle shall agree to provide a level of public transportation services to disabled persons which are comparable to that provided to persons without disabilities by the CitiBus Fixed Route System. In this regard, the transportation service to be provided by Guilfoyle shall be curb-of-origin to curb-of-destination.

3. Guilfoyle shall agree to provide complementary Paratransit services to ADA eligible persons to all points within the City of Watertown and to all points three-fourths (3/4) of a mile beyond any CitiBus fixed route.

4. The City reserves the right to modify or extend any existing fixed route, at its discretion, and upon 30 days written notice, Guilfoyle will be required to provide any changes in its service to meet the required coverage areas as noted above.

5. Guilfoyle shall agree to provide complementary Paratransit service to ADA eligible person during the same days and hours of operation as the City's fixed route bus service. Currently operating hours are: Monday through Friday – 7:00 a.m. to 6:15 p.m and Saturday, 9:40 a.m. – 5:35 p.m. The City reserves the right to change hours of operation upon 30 day written notice to the contractor.

6. Guilfoyle shall agree to provide a dedicated phone line to be used for Paratransit service only. Guilfoyle shall bear all costs associated with the phone line.

7. The dedicated phone line shall permit ADA eligible persons to call a live dispatcher, or other trip scheduling individual to request a trip five (5) days a week during normal business hours of 9:00 A.M. to 5:00 P.M. Furthermore, Guilfoyle agrees to provide an answering machine or other similar device or service to allow individuals the opportunity to request a trip outside of the normal business hours as defined above. All telephone calls shall be handled in a professional and timely manner.

8. Guilfoyle shall provide requested service on a next day basis (i.e. A trip shall be provided to any patron at any time during the operational hours of a day provided that the trip is scheduled anytime during the previous day).

9. Guilfoyle shall not schedule ADA eligible person(s) on a trip to begin more than one (1) hour before, or one (1) hour after, the individual's desired departure time unless negotiated with the individual.

10. Guilfoyle shall operate a system that allows reservations to be taken fourteen (14) days in advance for ADA eligible individuals.

11. If, at any time, the City chooses to increase or decrease the hours of fixed route service, the level of Paratransit service shall increase or decrease accordingly. Likewise, the fee that will be provided to Guilfoyle will be adjusted accordingly. Any fee adjustment will be negotiated between the City and Guilfoyle.

SECTION III – EQUIPMENT

1. Vehicles: The City of Watertown will provide, for the contractor's use, three (3) motor vehicle(s) which are accessible to ADA Paratransit eligible persons, each of

which shall be equipped with three (3) wheel chair positions with tie downs and fourteen (14) seating positions. The ADA compliant buses currently owned by the City and available for use are described in Appendix A to this contract.

2. Maintenance: The City owned motor vehicles to be used by Guilfoyle in performance of this service shall be maintained at the sole expense of the City with the following exceptions:

A. The general cleaning of the inside of the vehicles will be the responsibility of the contractor. Inside cleaning (including sweeping and mopping) shall be done at least once daily or more if needed. The cleaning of the inside of the windows shall be done at least once weekly. The walls and the ceiling of the bus shall be cleaned at least two times per year.

B. The general cleaning of the outside of the vehicles will be the responsibility of the contractor. Outside cleaning (washing) shall be done at least once daily.

3. Guilfoyle will be required to submit daily vehicle condition reports and vehicle maintenance reports to the DPW Central Garage Supervisor, 557 Newell Street as necessary. Fax reports to CitiBus at 315-755-9379 and fax to DPW Central Garage 315-782-0293. Sample reports are attached for your reference.

4. Guilfoyle agrees to notify the City of any minor defects or problems that occur with the vehicles on the daily vehicle condition report. Any major problems that occur are to be immediately reported to the Central Garage Supervisor.

5. The City shall not be responsible for any tickets or moving violations that are incurred as a result of any lack of maintenance that is not reported to the City.

6. The City shall maintain the buses in full compliance with Federal ICC, State and local highway rules and regulations, including inspection standards as set forth by the New York State Department of Motor Vehicles.

7. Fuel for the vehicles will be provided by the City of Watertown at its sole expense. Fuel will be available from the fueling station at the D.P.W. facilities on Newell Street. Fuel will be available for the Paratransit vehicles on Monday-Friday only between the hours of 8:00 A. M. to 4 P.M. Fuel will not be available on legal holidays.

8. Vehicle Use: The three vehicles shall be utilized on a rotation basis to ensure equal use of each as follows: On Monday of each week, the vehicles shall be rotated so that two vehicles are the primary vehicle for the week and the other vehicle would be the primary vehicle for the following week. The third vehicle is for rotation only and to allow for preventive maintenance.

9. The vehicles shall be used for providing CitiBus Paratransit service only. No other uses will be permitted by Guilfoyle.

10. Vehicle Storage: Guilfoyle will be responsible for providing a secured storage facility for the two vehicles that are in use for the week. The facility will be subject to

inspection by the City. The reserve or rotation vehicle will be stored at the City of Watertown's D.P.W. facility on Newell Street when not in use.

SECTION IV – PERSONNEL

1. It shall be the responsibility of Guilfoyle to provide personnel who possess the requisite education, training, and/or experience to operate and maintain the equipment/vehicles and to provide the level of service to ADA eligible persons, which is required by the ADA.

2. In addition, Guilfoyle shall represent that its drivers hold at a minimum, (or at least) C.D.L. Class C, minimum N-1 restrictive endorsement, licenses with a "Passenger" endorsement, and will maintain eligibility in accordance with pertinent provisions of the New York State Department of Transportation's Rules.

3. Guilfoyle shall follow all Article 19-A requirements of Section 509 of the Vehicle and Traffic law.

4. Guilfoyle will also comply with the rules and regulations as required under the Omnibus Transportation Act of 1991.

5. Personnel employed by Guilfoyle who operate the Paratransit vehicles must present themselves to the public in a clean manner, be neatly dressed, clean shaven (if applicable) and must not smoke at anytime in or around the Paratransit vehicles.

6. The City reserves the right to have any personnel deemed undesirable removed from driving the City vehicle at any time.

SECTION V – CAPACITY CONSTRAINTS

1. No restrictions shall be made on the number of trips an ADA eligible individual will be provided. There shall be no waiting lists for registration for service.

2. There shall be no operational pattern or practice that significantly limits the availability of service to ADA eligible persons. This includes such patterns as: (1) Substantial number of significantly untimely pickups for initial or return trips; (2) Substantial number of trip denials or missed trips; (3) Substantial number of trips with excessive trip lengths.

3. CitiBus Paratransit Service, enforces a "no show policy" (failure to cancel unwanted service, or arriving more than five (5) minutes beyond pick-up time is considered a "no show"). Three (3) "no shows" in a 30-day period can result in a 30-day suspension of service.

SECTION VI – PARATRANSIT SERVICE APPLICATION & VERIFICATION

1. Guilfoyle shall work to identify all potential ADA eligible persons by the process below:

(A) Distribute application and professional verification forms (provided by the City) to potential ADA eligible persons upon request of any individual or agency.

(B) Actively search for new ADA eligible patrons by presenting the application process and service features in person to any individual or group who may request such a presentation.

(C) Collect and review the applications for completeness and return them to the CitiBus Office for processing within seven (7) days of receiving the application(s).

(D) Verify the identity of the ADA eligible rider prior to each trip.

SECTION VII – PROGRAM ADMINISTRATION

1. Guilfoyle shall maintain records, which will describe the level of service and shall provide to the City, on a daily/monthly basis, the following information:

(A) Beginning and end of each day, each vehicle odometer and hub mileage reading.

(B) Total number of trips provided.

(C) Total number of personal care attendant trips provided.

(D) Total number of “loaded” miles of service.

(E) Total number of “unloaded” miles of service.

(F) Total amount of fares collected.

(G) Number of persons determined eligible for service in the month.

(H) Miscellaneous other data as requested.

2. Guilfoyle agrees to provide the City with a Daily Trip & Mileage Report, Monthly Report, and Quarterly Report for the level of service provided as set forth above on a daily, monthly and quarterly basis. These reports will be submitted in addition to the daily vehicle condition report and vehicle maintenance report as noted above in the Equipment Section.

3. Guilfoyle agrees to maintain its records in a confidential manner and to have the same readily accessible within Jefferson County to appropriate City personnel for the City’s inspection during normal business hours.

4. All daily, monthly and annual reporting and/or correspondence regarding the Paratransit program shall be directed to the Transit Supervisor in the CitiBus Office, 544 Newell Street, Watertown, New York 13601-2448.

SECTION VIII – FARES

1. Guilfoyle shall charge a fare, which is set by the City Council for each ADA eligible person per one-way trip to ride on the Paratransit bus. This fare is currently set at \$3.00.

2. The same fare will similarly be charged to any visitors that accompany an ADA eligible person.

3. A personal care attendant traveling with an ADA eligible person will not be charged a fare.

4. Fares shall be collected from the riders at the time of pick up. Fare boxes shall be delivered to the City Comptroller's Office, 245 Washington Street, Suite 203, daily (except weekends and holidays) by 11 a.m. the following day.

SECTION IX – SAFETY PLAN

Guilfoyle agrees to adopt, implement and comply with the City of Watertown's Safety Plan.

SECTION X – ACCIDENT REPORTS

All passenger injuries and miscellaneous incidents shall be reported, as soon as possible, via telephone and in writing to the City's Transportation Department within 48 hours of occurrence.

SECTION XI– INSURANCE

1. The City shall provide and maintain automobile insurance for both vehicles used in connection with this contract. This insurance shall cover all vehicles and drivers used by the contractor in connection with fulfilling its obligations.

2. In the event of an accident, mishap or other event, which causes damage to the vehicle(s), which is determined to be the fault of Guilfoyle, the contractor will be responsible for the insurance deductible. The deductible amount is currently set at \$500 for comprehensive and \$500 for collision.

3. All drivers employed by Guilfoyle who will be operating the Paratransit vehicles must have clean records. A DMV abstract for each driver has been submitted to the City. Also, a DMV abstract will be required to be submitted to the office of the City's Transit Supervisor at time of hire for each new employee during the duration of this contract. Guilfoyle will be required on an annual basis, June 30, to submit to the City's Transit Supervisor a listing of all drivers who are employed to operate the City's Paratransit vehicles, along with an abstract for each one.

4. Guilfoyle shall procure and maintain Workers' Compensation insurance and disability insurance in accordance with the laws of the State of New York. This insurance shall cover all persons who are employees of the contractor under the laws of the State of New York.

5. Guilfoyle and their employees agree that the City of Watertown's Transit Supervisor or designee will be notified within 24 hours of any DMV driving infraction, whether it be on or off the job, or any other action that may result in the loss of an employee's license or their ability to drive/operate a motor vehicle.

SECTION XII - DRUG AND ALCOHOL TESTING

1. Guilfoyle shall implement a system that will make provisions for drug and alcohol testing of their drivers who are employed to operate the City's Paratransit Service.

2. The standard operational procedures and testing of drivers shall be in place upon commencement of the service.

3. Guilfoyle's Drug and Alcohol Policy shall follow all guidelines as set forth in the Federal Government's Omnibus Transportation Employee Testing Act of 1991 and meet the Federal requirements of 49 CFR Parts 655.

4. Guilfoyle shall provide the City with copies of their Drug and Alcohol Policy and shall submit documentation to the City on a quarterly basis verifying that testing is being conducted according to all applicable standards.

5. Guilfoyle shall submit their Drug and Alcohol tests summary report for the calendar year, to the City's Transit Supervisor for FTA reporting, by January 31st of each year.

6. All costs associated with this testing shall be the responsibility of Guilfoyle.

7. Guilfoyle shall provide on a Quarterly basis a roster of all safety sensitive employees who will be subject to Drug and Alcohol testing. The City's Transportation Office shall be notified within 48 hours of all new employees who will be subject to Drug and Alcohol testing as well as those employees who have left Guilfoyle's employment.

8. The City reserves the right to verify Guilfoyle's compliance with all Drug and Alcohol requirements on a 24-hour notice.

SECTION XIII – PAYMENT

1. Payment for services provided will be remitted within 30 days of receipt of vendor invoice. Any/all monetary shortages of fares collected versus passengers reported will be deducted from monthly remittances by the City.

2. The City agrees to pay Guilfoyle \$79,560 for the period beginning July 1, 2011 and ending June 30, 2012. Payment will be in twelve monthly installments of \$6,630 during the term of the Agreement.

SECTION XIV – CONTRACT TERM

The term of this contract shall be from July 1, 2011 through June 30, 2012. This is the fifth and final term of this contract.

SECTION XV – ESCALATION

Increases to the original bid price may be honored for the third, fourth and fifth year term of the contract, provided, the contractor notifies the City's Purchasing Agent 90 days prior to the contract's anniversary date of his intent to increase his price for the following year. Annual increase shall not exceed 6% for that year of extension.

SECTION XVI – QUALITY ASSURANCE

1. The City reserves the right to satisfy itself as to the quality and level of service provided. If the City receives complaints as to the quality or level of any service supplied by Guilfoyle, the City reserves the right to investigate for the purposes of compliance with the specifications and the ADA. Failure by the City to act shall not be construed as a waiver.

2. If, after investigation, the City determines that the level of quality does not meet the specifications set forth in the contract and fails to meet expectations, the City has the right to cancel the agreement with sixty (60) days written notice.

SECTION XVII – HOLD HARMLESS

Guilfoyle shall indemnify and hold the City harmless, including reimbursement for reasonable attorneys' fees, from any and all loss, costs or expenses arising out of any liability, or claim of liability, for injury or damages to persons or to property sustained by any person or entity by reason of the contractor's operation or use of any motor vehicle used in providing Paratransit service or in connection with performing any other aspect of the service.

SECTION XVIII – SAVINGS CLAUSE

1. This document sets forth the Agreement between the parties, and each party acknowledges that there are no promises, agreements, conditions or understandings, either oral or written, express or implied, which are not set forth herein. In the event any covenant, condition or provision herein is held to be invalid by any court of competent jurisdiction, the invalidity of any such covenant, condition or provision shall in no way affect any other covenant, condition or provision herein; provided that the invalidity of any such covenant, condition or provision does not materially prejudice either the City or Guilfoyle in its respective rights and obligations contained in the valid covenants, conditions or provisions of this Agreement.

SECTION XIX – NOTICE

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

City of Watertown
City Manager
245 Washington Street
Watertown, New York 13601

Guilfoyle Ambulance Service Inc.
Charmaine Wright
P.O. Box 88
438 Newell Street
Watertown, New York 13601

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

IN WITNESS WHEREOF, the City and Guilfoyle have caused this Agreement to be executed by authorized agents to be effective as of July 1, 2011.

City of Watertown

By:

Mary M. Corriveau, City Manager

Guilfoyle Ambulance Service Inc.

By:

Charmaine G. Wright, President

Appendix A

City ID	VIN	Year	Make	Model	COACH	Fuel
PT-500	1FD4E45S18DB59176	2008	FORD	E-450	PHOENIX	GASOLINE
PT-600	1FD4E45S18DB59176	2010	FORD	E-450	STARCRAFT	GASOLINE
PT-700	1FD4E45S18DB59176	2010	FORD	E-450	STARCRAFT	GASOLINE

Res No. 6

June 11, 2011

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: City Council Meeting Production Agreement,
Steve Weed Productions

Attached for City Council consideration is a resolution approving a Production Agreement between the City of Watertown and Steve Weed Productions. This Agreement provides the City with videotape recorded City Council meetings and work sessions. Steve Weed Productions has provided these production services to the City since November 20, 2006. The recordings are produced by Steve Weed Productions and provided to Time Warner Cable to run on their Public, Educational and Governmental (P.E.G.) access channel for public viewing. The productions are also available on the company's website.

The term of the Agreement is for one (1) year commencing July 1, 2011 and terminating on June 30, 2012. For recording services provided under the terms of this contract, Steve Weed Productions will be paid a fee of \$150.00 per session. This contract contains a new one time payment of \$100.00 for additional digital archive space to store and host all Council meetings dating back to the beginning of the original agreement with Steve Weed Productions.

RESOLUTION

Page 1 of 1

Approving Production Agreement
Between the City of Watertown and
Steve Weed Productions

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 meets every month for City Council Meetings and Work Sessions, and

WHEREAS the meetings are open to the public and the City Council wishes to have them recorded and available for public access television and internet, and

WHEREAS Steve Weed Productions has recorded City Council meetings in the past and is willing to continue providing their services to the City, and

WHEREAS the City of Watertown wishes to continue to have Steve Weed Productions provide services under the terms of the attached Agreement,

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

BE IT FURTHER RESOLVED that the City Manager, Mary M. Corriveau, is hereby authorized and directed to execute the Agreement on behalf of the City.

Seconded by

**PRODUCTION AGREEMENT
BY AND BETWEEN
THE CITY OF WATERTOWN, NEW YORK
AND
STEVE WEED PRODUCTIONS**

This contract is entered into this ___ day of _____, 2011 between the City of Watertown, a municipal corporation of the State of New York, hereafter called "City" and Steve Weed d/b/a Steve Weed Productions, a sole proprietorship, hereafter called "Contractor" of the State of New York.

All notifications necessary under this contract shall be addressed to:

City of Watertown
Mary M. Corriveau, City Manager
245 Washington St., Suite 302
Watertown, NY 13601
315-785-7730

Steve Weed Productions
7 Paddock Arcade
Watertown, NY 13601
315-782-8383

1 TERM

1.1 This contract shall be effective from July 1, 2011 through June 30, 2012.

2. SCOPE OF SERVICES

2.1 Contractor shall videotape all City Council meetings at 7:00 p.m. on the first and third Mondays of each month (unless the Monday is a holiday in which case the meetings are held the following Tuesday). Videotaping shall also include City Council Work Sessions which fall on the second or fourth Monday of the month except during the months of July and August. All meetings shall be recorded in the Super VHS format.

2.2 City Council meetings are held in the City Council Chamber located at the City of Watertown City Hall. A larger meeting room is scheduled when greater than normal public interest in a subject or issue is anticipated. Contractor shall provide appropriate camera equipment necessary to videotape meetings held in alternative locations. Contractor will be notified in advance if a change of venue is anticipated.

2.3 Contractor shall provide all necessary supplies and resources to complete the productions including but not limited to cameras, videotapes, DVD's, appropriate electronic equipment, staff, etc. City will provide all Super VHS videotapes required for recording of City Council meetings.

- 2.4 Contractor shall not edit audio or video recordings of City Council meetings.
- 2.5 All meeting recordings shall become the property of the City of Watertown. Contractor shall be allowed to post recorded City Council meetings on personal website located at URL www.steveweedproductions.com. No advertisements of any kind shall be sold, included or displayed relating to recorded City Council meetings on Contractor's website.
- 2.6 In the event the Contractor's video recording equipment fails and the Contractor is unaware of an equipment problem prior to a session, or if such an issue arises during a session, the Contractor will not be expected to provide backup equipment and will not be held accountable for failing to record that session. Additionally, the City will not be charged for the recording of that meeting.
- 2.7 Contractor shall deliver the master recording on Super VHS, one copy on DVD and a computer formatted version to the City of Watertown City Manager's Office at 245 Washington St., Suite 302 no later than the close of business the day after the City Council meeting.
- 2.8 Contractor shall assist the City in reviewing ways to improve cable casting of City Council meetings, including advising the City relative to procedures, equipment, programming of equipment, or training relative to these services. Contractor will assist the City in training City staff to operate and maintain the City's videotaping system or portions thereof.
- 2.9 All recordings of City Council meetings must adhere to the broadcasting rules and regulations of Time Warner Cable and their Public, Educational and Governmental (P.E.G.) access channel.
- 2.10 Contractor shall be responsible for archiving and hosting all meetings of the Watertown City Council dating back to February 2006.

3 COMPENSATION

- 3.1 In consideration of Contractor's performance of all of its obligations here under, City agrees to pay Contractor \$150.00 per recorded City Council session. For sessions which will require minimal recording time, limited camera views and generally be used for documentation purposes only, Contractor will be allowed to use one camera for appropriated session. Contractor will be notified of short meetings in advance and will be paid \$100.00 per recorded session. A session is defined as the Council convening at 7:00 p.m., or a special convening of the City Council at another time (i.e. 5:30 p.m.), and ending when the meeting has been officially adjourned by the City Council.

- 3.2 City agrees to pay Contractor on a monthly basis upon receiving an invoice for services satisfactorily performed.
- 3.3 Contractor shall be compensated with a one time payment of \$100.00 in consideration of the archive space necessary to store and host digital recordings of all meetings of the Watertown City Council dating back to February 2006.

4 LIABILITY

- 4.1 Contractor shall indemnify, protect, defend, and hold City, its officers, agents, volunteers, and employees harmless against any actions, claim for injury or damage and all loss, liability, cost or expense, including court costs and attorneys fees, growing out of or resulting directly or indirectly from the performance of this contract, except for that resulting from the sole negligence of the City.
- 4.2 The Contractor agrees to furnish the City with a Certificate of Insurance naming the City as an additional insured covering public liability in the amounts of \$500,000 per person and \$1,000,000 per occurrence and property damage in the amount of \$100,000.
- 4.3 The Contractor shall procure and obtain Workers' Compensation Insurance in accordance with the laws of the State of New York. Said insurance shall cover all persons defined or determined to be employees of Contractor by the laws of the State of New York.

5 GENERAL PROVISIONS

- 5.1 **ASSIGNABILITY:** This contract calls for personal performance by Contractor, and Contractor may not assign its obligations here under.
- 5.2 **TERMINATION:** City may terminate this contract in the event Contractor fails to comply with any of the terms or conditions set forth herein or if City determines Contractor is in any way unfit, unqualified, or unable to perform all of the services outlined in this contract. City will provide 30 days prior written notice by certified mail, return receipt requested of its intent to terminate or have it hand delivered.
- 5.3 **WAIVER:** Waiver of any breach of any provision of this contract by either party shall not operate as a waiver of any subsequent breach of the same or any other provision of this contract.

5.4 ATTORNEY'S FEES: In the event either party shall initiate any suit, action or appeal on any matter related to this contract, then the court before whom such suit, action or appeal is taken shall award to the prevailing party such attorney's fees as the Court shall deem reasonable, considering the complexity, effort and result against the party who shall not prevail, and such award and all allowable costs of the event may be either added to or deducted from the balance due under this contract, or be a separate obligation as appropriate.

5.5 EXTENT OF CONTRACT: This contract supersedes any prior or contemporaneous oral or written agreements or understandings entered into by the parties.

IN WITNESS WHEREOF, the parties have herewith executed their signatures.

THE CITY OF WATERTOWN, NEW YORK

By: _____
Mary M. Corriveau, City Manager

STEVE WEED PRODUCTIONS

By: _____
Steve Weed, Owner

Res No. 7

June 14, 2011

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Professional Services Agreement,
Bernier, Carr & Associates

The attached resolution has been prepared at the request of Mayor Jeffrey E. Graham.

At the March 14, 2011 City Council Work Session, the City Council approved a conceptual design of the conversion of the current Aviary Building at the Thompson Park Zoo. As a result of that meeting, City Staff issued an RFP for design services to the three (3) architectural and engineering firms located in the City of Watertown, Bernier Carr and Associates, GYMO, and Aubertine and Currier.

Responses to the RFP were received on April 26, 2011 and during the first week of May, City Staff members Ken Mix, Kurt Hauk and Eugene Hayes reviewed the responses received and recommended that Bernier Carr and Associates be awarded the contract. Information regarding the status of the process was shared with the City Council at the May 10, 2011 Budget Session, an excerpt of the minutes is attached for Council's review. Staff did not reveal that evening which firm had been selected, as the letters notifying the participants of the committee's recommendation had just been put in the mail. Mr. Hauk had a follow-up interview with Mr. Fox from the Watertown Daily Times regarding the design contract and the committee's recommendation, and the attached article appeared in the May 15, 2011 edition of the Watertown Daily Times.

Should the City Council approve this Professional Services Agreement, I would recommend that the FY 2010-2011 Tourism and Capital Fund Budgets be re-adopted, an amount of \$43,000 to allow for the transfer of funds from the Tourism Fund to the Capital Budget Fund to cover the costs associated with the design of the Aviary.

June 20, 2010

RESOLUTION

Page 1 of 1

Approving Professional Services Agreement,
Bernier, Carr & Associates

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

YEA	NAY

Introduced by

WHEREAS the City Council of the City of Watertown desires to evaluate the design of the conversion of the current Aviary Building at the Thompson Park Zoo, and

WHEREAS the City of Watertown Engineering Department issued an RFP to three firms and received three responses, after reviewing the responses, City Engineer Kurt Hauk is recommending that the City enter into an Agreement for Professional Services with Bernier, Carr & Associates, Architects, Engineers and Land Surveyors P.C. for an evaluation and design for the conversion of the current Aviary Building at the Thompson Park Zoo,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Professional Services Agreement between the City of Watertown, New York and Professional Services with Bernier, Carr & Associates, Architects, Engineers and Land Surveyors P.C., for a not to exceed amount of \$42,775, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that City Manager Mary Corriveau is hereby authorized and directed to execute the Agreement on behalf of the City Council.

Seconded by

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement dated this ___ day of June, 2011, by and between the City of Watertown, New York, a New York municipal corporation with principal offices located at 245 Washington Street, Watertown, New York 13601 (the "City"), and Bernier, Carr & Associates, Architects, Engineers and Land Surveyors P.C., a New York professional corporation with principal offices located at 327 Mullin Street, Watertown, New York 13601 ("Architect").

RECITALS

WHEREAS, on April 5, 2011, the City issued a Request for Proposals, providing a scope of work for the provision of professional architectural/engineering services in connection with the conversion of the Aviary at the Thompson Park Zoo to an exhibit area; and

WHEREAS, Architect responded to the Request for Proposals by a document entitled "Fee Proposal" dated April, 2011, responding to the scope of work to be performed, providing a schedule of fixed fees for services by Phase, and containing a fixed fee for those services; and

WHEREAS, the City and Architect desire to enter into an Agreement for the provision of the professional services outlined in the Architect's Fee Proposal dated April 2011; and

WHEREAS, the provision of architectural/engineering services are professional services within the meaning of the New York General Municipal Law; the parties agree as follows:

AGREEMENT

1. Scope of Services.

The scope of services to be performed by Architect for the City in connection with the Aviary Conversion is as set forth on the scope of work dated 5 April 2011, a copy of which is attached as Exhibit "A." The total Not-to-Exceed fees to the City for the services to be performed, allocated by Architect to each identified Phase of Work, is as outlined in Architect's Fee Proposal attached as Exhibit "B".

Services will consist of final design and will include preparation of plans, specification, and engineers estimate. The City will submit the final plans for approval by the City of Watertown Codes Department. The phase is completed with a "Final Design/Pre-Bid Meeting" and project bidding. It will include answers to contractor questions, issuance of addenda as required, attendance at the bid opening, preparation of the bid tabulation, and a recommendation of award letter.

The professional services agreement does not include any services provided after award of the bid to the contractor. If project management is not handled "in-house", the City reserves the right to enter into a separate agreement for construction management or construction inspection services. The City makes no assurance that the design firm will be selected for project management services

As such the Architect's services under this Agreement shall be deemed complete no later than the end of the Bidding or Negotiating Phase; Architect shall have no design or shop drawing review obligations during construction; Owner assumes all responsibility for the application and interpretation of the Contract Documents, contract administration, construction observation and review, and all other necessary Construction Phase architectural

and professional services; and Owner waives any claims against the Architect that may be connected in any way thereto.

Architect shall provide qualified personnel to perform the assigned work. At all times relevant to this Agreement, Architect's employees shall be regarded as its employees, and not City employees. Accordingly, Architect shall be responsible for the payment of all wages, as well as insurances (including Workers' Compensation and disability insurance), and for any and all safety issues pertaining to its employees.

Architect shall maintain commercial general liability coverage during its performance of the services outlined at Exhibit "A", in the minimum amount of \$1,000,000 per person/\$2,000,000 in the aggregate, naming the City as an additional insured. Architect shall provide the City with a certificate of insurance evidencing this coverage prior to commencing work.

2. City Representative.

The City Engineer of the City of Watertown shall be the City's approval authority for all services to be performed under this Agreement. The City Engineer shall designate a City representative from whom all assignments to Architect shall be issued and to whom all reports concerning the engineering services to be performed pursuant to this Agreement shall be provided. The City Engineer's designation of the City's representative shall be in writing.

3. City to Provide File Documents.

The City shall provide the Architect with complete access to the City's file documents concerning the existing aviary facility. It is anticipated that copies of relevant documents will be provided by City staff. When originals are provided, Architect shall return any original documents upon completion of the task for which they were made available.

4. City Property.

All documents, reports, studies, recommendations, plans, and/or instruments of services prepared by Architect and provided to the City, both written and electronic, shall become the property of the City upon provision.

5. Term of Agreement.

The performance of services by Contractor shall commence on signing this Agreement. All services required to be performed pursuant to this Agreement shall be performed, to the City Engineer's satisfaction, no later than September 30, 2011.

6. Payment.

The Architect shall submit monthly progress payments for hours worked and reimbursable expenses incurred during that monthly period.

7. Disputes.

The venue of any dispute under this Agreement shall be in the New York State Supreme Court in and for Jefferson County, New York.

8. Notices.

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

To the Architect: Bernier, Carr & Associates, P.C.
Mari L. Cecil, A.I.A., C.S.I., Vice President
327 Mullin Street
Watertown, New York 13601

WHEREFORE, the parties have signed this Agreement this ____ day of June, 2011.

CITY OF WATERTOWN

By: _____
Mary M. Corriveau
City Manager

BERNIER, CARR & ASSOCIATES, P.C.

By: _____
Mari L. Cecil, A.I.A., C.S.I.
Vice President

SCOPE OF WORK
AVIARY BUILDING CONVERSION
5 April 2011

I. Project Description:

The Aviary Building Conversion Project entails the evaluation and design for the conversion of the current Aviary Building at the Thompson Park Zoo to an enclosed space for an open exhibit and demonstration area. Typical uses may be: rotating exhibits, demonstrations, and school field trip presentations. The Zoo Director has presented a conceptual design of the conversion to the City Council which was approved. Since this structure is owned by the City of Watertown, it is now seeking to perform detailed design from the concept plan.

II. Project Construction Scope:

1. Remove the existing fence enclosure, wood panels, etc. down to the existing steel support frame, and remove the interior components of the aviary to facilitate the conversion. Repaint existing steel.
2. Install or upgrade services for electric, natural gas, water and sanitary sewer as required to meet the proposed demands of the facility.
3. Install concrete flooring, provide ADA accessible entrances, install an ADA restroom facility, enclose the structure with translucent panels and a standing seam roof, and install wall and floor treatments.
4. Install electrical, HVAC, fire alarm and sprinkler systems as required by code and use.
5. Install any "green technologies" incorporated into the project, i.e. solar panels.

III. Additional Design Tasks:

These tasks are to be incorporated into the design:

1. Provide an updated pre-design report that includes the following:
 - a. A revised estimate of the project costs based on the expanded scope.
 - b. A preliminary estimate of annual operations and maintenance costs for the upkeep of the structure.
 - c. A review of potential impacts and possible remediation measures resulting from enclosing the structure. Areas of concern may include:
 - 1) Interior temperature and humidity in summer and winter

- 2) Expansion and contraction of panels during daily warming and cooling cycles on opposing building faces.
2. Perform load calculations on the steel framework, support structure, and the proposed wall and roof materials.
3. Evaluate the structure for the use of green technologies (solar panels, etc.)
4. Evaluate structure for an expansion, approx. 10' at one end, to house an exhibit area.

IV. Proposed timeline and required delivery date:

1. Proposals due to Engineering Department: 26 April 2011.
2. Professional services agreement approved by Council: 16 May 2011.
3. Pre-design Update Report due: 6 June 2011.
4. Preliminary design submitted: 15 July 2011.
5. PS&E submitted: 19 August 2011.
6. Construction bids received: 20 September 2011.
7. Bid recommendation issued: 27 September 2011.

V. Construction Management:

The professional services agreement does not include any services provided after award of the bid to the contractor. If project management is not handled "in-house", the City reserves the right to enter into a separate agreement for construction management or construction inspection services. The City makes no assurance that the design firm will be selected for project management services.

City of Watertown

Section 6

Fee Proposal

Bernier, Carr & Associates believes that there will be a direct benefit to the City if the proper amount of time and money is allocated for quality Professional Services at the project conception. **It has been our longstanding opinion that the selection of the Architect is the single most critical decision affecting the project's ultimate success.** It has long been the basic philosophy of our firm that we do not wish to lose a commission due to the fee nor do we wish to receive a commission based upon fee alone.

Our fee would be in general accordance with accepted industry standard fees for Professional Services. We have negotiated a wide variety of Fee and Compensation Agreements with our many different clients. Each Agreement reflects the Owner's requirements as well as the experience of the Bernier, Carr & Associates' team and our understanding of the design process.

We have provided the information requested in your Request for Proposal, specifically the hourly rates. As important, we have provided information in the form of a fee schedule that would form the basis for negotiations with the City after selection.

Our fee for the Aviary Project is broken down by phase on following pages.

City of Watertown

Thompson Park - Aviary Conversion

	Project Manager	Project Architect/ Principal	Structural Engineer	Mechanical Engineer	Elect. Engineer	Site Engineer	CADD	Clerical	Printing	Total Fee
Phase 1 - Pre-design Report Update										
Review Previous Consultant's Report	0	2	2	2	2	2	0	0	0	
Verification of Existing Conditions	0	4	4	2	2	2	0	0	0	
Preparation of Pre-design Update Report	0	6	2	2	2	2	0	8	0	
<i>Total Hours</i>	0	12	6	4	4	4	0	8	0	
<i>Hourly Rates</i>	\$ 95	\$ 140	\$ 120	\$ 120	\$ 120	\$ 90	\$ 75	\$ 50	\$ 50	
Subtotal Phase 1	\$ -	\$ 1,680	\$ 720	\$ 480	\$ 480	\$ 360	\$ -	\$ 400	\$ -	\$ 4,120
Phase 2 - Preliminary Design										
Verification of Existing Conditions	0	2	2	2	2	2	0	0	0	
Structural Review of Existing Building	0	0	4	0	0	0	0	0	0	
Code Compliance Review	0	4						4	0	
Preliminary Drawings	0	8	2	2	2	2	40	0	1	
Engineer's Estimate	2	2		2	2	2		0	0	
Preliminary Review Meeting with City Engineering and Code Office	2	2	0	0	0	0	0	0	0	
<i>Total Hours</i>	2	18	8	6	6	6	40	4	1	
<i>Hourly Rates</i>	\$ 95	\$ 140	\$ 120	\$ 120	\$ 120	\$ 90	\$ 75	\$ 50	\$ 50	
Subtotal Phase 2	\$ 190	\$ 2,520	\$ 960	\$ 720	\$ 720	\$ 540	\$ 3,000	\$ 200	\$ 50	\$ 8,900
Phase 3 - Final Design										
Preparation of Contract Documents	0	0	0	0	0	0	120	0	0	
Preparation of Technical Specifications	0	8	8	6	6	6	0	8	0	
Bid Document Coordination with City	2	0	0	0	0	0	0	0	0	
Update Engineer's Estimate	2	0	0	0	0	0	0	2	0	
Final Design Meeting	2	2	0	0	0	0	0	0	2	
<i>Total Hours</i>	6	10	8	6	6	6	120	10	2	
<i>Hourly Rates</i>	\$ 95	\$ 140	\$ 120	\$ 120	\$ 120	\$ 90	\$ 75	\$ 50	\$ 50	
Subtotal Phase 3	\$ 570	\$ 1,400	\$ 960	\$ 720	\$ 720	\$ 540	\$ 9,000	\$ 500	\$ 100	\$ 14,510

	Project Manager	Project Architect/ Principal	Structural Engineer	Mechanical Engineer	Elect. Engineer	Site Engineer	CADD	Clerical	Printing	Total Fee
Phase 4 - Bidding										
Pre-Bid Meeting	2	2	2	2	2	2	0	0	0	
Respond to Bid RFI's	6	0	0	0	0	0	0	0	0	
Addenda	0	12	2	2	2	2	0	8	0	
Bid Opening	0	0	0	0	0	0	0	0	0	
Bid Review	0	4	0	0	0	0	0	2	0	
Bid Award Meeting	0	2	0	0	0	0	0	0	0	
<i>Total Hours</i>	<i>8</i>	<i>20</i>	<i>4</i>	<i>4</i>	<i>4</i>	<i>4</i>	<i>0</i>	<i>10</i>	<i>0</i>	
<i>Hourly Rates</i>	<i>\$ 95</i>	<i>\$ 140</i>	<i>\$ 120</i>	<i>\$ 120</i>	<i>\$ 120</i>	<i>\$ 90</i>	<i>\$ 75</i>	<i>\$ 50</i>	<i>\$ 50</i>	
Subtotal Phase 4	\$ 760	\$ 2,800	\$ 480	\$ 480	\$ 480	\$ 360	\$ -	\$ 500	\$ -	\$ 5,860
Construction Phase (Note: this does not include Construction Management Services)										
Pre-Construction Meeting	6	0	0	0	0	0	0	0	0	
Site Meetings (6 each)	6	0	0	0	0	0	0	0	0	
Construction RFI's	3	0	2	1	1	1	1	0	0	
Submittals	0	3	3	3	3	3	3	0	0	
Payment Requisition Review	0	8	0	0	0	0	0	0	0	
Change Orders	4	4	0	0	0	0	0	0	0	
Closeout	4	0	0	0	0	0	0	0	0	
Correspondence	8	8	0	0	0	0	0	0	0	
<i>Total Hours</i>	<i>31</i>	<i>23</i>	<i>5</i>	<i>4</i>	<i>4</i>	<i>4</i>	<i>4</i>	<i>0</i>	<i>0</i>	
<i>Hourly Rates</i>	<i>\$ 95</i>	<i>\$ 140</i>	<i>\$ 120</i>	<i>\$ 120</i>	<i>\$ 120</i>	<i>\$ 90</i>	<i>\$ 75</i>	<i>\$ 50</i>	<i>\$ 50</i>	
Subtotal Construction Phase	\$ 2,945	\$ 3,220	\$ 600	\$ 480	\$ 480	\$ 360	\$ 300	\$ -	\$ -	\$ 8,385
Subtotal										\$ 8,385
Other										
Asbestos Survey										TBD
Reimbursable Expense - Printing										\$ 1,000
Subtotal Other										\$ 1,000
Total Estimated Time and Cost of Architectural/Engineering Services										\$ 42,775

**CITY COUNCIL BUDGET MEETING
CITY OF WATERTOWN
May 10, 2011 (excerpt)**

6:00 P.M.

MAYOR JEFFREY E. GRAHAM PRESIDING

**PRESENT: COUNCIL MEMBER JOSEPH M. BUTLER JR.
COUNCIL MEMBER TERESA R. MACALUSO
COUNCIL MEMBER JEFFREY M. SMITH
MAYOR GRAHAM**

ABSENT: COUNCIL MEMBER ROXANNE M. BURNS

**ALSO PRESENT: MARY M. CORRIVEAU, CITY MANAGER
CITY COMPTROLLER JAMES MILLS**

City Staff Present: Kurt Hauk, Gary Pilon, Ken Mix, Gene Hayes, Peter Keenan, Elliot Nelson

Aviary:

Mayor Graham asked about an RFP on the aviary.

Mr. Hauk said he has received three responses and letters have been sent.

Mayor Graham asked if it has been awarded and inquired about the design for the building.

Mrs. Corriveau replied that Council has to award it. She added that the hope is to have a preliminary design back quickly and include operating expenses.



Firm selected for aviary design

BERNIER, CARR: City zoo project already has gone up in price

By **CRAIG FOX**
TIMES STAFF WRITER
SUNDAY, MAY 15, 2011

The city of Watertown is getting ready to design the \$320,000 project to convert the aviary at the New York State Zoo at Thompson Park into a multiuse and educational facility.

ARTICLE OPTIONS
A A A  
 SHARE 

City Engineer Kurt W. Hauk said city officials have selected Bernier, Carr & Associates to design the project. Two other local firms — GYMO Architecture, Engineering and Land Surveying and Aubertine and Currier Architects, Engineers & Land Surveyors — responded to a request for proposals to do the work.

A committee consisting of Mr. Hauk, Kenneth A. Mix, the city's planning and community development coordinator, and Eugene P. Hayes, superintendent of public works, chose Bernier, Carr because the firm submitted "overall, the best proposal and fee," Mr. Hauk said.

The City Council, which initiated the project, must approve the hiring of the firm, which would be paid \$42,775 and would finish the design by September. Mr. Hauk said he hopes to put the contract with the firm on the June 6 council agenda. He's putting together the final language for the contract.

The project entails remodeling the A-frame building into a mostly glass-enclosed structure, where such activities as educational programs, birthday parties and other indoor events could be held. The

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facility would feature areas for gatherings and nonpermanent exhibit space. City officials have said they believe it's an important project because it's the first structure patrons see upon entering the zoo. The zoo also now lacks that kind of space, zoo officials have said.

The estimated cost has gone up from \$287,400 as the engineering office looked at changes in the original scope of the project, including whether the building would have restrooms and energy-saving solar panels or a geothermal system, Mr. Hauk said. Engineers will have to look at whether the building's foundation and steel framing can be used, he said, so the cost might change.

"We have to look at the new scope and cost it out," Mr. Hauk said.

The project is included in the proposed 2011-12 budget. During budget discussions, council members have been determining whether to borrow money or use the city's fund balance to pay for the project.

Last summer, zoo board members and council members disagreed on what to do with the aviary. Council members wanted to save the deteriorating structure that once housed an array of birds. The zoo board planned to raze the city-owned structure, expressing concerns about the cost to maintain it as an aviary.

[SHOW COMMENTS \(0\)](#)

Res No. 8

June 14, 2011

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: FY 2010-11 Tourism and Capital Fund Budget Re-adoptions

Included in the City Council agenda is a contract with Bernier Carr and Associates in the amount of \$43,000 for the design of the Aviary. The attached resolution re-adopts the tourism fund budget to include an appropriation for this contract as it was not included in the original Tourism Budget for Fiscal Year 2010-11 and the FY 2010-11 Capital Fund Budget to include the design of the Aviary.

The Tourism fund balance as of the end of last fiscal year was \$159,840 of which \$100,000 was appropriated to the FY 2010-11 Tourism budget which leaves \$59,840 of un-appropriated fund balance. Earlier in the fiscal year City Council did appropriate \$5,000 of the un-appropriated fund balance for the Public Benefit Services agreement with the Disabled Persons Action Organization. The Proposed FY 2011-12 Tourism Fund Budget appropriated \$8,900 of the un-appropriated fund balance. It is staff's recommendation to appropriate the majority of the remaining un-appropriated fund balance for the design of the Aviary.

RESOLUTION

Page 1 of 1

Readopting Fiscal Year 2010-11
Tourism Fund and Capital Fund Budgets

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 on June 7, 2010 the City Council passed a resolution adopting the Budget for Fiscal Year 2010-11, of which \$305,825 was appropriated for the Tourism Fund and \$6,455,520 for the Capital Fund Budget, and

WHEREAS on April 4, 2010 City Council passed a resolution re-adopting the Tourism Fund Budget for Fiscal Year 2010-11 in the amount of \$310,825 and

WHEREAS on May 16, 2010 City Council approved a contract with Bernier and Carr Associates for the design of the Aviary building in the amount of \$43,000,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York that it hereby re-adopts the Capital Fund Budget for Fiscal Year 2010-11 in the total amount of \$6,498,520 and

BE IT FURTHER RESOLVED by the City Council of the City of Watertown, New York that it hereby re-adopts the Tourism Fund Budget for Fiscal Year 2010-11 to the total amount of \$353,825 and

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

Revenues

Appropriated Fund Balance	\$ 43,000
Total	<u>\$ 43,000</u>

Expenditures

CT 9950.0900 Transfer to Capital Fund	\$ 43,000
Total	<u>\$ 43,000</u>

Seconded by

Res No. 9

June 13, 2011

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Implementation of GASB Statement No. 54 – “Fund Balance Reporting and Governmental Fund Type Definitions”

The Governmental Accounting Standards Board (GASB) is the independent organization that establishes the standards of accounting and financial reporting for U.S. state and local governments. GASB is recognized as the official source of generally accepted accounting principles (GAAP) for state and local governments.

GASB issued Statement No. 54, “Fund Balance Reporting and Governmental Fund Type Definitions” which is effective for the City’s fiscal year ending June 30, 2011. The objective of this statement is to improve the usefulness and understandability of fund balance information by providing clearer fund balance classifications to make the nature and extent of the constraints placed on a government’s fund balance more transparent. This statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of resources reported in governmental funds.

This new standard does not change the total amount of a given fund balance, but it alters the categories and terminology used to describe the components of a fund balance. There are no fiscal impacts as a result of implementing GASB 54.

In the past, fund balances have been classified into three separate components: Reserved, Designated, and Undesignated. GASB Statement No. 54 defines five new components of fund balance that will replace the current existing three components. The five new components are:

- Nonspendable Fund Balance
- Restricted Fund Balance
- Committed Fund Balance
- Assigned Fund Balance
- Unassigned Fund Balance

The following chart summarizes the fund balance classifications pre- and post- GASB 54.

Fund Balance Classifications pre-GASB 54	Change under GASB 54	Fund Balance Classifications post-GASB 54
Reserved Fund Balance	Split into three categories	Nonspendable Fund Balance Restricted Fund Balance Committed Fund Balance
Unreserved, Designated Fund Balance	Name change	Assigned Fund Balance
Unreserved, Undesignated Fund Balance	Name change	Unassigned Fund Balance

Part of the City's implementation of this statement for Fiscal Year 2010-11 is a requirement to adopt a formal fund balance policy. The policy explains the five components of fund balance and formally delegates, as required by GASB Statement 54, the authority to assign fund balances for the purposes of preparing the annual financial statements to the City Comptroller. Prior to GASB Statement No. 54, these amounts were reported by the City Comptroller but did not require City Council delegation.

The City's independent auditor, Poulsen & Podvin, CPA, P.C. has reviewed the attached policy and concurs that it meets the requirements of the statement.

The following table represents the fund balance section of the audited financial statements for the fiscal year ended June 30, 2010. For financial statement reporting purposes the General Fund column represents the General Fund, Workers Compensation Reserve Fund, Risk Retention Reserve Fund, Tourism Fund and Self-funded Health Insurance Fund. The Capital Projects Fund represents all of the City's capital projects except for the projects or applicable portions thereof related to the Water and/or Sewer Funds. The Other Governmental Funds column represents the Debt Service Fund, Mandatory Reserve Fund, Community Development Fund, Empire Zone and the Library Fund.

Fund Balances	General Fund	Capital Projects Fund	Other Governmental Funds	Total Governmental Funds
Reserve for Encumbrances	\$ 132,944	711,013	281	844,238
Reserve for Capital Projects	655,842	-	-	655,842
Reserve for Economic Development	-	-	260,321	260,321
Reserve for Community Development Projects	-	-	51,203	51,203
Reserve for Debt Service	-	-	132,951	132,951
Reserve for Workers Compensation	314,352	-	-	314,352
Reserve for Insurance – General	127,300	-	-	127,300
Unreserved – Designated for Subsequent Year's Expenditures	800,000	-	281,053	1,081,053
Unreserved – undesignated	12,527,628	494,799	21,402	13,043,829
Total Fund Balances	\$ 14,558,066	\$ 1,205,812	\$ 747,211	\$ 16,511,089

The following represents what the fund balance section of last year's financial statements would have looked like under GASB Statement 54.

Fund Balances	General Fund	Capital Projects Fund	Other Governmental Funds	Total Governmental Funds
Nonspendable:				
Inventory	-	-	-	-
Restricted for:	-	-	-	-
Capital Reserve – General	589,073	-	-	589,073
Capital Reserve – Fairgrounds	66,770	-	-	66,770
Workers Compensation Reserve	314,352	-	-	314,352
Insurance Reserve	127,300	-	-	127,300
Tourism	159,840	-	-	159,840
Debt Service	254,319	-	132,951	387,270
Community Development Projects	-	-	51,203	51,203
Economic Development	-	-	260,321	260,321
Committed to:	-	-	-	-
N/A	-	-	-	-
Assigned to:	-	-	-	-
Self-funded Health Insurance Plan	1,916,539	-	-	1,916,539
General Government Support (encumbrances)	15,079	-	-	15,079
Public Safety (encumbrances)	89,687	-	-	89,687
Transportation (encumbrances)	10,818	-	-	10,818
Culture and Recreation (encumbrances)	14,010	-	-	14,010
Home and Community Services (encumbrances)	150	-	-	150
Employee Benefits (encumbrances)	3,200	-	-	3,200
Subsequent Year Expenditures	700,000	-	281,053	981,053
Library	-	-	21,402	21,402
Capital Projects	-	494,799	-	494,799
Unassigned	-	-	-	-
Unassigned	10,296,929	-	-	10,296,929
Total Fund Balances	\$ 14,558,066	\$ 1,205,812	\$ 747,211	\$ 16,511,089

RESOLUTION

Page 1 of 1

Adopting Governmental Accounting Standards Board Statement No. 54 - "Fund Balance Reporting and Governmental Fund Type Definitions"

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 Governmental Accounting Standards Board ("GASB") has issued Statement No. 54 - "Fund Balance Reporting and Governmental Fund Type Definitions" which modifies the terminology used for fund balance reporting on balance sheets of governmental funds, and

WHEREAS, GASB Statement No. 54 is effective for the City's fiscal year ending June 30, 2011, and

WHEREAS, City Council elects to implement GASB Statement 54 requirements which includes adopting a fund balance policy, and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Watertown that the City of Watertown adopts the Fund Balance policy attached to this resolution.

Seconded by

City of Watertown
Fund Balance Policy

Purpose

To establish the procedures for reporting fund balances in the Governmental Fund Financial Statements in accordance with Governmental Accounting Standards Board (GASB) Statement No. 54 – “Fund Balance Reporting and Governmental Fund Type Definitions”

Policy

Fund balance is the excess of assets over liabilities in a governmental fund. There are five separate components of fund balance, each of which identifies to what extent the City is bound to honor constraints on the specific purpose for which amounts can be spent. The five components are:

Nonspendable Fund Balance: The portion of a fund balance that cannot be spent because they are either: (a) not in a spendable form, such as prepaid items, inventories of supplies, or loans receivable; or (b) legally or contractually required to be maintained intact, such as the principal portion of an endowment.

Restricted Fund Balance: The portion of a fund balance that has constraints placed on the use of resources that are either: (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance: The portion of a fund balance that includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the City Council and remain binding unless removed in the same manner.

Assigned Fund Balance: The portion of a fund balance that includes amounts that are constrained by the government’s intent to be used for specific purposes, but that are neither restricted nor committed. Such intent needs to be established either by the City Council or by an official designated for that purpose.

Unassigned Fund Balance: The portion of a fund balance that includes amounts that do not fall into one of the above four categories.

Hierarchy of Spending Fund Balance

The City considers restricted fund balances to have been spent first when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available. Similarly, when an expenditure is incurred for purposes for which amounts in any of the unrestricted classifications of fund balance could be used, the City considers committed amounts to be used first, followed by assigned amounts and then unassigned amounts.

Minimum Level of Fund Balance

The City does not currently have a formal minimum fund balance policy.

Committed Fund Balance

The City Council shall approve all commitments by formal action. The action to commit funds must occur prior to fiscal year-end to report such commitments in the balance sheet of the respective period, even though the amount may be determined subsequent to fiscal year-end. A commitment can only be modified or removed by the same formal action.

Assigned Fund Balance

When it is appropriate for fund balance to be assigned for items such as encumbrance amounts, the City Council delegates the responsibility to assign funds to the City Comptroller. Assignments may occur subsequent to fiscal year-end.

Adopted by City Council: _____

Res No. 10

June 20, 2011

To: The Honorable Mayor and City Council

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

Subject: Request for Site Plan Approval for the construction of one 2,500 sq. ft. restaurant and one 2,500 sq. ft. restaurant or retail building, located at 1290 Arsenal Street, Parcel Numbers 8-53-103.110 and 8-53-102.001

A request has been submitted by Gregory Sgromo of Dunn & Sgromo Engineers, PLLC on behalf of Millennium Development, LLC for the above subject site plan approval. The applicant submitted a revised site plan at the Planning Board's June 7, 2011 meeting, which reduced the number of buildings covered. The revised plans are in the City Council members' agenda packages.

The Planning Board adopted a motion recommending that the City Council approve the site plan with the two conditions listed in the resolution. Attached are reports on the request prepared for the Planning Board, along with an excerpt from its minutes.

The County Planning Board reviewed the application on May 31, 2011 and adopted a motion that the project does not have any significant county-wide or inter-municipal issues and is of local concern only.

The City Council must respond to the questions in Part 2 of the Short Environmental Assessment Form before it may vote on the resolution. The resolution prepared for City Council consideration states that the project will not have a significant negative impact on the environment, and approves the site plan submitted to the City Engineering Department on June 7, 2011 with the conditions recommended by the Planning Board.

RESOLUTION

Page 1 of 2

Approving the Site Plan for the Construction of one 2,500 Square Foot Restaurant and one 2,500 Square Foot Restaurant or Retail Building at Watertown City Center Plaza, 1290 Arsenal Street, Parcels 8-53-103.110 and 8-53-102.001

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 Gregory Sgromo of Dunn & Sgromo Engineers, PLLC has made an application for site plan approval on behalf of Millennium Development, LLC, for the construction of one 2,500 sq. ft. restaurant and one 2,500 square foot restaurant or retail building located at 1290 Arsenal Street, Parcel Numbers 8-53-103.110 and 8-53-102.001, and

WHEREAS the Jefferson County Planning Board reviewed the site plan at its meeting held on May 31, 2011, pursuant to General Municipal Law Section 239-m and adopted a motion that the project does not have any significant county-wide or intermunicipal issues and is of local concern only, and

WHEREAS the Planning Board of the City of Watertown reviewed the site plan at its meeting held on June 7, 2011, and recommended that the City Council of the City of Watertown approve the site plan, contingent upon the following:

- 1) The applicant must submit stormwater drainage plans to NYSDOT for their approval and provide to the City copies of all correspondence with the NYSDOT related to that approval.
- 2) The applicant must submit an Erosion and Sediment Control Plan to the City Engineer prior to construction.

And,

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

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown declares that the proposed construction and site plan constitute an Unlisted Action for

RESOLUTION

Page 2 of 2

Approving the Site Plan for the Construction of one 2,500 Square Foot Restaurant and one 2,500 Square Foot Restaurant or Retail Building at Watertown City Center Plaza, 1290 Arsenal Street, Parcels 8-53-103.110 and 8-53-102.001

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

Total

YEA	NAY

the purposes of SEQRA and hereby determines that the project, as proposed, will not have a significant effect on the environment, and

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

BE IT FURTHER RESOLVED by the City Council of the City of Watertown, that site plan approval is hereby granted to Gregory Sgromo of Dunn & Sgromo Engineers, PLLC on behalf of Millennium Development, LLC, for the construction of one 2,500 sq. ft. restaurant and one 2,500 sq. ft. restaurant or retail building, located at 1290 Arsenal Street, Parcel Numbers 8-53-103.110 and 8-53-102.001, as shown on the site plan submitted to the City Engineer on June 7, 2011, contingent on the applicant making the revisions and meeting the conditions recommended by the Planning Board as listed above.

Seconded by



MEMORANDUM

City of Watertown Planning Office

245 Washington Street, Room 304

Watertown, New York 13601

315-785-7730

Fax: 315-782-9014

TO: Norman J. Wayte II, Chairman, Planning Board

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

SUBJECT: Site Plan Approval – 1290 Arsenal Street

DATE: June 1, 2011

Request: Site Plan Approval for construction of two 2,500 sq. ft. restaurants and two attached retail buildings totaling 15,100 sq. ft., at Watertown City Center Plaza, 1290 Arsenal Street, Parcels 8-53-103.110, 8-53-102.001, and 8-53-114

Applicant: Gregory Sgromo, PE of Dunn & Sgromo Engineers, PLLC on behalf of Millennium Development, LLC

Proposed Use: Retail and restaurant

Property Owner: Vision Development, Inc.

Submitted:

Property Survey: Yes

Preliminary Architectural Drawings: Yes

Site Plan: Yes

Preliminary Site Engineering Plans: Yes

Vehicle and Pedestrian Circulation Plan: Yes

Construction Time Schedule: Yes

Landscaping and Grading Plan: Yes

Description of Uses, Hours & Traffic Volume: No

SEQRA: Unlisted Action

County Planning Board Review Required: Yes

Zoning Information:

District: Planned Development District 23

Maximum Lot Coverage: 40%

Setback Requirements: 50 ft

Buffer Zone Required: As required by Planning Board

Overview: At the April 5, 2011 meeting the Planning Board considered a conceptual Site Plan showing changes to the Watertown City Center project, in Planned Development District #23. The applicants have returned to submit a final Site Plan for the construction of two buildings in the section of the PDD immediately east of the existing Holiday Inn.

The proposed project includes the construction of two attached 2,500 SF restaurants in the southwesterly corner of the site, and a two attached retail spaces (one 6,000 SF and one 9,100 SF) in the northeasterly corner of the site. There will be a paved patio of substantial size along the southern wall of the restaurant building. Parking lots will surround each building, with a total 156 new parking spaces being constructed.

General: The Engineering Department provided the follow general requirements:

- The applicant must revise Detail #8 on sheet SP2.1 to show a maximum fence height of 6 feet.
- The applicant must provide preliminary architectural plans for the proposed retail building.

Traffic & Parking: Development in PDD #23 must comply with § 310-47 of the Zoning Ordinance, regarding parking counts for business and commercial properties. Accordingly, 5 parking spaces are required for each 1,000 SF of floor area. With 20,100 SF of floor area proposed, 101 parking spaces are required. The applicant plans to construct 156 spaces, well beyond the requirement.

Based on the proposed 74 parking spaces for the restaurant building, one additional handicap space with a 5 foot aisle is required. A fourth handicap space will be required if the extra 14 spaces on the north side of the lot are constructed in the future.

No traffic study has been performed for any of the development in the PDD, as of yet. As mentioned in previous Staff Reports for this development, no traffic study is needed at this time, but it would be advisable to require one before construction of Phase III begins (which includes a large big-box store on the north end of the PDD).

There is one major change to vehicle circulation, namely the elimination of the existing driveway splitting the proposed 15,100 SF retail structure and the proposed bank. This driveway has been replaced by additional parking for the retail building. This change is unlikely to cause problems, as long as the driveway just north the proposed retail building is reserved for use as a thoroughfare route to the northern half of the development. More specifically, the Planning Board should stipulate that the margins of this driveway remain free of parking, and that all entrances to the drive be marked with stop signs.

Further, in order to improve safety along Western Blvd., the Engineering Department recommends that the applicant remove the driveway connecting Western Blvd. to the southeast corner of the proposed retail parking lot.

NYSDOT still holds the title to the property on which Western Blvd. is situated, and will require a Curb Cut Permit for the proposed driveway. The applicant must provide copies of all correspondence with the NYSDOT regarding the curb cut permit.

The applicant must submit a Striping and Signage Plan. The survey limits should be extended to show the east side curb line of Western Boulevard and the existing street striping in front of the proposed Bank and Retail buildings.

A four-way stop must be provided at the intersection in the center of the four pad sites. Also remove at least three proposed parking spaces located in the southeast corner of the intersection to provide visibility of the stop sign when traveling north on the street.

The City's fire equipment requires a minimum 21 foot inside turn radius. The applicant must ensure that the fire department can access the paved areas surrounding the buildings, in light of this requirement.

The Overall Site Plan showing future build out of the site depicts the entrance across from the driveway to 1268 Arsenal Street (possibly closed?), as well as a new drive closer to Western Blvd. The applicant should be aware that any entrance in this area may not be closer to Western Blvd. than the existing, for traffic safety reasons.

Further, in future development traffic issues may develop on the North-South drive splitting the retail and restaurant buildings. The applicant must either a) introduce traffic calming measures to prevent thoroughfare traffic on this segment of the drive or b) remove all parking spaces along its margin—including the 26 proposed spaces to the east of the restaurant, and the 16 existing spaces to the west of the retail building.

Pedestrian Circulation: Pedestrian access to the proposed buildings is very limited. While reviewing changes to the Planned Development District plan in 2010, the Planning Board put a very high priority on pedestrian connections and vehicular circulation. Aside from those walkways immediately adjacent to the building walls, only a single sidewalk is proposed, crossing the center of the landscaped island just west of the retail building. No detail of a typical handicap ramp was provided, nor have the proposed locations of handicap ramps been called out on the Utility Plan or Site Plan (with the exception of the handicap parking spaces, which call for a flush curb).

The Planning Board should require additional sidewalks as a condition of approval. A safe and accessible route should be provided from the hotels to the proposed buildings. The sidewalk should be constructed in the area between the proposed parking lot for the two restaurants and the existing drive. The sidewalk along the westerly margin of Western Blvd. should be extended to the north, past the proposed retail buildings.

Further, the applicant is reminded that a pedestrian connection between Western Blvd. and the AT&T store must be provided—following the southerly margin of the unnamed drive immediately south of the proposed restaurants. This new sidewalk should connect to the existing sidewalk on the western margin of Western Blvd., and a painted crosswalk should be provided across the driveway that exits the northerly side of 1268 Arsenal St. The construction of this walkway was a condition on the approval of the Hilton Garden Inn site plan in March of 2010, and a Certificate of Occupancy will not be issued for the Inn until this walkway is constructed.

Utilities: The applicant must change the linetype for the existing water lines from dashed to the linetype shown on the legend, to aid visibility. The water mains must be labeled with size and type. The applicant must depict and label water service for both proposed buildings. The applicant must specify a 6" water line for the relocated hydrant rather than an 8" line.

The sanitary sewer service for the restaurant building is not shown. The applicant must depict and label a sanitary lateral, and label to location of the grease trap. The applicant must also confirm that the existing 8" sanitary pipe will be used to service the retail building.

The fire hydrant currently shown near the southeast corner of the retail building must be relocated to the southeast corner of the 4-way intersection between the retail and restaurant buildings. The applicant must confirm this location with the City Water Department before construction.

Stormwater: A SWPPP and Stormwater Report were submitted by GYMO on July 13, 2010. This documentation included the buildout of Phase I and II. Under the previously approved plan the four pads east of Holiday Inn Express had 4.6 AC of impervious area. The revised site plan also has 4.6 AC of impervious area, and should not result in a significant change in stormwater flows.

Although the City review process will include the approval of the stormwater system for these four pads, the applicant must submit plans to the NYSDOT for their approval since the off-site stormwater system is owned by the NYSDOT. The applicant must provide copies of all correspondence with the NYSDOT related to their approval.

The applicant must provide a stamped and signed copy of the Stormwater Pollution Prevention Plan.

Landscaping: The landscaping plan shows a mixture of trees and shrubs throughout the site and around the proposed buildings. The Planning Board's Landscaping and Buffer Zone Guidelines call for street trees to be planted adjacent to all drives. The plans show that this requirement has been met for the most part, except along the northern side of the restaurant buildings. The Guidelines also stipulate one interior parking lot tree for every fifteen parking spaces meaning there should be at least 11 trees planted within the parking lot area. With 11 interior parking lot trees shown, the applicant's plan satisfies the Guidelines in this respect, but tree coverage could be improved with an additional tree in the island near the southeast corner of the retail parking lots.

11 of the 20 proposed trees are Sunburst Locust while another 6 are Red Maple. Under the General Provisions of the Guidelines there is a paragraph which recommends that no one species of tree take up more than 15% of the total amount of landscape plantings. Staff would recommend that the applicant add to the diversity of the plantings to ensure that the 15 % goal is met. Diversifying the plantings will help protect against various tree diseases and insects and will overall promote a better urban forest city wide.

Summary:

1. The applicant must revise Detail #8 on sheet SP2.1 to show a maximum fence height of 6 feet.
2. The applicant must provide preliminary architectural plans for the proposed retail building.
3. The applicant must provide one additional handicap space with a 5 foot aisle in the parking area for the restaurant buildings, and must add a fourth handicap space if the extra 14 space on the north side of the lot are constructed in the future.
4. The applicant must maintain the east-west drive just north of the proposed retail building as thoroughfare access to the yet-undeveloped northern half of the PDD. This thoroughfare route should remain free of street-side parking, and all access points should have stop signs installed.
5. The applicant must remove the driveway connecting Western Boulevard to the southeast corner of the proposed retail parking lot.
6. NYSDOT still holds the title to the property on which Western Blvd. is situated, and will require a Curb Cut Permit for the proposed driveway. The applicant must provide copies of all correspondence with the NYSDOT regarding the curb cut permit.

7. The applicant must submit a Striping and Signage Plan and the survey limits should be extended to show the east side curb line of Western Boulevard and the existing street striping in front of the proposed Bank and Retail buildings.
8. The applicant must provide a four-way stop at the intersection in the center of the four pad sites. Also remove at least three proposed parking spaces located in the southeast corner of the intersection to provide visibility of the stop sign when traveling north on the street.
9. The applicant must ensure that the paved areas surrounding the buildings are accessible to the city's fire equipment, which requires a minimum 21' inside turn radius.
10. A sidewalk should be constructed in the area between the proposed parking lot for the two restaurants and the existing drive to provide a safe and accessible pedestrian route from the hotels to the proposed buildings.
11. The sidewalk along the westerly margin of Western Blvd. should be extended to the north, past the proposed retail buildings.
12. The applicant must change the linetype for the existing water to match the legend. The mains must be labeled with size and type.
13. The applicant must depict and label water service for both proposed buildings.
14. The applicant must specify a 6" water line for the relocated hydrant rather than an 8" line.
15. The applicant must depict and label a sanitary lateral for the proposed restaurant, and label the location of the grease trap.
16. The applicant must confirm that the existing 8" sanitary pipe will be used to service the retail building.
17. The applicant must relocate the proposed hydrant at the southeast corner of the retail building to the southeast corner of the 4-way intersection between the retail building and the restaurant.
18. The applicant must provide a stamped and signed copy of the Stormwater Pollution Prevention Plan.
19. The applicant should submit stormwater drainage plans to the NYSDOT for their approval and provide copies of all correspondence with the NYSDOT related to that approval.
20. Street trees should be added along the northern side of the restaurant buildings and an additional shade tree should be added in the island near the southeast corner of the retail parking lots.
21. To help protect the urban forest against various tree diseases and insects, the applicant should diversify the tree species to ensure that no one species makes up more than 15% of the total.

cc: Planning Board Members
City Council Members
Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Gregory Sgromo, P.E.

DUNN & SGROMO ENGINEERS, PLLC

5800 HERITAGE LANDING DRIVE, EAST SYRACUSE, NEW YORK 13057
Telephone (315) 449-4940 Facsimile (315) 449-4941

June 7, 2011

Kenneth A. Mix, Coordinator
City of Watertown – Planning and Community Development
Municipal Building, Room 304
245 Washington Street
Watertown, NY 13601-3380

Re: Watertown City Center Plaza
File No: 1174.012

Dear Mr. Mix:

Below please find our responses corresponding to the comments included in your June 1, 2011 memorandum to Norman J. Wayte II, Chairman of the Planning Board:

Issue 1. The applicant must revise Detail #8 on sheet SP2.1 to show a maximum fence height of 6 feet.

Response: The detail has been revised to show 6-foot fencing.

Issue 2. The applicant must provide preliminary architectural plans for the proposed retail building.

Response: The development of this building pad is being removed from this submittal. All issues relative to this pad will be addressed in a future submittal as the pad is developed.

Issue 3. The applicant must provide one additional handicap space with a 5 foot aisle in the parking area for the restaurant buildings, and must add a fourth handicap space if the extra 14 space on the north side of the lot are constructed in the future.

Response: The additional handicap space is shown on the plan.

Issue 4. The applicant must maintain the east-west drive just north of the proposed retail building as thoroughfare access to the yet-undeveloped northern half of the PDD. This thoroughfare route should remain free of street-side parking, and all access points should have stop signs installed.

Response: This access drive will be addressed with a future submittal as the NYSDOT has not completed their review to date.

Issue 5. The applicant must remove the driveway connecting Western Boulevard to the southeast corner of the proposed retail parking lot.

Response: The status of the driveway will be addressed with a future submittal for the development of the two pads adjacent to Western Boulevard as the NYSDOT has not completed their review to date.

Issue 6. NYSDOT still holds the title to the property on which Western Blvd. is situated, and will require a Curb Cut Permit for the proposed driveway. The applicant must provide copies of all correspondence with the NYSDOT regarding the curb cut permit.

Response: See Issue 5 above.

Issue 7. The applicant must submit a Striping and Signage Plan and the survey limits should be extended to show the east side curb line of Western Boulevard and the existing street striping in front of the proposed Bank and Retail buildings.

Response: We have shown proposed signage and striping on the Site Plan. All striping relative to Western Boulevard will be submitted with the development of the two westerly parcels.

Issue 8. The applicant must provide a four-way stop at the intersection in the center of the four pad sites. Also remove at least three proposed parking spaces located in the southeast corner of the intersection to provide visibility of the stop sign when traveling north on the street.

Response: The four-way stop has been added to the submitted drawings.

Issue 9. The applicant must ensure that the paved areas surrounding the buildings are accessible to the city's fire equipment, which requires a minimum 21' inside turn radius.

Response: Building accessibility will be provided for the fire equipment.

Issue 10. A sidewalk should be constructed in the area between the proposed parking lot for the two restaurants and the existing drive to provide a safe and accessible pedestrian route from the hotels to the proposed buildings.

Response: The proposed sidewalk is now shown on the drawings.

Issue 11. The sidewalk along the westerly margin of Western Blvd. should be extended to the north, past the proposed retail buildings.

Response: This will be addressed as the two westerly pads are developed.

Issue 12. The applicant must change the line type for the existing water to match the legend. The mains must be labeled with size and type.

Response: Line type and labeling is shown correctly on the plans.

Issue 13. The applicant must depict and label water service for both proposed buildings.

Response: The water service is shown for the restaurant buildings.

Issue 14. The applicant must specify a 6" water line for the relocated hydrant rather than an 8" line.

Response: This will be addressed as the two westerly pads are developed.

Issue 15. The applicant must depict and label a sanitary lateral for the proposed restaurant, and label the location of the grease trap.

Response: The sanitary service is now shown on the plans. The grease traps will be located within the restaurants and will be installed as per the architectural design.

Issue 16. The applicant must confirm that the existing 8" sanitary pipe will be used to service the retail building.

Response: This will be addressed with the development of this building pad.

Issue 17. The applicant must relocate the proposed hydrant at the southeast corner of the retail building to the southeast corner of the 4-way intersection between the retail building and the restaurant.

Response: This will be addressed as necessary with the development of this building pad.

Issue 18. The applicant must provide a stamped and signed copy of the Stormwater Pollution Prevention Plan.

Response: The Stormwater Pollution Prevention Plan will be submitted prior to site construction and will meet all applicable state and local requirements.

Issue 19. The applicant should submit stormwater drainage plans to the NYSDOT for their approval and provide copies of all correspondence with the NYSDOT related to that approval.

Response: We will provide all required drawings to the NYSDOT and copies of correspondence to the City of Watertown.

Issue 20. Street trees should be added along the northern side of the restaurant buildings and an additional shade tree should be added in the island near the southeast corner of the retail parking lots.

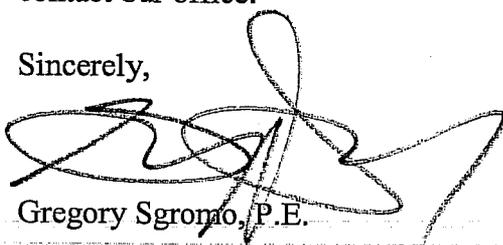
Response: Street trees have been added on the north side of the restaurant building. It is our recommendation that these trees not be installed at this time as this area may be completely redesigned as part of the next phase when the new road is installed.

Issue 21. To help protect the urban forest against various tree diseases and insects, the applicant should diversify the tree species to ensure that no one species makes up more than 15% of the total.

Response: We have shown the required diversification of the tree species.

If you have any questions, comments, or require additional information, please do not hesitate to contact our office.

Sincerely,



Gregory Sgromo, P.E.

GS/lb

cc: Planning Board Members
City Council Members
Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Patrick Donegan, Millennium Development

DUNN & SGROMO ENGINEERS, PLLC

5800 HERITAGE LANDING DRIVE, EAST SYRACUSE, NEW YORK 13057
Telephone (315) 449-4940 Facsimile (315) 449-4941

May 16, 2011

Kurt W. Hauk, P.E., City Engineer
City of Watertown
City Hall, Room 305
245 Washington Street
Watertown, NY 13601-3380



Re: Watertown City Center Plaza
File No: 1174.012

Dear Mr. Hauk:

The owner of the Watertown City Center Plaza, Millennium Development, LLC, is seeking approval of the next phase of development of the Plaza. As indicated on the attached drawings, this phase will include two 2,500-square foot restaurants, attached as a single building, as well as two attached retail buildings totaling 15,100 square feet.

This proposal includes a minor modification to the previously approved Overall Planned Development Plan, prepared by GYMO Engineers. The restaurants will be located on the pad previously showing a bank, and the retail buildings will occupy the pad previously proposed as Restaurant 2.

In an effort to clarify the proposed build-out of the site, the Engineering Report addresses the development of all four building pads located immediately east of the Holiday Inn. As discussed in the Report, the existing utilities anticipated the full build-out of the plaza and have capacity to serve this phase. Also, since there is no proposed increase in impervious area, for the four pads addressed in the Report, the existing stormwater management facilities are sized appropriately for the proposed construction.

Attached for review by the City of Watertown and Jefferson County Planning Board is the following:

- Four sets of the Site Plan Application package including:
 - Cover letter
 - Site Plan Application Form
 - Short Environmental Assessment Form
 - Full-size copies (24"x36") of all plans plus one set of stamped/signed originals
 - Engineering Report
 - Originally approved Overall Planned Development Plan
 - Architectural Plan and Elevations for Restaurant

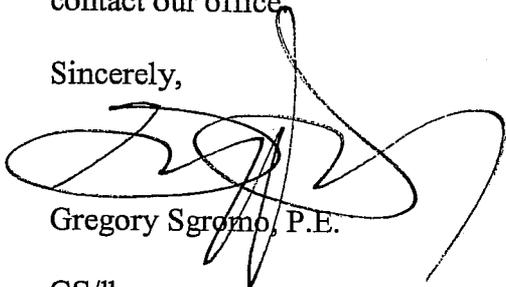
Kurt W. Hauk, P.E., City Engineer
Watertown City Center Plaza

May 16, 2011
Page 2

- Thirteen sets of the above package (less Engineer's Report) with reduced (11"x17") drawings
- One electric copy of the above package submittal as:
 - A single pdf including the cover letter, Site Plan Application form, Short Environmental Assessment Form, and Engineering Report
 - A single pdf containing all drawings

If you have any questions, comments, or require additional information, please do not hesitate to contact our office.

Sincerely,

A handwritten signature in black ink, appearing to read 'Gregory Sgromo', written over a large, stylized scribble.

Gregory Sgromo, P.E.

GS/lb

Enclosures

cc: Patrick Donegan, Millennium Development (w/enc.)

PLANNING BOARD OF THE CITY OF WATERTOWN
EXCERPT FROM THE MINUTES – MEETING OF 6/7/2011

**SITE PLAN APPROVAL – CITY CENTER PLAZA RESTAURANTS
1290 ARSENAL STREET, PARCELS 8-53-103.110 AND 8-53-102.001**

The Planning Board then considered a request for Site Plan Approval submitted by Gregory Sgromo of Dunn & Sgromo Engineers on behalf of Millennium Development, LLC for the construction of two 2,500 square foot restaurants and two attached retail buildings totaling 15,100 square feet, at Watertown City Center Plaza, 1290 Arsenal Street, parcels 8-53-103.110, 8-53-102.001, and 8-53-114.

Mr. Sgromo and Patrick Donegan of Millennium Development were present to represent the project. Mr. Sgromo approached the Board and explained that they wished to adjust their application, removing the proposed retail building from the site plan request. He explained that construction of the restaurant was time sensitive, but the retail was not—and the retail building was responsible for most of the summary issues in the Staff Report. He then distributed a letter and a revised full set of plans to the Planning Board.

Mrs. Freda asked Mr. Sgromo to clarify that they were seeking approval for only the restaurant buildings at this time. Mr. Sgromo confirmed that this was the case.

Mr. Sgromo then addressed the Staff Report summary items one at a time, referring to the comments in his letter.

Mr. Sgromo agreed to reduce the dumpster enclosure to 6 feet, add an additional handicap space, include a 4-way stop to the northeast of the building, increase the turning radii, provide a sidewalk between the hotel and restaurants, adjust the linetypes on the utility plan, show water service for the buildings, show sanitary sewer service with grease traps, submit a Stormwater Pollution Prevention Plan prior to construction, provide copies of correspondence with NYSDOT, and diversify tree species. All other summary points were determined to be inapplicable after the removal of the retail section from the proposal.

There was some discussion of summary points 10 and 11, regarding sidewalks. Mr. Sgromo stated that the sidewalk required by point 10 was moved to the south side of the proposed development, because the north side may change drastically with future development. He stated that the drive to the north may even be removed completely in the next few years.

Mr. Donegan approached the board and questioned whether a roof could be added to the dumpster enclosure to shield it from view of the hotel. After some discussion of the logistics of accessing the dumpsters under the roof, the Planning Board agreed that this was acceptable.

Mr. Harris asked if the 14 future spaces shown to the north of the restaurant would be grass for now. Mr. Donegan confirmed.

Mr. Harris then asked if the applicants had read the Jefferson County Planning Department's letter. The applicants had not, and were provided a copy. There was some discussion of the letter's recommendations regarding realignment of the retail structure.

Mr. Lumbis then stated that it appeared that all summary items had been addressed except #18 and #19 (regarding the SWPPP and submission of drainage plans to

NYSDOT). Mr. Sgromo responded that the SWPPP was no longer required because the project is smaller than one acre.

Mr. Wood stated that an Erosion and Sediment plan would still be necessary.

Mr. Harris then moved that the Planning Board recommend approval by the City Council of the site plan submitted on June 7, 2011 by Gregory Sgromo of Dunn & Sgromo Engineers on behalf of Millennium Development for the construction of a 2,500 square foot restaurant, and a 2,500 square foot restaurant or retail building at Watertown City Center Plaza, 1290 Arsenal Street, parcels 8-53-103.110 and 8-53-102.001, with the following conditions:

- 1) The applicant must submit stormwater drainage plans to NYSDOT for their approval and provide to the City copies of all correspondence with the NYSDOT related to that approval.
- 2) The applicant must submit an Erosion and Sediment Control Plan to the City Engineer prior to construction.

Mrs. Freda seconded, all voted in favor.



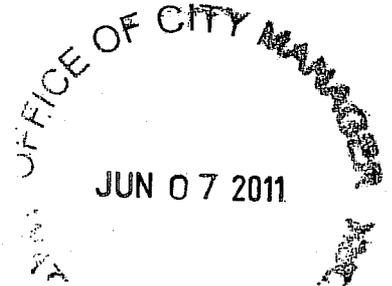
Department of Planning
175 Arsenal Street
Watertown, NY 13601

Donald R. Canfield
Director of Planning

(315) 785-3144
(315) 785-5092 (Fax)

June 6, 2011

Andrew Nichols
City of Watertown Planning Department
245 Washington Street, Suite 304
Watertown, NY 13601



Re: Millennium Development, LLC, Restaurant and Retail Site Plan Review,
JCDP File # C 7 - 11

Dear Mr. Nichols:

On May 31, 2011, the Jefferson County Planning Board reviewed the above referenced project, referred pursuant to General Municipal Law, Section 239m.

The Board adopted a motion that the project does not have any significant County-wide or intermunicipal issues and is of local concern only.

During the review the County Planning Board determined that the proposed restaurants will require food service permits from the New York State Department of Health.

Furthermore, the County Planning Board has the following local advisory comments: The orientation of the two retail buildings appears to eliminate an internal roadway and will alter traffic flow as approved in PDD #23. The local board should consider alternative building orientation or placement so as not to interfere with the original grid pattern street design as approved in PDD #23.

Also, the current layout of the retail buildings will mean that pedestrians will have to cross through traffic in order to get from the parking spaces into the retail establishment. A re-oriented building would improve this current site limitation.

There are no sidewalks indicated on the site plans for either of the two new developments. The local board should request that sidewalk plans are included as part of the approval in order to provide safe pedestrian connections between all establishments within the development, as required by Article IX, subsection 310-57, paragraph C of the City of Watertown Zoning Ordinance.

Likewise, the local board should consider the safety of backing movements from the proposed and existing parking areas along the internal roadways, as noted in paragraph B of the above noted subsection.

The plans identify a "proposed curb cut" on the eastern portion of the retail parking lot. It is unclear what the need is for this cut.

There are 14 "future parking spaces" identified for the proposed restaurants. There are already 10 more parking spots provided beyond what is required by the local law. The City should inquire as to why these additional 14 spaces will be needed.

A loading area for the restaurants is not identified on the site plan, as required by Article VII, subsection 310-49 of the City Zoning Ordinance. The local board should ensure that delivery truck traffic does not interfere with parking for the establishments.

The name "City Center Plaza" is also the common name of an existing plaza in the downtown area. The local board should recommend an alternative name be considered in order to avoid a duplicate within the City. Duplicate names cause confusion for the public and difficulty for emergency responders.

The local board should ensure that all signs meet the requirements of their local sign law.

Please note that the advisory comments are not a condition of the County Planning Board's action. They are listed to assist the local board in its review of the project. The local board is free to make its final decision.

General Municipal Law, Section 239m requires the local board to notify the County of its action on this matter within thirty (30) days after taking a final action. Thank you.

Sincerely,



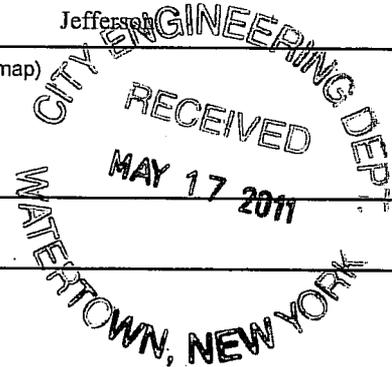
Jennifer L. Voss
Community Development Coordinator

JLV

617.20
Appendix C
State Environmental Quality Review
SHORT ENVIRONMENTAL ASSESSMENT FORM
For UNLISTED ACTIONS Only

PART I - PROJECT INFORMATION (To be completed by Applicant or Project Sponsor)

1. APPLICANT/SPONSOR Millennium Development LLC	2. PROJECT NAME Watertown City Center Plaza
3. PROJECT LOCATION: Municipality City of Watertown County Jefferson	
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) 1290 Arsenal Street	
5. PROPOSED ACTION IS: <input type="checkbox"/> New <input checked="" type="checkbox"/> Expansion <input type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY: Phase III of City Center Plaza.	
7. AMOUNT OF LAND AFFECTED: Initially <u>3.2</u> acres Ultimately <u>6.1</u> acres	
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, describe briefly	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input type="checkbox"/> Residential <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input type="checkbox"/> Park/Forest/Open Space <input type="checkbox"/> Other Describe:	
10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, list agency(s) name and permit/approvals: NYSDOT and NYSDEC	
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, list agency(s) name and permit/approvals:	
12. AS A RESULT OF PROPOSED ACTION WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE	
Applicant/sponsor name: Millennium Development LLC	Date: 5-14-11
Signature: <u>Richard Dunn & Scromo Eng. for Millennium Development</u>	



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

PART II - IMPACT ASSESSMENT (To be completed by Lead Agency)

A. DOES ACTION EXCEED ANY TYPE I THRESHOLD IN 6 NYCRR, PART 617.4? Yes No If yes, coordinate the review process and use the FULL EAF.

B. WILL ACTION RECEIVE COORDINATED REVIEW AS PROVIDED FOR UNLISTED ACTIONS IN 6 NYCRR, PART 617.6? If No, a negative declaration may be superseded by another involved agency. Yes No

C. COULD ACTION RESULT IN ANY ADVERSE EFFECTS ASSOCIATED WITH THE FOLLOWING: (Answers may be handwritten, if legible)

- C1. Existing air quality, surface or groundwater quality or quantity, noise levels, existing traffic pattern, solid waste production or disposal, potential for erosion, drainage or flooding problems? Explain briefly:
- C2. Aesthetic, agricultural, archaeological, historic, or other natural or cultural resources; or community or neighborhood character? Explain briefly:
- C3. Vegetation or fauna, fish, shellfish or wildlife species, significant habitats, or threatened or endangered species? Explain briefly:
- C4. A community's existing plans or goals as officially adopted, or a change in use or intensity of use of land or other natural resources? Explain briefly:
- C5. Growth, subsequent development, or related activities likely to be induced by the proposed action? Explain briefly:
- C6. Long term, short term, cumulative, or other effects not identified in C1-C5? Explain briefly:
- C7. Other impacts (including changes in use of either quantity or type of energy)? Explain briefly:

D. WILL THE PROJECT HAVE AN IMPACT ON THE ENVIRONMENTAL CHARACTERISTICS THAT CAUSED THE ESTABLISHMENT OF A CRITICAL ENVIRONMENTAL AREA (CEA)? Yes No If Yes, explain briefly:

E. IS THERE, OR IS THERE LIKELY TO BE, CONTROVERSY RELATED TO POTENTIAL ADVERSE ENVIRONMENTAL IMPACTS? Yes No If Yes, explain briefly:

PART III - DETERMINATION OF SIGNIFICANCE (To be completed by Agency)

INSTRUCTIONS: For each adverse effect identified above, determine whether it is substantial, large, important or otherwise significant. Each effect should be assessed in connection with its (a) setting (i.e. urban or rural); (b) probability of occurring; (c) duration; (d) irreversibility; (e) geographic scope; and (f) magnitude. If necessary, add attachments or reference supporting materials. Ensure that explanations contain sufficient detail to show that all relevant adverse impacts have been identified and adequately addressed. If question D of Part II was checked yes, the determination of significance must evaluate the potential impact of the proposed action on the environmental characteristics of the CEA.

- Check this box if you have identified one or more potentially large or significant adverse impacts which **MAY** occur. Then proceed directly to the FULL EAF and/or prepare a positive declaration.
- Check this box if you have determined, based on the information and analysis above and any supporting documentation, that the proposed action **WILL NOT** result in any significant adverse environmental impacts **AND** provide, on attachments as necessary, the reasons supporting this determination

Name of Lead Agency

Date

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from responsible officer)

Res No. 11

June 16, 2011

To: The Honorable Mayor and City Council

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

Subject: Finding that the Approval of the Zone Change Application of Patrick J. Scordo of GYMO, PC on Behalf of Samaritan Medical Center to Change the Approved Zoning Classification of Portions of Parcels 13-23-101 and 13-23-102.1 from Residence A or Unzoned to Commercial and the Construction of a 288-Bed Senior Living Facility Will Not Have a Significant Impact on the Environment

The City Council has a zone change request and site plan approval request related to the proposed Samaritan Senior Living Facility in the 1500 block of Washington Street on its agenda. The State Environmental Quality Review must be completed before either one of those requests can be approved.

A coordinated review was initiated, because this is a Type I action. Responses were received from all of the identified involved agencies and they concur with the City Council acting as the Lead Agency. Additionally, the NYS Department of Conservation's letter points out issues to be aware of, including the need to evaluate the project's impact on the Indiana Brown Bat. Copies of all of the correspondence are attached.

As Lead Agency, the City Council must respond to the questions in Part 2, and Part 3 if necessary, of the Full Environmental Assessment Form before it may vote on the requests. Some of the applicant's responses on the EAF refer to various engineering reports. These reports are available in the Planning Office, and are posted online under the Planning Board section of the City's website (May 24th meeting).

The resolution prepared for City Council consideration states that adoption of the zone change and construction of the Senior Living Facility will not have a significant negative impact on the environment. This resolution was not considered at the Council's last meeting, at the request of the applicant, because the Corps of Engineers had not yet determined its jurisdiction over wetlands on the site. As of the writing of this memo, the City has not received any new information.

RESOLUTION

Page 1 of 2

Finding that the Approval of the Zone Change Application of Patrick J. Scordo of GYMO, PC on behalf of Samaritan Medical Center to Change the Approved Zoning Classification of Portions of Parcels 13-23-101 and 13-23-102.1 from Residence A or Unzoned to Commercial and the Construction of a 288-Bed Senior Living Facility Will Not Have a Significant Impact on the Environment

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

YEA	NAY

Introduced by

WHEREAS the City Council of the City of Watertown, New York, has before it an ordinance for the zone change application of Patrick J. Scordo of GYMO, PC on behalf of Samaritan Medical Center to change the approved zoning classification of a 13.618 acre portion of Parcel 13-23-101 from Residence A to Commercial, and a 2.485 acre non-zoned portion of Parcel 13-23-102.1 to Commercial, and

WHEREAS Patrick J. Scordo of GYMO,P.C., has also made an application for site plan approval on behalf of Samaritan Medical Center, for the construction of a 231,073 sq. ft., 288-Bed Senior Living Facility (project) on the 1500 Block of Washington Street, Parcel Numbers 13-23-101, 13-23-102.1 and 13-23-104, and

WHEREAS the City Council must evaluate all proposed actions submitted for its consideration in light of the State Environmental Quality Review Act (SEQRA), and the regulations promulgated pursuant thereto, and

WHEREAS the adoption of the proposed ordinance and construction of the project would constitute such an “Action,” and

WHEREAS the City Council has determined that the proposed ordinance and project is a “Type I Action” as that term is defined by 6NYCRR Section 617.2(ak), and

WHEREAS a coordinated review was initiated with other involved agencies, as that term is defined in 6NYCRR Section 617.2(s), and

WHEREAS none of the other involved agencies have objected to the City Council being established as the Lead Agency, and

RESOLUTION

Page 2 of 2

Finding that the Approval of the Zone Change Application of Patrick J. Scordo of GYMO, PC on behalf of Samaritan Medical Center to Change the Approved Zoning Classification of Portions of Parcels 13-23-101 and 13-23-102.1 from Residence A or Unzoned to Commercial and the Construction of a 288-Bed Senior Living Facility Will Not Have a Significant Impact on the Environment

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

YEA	NAY

WHEREAS to aid the City Council in its determination as to whether the proposed zone change and project construction will have a significant effect on the environment, Part I of a Full Environmental Assessment Form has been prepared by the applicant, a copy of which is attached and made part of this resolution,

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

1. The City Council is hereby established as the Lead Agency.
2. Based upon its examination of the Full Environmental Assessment Form and comparing the proposed action with the criteria set forth in 6NYCRR Section 617.7, no significant impact is known and the adoption of the zone change and construction of the project will not have a significant impact on the environment.
3. The Mayor of the City of Watertown is authorized to execute the Environmental Assessment Form to effect that the City Council is issuing a Negative Declaration under SEQRA.
4. This resolution shall take effect immediately.

Seconded by

617.20
Appendix A
State Environmental Quality Review
FULL ENVIRONMENTAL ASSESSMENT FORM

CITY ENGINEERING & SURVEYING
RECEIVED
MAY 17 2011
WATERBURY, CT

Purpose: The full EAF is designed to help applicants and agencies determine, in an orderly manner, whether a project or action may be significant. The question of whether an action may be significant is not always easy to answer. Frequently, there are aspects of a project that are subjective or unmeasurable. It is also understood that those who determine significance may have little or no formal knowledge of the environment or may not be technically expert in environmental analysis. In addition, many who have knowledge in one particular area may not be aware of the broader concerns affecting the question of significance.

The full EAF is intended to provide a method whereby applicants and agencies can be assured that the determination process has been orderly, comprehensive in nature, yet flexible enough to allow introduction of information to fit a project or action.

Full EAF Components: The full EAF is comprised of three parts:

- Part 1:** Provides objective data and information about a given project and its site. By identifying basic project data, it assists a reviewer in the analysis that takes place in Parts 2 and 3.
- Part 2:** Focuses on identifying the range of possible impacts that may occur from a project or action. It provides guidance as to whether an impact is likely to be considered small to moderate or whether it is a potentially-large impact. The form also identifies whether an impact can be mitigated or reduced.
- Part 3:** If any impact in Part 2 is identified as potentially-large, then Part 3 is used to evaluate whether or not the impact is actually important.

THIS AREA FOR LEAD AGENCY USE ONLY

DETERMINATION OF SIGNIFICANCE -- Type 1 and Unlisted Actions

Identify the Portions of EAF completed for this project:

Part 1

Part 2

Part 3

Upon review of the information recorded on this EAF (Parts 1 and 2 and 3 if appropriate), and any other supporting information, and considering both the magnitude and importance of each impact, it is reasonably determined by the lead agency that:

- A. The project will not result in any large and important impact(s) and, therefore, is one which **will not** have a significant impact on the environment, therefore a **negative declaration will be prepared**.
- B. Although the project could have a significant effect on the environment, there will not be a significant effect for this Unlisted Action because the mitigation measures described in PART 3 have been required, therefore a **CONDITIONED negative declaration will be prepared.***
- C. The project may result in one or more large and important impacts that may have a significant impact on the environment, therefore a **positive declaration will be prepared**.

*A Conditioned Negative Declaration is only valid for Unlisted Actions

Samaritan Senior Village

Name of Action

Name of Lead Agency

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from responsible officer)

PART 1--PROJECT INFORMATION
Prepared by Project Sponsor

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

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

Name of Action Samaritan Senior Village

Location of Action (include Street Address, Municipality and County)

East of existing Samaritan Medical Plaza, Washington Street, City of Watertown, Jefferson County

Name of Applicant/Sponsor Samaritan Medical Center

Address 133 Pratt St.

City / PO Watertown State NY Zip Code 13601

Business Telephone (315) 785-4421

Name of Owner (if different) Samaritan Medical Center

Address 133 Pratt St.

City / PO Watertown State NY Zip Code 13601

Business Telephone 315-785-4421

Description of Action:

The project entails the construction of a 288 bed Senior Living Facility (120 Assisted Living beds/168 Skilled Nursing beds). The 79,384 sf building will be served by necessary utilities, including water, sanitary and storm sewers, site lighting, access loop road, sidewalk, curbing, and landscaping.

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

A. SITE DESCRIPTION

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

1. Present Land Use: Urban Industrial Commercial Residential (suburban) Rural (non-farm)
 Forest Agriculture Other Mix of trees, brush, and lawn areas.

2. Total acreage of project area: 43.46 acres.

APPROXIMATE ACREAGE

	PRESENTLY	AFTER COMPLETION
Meadow or Brushland (Non-agricultural)	<u>33.72</u> acres	<u>21.31</u> acres
Forested	<u>0.0</u> acres	<u>0.0</u> acres
Agricultural (Includes orchards, cropland, pasture, etc.)	<u>0.0</u> acres	<u>0.0</u> acres
Wetland (Freshwater or tidal as per Articles 24,25 of ECL)	<u>2.8</u> acres	<u>2.8</u> acres
Water Surface Area	<u>0.0</u> acres	<u>0.41</u> acres
Unvegetated (Rock, earth or fill)	<u>0.0</u> acres	<u>0.0</u> acres
Roads, buildings and other paved surfaces	<u>6.33</u> acres	<u>11.04</u> acres
Other (Indicate type) <u>Lawn</u>	<u>0.61</u> acres	<u>7.9</u> acres

3. What is predominant soil type(s) on project site?

- a. Soil drainage: Well drained ___% of site Moderately well drained 70 % of site.
 Poorly drained 30 % of site

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

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

a. What is depth to bedrock 0 - 3' (in feet)

5. Approximate percentage of proposed project site with slopes:

- 0-10% 60 % 10- 15% 30 % 15% or greater 10 %

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

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

8. What is the depth of the water table? 0' (in feet)

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

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

11. Does project site contain any species of plant or animal life that is identified as threatened or endangered? Yes No

According to:

EDR conducted an Endangered Species study (attached).
Refer to "Jurisdictional Delineation Report" prepared by EDR Companies, which includes information on endangered species.
Identify each species:

[Empty text box for identifying species]

12. Are there any unique or unusual land forms on the project site? (i.e., cliffs, dunes, other geological formations?)
 Yes No

Describe:

[Empty text box for describing land forms]

13. Is the project site presently used by the community or neighborhood as an open space or recreation area?
 Yes No

If yes, explain:

[Empty text box for explaining use]

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

[Empty text box for scenic views]

15. Streams within or contiguous to project area:

None.

a. Name of Stream and name of River to which it is tributary

[Empty text box for stream names]

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

Refer to Wetland Delineation Study performed by EDR Companies.

b. Size (in acres):

Refer to Wetland Delineation Study performed by EDR Companies.

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

B. Project Description

1. Physical dimensions and scale of project (fill in dimensions as appropriate).
- a. Total contiguous acreage owned or controlled by project sponsor: 43.46 acres.
- b. Project acreage to be developed: 20 acres initially; 20 acres ultimately.
- c. Project acreage to remain undeveloped: 23.46 acres.
- d. Length of project, in miles: N/A (if appropriate)
- e. If the project is an expansion, indicate percent of expansion proposed. N/A %
- f. Number of off-street parking spaces existing 0; proposed 187
- g. Maximum vehicular trips generated per hour: 85 (upon completion of project)?
- h. If residential: Number and type of housing units:

Refer to "Traffic Engineering Report" prepared by James Napoleon, P.E.

	One Family	Two Family	Multiple Family	Condominium
Initially	_____	_____	_____	_____
Ultimately	_____	_____	_____	_____

- i. Dimensions (in feet) of largest proposed structure: 55' height; 123.5' width; 209' length.
- j. Linear feet of frontage along a public thoroughfare project will occupy is? 78 ft.
2. How much natural material (i.e. rock, earth, etc.) will be removed from the site? 5,000 tons/cubic yards.
3. Will disturbed areas be reclaimed Yes No N/A

a. If yes, for what intended purpose is the site being reclaimed?

Disturbed areas will be reclaimed for stabilization and lawn.

- b. Will topsoil be stockpiled for reclamation? Yes No
- c. Will upper subsoil be stockpiled for reclamation? Yes No
4. How many acres of vegetation (trees, shrubs, ground covers) will be removed from site? 20 acres.

5. Will any mature forest (over 100 years old), or other locally-important vegetation be removed by this project?

Yes No

6. If single phase project: Anticipated period of construction: 16 months, (including demolition)

7. If multi-phased:

a. Total number of phases anticipated _____ (number)

b. Anticipated date of commencement phase 1: _____ month _____ year, (including demolition)

c. Approximate completion date of final phase: _____ month _____ year.

d. Is phase 1 functionally dependent on subsequent phases? Yes No

8. Will blasting occur during construction? Yes No

9. Number of jobs generated: during construction 100; after project is complete 150

10. Number of jobs eliminated by this project 0.

11. Will project require relocation of any projects or facilities? Yes No

If yes, explain:

12. Is surface liquid waste disposal involved? Yes No

a. If yes, indicate type of waste (sewage, industrial, etc) and amount _____

b. Name of water body into which effluent will be discharged _____

13. Is subsurface liquid waste disposal involved? Yes No Type _____

14. Will surface area of an existing water body increase or decrease by proposal? Yes No

If yes, explain:

15. Is project or any portion of project located in a 100 year flood plain? Yes No

16. Will the project generate solid waste? Yes No

a. If yes, what is the amount per month? 20 tons

b. If yes, will an existing solid waste facility be used? Yes No

c. If yes, give name Rodman Regional; location State Rt. 177 T. of Rodman

d. Will any wastes not go into a sewage disposal system or into a sanitary landfill? Yes No

e. If yes, explain:

Recyclables

17. Will the project involve the disposal of solid waste? Yes No

a. If yes, what is the anticipated rate of disposal? _____ tons/month.

b. If yes, what is the anticipated site life? _____ years.

18. Will project use herbicides or pesticides? Yes No

19. Will project routinely produce odors (more than one hour per day)? Yes No

20. Will project produce operating noise exceeding the local ambient noise levels? Yes No

21. Will project result in an increase in energy use? Yes No

If yes, indicate type(s)

Natural Gas, Electric

22. If water supply is from wells, indicate pumping capacity N/A gallons/minute.

23. Total anticipated water usage per day 31,680 gallons/day.

24. Does project involve Local, State or Federal funding? Yes No

If yes, explain:

HEAL Grant, Jefferson County Grant, Watertown Housing Authority

25. Approvals Required:

	Yes	No	Type	Submittal Date
City, Town, Village Board	<input checked="" type="checkbox"/>	<input type="checkbox"/>	City Cncl. Site Plan Zone Change	5/17/11
City, Town, Village Planning Board	<input checked="" type="checkbox"/>	<input type="checkbox"/>	City of Watertown Planning Board (Site Plan, Subdivision, Zone Change)	5/17/11
City, Town Zoning Board	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
City, County Health Department	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Other Local Agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	County Planning - Site Plan	4/12/11
Other Regional Agencies	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
State Agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	NYS DOH-Public Water NYS DEC-Public Sewer, SWPPP, Wetlands	6/6/11
Federal Agencies	<input type="checkbox"/>	<input checked="" type="checkbox"/>	ARMY Corp of Engineers - Wetlands	6/6/11

C. Zoning and Planning Information

1. Does proposed action involve a planning or zoning decision? Yes No

If Yes, indicate decision required:

- | | | | |
|--|---|--|---|
| <input checked="" type="checkbox"/> Zoning amendment | <input type="checkbox"/> Zoning variance | <input type="checkbox"/> New/revision of master plan | <input checked="" type="checkbox"/> Subdivision |
| <input checked="" type="checkbox"/> Site plan | <input type="checkbox"/> Special use permit | <input type="checkbox"/> Resource management plan | <input type="checkbox"/> Other |

2. What is the zoning classification(s) of the site?

Commercial

3. What is the maximum potential development of the site if developed as permitted by the present zoning?

N/A

4. What is the proposed zoning of the site?

Commerical

5. What is the maximum potential development of the site if developed as permitted by the proposed zoning?

Assisted Living/Skilled Nursing Facility Expansion/Addition

6. Is the proposed action consistent with the recommended uses in adopted local land use plans?

Yes

No

7. What are the predominant land use(s) and zoning classifications within a ¼ mile radius of proposed action?

Commercial, Residential, Medical

8. Is the proposed action compatible with adjoining/surrounding land uses with a ¼ mile?

Yes

No

9. If the proposed action is the subdivision of land, how many lots are proposed? N/A

a. What is the minimum lot size proposed? N/A

10. Will proposed action require any authorization(s) for the formation of sewer or water districts? Yes No

Town of Watertown Water District #4 may require modification.

11. Will the proposed action create a demand for any community provided services (recreation, education, police, fire protection)? Yes No

a. If yes, is existing capacity sufficient to handle projected demand? Yes No

12. Will the proposed action result in the generation of traffic significantly above present levels? Yes No
a. If yes, is the existing road network adequate to handle the additional traffic. Yes No
Refer to "Traffic Engineering Report" prepared by James Napoleon, P.E.

D. Informational Details

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

E. Verification

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

Applicant/Sponsor Name GYMO, PC, Project Civil Engineer Date 5/17/2011

Signature *Patrick J. Sord*

Title Director of Engineering (GYMO, PC.)

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

PART 2 - PROJECT IMPACTS AND THEIR MAGNITUDE

Responsibility of Lead Agency

General Information (Read Carefully)

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

Instructions (Read carefully)

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

IMPACT ON LAND

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

Examples that would apply to column 2

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

• Construction in a designated floodway.

• Other impacts _____

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

• Specific land forms: _____

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

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

NO YES

Examples that would apply to column 2

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

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

NO YES

Examples that would apply to column 2

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

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

NO YES

Examples that would apply to column 2

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

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

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

IMPACT ON AESTHETIC RESOURCES

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

NO YES

Examples that would apply to column 2

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

IMPACT ON HISTORIC AND ARCHAEOLOGICAL RESOURCES

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

NO YES

Examples that would apply to column 2

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

IMPACT ON OPEN SPACE AND RECREATION

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

NO YES

Examples that would apply to column 2

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

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

IMPACT ON CRITICAL ENVIRONMENTAL AREAS

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

NO YES

Examples that would apply to column 2

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

IMPACT ON TRANSPORTATION

15. Will there be an effect to existing transportation systems?

NO YES

Examples that would apply to column 2

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

IMPACT ON ENERGY

16. Will Proposed Action affect the community's sources of fuel or energy supply?

NO YES

Examples that would apply to column 2

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

NOISE AND ODOR IMPACT

17. Will there be objectionable odors, noise, or vibration as a result of the Proposed Action?

NO YES

Examples that would apply to column 2

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

1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact be Mitigated by Project Change	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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- Proposed Action will produce operating noise exceeding the local ambient noise levels for noise outside of structures.
- Proposed Action will remove natural barriers that would act as a noise screen.
- Other impacts _____

IMPACT ON PUBLIC HEALTH

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

Examples that would apply to column 2

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

IMPACT ON GROWTH AND CHARACTER OF COMMUNITY OR NEIGHBORHOOD

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

Examples that would apply to column 2

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

1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact be Mitigated by Project Change	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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20. Is there, or is there likely to be, public controversy related to potential adverse environment impacts?

NO YES

If Any Action in Part 2 Is Identified as a Potential Large Impact or If you Cannot Determine the Magnitude of Impact, Proceed to Part 3

Part 3 - EVALUATION OF THE IMPORTANCE OF IMPACTS

Responsibility of Lead Agency

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

Instructions

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

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

To answer the question of importance, consider:

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

New York State Department of Environmental Conservation

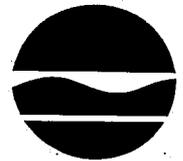
Division of Environmental Permits, Region 6

Dulles State Office Building

317 Washington Street, Watertown, New York 13601-3787

Phone: (315) 785-2245 • Fax: (315) 785-2242

Website: www.dec.ny.gov



Joe Martens
Commissioner

June 14, 2011

Mr. Kenneth Mix, Planning and Community Development Coordinator
City of Watertown
Room 302 Municipal Building
245 Washington Street
Watertown, New York 13601



**RE: Samaritan Senior Village Project
SEQRA Lead Agency Determination**

Dear Mr. Mix:

On behalf of the New York State Department of Environmental Conservation (Department), I have reviewed the Part 1 of the Full Environmental Assessment Form you provided for the proposed 288 bed senior living facility and the City's desire to act as lead agency. Based on the direct impact of the project on the local community, it is my conclusion that the City of Watertown is the appropriate entity to act as lead agency. For your information, I am providing the Department's areas of jurisdiction and concerns.

The endangered Indiana Bat – *Myotis sodalis* has a hibernacula near Watertown and may utilize habitat at the project site for roosts. The potential for impacts from this project on this species will need to be evaluated and may be required under 6 NYCRR Part 182.

The development of this site will likely involve more than one acre of soil disturbance. Therefore, coverage under the State Pollutant Discharge Elimination System (SPDES) General Permit for Stormwater Discharges from Construction Activities would be required. Written permission from Steve Botsford, Regional Water Engineer, is required if the project proposes to have more than 5 acres exposed at any one time.

If the project is proposing to connect to the City of Watertown's municipal wastewater treatment system, the project will need to be evaluated to determine if available capacity exists in all downstream sewers, pumping stations, and treatment plant for existing users, previously approved projects, and the proposed project under peak flow conditions. This should also include an evaluation of potential impact of the project on existing overflows, if applicable. The Department must approve the final engineering report, plans, and specifications for the collection systems. The construction of the system shall not start until the developer receives written approval of the systems from the department.

All construction projects have air related impacts. Typically, these focus on dusts and particulate releases. There are also secondary air impacts from vehicle, compressor, generator, and blasting activities. It remains the project sponsor's responsibility to evaluate project specific SEQR impacts.

Thank you for the opportunity to review this proposal. If you have any questions regarding this letter, please do not hesitate to call me.

Sincerely,



Thomas Voss
Environmental Program Specialist 1
Region 6
tgvooss@gw.dec.state.ny.us

ecc: Steve Botsford, RWE
Al Ash, DOW
Dave Rarick, DOW
James Farquhar, RWM



Department of Planning
175 Arsenal Street
Watertown, NY 13601

Donald R. Canfield
Director of Planning

(315) 785-3144
(315) 785-5092 (Fax)

June 3, 2011

Mr. Kenneth A. Mix
Planning and Community Development Coordinator
City of Watertown
245 Washington Street
Watertown NY 13601

Dear Mr. Mix:

Our office is in receipt of your June 2, 2011 letter regarding the lead agency designation process under the State Environmental Quality Review (SEQR) Act for the Samaritan Senior Village Project located on Washington Street in the City of Watertown.

On behalf of Jefferson County, please be advised that we concur with the designation of the City of Watertown as lead agency for the above referenced SEQR process.

Please let me know if you have any questions.

Sincerely,

Donald Canfield
Director of Planning

DC:ljc

c: Robert Hagemann, County Administrator

NEW YORK
state department of
HEALTH

Nirav R. Shah, M.D., M.P.H.
Commissioner

Sue Kelly
Executive Deputy Commissioner

June 6, 2011

Michael A. Lumbis, Planner
City of Watertown Planning Office
245 Washington Street, Room 304
Watertown, New York 13601

Mr. Lumbis,

As discussed, please find that we are in agreement that the City of Watertown should serve as the lead agency for the project in regards to the environmental impact of the Samaritan Senior Village Project in Watertown.

Should you have any questions please feel free to contact me at (518) 408-1624.

Sincerely,



Guy Warner
Deputy Director
Division of Assisted Living

CC: Mark Kissinger
Mary Hart
Barry Gray
OLTC HEAL Team

NEW YORK
state department of
HEALTH

Nirav R. Shah, M.D., M.P.H.
Commissioner

Sue Kelly
Executive Deputy Commissioner

June 3, 2011

Mr. Michael Lumbis
C. Watertown Planning Office
245 Washington Street, Suite 304
Watertown, New York
13601

Re: Response to SEQRA Lead Agency Determination – Samaritan Senior Village

Dear Mr. Lumbis:

In response to your June 2nd correspondence, this office has no objection to the C. Watertown acting as lead agency for SEQRA review.

Please contact the writer if you have any questions at (315) 785-2277.

Sincerely,



Claude A. Curley, P.E.
District Engineer

CAC/cac

Cc: Sheri L. Palmer, District Director

Res No. 12

June 15, 2011

To: The Honorable Mayor and City Council

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

Subject: Request for Site Plan Approval for the construction of a 231,073 sq. ft., 288-bed Senior Living Facility on the 1500 block of Washington Street, parcel numbers 13-23-101, 13-23-102.1, and 13-23-104

A request has been submitted by Patrick J. Scordo, PE of GYMO, PC on behalf of Samaritan Medical Center for the above subject site plan approval. The Planning Board reviewed the request at its May 3 and May 24, 2011 meetings and adopted a motion recommending that the City Council approve the site plan with the conditions listed in the resolution.

Attached are reports on the site plan approval request prepared for the Planning Board, along with an excerpt from its minutes.

The County Planning Board reviewed the site plan on April 26, 2011 and adopted a motion recommending approval.

The resolution prepared for City Council consideration approves the revised site plan submitted to the City Engineering Department on May 17, 2011 with the conditions recommended by the Planning Board. The City Council must approve the related SEQRA resolution and zone change ordinance before voting on this resolution.

RESOLUTION

Page 1 of 3

Approving the Site Plan for the Construction of a 231,073 sq. ft., 288-Bed Senior Living Facility on the 1500 Block of Washington Street, Parcel Numbers 13-23-101, 13-23-102.1 and 13-23-104

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 Patrick J. Scordo of GYMO,P.C., has made an application for site plan approval on behalf of Samaritan Medical Center, for the construction of a 231,073 sq. ft., 288-Bed Senior Living Facility on the 1500 Block of Washington Street, Parcel Numbers 13-23-101, 13-23-102.1 and 13-23-104, and

WHEREAS the Jefferson County Planning Board reviewed the site plan at its meeting held on April 26, 2011, pursuant to General Municipal Law Section 239-m and adopted a motion recommending approval, and

WHEREAS the Planning Board of the City of Watertown reviewed the site plan at its meetings held on May 3 and May 24, 2011, and recommended that the City Council of the City of Watertown approve the site plan, contingent upon the following:

1. The applicant must work with the City to determine an acceptable location for the proposed trail system easement.
2. The applicant must submit a Stormwater Pollution Prevention Plan (SWPPP) to be approved by the City Engineering Department prior to the start of construction activities.
3. The proposed location and necessary agreements for the water supply must be approved by the City Council, Town of Watertown and NYS Department of Health.
4. The applicant must obtain a Wetland Jurisdictional Determination and wetland permit if necessary, from the US Army Corps of Engineers and ensure mitigation of any negative effects determined by the US Army Corps of Engineers.
5. The Lyre-tipped Spreadwing Damselfly habitat identified (but not yet confirmed) on the site will likely be disturbed. The species is not listed by state or federal authorities.
6. Street trees shall be added on the south side of the main driveway entrance from Station 8+00 to the parking area.
7. Street trees shall be added in the new parking lot island located on the south end of the Samaritan Medical Plaza parking lot.

RESOLUTION

Page 2 of 3

Approving the Site Plan for the Construction of a 231,073 sq. ft., 288-Bed Senior Living Facility on the 1500 Block of Washington Street, Parcel Numbers 13-23-101, 13-23-102.1 and 13-23-104

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

8. The plans shall be modified to specify the installation of a 6 inch sidewalk, a concrete or asphalt apron, and a drop curb across the new widened delivery entrance.
9. The applicant shall provide a detail of the handicap ramp.
10. The applicant shall consider a drop curb entrance to the National Grid easement for maintenance access.
11. As part of the SWPPP, the applicant must specify what is being done with the existing 10” concrete storm pipe located near the proposed stormwater management structure #1, ensuring that a connection to the existing or proposed storm system is shown.
12. As part of the SWPPP, the applicant must specify what the outlet of Stormwater Management Pond #1 is connected to and the proposed grading of the northerly handicap ramp must be moved on the plan to provide an unobstructed view of the connection.
13. The applicant must relocate the existing catch basin just north of the new entrance 20 feet further north, or move the driveway 20 feet south.
14. The applicant must revise the detail on sheet C502 to specify rubber-booted, water-tight connections to all existing City catch basins.

And,

WHEREAS the City Council has determined that the project will not have a significant effect on the environment pursuant to the State Environmental Quality Review Act,

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

RESOLUTION

Page 3 of 3

Approving the Site Plan for the Construction of a 231,073 sq. ft., 288-Bed Senior Living Facility on the 1500 Block of Washington Street, Parcel Numbers 13-23-101, 13-23-102.1 and 13-23-104

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 by the City Council of the City of Watertown, that site plan approval is hereby granted to Patrick J. Scordo of GYMO,P.C., on behalf of Samaritan Medical Center, for the construction of a 231,073 sq. ft., 288-Bed Senior Living Facility on the 1500 Block of Washington Street, Parcel Numbers 13-23-101, 13-23-102.1 and 13-23-104, as shown on the revised site plan submitted to the City Engineer on May 17, 2011, contingent on the applicant making the revisions and meeting the conditions listed in the Planning Board’s recommendation.

Seconded by

12 April 2011

Mr. Kurt Hauk, P.E.
City Engineer
Room 305 – City Hall
245 Washington St
Watertown, NY 13601

Re: Site Plan Submission
Samaritan Medical Center
Samaritan Senior Village

File: 2010-267

Dear Mr. Hauk:

On behalf of Samaritan Medical Center we are submitting the following materials for Site Plan review at the 3 May 2011 City Planning Board meeting and the 26 April 2011 Jefferson County Planning meeting:

- 3 full size sets of Site Plans for Departmental Review, including a wet stamped original (Cover, C001, EX 101, EX 102, C101, C102, L101 and C501-C506);
- 16 - 11" x 17" Preliminary Architectural Plans (A101-A103);
- 12 - 11"x17" sets of Site Plans;
- 16 Signed and Sealed Engineering Reports;
- City of Watertown Site Plan Application, including Short EAF, and
- \$50 Application Fee.

The project is located on three different tax parcel's; 13-23-104, 13-23-101, and 13-23-102.1 in the City of Watertown.

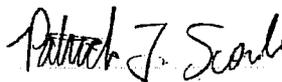
The proposed development consists of a 288 bed Senior Living Facility (79,384 SF) and related utilities and appurtenances required for site plan approval. The proposed facility will initially include a 120 unit, three-story assisted living wing, a 168 unit, four-story skilled care wing, and a common area. The conceptual development of the future wing is shown for informational purposes only. Site plan approval is not being sought for the conceptual wing at this time.

A Request for Zone Change and Subdivision Submission are needed to allow for the proposed project to meet City of Watertown requirements. It is anticipated that the Planning Board will review these applications at the 3 May 2011 City Planning Board meeting. Due to Biological, Archaeological, Traffic Study schedules, a 24 May 2011 special meeting is requested for final site plan approval.

The developer plans on beginning construction in June 2011.

If there are any questions or you require additional information, please feel free to contact our office.

Sincerely,
GYMO, Architecture, Engineering & Land Surveying, PC



Patrick J. Scordo, P.E.
Director of Engineering

Attachments

pc: Ryan Churchill - GYMO, PC
Richard Brooks - Samaritan Medical Center
Pam Beyor, AIA, Rick Tague, AIA, Peter Clough – The Bernier Carr Group
Craig Kimmel, AIA – RLPS Architects



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



MEMORANDUM

City of Watertown Planning Office

245 Washington Street, Room 304

Watertown, New York 13601

315-785-7730

Fax: 315-782-9014

TO: Norman J. Wayte II, Chairman, Planning Board

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

SUBJECT: Site Plan Approval – 1500 Block Washington Street, Samaritan Senior Village

DATE: April 28, 2010 KAM

Request: Site Plan Approval for the construction of a 231,073-square foot, 288-bed senior living facility on the 1500 block of Washington St., Parcels Number 13-23-101, 13-23-102.1, and 13-23-104.

Applicant: Patrick J. Scordo, P.E. of GYMO, P.C. on behalf of Samaritan Medical Center

Proposed Use: Multifamily senior living facility

Property Owner: Watertown City School District, City of Watertown, and Samaritan Medical Center

Submitted:

Property Survey: Yes Preliminary Architectural Drawings: Yes

Site Plan: Yes Preliminary Site Engineering Plans: Yes

Vehicle and Pedestrian Circulation Plan: Yes Construction Time Schedule: Preliminary

Landscaping and Grading Plan: Yes Description of Uses, Hours & Traffic Volume: Preliminary

SEQRA: Unlisted Action County Planning Board Review Required: Yes

Zoning Information:

District: Commercial (after Zone Change) Maximum Lot Coverage: None

Setback Requirements: None Buffer Zone Required: Yes, 5-15 feet along northern and eastern site boundaries

Project Overview: The applicant is proposing the construction of a 288-bed, 231,073-square foot senior living center, as well as necessary site and utility work. Such site work includes the construction of a 35-foot driveway loop with two connections to Washington Street, including a loading dock and 187 parking spaces arranged along the drive. Three storm water management structures are proposed; they will be pond retention basins, surrounded by decorative fencing. New sewer lines and water lines will also be constructed to serve the facility. The building will have two wings, one 3 stories and one 4 stories.

Parking & Traffic: Because this facility matches the description of a “Nursing Home” in many respects, but also has some qualities of a mixed-use project, the applicant’s parking calculations included the requirements of both §310-45 and §310-47. This means 1 space for every 3 beds (96), and 1 guest space for every 10 “dwellings” (29), for a total requirement of 125 spaces. The site as proposed exceeds this requirement with 187 spaces. Residents of the facility are not expected to have cars.

The applicant must show in the plans proposed restoration details for all existing asphalt, curb, and sidewalk work required for construction of the two entrances to the site. The applicant must provide a Traffic Impact Study.

Pedestrian Circulation: A five foot walk follows the majority of the new driveway around the perimeter of the site. This should be sufficient for the limited pedestrian traffic into and out of the site. The proposed garden areas contain further walkways for the on-site enjoyment of residents.

Pedestrian access between Samaritan Medical Plaza and the proposed Senior Village needs further attention. Two connections are shown, but their nature is not fully known or depicted. The driveway spur between Samaritan Medical Plaza and the new perimeter driveway lacks a sidewalk; it should have one along its eastern edge connecting the SMP parking lot to the new perimeter walkway. Further, some arrangement needs to be made for pedestrian traffic across the north side of the SMP building, between the storefront and the western entrances of the proposed Senior Village. Also, the walkway along the main entrance drive should be extended all the way to Washington Street at the southwestern corner of the site. Finally, a handicap ramp must be provided at the new entrance to Washington Street.

Public access to the trail system behind Wiley School from Washington Street should be preserved. There is an informal route now. A trail was put in along Hudson Lane as part of the Summit Wood project to connect to it. A condition of the sale of parcel 13-23-102.100 to SMC from the City is that a trail easement will be retained by the City. The location of the easement has not been agreed to yet. To connect to the school property an easement will also be needed across the land SMC is purchasing from the School District. The site plan does not show an easement, though it does show the location of the existing trail.

Grading, Drainage and Utilities: The Engineering Department has reviewed the plans and has the following comments:

- The site plan must depict the location of the dumpster enclosure.
- The existing 6 inch sanitary sewer servicing the Medical Plaza building is a private line, which the City has no plan to upgrade or take ownership of. The City will approve the connection as-is, but the NYSDEC has ultimate approval authority.
- The applicant should provide the City Engineer with copies of all correspondence with NYSDEC for the SPDES permit.
- All manholes and sewer pipes must be labeled with their associated information on the site plan.
- The applicant must provide a final grading and storm sewer plan, showing rims, inverts, piping, and spot elevations.

- The applicant must provide a stamped and signed copy of the Stormwater Pollution Prevention Plan.

Water: The applicant has proposed that water be delivered to the site via a new 2,800 foot length of 10" main, stretching from the Town of Watertown water tower through Town land, and entering the site from the south. After consultation with the applicant's engineers, the Water Department and Engineering Department have agreed that this is the best solution. This plan will require the approval of the Town of Watertown and the NYSDOH.

The only other alternative is to connect to the City's 8" Washington Street main, and build a booster pump and storage tank to mitigate inadequate pressure. This option is far more expensive, and technically inferior.

The City Engineering Department requests the following:

- The applicant must provide the City Engineer with copies of all correspondence and submittals regarding the NYS DOH Water Supply Permit.
- The fire hydrant just east of the 4-story building should be moved to the west side of the parking lot.
- Label all water mains and other necessary information.

Lighting: The submitted engineering report includes provisions for site lighting controlled by timer and photocell. The Commons/Skilled Care building and the Assisted Living building will have separate lighting control systems. Site lighting will include cutoff area luminaries, decorative post top luminaries, and residential bollards. The parking lot luminaries will be 20 feet in height with a full cutoff. The decorative post luminaries will be 10-15 feet in height, also with a full cutoff. Review of the photometric plan confirms that spillage over the property line is limited to 0.5 foot-candles or less. Spillage is limited to areas along the northern site boundary, which is undeveloped land in the "Residence A" and "Residence B" zoning districts.

Landscaping: The site plan shows substantial new plantings, including garden areas adjacent to the proposed buildings, and shade trees lining portions of the proposed driveway (spacing varies from 25 to 110 feet). The planting schedule shows 113 total trees and sixteen different tree species. There are also eight different varieties of shrubs. With the variety of species shown, the plan meets the species diversity recommendation in the Planning Board's Landscaping and Buffer Zone Guidelines.

There are several areas along the proposed driveway where there are no trees currently proposed including the south side of the main entrance from Washington Street to the proposed parking lot and the south side of the secondary access from Washington Street to the driveway spur leading to Samaritan Medical Plaza. Trees should be added to these areas. Also, trees should be added to the new parking lot island located on the south end of the Samaritan Medical Plaza parking lot.

As noted above, 187 parking spaces are proposed for the site. The guidelines recommend 1 interior parking lot tree for every 15 spaces meaning that 13 parking lot trees should be provided. The applicant has proposed 14 trees in islands that are spaced throughout the parking lot. Lawn areas and existing vegetation will line the outside perimeter of the parking lot which will adequately meet the recommendation for exterior parking lot landscaping.

Assuming the Zone Change Request for this site is approved (item #6 on this meeting's agenda), section §310-57 of the City zoning ordinance stipulates that the areas of this property abutting residential districts must have a landscaped buffer region no less than 5 feet in width. The submitted plan shows a line of shade trees along the property boundary in question. No additional planting should be required, considering that the abutting "Residence B" district is actually 30+ acres of wild vegetation, not a collection of residences.

General Comments: The submitted plans do not include a demolition plan. One should be provided, showing the scope and type of removal work planned for existing infrastructure. Further, the applicant needs to label address and/or tax parcel information for all properties on the plan sheets. The applicant must furnish the results of the Sensitive Area Investigation Reports.

Summary: The following lists key issues that should be addressed:

1. Connect the perimeter walkway to the Samaritan Medical Plaza parking lot, along the eastern curb of the driveway spur.
2. Clarify the intended pedestrian traffic pattern between the north side of the Medical Plaza building and the western entrances to the proposed Senior Village.
3. Continue the perimeter walkway to meet the Washington Street sidewalk at the southwestern corner of the site.
4. Include a handicap ramp at the new Washington Street entrance.
5. Depict the location of the dumpster enclosure.
6. Move the fire hydrant just east of the 4-story building to the west side of the parking lot.
7. Provide demolition plans for existing infrastructure.
8. Show proposed restoration details for all existing asphalt, curb, and sidewalk work required for construction of the two entrances to the site
9. Show address/tax parcel information on the site plan.
10. Provide a Traffic Impact Study, and the results of the Sensitive Area Investigation Report.
11. The existing sewer connection is approved as-is, but must also be approved by DEC. The applicant must provide copies of all correspondence related to the DEC approval.
12. Provide copies of all correspondence related to the NYSDOH Water Supply Permit.
13. Label all water mains on the site plan.
14. Label all manholes and sewer pipes with associated information.
15. Provide a final grading and storm sewer design, showing rims, inverts, piping, and spot elevations.
16. Provide a signed and stamped Stormwater Pollution Prevention Plan.
17. Provide additional street trees along the south side of the main entrance from Washington Street to the proposed parking lot and the south side of the secondary access from Washington Street to the driveway spur leading to Samaritan Medical Plaza.
18. Provide street trees in the new parking lot island located on the south end of the Samaritan Medical Plaza parking lot.
19. Update the site plan to include the trail easement, after its location is decided.

Cc: Planning Board Members
City Council Members
Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Patrick J. Scordo, P.E.



MEMORANDUM

City of Watertown Planning Office

245 Washington Street, Room 304

Watertown, New York 13601

315-785-7730

Fax: 315-782-9014

TO: Norman J. Wayte II, Chairman, Planning Board

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

SUBJECT: Site Plan Approval – 1500 Block Washington Street, Samaritan Senior Village

DATE: May 19, 2011 KAM

Request: Site Plan Approval for the construction of a 231,073-square foot, 288-bed senior living facility on the 1500 block of Washington St., Parcels Number 13-23-101, 13-23-102.1, and 13-23-104.

Applicant: Patrick J. Scordo, P.E. of GYMO, P.C. on behalf of Samaritan Medical Center

Proposed Use: Multifamily senior living facility

Property Owner: Watertown City School District, City of Watertown, and Samaritan Medical Center

Submitted:

Property Survey: Yes	Preliminary Architectural Drawings: Yes
Site Plan: Yes	Preliminary Site Engineering Plans: Yes
Vehicle and Pedestrian Circulation Plan: Yes	Construction Time Schedule: Preliminary
Landscaping and Grading Plan: Yes	Description of Uses, Hours & Traffic Volume: Yes

SEQRA: Unlisted Action	County Planning Board Review Required: Yes
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Zoning Information:

District: Commercial (after Zone Change)	Maximum Lot Coverage: None
Setback Requirements: None	Buffer Zone Required: Yes, 5-15 feet along northern and eastern site boundaries

Overview: The applicant has submitted updated materials for the Samaritan Senior Village. Since the last meeting, three consultant studies have been performed: wetlands & endangered species, traffic, and archaeological. These reports are available in the City Planning office for review, and will also be posted online. The applicant also revised the site plan documents to reflect changes required by the points of summary listed in the May 3, 2011 Staff Report.

Parking & Traffic: A Traffic Engineering Report was performed by Jim Napoleon Associates. According to their calculations, the project will produce an additional 991 vehicles per day at the southern driveway entrance. This amount of additional traffic is not expected to have any negative impact on the level of service on Washington Street, the Senior Village driveway, or Hudson Lane.

The northerly driveway will be reserved for use by delivery and emergency vehicles only, and signage will be posted declaring this.

Pedestrian Circulation: Extending the perimeter sidewalk to Washington Street at the southwestern corner of the site was determined to be problematic, requiring construction on the adjacent parcel (not owned by SMC). The applicant believes the sidewalks along the southern edge of Samaritan Medical Plaza to be sufficient for pedestrian traffic between SMP and the Senior Village. They do not wish to add an additional path along the eastern margin of the driveway spur, entering the northerly side of the SMP parking lot.

The applicant should specify installation of a 6 inch sidewalk, a concrete or asphalt apron, and a drop curb across the widened delivery entrance.

A detail of the handicap ramp should be provided.

Public access to the trail system behind Wiley School from Washington Street should be preserved. There is an informal route now. A trail was put in along Hudson Lane as part of the Summit Wood project to connect to it. A condition of the sale of parcel 13-23-102.100 to SMC from the City is that a trail easement will be retained by the City. The location of the easement has not been agreed to yet. To connect to the school property an easement will also be needed across the land SMC is purchasing from the School District. The site plan does not show an easement, though it does show the location of the existing trail. The most recently proposed easement location is shown on the Survey & Topographic Maps (sheets EX101 and EX102). The topography within the proposed easement location will probably be unsuitable for a hiking/biking trail.

Grading, Drainage and Utilities: A dumpster enclosure has been proposed adjacent to the loading docks on the northern side of the proposed building. The Stormwater Pollution Prevention Plan (SWPPP) is still outstanding. The applicant expects completion by June 13, 2011—and will provide the City with a copy once available.

The applicant should consider a drop curb entrance to National Grid's utility easement near station 8+00 on the main driveway. National Grid will access the utility easement for maintenance occasionally and would be forced to drive over a full height curb as proposed.

The applicant must specify what is being done with the 10" concrete storm pipe near the proposed Stormwater Management Pond #1. A connection to the proposed or existing storm sewer system must be provided. Also specify what the outlet of Stormwater Management Pond #1 is connected to, and move the proposed grading of the northerly handicap ramp to provide an unobstructed view of the connection.

Relocate the existing catch basin on the northerly side of the proposed delivery entrance 20 feet to the north, so that it is out of the entrance. Another option would be to shift the entrance 20 feet south.

All storm sewer connections to existing City owned catch basins must specify rubber booting, water tight connection. Revise detail 5 on sheet C502 to reflect this requirement.

Water: The applicant has proposed that water be delivered to the site via a new 2,800 foot length of 10" main, stretching from the Town of Watertown water tower through Town land, and entering the site from the south. After consultation with the applicant's engineers, the Water Department and Engineering Department have agreed that this is the best solution. The City Council has met and accepted the concept. This plan will still require the approval of the Town of Watertown and the NYSDOH.

A fire hydrant just east of the 4-story building was moved to the west side of the parking lot.

Sensitive Area Investigative Reports: The applicant submitted Sensitive Areas Investigative Reports including a Wetlands Jurisdictional Delineation Report and an Archaeological Survey. Sensitive Areas have been cleared of impact, however the US Army Corps of Engineers must still make a Wetland Jurisdictional Determination. If the site is deemed non-jurisdictional, no further action is necessary. If it is determined jurisdictional, the Corps will have to permit the project and ensure mitigation of any negative effects. The applicant has requested that the Board approve the site plan conditional on satisfaction of Corps of Engineers wetland permitting requirements.

A ditch within the site has been identified as a potential breeding area for the Lyre-tipped Spreadwing Damselfly. This is not a threatened or endangered species, however its breeding population has been declining, and it may qualify as a NYS "rare species" in the next few years. The identification was based on an unverified observation in 2007. The actual presence of the species cannot be verified until early July when the adults emerge from their larval stage.

The ditch in question lies between the 3-story section of the project and the northeasterly corner of the existing Samaritan Medical Plaza. It will not be completely destroyed by the construction, but significant disturbance is likely.

Landscaping: In our previous report, we requested additional landscaping to comply with the Planning Board's Landscaping and Buffer Zone Guidelines. Included were additional street trees on the south side of the main entrance from Washington Street to the proposed parking lot. The applicant has concerns about planting in this area because the area is within a National Grid gas and electric right-of-way and there are easement restrictions regarding vegetation. Given the restrictions, planting within the easement areas will not be required. However, after Station 8+00, the driveway entrance leaves the easement area and there are no restrictions on planting trees.

The previous report also recommended trees along the south side of the secondary access from Washington Street to the driveway spur leading to Samaritan Medical Plaza. The applicant has explained that this area is a bedrock cut making the planting of trees problematic.

Finally, the previous report requested that street trees be added to the new parking lot island located on the south end of the Samaritan Medical Plaza parking lot. The applicant has responded that this area will be adjacent to a new storm sewer, restricting the planting of trees. Assuming the trees would be planted in the center of the traffic island, a row of trees in this area would be offset 6'+/- from the storm sewer, which is more than adequate. In addition, there is over 2' of cover on top of the storm sewer that will be located beneath the asphalt on the opposite side of the curb from the planting locations. Since most tree

roots grow within the top 18"-24" of soil and given the fact that the sewer is under the pavement on the outside of the curb, it is unlikely that the roots will cause any damage to the storm sewer in the future. To be cautious, smaller maturing trees (with smaller root systems) from the list provided in the Guidelines could be specified for this area.

Summary: The following lists key issues that should be addressed:

1. The trail easement is still unresolved. The most recently proposed location is shown on the submitted Survey and Topographic Maps. The applicant must finalize the easement location before the purchase of City owned land can be completed, and it should be a condition of Sit Plan Approval.
2. The Stormwater Pollution Prevention Plan will not be available until June 13, 2011. The Site Plan approval should be conditioned on SWPPP submittal prior to the start of construction activities.
3. The proposal for water supply is unresolved at this point. Site Plan Approval should be conditioned upon the Town of Watertown and NYSDOH approving the new supply line.
4. The US Army Corps of Engineers must make a Wetland Jurisdictional Determination. The applicant wishes the Board to approve this application contingent upon a non-jurisdictional determination from the Corps.
5. The Lyre-tipped Spreadwing Damselfly habitat identified (but not yet confirmed) on the site will likely be disturbed. The species is not listed by state or federal authorities.
6. Street trees should be added on the south side of the main driveway entrance from Station 8+00 to the parking area.
7. Street trees should be added in the new parking lot island located on the south end of the Samaritan Medical Plaza parking lot.
8. Specify installation of a 6 inch sidewalk, a concrete or asphalt apron, and a drop curb across the new widened delivery entrance.
9. Provide a detail of the handicap ramp.
10. Consider a drop curb entrance to the National Grid easement for maintenance access.
11. The applicant must specify what is being done with the existing 10" concrete storm pipe located near the proposed stormwater management structure #1. A connection to the existing or proposed storm system is required.
12. The applicant must specify what the outlet for proposed stormwater management structure #1 is connected to. Move the grading of the northerly handicap ramp to provide a clear view of the connection.
13. The applicant must relocate the existing catch basin just north of the new entrance 20 feet further north, or move the driveway 20 feet south.
14. The applicant must specify rubber-booted, water-tight connections to all existing City catch basins. Revise the detail on sheet C502 to show this.

Cc: Planning Board Members
City Council Members
Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Patrick J. Scordo, P.E.

PLANNING BOARD OF THE CITY OF WATERTOWN, NY
EXCERPT FROM THE MINUTES – MEETING OF MAY 3, 2011

**SITE PLAN APPROVAL – SMC SENIOR VILLAGE
1500 BLOCK WASHINGTON STREET, PARCELS 13-23-101, 13-23-102.1, 13-23-104**

The Planning Board then considered a request for Site Plan Approval submitted by Patrick J. Scordo on behalf of Samaritan Medical Center for the construction of a 231,073-square foot, 288-bed senior living facility on the 1500 block of Washington St., Parcels 13-23-101, 13-23-102.1, and 13-23-104.

Mrs. Gervera introduced the application to the Board. Mr. Scordo was present to respond to the Board.

Mrs. Freda asked about the status of the traffic, environmental, wetlands, and geotechnical studies. Mr. Scordo responded that they were underway and he expected them to be complete within two weeks, in time for the May 24th special session, at which time he also hoped to be able to address all the concerns listed in the Staff Memo.

Mr. Harris asked if the water supply issue would be settled by the 24th. Mr. Scordo stated that this depends on the City Council.

Mrs. Gervera asked for a brief explanation of the site plan, because of her absence from the previous meeting. Mr. Scordo quickly reiterated the summary of the site plan that he delivered at the last Board meeting. Notable changes included the dedication of the northern site entrance to emergency and service vehicles, and the inclusion of a trail easement to the city along the southern and eastern site boundaries. He mentioned that 125 parking spaces are required by the zoning ordinance, and they are offering 187 to accommodate staff shift changes.

Mr. Scordo went on to outline the proposed construction schedule: site work in June, start construction by August, and completion by October 2012.

Mrs. Gervera asked what role the building would serve in Watertown's elder care sector. Richard Brooks from Samaritan Medical Center approached the board to explain. He stated that it will fill a gap in Watertown, providing assisted care for people who do not yet need the full nursing home care provided by the Keep Home. The facility would reduce the patient load at Whispering Pines, and hopefully get Jefferson County out of the elder care business. It would include 80 Medicaid beds.

Mrs. Freda moved to table the application until the May 24th special session, giving the applicant time to address issues in the Staff Memo and complete the various engineering studies. Mr. Harris seconded, and the motion passed 4-0 with Mr. Coburn abstaining.

Mr. Harris moved to adjourn until May 24, 2011 at 4:00 pm. Mrs. Freda seconded, all voted in favor.

PLANNING BOARD OF THE CITY OF WATERTOWN
EXCERPT FROM THE MINUTES – MEETING OF MAY 24, 2011

**SITE PLAN APPROVAL (TABLED) – SMC SENIOR VILLAGE
1500 BLOCK WASHINGTON STREET, PARCELS 13-23-101, 13-23-102.1, 13-23-104**

The Planning Board then resumed consideration of a tabled request for Site Plan Approval submitted by Patrick J. Scordo on behalf of Samaritan Medical Center for the construction of a 231,073-square foot, 288-bed senior living facility on the 1500 block of Washington St., Parcels 13-23-101, 13-23-102.1, and 13-23-104.

Ryan Churchill and Patrick Scordo, of GYMO, P.C., were present to represent the applicant. Mr. Churchill approached the board and introduced himself. He then thanked the Board for convening a special session. He asked the Board if they would like to hear the project overview again.

The Board did not, citing the project overviews given by the applicant at the previous two meetings. Mr. Harris suggested that Mr. Churchill proceed to the summary points listed in the Staff Report.

Mr. Churchill began by indicating the proposed position of the 20' trail easement along the south and east property lines. He explained that this location was proposed because of liability issues and concern over limitations on future development of the site.

Mr. Harris asked who would be using the trail, and what their mode of transportation was expected to be (hikers, walkers, bikers, etc.). Mr. Lumbis responded that the existing trails are informal hiking trails, but may be paved in the future for bicyclists. Mr. Wayte mentioned that the trail system would eventually be connected to Thompson Park and the Summit Woods housing project.

Mr. Churchill stated that the Stormwater Pollution Prevention Plan would be finished in June, and that the applicant is seeking conditional approval on this point.

He continued, stating that the proposed water supply did not have official approval yet, and negotiations were ongoing with the Town of Watertown.

Mr. Churchill then addressed the wetlands on site. A wetland was delineated in the environmental engineering report. He explained that the Army Corps of Engineers (ACoE) would need to make a jurisdictional determination, and that site plan approval could be conditional on this matter.

Mrs. Gervera asked about the timeline for ACoE approval. Mr. Churchill responded that they are unsure.

Mr. Lumbis questioned what the procedure would be if the wetland was determined to be "jurisdictional" by the ACoE. Mr. Churchill responded that mitigation would be required, either by adjusting the site plan or by creating a new wetland elsewhere.

Mr. Churchill then addressed the Damselfly habitat identified in the environmental engineering report. Because it is not a threatened or endangered species, no action is needed. Mr. Wayte asked where exactly the habitat was in relation to the proposed construction. Mr. Churchill pointed it out on the site plan, explaining that the building footprint

would eliminate much of the habitat. Mr. Wayte remarked that the flies may simply move to the new retention ponds.

Mr. Wayte inquired whether the proposed water main easement could be used for a roadway to connect the Senior Village to the medical complex to the south, in the Town of Watertown. Mr. Churchill stated that this was a possibility if other property owners agreed, but there would be issues with topography.

Addressing the request for additional tree plantings, Mr. Churchill noted that the area along the south side of the service drive would be a bed rock cut area with near vertical grades, making the planting of trees in that area nearly impossible. Mr. Churchill noted that the grades would not be as steep along the south side of the main entrance drive from Station 8+00 to the parking lot, but explained that planting trees still may prove to be difficult in this area. Mr. Wayte suggested using Cedar trees in the rocky areas.

Mr. Churchill continued, stating that any tree plantings in the new island on the southern end of the Samaritan Medical Plaza parking lot would have to be small trees due to the nearby stormwater line.

Mr. Churchill addressed the curbing at the new north entrance. He stated that the Staff Report suggestion of a drop curb along that entrance would be fine. There was some confusion among the board and audience as to what this would look like. Mr. Lumbis explained that it would look more like a typical driveway rather than a normal intersection.

Mr. Churchill stated that a detail of the handicap ramps for the project would be provided. He then asked for some clarification of the City's suggestion of an access point for the National Grid easement near station 8+00 on the southern driveway.

Mr. Wood said this proposal was based on the apparent current point of access used by National Grid maintenance vehicles. The drop curb in this area would be for convenience and durability, but not a requirement by the City.

Mr. Churchill then explained that the issues with the stormwater system around Management Structure #1 would be resolved as the SWPPP is completed. The pipe in question may be diverted, and the system would probably be connected to the existing 12" pipe nearby. He stated that the applicant has no opposition to the rubber-booted connection requested by the City.

Mr. Churchill asked if there were any further questions. None were asked.

Mrs. Gervera made a motion to recommend Site Plan Approval for the request submitted by Patrick J. Scordo and Ryan Churchill of GYMO, P.C. on behalf of Samaritan Medical Center for the construction of a 231,073-square foot, 288-bed senior living facility on the 1500 block of Washington St., Parcels 13-23-101, 13-23-102.1, and 13-23-104 with the condition that all 14 items listed in the Staff Report be addressed:

1. The applicant must work with the City to determine an acceptable location for the proposed trail system easement.
2. The applicant must submit a Stormwater Pollution Prevention Plan (SWPPP) to be approved by the City Engineering Department prior to the start of construction activities.

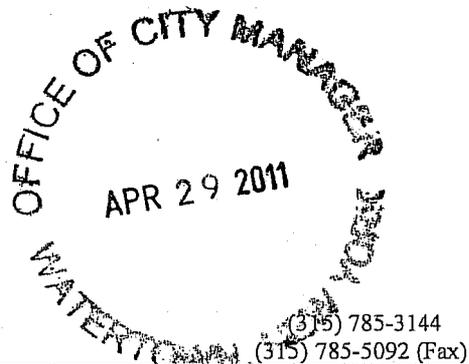
3. The proposed location and necessary agreements for the water supply must be approved by the City Council, Town of Watertown and NYS Department of Health.
4. The applicant must obtain a Wetland Jurisdictional Determination and wetland permit if necessary, from the US Army Corps of Engineers and ensure mitigation of any negative effects determined by the US Army Corps of Engineers.
5. The Lyre-tipped Spreadwing Damselfly habitat identified (but not yet confirmed) on the site will likely be disturbed. The species is not listed by state or federal authorities.
6. Street trees shall be added on the south side of the main driveway entrance from Station 8+00 to the parking area.
7. Street trees shall be added in the new parking lot island located on the south end of the Samaritan Medical Plaza parking lot.
8. The plans shall be modified to specify the installation of a 6 inch sidewalk, a concrete or asphalt apron, and a drop curb across the new widened delivery entrance.
9. The applicant shall provide a detail of the handicap ramp.
10. The applicant shall consider a drop curb entrance to the National Grid easement for maintenance access.
11. As part of the SWPPP, the applicant must specify what is being done with the existing 10" concrete storm pipe located near the proposed stormwater management structure #1, ensuring that a connection to the existing or proposed storm system is shown.
12. As part of the SWPPP, the applicant must specify what the outlet of Stormwater Management Pond #1 is connected to and the proposed grading of the northerly handicap ramp must be moved on the plan to provide an unobstructed view of the connection.
13. The applicant must relocate the existing catch basin just north of the new entrance 20 feet further north, or move the driveway 20 feet south.
14. The applicant must revise the detail on sheet C502 to specify rubber-booted, water-tight connections to all existing City catch basins.

Mr. Harris seconded the motion, and it passed 4-0 with Mr. Coburn and Mr. Fipps still abstaining due to professional relationships with the applicant.

Patrick Scordo of GYMO questioned whether the SEQR form should be completed by the Planning Board. Mr. Lumbis replied that the City Council was responsible for this. Mr. Scordo then stated that during the completion of SEQR, any concerns with impact on the wetlands could be deferred to the authority of the ACoE, since the ACoE will not allow any unmitigated impact.



Department of Planning
175 Arsenal Street
Watertown, NY 13601



Donald R. Canfield
Director of Planning

April 28, 2011

Michael Lumbis, Planner
City of Watertown
245 Washington St. Room 304
Watertown, NY 13634

Re: Patrick Scordo, P.E., Site Plan Review for SMC Senior Village,
JCDP File # C 5 - 11

Dear Michael:

On April 26, 2011, the Jefferson County Planning Board reviewed the above referenced project, referred pursuant to General Municipal Law, Section 239m.

The Board adopted a motion recommending approval. The addition of the senior living facilities is an important objective for the community at large and the County.

The preliminary traffic impact analysis by the project's transportation engineering consultant (see attached correspondence from Jim Napoleon and Associates, dated April 25, 2011) recommends that the north access on US Rt. 11 be used for emergency and delivery vehicles only. The local board should ensure signage is appropriately placed to restrict this access point for limited use as per this recommendation. Furthermore, turning left across traffic from this driveway will be difficult and the local board should require a "right turn only" exit sign be installed. To discourage employees and visitors from using this right turn exit, an additional sign stating that the exit is for delivery trucks only should be placed before the interior driveway to the existing medical facility parking lot so non-delivery vehicles and visitors wanting to travel south can be directed to the main signalized intersection.

The preliminary traffic analysis also indicates that with a reprogramming of the signalization at the existing Washington Street intersection, the anticipated number of vehicle trips should not cause a reduction in the level of service. After completion and initial operation of the project, the City should still monitor the level of service at the intersection and make any necessary adjustments to signalization and/or pavement markings and turning lanes.

During its review the County Planning Board noted that NYS Departments of Health and Environmental Conservation reviews will be required for the water and sewer connections, a Notice of Intent must be filed with NYSDEC, and a Stormwater Pollution Prevention Plan is required to be kept on the project site.

Furthermore, the County Planning Board has the following local advisory comments:

The design of the parking areas on both sides of the project's ring access road present potential conflicts with vehicular backing movements. Especially on the curve at the northeast end of the site, visibility of on-coming traffic could prove difficult at times. There is also the potential for conflicts with pedestrians crossing the roadway to access the facility. The local board should discuss the possibility of a typical, dedicated parking area near the east end of the facility to replace the two sided perpendicular parking arrangement along the ring road. This would minimize traffic/pedestrian conflicts along a lengthy portion of the perimeter road.

The local board should consider fire equipment access to the buildings. Local emergency responders should assess the current vehicle parking layout between the building and all necessary access points to determine if there are any concerns with emergency access to the exterior of the structures.

The proposed sidewalks end abruptly at the medical complex parking lot. Accommodations should be made for continuous pedestrian connections with both medical buildings.

The City Engineer should review the proposed storm water facilities to ensure that there will not be a negative impact on adjacent properties or the existing City storm water facilities.

Please note that the advisory comments are not a condition of the County Planning Board's action. They are listed to assist the local board in its review of the project. The local board is free to make its final decision.

General Municipal Law, Section 239m requires the local board to notify the County of its action on this matter within thirty (30) days after taking a final action.

Thank you.

Sincerely,



Michael J. Bourcy
Senior Planner

MJB

Public Hearing – 7:30 p.m.

June 14, 2011

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Local Law Amending Section 253-17, Sewer Rates

Attached for City Council consideration is a Local Law establishing Sewer rates. These rates have been amended to reflect two tiers, as follows:

Quarterly Rates:

First 1,200 cubic feet	\$36.00 per 1,000 cubic feet
Over 1,200 cubic feet	\$21.00 per 1,000 cubic feet

Monthly Rates:

First 400 cubic feet	\$36.00 per 1,000 cubic feet
Over 400 cubic feet	\$21.00 per 1,000 cubic feet

This Local Law amending the City Code is subject to a Public Hearing, which has been scheduled for June 20, 2011 at 7:30 p.m.

Amending Section 253-17 of the City of Watertown Code of the City of Watertown To Provide for Change in Sewer Service Charge

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

Council Member Jeffrey M. Smith

BE IT ENACTED by the City Council of the City of Watertown as follows:

§253-17 of the City Code of the City of Watertown as follows:

C. Rates.

(1) The basis for the normal sewer service charge shall be the volume of water consumed from the Public Water Supply System by the individual property owner. The rates for both domestic and industrial metered sewer service within the City of Watertown shall be as follows:

(a) QUARTERLY METER RATES:

First 1,200 cubic feet (8,976 gallons)	\$36.00 per 1,000 cubic feet (7,480 gallons)
Over 1,200 cubic feet (8,976 gallons)	\$21.00 per 1,000 cubic feet (7,480 gallons)

(b) MONTHLY METER RATES:

First 400 cubic feet (2,992 gallons)	\$36.00 per 1,000 cubic feet (7,480 gallons)
Over 400 cubic feet (2,992 gallons)	\$21.00 per 1,000 cubic feet (7,480 gallons)

Amending Section 253-17 of the City of Watertown Code of the City of Watertown To Provide for Change in Sewer Service Charge

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

(c) MINIMUM CHARGE FOR QUARTERLY INSIDE CITY USE Total

Meter Size	Cubic Feet	Gallons	Minimum Charge
5/8"	900	6,732	\$ 32.40
3/4"	1,500	11,220	49.50
1 "	2,700	20,196	74.70
1 1/2"	5,100	38,148	125.10
2 "	8,400	62,832	194.40
3 "	15,900	118,932	351.90
4 "	26,400	197,472	572.40
6 "	51,900	388,212	1,107.90
8 "	84,000	628,320	1,782.00
10"	120,000	897,600	2,538.00

(d) MINIMUM CHARGE FOR MONTHLY INSIDE CITY USE:

Meter Size	Cubic Feet	Gallons	Minimum Charge
5/8"	300	2,244	\$ 10.80
3/4"	500	3,740	16.50
1 "	900	6,732	24.90
1 1/2"	1,700	12,716	41.70
2 "	2,800	20,944	64.80
3 "	5,300	39,644	117.30
4 "	8,800	65,824	190.80
6 "	17,300	129,404	369.30
8 "	28,000	209,440	594.00
10"	40,000	299,200	846.00

Amending Section 253-17 of the City of Watertown Code of the City of Watertown To Provide for Change in Sewer Service Charge

(2) Eldery Exemption

Unit	Charge
1	\$ 3.60
2	\$ 7.20
3	\$10.80
4	\$14.40
5	\$18.00
6	\$21.60
7	\$25.20
8	\$28.80

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 the Sewer Service Charge shall be instituted with the sewer bills dated on or after July 1, 2011 and contained on all bills, and

BE IT FURTHER ORDAINED that a public hearing was held on this amendment on June 20, 2011, at 7:30 p.m. in the City Council Chambers, and

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

Seconded by Council Member Teresa R. Macaluso

Laid Over Under the Rules

June 16, 2011

To: The Honorable Mayor and City Council

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

Subject: Approving the Zone Change Request Submitted by Patrick J. Scordo, Changing the Approved Zoning Classification of a 13.618 Acre Portion of Parcel No. 13-23-101 From Residence A to Commercial and a 2.485 Acre Nonzoned Portion of Parcel No. 13-23.102.1 to Commercial

The City Council held a public hearing on the above subject zone change request on Monday, June 6, 2011.

The Planning Board reviewed the request at its May 3, 2011 meeting and adopted a motion recommending that the City Council approve the Zone Change Request as submitted. The report prepared for the Planning Board and an excerpt from its minutes were included in the agenda for the June 6, 2011 meeting and are available on the City's website.

The County Planning Board reviewed the request on March 29, 2011 and adopted a motion that the zone change is a matter of local concern.

The City Council must adopt the related SEQRA Resolution before voting on this Ordinance.

ORDINANCE

Page 1 of 2

Approving the Zone Change Request Submitted by Patrick J. Scordo, changing the approved zoning classification of a 13.618 acre portion of Parcel 13-23-101 from Residence A to Commercial, and a 2.485 acre non-zoned portion of Parcel 13-23-102.1 to Commercial

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

Council Member Roxanne M. Burns

BE IT ORDAINED where Patrick J. Scordo of GYMO, P.C., has made application by petition filed with the City Clerk, pursuant to Section 83 of the New York General City Law to change the approved zoning classification of a 13.618 acre portion of Parcel 13-23-101 from Residence A to Commercial, and a 2.485 acre non-zoned portion of Parcel 13-23-102.1 to Commercial, and

WHEREAS the portion of Parcel 13-23-101 subject to this request is shown as "Parcel 1" in the Final Plat Subdivision submitted by Gregory F. Ashley of GYMO, P.C. to the City of Watertown on May 10, 2011, and

WHEREAS that Final Plat Subdivision map is filed in the Engineering Department as "Subdivision M-01-11", and

WHEREAS the Planning Board of the City of Watertown considered the zone change request at its meeting held on May 3, 2011, and adopted a motion recommending that the City Council approve the zone change as requested, 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, and

WHEREAS a public hearing was held on the proposed zone change on June 6, 2011, 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,

NOW THEREFORE BE IT ORDAINED that the zoning classification shall be changed for a 13.618 acre portion of Parcel Number 13-23-101 located on the 1500 block of Washington Street, as described above, from Residence A to Commercial, and

BE IT FURTHER ORDAINED that the zoning classification shall be changed for the non-zoned 2.485 acre portion of Parcel Number 13-23-102.1, located on the 1500 block of Washington Street, to Commercial, and

ORDINANCE

Page 2 of 2

Approving the Zone Change Request Submitted by Patrick J. Scordo, changing the approved zoning classification of a 13.618 acre portion of Parcel 13-23-101 from Residence A to Commercial, and a 2.485 acre non-zoned portion of Parcel 13-23-102.1 to Commercial

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

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

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

Seconded by Council Member Jeffrey M. Smith

Laid Over Under the Rules

June 14, 2011

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Ordinance Establishing Water Rates

The attached Ordinance was prepared for City Council consideration at the June 1, 2011 adjourned City Council meeting as part of the budget adoption. At that time, it was introduced and seconded, and then Laid Over Under the Rules.

If adopted, this will eliminate the third tier in the rate schedule and change the remaining two tiers as follows for quarterly in city customers:

First 1,200 cubic feet (8,976 gallons)	\$37.00 per 1,000 cubic feet (7,480 gallons)
Over 1,200 cubic feet (8,976 gallons)	\$25.00 per 1,000 cubic feet (7,480 gallons)

Amendments to monthly charges, minimum charges and charges to outside quarterly customers, and partial tax exemption rates will also be amended.

ORDINANCE

Page 1 of 4

Establishing Water Rates

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

YEA	NAY

Total

Introduced by

Council Member Jeffrey M. Smith

BE IT ORDAINED by the City Council that Chapter 301 of the Municipal Code is hereby amended by deleting Sections 301-17 (A), (B), (D), (E) and (H); and

BE IT FURTHER ORDAINED by the City Council that the Municipal Code, Chapter 301 be and the same is hereby amended by adding thereto new Sections 301-17 (A), (B), (D), (E) and (H) as follows:

301-17. Water Rates and Charges. The rate for both domestic and industrial metered water within the City of Watertown shall be as follows:

A. METER RATES

(1) Quarterly Meter Rates:

First 1,200 cubic feet (8,976 gallons)	\$37.00 per 1,000 cubic feet (7,480 gallons)
Over 1,200 cubic feet (8,976 gallons)	\$25.00 per 1,000 cubic feet (7,480 gallons)

(2) Monthly meter rates

First 400 cubic feet (2,992 gallons)	\$37.00 per 1,000 cubic feet (7,480 gallons)
Over 400 cubic feet (2,992 gallons)	\$25.00 per 1,000 cubic feet (7,480 gallons)

ORDINANCE

Page 2 of 4

Establishing Water Rates

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

B. MINIMUM CHARGE QUARTERLY FOR CITY USE

(1) Quarterly charge for City use

Meter Size (inches)	Cubic Feet	Gallons	Minimum Charge
5/8	900	6,732	\$ 33.30
3/4	1,500	11,220	51.90
1	2,700	20,196	81.90
1 1/2	5,100	38,148	141.90
2	8,400	62,832	224.40
3	15,900	118,932	411.90
4	26,400	197,472	674.40
6	51,900	388,212	1,311.90
8	84,000	628,320	2,114.40
10	120,000	897,600	3,014.40

(2) Monthly charge for City use

Meter Size (inches)	Cubic Feet	Gallons	Minimum Charge
5/8	300	2,244	\$ 11.10
3/4	500	3,740	17.30
1	900	6,732	27.30
1 1/2	1,700	12,716	47.30
2	2,800	20,944	74.80
3	5,300	39,644	137.30
4	8,800	65,824	224.80
6	17,300	129,404	437.30
8	28,000	209,440	704.80
10	40,000	299,200	1,004.80

ORDINANCE

Page 3 of 4

Establishing Water Rates

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

D. METER RATES OUTSIDE CITY

First 1,200 cubic feet (8,976 gallons)	\$44.40 per 1,000 cubic feet (7,480 gallons)
Over 1,200 cubic feet (8,976 gallons)	\$30.00 per 1,000 cubic feet (7,480 gallons)

E. MINIMUM CHARGE QUARTERLY FOR OUSIDE CITY USE

Meter Size (inches)	Cubic Feet	Gallons	Minimum Charge
5/8	900	6,732	\$ 39.96
3/4	1,500	11,220	62.28
1	2,700	20,196	98.28
1 1/2	5,100	38,148	170.28
2	8,400	62,832	269.28
3	15,900	118,932	494.28
4	26,400	197,472	809.28
6	51,900	388,212	1,574.28
8	84,000	628,320	2,537.28
10	120,000	897,600	3,617.28

H. PARTIAL TAX EXEMPTION RATES

Unit	Charge
1	\$ 3.70
2	\$ 7.40
3	\$11.10
4	\$14.80
5	\$18.50
6	\$22.20
7	\$25.90
8	\$29.60

ORDINANCE

Page 4 of 4

Establishing Water Rates

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 this ordinance shall take effect on July 1, 2011, after it has been published once in the official newspaper of the City of Watertown, or as the City Manager directs.

Seconded by Council Member Teresa R. Macaluso

June 14, 2011

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Combined Sewer Overflow (CSO) Long Term Control Plan

Attached is a letter received today from the New York State Department of Environmental Conservation approving the City's Long Term Control Plan. This multi-year effort has been lead by Chief Waste Water Treatment Plant Operator Michael J. Sligar. Special thanks and congratulations go to Mr. Sligar on a job well done.

New York State Department of Environmental Conservation**Division of Water,**

Bureau of Water Permits, 4th Floor
625 Broadway, Albany, New York 12233-3505

Phone: (518) 402-8111 • Fax: (518) 402-9029

Website: www.dec.ny.gov



Joe Martens
Commissioner

June 7, 2011

Michael J. Sligar
Chief Operator
William T. Field Pollution Control Plant
700 William T. Field Drive
Watertown, NY 13601



**Re: SPDES Permit No. 002 5984
Long Term Control Plan**

Dear Mr. Sligar:

The New York State Department of Environmental Conservation has completed review of the CSO long term control plan (LTCP) submitted by you on April 29, 2011. Please be advised that the Department hereby approves this plan.

Please note that, with this approval, in accordance with Phase II requirements under the LTCP section of the referenced SPDES permit (Page 17), the Department will be modifying the SPDES permit in the near future. This modification will include an implementation schedule for completing the work detailed in the LTCP, submittal of periodic status reports to the Department, and requirements for preparation of a detailed post construction compliance monitoring program.

Please contact Bill Mirabile at (518) 402-8122 if you have any questions.

Sincerely,

Shayne A. Mitchell, P.E.

Chief, Wastewater Permits Central Section

cc: Michelle Josilo - EPA
Steve Botsford - DEC Reg. 6

June 14, 2011

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Arena Roof Update

On Monday, June 20, 2011, Rich Franklin, from Franklin Consulting Services, LLC will be in attendance at the City Council meeting to discuss the status of the Arena roof. This presentation is in response to City Council Member Jeffrey Smith's request for an update on the roof's status.

**FRANKLIN
CONSULTING
SERVICES, LLC**

1583 Hamlin Parma TL Rd
Hilton, New York
14468-9749
(585) 392-0114
Email: RFran113@Aol.com

Service Disabled Veteran Owned Small Business (SDVOSB)

DUNNS: 147673912

June 14, 2011

Bio:

Graduate degree, BA from Tarkio College, Tarkio, MO
Served in USN, 1969-1973

My experience in Polyurethane Foam and diverse coatings spans over the last 38 years.

I have served in capacities of Spray Applicator, Owner of an insulation company Foam Fab Insulation, Distributor Representative for Spray Foam and Coatings, Regional Technical Sales Representative for Gaco Western, Inc. for 14 years, formed and operated my own company, Franklin Consulting Services, LLC since 1998.

Franklin Consulting Services, LLC was formed to assist Architects, Engineers, Building Owners, Associations in both the public and private arenas with projects involving Spray Foam Roofing, Insulation, Membrane Decking, Waterproofing and other specialty type coating applications. The services provided to a client base include assisting in formulating exact specifications for the client's performance expectations and budgetary constraints, contracted inspection and monitoring services and follow up on completed projects.

Some of my client list includes the State of New York such as the cafeteria at the Albany Campus, State Education Bldg, Performance Arts bldg., correctional facilities at Groveland, Elmira, Franklin, Mt McGreger, Picatinny & Tobyhanna Arsenals, Private companies such as Creative foods, Turner & Bellows, Rustoleum, Garlock Co., Towns and Municipalities such as the Town of Canadiagua, Churchville, Hilton, Hamlin.

